

# CORPORATION OF THE TOWNSHIP OF MCKELLAR

November 7, 2023 – 5:30 p.m.

## **AMENDED** AGENDA

**Topic: Regular Council Meeting**

**Time: November 7, 2023 5:30 P.M.**

**Join Zoom Meeting**

<https://us06web.zoom.us/j/86425375205>

**Dial by your location**

**+1 647 374 4685 Canada**

**+1 647 558 0588 Canada**

**23-677 1<sup>st</sup> resolution**

**2023-73 1<sup>st</sup> by-law**

- 1. CALL TO ORDER**
- 2. ROLL CALL**
- 3. DECLARATIONS OF PECUNIARY AND/OR PERSONAL INTEREST AND GENERAL NATURE THEREOF**
- 4. ADOPTION OF AGENDA**
- 5. CLOSED SESSION**
  - 5.1 Minutes of Closed Session – October 17, 2023
  - 5.2 Acquisition or Disposition of Land; pursuant to Ontario Municipal Act, Section 239(2)(c) – Land Disposition & Land Acquisition
  - 5.3 Plans and Instructions for Negotiations; pursuant to Ontario Municipal Act, Section 239(2)(k) – West Parry Sound Recreation & Cultural Centre Joint Municipal Services Board Agreement
  - 5.4 Information explicitly supplied in confidence to the municipality or local board by Canada, a province or territory or a Crown agency of any of them; Section 239(2)(h) – Data Sharing & Security Agreement with MPAC (Municipal Property Assessment Corporation)
  - 5.5 Personal matters about an identifiable individual, including Municipal or local board employees, pursuant to Ontario Municipal Act, Section 239(2)(b) – Staffing & Human Resources Policy
- 6. CALL TO ORDER – REGULAR SESSION 6:30pm (Public can join via Zoom)**
- 7. RESPECT AND ACKNOWLEDGMENT DECLARATION**

In the spirit of reconciliation and co-operation, we wish to acknowledge that the land on which we gather is the traditional territory of the Anishinaabe and

Mississauga people. Its boundaries fall within the Robinson-Huron Treaty of 1850 and the Williams Treaty of 1923. We are grateful to live here and we thank all the generations of people who have taken care of this land for thousands of years. To honour the suffering of Indigenous people and the love and wisdom they have carried for thousands of years, we pledge to work in community and harmony with each other and the environment we inhabit and work towards Truth and Reconciliation.

**8. ROLL CALL**

**9. DECLARATIONS OF PECUNIARY AND/OR PERSONAL INTEREST AND GENERAL NATURE THEREOF**

**10. PUBLIC MEETING**

**11. DELEGATIONS AND PRESENTATIONS**

**12. COMMITTEE OF THE WHOLE**

**13. MOTION TO REVIEW A PREVIOUS MOTION**

**14. ADOPTION OF MINUTES OF PREVIOUS MEETING(S)**

14.1 October 17, 2023 Regular Meeting of Council

**15. PLANNING MATTERS**

15.1 PLN-2023-04 Fox Farm Road Allowance Closure

(i) Correspondence from the Fox Farm Road Association, Email dated October 23, 2023

**16. COMMITTEE/BOARD MINUTES WITH RECOMMENDATIONS FOR APPROVAL**

16.1 September 28, 2023 Minutes of the Township of McKellar Recreation Committee

16.2 July 17, 2023, August 28, 2023 and September 27, 2023 Meetings of the Belvedere Heights Board of Management

16.3 September 25, 2023 Meeting of the Township of McKellar Public Library Board

**17. STAFF REPORTS WITH RECOMMENDATIONS FOR APPROVAL**

17.1 BP23-02 Municipal Enforcement of On-Site Sewage Systems

17.2 PW-2023-11 New Fuel Tanks for the Public Works Yard

17.3 ADMIN-2023-17 RFP No. PW-2023-15 St. Stephen's Tender Opening

17.4 T-2023-13 Budgetary Control report for the Nine Months Ending September 30, 2023

17.5 FD-2023-16 Alternate CEMC Appointment

17.6 FD-2023-17 Placement of a Dry Hydrant for Firefighting Operations

17.7 FD-2023-18 Emergency Plan Changes

17.8 FD-2023-19 Month End Status Updates for October 2023

**18. MAYOR'S REPORT**

**19. CORRESPONDENCE FOR CONSIDERATION**

- 19.1 District of Parry Sound Social Services Administration Board September & October 2023 Chief Administrative Officer's Reports
- 19.2 Catherine Fife, MPP Waterloo letter requesting support for Bill 21, *Fixing Long Term Care Amendment Act (Til Death Do Us Part)*, 2022
- 19.3 Guy Bourgouin, MPP Letter of Support for Highway Safety

**20. MOTION AND NOTICE OF MOTION**

- 20.1 Brush & Leaf Collection at the Transfer Station
- 20.2 Resignation from the Township of McKellar Recreation Committee
- 20.3 Hand Railing Estimate for Community Centre Building
- 20.4 Celebrate Canada Funding Program

**21. BY-LAWS**

- 21.1 By-law 2023-73 Being a By-law to Impose Charges on Property Owners in a Designated Area (Craigmore Subdivision) for the Provision of Road Upgrades by The Township
- 21.2 By-law 2023-74 Being a By-law to Amend By-law 2019-07 Council-Staff Relations Policy

**22. UNFINISHED BUSINESS**

- 22.1 Unfinished Business as of November 7, 2023

**23. NEW BUSINESS**

**24. PUBLIC NOTICES, ANNOUNCEMENTS, INQUIRIES AND REPORTS BY COUNCIL MEMBERS**

**25. CONSENT AGENDA – CORRESPONDENCE**

- 25.1 Ministry of Infrastructure, Administrative Penalties Regulation under the *Building Broadband Faster Act, 2021*
- 25.2 Town of Cobourg, Illegal Land Use Enforcement
- 25.3 City of Burlington, Provincial Legislation for Third Party, Short Term Rental Companies
- 25.4 AMO Watchfiles – October 12; October 19; October 26, 2023
- 25.5 Labour Market Group, September 2023 Labour Focus Publication
- 25.6 Labour Market Group, August 2023 Monthly Jobs Report
- 25.7 Township of the Archipelago, Cigarette Producer Responsibility
- 25.8 Township of the Archipelago, Fire Risk Posed Railway Tie Piling Practices of Canadian Pacific (CP) Rail
- 25.9 The Friends Fall 2023 Publication
- 25.10 AMO Policy Update - Official Plans, Income Security and the Provincial Climate Change Impact Assessment

- 25.11 Town of Rainy River, Requesting Water Treatment Opportunities be Expanded and made Affordable
- 25.12 Support Resolutions for McKellar Resolution 23-671 re. Amendment to the Legislation Act, 2006
- 25.13 Georgian Bay Biosphere Communiqué re. Aspiring Geopark

**26. QUESTION/COMMENT PERIOD (RELATED TO ITEMS ON AGENDA)**

**27. CONFIRMING BY-LAW**

- 27.1 By-law 2023-75 - Confirming the Proceedings of Council

**28. ADJOURNMENT**

### **Instructions for Joining the Council Meeting**

1. Please try to sign in between 6:20 to 6:30 if possible; you are still welcome to sign in after 6:30 if necessary.
2. Please wait to be let in the 'meeting room'; this won't take long.
3. Please have your mic and video on mute unless you are speaking; this ensures there are no distractions or background noise to disrupt the meeting.
4. When you sign in, please sign in with your full name (first and last), not a company name.
5. A question-and-answer opportunity will be available at the end of the meeting, as per normal protocol, or during the Public Meeting.
6. If you have permission to speak please identify yourself (first and last name).
7. Please respect meeting protocol and do not interrupt the meeting. The Municipality reserves the right to remove attendees who are disruptive or disrespect meeting protocol.



## CORPORATION OF THE TOWNSHIP OF MCKELLAR

## Council Meeting Minutes

October 17, 2023

Mayor Moore called the meeting to order at 6:00 p.m.

**ROLL CALL**

Mayor Moore took Roll Call.

**Present:** Mayor David Moore  
Councillors Morley Haskim, Mike Kekkonen, Nick Ryeland, Debbie Zulak

**Staff:** Clerk/Administrator, Ina Watkinson

**DECLARATIONS OF PECUNIARY AND/OR PERSONAL INTEREST AND GENERAL NATURE THEREOF**

There were no conflicts of interest declared.

**Moved by: Councillor Ryeland**  
**Seconded by: Councillor Haskim**

**23-650** **BE IT RESOLVED THAT** the Council of the Corporation of the Township of McKellar does hereby approve the Agenda for this Regular Meeting of Council, as amended, and an additional amendment to move Item 11 Delegations and Presentations to precede Item 10 Public Meeting.

**Carried**

**Moved by: Councillor Kekkonen**  
**Seconded by: Councillor Zulak**

**23-651** **BE IT RESOLVED THAT** the Council of the Corporation of the Township of McKellar, pursuant to the Municipal Act, S.O. 2001, as amended, move into closed session at 6:04 p.m. to discuss the following items;

- 5.1 Minutes of Closed Session – October 3, 2023 and October 13, 2023
- 5.2 Personal matters about an identifiable individual, including Municipal or local board employees, pursuant to Ontario Municipal Act, Section 239(2)(b) – Committee Appointments
- 5.3 Acquisition or Disposition of Land; pursuant to Ontario Municipal Act, Section 239(2)(c) – Land Acquisition

**Carried**

**Moved by: Councillor Haskim**  
**Seconded by: Councillor Ryeland**

**23-652** **BE IT RESOLVED THAT** the Council of the Corporation of the Township of McKellar does hereby reconvene into open session of Council at 6:35 p.m.

**Carried**

Mayor Moore called the meeting to order at 6:35 p.m.

**ROLL CALL**

Mayor Moore took Roll Call.

**Present:** Mayor David Moore  
Councillors Morley Haskim, Mike Kekkonen, Nick Ryeland, Debbie Zulak

**Staff:** Clerk/Administrator, Ina Watkinson  
Deputy Clerk/Planning Assistant, Karlee Britton  
Treasurer, Roshan Kantiya



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Council Meeting Minutes

October 17, 2023

### RESPECT AND ACKNOWLEDGEMENT DECLARATION

In the spirit of reconciliation and co-operation, we wish to acknowledge that the land on which we gather is the traditional territory of the Anishinaabe and Mississauga people. Its boundaries fall within the Robinson-Huron Treaty of 1850 and the Williams Treaty of 1923. We are grateful to live here and we thank all the generations of people who have taken care of this land for thousands of years. To honour the suffering of Indigenous people and the love and wisdom they have carried for thousands of years, we pledge to work in community and harmony with each other and the environment we inhabit and work towards Truth and Reconciliation.

### DECLARATIONS OF PECUNIARY AND/OR PERSONAL INTEREST AND GENERAL NATURE THEREOF

There were no conflicts of interest declared.

**Moved by: Councillor Kekkonen**

**Seconded by: Councillor Zulak**

**23-653** BE IT RESOLVED THAT the Council of the Corporation of the Township of McKellar does hereby accept the reports, recommendations and directions arising from the closed session held October 17, 2023.

**Carried**

**Moved by: Councillor Ryeland**

**Seconded by: Councillor Haskim**

**23-654** BE IT RESOLVED THAT the Council of the Corporation of the Township of McKellar does hereby receive the deputation from Ethan Driedger, Account Executive with eScribe Meetings.

**Carried**

**Moved by: Councillor Kekkonen**

**Seconded by: Councillor Zulak**

**23-655** BE IT RESOLVED THAT the Council of the Corporation of the Township of McKellar does hereby receive the deputation from Jennifer Ghent-Fuller, Chair of the Lake Stewardship & Environmental Committee and Lake Steward for the Lake Manitouwabing Community Association regarding the 2023 Lake Water Testing Results for lakes in the Township of McKellar.

**Carried**

**Moved by: Councillor Haskim**

**Seconded by: Councillor Ryeland**

**23-656** BE IT RESOLVED THAT the Council of the Corporation of the Township of McKellar does hereby move into a Public Meeting at 7:25 p.m. to hold a Public Meeting for the proposed Road Allowance Closure on Fox Farm Road as applied for by Andrew Snurnitsin.

**Carried**

### PUBLIC MEETING

Andrew Snurnitsin spoke to his application for the road allowance closure.

Rob Salway spoke not for or against the application and had sent a letter to staff dated October 16, 2023 expressing interest in purchasing 33ft of the road allowance.

Leslie Chester, President of the Fox Farm Road Association spoke on behalf of 20 members who built the road 15 years ago. Leslie did not speak for or against the application and spoke to the nature



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of the applicant's property, various concerns with the road closure and provided a brief history of building the road.

Sue Salway spoke not for or against the application. Sue noted that they [*Sue and Rob Salway*] were offered to purchase the applicant's property but it was of no benefit to them at the time.

Lawrence Rubin spoke not for or against the application. Lawrence expressed various concerns with the road closure.

**Moved by: Councillor Kekkonen**

**Seconded by: Councillor Zulak**

**23-657** **BE IT RESOLVED THAT** the Council of the Corporation of the Township of McKellar does hereby reconvene into regular session at 8:05 p.m.

**Carried**

**Moved by: Councillor Ryeland**

**Seconded by: Councillor Haskim**

**23-658** **WHEREAS** a Public Meeting was held for the proposed Road Allowance Closure on Fox Farm Road as applied for by Andrew Snurnitsin; and

**WHEREAS** the abutting property owners, Rob and Sue Salway have expressed interest by way of a letter addressed to Council, in purchasing 33ft of the 66ft road allowance;

**NOW THEREFORE BE IT RESOLVED THAT** the Council of the Corporation of the Township of McKellar does hereby direct the Deputy Clerk/Planning Assistant to send the Salway's an application for road closure authorized under By-law 2011-24; and

**FURTHER THAT** a report to Council be presented at a future meeting to outline the process and procedure of selling the road allowance to both property owners, before the land is deemed surplus.

**Carried**

**Moved by: Councillor Kekkonen**

**Seconded by: Councillor Zulak**

**23-659** **BE IT RESOLVED THAT** the Council of the Corporation of the Township of McKellar does hereby approve the Minutes of the October 3, 2023 Regular Meeting of Council and the October 13, 2023 Special Meeting of Council, as circulated.

**Carried**

**Moved by: Councillor Haskim**

**Seconded by: Councillor Ryeland**

**23-660** **BE IT RESOLVED THAT** the Council of the Corporation of the Township of McKellar does hereby receive the Minutes of the June 28, 2023 and August 16, 2023 Board of Health meetings; the June 28, 2023 Minutes of the Board of Health Personnel Policy, Labour/Employee Relations Committee and Finance and Property Committee meetings.

**Carried**





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**October 17, 2023**

**Moved by: Councillor Kekkonen**

**Seconded by: Councillor Zulak**

**23-661** **BE IT RESOLVED THAT** the Council of the Corporation of the Township of McKellar does hereby receive the Minutes of the June 26, 2023 and August 28, 2023 meetings of the Parry Sound Area Planning Board.

**Carried**

**Moved by: Councillor Ryeland**

**Seconded by: Councillor Haskim**

**23-662** **BE IT RESOLVED THAT** the Council of the Corporation of the Township of McKellar does hereby receive the Minutes of the May 5, 2023 Spring 2023 meeting and the draft Minutes of the September 29, 2023 Fall 2023 meeting of the District of Parry Sound Municipal Association.

**Carried**

**Moved by: Councillor Zulak**

**Seconded by: Councillor Kekkonen**

**23-663** **BE IT RESOLVED THAT** the Council of the Corporation of the Township of McKellar does hereby receive Report FD-2023-15 Month End Status Updates for September 2023 from Fire Chief, Robert Morrison, for information purposes.

**Carried**

**Moved by: Councillor Haskim**

**Seconded by: Councillor Ryeland**

**23-664** **BE IT RESOLVED THAT** the Council of the Corporation of the Township of McKellar does hereby receive the two quotes for dyed and clear diesel fuel tanks from Parry Sound Fuels and HASSCO Industries Inc; and

**FURTHER THAT** the quotation provided by Parry Sound Fuels be accepted in the amount of \$10,358.00 plus HST of \$1,346.54 for a total of \$11,704.54 for two fuel tanks and (2) metered electric pumps; and

**FURTHER THAT** the Director of Operations will quote fuel prices from area fuel companies to ensure the Township is receiving competitive pricing.

**Carried**

**Moved by: Councillor Zulak**

**Seconded by: Councillor Kekkonen**

**23-665** **WHEREAS** the 2023 Annual Budget (By-law 2023-35) allocated \$15,500.00 to repair and maintenance for the Case Backhoe (Unit 238); and

**WHEREAS** unexpected repair costs have been incurred in the amount of \$23,000.00; and

**WHEREAS** additional costs may be incurred to have the machine in working order;

**NOW THEREFORE BE IT RESOLVED THAT** the Council of the Corporation of the Township of McKellar does hereby direct the Treasurer to transfer \$14,000.00 from the Public Works Vehicle Reserve to Case Backhoe (Unit 238) repair and maintenance general ledger line item to cover costs incurred and other repair costs in 2023; and

**FURTHER THAT** the Treasurer will present an amendment to the Budget at an upcoming meeting.

**Carried**





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Moved by: Councillor Ryeland  
Seconded by: Councillor Haskim

23-666 BE IT RESOLVED THAT the Council of the Corporation of the Township of McKellar does hereby receive the Accounts Payable Preliminary Cheque Run Report for September 2023 from Treasurer, Roshan Kantiya, for information purposes.

Carried

Moved by: Councillor Zulak  
Seconded by: Councillor Kekkonen

23-667 BE IT RESOLVED THAT the Council of the Corporation of the Township of McKellar does hereby receive the Township's Five-Year Capital Plan from Treasurer, Roshan Kantiya, for information purposes.

Carried

Moved by: Councillor Haskim  
Seconded by: Councillor Ryeland

23-668 BE IT RESOLVED THAT the Council of the Corporation of the Township of McKellar does hereby receive Report PW-2023-10 2023 Construction/Maintenance Season from Director of Operations, Greg Gostick, for information purposes.

Carried

Moved by: Councillor Zulak  
Seconded by: Councillor Kekkonen

23-669 BE IT RESOLVED THAT the Council of the Corporation of the Township of McKellar does hereby receive the 5 Year Public Works Construction Plan from Director of Operations, Greg Gostick, for information purposes.

Carried

Treasurer, Roshan Kantiya left the meeting.

Moved by: Councillor Ryeland  
Seconded by: Councillor Haskim

23-670 BE IT RESOLVED THAT the Council of the Corporation of the Township of McKellar does hereby approve a discretionary donation in the amount of \$ [blank] to the Parry Sound Downtown Business Association for the 2024 Maple Syrup Festival.

Deferred

Moved by: Councillor Kekkonen  
Seconded by: Councillor Zulak

23-671 WHEREAS Metroland Media Group has sought bankruptcy protection and will cease the print publication of its weekly community newspapers across Ontario, moving to an online-only model; and

WHEREAS Neil Oliver, Chief Executive Officer and President of Metroland Media Group, said the 71 Metroland community publications will be digital only going forward; and

WHEREAS the *Legislation Act, 2006* provides a definition of "newspaper" which applies to every Ontario Act and Regulation, as in a provision requiring publication, means a document that, (a) is **printed in sheet form**, published at regular intervals of a week or less and circulated to the general public, and (b) consists primarily of news of current events of general interest; ("journal"); and



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**WHEREAS** Ontario Municipalities are required to follow publication and notice requirements for Provincial Acts and Regulations; and

**WHEREAS** communities such as the West Parry Sound Area cannot comply with publication requirements in Provincial Acts and Regulations as the Parry Sound North Star news publication is no longer being printed in sheet form and there are no other local news publications fitting the definition of “newspaper”; and

**WHEREAS** some small, rural, Ontario Municipalities may not have the means to bring an application to the Court to ask for directions and approval of an alternate manner of providing notice;

**NOW THEREFORE BE IT RESOLVED THAT** the Council of the Corporation of the Township of McKellar does hereby request the Provincial government to make an amendment to the *Legislation Act, 2006* to include digital publications as an acceptable means of publication and notice requirements for Provincial Acts and Regulations; and

**FURTHER** request the support of all Ontario Municipalities; and

**FURTHER THAT** this resolution be forwarded to the Minister of Municipal Affairs and Housing, Paul Calandra; Attorney General, Doug Downey; Parry Sound-Muskoka MPP, Graydon Smith; The Association of Ontario Municipalities (AMO); CEO and President of Metroland Media Group, Neil Oliver and all Ontario Municipalities.

**Carried**

**Moved by: Councillor Haskim**

**Seconded by: Councillor Ryeland**

**23-672 BE IT RESOLVED THAT** the Council of the Corporation of the Township of McKellar does hereby appoint the following persons to the respective Township Committees:

Peter Duffey, Lake Stewardship & Environmental Committee;

Rick Speers, Lake Stewardship & Environmental Committee; and

Jeanette Clements, Historical Committee.

**Carried**

**Moved by: Councillor Zulak**

**Seconded by: Councillor Kekkonen**

**23-673 BE IT RESOLVED THAT** the Council of the Corporation of the Township of McKellar does hereby receive the email addressed to Mayor David Moore from Parry Sound-Muskoka MPP Graydon Smith dated October 11, 2023; asking Municipalities serviced under the Septic Approval Authority of the North Bay Mattawa Conservation Authority if they would like to remain status quo or if they wish to be removed; and

**FURTHER THAT** the Chief Building Official does support in principle septic approvals being under the Township’s jurisdiction and will provide a detailed report to Council at a future meeting outlining the proposed operational changes, financial implications and improved service delivery that would occur in the Township’s Building Department with ability to provide septic approval services.

**Carried**



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**Moved by: Councillor Ryeland**

**Seconded by: Councillor Haskim**

**23-674** **BE IT RESOLVED THAT** the Council of the Corporation of the Township of McKellar does hereby receive the consent agenda for correspondence.

**Carried**

**QUESTION/COMMENT PERIOD (RELATED TO ITEMS ON THE AGENDA)**

There were no questions from the in-person audience or via Zoom.

**Moved by: Councillor Zulak**

**Seconded by: Councillor Kekkonen**

**23-675** **BE IT RESOLVED THAT** the Council of the Corporation of the Township of McKellar does hereby give By-law No. 2023-72, Being a By-law to Confirm the Proceedings of Council, a First and Second reading;

**And further Read a Third time and Passed** in Open Council this 17<sup>th</sup> day of October, 2023.

**Carried**

**Moved by: Councillor Haskim**

**Seconded by: Councillor Ryeland**

**23-676** **BE IT RESOLVED THAT** the Council of the Corporation of the Township of McKellar adjourn this meeting at 9:54 p.m. to meet again on November 7, 2023; or at the call of the Mayor.

**Carried**

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David Moore, Mayor

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Ina Watkinson, Clerk/Administrator



# Township of McKellar Report to Council

**Prepared for:** Mayor & Council

**Department:** Planning

**Date:** November 7, 2023

**Report No:** PLN-2023-05

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**Subject:** Fox Farm Road Allowance Closure (Snurnitsin/ Salway)

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## Recommendation:

That the Council of the Corporation of the Township of McKellar does hereby receive this report for information.

## Background:

A public meeting was held on October 17, 2023 in regards to the road allowance closure application applied for by Andrew Snurnitsin. Correspondence from Rob & Sue Salway was received where they expressed interest in purchasing 33 feet of the 66 foot road allowance as the abutting property owner.

At the public meeting, Leslie Chester, President of the Fox Farm Road Association spoke on behalf of the 25 members who built the road 15 years ago. Leslie expressed several concerns to Council regarding the closure of the road allowance. Most notably, referencing the Township's Official Plan where Section 7.09 states the policy to preserve existing access points to recreational waterbodies wherever possible so long as there are no adverse environmental or social impacts.

## Analysis:

The applicant mentioned at the public meeting that if the road allowance were to be divided between the two abutting land owners, it would not necessarily be done so straight down the middle. The applicant alluded to the road allowance being divided west and east, opposed to north and south.

Next steps for the application are as follows:

- 1) After comments were heard at the public meeting, Council must determine whether the land will be deemed surplus.
  - (i) If the lands are not deemed surplus and Council wishes to retain the road allowance, the application will be denied and the applicant will receive their deposit back. The applicant may argue the non-refundable administrative

fee be refunded, that is at Council's discretion whether that request be fulfilled.

- (ii) If the lands are deemed surplus, the application will proceed and road allowance closure procedures will occur, as outlined below.
- 2) As there are two potential purchasers of the property, the division of the road allowance must be mutually agreed upon by the applicant and prospective purchaser. The two parties must notify the Township, **in writing**, how they have mutually agreed upon how the land is to be divided. Clear direction must be provided to Township staff as the Township will be retaining the surveyor.
    - (i) If the prospective purchaser does not follow through with the purchase of 50% of the road allowance, then the applicant shall purchase 100%.
  - 3) The Township will retain a surveyor to prepare a draft reference plan, that will be deposited into the Land Registry Office. After the plan is deposited, staff will draft the notice to Stop Up, Close and Sell the road allowance and give notice to utilities. The Township will order an appraisal and Council will determine the consideration amount for the entire property.
  - 4) Once the By-law has been passed, the By-law will be sent to the Township's Solicitor for registration. All costs are to be borne by the purchaser(s) of the road allowance. The Township's legal fees for the registration will be divided 50/50 between the two purchasers.

The Township will retain professionals to executive the road allowance closure including, but not limited to, surveyor, appraiser, solicitor, etc. The Township will pay for these services up front and send the total cost to the Township's Solicitor. During registration of the land(s), the Solicitor will notify the purchaser(s) of the road. In the event that Rob and Sue Salway do not wish to purchase 50% of the road allowance, the applicant, Andrew Snurnitsin, will be responsible for 100% of the cost.

#### **Financial:**

Expenses incurred through professional services will be calculated and forwarded to the Township's Solicitor. Expenses are documented and collected as part of the land transaction. The Township's legal fees and the consideration for the land will be split 50/50. The Township's Solicitor will notify the purchaser(s)' Solicitor of the total amount owing to the Township when registration occurs.

Road closure applications are to be at no cost to the Municipality, unless for circumstances under Section 66 of the *Municipal Act, 2001*, as amended. Applicants sign to bear the entire cost of the application. Overall costs of the process cannot be accurately determined prior to the process of the road closure. The Township does need to incur expenses to determine how much the land is worth. In the event that the applicant does not wish to continue with the purchase, they are responsible for the costs the Township has incurred to date.

**Policies Affecting Proposal:**

By-law 2011-24 – Being a By-law to Establish Procedures Governing the Sale of Real Property Owned by the Municipality

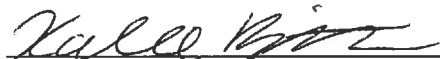
By-law 2012-04 – Being a By-law to Amend By-law 2011-24

**Conclusion:**

Council may choose to not deem the land surplus and deny the application, for any such reason. It is not mandatory for Municipalities to sell road allowances where applications are received.

In the event Council deems the land surplus, the above processes have been clearly defined to guide staff, the applicant and the potential purchasers. Resolution No. 23-658 passed at the October 17, 2023 directed staff to send Rob & Sue Salway an application for the road allowance closure. After further consideration, it is recommended that the Salway's do not complete an application as they are not the applicant, but a potential purchaser as an abutting land owner. The applicant signed that he must bear the entire cost of the application. With an additional purchaser, costs will not change. During the registration process, costs will be equally divided between the purchasers by the Township's Solicitor.

**Respectfully submitted by:**



Karlee Britton  
Deputy Clerk/Planning Assistant

**Reviewed by:**



Ina Watkinson  
Clerk/Administrator

**Attachments:** None.

**From:** Leslie Chester

**Subject:** Fwd: FFREA opposition to 15.2 PLN-2023-03 Revised (Snurnitsin) Road Allowance Closure Support in Principle

**Date:** October 23, 2023 at 7:46:04 PM EDT

Dear Mayor Moore and Members of Council

Further to the Open Meeting held on Tuesday October 17th 2023 FFREA opposition to 15.2 PLN-2023-03 Revised (Snurnitsin) Road Allowance regarding the sale of Township Road Allowance, I am resending my earlier correspondence with you all in case it got buried, and am now presenting it as **Correspondence for Consideration**.

I would like to make some additional points, which I urge you to consider carefully.

I would also like to share our appreciation for the careful and thoughtful approach you are taking to this matter.

### **1. McKellar Official plan guidelines**

It is clear from this excerpt from the Official Plan that severing or selling road allowances that lead to waterbodies goes against the plan guidelines.

Selling a portion of the road allowance would clearly contravene this as the road allowance connects to both the water and the river.

Specifically:

The original Road Allowance that Fox Farm Road is located on or is adjacent to is between Lots 25 & 26, Con's 9 & 10. This Road Allowance abuts a 66' Original Road Allowance between Con's 8 & 9 that leads to water at both ends & therefore Section 7.09 of the O. P. applies to both Road Allowances.

#### **7.09 Access to Lakes**

7.09.1 There are limited opportunities for the public to access the various recreational waterbodies. Many of the smaller lakes do not have any public access points and are essentially "land locked". It will be the continued policy of this Plan to preserve existing access points to recreational waterbodies wherever possible so long as there are no adverse environmental or social impacts.

### **2. Safety and Insurance Premiums**

As I mentioned in the meeting to you all, I have grave concerns over the safety risks that would be raised by building a dwelling on the rocks above the road and the cut through.

There are many boulders in the area which could easily become dislodged if blasting were required for a septic or foundations.

We take the safety of all those who use our private road very seriously. As such:

1. We have just engaged a tree management company recommended by Greg Gostick to remove high risk branches and dead trees from the area. This was commissioned at great expense to the Members of the FFRE association



2. We frequently rub the washboarding in the cut-through to reduce the need for excessive acceleration.

As you all know from your visits to the site, this is a steep hill on a bend. This would become a safety hazard to access the waterfront especially for children.

The waterfront itself is not an easy or safe spot to access. See additional photos below.

These risks would inevitably increase the risk of accidents and drive up our Insurance premiums. Is the township willing to cover these costs for us?





### **3. Hydro and Water**

It is also a concern for the users of the road that new water and hydro lines would need to be safely channeled across the road and this would need to be approved by the road association and approved by the Building department.

### **4. Survey and Medallion / Monument**

It is my understanding that “water access” for this parcel of land is in dispute by both neighbours: Rubins and Kruppe

Specifically the existing survey was completed after our Private Road was built by Bob Hawkins when he was at LU Maughan. The problem is that the markings from the previous survey were not resurrected. Specifically, the issue is that the survey medallion has been buried by boulders during the road build and should be located to ensure this matter is resolved once and for all.

I have grave concerns that this property will continue to be sold and resold as Water Access property, when really it is not as you can see.

The Map does a poor job of clarifying this and realtors will likely continue to misrepresent this.

So Mr Mayor and Councillors, I trust that you will consider these points carefully and note that I am representing all 25 members of our road association and current tax payers to Mckellar Council.

In short we urge you under no circumstances to sell a portion of this road allowance, now or in the future.

Thank you for your consideration  
Leslie Chester  
President Fox Farm Road Association



TOWNSHIP OF MCKELLAR  
RECREATION COMMITTEE – MINUTES

SEPTEMBER 28, 2023, 3:30 p.m.  
McKellar Community Centre

PRESENT: Joyce Hopkins, Mel Hammond, Morley Haskim, Dinah Ryeland Brown,  
Phil Jefkins , Terry Lacey, Chris Bishop. REGRETS: Linda Fillion, Rick Brear, Judy Ryeland

CALLED TO ORDER: 3:35 p.m.

APPROVAL OF THE MINUTES: Moved by Dinah Ryeland Brown and seconded by Mel Hammond that the Recreation Committee of the Township of McKellar does hereby accept the minutes of the June 22, 2023, meeting. Motion Carried (23-30).

APPROVAL OF THE AGENDA: Moved by Phil Jefkins and seconded by Chris Bishop that the Recreation Committee of the Township of McKellar does hereby accept the agenda for the Sept. 28, 2023, meeting. Motion Carried (23-31).

DECLARATION OF CONFLICT OF INTEREST: None

VISITORS: Helen Kohl – Yoga. Helen informed the Committee that she would be interested in teaching Yoga classes in the Community Centre. The Committee and Helen discussed some particulars of a Yoga Program. The Committee thanked Helen for attending and this matter will be discussed later in the meeting.

CORRESPONDENCE RECEIVED: A thank you was received from Whispering Wind Orchestra for helping with a stage set-up at Minerva Park.

REPORTS OF MEMBERS:

1. Outdoor Pickleball: Members of the Committee reported that this activity is going very good with all four courts being used to full capacity. New balls will be purchased.
2. Kids T-Ball: A year end Barbecue was held for this activity. At the Barbecue, Rick reported that this program went well and will continue again next year.
3. Ribfest: The Committee enjoyed having a booth at this event and will attend again next year.
4. 150 Grand Celebration: The Committee looked after the kids' zone at this July 29<sup>th</sup> event.
5. Murder Mystery: This August 19<sup>th</sup> event was a success even with the date changed to a Friday.
6. Fall Fair: The Committee looked after the kids' zone at this annual event. The Committee is hopeful that an extra charge will not be required next year when kids use the inflatables.
7. Movie Night: Approximately 30 people attended the September 15<sup>th</sup> Movie Night.

SEE PAGE 2

NEW BUSINESS:

1. Badminton: This annual activity will start up again on October 11 and be held every Monday and Wednesday 7:00-9:00 p.m. Mark Davidson and Colleen Moore will look after this activity.
2. Gentle Exercise and Walking Classes. Approximately 15 attended the start-up of this Monday and Wednesday 10:30 a.m. activity.
3. Indoor Pickleball: Outdoor Pickleball may move inside the Community Centre after Thanksgiving. Phil will see if Tuesdays 9:00-12:00 a.m. and Fridays 12:30-3:30 p.m. are available.
4. Movie Nights: Future dates for this activity are Sept. 29, Oct. 20, Nov. 3, Nov. 17, Dec. 1 and Dec. 15.
5. Halloween: The Committee will have the Trick or Trunk on Saturday, Oct. 28, 5:30-7:30 p.m. Goodie bags to be made up at our next meeting.
6. Rec. Comm. Banner: The Committee discussed the possibility of ordering a new banner for events and felt that a banner should be ordered.
7. Expense Claim Sheets: The Committee had a discussion on the requirements when filling out this form for being re-imbursed for eligible expenses. Budgeted items under \$300.00 shall use resolution number 23-17 for the balance of this year.
8. Christmas Crafts and Movie: This event will be held on Friday, Dec. 15, 5:30-7:00 p.m. There are presents in stock, but we will need five dozen cookies.

MOTIONS ARISING FROM NEW BUSINESS: Moved by Dinah Ryeland Brown and seconded by Mel Hammond that the Recreation Committee of the Township of McKellar does hereby purchase a new banner to be used at events. Motion Carried (23- 32).

Moved by Dinah Ryeland Brown and seconded by Phil jefkins that the Recreation Committee of the Township of McKellar does hereby recommend that Helen Kohl work with Staff to have Yoga Classes for a six-week period in October and November 2023. Motion Carried (23-33).

NEXT MEETING: October 26, 2023, 3:30 p.m. or at the call of the chairperson.

ADJOURNMENT: Moved by Mel Hammond and seconded by Terry Lacey that the Recreation Committee of the Township of McKellar does hereby adjourn at 5:02 p.m. Motion Carried (23-34).

**District of Parry Sound West (Belvedere Heights)**  
**Board of Management Meeting**  
**Wednesday, July 17, 2023**  
**10:00 a.m.**  
**via Zoom**

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**Directors Present** (voting): Joe Beleskey  
Paul Borneman, Vice Chair  
Don Carmichael, Secretary/Treasurer  
Art Coles, Chair  
Cheryl Ward  
Pamela Wing  
Debbie Zulak

**Director Regrets:**

**Guests Attending** (non voting): Gail Finnon

**Guest Regrets:**

**Advisory Member Attending** (non voting):

**Advisory Member Regrets:**

**Staff Attending** (non voting): Kami Johnson, Administrator  
Linda Taylor, Community Support Services

**Staff Regrets:**

**Specially Invited** (non voting): Donald Sanderson, West Parry Sound Health Centre  
Heidi Stephenson, West Parry Sound Health Centre

**1.0 Call to Order:** The Board Chair called the meeting to order.

**2.0 Confirmation of Quorum:** A quorum was achieved.

**3.0 Conflict of Interest:** No conflicts were declared.

**4.0 Community Support Services**

A short briefing was provided by L. Taylor about recent grant received from Employment Social Development Canada/ Seniors Connect. The Grant is for approximately \$466 K over 2 years. The purpose of the grant is to bring Community Support Services (CSS) into the community and the grant is to be used for an Accessible Vehicle and a Home Maintenance program. A Navigator for the Home Maintenance Program will be hired. L. Taylor expressed concern that accessible vehicles in the future will be modifications of high-end vehicles and not affordable for the funds provided by the grant. Linda has been collecting availability and quotes from

various dealers that can provide such a vehicle, and she believes if she were to wait for the first cash flow in October 2023, the availability of these vehicles would be in question and the purchase would likely be in jeopardy.

The ask was that the Belvedere Heights operations account provide the bridge financing required to go ahead with the purchase and that CSS repay Belvedere Heights upon receipt of the first installment of grant funds in October 2023.

**#BH-66/23**

Moved by D. Carmichael, seconded by C. Ward that the Belvedere Heights Board approves the purchase of an accessible vehicle up to \$95,000 to be funded by the Employment Social Development Canada/ Seniors Connect grant 1877847 received by Community Support Services.

Carried.

**#BH-67/23**

Moved by C. Ward, seconded by D. Carmichael that the Belvedere Heights Board provide bridge financing of up to \$95,000 for Community and Support Services to acquire the accessible van for the Employment Social Development Canada/ Seniors Connect grant. To be repaid by CSS upon the receipt of their first installment of the grant in October 2023, and subject to the confirmation that the funders of the grant will allow the advance purchase of the vehicle to take place.

Carried.

**5.0 Life Lease – Line of Credit**

A brief update was given by D. Carmichael on his discussion with TD bank possibly providing a line of credit for Life Lease purchases. Don will work with TD to provide a term sheet to answer 1) will they provide Belvedere with the monies and 2) what are the terms.

**6.0 Conclusion of Meeting – 10:45 a.m.**

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Art Coles, Chair



**District of Parry Sound West (Belvedere Heights)  
Board of Management Meeting  
Wednesday, August 28, 2023  
9:00 a.m.  
via Zoom**

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**Directors Present (voting):** Joe Beleskey  
Paul Borneman, Acting Chair  
Don Carmichael, Secretary/Treasurer  
Cheryl Ward  
Pamela Wing  
Debbie Zulak

**Director Regrets:** Art Coles, Chair

**Guests Attending (non voting):** Gail Finnson

**Guest Regrets:**

**Advisory Member Attending (non voting):** Lynne Gregory

**Advisory Member Regrets:**

**Staff Attending (non voting):**

**Staff Regrets:**

**Specially Invited (non voting):** Jim Hanna, West Parry Sound Health Centre  
Nicole Murphy, West Parry Sound Health Centre  
Donald Sanderson, West Parry Sound Health Centre  
Heidi Stephenson, West Parry Sound Health Centre

**1.0 Call to Order:** The Board Chair called the meeting to order at 9:00 a.m.

**2.0 Confirmation of Quorum:** A quorum was achieved.

**3.0 Conflict of Interest:** No conflicts were declared.

**4.0 Approval of Agenda**

**#BH-68/23**

Moved by C. Ward, seconded by D. Carmichael that the single agenda item take place in-camera.  
Carried.

It was agreed that non-voting members, L. Gregory and G. Finnon, remain in the meeting. West Parry Sound Health Centre staff also remained in the meeting.

**#BH-69/23**

Moved by J. Beleskey, seconded by D. Carmichael that the Board of Management accepts the agenda as amended in accordance with the above.

Carried.

**5.0 TD Commercial Banking Presentation**

**#BH-70/23**

Moved by C. Ward, seconded by P. Wing that the meeting move in-camera – 9:06 a.m.

Carried.

T. Catallo presented a financing proposal to the Board for the purchase of Life Lease units.

**#BH-71/23**

Moved by C. Ward, seconded by D. Zulak that the meeting move ex-camera – 10:13 a.m.

Carried.

**#BH-72/23**

Moved by P. Wing, seconded by D. Zulak that the Board recommends to municipalities the acceptance of the TD Commercial financing proposal, as presented today, and that individual in-camera deputations to Mayors and Council be scheduled following the September 21, 2023, meeting with CAOs.

Carried.

**6.0 Conclusion of Meeting – the meeting concluded.**

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P. Borneman, Acting Chair

**District of Parry Sound West (Belvedere Heights)**  
**Board of Management Meeting**  
**Wednesday, September 27, 2023**  
**via Zoom**

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**Directors Present** (voting): Joe Beleskey  
Paul Borneman, Acting Chair  
Don Carmichael, Secretary/Treasurer  
Cheryl Ward  
Pamela Wing  
Debbie Zulak

**Director Regrets:**

**Guests Attending** (non voting): Gail Finnon

**Guest Regrets:**

**Advisory Member Attending** (non voting): Lynne Gregory

**Advisory Member Regrets:**

**Staff Attending** (non voting): Kami Johnson, Administrator

**Staff Regrets:**

**Specially Invited** (non voting): Nicole Murphy, West Parry Sound Health Centre  
Donald Sanderson, West Parry Sound Health Centre  
Heidi Stephenson, West Parry Sound Health Centre

**Municipal Representatives Attending:** D. Robinson, Municipal of McDougall  
D. Moore, Township of McKellar

**1.0 Call to Order:** The Board Chair called the meeting to order at 9:04 a.m.

**2.0 Confirmation of Quorum:** A quorum was achieved.

**3.0 Conflict of Interest:** No conflicts were declared.

**4.0 Approval of Agenda:**

**#BH-73/23**

Moved by J. Beleskey, seconded by D. Carmichael that be it resolved that the Board of Management accepts the agenda, as amended: interim Chair and Vice Chair will be moved to 13b.

Carried.

## 5.0 **Voice of the Resident:**

B.J. Peltamacki was not able to attend the meeting to present.

K. Johnson presented information regarding the summer activities that took place for residents at Belvedere Heights. These activities were able to be scheduled due to the enhanced hours that were funded.

## 6.0 **Approval of Minutes:**

#BH-74/23

Moved by C. Ward, seconded by D. Carmichael that be it resolved that the minutes of the Board of Management meeting held June 28, 2023, and August 28, 2023, be approved.

Carried.

## 7.0 **Matters Arising:**

a) AdvantAge Ontario Program Membership

Board members reported that they are impressed with the education offerings by AdvantAge and are learning a lot.

## 8.0 **New Business:**

8.1 **Investing in Canada's Infrastructure Grant**

J. Vanderhorst reported that Belvedere Heights was successful in their \$360,000 funding application that will allow for improvements in the building. Enhancements are currently being made to the air system. This is providing a major upgrade in control for staff and comfort for the residents. J. Vanderhorst was commended for his efforts.

8.2 **Annual Information Meeting**

In accordance with Article 14 in the by-laws, the Annual Information Meeting of the Corporation shall be held at the head office of the Corporation between the first day of April and the first day of October. It was recognized that it was not possible for a meeting to take place prior to October 1<sup>st</sup>.

It was determined that the meeting will be held on November 2, 2023, at 7:00 p.m. It was hoped that the meeting could be a hybrid style in which residents could attend at Belvedere Heights and others via Zoom.

H. Stephenson and K. Johnston will investigate the technology to see if this is feasible.

Referred to K. Johnsons and H. Stephenson

A notice of meeting will be sent to municipalities for them to post on their websites. K. Johnson and D. Sanderson will discuss further off-line. J. Fargher Lee of WPSHC will assist with posting information on social media.

Referred to K. Johnson and D. Sanderson

At the meeting on November 2<sup>nd</sup>, next years AIM date will be determined to ensure that the Board in in compliance with their by-laws.

The Board requested that the Governance and Partnership Committee review article 14.0 of the by-laws to determine whether it requires updating.

Referred to the Governance and Partnership Committee

Moving forward, Belvedere Heights Board minutes will be sent to all municipalities.

Referred to N. Murphy

## **9.0 Committee Reports:**

### **9.1 Finance Committee – September 26, 2023**

It was noted that the Finance Committee meeting held on September 26<sup>th</sup> was inquorate. H. Stephenson provided highlights of the financials. There are four months remaining in the fiscal year.

D. Sanderson, H. Stephenson and D. Carmichael attended a CAO meeting on September 21<sup>st</sup> which was an important information sharing meeting.

#### **#BH-75/23**

Moved by D. Carmichael, seconded by C. Ward that J. Beleskey will sit on the Finance Committee for the ensuing year.

Carried.

Referred to M. Martin

### **9.2 Governance and Partnerships Committee – September 13, 2023**

#### **#BH-76/23**

Moved by D. Zulak, seconded by C. Ward that the minutes of the Governance and Partnerships meeting held September 13, 2023, be received.

Carried.

D. Carmichael will contact the Municipality of McMurrich/Monteith to schedule a deputation.

Referred to D. Carmichael

G. Finnsen joined the meeting – 9:52 a.m.

### **9.3 Long Term Care Ad-hoc Advisory Committee**

The Long Term Ad-Hoc Advisory Committee has not met since June 6, 2023. A new Chair will be appointed at the next scheduled meeting.

It was reported that the Ministry hired HK Strategies to investigate facts surrounding organizations that have not moved forward with the development of awarded beds. Belvedere Heights received approval for the development of 24 beds on their site in 2021. A call took place with the 3<sup>rd</sup> party and the acting Board Chair and WPSHC representatives on September 18<sup>th</sup>. It was an opportunity to explain the circumstances surrounding development and long term care in the Parry Sound area.

It was suggested that another letter be sent to the Ministry of Long Term Care in the near future that includes municipal support. This will be discussed further at the next Board meeting. In the meantime, D. Sanderson, J.

Hanna and J. Fargher Lee will meet with P. Wing and G. Finnson to discuss a plan to advocate with the appropriate parties to advance the long term care development.

## **10.0 Standing Items:**

10.1 Fixing Long-Term Care Act, 2021 – this item was deferred to the next meeting.

## **11.0 Reports:**

### **11.1 Board Chair Report**

The Board congratulated the Administrator and staff on their on-going efforts and events that took place with residents over the summer. It was confirmed that Belvedere Heights is exuding a positive vibe and has many happy residents.

### **11.2 Administrator's Report**

The Administrator reported that the 3<sup>rd</sup> annual Spirit Awards took place on September 8<sup>th</sup>. P. Winger was in attendance.

A Continuous Quality Improvement (CQI) meeting took place on September 18, 2023. Significant feedback was collected from residents. Much of the feedback was surrounding pleasurable dining experiences which is being addressed by staff.

A mock evacuation is being planned for October 12<sup>th</sup>. An update will be provided at the October Board meeting.

The Ministry of Long Term Care was at Belvedere Heights in-person on September 5<sup>th</sup>. There were no unmet needs found. Two written notifications were given for 1) late reporting and 2) plan of care. These are being addressed.

Funding for 'Local Priorities' was approved in the amount of \$150,000.

**12.0 Pending:** none

## **13.0 Correspondence:**

A. Coles resignation letter as of August 31, 2023, was received.

### **#BH-77/23**

Moved by C. Ward, seconded by D. Zulak that A. Coles resignation be accepted.

Carried.

A thank you note will be sent to A. Coles.

Referred to J. Hanna

D. Moore exited the meeting – 10:24 a.m.

#### **14.0 In-Camera:**

##### **#BH-78/23**

Moved by D. Carmichael, seconded by P. Borneman that the meeting move in-camera – 10:24 a.m.  
Carried.

##### **#BH-79/23**

Moved by C. Ward, seconded by P. Wing that the meeting move ex-camera – 10:53 a.m.  
Carried.

##### **#BH-80/23**

Moved by C. Ward, seconded by D. Carmichael that the meeting move in-camera – 10:55 a.m.  
Carried.

##### **#BH-81/23**

Moved by C. Ward, seconded by J. Beleskey that the meeting move ex-camera – 11:07 a.m.  
Carried.

##### **#BH-82/23**

Moved by C. Ward, seconded by D. Carmichael that the Administrator is directed to proceed and appropriately handle the Life Lease rental complaint.

Carried.

Referred to K. Johnson

#### **15.0 Election of Chair**

Due to the fact that A. Coles resigned from the Board of Belvedere Heights prior to his term ending, it was required that a new Board Chair be elected.

K. Johnson took over as Chair of the meeting – 11:09 a.m.

##### **#BH-83/23**

Moved by P. Borneman, seconded by D. Zulak nominating P. Wing.

P. Wing agreed to let her name stand.

Any other nominations were requested x 3.

Moved by J. Beleskey, seconded by C. Ward that nominations be closed.

A recorded vote was requested.

P. Borneman – yea

C. Ward – yea

D. Carmichael – yea

D. Zulak – yea



J. Beleskey – yea.

Carried.

P. Wing was congratulated on her appointment for the ensuing year.

P. Borneman will remain as Vice Chair

**16.0 Conclusion of Meeting:**

**#BH-84/23**

Moved by P. Wing, seconded by D. Carmichael that there being no further business to conduct, the meeting concluded at 11:12 a.m.

Carried.

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P. Borneman, Chair

**Township of McKellar Public Library Board Meeting Minutes**

**September 25, 2023 @ 10:00 a.m. at Library**

**1. Welcome and roll call:**

The meeting was called to order at 10:00 a.m.

**PRESENT:** Debbie Woods (Chair), Dianne Thompson (Vice-Chair),  
Terri Short (CEO/Librarian/Treasurer), Lynne Aylsworth (Secretary),  
Jeanette Clements, Debbie Zulak (Council)

**REGRETS:** NONE

**We have quorum for this meeting.**

**2. “The Respect and Acknowledgement of Lands” was read.**

*“In the spirit of reconciliation and co-operation, we wish to acknowledge that the land on which we gather is the traditional territory of the Anishinaabe and Mississauga people. Its boundaries fall within the Robinson-Huron Treaty of 1850 and the Williams Treaty of 1923. We are grateful to live here and we thank all the generations of people who have taken care of this land for thousands of years.*

*To honour the suffering of Indigenous people and the love and wisdom they have carried for thousands of years, we pledge to work in community and harmony with each other and the environment we inhabit and work towards Truth and Reconciliation.”*

**3. Declaration of any Conflicts of Interest: NONE**

**4. Approval of the Agenda:**

**Motion #2023:113**

That we the Township of McKellar Public Library Board move to accept the September 25, 2023 Agenda as circulated to all members prior to our meeting.

**Moved by Dianne Thompson, Seconded by Debbie Zulak**

**Carried**

**5. Librarian’s Remarks/questions:**

The Librarian’s Report was circulated to all board members prior to the meeting. In addition, the CEO advised that the McKellar Corner Libraries have been installed and are working well. The Library is need of children’s books. We were also provided with an update on all book sales and other financial matters.

**6. Council's Remarks/questions:**

The Library Board Council representative shared updates from the Township on expanded connectivity.

**7. Approval of the Consent Agenda:**

**Motion #2023:114**

That we the Township of McKellar Public Library Board move to accept the Consent Agenda, as circulated to all members prior to our meeting.

**Moved by Lynne Aylsworth, Seconded by Jeanette Clements** **Carried**

**8. Business Arising from Minutes:**

**a. Review Action Items:**

We reviewed the Action Item List to confirm which actions have been completed. Any new action items from today's meeting will be added and an updated list will be sent out to all board members.

The library board agreed to change the meeting time to evening hours from 7:00 p.m. until 9:00 p.m. in order to accommodate any board members that cannot make it during the daytime. In addition, meetings from November up to and including March will be held via zoom and commencing in April, the meetings will be held in person at the Library.

**Motion #2023:115**

That we the Township of McKellar Public Library Board move to change our meeting hours from daytime to the evening from 7:00 p.m. until 9:00 p.m. on a trial basis to be revisited in June, 2024.

**Moved by Debbie Zulak Seconded by Lynne Aylsworth** **Carried**

**b. Other:**

There is no other business arising from the Minutes.

**9. Business:**

**a. Sesquicentennial Report:**

The Sesquicentennial Report was circulated to all board members prior to the meeting with recent achievements discussed by the group.

Visit [mckellar150.com](http://mckellar150.com) and McKellar 150 Facebook for upcoming events each month until the end of the year.

**b. Monitoring the progress of our Strategic Plan:**

**i. L.E.A.F. Grant and buy-in from staff and public:**

We are hoping to have our grant application submitted by October 9, 2023 in order to give the community time to support our project.

**ii. Building plans, quote:**

We are waiting for quotes for construction/carpentry and electrical work in order to renovate/revitalize the Library which will be included in our grant application.

**Motion #2023:116**

That we the Township of McKellar Public Library Board move to extend this meeting until 12:30 p.m..

*Moved by Lynne Aylsworth Seconded by Jeanette Clements*

*Carried*

**c. Policy Review/Update: HR-09 and OP-18**

**Policy HR-09 – Health and Safety**

A few changes were made to the wording to coincide with the size of our library and number of staff. There are no other changes. The “date of last review” will also be updated.

**Motion #2023:117**

That we the Township of McKellar Public Library Board move to accept the changes to “Policy HR-09 – Health and Safety” as discussed.

*Moved by Dianne Thompson Seconded by Jeanette Clements*

*Carried*

**Policy OP-18 – Purchasing**

A few grammatical and financial revisions were made to the section regarding obtaining written quotes contained in the said Policy. The “date of last review” will also be updated.

**Motion #2023:118**

That we the Township of McKellar Public Library Board move to accept the changes to “Policy OP-18 - Purchasing” as discussed.

*Moved by Dianne Thompson Seconded by Debbie Zulak*

*Carried*

**d. Report on Board Members’ Advocacy activities:**

The Library is looking to recruit new board members. Our meetings are held on the last Monday of every month at the Library.

Our new meeting times are 7:00 p.m. until 9:00 p.m. and from November until March via zoom and from April until October in person at the Library.

We have all been letting the community know what our Library has to offer and what plans we have for the future.

If anyone wishes to visit the Evelyn Watkins Moore Heritage Museum, an appointment can be arranged by contacting:

Joyce Hopkins by phone at 705-389-2228 or email [joyphopkins@gmail.com](mailto:joyphopkins@gmail.com)".

**a. Other Business:**

The library is accepting donations of games and puzzles to be lent out to patrons.

**10. Announcements**

Our Chair will be away on October 21, 2023.

**11. Next Meeting:** Monday, October 30, 2023 at 7:00 p.m. at the Library..

**12. Adjournment:**

**Motion #2023:119**

That we the Township of McKellar Public Library Board move to adjourn this meeting at 12:20 p.m..

**Moved by Jeanette Clements**

**Carried**



Debbie Woods, Chair

Date Signed:

Oct. 30, 2023

Date Approved:

Oct. 30, 2023



Lynne Aylsworth, Secretary

Date Signed: October 30, 2023



# McKellar Township Report to Council

**Prepared for:** Mayor and Council

**Department:** Building Department

**Agenda Date:** November 7, 2023

**Report No:** BP23-02

**Subject:** Municipal enforcement of on-site sewage systems

## Background:

It has recently been brought to municipalities that currently do not have jurisdiction to enforce on-site sewage systems, whether or not they have interest in taking over the role on enforcement of on-site sewage systems within their own municipality. While not a simple task, below is an outline of what this would entail, where it currently stands regarding enforcement by North Bay Mattawa Conservation Authority and possible ways to proceed with taking over this role of enforcement.

Currently, enforcement of on-site sewage systems is done by North Bay Mattawa Conservation Authority. This creates a two window requirement when applying for a permit to construct a new dwelling or addition to an existing dwelling. The applicant must contact NBMCA in order to obtain a septic permit prior to the issuance of a building permit for a new single detached dwelling. If the Township were to take over this responsibility, the applicant would only need to consult the Township in order to obtain a permit for the sewage system, as well as the permit for the dwelling, creating less confusion and delays.

North Bay Mattawa Conservation Authority used to provide copies of all septic permits and notices of completion whenever they were issued. For the last approximately 2 years, North Bay Mattawa Conservation Authority has been withholding all permits from the Township. They now only provide a copy of the septic permit to the owner. This causes more delays in permitting due to the owner, contractor or applicant needing to send copies to the municipality. NBMCA decided to withhold all permits from the Township when they asked the Chief Building Official not to provide copies of the septic permit on file at the Township to owners of the property because they charge a fee to provide this service. It was discussed with the CBO of NBMCA that it was illegal to withhold public information from the owners, and as a result, NBMCA said they would no longer provide any copies to the Township, which again causes delays in permitting.

Providing owners and applicants the opportunity to have a one window stop for septic permits, as well as building permits would be beneficial and have less delays for people wanting to obtain permits and less delays when closing permits.

Over the past 3 years, there have been an average of approximately 35 permits issued in McKellar Township for new class 4 septic systems. The current rates for septic permits from NBMCA are \$960.00 for less than 3000L/day flow and \$1,100.00 for more than 3000L/day flow. This would create an approximate revenue for the Township of \$35,000.00 annually to help offset the cost of enforcement. This does not include other cost recovery methods such as permits for tank replacements, septic demolition permits, file reviews, septic clearance requests etc. Included in this report as Schedule 'A' is the current fee schedule from North Bay Mattawa Conservation Authority, which provides more detail on fees, which may be charged in order to help recoup the cost of enforcement.

Although it may seem like an easy approach to simply take over enforcement of on-site sewage systems, there is much to consider such as training, personnel, knowledge and time. Simply downloading the enforcement to the CBO without help is not feasible.

There may be options Council and Mayor wish to consider if they decide to investigate this matter further. Below are some options:

1. The hiring of a second inspector for the Township of McKellar. This option could be considered with the following benefits. A second inspector, while only having to be responsible for issuance of approximately 35 permits a year for new Class 4 systems, would also have the responsibility for all other reviews and issuance of Class 2, Class 3 permits, files reviews, clearance requirements for new buildings, and any other septic issues which are shown in the fee Schedule attached as Schedule 'A'.

The Township may also be able to implement a septic re-inspection program that would be the responsibility of the second inspector for the Township. Some septic re-inspection programs operate on a small cost recovery basis which can also help offset the cost of operation and enforcement.

Simply with the cost recovery of septic permits being issued along with any additional fees set out in the attached fee schedule, the small cost recovery abilities of the septic re-inspection program, the Township would be able to off-set the costs required to hire a second inspector. A second inspector could also be trained in other aspects of the Ontario Building Code and would be able to cover inspectors in the absence of the CBO or provide aid on busy summer days.

It should also be noted that the current building department has operated over the past 4 years as revenue neutral. There has been no cost from ratepayers to operate the building department. All indirect and direct costs of operation have come from building permit fees alone

2. A second option would be to discuss a joint services agreement with a neighboring municipality such as McDougall. McDougall Township has also expressed interest in taking over enforcement of on-site sewage systems. Similar to option 1, if a joint services agreement with McDougall were to take place, the inspector could be responsible for septic permits within both municipalities. Time could be split between the 2 municipalities for issuance of permits and enforcement. This option would slightly delay response times, as time would be split. Also, a septic re-inspection program might not be feasible with time being split.

Cost recovery would be about the same as option 1. The inspector could also be trained in other parts of the OBC in order to provide inspection services in the absence of either CBO. This option also depends

on the participation of a neighboring municipality such as McDougall. This has been discussed briefly with the CBO in McDougall.

3. Option 3 would be to leave the services as they are and have North Bay Mattawa Conservation Authority continue to provide all enforcement for on-site sewage systems.

There would also likely be an initial cost from North Bay Mattawa Conservation Authority for them to provide all records of existing systems within the municipality.

**Conclusion:**

As mentioned, taking over the enforcement of on-site sewage systems is not a simple matter. There are many factors which need to be considered and this report is only a preliminary background to the matter. Taking over enforcement will not be a quick or easy process, but may benefit ratepayers with a 1 window stop. Any inspectors hired must be fully qualified and knowledgeable with regards to on-site sewage systems.

The options provided may not be the only options available, but at the beginning stages of reviewing this, Council and Mayor may take these options into consideration.

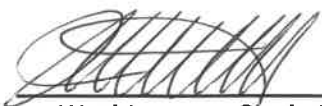
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**Respectfully submitted by:**



Chris Bordeleau, CBCO  
Chief Building Official

**Reviewed by:**



Ina Watkinson – Clerk Administrator

**Attachments:**

Schedule 'A' - North Bay Mattawa Conservation Fee Schedule.



# FEE SCHEDULE



On-site Sewage System (O.Reg. 332/12)  
Under the Building Code Act, 1992

**Program Fees Effective March 1, 2023**

*Please note: All NBMCA permits are tax exempt*

Application Type/Service	2023 Fee
Class 2	\$560
Class 3	\$560
Class 4 and Class 5 (Holding Tank)	
Residential with a daily design flow < 3000 l/day	\$960
Residential with a daily design flow > 3000 l/day	\$1100
Non-residential	\$1100
Alternative Solutions Application	\$1300
Class 4 Tank Replacement Only	\$425
Sewage System Decommissioning/Demolition	\$160
Change of Registered Owner on Permit	\$125
Permit Extension (per year, maximum 3 years)	\$175
Permit Amendment (other than ownership change)	\$175
Conditional Notice of Completion	\$175
Additional Inspection due to deficiencies	\$200
OBC Clearance (i.e. deck, garage construction)	\$150
OBC Clearance with a site inspection	\$300
Sewage System File Review	
Use Permit provided by owner	\$200
Additional fee for copy of Use Permit	\$290
File Request (copy of sewage system permit)	\$90
Legal Inquiry (Lawyer/Real Estate Inquiry)	\$175
On-site Sewage System Review - Planning Act Proposal	
\$300 for the application plus \$100.00 for each additional lot or part lot created (minimum charge of \$400/application)	\$400+
All lots greater than 4 ha (10 acres) in size with no constraints (no site inspection)	\$200
Review of Lands to be Sold/Developed - Sewage Systems Only	\$300
Review of Lands to be Sold/Developed - Sewage Systems + DIA	\$560
Mandatory Maintenance Inspections (MMI)	\$140
MMI Late Fee (applied after 90 days)	\$50
<b>Refund Policy</b>	
Withdrawn applications, prior to a permit being issued:	
Application processed; no inspection conducted	75% of fee
Application processed; first inspection completed; permit not issued	50% of fee
<b>NO REFUND for fees of \$150.00 or less. NO REFUND once a permit is issued.</b>	

15 Janey Avenue North Bay, Ontario  
69 Bowes Street Parry Sound, Ontario

P1C 1N1  
P2A 2L5

P: (705) 474-5420  
P:(705-746-7566

F: (705) 474-9793  
F: (705) 746-7553

www.nbmca.ca  
www.nbmca.ca



To ensure the Township is receiving competitive fuel pricing, quotes from fuel companies servicing the area were obtained. Note prices change daily with the market, quotes were received within the same week.

VENDOR	COLOURED DIESEL	CLEAR DIESEL	FURNACE OIL
<b>Parry Sound Fuels</b>	PS Rack + 0.00 <b>\$ 1.226 per litre</b> + Carbon Tax (17.38 cents) + HST	PS Rack + 0.00 <b>\$ 1.316 per litre</b> + Carbon Tax + HST	Cost + 0.10 <b>\$ 1.251 per litre</b> + Carbon Tax + HST
<b>Sarjeant Fuels</b>	Petro Canada Rack + 6.49 (incl fuel, carbon & sales tax) <b>\$ 1.621 per litre</b>	PetroCan Rack + 6.49 (inclusive) <b>\$ 1.722 per litre</b>	PetroCan Rack + 6.49 (inclusive) <b>\$ 1.901 per litre</b>

**Policies Affecting Proposal:**

2019-44, The Procurement By-law

**Conclusion:**

Parry Sound Fuels continues to offer the lowest price for fuel tanks. Installation costs are within the current operating budget. Once the tanks are received, they will be installed immediately and operational soon after. Fuel will be supplied by Parry Sound Fuels in the future as they are offering fuel at the most competitive price.

**Respectfully submitted by:**



Greg Gostick, Director of Operations

**Attachments:** Parry Sound Fuels Quotation for (2) Tanks and Pumps with Meters  
Hassco Quotation for (2) Tanks and Pumps with Meters  
Blitz Electric Quotation for Electrical Work



**PARRY SOUND FUELS**  
 Div. of V.G. Cox Ltd.  
 114 Bowes St.  
 Parry Sound, Ontario  
 P2A 2L7  
 Tel 705 746 5481 Fax 705 746 9349

SHIP TO:

McKELLAR TOWNSHIP  
 McKELLAR, ON  
 P0G 1C0

CUSTOMER: 1316  
 PAGE: 1  
 DATE: 12 Oct 23  
 PO#: ROADS

**QUOTE: 830975**

\*\*C\*\* SHOP PHONE # 389 2891  
 SHOP TANK

DESCRIPTION	Quantity	Price	Amount
2200L D/WALL TANK	1.0000	3200.0000	3200.00
PUMP FILLRITE WITH METER	1.0000	1375.0000	1375.00
4500 LITRE DOUBLE WALL TANK	1.0000	4788.0000	4788.00
PUMP FILLRITE WITH METER	1.0000	1375.0000	1375.00

DELIVERY FEE WILL APPLY OR TANKS CAN BE PICKED UP AT 5 INDUSTRIAL BLVD IN SEGUIN.

SKID TANKS MUST BE INSTALLED FOLLOWING SKID TANK GUIDELINES

1000 GAL TANK IS SPECIAL ORDER AND FREIGHT IS ADDITIONAL

**TERMS AND CONDITIONS**

This is an estimate, not a final bill. 50% Deposit required  
 Pricing may change if job specifications/materials costs change.

Customer Acceptance (sign below):

Subtotal	10738.00
Harmonized Sales Tax	1395.94
<b>Total</b>	<b>12133.94</b>

x \_\_\_\_\_  
 Print Name:

HASSCO Industries Inc.  
 223 Ashland Avenue  
 London ON N5W 4E3  
 (800) 668-0814 x201  
 dahassan@hassco.ca  
 www.hassco.ca



Estimate 9665

<b>ADDRESS</b> Mckellar Township 676 Hwy 124 McKellar, ON P0G 1C0	<b>SHIP TO</b> Mckellar Township 676 Hwy 124 McKellar, ON P0G 1C0 Contact: Greg Tel: 705-773-9001	<b>DATE</b> 10/04/2023	<b>TOTAL</b> \$14,531.80	<b>EXPIRATION DATE</b> 10/25/2023
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**SALES REP**  
Ahmed Hassan

**DELIVERY**  
2-4 weeks

DATE	DESCRIPTION	QTY	UNIT\$	TAX	AMOUNT\$
	601500 2200L/500G ULC S601 DW Utility Tank	1	2,940.00	HST ON	2,940.00
	6011000 4500L/1000G ULC S601 Double Wall Utility Tank	1	4,740.00	HST ON	4,740.00
	FR701 20 GPM/115v Heavy Duty AC Transfer Pumps c/w Meter, 3/4" OPW Auto Nozzle, 12' x 3/4" Curb Hose	2	1,715.00	HST ON	3,430.00
Shipping charge is F.O.B. McKellar, ON (not off-loaded)					
<b>SUBTOTAL</b>					11,110.00
HST (ON) @ 13%					1,671.80
<b>SHIPPING</b>					1,750.00

**TOTAL** **\$14,531.80**

THANK YOU.

Accepted By

Accepted Date



231 Hwy 124, McDougall, ON P2A 2W7  
Phone: (705) 389-2844  
ECRA/ESA Lic: 700 4315

# CONTRACT PROPOSAL

www.blitzelectric.ca

Date: Oct 25/23

Telephone: 705 773 9001

To: McKELLAR TWP.  
YO GREG GOSTICK

Email: ROADS@McKELLAR.CA

Job Location: WORK YARD - HWY 124

Meter#: N/A.

The undersigned proposes to furnish all materials and perform all labour necessary to complete all the work described:

Arrange for Hydro One     Layout     Disconnect/Reconnect

Apply for permit and arrange for inspection. (If ESA travel fee applies, it will be charged separately.)

Plugs & switches priced are     Regular     Decora style     White     Ivory     Other

All light fixtures (except pots) are supplied by owner and except for chandelier type fixtures and ceiling fans, the installation is included. Fixtures must be on site at time of finishing.

Supply & install new     100A     200A    Service complete with ground & meter base - Max 10m between meter base and panel

Price includes a \$    allowance for trenching and back fill. This amount will be adjusted once sub-contractor invoice is received. Any concrete that may be required & its installation is not included in price below.

INSTALL NEW CIRCUIT FOR 2 FUEL PUMPS - TANKS TO BE BE LOCATED.

INSTALL SWITCHES + "ON" LIGHT AS DISCUSSED

All of the above work to be completed in good and workmanlike manner for the sum of \$ 2,145.- plus HST.

Payments to be made as follows:

Cheque after receipt of invoice - Net 21 days

% Deposit required before work will start

Remaining (adjusted) balance due upon receipt of invoice - Net 21 days

Any changes in the work and the price to be charged for same shall be made in writing. This proposal is made on the basis of current material and labour costs. A delay in acceptance of more than 30 days will require a review of the proposal and re-dating before the agreement becomes binding.

Respectfully submitted,

Acceptance Signature

Date

Page 1 of 1





# Township of McKellar Report to Council

**Prepared for:** Mayor & Council

**Department:** Administration

**Date:** November 7, 2023

**Report No:** ADMIN-2023-17

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**Subject:** PW-2023-15 St. Stephen's Church Renovation Tender Results

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## **Recommendation:**

That the Council of the Corporation of the Township of McKellar does hereby receive this report for information and award RFP No. PW-2023-15 St. Stephen's Church Renovations to Northern View Construction in the amount of \$70,156.00 plus HST of \$9,120.28 for a total amount of \$79,276.28; and

Further that a 10% contingency be added to the contract for any unforeseen structural repairs when removing the chimney, as recommended by the Chief Building Official.

## **Background:**

The Township received a Northern Ontario Heritage Fund Corporation (NOHFC) grant to complete renovations to St. Stephen's Church located at 11 Dickinson Road in McKellar.

The project was divided into 2 RFPs as there was foundation and renovation work to be completed. Contractors were more apt to bid on either the foundation work or the renovation work, opposed to both. The foundation work was awarded at the May 2, 2023 regular meeting and is nearing completion.

An RFP was released for the completion of the renovation work. The closing date was October 19, 2023 at 2:00 p.m.

## **Analysis:**

Two (2) proposals were received before the closing deadline;

B.A. Construction submitted two proposals, one proposal to include preparing and painting the existing wood windows; the other installing new windows. The proposal did not include a detailed scope of work, so it is undetermined whether the siding would be sanded and painted, or replaced with new vinyl siding. The proponent did not include proof of insurance.

Northern View Construction submitted one proposal to include refurbishing the wood siding and installing new windows. One additional cost was quoted to remove the existing chimney inside the building (under the roof line). The proposal was complete by including a detailed scope of work, references and proof of insurance. The siding work will include replacing damaged boards, sanding, caulking, patching and prime/painting the exterior white. New ledger board will be installed around the base of the entire building. The proposal also includes refurbishing all of the existing soffit and fascia. The chimney is included in the bid as removing and disposing from the roof line above and framing in the hole and installing new metal roofing. For the removal of the chimney from the inside of the building, an additional cost is quoted at \$4,385.00 plus HST. For windows, new custom vinyl windows will be installed matching the existing décor and functions. Low expansion spray foam and high-grade exterior caulking will be placed around the new windows as needed. The existing exterior door will be cleaned, sanded, prepped and stained. The project timeframe is estimated at 4 weeks. A start date will be dependent on when the windows arrive to the site.

**Financial:**

Northern View Construction submitted a bid for \$65,771.00 plus HST of \$8,885.23 for a total bid amount of \$74,321.23.

If the chimney were to be removed from inside of the building, the bid would increase to \$70,156.00 plus HST of \$9,120.28 for a total bid amount of \$79,276.28.

In the 2023 Capital Budget, \$269,685.60 was included for renovations of St. Stephen's Church. The foundation work total contract price is \$169,500.00 leaving just over \$100,00.00 remaining in the budget. Northern View Construction's proposal comes in under budget and leaves room for the additional cost of removing the chimney from the inside of the building.

It is recommended that a 10% contingency be added for any unforeseen structural repairs when removing the chimney. Upon inspection by the Chief Building Official, it cannot be determined whether there will need to be any structural repairs to the building when the chimney is removed. The chimney base is not located directly underneath the chimney and turns at an angle, this begs the question as to how the chimney is supported structurally. Including a 10% contingency is within the budget at a value of under \$8,000.00.

**Policies Affecting Proposal:**

Procurement By-law 2019-44




**Conclusion:**

Northern View Construction was awarded the tender for similar renovations at Hemlock Church (located at the corner of Centre and Hurdville Road in McKellar). The company has shown great workmanship and has a good working relationship with the Township. As they are an existing vendor with the Township and submitted a complete proposal under budget, it is recommended they be awarded the tender.

**Respectfully submitted by:**

  
\_\_\_\_\_  
Karlee Britton, Deputy Clerk

**Reviewed by:**

  
\_\_\_\_\_  
Chris Bordeleau, Chief Building Official

Attachments:      Norther View Construction Scope of Work – Siding Proposal  
                         Northern View Construction Scope of Work – Window Proposal  
                         Tender Opening Form PW-2023-15

# NORTHERN VIEW CONSTRUCTION



Proposed by:

*"From roof too footings we've got you covered"*

Contact info: 226-343-2414

Jeremiah Livingston

705-203-6364

Email: [info@nvconstruction.ca](mailto:info@nvconstruction.ca)

**Proposal To: The Township Of McKellar**

**Date: October 17, 2023**

**Contact: Chris Bordeleau 705-389-2842**

**Email: [cbo@mckellar.ca](mailto:cbo@mckellar.ca)**

**Address: 11 Dickinson Road, McKellar, ON St. Stephen's Church**

## Scope of work: Refurbish siding, soffit, and fascia

- Inspect existing walls for damaged, or rotten areas.
- Supply and install new 2"x10" ledger board around base of entire building.
- Replace existing damaged siding boards.(as needed)
- Repair, and sand existing siding on the entire building.
- Caulk, and patch all gaps, and seams on sanded siding.
- Supply and install new exterior primer to all prepped walls.
- Supply and install new exterior White paint to all primed walls.
- Repair, and prep existing soffit, and fascia.
- Supply and install exterior primer, and exterior White paint to soffits, and fascia.
- Remove and dispose of existing stone chimney from the roof line above.
- Frame in existing chimney hole, and install new metal roofing.
- Remove and dispose of existing metal chimney pipe running through the interior of the building.
- Full exterior cleanup upon completion.

## **Extra Details:**

This Proposal does not include any structural repairs.

To include the removal of the existing stone chimney inside  
Please Add \$4,385.00+HST

2 weeks would be required to complete the above scope of work.

**5 Year Workmanship Warranty!**

**Total: \$38,979.00**

**HST: \$5,067.27**

**Total Sum: \$44,046.27**

Signature: \_\_\_\_\_.

Date of acceptance: \_\_\_\_\_.

Authorized: \_\_\_\_\_.

Deposit required \_\_\_\_\_.



WORKPLACE  
HAZARDOUS  
MATERIALS  
INFORMATION  
SYSTEM



# NORTHERN VIEW CONSTRUCTION



Proposed by:

*"From roof too footings we've got you covered"*

Contact info: 226-343-2414

Jeremiah Livingston

705-203-6364

Email: [info@nvconstruction.ca](mailto:info@nvconstruction.ca)

**Proposal To: The Township Of McKellar**

**Date: October 17, 2023**

**Contact: Chris Bordeleau 705-389-2842**

**Email: [cbo@mckellar.ca](mailto:cbo@mckellar.ca)**

**Address: 11 Dickinson Road, McKellar, ON St. Stephen's Church**

## Scope of work: New Windows, and refurbish Door

- Remove and dispose of existing windows.
- Clean, Sand, and prep existing door, and entrance walls.
- Clean and inspect existing window openings.
- Supply and install new custom vinyl windows, matching existing décor, and functions.
- Supply and install new stain on door, and entrance walls.
- Supply and install new low expansion spray foam around all new windows.
- Supply and install new high grade exterior caulking around new windows, and doors.(as needed)
- Full interior, and exterior cleanup upon completion.

## **Extra Details:**

This Proposal does not included any structural repairs.

2 weeks would be required to complete the above scope of work.

**5 Year Workmanship Warranty!**

**Total: \$26,792.00**

**HST: \$3,482.96**

**Total Sum: \$30,274.96**

Signature: \_\_\_\_\_.

Date of acceptance: \_\_\_\_\_.

Authorized: \_\_\_\_\_.

Deposit required \_\_\_\_\_.



WORKPLACE  
HAZARDOUS  
MATERIALS  
I N F O R M A T I O N  
S Y S T E M





TOWNSHIP OF MCKELLAR  
 REQUEST FOR PROPOSAL (RFP)  
 ST. STEPHEN'S CHURCH RENOVATIONS  
 RFP PW-2023-15

**Submission Form**

Contractor: Northern View Construction  
 Address: 11 Riverview Dr McKellar.  
 Telephone: 705-203-6364 Email: info@nvcconstruction.ca  
 Contact Person: Jeremiah + Jessica Livingston.

**Description of Work:**

The contractor will be required to provide all machinery, materials, and manpower necessary to complete all work required to fulfill the project deliverables outlined in this RFP.

**Location:** St. Stephen's Church, 11 Dickinson Road, McKellar, ON P0G 1C0

**Subtotal** \$ 65,771.00  
**H.S.T.** \$ 8,550.23  
**TOTAL CONTRACT PRICE:** \$ 74,321.23

**An Itemized Quotation Must Be Attached or Included In the Proposal Package**

The contractor is required to provide the Township with proof of insurance in the amount of \$2,000,000.00, and is responsible for all issues relating to WSIB, insurance etc. for their employees with relation to this contract.

By signing below, I acknowledge that I have read and understand this Request for Proposal PW-2023-15 and I agree to abide by the terms and conditions contained here-in.

**Authorized Signature:** Jessica Livingston

Name: Jessica Livingston (Please Print or Type)

Date: Oct 18/23.

Witness: [Signature]

Date: Oct. 18/23.

\*Note that this submission form is not transferable and any alteration of the Company name entered hereon will be cause for considering the proposal irregular and subsequent rejection of the RFP.



# Township of McKellar

701 Hwy #124, P.O. Box 69, McKellar, Ontario POG 1C0

Phone: (705) 389-2842

Fax: (705) 389-1244

## Request for Proposal Opening RFP PW-2023-15 St. Stephen's Church Renovations

Closing Date: October 19, 2023 2:00 p.m.

Vendor	Date/Time Rec'd	Subtotal	HST	Total
B.A. Construction + Restoration	Oct. 19/23 12:40 pm			
Proposal 1 Prepare + Paint wood windows		\$ 74,500.00	\$ 9,685.00	\$ 84,185.00
Proposal 2 Install new windows		\$ 94,500.00	\$ 12,285.00	\$ 106,785.00
Northern View Construction	Oct. 19/23 8:56 am	\$ 65,771.00	\$ 8,550.23	\$ 74,321.23

Request for proposals opened at the Municipal Office at 2:05 p.m. by:

**Karlee Britton**

Deputy Clerk

**Mary Smith**

Treasury Administrative Assistant



# Township of McKellar Staff Report

**Prepared for:** COUNCIL

**Department:** TREASURY

**Agenda Date:** November 7, 2023

**Report No:** T-2023-13

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**Subject: BUDGETARY CONTROL REPORT FOR THE NINE MONTHS ENDING SEPTEMBER 30, 2023**

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## **Recommendation:**

That the Council of the Township of McKellar, accepts Budget Control Report for the first nine months of the year 2023.

## **Background:**

The Township of McKellar 2023 Operating and Capital Budget was approved by Council on 6<sup>th</sup> June 2023.

## **Financial Analysis/Discussion:**

### **Operating Revenue**

As of September 30, 2023, the Township's revenue is performing well and is on track to meet the year's total budget, having already earned 70.25% of the target amount. The majority of the revenue generated thus far has come from property billings, while interest income has exceeded the annual budget expectations due to increased interest rates. In addition, the Township has earned more than anticipated from penalties and interest on taxes. Most of the grants have been received, the NOHFC grant for the Baseball field has been approved. The remaining balance of the Federal Gas Grant will be received in the next quarter. However, the building department and environmental protection department saw a decline in revenue due to fewer permit applications and lower income from the Blue Box Grant, respectively. The remaining balance of the Blue Box Grant is expected to be received in the 4th Quarter of this year. On a positive note, the McKellar Market had another successful year, earning \$14,728.20. The reserve transfer will be done in the latter part of the fiscal year. Overall, the operating revenue is favorable as of September 30, 2023, with most departments performing well and the Township exceeding its revenue expectations in several areas.

### **Operating Expenses**

As of the end of September, the organization has spent 69.84% of its annual budget. This figure is well within the expected operating costs, which is positive news. Most departments have reported a positive variance in their financials, which is a good indicator of the organization's overall financial health. However, some areas have seen an increase in overhead costs, which is a concern. The organization's departmental budgets are lower than expected, which is a good sign of efficient spending. Many departments have managed to stay within their allocated salary expenses, which is an excellent achievement. Levies are paid to various service providers at



different schedules, which is why the expenses related to these vary across departments. The Transportation department's vehicle expenses have exceeded expectations, which is an area of concern. This could be due to the increased cost of fuel or maintenance. Additionally, the cost of repairing the Case backhoe at the Transfer Station amounted to \$22,693, which is a significant amount. This may have been due to unforeseen circumstances or lack of maintenance. As a result of these expenses, a budget amendment proposal will be presented at the upcoming Council meetings for approval. The proposal will outline the necessary changes to the budget to ensure that the organization stays on track financially. For your reference, the subsequent page provides a detailed breakdown of expenses by department, along with the budget. This will help you understand the organization's financial situation better and make informed decisions.

### **Capital Budget**

As of the first three quarters of 2023, the organization has spent 38.16% of the total capital budget on various projects. These projects include both ongoing initiatives and ones that have already been completed. Some of the completed projects include MicroSeal on the TaitIsland/Lakeside Drive, Inholmes Bridge, replacement of shingles on the community center roof, and the purchase of a lawn mower, utility trailer, and dishwasher. Despite these completed projects, there are still several ongoing initiatives that are consuming a significant portion of the capital budget. Hemlock and St. Stephen Church are two such projects that are still in progress and will continue to consume the budget for the remainder of the year. Given the status of the capital budget, the Treasurer is planning to present an amendment to it at the upcoming council meeting. This amendment will outline any necessary changes to the budget and ensure that it remains aligned with the Township's overall goals. It is important to note that any transfers to or from the budget will be completed at the end of the year. This ensures that the budget remains accurate and up-to-date throughout the year, and that any necessary adjustments are made at the appropriate time.

### **Conclusion:**

The Council of the Township of McKellar hereby approve the Budgetary Control Report for the first nine months of the year 2023.

### **Respectfully submitted by:**

  
**Roshan Kantiya**  
**Treasurer**

### **Reviewed By:**

  
**Ina Watkinson**  
**Clerk/Administrator**

**Township of McKellar**

**Budget Control Summary as of September 30,2023**

Department	Revenue			Expenses		
	Budget 2023	Actual	% of Budget Spent to date	Budget 2023	Actual	% of Budget Spent to date
Levy	\$ (3,915,941.46)	\$ (2,940,178.32)	75.08%			
General Government	\$ (844,394.00)	\$ (773,458.80)	91.60%	\$ 1,131,468.83	\$ 789,080.22	69.74%
Fire Department	\$ (2,160.00)	\$ (1,620.00)	75.00%	\$ 291,159.90	\$ 167,236.74	57.44%
Building Department	\$ (168,500.00)	\$ (90,501.41)	53.71%	\$ 165,545.98	\$ 112,597.13	68.02%
Protection to Persons & Property	\$ (6,700.00)	\$ (5,663.00)	84.52%	\$ 429,742.00	\$ 264,158.94	61.47%
Transportation	\$ (350.00)	\$ (47,633.65)	13609.61%	\$ 1,210,679.41	\$ 766,068.83	63.28%
Environmental	\$ (42,468.00)	\$ (20,438.19)	48.13%	\$ 265,110.00	\$ 192,155.82	72.48%
Health Care	\$ -	\$ -		\$ 280,559.94	\$ 206,332.00	73.54%
Social Service	\$ -	\$ -		\$ 377,645.00	\$ 263,562.41	69.79%
Recreation	\$ (6,550.00)	\$ (6,762.00)	103.24%	\$ 17,850.00	\$ 11,555.32	64.74%
Parks and Facilities	\$ (3,000.00)	\$ -	0.00%	\$ 74,000.00	\$ 51,870.14	70.09%
Community Centre	\$ (1,500.00)	\$ (2,820.84)	188.06%	\$ 60,350.00	\$ 40,006.31	66.29%
Cultural Services	\$ -	\$ -		\$ 1,000.00	\$ -	0.00%
Sesquicentennial Ad Hoc Committee	\$ (63,950.00)	\$ (25,621.75)	40.07%	\$ 63,950.00	\$ 58,668.63	91.74%
West Parry Sound Recreation and Cultural Cente	\$ (561,539.65)	\$ -	0.00%	\$ 658,218.19	\$ 609,878.92	92.66%
Public Library	\$ (7,800.00)	\$ -	0.00%	\$ 62,300.00	\$ 53,748.97	86.27%
Historical Committee	\$ (300.00)	\$ (445.00)	148.33%	\$ 5,500.00	\$ 331.37	6.02%
Planning Department	\$ (13,600.00)	\$ (37,716.16)	277.32%	\$ 78,500.00	\$ 31,145.38	39.68%
Business Development	\$ (13,200.00)	\$ (9,900.00)	75.00%	\$ 18,250.00	\$ 6,250.00	34.25%
McKellar Market	\$ (17,000.00)	\$ (19,728.20)	116.05%	\$ 31,955.92	\$ 23,811.47	74.51%
<b>Total Operating</b>	<b>\$ (5,668,953.11)</b>	<b>\$ (3,982,487.32)</b>	<b>70.25%</b>	<b>\$ 5,223,785.17</b>	<b>\$ 3,648,458.60</b>	<b>69.84%</b>
<b>Total Capital</b>	<b>\$ (1,561,104.60)</b>	<b>\$ (319,718.20)</b>	<b>20.48%</b>	<b>\$ 2,006,272.56</b>	<b>\$ 765,532.67</b>	<b>38.16%</b>



Township of McKellar  
Actuals VS Budget Variance as of September 30,2023

Account Number		Budget 2023	Actuals as of September 30,2023	Budget as of September 30,2023	Variance \$	Variance %	% of Budget Spent to date	Detail
01-02-100-500	Taxation - Residential	\$ (3,890,150.91)	\$ (2,917,613.18)	\$ (2,917,613.18)	\$ -	0%	75.00%	Levy for 9 Months
01-02-100-501	Taxation - Commercial	\$ (19,651.23)	\$ (14,738.42)	\$ (14,738.42)	\$ -	0%	75.00%	Levy for 9 Months
01-02-100-502	Taxation - Industrial	\$ (292.57)	\$ (219.43)	\$ (219.43)	\$ -	0%	75.00%	Levy for 9 Months
01-02-100-503	Taxation - Farmlands	\$ (2,887.42)	\$ (2,165.57)	\$ (2,165.57)	\$ -	0%	75.00%	Levy for 9 Months
01-02-100-504	Taxation - Managed Forest	\$ (2,959.33)	\$ (2,219.50)	\$ (2,219.50)	\$ -	0%	75.00%	Levy for 9 Months
01-02-100-505	Supplemental - Residential	\$ -	\$ -	\$ -	\$ -			Levy for 9 Months
01-02-100-510	Payment -in-lieu of taxes	\$ -	\$ (3,222.22)	\$ -	\$ (3,222.22)			
01-02-100-514	Prior Year Taxes	\$ -	\$ -	\$ -	\$ -			
01-02-100-517	Proceeds from Tax Registrations	\$ -	\$ -	\$ -	\$ -			
		<b>\$ (3,915,941.46)</b>	<b>\$ (2,940,178.32)</b>	<b>\$ (2,936,956.10)</b>	<b>\$ (3,222.22)</b>	<b>0.11%</b>	<b>75.08%</b>	
01-02-100-530	Penalty and Interest on Taxes	\$ (36,000.00)	\$ (42,118.37)	\$ (27,000.00)	\$ (15,118.37)	55.99%	117.00%	
01-02-102-520	Ontario Municipal Partnership Fund	\$ (753,800.00)	\$ (565,350.00)	\$ (565,350.00)	\$ -	0.00%	75.00%	OMPF Fund \$188,450X3
01-02-102-524	Other Grants - Ontario LED and Rural Ec. Dev	\$ 0.00	\$ -	\$ 0.00	\$ (0.00)	-100.00%	0.00%	
01-02-103-526	Federal Gas Tax Program - AMO	\$ -	\$ -	\$ -	\$ -			
01-02-103-527	Ontario Community Investment Fund (OCIF)	\$ -	\$ -	\$ -	\$ -			
01-02-104-512	Freedom of Information Requests	\$ -	\$ (10.00)	\$ -	\$ (10.00)			
01-02-104-530	Penalty and Interest on Taxes	\$ -	\$ -	\$ -	\$ -			
01-02-104-531	Investment Income General Operating Accou	\$ (32,000.00)	\$ (141,136.88)	\$ (24,000.00)	\$ (117,136.88)	488.07%	441.05%	Earned Higher interest on Bank Account
01-02-104-533	Civic Address Signs	\$ (120.00)	\$ (195.00)	\$ (90.00)	\$ (105.00)	116.67%	162.50%	
01-02-104-539	Trailer Licence Fees	\$ (5,000.00)	\$ (5,060.00)	\$ (3,750.00)	\$ (1,310.00)	34.93%	101.20%	
01-02-104-540	Sign Advertising Fees	\$ (4,300.00)	\$ (6,836.18)	\$ (3,225.00)	\$ (3,611.18)	111.97%	158.98%	
01-02-104-542	Tax Certificates	\$ (6,000.00)	\$ (3,367.20)	\$ (4,500.00)	\$ 1,132.80	-25.17%	56.12%	
01-02-104-552	Miscellaneous Revenue	\$ (1,000.00)	\$ (3,442.73)	\$ (750.00)	\$ (2,692.73)	359.03%	344.27%	
01-02-104-553	Administrative Income	\$ (2,200.00)	\$ -	\$ (1,650.00)	\$ 1,650.00	-100.00%	0.00%	
01-02-104-573	Canada Post Lease Payments	\$ (3,924.00)	\$ (2,933.28)	\$ (2,943.00)	\$ 9.72	-0.33%	74.75%	
01-02-104-575	Counter Sales (Copy,Fax, etc)	\$ (50.00)	\$ (33.45)	\$ (37.50)	\$ 4.05	-10.80%	66.90%	
01-02-104-582	Transfer from Reserve - Roads	\$ -	\$ -	\$ -	\$ -			
01-02-104-597	Bottle Drive Revenue - Proceeds and Interest	\$ -	\$ (2,975.71)	\$ -	\$ (2,975.71)			
		\$ -	\$ -	\$ -	\$ -			
<b>Total Administration Revenue</b>		<b>\$ (844,394.00)</b>	<b>\$ (773,458.80)</b>	<b>\$ (633,295.50)</b>	<b>\$ (140,163.30)</b>	<b>22.13%</b>	<b>91.60%</b>	

**General Government Expenditure  
Council**

01-02-050-001	Salaries	\$ 119,599.50	\$ 85,428.87	\$ 89,699.63	\$ (4,270.76)	-4.76%	71.43%	
01-02-050-004	Payroll Overhead - CPP, EI, RRSP, WSIB, EHT	\$ 5,979.98	\$ 3,893.28	\$ 4,484.99	\$ (591.70)	-13.19%	65.11%	
01-02-050-006	Mileage	\$ 1,500.00	\$ -	\$ 1,125.00	\$ (1,125.00)	-100.00%	0.00%	
01-02-050-007	Telephone	\$ -	\$ -	\$ -	\$ -			
01-02-050-014	Insurance	\$ -	\$ -	\$ -	\$ -			

**Township of McKellar**  
**Actuals VS Budget Variance as of September 30,2023**

Account Number	Budget 2023	Actuals as of September 30,2023	Budget as of September 30,2023	Variance \$	Variance %	% of Budget Spent to date	Detail	
01-02-050-015	Conferences, Courses, Training,	\$ 1,500.00	\$ 320.00	1,125.00	\$ (805.00)	-71.56%	21.33%	Spring & Fall Meeting-District of P.S. Municipal Association
01-02-050-016	Accommodations/Meals	\$ 1,000.00	\$ -	-	\$ -	-	0.00%	
01-02-050-024	Miscellaneous	\$ 500.00	\$ -	-	\$ -	-	0.00%	
		<b>\$ 130,079.48</b>	<b>\$ 89,642.15</b>	<b>\$ 96,434.61</b>	<b>\$ (6,792.46)</b>	<b>-7.04%</b>	<b>68.91%</b>	<b>Favorable</b>
<b>Administration</b>								
01-02-060-001	Salaries	\$ 432,923.20	\$ 311,261.23	\$ 324,692.40	\$ (13,431.17)	-4.14%	71.90%	
01-02-060-004	Payroll Overhead - CPP, EI, RRSP, WSIB, EHT	\$ 86,584.64	\$ 69,788.74	\$ 64,938.48	\$ 4,850.26	7.47%	80.60%	Overhead budget estimated lower
01-02-060-005	Employee Benefits	\$ 21,646.16	\$ 18,759.70	\$ 16,234.62	\$ 2,525.08	15.55%	86.67%	Benefits higher due to increase in cost
01-02-060-006	Mileage	\$ 2,500.00	\$ 50.32	\$ 1,875.00	\$ (1,824.68)	-97.32%	2.01%	
01-02-060-007	Telephone	\$ 2,600.00	\$ 1,886.70	\$ 1,950.00	\$ (63.30)	-3.25%	72.57%	
01-02-060-008	Hydro Admin	\$ 14,000.00	\$ 11,049.62	\$ 10,500.00	\$ 549.62	5.23%	78.93%	
01-02-060-009	Office Supplies/Materials	\$ 4,500.00	\$ 3,442.65	\$ 3,375.00	\$ 67.65	2.00%	76.50%	
01-02-060-010	Postage/Courier	\$ 8,000.00	\$ 5,286.31	\$ 6,000.00	\$ (713.69)	-11.89%	66.08%	
01-02-060-011	Advertising & Public Relations	\$ 3,000.00	\$ -	\$ 2,250.00	\$ (2,250.00)	-100.00%	0.00%	
01-02-060-012	Printing/Photocopier	\$ 4,000.00	\$ 3,017.42	\$ 3,000.00	\$ 17.42	0.58%	75.44%	
01-02-060-013	Lease Payments	\$ -	\$ -	\$ -	\$ -	-	-	
01-02-060-014	Insurance	\$ 94,000.00	\$ 68,595.50	\$ 70,500.00	\$ (1,904.50)	-2.70%	72.97%	
01-02-060-015	Courses & Training	\$ 4,000.00	\$ 1,175.34	\$ 3,000.00	\$ (1,824.66)	-60.82%	29.38%	
01-02-060-016	Conferences	\$ 2,000.00	\$ 2,002.75	\$ 1,500.00	\$ 502.75	33.52%	100.14%	AMCTO Conference & Accomdation/AMCTO Zone 7 meeting
01-02-060-017	Memberships/Subscriptions	\$ 4,000.00	\$ 3,539.49	\$ 3,000.00	\$ 539.49	17.98%	88.49%	AMCTO/FONOM/LAS/D.P.S Municipal Ass./MEPO membership
01-02-060-018	Office Equipment	\$ 9,000.00	\$ 8,172.42	\$ 6,750.00	\$ 1,422.42	21.07%	90.80%	2 Laptop \$1526.40 each/Microphone \$3,785/Audio Equip \$248.98
01-02-060-019	Professional Services - Audit	\$ 61,292.00	\$ 46,026.48	\$ 45,969.00	\$ 57.48	0.13%	75.09%	Forensic Audit \$11,250 + Regular Audit Fee \$5,851
01-02-060-020	Professional Services - Legal / Land Registry	\$ 26,000.00	\$ 23,619.70	\$ 19,500.00	\$ 4,119.70	21.13%	90.85%	
01-02-060-021	Consultant Services	\$ 10,000.00	\$ -	\$ 7,500.00	\$ (7,500.00)	-100.00%	0.00%	
01-02-060-022	Election Expenses	\$ 5,000.00	\$ 2,612.24	\$ 3,750.00	\$ (1,137.76)	-30.34%	52.24%	Kim Bordleau reviewing and signing candidates Audit Forms/Election Management - Fee -Data Fix Tax Software full year \$6,446.50/Fire wall
01-02-060-023	Information Technology Support	\$ 35,000.00	\$ 29,342.57	\$ 26,250.00	\$ 3,092.57	11.78%	83.84%	\$850/Website Hosting \$4800/Dan H invoices \$1123*9/Asyst Software \$3,131.67
01-02-060-024	Miscellaneous	\$ 3,000.00	\$ 492.77	\$ 2,250.00	\$ (1,757.23)	-78.10%	16.43%	
01-02-060-025	Bank Service Charges \$ Loan Interest Charge	\$ 39,000.00	\$ 20,279.84	\$ 29,250.00	\$ (8,970.16)	-30.67%	52.00%	Infrastructure loan \$17,816 Truck
01-02-060-026	Tax Write Offs	\$ 10,000.00	\$ 883.44	\$ 7,500.00	\$ (6,616.56)	-88.22%	8.83%	
01-02-060-027	Insurance Losses	\$ -	\$ -	\$ -	\$ -	-	-	
01-02-060-028	Security Systems	\$ 1,000.00	\$ 183.17	\$ 750.00	\$ (566.83)	-75.58%	18.32%	
01-02-060-029	Accumulated Deficit	\$ -	\$ -	\$ -	\$ -	-	-	

**Township of McKellar**  
**Actuals VS Budget Variance as of September 30,2023**

Account Number	Budget 2023	Actuals as of September 30,2023	Budget as of September 30,2023	Variance \$	Variance %	% of Budget Spent to date	Detail	
01-02-060-031	Telecommunicaiton Service (Internet, Websit	\$ 15,685.70	\$ 10,045.38	\$ 11,764.28	\$ (1,718.90)	-14.61%	64.04%	Starlink Hardware \$3,291+Installation \$1,485.7
01-02-060-034	Provincial Sales Tax Charged (no HST Charge)	\$ -	\$ -	\$ -	\$ -			
01-02-060-035	Records Retention	\$ 1,000.00	\$ -	\$ 750.00	\$ (750.00)	-100.00%	0.00%	
01-02-060-043	Furniture	\$ -	\$ -	\$ -	\$ -			
01-02-060-051	Volunteer Recognition	\$ 5,000.00	\$ -	\$ 3,750.00	\$ (3,750.00)	-100.00%	0.00%	
01-02-060-109	Hydro Admin Office	\$ -	\$ -	\$ -	\$ -			
01-02-060-127	Donations / Grants to Organizations & Group	\$ 4,000.00	\$ 3,506.70	\$ 3,000.00	\$ 506.70	16.89%	87.67%	DunAhmic \$1,000/Hurdville \$1,600/Bird Box \$906
01-02-060-128	Discretionary Donations	\$ 5,000.00	\$ 1,250.00	\$ 3,750.00	\$ (2,500.00)	-66.67%	25.00%	PS Area Community \$500/Soar Rope Skipping \$500/Parry Sound High School \$250(Nutrition)
01-02-060-150	Scholarships	\$ 1,500.00	\$ 1,500.00	\$ 1,125.00	\$ 375.00	33.33%	100.00%	PSHS \$1,500
01-02-060-300	Transfer to Reserves	\$ -	\$ -	\$ -	\$ -			
01-02-060-334	Transfer to Reserves - Asset Management	\$ 17,267.53	\$ -	\$ 12,950.65	\$ (12,950.65)	-100.00%	0.00%	
01-02-060-401	Capital - Buildings & Property	\$ -	\$ -	\$ -	\$ -			
01-02-060-403	Capital - Equipment	\$ -	\$ -	\$ -	\$ -			
01-02-060-406	Contral Capital - General	\$ -	\$ -	\$ -	\$ -			
01-02-060-414	Amortization - General	\$ -	\$ -	\$ -	\$ -			
01-02-062-001	NOHFC Intern Salaries & Overhead	\$ -	\$ -	\$ -	\$ -			
01-02-100-023	Previous Year Tax Adj to not affect BANK GL	\$ -	\$ -	\$ -	\$ -			
01-02-310-030	MPAC Annual Levy	\$ 68,890.12	\$ 51,667.59	\$ 51,667.59	\$ -	0.00%	75.00%	
<b>Total Administration Department Expenditures</b>	<b>\$ 1,001,389.35</b>	<b>\$ 699,438.07</b>	<b>\$ 751,042.01</b>	<b>\$ (51,603.94)</b>	<b>-6.87%</b>	<b>69.85%</b>		
<b>Total General Government Expenditures</b>	<b>\$ 1,131,468.83</b>	<b>\$ 789,080.22</b>	<b>\$ 847,476.62</b>	<b>\$ (58,396.40)</b>	<b>-6.89%</b>	<b>69.74%</b>	<b>Favorable</b>	

**Fire Department**

**Revenue**

01-02-104-572	Tower Lease	\$ (2,160.00)	\$ (1,620.00)	\$ (1,620.00)	\$ -	0.00%	75.00%	Tower at Balsam Road -Leased to Spectrum
01-03-104-551	Fire Department Revenue	\$ -	\$ -	\$ -	\$ -			
01-03-104-581	Transfer from Reserve - Fire Department	\$ -	\$ -	\$ -	\$ -			
01-03-104-591	Unexpended Capital - Fire Department	\$ -	\$ -	\$ -	\$ -			
<b>Total Fire Department Revenue</b>	<b>\$ (2,160.00)</b>	<b>\$ (1,620.00)</b>	<b>\$ (1,620.00)</b>	<b>\$ -</b>	<b>0.00%</b>	<b>75.00%</b>		

**Fire Department Administration Expenses**

01-03-150-001	Salaries	\$ 128,332.50	\$ 87,164.80	\$ 96,249.38	\$ (9,084.57)	-9.44%	67.92%	
01-03-150-004	Payroll Overhead - CPP, EI, RRSP, WSIB, EHT	\$ 15,977.40	\$ 13,161.51	\$ 11,983.05	\$ 1,178.46	9.83%	82.38%	
01-03-150-005	Employee Benefits	\$ 6,000.00	\$ 3,394.99	\$ 4,500.00	\$ (1,105.01)	-24.56%	56.58%	
01-03-150-006	Mileage	\$ 3,000.00	\$ 2,532.06	\$ 2,250.00	\$ 282.06	12.54%	84.40%	
01-03-150-007	Telephone	\$ 2,500.00	\$ 2,749.60	\$ 1,875.00	\$ 874.60	46.65%	109.98%	New Cellphone \$306 & Nov/Dec bill payment for Bell
01-03-150-009	Office Supplies/Materials	\$ 1,250.00	\$ 788.77	\$ 937.50	\$ (148.73)	-15.86%	63.10%	
01-03-150-014	Insurance	\$ -	\$ -	\$ -	\$ -			
01-03-150-015	Courses & Training	\$ 8,800.00	\$ 4,268.91	\$ 6,600.00	\$ (2,331.09)	-35.32%	48.51%	NFPA 1006 Auto Extraction Training \$3,052.80

**Township of McKellar**  
**Actuals VS Budget Variance as of September 30,2023**

Account Number	Budget 2023	Actuals as of September 30,2023	Budget as of September 30,2023	Variance \$	Variance %	% of Budget Spent to date	Detail
01-03-150-016	Conferences	\$ 750.00	\$ -	\$ 562.50	\$ (562.50)	-100.00%	0.00%
01-03-150-017	Memberships/Subscriptions	\$ 750.00	\$ 897.79	\$ 562.50	\$ 335.29	59.61%	119.71% OAFc Membership \$274.75/Maple Leaf Magazine Ad \$282.89
01-03-150-018	Office Equipment	\$ 1,500.00	\$ 1,017.60	\$ 1,125.00	\$ (107.40)	-9.55%	67.84%
01-03-150-021	Consultant Services	\$ -	\$ 153.00	\$ -	\$ 153.00		Legal Review of Fire Department By-law
01-03-150-024	Miscellaneous	\$ 3,000.00	\$ 1,879.88	\$ 2,250.00	\$ (370.12)	-16.45%	62.66%
01-03-150-040	Radio Licences	\$ 1,100.00	\$ 1,140.84	\$ 825.00	\$ 315.84	38.28%	103.71% Radio License for year
01-03-150-042	Emergency First Response Supplies	\$ 7,000.00	\$ 74.30	\$ 5,250.00	\$ (5,175.70)	-98.58%	1.06%
01-03-150-050	Donation/Honourarium	\$ 500.00	\$ 538.31	\$ 375.00	\$ 163.31	43.55%	107.66% Service Award 2 Carved plaque \$254/AD Teenage Survival \$283.91
01-03-150-100	Safety Equipment/Protective Clothing	\$ 16,000.00	\$ 4,068.02	\$ 12,000.00	\$ (7,931.98)	-66.10%	25.43%
01-03-150-102	Mutual Aid Agreement	\$ 1,000.00	\$ 1,174.70	\$ 750.00	\$ 424.70	56.63%	117.47% Mutual Aid dues and training,
01-03-150-103	Fire Prevention	\$ 2,250.00	\$ 1,589.11	\$ 1,687.50	\$ (98.39)	-5.83%	70.63%
01-03-150-104	Forest Fire Management Fee	\$ 4,900.00	\$ -	\$ 3,675.00	\$ (3,675.00)	-100.00%	0.00%
01-03-150-105	Dispatch Services	\$ 2,250.00	\$ -	\$ 1,687.50	\$ (1,687.50)	-100.00%	0.00%
01-03-150-106	Radio System Maintenance	\$ 1,000.00	\$ 863.94	\$ 750.00	\$ 113.94	15.19%	86.39%
01-03-150-111	Fire Fighting Tools/Equipment	\$ 13,500.00	\$ 11,062.68	\$ 10,125.00	\$ 937.68	9.26%	81.95% Bunker Gear \$2782/Fire Dome Helmet \$1,711/Supression Tools\$1,589/Wildland sprinkler & hose system \$1,419
01-03-150-114	Equipment & Repairs	\$ 550.00	\$ -	\$ 412.50	\$ (412.50)	-100.00%	0.00%
01-03-150-300	Transfer to Reserves	\$ 3,000.00	\$ -	\$ 2,250.00	\$ (2,250.00)	-100.00%	0.00%
01-03-150-401	Capital - Buildings	\$ -	\$ -	\$ -	\$ -		
01-03-150-403	Capital - Equipment	\$ -	\$ -	\$ -	\$ -		
01-03-150-407	Contra Capital - Fire	\$ -	\$ -	\$ -	\$ -		
01-03-150-415	Amortization - Fire	\$ -	\$ -	\$ -	\$ -		
		<b>\$ 224,909.90</b>	<b>\$ 138,520.81</b>	<b>\$ 168,682.43</b>	<b>\$ (30,161.62)</b>	<b>-17.88%</b>	<b>61.59%</b>
<b>Fire Hall #1 McKellar-Sharon Park Drive</b>							
01-03-151-008	Hydro	\$ 2,500.00	\$ 1,123.68	\$ 1,875.00	\$ (751.32)	-40.07%	44.95%
01-03-151-024	Miscellaneous	\$ 1,000.00	\$ -	\$ 750.00	\$ (750.00)	-100.00%	0.00%
01-03-151-033	Heating	\$ 4,000.00	\$ 1,288.62	\$ 3,000.00	\$ (1,711.38)	-57.05%	32.22%
01-03-151-112	Maintenance Supplies	\$ 1,500.00	\$ 527.08	\$ 1,125.00	\$ (597.92)	-53.15%	35.14%
01-03-151-113	Maintenance Repairs	\$ 3,000.00	\$ 532.04	\$ 2,250.00	\$ (1,717.96)	-76.35%	17.73%
01-03-151-114	Equipment & Repairs	\$ -	\$ -	\$ -	\$ -		
01-03-151-116	Grounds Maintenance	\$ -	\$ -	\$ -	\$ -		
01-03-151-145	Materials & Supplies	\$ -	\$ -	\$ -	\$ -		
		<b>\$ 12,000.00</b>	<b>\$ 3,471.42</b>	<b>\$ 9,000.00</b>	<b>\$ (5,528.58)</b>	<b>-61.43%</b>	<b>28.93%</b>
<b>Fire Hall #2 McKellar</b>							
01-03-152-007	Telephone Fire Hall #2	\$ 700.00	\$ 482.31	\$ 525.00	\$ (42.69)	-8.13%	68.90%
01-03-152-008	Hydro	\$ 3,500.00	\$ 1,458.05	\$ 2,625.00	\$ (1,166.95)	-44.46%	41.66%
01-03-152-024	Miscellaneous	\$ 1,000.00	\$ 390.24	\$ 750.00	\$ (359.76)	-47.97%	39.02%
01-03-152-033	Heating	\$ 7,500.00	\$ 4,726.41	\$ 5,625.00	\$ (898.59)	-15.97%	63.02%
01-03-152-112	Maintenance Supplies	\$ 1,500.00	\$ 730.65	\$ 1,125.00	\$ (394.35)	-35.05%	48.71%
01-03-152-113	Maintenance Repairs	\$ 6,000.00	\$ 361.26	\$ 4,500.00	\$ (4,138.74)	-91.97%	6.02%
01-03-152-114	Equipment & Repairs	\$ -	\$ -	\$ -	\$ -		
01-03-152-116	Grounds Maintenance	\$ -	\$ -	\$ -	\$ -		
01-03-152-145	Materials & Supplies	\$ -	\$ -	\$ -	\$ -		

Township of McKellar  
Actuals VS Budget Variance as of September 30, 2023

Account Number	Budget 2023	Actuals as of September 30,2023	Budget as of September 30,2023	Variance \$	Variance %	% of Budget Spent to date	Detail
	\$ 20,200.00	\$ 8,148.92	\$ 15,150.00	\$ (7,001.08)	-46.21%	40.34%	
<b>Fire Department Vehicles</b>							
01-03-153-140 Motor Oil/Grease	\$ 500.00	\$ 27.54	\$ 375.00	\$ (347.46)	-92.66%	5.51%	
01-03-153-141 Fuel - Gas	\$ 5,500.00	\$ 3,529.24	\$ 4,125.00	\$ (595.76)	-14.44%	64.17%	
01-03-153-142 Fuel - Diesel	\$ 4,500.00	\$ -	\$ 3,375.00	\$ (3,375.00)	-100.00%	0.00%	
01-03-153-144 Licenses & Insurance	\$ 600.00	\$ -	\$ 450.00	\$ (450.00)	-100.00%	0.00%	
01-03-153-200 Rescue 3 - 1998 Dodge Ram	\$ 2,250.00	\$ 498.64	\$ 1,687.50	\$ (1,188.86)	-70.45%	22.16%	
01-03-153-202 Pumper 1- 1996 Superior Ford F-800/Rescue:	\$ 2,250.00	\$ 1,704.96	\$ 1,687.50	\$ 17.46	1.03%	75.78%	
01-03-153-203 Pumper 2 - 1996 Superior Ford FF 800	\$ -	\$ -	\$ -	\$ -			
01-03-153-204 Tanker 2 - 1980 Chev C70	\$ -	\$ -	\$ -	\$ -			
01-03-153-206 T1-2019 INT.TRUCK#709568	\$ 2,250.00	\$ 957.77	\$ 1,687.50	\$ (729.73)	-43.24%	42.57%	Annual Ladder Testing
01-03-153-207 T2 - 2013 Freightliner - Fire Dept	\$ 3,250.00	\$ 3,197.17	\$ 2,437.50	\$ 759.67	31.17%	98.37%	Annual Inspection & Oil Change/Ladder Testing
01-03-153-208 Rescue 1 2008 Ford CTVE 350/ R2	\$ -	\$ -	\$ -	\$ -			
01-03-153-209 Rescue -2 2014 FORD E350	\$ 3,500.00	\$ 3,257.19	\$ 2,625.00	\$ 632.19	24.08%	93.06%	Major Repair -Ball Joint/Damper/Caliper
01-03-153-210 2020 Freightliner Pumper Truck	\$ 2,250.00	\$ 942.62	\$ 1,687.50	\$ (744.88)	-44.14%	41.89%	Annual Ladder Testing
	\$ 26,850.00	\$ 14,115.13	\$ 20,137.50	\$ (6,022.37)	-29.91%	52.57%	
<b>Fire Department Tower Site</b>							
01-03-154-008 Hydro	\$ 1,700.00	\$ 1,043.10	\$ 1,275.00	\$ (231.90)	-18.2%	61.36%	
01-03-154-024 Miscellaneous	\$ -	\$ -	\$ -	\$ -			
01-03-154-107 Radio Tower Maintenance	\$ -	\$ -	\$ -	\$ -			
	\$ 1,700.00	\$ 1,043.10	\$ 1,275.00	\$ (231.90)	-18.19%	61.36%	
<b>Emergency Planning Budget</b>							
01-03-150-107 Radio Tower Maintenance	\$ 1,000.00	\$ 739.80	\$ 750.00	\$ (10.20)	-1.36%	73.98%	
01-03-150-108 Emergency Management	\$ 4,500.00	\$ 1,197.56	\$ 3,375.00	\$ (2,177.44)	-64.52%	26.61%	Generator for Radio Tower \$1,067
	\$ 5,500.00	\$ 1,937.36	\$ 4,125.00	\$ (2,187.64)	-53.03%	35.22%	
<b>Total Fire Department Expenditures</b>	\$ 291,159.90	\$ 167,236.74	\$ 218,369.93	\$ (51,133.19)	-23.42%	57.44%	Favorable
<b>Building Department Revenue</b>							
01-04-104-541 Building Permits	\$ (159,000.00)	\$ (90,501.41)	\$ (119,250.00)	\$ 28,748.59	-24.11%	56.92%	
01-04-104-543 Inactive Permit Fee	\$ -	\$ -	\$ -	\$ -			
01-04-104-544 Revised Drawings	\$ (1,500.00)	\$ -	\$ (1,125.00)	\$ 1,125.00	-100.00%	0.00%	
01-04-104-552 Re-Inspection Fee	\$ -	\$ -	\$ -	\$ -			
01-04-104-553 Shared CBO Service due from other Municip	\$ -	\$ -	\$ -	\$ -			
01-04-104-589 Transfer from Reserves - Building	\$ (8,000.00)	\$ -	\$ (6,000.00)	\$ 6,000.00	-100.00%	0.00%	
<b>Total Building Revenue</b>	\$ (168,500.00)	\$ (90,501.41)	\$ (126,375.00)	\$ 35,873.59	-28.39%	53.71%	
<b>Expenses</b>							
01-04-170-001 Salaries	\$ 114,082.80	\$ 81,533.71	\$ 85,562.10	\$ (4,028.39)	-4.71%	71.47%	
01-04-170-004 Payroll Overhead - CPP, EI, RRSP, WSIB, EHT	\$ 22,816.56	\$ 18,760.67	\$ 17,112.42	\$ 1,648.25	9.63%	82.22%	
01-04-170-005 Employee Benefits	\$ 9,126.62	\$ 5,544.10	\$ 6,844.97	\$ (1,300.87)	-19.00%	60.75%	
01-04-170-006 Mileage	\$ -	\$ -	\$ -	\$ -			
01-04-170-007 Telephone	\$ 400.00	\$ 502.90	\$ 300.00	\$ 202.90	67.63%	125.73%	Nov/Dec bill payment in 2023

**Township of McKellar**  
**Actuals VS Budget Variance as of September 30,2023**

Account Number	Budget 2023	Actuals as of September 30,2023	Budget as of September 30,2023	Variance \$	Variance %	% of Budget Spent to date	Detail
01-04-170-009 Office Supplies/Materials	\$ 1,000.00	\$ 84.45	\$ 750.00	\$ (665.55)	-88.74%	8.45%	
01-04-170-010 Postage/Courier	\$ 100.00	\$ -	\$ 75.00	\$ (75.00)	-100.00%	0.00%	
01-04-170-014 Insurance	\$ -	\$ -	\$ -	\$ -			
01-04-170-015 Courses & Training	\$ 2,000.00	\$ -	\$ 1,500.00	\$ (1,500.00)	-100.00%	0.00%	
01-04-170-016 Conferences	\$ 2,000.00	\$ -	\$ 1,500.00	\$ (1,500.00)	-100.00%	0.00%	
01-04-170-017 Memberships/Subscriptions	\$ 500.00	\$ 231.92	\$ 375.00	\$ (143.08)	-38.15%	46.38%	
01-04-170-020 Professional Services - Legal	\$ 7,000.00	\$ 364.02	\$ 5,250.00	\$ (4,885.98)	-93.07%	5.20%	
01-04-170-023 Computer Software & Hardware	\$ 4,500.00	\$ 4,200.00	\$ 3,375.00	\$ 825.00	24.44%	93.33%	Cloud Permit Subscription for year \$4,200
01-04-170-024 Miscellaneous	\$ 500.00	\$ -	\$ 375.00	\$ (375.00)	-100.00%	0.00%	
01-04-170-041 Shared CBO Services due to Other Municipali	\$ -	\$ 322.96	\$ -	\$ 322.96			
01-04-170-141 Vehicle Fuel - Gas	\$ 1,000.00	\$ 869.60	\$ 750.00	\$ 119.60	15.95%	86.96%	
01-04-170-143 Vehicle Maintenance Costs/Parts	\$ 400.00	\$ 182.80	\$ 300.00	\$ (117.20)	-39.07%	45.70%	
01-04-170-144 Licenses & Insurance	\$ 120.00	\$ -	\$ 90.00	\$ (90.00)	-100.00%	0.00%	
01-04-170-145 Materials & Supplies	\$ -	\$ -	\$ -	\$ -			
01-04-170-300 Transfer to Reserves	\$ -	\$ -	\$ -	\$ -			
01-04-170-405 Capital - Vehicles	\$ -	\$ -	\$ -	\$ -			
01-04-170-408 Contra Capital - Building Inspection	\$ -	\$ -	\$ -	\$ -			
01-04-170-416 Amortization - Building Inspection	\$ -	\$ -	\$ -	\$ -			

<b>Total Building Department Expenditures</b>	<b>\$ 165,545.98</b>	<b>\$ 112,597.13</b>	<b>\$ 124,159.49</b>	<b>\$ (11,562.36)</b>	<b>-9.31%</b>	<b>68.02%</b>	<b>Favorable</b>
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**Protection to Persons and Property**

01-02-102-525 Provincial Offences Act Revenue	\$ (4,000.00)	\$ (2,860.44)	\$ (3,000.00)	\$ 139.56	-4.65%	71.51%	
01-05-160-552 Miscellaneous Revenue-OPP Offset	\$ (2,500.00)	\$ (2,602.56)	\$ (1,875.00)	\$ (727.56)	38.80%	104.10%	
01-02-104-538 Fine Revenue - Parking/Trailers	\$ (200.00)	\$ (200.00)	\$ (150.00)	\$ (50.00)	33.33%	100.00%	

<b>Total Protection to Persons and Property Revenue</b>	<b>\$ (6,700.00)</b>	<b>\$ (5,663.00)</b>	<b>\$ (5,025.00)</b>	<b>\$ (638.00)</b>	<b>12.70%</b>	<b>84.52%</b>	
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**Expenses**

**Policing Costs - O.P.P Expenditures**

01-05-160-030 Policing Services Annual Levy	\$ 368,752.00	\$ 245,832.00	\$ 276,564.00	\$ (30,732.00)	-11.11%	66.67%	OPP Levy Jan.to Aug.\$30647X8-September invoice will be paid in Oct.
<b>Total Policing Costs-O.P.P Expenditures</b>	<b>\$ 368,752.00</b>	<b>\$ 245,832.00</b>	<b>\$ 276,564.00</b>	<b>\$ (30,732.00)</b>	<b>-11.11%</b>	<b>66.67%</b>	

**911 Service Expenditures**

01-05-165-030 Contracted Services/Annual Levy-911	\$ 1,215.00	\$ 1,144.88	\$ 911.25	\$ 233.63	25.64%	94.23%	Annual 911 Levy
<b>Total 911 Service Expenditures</b>	<b>\$ 1,215.00</b>	<b>\$ 1,144.88</b>	<b>\$ 911.25</b>	<b>\$ 233.63</b>	<b>25.64%</b>	<b>94.23%</b>	

**Animal Control Expenditures**

01-05-180-030 Veterinary Association Annual Levy	\$ 275.00	\$ 275.00	\$ 206.25	\$ 68.75	33.33%	100.00%	Veterinary Annual Levy
01-05-180-320 Livestock Reimbursements - funded	\$ -	\$ -	\$ -	\$ -			
01-05-180-321 Livestock Reimbursements - unfunded	\$ -	\$ -	\$ -	\$ -			
01-05-180-401 Capital - Buildings Animal Control	\$ 1,000.00	\$ -	\$ 750.00	\$ (750.00)	-100.00%	0.00%	
<b>Total Animal Control Expenditures</b>	<b>\$ 1,275.00</b>	<b>\$ 275.00</b>	<b>\$ 956.25</b>	<b>\$ (681.25)</b>	<b>-71.24%</b>	<b>21.57%</b>	

**By-Law Enforcement Expenditures**

**Township of McKellar**  
**Acutals VS Budget Variance as of September 30.2023**

Account Number		Budget 2023	Actuals as of September 30,2023	Budget as of September 30,2023	Variance \$	Variance %	% of Budget Spent to date	Detail
01-05-182-030	Bylaw Enforcement Annual Levy	\$ 45,000.00	\$ 12,800.00	\$ 33,750.00	\$ (20,950.00)	-62.07%	28.44%	
01-05-190-006	Mileage	\$ 3,000.00	\$ 2,779.08	\$ 2,250.00	\$ 529.08	23.51%	92.64%	
01-05-190-011	Advertising	\$ -	\$ -	\$ -	\$ -			
01-05-190-015	Courses & Training	\$ 5,000.00	\$ -	\$ 3,750.00	\$ (3,750.00)	-100.00%	0.00%	
01-05-190-020	Professional Services - Legal	\$ 4,000.00	\$ 349.80	\$ 3,000.00	\$ (2,650.20)	-88.34%	8.75%	
01-05-190-024	Miscellaneous	\$ 1,500.00	\$ 978.18	\$ 1,125.00	\$ (146.82)	-13.05%	65.21%	
01-05-190-030	Contracted Services/Annual Levy	\$ -	\$ -	\$ -	\$ -			
01-05-246-144	Licenses & Insurance	\$ -	\$ -	\$ -	\$ -			
<b>Total By-Law Enforement Expenditures</b>		<b>\$ 58,500.00</b>	<b>\$ 16,907.06</b>	<b>\$ 43,875.00</b>	<b>\$ (26,967.94)</b>	<b>-61.47%</b>	<b>28.90%</b>	
<b>Total Protection To Persons &amp; Property Expenditures</b>		<b>\$ 429,742.00</b>	<b>\$ 264,158.94</b>	<b>\$ 322,306.50</b>	<b>\$ (58,147.56)</b>	<b>-18.04%</b>	<b>61.47%</b>	<b>Favorable</b>
<b>Transportation Department</b>								
01-02-104-552	Miscellaneous Revenue	\$ -	\$ (47,383.65)	\$ -	\$ (47,383.65)			Insuarance Claim -Oil Spill Stewart Park Drive
01-06-104-534	Entrance Application Fee	\$ (350.00)	\$ (250.00)	\$ (262.50)	\$ 12.50	-4.76%	71.43%	
01-06-104-552	Miscellaneous Revenue - Subdivison Constr	\$ -	\$ -	\$ -	\$ -			
01-06-104-553	Administrative Income - Whitestone Cost Rec	\$ -	\$ -	\$ -	\$ -			
01-06-104-582	Transfer from Reserve - Roads	\$ -	\$ -	\$ -	\$ -			
01-06-104-592	Unexpended Capital - Roads	\$ -	\$ -	\$ -	\$ -			
<b>Total Transportation department Revenue</b>		<b>\$ (350.00)</b>	<b>\$ (47,633.65)</b>	<b>\$ (262.50)</b>	<b>\$ (47,371.15)</b>	<b>18046.15%</b>	<b>13609.61%</b>	
<b>Expenses</b>								
<b>Administration</b>								
01-06-200-001	Salaries	\$ 69,225.00	\$ 29,829.24	\$ 51,918.75	\$ (22,089.51)	-42.55%	43.09%	
01-06-200-004	Payroll Overhead - CPP, EI, RRSP, WSIB, EHT	\$ 10,383.75	\$ 7,274.99	\$ 7,787.81	\$ (512.82)	-6.58%	70.06%	
01-06-200-005	Employee Benefits	\$ 22,000.00	\$ 17,974.16	\$ 16,500.00	\$ 1,474.16	8.93%	81.70%	
01-06-200-006	Mileage	\$ 500.00	\$ -	\$ 375.00	\$ (375.00)	-100.00%	0.00%	
01-06-200-007	Telephone	\$ 1,400.00	\$ 789.74	\$ 1,050.00	\$ (260.26)	-24.79%	56.41%	
01-06-200-008	Personal Protective Equipment Employee All	\$ 500.00	\$ 325.62	\$ 375.00	\$ (49.38)	-13.17%	65.12%	Clothing & Boot allowance for full year
01-06-200-009	Office Supplies/Materials	\$ 1,000.00	\$ 73.25	\$ 750.00	\$ (676.75)	-90.23%	7.33%	
01-06-200-010	Postage/Courier	\$ 200.00	\$ -	\$ 150.00	\$ (150.00)	-100.00%	0.00%	
01-06-200-011	Advertising	\$ 1,500.00	\$ 613.42	\$ 1,125.00	\$ (511.58)	-45.47%	40.89%	Road Closure/Bridge Closure & Tenders cost
01-06-200-012	Printing/Photocopier	\$ -	\$ -	\$ -	\$ -			
01-06-200-014	Insurance	\$ -	\$ -	\$ -	\$ -			
01-06-200-015	Courses & Training	\$ 1,500.00	\$ -	\$ 1,125.00	\$ (1,125.00)	-100.00%	0.00%	
01-06-200-016	Conferences	\$ 2,000.00	\$ 1,578.55	\$ 1,500.00	\$ 78.55	5.24%	78.93%	Ogra Conference
01-06-200-017	Memberships/Subscriptions	\$ 800.00	\$ 954.43	\$ 600.00	\$ 354.43	59.07%	119.30%	Ogra Membership \$786
01-06-200-018	Office Equipment	\$ 1,500.00	\$ 1,555.91	\$ 1,125.00	\$ 430.91	38.30%	103.73%	Laptop for Greg
01-06-200-020	Professional Services - Legal	\$ 500.00	\$ -	\$ 375.00	\$ (375.00)	-100.00%	0.00%	
01-06-200-021	Consultant Services	\$ 500.00	\$ 1,747.73	\$ 375.00	\$ 1,372.73	366.06%	349.55%	Road inspection for assumption-Baily Subdivision
01-06-200-023	Computer Software Maintenance	\$ 1,000.00	\$ -	\$ 750.00	\$ (750.00)	-100.00%	0.00%	
01-06-200-024	Miscellaneous	\$ 500.00	\$ 150.58	\$ 375.00	\$ (224.42)	-59.85%	30.12%	
01-06-200-040	Radio Licences	\$ 600.00	\$ 623.82	\$ 450.00	\$ 173.82	38.63%	103.97%	Radio License for year
01-06-200-136	Professional Services - Surveying	\$ -	\$ -	\$ -	\$ -			
01-06-200-300	Transfer to Reserves	\$ -	\$ -	\$ -	\$ -			

**Township of McKellar**  
**Actuals VS Budget Variance as of September 30,2023**

Account Number	Budget 2023	Actuals as of September 30,2023	Budget as of September 30,2023	Variance \$	Variance %	% of Budget Spent to date	Detail
01-06-200-409 Contra Capital -	\$ -	\$ -	\$ -				
01-06-200-417 Amortization - Roads	\$ -	\$ -	\$ -				
01-06-200-429 Capital - Transportation	\$ -	\$ -	\$ -				
	<b>\$ 115,608.75</b>	<b>\$ 63,491.44</b>	<b>\$ 86,706.56</b>	<b>\$ (23,215.12)</b>	<b>-26.77%</b>	<b>54.92%</b>	
<b>Public Works Garage</b>							
01-06-210-001 Salaries	\$ 6,900.00	\$ 4,271.41	\$ 5,175.00	\$ (903.59)	-17.46%	61.90%	
01-06-210-004 Payroll Overhead - CPP, EI, RRSP, WSIB, EHT	\$ 1,380.00	\$ 954.47	\$ 1,035.00	\$ (80.53)	-7.78%	69.16%	
01-06-210-005 Employee Benefits	\$ 100.00	\$ 29.84	\$ 75.00	\$ (45.16)	-60.21%	29.84%	
01-06-210-008 Hydro	\$ 3,000.00	\$ 1,660.46	\$ 2,250.00	\$ (589.54)	-26.20%	55.35%	
01-06-210-024 Miscellaneous	\$ 1,000.00	\$ -	\$ 750.00	\$ (750.00)	-100.00%	0.00%	
01-06-210-031 Furnace Oil	\$ 15,000.00	\$ 10,176.49	\$ 11,250.00	\$ (1,073.51)	-9.54%	67.84%	
01-06-210-110 Permits/Licenses	\$ 100.00	\$ -	\$ 75.00	\$ (75.00)	-100.00%	0.00%	
01-06-210-112 Maintenance Supplies	\$ 500.00	\$ 118.97	\$ 375.00	\$ (256.03)	-68.27%	23.79%	
01-06-210-113 Maintenance Repairs	\$ 18,000.00	\$ 4,280.90	\$ 13,500.00	\$ (9,219.10)	-68.29%	23.78%	Oil Separater for Drain \$2,783.95/Septic Pump \$493.49/Repl of Effluent\$1,003.46
01-06-210-114 Equipment & Repairs	\$ 1,500.00	\$ 186.48	\$ 1,125.00	\$ (938.52)	-83.42%	12.43%	
01-06-210-116 Grounds Maintenance	\$ 500.00	\$ -	\$ 375.00	\$ (375.00)	-100.00%	0.00%	
01-06-210-145 Materials & Supplies	\$ 1,500.00	\$ 926.59	\$ 1,125.00	\$ (198.41)	-17.64%	61.77%	
01-06-210-148 Workshop Supplies	\$ 2,000.00	\$ 2,772.49	\$ 1,500.00	\$ 1,272.49	84.83%	138.62%	Protective Gloves/Safety Glasses/Ladder/Screws
01-06-210-401 Capital - Buildings	\$ -	\$ -	\$ -	\$ -			
	<b>\$ 51,480.00</b>	<b>\$ 25,378.10</b>	<b>\$ 38,610.00</b>	<b>\$ (13,231.90)</b>	<b>-34.27%</b>	<b>49.30%</b>	
<b>Environmental Spill</b>							
01-06-219-001 Salaries	\$ -	\$ 1,902.96	\$ -	\$ 1,902.96			Oil Spill Stewart Park Drive- Fire Fighters/ Greg Hours
01-06-219-024 Miscellaneous	\$ -	\$ 46,092.46	\$ -	\$ 46,092.46			Oil Spill cleaning expenses at Stewart Park Drive
	\$ -	\$ 47,995.42	\$ -	\$ 47,995.42			
<b>Bridge &amp; Culverts</b>							
01-06-220-001 Salaries	\$ 18,400.00	\$ 10,844.32	\$ 13,800.00	\$ (2,955.68)	-21.42%	58.94%	
01-06-220-004 Payroll Overhead - CPP, EI, RRSP, WSIB, EHT	\$ 3,680.00	\$ 2,280.31	\$ 2,760.00	\$ (479.69)	-17.38%	61.96%	
01-06-220-005 Employee Benefits	\$ 100.00	\$ 67.79	\$ 75.00	\$ (7.21)	-9.61%	67.79%	
01-06-220-024 Miscellaneous	\$ -	\$ -	\$ -	\$ -			
01-06-220-145 Materials & Supplies	\$ 21,000.00	\$ 9,606.03	\$ 15,750.00	\$ (6,143.97)	-39.01%	45.74%	Poly, Pipes and Coupler \$8,924.24
01-06-220-147 Contracted Services	\$ 5,000.00	\$ -	\$ 3,750.00	\$ (3,750.00)	-100.00%	0.00%	
	<b>\$ 48,180.00</b>	<b>\$ 22,798.45</b>	<b>\$ 36,135.00</b>	<b>\$ (13,336.55)</b>	<b>-36.91%</b>	<b>47.32%</b>	
<b>Brushing &amp; Timming</b>							
01-06-221-001 Salaries	\$ 6,700.00	\$ 2,052.81	\$ 5,025.00	\$ (2,972.19)	-59.15%	30.64%	
01-06-221-004 Payroll Overhead - CPP, EI, RRSP, WSIB, EHT	\$ 1,340.00	\$ 544.43	\$ 1,005.00	\$ (460.57)	-45.83%	40.63%	
01-06-221-005 Employee Benefits	\$ 200.00	\$ 15.25	\$ 150.00	\$ (134.75)	-89.83%	7.63%	
01-06-221-024 Miscellaneous	\$ -	\$ -	\$ -	\$ -			
01-06-221-145 Materials & Supplies	\$ 3,000.00	\$ 686.52	\$ 2,250.00	\$ (1,563.48)	-69.49%	22.88%	
01-06-221-147 Contracted Services	\$ 14,000.00	\$ 12,964.22	\$ 10,500.00	\$ 2,464.22	23.47%	92.60%	TMI -Roadside Brushing for full year.
	<b>\$ 25,240.00</b>	<b>\$ 16,263.23</b>	<b>\$ 18,930.00</b>	<b>\$ (2,666.77)</b>	<b>-14.09%</b>	<b>64.43%</b>	
<b>Ditching</b>							
01-06-222-001 Salaries	\$ 15,000.00	\$ 12,294.40	\$ 11,250.00	\$ 1,044.40	9.28%	81.96%	
01-06-222-004 Payroll Overhead - CPP, EI, RRSP, WSIB, EHT	\$ 3,000.00	\$ 2,599.54	\$ 2,250.00	\$ 349.54	15.54%	86.65%	
01-06-222-005 Employee Benefits	\$ 200.00	\$ 64.82	\$ 150.00	\$ (85.18)	-56.79%	32.41%	



**Township of McKellar**  
**Actuals VS Budget Variance as of September 30,2023**

Account Number	Budget 2023	Actuals as of September 30,2023	Budget as of September 30,2023	Variance \$	Variance %	% of Budget Spent to date	Detail
01-06-222-024	\$ -	\$ -	\$ -	\$ -	0.00%		
01-06-222-145	\$ 2,500.00	\$ 304.42	\$ 1,875.00	\$ (1,570.58)	-83.76%	12.18%	
01-06-222-147	\$ 2,500.00	\$ -	\$ 1,875.00	\$ (1,875.00)	-100.00%	0.00%	
	<b>\$ 23,200.00</b>	<b>\$ 15,263.18</b>	<b>\$ 17,400.00</b>	<b>\$ (2,136.82)</b>	<b>-12.28%</b>	<b>65.79%</b>	
<b><u>Loosetop Maintenance</u></b>							
01-06-223-001	\$ 28,243.80	\$ 15,473.14	\$ 21,182.85	\$ (5,709.71)	-26.95%	54.78%	
01-06-223-004	\$ 5,648.76	\$ 3,438.36	\$ 4,236.57	\$ (798.21)	-18.84%	60.87%	
01-06-223-005	\$ 200.00	\$ 97.23	\$ 150.00	\$ (52.77)	-35.18%	48.62%	
01-06-223-024	\$ -	\$ -	\$ -	\$ -			
01-06-223-145	\$ 77,100.00	\$ 74,470.03	\$ 57,825.00	\$ 16,645.03	28.79%	96.59%	Fowler -Ganular
01-06-223-146	\$ 70,000.00	\$ 46,085.06	\$ 52,500.00	\$ (6,414.94)	-12.22%	65.84%	Da-Lee Dust-Liquid Calcium Chloride
01-06-223-147	\$ -	\$ -	\$ -	\$ -			
	<b>\$ 181,192.56</b>	<b>\$ 139,563.82</b>	<b>\$ 135,894.42</b>	<b>\$ 3,669.40</b>	<b>2.70%</b>	<b>77.03%</b>	
<b><u>Roadside Maintenance</u></b>							
01-06-224-001	\$ 90,525.00	\$ 83,155.98	\$ 67,893.75	\$ 15,262.23	22.48%	91.86%	Extra Maintenance of Roads, which include hardtop
01-06-224-004	\$ 18,105.00	\$ 18,388.81	\$ 13,578.75	\$ 4,810.06	35.42%	101.57%	
01-06-224-005	\$ 500.00	\$ 531.51	\$ 375.00	\$ 156.51	41.74%	106.30%	
01-06-224-024	\$ -	\$ -	\$ -	\$ -			
01-06-224-145	\$ 20,000.00	\$ 2,671.41	\$ 15,000.00	\$ (12,328.59)	-82.19%	13.36%	
01-06-224-147	\$ -	\$ -	\$ -	\$ -			
	<b>\$ 129,130.00</b>	<b>\$ 104,747.71</b>	<b>\$ 96,847.50</b>	<b>\$ 7,900.21</b>	<b>8.16%</b>	<b>81.12%</b>	
<b><u>Sanding/Salting</u></b>							
01-06-225-001	\$ 40,000.00	\$ 21,615.63	\$ 30,000.00	\$ (8,384.37)	-27.95%	54.04%	
01-06-225-004	\$ 8,000.00	\$ 4,965.41	\$ 6,000.00	\$ (1,034.59)	-17.24%	62.07%	
01-06-225-005	\$ 100.00	\$ 143.97	\$ 75.00	\$ 68.97	91.96%	143.97%	
01-06-225-024	\$ -	\$ -	\$ -	\$ -			
01-06-225-145	\$ 120,000.00	\$ 14,654.22	\$ 90,000.00	\$ (75,345.78)	-83.72%	12.21%	Washed Granite Sceeing & Salt
01-06-225-147	\$ -	\$ -	\$ -	\$ -			
	<b>\$ 168,100.00</b>	<b>\$ 41,379.23</b>	<b>\$ 126,075.00</b>	<b>\$ (84,695.77)</b>	<b>-67.18%</b>	<b>24.62%</b>	
<b><u>Snow Plowing</u></b>							
01-06-226-001	\$ 73,000.00	\$ 31,170.99	\$ 54,750.00	\$ (23,579.01)	-43.07%	42.70%	
01-06-226-004	\$ 14,600.00	\$ 7,742.75	\$ 10,950.00	\$ (3,207.25)	-29.29%	53.03%	
01-06-226-005	\$ 200.00	\$ 205.75	\$ 150.00	\$ 55.75	37.17%	102.88%	
01-06-226-024	\$ -	\$ -	\$ -	\$ -			
01-06-226-145	\$ 10,100.00	\$ 3,752.05	\$ 7,575.00	\$ (3,822.95)	-50.47%	37.15%	
01-06-226-147	\$ 40,608.00	\$ 37,608.42	\$ 30,456.00	\$ 7,152.42	23.48%	92.61%	Lawson Landscaping -Snow Removal Contract 2022-2023
	<b>\$ 138,508.00</b>	<b>\$ 80,479.96</b>	<b>\$ 103,881.00</b>	<b>\$ (23,401.04)</b>	<b>-22.53%</b>	<b>58.10%</b>	
<b><u>Street Signs &amp; Safety Equipment</u></b>							
01-06-227-001	\$ 3,727.50	\$ 5,371.28	\$ 2,795.63	\$ 2,575.66	92.13%	144.10%	
01-06-227-004	\$ 745.50	\$ 1,168.04	\$ 559.13	\$ 608.92	108.90%	156.68%	
01-06-227-005	\$ 100.00	\$ 30.76	\$ 75.00	\$ (44.24)	-58.99%	30.76%	
01-06-227-024	\$ 6,000.00	\$ -	\$ 4,500.00	\$ (4,500.00)	-100.00%	0.00%	
01-06-227-145	\$ 12,000.00	\$ 6,979.78	\$ 9,000.00	\$ (2,020.22)	-22.45%	58.16%	Street Sign Mounting Hardware
01-06-227-147	\$ -	\$ -	\$ -	\$ -			
	<b>\$ 22,573.00</b>	<b>\$ 13,549.86</b>	<b>\$ 16,929.75</b>	<b>\$ (3,379.89)</b>	<b>-19.96%</b>	<b>60.03%</b>	

**Township of McKellar**  
**Actuals VS Budget Variance as of September 30,2023**

Account Number	Budget 2023	Actuals as of September 30,2023	Budget as of September 30,2023	Variance \$	Variance %	% of Budget Spent to date	Detail
<b>Vehicle overhead</b>							
01-06-228-140	\$ 3,727.50	\$ 2,350.74	\$ 2,795.63	\$ (444.89)	-15.91%	63.06%	
01-06-228-141	\$ 2,000.00	\$ 200.94	\$ 1,500.00	\$ (1,299.06)	-86.60%	10.05%	
01-06-228-142	\$ 65,000.00	\$ 44,936.05	\$ 48,750.00	\$ (3,813.95)	-7.82%	69.13%	
01-06-228-143	\$ 4,000.00	\$ 1,926.75	\$ 3,000.00	\$ (1,073.25)	-35.78%	48.17%	
01-06-228-144	\$ 16,000.00	\$ 12,757.25	\$ 12,000.00	\$ 757.25	6.31%	79.73%	Annual License Fee
01-06-228-145	\$ 3,000.00	\$ 471.76	\$ 2,250.00	\$ (1,778.24)	-79.03%	15.73%	
01-06-228-300	\$ -	\$ -	\$ -	\$ -			
	<b>\$ 93,727.50</b>	<b>\$ 62,643.49</b>	<b>\$ 70,295.63</b>	<b>\$ (7,652.14)</b>	<b>-10.89%</b>	<b>66.84%</b>	
<b>2002 Utility Trailer</b>							
01-06-232-001	\$ -	\$ -	\$ -	\$ -			
01-06-232-004	\$ -	\$ -	\$ -	\$ -			
01-06-232-005	\$ -	\$ -	\$ -	\$ -			
01-06-232-143	\$ 4,000.00	\$ -	\$ 3,000.00	\$ (3,000.00)	-100.00%	0.00%	
	<b>\$ 4,000.00</b>	<b>\$ -</b>	<b>\$ 3,000.00</b>	<b>\$ (3,000.00)</b>	<b>-100.00%</b>	<b>0.00%</b>	
<b>2020 Freightliner Plow Truck</b>							
01-06-233-001	\$ 2,500.00	\$ 579.68	\$ 1,875.00	\$ (1,295.32)	-69.08%	23.19%	
01-06-233-004	\$ 500.00	\$ 130.41	\$ 375.00	\$ (244.59)	-65.22%	26.08%	
01-06-233-005	\$ 10.00	\$ 4.13	\$ 7.50	\$ (3.37)	-44.93%	41.30%	
01-06-233-143	\$ 3,000.00	\$ 2,025.53	\$ 2,250.00	\$ (224.47)	-9.98%	67.52%	
	<b>\$ 6,010.00</b>	<b>\$ 2,739.75</b>	<b>\$ 4,507.50</b>	<b>\$ (1,767.75)</b>	<b>-39.22%</b>	<b>45.59%</b>	
<b>2016 Ford F-250 Pickup</b>							
01-06-235-001	\$ 1,000.00	\$ -	\$ 750.00	\$ (750.00)	-100.00%	0.00%	
01-06-235-004	\$ -	\$ -	\$ -	\$ -			
01-06-235-005	\$ -	\$ -	\$ -	\$ -			
01-06-235-141	\$ 6,000.00	\$ 4,133.50	\$ 4,500.00	\$ (366.50)	-8.14%	68.89%	
01-06-235-143	\$ 2,500.00	\$ 435.01	\$ 1,875.00	\$ (1,439.99)	-76.80%	17.40%	
01-06-235-144	\$ -	\$ -	\$ -	\$ -			
	<b>\$ 9,500.00</b>	<b>\$ 4,568.51</b>	<b>\$ 7,125.00</b>	<b>\$ (2,556.49)</b>	<b>-35.88%</b>	<b>48.09%</b>	
<b>2019 Freightliner</b>							
01-06-237-001	\$ 3,408.00	\$ 1,175.24	\$ 2,556.00	\$ (1,380.76)	-54.02%	34.48%	
01-06-237-004	\$ 681.60	\$ 261.94	\$ 511.20	\$ (249.26)	-48.76%	38.43%	
01-06-237-005	\$ 100.00	\$ 8.43	\$ 75.00	\$ (66.57)	-88.76%	8.43%	
01-06-237-143	\$ 4,000.00	\$ 4,348.21	\$ 3,000.00	\$ 1,348.21	44.94%	108.71%	Safety Inspection \$2,432.06
01-06-237-144	\$ -	\$ -	\$ -	\$ -			
	<b>\$ 8,189.60</b>	<b>\$ 5,793.82</b>	<b>\$ 6,142.20</b>	<b>\$ (348.38)</b>	<b>-5.67%</b>	<b>70.75%</b>	
<b>CAT Backhoe</b>							
01-06-238-001	\$ 2,130.00	\$ 162.40	\$ 1,597.50	\$ (1,435.10)	-89.8%	7.62%	
01-06-238-004	\$ 426.00	\$ 35.69	\$ 319.50	\$ (283.81)	-88.8%	8.38%	
01-06-238-005	\$ 25.00	\$ 1.10	\$ 18.75	\$ (17.65)	-94.1%	4.40%	
01-06-238-143	\$ 3,500.00	\$ -	\$ 2,625.00	\$ (2,625.00)	-100.0%	0.00%	
	<b>\$ 6,081.00</b>	<b>\$ 199.19</b>	<b>\$ 4,560.75</b>	<b>\$ (4,361.56)</b>	<b>-95.63%</b>	<b>3.28%</b>	
<b>2002 John Deere Backhoe</b>							
01-06-239-001	\$ 2,000.00	\$ 322.61	\$ 1,500.00	\$ (1,177.39)	-78.5%	16.13%	

**Township of McKellar**  
**Actuals VS Budget Variance as of September 30,2023**

Account Number	Budget 2023	Actuals as of September 30,2023	Budget as of September 30,2023	Variance \$	Variance %	% of Budget Spent to date	Detail
01-06-239-004 Payroll Overhead - CPP, EI, RRSP, WSIB, EHT	\$ 150.00	\$ 71.20	\$ 112.50	\$ (41.30)	-36.7%	47.47%	
01-06-239-005 Employee Benefits	\$ 25.00	\$ 2.07	\$ 18.75	\$ (16.68)	-89.0%	8.28%	
01-06-239-143 Maintenance Costs/Parts	\$ 2,500.00	\$ 1,025.64	\$ 1,875.00	\$ (849.36)	-45.3%	41.03%	
	<b>\$ 4,675.00</b>	<b>\$ 1,421.52</b>	<b>\$ 3,506.25</b>	<b>\$ (2,084.73)</b>	<b>-59.46%</b>	<b>30.41%</b>	
<b>2001 New Holland Tractor</b>							
01-06-240-001 Salaries	\$ 200.00	\$ 320.00	\$ 150.00	\$ 170.00	113.3%	160.00%	
01-06-240-004 Payroll Overhead - CPP, EI, RRSP, WSIB, EHT	\$ 40.00	\$ 70.29	\$ 30.00	\$ 40.29	134.3%	175.73%	
01-06-240-005 Employee Benefits	\$ 10.00	\$ 2.84	\$ 7.50	\$ (4.66)	-62.1%	28.40%	
01-06-240-143 Maintenance Costs/Parts	\$ 500.00	\$ 191.31	\$ 375.00	\$ (183.69)	-49.0%	38.26%	
	<b>\$ 750.00</b>	<b>\$ 584.44</b>	<b>\$ 562.50</b>	<b>\$ 21.94</b>	<b>3.90%</b>	<b>77.93%</b>	
<b>2006 3 Point Hitch Trailer</b>							
01-06-242-001 Salaries	\$ 532.50	\$ -	\$ 399.38	\$ (399.38)	-100.0%	0.00%	
01-06-242-004 Payroll Overhead - CPP, EI, RRSP, WSIB, EHT	\$ 106.50	\$ -	\$ 79.88	\$ (79.88)	-100.0%	0.00%	
01-06-242-005 Employee Benefits	\$ 10.00	\$ -	\$ 7.50	\$ (7.50)	-100.0%	0.00%	
01-06-242-143 Maintenance Costs/Parts	\$ 1,000.00	\$ -	\$ 750.00	\$ (750.00)	-100.0%	0.00%	
	<b>\$ 1,649.00</b>	<b>\$ -</b>	<b>\$ 1,236.75</b>	<b>\$ (1,236.75)</b>	<b>-100.00%</b>	<b>0.00%</b>	
<b>Case Backhoe at Transfer Station</b>							
01-06-243-001 Salaries	\$ 2,662.50	1,183.62	\$ 1,996.88	\$ (813.26)	-40.7%	44.46%	
01-06-243-004 Payroll Overhead - CPP, EI, RRSP, WSIB, EHT	\$ 532.50	263.21	\$ 399.38	\$ (136.17)	-34.1%	49.43%	
01-06-243-005 Employee Benefits	\$ 10.00	12.37	\$ 7.50	\$ 4.87	64.9%	123.70%	
01-06-243-143 Maintenance Costs/Parts	\$ 12,000.00	22,693.07	\$ 9,000.00	\$ 13,693.07	152.1%	189.11%	Case backhoe Repairs \$18,980.34
	<b>\$ 15,205.00</b>	<b>\$ 24,152.27</b>	<b>\$ 11,403.75</b>	<b>\$ 12,748.52</b>	<b>111.79%</b>	<b>158.84%</b>	
<b>Hardtop Maintenance</b>							
01-06-245-001 Salaries	\$ 7,500.00	\$ -	\$ 5,625.00	\$ (5,625.00)	-100.0%	0.00%	
01-06-245-004 Payroll Overhead - CPP, EI, RRSP, WSIB, EHT	\$ 1,500.00	\$ -	\$ 1,125.00	\$ (1,125.00)	-100.0%	0.00%	
01-06-245-005 Employee Benefits	\$ 100.00	\$ -	\$ 75.00	\$ (75.00)	-100.0%	0.00%	
01-06-245-024 Miscellaneous	\$ -	\$ -	\$ -	\$ -			
01-06-245-145 Materials & Supplies	\$ 25,000.00	\$ 27,357.57	\$ 18,750.00	\$ 8,607.57	45.9%	109.43%	Sweeper Attachment \$6,142/Pothole repair \$2,381/Propatch \$18,833
01-06-245-147 Contracted Services	\$ 20,000.00	\$ 21,558.37	\$ 15,000.00	\$ 6,558.37	43.7%	107.79%	Line Painting Yellow & White Parking lot of office /Community center/Center Road/Hurdville Road
	<b>\$ 54,100.00</b>	<b>\$ 48,915.94</b>	<b>\$ 40,575.00</b>	<b>\$ 8,340.94</b>	<b>20.56%</b>	<b>90.42%</b>	
<b>2009 F550 Truck &amp; Plow</b>							
01-06-246-001 Salaries	\$ 2,000.00	\$ 535.52	\$ 1,500.00	\$ (964.48)	-64.3%	26.78%	
01-06-246-004 Payroll Overhead - CPP, EI, RRSP, WSIB, EHT	\$ 345.00	\$ 145.83	\$ 258.75	\$ (112.92)	-43.6%	42.27%	
01-06-246-005 Employee Benefits	\$ 25.00	\$ 4.37	\$ 18.75	\$ (14.38)	-76.7%	17.48%	
01-06-246-143 Maintenance Costs/Parts	\$ 3,500.00	\$ 3,820.47	\$ 2,625.00	\$ 1,195.47	45.5%	109.16%	Rear Brakes \$1409.38/ Road Service Tires \$1972.11
01-06-246-144 Licenses & Insurance	\$ -	\$ -	\$ -	\$ -			
	<b>\$ 5,870.00</b>	<b>\$ 4,506.19</b>	<b>\$ 4,402.50</b>	<b>\$ 103.69</b>	<b>2.36%</b>	<b>76.77%</b>	
<b>2011 Chev Silverado</b>							
01-06-247-001 Salaries	\$ 500.00	\$ 221.28	\$ 375.00	\$ (153.72)	-41.0%	44.26%	
01-06-247-004 Payroll Overhead - CPP, EI, RRSP, WSIB, EHT	\$ 50.00	\$ 64.31	\$ 37.50	\$ 26.81	71.5%	128.62%	
01-06-247-005 Employee Benefits	\$ 25.00	\$ 1.89	\$ 18.75	\$ (16.86)	-89.9%	7.56%	
01-06-247-141 Fuel - Gas	\$ 2,000.00	\$ -	\$ 1,500.00	\$ (1,500.00)	-100.0%	0.00%	
01-06-247-143 Maintenance Costs/Parts	\$ 3,200.00	\$ 3,812.27	\$ 2,400.00	\$ 1,412.27	58.8%	119.13%	Multipoint Check & Tire Changeover \$3,472
01-06-247-144 Licenses & Insurance	\$ -	\$ -	\$ -	\$ -			

Township of McKellar  
Actuals VS Budget Variance as of September 30.2023

Account Number	Budget 2023	Actuals as of September 30,2023	Budget as of September 30,2023	Variance \$	Variance %	% of Budget Spent to date	Detail
<b>Cat Grader</b>	\$ 5,775.00	\$ 4,099.75	\$ 4,331.25	\$ (231.50)	-5.34%	70.99%	
01-06-248-001 Salaries	\$ 2,000.00	\$ -	\$ 1,500.00	\$ (1,500.00)	-100.0%	0.00%	
01-06-248-004 Payroll Overhead - CPP, EI, RRSP, WSIB, EHT	\$ 350.00	\$ -	\$ 262.50	\$ (262.50)	-100.0%	0.00%	
01-06-248-005 Employee Benefits	\$ 25.00	\$ -	\$ 18.75	\$ (18.75)	-100.0%	0.00%	
01-06-248-141 Fuel - Gas	\$ -	\$ -	\$ -	\$ -			
01-06-248-143 Maintenance Costs/Parts	\$ 6,000.00	\$ 8,327.62	\$ 4,500.00	\$ 3,827.62	85.1%	138.79%	Troubleshoot Steering System \$6,762
01-06-248-144 Licenses & Insurance	\$ -	\$ -	\$ -	\$ -			
	\$ 8,375.00	\$ 8,327.62	\$ 6,281.25	\$ 2,046.37	32.58%	99.43%	
<b>2021 Freightliner</b>							
01-06-250-001 Salaries	\$ 2,662.50	\$ 536.16	\$ 1,996.88	\$ (1,460.72)	-73.2%	20.14%	
01-06-250-004 Payroll Overhead - CPP, EI, RRSP, WSIB, EHT	\$ 532.50	\$ 117.93	\$ 399.38	\$ (281.45)	-70.5%	22.15%	
01-06-250-005 Employee Benefits	\$ 15.00	\$ 3.61	\$ 11.25	\$ (7.64)	-67.9%	24.07%	
01-06-250-143 Maintenance Costs/Parts	\$ 2,000.00	\$ 1,241.54	\$ 1,500.00	\$ (258.46)	-17.2%	62.08%	
	\$ 5,210.00	\$ 1,899.24	\$ 3,907.50	\$ (2,008.26)	-51.40%	36.45%	
<b>Ball Daimond</b>							
01-06-424-001 Salaries	\$ -	\$ 7,385.08	\$ -	\$ 7,385.08			
01-06-424-004 Payroll Overhead - CPP, EI, RRSP, WSIB, EHT	\$ -	\$ 1,504.55	\$ -	\$ 1,504.55			
01-06-424-005 Employee Benefits	\$ -	\$ 47.17	\$ -	\$ 47.17			
01-06-424-145 Materials & Supplies	\$ -	\$ -	\$ -	\$ -			
	\$ -	\$ 8,936.80	\$ -	\$ 8,936.80			
<b>Balsam Road</b>							
01-06-605-001 Salaries	\$ 1,000.00	\$ -	\$ 750.00	\$ (750.00)	-100.0%	0.00%	
01-06-605-004 Payroll Overhead - CPP, EI, RRSP, WSIB, EHT	\$ 200.00	\$ -	\$ 150.00	\$ (150.00)	-100.0%	0.00%	
01-06-605-005 Employee Benefits	\$ 50.00	\$ -	\$ 37.50	\$ (37.50)	-100.0%	0.00%	
01-06-605-024 Miscellaneous	\$ -	\$ -	\$ -	\$ -			
01-06-605-145 Materials & Supplies	\$ -	\$ -	\$ -	\$ -			
01-06-605-424 Capital - Hardtop	\$ -	\$ -	\$ -	\$ -			
01-06-605-425 Balsam Road Capital - Gravel	\$ -	\$ -	\$ -	\$ -			
	\$ 1,250.00	\$ -	\$ 937.50	\$ (937.50)	-100.00%	0.00%	
<b>Broad Bent Road</b>							
01-06-610-001 Salaries	\$ 1,000.00	\$ -	\$ 750.00	\$ (750.00)	-100.0%	0.00%	
01-06-610-004 Payroll Overhead - CPP, EI, RRSP, WSIB, EHT	\$ 200.00	\$ -	\$ 150.00	\$ (150.00)	-100.0%	0.00%	
01-06-610-005 Employee Benefits	\$ 50.00	\$ -	\$ 37.50	\$ (37.50)	-100.0%	0.00%	
01-06-610-024 Miscellaneous	\$ 1,000.00	\$ -	\$ 750.00	\$ (750.00)	-100.0%	0.00%	
01-06-610-145 Materials & Supplies	\$ -	\$ -	\$ -	\$ -			
01-06-610-424 Capital - Hardtop	\$ -	\$ -	\$ -	\$ -			
01-06-610-425 Capital - Gravel	\$ -	\$ -	\$ -	\$ -			
	\$ 2,250.00	\$ -	\$ 1,687.50	\$ (1,687.50)	-100.00%	0.00%	
<b>Centre Road Construction</b>							
01-06-618-001 Salaries	\$ 28,900.00	\$ -	\$ 21,675.00	\$ (21,675.00)	-100.0%	0.00%	
01-06-618-004 Payroll Overhead - CPP, EI, RRSP, WSIB, EHT	\$ 5,780.00	\$ -	\$ 4,335.00	\$ (4,335.00)	-100.0%	0.00%	
01-06-618-005 Employee Benefits	\$ 300.00	\$ -	\$ 225.00	\$ (225.00)	-100.0%	0.00%	
01-06-618-024 Miscellaneous	\$ -	\$ -	\$ -	\$ -			
01-06-618-145 Materials & Supplies	\$ -	\$ -	\$ -	\$ -			
01-06-618-424 Capital - Hardtop	\$ -	\$ -	\$ -	\$ -			
01-06-618-425 Capital - Gravel	\$ -	\$ -	\$ -	\$ -			
01-06-618-428 Capital - Consult Service	\$ -	\$ -	\$ -	\$ -			
	\$ 34,980.00	\$ -	\$ 26,235.00	\$ (26,235.00)	-100.00%	0.00%	

**Township of McKellar**  
**Actuals VS Budget Variance as of September 30.2023**

Account Number	Budget 2023	Actuals as of September 30,2023	Budget as of September 30,2023	Variance \$	Variance %	% of Budget Spent to date	Detail
<b>Lakeside Drive Expenditures</b>							
01-06-641-001	Lakeside Drive Salaries	\$ 1,000.00	\$ -	\$ 750.00	\$ (750.00)	-100.0%	0.00%
01-06-641-004	Payroll Overhead - CPP, EI, RRSP, WSIB, EHT	\$ 200.00	\$ -	\$ 150.00	\$ (150.00)	-100.0%	0.00%
01-06-641-005	Employee Benefits	\$ 10.00	\$ -	\$ 7.50	\$ (7.50)	-100.0%	0.00%
01-06-641-024	Miscellaneous	\$ 750.00	\$ -	\$ 562.50	\$ (562.50)	-100.0%	0.00%
01-06-641-145	Materials & Supplies	\$ -	\$ -	\$ -	\$ -		
01-06-641-424	Capital - Hardtop	\$ -	\$ -	\$ -	\$ -		
01-06-641-425	Capital - Gravel	\$ -	\$ -	\$ -	\$ -		
01-06-641-428	Capital - Consult Service	\$ -	\$ -	\$ -	\$ -		
		<b>\$ 1,960.00</b>	<b>\$ -</b>	<b>\$ 1,470.00</b>	<b>\$ (1,470.00)</b>	<b>-100.00%</b>	<b>0.00%</b>
<b>Tait Island</b>							
01-06-684-001	Salaries	\$ 1,000.00	\$ -	\$ 750.00	\$ (750.00)	-100.0%	0.00%
01-06-684-004	Payroll Overhead - CPP, EI, RRSP, WSIB, EHT	\$ 200.00	\$ -	\$ 150.00	\$ (150.00)	-100.0%	0.00%
01-06-684-005	Employee Benefits	\$ 10.00	\$ -	\$ 7.50	\$ (7.50)	-100.0%	0.00%
01-06-684-024	Miscellaneous	\$ -	\$ -	\$ -	\$ -		
01-06-684-145	Materials & Supplies	\$ -	\$ -	\$ -	\$ -		
01-06-684-424	Capital - Hardtop	\$ -	\$ -	\$ -	\$ -		
01-06-684-425	Capital - Gravel	\$ -	\$ -	\$ -	\$ -		
01-06-684-428	Capital - Consult Service	\$ -	\$ -	\$ -	\$ -		
		<b>\$ 1,210.00</b>	<b>\$ -</b>	<b>\$ 907.50</b>	<b>\$ (907.50)</b>	<b>-100.00%</b>	<b>0.00%</b>
<b>Inholme Bridge</b>							
01-06-700-001	Salaries	\$ 15,000.00	\$ 10,986.60	\$ 11,250.00	\$ (263.40)	-2.3%	73.24%
01-06-700-004	Payroll Overhead - CPP, EI, RRSP, WSIB, EHT	\$ 3,000.00	\$ 2,493.69	\$ 2,250.00	\$ 243.69	10.8%	83.12%
01-06-700-005	Employee Benefits	\$ 300.00	\$ 72.85	\$ 225.00	\$ (152.15)	-67.6%	24.28%
01-06-700-024	Miscellaneous	\$ -	\$ -	\$ -	\$ -		
01-06-700-145	Materials & Supplies	\$ -	\$ -	\$ -	\$ -		
01-06-700-423	Capital - Construction - Inholmes	\$ -	\$ -	\$ -	\$ -		
01-06-700-428	Capital -INHOLM	\$ -	\$ -	\$ -	\$ -		
		<b>\$ 18,300.00</b>	<b>\$ 13,553.14</b>	<b>\$ 13,725.00</b>	<b>\$ (171.86)</b>	<b>-1.25%</b>	<b>74.06%</b>
<b>Fords Bridge</b>							
01-06-701-001	Salaries	\$ -	\$ -	\$ -	\$ -		
01-06-701-004	Payroll Overhead - CPP, EI, RRSP, WSIB, EHT	\$ -	\$ -	\$ -	\$ -		
01-06-701-005	Employee Benefits	\$ -	\$ -	\$ -	\$ -		
01-06-701-024	Miscellaneous	\$ 3,000.00	\$ -	\$ 2,250.00	\$ (2,250.00)	-100.0%	0.00%
01-06-701-145	Materials & Supplies	\$ -	\$ -	\$ -	\$ -		
01-06-701-427	Capital - Fords Bridge	\$ -	\$ -	\$ -	\$ -		
01-06-701-428	Capital - Consult Service	\$ -	\$ -	\$ -	\$ -		
		<b>\$ 3,000.00</b>	<b>\$ -</b>	<b>\$ 2,250.00</b>	<b>\$ (2,250.00)</b>	<b>-100.0%</b>	<b>0.00%</b>
<b>Grey Owl Bridge/Walking Trail Bridge</b>							
01-06-702-001	Salaries	\$ -	\$ -	\$ -	\$ -		
01-06-702-004	Payroll Overhead - CPP, EI, RRSP, WSIB, EHT	\$ -	\$ -	\$ -	\$ -		
01-06-702-005	Employee Benefits	\$ -	\$ -	\$ -	\$ -		
01-06-702-024	Miscellaneous	\$ 3,000.00	\$ -	\$ 2,250.00	\$ (2,250.00)	-100.0%	0.00%
01-06-702-145	Materials & Supplies	\$ -	\$ -	\$ -	\$ -		
01-06-702-428	Capital - Consult Service	\$ -	\$ -	\$ -	\$ -		
01-06-702-429	Capital - Transportation	\$ -	\$ -	\$ -	\$ -		
		<b>\$ 3,000.00</b>	<b>\$ -</b>	<b>\$ 2,250.00</b>	<b>\$ (2,250.00)</b>	<b>-100.0%</b>	<b>0.00%</b>
<b>Blackwater Bridge</b>							
01-06-703-001	Salaries	\$ -	\$ -	\$ -	\$ -		

**Township of McKellar**  
**Actuals VS Budget Variance as of September 30,2023**

Account Number	Budget 2023	Actuals as of September 30,2023	Budget as of September 30,2023	Variance \$	Variance %	% of Budget Spent to date	Deail
01-06-703-004 Payroll Overhead - CPP, EI, RRSP, WSIB, EHT	\$ -	\$ -	\$ -	\$ -	\$ -		
01-06-703-005 Employee Benefits	\$ -	\$ -	\$ -	\$ -	\$ -		
01-06-703-024 Miscellaneous	\$ 3,000.00	\$ -	\$ 2,250.00	\$ (2,250.00)	-100.0%	0.00%	
01-06-703-145 Materials & Supplies	\$ -	\$ -	\$ -	\$ -	\$ -		
01-06-703-428 Capital - Consult Service	\$ -	\$ -	\$ -	\$ -	\$ -		
01-06-703-429 Capital - Transportation	\$ -	\$ -	\$ -	\$ -	\$ -		
	<b>\$ 3,000.00</b>	<b>\$ -</b>	<b>\$ 2,250.00</b>	<b>\$ (2,250.00)</b>	<b>-100.0%</b>	<b>0.00%</b>	
<b>Moffat (Squaw) Lake Culvert</b>							
01-06-704-001 Salaries	\$ -	\$ -	\$ -	\$ -	\$ -		
01-06-704-004 Payroll Overhead - CPP, EI, RRSP, WSIB, EHT	\$ -	\$ -	\$ -	\$ -	\$ -		
01-06-704-005 Employee Benefits	\$ -	\$ -	\$ -	\$ -	\$ -		
01-06-704-024 Miscellaneous	\$ 3,000.00	\$ -	\$ 2,250.00	\$ (2,250.00)	-100.0%	0.00%	
01-06-704-145 Materials & Supplies	\$ -	\$ -	\$ -	\$ -	\$ -		
01-06-704-428 Capital - Consult Service	\$ -	\$ -	\$ -	\$ -	\$ -		
01-06-704-429 Capital - Transportation	\$ -	\$ -	\$ -	\$ -	\$ -		
	<b>\$ 3,000.00</b>	<b>\$ -</b>	<b>\$ 2,250.00</b>	<b>\$ (2,250.00)</b>	<b>-100.0%</b>	<b>0.00%</b>	
<b>Hurdville Bridge</b>							
01-06-705-001 Salaries	\$ -	\$ -	\$ -	\$ -	\$ -		
01-06-705-004 Payroll Overhead - CPP, EI, RRSP, WSIB, EHT	\$ -	\$ -	\$ -	\$ -	\$ -		
01-06-705-005 Employee Benefits	\$ -	\$ -	\$ -	\$ -	\$ -		
01-06-705-024 Miscellaneous	\$ 3,000.00	\$ 144.36	\$ 2,250.00	\$ (2,105.64)	-93.6%	4.81%	
01-06-705-145 Materials & Supplies	\$ -	\$ -	\$ -	\$ -	\$ -		
01-06-705-428 Capital - Consult Service	\$ -	\$ -	\$ -	\$ -	\$ -		
01-06-705-429 Capital - Transportation	\$ -	\$ -	\$ -	\$ -	\$ -		
	<b>\$ 3,000.00</b>	<b>\$ 144.36</b>	<b>\$ 2,250.00</b>	<b>\$ (2,105.64)</b>	<b>-93.6%</b>	<b>4.81%</b>	
<b>Broad Bent Bridge</b>							
01-06-706-145 Materials & Supplies	\$ -	\$ 1,094.12	\$ -	\$ 1,094.12	\$ -		
		<b>\$ 1,094.12</b>	<b>\$ -</b>	<b>\$ 1,094.12</b>	<b>\$ -</b>		
<b>Street Lighting</b>							
01-07-229-008 Hydro	\$ 1,900.00	\$ 1,357.46	\$ 1,425.00	\$ (67.54)	-4.7%	71.45%	
01-07-229-145 Materials & Supplies	\$ -	\$ -	\$ -	\$ -	\$ -		
01-07-229-147 Contracted Services	\$ 1,500.00	\$ 220.82	\$ 1,125.00	\$ (904.18)	-80.4%	14.72%	
01-07-229-300 Transfer to Reserves	\$ -	\$ -	\$ -	\$ -	\$ -		
01-07-229-429 Capital - Streetlight	\$ -	\$ -	\$ -	\$ -	\$ -		
	<b>\$ 3,400.00</b>	<b>\$ 1,578.28</b>	<b>\$ 2,550.00</b>	<b>\$ (971.72)</b>	<b>-38.1%</b>	<b>46.42%</b>	
<b>Total Transporation Expenses</b>	<b>\$ 1,210,679.41</b>	<b>\$ 766,068.83</b>	<b>\$ 908,009.56</b>	<b>\$ (141,940.73)</b>	<b>-15.6%</b>	<b>63.28%</b>	<b>Favorable</b>
<b>Environmental Protection and Preservation Department Revenue</b>							
01-08-104-543 Transfer Station Fees	\$ (5,000.00)	\$ (4,313.81)	\$ (3,750.00)	\$ (563.81)	15.0%	86.28%	
01-08-104-567 Tire Stewardship Revenue	\$ -	\$ -	\$ -	\$ -	\$ -		
01-08-104-568 Electronic Stewardship Revenue	\$ -	\$ -	\$ -	\$ -	\$ -		
01-08-104-569 WDO Blue Box Grant	\$ (28,968.00)	\$ (15,524.38)	\$ (21,726.00)	\$ 6,201.62	-28.5%	53.59%	
01-08-104-571 Scrap Metal Revenue	\$ (8,500.00)	\$ (600.00)	\$ (6,375.00)	\$ 5,775.00	-90.6%	7.06%	
01-08-104-583 Transfer from Reserve - Waste Management	\$ -	\$ -	\$ -	\$ -	\$ -		
01-08-104-593 Unexpended Capital - Transfer Site	\$ -	\$ -	\$ -	\$ -	\$ -		
<b>Total Environmental Protection and Preservation Revenue</b>	<b>\$ (42,468.00)</b>	<b>\$ (20,438.19)</b>	<b>\$ (31,851.00)</b>	<b>\$ 11,412.81</b>	<b>-35.8%</b>	<b>48.13%</b>	

**Township of McKellar**  
**Actuals VS Budget Variance as of September 30,2023**

Account Number	Budget 2023	Actuals as of September 30,2023	Budget as of September 30,2023	Variance \$	Variance %	% of Budget Spent to date	Detail
<b>Expenses</b>							
<b>Waste Management Expenditures</b>							
01-08-300-001 Salaries	\$ 56,000.00	\$ 46,744.10	\$ 42,000.00	\$ 4,744.10	11.3%	83.47%	Wages high due to hiring of additional helper
01-08-300-004 Payroll Overhead - CPP, EI, RRSP, WSIB, EHT	\$ 8,400.00	\$ 9,942.64	\$ 6,300.00	\$ 3,642.64	57.8%	118.36%	OMERS for Transfer Station Attendant
01-08-300-005 Employee Benefits	\$ 100.00	\$ 923.98	\$ 75.00	\$ 848.98	1132.0%	923.98%	Health Benefits for Transfer Station Attendant
01-08-300-007 Telephone	\$ 600.00	\$ 407.29	\$ 450.00	\$ (42.71)	-9.5%	67.88%	
01-08-300-008 Hydro	\$ 2,500.00	\$ 1,564.53	\$ 1,875.00	\$ (310.47)	-16.6%	62.58%	
01-08-300-015 Courses & Training	\$ 500.00	\$ -	\$ 375.00	\$ (375.00)	-100.0%	0.00%	
01-08-300-021 Consultant Services	\$ -	\$ -	\$ -	\$ -			
01-08-300-024 Miscellaneous	\$ 200.00	\$ -	\$ 150.00	\$ (150.00)	-100.0%	0.00%	
01-08-300-124 Monitoring Program	\$ 3,400.00	\$ 2,616.13	\$ 2,550.00	\$ 66.13	2.6%	76.95%	Landfill Monitoring
01-08-300-125 Closure Expenses	\$ -	\$ -	\$ -	\$ -			
01-08-300-126 Landfill Closure Accrual	\$ -	\$ -	\$ -	\$ -			
01-08-300-143 Maintenance Costs/Parts	\$ 1,200.00	\$ -	\$ 900.00	\$ (900.00)	-100.0%	0.00%	
01-08-300-145 Materials & Supplies	\$ 2,000.00	\$ 2,233.32	\$ 1,500.00	\$ 733.32	48.9%	111.67%	Dump window Stickers \$1,816.42
01-08-300-147 Contracted Services	\$ -	\$ -	\$ -	\$ -			
01-08-300-300 Transfer to Reserves	\$ -	\$ -	\$ -	\$ -			
01-08-300-400 Capital Expenditure	\$ -	\$ -	\$ -	\$ -			
01-08-300-403 Capital - Equipment	\$ -	\$ -	\$ -	\$ -			
01-08-300-410 Contra Capital - Landfill	\$ -	\$ -	\$ -	\$ -			
01-08-300-418 Amortization - Landfill	\$ -	\$ -	\$ -	\$ -			
	<b>\$ 74,900.00</b>	<b>\$ 64,431.99</b>	<b>\$ 56,175.00</b>	<b>\$ 8,256.99</b>	<b>14.7%</b>	<b>86.02%</b>	
<b>Waste Collection &amp; Disposal</b>							
01-08-300-120 Household Hazardous Waste	\$ 15,000.00	10,888.40	\$ 11,250.00	\$ (361.60)	-3.2%	72.59%	
01-08-301-030 Contracted Services/Annual Levy	\$ 15,000.00	-	\$ 11,250.00	\$ (11,250.00)	-100.0%	0.00%	
01-08-301-119 Scrap Metal Contract	\$ 3,500.00	-	\$ 2,625.00	\$ (2,625.00)	-100.0%	0.00%	
01-08-301-121 Recycling Contract	\$ 30,000.00	29,665.67	\$ 22,500.00	\$ 7,165.67	31.8%	98.89%	Waste Connection-Increase in volume
01-08-301-122 Waste Hauling Contract	\$ 30,000.00	19,517.64	\$ 22,500.00	\$ (2,982.36)	-13.3%	65.06%	
01-08-301-123 Waste Tipping Fees	\$ 80,000.00	61,551.60	\$ 60,000.00	\$ 1,551.60	2.6%	76.94%	
01-08-301-410 Contra Capital Recycling	\$ -	-	\$ -	\$ -			
01-08-301-418 Amortization - Recycling	\$ -	-	\$ -	\$ -			
	<b>\$ 173,500.00</b>	<b>\$ 121,623.31</b>	<b>\$ 130,125.00</b>	<b>\$ (8,501.69)</b>	<b>-6.5%</b>	<b>70.10%</b>	
<b>Environmental Protection and Preservation</b>							
01-14-411-030 Lake Stewardship Committee/ ICECAP	\$ 3,450.00	\$ 747.94	\$ 2,587.50	\$ (1,839.56)	-71.1%	21.68%	Lake Stewardship flyer -Septic \$747.94
01-14-411-037 Georgian Bay Biosphere Research	\$ 5,260.00	\$ 5,352.58	\$ 3,945.00	\$ 1,407.58	35.7%	101.76%	Bethic Studies \$5,352.58
01-14-412-038 Manitouwabing Lake Conservancy	\$ 8,000.00	\$ -	\$ 6,000.00	\$ (6,000.00)	-100.0%	0.00%	Ecoli S& Phosphorus and Calcium sampling
	<b>\$ 16,710.00</b>	<b>\$ 6,100.52</b>	<b>\$ 12,532.50</b>	<b>\$ (6,431.98)</b>	<b>-51.3%</b>	<b>36.51%</b>	
<b>Total Environmental Expenditures</b>	<b>\$ 265,110.00</b>	<b>\$ 192,155.82</b>	<b>\$ 198,832.50</b>	<b>\$ (6,676.68)</b>	<b>-3.36%</b>	<b>72.48%</b>	<b>Favorable</b>
<b>Health Care Revenue</b>							
01-09-104-584 Transfer from Reserve - Health Care	\$ -	\$ -	\$ -	\$ -			
01-09-104-588 Transfer from Reserve - Cemetery	\$ -	\$ -	\$ -	\$ -			
<b>Total Health Care Revenue</b>							
<b>Expenses</b>							

**Township of McKellar**  
**Actuals VS Budget Variance as of September 30,2023**

Account Number	Budget 2023	Actuals as of September 30,2023	Budget as of September 30,2023	Variance \$	Variance %	% of Budget Spent to date	Detail
<b>Land Ambulance</b>							
01-09-320-030 EMS Ambulance Annual Levy	\$ 228,488.30	\$ 171,366.21	\$ 171,366.23	\$ (0.01)	0.0%	75.00%	
<b>Total Land Ambulance Expenditures</b>	<b>\$ 228,488.30</b>	<b>\$ 171,366.21</b>	<b>\$ 171,366.23</b>	<b>\$ (0.01)</b>	<b>0.0%</b>	<b>75.00%</b>	
<b>North Bay Parry Sound Health Unit</b>							
01-09-330-030 North Bay Parry Sound Health Unit Annual Le	\$ 40,956.92	\$ 30,659.81	\$ 30,717.69	\$ (57.88)	-0.2%	74.86%	
<b>Total North Bay Parry Sound Health Unit Expenditures</b>	<b>\$ 40,956.92</b>	<b>\$ 30,659.81</b>	<b>\$ 30,717.69</b>	<b>\$ (57.88)</b>	<b>-0.2%</b>		
<b>Cemetery Service</b>							
01-09-335-001 Salaries	\$ 6,645.60	\$ 3,551.89	\$ 4,984.20	\$ (1,432.31)	-28.7%	53.45%	
01-09-335-004 Payroll Overhead - CPP, EI, RRSP, WSIB, EHT	\$ 1,329.12	\$ 734.09	\$ 996.84	\$ (262.75)	-26.4%	55.23%	
01-09-335-005 Employee Benefits	\$ 40.00	\$ 20.00	\$ 30.00	\$ (10.00)	-33.3%	50.00%	
01-09-335-024 Miscellaneous	\$ 100.00	\$ -	\$ 75.00	\$ (75.00)	-100.0%	0.00%	
01-09-335-050 Donation/Honourarium	\$ -	\$ -	\$ -	\$ -			
01-09-335-141 Fuel - Gas	\$ 500.00	\$ -	\$ 375.00	\$ (375.00)	-100.0%	0.00%	
01-09-335-145 Materials & Supplies	\$ 2,500.00	\$ -	\$ 1,875.00	\$ (1,875.00)	-100.0%	0.00%	
01-09-335-300 Transfer to Reserves	\$ -	\$ -	\$ -	\$ -	0.0%		
01-09-335-403 Capital - Equipment	\$ -	\$ -	\$ -	\$ -			
01-09-335-411 Contra Capital - Cemetery	\$ -	\$ -	\$ -	\$ -			
01-09-335-419 Amortization - Cemetery	\$ -	\$ -	\$ -	\$ -			
01-09-351-127 West Parry Sound Health Centre - Donation	\$ -	\$ -	\$ -	\$ -			
01-09-351-300 Transfer to Reserves	\$ -	\$ -	\$ -	\$ -			
<b>Total Health Care Expenditures</b>	<b>\$ 11,114.72</b>	<b>\$ 4,305.98</b>	<b>\$ 8,336.04</b>	<b>\$ (4,030.06)</b>	<b>-48.3%</b>	<b>38.74%</b>	
<b>Social Services</b>							
<b>Revenue</b>							
01-10-350-552 Miscellaneous Revenue	\$ -	\$ -	\$ -	\$ -			
<b>Total Social Services Revenue</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>			
<b>Exepnses</b>							
01-10-340-030 Parry Sound District SSAB Annual Levy	\$ 298,962.00	\$ 224,221.41	\$ 224,221.50	\$ (0.09)	0.0%	75.00%	
01-10-350-030 Belvedere Heights Home for the Aged Annua	\$ 78,683.00	\$ 39,341.00	\$ 59,012.25	\$ (19,671.25)	-33.3%	50.00%	
01-10-350-300 Transfer to Reserves	\$ -	\$ -	\$ -	\$ -			
01-10-350-400 Capital Expenditure	\$ -	\$ -	\$ -	\$ -			
<b>Total Social Services Expenditures</b>	<b>\$ 377,645.00</b>	<b>\$ 263,562.41</b>	<b>\$ 283,233.75</b>	<b>\$ (19,671.34)</b>	<b>-6.9%</b>	<b>69.79%</b>	
<b>Recreation Department</b>							
<b>Revenue</b>							
01-11-103-527 Other Grants - Federal - Minerva Park	\$ -	\$ -	\$ -	\$ -			
01-11-104-547 Recreation Revenue - T-Ball/Softball	\$ (700.00)	\$ (615.00)	\$ (525.00)	\$ (90.00)	17.1%	87.86%	
01-11-104-548 Recreation Revenue - Swim Program	\$ (1,200.00)	\$ (1,310.00)	\$ (900.00)	\$ (410.00)	45.6%	109.17%	
01-11-104-549 Recreation Revenue - Other	\$ (4,650.00)	\$ (4,837.00)	\$ (3,487.50)	\$ (1,349.50)	38.7%	104.02%	Fish Derby /St.Patrick Dance Revenue/Murder Mystery
01-11-104-566 Youth Group Revenue	\$ -	\$ -	\$ -	\$ -			
01-11-104-585 Transfer from Reserve - Parkland	\$ -	\$ -	\$ -	\$ -			
01-11-104-595 Unexpended Capital - Recreation	\$ -	\$ -	\$ -	\$ -			
<b>Total Recreation Revenue</b>	<b>\$ (6,550.00)</b>	<b>\$ (6,762.00)</b>	<b>\$ (4,912.50)</b>	<b>\$ (1,849.50)</b>	<b>37.6%</b>	<b>103.24%</b>	



**Township of McKellar**  
**Actuals VS Budget Variance as of September 30,2023**

Account Number	Budget 2023	Actuals as of September 30,2023	Budget as of September 30,2023	Variance \$	Variance %	% of Budget Spent to date	Detail
<b>Expenses</b>							
01-11-361-001	Salaries	\$ 4,000.00	\$ 2,766.88	\$ 3,000.00	\$ (233.12)	-7.8%	69.17%
01-11-361-004	Payroll Overhead - CPP, EI, RRSP, WSIB, EHT	\$ 300.00	\$ 198.73	\$ 225.00	\$ (26.27)	-11.7%	66.24%
01-11-361-011	Advertising	\$ -	\$ -	\$ -	\$ -		
01-11-361-024	Miscellaneous	\$ 700.00	\$ 492.84	\$ 525.00	\$ (32.16)	-6.1%	70.41%
01-11-360-025	Entertainment costs	\$ -	\$ -	\$ -	\$ -		
01-11-360-127	Donations to Groups	\$ 200.00	\$ -	\$ 150.00	\$ (150.00)	-100.0%	0.00%
01-11-360-129	Recreation Programs-Fish &N Fun Dirby	\$ 600.00	\$ 607.30	\$ 450.00	\$ 157.30	35.0%	101.22%
01-11-360-129	Recreation Programs-Christmas Event	\$ 300.00	\$ -	\$ 225.00	\$ (225.00)	-100.0%	0.00%
01-11-360-129	Recreation Programs-Dances	\$ 1,500.00	\$ 1,814.65	\$ 1,125.00	\$ 689.65	61.3%	120.98% St Patrick Day Dance
01-11-360-129	Recreation Programs-Halloween	\$ 500.00	\$ -	\$ 375.00	\$ (375.00)	-100.0%	0.00%
01-11-360-129	Recreation Programs-Badminton	\$ 200.00	\$ -	\$ 150.00	\$ (150.00)	-100.0%	0.00%
01-11-360-129	Recreation Programs-Skate & Hockey	\$ 100.00	\$ -	\$ 75.00	\$ (75.00)	-100.0%	0.00%
01-11-360-129	Recreation Programs-Exercise /Seniors	\$ 50.00	\$ -	\$ 37.50	\$ (37.50)	-100.0%	0.00%
01-11-360-129	Recreation Programs-Special Events	\$ 1,000.00	\$ 206.28	\$ 750.00	\$ (543.72)	-72.5%	20.63% Snow Run
01-11-360-129	Recreation Programs Murder Mystery	\$ 2,500.00	\$ 3,389.74	\$ 1,875.00	\$ 1,514.74	80.8%	135.59%
01-11-360-129	Recreation Programs-Movie Night	\$ 1,500.00	\$ 169.94	\$ 1,125.00	\$ (955.06)	-84.9%	11.33%
01-11-360-129	Recreation Programs-Balsam Trail	\$ 1,500.00	\$ -	\$ 1,125.00	\$ (1,125.00)	-100.0%	0.00%
01-11-360-129	Recreation Programs-General Advertising	\$ 200.00	\$ -	\$ 150.00	\$ (150.00)	-100.0%	0.00%
01-11-360-130	Equipment Purchases	\$ 1,000.00	\$ -	\$ 750.00	\$ (750.00)	-100.0%	0.00%
01-11-360-132	T-Ball Program	\$ 700.00	\$ 838.43	\$ 525.00	\$ 313.43	59.7%	119.78%
01-11-361-145	Materials & Supplies	\$ 1,000.00	\$ 1,070.53	\$ 750.00	\$ 320.53	42.7%	107.05%
<b>Total Recreation Expenditures</b>		<b>\$ 17,850.00</b>	<b>\$ 11,555.32</b>	<b>\$ 13,387.50</b>	<b>\$ (1,832.18)</b>	<b>-13.7%</b>	<b>64.74%</b>
<b>Parks &amp; Facilities</b>							
<b>Revenue</b>							
01-11-104-586	Transfer from Reserve - Recreation	\$ (3,000.00)	\$ -	\$ -	\$ -		
<b>Total Revenue Parks &amp; Facilities</b>		<b>\$ (3,000.00)</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>		<b>0.00%</b>
<b>Expenses</b>							
01-11-360-001	Salaries	\$ 45,000.00	\$ 34,090.90	\$ 33,750.00	\$ 340.90	1.0%	75.76%
01-11-360-004	Payroll Overhead - CPP, EI, RRSP, WSIB, EHT	\$ 8,000.00	\$ 7,388.73	\$ 6,000.00	\$ 1,388.73	23.1%	92.36%
01-11-360-005	Employee Benefits	\$ 2,200.00	\$ 2,547.86	\$ 1,650.00	\$ 897.86	54.4%	115.81%
01-11-360-008	Hydro	\$ 400.00	\$ 298.83	\$ 300.00	\$ (1.17)	-0.4%	74.71%
01-11-360-011	Advertising	\$ 1,000.00	\$ 171.97	\$ 750.00	\$ (578.03)	-77.1%	17.20%
01-11-360-014	Insurance	\$ -	\$ -	\$ -	\$ -		
01-11-360-015	Courses & Training	\$ -	\$ -	\$ -	\$ -		
01-11-360-021	Consultant Services	\$ -	\$ -	\$ -	\$ -		
01-11-360-024	Miscellaneous	\$ -	\$ -	\$ -	\$ -		
01-11-360-130	Equipment Purchases	\$ 1,400.00	\$ 557.64	\$ 1,050.00	\$ (492.36)	-46.9%	39.83% Lawn Sweeper \$557.64
01-11-360-131	Skating Rink Maintenance	\$ 500.00	\$ 34.05	\$ 375.00	\$ (340.95)	-90.9%	6.81%
01-11-360-132	T-Ball Program	\$ -	\$ -	\$ -	\$ -		
01-11-360-133	Boat Ramp/Dock Maintenance	\$ 4,000.00	\$ -	\$ 3,000.00	\$ (3,000.00)	-100.0%	0.00%
01-11-360-134	Brownley Clubhouse Maintenance	\$ -	\$ -	\$ -	\$ -		

**Township of McKellar**  
**Actuals VS Budget Variance as of September 30,2023**

Account Number	Budget 2023	Actuals as of September 30,2023	Budget as of September 30,2023	Variance \$	Variance %	% of Budget Spent to date	Detail
01-11-360-135	\$ 1,000.00	\$ -	\$ 750.00	\$ (750.00)	-100.0%	0.00%	
01-11-360-138	\$ -	\$ -	\$ -	\$ -			
01-11-360-141	\$ 500.00	\$ -	\$ 375.00	\$ (375.00)	-100.0%	0.00%	
01-11-360-143	\$ 7,000.00	\$ 5,092.07	\$ 5,250.00	\$ (157.93)	-3.0%	72.74%	Monthly Toilet Rental from Adam Brothers
01-11-360-145	\$ 3,000.00	\$ 1,688.09	\$ 2,250.00	\$ (561.91)	-25.0%	56.27%	Flower for Township \$1,405.65
<b>Total Parks &amp; Facilities Expenditures</b>	<b>\$ 74,000.00</b>	<b>\$ 51,870.14</b>	<b>\$ 55,500.00</b>	<b>\$ (3,629.86)</b>	<b>-6.5%</b>	<b>70.09%</b>	

**Community Centre**

**Revenue**

01-12-104-544	\$ (1,500.00)	(2,820.84)	\$ (1,125.00)	\$ (1,695.84)	150.7%	188.06%	
01-12-104-545	\$ -	-	\$ -	\$ -			
01-12-104-546	\$ -	-	\$ -	\$ -			
01-12-104-547	\$ -	-	\$ -	\$ -			
01-12-104-548	\$ -	-	\$ -	\$ -			
01-12-104-549	\$ -	-	\$ -	\$ -			
01-12-104-585	\$ -	-	\$ -	\$ -			
01-12-104-586	\$ -	-	\$ -	\$ -			
01-12-104-587	\$ -	-	\$ -	\$ -			
01-12-104-594	\$ -	-	\$ -	\$ -			
01-12-104-595	\$ -	-	\$ -	\$ -			
<b>Total Revenue Community Centre</b>	<b>\$ (1,500.00)</b>	<b>\$ (2,820.84)</b>	<b>\$ (1,125.00)</b>	<b>\$ (1,695.84)</b>	<b>150.7%</b>	<b>188.06%</b>	

**Expenses**

01-12-370-001	\$ -	\$ -	\$ -	\$ -			
01-12-370-004	\$ -	\$ -	\$ -	\$ -			
01-12-370-005	\$ -	\$ -	\$ -	\$ -			
01-12-370-007	\$ 1,200.00	\$ 801.35	\$ 900.00	\$ (98.65)	-11.0%	66.78%	
01-12-370-008	\$ 7,500.00	\$ 4,932.88	\$ 5,625.00	\$ (692.12)	-12.3%	65.77%	
01-12-370-011	\$ 200.00	\$ -	\$ 150.00	\$ (150.00)	-100.0%	0.00%	
01-12-370-014	\$ -	\$ -	\$ -	\$ -			
01-12-370-017	\$ 50.00	\$ -	\$ 37.50	\$ (37.50)	-100.0%	0.00%	
01-12-370-024	\$ 100.00	\$ 0.35	\$ 75.00	\$ (74.65)	-99.5%	0.35%	
01-12-370-115	\$ 8,000.00	\$ 4,462.19	\$ 6,000.00	\$ (1,537.81)	-25.6%	55.78%	
01-12-370-116	\$ 3,000.00	\$ -	\$ 2,250.00	\$ (2,250.00)	-100.0%	0.00%	
01-12-370-130	\$ 1,000.00	\$ 623.72	\$ 750.00	\$ (126.28)	-16.8%	62.37%	
01-12-370-145	\$ 1,000.00	\$ 3,954.10	\$ 750.00	\$ 3,204.10	427.2%	395.41%	Custodial Supplies/Water Softner Salt
01-12-370-250	\$ 31,200.00	\$ 22,500.00	\$ 23,400.00	\$ (900.00)	-3.8%	72.12%	Custodial Contract
01-12-370-251	\$ 500.00	\$ 733.10	\$ 375.00	\$ 358.10	95.5%	146.62%	
01-12-370-252	\$ 2,500.00	\$ 973.02	\$ 1,875.00	\$ (901.98)	-48.1%	38.92%	
01-12-370-253	\$ 500.00	\$ -	\$ 375.00	\$ (375.00)	-100.0%	0.00%	
01-12-370-254	\$ 1,500.00	\$ 572.33	\$ 1,125.00	\$ (552.67)	-49.1%	38.16%	
01-12-370-256	\$ 100.00	\$ 75.00	\$ 75.00	\$ -	0.0%	75.00%	
01-12-370-257	\$ 2,000.00	\$ 378.27	\$ 1,500.00	\$ (1,121.73)	-74.8%	18.91%	
01-12-370-300	\$ -	\$ -	\$ -	\$ -			
01-12-370-401	\$ -	\$ -	\$ -	\$ -			
01-12-370-403	\$ -	\$ -	\$ -	\$ -			
01-12-370-413	\$ -	\$ -	\$ -	\$ -			

**Township of McKellar**  
**Actuals VS Budget Variance as of September 30.2023**

Account Number	Budget 2023	Actuals as of September 30,2023	Budget as of September 30,2023	Variance \$	Variance %	% of Budget Spent to date	Detail
01-12-370-421 Amortization - Rec Facilities	\$ -	\$ -	\$ -	\$ -			
<b>Total Community Centre Expenditures</b>	<b>\$ 60,350.00</b>	<b>\$ 40,006.31</b>	<b>\$ 45,262.50</b>	<b>\$ (5,256.19)</b>	<b>-11.6%</b>	<b>66.29%</b>	
<b>Cultural Services</b>							
<b>Revenue</b>							
01-13-104-519 Donations towards Mtce & Care of Heritage I	\$ -	\$ -	\$ -	\$ -			
01-13-104-538 Church Restoration Fund	\$ -	\$ -	\$ -	\$ -			
01-13-104-579 Transfer from Reserve - Cultural	\$ -	\$ -	\$ -	\$ -			
<b>Total Revenue -Cultural Services</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>0.0%</b>		
<b>Expenses</b>							
01-13-380-032 Cultural Events	\$ -	\$ -	\$ -	\$ -			
01-13-380-128 Discretionary Donations	\$ -	\$ -	\$ -	\$ -			
01-13-380-260 Chamber of Commerce donation	\$ -	\$ -	\$ -	\$ -			
01-13-380-300 Transfer to Reserves	\$ 1,000.00	\$ -	\$ 750.00	\$ (750.00)	-100.0%	0.00%	
01-13-380-400 Capital Expenditure - Historical Plaques	\$ -	\$ -	\$ -	\$ -			
01-13-380-401 Cultural Capital - Buildings	\$ -	\$ -	\$ -	\$ -			
<b>Total Cultural Services Expenses</b>	<b>\$ 1,000.00</b>	<b>\$ -</b>	<b>\$ 750.00</b>	<b>\$ (750.00)</b>	<b>-100.0%</b>	<b>0.00%</b>	
<b>PUBLIC LIBRARY</b>							
<b>Revenue</b>							
01-13-105-596 Library Capital Reserve	\$ -	\$ -	\$ -	\$ -			
01-13-381-552 Cost Recovery from Library	\$ (7,800.00)	\$ -	\$ (5,850.00)	\$ 5,850.00	-100.0%	0.00%	
<b>Total Revenue -Public Library Program</b>	<b>\$ (7,800.00)</b>	<b>\$ -</b>	<b>\$ (5,850.00)</b>	<b>\$ 5,850.00</b>	<b>-100.0%</b>	<b>0.00%</b>	
<b>Expenses</b>							
01-13-381-008 Library - Hydro	\$ 4,500.00	\$ 3,748.97	\$ 3,375.00	\$ 373.97	11.1%	83.31%	
01-13-381-013 Lease Payments - Library	\$ 7,800.00	\$ -	\$ 5,850.00	\$ (5,850.00)	-100.0%	0.00%	
01-13-381-014 Insurance - Library	\$ -	\$ -	\$ -	\$ -			
01-13-381-030 Municipal Funding to Library	\$ 50,000.00	\$ 50,000.00	\$ 37,500.00	\$ 12,500.00	33.3%	100.00%	Library Levy
<b>Total Public Library Expenses</b>	<b>\$ 62,300.00</b>	<b>\$ 53,748.97</b>	<b>\$ 46,725.00</b>	<b>\$ 7,023.97</b>	<b>15.0%</b>	<b>86.27%</b>	
<b>Historical Committee Program</b>							
<b>Revenue</b>							
01-13-104-552 Historic Comm Fund Raising	\$ (300.00)	\$ (275.00)	\$ (225.00)	\$ (50.00)	22.2%	91.67%	
01-02-104-599 Donation to Historical Fund from Municipalit	\$ -	\$ (170.00)	\$ -	\$ (170.00)			150th Calendar
<b>Total Revenue -Historical Committee Program</b>	<b>\$ (300.00)</b>	<b>\$ (445.00)</b>	<b>\$ (225.00)</b>	<b>\$ (220.00)</b>	<b>97.8%</b>	<b>148.33%</b>	
<b>Expenses</b>							
01-13-383-001 Salaries	\$ -	\$ -	\$ -	\$ -			
01-13-383-011 Advertising	\$ 500.00	\$ 50.00	\$ 375.00	\$ (325.00)	-86.7%	10.00%	
01-13-383-024 General Operating and Maintenance	\$ 500.00	\$ -	\$ 375.00	\$ (375.00)	-100.0%	0.00%	
01-13-383-036 Driving Tour Booklet	\$ -	\$ -	\$ -	\$ -			
01-13-383-113 Hemlock Church & St. Stephen's Church	\$ -	\$ -	\$ -	\$ -	0.0%		
01-13-383-130 Equipment Purchases	\$ 3,000.00	\$ 81.41	\$ 2,250.00	\$ (2,168.59)	-96.4%	2.71%	
01-13-383-145 Event Materials & Supplies	\$ 1,500.00	\$ 199.96	\$ 1,125.00	\$ (925.04)	-82.2%	13.33%	
<b>Total Historical Committee Expenses</b>	<b>\$ 5,500.00</b>	<b>\$ 331.37</b>	<b>\$ 4,125.00</b>	<b>\$ (3,793.63)</b>	<b>-92.0%</b>	<b>6.02%</b>	

Township of McKellar  
Actuals VS Budget Variance as of September 30,2023

Account Number	Budget 2023	Actuals as of September 30,2023	Budget as of September 30,2023	Variance \$	Variance %	% of Budget Spent to date	Detail
<b>West Parry Sound Recreation and Cultural Center</b>							
<b>Revenue</b>							
01-13-384-552	Miscellaneous Revenue-Infrastructure Loan	\$ -	\$ -	\$ -	0.0%		
01-13-384-590	Trasnfer from Reserves-West Parry Sound Po	\$ (561,539.65)	\$ -	\$ -			
<b>Total Revenue -West Parry Sound Recreation and Cultural C</b>	<b>\$ (561,539.65)</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>0.0%</b>	<b>0.00%</b>	
<b>Expenses</b>							
01-13-384-024	Levy-West Parry Sound Recreation	\$ 561,539.65	\$ 561,539.65	\$ 421,154.74	\$ 140,384.91	33.3%	100.00% Remaining balance ofWest Parry Sound Recreation Center
01-13-384-025	Loan Interest, Service Charges	\$ 96,678.54	\$ 48,339.27	\$ 72,508.91	\$ (24,169.64)	-33.3%	50.00% Loan payment-Infrastructure Ontario
01-13-384-300	Transfer to Reserves	\$ -	\$ -	\$ -	\$ -		
<b>Total Expenses- West Parry Sound Recreation and Cultural C</b>	<b>\$ 658,218.19</b>	<b>\$ 609,878.92</b>	<b>\$ 493,663.64</b>	<b>\$ 116,215.28</b>	<b>23.5%</b>	<b>92.66%</b>	
<b>Sesquicentennial Ad Hoc Committee</b>							
<b>Revenue</b>							
01-13-385-591	Transfer from Reserves-Sesquicentennial Adh	\$ (31,300.00)	\$ -	\$ (23,475.00)	\$ 23,475.00	-100.0%	0.00%
01-13-385-596	Donation	\$ -	\$ -	\$ -	\$ -		
01-13-385-552	Miscellaneous Revenue-Flags	\$ (2,700.00)	\$ (420.00)	\$ (2,025.00)	\$ 1,605.00	-79.3%	15.56%
01-13-385-552	Miscellaneous Revenue-Tshirts	\$ (750.00)	\$ (171.00)	\$ (562.50)	\$ 391.50	-69.6%	22.80%
01-13-385-552	Miscellaneous Revenue-Bags	\$ (1,000.00)	\$ -	\$ (750.00)	\$ 750.00	-100.0%	0.00%
01-13-385-552	Miscellaneous Revenue-Others	\$ (19,200.00)	\$ (16,030.75)	\$ (14,400.00)	\$ (1,630.75)	11.3%	83.49%
01-02-102-524	Other Grants - Ontario LED and Rural Ec. Dev	\$ (9,000.00)	\$ (9,000.00)	\$ (6,750.00)	\$ (2,250.00)	33.3%	100.00% Legacy Grant
01-02-102-524	Other Grants - Ontario LED and Rural Ec. Dev.	\$ -	\$ -	\$ -	\$ -		
<b>Total Revenue -Sesquicentennial Ad Hoc Committee</b>	<b>\$ (63,950.00)</b>	<b>\$ (25,621.75)</b>	<b>\$ (47,962.50)</b>	<b>\$ 22,340.75</b>	<b>-46.6%</b>	<b>40.07%</b>	
<b>Expenses</b>							
01-13-385-001	Salaries	\$ -	\$ 1,184.00	\$ -	\$ 1,184.00		
01-13-385-004	Payroll Overhead - CPP, EI, RRSP, WSIB, EHT	\$ -	\$ 259.64	\$ -	\$ 259.64		
01-13-385-005	Employee Benefits	\$ -	\$ 4.73	\$ -	\$ 4.73		
01-13-385-011	Advertising	\$ -	\$ 3,599.10	\$ -	\$ 3,599.10		
01-13-385-024	Miscellaneous( FireFighters Dinner/Grand Celebration/Pancake Breakfast/Horse Statue /Indigenous Artwork Unveiling/ Opening Concert/Variety Show and other exepenses	\$ 57,500.00	\$ 44,874.18	\$ 43,125.00	\$ 1,749.18	4.1%	78.04%
01-13-385-145	Materials & Supplies-Live History	\$ 2,200.00	\$ 2,690.54	\$ 1,650.00	\$ 1,040.54	63.1%	122.30%
01-13-385-145	Materials & Supplies-Tickets, photo, Raffle ti	\$ 1,000.00	\$ 1,643.65	\$ 750.00	\$ 893.65	119.2%	164.36%
01-13-385-145	Materials & Supplies-Historical Timeline	\$ 2,500.00	\$ 3,762.78	\$ 1,875.00	\$ 1,887.78	100.7%	150.51%
01-13-385-145	Materials & Supplies-Buttons	\$ 750.00	\$ 650.00	\$ 562.50	\$ 87.50	15.6%	86.67%
01-13-385-145	Materials & Supplies-Others	\$ -	\$ -	\$ -	\$ -		
01-13-385-300	Transfer to Reserves	\$ -	\$ -	\$ -	\$ -		
<b>Total Expenses- Sesquicentennial Ad Hoc Committee</b>	<b>\$ 63,950.00</b>	<b>\$ 58,668.63</b>	<b>\$ 47,962.50</b>	<b>\$ 10,706.13</b>	<b>22.3%</b>	<b>91.74%</b>	

**Township of McKellar**  
**Actuals VS Budget Variance as of September 30,2023**

Account Number		Budget 2023	Actuals as of September 30,2023	Budget as of September 30,2023	Variance \$	Variance %	% of Budget Spent to date	Detail
<b>Planning Department</b>								
<b>Revenue</b>								
01-14-104-533	Site Plan/Roads/Shoreline Allow	\$ (100.00)	(3,756.78)	\$ (75.00)	\$ (3,681.78)	4909.0%	3756.78%	
01-14-104-534	Zoning Compliance Letters	\$ (500.00)	(712.55)	\$ (375.00)	\$ (337.55)	90.0%	142.51%	
01-14-104-535	Planning Fees - Official Plan	\$ -	-	\$ -	\$ -			
01-14-104-536	Planning Fees - Zoning	\$ (10,000.00)	(27,246.83)	\$ (7,500.00)	\$ (19,746.83)	263.3%	272.47%	
01-14-104-537	Planning Fees - Committee of Adjustment	\$ (3,000.00)	(6,000.00)	\$ (2,250.00)	\$ (3,750.00)	166.7%	200.00%	
<b>Total Planning Department Revenue</b>		<b>\$ (13,600.00)</b>	<b>\$ (37,716.16)</b>	<b>\$ (10,200.00)</b>	<b>\$ (27,516.16)</b>	<b>269.8%</b>	<b>277.32%</b>	
<b>Expenses</b>								
01-14-400-020	Professional Services - Legal	\$ 25,000.00	\$ 7,864.54	\$ 18,750.00	\$ (10,885.46)	-58.1%	31.46%	
01-14-400-021	Planning Consultant Services	\$ 38,000.00	\$ 18,280.84	\$ 28,500.00	\$ (10,219.16)	-35.9%	48.11%	
01-14-400-030	West Parry Sound Geography Network Annu	\$ 10,500.00	\$ -	\$ 7,875.00	\$ (7,875.00)	-100.0%	0.00%	
01-14-410-030	Parry Sound Area Planning Board Annual Lev	\$ 5,000.00	\$ 5,000.00	\$ 3,750.00	\$ 1,250.00	33.3%	100.00%	Annual Levy
<b>Total Planning Department Expenses</b>		<b>\$ 78,500.00</b>	<b>\$ 31,145.38</b>	<b>\$ 58,875.00</b>	<b>\$ (27,729.62)</b>	<b>-47.1%</b>	<b>39.68%</b>	
<b>Business Development</b>								
<b>Revenue</b>								
01-14-104-540	Website Business Directory	\$ -	\$ -	\$ -	\$ -			
01-14-104-550	Transfer from EDC Committee Reserve	\$ -	\$ -	\$ -	\$ -			
01-14-104-597	High Speed Internet Telecommunications Re:	\$ (13,200.00)	\$ (9,900.00)	\$ (9,900.00)	\$ -	0.0%	75.00%	
<b>Total Business Department Revenue</b>		<b>\$ (13,200.00)</b>	<b>\$ (9,900.00)</b>	<b>\$ (9,900.00)</b>	<b>\$ -</b>	<b>0.0%</b>	<b>75.00%</b>	
<b>Expenses</b>								
01-14-420-017	McKellar Business Directory	\$ -	\$ -	\$ -	\$ -			
01-14-420-260	Chamber of Commerce donation	\$ -	\$ -	\$ -	\$ -			
01-14-420-261	Parry Sound Industrial Park	\$ -	\$ -	\$ -	\$ -			
01-14-420-263	WPSEDC Membership	\$ 6,250.00	\$ 6,250.00	\$ 4,687.50	\$ 1,562.50	33.3%	100.00%	
01-14-420-300	High Speed Internet - Transfer to Reserve	\$ 12,000.00	\$ -	\$ 9,000.00	\$ (9,000.00)	-100.0%	0.00%	
<b>Total Business Development Expenses</b>		<b>\$ 18,250.00</b>	<b>\$ 6,250.00</b>	<b>\$ 13,687.50</b>	<b>\$ (7,437.50)</b>	<b>-54.3%</b>	<b>34.25%</b>	
<b>McKellar Market</b>								
<b>Revenue</b>								
01-14-104-539	McKellar Market Vendor Fees	\$ (12,000.00)	(14,728.20)	\$ (9,000.00)	\$ (5,728.20)	63.6%	122.74%	
01-02-102-524	Other Grants - Ontario LED and Rural Ec. Dev	\$ (5,000.00)	(5,000.00)	\$ (3,750.00)	\$ (1,250.00)	33.3%	100.00%	Canada Day Grant
<b>Total McKellar Market Revenue</b>		<b>\$ (17,000.00)</b>	<b>\$ (19,728.20)</b>	<b>\$ (12,750.00)</b>	<b>\$ (6,978.20)</b>	<b>54.7%</b>	<b>116.05%</b>	
<b>Expenses</b>								
01-14-420-001	McKellar Market Salaries	\$ 21,416.00	\$ 14,648.76	\$ 16,062.00	\$ (1,413.24)	-8.80%	68.40%	
01-14-420-004	Mrkt Payroll Overhead - CPP, EI, WSIB, EHT	\$ 2,569.92	\$ 1,795.33	\$ 1,927.44	\$ (132.11)	-6.85%	69.86%	
01-14-420-011	Advertising	\$ 1,000.00	\$ -	\$ 750.00	\$ (750.00)	-100.00%	0.00%	
01-14-420-030	Contracted Services/Annual Levy	\$ -	\$ -	\$ -	\$ -			
01-14-420-050	Donation/Honourarium	\$ -	\$ -	\$ -	\$ -			
01-14-420-054	Donation-Agricultural Society	\$ -	\$ -	\$ -	\$ -			
01-14-420-262	McKellar Market Expenses	\$ 1,970.00	\$ 2,367.38	\$ 1,477.50	\$ 889.88	60.23%	120.17%	
01-14-420-262	Canada Day Grant Activities	\$ 5,000.00	\$ 5,000.00	\$ 3,750.00	\$ 1,250.00	33.33%	100.00%	Refund Canada Day Grant

**Township of McKellar**  
**Actuals VS Budget Variance as of September 30, 2023**

<b>Account Number</b>	<b>Budget 2023</b>	<b>Actuals as of September 30, 2023</b>	<b>Budget as of September 30, 2023</b>	<b>Variance \$</b>	<b>Variance %</b>	<b>% of Budget Spent to date</b>	<b>Detail</b>
<b>Total McKellar Market Expenses</b>	<b>\$ 31,955.92</b>	<b>\$ 23,811.47</b>	<b>\$ 23,966.94</b>	<b>\$ (155.47)</b>	<b>-0.65%</b>	<b>74.51%</b>	
<b>Total Revenue</b>	<b>\$ (5,668,953.11)</b>	<b>\$ (3,982,487.32)</b>	<b>\$ (3,828,310.10)</b>	<b>\$ (154,177.22)</b>	<b>4.03%</b>	<b>70.25%</b>	<b>Favorable</b>
<b>Total Expenses</b>	<b>\$ 5,223,785.17</b>	<b>\$ 3,648,458.60</b>	<b>\$ 3,916,713.88</b>	<b>\$ (268,255.28)</b>	<b>-6.85%</b>	<b>69.84%</b>	<b>Favorable</b>

G/L	Description	Budget 2023	Actuals as of September 30,2023	% of Budget Spent to date	Detail
<b>Capital Revenue</b>					
02	103	527	Ontario Community Investment Fund (OCIF)	\$ (127,075.00) \$ (127,075.00)	100.00%
02	103	526	Federal Gas Tax Program - AMO	\$ (73,535.00) \$ (36,767.52)	50.00%
02	102	524	Other Grants-NORDS Grant-Center Road	\$ (109,309.00) \$ (105,875.68)	96.86% NORD Grant \$105,875.68
02	104	552	Misc. Revenue- Insruance Claim-Inholme Bridge	\$ (50,000.00) \$ (50,000.00)	100.00% Insurance Claim money \$50,000
02	102	524	NOHFC Grant-Baseball Diamond Field Construction-If approved 90% Of Cost of the project upto 200k	\$ (193,500.00)	0.00%
02	102	524	NOHFC Grant-St.Stephen Church	\$ (161,460.00)	0.00%
<b>Total Capital Revenue from Grants &amp; others</b>				<b>\$ (714,879.00) \$ (319,718.20)</b>	<b>44.72%</b>
<b>Revenue - Transfers From Reserve</b>					
06	104	582	Purchase New Truck Roads Department	\$ (286,000.00)	0.00%
06	104	582	Capital Construction Reserve(Inholme Bridge)	\$ (180,000.00)	0.00%
06	104	582	Transfer from Public Works Reserve- Lawn Mower	\$ (12,000.00)	0.00%
06	104	582	Transfer form Infrastructure Asset Management Reserve-Inhol	\$ (15,000.00)	0.00%
12	104	587	Transfer from Reserve - Community Centre-Kitchen & Roof	\$ (180,000.00)	0.00%
13	104	579	Transfer from Historical Committee Reserve-Hemlock Church	\$ (50,000.00)	0.00%
13	104	579	Transfer from Cultural Reserve-Hemlock Church	\$ (15,000.00)	0.00%
13	104	579	Transfer from Historical Committee Reserve-St.Stephen Church	\$ (17,469.50)	0.00%
13	104	579	Transfer from Historical Committee Reserve-St.Stephen Church	\$ (16,006.10)	0.00%
13	104	579	Transfer from Cultural Reserve-St.Stephen Church	\$ (74,750.00)	0.00%
<b>Total Transfers from Reserve</b>				<b>\$ (846,225.60) \$ -</b>	
<b>Total Capital Revenue</b>				<b>\$ (1,561,104.60) \$ (319,718.20)</b>	<b>20.48%</b>
<b>Public Works</b>					
06	200	429	Transfer from Reserve - Roads-Vehicle 2023 FreightLiner	\$ 286,000.00	0.00%
				<b>\$ 286,000.00</b>	<b>0.00%</b>
06	200	429	Utility Trailer	\$ 4,877.97	BCT010 BEARCO BCA614-35
				<b>\$ 4,877.97</b>	
<b>Public Works Equipment</b>					

Township of McKellar

Actuals VS Budget Variance as of September 30,2023

G/L			Description	Budget 2023	Actuals as of September 30,2023	% of Budget Spent to date	Detail
06	200	429	Lawn Mower	\$ 12,000.00	\$ 10,448.41	87.07%	KUBOTA -KBL-Z200
				<b>\$ 12,000.00</b>	<b>\$ 10,448.41</b>	<b>87.07%</b>	
<b><u>FIRE Route 152</u></b>							
06	200	020	Survey-FR Route 152 Barn -Owned of Township-Survey Road	\$ 75,000.00			
				<b>\$ 75,000.00</b>		<b>0.00%</b>	
<b><u>MicroSeal</u></b>							
06	684	145	Tait Island-Materials & Supplies-3.1 km	\$ 120,870.00	\$ 80,659.70	66.73%	
06	641	145	Lakeside Drive-Materials & Supplies-2.2 km	\$ 106,260.00	\$ 61,412.24	57.79%	
				<b>\$ 227,130.00</b>	<b>\$ 142,071.94</b>	<b>62.55%</b>	
<b><u>Inholme Bridge</u></b>							
06	700	428	Algonquin Bridge-Cost of Bridge-Remaining Balance	\$ 46,634.06	\$ 48,499.43	104.00%	
			Installing Bridge-Mcperson Andrews	\$ 142,031.52	\$ 142,031.52	100.00%	
			RHH-Consultant	\$ 10,000.00	\$ 6,268.41	62.68%	
			Abutment-McPherson Andrews	\$ 197,938.37	\$ 197,938.37	100.00%	
			Asphalt-Bridge Deck & Approaches	\$ 30,000.00	\$ 24,799.55	82.67%	
				<b>\$ 426,603.96</b>	<b>\$ 419,537.29</b>	<b>98.34%</b>	
<b><u>Community Center</u></b>							
12	370	401	Stove/Floor/Counters/Cubboard	\$ 105,000.00	\$ 16,258.65	15.48%	Dishwasher & Installation
12	370	401	Shingles-Roof	\$ 75,000.00	\$ 48,005.49	64.01%	Community Center Shingles Replacement
				<b>\$ 180,000.00</b>	<b>\$ 64,264.14</b>	<b>35.70%</b>	
<b><u>Ball Daimond</u></b>							
06	424	145	Setting up new BaseBall Diamond Field	\$ 215,000.00	\$ 4,059.62	1.89%	
				<b>\$ 215,000.00</b>	<b>\$ 4,059.62</b>	<b>1.89%</b>	
<b><u>Renovation Hemlock Church</u></b>							
13	383	113	Renovate Hemlock Church	\$ 65,000.00	\$ 4,946.66	7.61%	50% Deposit on Windows
				<b>\$ 65,000.00</b>	<b>\$ 4,946.66</b>	<b>7.61%</b>	
<b><u>Renovation St.Stephen Church</u></b>							
13	383	113	Renovate St.Stephen Church	\$ 269,685.60	\$ 115,326.64	42.76%	Church Foundation
				<b>\$ 269,685.60</b>	<b>\$ 115,326.64</b>	<b>42.76%</b>	
<b>Total Capital Projects</b>				<b>\$ 1,756,419.56</b>	<b>\$ 765,532.67</b>	<b>43.58%</b>	



**Township of McKellar**  
**Actuals VS Budget Variance as of September 30,2023**

<b>G/L</b>	<b>Description</b>	<b>Budget 2023</b>	<b>Actuals as of September 30,2023</b>	<b>% of Budget Spent to date</b>	<b>Detail</b>
<b><u>Transfers To Reserve</u></b>					
03	150 300	Transfer to Reserves - Fire Department Vehicle/Equipment	\$ 50,000.00		
09	335 300	Transfer to Cemetery Reserve	\$ 1,000.00		
12	370 300	Transfer to Reserves - Community Centre	\$ 10,000.00		
06	200 300	Transfer to Roads Capital Construction Reserve	\$ 50,000.00		
06	200 300	Transfer to Roads Capital Construction Reserve-Center Road)	\$ 109,309.00		
06	200 300	Transfer to Roads Capital Construction Reserve	\$ 14,544.00		
06	200 300	Transfer to Roads Capital -Building	\$ 15,000.00		
<b>Total Transfer to Reserve</b>			<b>\$ 249,853.00</b>		
<b>Total Capital Expenditure</b>			<b>\$ 2,006,272.56</b>	<b>\$ 765,532.67</b>	<b>38.16%</b>
<b>Additional Funding Required</b>			<b>\$ 445,167.96</b>		
<b>Balance from Operating Budget to cover Capital Budget</b>			<b>\$ (445,167.96)</b>		
<b>Remaining balance or Shortfall</b>			<b>-\$ 0.00</b>		



# Township of McKellar Staff Report

**Prepared for:** Mayor & Council

**Department:** Fire Department

**Agenda Date:** November 7, 2023

**Report No:** FD-2023-16

**Subject:** Alternate CEMC Appointment

**Recommendation:**

That the Council of the Township of McKellar does hereby agree to the appointment of Tom Stoneman to the position of Alt- CEMC for the Township of McKellar

**Background:**

With the resignation of former Alt-CEMC Chris Everitt the need for a third CEMC had been identified. It is believed that we have found an effective replacement in Tom Stoneman, the new Community Safety Officer for the Township. Tom has experience being part of an Emergency Planning group with his position of Roads Superintendent in the Township of Whitestone. Tom being a resident of McKellar and our new Bylaw officer will be a great fit into the EMCG.

**Policies Affecting Proposal:**

None

**Cost or Remuneration:**

Tom will be required to attend IMS training for the township to attain his IMS 300 level and the full qualifications to be able to run an EOC. The province of Ontario provides Tom 1 year to complete this training, he may already have his 100 and 200 from his days in Whitestone.

**Conclusion:**

It is the recommendation of the Fire Chief/CEMC that Tom be accepted into the position of Alt-CEMC to help provide the Township with a continuity of command that is beneficial to operations in an emergency.

**Respectfully submitted by:**

Robert Morrison  
Fire Chief/CEMC  
Township of McKellar

**Reviewed by:**

Ina Watkinson  
Clerk/Administrator



# Township of McKellar Staff Report

**Prepared for:** Mayor & Council                      **Department:** Fire Department  
**Agenda Date:** November 7, 2023                      **Report No:** FD-2023-17

**Subject:** Placement of a Dry Hydrant for Firefighting Operations

**Recommendation:**

The Fire Chief is requesting permission to place a "Dry Hydrant" into the flowing water area of Minerva Park, approximately 60' to the north of the Remembrance Cenotaph.

**Background:**

The Township of McKellar unfortunately lost access to the piece of property which originally had our dry hydrant installed, this has left us with a deficiency in our ability to fill our trucks with fresh water in the event of a fire incident on the north side of Manitowabing Lake. A dry hydrant allows us to back a water carrying truck (Tanker/Pumper) up to the hydrant and draw water from the lake no matter the time of year. McKellar currently has 1 other dry hydrant installed in our township at the face of the Hurdville Dam/bridge.

**Financial Analysis/Discussion:**

Cost of ABS fittings and some extra pipe, most of the necessary fittings were able to be salvaged from the removal of the previous hydrant in another location. Roads department will take care of the installation. Gravel provided by the Roads department.

**Policies Affecting Proposal:**

None

**Conclusion:**

It is the recommendation of the Fire Chief that council approve of the new location for the hydrant. It is not believed that it will have any negative impact to the image and setting of the cenotaph.

**Respectfully submitted by:**

**Reviewed by:**

Robert Morrison  
Fire Chief/CEMC, Township of McKellar

Ina Watkinson  
Clerk/Administrator

The Red area noted will be the hydrant location.  
The Orange area noted will be the gravel pad to the left of large tree.  
The large tree in the left of the picture is already scheduled for removal in 2024.







## Township of McKellar Staff Report

**Prepared for:** Mayor & Council

**Department:** Fire Department

**Agenda Date:** November 7, 2023

**Report No:** FD-2023-18

**Subject:** Emergency Plan Changes

**Recommendation:**

An update to the Emergency Plan for the Township has been introduced and approved by the Emergency Management Planning Committee EMPC. The CEMC recommends council approve the changes.

**Background:**

A new platform has been introduced to all members of the EMCG (Emergency Management Control Group) for the activation of our EOC (Emergency Operations Center) in the case of an emergency, Who's Responding ( the app currently used for Fire dispatch) has been upgraded for this use as well, providing members of the EMCG with easy and immediate access to all other members for emergency notification purposes.

Updates to the Emergency Plan to include Tom Stoneman as Alternate CEMC, including phone numbers. As well as his inclusion in the EMPC and EMCG.

**Financial Analysis/Discussion:**

None


**Policies Affecting Proposal:**

None

**Conclusion:**

As part of the Emergency Plan all updates must be put through council. Please consider this in combination with Tom Stoneman's position of Alt-CEMC.

**Respectfully submitted by:**

  
Robert Morrison  
Fire Chief/CEMC Township of McKellar

**Reviewed by:**

  
Ina Watkinson  
Clerk/Administrator

**Tom Stoneman added**

**Municipal Emergency Centre Notification**

**List**

Updated October 25 , 2023

	TITLE	NAME	AFTER HOURS EMERGENCY CONTACT #	AFTER HOURS OTHER CONTACT #	WORK CONTACT #
*	Head of Council	David Moore	[REDACTED]		
*	Clerk Administrator, Alternate CEMC	Ina Watkinson	[REDACTED]		705-389-2842 Ext. 4
	Community Safety Officer-Alt. CEMC	Tom Stoneman	[REDACTED]	C-	c-705-774-1325
*	Fire Chief-CEMC	Robert Morrison	[REDACTED]		705-774-8010
*	Treasurer	Roshan Kantiya	[REDACTED]		705-389-2842 ext. 3
*	Director of operations	Greg Gostick	[REDACTED]		705-389-2891
*	Evacuation Centre Coordinator	Chris Bordeleau	[REDACTED]		705-389-2842 Ext. 2
*	Emergency Information Officer	Ina Watkinson	[REDACTED]		705-389-2842 Ext. 4
*	Liaison Officer-Deputy Clerk	Karlee Britton	[REDACTED]		705-389-2842
*	Administration Resource Officer	Mary Smith	[REDACTED]		705-389-2842 Ext. 6

**Community Safety Officer added**

**3.3 MUNICIPAL CONTROL GROUP (MCG)/EMERGENCY CONTROL GROUP**

The municipal Control Group (also referred to as Emergency Control Group) is notified to gather in the Emergency Operations Centre during emergencies to manage the situation by making strategic decisions and setting priorities on behalf of the municipality. The Municipal Control Group reports to the Head of Council as the Executive Authority. The Municipal Control Group may be municipal staff or Council members as well.

In this Municipality, the Municipal Control Group consists of:

- Head of Council or alternate
- Clerk Administrator
- Fire Chief
- Community Safety Officer

## **Dispatch App added**

### **4.3 MUNICIPAL NOTIFICATION PROCESS**

In the event of an emergency, the Municipal Control Group (MCG) must be called in an organized fashion to the Emergency Operation Centre to manage the emergency in process on behalf of the municipality.

In the Township of McKellar, the Fire Department Dispatch app is notified and ensures that all Municipal Control Group members are notified to report for duty.

In the Township of McKellar, any member of the Municipal Control Group is able to activate the group to report to the Emergency Operations Center and implement the Emergency Plan to manage and emergency in progress.

In the event that any member of the Municipal Control Group is unable to communicate with the Fire Department Dispatch app during an emergency or potential emergency to initiate a call out of the MCG, the members shall attend at the Emergency Operations Centre or contact the Mayor or attend at the Mayor's residence to be updated on the status of the emergency and actions to be taken.

## **CSO added**

### **6.3.3 Fire chief or Alternate (CSO):**

- Activating the emergency notification system (EOC notification)
- Providing the Municipal Control Group with information and advice on fire fighting and rescue matters

## New Notification Process to accompany app



### TOWNSHIP OF MCKELLAR EMERGENCY PLAN

#### APPENDIX "I"

#### Who's Responding Dispatch Application Notification Process

1. Open the Who's Responding App
2. Select the 3 line hamburger menu in the top right corner
3. Select "Send Dispatch Alerts"
4. Select "McKellar EMCG"
5. Type a short message including: location of event, type of event, are you activating the EOC or pre-notifying the EMCG.
6. Select send.

#### **IMPORTANT NOTE:**

There are 6 Municipal Groups Members in the Township of McKellar who are authorized to activate the notification system:

1. Mayor, David Moore
2. Clerk Administrator, Ina Watkinson
3. Alt. CEMC/CSO Tom Stoneman
4. Operations Officer, Greg Gostick
5. Fire Chief/CEMC, Robert Morrison
6. Alt EIO Karlee Britton





# Township of McKellar Staff Report

<b>Prepared for:</b>	Mayor & Council	<b>Department:</b>	Fire Department
<b>Agenda Date:</b>	November 7, 2023	<b>Report No:</b>	FD-2023-19

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**Subject:** Month End Status Updates for October 2023

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For the month of October 2023, the Township of McKellar Fire Department responded to a total of 10 calls at the time of writing this report consisting of:

- 9 Medical calls
- 1 Fire or associated calls
- 0 Assistance calls (mutual/automatic/ or inter agency aid)
- 0 Motor Vehicle Collisions

We have now responded to 109 total calls this year.

### **Apparatus and Equipment:**

Rescue 3 is being prepared for sale and an account with Govdeals.ca and the listing should be active as of Nov 1.

MSA provided an information night for firefighters on a Tuesday training evening at stn 2. This gave us the ability to learn about and evaluate the first of four different SCBA manufacturers equipment. McKellar will be hosting a minimum of 3 more of these nights over the next 24 months as we prepare for the major capital expense of replacing our SCBA's (Breathing Apparatus) by the end of 2027. At each of these events, every firefighter is given an evaluation sheet with which to critique the equipment.

An assessment and repairs (hopefully just preventative maintenance) has been ordered for the radio tower as this has not been done since we assumed ownership of the tower many years ago.

### **Personel:**

McKellar Fire has decided to re-open the recruitment process with the intention of bringing on 2-3 more volunteer firefighters to take the place of some long term absences and attrition. Council will be kept informed and new recruits will be brought to council for approval once the appropriate background checks and interviews have been completed. Social media will be used as well as word of mouth to fill these vacancies. At this time 1 candidate has been put forward to council and accepted. He was able to participate in the OFM fire trailer exercises in October and performed admirably. He has also accepted the recruit training schedule for next year.

### **Training:**

A graduation ceremony was held October 25 for our recruits involved in the WPSRTP. The evening was well attended by recruits and family members, with all recruits who successfully completed the training receiving a certificate of congratulations. Our recruits upon receiving a passing grade from the Ontario Fire College and Marshall testers will be remunerated for their efforts as discussed. Recruits and members of the department are now free to commence FF2 training using our R1 platform to continue their learning process and improve on their skills. Eventually all McKellar responders will be introduced to FF2 when the timing is appropriate. This is all in an effort to achieve the results necessary under the new OFM standards for fire

departments by July 1 2026. The whole of the McKellar department which are currently training to FF1 standards are scheduled for testing in March of next year. Other steps toward achieving this goal which McKellar is taking are:

- Training of 1 to 2 more FF's to NFPA 1041 so that they can function as instructors with signing authority under the OFM.
- December 8,9,10 We will be hosting and Ice Rescue Operations certification, with attendees from other departments likely. We are currently looking at having 6 people trained from our department. This will be the first time McKellar will have been fully trained and certified to provide full Ice Rescue capabilities to our township
- McKellar has booked and is sending 10 of our firefighters to their recertification of First Aid, CPR and AED (automatic external defibrillator) certifications.

**Buildings:**

Cleanup of Stn 2 has continued with the goal of this fall having it operational as a higher quality training facility for our crews.

**Home Safe Home, Fire Prevention and education:**


McKellar Fire will continue to showcase fire prevention efforts and public education for smoke and co alarms. We will be also pushing Emergency Preparedness information out to the community, encouraging the creation of 72 hour kits in people's homes in the event of an extended emergency in our area.

**Chief's Notes:**

- A replacement for the Alt-CEMC role has been identified and submitted to council for approval.
- Slight alterations and an update of our Municipal Emergency Plan has been submitted to council for approval.
- A new location for a drafting hydrant has been identified and submitted to council for approval.
- McKellar hosted it's EMPC (Emergency Management Program Committee) yearly meeting this past week in preparation for our yearly Emergency Planning exercise being held with all mutual aid municipalities in late November. A new platform has been introduced to all members of the EMCG (Emergency Management Control Group) for the activation of our EOC (Emergency Operations Center) in the case of an emergency, Who's Responding (the app currently used for Fire dispatch) has been upgraded for this use as well, providing members of the EMCG with easy and immediate access to all other members for emergency notification purposes.

**Respectfully submitted by:**

**Reviewed by:**

  
\_\_\_\_\_  
Robert Morrison  
Fire Chief/CEMC

  
\_\_\_\_\_  
Ina Watkinson  
Clerk/Administrator

**Attachments:** None.



# **Chief Administrative Officer's Report**

***September 2023***

## **Mission Statement**

**To foster healthier communities by economically providing caring human services that empower and enable the people we serve to improve their quality of life.**

## AMO 2023 Annual General Meeting and Conference

From August 21 – 23, more than 2,500 municipal leaders, government officials, public servants, sponsors, exhibitors, and media gathered in the City of London to take part in the 2023 AMO Conference.

This event included the Ministers' Forum and a direct dialogue with 26 provincial Cabinet Ministers on many of the critical issues municipalities, CMSMs and DSSABs are facing. Municipal officials, CMSMs and DSSABs also participated in over 600 delegation meetings, discussing local concerns.

I attended delegations with the Northern Ontario Service Delivers Association (NOSDA). We were able to have direct conversations with the Ministry of Education, Ministry of Health, Ministry of Children, Community and Social Services and the Ministry of Long-Term Care.

I also attended a multi ministry delegation with the Federation of Northern Ontario Municipalities, North-western Ontario Municipal Association and the Northern Ontario Service Delivers Association.

## Facebook Pages



A friendly reminder to follow our Facebook pages!

- ◆ [District of Parry Sound Social Services Administration Board](#)
- ◆ [Esprit Place Family Resource Centre](#)
- ◆ [EarlyON Child and Family Centres in the District of Parry Sound](#)
- ◆ [The Meadow View](#)

## Social Media

### Facebook Stats

<b>District of Parry Sound Social Services Administration Board</b>	<b>FEB 2023</b>	<b>MAR 2023</b>	<b>APR 2023</b>	<b>MAY 2023</b>	<b>JUNE 2023</b>	<b>AUG 2023</b>
Total Page Followers	446	462	471	474	478	490
Post Reach this Period (# of people who saw post)	4,645	7,891	4,460	3,789	4,010	2,249
Post Engagement this Period (# of reactions, comments, shares)	565	757	505	241	692	234

<b>Esprit Place Family Resource Centre</b>	<b>FEB 2023</b>	<b>MAR 2023</b>	<b>APR 2023</b>	<b>MAY 2023</b>	<b>JUNE 2023</b>	<b>AUG 2023</b>
Total Page Followers	128	132	131	131	131	132
Post Reach this Period (# of people who saw post)	75	124	116	29	203	62
Post Engagement this Period (# of reactions, comments, shares)	3	7	71	1	2	1

DSSAB Twitter Stats - <https://twitter.com/psdssab>

	<b>FEB 2023</b>	<b>MAR 2023</b>	<b>APR 2023</b>	<b>MAY 2023</b>	<b>JUNE 2023</b>	<b>AUG 2023</b>
Total Tweets	7	13	8	8	10	N/A
Total Impressions	158	300	300	291	301	56
Total Profile Visits	57	217	130	137	128	N/A
Total Followers	28	28	27	27	30	31

DSSAB LinkedIN Stats - used primarily for HR recruitment & RFP/Tender postings

Link to DSSAB's LinkedIN page - <https://bit.ly/2YyFHIE>

	<b>FEB 2023</b>	<b>MAR 2023</b>	<b>APR 2023</b>	<b>MAY 2023</b>	<b>JUNE 2023</b>	<b>AUG 2023</b>
Total Followers	395	399	410	416	434	437
Search Appearances (in last 7 days)	318	308	245	228	281	185
Total Page Views	31	31	30	41	56	33
Post Impressions	828	929	697	546	786	182
Total Unique Visitors	16	17	11	19	25	19

## DSSAB in the Community

Throughout the summer, we joined CMHA for several Community Outreach 'pop-up' events in some of the smaller communities in East Parry Sound.

*July 12<sup>th</sup>, Mill May Market in Restoule*

This event was attended by the Communications Officer, as well as a member of our Housing Stability team

*July 19<sup>th</sup>, Women's Own Resource Centre in South River*

This event was attended by a member of our Housing Stability team

*August 2<sup>nd</sup>, Home Hardware in Magnetawan*

This event was attended by the Communications Officer

*August 23<sup>rd</sup>, Hope's "More than a grocery store" Clover Farm in Novar*

This event was attended by the Communications Officer, as well as a member of our Housing Stability team



Canadian Mental Health Association  
Addictions and Mental Health Services  
Muskeg - Parry Sound

Harm Reduction supplies available  
Naloxone & Naloxone Training also available

# COMMUNITY EDUCATION EVENTS

All summer in East Parry Sound

**JULY**

- July 5- Foote's General Store in Nipissing
- July 12-Mill Bay Meat Market in Restoule
- July 19- Women's Own Resource Centre in South River

**AUGUST**

- August 2-Home Hardware in Magnetawan
- August 16-Alderdale General Store
- August 23-Novar General Store

**CONTACT US:**

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## Municipal Presentations

On August 28<sup>th</sup>, myself and our Communications Officer were pleased to provide the Tri-Council representing the Township of Ryerson, the Village of Burk's Falls & the Township of Armour with a presentation about the DSSAB. This presentation included an overview of the DSSAB's programs and services, and how we can help members of their community. The Tri-Council expressed their appreciation to DSSAB staff for the important work they do. This was part of a series of municipal presentations taking place over the next year.



## Licensed Child Care Programs

### Total Children Utilizing Directly Operated Child Care in the District July 2023

Age Group	Fairview ELCC	First Steps ELCC	Highlands ELCC	Waubeek ELCC	HCCP	Total
Infant (0-18M)	0	0	1	1	11	13
Toddler (18-30M)	15	8	15	13	25	76
Preschool (30M-4Y)	18	18	18	46	43	143
# of Active Children	33	26	34	60	79	232

Enrollment numbers remained stable for the summer months. The Licensed Child Care Programs moved their primary programming outdoors and worked with families to prepare for upcoming transitions to older age groupings and junior kindergarten. Staff coverage for summer vacations was challenging but with the support of the ISS and EarlyON teams, we were able to cover ratios.

## School Age Programs

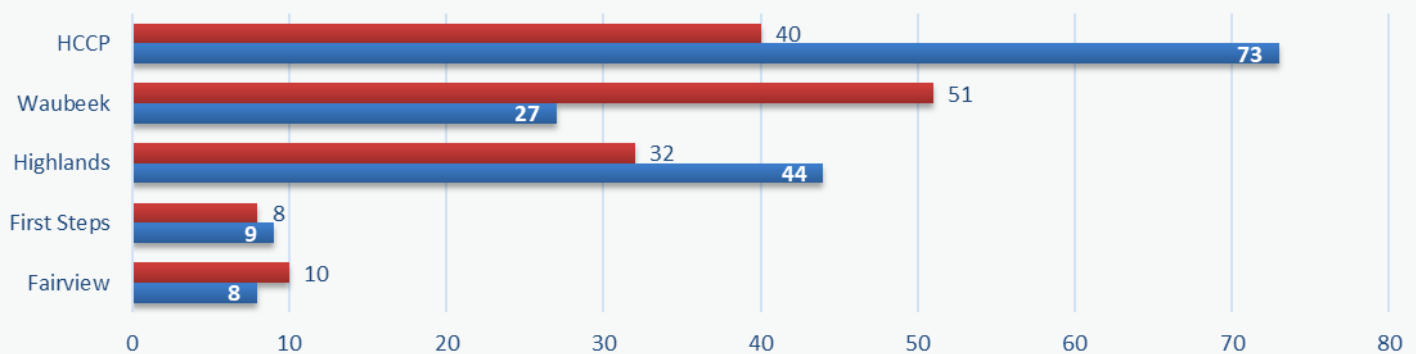
### July 2023

Location	Enrollment	Primary Waitlist	Secondary Waitlist
Mapleridge After School	N/A		
Mapleridge Before School	N/A		
Mapleridge Summer Program	13	7	
St. Gregory's After School	N/A		
Sundridge Centennial After School	N/A		
Land of Lakes After School	N/A		
Home Child Care	56	11	2
# of Active Children	76		

Mapleridge Public School licensed summer school age care was fully booked with a small waitlist. We have 2 full-time staff supporting the program and have enrolled children ages 4 – 6 years. The program coordinated with the Powassan GAP for the older aged children.

## Directly Operated Child Care Waitlist by Program

### July 2023



As shown in the above chart, the blue bar reflects families that are currently seeking care and space is unavailable while the red bar indicates families that have requested a space after December 31, 2023. Waubek has had the largest increase in waitlist numbers especially families seeking infant care. As of July, there were 14 infants on the Waubek waitlist, and in January 2024 that number increases to 45.



## Inclusion Support Services

### July 2023

Age Group	EarlyON	Licensed ELCC's	Monthly Total	YTD Total	Waitlist	New Referrals	Discharges
Infant (0-18M)	0	0	0	0	0	0	0
Toddler (18-30M)	1	9	10	16	0	0	0
Preschool (30M-4Y)	6	35	41	54	1	1	1
School Age (4Y+)	4	26	30	39	1	0	1
Monthly Total	11	70	81	-	2	1	2
YTD Total	12	78	-	108	30	22	10

Resource consultants continued to support school age children that attended licensed summer child care programs across the district. Support in the EarlyON programs decreased as most community satellite locations closed for the summer months.

## EarlyON Child and Family Programs

### July 2023

Activity	July	YTD
Number of Children Attending	813	4,974
Number of New Children Attending	37	277
Number of Adults Attending	528	3,154
Number of Virtual Programming Events	1	28
Number of Engagements through Social Media	1,955	4,347
Number of Views through Social Media	9,396	58,262

EarlyON facilitators set up community “pop-up” programs where most communities in the district were being visited at outdoor locations. Regular programming activities are being offered.

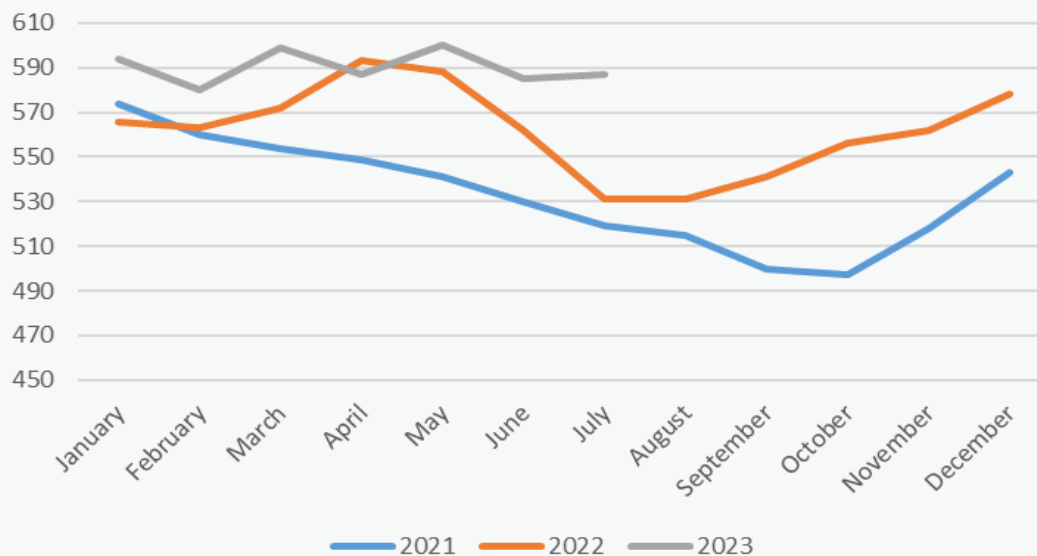
## Funding Sources for District Wide Childcare Spaces July 2023

Active	# of Children	# of Families	Funding Source - New	# of Children	# of Families
CWELCC*	110	107	CWELCC	8	8
CWELCC Full Fee	186	185	CWELCC Full Fee	3	3
Extended Day Fee Subsidy	10	10	Extended Day Fee Subsidy	7	7
Fee Subsidy	99	77	Fee Subsidy	70	51
Full Fee	12	11	Full Fee	2	2
Ontario Works	12	9	Ontario Works	3	3
<b>Total</b>	<b>429</b>	<b>399</b>	<b>Total</b>	<b>93</b>	<b>74</b>

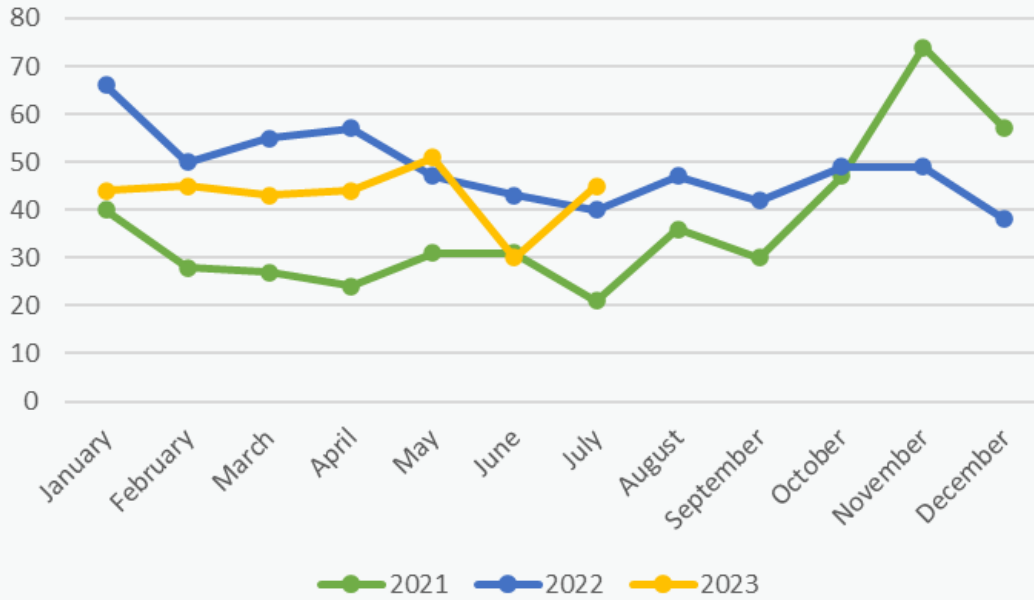
Funding Source - Exits	# of Children	# of Families
Fee Subsidy	3	3
Ontario Works	2	1
<b>Total</b>	<b>5</b>	<b>4</b>

\* CWELCC – Canada-Wide Early Learning Child Care; eligible for children 0 - 6

### Ontario Works Caseload



## Ontario Works Intake - Social Assistance Digital Application (SADA) & Local Office Ontario Works Applications Received



### Ontario Works applications

2 ▼

Average received per business day

45

Received Jul 2023

### Emergency Assistance applications

1 ▲

Average received per business day

30

Received Jul 2023

### Average number of business days from screening to grant

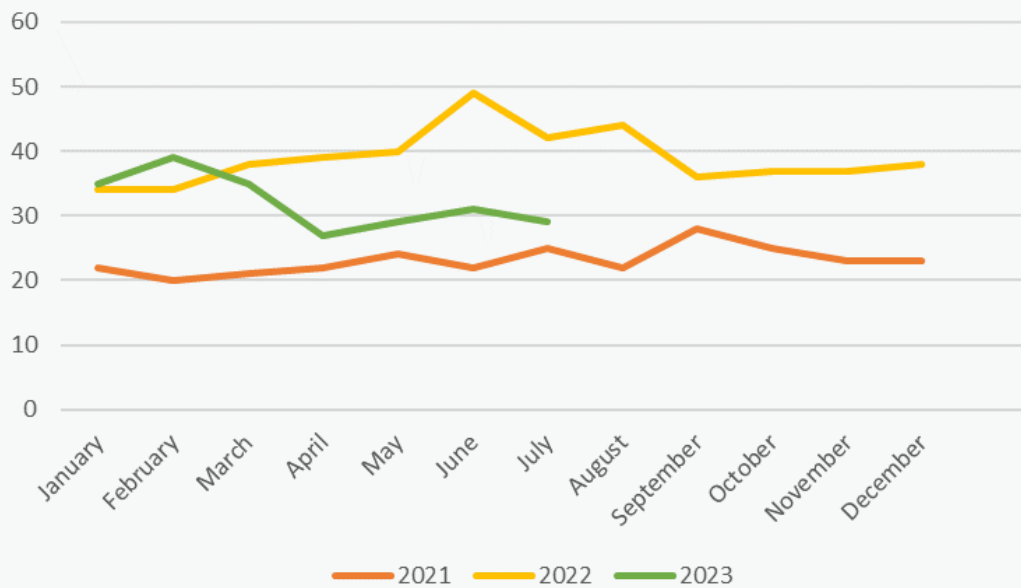
0.9 ▼

Ontario Works

0.3 ▼

Emergency Assistance

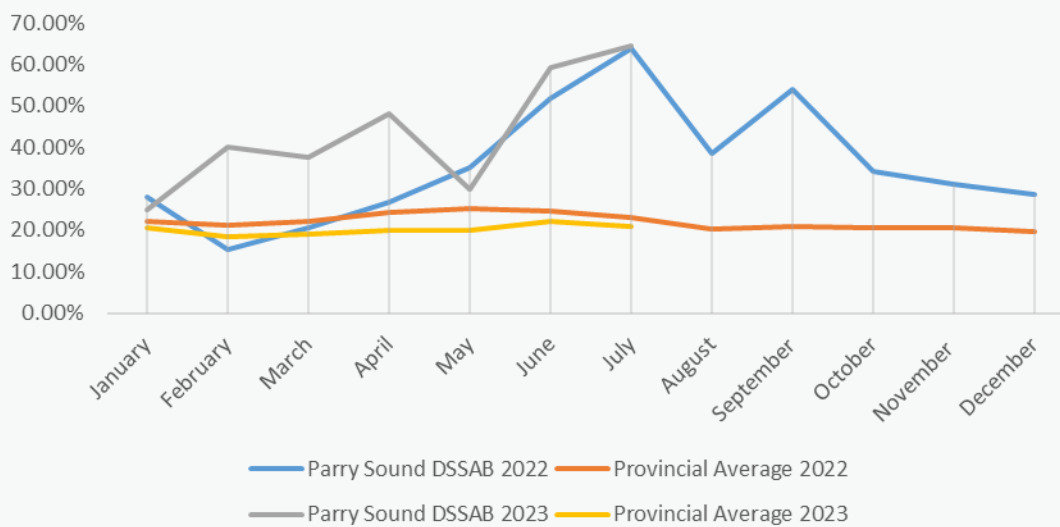
## ODSP Participants in Ontario Works Employment Assistance



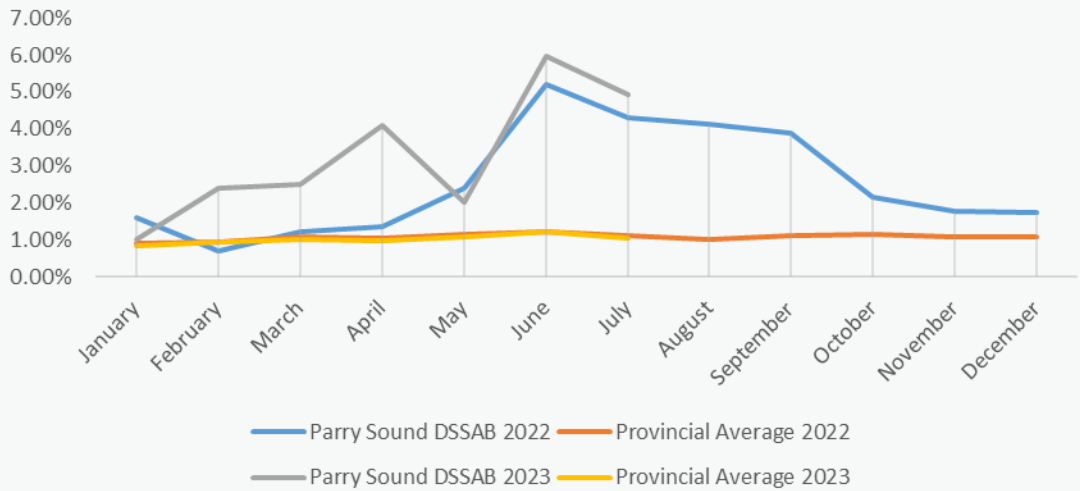
The OW caseload as of the end of July was **587** (there are 945 beneficiaries in total). We are supporting **29** ODSP participants in our Employment Assistance program. We also have **56** Temporary Care Assistance cases. Intake also remains steady. We had **45** Ontario Works Applications and **30** applications for Emergency Assistance in July which does not indicate a typical summer slowdown.

## Employment Assistance & Performance Outcomes

% of Closures Exiting to Employment

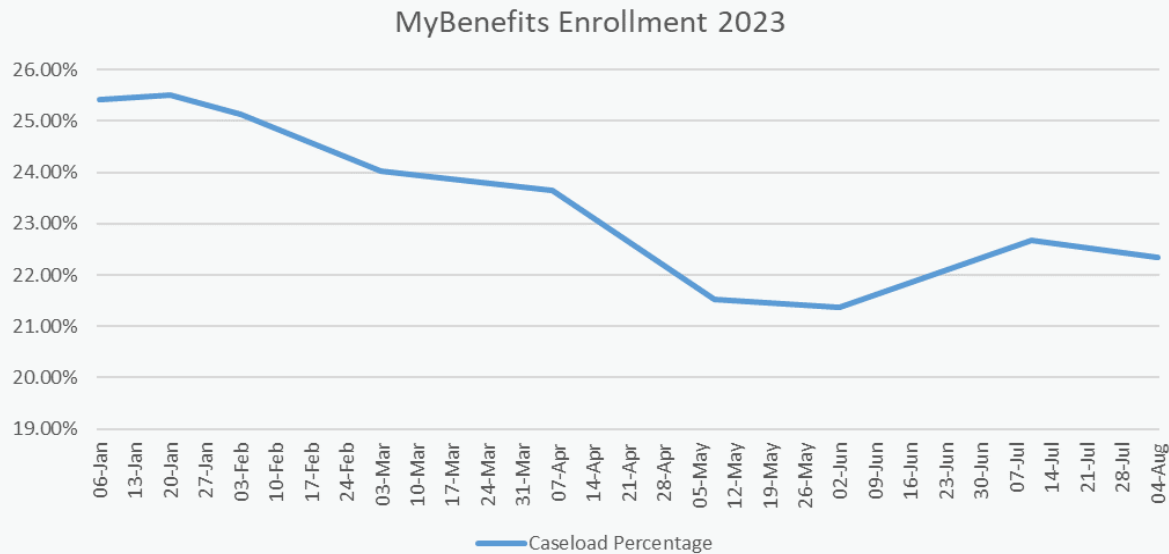


### % of Caseload Exiting to Employment



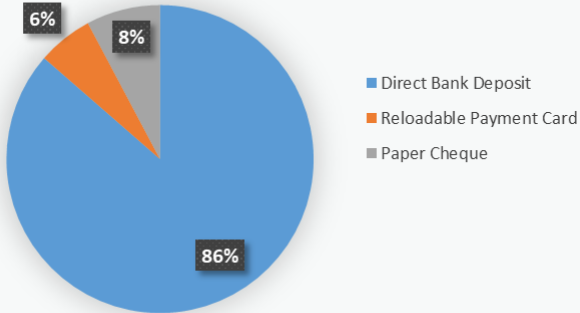
Despite a small decline in our Employment Outcome Performance in May, the program bounced back with a tremendous June and July, where we exceeded our performance from last year and far exceeded the provincial average. We also finished #1 in the Northeast. Additionally, an average of 8.9% of the caseload exited the program over June and July.

### MyBenefits Enrollment 2023



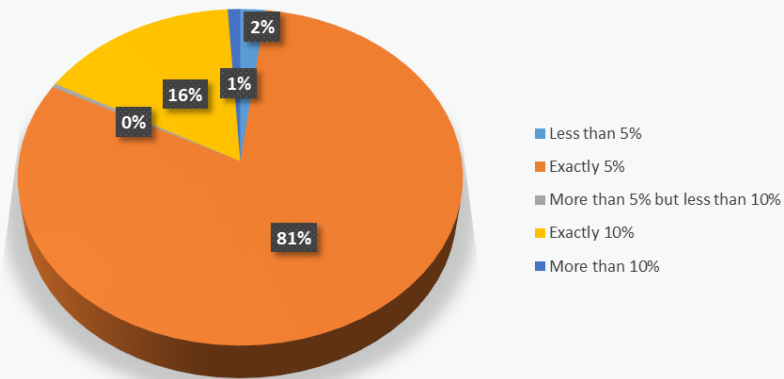
## DBD Enrollment

Payment Receipt Method  
July 2023



## Overpayment Recovery Rate

July 2023



## Housing Stability Program - Community Relations Workers

### Support

All services performed, provided, or arranged by the Homelessness Stability Program staff to promote, improve, sustain, or restore appropriate housing for individuals active with the Homelessness Stability Program, periodically within the month, not requiring intense case management.

<b>July 2023</b>		
<b>Income Source</b>	<b>East</b>	<b>West</b>
Senior	6	16
ODSP	11	28
Ontario Works	4	13
Low Income	16	29

### Intense Case Management

Intense Case Management involves the coordination of appropriate services and the provision of consistent and on-going weekly supports, required by the individual to obtain, and sustain housing stability.

<b>July 2023</b>		
<b>Income Source</b>	<b>East</b>	<b>West</b>
Senior	13	20
ODSP	11	12
Ontario Works	8	15
Low Income	9	37

### Contact/Referrals

<b>July 2023</b>	<b>East</b>	<b>West</b>	<b>YTD</b>
Homeless	1	5	31
At Risk	7	3	52
Esprit Outreach Homeless	1	1	5
Esprit Outreach at Risk	0	3	10
Esprit in Shelter		1	9
Program Total			107

### Short Term Housing Allowance

	<b>Active</b>	<b>YTD</b>
July 2023	10	37

### Housing Stability: Household Income Sources and Issuance from HPP:

<b>July 2023</b>	<b>Total</b>	<b>HPP</b>
<b>Income Source</b>		
Senior	3	\$490.32
ODSP	12	\$7,408.66
Ontario Works	11	\$3,474.06

<b>July 2023</b>	<b>Total</b>
<b>Reason for Issue</b>	
Utilities/Firewood	\$1,696.73
Transportation	\$36.00
Food/Household/Misc	\$10,450.93
Emergency Housing	\$1,558.63
<b>Total</b>	<b>\$13,742.29</b>

## Ontario Works: Household Income Sources and Issuance from HPP

July 2023 Income Source	Total	HPP
Senior	1	\$412.03
ODSP	7	\$3,775.86
Ontario Works	8	\$9,469.26
Low Income	3	\$308.83

July 2023 Reason for Issue	Total
Rental Arrears	\$7,927.40
Utilities/Firewood	\$1,000.00
Transportation	\$177.32
Food/Household/Misc.	\$4,861.26
<b>Total</b>	<b>\$13,965.98</b>

### By-Name List Data September 2021– July 2023



### Housing Programs

Social Housing Centralized Waitlist Report July 2023			
	East Parry Sound	West Parry Sound	Total
Seniors	42	106	148
Families	123	399	522
Individuals	480	188	668
<b>Total</b>	<b>645</b>	<b>693</b>	<b>1,338</b>
Total Waitlist Unduplicated			440



## Social Housing Centralized Waitlist (CWL) 2022 - 2023 Comparison Applications and Households Housing from the CWL

Month 2022	New App.	New SPP	Cancelled	Housed	SPP Housing	Month 2023	New App.	New SPP	Cancelled	Housed	SPP Housing
Jan	5			1		Jan	5	1	13		
Feb	9	1	2			Feb	5	1	10		
Mar	12		5	2	1	Mar	6		35		
Apr	12	1	1			Apr	11		17	6	
May	11	1		3		May	13	2	9	2	
June	15		3	2		June	9	1	2	1	
July	13	2	10	1		July	5	1	5	1	
Aug	5		17	2	1	Aug					
Sept	16		10	1	1	Sept					
Oct	14		12	6		Oct					
Nov	12	1	8	3		Nov					
Dec	1			5		Dec					
<b>Total</b>	<b>125</b>	<b>6</b>	<b>68</b>	<b>26</b>	<b>3</b>	<b>Total</b>	<b>54</b>	<b>6</b>	<b>91</b>	<b>10</b>	<b>0</b>

SPP = Special Priority Applicant

- Housing Programs had 5 new eligible applications to the centralized waitlist in the month of July
- 5 applications were cancelled; 2 requested removal, 1 had assets in excess of our asset limits, 1 was removed due to no contact, and 1 was removed due to receipt of COHB funding
- 1 new special priority application was approved
- 1 applicant was housed in July

**Parry Sound District Housing Corporation  
July 2023**

Activity for Tenant and Maintenance Services

	<b>Current</b>	<b>YTD</b>
Move outs	9	24
Move in	2	18
L1/L2 forms	0	5
N4 - notice of eviction for non payment of rent	0	4
N5 - notice of eviction disturbing the quiet enjoyment of the other occupants	2	8
N6 - notice of eviction for illegal acts or misrepresenting income for RGI housing	0	0
N7 - notice of eviction for willful damage to unit	0	1
Repayment agreements	14	49
Tenant Home Visits	33	111
Mediation/Negotiation/Referrals	19	67
Tenant Engagements/Education	23	84

**Property Maintenance and Capital Projects  
July 2023**

Pest Control	8	8 buildings monitored monthly
Vacant Units	15	one-bedroom (11); multiple bedroom (4) (not inclusive of The Meadow View)
Vacant Units - The Meadow View	6	one-bedroom market units
After Hours Calls	14	For June & July - power flickering/fire panel beeping, no hot water, hydro out, washing machine not working, OPP welfare check, security company unable to access lock box, flooding-blockage, tenant lockout, smoke detector beeping, sink leak, main entrance window damaged
Work Orders	136	Created for maintenance work, and related materials for the months of June and July
Fire Inspections		A total of 60 units were inspected for fire safety in the months of June & July

***Ongoing Challenges:***

Prices of services and materials are inflated. Wait times on certain items remains a challenge.

## Esprit Place Family Resource Centre

July 2023

<b>Emergency Shelter Services</b>	<b>July 2023</b>	<b>YTD</b>
Number of women who stayed in shelter this month	15	58
Number of children who stayed in the shelter this month	0	22
Number of hours of direct service to women (shelter and counselling)	114	685
Number of days at capacity	0	73
Number of days over capacity	0	31
Overall capacity %	62%	76%
Resident bed nights (women & children)	378	1,610
Phone interactions (crisis/support)	54	151

<b>Transitional Support</b>	<b>July 2023</b>	<b>YTD</b>
Number of women served this month	14	49
Number of NEW women registered in the program	4	5
Number of public ed/groups offered	0	3

<b>Child Witness Program</b>	<b>July 2023</b>	<b>YTD</b>
Number of children/women served this month	20	82
Number of NEW clients (mothers and children) registered in the program	3	20
Number of public ed/groups offered	3	5