



## AGENDA

REGULAR MEETING OF COUNCIL  
**Monday, January 29<sup>th</sup>, 2024 at 6:30 PM**  
IN THE CIVIC CENTRE COUNCIL CHAMBERS

**Members of Council and the public may access the meeting, electronically, as follows:**

Dial: 1-800-974-5902  
Conference ID: 9076440

**KINDLY TURN OFF ALL CELL PHONES FOR THE DURATION OF THE MEETING**

**1. CALL MEETING TO ORDER 6:30 p.m.**

**INDIGENOUS LAND ACKNOWLEDGEMENT**

*The Municipality of Chapleau is situated on the ancestral treaty and title lands of the Anishinabe and Cree peoples in the Treaty 9 area, and recognizes the neighbouring First Nations of Brunswick House, Chapleau Cree, Chapleau Ojibwe, Michipicoten and Missanabi Cree.*

*We acknowledge the long history of First Nations and Metis People in Ontario and show respect to them today.*

**2. APPROVAL OF AGENDA**

**3. DISCLOSURE OF PECUNIARY INTEREST**

**4. DELEGATIONS - None**

**5. COMMITTEE OF ADJUSTMENT - None**

**6. CONSENT AGENDA**

*Items listed under the Consent Agenda are considered routine and will be enacted in one motion. A member of Council may request one or more items to be removed from the Consent Agenda for separate discussion and/or Action.*

**6.1 Council and Committee Meeting Minutes**

**6.1.1 Regular Council Meeting Minutes for Monday, January 15, 2024**

**7. BUSINESS**

- 7.1 Tulloch 2023 Structure Inspection Report (Bridge Report) Review – Rejean Raymond
- 7.2 Review of 2023 Variance Report – Les Jones
- 7.3 Review of Business Kilometre rates for the Township of Chapleau

**8. ACCOUNTS PAYABLE**

**9. RESOLUTIONS**

- 9.1 By-Law No. 2024-04, Being a By-law to establish Remuneration Rates for Members of Council
- 9.2 By-Law No. 2024-05, Being an Amendment to By-law 2020-11, Being a By-law to adopt a policy for procurement of goods and services for the Township of Chapleau, Schedule “B” only.

**10. CORRESPONDENCE**

- A. Algoma Public Health and Public Health Sudbury & Districts notification of potential merger dated January 19, 2024.
- B. Chapleau General Hospital 2023 Report
- C. Ministry of Natural Resources and Forestry letter regarding Crown Land Disposition in Northern Municipalities dated January 19, 2024
- D. Ministry of Agriculture, Food, and Rural Affairs letter regarding Rural Economic Development dated January 22, 2024
- E. ROMA Fill in the Gaps Closer to Home – Improving Access to Services for Rural Ontario dated January 25, 2024.

**11. IN CAMERA**

- 11.1 In Camera Session Meeting Minutes for the Regular Council Meeting of January 15, 2024.
- 11.2 Personal matters about an identifiable individual, including municipal or local board employees, pursuant to *Ontario Municipal Act, Section 239(2)(b)*
  - Human Resources
    - 6 Month Performance Review of CAO Meyntz

**Matters Arising from In Camera Session**

**12. CONFIRMATORY BY-LAW**

**13. ADJOURNMENT**

# CONSENT AGENDA



REGULAR MEETING OF COUNCIL  
MONDAY, January 15<sup>th</sup>, 2024 at 6:30 PM  
IN THE CIVIC CENTRE COUNCIL CHAMBERS

**Attendance:**

**Council:** Mayor Ryan Bignucolo  
Deputy Mayor Lisi Bernier  
Councillor Cathy Ansara  
Councillor Paul Bernier  
Councillor Alex Lambruschini

**Staff:** Judith Meyntz, CAO  
Réjean Raymond Operations Director  
Carole Ouellette Leisure & Cultural Services Manager

Guests: 1

**1. CALL MEETING TO ORDER**

**THAT** the Council of the Corporation of the Township of Chapleau does hereby call the Regular Council Meeting of Monday, January 15<sup>th</sup>, 2024 to order at 6:30 p.m.

**INDIGENOUS LAND ACKNOWLEDGEMENT**

*The Municipality of Chapleau is situated on the ancestral treaty and title lands of the Anishinabe and Cree peoples in the Treaty 9 area, and recognizes the neighbouring First Nations of Brunswick House, Chapleau Cree, Chapleau Ojibwe, Michipicoten and Missanabi Cree.*

*We acknowledge the long history of First Nations and Metis People in Ontario and show respect to them today.*

**2. APPROVAL OF AGENDA**  
**RESOLUTION 01-01:**  
**L. BERNIER – P. BERNIER**

**WHEREAS** the Members of Council have been presented with an Agenda for the Regular Council Meeting of Monday, January 15<sup>th</sup>, 2024;

**BE IT RESOLVED THAT** the Agenda be adopted as presented.

**Carried.**

3. **DISCLOSURE OF PECUNIARY INTEREST**

Mayor Bignucolo requested that any pecuniary interest be declared for the record.

- Deputy Mayor L. Bernier declared Conflict of Interest with Item # 7.6 on the Agenda.
- Councillor P. Bernier declared Conflict of Interest with Item # 7.6 on the Agenda.

4. **DELEGATIONS:** None

5. **COMMITTEE OF ADJUSTMENT** - None

6. **CONSENT AGENDA**  
**RESOLUTION 01-02:**  
**P. BERNIER – A. LAMBRUSCHINI**

**WHEREAS** the Council of the Township of Chapleau has reviewed the Consent Agenda consisting of:

- 6.1 Council and Committee Meeting Minutes
  - 6.1.1 Regular Council Meeting Minutes for Monday, December 11, 2023

**NOW THEREFORE BE IT RESOLVED THAT** the Council of the Township of Chapleau does hereby approve the Regular Council Meeting Minutes for Monday, December 11, 2023.

**Carried.**

7. **BUSINESS**  
**RESOLUTION 01-03:**  
**L. BERNIER – P. BERNIER**

- 7.1 Municipal Accommodation Tax Report

**THAT** the Council of the Township of Chapleau accepts the MAT Tax Report for information;

**AND THAT** Council directs staff to forward the agreed upon funding to SECFDC for distribution to tourism-based organizations in Chapleau.

**Carried.**

**RESOLUTION 01-04:**  
**A. LAMBRUSCHINI – L. BERNIER**

- 7.2 Airport De-icing Equipment Report

**THAT** the Council of the Township of Chapleau accepts the Airport De-icing Equipment Report for information;

**AND THAT** Council directs staff to purchase the gas-powered aircraft de-icing cart – 40 gallon for \$7,443.00 plus HST and the Type 1 aircraft ground de-icing fluid.

**AND FURTHERMORE, THAT** Staff determine the fee structure for adding this item to our Fees and Charges By-law.

**Carried.**

**RESOLUTION 01-05:**

**P. BERNIER – C. ANSARA**

7.3 Baseball League Request for Improvements to Ball Diamond

**THAT** the Council of the Township of Chapleau does hereby accept the addition of funding to the 2024 Budget for the upgrades to the infield, outfield, bleachers and dugouts; in principle, subject to the passing of the 2024 Budget;

**AND THAT** Council directs our Leisure & Cultural Services Manager to connect with the Baseball league about holding a fundraising activity at the Carnival.

**Carried.**

**RESOLUTION 01-06:**

**L. BERNIER – A. LAMBRUSCHINI**

7.4 EXIT Real Estate request for Consideration

**THAT** the Council of the Township of Chapleau does hereby concur that this request be directed to staff to follow up and work through concerns.

**Carried.**

**RESOLUTION 01-07:**

**C. ANSARA – A. LAMBRUSCHINI**

7.5 Chapleau 26<sup>th</sup> Northern Pike Ice Fishing Derby Sponsorship

**THAT** the Council of the Township of Chapleau does hereby approve the sponsorship for the Chapleau 26<sup>th</sup> Northern Pike Ice Fishing Derby:

**AND THAT** Council directs Staff to forward the sponsorship fee of \$200.00.

**Carried.**

**RESOLUTION 01-08:**

**C. ANSARA – A. LAMBRUSCHINI**

7.6 Request from Figure Skating Club

**THAT** the Council of the Township of Chapleau declines the request for the extension of the ice surface past March 31, 2024 as the costs are too prohibitive for the one event;

**WHEREAS** Council does support waiving the fee for the decoration time for the ice show, if the Figure Skating club chooses to have the event at a time before March 31, 2024.

**Carried.**

**Clerk's note:** Deputy Mayor L. Bernier and Councillor P. Bernier declared Conflict of Interest.

**RESOLUTION 01-09:**

**P. BERNIER – C. ANSARA**

7.7 Council Support for a Housing Project on the waterfront property next to the Chapleau Hub

**THAT** the Council of the Township of Chapleau does hereby approve providing a support letter for the development of the waterfront property beside the Chapleau Hub:

**AND THAT** Council directs Staff to use the suggested letter provided in the Agenda Package with an emphasis on senior housing.

**Carried.**

**8. ACCOUNTS PAYABLE**

**RESOLUTION 01-10:**

**L. BERNIER – P. BERNIER**

**THAT** the Council of the Corporation of the Township of Chapleau does hereby receive for information the Accounts Payable listing in the amount of \$760,795.90 for the period ending January 10, 2024.

**Carried.**

**9. RESOLUTIONS**

**RESOLUTION 01-11:**

**C. ANSARA – A. LAMBRUSCHINI**

9.1 Canada Day Budget Approvals 2024

**THAT** the Council of the Township of Chapleau does hereby accept the report for the Canada Day Celebrations;

**AND THAT** Council does approve the budget for the Canada Day Celebrations to be added to the 2024 Budget.

**Carried.**

**RESOLUTION 01-12:**

**C. ANSARA – L. BERNIER**

9.2 By-law 2024-01, being a by-law to provide for an interim tax levy.

**THAT** By-law Number 2024-01, being a By-law to provide for an interim tax levy be Read a First and Second time this 15<sup>th</sup> day of January, 2024;

**AND FURTHER** be Read a third time, passed and properly signed and sealed this 15<sup>th</sup> day of January, 2024.

**Carried.**

**RESOLUTION 01-13:**

**P. BERNIER – C. ANSARA**

9.3 By-law 2024-02, being the Municipal Borrowing By-law.

**THAT** By-law Number 2024-02, being a Municipal Borrowing By-law be Read a First and Second time this 15<sup>th</sup> day of January, 2024;

**AND FURTHER** be Read a third time, passed and properly signed and sealed this 15<sup>th</sup> day of January, 2024.

**Carried.**

**10. CORRESPONDENCE**

**RESOLUTION 01-14:**

**C. ANSARA – L. BERNIER**

- A. Public Health Sudbury and District update email dated December 13, 2023.
- B. Public Health Sudbury and District News Release dated December 13, 2023.
- C. City of Stratford letter regarding support for the CEBA Loan Business dated December 19, 2023.
- D. Manitoulin-Sudbury District Services Board resolution regarding National Housing Accord dated January 9, 2024.
- E. Township of Wainfleet resolution regarding Cemetery Transfer after closing dated January 10, 2024.
- F. MNRF - Proposed Insect Pest Management Program

**THAT** the Council of the Township of Chapleau receives the Correspondence from the January 15, 2024 Council Agenda with no items extracted for discussion.

**Carried.**



11. **IN CAMERA**

**RESOLUTION 01-15:**

**C. ANSARA – A. LAMBRUSCHINI**

**Adjourn to In Camera Session**

**THAT** the Corporation of the Council of the Township of Chapleau move into In Camera Session on Monday, January 15, 2024 at 7:02 p.m. for the following matters:

11.1 In Camera Session Meeting Minutes for the Regular Council Meeting of November 27, 2023.

11.2 Personal matters about an identifiable individual, including municipal or local board employees, pursuant to *Ontario Municipal Act, Section 239(2)(b)*

- Human Resources (4 items)

**Carried.**

**Reconvene to Regular Meeting**

**THAT** this meeting be reconvened to a Regular Meeting at 8:07 p.m.

**Matters Arising from In Camera Session**

**RESOLUTION 01-16:**

**P. BERNIER – C. ANSARA**

11.1 In Camera Session Meeting Minutes for the Regular Council Meeting of November 27 2023.

**THAT** the Council of the Township of Chapleau does hereby approve the In-Camera Minutes for November 27, 2023 as presented.

**Carried.**

**RESOLUTION 01-17:**

**C. ANSARA – P. BERNIER**

11.2.6 **THAT** the Council of the Township of Chapleau does hereby approved the attendance of the Mayor Bignucolo to attend the GreenFirst Forest Products Inc. event in Toronto, Ontario after the ROMA conference;

**AND THAT** the cost for the attendance for the event is to extend the ROMA hotel stay for one person for two additional nights.

**Carried.**

**12. CONFIRMATORY BY-LAW**

**RESOLUTION 01-18:**

**L. BERNIER – P. BERNIER**

**THAT** By-law No. 2024-03, being a confirmatory by-law for the Regular Council Meeting of Monday, January 15, 2024, be given a First, Second, Third and final reading and is passed as of this date.

**Carried.**

**13. ADJOURNMENT**

**RESOLUTION 01-19:**

**C. ANSARA – P. BERNIER**

**WHEREAS** the business of the Meeting has concluded:

**NOW THEREFORE BE IT RESOLVED THAT** this meeting be adjourned at 8:09 p.m. until the Regular Council meeting of Monday, January 29, 2024 at 6:30 p.m. or the call of the Chair.

**Carried.**

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Ryan Bignucolo Mayor

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Judith Meyntz CAO

# BUSINESS



# 2023 Structure Inspection Report Township of Chapleau

September 2023  
TULLOCH Project #: 23-0690



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APPENDIX A – Glossary of Definitions
APPENDIX B – OSIM Forms

## STATEMENT OF LIMITATIONS AND QUALIFICATIONS

The attached Report (the "Report") has been prepared by TULLOCH Engineering Inc. ("Consultant") for the benefit of the client ("Client") in accordance with the agreement between Consultant and Client.

The information, data, recommendations and conclusions contained in the Report (collectively, the "Information"):

- represents Consultant's professional judgement in light of the Limitations and industry standards for the preparation of similar reports;
- may be based on information provided to Consultant which has not been independently verified;
- has not been updated since the date of issuance of the Report and its accuracy is limited to the time period and circumstances in which it was collected, processed, made or issued;
- must be read as a whole and sections thereof should not be read out of such context;
- was prepared for the specific purposes described in the Report; and
- in the case of subsurface, environmental or geotechnical conditions, may be based on limited testing and on the assumption that such conditions are uniform and not variable either geographically or over time.

Consultant shall be entitled to rely upon the accuracy and completeness of information that was provided to it and has no obligation to update such information. Consultant accepts no responsibility for any events or circumstances that may have occurred since the date on which the Report was prepared and, in the case of subsurface, environmental or geotechnical conditions, is not responsible for any variability in such conditions, geographically or over time.

Consultant agrees that the Report represents its professional judgement as described above and that the Information has been prepared for the specific purpose and use described in the Report, but Consultant makes no other representations, or any guarantees or warranties whatsoever, whether express or implied, with respect to the Report, the Information or any part thereof.

Without in any way limiting the generality of the foregoing, any estimates or opinions regarding probable construction costs or construction schedule provided by Consultant represent Consultant's professional judgement in light of its experience and the knowledge and information available to it at the time of preparation. Since Consultant has no control over market or economic conditions, prices for construction labour, equipment or materials or bidding procedures, Consultant, its directors, officers and employees are not able to, nor do they, make any representations, warranties or guarantees whatsoever, whether express or implied, with respect to such estimates or opinions, or their variance from actual construction costs or schedules, and accept no responsibility for any loss or damage arising therefrom or in any way related thereto. Persons relying on such estimates or opinions do so at their own risk.

Except (1) as agreed to in writing by Consultant and Client; (2) as required by-law; or (3) to the extent used by governmental reviewing agencies for the purpose of obtaining permits or approvals, the Report and the Information may be used and relied upon only by Client.

Consultant accepts no responsibility, and denies any liability whatsoever, to parties other than Client who may obtain access to the Report or the Information for any injury, loss or damage suffered by such parties arising from their use of, reliance upon, or decisions or actions based on the Report or any of the Information ("improper use of the Report"), except to the extent those parties have obtained the prior written consent of Consultant to use and rely upon the Report and the Information. Any injury, loss or damages arising from improper use of the Report shall be borne by the party making such use.

This Statement of Qualifications and Limitations is attached to and forms part of the Report and any use of the Report is subject to the terms hereof.

## 1. INTRODUCTION

Tulloch Engineering Inc. (TULLOCH) has been retained by the Township of Chapleau (Township) to undertake detailed visual inspections of the municipally owned bridges and structural culverts within their Municipal jurisdiction. In accordance with Ontario Regulation 104/97 – Standards for Bridges, the structural integrity, safety and condition of every bridge shall be determined through the performance of at least one inspection in every second calendar year under the direction of a professional engineer and in accordance with the Ontario Structure Inspection Manual (OSIM). O. Reg. 472/10, s. 2.

The goal of the structural inspections is to ensure that an acceptable standard is being maintained for each bridge in terms of public safety, comfort, and convenience. The objectives of the inspections are as follows:

- To identify critical maintenance, rehabilitation, and or replacement needs of the bridges;
- To protect and prolong the useful life of the bridges;
- To provide a basis for scheduling and funding of the maintenance, rehabilitation repairs, or replacement of the bridges;

This report contains completed OSIM inspection forms, relevant photographs, suggested repairs, and estimated costs for repairs at each site. The bridges inspected as part of this assignment are shown on the key map provided in Figure 1 below.

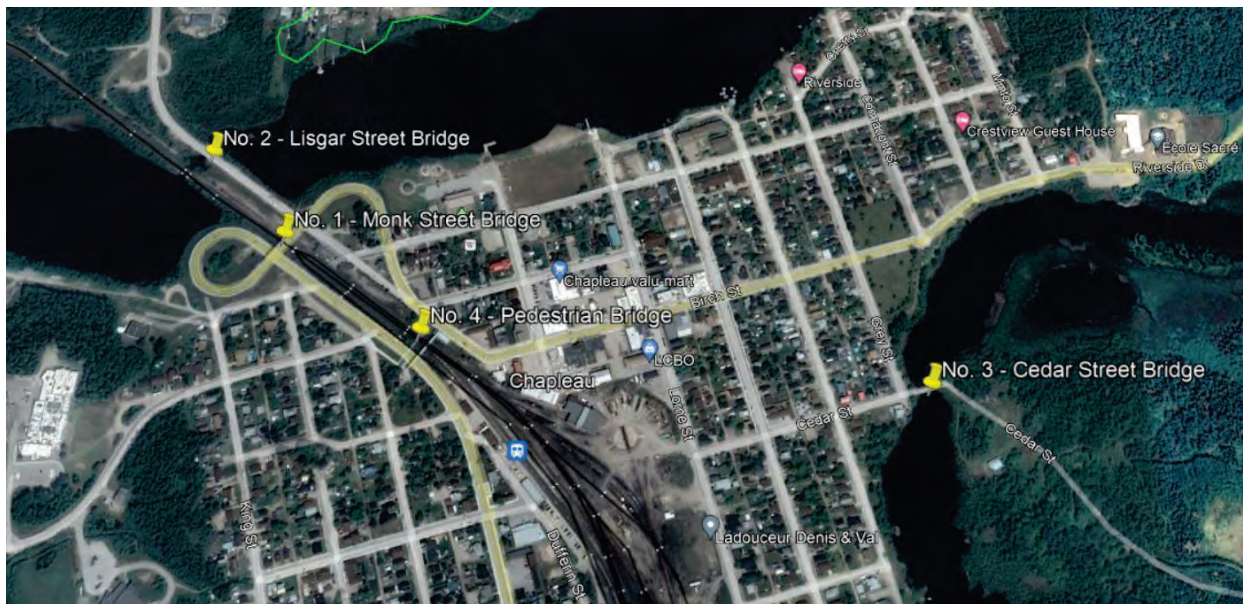


Figure 1: Bridge Locations

## 1.1 Inspection Procedures

Detailed visual inspections involve review of each primary structural element. The structural elements are identified by primary groupings and sub-groupings of each element. Material defects such as wood rot or concrete spalling were recorded and measured in the field, refer to Appendix A for a full glossary of terms for the material defects. The condition of each element is quantified and assessed with a rating of 'excellent', 'good', 'fair', or 'poor'. The condition ratings are quantified for either a portion of the total structural element, or the entirety of the structural element.

## 2. INSPECTION SUMMARY

The results of the detailed visual inspections are recorded using standard Ontario Structure Inspection Manual (OSIM) forms. The forms provide a report of existing data and conditions at the time of the inspection for each bridge. Results of the previous inspections completed in 2021 were used as a template for this round of inspections. Updated OSIM forms are located in Appendix B. The reports identify additional inspections required and recommended work to repair deficiencies along with estimated costs and a schedule for such repairs. The following summarizes the results of our inspections.

### 2.1 No. 1 Monk Street Bridge

The Monk Street Bridge is located on Monk Street crossing over the railway and Lisgar Street. The structure is a five span concrete I-beam bridge with a total length of 107.47m. The bridge was constructed in 1973 and is generally in good condition. The last major rehab was performed in 2009 with concrete repairs to the piers. The BCI and BSI values are 74 and 69, respectively.

#### Recommended Maintenance

Within 1 year

- Clean bridge of sand and debris including curbs and gutters, wearing surfaces, drains, and joints.
- Replace missing railing end caps.
- Seal all wearing surface cracks and joints.

#### Recommended Repairs

1-5 years

- Replace damaged junction box covers.
- Repair damaged joint seal.
- Patch spalls and delamination on girders, soffit, and parapet walls.



## 2.2 No. 2 Lisgar Street Bridge

The Lisgar Street Bridge is located approximately 0.3 km south of Golf Course Road on Lisgar Street. The structure was constructed in 1983 and is a 24.7m long single span concrete I-beam bridge. The last major rehab occurred in 2015 with the repair of the expansion joints. The structure is generally in good condition. The BCI and BSI values are 71 and 66, respectively.

### Recommended Maintenance

Within 1 year

- Clean bridge of sand and debris including curbs, wearing surfaces, drains, and seals.
- Remove all graffiti on abutment walls.
- Rout and seal all wearing surface cracks.

### Recommended Repairs

1-5 years

- Replace joint seals.
- Patch concrete spalls in sidewalks, end girders, wingwalls, and concrete end dams.
- Patch potholes in asphalt wearing surface.

## 2.3 No. 3 Cedar Street Bridge

The Cedar Street Bridge is located directly east of the intersection of Grey Street on Cedar Street. The structure is a timber beam superstructure on a timber pile and crib system. The bridge has a total of seven (7) spans not exceeding 9 m with a total length of 40.8m. The structure was built in 1970 and its last major rehab was completed in 1995 where the pile caps, cribbing, stringers, deck, guiderail, and some piles were replaced. In 2018 a timber investigation was performed to determine the condition of the timber elements. The structure is in overall fair condition, however several of the piles have severe deterioration. It has a BCI and BSI values of 67 and 64, respectively.

### Recommended Maintenance

Urgent

- Regrade of approach wearing surfaces.

Within 1 year

- Clear bridge of sand and debris and fix nail heads.
- Replace missing nuts on the barriers.
- Monitor ongoing undermining of the east pier.
- Add slope protection to base of east abutment wall.
- Replace missing signs.
- Remove damming in waterway.

## Recommended Repairs

1-5 years

- Replace the missing and damaged timbers in the deck top and wearing surface.
- Replace areas of rot in the wingwalls.
- Repair deteriorated piles.
- Monitor pier undermining.

### **2.4 No. 4 Pedestrian Bridge**

The Pedestrian Bridge crosses over Monk Street and the railway, between Elgin Street and Lisgar Street. The structure was constructed in 1973 and is a 58.8m span concrete I-beam bridge for pedestrian crossing only. The structure contains a pedestrian ramp built into the southeast abutment. The last major rehab occurred in 2010, with repairs to the railings, the pier cap and abutment, the seal/waterproofing of the deck and ramp, and the concrete in the deck, girders, and stairs, and the replacement of the bearing pads. The structure is overall in good condition; however, the bearings are in poor condition. It has a BCI and BSI values of 73 and 71, respectively.

## Recommended Maintenance

Within 1 year

- Replace missing and corroded bolts.
- Replace post cap.

## Recommended Repair

1-5 years

- Replace abutment bearings. \*
- Replace compressive sealant in joints.
- Repair cracking on pedestrian ramp soffit.
- Reweld stairs post base.
- Chip and patch girder end spalls and delamination.

6-10 years

- Repair west abutment shear block.

\* While the Pedestrian Bridge bearings are in poor condition and warrant replacement during the next rehabilitation cycle, they are currently functioning adequately, transmitting the loads from the superstructure to the substructure. The condition of the structures bearings and bearing seats should continue to be monitored during future OSIM inspections for signs of further deterioration.

### 3. IMPROVEMENT COSTS

The tables below summarize the estimated cost of the repair and rehabilitation required for the deficiencies identified through the inspection process. Cost tables have been split into maintenance items and repair item costs. Detailed cost estimates for the repairs and maintenance are expanded on page 4 of each OSIM form in Appendix B.

**Table 1: 2023 Repair and Maintenance Costs**

Bridge Details		Repairs Costs			Maintenance Costs	
Bridge ID	Bridge Name	Urgent	1-5 years	6-10 years	Urgent – 1 year	2 years
1	Monk Street Bridge		\$107,000		\$6,000	
2	Lisgar Street Bridge		\$87,000		\$6,000	
3	Cedar Street Bridge		\$86,000		\$9,000	
4	Pedestrian Bridge		\$276,000	\$25,000	\$2,000	
Sub totals			\$556,000	\$25,000	\$23,000	
<b>Total</b>			<b>\$581,000</b>		<b>\$23,000</b>	

### 4. CONCLUSIONS AND RECOMMENDATIONS

Upon completion of the biennial structure inspections, a number of recommendations have been identified for both short and long-term planning with municipal structures.

#### 4.1 BCI & BSI

Bridge Condition Index (BCI) and Bridge Sufficiency Index (BSI) are values which generally represent the overall condition of a structure as well as the urgency of repairs. BCI values given are based on a formula which weighs each element of a structure differently. A bridge which has a very short span, and therefore a small area of soffit in overall poor condition may have a calculated BCI value higher than expected. This could be a result of having numerous large non-structural elements such as sidewalks, curbs, handrails, barriers, signage, etc. all in good to excellent condition. Therefore, BCI values should be used only as a guide when determining the overall condition of the structure.

BSI values utilize the BCI value as a base and then subtract socioeconomic factors such as detour length, AADT, economic importance of roadway etc. in order to ascertain a value. Structures which have a larger difference between the BCI, and BSI are seen as more critically important to the Town's operation than those structures whose values are only different by 1 or 2 points.

Table 2 provides a general description of typical maintenance needs for structures falling within overall Good, Fair and Poor conditions as well as relating these conditions to a range of BCI values. While Table 3 provides an overview of each structure's BCI, BSI and overall age.

**Table 2: BCI & BSI**

Rating	Maintenance Schedule
Good: BCI Range 70 -100	Major maintenance is not usually required within the next five years
Fair: BCI Range 60 -70	Maintenance work is usually scheduled within the next five years. This is the ideal time to schedule major bridge repairs to get the best value out of bridge spending.
Poor: BCI Less than 60	Maintenance work is usually scheduled within one year.

**Table 3: Condition Ratings**

Bridge ID	Bridge Name	BCI	BSI	Age (years)
1	Monk Street Bridge	74	69	50
2	Lisgar Street Bridge	71	66	40
3	Cedar Street Bridge	67	64	53
4	Pedestrian Bridge	73	71	50
<b>Average</b>		<b>71</b>	<b>67</b>	<b>48</b>

From Table 3 the following correlations with respect to age and BCI rating can be made.

**Fair Rating:**

- 1/4 bridges are classified as Fair with a BCI value between 60 and 70. This is (25%) of the bridges inspected. The age of this bridge is 53 years old.

**Good Rating:**

- 3/4 bridges are classified as Good with a BCI value greater than or equal to 70. This is (75%) of the bridges inspected. The average age of these bridges is 46.7 years old.

#### 4.2 Maintenance and Repairs

After analyzing Tables 2 and 3 above, we see that the structures within the Township of Chapleau are in good to fair condition. To maintain structure conditions, it is essential that the general maintenance and repairs be performed to reduce bridge deterioration.

Critical items, including monitoring have been noted above and should be scheduled to be undertaken by the Township as soon as possible/practical.

No structures have been flagged for replacement in the next 10 years.

#### 4.3 Closure

We trust that the contents of this report sufficiently outline the requirements for bridge maintenance, repair, and replacement. Should you have any questions or comments on the contents of this report, please do not hesitate to contact our office.

Respectfully Submitted,

**TULLOCH ENGINEERING INC.**



Kevin Louch, P. Eng.  
Project Engineer  
[kevin.louch@tulloch.ca](mailto:kevin.louch@tulloch.ca)



Budget Variance Report				
Fiscal Year :	2023		January 24th, 2024	
Budget Type :	YEAR TO DATE			
Acct Code	Account Name	Year to Date	Budget Amount	Variance
<b>Revenue</b>				
<b>1000 TAXATION &amp; PAYMENTS IN LIEU</b>				
1410001000	RESIDENTIAL & FARM LEVY	-\$ 2,271,834.12	-\$ 2,271,834.00	\$ 0.12
1410001005	MULTI RESIDENTIAL LEVY	-\$ 95,934.74	-\$ 95,935.00	-\$ 0.26
1410001010	COMMERCIAL LEVY	-\$ 556,407.30	-\$ 556,407.00	\$ 0.30
1410001011	OPTA COMMERCIAL	\$ 49,823.75	\$ 49,823.00	-\$ 0.75
1410001015	INDUSTRIAL LEVY	-\$ 46,065.44	-\$ 46,066.00	-\$ 0.56
1410001025	PIL CANADA	-\$ 3,557.83	-\$ 3,558.00	-\$ 0.17
1410001030	PIL PROVINCE	-\$ 101,802.18	-\$ 101,395.00	\$ 407.18
1410001035	PIL HOSPITAL	-\$ 2,250.00	-\$ 2,250.00	\$ -
1410001040	PIL ONTARIO HYDRO	-\$ 368.85	-\$ 369.00	-\$ 0.15
1410001045	PIL LCBO	-\$ 9,184.11	-\$ 9,184.00	\$ 0.11
1410001050	PIL CHAPLEAU HYDRO	-\$ 11,017.75	-\$ 11,018.00	-\$ 0.25
1410001055	RESIDENTIAL & FARM W/O	\$ -	\$ 14,200.00	\$ 14,200.00
1410001065	COMMERCIAL W/O	\$ 20,224.21	\$ 21,700.00	\$ 1,475.79
1410001095	PENALTY & INTEREST CURRENT	-\$ 29,560.58	-\$ 12,000.00	\$ 17,560.58
1410001096	PENALTY & INTEREST ARREARS	-\$ 80,216.42	-\$ 20,000.00	\$ 60,216.42
	Total TAXATION & PAYMENTS IN LIEU	-\$ 3,138,151.36	-\$ 3,044,293.00	\$ 93,858.36
<b>1200 FIRE PROTECTION REVENUES</b>				
1412001600	FIRE PROTECTION REVENUES	-\$ 57,586.76	-\$ 50,000.00	\$ 7,586.76
	Total FIRE PROTECTION REVENUES	-\$ 57,586.76	-\$ 50,000.00	\$ 7,586.76
<b>1325 BYLAW REVENUES</b>				
1413251700	BYLAW:FINES	-\$ 2,005.00	-\$ 2,000.00	\$ 5.00
1413251705	BYLAW:ANIMAL LICENCES	-\$ 1,135.00	-\$ 1,000.00	\$ 135.00
1413251710	BYLAW:BUSINESS LICENCES	\$ -	-\$ 1,030.00	-\$ 1,030.00
1413251715	BYLAW:MARRIAGE LICENCES	-\$ 450.00	-\$ 250.00	\$ 200.00
1413251720	BYLAW:LOTTERY LICENCES	-\$ 2,917.70	-\$ 1,000.00	\$ 1,917.70
1413251725	BYLAW:BUILDING PERMITS	-\$ 15,587.00	-\$ 10,000.00	\$ 5,587.00
1413251730	BYLAW:POA REVENUES	-\$ 7,938.80	-\$ 7,000.00	\$ 938.80
1413252200	PLANNING & ZONING AMEND.	-\$ 1,750.50	-\$ 2,000.00	-\$ 249.50
	Total BYLAW REVENUES	-\$ 31,784.00	-\$ 24,280.00	\$ 7,504.00
<b>1500 UNCONDITIONAL ONTARIO GRANTS</b>				
1415001500	OMPF GRANT	-\$ 1,335,100.00	-\$ 1,335,100.00	\$ -
	Total UNCONDITIONAL ONTARIO GRANTS	-\$ 1,335,100.00	-\$ 1,335,100.00	\$ -
<b>1520 CONDITIONAL ONTARIO GRANTS</b>				
1415201520	WAGE GRANTS ONTARIO	-\$ 3,812.00	-\$ 4,325.00	-\$ 513.00
	Total CONDITIONAL ONTARIO GRANTS	-\$ 3,812.00	-\$ 4,325.00	-\$ 513.00
<b>1550 CAPITAL GRANTS</b>				
1415501550	CAPITAL GRANTS ONTARIO	-\$ 336,865.82	-\$ 396,000.00	-\$ 59,134.18
1415501560	CAPITAL GRANTS FEDERAL	-\$ 129,993.52	-\$ 135,243.00	-\$ 5,249.48
1415501565	CAPITAL GRANTS OTHER	-\$ 3,641.00	-\$ 163,250.00	-\$ 159,609.00
	Total CAPITAL GRANTS	-\$ 470,500.34	-\$ 694,493.00	-\$ 223,992.66
<b>1570 RESERVE &amp; RESERVE FUNDS</b>				
1415701570	CAP.TF. RES. & RES. FUNDS	\$ -	-\$ 2,113,002.00	-\$ 2,113,002.00
	Total RESERVE & RESERVE FUNDS	\$ -	-\$ 2,113,002.00	-\$ 2,113,002.00
<b>2100 AIRPORT REVENUES</b>				
1421001800	AIRPORT LEASES	-\$ 24,174.72	-\$ 24,174.00	\$ 0.72
1421001805	AIRPORT OTHER REVENUES	-\$ 26,918.96	-\$ 21,000.00	\$ 5,918.96
1421001810	AIRPORT FUEL SALES	-\$ 589,255.91	-\$ 245,000.00	\$ 344,255.91
	Total AIRPORT REVENUES	-\$ 640,349.59	-\$ 290,174.00	\$ 350,175.59
<b>2200 OTHER REVENUE</b>				
1422002205	SEARCHES AND CERTIFICATES	-\$ 2,409.00	-\$ 2,000.00	\$ 409.00
1422002210	RENT CIVIC CENTRE	-\$ 17,347.08	-\$ 15,000.00	\$ 2,347.08
1422002220	INVESTMENT INCOME GENERAL	-\$ 374,966.72	-\$ 15,000.00	\$ 359,966.72
1422002280	CREDIT CARD SERVICE CHARGES	-\$ 528.21	\$ -	\$ 528.21
1422002285	MUNICIPAL ACCOMODATIONS TAX	-\$ 37,977.31	\$ -	\$ 37,977.31
1422002290	MISCELLANEOUS INCOME	-\$ 44,799.83	-\$ 37,000.00	\$ 7,799.83
	Total OTHER REVENUE	-\$ 478,028.15	-\$ 69,000.00	\$ 409,028.15
<b>3000 WATERWORKS</b>				
1430001100	RESIDENTIAL WATER FLAT RATE	-\$ 1,074,450.32	-\$ 1,068,000.00	\$ 6,450.32
1430001105	COMMERCIAL WATER FLAT RATE	-\$ 70,736.62	-\$ 62,700.00	\$ 8,036.62
1430001110	INSTITUTIONAL WATER METERS	-\$ 58,679.51	-\$ 54,340.00	\$ 4,339.51
1430001115	COMMERCIAL WATER METERS	-\$ 37,051.82	-\$ 28,738.00	\$ 8,313.82
1430001120	WATER CONNECTIONS	-\$ 1,869.00	\$ -	\$ 1,869.00
1430001130	WATER MISCELLANEOUS	-\$ 4,383.36	\$ -	\$ 4,383.36
1430001135	WATER PENALTY & INTEREST	-\$ 38,294.74	-\$ 5,000.00	\$ 33,294.74
1430001140	WATER INVESTMENT INCOME	\$ -	-\$ 1,000.00	-\$ 1,000.00
	Total WATERWORKS	-\$ 1,285,465.37	-\$ 1,219,778.00	\$ 65,687.37

Budget Variance Report				
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Budget Type :	YEAR TO DATE			
Acct Code	Account Name	Year to Date	Budget Amount	Variance
<b>3100 SANITARY SEWERS</b>				
1431001200	RESIDENTIAL SEWAGE FLAT RATE	-\$ 502,377.65	-\$ 496,375.00	\$ 6,002.65
1431001205	COMMERCIAL SEWAGE FLAT RATE	-\$ 33,760.58	-\$ 29,260.00	\$ 4,500.58
1431001210	INSTITUTIONAL SEWAGE METERS	-\$ 20,894.50	-\$ 18,810.00	\$ 2,084.50
1431001215	COMMERCIAL SEWAGE METERS	-\$ 10,428.68	-\$ 9,405.00	\$ 1,023.68
	<b>Total SANITARY SEWERS</b>	<b>-\$ 567,461.41</b>	<b>-\$ 553,850.00</b>	<b>\$ 13,611.41</b>
<b>3300 REFUSE COLLECTION</b>				
1433001300	REFUSE COLLECTION RES.	-\$ 186,645.86	-\$ 181,560.00	\$ 5,085.86
1433001305	REFUSE COLLECTION COMM.	-\$ 103,041.78	-\$ 94,248.00	\$ 8,793.78
	<b>Total REFUSE COLLECTION</b>	<b>-\$ 289,687.64</b>	<b>-\$ 275,808.00</b>	<b>\$ 13,879.64</b>
<b>3400 LANDFILL SITE</b>				
1434001400	LANDFILL AGREEMENTS	-\$ 29,051.12	-\$ 26,666.00	\$ 2,385.12
1434001405	LANDFILL TOKENS BLUE	-\$ 96,787.15	-\$ 44,000.00	\$ 52,787.15
1434001410	LANDFILL MISCELLANEOUS	-\$ 128.70	\$ -	\$ 128.70
	<b>Total LANDFILL SITE</b>	<b>-\$ 125,966.97</b>	<b>-\$ 70,666.00</b>	<b>\$ 55,300.97</b>
<b>4000 CEMETERY REVENUES</b>				
1440001900	CEMETERY PLOT SALES	-\$ 1,800.00	-\$ 600.00	\$ 1,200.00
1440001905	CEMETERY INTERMENT REVENUE	-\$ 9,386.85	-\$ 6,000.00	\$ 3,386.85
	<b>Total CEMETERY REVENUES</b>	<b>-\$ 11,186.85</b>	<b>-\$ 6,600.00</b>	<b>\$ 4,586.85</b>
<b>4020 TRANSIT REVENUES</b>				
1440202000	TRANSIT SUBSIDY	-\$ 31,646.00	-\$ 45,600.00	-\$ 13,954.00
1440202005	TRANSIT FARES	-\$ 10,456.50	-\$ 12,000.00	-\$ 1,543.50
	<b>Total TRANSIT REVENUES</b>	<b>-\$ 42,102.50</b>	<b>-\$ 57,600.00</b>	<b>-\$ 15,497.50</b>
<b>5000 LEISURE AND CULTURE SERVICES REVENUES</b>				
1450002100	RECREATION ICE REVENUE	-\$ 56,918.79	-\$ 50,000.00	\$ 6,918.79
1450002105	REC. HALL/SERVERY RENTALS	-\$ 37,168.76	-\$ 27,000.00	\$ 10,168.76
1450002110	REC. SPECIAL EVENTS REVENUE	-\$ 37,490.13	-\$ 32,575.00	\$ 4,915.13
1450002115	RECREATION MISC. REVENUES	-\$ 13,958.11	-\$ 7,100.00	\$ 6,858.11
1450002120	RECREATION GRANTS	-\$ 7,380.00	-\$ 4,800.00	\$ 2,580.00
1450002125	RECREATION CANTEEN REVENUE	-\$ 2,280.00	-\$ 1,900.00	\$ 380.00
1450002130	RECREATION ADMISSIONS	-\$ 1,962.44	\$ -	\$ 1,962.44
	<b>Total LEISURE AND CULTURE SERVICES REVENUES</b>	<b>-\$ 157,158.23</b>	<b>-\$ 123,375.00</b>	<b>\$ 33,783.23</b>
<b>5275 LIBRARY MISC</b>				
1452753000	LIB.PROV.GRANT	-\$ 6,665.00	\$ -	\$ 6,665.00
1452753010	LIB.MISC.GRANT	-\$ 500.00	\$ -	\$ 500.00
1452753015	LIB.NON.RES.FEES	-\$ 400.00	\$ -	\$ 400.00
1452753020	LIBRARY DONATIONS	-\$ 133.45	\$ -	\$ 133.45
1452753025	LIBRARY VIDEO REV.	-\$ 20.00	\$ -	\$ 20.00
1452753035	LIB.MISC.REVENUE	-\$ 1,272.15	\$ -	\$ 1,272.15
	<b>Total LIBRARY MISC</b>	<b>-\$ 8,990.60</b>	<b>\$ -</b>	<b>\$ 8,990.60</b>
	<b>Total Revenue</b>	<b>-\$ 8,643,331.77</b>	<b>-\$ 9,932,344.00</b>	<b>-\$ 1,289,012.23</b>
<b>Expense</b>				
<b>1000 COUNCIL</b>				
1510001000	SALARIES COUNCIL	\$ 53,893.56	\$ 55,127.00	\$ 1,233.44
1510001100	BENEFITS COUNCIL	\$ 7,828.46	\$ 7,990.00	\$ 161.54
1510001300	OFFICE SUPPLIES COUNCIL	\$ 32.54	\$ 300.00	\$ 267.46
1510002000	TRAVEL COUNCIL	\$ 8,306.67	\$ 10,000.00	\$ 1,693.33
1510002200	ADVERTISING COUNCIL	\$ 1,407.02	\$ 600.00	-\$ 807.02
1510003100	SOLICITORS COUNCIL	\$ 12,613.15	\$ 7,500.00	-\$ 5,113.15
1510003900	PUBLIC RECEPTIONS COUNCIL	\$ 698.42	\$ 1,000.00	\$ 301.58
1510004200	DONATIONS COUNCIL	\$ 14,600.00	\$ 2,500.00	-\$ 12,100.00
1510004800	MAT. & SUPPLIES COUNCIL	\$ 2,643.05	\$ 4,500.00	\$ 1,856.95
	<b>Total COUNCIL</b>	<b>\$ 102,022.87</b>	<b>\$ 89,517.00</b>	<b>-\$ 12,505.87</b>
<b>1025 ADMINISTRATION</b>				
1510251000	SALARIES ADMIN	\$ 384,172.98	\$ 419,475.00	\$ 35,302.02
1510251100	BENEFITS ADMIN	\$ 118,923.30	\$ 125,843.00	\$ 6,919.70
1510251300	OFFICE SUPPLIES ADMIN	\$ 8,554.27	\$ 6,500.00	-\$ 2,054.27
1510251500	OFFICE EQUIP. LEASE ADMIN	\$ 5,731.02	\$ 10,000.00	\$ 4,268.98
1510251602	SOFTWARE SUPPORT ADMIN	\$ 15,276.27	\$ 19,500.00	\$ 4,223.73
1510251700	TELEPHONE ADMIN	\$ 3,566.62	\$ 3,500.00	-\$ 66.62
1510251800	POSTAGE ADMIN	\$ 1,304.56	\$ 2,000.00	\$ 695.44
1510251900	HEAT & HYDRO ADMIN	\$ 30,075.83	\$ 45,000.00	\$ 14,924.17
1510252000	TRAVEL ADMIN	\$ 2,010.92	\$ 7,500.00	\$ 5,489.08
1510252100	TRAINING ADMIN	\$ 3,072.61	\$ 2,000.00	-\$ 1,072.61
1510252200	ADVERTISING ADMIN	\$ 1,986.67	\$ 2,500.00	\$ 513.33
1510252300	TRANSLATION ADMIN	\$ 65.20	\$ 150.00	\$ 84.80
1510252400	INSURANCE ADMIN	\$ 23,935.58	\$ 25,307.00	\$ 1,371.42
1510252500	BUILDING MAINTENANCE ADMIN	\$ 8,189.03	\$ 17,000.00	\$ 8,810.97
1510252600	JANITORIAL SUPP/MTCE ADMIN	\$ 1,531.24	\$ 2,000.00	\$ 468.76

Budget Variance Report				
Fiscal Year :	2023		January 24th, 2024	
Budget Type :	YEAR TO DATE			
Acct Code	Account Name	Year to Date	Budget Amount	Variance
1510252700	LEASES & TAXES ADMIN	\$ 3,376.70	\$ 3,300.00	-\$ 76.70
1510252800	MEMBER. & LICENCES ADMIN	\$ 5,062.69	\$ 4,500.00	-\$ 562.69
1510253000	CONSULTANTS ADMIN	\$ 63,434.71	\$ 206,500.00	\$ 143,065.29
1510253100	SOLICITORS ADMIN	\$ 7,955.60	\$ 15,000.00	\$ 7,044.40
1510253200	AUDITORS ADMIN	\$ -	\$ 36,300.00	\$ 36,300.00
1510253400	CAPITAL ADMIN	\$ 31,698.24	\$ 105,500.00	\$ 73,801.76
1510253600	RESERVE FUNDS ADMIN	\$ 80,874.00	\$ 80,874.00	\$ -
1510253700	FINANCE CHARGES ADMIN	\$ 3,210.42	\$ 3,500.00	\$ 289.58
1510253900	PUBLIC RECEPTIONS ADMIN	\$ 1,032.38	\$ 600.00	-\$ 432.38
1510254310	ALARM SYSTEM ADMIN	\$ 681.75	\$ 700.00	\$ 18.25
1510254800	MAT. & SUPPLIES ADMIN	\$ 2,669.95	\$ 6,000.00	\$ 3,330.05
1510259999	CHARGEBACKS ADMIN	-\$ 20,000.00	-\$ 20,000.00	\$ -
	Total ADMINISTRATION	\$ 788,392.54	\$ 1,131,049.00	\$ 342,656.46
<b>1090 TAXATION</b>				
1510901800	POSTAGE TAX	\$ 1,240.16	\$ 1,500.00	\$ 259.84
1510902200	ADVERTISING TAX	\$ 152.65	\$ 500.00	\$ 347.35
1510903100	SOLICITORS TAX	\$ -	\$ 2,000.00	\$ 2,000.00
1510904800	MAT. & SUPPLIES TAX	\$ -	\$ 200.00	\$ 200.00
1510909000	MPAC TAX	\$ 25,801.52	\$ 25,802.00	\$ 0.48
	Total TAXATION	\$ 27,194.33	\$ 30,002.00	\$ 2,807.67
<b>1100 ELECTIONS</b>				
1511002300	TRANSLATION ELECTIONS	\$ 28.57	\$ -	-\$ 28.57
	Total ELECTIONS	\$ 28.57	\$ -	-\$ 28.57
<b>1200 FIRE DEPARTMENT</b>				
1512001000	SALARIES FIRE DEPT	\$ 489.20	\$ 1,000.00	\$ 510.80
1512001025	SALARIES TRUCKS FIRE DEPT	\$ 124.95	\$ -	-\$ 124.95
1512001035	SAL. HONOURARIUM FIRE DEPT	\$ 72,535.29	\$ 72,471.00	-\$ 64.29
1512001100	BENEFITS FIRE DEPT	\$ 10,389.90	\$ 10,200.00	-\$ 189.90
1512001200	ADMIN. CHARGES FIRE DEPT	\$ 250.00	\$ 1,000.00	\$ 750.00
1512001700	TELEPHONE FIRE DEPT	\$ 437.36	\$ 425.00	-\$ 12.36
1512002400	INSURANCE FIRE DEPT	\$ 23,198.25	\$ 23,198.00	-\$ 0.25
1512002600	JANIT. SUPP/MTCE. FIRE DEPT	\$ -	\$ 150.00	\$ 150.00
1512002800	MEMB. & LICENCES FIRE DEPT	\$ 678.98	\$ 875.00	\$ 196.02
1512003400	CAPITAL FIRE DEPT	\$ 82,201.35	\$ 105,900.00	\$ 23,698.65
1512003600	RESERVE FUNDS FIRE DEPT	\$ 31,200.00	\$ 31,200.00	\$ -
1512004300	FIRE PREVENTION FIRE DEPT	\$ 1,073.79	\$ 3,500.00	\$ 2,426.21
1512004310	ALARM SYSTEM FIRE DEPT	\$ 5,283.80	\$ 6,500.00	\$ 1,216.20
1512004400	EMERGENCY SER. FIRE DEPT	\$ 5,271.00	\$ 7,000.00	\$ 1,729.00
1512004800	MAT. & SUPPLIES FIRE DEPT	\$ 21,712.07	\$ 20,000.00	-\$ 1,712.07
	Total FIRE DEPARTMENT	\$ 254,845.94	\$ 283,419.00	\$ 28,573.06
<b>1225 EMERGENCY SERVICES</b>				
1512251700	TELEPHONE EMERGENCY SERVICES	\$ 976.92	\$ 1,400.00	\$ 423.08
1512254800	MAT. & SUPPLIES EMERGENCY SERVICES	\$ 1,057.29	\$ 600.00	-\$ 457.29
	Total EMERGENCY SERVICES	\$ 2,034.21	\$ 2,000.00	-\$ 34.21
<b>1300 POLICE SERVICES</b>				
1513009005	POLICE REQUISITION OPP	\$ 473,801.04	\$ 520,686.00	\$ 46,884.96
	Total POLICE SERVICES	\$ 473,801.04	\$ 520,686.00	\$ 46,884.96
<b>1325 BYLAW ENFORCEMENT</b>				
1513251000	SALARIES BYLAW	\$ 47,621.30	\$ 50,349.00	\$ 2,727.70
1513251100	BENEFITS BYLAW	\$ 12,899.43	\$ 13,870.00	\$ 970.57
1513251300	OFFICE SUPPLIES BYLAW	\$ -	\$ 100.00	\$ 100.00
1513251700	TELEPHONE BYLAW	\$ 427.44	\$ 455.00	\$ 27.56
1513252100	TRAINING BYLAW	\$ 1,506.84	\$ 2,500.00	\$ 993.16
1513252200	ADVERTISING BYLAW	\$ 189.44	\$ 1,200.00	\$ 1,010.56
1513252300	TRANSLATION BYLAW	\$ 88.28	\$ 200.00	\$ 111.72
1513252400	INSURANCE BYLAW	\$ 2,336.87	\$ 2,109.00	-\$ 227.87
1513252800	MEMBER. & LICENCES BYLAW	\$ 191.00	\$ 320.00	\$ 129.00
1513252900	UNIFORMS BYLAW	\$ -	\$ 250.00	\$ 250.00
1513253100	SOLICITORS BYLAW	\$ -	\$ 2,000.00	\$ 2,000.00
1513254800	MAT. & SUPPLIES BYLAW	\$ 8,987.43	\$ 6,000.00	-\$ 2,987.43
	Total BYLAW ENFORCEMENT	\$ 74,248.03	\$ 79,353.00	\$ 5,104.97
<b>1375 BUILDING DEPARTMENT</b>				
1513751000	SALARIES BUILDING	\$ 40,723.50	\$ 43,543.00	\$ 2,819.50
1513751100	BENEFITS BUILDING	\$ 12,167.04	\$ 12,320.00	\$ 152.96
1513751300	OFFICE SUPPLIES BUILDING	\$ 426.66	\$ 225.00	-\$ 201.66
1513751800	POSTAGE BUILDING	\$ 11.01	\$ 50.00	\$ 38.99
1513752100	TRAINING BUILDING	\$ 1,855.86	\$ -	-\$ 1,855.86
1513752300	TRANSLATION BUILDING	\$ 81.14	\$ -	-\$ 81.14
1513752800	MEMBER. & LICENCES BUILDING	\$ 718.35	\$ 110.00	-\$ 608.35



Budget Variance Report				
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Budget Type :	YEAR TO DATE			
Acct Code	Account Name	Year to Date	Budget Amount	Variance
1513753000	CONSULTANTS BUILDING	\$ 1,844.40	\$ 4,500.00	\$ 2,655.60
1513753100	SOLICITORS BUILDING	\$ -	\$ 1,250.00	\$ 1,250.00
1513754800	MAT. & SUPPLIES BUILDING	\$ -	\$ 3,500.00	\$ 3,500.00
	Total BUILDING DEPARTMENT	\$ 57,827.96	\$ 65,498.00	\$ 7,670.04
<b>2000 PUBLIC WORKS</b>				
1520001000	SALARIES PW	\$ 89,228.40	\$ 91,490.00	\$ 2,261.60
1520001015	SALARIES TRAINING PW	\$ 1,880.07	\$ 3,000.00	\$ 1,119.93
1520001020	SALARIES BUILDING PW	\$ 6,048.33	\$ 15,000.00	\$ 8,951.67
1520001100	BENEFITS PW	\$ 30,049.75	\$ 29,781.00	-\$ 268.75
1520001300	OFFICE SUPPLIES PW	\$ 1,471.05	\$ 2,000.00	\$ 528.95
1520001700	TELEPHONE PW	\$ 2,525.33	\$ 3,000.00	\$ 474.67
1520001900	HEAT & HYDRO PW	\$ 20,518.81	\$ 25,000.00	\$ 4,481.19
1520002000	TRAVEL PW	\$ 839.52	\$ 1,000.00	\$ 160.48
1520002100	TRAINING PW	\$ 483.36	\$ 2,000.00	\$ 1,516.64
1520002200	ADVERTISING PW	\$ 731.87	\$ 1,000.00	\$ 268.13
1520002400	INSURANCE PW	\$ 59,050.09	\$ 59,050.00	-\$ 0.09
1520002500	BUILDING MAINTENANCE PW	\$ 6,247.93	\$ 8,500.00	\$ 2,252.07
1520002600	JANITORIAL SUPP/MTCE PW	\$ 1,919.62	\$ 3,500.00	\$ 1,580.38
1520002800	MEMBER. & LICENCES PW	\$ 616.75	\$ 650.00	\$ 33.25
1520003000	CONSULTANTS PW	\$ 17,028.25	\$ 31,500.00	\$ 14,471.75
1520003400	CAPITAL PW	\$ 510,828.27	\$ 452,302.00	-\$ 58,526.27
1520003600	RESERVE FUNDS PW	\$ 132,000.00	\$ 132,000.00	\$ -
1520003801	DEBT RET:PRINCIPAL PW	\$ 120,220.16	\$ 120,221.00	\$ 0.84
1520003802	DEBT RET:INTEREST PW	\$ 9,773.36	\$ 9,773.00	-\$ 0.36
1520004310	ALARM SYSTEM PW	\$ 305.28	\$ 350.00	\$ 44.72
1520004800	MAT. & SUPPLIES PW	\$ 2,652.83	\$ 8,500.00	\$ 5,847.17
1520004900	TOOLS PW	\$ 3,244.43	\$ 3,500.00	\$ 255.57
1520009999	ADMIN. CHARGEBACKS PW	-\$ 7,000.00	-\$ 7,000.00	\$ -
	Total PUBLIC WORKS	\$ 1,010,663.46	\$ 996,117.00	-\$ 14,546.46
<b>2050 STREETLIGHTS</b>				
1520501900	HEAT & HYDRO ST.LIGHT	\$ 23,496.12	\$ 30,000.00	\$ 6,503.88
1520503400	CAPITAL ST.LIGHT	\$ 107,103.91	\$ 113,000.00	\$ 5,896.09
1520504800	MAT. & SUPPLIES ST.LIGHT	\$ 3,899.46	\$ 8,500.00	\$ 4,600.54
	Total STREETLIGHTS	\$ 134,499.49	\$ 151,500.00	\$ 17,000.51
<b>2100 AIRPORT</b>				
1521001000	SALARIES AIRPORT	\$ 100,930.90	\$ 111,100.00	\$ 10,169.10
1521001100	BENEFITS AIRPORT	\$ 25,855.83	\$ 27,301.00	\$ 1,445.17
1521001300	OFFICE SUPPLIES AIRPORT	\$ 93.73	\$ 225.00	\$ 131.27
1521001700	TELEPHONE AIRPORT	\$ 2,046.41	\$ 1,750.00	-\$ 296.41
1521001900	HEAT & HYDRO AIRPORT	\$ 9,742.51	\$ 12,100.00	\$ 2,357.49
1521002100	TRAINING AIRPORT	\$ 515.26	\$ 300.00	-\$ 215.26
1521002400	INSURANCE AIRPORT	\$ 14,215.73	\$ 14,707.00	\$ 491.27
1521002500	BUILDING MTCE. AIRPORT	\$ 2,740.06	\$ 4,500.00	\$ 1,759.94
1521002600	JANITOR. SUPP/MTCE AIRPORT	\$ 491.77	\$ 500.00	\$ 8.23
1521002800	MEMBER. & LICENCES AIRPORT	\$ 702.45	\$ 675.00	-\$ 27.45
1521003000	CONSULTING AIRPORT	\$ 6,747.32	\$ 51,000.00	\$ 44,252.68
1521003600	RESERVE FUNDS AIRPORT	\$ 20,000.00	\$ 20,000.00	\$ -
1521004310	ALARM SYSTEM AIRPORT	\$ 816.24	\$ 850.00	\$ 33.76
1521004600	NAVIGATION AIDS AIRPORT	\$ 99.23	\$ 3,000.00	\$ 2,900.77
1521004700	FUEL FOR RESALE AIRPORT	\$ 459,394.29	\$ 177,000.00	-\$ 282,394.29
1521004800	MAT. & SUPPLIES AIRPORT	\$ 6,990.11	\$ 7,500.00	\$ 509.89
	Total AIRPORT	\$ 651,381.84	\$ 432,508.00	-\$ 218,873.84
<b>2105 AIRSTRIP MAINTENANCE</b>				
1521054800	MAT. & SUPPLIES AIRSTRIP MTCE	\$ 153.88	\$ 7,000.00	\$ 6,846.12
	Total AIRSTRIP MAINTENANCE	\$ 153.88	\$ 7,000.00	\$ 6,846.12
<b>2110 AIRPORT REFUELLER</b>				
1521104800	MAT. & SUPPLIES REFUELLER	\$ 613.82	\$ 7,000.00	\$ 6,386.18
	Total AIRPORT REFUELLER	\$ 613.82	\$ 7,000.00	\$ 6,386.18
<b>2115 AIRPORT 1/2 TON</b>				
1521151000	SALARIES 1/2 TON AIR.	\$ 32.98	\$ -	-\$ 32.98
1521151100	BENEFITS 1/2 TON AIR.	\$ 8.76	\$ -	-\$ 8.76
1521154800	MAT. & SUPPLIES 1/2 TON AIR.	\$ 4,416.09	\$ 5,000.00	\$ 583.91
	Total AIRPORT 1/2 TON	\$ 4,457.83	\$ 5,000.00	\$ 542.17
<b>2120 AIRPORT LOADER</b>				
1521201000	SALARIES LOADER AIRP.	\$ 296.82	\$ -	-\$ 296.82
1521201100	BENEFITS LOADER AIRP.	\$ 71.15	\$ -	-\$ 71.15
1521204800	MAT. & SUPPLIES LOADER AIRP.	\$ 15,428.86	\$ 18,000.00	\$ 2,571.14
	Total AIRPORT LOADER	\$ 15,796.83	\$ 18,000.00	\$ 2,203.17
<b>2125 AIRPORT BLOWER &amp; PLOW</b>				

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1521251000	SALARIES BLOWER AIRP.	\$ 230.86	\$ -	-\$ 230.86
1521251100	BENEFITS BLOWER AIRP.	\$ 55.17	\$ -	-\$ 55.17
1521254800	MAT. & SUPPLIES BLOWER AIRP.	\$ 3,759.37	\$ 2,560.00	-\$ 1,199.37
	Total AIRPORT BLOWER & PLOW	\$ 4,045.40	\$ 2,560.00	-\$ 1,485.40
<b>2130 AIRPORT BRUSH HOG</b>				
1521304800	MAT. & SUPPLIES BRUSH HOG	\$ -	\$ 1,150.00	\$ 1,150.00
	Total AIRPORT BRUSH HOG	\$ -	\$ 1,150.00	\$ 1,150.00
<b>2205 CATCH BASINS/STORM SEWERS</b>				
1522051000	SALARIES CB & SS	\$ 364.82	\$ 500.00	\$ 135.18
1522051100	BENEFITS CB & SS	\$ 105.36	\$ 150.00	\$ 44.64
1522054800	MAT. & SUPPLIES CB & SS	\$ 273.29	\$ -	-\$ 273.29
	Total CATCH BASINS/STORM SEWERS	\$ 743.47	\$ 650.00	-\$ 93.47
<b>2210 DITCHING &amp; BRUSHING</b>				
1522101000	SALARIES DIT. & BRUSH	\$ 9,708.02	\$ 2,500.00	-\$ 7,208.02
1522101100	BENEFITS DIT. & BRUSH	\$ 2,882.82	\$ 713.00	-\$ 2,169.82
1522104800	MAT. & SUPPLIES DIT. & BRUSH	\$ 229.83	\$ -	-\$ 229.83
1522104875	CONT. RENTALS DIT. & BRUSH	\$ -	\$ 3,000.00	\$ 3,000.00
	Total DITCHING & BRUSHING	\$ 12,820.67	\$ 6,213.00	-\$ 6,607.67
<b>2215 DUST CONTROL</b>				
1522151000	SALARIES DUST CONT	\$ 651.47	\$ 950.00	\$ 298.53
1522151100	BENEFITS DUST CONT	\$ 199.82	\$ 275.00	\$ 75.18
1522154800	MAT. & SUPPLIES DUST CONT	\$ 372.63	\$ -	-\$ 372.63
	Total DUST CONTROL	\$ 1,223.92	\$ 1,225.00	\$ 1.08
<b>2220 BRIDGES &amp; CULVERTS</b>				
1522201000	SALARIES BRID & CUL.	\$ 943.72	\$ 1,600.00	\$ 656.28
1522201100	BENEFITS BRID & CUL.	\$ 264.47	\$ 480.00	\$ 215.53
1522204800	MAT. & SUPPLIES BRID & CUL.	\$ 1,644.60	\$ 7,604.00	\$ 5,959.40
	Total BRIDGES & CULVERTS	\$ 2,852.79	\$ 9,684.00	\$ 6,831.21
<b>2225 GRAVELLING</b>				
1522251000	SALARIES GRAVEL	\$ 661.50	\$ 1,000.00	\$ 338.50
1522251100	BENEFITS GRAVEL	\$ 211.38	\$ 300.00	\$ 88.62
1522254800	MAT. & SUPPLIES GRAVEL	\$ 422.70	\$ 27,000.00	\$ 26,577.30
1522254875	CONT. RENTALS GRAVEL	\$ 548.55	\$ -	-\$ 548.55
	Total GRAVELLING	\$ 1,844.13	\$ 28,300.00	\$ 26,455.87
<b>2230 STREET CLEANING</b>				
1522301000	SALARIES ST. CLEANING	\$ 7,819.08	\$ 9,750.00	\$ 1,930.92
1522301100	BENEFITS ST. CLEANING	\$ 2,286.11	\$ 2,925.00	\$ 638.89
	Total STREET CLEANING	\$ 10,105.19	\$ 12,675.00	\$ 2,569.81
<b>2235 PATCHING</b>				
1522351000	SALARIES PATCHING	\$ 10,551.92	\$ 12,000.00	\$ 1,448.08
1522351100	BENEFITS PATCHING	\$ 3,153.87	\$ 3,600.00	\$ 446.13
1522354800	MAT. & SUPPLIES PATCHING	\$ 56,917.31	\$ 63,250.00	\$ 6,332.69
1522354875	CONT. RENTALS PATCHING	\$ 531.01	\$ -	-\$ 531.01
	Total PATCHING	\$ 71,154.11	\$ 78,850.00	\$ 7,695.89
<b>2240 GUARD RAILS</b>				
1522401000	SALARIES GUARD RAILS	\$ -	\$ 1,000.00	\$ 1,000.00
1522401100	BENEFITS GUARD RAILS	\$ -	\$ 300.00	\$ 300.00
	Total GUARD RAILS	\$ -	\$ 1,300.00	\$ 1,300.00
<b>2245 CLEANUP WEEK</b>				
1522451000	SALARIES CLEANUP WK.	\$ 131.92	\$ 850.00	\$ 718.08
1522451100	BENEFITS CLEANUP WK.	\$ 42.52	\$ 255.00	\$ 212.48
1522454800	MAT. & SUPPLIES CLEANUP WK.	\$ 214.92	\$ 300.00	\$ 85.08
	Total CLEANUP WEEK	\$ 389.36	\$ 1,405.00	\$ 1,015.64
<b>2250 DRAGGING &amp; GRADING</b>				
1522501000	SALARIES DRAG./GRAD	\$ 7,909.40	\$ 10,000.00	\$ 2,090.60
1522501100	BENEFITS DRAG./GRAD	\$ 2,596.96	\$ 3,000.00	\$ 403.04
	Total DRAGGING & GRADING	\$ 10,506.36	\$ 13,000.00	\$ 2,493.64
<b>2255 ROADSIDE MAINTENANCE</b>				
1522551000	SALARIES ROAD MCTE.	\$ 27,951.78	\$ 26,650.00	-\$ 1,301.78
1522551100	BENEFITS ROAD MCTE.	\$ 8,189.39	\$ 7,995.00	-\$ 194.39
1522554800	MAT. & SUPPLIES ROAD MCTE.	\$ 8,973.34	\$ 6,000.00	-\$ 2,973.34
	Total ROADSIDE MAINTENANCE	\$ 45,114.51	\$ 40,645.00	-\$ 4,469.51
<b>2600 WINTER CONTROL</b>				
1526001000	SALARIES WINTER CTL.	\$ 11,416.22	\$ 12,000.00	\$ 583.78
1526001100	BENEFITS WINTER CTL.	\$ 2,221.36	\$ 3,600.00	\$ 1,378.64
	Total WINTER CONTROL	\$ 13,637.58	\$ 15,600.00	\$ 1,962.42
<b>2605 SNOW REMOVAL</b>				
1526051000	SALARIES SNOW REM.	\$ 31,848.21	\$ 44,000.00	\$ 12,151.79
1526051100	BENEFITS SNOW REM.	\$ 9,954.54	\$ 13,200.00	\$ 3,245.46

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1526054875	CONT. RENTALS SNOW REM.	\$ 9,531.66	\$ 14,675.00	\$ 5,143.34
	Total SNOW REMOVAL	\$ 51,334.41	\$ 71,875.00	\$ 20,540.59
<b>2610 SANDING &amp; SALTING</b>				
1526101000	SALARIES SAND & SALT	\$ 21,824.62	\$ 20,400.00	-\$ 1,424.62
1526101100	BENEFITS SAND & SALT	\$ 5,603.77	\$ 6,120.00	\$ 516.23
1526104800	MAT. & SUPPLIES SAND & SALT	\$ 42,239.34	\$ 50,000.00	\$ 7,760.66
1526104875	CONT. RENTALS SAND & SALT	\$ 630.92	\$ -	-\$ 630.92
	Total SANDING & SALTING	\$ 70,298.65	\$ 76,520.00	\$ 6,221.35
<b>2615 SIDEWALK SNOW REMOVAL</b>				
1526151000	SALARIES SNOW SDWK.	\$ 12,002.17	\$ 11,628.00	-\$ 374.17
1526151100	BENEFITS SNOW SDWK.	\$ 4,081.97	\$ 3,488.00	-\$ 593.97
	Total SIDEWALK SNOW REMOVAL	\$ 16,084.14	\$ 15,116.00	-\$ 968.14
<b>2620 SIDEWALK SANDING &amp; SALTING</b>				
1526201000	SALARIES SND/SLT SDWK	\$ 11,893.85	\$ 13,260.00	\$ 1,366.15
1526201100	BENEFITS SND/SLT SDWK	\$ 3,476.73	\$ 3,780.00	\$ 303.27
1526204800	MAT. & SUPPLIES SND/SLT SDWK	\$ -	\$ 1,500.00	\$ 1,500.00
	Total SIDEWALK SANDING & SALTING	\$ 15,370.58	\$ 18,540.00	\$ 3,169.42
<b>2700 1991 CHAMPION GRADER</b>				
1527001000	SALARIES GRADER 1991	\$ 788.04	\$ 1,000.00	\$ 211.96
1527001100	BENEFITS GRADER 1991	\$ 247.66	\$ 300.00	\$ 52.34
1527004800	MAT. & SUPPLIES GRADER 1991	\$ 7,549.94	\$ 8,500.00	\$ 950.06
	Total 1991 CHAMPION GRADER	\$ 8,585.64	\$ 9,800.00	\$ 1,214.36
<b>2705 2020 950 GC LOADER</b>				
1527051000	SALARIES 2020 950 GC LOADER	\$ 227.28	\$ 500.00	\$ 272.72
1527051100	BENEFITS 2020 950 GC LOADER	\$ 61.51	\$ 150.00	\$ 88.49
1527054800	MAT. & SUPPLIES 2020 950 GC LOADER	\$ 34,216.66	\$ 40,000.00	\$ 5,783.34
	Total 2020 950 GC LOADER	\$ 34,505.45	\$ 40,650.00	\$ 6,144.55
<b>2710 2000 CAT BACKHOE</b>				
1527101000	SALARIES BACKHOE 2000	\$ 738.47	\$ 500.00	-\$ 238.47
1527101100	BENEFITS BACKHOE 2000	\$ 206.60	\$ 150.00	-\$ 56.60
1527104800	MAT. & SUPPLIES BACKHOE 2000	\$ 6,180.23	\$ 15,000.00	\$ 8,819.77
	Total 2000 CAT BACKHOE	\$ 7,125.30	\$ 15,650.00	\$ 8,524.70
<b>2715 STREET SWEEPER</b>				
1527151000	SALARIES ST. SWEEPER	\$ 890.97	\$ 1,000.00	\$ 109.03
1527151100	BENEFITS ST. SWEEPER	\$ 265.10	\$ 300.00	\$ 34.90
1527154800	MAT. & SUPPLIES ST. SWEEPER	\$ 29,687.64	\$ 22,050.00	-\$ 7,637.64
	Total STREET SWEEPER	\$ 30,843.71	\$ 23,350.00	-\$ 7,493.71
<b>2720 MTS TRACKLESS</b>				
1527201000	SALARIES TRACKLESS	\$ 1,794.52	\$ 1,500.00	-\$ 294.52
1527201100	BENEFITS TRACKLESS	\$ 429.16	\$ 450.00	\$ 20.84
1527204800	MAT. & SUPPLIES TRACKLESS	\$ 15,180.91	\$ 13,050.00	-\$ 2,130.91
	Total MTS TRACKLESS	\$ 17,404.59	\$ 15,000.00	-\$ 2,404.59
<b>2725 DBH THAWING UNIT</b>				
1527251000	SALARIES DBH THAWING	\$ 29.40	\$ 300.00	\$ 270.60
1527251100	BENEFITS DBH THAWING	\$ -	\$ 100.00	\$ 100.00
1527254800	MAT. & SUPPLIES DBH THAWING	\$ 494.71	\$ 675.00	\$ 180.29
	Total DBH THAWING UNIT	\$ 524.11	\$ 1,075.00	\$ 550.89
<b>2730 2011 SANDER UNIT</b>				
1527301000	SALARIES SANDER 2011	\$ -	\$ 1,000.00	\$ 1,000.00
1527301100	BENEFITS SANDER 2011	\$ -	\$ 300.00	\$ 300.00
1527304800	MAT. & SUPPLIES SANDER 2011	\$ -	\$ 2,000.00	\$ 2,000.00
	Total 2011 SANDER UNIT	\$ -	\$ 3,300.00	\$ 3,300.00
<b>2740 2017 DODGE 1/2</b>				
1527404800	MAT. & SUPPLIES DODGE 1/2T 2017	\$ 9,240.68	\$ 6,500.00	-\$ 2,740.68
	Total 2017 DODGE 1/2	\$ 9,240.68	\$ 6,500.00	-\$ 2,740.68
<b>2751 2018 CHEVY 1/2</b>				
1527514800	MAT. & SUPPLIES 2018 CHEVY 1/2	\$ 2,841.79	\$ 4,000.00	\$ 1,158.21
	Total 2018 CHEVY 1/2	\$ 2,841.79	\$ 4,000.00	\$ 1,158.21
<b>2755 FORD F550 3 TON</b>				
1527551000	SALARIES FORD 3 TON F550	\$ 965.16	\$ -	-\$ 965.16
1527551100	BENEFITS FORD 3 TON F550	\$ 234.53	\$ -	-\$ 234.53
1527554800	MAT. & SUPP. FORD 3 TON F550	\$ 5,835.33	\$ 5,000.00	-\$ 835.33
	Total FORD F550 3 TON	\$ 7,035.02	\$ 5,000.00	-\$ 2,035.02
<b>2760 2023 INTERNATIONAL PLOW TRUCK</b>				
1527601000	SALARIES 2023 INT. PLOW TRUCK	\$ 2,971.52	\$ 2,500.00	-\$ 471.52
1527601100	BENEFITS 2023 INT. PLOW TRUCK	\$ 780.28	\$ 750.00	-\$ 30.28
1527604800	MAT. & SUPPLIES 2023 INT. PLOW TRUCK	\$ 18,730.36	\$ 21,750.00	\$ 3,019.64
	Total 2023 INTERNATIONAL PLOW TRUCK	\$ 22,482.16	\$ 25,000.00	\$ 2,517.84
<b>2765 UTILITY TRAILER</b>				

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1527654800	MAT. & SUPPLIES UTILITY TRAILER	\$ 35.56	\$ -	-\$ 35.56
	Total UTILITY TRAILER	\$ 35.56	\$ -	-\$ 35.56
2770 2005 CARGO TRAILER				
1527704800	MAT. & SUPPLIES CARGO 2005	\$ 145.39	\$ -	-\$ 145.39
	Total 2005 CARGO TRAILER	\$ 145.39	\$ -	-\$ 145.39
2805 DIAPHRAGM PUMP				
1528054800	MAT. & SUPPLIES DIAPHRAGM PUMP	\$ -	\$ 600.00	\$ 600.00
	Total DIAPHRAGM PUMP	\$ -	\$ 600.00	\$ 600.00
2810 TORO MOWER				
1528104800	MAT. & SUPPLIES MOWER TORO	\$ -	\$ 500.00	\$ 500.00
	Total TORO MOWER	\$ -	\$ 500.00	\$ 500.00
2815 LAWN MOWERS				
1528151000	SALARIES LAWN MOWER	\$ 131.92	\$ -	-\$ 131.92
1528151100	BENEFITS LAWN MOWER	\$ 31.39	\$ -	-\$ 31.39
1528154800	MAT. & SUPPLIES LAWN MOWER	\$ 909.01	\$ 2,500.00	\$ 1,590.99
	Total LAWN MOWERS	\$ 1,072.32	\$ 2,500.00	\$ 1,427.68
2820 2020 KUBOTA ZERO TURN				
1528204800	MAT. & SUPPLIES 2020 KUBOTA	\$ 478.58	\$ 500.00	\$ 21.42
	Total 2020 KUBOTA ZERO TURN	\$ 478.58	\$ 500.00	\$ 21.42
2825 WELDER				
1528254800	MAT. & SUPPLIES WELDER	\$ 202.87	\$ 50.00	-\$ 152.87
	Total WELDER	\$ 202.87	\$ 50.00	-\$ 152.87
2830 COMPRESSOR				
1528304800	MAT. & SUPPLIES COMPRESSOR	\$ 75.85	\$ 500.00	\$ 424.15
	Total COMPRESSOR	\$ 75.85	\$ 500.00	\$ 424.15
2840 STEAMER				
1528404800	MAT. & SUPPLIES STEAMER	\$ 353.10	\$ 200.00	-\$ 153.10
	Total STEAMER	\$ 353.10	\$ 200.00	-\$ 153.10
2845 CHAIN SAW				
1528454800	MAT. & SUPPLIES CHAIN SAW	\$ 89.52	\$ 200.00	\$ 110.48
	Total CHAIN SAW	\$ 89.52	\$ 200.00	\$ 110.48
2850 CEMENT MIXER				
1528504800	MAT. & SUPPLIES CEMENT MIXER	\$ -	\$ 150.00	\$ 150.00
	Total CEMENT MIXER	\$ -	\$ 150.00	\$ 150.00
2855 WATER PUMPS				
1528554800	MAT. & SUPPLIES WATER PUMPS	\$ -	\$ 250.00	\$ 250.00
	Total WATER PUMPS	\$ -	\$ 250.00	\$ 250.00
2860 COMPACTOR				
1528604800	MAT. & SUPPLIES COMPACTOR	\$ -	\$ 250.00	\$ 250.00
	Total COMPACTOR	\$ -	\$ 250.00	\$ 250.00
2865 CUTOFF SAW				
1528654800	MAT. & SUPPLIES CUTOFF SAW	\$ -	\$ 1,000.00	\$ 1,000.00
	Total CUTOFF SAW	\$ -	\$ 1,000.00	\$ 1,000.00
2870 PRESSURE WASHER				
1528704800	MAT. & SUPPLIES PRESS. WASH	\$ 143.93	\$ 250.00	\$ 106.07
	Total PRESSURE WASHER	\$ 143.93	\$ 250.00	\$ 106.07
2875 AUGER MACHINE				
1528754800	MAT. & SUPPLIES AUGER	\$ 541.01	\$ 600.00	\$ 58.99
	Total AUGER MACHINE	\$ 541.01	\$ 600.00	\$ 58.99
2880 2010 SNOW BLOWER				
1528804800	MAT. & SUPPLIES 2010 SNBLOWER	\$ -	\$ 150.00	\$ 150.00
	Total 2010 SNOW BLOWER	\$ -	\$ 150.00	\$ 150.00
2897 HYDRO BOOM TRUCK				
1528974800	MAT. & SUPPLIES HYD BOOM	\$ 0.01	\$ -	-\$ 0.01
	Total HYDRO BOOM TRUCK	\$ 0.01	\$ -	-\$ 0.01
2899 MISCELLANEOUS EQUIPMENT				
1528994800	MAT. & SUPPLIES MISC. EQUIP.	\$ 9,661.68	\$ 7,500.00	-\$ 2,161.68
	Total MISCELLANEOUS EQUIPMENT	\$ 9,661.68	\$ 7,500.00	-\$ 2,161.68
2975 SIDEWALKS				
1529751000	SALARIES SIDEWALKS	\$ 2,460.83	\$ 4,000.00	\$ 1,539.17
1529751100	BENEFITS SIDEWALKS	\$ 752.77	\$ 1,200.00	\$ 447.23
1529754800	MAT. & SUPPLIES SIDEWALKS	\$ -	\$ 1,500.00	\$ 1,500.00
	Total SIDEWALKS	\$ 3,213.60	\$ 6,700.00	\$ 3,486.40
3000 WATERWORKS				
1530001200	ADMINISTRATIVE CHARGES WW	\$ 17,000.00	\$ 18,500.00	\$ 1,500.00
1530001300	OFFICE SUPPLIES WW	\$ -	\$ 850.00	\$ 850.00
1530001800	POSTAGE WW	\$ 2,687.46	\$ 2,550.00	-\$ 137.46
1530001900	HEAT & HYDRO WW	\$ 105,228.04	\$ 122,700.00	\$ 17,471.96
1530002000	TRAVEL WW	\$ -	\$ 1,500.00	\$ 1,500.00

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1530002100	TRAINING WW	\$ 605.28	\$ 1,500.00	\$ 894.72
1530002200	ADVERTISING WW	\$ 396.87	\$ 950.00	\$ 553.13
1530002700	LEASES & TAXES WW	\$ 2,041.96	\$ 2,050.00	\$ 8.04
1530002800	MEMBER. & LICENCES WW	\$ -	\$ 175.00	\$ 175.00
1530003000	CONSULTANTS WW	\$ 29,193.02	\$ 56,000.00	\$ 26,806.98
1530003400	CAPITAL WW	\$ 43,774.07	\$ 266,405.00	\$ 222,630.93
1530003600	RESERVE FUNDS WW	\$ 475,338.00	\$ 475,338.00	\$ -
1530003801	DEBT RET:PRINCIPAL WW	\$ 44,806.91	\$ 44,807.00	\$ 0.09
1530003802	DEBT RET:INTEREST WW	\$ 3,642.60	\$ 3,643.00	\$ 0.40
1530004800	MAT. & SUPPLIES WW	\$ -	\$ 17,000.00	\$ 17,000.00
1530005000	PLANT OPERATIONS:OCWA WW	\$ 292,609.50	\$ 292,610.00	\$ 0.50
1530005001	PLANT OPERATIONS:TWP WW	\$ 96,204.78	\$ 130,500.00	\$ 34,295.22
	Total WATERWORKS	\$ 1,113,528.49	\$ 1,437,078.00	\$ 323,549.51
<b>3010 WATERWORKS CONNECTIONS</b>				
1530101000	SALARIES WW. CONN.	\$ -	\$ 1,650.00	\$ 1,650.00
1530101100	BENEFITS WW. CONN.	\$ -	\$ 500.00	\$ 500.00
1530104800	MAT. & SUPPLIES WW. CONN.	\$ 8,718.13	\$ 1,000.00	-\$ 7,718.13
	Total WATERWORKS CONNECTIONS	\$ 8,718.13	\$ 3,150.00	-\$ 5,568.13
<b>3015 WATERWORKS MAINTENANCE</b>				
1530151000	SALARIES WW MAINT.	\$ 24,402.36	\$ 32,000.00	\$ 7,597.64
1530151100	BENEFITS WW MAINT.	\$ 7,064.17	\$ 9,120.00	\$ 2,055.83
1530154800	MAT. & SUPPLIES WW MAINT.	\$ 2,554.46	\$ 16,500.00	\$ 13,945.54
	Total WATERWORKS MAINTENANCE	\$ 34,020.99	\$ 57,620.00	\$ 23,599.01
<b>3020 WATERWORKS METERS</b>				
1530201000	SALARIES WW METERS	\$ 949.98	\$ 1,000.00	\$ 50.02
1530201100	BENEFITS WW METERS	\$ 296.59	\$ 285.00	-\$ 11.59
1530204800	MAT. & SUPPLIES WW METERS	\$ -	\$ 500.00	\$ 500.00
	Total WATERWORKS METERS	\$ 1,246.57	\$ 1,785.00	\$ 538.43
<b>3025 WATERWORKS HYDRANTS</b>				
1530251000	SALARIES WW HYDRANTS	\$ 2,918.36	\$ 6,500.00	\$ 3,581.64
1530251100	BENEFITS WW HYDRANTS	\$ 812.30	\$ 1,950.00	\$ 1,137.70
1530254800	MAT. & SUPPLIES WW HYDRANTS	\$ 3,591.31	\$ 500.00	-\$ 3,091.31
	Total WATERWORKS HYDRANTS	\$ 7,321.97	\$ 8,950.00	\$ 1,628.03
<b>3030 WATERWORKS THAWING</b>				
1530301000	SALARIES WW THAWING	\$ 82.45	\$ 12,000.00	\$ 11,917.55
1530301100	BENEFITS WW THAWING	\$ 26.57	\$ 3,600.00	\$ 3,573.43
	Total WATERWORKS THAWING	\$ 109.02	\$ 15,600.00	\$ 15,490.98
<b>3100 SANITARY SEWER</b>				
1531001200	ADMINSTRATIVE CHARGES SS	\$ 5,500.00	\$ 5,500.00	\$ -
1531001900	HEAT & HYDRO SS	\$ 43,790.96	\$ 44,375.00	\$ 584.04
1531002000	TRAVEL SS	\$ -	\$ 200.00	\$ 200.00
1531002700	LEASES & TAXES SS	\$ 228.60	\$ 220.00	-\$ 8.60
1531002800	MEMBER. & LICENCES SS	\$ -	\$ 75.00	\$ 75.00
1531003000	CONSULTANTS SS	\$ 22,277.62	\$ 21,500.00	-\$ 777.62
1531003400	CAPITAL SS	\$ 116,548.43	\$ 153,820.00	\$ 37,271.57
1531003600	RESERVE FUNDS SS	\$ 316,255.00	\$ 316,255.00	\$ -
1531003801	DEBT RET:PRINCIPAL SS	\$ 116,056.91	\$ 116,057.00	\$ 0.09
1531003802	DEBT RET:INTEREST SS	\$ 3,642.60	\$ 3,643.00	\$ 0.40
1531004800	MAT. & SUPPLIES SS	\$ 121.92	\$ 9,000.00	\$ 8,878.08
1531004875	CONT. RENTALS SS	\$ 7,458.58	\$ 7,500.00	\$ 41.42
1531005000	PLANT OPERATIONS:OCWA SS	\$ 97,536.50	\$ 97,537.00	\$ 0.50
1531005001	PLANT OPERATIONS:TWP SS	\$ 39,452.50	\$ 33,300.00	-\$ 6,152.50
	Total SANITARY SEWER	\$ 768,869.62	\$ 808,982.00	\$ 40,112.38
<b>3110 SANITARY SEWER CONNECTIONS</b>				
1531101000	SALARIES SS CONN	\$ -	\$ 2,375.00	\$ 2,375.00
1531101100	BENEFITS SS CONN	\$ -	\$ 680.00	\$ 680.00
1531104800	MAT. & SUPPLIES SS CONN	\$ -	\$ 500.00	\$ 500.00
	Total SANITARY SEWER CONNECTIONS	\$ -	\$ 3,555.00	\$ 3,555.00
<b>3115 SANITARY SEWER MAINTENANCE</b>				
1531151000	SALARIES SS MTCE	\$ 11,685.72	\$ 26,342.00	\$ 14,656.28
1531151100	BENEFITS SS MTCE	\$ 3,747.53	\$ 7,902.00	\$ 4,154.47
1531154800	MAT. & SUPPLIES SS MTCE	\$ 2,870.29	\$ 1,500.00	-\$ 1,370.29
	Total SANITARY SEWER MAINTENANCE	\$ 18,303.54	\$ 35,744.00	\$ 17,440.46
<b>3200 STORM SEWERS</b>				
1532003400	STORM SEWER CAPITAL	\$ 231,768.49	\$ 257,000.00	\$ 25,231.51
1532004800	MAT. & SUPPLIES STM SEW.	\$ 2,352.51	\$ -	-\$ 2,352.51
1532004875	CONT. RENTALS STM SEW.	\$ 8,022.21	\$ 8,000.00	-\$ 22.21
	Total STORM SEWERS	\$ 242,143.21	\$ 265,000.00	\$ 22,856.79
<b>3215 STORM SEWER MAINTENANCE</b>				

Budget Variance Report				
Fiscal Year :	2023		January 24th, 2024	
Budget Type :	YEAR TO DATE			
Acct Code	Account Name	Year to Date	Budget Amount	Variance
1532151000	SALARIES STM SEW MTCE	\$ 10,186.00	\$ 10,000.00	-\$ 186.00
1532151100	BENEFITS STM SEW MTCE	\$ 2,954.84	\$ 3,000.00	\$ 45.16
1532154800	MAT. & SUPPLIES STM SEW MTCE	\$ 210.11	\$ 1,000.00	\$ 789.89
	Total STORM SEWER MAINTENANCE	\$ 13,350.95	\$ 14,000.00	\$ 649.05
<b>3300 REFUSE COLLECTION</b>				
1533001000	SALARIES REFUSE	\$ 94,934.30	\$ 96,604.00	\$ 1,669.70
1533001100	BENEFITS REFUSE	\$ 28,751.93	\$ 28,981.00	\$ 229.07
1533001200	ADMIN.CHARGES REFUSE	\$ 4,500.00	\$ 4,500.00	\$ -
1533002200	ADVERTISING REFUSE	\$ 327.33	\$ 350.00	\$ 22.67
1533003400	CAPITAL REFUSE COLLECTION	\$ -	\$ 535,000.00	\$ 535,000.00
1533003600	RESERVE FUNDS REFUSE	\$ 93,412.00	\$ 93,412.00	\$ -
1533004800	MAT. & SUPPLIES REFUSE	\$ 346.55	\$ 2,500.00	\$ 2,153.45
1533004875	CONT. RENTALS REFUSE	\$ 84,512.61	\$ 56,500.00	-\$ 28,012.61
	Total REFUSE COLLECTION	\$ 306,784.72	\$ 817,847.00	\$ 511,062.28
<b>3306 2015 PETERBILT REF. COMP.</b>				
1533061000	SALARIES 2015 PB REF. COMP.	\$ 1,365.28	\$ 1,020.00	-\$ 345.28
1533061100	BENEFITS 2015 PB REF. COMP.	\$ 319.74	\$ 306.00	-\$ 13.74
1533064800	MAT. & SUPP. 2015 PB REF. COMP.	\$ 37,739.06	\$ 46,550.00	\$ 8,810.94
	Total 2015 PETERBILT REF. COMP.	\$ 39,424.08	\$ 47,876.00	\$ 8,451.92
<b>3400 LANDFILL</b>				
1534001000	SALARIES LANDFILL	\$ 66,661.56	\$ 79,560.00	\$ 12,898.44
1534001100	BENEFITS LANDFILL	\$ 8,982.94	\$ 23,868.00	\$ 14,885.06
1534001700	TELEPHONE LANDFILL	\$ 563.79	\$ 150.00	-\$ 413.79
1534001900	HEAT & HYDRO LANDFILL	\$ 8,639.19	\$ 7,100.00	-\$ 1,539.19
1534002200	ADVERTISING LANDFILL	\$ 333.04	\$ 125.00	-\$ 208.04
1534002300	TRANSLATION LANDFILL	\$ -	\$ 25.00	\$ 25.00
1534002400	INSURANCE LANDFILL	\$ 33,742.91	\$ 33,743.00	\$ 0.09
1534002500	BUILDING MCTE LANDFILL	\$ -	\$ 1,500.00	\$ 1,500.00
1534003000	CONSULTANTS LANDFILL	\$ 20,630.64	\$ 20,000.00	-\$ 630.64
1534003400	CAPITAL LANDFILL	\$ 6,632.21	\$ 8,000.00	\$ 1,367.79
1534003600	RESERVE FUNDS LANDFILL	\$ 88,981.00	\$ 88,981.00	\$ -
1534004800	MAT. & SUPPLIES LANDFILL	\$ 29,417.86	\$ 30,500.00	\$ 1,082.14
	Total LANDFILL	\$ 264,585.14	\$ 293,552.00	\$ 28,966.86
<b>3405 LANDFILL 2014 FORD 1/2 TON 4X4</b>				
1534051000	SALARIE LANDFILL FORD 1/2TON	\$ 206.38	\$ -	-\$ 206.38
1534051100	BENEFITS LANDFILL FORD 1/2TON	\$ 65.59	\$ -	-\$ 65.59
1534054800	MAT. & SUPPLIES LANDFILL FORD 1/2TON	\$ 3,303.89	\$ 4,000.00	\$ 696.11
	Total LANDFILL 2014 FORD 1/2 TON 4X4	\$ 3,575.86	\$ 4,000.00	\$ 424.14
<b>3410 LANDFILL COMPACTOR</b>				
1534104800	MAT. & SUPPLIES LANDFILL COMP.	\$ 8,125.67	\$ 75,842.00	\$ 67,716.33
	Total LANDFILL COMPACTOR	\$ 8,125.67	\$ 75,842.00	\$ 67,716.33
<b>3415 LANDFILL 1999 CAT LOADER</b>				
1534151000	SALARIES LANDFILL 1999 CAT LOADER	\$ 194.40	\$ -	-\$ 194.40
1534151100	BENEFITS LANDFILL 1999 CAT LOADER	\$ 61.74	\$ -	-\$ 61.74
1534154800	MAT. & SUPPLIES 1999 CAT LOADER	\$ 9,903.46	\$ 21,110.00	\$ 11,206.54
	Total LANDFILL 1999 CAT LOADER	\$ 10,159.60	\$ 21,110.00	\$ 10,950.40
<b>4000 CEMETERY</b>				
1540001000	SALARIES CEMETERY	\$ 11,848.52	\$ 15,000.00	\$ 3,151.48
1540001100	BENEFITS CEMETERY	\$ 3,726.93	\$ 4,500.00	\$ 773.07
1540001900	HEAT & HYDRO CEMETERY	\$ 414.85	\$ 575.00	\$ 160.15
1540002400	INSURANCE CEMETERY	\$ 2,108.93	\$ 2,109.00	\$ 0.07
1540002500	BUILDING MTCE. CEMETERY	\$ -	\$ 500.00	\$ 500.00
1540002700	LEASES & TAXES CEMETERY	\$ 668.17	\$ 550.00	-\$ 118.17
1540004800	MAT. & SUPPLIES CEMETERY	\$ 5,785.08	\$ 13,000.00	\$ 7,214.92
	Total CEMETERY	\$ 24,552.48	\$ 36,234.00	\$ 11,681.52
<b>4010 HEALTH SERVICES</b>				
1540109010	PUBLIC HEALTH REQUISITION	\$ 114,175.80	\$ 114,176.00	\$ 0.20
1540109015	LAND AMBULANCE REQUISITION	\$ 133,752.96	\$ 133,753.00	\$ 0.04
	Total HEALTH SERVICES	\$ 247,928.76	\$ 247,929.00	\$ 0.24
<b>4020 TRANSIT</b>				
1540201000	SALARIES TRANSIT	\$ 42,323.21	\$ 42,296.00	-\$ 27.21
1540201100	BENEFITS TRANSIT	\$ 7,454.89	\$ 12,689.00	\$ 5,234.11
1540202200	ADVERTISING TRANSIT	\$ 13.37	\$ 250.00	\$ 236.63
1540202400	INSURANCE TRANSIT	\$ 4,217.86	\$ 4,218.00	\$ 0.14
1540203600	RESERVE FUNDS TRANSIT	\$ 18,600.00	\$ 18,600.00	\$ -
1540204800	MAT. & SUPPLIES TRANSIT	\$ 9,118.93	\$ 17,000.00	\$ 7,881.07
1540207000	TRANSIT OPERATIONS TRANSIT	\$ -	\$ 3,500.00	\$ 3,500.00
	Total TRANSIT	\$ 81,728.26	\$ 98,553.00	\$ 16,824.74
<b>4030 SOCIAL SERVICES</b>				

Budget Variance Report				
Fiscal Year :	2023		January 24th, 2024	
Budget Type :	YEAR TO DATE			
Acct Code	Account Name	Year to Date	Budget Amount	Variance
1540304200	DONATIONS SOCIAL SERV.	\$ 1,500.00	\$ 2,000.00	\$ 500.00
1540309020	DSAB REQUISITION	\$ 73,108.08	\$ 73,108.00	-\$ 0.08
	Total SOCIAL SERVICES	\$ 74,608.08	\$ 75,108.00	\$ 499.92
<b>5000 RECREATION</b>				
1550001000	SALARIES REC.	\$ 179,692.90	\$ 190,600.00	\$ 10,907.10
1550001100	BENEFITS REC.	\$ 60,073.96	\$ 63,525.00	\$ 3,451.04
1550001200	ADMIN. CHARGES REC.	\$ 1,312.70	\$ 1,200.00	-\$ 112.70
1550001300	OFFICE SUPPLIES REC.	\$ 1,805.20	\$ 1,500.00	-\$ 305.20
1550001700	TELEPHONE REC.	\$ 1,836.18	\$ 2,100.00	\$ 263.82
1550001900	HEAT & HYDRO REC.	\$ 134,273.84	\$ 135,000.00	\$ 726.16
1550002100	TRAINING REC.	\$ 1,300.00	\$ 2,500.00	\$ 1,200.00
1550002200	ADVERTISING REC.	\$ 1,224.56	\$ 600.00	-\$ 624.56
1550002300	TRANSLATION REC.	\$ -	\$ 200.00	\$ 200.00
1550002400	INSURANCE REC.	\$ 50,614.36	\$ 50,614.00	-\$ 0.36
1550002500	BUILDING MCTE. REC.	\$ 19,725.70	\$ 35,600.00	\$ 15,874.30
1550002600	JANITORIAL SUPP. & MTCE. REC.	\$ 3,364.32	\$ 3,500.00	\$ 135.68
1550002700	LEASES & TAXES REC.	\$ 30,094.13	\$ 20,000.00	-\$ 10,094.13
1550003000	CONSULTANTS REC.	\$ 15,800.66	\$ 2,000.00	-\$ 13,800.66
1550003400	CAPITAL REC.	\$ 79,577.04	\$ 188,075.00	\$ 108,497.96
1550003600	RESERVE FUNDS REC.	\$ 80,874.00	\$ 80,874.00	\$ -
1550004310	ALARM SYSTEM REC.	\$ 694.80	\$ 700.00	\$ 5.20
	Total RECREATION	\$ 662,264.35	\$ 778,588.00	\$ 116,323.65
<b>5005 RECREATION 2008 CHEVY</b>				
1550051000	SALARIES REC. 2008 CHEVY	\$ 12.50	\$ 50.00	\$ 37.50
1550051100	BENEFITS REC. 2008 CHEVY	\$ 6.05	\$ 15.00	\$ 8.95
1550054800	MAT. & SUPPLIES REC. 2008 CHEVY	\$ 628.26	\$ 2,000.00	\$ 1,371.74
	Total RECREATION 2008 CHEVY	\$ 646.81	\$ 2,065.00	\$ 1,418.19
<b>5006 RECREATION 2012 FORD 1/2 TON</b>				
1550061000	SALARIES REC. FORD 1/2 TON	\$ -	\$ 50.00	\$ 50.00
1550061100	BENEFITS REC. FORD 1/2 TON	\$ -	\$ 15.00	\$ 15.00
1550064800	MAT. & SUPPLIES REC. FORD 1/2 TON	\$ 1,662.45	\$ 2,000.00	\$ 337.55
	Total RECREATION 2012 FORD 1/2 TON	\$ 1,662.45	\$ 2,065.00	\$ 402.55
<b>5010 RECREATION ICE MACHINE</b>				
1550101000	SALARIES ICE MACHINE	\$ -	\$ 50.00	\$ 50.00
1550101100	BENEFITS ICE MACHINE	\$ -	\$ 15.00	\$ 15.00
1550104800	MAT. & SUPPLIES ICE MACHINE	\$ 9,614.85	\$ 10,000.00	\$ 385.15
	Total RECREATION ICE MACHINE	\$ 9,614.85	\$ 10,065.00	\$ 450.15
<b>5015 RECREATION REFRIDGERATION</b>				
1550154850	REPAIR SERV. REFRIDGERATION	\$ 17,623.92	\$ 30,000.00	\$ 12,376.08
	Total RECREATION REFRIDGERATION	\$ 17,623.92	\$ 30,000.00	\$ 12,376.08
<b>5025 RECREATION HALL</b>				
1550254800	MAT. & SUPPLIES REC. HALL	\$ -	\$ 500.00	\$ 500.00
	Total RECREATION HALL	\$ -	\$ 500.00	\$ 500.00
<b>5030 RECREATION SERVERY</b>				
1550304800	MAT. & SUPPLIES SERVERY	\$ 15.99	\$ 1,000.00	\$ 984.01
	Total RECREATION SERVERY	\$ 15.99	\$ 1,000.00	\$ 984.01
<b>5105 WINTER CARNIVAL</b>				
1551054800	MAT. & SUPPLIES CARNIVAL	\$ 20,327.05	\$ 22,575.00	\$ 2,247.95
	Total WINTER CARNIVAL	\$ 20,327.05	\$ 22,575.00	\$ 2,247.95
<b>5120 CANADA DAY</b>				
1551201000	SALARIES CANADA DAY	\$ 2,428.86	\$ 615.00	-\$ 1,813.86
1551201100	BENEFITS CANADA DAY	\$ 462.45	\$ 185.00	-\$ 277.45
1551204800	MAT. & SUPPLIES CANADA DAY	\$ 20,826.56	\$ 25,200.00	\$ 4,373.44
	Total CANADA DAY	\$ 23,717.87	\$ 26,000.00	\$ 2,282.13
<b>5130 PUBLIC SKATING</b>				
1551301000	SALARIES SKATING	\$ 1,390.00	\$ 2,708.00	\$ 1,318.00
1551301100	BENEFITS SKATING	\$ 108.03	\$ 332.00	\$ 223.97
1551304800	MAT. & SUPPLIES SKATING	\$ -	\$ 200.00	\$ 200.00
	Total PUBLIC SKATING	\$ 1,498.03	\$ 3,240.00	\$ 1,741.97
<b>5135 SPECIAL EVENTS</b>				
1551354800	MAT. & SUPPLIES SPECIAL EVENTS	\$ 812.30	\$ 500.00	-\$ 312.30
	Total SPECIAL EVENTS	\$ 812.30	\$ 500.00	-\$ 312.30
<b>5145 PARKS MAINTENANCE</b>				
1551451000	SALARIES PARKS	\$ 7,126.82	\$ 14,350.00	\$ 7,223.18
1551451100	BENEFITS PARKS	\$ 2,207.81	\$ 4,305.00	\$ 2,097.19
1551454800	MAT. & SUPPLIES PARKS	\$ 3,443.10	\$ 10,000.00	\$ 6,556.90
	Total PARKS MAINTENANCE	\$ 12,777.73	\$ 28,655.00	\$ 15,877.27
<b>5150 WATERFRONT PARKS</b>				
1551501000	SALARIES WATERFRONT	\$ 9,321.32	\$ 10,765.00	\$ 1,443.68

Budget Variance Report				
Fiscal Year :	2023		January 24th, 2024	
Budget Type :	YEAR TO DATE			
Acct Code	Account Name	Year to Date	Budget Amount	Variance
1551501100	BENEFITS WATERFRONT	\$ 2,861.99	\$ 3,230.00	\$ 368.01
1551501900	HEAT & HYDRO WATERFRONT	\$ 1,128.68	\$ 1,500.00	\$ 371.32
1551504800	MAT. & SUPPLIES WATERFRONT	\$ 10,607.71	\$ 10,000.00	-\$ 607.71
	Total WATERFRONT PARKS	\$ 23,919.70	\$ 25,495.00	\$ 1,575.30
<b>5200 MUSEUM</b>				
1552001000	SALARIES MUSEUM	\$ 5,144.68	\$ 6,000.00	\$ 855.32
1552001100	BENEFITS MUSEUM	\$ 716.17	\$ 1,800.00	\$ 1,083.83
1552001700	TELEPHONE MUSEUM	\$ 511.86	\$ 250.00	-\$ 261.86
1552001900	HEAT & HYDRO MUSEUM	\$ 602.02	\$ 1,500.00	\$ 897.98
1552002200	ADVERTISING MUSEUM	\$ 50.88	\$ 200.00	\$ 149.12
1552002400	INSURANCE MUSEUM	\$ 2,108.93	\$ 2,109.00	\$ 0.07
1552002500	BUILDING MCTE MUSEUM	\$ -	\$ 900.00	\$ 900.00
1552002600	JAN. SUPP. & MTCE. MUSEUM	\$ 42.37	\$ 100.00	\$ 57.63
1552002700	LEASES & TAXES MUSEUM	\$ 1,021.00	\$ 950.00	-\$ 71.00
1552004800	MAT. & SUPPLIES MUSEUM	\$ 232.34	\$ 3,000.00	\$ 2,767.66
	Total MUSEUM	\$ 10,430.25	\$ 16,809.00	\$ 6,378.75
<b>5250 LIBRARY TRANSFERS</b>				
1552501000	SALARIES LIBRARY TF	\$ 4,615.16	\$ 7,395.00	\$ 2,779.84
1552501100	BENEFITS LIBRARY TF	\$ 1,626.87	\$ 3,095.00	\$ 1,468.13
1552501900	HEAT & HYDRO LIBRARY TF	\$ 10,025.28	\$ 15,000.00	\$ 4,974.72
1552502500	BUILDING MCTE LIBRARY TF	\$ 2,729.67	\$ 3,000.00	\$ 270.33
1552502600	JANITORIAL SUPP/MTCE LIB. TF	\$ 510.41	\$ 750.00	\$ 239.59
1552504100	ACTIVITY SUPPORT LIBRARY TF	\$ 41,352.02	\$ 50,178.00	\$ 8,825.98
	Total LIBRARY TRANSFERS	\$ 60,859.41	\$ 79,418.00	\$ 18,558.59
<b>5275 LIBRARY FUND</b>				
1552751000	SALARIES LIBRARY	\$ 34,482.06	\$ -	-\$ 34,482.06
1552751100	BENEFITS LIBRARY	\$ 2,891.48	\$ -	-\$ 2,891.48
1552751300	OFFICE SUPPLIES LIBRARY	\$ 1,018.43	\$ -	-\$ 1,018.43
1552751400	OFFICE EXP. SUNDRY LIBRARY	\$ 333.75	\$ -	-\$ 333.75
1552751700	TELEPHONE LIBRARY	\$ 559.46	\$ -	-\$ 559.46
1552751800	POSTAGE LIBRARY	\$ 334.28	\$ -	-\$ 334.28
1552752400	INSURANCE LIBRARY	\$ 1,743.35	\$ -	-\$ 1,743.35
1552752800	MEMBER. & LICENCES LIBRARY	\$ 1,070.83	\$ -	-\$ 1,070.83
1552753200	AUDITORS LIBRARY	\$ 1,700.00	\$ -	-\$ 1,700.00
1552759750	BOOKS LIBRARY	\$ 3,921.75	\$ -	-\$ 3,921.75
1552759760	PERIODICALS LIBRARY	\$ 322.87	\$ -	-\$ 322.87
1552759780	E-RESOURCES/E-BOOKS LIBRARY	\$ 1,464.36	\$ -	-\$ 1,464.36
	Total LIBRARY FUND	\$ 49,842.62	\$ -	-\$ 49,842.62
<b>6000 PLANNING</b>				
1560001200	ADMIN. CHARGES PLANNING	\$ 3,609.94	\$ 10,000.00	\$ 6,390.06
1560002200	ADVERTISING PLANNING	\$ 245.45	\$ 1,500.00	\$ 1,254.55
1560002300	TRANSLATION PLANNING	\$ -	\$ 300.00	\$ 300.00
1560003000	CONSULTANTS PLANNING	\$ 7,509.87	\$ 15,000.00	\$ 7,490.13
	Total PLANNING	\$ 11,365.26	\$ 26,800.00	\$ 15,434.74
<b>6250 ECONOMIC DEVELOPMENT</b>				
1562501000	SALARIES ECDEV	\$ 75,470.79	\$ 78,487.00	\$ 3,016.21
1562501100	BENEFITS ECDEV	\$ 22,813.83	\$ 22,935.00	\$ 121.17
1562502100	TRAINING ECDEV	\$ 864.96	\$ 1,000.00	\$ 135.04
1562502200	ADVERTISING ECDEV	\$ 10,323.64	\$ 12,635.00	\$ 2,311.36
1562502300	TRANSLATION ECDEV	\$ -	\$ 500.00	\$ 500.00
1562502700	LEASES & TAXES ECDEV	\$ 1,694.00	\$ 1,700.00	\$ 6.00
1562502800	MEMBER. & LICENCES ECDEV	\$ 2,160.39	\$ 2,900.00	\$ 739.61
1562504800	MAT. & SUPPLIES ECDEV	\$ 5,450.91	\$ 3,715.00	-\$ 1,735.91
	Total ECONOMIC DEVELOPMENT	\$ 118,778.52	\$ 123,872.00	\$ 5,093.48
	Total Expense	\$ 8,377,332.03	\$ 9,932,344.00	\$ 1,555,011.97



## REPORT TO COUNCIL

<b>Date:</b>	<b>January 29, 2024</b>	
<b>Subject:</b>	<b>Kilometer Reimbursement Rate Report</b>	<b>Item 7.3</b>
<b>Prepared by:</b>	<b>Judith Meyntz, AOMC, CAO</b>	

### **Background:**

In review of our Fees and Charges for 2024, one item stood out as being very outdated according to Antoinette Blunt, our Integrity Commission. The rate for kilometres for staff is currently at \$0.52 per kilometer of travel.

In general, and where we are able, staff are asked to use a municipality-owned vehicle for travel for work related use; we then only incur the cost the of the fuel and some minor “wear and tear”. However, this is not always the case, and in some cases, Staff are required to use their own vehicle for business travel. In this case, we encourage these staff to indicate to their insurance companies that they use their personal vehicle for business.

Antoinette recommends that municipalities use the standard business rate provided by the Canada Revenue Agency (CRA) which is \$0.68 per kilometer for the first 5,000 kilometers, and then \$0.62 per kilometer after 5,000 in any given year.

Employees are charged as receiving a taxable benefit after they have been paid for more than 5,000 kilometers worth of business mileage in a given year.

We would like to recommend to Council to adopt this policy moving forward, so that the Township of Chapleau is more in line with the government standards.

### **Resolution:**

**THAT** the Council of the Township of Chapleau does hereby approve the recommendation of our Integrity Commissioner to bring kilometer rate in line with the government standard;

**AND THAT** Council would like to set the 2024 rate for kilometer at \$0.68 for the first 5,000 kilometers, and then \$0.62 per kilometer for any kilometers used within the year.

**AND FURTHERMORE, THAT** Council recommends the following rates to be effective as of January 1, 2024.

Report respectfully submitted:



Judith Meyntz, AOMC,  
Chief Administrative Officer

# **ACCOUNTS PAYABLE**

**TOWNSHIP OF CHAPLEAU**

**COUNCIL CHEQUE REGISTER**

Ck No.	Ck Date	Vendor Name	Invoice Description	Amount
12217	24-Jan-24	RECEIVER GENERAL - PAYROLL	REMITTANCE JAN 16-30	18641.61
12218	24-Jan-24	RECEIVER GENERAL - PAYROLL	REMITTANCE JANUARY 16-31	300.08
12219	24-Jan-24	ACCESS COPYRIGHT	2024 LICENSE FEE - LIBRARY	56.5
12220	24-Jan-24	AECOM CANADA LTD	ISSUE HOLD BACK RELEASE CERTIFICATE - ELGIN SS	210.01
12220	24-Jan-24	AECOM CANADA LTD	STORM SEWER ENG. HB RELEASE	315.9
12220	24-Jan-24	AECOM CANADA LTD	WTP ROOF REPLACEMENT OPTIONS REVIEW/HWY ACCIDENT SOIL/L	518.72
12220	24-Jan-24	AECOM CANADA LTD	FINAL CHARGE LANDFILL SURVEY COPU RECEIVED	2599
12220	24-Jan-24	AECOM CANADA LTD	EMERGENCY BACK-UP POWER SUPPLY	8691.17
12220	24-Jan-24	AECOM CANADA LTD	EMERGENCY BACK-UP POWER SUPPLY	10243.85
12221	24-Jan-24	AIRPORT MANAGEMENT COUNCIL OF ONTARIO	2024 MEMBERSHIP FEE	565
12222	24-Jan-24	BELL CANADA	BELL CONFERENCE CALLS JANUARY	90.4
12223	24-Jan-24	BIDOUS MECHANICALSERVICES	SNOWBLOWER BEARING & SEAL REPLACEMENT	2048.13
12224	24-Jan-24	BRANDT	3 - CUTTING EDGE SNOW BUCKET	2502.27
12225	24-Jan-24	CANADA LIFE	RRSP JANUARY	300
12226	24-Jan-24	CANADIAN UNION OF PUBLIC EMPLOYEES	UNION DUES JANUARY	881.2
12227	24-Jan-24	CHAPLEAU PUBLIC UTILITIES CORPORATION	HYDRO DECEMBER HIGH SCHOOL FLASHING LIGHT	20.59
12227	24-Jan-24	CHAPLEAU PUBLIC UTILITIES CORPORATION	HYDRO DECEMBER FLASHING LIGHTS SKI HILL	21.89
12227	24-Jan-24	CHAPLEAU PUBLIC UTILITIES CORPORATION	HYDRO DECEMBER FLASHING LIGHTS-PED OVERPASS	25.51
12227	24-Jan-24	CHAPLEAU PUBLIC UTILITIES CORPORATION	HYDRO DECEMBER CEMETERY	37.52
12227	24-Jan-24	CHAPLEAU PUBLIC UTILITIES CORPORATION	HYDRO DECEMBER MUSEUM	37.52
12227	24-Jan-24	CHAPLEAU PUBLIC UTILITIES CORPORATION	HYDRO DECEMBER FLASHING LIGHTS BIRCH & LORNE	40.02
12227	24-Jan-24	CHAPLEAU PUBLIC UTILITIES CORPORATION	HYDRO DECEMBER WATERFRONT & PAVILION	127.64
12227	24-Jan-24	CHAPLEAU PUBLIC UTILITIES CORPORATION	REPAIR STREET LIGHTS PINE & MILL RD.	203.4
12227	24-Jan-24	CHAPLEAU PUBLIC UTILITIES CORPORATION	HYDRO DECEMBER PUMPHOUSE	480.64
12227	24-Jan-24	CHAPLEAU PUBLIC UTILITIES CORPORATION	POSTAGE 1ST QTR 2024	642.16
12227	24-Jan-24	CHAPLEAU PUBLIC UTILITIES CORPORATION	HYDRO DECEMBER DUFFERIN PUMPHOUSE	1102.92
12227	24-Jan-24	CHAPLEAU PUBLIC UTILITIES CORPORATION	HYDRO DECEMBER RIVERSIDE PUMPHOUSE	1678.65
12227	24-Jan-24	CHAPLEAU PUBLIC UTILITIES CORPORATION	HYDRO DECEMBER LAGOON STATION	1844.07
12227	24-Jan-24	CHAPLEAU PUBLIC UTILITIES CORPORATION	HYDRO DECEMBER STREET LIGHTS	2076.99
12227	24-Jan-24	CHAPLEAU PUBLIC UTILITIES CORPORATION	HYDRO DECEMBER CIVIC CENTRE	6417.89
12227	24-Jan-24	CHAPLEAU PUBLIC UTILITIES CORPORATION	HYDRO DECEMBER WATER PLANT	7780.56
12227	24-Jan-24	CHAPLEAU PUBLIC UTILITIES CORPORATION	HYDRO DECEMBER ARENA	20273.65
12228	24-Jan-24	CHAPLEAU CREE SMALL ENGINE REPAIR	REPLACE RECOIL STARTER ROPE	50.57
12229	24-Jan-24	FEDERATION OF ONTARIO PUBLIC LIBRARIES	2024 - MEMBERSHIP LIBRARY	75
12230	24-Jan-24	HYDRO ONE NETWORKS INC	HYDRO DECEMBER LANDFILL GARAGE	99.16
12230	24-Jan-24	HYDRO ONE NETWORKS INC	HYDRO DECEMBER LANDFILL OFFICE	225.25
12230	24-Jan-24	HYDRO ONE NETWORKS INC	HYDRO DECEMBER PW GARAGE	794.19
12230	24-Jan-24	HYDRO ONE NETWORKS INC	HYDRO AIRPORT DECEMBER	1196.42
12231	24-Jan-24	IRONSIDE CONSULTING SERVICES INC.	CAO PERFORMANCE APPRAISAL	2260
12232	24-Jan-24	MANITOULIN TRANSPORT	SHIPPING FROM WORK EQUIPMENT	640.02
12233	24-Jan-24	MINISTER OF FINANCE EHT	EHT JANUARY	2397.61
12234	24-Jan-24	MINISTRY OF FINANCE	911 ANNUAL BILLING 2024	1101.8
12235	24-Jan-24	MISSINAIBI HEADWATERS INCORPORATED	DAILY RENTAL SKY JACK	1000.05
12236	24-Jan-24	NASCO PROPANE	2,963L PROPANE PW @ \$0.749/L	2509.81
12236	24-Jan-24	NASCO PROPANE	3,204.3L PROPANE WATER PLANT @ \$0.749/L	2714.19
12236	24-Jan-24	NASCO PROPANE	4,650.6L PROPANE ARENA @ \$0.749/L	3939.28
12237	24-Jan-24	NESER INVESTMENTS INC.	14 - ZAMBONI PROPANE TANK REFILLS DECEMBER & 2-100LBS PW	797.49
12238	24-Jan-24	NEW NORTH FUELS INC.	CARD LOCK FUEL DECEMBER	5754.82
12239	24-Jan-24	O.M.E.R.S.	OMERS JANUARY	22080
12240	24-Jan-24	ONTARIO CLEAN WATER AGENCY	OCWA - 2023 CAPITAL TURBIDITY METERS REPLACED	14498.5
12240	24-Jan-24	ONTARIO CLEAN WATER AGENCY	WATER PLANT/SEWER OPERATIONS JANUARY	33678.84
12241	24-Jan-24	ONTARIO LIBRARY SERVICE-NORTH	2024 - PROVINCIAL ERESOURCES LIBRARY	269.09
12241	24-Jan-24	ONTARIO LIBRARY SERVICE-NORTH	2024 - OVERDRIVE LIBRARY	1127.18
12242	24-Jan-24	ORKIN CANADA CORP.	PEST & ODOUR CONTROL JANUARY	83.17
12242	24-Jan-24	ORKIN CANADA CORP.	PEST & ODOUR CONTRAOL ARENA JANUARY	195.57
12243	24-Jan-24	OUELLETTE, PAULINE	2023 TRANSLATION	584.97
12244	24-Jan-24	PEPCO	JANITORIAL SUPPLIES ARENA	713.67
12245	24-Jan-24	PINCHIN INC.	2023 ANNUAL MONITORING SUMMARY REPORT	4144.84
12246	24-Jan-24	PRO NORTH ELECTRIC	INSTALL OCCUPATION SENSOR SWITCH PW BATHROOM	133.28
12246	24-Jan-24	PRO NORTH ELECTRIC	TROUBLESHOOT ROOF TOP LOUVERS WTP	542.4

**TOWNSHIP OF CHAPLEAU**

**COUNCIL CHEQUE REGISTER**

<b>Ck No.</b>	<b>Ck Date</b>	<b>Vendor Name</b>	<b>Invoice Description</b>	<b>Amount</b>
12247	24-Jan-24	PUROLATOR INC	SHIPPING - HYDRO ONE DOCUMENTS	5.9
12247	24-Jan-24	PUROLATOR INC	SHIPPING - FROM WORK EQUIPMENT	8.48
12248	24-Jan-24	SUPERIOR EAST COMMUNITY FUTURES DEVELC	MAT TAX TRANSFER 2022 4TH QTR	5999.78
12248	24-Jan-24	SUPERIOR EAST COMMUNITY FUTURES DEVELC	MAT TAX TRANSFER 2023 1ST TO 3RD QRT	37977.3
12249	24-Jan-24	WAMCO WATERWORKS NORTHERN	LINK REMOTE READER	1795.51
12249	24-Jan-24	WAMCO WATERWORKS NORTHERN	WATERWORKS PARTS	3394.58
12250	24-Jan-24	WORKPLACE SAFETY AND INSURANCE BOARD	WSIB JANUARY	3877.62
12251	24-Jan-24	WURTH CANADA LIMITED	FLAT WASHERS	105.23
				<b>\$ 247,547.03</b>

# RESOLUTIONS

## REPORT TO COUNCIL

<b>Date:</b>	<b>January 29, 2024</b>	
<b>Subject:</b>	<b>Council Remuneration Report</b>	<b>Item 9.1</b>
<b>Prepared by:</b>	<b>Judith Meyntz, AOMC, CAO</b>	

**Background:**

Since September, 2023, we have conducted research to determine monthly salaries for the elected officials. A spreadsheet was developed comparing the salaries of other municipalities within the AMCTO Zone 7 geographical area. Additionally, the Integrity Commissioner was consulted for their input as well. A survey had been conducted recently in the Algoma area which was then used as a recommendation for the new rates.

**Resolution:**

**THAT** the Council of the Township of Chapleau does hereby approve the recommendations from the salary survey and the Integrity Commissioner to bring Council remuneration more in line with others in the AMCTO Zone 7 district;

**AND THAT** Council wishes to encourage others in the community to volunteer of their time to help lead the Township, and feels that an increase in the remuneration may encourage others to get involved;

**AND THAT** Council recognizes the increased revenue that has been generated in 2023 from various Council initiatives ensures that the conditions for the reduction in Council pay are no longer necessary to carry a balanced budget;

**AND THAT** Council recommends the adjustment of honourarium be backdated to October 1, 2023 when this item was first presented to Council for further review;

**AND FURTHERMORE, THAT** Council recommends the following monthly salaries for the positions detailed below:

Mayor	\$1,700.00
Deputy Mayor	\$1,100.00
Councillor	\$900.00

Report respectfully submitted:



Judith Meyntz, AOMC,  
Chief Administrative Officer

**THE CORPORATION OF THE TOWNSHIP OF CHAPLEAU**

**By-Law No. 2024-04**

**Being a By-Law to establish Remuneration Rates  
for Members of Council**

**WHEREAS** the *Municipal Act*, 2001, S. O. 2001, c. 25 as amended, Section 8 provides that the powers of a municipality under this or any other Act shall be interpreted broadly so as to confer broad authority to enable the Municipality to govern its affairs as it considers appropriate and to enhance the municipality's ability to respond to municipal issues;

**AND WHEREAS** the *Municipal Act*, 2001, S. O. 2001 c. 25 as amended, Section 9, provides that a municipality has the capacity, rights, powers and privileges of a natural person for the purpose of exercising its authority under this or any other Act;

**AND WHEREAS** Section 283 (1) provides that a municipality may pass by-laws with respect to the paying of remuneration to the members of any local board of the municipality and of the officers and employees of the local board;

**AND WHEREAS** Section 283 (7) requires Council to review a by-law passed under subsection 283 (5) at a public meeting at least once during the four-year period corresponding to the term of office of its members after a regular election;

**NOW THEREFORE BE IT RESOLVED THAT** the Council of the Corporation of the Township of Chapleau enacts as follows:

1. That By-Law No. 2024-04 and accompanying Schedules, attached to and forming part of this by-law are hereby adopted.
2. That By-Law No. 2022-10 and all amendments thereto are hereby repealed in their entirety.
3. That this By-Law shall be deemed to have come into force and take effect on the 1<sup>st</sup> day of October, 2023.

READ a FIRST, SECOND and THIRD TIME and FINALLY PASSED this 29<sup>th</sup> day of January, 2024.

\_\_\_\_\_  
Ryan Bignucolo Mayor

\_\_\_\_\_  
Judith Meyntz Clerk

## Township of Chapleau

### Schedule A to By-Law 2024-04 Council Remuneration

#### 1. **Interpretation:**

##### Definitions in this By-Law

- a) “Corporation” shall mean the Corporation of the Township of Chapleau.
- b) “Council” shall mean the Council of the Corporation of the Township of Chapleau.
- c) “Council Member” means a member of the Council, including the Head of Council of the Corporation of the Township of Chapleau or his/her successor.
- d) “Council Appointee” means a member of a "Local Board" or other body who is appointed by the Council of the Corporation of the Township of Chapleau and includes any persons appointed by Council jointly with the Councils of one or more municipalities.
- e) “Head of Council” shall refer to the Mayor of the Corporation of the Township of Chapleau or his/her successor.
- f) “Local Board” means a local board of a municipality as defined by the Municipal Affairs Act, but does not include any school board, public utilities commission, hydro-electric commission or board of trustees.
- g) “Local Board Appointee” means a member of a "Local Board" who has been appointed by the Council of any Municipality.
- h) “Other Body” means an association, organization, society or other body to which a person is appointed, whether by statute or by Council, or which Council authorizes a person to belong to, or to serve on, for the purpose of representing the interests of the municipality; provided, however, that "other body" does not include a "local board" as defined in clause 1 (g) nor any public utilities commission, a hydro-electric commission or a conservation authority.

#### 2. **Effective Dates:**

- a) The Treasurer shall, in accordance with provisions Section 3 of this By-Law, make payment of remuneration to Council Members of the Corporation of the Township of Chapleau effective upon the first day the first day of the term of office.
- b) The payment of remuneration to Council Members will continue until the last day of the term of office or until such a time as the member ceases to be a Member of Council.
- c) Effective January 1<sup>st</sup>, 2024 the remuneration rates for Council shall be adjusted annually in accordance with rate of change applied to staff wages.

#### 3. **Remuneration Rates:**

- a) The remuneration rate for the Head of Council shall be \$20,400.00 per annum.



- b) The remuneration rate for a Deputy Mayor shall be \$13,200.00 per annum.
- c) The remuneration rate for a Councillor shall be \$10,800.00 per annum.

**4. Council Travel and Expenses:**

- a) Council Members shall be paid in accordance with the Township's approved Travel Expense Policy.

**5. Treasurer's Statement:**

- a) The Treasurer shall on or before the 1<sup>st</sup> day of March in each year submit to the council an itemized statement of the remuneration and expenses paid in the previous year to:
  - a. each Council Member in respect of his or her services as a member of council or any other body, including a local board, to which the member has been appointed by council or on which the member holds office by virtue of being a member of council;
  - b. each Council Member in respect of his or her services as an officer or employee of the Township or other body described in clause (a); and
  - c. each person, other than a member of Council, appointed by the municipality to serve as a member of any body, including a local board, in respect of his or her services as a member of the body.
- b) In preparing any statement under Clause 5(a), the Treasurer shall not include therein any payments received from another municipality by a Council Appointee in respect of a joint appointment by this council and any other Council or Councils to a Local Board or Other Body.
- c) In addition to the information required by law to be included in the statement prepared pursuant to Clause 5(a), the Treasurer shall include therein a record of all remuneration, salary, expenses and allowances received by a "Council Member" from any local board as defined in the *Municipal Act 2001, S.O 2000, c.25*, as amended.

**THE CORPORATION OF THE TOWNSHIP OF CHAPLEAU**

**BY-LAW NO. 2024-05**

**Being an Amendment to By-Law 2020-11,  
Being a By-law to adopt a policy for procurement of goods and services for the  
Township of Chapleau, Schedule “B” only**

WHEREAS Section 8 of the Municipal Act, S.O. 2001, Chapter 25, provides that the powers of a municipality under this or any other Act shall be interpreted broadly so as to confer broad authority on the municipality to enable the municipality to govern its affairs as it considers appropriate and to enhance the municipality’s ability to respond to municipal issues; and

WHEREAS Section 9 of the Municipal Act, S.O. 2001, Chapter 25, provides that a municipality has the capacity, rights, powers and privileges of a natural person for the purpose of exercising its authority under this or any other Act; and

WHEREAS Section 10 (1) of the Municipal Act, S.O. 2001, Chapter 25, provides that a single-tier municipality may provide any service or thing that the municipality considers necessary or desirable for the public; and

WHEREAS Council deems it necessary to enter into an Agreement with Ironside Consulting Services Inc. for the twelve (12) month Performance Appraisal for the Chief Administrative Officer;

NOW THEREFORE the Council of the Township of Chapleau ENACTS AS FOLLOWS:

1. That the Mayor and CAO is hereby authorized on behalf of the municipality, to execute, affix the Corporate Seal of the municipality, as per Schedule "A" only attached to and forming part of this By-Law.
2. That this By-Law shall come into force and take effect on the 29<sup>st</sup> day of January, 2024.

READ a FIRST, SECOND and THIRD TIME and FINALLY PASSED this 29<sup>th</sup> day of January, 2024.

\_\_\_\_\_  
Ryan Bignucolo Mayor

\_\_\_\_\_  
Judith Meyntz CAO

CORPORATION OF THE TOWNSHIP OF CHAPLEAU

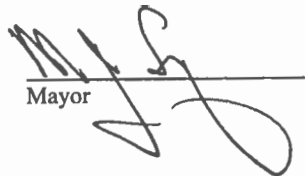
BY-LAW NO. 2020-11

Being a By-Law to adopt a policy for procurement  
of goods and services for the Township of  
Chapleau.

WHEREAS Section 271 of the Municipal Act, S.O. 2001. c 25, and amendments  
thereto, provides that Councils shall adopt policies with respect to its procurement of  
goods and services;

NOW THEREFORE THE COUNCIL OF THE TOWNSHIP OF CHAPLEAU  
ENACTS THE FOLLOWING:

1. That Schedule "A", "B" and Appendixes "I" and "II" form part of this by-law, being a policy for the procurement of goods and services for the Township of Chapleau.
2. That By-Law 2017-23 be and is hereby repealed in its entirety.
3. That this by-law shall come into full force and effect on the 24th day of February, 2020.
4. Read a first, second and third time and finally passed this 24th day of February, 2020.

  
\_\_\_\_\_  
Mayor

  
\_\_\_\_\_  
CAO

**Schedule “A” to  
By-law No. 2020-11**

**SECTION A**

**Preamble**

- 1.0.0.** The Council of the Township of Chapleau has ascertained that a procurement policy is required:
- To encourage competition among bidders;
  - To obtain the highest quality of goods and services for the best possible price;
  - To ensure that the procurement process is conducted in an efficient and effective manner;
  - To ensure fairness among bidders;
  - To ensure openness, accountability and transparency while protecting the financial interests of the municipality.

**SECTION B**

**Policy Statement**

- 1.0.0** The Treasurer shall be responsible for the execution of this policy.
- 2.0.0** Department Heads or those designated by resolution as Department Heads shall be responsible for the purchase of goods or services.
- 3.0.0.** It shall be the policy of the Corporation to ensure a fair purchasing policy which is, administratively, easy to manage.

**SECTION C**

**Definitions**

- 1.0.0.** “**Best Value**” shall not be limited to the lowest price but shall be a combination of price and quality. Such determination shall be left up to the discretion of the Department Head.
- 2.0.0.** “**Capital Project**” shall refer to a project that has been budgeted within the annual Capital Budget or if not budgeted, shall refer to projects that would normally appear within the Capital expenditures of the municipality.
- 3.0.0.** “**Clerk**” shall refer to the Clerk of the Corporation or deemed alternate.
- 4.0.0.** “**Corporation**” shall mean the Corporation of the Township of Chapleau or its successors.
- 5.0.0.** “**Council**” shall mean the Council of the Corporation of the Township of Chapleau.
- 6.0.0.** “**Department Head**” shall refer to anyone who has responsibility for an annual budget.
- 7.0.0.** “**Immediate Family Member**” shall mean a spouse, common law spouse, same-sex partner, child or stepchild.
- 8.0.0.** “**Municipality**” shall mean the Corporation of the Township of Chapleau.
- 9.0.0.** “**Treasurer**” shall refer to the Treasurer of the Corporation or deemed alternate.

**SECTION D****Procurement Process**

- 1.0.0.** Refer to Schedule “B” attached hereto and forming part of this by-law for types of procurement.

**SECTION E****Regulations****1.0.0** **Restrictions**

- 1.0.1.** No other forms of procurement shall be permitted, unless prior approval is obtained by Council resolution.
- 1.0.2.** Notwithstanding the above, adherence to this purchasing policy is not required with respect to those items listed below:
- Utilities, including postage, hydro, propane, telephone, etc.
  - Payroll and payments to Government agencies, carriers or unions
  - Boards and Committees Levies
  - Vehicle Licenses
  - Council Honorarium
  - Courier and other shipping charges.
  - Licences, certificates and other approvals required
  - Petty cash vouchers
  - Subscriptions and memberships
  - Petty Cash
  - Training & Education
  - Refundable Employee Expenses
  - Ongoing maintenance for existing computer hardware and software
  - Professional and skilled services provided by individuals as part of approved programs within Corporate or Community Services
  - Engineering Consulting Services
  - Other Professional and Special Services, including additional non-recurring Accounting and Auditing Services, Insurance Services, Legal Services, if made in accordance with the delegation of authority to municipal solicitor, banking services where covered by agreements, group benefits, realty services regarding the lease, acquisition, demolition, sale of land and appraisal of land
  - Reciprocal or shared agreements
- 1.0.3.** No contract for goods, services or construction may be divided into two or more parts to avoid the application of the provisions of this by-law.
- 1.0.4.** No contract for services shall be awarded where the services would result in the establishment of an employee-employer relationship.
- 1.0.5.** Only those individuals authorized to purchase on behalf of the municipality in accordance with this policy shall be permitted to contact bidders in writing as soon as practicable during the procurement process in instances where clarification about the procurement is necessary. No one involved in the

procurement process is permitted to contact bidders during the evaluation process.

- 1.0.6.** No one associated with the municipality, including members of Council and employees shall accept any gifts from any suppliers participating in or who have participated in procurement processes with the municipality.
- 1.0.7.** If a Department Head considers purchasing a good or service from a Council Member, Employee or immediate family member of an Employee or Council Member and the purchase is more than \$100.00, then two written quotations must be obtained and filed for future reference or the process outlined in paragraph 2.0.2 below will be followed.
- 1.0.8.** The municipality shall not consider In-House bids as an acceptable procurement process.

## **2.0.0**

### **Conflict of Interest**

**2.0.1** Where an employee involved in the award of any contract, either on his or her own behalf or while acting for, by with or through another person, has any pecuniary interest, direct or indirect, in the contract, the employee

- Shall immediately upon becoming aware of the conflict disclose the interest and the general nature thereof to Clerk (or on the case of the Clerk, to the Mayor or Council)
- Shall not take part in the award of the contract; and
- Shall not attempt in any way to influence the award of the contract;

An employee has an indirect pecuniary interest in any contract in which the municipality is concerned, if the employee or his immediate family member

- Is a shareholder in, or a director or senior officer of, a corporation that does not offer its securities to the public that has a pecuniary interest in the contract,
- Has a controlling interest in or is a director or senior officer of, a corporation that offers its securities to the public that has a pecuniary interest in the contract, or
- Is a member of an incorporated association or partnership, that has a pecuniary interest in the matter, or
- Is in the employment of a person, unincorporated association or partnership that has a pecuniary interest in the contract.

**2.0.2** When an employee involved in the award of any contract does not have a pecuniary interest, but is aware that someone to whom the employee reports, directly or indirectly, has a pecuniary interest in the contract that an individual has, could or may be perceived to have exerted personal influence over the decision, the employee:

- Shall disclose the concern to the Clerk
- Shall not proceed to award the contract unless and until an individual with equal or greater authority than the individual with the pecuniary interest has approved the decision (if the decision involves the Clerk, the Mayor may approve).

- If the decision is time sensitive, the amount involved is under \$500.00 or such ratification is not reasonably possible to obtain, the contract will be awarded in a manner that, in the employee's judgement, is in the best interests of the municipality.

- 2.0.3** Where a member of Council, either on his/her own behalf or while acting for, by with or through another person, has any pecuniary interest, direct or indirect, in the contract, that Council Member
- Shall disclose his/her pecuniary interest
  - Shall not take part in the award of the contract; and
  - Shall not attempt in any way to influence the award of the contract.

A member of Council has an indirect pecuniary interest in any contract in which the municipality is concerned, if he or she or his or her immediate family member

- Is a shareholder in, or a director or senior officer of, a corporation that does not offer its securities to the public that has a pecuniary interest in the contract,
- Has a controlling interest in or is a director or senior officer of, a corporation that offers its securities to the public that has a pecuniary interest in the contract, or
- Is a member of an incorporated association or partnership, that has a pecuniary interest in the matter, or
- Is in the employment of a person, unincorporated association or partnership that has a pecuniary interest in the contract.

**3.0.0. Petty Cash**

- 3.0.1** Petty Cash funds are intended for special one time purchases under **\$50.00** from local suppliers. Petty cash shall be replenished through a request to the Treasurer, which contains all receipts, account charges and a proper reconciliation of the fund. Petty Cash reconciliation is to be completed on a regular basis and filed with the Treasurer.

**4.0.0. Co-Operative Purchasing**

- 4.0.1** The municipality may participate with other government agencies and/or local boards in co-operative purchasing where it is in the best interests of the municipality to do so. The policies of the government agency or local board calling the co-operative tender are to be the governing policy for that particular tender.

**5.0.0. Non-Competitive Purchases**

- 5.0.1 Sole Source Purchases:**
- 5.0.1.1** Exemption from this policy is granted in circumstances where there is only one supplier available and no alternative or substitute exists and/or where there is a statutory monopoly on the product or service.
- 5.0.2 Single Source Purchases:**
- 5.0.2.1** Exemption from this policy is granted in circumstances where the municipality deems it desirable to award a non-competitive contract for follow-on goods or services after the completion of a competitive contract provided that the possibility of a follow-on contract is identified in the original bid solicitation.

## 6.0.0. **Purchasing Procedures**

### 6.0.1 **Purchasing Responsibilities**

The Council has the responsibility for procurement activities, and has ultimate authority for all expenditures. All contracts are subject to Council approval. The Council may delegate, by resolution, staff members who shall have the authority to purchase goods and/or services within the boundaries of this policy. The Treasurer cannot pay for any items that have not been authorized by the Council through budget approvals or specific resolution. The purchasing policy provides guidelines outlining how spending authority is to be used.

### 6.0.2 **Cancellation of Bid Solicitation**

The Council may cancel a bid solicitation at any time up to the contract award.

### 6.0.3 **Access to Information**

The disclosure of information requests made in writing to the Clerk, or other person designated by Council, relevant to the issue of bid solicitations or the award of contracts emanating from bid solicitations shall be in accordance with the provisions of the *Municipal Freedom and Protection of Privacy Act, as amended*.

### 6.0.4 **Contract Without Budgetary Approval**

Where a requirement exists to initiate a project for goods, services or construction and funds are not contained within the approved budget, the Department Head requesting the goods/services shall, prior to commencement of the purchasing process, submit a report to the Clerk containing:

- Information surrounding the requirement to contract;
- The terms of reference to be provided in the contract;
- Information on the availability of the funds within existing estimates that were originally approved by Council for other purposes, or on the requirement of additional funds.

### 6.0.5 **Purchases – General**

A purchase order is required for all purchases made by Dept Heads. Only the Public Works Department Head and the Leisure and Cultural Services Department Head are permitted to make purchases without first obtaining a purchase order for local items of immediate need.

### 6.0.6 **Purchases – Blanket/Open**

When items are purchased the Department Head shall sign for the goods and indicate the appropriate account number for payment by the Treasurer.

### 6.0.7 **Purchase – Emergency**

This procedure recognizes that there may occur circumstances where the health, safety, life or convenience of the citizens of the municipality may be in jeopardy. Under these conditions, an emergency purchase shall be permitted.

The Clerk or Treasurer may, under these circumstances, permit the Department Head to circumvent the policy to effect an emergency purchase. A purchase may be made to obtain the required supplies or services regardless of the amount.



The Department Head shall be responsible to file a complete report on the circumstances with the Clerk, the Treasurer and the Council as soon as possible thereafter.

**6.0.8 Re-Allocation of Costs**

If through an analysis of accounts, a Department Head identifies that a misallocation of funds has occurred, remedial action may be requested. Under these circumstances, the Department Head must advise the Treasurer of the amounts and accounts affected.

**6.0.9. Annual Review**

Year to date department expenditures will be reviewed at each Finance Committee meeting through out the year.

**SECTION F**

**1.0.0 Tender and Proposal Procedures**

- 1.0.1** Tenders may be called either by public advertising or invitation only.
- 1.0.2** Tenders will be called for all capital work, equipment and materials by way of public advertising, as outlined in this section.
- 1.0.3** Advertisements must include the following information:
- Site meeting (if applicable) – time, date and location
  - Contact names for technical and purchasing inquiries
  - Document fee (if applicable)
  - Location for picking up tender packages
  - Location for dropping off tender packages
  - Deadline for submission of tender packages
  - The privilege clause: “Lowest or any bid may not necessarily be accepted”
- 1.0.4** The closing date shall be a minimum of 10 calendar days after the date of advertising. However, a tender may be closed in a shorter or longer period of time depending on the urgency or complexity of the item(s) tendered.
- 1.0.5** The tender advertisement shall be as per municipal notice requirements.
- 1.0.6** Depending on the complexity of the item(s) being purchased, Council may obtain professional assistance from qualified individuals to assist with the preparation and competition of the tender specifications.
- 1.0.7** All tender submissions must be addressed to the Clerk or consulting firm and returned in the envelope provided with the tender package. Upon receipt of a tender, the Clerk or consulting firm shall:
- Date and time recorded on the sealed envelope
  - Assign a tender number to the tender package and record the submission on the “Tender Log”
  - Deposit the sealed tender in a tender envelope or box
- 1.0.8** The Clerk or consulting firm shall refuse to accept any tender submission that is:

- Not sealed
  - Received after the closing deadline. Clerk or designate is to record on late tender received, the date and time received and make a copy of the sealed envelope to retain on file. Envelope to be returned to the bidder
  - Submitted after a tender has been cancelled
- 1.0.9** Requests for withdrawal of a tender shall be allowed if the request is made by the bidder in writing before the closing time for the contract to which it applies. A senior official of the company must direct requests to the Clerk or consulting firm by letter or in person, with a signed withdrawal confirming the details. Telephone requests will not be considered. The withdrawal of a tender does not disqualify the bidder from submitting another tender on the same contract.
- 1.0.10** Tenders close at 4:30pm on the appointed day, and are opened publicly at 7:30pm (unless otherwise specified in the tender documents) at a regular or special meeting of Council. The
- 1.0.11** amount of each bid shall be recorded in the minutes of Council meeting and on the “Tender Log”, (Appendix “I”) attached to and forming part of this By-Law.
- 1.0.12** The Clerk or consulting firm shall review each tender to determine whether a bid irregularity exists, and action is taken according to the nature of the irregularity. For List of bid irregularities, (See Appendix “II”) attached to and forming part of this By-Law)
- 1.0.13** The Clerk or consulting firm shall submit a report for consideration by Council and approval by resolution. Such report shall include:
- List of rejected bids and reasons for the rejection
  - A recommendation in support of one of the bids
  - The rationale for this recommendation

**2.0.0. Bid Irregularities**

- 2.0.1** For the purposes of this policy, bid irregularities are further classified as “major irregularities” or “minor irregularities”. See Appendix “II” attached to and forming part of this by-law for types of irregularities and their classification.
- 2.0.2** Major irregularity is a deviation from the bid request that affects the price, quality, quantity or delivery, and is material to the award. If the deviation is permitted, the bidder could gain an unfair advantage over competitors. The municipality must reject any bid, which contains a major irregularity.
- 2.0.3** Minor irregularity is a deviation from the bid request, which affects form, rather than substance. The effect on the price, quality, quantity or delivery is not material to the award. If the deviation is permitted or corrected, the bidder would not gain an unfair advantage over competitors. The municipality may permit the bidder to correct a minor irregularity.
- 2.0.4** The Clerk or consulting firm will be responsible for all action taken in dealing with bid irregularities, and acts in accordance with the nature of the irregularity:

- Major irregularity – automatic rejection
- Minor irregularity – bidder may rectify
- Errors in calculations (including errors in taxes) – may be corrected and the unit prices will govern

**2.0.5** In the event that the successful bidder withdraws its bid due to the identification of a major irregularity before Council enters into a written contract with that bidder, Council, by resolution, may disqualify such vendor from participating in further quotations and tenders for a period of up to one year.

### **3.0.0. Procurement Documentation**

**3.0.1** Procurement documentation for bid requests shall void use of specific products or brand names.

**3.0.2** The use of standards in procurement that have been certified, evaluated, qualified, registered or verified by independent and nationally recognized and industry-supported organizations such as the Standards Council of Canada shall be preferred.

**3.0.3** Notwithstanding Clauses 3.0.1, Council may specify a specific product or brand name for essential functionality purposes to avoid unacceptable risk or for some other valid purpose. In such instances, Council shall manage the procurement in order to achieve a competitive situation if possible.

**3.0.4** Awards shall typically be made to the lowest bidder who has complied with the terms and conditions in the Request for Quotation or Request for Tender, all other factors being equal. In addition to price, consider of factors as set out below may result in the acceptance of a bid other than the lowest bid.

- Ability and experience to perform in accordance with the Terms of the invitation
- Record of past performance with Council
- Past performance with other municipalities or boards
- Financial and technical resources
- Knowledge of the municipality's operations, systems and services
- Compatibility with other goods and services of the municipality
- The percentage of local content, including supplies, materials and sub-contractors from within the municipal boundaries
- Any other factors, including a scoring system which may be used by Council in evaluating bids received
- All bid requests shall include the privilege clause "The lowest or any bid may not necessarily be accepted". When using such privilege clause the specific reasons for not accepting the bids shall be disclosed to all bidders

### **4.0.0 Guarantee of Contract Execution and Performance**

**4.0.1** Council may require that a bid bond or other similar security to guarantee entry into a contract shall be submitted with all bids. Unless otherwise specified, in circumstances where a bid bond or other security is required, the refundable deposit requirements for Request for Tenders shall be a minimum of 10%.

- 4.0.2** Prior to commencement of the work, the successful bidder may be required to provide the following security in addition to the security provided to in Clause 4.0.1.
- A performance bond, percentage to be pre-determined in original tender documents, to guarantee the performance of a contract, and
  - A payment bond, percentage to be pre-determined in original tender documents, to guarantee the payment for labour and materials supplied in connection with a contract
- 4.0.3** Council shall select the appropriate means to guarantee execution and performance of the contract. Means may include one or more of, but are not limited to, certified cheque, bank draft, irrevocable letter of credit, money-order and, where appropriate, a bid bond issued by an approved guarantee company properly licensed in the province of Ontario, on bond forms acceptable by Council.
- 4.0.4** Prior to the commencement of work, evidence of Health & Safety Policy, Safety Orientation, Liability and Workplace Safety Insurance coverage satisfactory to the municipality must be obtained, ensuring indemnification of the municipality from any and all claims, demands, losses, costs or damages resulting from the performance of a Bidder's obligations under the contract and from any risk determined by the municipality as requiring coverage.
- 4.0.5** Prior to payment to a supplier, a Certificate of Clearance from the Workplace Safety Insurance Board shall be obtained ensuring all premiums or levies have been paid to the Workplace Safety and Insurance Board to the date of payment.

**5.0.0. Evaluation of Bids Received and Award**

- 5.0.1** The Clerk and Department Head requesting the goods/services, shall review all bids against the established criteria and reach consensus on the final rating results and the Clerk shall ensure that the final rating results are kept with the procurement file.
- 5.0.2** The Clerk shall submit a summary of the procurement and provide a recommendation to Council respecting award of contract to the bidder whose bid meets all mandatory requirements as specified in the bid solicitation and provides best value to the municipality based on the evaluation criteria specified in the bid solicitation.
- 5.0.3** In the event that more than one bidder has submitted a tender in the same amount, Council shall make its decision based on the merit of the bid (i.e. including such factors as time for completion and previous performance of the bidder). If the merit for each bid is equal, then the bid to be accepted shall be decided by means of a draw. The names of the tied bidders shall be placed in a container and the bid to be awarded shall be drawn by a member of Council. The Clerk shall set the time and location of the draw and notify all bidders in order that they may be present.

**6.0.0. Bids in Excess of Project Estimates**

- 6.0.1** Where bids are received in response to a bid solicitation but exceed the project estimates, the Clerk, with the authority of Council, may enter into negotiations with the Lowest Responsive Bidder to attempt to achieve an acceptable bid within the project estimate.
- 6.0.2** Council may cancel a competition or call a new competition when an original bid cannot be negotiated that falls within budget limits.

**7.0.0. Contractual Agreements**

- 7.0.1** The award of a contract shall be made by way of an agreement.
- 7.0.2** A more formal agreement shall be used when the contract is complex and will contain terms and conditions other than Council's standard terms and conditions.
- 7.0.3** Council shall approve any and all changes in a contract that affect price or terms of the original contract.
- 7.0.4** All contracts shall specify conditions under which the contract may be terminated by either Council or the bidder.

**SECTION G**

**1.0.0 Supplier Performance**

- All staff participating in a procurement process shall document evidence where the performance of a supplier has been unsatisfactory in terms of failure to meet contract specifications, terms and conditions or for Health and Safety Violations. The Department Head shall maintain such documentation on file for the respective vendors.
- The Department Head requesting the goods/services shall complete a performance evaluation to rate the performance of the contractor, supplier or consultant on criteria determined by Council. Such criteria shall be appropriate in determining if the municipality has obtained a satisfactory level of performance by the successful bidder. The performance evaluation and criteria adopted from time to time shall be provided to the successful bidder in advance of the contract, and shall remain constant for the duration of the contract. The same evaluation criteria shall apply to all procurement activities.
- The Department Head shall provide the bidder with the written results of the performance evaluation and the bidder shall have 20 days following delivery of the evaluation to request an appeal.
- Council shall hear from both parties at a time and place appointed in writing by the Clerk. The decision of Council shall be in writing, a copy of which shall be provided to the contractor, supplier or consultant, and the decision of a majority of Council present and voting shall be final.

**SECTION H****Contract Options****1.0.0. Exercise of Contract Renewal Options**

- 1.0.1** Where a contract contains an option for renewal, Council may exercise such option provided that:
- The supplier's performance in supplying the goods, services or construction is considered to have met the requirements of the contact, and
  - Council agrees that the exercise of the option is in the best interest of the municipality, and
  - Funds are available in appropriate accounts within the municipality's approved estimates including authorized revisions to meet the proposed expenditure.
- 1.0.2** The authorization from Council shall include a written explanation as to why the renewal is in the best interest of the municipality and include comment on the market situation and trend.

**2.0.0. Execution and Custody of Documents**

- 2.0.1** The Head of Council and Clerk are authorized to execute formal agreements in the name of the municipality that have been approved by by-law.
- 2.0.2** The Department Head requesting the goods/services shall have the authority to purchase items in accordance with this by-law.
- 2.0.3** The Clerk shall be responsible for the safeguarding of original purchasing and contract documentation for the contracting of all goods, services or construction awards.

**SECTION I****1.0.0. Review and Evaluation**

- 1.0.1** The municipality shall review this policy every three years commencing from the date of adoption. Such review shall include the evaluation of the effectiveness and efficiency of all policies.

SCHEDULE "B" TO BY-LAW NO. 2020-11

Amount of Purchase	Procurement Process to be Used	Conditions/Explanation
\$0 to \$2,500.00	Direct Acquisition	Managers are permitted to purchase goods and/or services with the Directors or CAO's approval by a PO
\$2,501.00 to \$20,000.00	Informal Quotations	Directors are permitted to purchase goods and services provided that:
		<ul style="list-style-type: none"> <li>The goods and/or services have been included in the annual budget estimates approved by Council.</li> <li>Director obtains a minimum of 2 written quotations, where possible and practicable</li> <li>Where only one supplier is available, the Director will file that supplier's quote plus details of refusals.</li> <li>With Treasurer or CAO approval by PO under \$10,000.00</li> <li>With CAO's approval by a PO up to \$20,000.00, or in the absence of the CAO, the Treasurer</li> </ul>
\$20,001 to \$50,000.00	Quotations (Request for Quotations-RFQ)	<ul style="list-style-type: none"> <li>Director obtains a minimum of 3 quotations, where possible and practicable.</li> <li>Copies of quotations are provided to Council with a recommendation</li> <li>Council shall make the final decision or resolution, based on the quotations provided.</li> <li>Expenditures must be made so as to obtain the best value for the Corporation</li> <li>Where only one supplier is available, the Director/Treasurer/CAO will file the supplier's quote plus details of refusals.</li> </ul>
\$50,001 and up	Tendering (Request for Tenders -RFT)	The tender process outlined in Section "F" of this policy shall be followed
No \$ Limit	Proposal (Request for Proposal-RFP)	Used when a unique proposal designed to meet a broad outcome to a complex problem or need for which there is no clear or single solution

**APPENDIX I TO BY-LAW 2020-11**  
**TENDER LOG**  
**The Corporation of the Township of Chapleau**

<b>Project Name:</b>	
<b>Tender Deadline:</b>	

<b>Name of Bidder</b>	<b>Envelope No.</b>	<b>Date Submitted</b>	<b>Time Submitted</b>	<b>Tender Amount**</b>

\*\* To be completed only after tenders are opened in accordance with Tender Document.



**APPENDIX II TO BY-LAW NO 2020-11**

Description of Irregularity	Major	Minor	Action to be Taken
Late bid (by any amount of time)	X		Automatic rejection
Bids completed in pencil	X		Automatic rejection
Bid surety not submitted with the bid when the bid request (or any addenda) indicated that such surety is required	X		Automatic rejection
Execution of Agreement to bond: a) bond company corporate seal or equivalent proof of authority to bind company or signature missing b) surety company not licensed to do business in Ontario	X		Automatic rejection
Execution of Bid Bonds: a) corporate seal or equivalent proof of authority to bind company or signature of the BIDDER or both missing b) corporate seal or equivalent proof of authority to bind company or signature of BONDING COMPANY missing	X		Automatic rejection
Other Bid Security: Cheque has not been certified	X		Automatic rejection
Bidders not attending mandatory site meeting	X		Automatic rejection
Unsealed tender envelopes	X		Automatic rejection
Proper response envelope or label not used		x	Acceptable if officially received on time
Pricing or signature pages missing	X		Automatic rejection
Insufficient financial security (i.e. no deposit or bid bond or insufficient deposit)	X		Automatic rejection
Bid received on documents other than those provided in request	X		Not acceptable unless specified otherwise in the request
Execution of bid document — proof of authority to bind corporation is missing	X		Automatic rejection
Part bids (all items not bid)	x or	x	Acceptable unless complete bid has been specified in the request
Bids containing minor clerical errors		x	2 Working days to correct errors and initial changes. Township of Chapleau reserves the right to waive initialing and accept bid
Other mathematical errors which are not consistent with the unit prices		x	2 Working days to correct errors and initial changes. Unit prices will prevail
Pages requiring completion of information by vendor are missing	X		Automatic Rejection
Bid documents which suggest that the bidder has made a major mistake			Consultation with a solicitor on a case-by-case basis and referenced within the staff report if applicable.

NOTE: The above list of irregularities should not be considered all-inclusive. The Clerk in consultation with Council will review minor irregularities not listed. The Clerk may then accept the bid, or request that the bidder rectify the deviation.

# **CORRESPONDENCE**

January 18, 2024

Dear community partners:

As you are likely aware, in August 2023, the Ontario government announced a provincial strategy to strengthen public health in Ontario. The initiatives in the strategy include clarifying the roles and responsibilities of public health, supporting voluntary mergers of local public health, and reviewing the Ministry's funding methodology for public health.

In this context, the Boards of Health for Algoma Public Health and Public Health Sudbury & Districts are currently undertaking a process to explore a potential merger of the two public health units. We wanted to reach out directly to make sure there was indeed awareness of our current exploratory discussions and provide your council or board with an initial opportunity to comment if you so wish.

In October 2023, the Ontario Ministry of Health identified three desired outcomes to be achieved through voluntary mergers of local public health agencies (LPHAs). The Ministry's desired outcomes are:

- A public health system where all LPHAs have the critical mass and capacity needed to optimize performance and meet unexpected surges in demand.
- A public health system where all LPHAs have the skilled personnel and competencies needed to fully deliver core public health services.
- A cohesive public health system that better aligns with community and system partners to support progress on improving population health outcomes while reducing health inequities.

Our respective Boards of Health are likely to consider the results of the joint feasibility study and then make independent Board decisions in February 2024 to proceed or not with a proposal to government for a voluntary merger.

We invite your council or board to provide us with any initial comments you may have so we can be mindful of them as we have these exploratory discussions.

Our commitment to you, and all our community partners, is that if there are future Board of Health decisions on this proposed merger and after we have received Ministry approval to proceed, we will involve you in the discussions, consultations and work needed to inform the implementation planning.

If you have any questions or comments, please contact us directly:

Algoma Public Health: [BOH@algotmapublichealth.ca](mailto:BOH@algotmapublichealth.ca);

Public Health Sudbury & Districts: [quesnelr@phsd.ca](mailto:quesnelr@phsd.ca).

Best regards,



Sally Hagman  
Board of Health Chair  
Algoma Public Health



René Lapierre  
Board of Health Chair  
Public Health Sudbury & Districts

December 20, 2023

The Honourable Sylvia Jones  
Minister of Health  
College Park 5th Flr., 777 Bay St.  
Toronto, ON M7A 2J3

The Honourable Caroline Mulroney  
President of the Treasury Board  
Rm 4320, 99 Wellesley St W,  
Toronto, ON M7A 1W3

The Honourable Peter Bethlenfalvy  
Minister of Finance  
Frost Bldg. S 7th Flr., 7 Queen's Park Cres.  
Toronto, ON M7A 1Y7

**Re: Financial and Operating Stability of Hospitals**

Dear Ministers Jones, Mulroney and Bethlenfalvy:

I am writing in follow up to the briefing note shared with your staff earlier this month in which the Ontario Hospital Association (OHA) provided an update on financial and operational uncertainty facing the hospital sector.

Ontario's hospitals appreciate the investments made by your government and our close collaboration in meeting the many challenges faced today in our health system. The purpose of this letter is to underscore the importance of ongoing and renewed collaboration in addressing this matter in 2023/24 and in the challenging years that lie ahead.

Ontario is not alone. Governments around the world are contending with a range of constraints and challenges as they work to ensure stable provision of health services today and look to recalibrate and make smart, strategic decisions to be ready for the needs of tomorrow.

The origin of our current uncertainty is long-standing as it has been a constant for Ontario's hospitals for almost two decades. This is due to funding constraint, the absence of multi-year funding, an unrelenting focus on efficiency and cost containment, and rapid growth in the size and health complexity of the population of Ontario. The pandemic and its aftermath have fueled this uncertainty.

## **The Origins of Hallway Medicine**

By way of background, traditionally hospitals received most of their funding through global funding (i.e. lump-sum payments). Historically, it was long recognized that global funding did not account for the complexity of patients, service levels, the cost structure of different services, and it did not provide incentives for performance.

Following the onset of the Great Recession in 2008 and the devastating impact it had on government revenues, change occurred. In 2012, the Health Based Allocation Model (HBAM) was established to allocate funds to hospitals with 4,000 weighted cases/year or higher. It used population and clinical information to migrate away from global budgets to patient-based funding.

The previous government recognized that hospitals were not in a singular, uniform financial position. In 2011, the government launched the Working Capital Funds initiative. With the support and engagement of sector leaders, hospitals with the poorest working capital position received support in return for the development and implementation of long-term recovery plans that returned the organizations to financial health.

From 2012/13 to 2016/17 – four consecutive years - the government of the day declined to provide any funding for base inflationary pressures in hospitals. The introduction of HBAM, in combination with flatlined budgets, resulted in the creation of a huge efficiency dividend which the government used for other non-hospital priorities.

While this approach accomplished the previous government's goal, it also resulted in hallway medicine. By 2018, hospitals had too few beds and no real capability to absorb surges in demand, such as during flu season, because they were accommodating a lack of capacity in other areas of health care. This affected wait times for admission at many hospitals and increased occupancy to unprecedented levels.

As we reported in our December 2019 OHA study entitled "[Ontario Hospitals – Leaders in Efficiency](#)", after many years of working in this environment, Ontario entered the pandemic with fewer acute care beds per 1,000 population than any other province and fewer beds than any other country in the world tracked by the Organization for Economic Cooperation and Development (OECD).

## **Post-Pandemic Hospital Finances and Operations**

From early 2020 to the Spring of 2023 the financial position of the hospital sector changed significantly. Extraordinary time-limited expenditures were needed for hospitals to serve the people of Ontario in the fight against COVID-19. Hospitals and the government acted as true partners during the crisis and in the end, Ontario's pandemic outcomes were superior to many other jurisdictions because of this Team Ontario approach.

A full reporting and accounting of all pandemic-related hospital expenditures and non-government revenue losses for our sector has taken place. Effective March 23, 2023, when the Ontario Budget was handed down, funding for all major pandemic-related initiatives and programs in hospitals has been wound down by the government.

The government has budgeted for 3,500 temporary pandemic-related beds to remain open permanently. In addition, hospitals have independently opened a very large number of non-government unfunded beds to meet patient care needs. The provincial population continues to grow and change. From July 2021 to July 2023 alone it grew by almost 800,000, reaching 15.6 million people.

Today there are 22,000 acute care beds staffed and in operation. The total number of Alternate Level of Care (ALC) patients in hospitals continues to climb (4,324 patients in acute care as of December 14<sup>th</sup>), as there is a growing demand for hospital services due to shifting demographics, in addition to capacity challenges in primary care, long-term care and home and community care. Seasonally, the burden of respiratory disease and avoidable hospitalization due to COVID-19, influenza and RSV is also a significant pressure (2,017 patients in acute care as of December 14<sup>th</sup>).

The impact of winding down pandemic-related expenditures on the financial position of hospitals is both understandable and expected. Unfortunately, this has coincided with several new and significant factors: (1) unplanned compensation-related costs stemming from retroactive arbitration awards following the striking down of Bill 124, the "*Protecting a Sustainable Public Sector for Future Generations Act*" by the Ontario Court of Justice in June 2023 and (2) the highest inflation rate in Canada since the mid-1980s.

Unplanned retroactive payments for Bill 124 - totaling more than \$1 billion this year – have depleted the cash position of hospitals. Many have used working capital reserves. Others have had to borrow from the bank, with high interest rates, to make these payments. This has created new debt at a high interest rate cost. Capital investments in building and digital infrastructure, medical

equipment, as well as hospital-enabled research have been affected as organizations have diverted funds to cover these costs.

The sector is grateful for the Bill 124 retroactive payment reimbursement by government that has occurred so far. Given the distressed financial position of so many hospitals, we recommend that reimbursement of the remaining retroactive payments be made at the earliest opportunity. Many hospitals, especially organizations serving rural and remote communities have reached the full limit of their financial capabilities.

At present, most hospitals are forecasting a deficit in 2023/24. Preliminary forecasts suggest a large hospital sector deficit, although additional in-year investments and year-end program revenue reconciliation will likely reduce that overall deficit.

It is important to underscore that the total incremental unfunded wage increases (on a go-forward basis), resulting from Bill 124 in 2023-24 for all central bargaining agreements, local bargaining agreements, and non-bargaining employees and management is over \$1.7 billion. In addition, hospital expenditure on agency nursing staff is at an all-time high. While working capital relief during the pandemic ensured that hospitals were able to address the needs of all Ontarians, the challenges noted above have eroded the financial position of hospitals to unprecedented levels.

This uncertainty is presenting itself at a challenging time. Ontario's hospitals and their partners continue to drive forward with efforts to reduce wait times for care and ensure ongoing access to high quality care for the residents of their communities.

### **Hospital Accountability in the Face of Uncertainty**

Ontario's hospitals have always been leaders. They remain at the forefront of efficiency and quality improvement efforts, seeking to maintain fiscal responsibility while striving to improve access to high-quality care.

In the face of such significant uncertainty, the Boards of Directors of Ontario's 141 public hospitals are in an untenable situation. Most have signed a service accountability agreement (SAA) with a balanced budget waiver, or they have signed with their own pre-conditions. While the fiduciary responsibility of a hospital board rests on its ability to meet the terms of the SAA, in these circumstances we believe that a board's duty is wider, and that it extends to the obligation to ensure stable, ongoing access to health services for the community that it serves.

## Moving Forward

The OHA continues to collaborate with our partners in the Ministry of Health and Ontario Health to address the uncertainty facing Ontario hospitals:

- We are working closely together to quantify Bill 124 impacts and ensure processes are in place, when needed, for cash flow on an urgent basis to maintain operational stability.
- The OHA is commissioning an Independent Working Capital Review in the spring to assess and understand the underlying financial health of the hospital sector and make recommendations.
- Under the auspices of the Ministry-sponsored Hospitals Advisory Committee (HAC) we are working to ensure that performance measurement and evaluation capability to support evidence-based decision-making by government is even stronger.
- The OHA is taking a leadership role in rethinking existing funding methodologies and identifying new ideas and approaches to drive integration, quality, and efficiency including ideas to improve capital funding. In the fall we hosted a two-day think tank with global experts as a first step.
- Working very closely with our members, the OHA is taking a leadership role in developing a strategy to promote and strengthen the use of innovation and technology, especially artificial intelligence, in redesigning the way care is provided in hospitals.

In the short time ahead, the OHA will be submitting our recommendations to the government in advance of the 2024/25 Ontario Budget. The OHA would welcome the opportunity to meet with you to discuss ideas and new approaches, as well as communication with the hospital sector, and how we can continue to work together in building a path out of this uncertainty so that hospitals continue to effectively deliver on their mandate of providing high quality of care to the people of Ontario in the future.

Sincerely,



Anthony J. Dale  
President and CEO

All Hospital Board Chairs and CEOs  
OHA Board of Directors  
Deputy Ministers  
Matthew Anderson, President and CEO, Ontario Health



## Cost of Healthcare Delivery in Rural/Remote vs Urban Areas

*Research compiled by Eimear Murphy, OHA, December 19, 2023, at the request of Chapleau Health.*

### Increased Costs Due to Dependency on ED

- A report from the Government of Ontario revealed that the areas with the highest number of ED visits per 1,000 population were in the northern and rural areas of the province.<sup>i</sup> ED visits are associated with higher costs.<sup>ii</sup>
- Visits to the ED are also associated with increased post-ED care utilization, which contributes to increased costs.<sup>iii</sup>

### Increased Transportation Costs

- There is a growing issue of transportation for residents in rural and northern Ontario leading to increased out of pocket costs for patients to access specialist services.<sup>iv</sup>
- Lack of specialist equipment also contributes to high inter-hospital transfer costs. One study in a Quebec rural hospital without a CT scanner estimated an average of 93 ambulance transfers for a CT scan cost the healthcare system approximately \$68,000 per year, not including healthcare professionals' or staff time during transfer or direct and indirect costs accrued by the patient.<sup>v</sup>
- Patients in Northern Ontario are more likely to be transported by air ambulance to receive care elsewhere. In the 5 year period between 2018/19 and 2022/23, Ornge completed an average of 18,000 patient transports per year across the province between health care facilities.<sup>ix</sup>

### Lower Economies of Scale

- There are certain fixed costs attached to 'keeping the lights on' in any hospital, making the cost per patient in lower volume organizations inherently more expensive.<sup>vi</sup>
- Larger hospitals are able to achieve economies of scale and are more competitive in systems where payment is funded by results.<sup>vii</sup>

### Costs Associated with Poorer Health Outcomes

- Residents of Northern Ontario communities have worse health outcomes a shorter average life expectancy, and a higher average rate of hospitalization due to injury when compared to urban areas.<sup>viii</sup>
- Residents of Northern Ontario have a higher rate of hospitalization for conditions where outpatient care could prevent or reduce the need for admission to a hospital.<sup>ix</sup>

### Higher Costs of Labour

- Most smaller hospitals suffer from chronic workforce shortages, making them reliant on expensive locums, thereby driving up the staff costs.<sup>ix</sup>

- In Northern Ontario, there are fewer options for affordable housing and public transportation, and health-care professionals may not have access to the same amenities available in other parts of the Province.<sup>ix</sup>
- According to the Auditor General’s Report, hospitals in Northern Ontario relied more heavily on staffing agencies compared to the rest of the province.
  - For 2022/23, 29 of the 34 hospitals in Northern Ontario that responded indicated that they paid about \$78 million to private agencies for the use of registered nurses and registered practical nurses.

### **High ALC Rates**

- There are higher ALC rates in Northern Ontario (24-25%) compared to the rest of the province (10-22%).<sup>ix</sup>
- It is estimated that the Province spent \$65 million to keep acute-care patients in Northern Ontario hospitals because longterm care spaces and home-care services were not readily available for them.<sup>ix</sup>

### **Less Foundation/Community Support**

- Public hospitals often rely on donations, especially from the local community. Hospitals in urban areas often receive high levels of financial support from community donations and/or hospital foundations.
- According to Ontario Health, the single largest donation to a hospital in Northern Ontario was \$10M in 2022 to Health Sciences North, compared to a \$105M donation made in 2022 to build a new hospital and redevelop an existing one in the GTA.<sup>ix</sup>

### **Other Costs**

- The rural healthcare system impacts not only individual health but can have an economic ripple effect as quality health care is important for attracting business, industry, employees and retaining retirees.<sup>x</sup>

## References:

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<sup>i</sup> Glazier RH, Gozdyra P, Kim M, Bai L, Kopp A, Schultz SE, Tynan AM. Geographic Variation in Primary Care Need, Service Use and Providers in Ontario, 2015/16. Toronto, ON: Institute for Clinical Evaluative Sciences; 2018.

<sup>ii</sup> Berchet, C. (2015), "Emergency Care Services: Trends, Drivers and Interventions to Manage the Demand", *OECD Health Working Papers*, No. 83, OECD Publishing, Paris, <https://doi.org/10.1787/5jrts344crns-en>.

<sup>iii</sup> Soltani, Mohamad, Robert J. Batt, Hessam Bavafa, and Brian W. Patterson. "Does What Happens in the ED Stay in the ED? The Effects of Emergency Department Physician Workload on Post-ED Care Use." *Manufacturing & Service Operations Management*, May 2, 2022. <https://doi.org/10.1287/msom.2022.1110>.

<sup>iv</sup> Kornelsen, Jude, Asif Raza Khowaja, Gal Av-Gay, Eva Sullivan, Anshu Parajulee, Marjorie Dunnebacke, Dorothy Egan, Mickey Balas, and Peggy Williamson. "The Rural Tax: Comprehensive out-of-Pocket Costs Associated with Patient Travel in British Columbia." *BMC Health Services Research* 21, no. 1 (December 2021): 1–17. <https://doi.org/10.1186/s12913-021-06833-2>.

<sup>v</sup> Bergeron, Catherine, Richard Fleet, Fatoumata Korika Tounkara, Isabelle Lavallée-Bourget, and Catherine Turgeon-Pelchat. "Lack of CT Scanner in a Rural Emergency Department Increases Inter-Facility Transfers: A Pilot Study." *BMC Research Notes* 10 (2017). <https://doi.org/10.1186/s13104-017-3071-1>.

<sup>vi</sup> Roberts RR, Frutos PW, Ciavarella GG, Gussow LM, Mensah EK, Kampe LM, Straus HE, Joseph G, Rydman RJ. Distribution of variable vs fixed costs of hospital care. *JAMA*. 1999 Feb 17;281(7):644-9. doi: 10.1001/jama.281.7.644. PMID: 10029127.

<sup>vii</sup> The King's Fund. "Hospitals: Is Bigger Better?," August 13, 2013. <https://www.kingsfund.org.uk/publications/articles/hospitals-bigger-better>.

<sup>viii</sup> Office of the Auditor General of Ontario. 2023. Value-for-Money Audit: Hospitals in Northern Ontario: Delivery of Timely and Patient-Centred Care. Office of the Auditor General of Ontario. [https://auditor.on.ca/en/content/annualreports/arreports/en23/AR\\_hospitalsnorth\\_en23.pdf](https://auditor.on.ca/en/content/annualreports/arreports/en23/AR_hospitalsnorth_en23.pdf)

<sup>ix</sup> "The Problems of Smaller, Rural and Remote Hospitals: Separating Facts from Fiction - PMC." Accessed December 19, 2023. <https://www.ncbi.nlm.nih.gov/pmc/articles/PMC7032574/#CIT0018>.

<sup>x</sup> Doeksen G, Johnson T, Biard-holmes D, Schott V. A healthy health sector is crucial for community economic development *J Rural Health*. 1998;14:66–72



# Services de santé de Chapleau Health Services

About Us – Last Updated October 23, 2023

Chapleau Health Services, 2023

# Chapleau Health: by the numbers.

Topic	Key Fact
Locations	4
Staff at Full Complement	130
Programs	41
Beds (Hospital & LTC)	39
Avg. Occupancy (OHA)	85%
Total Expenses (2023-24)	\$ 11.6 M
Funded Revenues (2023-24)	\$ 11.0 M
Service Encounters (2022-23)	21,858
Catchment Area Population	5,065

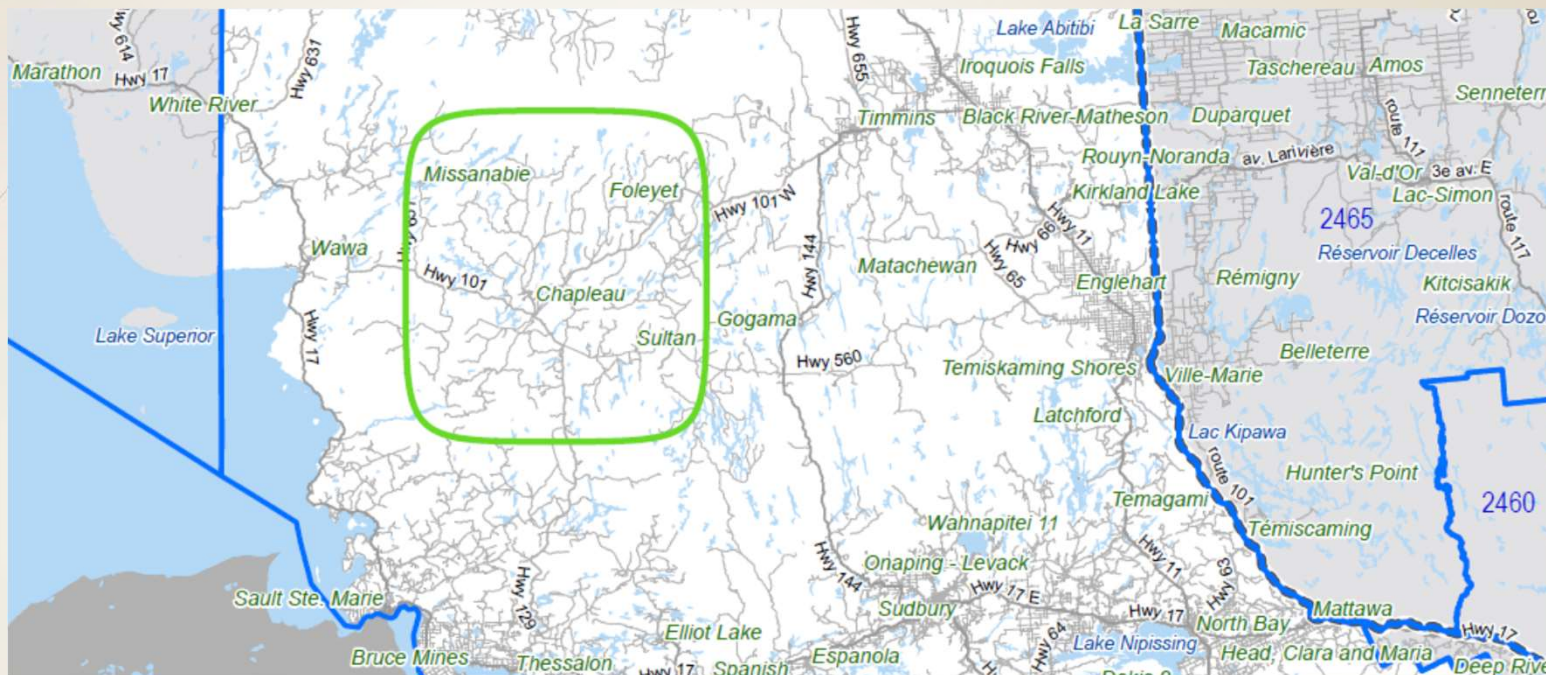
Chapleau Health Services, 2023



# About Chapleau and Area

What makes us so special?

Chapleau Health Services, 2023

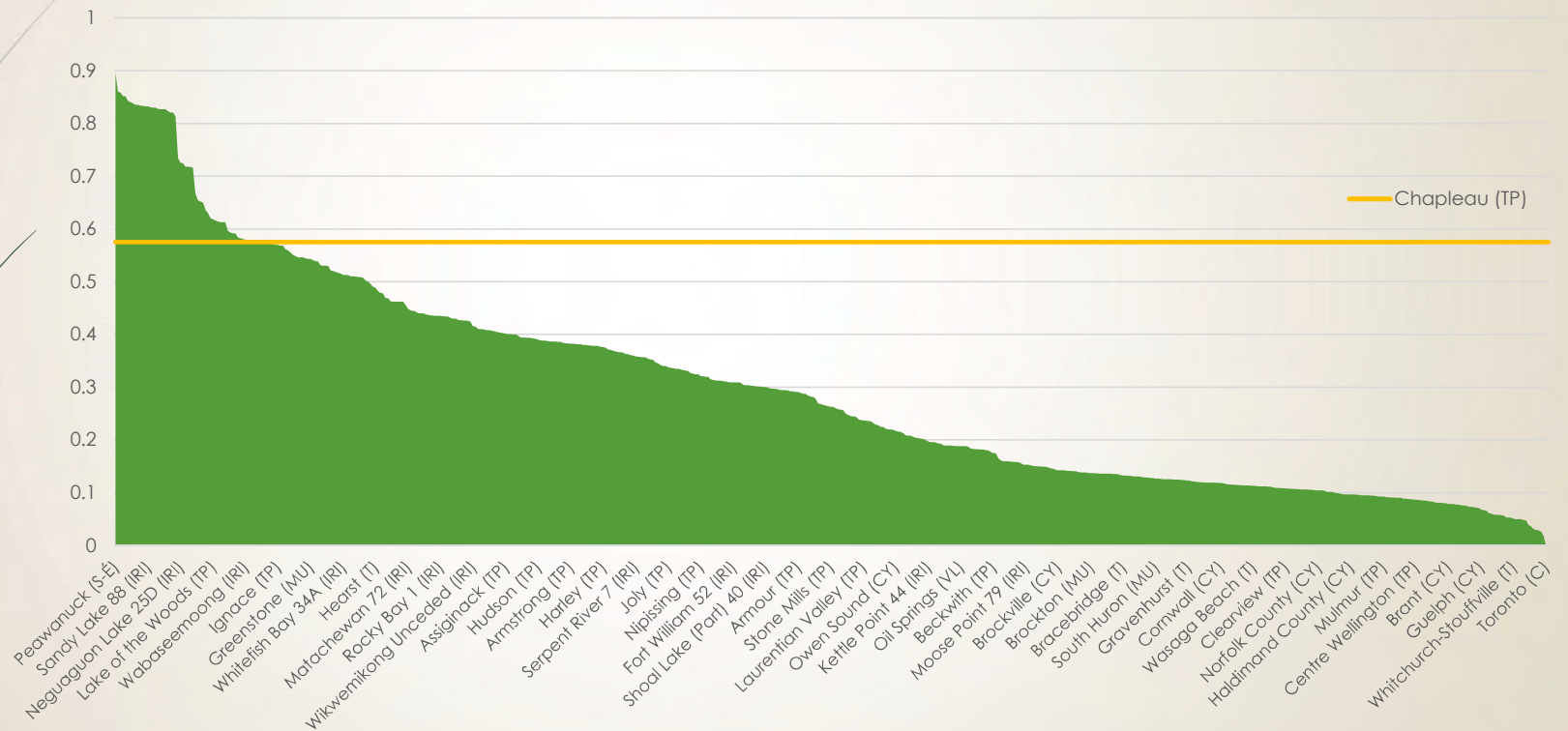


## Chapleau Health Catchment Area

Small, rural, northern and remote. Minimum two hours drive from the next urban centre, Timmins. Four hours to get to Sudbury or Sault Ste. Marie, Ontario.

Chapleau Health Services, 2023

# Index of Remoteness, Ontario 2016 Census Data, Stat Can



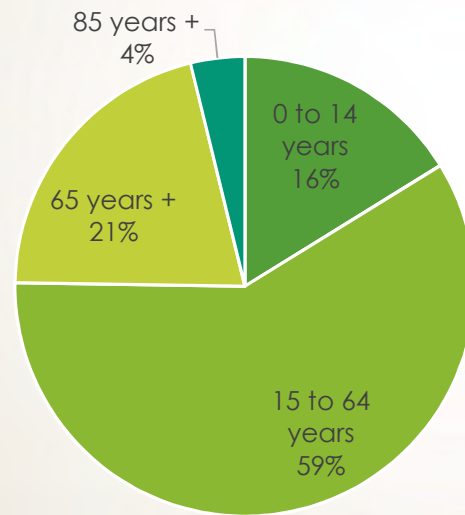
Chapleau Health Services, 2023



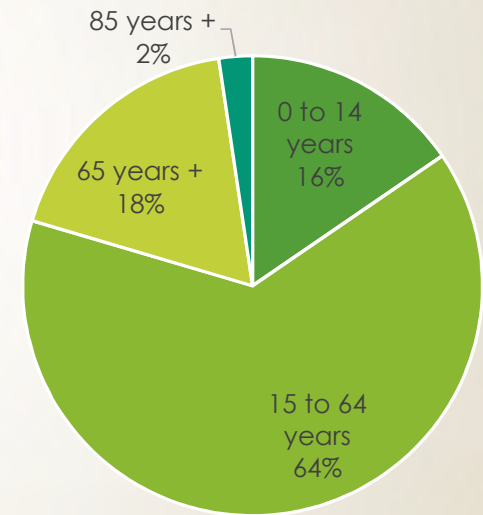
# Population Demographics

*We're older than the provincial average.*

## Chapleau Catchment



## Province of Ontario



Chapleau Health Services, 2023

# Who lives and works in Chapleau?

## ➤ Major Employers

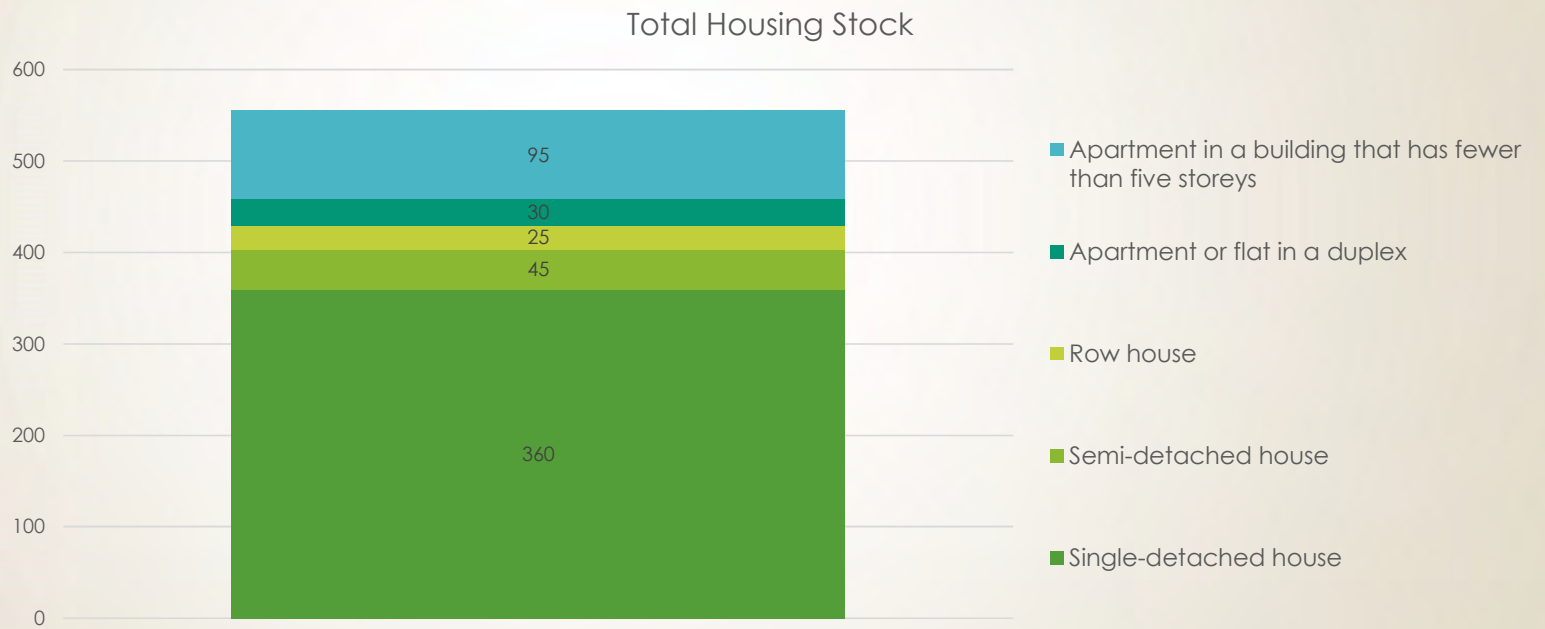
- Canadian Pacific
- Ministry of Natural Resources Base
- Newmont Corp. Gold Mine
- Green First Forest Products
- Logging, Tourism, Cottaging,
- Retail, Service Industry

## ➤ Surrounding Communities

- Chapleau Cree First Nation
- Chapleau Ojibwe First Nation
- Brunswick House First Nation
- Devon
- Sultan
- Mulligan's Bay
- Seven Mile Lake
- Foleyet
- Gogama

Chapleau Health Services, 2023

# Housing within town of Chapleau



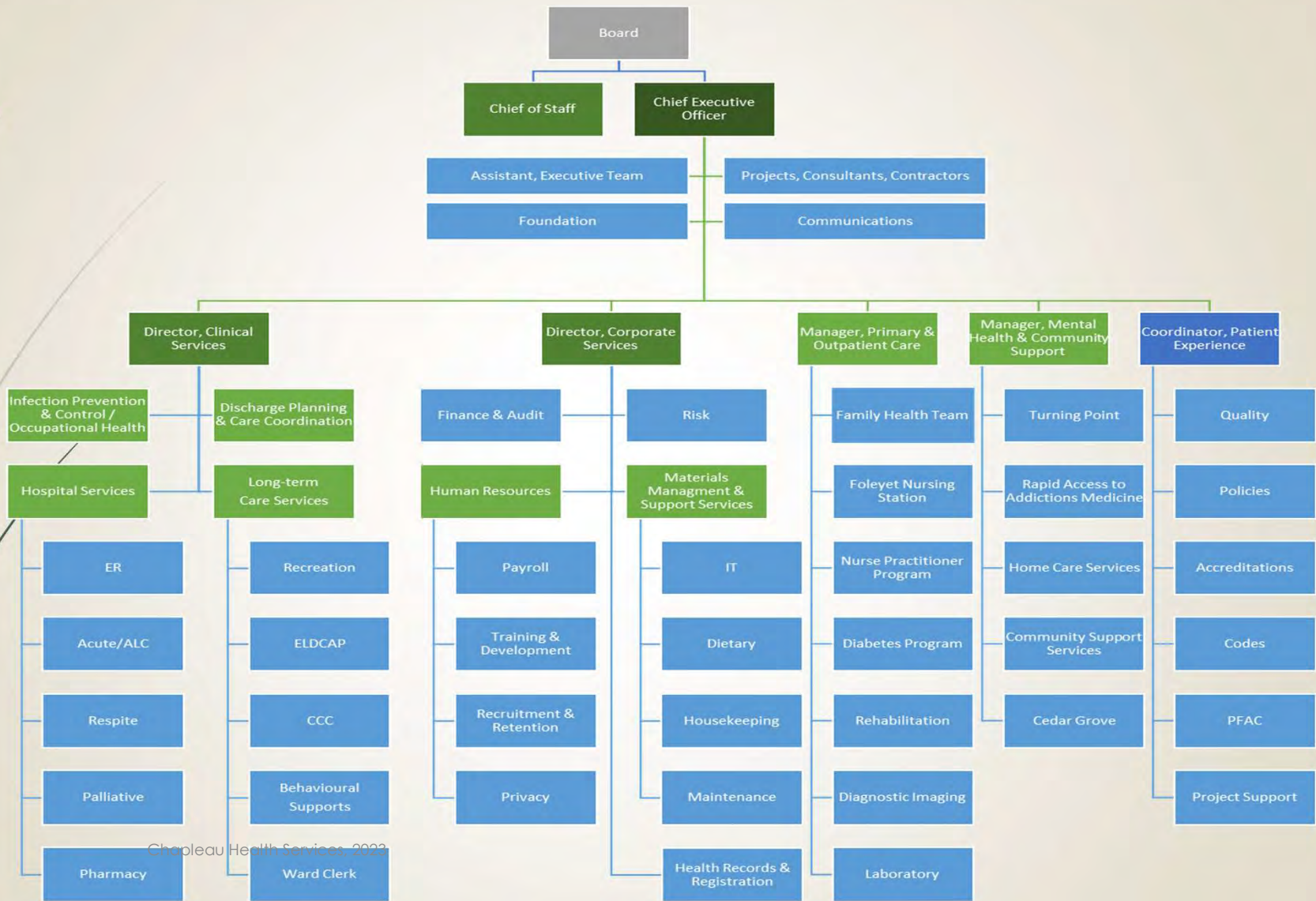
Chapleau Health Services, 2023



# Programs and Services

How we've structured our organizations.

Chapleau Health Services, 2023





# What we've done well.

Integration.

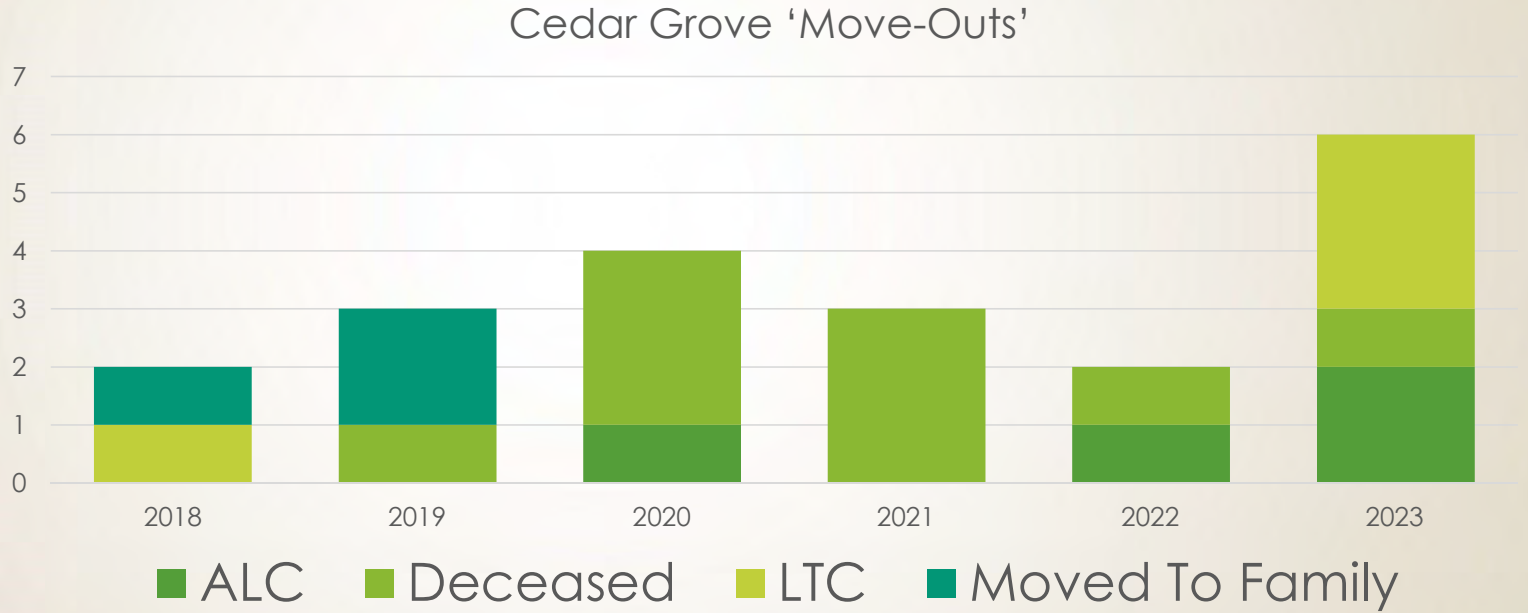
Chapleau Health Services, 2023

# Chapleau Health: a truly integrated rural health hub.

Hospital	Long-term Care	Community Support Services	Mental Health and Addictions	Primary Care	Outpatient Care
<ul style="list-style-type: none"> <li>• Acute Care</li> <li>• Emergency Department</li> <li>• Ambulatory Care</li> <li>• Alternate Level of Care</li> <li>• Palliative Care</li> <li>• Pharmacy</li> <li>• Laboratory</li> <li>• Diagnostic Imaging</li> <li>• Infection Control</li> <li>• Occupational Health and Safety</li> </ul>	<ul style="list-style-type: none"> <li>• Elderly Capital Assistance Program</li> <li>• Complex Continuing Care</li> <li>• Respite Care</li> <li>• Behavioural Supports Ontario</li> <li>• Emergency Helpline</li> <li>• Recreation</li> <li>• Adult Day Program</li> </ul>	<ul style="list-style-type: none"> <li>• Home and Community Care Support Services</li> <li>• Home Supports</li> <li>• Senior Friendly Transportation</li> <li>• Non-Urgent Patient Transportation</li> <li>• Aging At Home</li> <li>• Assisted Living</li> <li>• Meals On Wheels</li> <li>• Social and Congregate Dining</li> <li>• Cedar Grove</li> <li>• Senior's Fitness Classes</li> </ul>	<ul style="list-style-type: none"> <li>• Mental Health &amp; Addictions Counselling Services</li> <li>• Rapid Access to Addictions Medicine</li> <li>• Emergency Department Crisis Response</li> <li>• Employee Wellness</li> <li>• Employee and Family Assistance Program</li> </ul>	<ul style="list-style-type: none"> <li>• Nurse Practitioner Program</li> <li>• Foleyet Nursing Station</li> <li>• Chapleau &amp; District Family Health Team</li> <li>• Diabetes Education Program</li> <li>• Visiting Specialist Clinics</li> <li>• Assessment Centre</li> </ul>	<ul style="list-style-type: none"> <li>• Care Coordination</li> <li>• Discharge Planning</li> <li>• Physiotherapy</li> <li>• Occupational Therapy</li> <li>• Dietician</li> <li>• Laboratory</li> <li>• Diagnostic Imaging</li> </ul>

Chapleau Health Services, 2023

# Our seniors stay in the community longer.



Chapleau Health Services, 2023





# Key Challenges

What stops us from doing what we do best.

Chapleau Health Services, 2023



# Funding, Staffing and Consideration

- Funding

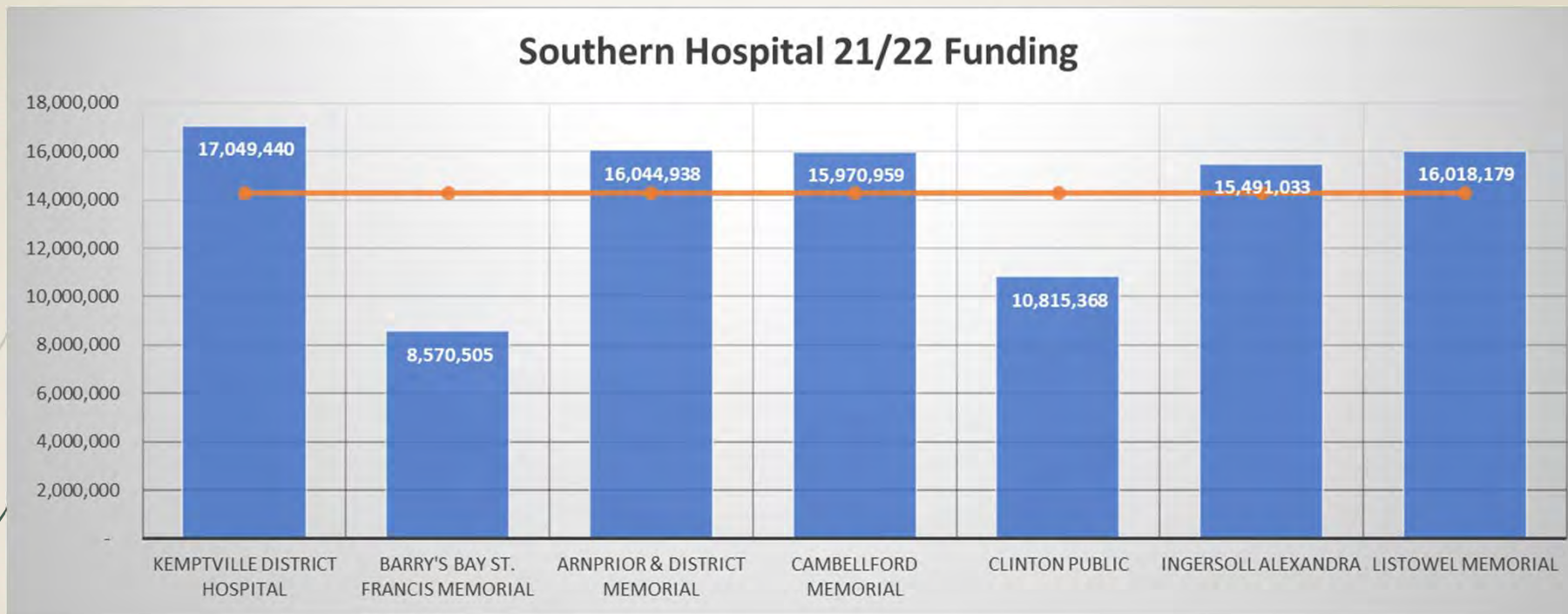
- ELDCAP
- Infrastructure and Capital
- Global budget

- Staffing

- HHR
- Compression

- Consideration

- Not at the table
- Forgotten
- Ignored!

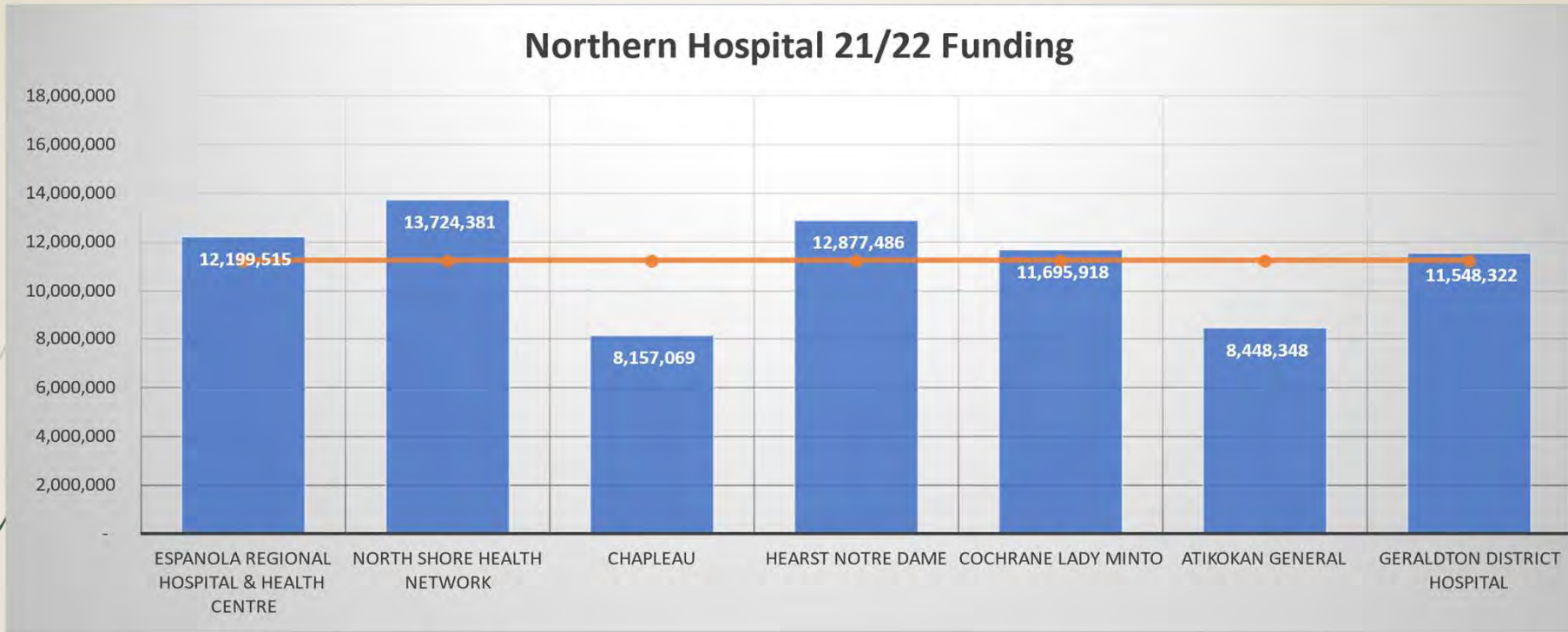


Average funding for Southern comparable hospitals:

\$14,280,060

Chapleau Health Services, 2023

From Espanola Regional Hospital & Health Centre, Landscape of Health Care and Advocacy Efforts, Jennifer Stanton-Smith, CFO, August 2022



Average funding for Northern comparable hospitals:  
 \$11,235,863... a \$3 million dollar difference.

Chapleau Health Services, 2023

From Espanola Regional Hospital & Health Centre, Landscape of Health Care and Advocacy Efforts, Jennifer Stanton-Smith, CFO, August 2022



# Accreditations and Designations

Recognizing our achievements.

Chapleau Health Services, 2023



# Awards & Recognition

- ▶ Exemplary Standing, Accreditation Canada 2021
- ▶ Réseau du mieux-être francophone
- ▶ FLS
- ▶ ONE Health Information Technology
- ▶ OHA Committees

Chapleau Health Services, 2023



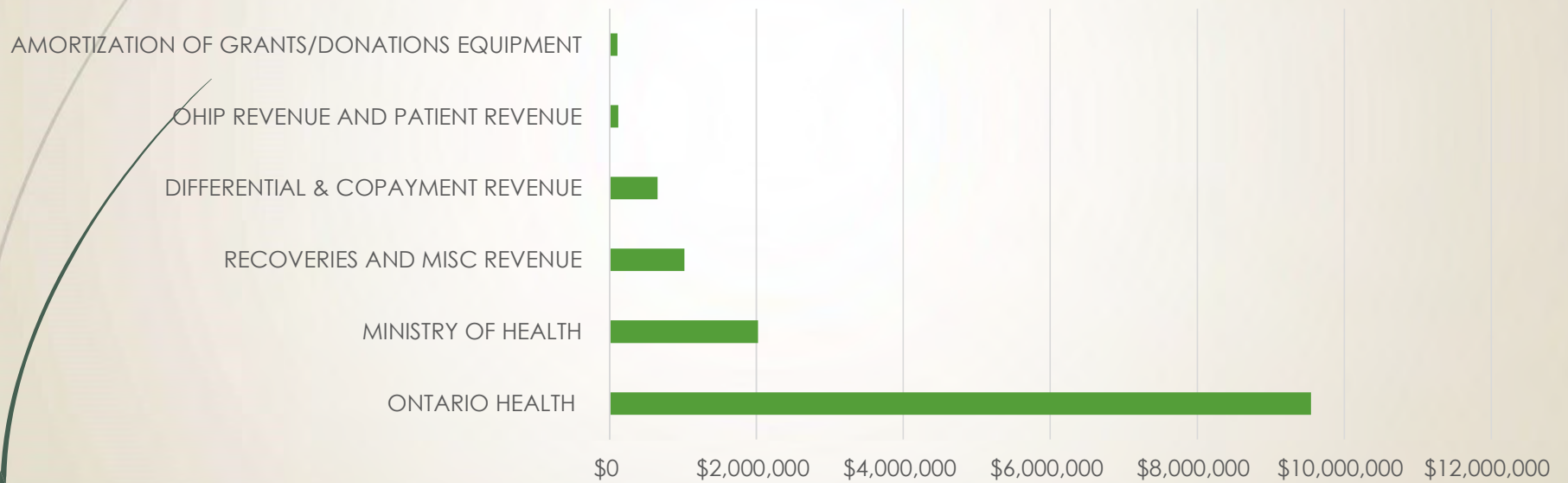
# Performance Reporting

Accountability and transparency.

Chapleau Health Services, 2023

# Total Budgeted Revenues 2023-24: \$11,202,075

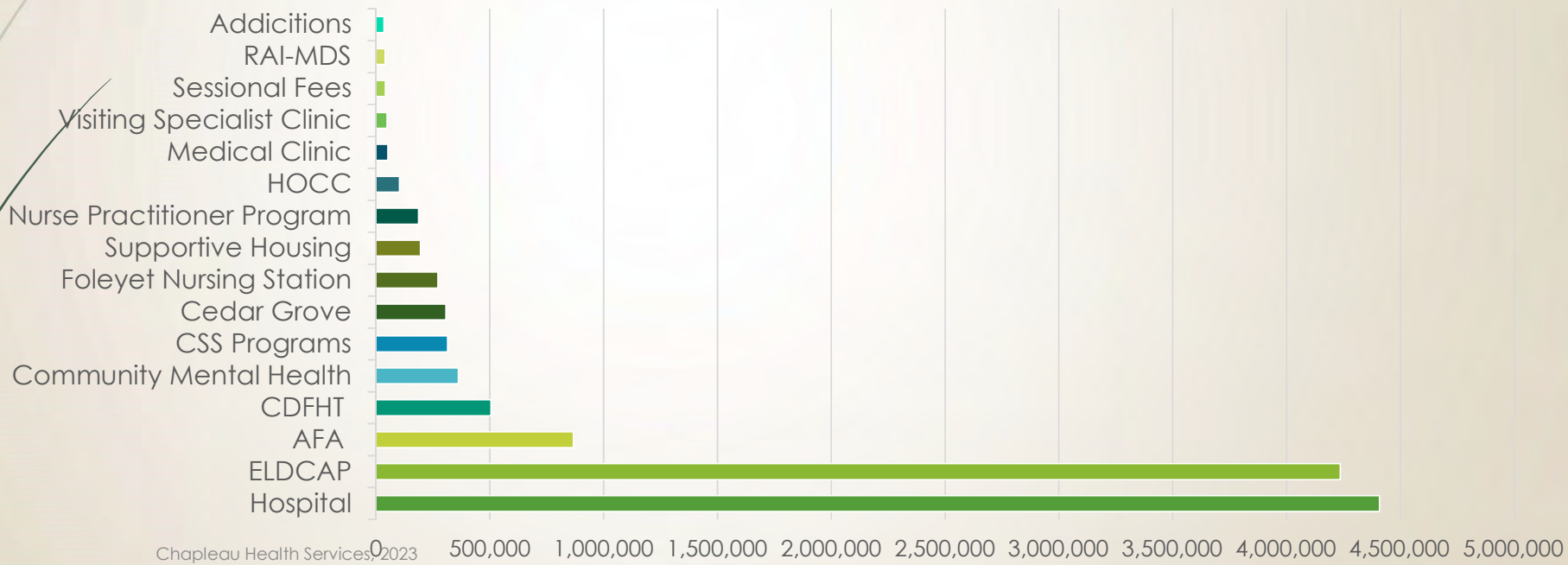
Revenues



Chapleau Health Services, 2023



# Funding by Program Type



Chapleau Health Services 2023 0 500,000 1,000,000 1,500,000 2,000,000 2,500,000 3,000,000 3,500,000 4,000,000 4,500,000 5,000,000

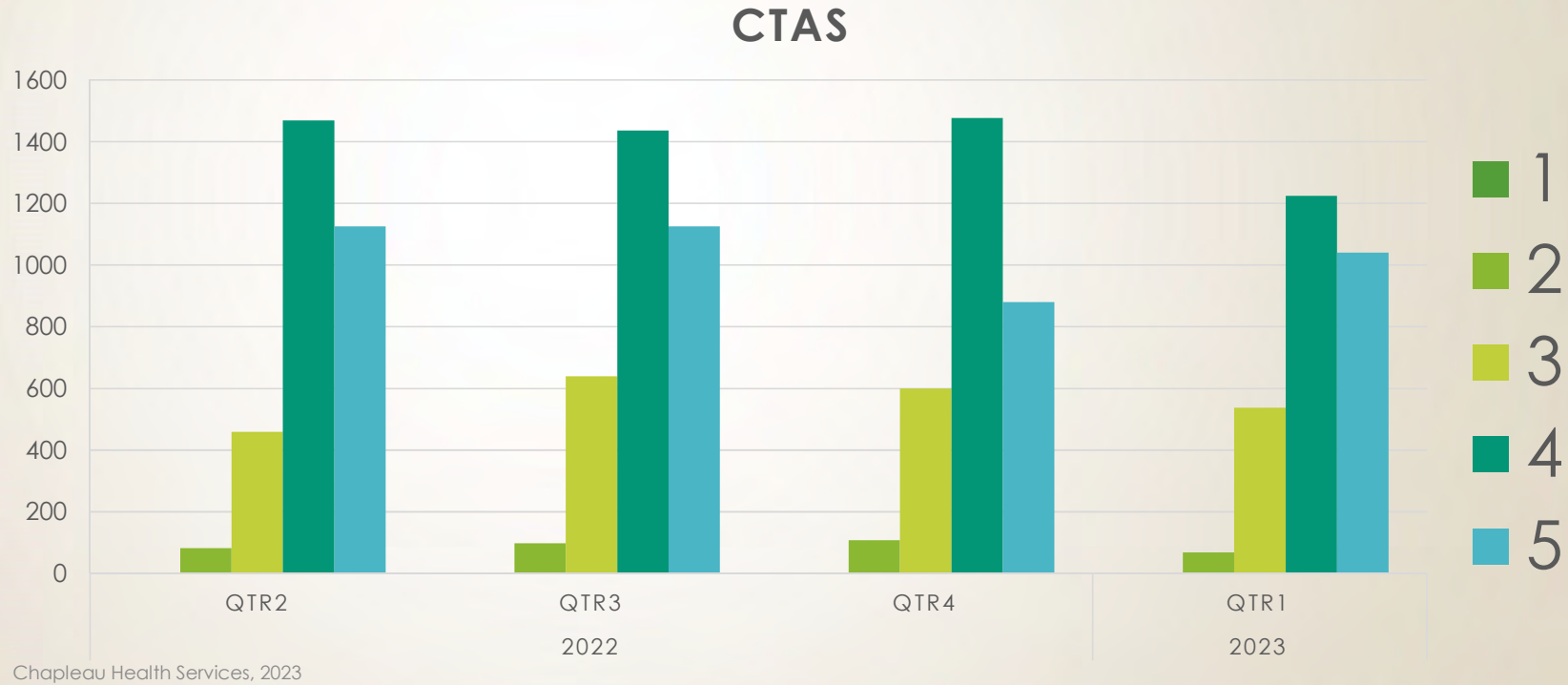


# Accessibility of Care

Innovations in care delivery models.

Chapleau Health Services, 2023

# Who comes to the hospital?





# Opportunities for Improvement

How to do better.

Chapleau Health Services, 2023



# Plans for the Future

- ▶ More Primary Care Practitioners
  - ▶ Nurse Practitioners
  - ▶ Counsellors
- ▶ Education, Awareness and Grow our Own Plan
- ▶ OHT – Proof is in the pudding?
- ▶ Maison Boreal

Chapleau Health Services, 2023



# Where we need help.

- Equitable funding, taking into account rurality, remoteness and size
  - Infrastructure/Capital
  - Access to participate in funding calls
  - Working Capital Deficit
  - ONE Health Information Technology
  - OCINET Example
- Agency Issue
- ELDCAP Licenses not all funded; chronic underfunding for size of facility.
- Cost of Living and Inflation
- CEDAR GROVE!

Chapleau Health Services, 2023

**Ministry of Natural  
Resources and Forestry**

Office of the Minister

99 Wellesley Street West  
Room 6630, Whitney Block  
Toronto ON M7A 1W3  
Tel: 416-314-2301

**Ministère des Richesses  
naturelles et des Forêts**

Bureau du ministre

99, rue Wellesley Ouest  
Bureau 6630, Édifice Whitney  
Toronto ON M7A 1W3  
Tél.: 416 314-2301



January 19, 2024

To: Northern Ontario Municipalities

Subject: Crown Land Disposition in Northern Municipalities

I am writing to highlight our government's commitment to improving service delivery by helping northern and Indigenous communities meet housing needs and economic development goals. My ministry has established a new Crown Land Disposition Task Team to help northern municipalities and Indigenous communities with the process to purchase Crown lands within an existing municipality.

The Crown Land Disposition Task Team was established to provide direct support to communities that are interested in acquiring Crown land to advance priority projects that are critical for economic development or to support housing needs. The task team is supporting the disposition process by improving clarity, transparency, efficiency, timeliness and by providing additional capacity to help communities navigate the process. This team is available to learn about your priority projects and to help identify available parcels of Crown land that may be most suitable for sale. You can contact the team directly at [cldt.mnrf@ontario.ca](mailto:cldt.mnrf@ontario.ca).

Specifically, the new task team will:

- Provide support and advice to northern municipalities and Indigenous communities throughout the sale process.
- Screen available Crown lands within municipal boundaries and identify the most suitable parcels for purchase.
- Support engagement and set out processes for consultation.

My ministry has worked hard to meet your expectations around improved clarity, timeliness and capacity to navigate the process for acquiring Crown lands. We have created a new web page ([English link](#), [French link](#)) that includes:

- a one window contact process through the new task team
- process maps that clarify the process
- an application form to be used when you are ready, and
- a simplified guide that will be a resource to work through the process.

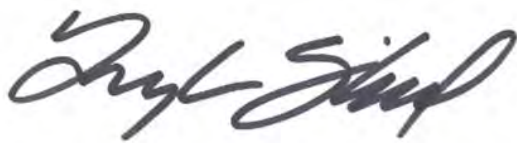
The new guide to Acquisition of Crown land within Municipal Boundaries is consistent with current policy direction and sets out two categories of dispositions:

- A simplified explanation of the process for dispositions to municipalities for municipal infrastructure that explains how environmental assessments can be streamlined.
- A clarified process for dispositions for economic development including, lands for housing or cottage lots that will improve the timeliness of approvals.

Any sale of Crown land will be undertaken with care, consistent with all applicable legislative requirements and in a manner that respects Aboriginal and Treaty rights. Consultation with Indigenous communities and relationship building remain priority obligations and of great interest for Ontario. The ministry continues to encourage municipalities to work with Indigenous communities throughout the process, and early engagement and dialogue will be important. Projects that are submitted in partnership with Indigenous communities will be considered high priority.

If you have any questions about this initiative, you can reach out directly to the Crown Land Disposition Task Team at [cldtt.mnrf@ontario.ca](mailto:cldtt.mnrf@ontario.ca). You are also welcome to contact Holly Fullager, Director of Stakeholder Relations, from my office, at [holly.fullager@ontario.ca](mailto:holly.fullager@ontario.ca) or 437-224-6690.

Sincerely,



The Honourable Graydon Smith  
Minister of Natural Resources and Forestry

c: The Honourable Paul Calandra, Minister of Municipal Affairs and Housing



Ministry of Agriculture,  
Food and Rural Affairs

Ministère de l'Agriculture, de  
l'Alimentation et des Affaires rurales

Office of the Minister

Bureau du ministre

77 Grenville Street, 11th Floor  
Toronto, Ontario M7A 1B3  
Tel: 416-326-3074  
www.ontario.ca/OMAFRA

77, rue Grenville, 11<sup>e</sup> étage  
Toronto (Ontario) M7A 1B3  
Tél. : 416 326-3074  
www.ontario.ca/MAAARO



January 22, 2024

Ryan Bignucolo  
His Worship  
Township of Chapleau  
mayor@chapleau.ca

Dear Mayor Bignucolo:

Rural Ontario is in a period of historic transformation, with new people moving in, businesses opening, and opportunities developing. While the future looks bright, we need to ensure that all our communities can seize these emerging opportunities.

Part of that work is being done through the [Rural Economic Development \(RED\) program](#). Since 2019, our government has invested over \$21.6 million to fund projects designed to enhance economic prosperity in rural Ontario. To further this support, I am pleased to share that the latest intake of the RED program is open, from now until February 21<sup>st</sup>.

Commented [SL(27)]: Hyperlink to the RED page

Each community has its unique strengths and challenges, and each one contributes significantly to this province. With this in mind, our government understands that our policies and approaches must be flexible to promote economic growth across Ontario.

That's why, at the 2024 Rural Ontario Municipal Association Conference, I was pleased to announce that our government is launching consultations to inform the creation of a Rural Economic Development Strategy. We know that we have a role to play in helping rural communities plan for success, but it's something that must be done in partnership.

We need your thoughts, your experience, and your ideas to define the opportunities and help inform a Strategy that will support the economic prosperity of small towns and villages across the province. By working together, it is my hope that we can build a brighter economic future for rural Ontario. Consultations are now taking place and I encourage you to share your feedback through our [online webpage](#) or by emailing [ruralplan@ontario.ca](mailto:ruralplan@ontario.ca).

Commented [SL(28)]: Hyperlink to rural ec dev consultation page

.../2



Good things grow in Ontario  
À bonne terre, bons produits

Ministry Headquarters: 1 Stone Road West, Guelph, Ontario N1G 4Y2  
Bureau principal du ministère: 1, rue Stone ouest, Guelph (Ontario) N1G 4Y2

-2-

Thank you for all you do to support rural communities. I look forward to continuing to work closely together and seeing what we can do to boost economic development in rural communities across our province.

Sincerely,

A handwritten signature in blue ink that reads "Lisa M. Thompson". The signature is written in a cursive, flowing style.

Lisa M Thompson  
Minister of Agriculture, Food and Rural Affairs

**Did you know about the Farmers' Wellness Initiative?**

- Your mental health is important! If you're a farmer or a member of a farm family and in need of mental health support, please call 1-866-267-6255 and arrange to speak with a professional today.
- For additional resources visit: <https://farmerwellnessinitiative.ca/>.

Ministry of Agriculture,  
Food and Rural Affairs

Office of the Minister

77 Grenville Street, 11th Floor  
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Ministère de l'Agriculture, de  
l'Alimentation et des Affaires rurales

Bureau du ministre

77, rue Grenville, 11<sup>e</sup> étage  
Toronto (Ontario) M7A 1B3  
Tél. : 416 326-3074  
www.ontario.ca/MAAARO



22 janvier 2024

Ryan Bignucolo  
Monsieur le Maire  
Township of Chapleau  
mayor@chapleau.ca

Bonjour Son Honneur monsieur Bignucolo,

Les régions rurales traversent une période de transformation historique, de nouvelles personnes s'y installant, des entreprises ouvrant leurs portes et des possibilités se développant. Alors que l'avenir semble prometteur, nous devons nous assurer que toutes nos collectivités puissent saisir ces possibilités qui émergent.

Une part de ce travail est effectué par le truchement du [Programme de développement économique des collectivités rurales \(Programme DECOR\)](#). Depuis 2019, notre gouvernement a investi plus de 21,6 millions de dollars pour financer des projets taillés pour améliorer la prospérité économique dans les régions rurales de l'Ontario. Afin d'appuyer davantage ces efforts, je suis heureuse de vous informer que le plus récent appel de propositions du Programme DECOR s'est amorcé et restera ouvert jusqu'au 21 février.

Chaque collectivité possède ses propres forces et enjeux, et chacune d'entre elles apporte une contribution importante à cette province. Gardant cela à l'esprit, notre gouvernement comprend que nos politiques et approches doivent être souples afin de promouvoir la croissance économique partout en Ontario.

C'est pourquoi, lors de la conférence 2024 de la Rural Ontario Municipal Association, j'ai été heureuse d'annoncer que notre gouvernement lance des consultations pour orienter la création d'une stratégie de développement économique des collectivités rurales. Nous savons que nous avons un rôle à jouer en aidant les collectivités rurales à planifier leur réussite, mais il s'agit de quelque chose qui doit être fait en partenariat.

.../2



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Bureau principal du ministère: 1, rue Stone ouest, Guelph (Ontario) N1G 4Y2

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- For additional resources visit: <https://farmerwellnessinitiative.ca/>.

-2-

Nous avons besoin de vos observations, de votre expérience et de vos idées pour définir les possibilités et aider à orienter une stratégie qui favorisera la prospérité économique des petites villes et des villages de l'ensemble de la province. En travaillant ensemble, j'ai l'espoir que nous pouvons construire un avenir plus prometteur pour les régions rurales de l'Ontario. Des consultations se déroulent présentement et je vous encourage à faire part de vos observations sur notre [page Web](#) ou en faisant parvenir un courriel à l'adresse suivante: [ruralplan@ontario.ca](mailto:ruralplan@ontario.ca).

Je vous remercie tous du soutien que vous accordez aux collectivités rurales. J'ai hâte de continuer à travailler étroitement avec vous et de découvrir ce que nous pouvons faire pour stimuler le développement économique dans les collectivités rurales à l'échelle de notre province.

Veuillez agréer l'expression de mes sentiments les meilleurs.

La ministre de l'Agriculture, de l'Alimentation et des Affaires rurales,



Lisa M. Thompson

**Did you know about the Farmers' Wellness Initiative?**

- Your mental health is important! If you're a farmer or a member of a farm family and in need of mental health support, please call 1-866-267-6255 and arrange to speak with a professional today.
- For additional resources visit: <https://farmerwellnessinitiative.ca/>.

# Fill the Gaps Closer to Home

## Improving Access to Services for Rural Ontario

ROMA has issued a comprehensive report focused on improving access to health and social services in rural areas. The report builds on ROMA's 2022 study, *Opportunities for Rural Ontario in a Post-COVID World*, which focused on rural growth and resiliency. This study identified equitable access to services as a key theme.

Developed through extensive consultation, ROMA's *Fill the Gaps Closer to Home* report conveys the desperation shared by many residents and local leaders in health care, community services and municipal government.

While health care is a provincial responsibility, it is a critical priority for municipal governments – particularly because rural municipal governments often deal with the costly social and economic consequences of Ontario's health care crisis in their own communities.

For rural Ontario, the cost alone is over \$480 million in contributions to health and social service programs. With fewer households and businesses, rural property taxes cannot be expected to subsidize provincial costs to this degree.

### Rural Ontario is different, bearing a disproportionate burden of the Ontario-wide health care crisis

- **Acute lack of primary care:** An estimated 525,000 rural residents do not have access to primary care. The number of people without access is growing four times faster than urban areas.
- **Emergency department (ED) closures:** In both 2022 and 2023, there were more than 600 temporary ED closures – a phenomenon that hits rural Ontario harder and more often. When a rural ED closes, the next available hospital can be hours away.
- **Scarce mental health and addictions services:** People experiencing these illnesses in rural Ontario face a daunting challenge, as access to services is limited to non-existent. In fact, 65% of municipal representatives surveyed said residents don't have access to walk-in clinics. And 60% also said that their community lacked mental health and addictions support.
- **Shortage of health care workers:** The shortage of professional health care workers is felt most deeply in rural areas. Rural doctors carry heavy patient loads – it can take three new doctors to fill the gap of just one retiree.

## Health services must be delivered closer to home

- The priority must be on fixing the primary care crisis, including creating new and integrated models to deploy health care providers more effectively in rural areas.
- Immediate solutions are needed to expand and accelerate the number of health care professionals graduating from post-secondary.
- ROMA is urging the Province to make full use of the scope of practice for nurses, nurse practitioners and paramedics, to fill gaps closer to home.
- Rural communities are finding creative ways to use community paramedicine to fill local needs quickly. Community paramedicine has potential to support a broad range of health care challenges, from long-term care to mental health and homelessness. A more integrated, 100% provincially funded, approach for community paramedicine as part of the continuum of care is needed.
- Protect and properly fund public health emergency response and prevention programs in rural Ontario.

## Rural municipal governments must have a seat at their Ontario Health Team tables.

- Despite \$481 million in contributions to operating and/or funding long-term care, paramedics and public health, only 10% of municipal survey respondents said their local Ontario Health Team had meaningfully engaged them.
- Rural municipal services impact the social determinants of health that are critical to understanding community health-care needs. Economic development, community housing, safe streets, recreation, and much more are the foundation to community health and well-being.
- Ontario Health Teams must have provincial funding and support to redefine health-care delivery:
  - » Shift demand from emergency departments to more appropriate forms of care, including investing in an integrated, full range of community care.
  - » Address social determinants of health through inter-professional collaboration.
  - » Support and fund community-focused innovation.

**The ROMA report demonstrates the urgent need for a different approach to health service design, delivery and funding in Rural Ontario.**

**Using the Province's traditional top-down approach, implementation of new ideas will fail. The Province must defy convention and use the policy, regulatory and fiscal tools at its disposal in new ways. Only then, will rural Ontarians see an integrated health care system that delivers real access to health services. The required transformation should start today.**

