



— TOWNSHIP OF —
ASHFIELD - COLBORNE - WAWANOSH

Council Agenda February 2, 2021

Township of Ashfield-Colborne-Wawanosh Council will meet in regular session on the 2nd day of February 2021, at 9:00 a.m. through Zoom, an online video conferencing platform.

This meeting was held electronically as per By-Law #52-2020, Section 3.10 which allows for Electronic Participation of Council Meetings.

1.0 CALL TO ORDER

Video/Audio Approval – if applicable

2.0 DISCLOSURE OF PECUNIARY INTEREST / POTENTIAL CONFLICT OF INTEREST

3.0 ADOPTION OF PREVIOUS MEETING MINUTES

3.1 Council Meeting – January 19, 2021

Moved by
Seconded by

ADOPT
COUNCIL
MINUTES

THAT Ashfield-Colborne-Wawanosh Township Council hereby adopts the
January 19, 2021 Council Meeting Minutes as written.

4.0 OPEN FORUM (items pertaining to the agenda)

5.0 DELEGATIONS

No items scheduled.

6.0 ACCOUNTS

6.1 Year End 2020 - Summary Revenue/Expenditure Reports

We have provided Council with a copy of the final report for the year ending December 31, 2020.

STAFF COMMENTS: For your information purposes.

7.0 DEPARTMENT / COMMITTEE REPORTS

7.1 Water Department

7.1.1 Courtney Water Distribution System – Inspection Report

We have provided Council with a copy of the Courtney Water Distribution System Inspection Report from the Ministry of the Environment.

STAFF COMMENTS: For your information purposes.

7.1.2 Water Operations & Maintenance Report – November & December 2020

We have provided Council with a copy of the report prepared by Veolia Water Canada in regards to the operation and maintenance of our water systems for November & December 2020.

STAFF COMMENTS: For your information purposes.

7.2 Building Department

7.2.1 Site Plan Control By-Law

We have provided Council with a copy of the report prepared by Chief Building Official Brett Pollock in regards to the above matter. We have also provided Council with a copy of the Draft Site Plan Control By-Law for your consideration. Mr. Pollock will be available this morning.

STAFF COMMENTS: We seek your direction.

7.3 Cemetery Department

No items scheduled.

7.4 Drainage Department

No items scheduled.

7.5 Administration Department

7.5.1 Official Plan Update

We have provided Council with a copy of the draft notice that will be sent to all the landowners advising of the Special Council Meeting for the Official Plan. Planner Celina Whaling Rae and Clerk Florence Witherspoon will be available this morning.

STAFF COMMENTS: For your information purposes.

7.5.2 By-Law Enforcement Officer Report

We have provided Council with a copy of the report prepared by Bruce Brockelbank.

STAFF COMMENTS: For your information purposes.

7.5.3 Lucknow & District Medical Centre Board Budget – 2021

We have provided Council with budget for the Lucknow & District Medical Centre Board Budget for 2021, which was most recently approved by the Board.

STAFF COMMENTS: For your information purposes.

7.5.4 Lucknow & District Joint Fire Board Budget – 2021

We have provided Council with budget for the Lucknow & District Joint Fire Board Budget for 2021, which was most recently approved by the Board.

STAFF COMMENTS: For your information purposes.

7.5.5 Amberley General Store Ltd. – LCBO Agency

We have provided Council with a copy of the request from Amberley General Store to allow the LCBO Agency open during the specified Statutory Holidays in 2021. We have approved this every year since they became an LCBO Agency.

STAFF COMMENTS: We seek your direction.

7.5.6 Noise and Sound By-Law Amendment

As a follow-up from the December 15th Council Meeting, we have provided Council with a copy of the Noise and Sound By-Law changing certain sections with respect to set fines. The changes are highlighted in the attached. The set fines schedule, along with the By-Law, will be sent to the Ministry of the Attorney General for final approval. Ms. Witherspoon will be available this morning.

STAFF COMMENTS: That Council adopt the by-law as presented in Section 14.

7.5.7 Social Media Policy

We have provided Council with a copy of the report prepared by Clerk Florence Witherspoon, the Draft Social Media Policy, and the authorizing by-law. Ms. Witherspoon will be available this morning.

STAFF COMMENTS: We seek your direction.

7.5.8 Website Redevelopment

We have provided Council with a copy of the report prepared by Clerk Florence Witherspoon in regards to calling for Request for Proposals for a new website. Ms. Witherspoon will be available this morning.

STAFF COMMENTS: We seek your direction.

7.5.9 Municipal Modernization Program – Second Intake

We have provided Council with a copy of the letter received with respect to the above noted funding opportunity. Once staff have had an opportunity to review the program in detail, staff will bring back a report further outlining eligible projects.

STAFF COMMENTS: For your information purposes.

7.5.10 Administration Staff

Please refer to the “In-Camera Session” (personal matters related to employees and identifiable individuals)

7.6 Public Works Department

7.6.1 Road Allowances / Additional Lands

Please refer to the “In-Camera Session” (proposed acquisition of land by the municipality)

7.6.2 Crushed Gravel Tenders – 2021

We have provided Council with a copy of the report prepared by Public Works Superintendent Brian Van Osch in regards to the Crushed Gravel Tenders for 2021. Mr. Van Osch will be available this morning.

STAFF COMMENTS: That Council accepts the lowest tender of Johnston Bros. (Bothwell) Ltd. in the amount of \$ 290,489.10 taxes included.

Moved by
Seconded by

ACCEPT
CRUSHED
GRAVEL
TENDER

THAT Ashfield-Colborne-Wawanosh Township Council hereby gives pre-budget approval, and accepts the tender of Johnston Bros, (Bothwell) Ltd. to crush, stockpile, haul, and spread granular A Gravel on Township Roads in the total amount of \$ 290,489.10 taxes included. Gravel to be applied at the discretion of the Public Works Superintendent.

7.6.3 Calcium Chloride Tenders – 2021

We have provided Council with a copy of the report prepared by Public Works Superintendent Brian Van Osch in regards to the Calcium Chloride Tenders for 2021. Mr. Van Osch will be available this morning.

STAFF COMMENTS: That we proceed with the tender of Da-Lee Dust Control Ltd. in the amount of \$ 378.22 per flake imperial ton, including H.S.T. for the year 2021.

Moved by
Seconded by

ACCEPT
CALCIUM
CHLORIDE
TENDER

THAT Ashfield-Colborne-Wawanosh Township Council hereby gives pre-budget approval, and accepts the tender of Da-Lee Dust Control Ltd. to supply and apply calcium chloride on Township Roads at the rate of \$ 378.22 per flake imperial ton, including H.S.T. Calcium Chloride to be applied at the discretion of the Public Works Superintendent.

7.7 Environmental Services

No items scheduled.

7.8 Committee Reports

8.0 NEW BUSINESS

(items to be brought forward to a future meeting)

9.0 CORRESPONDENCE / DIRECTION REQUIRED

No items scheduled.

10.0 CORRESPONDENCE / FOR INFORMATION PURPOSES

- 10.1 Lucknow & District Joint Recreation Board – Minutes
- 10.2 Lucknow & District Joint Fire Board – Minutes
- 10.3 Lucknow & District Joint Community Health Centre Board – Minutes
- 10.4 Animal Control Officer Report – 2020 Year in Review
- 10.5 Notices – Alton’s

11.0 CORRESPONDENCE / ON COUNCIL TABLE

No items scheduled.

12.0 UNFINISHED BUSINESS

- 12.1 Official Plan Meeting – Tuesday, March 9th at 7:00 p.m.

STAFF COMMENTS: Reminder only.

13.0 IN-CAMERA / CLOSED SESSION

Moved by
Seconded by

MOVE TO
IN-CAMERA

THAT Ashfield-Colborne-Wawanosh Township Council move into an “In-Camera” session, with the CAO/Deputy-Clerk, Clerk, and Public Works Superintendent remaining in attendance at _____ a.m. for the purpose of discussing:

- 1) Proposed acquisition of land by the municipality.
- 2) Personal matters related to employees and identifiable individuals.

~

13.1 RETURN TO OPEN SESSION

Moved by
Seconded by

RISE FROM
IN-CAMERA

THAT Ashfield-Colborne-Wawanosh Township Council rise from an “In-Camera” session at _____ a.m.

~

13.2 BUSINESS ARISING FROM IN-CAMERA / CLOSED SESSION

14.0 BY-LAWS

14.1 Noise and Sound By-Law

Moved by
Seconded by

NOISE AND
SOUND BY-
LAW

THAT leave be given to introduce By-Law 7-2021 being a by-law to provide for the Regulation and Prohibition of Noise and Sound for the Township of Ashfield-Colborne-Wawanosh, and that it now be read severally a first, second, and third time, and finally passed this 2nd day of February 2021.

~

14.2 Social Media Policy By-Law

Moved by
Seconded by

SOCIAL
MEDIA
POLICY

THAT leave be given to introduce By-Law 8-2021 being a by-law to adopt a Social Media Policy for the Township of Ashfield-Colborne-Wawanosh, and that it now be read severally a first, second, and third time, and finally passed this 2nd day of February 2021.

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14.3 Site Plan Control By-Law

Moved by
Seconded by

SITE PLAN
CONTROL

THAT leave be given to introduce By-Law 10-2021 being a by-law to establish Site Plan Control in the Township of Ashfield-Colborne-Wawanosh, and that it now be read severally a first, second, and third time, and finally passed this 2nd day of February 2021.

14.4 Confirmation By-Law

Moved by
Seconded by

CONFIRMAT
ION BY-LAW

THAT leave be given to introduce By-Law 9-2021 being a by-law to confirm the proceedings of the Township of Ashfield-Colborne-Wawanosh meeting held on February 2, 2021, and that it now be read severally a first, second, and third time, and finally passed this 2nd day of February 2021.

~

15.0 ADJOURNMENT

Moved by
Seconded by

ADJOURN

THAT Ashfield-Colborne-Wawanosh Township Council does now adjourn to meet again on February 16, 2021 at 9:00 a.m. or at the Call of the Mayor.



Council Minutes January 19, 2021

Township of Ashfield-Colborne-Wawanosh Council met in regular session on the 19th day of January 2021, at 9:00 a.m. through Zoom, an online video conferencing platform.

This meeting was held electronically as per By-Law #52-2020, Section 3.10 which allows for Electronic Participation of Council Meetings.

The following individuals were participants during the Council Meeting:

Mayor	Glen McNeil
Deputy Mayor	Roger Watt
Councillors	Gloria Fisher
	Wayne Forster
	Jennifer Miltenburg
	Anita Snobelen
	Bill Vanstone

Staff Present

CAO/Deputy-Clerk	Mark Becker
Treasurer	Ellen McManus
Chief Building Official	Brett Pollock
Public Works Superintendent	Brian Van Osch
Clerk	Florence Witherspoon

OTHERS PRESENT VIA ZOOM (Viewing and Observing Only): Celina Whaling-Rae, Susanne Cutting, George Alton, Joy Lindsay, Kaitlin Bos, and Tenille Cranston.

1.0 CALL TO ORDER

The municipality will be recording this meeting to “ensure meetings can be open to the public”.

2.0 DISCLOSURE OF PECUNIARY INTEREST / POTENTIAL CONFLICT OF INTEREST

None disclosed.

3.0 ADOPTION OF PREVIOUS MEETING MINUTES

3.1 Council Meeting Minutes – January 5, 2021

Moved by Vanstone
Seconded by Snobelen

ADOPT COUNCIL MINUTES #1 THAT Ashfield-Colborne-Wawanosh Township Council hereby adopts the January 5, 2021 Council Meeting Minutes as written. Carried.

3.2 Council Meeting Minutes – January 12, 2021

Moved by Miltenburg
Seconded by Forster

ADOPT COUNCIL MINUTES #2 THAT Ashfield-Colborne-Wawanosh Township Council hereby adopts the January 12, 2021 Council Meeting Minutes as written. Carried.

4.0 OPEN FORUM (items pertaining to the agenda)

None.

5.0 **DELEGATIONS**

5.1 9:00 a.m. – Celina Whaling-Rae / County of Huron Planner – Housekeeping Amendment

Zoning Housekeeping By-Law Amendment
Township of Ashfield-Colborne-Wawanosh

As a follow-up from the last meeting, we have provided Council with a revised Zoning By-law Amendment including eliminating the provisions allowing for a second unit in the AG4 zone and have added to the provision regulating lakeshore decks to stipulate that they are subject to approval from the Township and MVCA. Ms. Whaling-Rae reviewed the changes with Council.

The purpose of the Housekeeping Amendment is to update general and zone provisions, permitted uses and definitions in the Zoning By-law. The proposed Housekeeping Amendment proposes primarily text changes to the Zoning By-law and does not introduce widespread mapping changes.

STAFF COMMENTS: It is recommended that the zoning by-law amendment be approved. If Council concur, the following resolution must be passed advising that the certain changes have been made to the proposed by-law after holding the meeting, that were minor, therefore no further notice is go be given in respect to the proposed by-law. Once adopted Council can adopt the by-law as presented in Section 14.

ACTION: Council agreed to adopt the following resolution as well as adopt the by-law as presented in Section 14.

Moved by Miltenburg
Seconded by Forster

NO
FURTHER
NOTICE
REQUIRED

#3

WHEREAS Council of the Corporation of the Township of Ashfield-Colborne-Wawanosh has held a Public Meeting pursuant to Section 34(12) of the Planning Act, RSO 1990 with respect to a proposed zoning by-law;

AND WHEREAS certain changes have been made to the proposed by-law after holding of the public meeting;

NOW, THEREFORE, the Council of the Corporation of the Township of Ashfield-Colborne-Wawanosh hereby resolves that, pursuant to Section 34(17) of the Planning Act, RSO 1990, no further notice is to be given in respect of the proposed by-law.

Carried.

5.2 9:15 a.m. - Celina Whaling-Rae / County of Huron Planner – Official Plan 5 Year Review

We have provided Council with a copy of the report prepared by Planner Celina Whaling-Rae with respect to the Ashfield-Colborne-Wawanosh Official Plan 5 Year Review.

STAFF COMMENTS: That Council adopt the following motion.

ACTION: Council agreed to proceed and adopt the following resolution.

Moved by Miltenburg
Seconded by Watt

INITIATE
OFFICIAL
PLAN
REVIEW

#4

THAT Ashfield-Colborne-Wawanosh Township Council hereby commences a review of the Township's Official Plan under Section 26 of the Planning Act;

AND FURTHER THAT a Special Meeting of Council, open to the public, be scheduled for Tuesday, March 9, 2021 at 7:00 p.m. to discuss the revisions to the Official Plan that may be required.

Carried.

6.0 ACCOUNTS

6.1 Payment of Current Accounts

Moved by Miltenburg
Seconded by Forster

APPROVE #5 THAT Ashfield-Colborne-Wawanosh Township Council hereby authorizes
ACCOUNTS the payment of the January 2021 accounts as presented. Carried.
~

6.2 Payment of Previous Month Actual Accounts

Moved by Fisher
Seconded by Forster

APPROVE #6 THAT Ashfield-Colborne-Wawanosh Township Council hereby
ACTUAL approves the payment of the December 2020 accounts in the amount
PAYMENTS of \$ 2,650,386.74. Carried.
~

6.3 Summary Revenue/Expenditure Reports

Reports for the Township, Lucknow & District Fire Department, Lucknow & District
Medical Centre, and Lucknow & District Recreation from January to December 2020.

Moved by Fisher
Seconded by Snobelen

REVENUE #7 THAT Ashfield-Colborne-Wawanosh Township Council adopts the
EXPEND- summary revenue/expenditure reports of the Treasurer as written. Carried.
ITURE
REPORT

7.0 DEPARTMENT / COMMITTEE REPORTS**7.1 Water Department**

No items scheduled.

7.2 Building Department

7.2.1 Chief Building Official's Report

We have provided Council with a copy of Mr. Pollock's report. Mr. Pollock was available
this morning.

STAFF COMMENTS: For your information purposes.

ACTION: Noted and filed.

7.2.2 Chief Building Officials - Year End Building Report 2020

We have provided Council with a copy of Mr. Pollock's year-end report on building
permits issued for 2020. Mr. Pollock was available this morning.

STAFF COMMENTS: For your information purposes.

ACTION: Noted and filed.

7.3 Cemetery Department

No items scheduled.

7.4 Drainage Department

No items scheduled.

7.5 Administration Department

7.5.1 Dissolution of Wards / At-Large System of Electoral Representation

We have provided Council with a copy of the letter received from Susanne Cutting and Evan Hickey, along with a copy of a list of names that object to the passing of by-law 89-2020 on December 15th. We have also provided Council with a copy of the Open Letter from Mayor Glen McNeil in this regard which was posted on the Township Website.

STAFF COMMENTS: None.

ACTION: Received and filed.

Council further agreed that a letter be sent to the Susanne Cutting and Evan Hickey which will be signed by Mayor Glen McNeil in response thanking them for their efforts. Staff will also post on the ACW Neighbours Facebook page the response.

It was further agreed that the "Communication Strategy" will address any future concerns with respect to Communication.

7.5.2 Communication Strategy

As a request of Mayor Glen McNeil, we have provided a copy of the report prepared by Clerk Florence Witherspoon in this regard. Ms. Witherspoon was available this morning.

STAFF COMMENTS: We seek your direction.

ACTION: Council agreed with the staff report to proceed as outlined for a "Communication Strategy". Staff will bring back the report to a future Council Meeting.

7.5.3 Cannabis Zoning By-Law / Appeal to Local Planning Appeal Tribunal (LPAT) – Update

In May of 2020, the Township had received an appeal to the Local Planning Appeal Tribunals for passage of Zoning By-Law Amendment Z01-2020 Cannabis. A Case Management Hearing was to be scheduled for the end of January 2021 for this file, however the Township has now received a formal Notice of Withdrawal from the Local Planning Appeals Tribunal, which we have provided Council with a copy.

STAFF COMMENTS: For your information purposes.

ACTION: Noted and filed.

7.5.4 St Helens Hall Playground Project

We have provided Council with a copy of the letter received the Chairperson of the St. Helens Hall Board, along with the specifications of the proposed Playground Equipment, and the one quotation received. The balance in their fundraising playground reserve is \$ 14,797.17.

STAFF COMMENTS: We seek your direction.

ACTION: Council agreed to authorize the purchase of the Playground equipment using the fundraising reserves. The municipality will include the amount in the 2021 Budget and contribute to the project as per the Township policy in place. The balance will be bridge funded for the St. Helens Hall Board if required.

Moved by Miltenburg
Seconded by Forster

ST HELENS #8
PLAYGROU
ND
EQUIPMENT

THAT Ashfield-Colborne-Wawanosh Township Council hereby agrees to accept the quotation received from Henderson Recreation Ltd. in the amount of \$ 18,485.00 plus applicable taxes to supply and install a play set Model B306676R0 playsteel fit.

Carried.

7.6 Public Works Department

No items scheduled.

7.7 Environmental Services

No items scheduled.

7.8 Committee Reports

Councillor Jennifer Miltenburg reported on the Dungannon Community Alliance Committee.

8.0 NEW BUSINESS

(items to be brought forward to a future meeting)

No items scheduled.

9.0 CORRESPONDENCE / DIRECTION REQUIRED

No items scheduled.

10.0 CORRESPONDENCE / FOR INFORMATION PURPOSES**10.1 United Way – Coldest Night of the Year – Sponsorship**

ACTION: Council agreed to donate \$500.00 and adopt the following resolution.

Moved by Snobelen
Seconded by Miltenburg

DONATE TO #9
UNITED
WAY
COLDEST
NIGHT IN
THE YEAR

THAT Ashfield-Colborne-Wawanosh Township Council hereby agrees to donate \$500.00 to the United Way Coldest Night of the Year.

Carried.

11.0 CORRESPONDENCE / ON COUNCIL TABLE

No items scheduled.

12.0 UNFINISHED BUSINESS**12.1 ROMA 2021 Virtual Conference – January 25-26, 2021**

Deputy Mayor Watt, Councillor Miltenburg, Fisher, Snobelen, Forster, and Vanstone are registered for the conference.

STAFF COMMENTS: Reminder only.

ACTION: Noted.

13.0 IN-CAMERA / CLOSED SESSION

No items scheduled.

14.0 BY-LAWS**14.1 Zoning Housekeeping By-Law**

Moved by Vanstone
Seconded by Snobelen

HOUSEKEEPING #10
ZONING BY-LAW
AMENDMENT

THAT leave be given to introduce By-Law #03-2021 being a by-law to amend zoning by-law #32-2008 of the Township of Ashfield-Colborne-Wawanosh as amended, and that it now be read severally a first, second, and third time, and finally passed this 19th day of January 2021.

Carried.

14.2 Confirmation By-Law

Moved by Watt
Seconded by Miltenburg

CONFIRMATION #10
BY-LAW

THAT leave be given to introduce By-Law #06-2021 being a by-law to confirm the proceedings of the Township of Ashfield-Colborne-Wawanosh meeting held on January 19, 2021, and that it now be read severally a first, second, and third time, and finally passed this 19th day of January 2021.

Carried.

~

15.0 ADJOURNMENT

Moved by Forster
Seconded by Fisher

ADJOURN #11

THAT Ashfield-Colborne-Wawanosh Township Council does now adjourn to meet again on February 2, 2021 at 9:00 a.m. or at the Call of the Mayor.
Carried.

~

General Ledger
Annual Department Budget vs. Actual Comparison Report
 Fiscal Year Ending: DEC 31,2020 - From Period 1 To Period 12 Ending DEC 31,2020

6.1

Account	Description	Previous Year Total	Current Year To Date Actual	Total Budget
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Fund: 01 Township General Account

Category: 1???

1005 General Revenues

Revenue

01-1005-4000	Penalty & Interest - Accounts Receiv		520.80	1,506.00
01-1005-4005	Penalty & Interest - Taxes		74,038.50	50,000.00
01-1005-4010	General Levy - Residential		3,437,915.90	3,437,916.00
01-1005-4011	General Levy - Small Farm Commer		54.47	54.00
01-1005-4012	General Levy - Managed Forest		6,376.19	6,376.00
01-1005-4013	General Levy - Farmland		1,031,125.05	1,031,125.00
01-1005-4014	General Levy - Commercial Occupier		110,932.62	110,933.00
01-1005-4015	General Levy - Commercial Vacant		3,704.57	3,705.00
01-1005-4016	General Levy - Industrial Occupied		111,398.17	111,398.00
01-1005-4017	General Levy - Industrial Vacant		723.89	724.00
01-1005-4018	General Levy - Pipeline		6,521.74	6,522.00
01-1005-4025	Supplementary Levy - Residential		15,189.67	0.00
01-1005-4027	Supplementary Levy - Managed Fore		142.23	0.00
01-1005-4028	Supplementary Levy - Farmland		13,149.46	0.00
01-1005-4029	Supplementary Levy - Commercial C		(1,561.14)	0.00
01-1005-4030	Supplementary Levy - Commercial V		(75.43)	0.00
01-1005-4031	Supplementary Levy - Industrial Occi		(144.25)	0.00
01-1005-4033	Supplementary Levy - Pipeline		304.76	0.00
01-1005-4034	PIL - Hydro One		323.80	300.00
01-1005-4035	PIL - County of Huron		5,209.66	5,000.00
01-1005-4036	PIL - Municipal Properties		9,580.64	8,500.00
01-1005-4037	PIL - MTAA		17,216.66	16,500.00
01-1005-4046	Write Off's - Residential		(1,423.61)	0.00
01-1005-4048	Write Off's - Managed Forest		0.00	0.00
01-1005-4049	Write Off's - Farmland		(9.38)	0.00
01-1005-4050	Write Off's - Commercial Occupied		0.00	0.00
01-1005-4051	Write Off's - Commercial Vacant		0.00	0.00
01-1005-4900	OMPH - Provincial Grant		756,952.00	756,952.00
01-1005-4910	Gas Tax Fund - Provincial Grant		164,483.06	0.00
01-1005-4930	OCIF - Formula Based Component C		238,800.00	0.00
01-1005-4935	Community Benefits Fund		718,495.95	0.00
01-1005-4945	Cannabis Funding		0.00	0.00
01-1005-4950	Modernization Funding		0.00	0.00
01-1005-4955	Safe Restart Agreement - COVID-19		189,100.00	0.00
01-1005-5000	Bank Interest - General		104,692.18	50,000.00
01-1005-5050	Aggregate Resources - Grant		189,648.12	50,000.00
01-1005-7400	Transfer to/ From Reserve		(1,310,879.01)	0.00

Total Revenue

5,892,507.27

5,647,511.00

Dept Excess Revenue Over (Under) Expenditures

5,892,507.27

5,647,511.00

1010 Council

Expense

01-1010-7100	Wages		112,240.59	115,000.00
01-1010-7200	Benefits		4,024.16	4,300.00
01-1010-7266	Insurance		2,890.57	2,800.00
01-1010-7267	Legal		0.00	1,500.00
01-1010-7270	Meetings - Registration		804.11	750.00
01-1010-7271	Meetings - Travel		1,182.92	7,500.00
01-1010-7272	Meetings - Meals		0.00	1,750.00

General Ledger
Annual Department Budget vs. Actual Comparison Report
 Fiscal Year Ending: DEC 31,2020 - From Period 1 To Period 12 Ending DEC 31,2020

Account	Description	Previous Year Total	Current Year To Date Actual	Total Budget
01-1010-7275	Miscellaneous		166.38	1,000.00
01-1010-7300	Conferences - Registration		4,509.89	7,500.00
01-1010-7301	Conferences - Accomodations		3,537.62	5,000.00
01-1010-7302	Conferences - Travel & Parking		611.00	2,500.00
01-1010-7303	Conferences - Meals		1,781.12	2,500.00
01-1010-7305	Training - Registration		0.00	1,500.00
01-1010-7306	Training - Accomodations		0.00	1,000.00
01-1010-7307	Training - Travel & Parking		0.00	500.00
01-1010-7308	Training - Meals		0.00	500.00
01-1010-7400	Transfer to/from Reserves		(1,742.27)	(4,889.00)
01-1010-9025	Capital - Volunteer Group Kiosks		1,742.27	7,500.00
01-1010-9035	Capital - Kingsbridge Centre Municip		0.00	2,500.00
Total Expense			131,748.36	160,711.00
Dept Excess Revenue Over (Under) Expenditures			(131,748.36)	(160,711.00)
1020 General Administration				
Revenue				
01-1020-3010	Tax Certificates		8,650.00	6,000.00
01-1020-3015	NSF Charges		160.00	0.00
01-1020-3020	Other Fees		12,606.04	10,000.00
01-1020-3035	Rent - Land		6,580.00	6,500.00
01-1020-3040	Rent - Building		18,000.00	18,000.00
01-1020-3052	Lotteries - Raffle		0.00	0.00
01-1020-3060	Promotional Sales		90.00	0.00
01-1020-3075	Marriage Commissioner Receipts		1,500.00	4,500.00
01-1020-3500	Transfer from Reserve		799,459.75	1,700,000.00
01-1020-4900	Government Grants		100,000.00	0.00
Total Revenue			947,045.79	1,745,000.00
Expense				
01-1020-7100	Wages		356,915.79	340,000.00
01-1020-7200	Benefits		92,869.74	85,000.00
01-1020-7248	Municipal Election		1,475.52	1,500.00
01-1020-7250	Tax Write Off's		53.87	500.00
01-1020-7251	Service Charges		2,029.77	3,000.00
01-1020-7253	Other Fees		111.00	100.00
01-1020-7254	Office Supplies		4,485.58	5,000.00
01-1020-7255	Household Supplies		1,178.31	1,500.00
01-1020-7256	Office Equipment - R & M - Services		21,257.82	20,000.00
01-1020-7257	Office Equipment - R & M - Supplies		943.22	2,000.00
01-1020-7258	Postage		13,289.23	12,000.00
01-1020-7259	Courier		60.99	200.00
01-1020-7260	Telephone		4,076.32	4,500.00
01-1020-7261	Advertising		2,437.16	1,000.00
01-1020-7262	Gifts & Flowers		507.13	750.00
01-1020-7263	Grants to Organizations		39,647.02	45,000.00
01-1020-7264	Promotional Items		0.00	2,500.00
01-1020-7265	Association Memberships		4,349.49	3,750.00
01-1020-7266	Insurance		4,928.96	4,000.00
01-1020-7267	Legal		181.12	10,000.00
01-1020-7268	Audit		15,611.52	17,000.00
01-1020-7270	Meetings - Registration		74.28	500.00
01-1020-7271	Meetings - Travel		179.65	2,000.00
01-1020-7272	Meetings - Meals		96.32	500.00
01-1020-7273	Web Site		5,144.49	2,500.00
01-1020-7276	Christmas Party		3,400.00	5,000.00

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Account	Description	Previous Year Total	Current Year To Date Actual	Total Budget
01-1020-7300	Conferences - Registration		1,055.76	5,000.00
01-1020-7301	Conferences - Accomodations		1,589.89	4,000.00
01-1020-7302	Conferences - Travel & Parking		256.65	1,500.00
01-1020-7303	Conferences - Meals		1,596.79	1,200.00
01-1020-7305	Training - Registration		407.04	2,500.00
01-1020-7306	Training - Accomodations		0.00	0.00
01-1020-7307	Training - Travel & Parking		0.00	500.00
01-1020-7318	Building - Propane		1,399.76	1,800.00
01-1020-7320	Utiilities - Hydro		8,829.85	10,000.00
01-1020-7323	Building - R & M - Services		3,589.01	5,000.00
01-1020-7324	Building - R & M - Supplies		3,055.90	1,500.00
01-1020-7325	Building - Cleaning		5,775.00	6,000.00
01-1020-7326	Marriage Commissioner		1,000.00	3,000.00
01-1020-7350	Depreciation Expense		0.00	0.00
01-1020-9000	Capital - Office Equipment		9,525.49	25,000.00
01-1020-9015	Capital - Wage Market Review		8,344.32	7,500.00
01-1020-9040	Capital - Energy Management		254.40	500.00
01-1020-9045	Capital - Asset Management Plan		3,884.03	9,500.00
01-1020-9080	Capital - Renovations Building		899,459.75	1,700,000.00
Total Expense			1,525,327.94	2,354,300.00
Dept Excess Revenue Over (Under) Expenditures			(578,282.15)	(609,300.00)
Category Excess Revenue Over (Under) Expenditures			5,182,476.76	4,877,500.00

Category: 2???**2010 Lucknow & District Fire Department****Revenue**

01-2010-3014	Fire Inspection Fees		225.00	0.00
01-2010-3015	Donations		1,000.00	0.00
01-2010-3030	Fire Calls - Ashfield-Colborne-Wawa		8,500.00	0.00
01-2010-3035	Fire Calls - Huron-Kinloss		10,100.00	0.00
01-2010-3040	Contributions - Ashfield-Colborne-Wa		126,330.72	139,075.00
01-2010-3045	Contributions - Huron-Kinloss		126,330.72	139,075.00
01-2010-3059	Sale of Vehciles		0.00	0.00
01-2010-3400	Modified First Response - County of		5,000.00	5,000.00
01-2010-3500	Transfer from Reserve		0.00	0.00
Total Revenue			277,486.44	283,150.00

Expense

01-2010-7100	Wages		143,885.42	150,000.00
01-2010-7200	Benefits		9,363.06	10,000.00
01-2010-7254	Office Supplies		2,662.01	2,000.00
01-2010-7255	Administration Fee		2,500.00	2,500.00
01-2010-7260	Telephone		2,167.68	2,400.00
01-2010-7265	Association Memberships		400.00	550.00
01-2010-7266	Insurance		7,544.92	7,500.00
01-2010-7268	Audit		800.00	800.00
01-2010-7269	Radio Licences		576.42	600.00
01-2010-7271	Meetings - Travel		1,181.89	1,500.00
01-2010-7272	Meetings - Meals		293.11	300.00
01-2010-7275	Miscellaneous		2,084.74	4,000.00
01-2010-7276	Small Tools		0.00	500.00
01-2010-7282	Mutual Aid - Meals		0.00	100.00
01-2010-7284	Hydrant Repairs & Maintenance		3,960.00	3,500.00

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Account	Description	Previous Year Total	Current Year To Date Actual	Total Budget
01-2010-7285	Dispatch Services		9,623.92	13,000.00
01-2010-7305	Training - Registration		10,974.82	20,000.00
01-2010-7308	Training - Meals		793.00	600.00
01-2010-7309	Training - Supplies		961.76	500.00
01-2010-7318	Building - Propane		4,076.73	6,500.00
01-2010-7320	Utiilities - Hydro		4,021.36	4,500.00
01-2010-7321	Utilities - Water		705.00	700.00
01-2010-7322	Utilities - Sewage		450.00	450.00
01-2010-7323	Building - R & M - Services		3,063.11	2,500.00
01-2010-7324	Building - R & M - Supplies		2,102.46	2,000.00
01-2010-7326	Snow Removal		3,725.70	3,100.00
01-2010-7327	Building - Cleaning		1,000.00	1,200.00
01-2010-7350	Depreciation Expense		0.00	0.00
01-2010-7353	Vehicle - R & M - Supplies		730.50	1,600.00
01-2010-7354	Vehicle - R & M - Services		5,414.12	2,500.00
01-2010-7355	Vehicle - Diesel		2,828.45	3,300.00
01-2010-7356	Vehicle - Gas		23.53	50.00
01-2010-7357	Equipment - R & M - Services		5,514.99	5,000.00
01-2010-7358	Equipment - R & M - Supplies		13,549.88	8,000.00
01-2010-7359	Equipment Purchases		24,746.79	20,000.00
01-2010-7360	Public Education		0.00	1,400.00
01-2010-9000	Capital - Equipment Purchases		5,761.07	0.00
01-2010-9030	Capital - Computer Equipment		0.00	0.00
Total Expense			277,486.44	283,150.00
Dept Excess Revenue Over (Under) Expenditures			0.00	0.00
2030 Conservation Authority				
Expense				
01-2030-7350	Tree Purchases		6,412.78	5,000.00
01-2030-7370	MVCA Requisition - Regular		195,715.00	195,700.00
01-2030-7371	MVCA Requisition - Special Projects		2,420.00	0.00
Total Expense			204,547.78	200,700.00
Dept Excess Revenue Over (Under) Expenditures			(204,547.78)	(200,700.00)
2050 Protective Inspection & Control				
Revenue				
01-2050-3015	Livestock Recovery		2,336.00	0.00
01-2050-3018	9-1-1 Signs		1,305.00	0.00
01-2050-3202	Property Standards Income		2,270.52	0.00
01-2050-3204	Dog Tag Income		23,725.00	23,000.00
01-2050-3205	Dog Fines		150.00	0.00
01-2050-3208	Coyote Recovery		1,100.00	0.00
01-2050-3209	Pound Keeper Recovery		144.01	0.00
Total Revenue			31,030.53	23,000.00
Expense				
01-2050-7100	Wages		195.35	200.00
01-2050-7200	Benefits		50.91	100.00
01-2050-7249	Veterinary Services		0.00	1,000.00
01-2050-7250	Property Standards Expenses		2,284.51	0.00
01-2050-7252	Animal Control Contract		8,675.77	10,000.00
01-2050-7253	Livestock Evaluator		2,216.00	0.00
01-2050-7254	Office Supplies		22.19	250.00
01-2050-7257	Coyote Claims		1,100.00	0.00

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Account	Description	Previous Year Total	Current Year To Date Actual	Total Budget
01-2050-7267	Legal		1,361.85	5,000.00
01-2050-7328	Pound Keeper		146.54	0.00
01-2050-7351	By-Law Enforcement Officer		8,192.37	7,500.00
01-2050-7352	Shoreline Tree Enforcement		1,263.00	2,500.00
01-2050-7365	Lucknow Fire - ACW Fire Calls		8,500.00	15,000.00
01-2050-7366	Lucknow Fire -ACW Share		126,330.72	124,100.00
01-2050-7367	Goderich Fire - ACW Share		144,708.43	163,000.00
01-2050-7368	Blyth Fire - ACW Share		23,974.59	25,000.00
01-2050-7369	Huron County Mutual Aid Service		1,143.89	1,200.00
01-2050-7370	Emergency Measures Ontario		0.00	500.00
01-2050-7375	Health Care Initiative		848.00	1,000.00
01-2050-7400	Transfer to Reserve		100,000.00	100,000.00
01-2050-7500	Lucknow Medical Centre - ACW Sha		6,789.32	15,100.00
01-2050-8000	O.P.P. Policing - ACW Share		951,146.12	957,000.00
01-2050-9030	Capital - Lucknow Medical Centre R		0.00	0.00
Total Expense			1,388,949.56	1,428,450.00
Dept Excess Revenue Over (Under) Expenditures			(1,357,919.03)	(1,405,450.00)
2500 Roads Administration				
Revenue				
01-2500-3018	General Fees		595.00	500.00
01-2500-3019	Other Income		11,560.43	10,000.00
01-2500-3020	Heavy Load Permits		0.00	200.00
01-2500-3040	Rent - Building		9,000.00	9,600.00
01-2500-3059	Sale of Equipment		16,452.60	10,000.00
Total Revenue			37,608.03	30,300.00
Expense				
01-2500-7100	Wages		97,780.78	97,400.00
01-2500-7200	Benefits		25,365.76	26,000.00
01-2500-7254	Office Supplies		169.51	300.00
01-2500-7255	Household Supplies		777.70	900.00
01-2500-7256	Office Equipment - R & M - Services		0.00	200.00
01-2500-7257	Office Equipment - R & M - Supplies		0.00	500.00
01-2500-7259	Courier		109.17	200.00
01-2500-7260	Telephone		1,575.39	2,000.00
01-2500-7261	Advertising		80.39	500.00
01-2500-7265	Association Memberships		1,552.88	1,700.00
01-2500-7266	Insurance		33,192.96	32,000.00
01-2500-7267	Legal		8,513.69	10,000.00
01-2500-7272	Meetings - Meals		0.00	300.00
01-2500-7275	Miscellaneous		0.00	200.00
01-2500-7300	Conferences - Registration		0.00	2,500.00
01-2500-7301	Conferences - Accomodations		1,555.70	1,500.00
01-2500-7302	Conferences - Travel & Parking		346.26	500.00
01-2500-7303	Conferences - Meals		902.25	500.00
01-2500-7305	Training - Registration		758.61	1,000.00
01-2500-7306	Training - Accomodations		323.60	500.00
01-2500-7307	Training - Travel & Parking		0.00	100.00
01-2500-7308	Training - Meals		0.00	200.00
Total Expense			173,004.65	179,000.00
Dept Excess Revenue Over (Under) Expenditures			(135,396.62)	(148,700.00)
2501 Roads Overhead				

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Account	Description	Previous Year Total	Current Year To Date Actual	Total Budget
Expense				
01-2501-7100	Wages		85,498.16	75,000.00
01-2501-7200	Benefits		19,778.60	20,000.00
01-2501-7201	Clothing Allowance		2,637.96	3,000.00
01-2501-7305	Training - Registration		0.00	6,000.00
01-2501-7306	Training - Accomodations		0.00	1,000.00
01-2501-7307	Training - Travel & Parking		0.00	200.00
01-2501-7308	Training - Meals		0.00	500.00
01-2501-7350	Depreciation Expense		0.00	0.00
01-2501-7351	Motor Oil		2,889.87	10,000.00
Total Expense			110,804.59	115,700.00
Dept Excess Revenue Over (Under) Expenditures			(110,804.59)	(115,700.00)
2502 Bridges & Culverts				
Expense				
01-2502-7100	Wages		6,204.28	7,000.00
01-2502-7200	Benefits		1,304.73	1,800.00
01-2502-7326	Material & Supplies		17,634.42	10,000.00
01-2502-7327	Services		3,644.97	5,000.00
01-2502-7346	Equipment Rentals		1,962.50	6,200.00
Total Expense			30,750.90	30,000.00
Dept Excess Revenue Over (Under) Expenditures			(30,750.90)	(30,000.00)
2503 Roadside Grass Mowing				
Expense				
01-2503-7100	Wages		12,182.19	7,200.00
01-2503-7200	Benefits		3,343.72	2,000.00
01-2503-7326	Material & Supplies		397.62	200.00
01-2503-7327	Services		2,264.24	53,000.00
01-2503-7346	Equipment Rentals		13,785.00	7,600.00
Total Expense			31,972.77	70,000.00
Dept Excess Revenue Over (Under) Expenditures			(31,972.77)	(70,000.00)
2504 Brushing & Tree Trimming				
Expense				
01-2504-7100	Wages		51,629.92	50,000.00
01-2504-7200	Benefits		13,712.98	14,000.00
01-2504-7326	Material & Supplies		1,203.45	1,000.00
01-2504-7327	Services		12,274.80	20,000.00
01-2504-7346	Equipment Rentals		16,445.00	20,000.00
Total Expense			95,266.15	105,000.00
Dept Excess Revenue Over (Under) Expenditures			(95,266.15)	(105,000.00)
2505 Ditching				
Expense				
01-2505-7100	Wages		7,729.52	8,000.00
01-2505-7200	Benefits		1,607.02	2,000.00
01-2505-7326	Material & Supplies		88.52	500.00
01-2505-7327	Services		3,905.04	10,000.00
01-2505-7346	Equipment Rentals		8,085.00	13,000.00
Total Expense			21,415.10	33,500.00

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Account	Description	Previous Year Total	Current Year To Date Actual	Total Budget
Dept Excess Revenue Over (Under) Expenditures			(21,415.10)	(33,500.00)
2506 Catch Basins				
Expense				
01-2506-7100	Wages		2,104.37	1,000.00
01-2506-7200	Benefits		452.17	300.00
01-2506-7326	Material & Supplies		0.00	500.00
01-2506-7327	Services		0.00	2,000.00
01-2506-7346	Equipment Rentals		0.00	200.00
Total Expense			2,556.54	4,000.00
Dept Excess Revenue Over (Under) Expenditures			(2,556.54)	(4,000.00)
2507 Spray Patching				
Expense				
01-2507-7100	Wages		665.60	3,000.00
01-2507-7200	Benefits		169.31	800.00
01-2507-7327	Services		49,972.90	60,000.00
01-2507-7346	Equipment Rentals		140.00	500.00
Total Expense			50,947.81	64,300.00
Dept Excess Revenue Over (Under) Expenditures			(50,947.81)	(64,300.00)
2508 Sweeping				
Expense				
01-2508-7100	Wages		1,275.26	2,000.00
01-2508-7200	Benefits		277.75	800.00
01-2508-7326	Material & Supplies		772.21	0.00
01-2508-7327	Services		254.40	2,000.00
01-2508-7346	Equipment Rentals		1,032.50	2,500.00
Total Expense			3,612.12	7,300.00
Dept Excess Revenue Over (Under) Expenditures			(3,612.12)	(7,300.00)
2509 Shoulder Maintenance				
Expense				
01-2509-7100	Wages		8,151.08	10,000.00
01-2509-7200	Benefits		1,739.17	2,000.00
01-2509-7326	Material & Supplies		1,928.76	1,000.00
01-2509-7346	Equipment Rentals		9,020.00	12,000.00
Total Expense			20,839.01	25,000.00
Dept Excess Revenue Over (Under) Expenditures			(20,839.01)	(25,000.00)
2510 Resurfacing				
Expense				
01-2510-7100	Wages		0.00	1,000.00
01-2510-7200	Benefits		0.00	300.00
01-2510-7326	Material & Supplies		1,062.37	700.00
01-2510-7327	Services		0.00	4,000.00
Total Expense			1,062.37	6,000.00
Dept Excess Revenue Over (Under) Expenditures			(1,062.37)	(6,000.00)
2511 Patching & Washouts				

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Account	Description	Previous Year Total	Current Year To Date Actual	Total Budget
Expense				
01-2511-7100	Wages		3,482.23	7,000.00
01-2511-7200	Benefits		816.13	2,000.00
01-2511-7326	Material & Supplies		551.74	3,000.00
01-2511-7346	Equipment Rentals		2,787.50	8,000.00
Total Expense			7,637.60	20,000.00
Dept Excess Revenue Over (Under) Expenditures			(7,637.60)	(20,000.00)
2512 Grading & Scarifying				
Expense				
01-2512-7100	Wages		57,071.39	50,000.00
01-2512-7200	Benefits		13,288.66	12,000.00
01-2512-7326	Material & Supplies		3,896.57	0.00
01-2512-7346	Equipment Rentals		99,012.50	88,000.00
Total Expense			173,269.12	150,000.00
Dept Excess Revenue Over (Under) Expenditures			(173,269.12)	(150,000.00)
2513 Dust Control				
Expense				
01-2513-7100	Wages		9,317.72	8,000.00
01-2513-7200	Benefits		2,623.62	2,000.00
01-2513-7326	Material & Supplies		157,596.07	160,000.00
01-2513-7346	Equipment Rentals		7,750.00	10,000.00
Total Expense			177,287.41	180,000.00
Dept Excess Revenue Over (Under) Expenditures			(177,287.41)	(180,000.00)
2514 Gravel Resurfacing				
Expense				
01-2514-7100	Wages		12,500.76	10,000.00
01-2514-7200	Benefits		3,254.92	2,500.00
01-2514-7326	Material & Supplies		0.00	70,000.00
01-2514-7327	Services		353,160.30	285,000.00
01-2514-7346	Equipment Rentals		16,975.00	15,000.00
Total Expense			385,890.98	382,500.00
Dept Excess Revenue Over (Under) Expenditures			(385,890.98)	(382,500.00)
2515 Snowplowing				
Expense				
01-2515-7100	Wages		92,658.85	125,000.00
01-2515-7200	Benefits		26,696.25	25,000.00
01-2515-7326	Material & Supplies		3,896.57	15,000.00
01-2515-7327	Services		10,632.60	25,000.00
01-2515-7346	Equipment Rentals		124,290.00	160,000.00
Total Expense			258,174.27	350,000.00
Dept Excess Revenue Over (Under) Expenditures			(258,174.27)	(350,000.00)
2516 Sanding and Salting				
Expense				
01-2516-7100	Wages		20,252.59	15,000.00
01-2516-7200	Benefits		4,006.56	2,500.00

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01-2516-7326	Material & Supplies		37,993.37	30,000.00
01-2516-7327	Services		2,631.88	2,000.00
01-2516-7346	Equipment Rentals		31,750.00	30,500.00
Total Expense			96,634.40	80,000.00
Dept Excess Revenue Over (Under) Expenditures			(96,634.40)	(80,000.00)
2519 Safety Devices & Signs				
Expense				
01-2519-7100	Wages		18,467.36	15,000.00
01-2519-7200	Benefits		5,083.70	4,000.00
01-2519-7326	Material & Supplies		7,864.72	6,000.00
01-2519-7327	Services		11,569.91	8,000.00
01-2519-7346	Equipment Rentals		1,475.00	2,000.00
Total Expense			44,460.69	35,000.00
Dept Excess Revenue Over (Under) Expenditures			(44,460.69)	(35,000.00)
2520 Miscellaneous				
Expense				
01-2520-7100	Wages		157.24	1,000.00
01-2520-7200	Benefits		12.39	300.00
01-2520-7326	Material & Supplies		1,359.98	1,000.00
01-2520-7327	Services		987.24	2,000.00
Total Expense			2,516.85	4,300.00
Dept Excess Revenue Over (Under) Expenditures			(2,516.85)	(4,300.00)
2522 Littering				
Expense				
01-2522-7100	Wages		1,441.73	3,500.00
01-2522-7200	Benefits		370.22	900.00
01-2522-7346	Equipment Rentals		150.00	600.00
Total Expense			1,961.95	5,000.00
Dept Excess Revenue Over (Under) Expenditures			(1,961.95)	(5,000.00)
2524 Colborne Works Shed				
Expense				
01-2524-7100	Wages		12,343.24	10,000.00
01-2524-7200	Benefits		3,163.72	2,500.00
01-2524-7260	Telephone		355.16	500.00
01-2524-7266	Insurance		3,093.05	2,100.00
01-2524-7275	Miscellaneous		0.00	100.00
01-2524-7276	Small Tools		0.00	1,000.00
01-2524-7318	Utilities - Propane		5,506.32	8,000.00
01-2524-7320	Utilities - Hydro		3,295.74	5,000.00
01-2524-7326	Material & Supplies		5,155.51	8,000.00
01-2524-7327	Services		3,635.46	2,800.00
01-2524-7350	Depreciation Expense		0.00	0.00
Total Expense			36,548.20	40,000.00
Dept Excess Revenue Over (Under) Expenditures			(36,548.20)	(40,000.00)
2525 Roads Municipal Drains				
Expense				

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Account	Description	Previous Year Total	Current Year To Date Actual	Total Budget
01-2525-7312	Repairs		99,103.20	150,000.00
	Total Expense		99,103.20	150,000.00
	Dept Excess Revenue Over (Under) Expenditures		(99,103.20)	(150,000.00)
2526 Wawanosh Works Shed				
	Expense			
01-2526-7100	Wages		5,996.59	5,000.00
01-2526-7200	Benefits		1,401.79	1,000.00
01-2526-7260	Telephone		2,364.81	1,400.00
01-2526-7266	Insurance		2,523.53	1,800.00
01-2526-7276	Small Tools		0.00	500.00
01-2526-7318	Utilities - Propane		3,425.48	5,000.00
01-2526-7320	Utilities - Hydro		2,615.70	3,500.00
01-2526-7326	Material & Supplies		2,443.73	10,000.00
01-2526-7327	Services		290.00	1,800.00
01-2526-7350	Depreciation Expense		0.00	0.00
	Total Expense		21,061.63	30,000.00
	Dept Excess Revenue Over (Under) Expenditures		(21,061.63)	(30,000.00)
2527 Ashfield Works Shed				
	Expense			
01-2527-7100	Wages		9,723.73	16,000.00
01-2527-7200	Benefits		2,812.50	3,800.00
01-2527-7260	Telephone		842.82	1,000.00
01-2527-7266	Insurance		4,551.00	2,400.00
01-2527-7276	Small Tools		2,386.30	1,000.00
01-2527-7318	Utilities - Propane		3,957.42	8,000.00
01-2527-7320	Utilities - Hydro		4,881.01	6,000.00
01-2527-7326	Material & Supplies		6,543.91	10,000.00
01-2527-7327	Services		1,621.49	1,800.00
01-2527-7350	Depreciation Expense		0.00	0.00
	Total Expense		37,320.18	50,000.00
	Dept Excess Revenue Over (Under) Expenditures		(37,320.18)	(50,000.00)
2528 Gravel Pit Farms				
	Revenue			
01-2528-3500	Transfer from Reserves		1,175,000.00	1,175,000.00
01-2528-3800	Gravel Pit Farms Revenue		0.00	0.00
01-2528-3805	Farm Rental Income		9,255.24	12,000.00
	Total Revenue		1,184,255.24	1,187,000.00
	Expense			
01-2528-7100	Wages		0.00	1,000.00
01-2528-7200	Benefits		0.00	300.00
01-2528-7265	Licence Fees		2,872.00	3,000.00
01-2528-7269	Property Taxes		1,169.70	500.00
01-2528-7326	Material & Supplies		0.00	200.00
01-2528-7327	Services		125.66	1,000.00
01-2528-7346	Equipment Rentals		0.00	2,000.00
01-2528-9000	Land Acquisition		1,223,326.23	1,300,000.00
	Total Expense		1,227,493.59	1,308,000.00

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Account	Description	Previous Year Total	Current Year To Date Actual	Total Budget
Dept Excess Revenue Over (Under) Expenditures			(43,238.35)	(121,000.00)
2550 Grader Volvo - 2005 (AM1)				
Revenue				
01-2550-3020	Machinery Rental		24,575.00	0.00
Total Revenue			24,575.00	0.00
Expense				
01-2550-7100	Wages		4,719.05	0.00
01-2550-7200	Benefits		1,124.72	0.00
01-2550-7266	Insurance		535.00	0.00
01-2550-7347	Vehicle R & M - Supplies		2,838.70	0.00
01-2550-7348	Vehicle R & M - Services		11,241.01	0.00
01-2550-7349	Fuel		6,423.76	0.00
01-2550-7350	Depreciation Expense		0.00	0.00
Total Expense			26,882.24	0.00
Dept Excess Revenue Over (Under) Expenditures			(2,307.24)	0.00
2551 Grader Volvo - 2011 (AM2)				
Revenue				
01-2551-3020	Machinery Rental		28,225.00	0.00
Total Revenue			28,225.00	0.00
Expense				
01-2551-7100	Wages		4,941.36	0.00
01-2551-7200	Benefits		1,096.30	0.00
01-2551-7266	Insurance		535.00	0.00
01-2551-7347	Vehicle R & M - Supplies		2,344.74	0.00
01-2551-7348	Vehicle R & M - Services		1,614.09	0.00
01-2551-7349	Fuel		6,719.53	0.00
01-2551-7350	Depreciation Expense		0.00	0.00
Total Expense			17,251.02	0.00
Dept Excess Revenue Over (Under) Expenditures			10,973.98	0.00
2552 Tandem International - 2020 (CM4)				
Revenue				
01-2552-3020	Machinery Rental		19,250.00	0.00
Total Revenue			19,250.00	0.00
Expense				
01-2552-7100	Wages		7,241.99	0.00
01-2552-7200	Benefits		1,745.38	0.00
01-2552-7266	Insurance		830.00	0.00
01-2552-7345	Vehicle Licence		3,727.00	0.00
01-2552-7347	Vehicle R & M - Supplies		1,080.81	0.00
01-2552-7348	Vehicle R & M - Services		3,308.07	0.00
01-2552-7349	Fuel		7,133.29	0.00
01-2552-7350	Depreciation Expense		0.00	0.00
Total Expense			25,066.54	0.00
Dept Excess Revenue Over (Under) Expenditures			(5,816.54)	0.00
2553 Tandem International - 2016 (AM4)				

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Account	Description	Previous Year Total	Current Year To Date Actual	Total Budget
Revenue				
01-2553-3020	Machinery Rental		16,125.00	0.00
Total Revenue			16,125.00	0.00
Expense				
01-2553-7100	Wages		4,521.93	0.00
01-2553-7200	Benefits		1,221.35	0.00
01-2553-7266	Insurance		830.00	0.00
01-2553-7345	Vehicle Licence		0.00	0.00
01-2553-7347	Vehicle R & M - Supplies		437.94	0.00
01-2553-7348	Vehicle R & M - Services		1,919.27	0.00
01-2553-7349	Fuel		6,041.13	0.00
01-2553-7350	Depreciation Expense		0.00	0.00
Total Expense			14,971.62	0.00
Dept Excess Revenue Over (Under) Expenditures			1,153.38	0.00
2554 Tractor New Holland T6.145 - 2017 (AM5)				
Revenue				
01-2554-3020	Machinery Rental		14,735.00	0.00
Total Revenue			14,735.00	0.00
Expense				
01-2554-7100	Wages		3,232.00	0.00
01-2554-7200	Benefits		797.34	0.00
01-2554-7266	Insurance		115.00	0.00
01-2554-7347	Vehicle R & M - Supplies		603.43	0.00
01-2554-7348	Vehicle R & M - Services		1,849.88	0.00
01-2554-7349	Fuel		2,760.76	0.00
01-2554-7350	Depreciation Expense		0.00	0.00
Total Expense			9,358.41	0.00
Dept Excess Revenue Over (Under) Expenditures			5,376.59	0.00
2555 Pickup Dodge - 2018 (ACW6)				
Revenue				
01-2555-3020	Machinery Rental		2,850.00	0.00
Total Revenue			2,850.00	0.00
Expense				
01-2555-7100	Wages		244.53	0.00
01-2555-7266	Insurance		470.00	0.00
01-2555-7345	Vehicle Licence		265.25	0.00
01-2555-7347	Vehicle R & M - Supplies		11.99	0.00
01-2555-7348	Vehicle R & M - Services		1,402.19	0.00
01-2555-7349	Fuel		4,174.48	0.00
01-2555-7350	Depreciation Expense		0.00	0.00
Total Expense			6,568.44	0.00
Dept Excess Revenue Over (Under) Expenditures			(3,718.44)	0.00
2556 Pickup Ford - 2016 (ACW5)				
Revenue				
01-2556-3020	Machinery Rental		6,437.50	0.00
Total Revenue			6,437.50	0.00

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Account	Description	Previous Year Total	Current Year To Date Actual	Total Budget
Expense				
01-2556-7100	Wages		1,623.97	0.00
01-2556-7200	Benefits		432.09	0.00
01-2556-7266	Insurance		470.00	0.00
01-2556-7345	Vehicle Licence		120.00	0.00
01-2556-7347	Vehicle R & M - Supplies		0.00	0.00
01-2556-7348	Vehicle R & M - Services		1,794.02	0.00
01-2556-7349	Fuel		4,433.56	0.00
01-2556-7350	Depreciation Expense		0.00	0.00
Total Expense			8,873.64	0.00
Dept Excess Revenue Over (Under) Expenditures			(2,436.14)	0.00
2558 Sweeper - Smyth (AE2)				
Expense				
01-2558-7100	Wages		0.00	0.00
01-2558-7200	Benefits		0.00	0.00
01-2558-7350	Depreciation Expense		0.00	0.00
Total Expense			0.00	0.00
Dept Excess Revenue Over (Under) Expenditures			0.00	0.00
2559 Wheel Loader Volvo - 2007 (AM8)				
Revenue				
01-2559-3020	Machinery Rental		10,325.00	0.00
Total Revenue			10,325.00	0.00
Expense				
01-2559-7100	Wages		3,066.09	0.00
01-2559-7200	Benefits		450.99	0.00
01-2559-7266	Insurance		270.00	0.00
01-2559-7347	Vehicle R & M - Supplies		0.00	0.00
01-2559-7348	Vehicle R & M - Services		0.00	0.00
01-2559-7349	Fuel		2,800.03	0.00
01-2559-7350	Depreciation Expense		0.00	0.00
Total Expense			6,587.11	0.00
Dept Excess Revenue Over (Under) Expenditures			3,737.89	0.00
2560 Grader Volvo - 2009 (CM2)				
Revenue				
01-2560-3020	Machinery Rental		36,625.00	0.00
Total Revenue			36,625.00	0.00
Expense				
01-2560-7100	Wages		11,527.28	0.00
01-2560-7200	Benefits		2,810.78	0.00
01-2560-7266	Insurance		535.00	0.00
01-2560-7347	Vehicle R & M - Supplies		5,902.36	0.00
01-2560-7348	Vehicle R & M - Services		16,876.06	0.00
01-2560-7349	Fuel		7,997.58	0.00
01-2560-7350	Depreciation Expense		0.00	0.00
Total Expense			45,649.06	0.00
Dept Excess Revenue Over (Under) Expenditures			(9,024.06)	0.00

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Account	Description	Previous Year Total	Current Year To Date Actual	Total Budget
2561	Tandem International - 2019 (CM3)			
	Revenue			
01-2561-3020	Machinery Rental		17,100.00	0.00
	Total Revenue		17,100.00	0.00
	Expense			
01-2561-7100	Wages		5,968.35	0.00
01-2561-7200	Benefits		1,572.80	0.00
01-2561-7266	Insurance		1,660.00	0.00
01-2561-7345	Vehicle Licence		0.00	0.00
01-2561-7347	Vehicle R & M - Supplies		3,330.98	0.00
01-2561-7348	Vehicle R & M - Services		1,232.46	0.00
01-2561-7349	Fuel		8,067.84	0.00
01-2561-7350	Depreciation Expense		0.00	0.00
	Total Expense		21,832.43	0.00
	Dept Excess Revenue Over (Under) Expenditures		(4,732.43)	0.00
2562	Grader Volvo - 2006 (CM1)			
	Revenue			
01-2562-3020	Machinery Rental		41,000.00	0.00
	Total Revenue		41,000.00	0.00
	Expense			
01-2562-7100	Wages		8,039.71	0.00
01-2562-7200	Benefits		1,489.67	0.00
01-2562-7266	Insurance		535.00	0.00
01-2562-7347	Vehicle R & M - Supplies		364.24	0.00
01-2562-7348	Vehicle R & M - Services		379.44	0.00
01-2562-7349	Fuel		8,953.12	0.00
01-2562-7350	Depreciation Expense		0.00	0.00
	Total Expense		19,761.18	0.00
	Dept Excess Revenue Over (Under) Expenditures		21,238.82	0.00
2563	Tractor MF 5455 - 2009 (CM5)			
	Revenue			
01-2563-3020	Machinery Rental		16,852.50	0.00
	Total Revenue		16,852.50	0.00
	Expense			
01-2563-7100	Wages		3,984.28	0.00
01-2563-7200	Benefits		1,101.78	0.00
01-2563-7266	Insurance		115.00	0.00
01-2563-7347	Vehicle R & M - Supplies		897.88	0.00
01-2563-7348	Vehicle R & M - Services		3,499.83	0.00
01-2563-7349	Fuel		2,564.61	0.00
01-2563-7350	Depreciation Expense		0.00	0.00
	Total Expense		12,163.38	0.00
	Dept Excess Revenue Over (Under) Expenditures		4,689.12	0.00
2564	Tandem International - 2007 (WM8)			
	Revenue			
01-2564-3020	Machinery Rental		22,700.00	0.00

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Account	Description	Previous Year Total	Current Year To Date Actual	Total Budget
Total Revenue			22,700.00	0.00
Expense				
01-2564-7100	Wages		7,282.75	0.00
01-2564-7200	Benefits		2,253.47	0.00
01-2564-7266	Insurance		830.00	0.00
01-2564-7345	Vehicle Licence		0.00	0.00
01-2564-7347	Vehicle R & M - Supplies		874.23	0.00
01-2564-7348	Vehicle R & M - Services		11,675.48	0.00
01-2564-7349	Fuel		7,738.77	0.00
01-2564-7350	Depreciation Expense		0.00	0.00
Total Expense			30,654.70	0.00
Dept Excess Revenue Over (Under) Expenditures			(7,954.70)	0.00
2565 Mower Colborne (CE1)				
Expense				
01-2565-7100	Wages		0.00	0.00
01-2565-7200	Benefits		0.00	0.00
Total Expense			0.00	0.00
Dept Excess Revenue Over (Under) Expenditures			0.00	0.00
2566 Grader Volvo - 2002 (WM1)				
Revenue				
01-2566-3020	Machinery Rental		22,775.00	0.00
Total Revenue			22,775.00	0.00
Expense				
01-2566-7100	Wages		6,642.82	0.00
01-2566-7200	Benefits		1,503.97	0.00
01-2566-7266	Insurance		535.00	0.00
01-2566-7347	Vehicle R & M - Supplies		339.79	0.00
01-2566-7348	Vehicle R & M - Services		374.46	0.00
01-2566-7349	Fuel		5,036.51	0.00
01-2566-7350	Depreciation Expense		0.00	0.00
Total Expense			14,432.55	0.00
Dept Excess Revenue Over (Under) Expenditures			8,342.45	0.00
2567 Grader Champion - 1988 (WM2)				
Expense				
01-2567-7100	Wages		269.81	0.00
01-2567-7200	Benefits		97.16	0.00
Total Expense			366.97	0.00
Dept Excess Revenue Over (Under) Expenditures			(366.97)	0.00
2568 John Deere Bulldozer 750J - 2012 (AM7)				
Revenue				
01-2568-3020	Machinery Rental		9,625.00	0.00
Total Revenue			9,625.00	0.00
Expense				
01-2568-7100	Wages		3,130.56	0.00

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01-2568-7200	Benefits		435.61	0.00
01-2568-7266	Insurance		270.00	0.00
01-2568-7347	Vehicle R & M - Supplies		0.00	0.00
01-2568-7348	Vehicle R & M - Services		0.00	0.00
01-2568-7349	Fuel		1,575.64	0.00
01-2568-7350	Depreciation Expense		0.00	0.00
Total Expense			5,411.81	0.00
Dept Excess Revenue Over (Under) Expenditures			4,213.19	0.00
2569 Tandem International - 2010 (WM4)				
Revenue				
01-2569-3020	Machinery Rental		19,075.00	0.00
Total Revenue			19,075.00	0.00
Expense				
01-2569-7100	Wages		6,196.26	0.00
01-2569-7200	Benefits		1,482.47	0.00
01-2569-7266	Insurance		830.00	0.00
01-2569-7345	Vehicle Licence		1,993.00	0.00
01-2569-7347	Vehicle R & M - Supplies		343.62	0.00
01-2569-7348	Vehicle R & M - Services		1,977.40	0.00
01-2569-7349	Fuel		5,958.12	0.00
01-2569-7350	Depreciation Expense		0.00	0.00
Total Expense			18,780.87	0.00
Dept Excess Revenue Over (Under) Expenditures			294.13	0.00
2570 Tractor Ford - 1995 (WM5)				
Revenue				
01-2570-3020	Machinery Rental		1,925.00	0.00
Total Revenue			1,925.00	0.00
Expense				
01-2570-7100	Wages		2,394.79	0.00
01-2570-7200	Benefits		676.42	0.00
01-2570-7266	Insurance		115.00	0.00
01-2570-7347	Vehicle R & M - Supplies		98.51	0.00
01-2570-7348	Vehicle R & M - Services		2,626.54	0.00
01-2570-7349	Fuel		186.06	0.00
Total Expense			6,097.32	0.00
Dept Excess Revenue Over (Under) Expenditures			(4,172.32)	0.00
2571 Grader Volvo - 2006 G970 (WM6)				
Revenue				
01-2571-3020	Machinery Rental		34,125.00	0.00
Total Revenue			34,125.00	0.00
Expense				
01-2571-7100	Wages		5,644.62	0.00
01-2571-7200	Benefits		1,809.52	0.00
01-2571-7266	Insurance		535.00	0.00
01-2571-7347	Vehicle R & M - Supplies		3,253.59	0.00
01-2571-7348	Vehicle R & M - Services		1,251.17	0.00
01-2571-7349	Fuel		7,960.51	0.00

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Account	Description	Previous Year Total	Current Year To Date Actual	Total Budget
01-2571-7350	Depreciation Expense		0.00	0.00
Total Expense			20,454.41	0.00
Dept Excess Revenue Over (Under) Expenditures			13,670.59	0.00
2572 Mower Kuhn Wawanosh - 1999 (WE1)				
Expense				
01-2572-7100	Wages		0.00	0.00
01-2572-7200	Benefits		0.00	0.00
Total Expense			0.00	0.00
Dept Excess Revenue Over (Under) Expenditures			0.00	0.00
2573 Tandem International - 2013 (AM3)				
Revenue				
01-2573-3020	Machinery Rental		20,900.00	0.00
Total Revenue			20,900.00	0.00
Expense				
01-2573-7100	Wages		4,294.21	0.00
01-2573-7200	Benefits		1,181.78	0.00
01-2573-7266	Insurance		830.00	0.00
01-2573-7345	Vehicle Licence		0.00	0.00
01-2573-7347	Vehicle R & M - Supplies		674.20	0.00
01-2573-7348	Vehicle R & M - Services		5,412.83	0.00
01-2573-7349	Fuel		7,095.38	0.00
01-2573-7350	Depreciation Expense		0.00	0.00
Total Expense			19,488.40	0.00
Dept Excess Revenue Over (Under) Expenditures			1,411.60	0.00
2574 Pickup GMC - 2004 (CM6)				
Revenue				
01-2574-3020	Machinery Rental		87.50	0.00
Total Revenue			87.50	0.00
Expense				
01-2574-7100	Wages		109.56	0.00
01-2574-7200	Benefits		21.78	0.00
Total Expense			131.34	0.00
Dept Excess Revenue Over (Under) Expenditures			(43.84)	0.00
2575 Pickup Ford - 2020 (ACW1)				
Revenue				
01-2575-3020	Machinery Rental		0.00	0.00
Total Revenue			0.00	0.00
Expense				
01-2575-7100	Wages		30.46	0.00
01-2575-7200	Benefits		11.32	0.00
01-2575-7266	Insurance		470.00	0.00
01-2575-7345	Vehicle Licence		120.00	0.00
01-2575-7348	Vehicle R & M - Services		117.02	0.00
01-2575-7349	Fuel		889.86	0.00

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Account	Description	Previous Year Total	Current Year To Date Actual	Total Budget
Total Expense			1,638.66	0.00
Dept Excess Revenue Over (Under) Expenditures			(1,638.66)	0.00
2576 Mower Kuhn - 2009 (AE3)				
Expense				
01-2576-7350	Depreciation Expense		0.00	0.00
Total Expense			0.00	0.00
Dept Excess Revenue Over (Under) Expenditures			0.00	0.00
2577 Tri-Axle Trailer (AM9)				
Expense				
01-2577-7100	Wages		0.00	0.00
01-2577-7200	Benefits		0.00	0.00
Total Expense			0.00	0.00
Dept Excess Revenue Over (Under) Expenditures			0.00	0.00
2578 Landscape Trailer (CM9)				
Expense				
01-2578-7100	Wages		0.00	0.00
01-2578-7200	Benefits		0.00	0.00
Total Expense			0.00	0.00
Dept Excess Revenue Over (Under) Expenditures			0.00	0.00
2579 Pickup GMC - 2011 (ACW2)				
Revenue				
01-2579-3020	Machinery Rental		2,562.50	0.00
Total Revenue			2,562.50	0.00
Expense				
01-2579-7100	Wages		417.55	0.00
01-2579-7200	Benefits		116.26	0.00
01-2579-7266	Insurance		470.00	0.00
01-2579-7345	Vehicle Licence		0.00	0.00
01-2579-7348	Vehicle R & M - Services		183.17	0.00
01-2579-7349	Fuel		1,640.03	0.00
Total Expense			2,827.01	0.00
Dept Excess Revenue Over (Under) Expenditures			(264.51)	0.00
2580 Pickup Ford - 2012 (ACW3)				
Revenue				
01-2580-3020	Machinery Rental		4,675.00	0.00
Total Revenue			4,675.00	0.00
Expense				
01-2580-7100	Wages		2,298.30	0.00
01-2580-7200	Benefits		225.18	0.00
01-2580-7266	Insurance		470.00	0.00
01-2580-7345	Vehicle Licence		120.00	0.00
01-2580-7347	Vehicle R & M - Supplies		19.84	0.00
01-2580-7348	Vehicle R & M - Services		117.02	0.00

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Account	Description	Previous Year Total	Current Year To Date Actual	Total Budget
01-2580-7349	Fuel		2,393.60	0.00
01-2580-7350	Depreciation Expense		0.00	0.00
Total Expense			5,643.94	0.00
Dept Excess Revenue Over (Under) Expenditures			(968.94)	0.00
2581 Pickup Ford - 2014 (ACW4)				
Revenue				
01-2581-3020	Machinery Rental		6,987.50	0.00
Total Revenue			6,987.50	0.00
Expense				
01-2581-7100	Wages		681.18	0.00
01-2581-7200	Benefits		179.90	0.00
01-2581-7266	Insurance		470.00	0.00
01-2581-7345	Vehicle Licence		120.00	0.00
01-2581-7347	Vehicle R & M - Supplies		286.54	0.00
01-2581-7348	Vehicle R & M - Services		1,299.47	0.00
01-2581-7349	Fuel		3,585.85	0.00
01-2581-7350	Depreciation Expense		0.00	0.00
Total Expense			6,622.94	0.00
Dept Excess Revenue Over (Under) Expenditures			364.56	0.00
2599 Transfer to Equipment Replacement				
Expense				
01-2599-7400	Transfer to Equipment Replacement		32,021.51	0.00
Total Expense			32,021.51	0.00
Dept Excess Revenue Over (Under) Expenditures			(32,021.51)	0.00
2600 Roads Capital				
Revenue				
01-2600-3019	Local Improvements Contributions		500.00	0.00
01-2600-3500	Transfer from Reserve		1,191,872.27	1,225,000.00
01-2600-4900	Provincial Grants		30,736.11	30,000.00
Total Revenue			1,223,108.38	1,255,000.00
Expense				
01-2600-7400	Transfer to Reserve		175,000.00	175,000.00
01-2600-9035	Capital - Water Pumps		0.00	0.00
01-2600-9045	Capital - Culvert Ext. - Hawkins Rd		66.85	0.00
01-2600-9065	Capital - Bridge Inspections		0.00	0.00
01-2600-9095	Capital - Road & Bridge Needs Study		12,219.04	20,000.00
01-2600-9105	Capital - New Pickup Truck		41,990.61	45,000.00
01-2600-9125	Capital - Port Albert Drainage Plan		800.14	0.00
01-2600-9375	Lakeshore Roads Policy		1,284.01	0.00
01-2600-9390	Capital - Birch Beach Culvert Replac		28,038.04	30,000.00
01-2600-9415	Capital - MacKenzie Camp Rd Recor		0.00	0.00
01-2600-9480	Capital - Belfast Rd Resurf /Lucknow		699.65	0.00
01-2600-9495	Capital - Dungannon Sidewalks		34,590.04	50,000.00
01-2600-9510	Capital - Benmiller Bridge #60 Repair		5,987.69	0.00
01-2600-9525	Capital - Kerry's Line Bridge #24 Rep		0.00	0.00
01-2600-9545	Capital - Hills Road Bridge #59		403,635.47	625,000.00
01-2600-9565	Capital - Hawkins Road Resurfacing		2,225.00	0.00
01-2600-9585	Capital - Amberley Beach Drain		14,895.46	15,000.00

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Account	Description	Previous Year Total	Current Year To Date Actual	Total Budget
01-2600-9590	Capital - Golf Course Road Reconstr		89,852.75	85,000.00
01-2600-9595	Capital - Glens Hill Road Resurfacing		288,592.15	300,000.00
01-2600-9600	Capital - Glens Hill Road Paving		391,199.83	400,000.00
01-2600-9605	Capital - Birch Beach Land Purchase		0.00	25,000.00
01-2600-9610	Capital - Port Albert Land Purchase (55,862.92	0.00
Total Expense			1,546,939.65	1,770,000.00
Dept Excess Revenue Over (Under) Expenditures			(323,831.27)	(515,000.00)
2900 Dungannon Streetlights				
Revenue				
01-2900-3208	Taxation Recovery		6,525.00	6,570.00
01-2900-3505	LED Revenue for All Areas		0.00	0.00
Total Revenue			6,525.00	6,570.00
Expense				
01-2900-7316	Streetlight R & M		0.00	500.00
01-2900-7320	Utilities - Hydro		1,158.24	4,000.00
01-2900-7400	Transfer to Reserve		5,366.76	2,070.00
Total Expense			6,525.00	6,570.00
Dept Excess Revenue Over (Under) Expenditures			0.00	0.00
2905 Port Albert Streetlights				
Revenue				
01-2905-3208	Taxation Recovery		3,192.00	3,192.00
Total Revenue			3,192.00	3,192.00
Expense				
01-2905-7316	Streetlight R & M		0.00	500.00
01-2905-7320	Utilities - Hydro		327.07	750.00
01-2905-7400	Transfer to Reserve		2,864.93	1,942.00
Total Expense			3,192.00	3,192.00
Dept Excess Revenue Over (Under) Expenditures			0.00	0.00
2910 Airport Streetlights				
Revenue				
01-2910-3208	Taxation Recovery		210.00	210.00
Total Revenue			210.00	210.00
Expense				
01-2910-7316	Streetlight R & M		0.00	50.00
01-2910-7320	Utilities - Hydro		71.02	150.00
01-2910-7400	Transfer to Reserve		138.98	10.00
Total Expense			210.00	210.00
Dept Excess Revenue Over (Under) Expenditures			0.00	0.00
2915 Salford Streetlights				
Revenue				
01-2915-3208	Taxation Recovery		4,500.00	4,500.00
Total Revenue			4,500.00	4,500.00
Expense				

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01-2915-7316	Streetlight R & M		305.28	500.00
01-2915-7320	Utilities - Hydro		653.28	2,750.00
01-2915-7400	Transfer to Reserve		3,541.44	1,250.00
Total Expense			4,500.00	4,500.00
Dept Excess Revenue Over (Under) Expenditures			0.00	0.00
2920 Benmiller Streetlights				
Revenue				
01-2920-3208	Taxation Recovery		920.00	920.00
Total Revenue			920.00	920.00
Expense				
01-2920-7320	Utilities - Hydro		216.56	500.00
01-2920-7400	Transfer to Reserve		703.44	420.00
Total Expense			920.00	920.00
Dept Excess Revenue Over (Under) Expenditures			0.00	0.00
2925 St. Helens Streetlights				
Revenue				
01-2925-3208	Taxation Recovery		273.00	273.00
Total Revenue			273.00	273.00
Expense				
01-2925-7320	Utilities - Hydro		182.26	250.00
01-2925-7400	Transfer to Reserve		90.74	23.00
Total Expense			273.00	273.00
Dept Excess Revenue Over (Under) Expenditures			0.00	0.00
2930 Auburn Streetlights				
Revenue				
01-2930-3208	Taxation Recovery		1,750.00	1,750.00
Total Revenue			1,750.00	1,750.00
Expense				
01-2930-7316	Streetlight R & M		215.86	300.00
01-2930-7320	Utilities - Hydro		475.99	1,100.00
01-2930-7400	Transfer to Reserve		1,058.15	350.00
Total Expense			1,750.00	1,750.00
Dept Excess Revenue Over (Under) Expenditures			0.00	0.00
Category Excess Revenue Over (Under) Expenditures			(3,776,026.89)	(4,328,450.00)

Category: 3???

3010 ACW Water Department

Revenue

01-3010-3100	Water Service Rate	601,989.98	597,495.00
01-3010-3112	Water Connection Charge	605.00	0.00
01-3010-3150	Benmiller Sewer Rates	26,800.00	26,400.00
01-3010-3500	Transfer from Reserve	0.00	182,380.00
01-3010-4900	Provincial Grant	0.00	751,225.00

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Account	Description	Previous Year Total	Current Year To Date Actual	Total Budget
01-3010-6000	Water Service Connection		8,334.72	0.00
Total Revenue			637,729.70	1,557,500.00
Expense				
01-3010-7100	Wages		1,225.59	1,000.00
01-3010-7200	Benefits		33.72	100.00
01-3010-7260	Telephone		2,727.08	3,000.00
01-3010-7266	Insurance		2,396.58	2,000.00
01-3010-7269	Property Taxes		3,900.32	4,000.00
01-3010-7315	Watermain Repair & Maintenance		7,855.86	5,000.00
01-3010-7318	Pump House Repairs & Maintenance		34,519.52	60,000.00
01-3010-7320	Utiilities - Hydro		17,034.55	20,000.00
01-3010-7351	Services		260,483.74	300,000.00
01-3010-7352	Depreciation Expense		0.00	0.00
01-3010-7353	Benmiller Inn - Sewer Service		27,149.57	26,400.00
01-3010-7354	Drinking Water Source Protection Ri		6,384.71	11,000.00
01-3010-7400	Transfer to Reserve		240,836.64	0.00
01-3010-9005	Capital - Expenses		33,181.82	1,125,000.00
Total Expense			637,729.70	1,557,500.00
Dept Excess Revenue Over (Under) Expenditures			0.00	0.00
3020 Ashfield Ward Landfilll Site				
Revenue				
01-3020-3022	Bag Tags		810.00	500.00
01-3020-3023	Tires		0.00	1,000.00
01-3020-3024	Tipping Fees		107,202.00	100,000.00
01-3020-3025	Scrap Metal		2,628.00	500.00
01-3020-3026	E-Waste		986.20	500.00
Total Revenue			111,626.20	102,500.00
Expense				
01-3020-7100	Wages		49,941.21	50,000.00
01-3020-7200	Benefits		5,065.71	5,000.00
01-3020-7254	Office Supplies		943.63	100.00
01-3020-7260	Telephone		120.00	150.00
01-3020-7261	Advertising		102.67	150.00
01-3020-7266	Insurance		597.31	600.00
01-3020-7269	Property Taxes		9,082.24	8,000.00
01-3020-7278	Engineering		18,528.30	22,000.00
01-3020-7320	Utilities - Hydro		773.14	1,000.00
01-3020-7323	Building R & M - Services		648.38	500.00
01-3020-7325	Shingle Shipping		10,502.18	15,000.00
01-3020-7346	Machinery Rental		13,057.50	20,000.00
01-3020-7350	Material & Supplies		990.38	750.00
01-3020-7351	Services		4,449.66	5,000.00
01-3020-7352	Depreciation Expense		0.00	0.00
01-3020-9040	Capital - Waste Recycling Strategy		5,739.78	7,500.00
Total Expense			120,542.09	135,750.00
Dept Excess Revenue Over (Under) Expenditures			(8,915.89)	(33,250.00)
3021 Wawanosh Ward Landfill Site				
Expense				
01-3021-7278	Engineering		14,346.15	16,000.00
01-3021-7346	Machinery Rental		0.00	1,000.00

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Account	Description	Previous Year Total	Current Year To Date Actual	Total Budget
01-3021-9020	Capital - Decommission Wells		2,945.20	8,000.00
	Total Expense		17,291.35	25,000.00
	Dept Excess Revenue Over (Under) Expenditures		(17,291.35)	(25,000.00)
3025	Ashfield Ward General Recycling			
	Expense			
01-3025-7313	Tipping Contract		3,899.49	11,500.00
	Total Expense		3,899.49	11,500.00
	Dept Excess Revenue Over (Under) Expenditures		(3,899.49)	(11,500.00)
3028	ACW Waste Collection			
	Revenue			
01-3028-3022	Bag Tag Sales		100,777.00	70,000.00
	Total Revenue		100,777.00	70,000.00
	Expense			
01-3028-7310	Waste Collection Bag Tags		0.00	0.00
01-3028-7312	Mid-Huron Post Closure Costs		4,700.00	5,000.00
01-3028-7351	Services		66,046.44	68,000.00
	Total Expense		70,746.44	73,000.00
	Dept Excess Revenue Over (Under) Expenditures		30,030.56	(3,000.00)
3029	ACW Recycling Collection			
	Revenue			
01-3029-4900	Provincial Grants		56,905.12	50,000.00
	Total Revenue		56,905.12	50,000.00
	Expense			
01-3029-7351	Services		131,046.56	135,000.00
	Total Expense		131,046.56	135,000.00
	Dept Excess Revenue Over (Under) Expenditures		(74,141.44)	(85,000.00)
3035	Municipal Drains			
	Revenue			
01-3035-3020	Tile Loan Inspection Fees		0.00	0.00
01-3035-3025	Invoiced to Landowners		657.57	0.00
01-3035-3500	Transferred to A / R - Drains		593,245.10	0.00
01-3035-4900	Provincial Grants		20,981.70	25,000.00
	Total Revenue		614,884.37	25,000.00
	Expense			
01-3035-7265	Association Memberships		360.00	200.00
01-3035-7351	Drainage Superintendent Services		42,877.72	50,000.00
01-3035-8005	J.B. Young Municipal Drain - Repairs		2,704.77	0.00
01-3035-8040	Lawlor Municipal Drain - Repairs & M		0.00	0.00
01-3035-8065	Wylds Municipal Drain - Repairs & M		0.00	0.00
01-3035-8070	Cowan Municipal Drain - Repairs & M		3,290.19	0.00
01-3035-8085	Alvin Robb Municipal Drain - Repairs		0.00	0.00
01-3035-8135	Drennan Municipal Drain - Repairs &		3,806.61	0.00
01-3035-8140	Wawanosh Boundary Drain - Repairs &		6,155.46	0.00
01-3035-8145	Murray Municipal Drain - Repairs & M		2,900.90	0.00

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Account	Description	Previous Year Total	Current Year To Date Actual	Total Budget
01-3035-8150	Rintoul Municipal Drain - Repairs & M		0.00	0.00
01-3035-8185	Port Albert Municipal Drain - Repairs		28,279.89	0.00
01-3035-8190	Bos Municipal Drain - Repairs & Mair		508.80	0.00
01-3035-8195	Dungannon Municipal Drain - Repair		392.81	0.00
01-3035-8210	Silver Creek Municipal Drain - Repair		2,068.62	0.00
01-3035-8240	Gaunt Municipal Drain - Repairs & M		4,530.37	0.00
01-3035-8250	Feagan Municipal Drain - Repairs & I		0.00	0.00
01-3035-8275	Fitzgerald Municipal Drain - Repairs		0.00	0.00
01-3035-8285	Blake Municipal Drain - Repairs & M		0.00	0.00
01-3035-8290	Cook Municipal Drain - Repairs & Me		636.00	0.00
01-3035-8315	McIntosh Municipal Drain - Repairs &		0.00	0.00
01-3035-8330	Lamb Municipal Drain - Repairs & M		0.00	0.00
01-3035-8340	Andrew Municipal Drain - Repairs & I		9,815.75	0.00
01-3035-8360	MacLennan Municipal Drain - Repair		5,943.06	0.00
01-3035-8370	Henderson Municipal Drain - Repairs		148.77	0.00
01-3035-8375	Nivins Municipal Drain - Repairs & M		0.00	0.00
01-3035-8400	Murphy Municipal Drain - Repairs & I		0.00	0.00
01-3035-8405	Hackett Municipal Drain - Repairs & I		6,462.78	0.00
01-3035-8410	Vanstone Municipal Drain - Repairs &		457.92	0.00
01-3035-8415	Clark Municipal Drain - Repairs & Me		5,015.38	0.00
01-3035-8420	Farish-MacDonald Drain - Repairs &		3,264.74	0.00
01-3035-9005	Capital Construction - Amberley Drai		0.00	0.00
01-3035-9085	Capital Construction - Amberley Bea		0.00	0.00
01-3035-9100	Capital Engineering - McNain Munic		11,105.10	0.00
01-3035-9105	Capital Construction - McNain Munic		69,766.30	0.00
01-3035-9115	Capital Construction - Huron Sands I		0.00	0.00
01-3035-9130	Capital Engineering - Allen-Young M		0.00	0.00
01-3035-9135	Capital Construction - Allen-Young M		0.00	0.00
01-3035-9205	Capital Construction - Glenn Munic		0.00	0.00
01-3035-9215	Capital Construction - Wilkins Muni		70,808.14	0.00
01-3035-9220	Capital Constuction - Warren Zinn Br		355,660.31	0.00
01-3035-9225	Capital Construction - Allan's Creek I		180.00	0.00
Total Expense			637,140.39	50,200.00
Dept Excess Revenue Over (Under) Expenditures			(22,256.02)	(25,200.00)
3070 Tile Drain Loans				
Revenue				
01-3070-3058	Tile Loans From Province		0.00	0.00
01-3070-3063	Tile Drain Recovery - Taxes		94,659.64	0.00
Total Revenue			94,659.64	0.00
Expense				
01-3070-7381	Tile Loan Payment to Province		94,659.64	0.00
01-3070-7383	Tile Loan Payment to Farmer		0.00	0.00
Total Expense			94,659.64	0.00
Dept Excess Revenue Over (Under) Expenditures			0.00	0.00
3500 Building Department				
Revenue				
01-3500-3011	Building Permit Fees		363,181.27	262,000.00
01-3500-3012	Custom Work		0.00	0.00
01-3500-3013	Grading Deposit Admin Fee		100.00	0.00
01-3500-3015	Planning Review - Sewage System		3,162.00	3,000.00
01-3500-3020	Septic Permit Fees		26,150.00	12,000.00

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Account	Description	Previous Year Total	Current Year To Date Actual	Total Budget
01-3500-3500	Transfer from Reserve		0.00	38,750.00
Total Revenue			392,593.27	315,750.00
Expense				
01-3500-7100	Wages		147,941.87	174,000.00
01-3500-7200	Benefits		37,825.91	44,500.00
01-3500-7201	Clothing Allowance		346.16	0.00
01-3500-7254	Office Supplies		1,007.36	5,000.00
01-3500-7256	Office Equipment - R & M - Services		699.61	1,500.00
01-3500-7257	Office Equipment - R & M - Supplies		804.38	0.00
01-3500-7259	Courier		0.00	0.00
01-3500-7260	Telephone		300.00	300.00
01-3500-7261	Advertising		164.34	0.00
01-3500-7265	Association Memberships		332.00	1,100.00
01-3500-7266	Insurance		470.00	500.00
01-3500-7267	Legal		528.74	10,000.00
01-3500-7268	Inspections - Travel		251.26	0.00
01-3500-7270	Meetings - Registration		100.00	500.00
01-3500-7271	Meetings - Travel		22.51	300.00
01-3500-7272	Meetings - Meals		0.00	200.00
01-3500-7275	Miscellaneous		44.77	0.00
01-3500-7300	Conferences - Registration		405.00	1,000.00
01-3500-7301	Conferences - Accomodations		0.00	600.00
01-3500-7302	Conferences - Travel & Parking		0.00	500.00
01-3500-7303	Conferences - Meals		0.00	300.00
01-3500-7305	Training - Registration		1,332.87	3,000.00
01-3500-7306	Training - Accomodations		486.41	1,500.00
01-3500-7307	Training - Travel & Parking		957.24	1,000.00
01-3500-7308	Training - Meals		315.20	500.00
01-3500-7345	Vehicle Licence		120.00	150.00
01-3500-7347	Vehicle R & M - Supplies		305.68	500.00
01-3500-7348	Vehicle R & M - Services		1,930.12	1,000.00
01-3500-7349	Fuel		1,896.19	1,800.00
01-3500-7350	Depreciation Expense		0.00	0.00
01-3500-7351	Contracting Services		4,426.66	5,000.00
01-3500-7360	Rent - Municipal Office		18,000.00	18,000.00
01-3500-7365	Land Manager Maintenance		3,088.62	3,000.00
01-3500-7400	Transfer to Reserve		131,186.79	0.00
01-3500-9000	Capital - Office Equipment		6,363.74	10,000.00
01-3500-9010	Capital - Port Albert Servicing Review		30,315.65	30,000.00
01-3500-9015	Capital - Dungannon Lot Development		624.19	0.00
Total Expense			392,593.27	315,750.00
Dept Excess Revenue Over (Under) Expenditures			0.00	0.00
3510 Planning Administration				
Revenue				
01-3510-3019	Zoning Certificates		10,950.00	6,000.00
01-3510-3020	Zoning Application Fees		11,682.00	10,000.00
01-3510-3021	Minor Variance Application Fees		16,006.00	5,000.00
01-3510-3022	Payments In Lieu of Parkland Fees		5,250.00	0.00
Total Revenue			43,888.00	21,000.00
Expense				
01-3510-7100	Wages		14,294.02	3,000.00
01-3510-7200	Benefits		3,869.94	750.00

General Ledger

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Fiscal Year Ending: DEC 31,2020 - From Period 1 To Period 12 Ending DEC 31,2020

Account	Description	Previous Year Total	Current Year To Date Actual	Total Budget
01-3510-7261	Advertising		754.04	0.00
01-3510-7267	Legal		4,849.68	5,000.00
01-3510-7351	Planning & Zoning Services		2,756.75	10,000.00
01-3510-7353	Port Albert Landfill Study		7,413.71	9,000.00
01-3510-7400	Transfer to Reserve Funds		5,250.00	0.00
Total Expense			39,188.14	27,750.00
Dept Excess Revenue Over (Under) Expenditures			4,699.86	(6,750.00)
Category Excess Revenue Over (Under) Expenditures			(91,773.77)	(189,700.00)

Category: 6???

6000 County of Huron

Revenue

01-6000-4010	General Levy - Residential	3,965,966.81	0.00
01-6000-4012	General Levy - Managed Forest	7,355.60	0.00
01-6000-4013	General Levy - Farmland	1,189,507.16	0.00
01-6000-4014	General Levy - Commercial Occupie	127,971.44	0.00
01-6000-4015	General Levy - Commercial Vacant	4,273.58	0.00
01-6000-4016	General Levy - Industrial Occupied	128,571.34	0.00
01-6000-4017	General Levy - Industrial Vacant	835.07	0.00
01-6000-4018	General Levy - Pipeline	7,523.44	0.00
01-6000-4025	Supplementary Levy - Residential	17,687.96	0.00
01-6000-4027	Supplementary Levy - Managed Fore	164.07	0.00
01-6000-4028	Supplementary Levy - Farmland	15,169.15	0.00
01-6000-4029	Supplementary Levy - Commercial C	(1,872.13)	0.00
01-6000-4030	Supplementary Levy - Commercial V	(87.01)	0.00
01-6000-4031	Supplementary Levy - Industrial Occi	(166.40)	0.00
01-6000-4033	Supplementary Levy - Pipeline	353.40	0.00
01-6000-4036	PIL - Municipal Properties	3,401.92	0.00
01-6000-4037	PIL - MTA	19,861.07	0.00
01-6000-4046	Write Off's - Residential	(1,670.57)	0.00
01-6000-4048	Write Off's - Managed Forest	0.00	0.00
01-6000-4049	Write Off's - Farmland	(10.95)	0.00
01-6000-4050	Write Off's - Commercial Occupied	0.00	0.00
01-6000-4051	Write Off's - Commercial Vacant	0.00	0.00

Total Revenue

5,484,834.95 0.00

Expense

01-6000-8000	Requisition - Regular	5,432,000.00	0.00
01-6000-8010	Requisition - Supplementary	31,249.82	0.00
01-6000-8020	Requisition - Payments In Lieu	23,263.00	0.00
01-6000-8030	Requisition - Write Off's	(1,681.52)	0.00

Total Expense

5,484,831.30 0.00

Dept Excess Revenue Over (Under) Expenditures

3.65 0.00

6005 English Public School

Revenue

01-6005-4010	General Levy - Residential	1,206,155.35	0.00
01-6005-4012	General Levy - Managed Forest	2,327.34	0.00
01-6005-4013	General Levy - Farmland	358,772.40	0.00
01-6005-4014	General Levy - Commercial Occupie	192,220.14	0.00
01-6005-4015	General Levy - Commercial Vacant	9,170.16	0.00
01-6005-4016	General Levy - Industrial Occupied	193,121.12	0.00

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Account	Description	Previous Year Total	Current Year To Date Actual	Total Budget
01-6005-4017	General Levy - Industrial Vacant		1,791.89	0.00
01-6005-4018	General Levy - Pipeline		8,312.19	0.00
01-6005-4025	Supplementary Levy - Residential		7,468.88	0.00
01-6005-4027	Supplementary Levy - Managed Fore		54.92	0.00
01-6005-4028	Supplementary Levy - Farmland		4,559.44	0.00
01-6005-4029	Supplementary Levy - Commercial C		(2,820.85)	0.00
01-6005-4030	Supplementary Levy - Commercial V		(186.71)	0.00
01-6005-4031	Supplementary Levy - Industrial Occi		(243.86)	0.00
01-6005-4033	Supplementary Levy - Pipeline		390.37	0.00
01-6005-4037	PIL - MTA		43.38	0.00
01-6005-4046	Write Off's - Residential		(575.58)	0.00
01-6005-4048	Write Off's - Managed Forest		0.00	0.00
01-6005-4049	Write Off's - Farmland		(3.73)	0.00
01-6005-4050	Write Off's - Commercial Occupied		0.00	0.00
01-6005-4051	Write Off's - Commercial Vacant		0.00	0.00
Total Revenue			1,980,556.85	0.00
Expense				
01-6005-8000	Requisition - Regular		1,971,870.00	0.00
01-6005-8010	Requisition - Supplementary		9,222.46	0.00
01-6005-8020	Requisition - Payments In Lieu		43.38	0.00
01-6005-8030	Requisition - Write Off's		(579.31)	0.00
Total Expense			1,980,556.53	0.00
Dept Excess Revenue Over (Under) Expenditures			0.32	0.00
6010 English Separate School				
Revenue				
01-6010-4010	General Levy - Residential		119,652.36	0.00
01-6010-4012	General Levy - Managed Forest		134.52	0.00
01-6010-4013	General Levy - Farmland		39,444.96	0.00
01-6010-4014	General Levy - Commercial Occupier		56,878.02	0.00
01-6010-4015	General Levy - Commercial Vacant		2,713.46	0.00
01-6010-4016	General Levy - Industrial Occupied		57,144.45	0.00
01-6010-4017	General Levy - Industrial Vacant		530.23	0.00
01-6010-4018	General Levy - Pipeline		2,459.57	0.00
01-6010-4025	Supplementary Levy - Residential		(1,438.70)	0.00
01-6010-4028	Supplementary Levy - Farmland		518.90	0.00
01-6010-4029	Supplementary Levy - Commercial C		(850.72)	0.00
01-6010-4030	Supplementary Levy - Commercial V		(55.25)	0.00
01-6010-4031	Supplementary Levy - Industrial Occi		(80.00)	0.00
01-6010-4033	Supplementary Levy - Pipeline		115.55	0.00
01-6010-4037	PIL - MTA		12.84	0.00
01-6010-4046	Write Off's - Residential		0.00	0.00
01-6010-4050	Write Off's - Commercial Occupied		0.00	0.00
01-6010-4051	Write Off's - Commercial Vacant		0.00	0.00
Total Revenue			277,180.19	0.00
Expense				
01-6010-8000	Requisition - Regular		278,958.00	0.00
01-6010-8010	Requisition - Supplementary		(1,790.22)	0.00
01-6010-8020	Requisition - Payments In Lieu		12.84	0.00
01-6010-8030	Requisition - Write Off's		0.00	0.00
Total Expense			277,180.62	0.00
Dept Excess Revenue Over (Under) Expenditures			(0.43)	0.00

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Annual Department Budget vs. Actual Comparison Report

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Account	Description	Previous Year Total	Current Year To Date Actual	Total Budget
6015 French Public School				
Revenue				
01-6015-4010	General Levy - Residential		0.23	0.00
01-6015-4012	General Levy - Managed Forest		0.63	0.00
01-6015-4013	General Levy - Farmland		0.04	0.00
01-6015-4014	General Levy - Commercial Occupier		366.72	0.00
01-6015-4015	General Levy - Commercial Vacant		17.50	0.00
01-6015-4016	General Levy - Industrial Occupied		368.45	0.00
01-6015-4017	General Levy - Industrial Vacant		3.42	0.00
01-6015-4018	General Levy - Pipeline		15.86	0.00
01-6015-4025	Supplementary Levy - Residential		0.00	0.00
01-6015-4029	Supplementary Levy - Commercial C		(5.73)	0.00
01-6015-4030	Supplementary Levy - Commercial V		(0.35)	0.00
01-6015-4031	Supplementary Levy - Industrial Occi		(0.52)	0.00
01-6015-4033	Supplementary Levy - Pipeline		0.75	0.00
01-6015-4037	PIL - MTAA		0.08	0.00
01-6015-4050	Write Off's - Commercial Occupied		0.00	0.00
01-6015-4051	Write Off's - Commercial Vacant		0.00	0.00
Total Revenue			767.08	0.00
Expense				
01-6015-8000	Requisition - Regular		772.00	0.00
01-6015-8010	Requisition - Supplementary		(5.85)	0.00
01-6015-8020	Requisition - Payments In Lieu		0.08	0.00
Total Expense			766.23	0.00
Dept Excess Revenue Over (Under) Expenditures			0.85	0.00
6020 French Separate School				
Revenue				
01-6020-4010	General Levy - Residential		1,903.47	0.00
01-6020-4029	Supplementary Levy - Commercial C		(3.21)	0.00
01-6020-4033	Supplementary Levy - Pipeline		0.00	0.00
Total Revenue			1,900.26	0.00
Expense				
01-6020-8000	Requisition - Regular		1,904.00	0.00
01-6020-8010	Requisition - Supplementary		(3.21)	0.00
Total Expense			1,900.79	0.00
Dept Excess Revenue Over (Under) Expenditures			(0.53)	0.00
Category Excess Revenue Over (Under) Expenditures			3.86	0.00
Category: 8???				
8000 General Recreation				
Revenue				
01-8000-3015	Softball Revenue		0.00	2,500.00
01-8000-3021	Donations - Dungannon Park		2,700.00	0.00
01-8000-3030	Ashfield Park - Rent		0.00	150.00
Total Revenue			2,700.00	2,650.00
Expense				
01-8000-7332	Auburn Hall - ACW Share		4,349.71	2,500.00

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Account	Description	Previous Year Total	Current Year To Date Actual	Total Budget
01-8000-7350	Depreciation Expense		0.00	0.00
01-8000-7386	Ashfield Park Expense		7,043.24	8,000.00
01-8000-7387	Softball Program		200.00	3,500.00
01-8000-7388	Ball Diamond Maintenance		258.18	0.00
01-8000-7389	Colborne Parks		1,115.26	1,000.00
01-8000-7390	Miscellaneous		387.68	500.00
01-8000-7391	Donnybrook/St. Helens/Hawkins/Hop		2,456.73	3,000.00
01-8000-7392	Dungannon Lots		299.76	500.00
01-8000-7393	Dungannon Park		24,368.05	21,000.00
01-8000-7395	Dungannon - Outside Ball Park Gras		0.00	500.00
01-8000-7396	Petrie Park - Port Albert		228.66	6,500.00
01-8000-7400	Transfer to Reserve		2,700.00	0.00
01-8000-7610	Goderich Recreation - ACW Share		10,000.00	10,000.00
01-8000-7635	Lucknow Recreation - ACW Share		186,551.60	217,800.00
01-8000-7640	Lucknow Community Centre - ACW :		2,340.66	3,000.00
01-8000-9015	Capital - Benmiller Hall Renovations		0.00	0.00
01-8000-9035	Capital - Playground Equipment		4,000.00	15,000.00
Total Expense			246,299.53	292,800.00
Dept Excess Revenue Over (Under) Expenditures			(243,599.53)	(290,150.00)
8010 St. Helens Hall				
Revenue				
01-8010-3020	Donations		444.60	0.00
01-8010-3025	Rental Revenues		330.00	1,500.00
01-8010-3030	Fundraising		1,628.40	0.00
Total Revenue			2,403.00	1,500.00
Expense				
01-8010-7261	Advertising		110.00	200.00
01-8010-7266	Insurance		739.20	700.00
01-8010-7318	Utilities - Propane		1,479.47	2,000.00
01-8010-7320	Utilities - Hydro		1,246.07	1,500.00
01-8010-7321	Utilities - Water		75.00	350.00
01-8010-7323	Building - R & M - Services		2,710.76	2,500.00
01-8010-7324	Building - R & M - Supplies		389.08	2,750.00
01-8010-7325	Grass Cutting / Grounds Maintenanc		241.92	500.00
01-8010-7326	Snow Removal		449.68	1,000.00
01-8010-7400	Transfer to Reserves		1,990.60	0.00
Total Expense			9,431.78	11,500.00
Dept Excess Revenue Over (Under) Expenditures			(7,028.78)	(10,000.00)
8015 Benmiller Ball Diamonds				
Revenue				
01-8015-3025	Rental Revenues		0.00	3,100.00
Total Revenue			0.00	3,100.00
Expense				
01-8015-7325	Grass Cutting & Grounds Maint.		3,260.00	10,000.00
01-8015-7326	Materials & Supplies		233.10	500.00
Total Expense			3,493.10	10,500.00
Dept Excess Revenue Over (Under) Expenditures			(3,493.10)	(7,400.00)
8020 Benmiller Community Hall				

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Account	Description	Previous Year Total	Current Year To Date Actual	Total Budget
Revenue				
01-8020-3020	Donations		450.00	0.00
01-8020-3025	Rental Revenues		1,600.00	7,500.00
01-8020-3030	Fundraising		453.00	0.00
01-8020-3035	Sign Space Rental		0.00	0.00
Total Revenue			2,503.00	7,500.00
Expense				
01-8020-7266	Insurance		1,239.25	1,200.00
01-8020-7273	Website		540.00	0.00
01-8020-7318	Utilities - Propane		1,177.44	2,500.00
01-8020-7320	Utilities - Hydro		1,359.82	1,500.00
01-8020-7321	Utilities - Water		1,360.00	1,400.00
01-8020-7323	Building - R & M - Services		3,210.95	8,500.00
01-8020-7324	Building - R & M - Supplies		141.56	1,000.00
01-8020-7326	Snow Removal		617.50	1,500.00
01-8020-9000	Capital - Paving Parking Lot		19,105.39	17,000.00
Total Expense			28,751.91	34,600.00
Dept Excess Revenue Over (Under) Expenditures			(26,248.91)	(27,100.00)
8030 Lucknow & District Medical Centre				
Revenue				
01-8030-3015	Donations		17,207.53	0.00
01-8030-3036	Rent - Dental Suite		11,628.60	11,600.00
01-8030-3040	Contributions - Ashfield-Colborne-Wa		6,789.32	15,100.00
01-8030-3045	Contributions - Huron-Kinloss		6,789.34	15,100.00
Total Revenue			42,414.79	41,800.00
Expense				
01-8030-7261	Advertising		0.00	500.00
01-8030-7266	Insurance		1,438.34	1,200.00
01-8030-7267	Legal		303.60	1,000.00
01-8030-7268	Audit		500.00	500.00
01-8030-7269	Property Taxes		5,149.81	5,800.00
01-8030-7275	Miscellaneous		0.00	500.00
01-8030-7318	Building - Propane		683.52	3,000.00
01-8030-7320	Utilities - Hydro		1,916.91	5,000.00
01-8030-7321	Utilities - Water		1,180.00	1,400.00
01-8030-7322	Utilities - Sewage		900.00	900.00
01-8030-7323	Building - R & M - Services		158.09	4,000.00
01-8030-7324	Building - R & M - Supplies		437.15	300.00
01-8030-7325	Grass Cutting & Grounds Maintenan		2,738.00	1,700.00
01-8030-7326	Snow Removal		3,655.72	4,000.00
01-8030-7327	Building - Cleaning		3,550.00	3,000.00
01-8030-7350	Depreciation Expense		0.00	0.00
01-8030-7400	Transfer to Reserve		17,207.53	0.00
01-8030-9000	Capital - Building Renovations		1,935.68	5,000.00
01-8030-9005	Capital - Clinical Equipment		660.44	4,000.00
Total Expense			42,414.79	41,800.00
Dept Excess Revenue Over (Under) Expenditures			0.00	0.00
8040 Colborne Cemetery				
Revenue				
01-8040-3015	Foundation Charges		0.00	1,000.00

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Account	Description	Previous Year Total	Current Year To Date Actual	Total Budget
01-8040-3020	Miscellaneous Income		240.00	0.00
01-8040-3025	Mausoleum Storage Fees		240.00	300.00
01-8040-3030	Burial Charges		10,135.00	10,000.00
01-8040-3040	Share of Lot Sales		12,085.00	10,000.00
Total Revenue			22,700.00	21,300.00
Expense				
01-8040-7100	Wages		28,096.85	26,500.00
01-8040-7200	Benefits		3,374.95	3,200.00
01-8040-7253	Burial Permits		339.00	300.00
01-8040-7254	Office Supplies		24.30	100.00
01-8040-7260	Telephone		60.00	100.00
01-8040-7261	Advertising		0.00	250.00
01-8040-7265	Association Memberships		214.58	1,000.00
01-8040-7266	Insurance		497.32	500.00
01-8040-7270	Meetings - Registration		0.00	250.00
01-8040-7275	Miscellaneous		0.00	500.00
01-8040-7276	Small Equipment / Tools		929.90	1,000.00
01-8040-7320	Utilities - Hydro		2,664.16	2,000.00
01-8040-7323	Building R & M - Services		1,237.00	1,500.00
01-8040-7324	Building R & M - Supplies		543.56	1,000.00
01-8040-7326	Materials & Supplies		3,441.53	2,500.00
01-8040-7330	Opening & Closing of Graves		2,688.00	3,000.00
01-8040-7346	Machinery Rental		0.00	0.00
01-8040-7349	Fuel		719.83	1,200.00
01-8040-7350	Depreciation Expense		0.00	0.00
01-8040-7357	Equipment R & M - Services		983.37	100.00
01-8040-7358	Equipment R & M - Supplies		213.48	1,000.00
Total Expense			46,027.83	46,000.00
Dept Excess Revenue Over (Under) Expenditures			(23,327.83)	(24,700.00)
Category Excess Revenue Over (Under) Expenditures			(303,698.15)	(359,350.00)

Category: 9???**9500 Lucknow & District Recreation - Admin & General****Revenue**

01-9500-3025	Donations		1,610.00	0.00
01-9500-3030	Advertising Board Rentals		11,925.00	12,000.00
01-9500-3040	Grass Cutting / Watering Revenue		8,000.00	10,000.00
01-9500-3050	Catering Events		556.00	1,200.00
01-9500-3500	Transfer from Reserve		0.00	0.00
01-9500-4000	Penalty & Interest - Accounts Receiv		16.44	0.00
Total Revenue			22,107.44	23,200.00

Expense

01-9500-7100	Wages		100,900.99	110,000.00
01-9500-7200	Benefits		25,194.86	30,000.00
01-9500-7251	Service Charges		300.00	600.00
01-9500-7252	Administration Fee		5,000.00	5,000.00
01-9500-7254	Office Supplies		179.55	700.00
01-9500-7255	Household Supplies		1,433.50	1,500.00
01-9500-7256	Office Equipment - R & M - Services		654.82	300.00
01-9500-7257	Office Equipment - R & M - Supplies		219.79	300.00
01-9500-7260	Telephone		1,441.19	2,500.00

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01-9500-7261	Advertising		723.93	1,500.00
01-9500-7265	Association Memberships		407.04	500.00
01-9500-7266	Insurance		12,061.30	10,500.00
01-9500-7267	Legal		0.00	500.00
01-9500-7268	Audit		1,100.00	1,100.00
01-9500-7271	Meetings - Travel		0.00	100.00
01-9500-7273	Web Site Design		0.00	250.00
01-9500-7275	Miscellaneous		751.71	1,500.00
01-9500-7305	Training - Registration		284.83	3,000.00
01-9500-7306	Training - Accomodations		0.00	500.00
01-9500-7307	Training - Travel & Parking		0.00	500.00
01-9500-7308	Training - Meals		0.00	200.00
01-9500-7320	Utilites - Hydro		55,399.37	70,000.00
01-9500-7321	Utilities - Water		3,176.54	6,500.00
01-9500-7322	Utilities - Sewage		680.00	650.00
01-9500-7323	Building - R & M - Services		11,124.92	18,000.00
01-9500-7324	Building - R & M - Supplies		6,167.09	6,000.00
01-9500-7325	Socan Fees		202.08	200.00
01-9500-7326	Elevator Lift - R & M - Services / Sup		0.00	500.00
01-9500-7327	Elevator Lift - Contract		1,106.00	1,100.00
01-9500-7330	Catering Events		488.12	1,100.00
01-9500-7348	Vehcile R & M - Services / Supplies		444.53	750.00
01-9500-7349	Vehicle Fuel - Gas		550.01	1,500.00
01-9500-7350	Equipment Fuel - Diesel		818.05	1,200.00
01-9500-7352	Depreciation Expense		0.00	0.00
01-9500-7357	Equipment - R & M - Services		503.76	1,200.00
01-9500-7358	Equipment - R & M - Supplies		3,089.80	3,000.00
01-9500-7362	Yard & Parking Lot - Services / Supp		5,097.57	7,000.00
01-9500-7400	Transfer to Reserve		315.00	0.00
Total Expense			239,816.35	289,750.00
Dept Excess Revenue Over (Under) Expenditures			(217,708.91)	(266,550.00)
9501 Lucknow & District Recreation - Arena Winter				
Revenue				
01-9501-3803	Ice Rental Receipts		29,891.42	58,000.00
01-9501-3804	Public Skating Receipts		3,445.04	5,500.00
01-9501-3820	Time Clock Wage Recovery		75.00	250.00
01-9501-3825	Hockey Insurance Recovery		1,440.00	0.00
01-9501-3831	Minor Hockey Ice Rental / Sub		44,300.25	53,000.00
01-9501-3835	Learn to Skate Receipts		2,025.00	8,000.00
Total Revenue			81,176.71	124,750.00
Expense				
01-9501-7100	Wages		35,925.81	44,000.00
01-9501-7200	Benefits		6,049.06	8,500.00
01-9501-7266	Insurance		1,425.60	0.00
01-9501-7318	Utilities - Propane		10,695.33	18,000.00
01-9501-7323	Ice Plant - R & M - Services		9,583.20	10,000.00
01-9501-7324	Ice Plant - R & M - Supplies		2,375.59	2,800.00
01-9501-7352	Olympia - R & M		328.11	500.00
01-9501-7353	Olympia - Propane		1,685.12	1,800.00
01-9501-7354	Health & Safety		29.08	250.00
01-9501-7356	Learn to Skate		2,041.64	2,750.00
Total Expense			70,138.54	88,600.00

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Account	Description	Previous Year Total	Current Year To Date Actual	Total Budget
Dept Excess Revenue Over (Under) Expenditures			11,038.17	36,150.00
9502 Lucknow & District Recreation - Arena Summer				
Revenue				
01-9502-3800	Rental Receipts		161.03	4,500.00
Total Revenue			161.03	4,500.00
Expense				
01-9502-7100	Wages		15,736.41	21,000.00
01-9502-7200	Benefits		3,209.92	4,000.00
01-9502-7301	Paid Duty OPP		0.00	1,500.00
01-9502-7354	Health & Safety		171.94	200.00
Total Expense			19,118.27	26,700.00
Dept Excess Revenue Over (Under) Expenditures			(18,957.24)	(22,200.00)
9504 Lucknow & District Recreation - Upstairs				
Revenue				
01-9504-3800	Rental Receipts		425.00	1,000.00
Total Revenue			425.00	1,000.00
Expense				
01-9504-7100	Wages		1,697.38	5,000.00
01-9504-7200	Benefits		322.17	1,500.00
Total Expense			2,019.55	6,500.00
Dept Excess Revenue Over (Under) Expenditures			(1,594.55)	(5,500.00)
9505 Lucknow & District Recreation - Fitness Centre				
Revenue				
01-9505-3810	Donations		702.00	700.00
Total Revenue			702.00	700.00
Expense				
01-9505-7100	Wages		485.63	300.00
01-9505-7200	Benefits		87.89	100.00
01-9505-7323	Building - R & M - Services/Supplies		807.42	300.00
Total Expense			1,380.94	700.00
Dept Excess Revenue Over (Under) Expenditures			(678.94)	0.00
9506 Lucknow & District Recreation - Multi-Purpose Rm				
Revenue				
01-9506-3800	Rental Receipts		1,680.00	4,500.00
Total Revenue			1,680.00	4,500.00
Expense				
01-9506-7100	Wages		1,282.58	1,500.00
01-9506-7200	Benefits		213.89	400.00
Total Expense			1,496.47	1,900.00
Dept Excess Revenue Over (Under) Expenditures			183.53	2,600.00
9510 Lucknow & District Recreation - Hockey				
Revenue				

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Account	Description	Previous Year Total	Current Year To Date Actual	Total Budget
01-9510-3500	Transfer from Reserve		1,640.00	0.00
01-9510-3814	Registration Receipts		0.00	0.00
Total Revenue			1,640.00	0.00
Expense				
01-9510-7513	Tournament Expenses		0.00	0.00
01-9510-7515	Sweater Purchases		1,640.00	0.00
01-9510-7518	Trophies/Banners		0.00	0.00
Total Expense			1,640.00	0.00
Dept Excess Revenue Over (Under) Expenditures			0.00	0.00
9520 Lucknow & District Recreation - Bar Sales				
Revenue				
01-9520-3025	Beer Sales		30,613.31	64,000.00
01-9520-3800	Liquor Sales		2,287.61	14,000.00
01-9520-3805	Cooler Sales		584.06	2,500.00
01-9520-3810	Pop Sales		14.16	100.00
01-9520-3815	Chip Sales		0.00	0.00
01-9520-3820	Alcohol Ticket Sales Unused		84.07	500.00
Total Revenue			33,583.21	81,100.00
Expense				
01-9520-7100	Wages		2,964.92	7,500.00
01-9520-7200	Benefits		407.41	1,100.00
01-9520-7261	Advertising		0.00	100.00
01-9520-7266	Insurance		891.00	600.00
01-9520-7326	Chips		0.00	50.00
01-9520-7346	Refrigeration Trailer Rentals		0.00	1,200.00
01-9520-7357	Equipment - R & M - Services		717.32	500.00
01-9520-7358	Equipment - R & M - Supplies		0.00	200.00
01-9520-7510	Beer		17,383.47	34,000.00
01-9520-7511	Liquor		364.70	3,500.00
01-9520-7512	Bar Supplies		68.99	500.00
01-9520-7513	Coolers		213.84	1,500.00
01-9520-7514	Pop		321.62	750.00
01-9520-7515	Smart Serve Training		34.95	100.00
01-9520-7525	Profit Share - Lancers		1,737.00	7,250.00
01-9520-7530	Profit Share - Service Clubs		2,920.35	4,000.00
01-9520-7535	Profit Share - Stag & Does		0.00	5,000.00
Total Expense			28,025.57	67,850.00
Dept Excess Revenue Over (Under) Expenditures			5,557.64	13,250.00
9525 Lucknow & District Recreation - Base/Softball				
Revenue				
01-9525-3800	Registration Receipts		0.00	3,500.00
Total Revenue			0.00	3,500.00
Expense				
01-9525-7511	Association Fees		0.00	600.00
01-9525-7513	Tournament Expenses		0.00	1,000.00
01-9525-7514	Equipment		0.00	650.00
01-9525-7517	Umpires		0.00	800.00
Total Expense			0.00	3,050.00

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Account	Description	Previous Year Total	Current Year To Date Actual	Total Budget
Dept Excess Revenue Over (Under) Expenditures			0.00	450.00
9535 Lucknow & District Recreation - Soccer				
Revenue				
01-9535-3025	Donations		579.70	0.00
01-9535-3800	Registration Receipts		0.00	7,000.00
01-9535-3805	Field Rentals		0.00	0.00
Total Revenue			579.70	7,000.00
Expense				
01-9535-7266	Player Insurance		0.00	750.00
01-9535-7510	Referees		0.00	1,000.00
01-9535-7511	Association Fees		0.00	100.00
01-9535-7513	Tournament Expenses		129.31	300.00
01-9535-7514	Equipment		0.00	500.00
Total Expense			129.31	2,650.00
Dept Excess Revenue Over (Under) Expenditures			450.39	4,350.00
9540 Lucknow & District Recreation - Summer Camp				
Revenue				
01-9540-3800	Registration Receipts		0.00	5,000.00
Total Revenue			0.00	5,000.00
Expense				
01-9540-7100	Wages		0.00	3,000.00
01-9540-7200	Benefits		0.00	250.00
01-9540-7261	Advertising		0.00	200.00
01-9540-7326	Materials & Supplies		0.00	1,000.00
Total Expense			0.00	4,450.00
Dept Excess Revenue Over (Under) Expenditures			0.00	550.00
9542 Lucknow & District Recreation - Splash Pad				
Expense				
01-9542-7100	Wages		337.84	150.00
01-9542-7200	Benefits		83.64	50.00
01-9542-7326	Materials & Supplies		0.00	550.00
01-9542-7514	Equipment		0.00	100.00
Total Expense			421.48	850.00
Dept Excess Revenue Over (Under) Expenditures			(421.48)	(850.00)
9545 Lucknow & District Recreation - Swimming Pool				
Revenue				
01-9545-3025	Donations		0.00	0.00
01-9545-3800	Registration Receipts		0.00	6,000.00
01-9545-3805	Gate Receipts		0.00	3,500.00
01-9545-3810	Public Swimming Sponsorship		0.00	4,500.00
01-9545-4900	Provincial Grant		0.00	0.00
Total Revenue			0.00	14,000.00
Expense				
01-9545-7100	Wages		1,398.53	34,000.00
01-9545-7200	Benefits		219.01	4,000.00

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Account	Description	Previous Year Total	Current Year To Date Actual	Total Budget
01-9545-7260	Telephone		73.32	0.00
01-9545-7261	Advertising		0.00	150.00
01-9545-7266	Insurance		3,464.34	2,500.00
01-9545-7271	Swim Meets - Travel		0.00	100.00
01-9545-7318	Utilities - Propane		0.00	2,000.00
01-9545-7320	Utilities - Hydro		629.34	2,250.00
01-9545-7321	Utilities - Water		475.00	750.00
01-9545-7322	Utilities - Sewer		680.00	450.00
01-9545-7323	Building - R & M - Services/Supplies		10.09	2,500.00
01-9545-7326	Materials & Supplies		0.00	5,000.00
01-9545-7354	Health & Safety		0.00	100.00
01-9545-7511	Association Fees		162.50	125.00
Total Expense			7,112.13	53,925.00
Dept Excess Revenue Over (Under) Expenditures			(7,112.13)	(39,925.00)
9554 Lucknow & District Recreation - Fitness / Zumba				
Revenue				
01-9554-3800	Fitness / Zumba Receipts		840.00	4,000.00
Total Revenue			840.00	4,000.00
Expense				
01-9554-7351	Class Services		840.00	3,000.00
Total Expense			840.00	3,000.00
Dept Excess Revenue Over (Under) Expenditures			0.00	1,000.00
9555 Lucknow & District Recreation - Lucknow Parks				
Revenue				
01-9555-3800	Slo-Pitch Receipts		3,190.80	9,000.00
01-9555-3810	Ball Diamond Rentals		0.00	0.00
01-9555-3820	Grass Cutting / Maint Etc - Recovery		0.00	0.00
Total Revenue			3,190.80	9,000.00
Expense				
01-9555-7266	Caledonia Ball Diamond & Park		5,547.39	9,000.00
01-9555-7267	Kinsmen Ball Diamond & Park		4,504.02	9,000.00
01-9555-7268	Kinsmen Soccer Field		10,576.12	12,000.00
01-9555-7269	Dungannon North Ball Diamond		1,351.72	5,000.00
01-9555-7270	Skate Board Park		530.40	400.00
Total Expense			22,509.65	35,400.00
Dept Excess Revenue Over (Under) Expenditures			(19,318.85)	(26,400.00)
9560 Lucknow & District Recreation - Capital Projects				
Revenue				
01-9560-3500	Transfer from Reserves		0.00	0.00
01-9560-4900	Grants/Donations		45,932.25	63,000.00
Total Revenue			45,932.25	63,000.00
Expense				
01-9560-9085	New Doors		2,021.23	2,500.00
01-9560-9120	Sprinkler System		6,100.51	7,000.00
01-9560-9125	Surveillance System		7,244.51	8,500.00
01-9560-9135	Arena Lighting		49,026.93	60,000.00
01-9560-9170	Sand for Pool Filtration System		1,450.82	2,500.00

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Account	Description	Previous Year Total	Current Year To Date Actual	Total Budget
01-9560-9180	Washroom Renovations		31,491.05	35,000.00
01-9560-9260	Pool Changeroom Upgrades		55,158.34	60,000.00
01-9560-9265	Olympia Water Heater		0.00	0.00
01-9560-9280	Chain Hoist		1,291.05	2,000.00
01-9560-9285	Lawn Mower		16,688.64	18,000.00
Total Expense			170,473.08	195,500.00
Dept Excess Revenue Over (Under) Expenditures			(124,540.83)	(132,500.00)
9595 Lucknow & District Recreation - Contributions				
Revenue				
01-9595-3040	Contributions - Ashfield-Colborne-Wa		186,551.60	217,787.50
01-9595-3045	Contributions - Huron-Kinloss		186,551.60	217,787.50
Total Revenue			373,103.20	435,575.00
Dept Excess Revenue Over (Under) Expenditures			373,103.20	435,575.00
Category Excess Revenue Over (Under) Expenditures			0.00	0.00

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Account	Description	Previous Year Total	Current Year To Date Actual	Total Budget
REPORT SUMMARY				
01-1005	General Revenues	5,892,507.27		5,647,511.00
01-1020	General Administration	947,045.79		1,745,000.00
01-2010	Lucknow & District Fire Department	277,486.44		283,150.00
01-2050	Protective Inspection & Control	31,030.53		23,000.00
01-2500	Roads Administration	37,608.03		30,300.00
01-2528	Gravel Pit Farms	1,184,255.24		1,187,000.00
01-2550	Grader Volvo - 2005 (AM1)	24,575.00		0.00
01-2551	Grader Volvo - 2011 (AM2)	28,225.00		0.00
01-2552	Tandem International - 2020 (CM4)	19,250.00		0.00
01-2553	Tandem International - 2016 (AM4)	16,125.00		0.00
01-2554	Tractor New Holland T6.145 - 2017 (AM5)	14,735.00		0.00
01-2555	Pickup Dodge - 2018 (ACW6)	2,850.00		0.00
01-2556	Pickup Ford - 2016 (ACW5)	6,437.50		0.00
01-2559	Wheel Loader Volvo - 2007 (AM8)	10,325.00		0.00
01-2560	Grader Volvo - 2009 (CM2)	36,625.00		0.00
01-2561	Tandem International - 2019 (CM3)	17,100.00		0.00
01-2562	Grader Volvo - 2006 (CM1)	41,000.00		0.00
01-2563	Tractor MF 5455 - 2009 (CM5)	16,852.50		0.00
01-2564	Tandem International - 2007 (WM8)	22,700.00		0.00
01-2566	Grader Volvo - 2002 (WM1)	22,775.00		0.00
01-2568	John Deere Bulldozer 750J - 2012 (AM7)	9,625.00		0.00
01-2569	Tandem International - 2010 (WM4)	19,075.00		0.00
01-2570	Tractor Ford - 1995 (WM5)	1,925.00		0.00
01-2571	Grader Volvo - 2006 G970 (WM6)	34,125.00		0.00
01-2573	Tandem International - 2013 (AM3)	20,900.00		0.00
01-2574	Pickup GMC - 2004 (CM6)	87.50		0.00
01-2575	Pickup Ford - 2020 (ACW1)	0.00		0.00
01-2579	Pickup GMC - 2011 (ACW2)	2,562.50		0.00
01-2580	Pickup Ford - 2012 (ACW3)	4,675.00		0.00
01-2581	Pickup Ford - 2014 (ACW4)	6,987.50		0.00
01-2600	Roads Capital	1,223,108.38		1,255,000.00
01-2900	Dungannon Streetlights	6,525.00		6,570.00
01-2905	Port Albert Streetlights	3,192.00		3,192.00
01-2910	Airport Streetlights	210.00		210.00
01-2915	Saltford Streetlights	4,500.00		4,500.00
01-2920	Benmiller Streetlights	920.00		920.00
01-2925	St. Helens Streetlights	273.00		273.00
01-2930	Auburn Streetlights	1,750.00		1,750.00
01-3010	ACW Water Department	637,729.70		1,557,500.00

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Account	Description	Previous Year Total	Current Year To Date Actual	Total Budget
01-3020	Ashfield Ward Landfill Site		111,626.20	102,500.00
01-3028	ACW Waste Collection		100,777.00	70,000.00
01-3029	ACW Recycling Collection		56,905.12	50,000.00
01-3035	Municipal Drains		614,884.37	25,000.00
01-3070	Tile Drain Loans		94,659.64	0.00
01-3500	Building Department		392,593.27	315,750.00
01-3510	Planning Administration		43,888.00	21,000.00
01-6000	County of Huron		5,484,834.95	0.00
01-6005	English Public School		1,980,556.85	0.00
01-6010	English Separate School		277,180.19	0.00
01-6015	French Public School		767.08	0.00
01-6020	French Separate School		1,900.26	0.00
01-8000	General Recreation		2,700.00	2,650.00
01-8010	St. Helens Hall		2,403.00	1,500.00
01-8015	Benmiller Ball Diamonds		0.00	3,100.00
01-8020	Benmiller Community Hall		2,503.00	7,500.00
01-8030	Lucknow & District Medical Centre		42,414.79	41,800.00
01-8040	Colborne Cemetery		22,700.00	21,300.00
01-9500	Lucknow & District Recreation - Admin & General		22,107.44	23,200.00
01-9501	Lucknow & District Recreation - Arena Winter		81,176.71	124,750.00
01-9502	Lucknow & District Recreation - Arena Summer		161.03	4,500.00
01-9504	Lucknow & District Recreation - Upstairs		425.00	1,000.00
01-9505	Lucknow & District Recreation - Fitness Centre		702.00	700.00
01-9506	Lucknow & District Recreation - Multi-Purpose Rm		1,680.00	4,500.00
01-9510	Lucknow & District Recreation - Hockey		1,640.00	0.00
01-9520	Lucknow & District Recreation - Bar Sales		33,583.21	81,100.00
01-9525	Lucknow & District Recreation - Base/Softball		0.00	3,500.00
01-9535	Lucknow & District Recreation - Soccer		579.70	7,000.00
01-9540	Lucknow & District Recreation - Summer Camp		0.00	5,000.00
01-9545	Lucknow & District Recreation - Swimming Pool		0.00	14,000.00
01-9554	Lucknow & District Recreation - Fitness / Zumba		840.00	4,000.00
01-9555	Lucknow & District Recreation - Lucknow Parks		3,190.80	9,000.00
01-9560	Lucknow & District Recreation - Capital Projects		45,932.25	63,000.00
01-9595	Lucknow & District Recreation - Contributions		373,103.20	435,575.00
Fund 01 Total Revenue			20,426,093.94	13,188,801.00
01-1010	Council		131,748.36	160,711.00
01-1020	General Administration		1,525,327.94	2,354,300.00
01-2010	Lucknow & District Fire Department		277,486.44	283,150.00
01-2030	Conservation Authority		204,547.78	200,700.00
01-2050	Protective Inspection & Control		1,388,949.56	1,428,450.00
01-2500	Roads Administration		173,004.65	179,000.00

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Account	Description	Previous Year Total	Current Year To Date Actual	Total Budget
01-2501	Roads Overhead		110,804.59	115,700.00
01-2502	Bridges & Culverts		30,750.90	30,000.00
01-2503	Roadside Grass Mowing		31,972.77	70,000.00
01-2504	Brushing & Tree Trimming		95,266.15	105,000.00
01-2505	Ditching		21,415.10	33,500.00
01-2506	Catch Basins		2,556.54	4,000.00
01-2507	Spray Patching		50,947.81	64,300.00
01-2508	Sweeping		3,612.12	7,300.00
01-2509	Shoulder Maintenance		20,839.01	25,000.00
01-2510	Resurfacing		1,062.37	6,000.00
01-2511	Patching & Washouts		7,637.60	20,000.00
01-2512	Grading & Scarifying		173,269.12	150,000.00
01-2513	Dust Control		177,287.41	180,000.00
01-2514	Gravel Resurfacing		385,890.98	382,500.00
01-2515	Snowplowing		258,174.27	350,000.00
01-2516	Sanding and Salting		96,634.40	80,000.00
01-2519	Safety Devices & Signs		44,460.69	35,000.00
01-2520	Miscellaneous		2,516.85	4,300.00
01-2522	Littering		1,961.95	5,000.00
01-2524	Colborne Works Shed		36,548.20	40,000.00
01-2525	Roads Municipal Drains		99,103.20	150,000.00
01-2526	Wawanosh Works Shed		21,061.63	30,000.00
01-2527	Ashfield Works Shed		37,320.18	50,000.00
01-2528	Gravel Pit Farms		1,227,493.59	1,308,000.00
01-2550	Grader Volvo - 2005 (AM1)		26,882.24	0.00
01-2551	Grader Volvo - 2011 (AM2)		17,251.02	0.00
01-2552	Tandem International - 2020 (CM4)		25,066.54	0.00
01-2553	Tandem International - 2016 (AM4)		14,971.62	0.00
01-2554	Tractor New Holland T6.145 - 2017 (AM5)		9,358.41	0.00
01-2555	Pickup Dodge - 2018 (ACW6)		6,568.44	0.00
01-2556	Pickup Ford - 2016 (ACW5)		8,873.64	0.00
01-2558	Sweeper - Smyth (AE2)		0.00	0.00
01-2559	Wheel Loader Volvo - 2007 (AM8)		6,587.11	0.00
01-2560	Grader Volvo - 2009 (CM2)		45,649.06	0.00
01-2561	Tandem International - 2019 (CM3)		21,832.43	0.00
01-2562	Grader Volvo - 2006 (CM1)		19,761.18	0.00
01-2563	Tractor MF 5455 - 2009 (CM5)		12,163.38	0.00
01-2564	Tandem International - 2007 (WM8)		30,654.70	0.00
01-2565	Mower Colborne (CE1)		0.00	0.00
01-2566	Grader Volvo - 2002 (WM1)		14,432.55	0.00
01-2567	Grader Champion - 1988 (WM2)		366.97	0.00
01-2568	John Deere Bulldozer 750J - 2012 (AM7)		5,411.81	0.00

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Account	Description	Previous Year Total	Current Year To Date Actual	Total Budget
01-2569	Tandem International - 2010 (WM4)		18,780.87	0.00
01-2570	Tractor Ford - 1995 (WM5)		6,097.32	0.00
01-2571	Grader Volvo - 2006 G970 (WM6)		20,454.41	0.00
01-2572	Mower Kuhn Wawanosh - 1999 (WE1)		0.00	0.00
01-2573	Tandem International - 2013 (AM3)		19,488.40	0.00
01-2574	Pickup GMC - 2004 (CM6)		131.34	0.00
01-2575	Pickup Ford - 2020 (ACW1)		1,638.66	0.00
01-2576	Mower Kuhn - 2009 (AE3)		0.00	0.00
01-2577	Tri-Axle Trailer (AM9)		0.00	0.00
01-2578	Landscape Trailer (CM9)		0.00	0.00
01-2579	Pickup GMC - 2011 (ACW2)		2,827.01	0.00
01-2580	Pickup Ford - 2012 (ACW3)		5,643.94	0.00
01-2581	Pickup Ford - 2014 (ACW4)		6,622.94	0.00
01-2599	Transfer to Equipment Replacement		32,021.51	0.00
01-2600	Roads Capital	1,546,939.65		1,770,000.00
01-2900	Dungannon Streetlights	6,525.00		6,570.00
01-2905	Port Albert Streetlights	3,192.00		3,192.00
01-2910	Airport Streetlights	210.00		210.00
01-2915	Saltford Streetlights	4,500.00		4,500.00
01-2920	Benmiller Streetlights	920.00		920.00
01-2925	St. Helens Streetlights	273.00		273.00
01-2930	Auburn Streetlights	1,750.00		1,750.00
01-3010	ACW Water Department	637,729.70		1,557,500.00
01-3020	Ashfield Ward Landfill Site	120,542.09		135,750.00
01-3021	Wawanosh Ward Landfill Site	17,291.35		25,000.00
01-3025	Ashfield Ward General Recycling	3,899.49		11,500.00
01-3028	ACW Waste Collection	70,746.44		73,000.00
01-3029	ACW Recycling Collection	131,046.56		135,000.00
01-3035	Municipal Drains	637,140.39		50,200.00
01-3070	Tile Drain Loans	94,659.64		0.00
01-3500	Building Department	392,593.27		315,750.00
01-3510	Planning Administration	39,188.14		27,750.00
01-6000	County of Huron	5,484,831.30		0.00
01-6005	English Public School	1,980,556.53		0.00
01-6010	English Separate School	277,180.62		0.00
01-6015	French Public School	766.23		0.00
01-6020	French Separate School	1,900.79		0.00
01-8000	General Recreation	246,299.53		292,800.00
01-8010	St. Helens Hall	9,431.78		11,500.00
01-8015	Benmiller Ball Diamonds	3,493.10		10,500.00
01-8020	Benmiller Community Hall	28,751.91		34,600.00
01-8030	Lucknow & District Medical Centre	42,414.79		41,800.00

General Ledger

Annual Department Budget vs. Actual Comparison Report

Fiscal Year Ending: DEC 31,2020 - From Period 1 To Period 12 Ending DEC 31,2020

Account	Description	Previous Year Total	Current Year To Date Actual	Total Budget
01-8040	Colborne Cemetery		46,027.83	46,000.00
01-9500	Lucknow & District Recreation - Admin & General		239,816.35	289,750.00
01-9501	Lucknow & District Recreation - Arena Winter		70,138.54	88,600.00
01-9502	Lucknow & District Recreation - Arena Summer		19,118.27	26,700.00
01-9504	Lucknow & District Recreation - Upstairs		2,019.55	6,500.00
01-9505	Lucknow & District Recreation - Fitness Centre		1,380.94	700.00
01-9506	Lucknow & District Recreation - Multi-Purpose Rm		1,496.47	1,900.00
01-9510	Lucknow & District Recreation - Hockey		1,640.00	0.00
01-9520	Lucknow & District Recreation - Bar Sales		28,025.57	67,850.00
01-9525	Lucknow & District Recreation - Base/Softball		0.00	3,050.00
01-9535	Lucknow & District Recreation - Soccer		129.31	2,650.00
01-9540	Lucknow & District Recreation - Summer Camp		0.00	4,450.00
01-9542	Lucknow & District Recreation - Splash Pad		421.48	850.00
01-9545	Lucknow & District Recreation - Swimming Pool		7,112.13	53,925.00
01-9554	Lucknow & District Recreation - Fitness / Zumba		840.00	3,000.00
01-9555	Lucknow & District Recreation - Lucknow Parks		22,509.65	35,400.00
01-9560	Lucknow & District Recreation - Capital Projects		170,473.08	195,500.00
Fund 01 Total Expenditure			19,415,112.13	13,188,801.00
Fund 01 Excess Revenue Over (Under) Expenditures			1,010,981.81	0.00
Report Total Revenue			20,426,093.94	13,188,801.00
Report Total Expenditure			19,415,112.13	13,188,801.00
Report Excess Revenue Over (Under) Expenditures			1,010,981.81	0.00

**Ministry of the Environment
Conservation and Parks**

Drinking Water and Environmental
Compliance Division

Owen Sound District Office
101 17th St. E., 3rd Floor
Owen Sound ON N4K 0A5

**Ministère de l'Environnement, de
la Protection de la nature et des
Parcs**

Division de la conformité en matière d'eau
potable et d'environnement

Bureau du district de Owen Sound
101, 17^e rue Est, 3^e étage
Owen Sound ON N4K 0A5

7.1.1



January 14, 2021

Sent by Email: clerk@acwtownship.ca

The Corporation of the Municipality of the Township of Ashfield-Colborne-Wawanosh
82133 Council Line, R.R. #5
Goderich, Ontario
N7A 3Y2

Attention: Florence Witherspoon
Clerk

Dear Ms. Witherspoon:

Re: 2020/2021 Inspection Report 1-OEBPQ
Courtney Distribution System
Drinking Water Licence 080-101, Issue #4
Drinking Water Works Permit 080-202, Issue #5

The enclosed report documents findings of the inspection that was performed on October 28, 2020. Two sections of the report, namely “Actions Required” and “Recommended Actions”, specify due dates for the submission of information or plans to my attention.

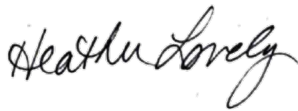
Please note that “Actions Required” are linked to incidents of non-compliance with regulatory requirements contained within an Act, a Regulation, or site-specific approvals, orders or instructions; “Recommended Actions” convey information that the owner or operating authority should consider implementing in order to conform with existing and emerging industry standards.

The report includes an Inspection Summary Rating Record as an appendix. This record forms part of the ministry’s comprehensive, risk-based inspection process. The rating provides a quantitative measure of the inspection results for this specific drinking water system for the reporting year. An inspection rating that is less than 100 per cent does not mean that the drinking water from the system is unsafe. The primary goals of this assessment are to encourage ongoing improvement of drinking water systems and to measure this progress from year to year.

I would like to remind you that Section 19 of the Safe Drinking Water Act, 2002 (Standard of Care) creates a number of obligations for individuals who exercise decision-making authority over municipal drinking water systems, including members of municipal councils. "Taking Care of Your Drinking Water: A guide for members of municipal council", a publication found on the [Drinking Water Ontario website](http://www.ontario.ca/environment-and-energy/municipal-drinking-water-systems-licencing-registration-and-permits) (<http://www.ontario.ca/environment-and-energy/municipal-drinking-water-systems-licencing-registration-and-permits>), provides further information about these obligations.

Should you have any questions regarding the content of the enclosed report, please do not hesitate to contact me.

Yours truly,



Heather Lovely
Water Compliance Inspector
Phone: 519-376-2152
e-mail: heather.lovely@ontario.ca

Enclosure

ec: - Dr. Maarten Bokhout, Medical Officer of Health, Huron County Health Unit
- Jean-Guy Albert, Public Health Manager, Huron County Health Unit
- Deb Primeau, Drinking Water Admin Assistant, Huron County Health Unit
- Nancy Mayhew, Overall Responsible Operator, Veolia Water Canada
- Phil Beard, General Manager, Maitland Valley Conservation Authority-
- Mark Smith, Water Compliance Supervisor, Ministry of the Environment, Conservation and Parks

c: File SI-HU-AC-AM-540 (2020)



Ministry of the Environment, Conservation and Parks

**COURTNEY SUBDIVISION DISTRIBUTION SYSTEM
Inspection Report**

Site Number:	260006295
Inspection Number:	1-OEBPQ
Date of Inspection:	Oct 28, 2020
Inspected By:	Heather Lovely

OWNER INFORMATION:

Company Name:	ASHFIELD-COLBORNE-WAWANOSH, THE CORPORATION OF THE TOWNSHIP OF		
Street Number:	82133	Unit Identifier:	
Street Name:	COUNCIL Line		
City:	GODERICH		
Province:	ON	Postal Code:	N7A 3Y2

CONTACT INFORMATION

Type:	Operating Authority Compliance	Name:	Nancy Mayhew
Phone:	(519) 524-6583	Fax:	(519) 524-9358
Email:	nancy.mayhew@veolia.com		
Title:	Overall Responsible Operator		

Type:	Owner	Name:	Florence Witherspoon
Phone:	(519) 524-4669 x310	Fax:	(519) 524-1951
Email:	clerk@acwtownship.ca		
Title:	Clerk		

INSPECTION DETAILS:

Site Name:	COURTNEY SUBDIVISION DISTRIBUTION SYSTEM
Site Address:	ASHFIELD-COLBORNE-WAWANOSH
County/District:	ASHFIELD-COLBORNE-WAWANOSH
MECP District/Area Office:	Owen Sound Area Office
Health Unit:	HURON COUNTY HEALTH UNIT
Conservation Authority:	Maitland Valley Conservation Authority
MNR Office:	Guelph District Office
Category:	Large Municipal Residential
Site Number:	260006295
Inspection Type:	Unannounced
Inspection Number:	1-OEBPQ
Date of Inspection:	Oct 28, 2020
Date of Previous Inspection:	Nov 06, 2019

COMPONENTS DESCRIPTION

Site (Name):	MOE DWS Mapping	Sub Type:	
Type:	DWS Mapping Point		

Site (Name):	Amberley/Courtney Distribution System	Sub Type:	Other
Type:	Other		

Comments:
Several small private water systems used to operate in the northwest corner of the former Township of Ashfield, in an area known as Amberly Beach. These systems included the Courtney, Elliott, Amberly Beach and the South Amberly Beach water systems. In November 2002, the Township of Ashfield-Colborne-Wawanosh (ACW) completed the

construction of new watermains with connections to the existing watermains and registered the system as the Courtney Subdivision Distribution System. In response to the need to upgrade this infrastructure, the Owner opted to connect to the Lakeshore Well Supply, a large municipal residential system owned by the Township of Huron-Kinloss.

The two municipalities have a written agreement by which the Operating Authority, Veolia Water Canada, operates both drinking water systems and treats the Courtney Subdivision Distribution System as part of the Lakeshore Drinking Water System. (Huron-Kinloss By-law 2014-136 and ACW By-law 61-2014.)

The Courtney Subdivision Distribution System is categorized as a Water Distribution Subsystem Class 1 (No. 3741 issued April 30, 2006) with approximately 120 service connections in 2.7 km distribution watermains and 7 hydrants.

MDWL (080-101, Issue#: 4) and DWWP (080-202, Issue#: 5) were issued June 19, 2020.

MDWL - Licence Expiry Date: June 18, 2024; Application for Licence Renewal Date: December 18, 2024.

INSPECTION SUMMARY:

Introduction

- The primary focus of this inspection is to confirm compliance with Ministry of the Environment, Conservation and Parks (MECP) legislation as well as evaluating conformance with ministry drinking water policies and guidelines during the inspection period.

This drinking water system is subject to the legislative requirements of the Safe Drinking Water Act, 2002 (SDWA) and regulations made therein, including Ontario Regulation 170/03, "Drinking Water Systems" (O.Reg. 170/03). This inspection has been conducted pursuant to Section 81 of the SDWA.

This report is based on an inspection of a "stand alone connected distribution system". This type of system receives treated water from a separately owned "donor" system. This report contains elements required to assess key compliance and conformance issues associated with a "receiver" system. This report does not contain items associated with the inspection of the donor system, such as source waters, intakes/wells and treatment facilities.

This inspection report does not suggest that all applicable legislation and regulations were evaluated. It remains the responsibility of the owner to ensure compliance with all applicable legislative and regulatory requirements.

On October 28, 2020 Water Inspector, Heather Lovely, met with ORO, Nancy Mayhew, to inspect the Courtney Subdivision Distribution System (DS) concurrently with the Lakeshore Drinking Water System (DWS).

The Lakeshore DWS is located in the Township of Huron-Kinloss and supplies water to the Courtney Subdivision DS located in the Township of Ashfield Colborne Wawanosh (ACW). The two municipalities have a written agreement by which the Operating Authority, Veolia Water Canada, operates both drinking water systems and treats the Courtney Subdivision DS as part of the Lakeshore DWS.

The inspection period for this report is from the date of the last inspection, November 6, 2019, to the date of the current inspection, October 28, 2020.

Treatment Processes

- **Records confirmed that the water treatment equipment which provides chlorination or chloramination for secondary disinfection purposes was operated so that at all times and all locations in the distribution system the chlorine residual was never less than 0.05 mg/l free or 0.25 mg/l combined.**

The free chlorine residual was measured each day in the distribution system during the inspection period, with the minimum measurement of 0.86 mg/L on September 21, 2020 (n=357).

- **Where an activity has occurred that could introduce contamination, all parts of the drinking water system were disinfected in accordance with Schedule B, Condition 2.3 of the Drinking Water Works Permit.**

The Ministry published an updated "Watermain Disinfection Procedure" on August 1, 2020.

The Courtney DS, Drinking Water Works Permit, # 080-201, Issue 5, dated June 19, 2020 states the following in Schedule B:

2.3 All parts of the drinking water system in contact with drinking water that are added, modified, replaced, extended shall be disinfected in accordance with a procedure approved by the Director or in accordance with the applicable provisions of the following documents:

a) The ministry's Watermain Disinfection Procedure, dated November 2015;

Treatment Processes

b) Subject to condition 2.3.2, any updated version of the ministry's Watermain Disinfection Procedure; 2.3.2 Updated requirements described in condition 2.3 b) are effective six months from the date of publication of the updated Watermain Disinfection Procedure.

Therefore, if watermains are installed or repaired within the Courtney South Lucknow DS system, the Ministry's updated "Watermain Disinfection Procedure, dated August 2020, must be followed after February 1, 2021 (6 months from the publication date). Prior to February 1, 2021, the Ministry's Watermain Disinfection Procedure, dated November 2015 is to be followed.

- **Up-to-date plans for the drinking water system were kept in a place, or made available in such a manner, that they could be readily viewed by all persons responsible for all or part of the operation of the drinking water system in accordance with the DWWP and MDWL issued under Part V of the SDWA.**

The Courtney DS Operations Manual contains distribution schematics that are readily available to operators electronically via Google Documents on individual mobile devices (i.e. smartphones).

Treatment Process Monitoring

- **The secondary disinfectant residual was measured as required for the distribution system.**

The free chlorine residual was measured each day in the distribution system during the inspection period, with the minimum measurement of 0.86 mg/L on September 21, 2020 (n=357).

- **Operators were examining continuous monitoring test results and they were examining the results within 72 hours of the test.**

The ORO provided SCADA login information (Excel file format) for each month to demonstrate how often operators reviewed SCADA data remotely. For any remote review period greater than 72 hours, the SCADA Daily Operating Log was reviewed to determine length of time between SCADA information reviews. These monthly logs are kept at the Veolia Ripley office since operators review all of the Huron-Kinloss SCADA information at once print trend reports ("eRIS reports") for each DWS. Operators also generate "incident reports" to provide details concerning anomalous data and operator response or circumstance (e.g. power outage).

SCADA trend information was consistently reviewed within 72 hours.

(Note: The SCADA login history does not record when operators review information in the office. Remote SCADA login is recorded in the login history as it is intended to be a fool-proof way to prevent any unauthorized changes to the DWS.)

Distribution System

- **There is a backflow prevention program, policy and/or bylaw in place.**

The H-K-Lakeshore Contingency Plan, (donor system) addresses backflow and cross contamination procedures.

- **The owner had implemented a program for the flushing of watermains as per industry standards.**

Operating Authority staff conduct watermain flushing semi-annually.

- **Records confirmed that disinfectant residuals were routinely checked at the extremities and "dead ends" of the distribution system.**

As per the Lakeshore Operations Manual, "Daily System Checks" (LS-OM-12), "Emphasis should be put on sampling the dead ends of the system".

- **A program was in place for inspecting and exercising valves.**

Distribution System

According to the Lakeshore DWS Operations Manual "Valve exercising... should be carried out at the time of the spring flushing" (document LS-OM-08-0). Records confirm that valve exercising was conducted with the flushing semi-annually.

- **The owner was able to maintain proper pressures in the distribution system and pressure was monitored to alert the operator of conditions which may lead to loss of pressure below the value under which the system is designed to operate.**

There were no complaints made to the owner concerning water pressure.

- **The receiving system was claiming exemptions to O. Reg. 170/03 available under subsection 5(4), and the agreement with the donor satisfied the requirements prescribed by subsection 5(4).**

There is a water agreement between the Township of Huron-Kinloss (donor) and the Township of Ashfield-Colborne-Wawanosh (ACW) (receiver); Huron-Kinloss By-law 2014-136 and ACW By-law 61-2014.

- **The donor had provided an Annual Report to the receiver drinking water system.**

The Annual Report and Summary Report were combined into one report for the first time during the inspection review period. The "Lakeshore Annual Report and Summary Report – For the 2019 Operating Year" was written by ORO, Nancy Mayhew, and was provided to the Lakeshore DWS owner, Municipality of Huron-Kinloss and the owner of the, Courtney Distribution System (water receiver), the Municipality of Ashfield-Colborne-Wawanosh (ACW) via "Google Docs" before February 28, 2020.

The content of the report met the criteria stipulated in O. Reg. 170/03 Section 11 (Annual Report) and was reviewed by municipal council on March 3, 2020 (Item # 7.1.2).

Operations Manuals

- **Operators and maintenance personnel had ready access to operations and maintenance manuals.**

The Courtney Subdivision Operations Manual is available in the document binder of the Point Clark pump house of the Lakeshore DWS as well as the Veolia Water Canada Ripley Office and a master copy is kept at the Goderich Water Treatment Plant.

- **The operations and maintenance manuals contained plans, drawings and process descriptions sufficient for the safe and efficient operation of the system.**
- **The operations and maintenance manuals met the requirements of the Drinking Water Works Permit and Municipal Drinking Water Licence issued under Part V of the SDWA.**

Logbooks

- **For every required operational test and every required sample, a record was made of the date, time, location, name of the person conducting the test and result of the test.**
- **Logs or other record keeping mechanisms were available for at least five (5) years.**

An owner representative confirmed that records will be kept for the required time frames.

Contingency/Emergency Planning

- **Clean-up equipment and materials were in place for the clean up of spills.**

Each operator has materials and equipment to clean up a spill should one occur.

Contingency/Emergency Planning

Security

- **The owner had provided security measures to protect components of the drinking water system.**

There are two sample stations located on this system, both of which are kept locked and secure.

Consumer Relations

- **The owner and/or operating authority undertook efforts to promote water conservation and reduce water losses in their system.**

This DS is managed as part of the Lakeshore DWS and water conservation measures (i.e. lawn watering) is addressed in the Huron-Kinloss By-Law 99-88.

Certification and Training

- **The overall responsible operator had been designated for each subsystem.**

The Overall Responsible Operator for the Lakeshore DWS, and consequently for the Courtney Subdivision DS, is Nancy Mayhew with Veolia Water Canada. The ORO for each day is noted in the pump house logbooks for the Lakeshore DWS.

- **Operators-in-charge had been designated for all subsystems which comprised the drinking water system.**

The Operator-In-Charge (OIC) is designated for each day and documented in the pump house logbooks for the Lakeshore DWS.

- **All operators possessed the required certification.**

The Courtney DS is operated as an extension of the Lakeshore DWS.

The Lakeshore DWS is classified as a Class 3 Water Distribution and Supply Subsystem. Persons making operational adjustments to the Lakeshore DWS are required to hold, or be deemed to hold, a valid Class 3 Water Distribution and Supply (WD&S) operator's certificate.

On July 15, 2020, emergency order O. Reg. 75/20 Drinking Water System and Sewage Works under the Reopening of Ontario (A Flexible Response to Covid-19) Act, 2020 was amended.

The amended emergency order extends all drinking water certificates and wastewater licences expiring between March 23, 2020 and October 31, 2020 to the later of the following dates:

- the end of the sixth month after the original expiry date
- the end of the third month after July 24, 2020 (termination of Ontario's declaration of emergency, O. Reg. 50/20)

Under this emergency order Nancy Mayhew's Water Distribution Subsystem Class 3 certification is extended to January 31, 2021 (original expiry was July 31, 2020) and Ben Nethery's Water Treatment Subsystem Class 1 certification is extended to March 31, 2021 (original expiry September 30, 2020).

Therefore, during the inspection period, there were primarily five (5) operators who did most of the operational checks and sampling for the Lakeshore DWS. All of these operators had adequate and current certification for the inspection period. Two (2) operators hold Water Distribution and Supply (WD&S) Class 3 certification, two operators hold WD&S Class 2 and one has a WD&S OIT certificate. Operators without WD&S Class 3 certificates report to the OIC or ORO.

- **Only certified operators made adjustments to the treatment equipment.**

Certification and Training

- **An adequately licenced operator was designated to act in place of the overall responsible operator when the overall responsible operator was unable to act**

If ORO, Nancy Mayhew, was unavailable to act, John Graham was the designated ORO for the facility. John Graham holds a Water Treatment Subsystem Class 3 that expires August 31, 2022, and a Water Distribution and Supply Subsystem that expires August 31, 2022. The ORO is stipulated each day in the pump house logbooks.

Water Quality Monitoring

- **All microbiological water quality monitoring requirements for distribution samples were being met.**

Based on a population of 5,548 residents, the Lakeshore DWS is required to take thirteen (8 + 5) distribution samples per month, with at least one taken each week. This includes sampling within the Courtney Subdivision DS. Microbiological sampling in the distribution system was conducted more frequently than required with seven (7) samples were taken each week and tested for E. coli and total coliforms, with the greatest period between sampling events of 8 days on three occasions during the inspection period. All samples within the inspection period resulted in no detection of E. coli and one (1) detection of total coliforms (1 cfu/100 mL on December 3, 2019). Typically, four of these weekly samples were tested for microbial Heterotrophic Plate Count (HPC) with results ranging from 0 to 3 cfu/1mL (average = 0.28 cfu/100 mL; n= 205).

- **All haloacetic acid water quality monitoring requirements prescribed by legislation are being conducted within the required frequency and at the required location.**

Total Haloacetic Acids (HAAs) were sampled quarterly throughout the inspection review period with sampling events occurring between 84 and 98 days. This is within the legislative requirements (60-120 days). Typically, HAAs were sampled close to the pump houses, as per the requirement to sample where there is a higher likelihood of elevated HAAs. HAAs generally form at the beginning of the distribution system or may be found just past the chlorination point if the right humic acids are present.

There were sixteen (16) samples taken on four (4) dates with consistent results of 5.3 ug/L, the Minimum Detection Limit (MDL). The standard for Haloacetic Acids (80 ug/L) came into effect until January 1, 2020, expressed as a Running Annual Average (RAA). The RAA for this inspection review period was 5.3 ug/L (consistent results).

- **All trihalomethane water quality monitoring requirements prescribed by legislation were conducted within the required frequency and at the required location.**

Trihalomethanes (THMs) were sampled quarterly throughout the inspection review period with sampling events occurring between 84 and 98 days. This is within the legislative requirements (60-120 days).

There were eighteen (18) samples taken on four (4) dates with results ranging from 4.9 to 23 ug/L and a Running Annual Average of 10.83 ug/L, less than the Ontario Drinking Water Quality Standard (ODWQS) of 100 ug/L.

- **The owner ensured that water samples were taken at the prescribed location.**

- **All sampling requirements for lead prescribed by schedule 15.1 of O. Reg. 170/03 were being met.**

The Lakeshore DWS serves a population of approximately 6,042 (based on Census data of 2.6 persons per household). Based on previous lead sampling results, the owner was eligible for an exemption from lead plumbing sampling under sub-section 15.1-5 (9) of O. Regulation 170/03. Under this exemption, the required sampling consists of alkalinity and pH samples taken from the distribution system each period and with lead samples taken from the distribution system for two consecutive periods every third year.

As per O. Reg. 170/03 15.1, sampling periods are defined as between:

Water Quality Monitoring

- December 15 - April 15 and
- June 15- October 15 each year

Given the population served by the Lakeshore DWS, three distribution samples are required each time lead sampling is due. The correct number of samples were taken during the appropriate time frame and the lead test results were 0.08, 0.34 and 0.12 ug/L in January 2020 and 0.06, 0.29 and 0.52 ug/L in July 2020. (One of the lead samples was assigned to the Courtney DS in the provincial database.) Lead sampling of the Lakeshore distribution system is due again in 2023.

Alkalinity and pH sampling of the distribution system were completed as required within the inspection review period and will be due again for sampling between December 15, 2020 and April 15, 2021.

- **Records confirmed that chlorine residual tests were being conducted at the same time and at the same location that microbiological samples were obtained.**
- **The owner indicated that the required records are kept and will be kept for the required time period.**

An owner representative confirmed that records would be kept for the required amount of time.

Water Quality Assessment

- **Records did not show that all water sample results taken during the inspection review period did not exceed the values of tables 1, 2 and 3 of the Ontario Drinking Water Quality Standards (O.Reg. 169/03).**

During the inspection review period there was one occurrence of a sample result exceeding a parameter listed under O. Reg. 169/03 for a distribution sample taken on December 3, 2019 with a result of 1 cfu/100 mL for total coliforms. The threshold is no detection (0 cfu/100 mL) of total coliforms as listed in Schedule 1 of O. Reg. 169/03. Please refer to the "Corrective Actions" portion of this report for further details.

Reporting & Corrective Actions

- **Summary Reports for municipal council were completed on time, included the required content, and were distributed in accordance with the regulatory requirements.**

The Courtney DS is operated as an extension of the Lakeshore DWS. The Annual Report and Summary Report were combined into one report for the first time during the inspection review period. The "Lakeshore Annual Report and Summary Report – For the 2019 Operating Year" was written by ORO, Nancy Mayhew, and was provided to the Lucknow DWS owner, the Municipality of Huron-Kinloss and the owner of the Courtney Distribution System (water receiver), and the Municipality of Ashfield-Colborne-Wawanosh (ACW) via "Google Docs" before February 28, 2020.

The content of the report met the criteria stipulated in O. Reg. 170/03 Schedule 22-2 and was reviewed by ACW Council on March 3, 2020 (item number 7.1.2 of the Council Meeting Minutes).

- **All changes to the system registration information were not provided within ten (10) days of the change.**

At the time of the site inspection, the Drinking Water System Profile Information did not include the current last name, title, and email address for the "Owner Contact".

On December 22, 2020, Florence Witherspoon, Clerk for the Municipality of Ashfield-Colborne-Wawanosh, submitted a profile update to the Ministry.

No further action required.

NON-COMPLIANCE WITH REGULATORY REQUIREMENTS AND ACTIONS REQUIRED

This section provides a summary of all non-compliance with regulatory requirements identified during the inspection period, as well as actions required to address these issues. Further details pertaining to these items can be found in the body of the inspection report.

- 1. All changes to the system registration information were not provided within ten (10) days of the change.**

Profile information outdated

Action(s) Required:

On December 22, 2020, Florence Witherspoon, Clerk for the Municipality of Ashfield-Colborne-Wawanosh, submitted a profile update to the Ministry.

No further action required.

SUMMARY OF RECOMMENDATIONS AND BEST PRACTICE ISSUES

This section provides a summary of all recommendations and best practice issues identified during the inspection period. Details pertaining to these items can be found in the body of the inspection report. In the interest of continuous improvement in the interim, it is recommended that owners and operators develop an awareness of the following issues and consider measures to address them.

Not Applicable

SIGNATURES

Inspected By:
Heather Lovely

Signature: (Provincial Officer)



Reviewed & Approved By:
Mark Smith

Signature: (Supervisor)



Review & Approval Date:

January 14, 2020

Note: This inspection does not in any way suggest that there is or has been compliance with applicable legislation and regulations as they apply or may apply to this facility. It is, and remains, the responsibility of the owner and/or operating authority to ensure compliance with all applicable legislative and regulatory requirements.



Ontario

**Ministry of the Environment and Climate Change
Drinking Water Inspection Report**

APPENDIX A

INSPECTION SUMMARY RATING RECORD

Ministry of the Environment - Inspection Summary Rating Record (Reporting Year - 2020-2021)

DWS Name: COURTNEY SUBDIVISION DISTRIBUTION SYSTEM
DWS Number: 260006295
DWS Owner: Ashfield-Colborne-Wawanosh, The Corporation Of The Township Of
Municipal Location: Ashfield-Colborne-Wawanosh

Regulation: O.REG 170/03
Category: Large Municipal Residential System
Type Of Inspection: Standalone
Inspection Date: October 28, 2020
Ministry Office: Owen Sound District Office

Maximum Question Rating: 259

Inspection Module	Non-Compliance Rating
Treatment Processes	0 / 46
Operations Manuals	0 / 42
Logbooks	0 / 8
Certification and Training	0 / 49
Water Quality Monitoring	0 / 71
Reporting & Corrective Actions	4 / 8
Treatment Process Monitoring	0 / 35
TOTAL	4 / 259

Inspection Risk Rating	1.54%
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FINAL INSPECTION RATING:	98.46%
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Ministry of the Environment - Detailed Inspection Rating Record (Reporting Year - 2020-2021)

DWS Name:	COURTNEY SUBDIVISION DISTRIBUTION SYSTEM
DWS Number:	260006295
DWS Owner:	Ashfield-Colborne-Wawanosh, The Corporation Of The Township Of
Municipal Location:	Ashfield-Colborne-Wawanosh
Regulation:	O.REG 170/03
Category:	Large Municipal Residential System
Type Of Inspection:	Standalone
Inspection Date:	October 28, 2020
Ministry Office:	Owen Sound District Office

Non-compliant Question(s)	Question Rating
Reporting & Corrective Actions	
Have all changes to the system registration information been provided to the Ministry within ten (10) days of the change?	4
TOTAL QUESTION RATING	4

Maximum Question Rating: 259

Inspection Risk Rating	1.54%
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FINAL INSPECTION RATING:	98.46%
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Ontario

**Ministry of the Environment and Climate Change
Drinking Water Inspection Report**

APPENDIX B

REFERENCE GUIDE FOR STAKEHOLDERS

Key Reference and Guidance Material for Municipal Residential Drinking Water Systems

Many useful materials are available to help you operate your drinking water system. Below is a list of key materials owners and operators of municipal residential drinking water systems frequently use.

To access these materials online click on their titles in the table below or use your web browser to search for their titles. Contact the Public Information Centre if you need assistance or have questions at 1-800-565-4923/416-325-4000 or picemail.moe@ontario.ca.

For more information on Ontario's drinking water visit www.ontario.ca/drinkingwater and email drinking.water@ontario.ca to subscribe to drinking water news.



PUBLICATION TITLE	PUBLICATION NUMBER
Taking Care of Your Drinking Water: A Guide for Members of Municipal Councils	7889e01
FORMS: Drinking Water System Profile Information, Laboratory Services Notification, Adverse Test Result Notification Form	7419e, 5387e, 4444e
Procedure for Disinfection of Drinking Water in Ontario	4448e01
Strategies for Minimizing the Disinfection Products Trihalomethanes and Haloacetic Acids	7152e
Total Trihalomethane (TTHM) Reporting Requirements Technical Bulletin (February 2011)	8215e
Filtration Processes Technical Bulletin	7467
Ultraviolet Disinfection Technical Bulletin	7685
Guide for Applying for Drinking Water Works Permit Amendments, Licence Amendments, Licence Renewals and New System Applications	7014e01
Certification Guide for Operators and Water Quality Analysts	
Guide to Drinking Water Operator Training Requirements	9802e
Taking Samples for the Community Lead Testing Program	6560e01
Community Sampling and Testing for Lead: Standard and Reduced Sampling and Eligibility for Exemption	7423e
Guide: Requesting Regulatory Relief from Lead Sampling Requirements	6610
Drinking Water System Contact List	7128e
Technical Support Document for Ontario Drinking Water Quality Standards	4449e01

ontario.ca/drinkingwater

Ashfield-Colborne-Wawanosh Monthly Summary

Month: November 2020

Benmiller:

Item	Number	Comments
Adverse Samples	0	
Non-compliances	0	
Equipment issues:		<p><u>Maintenance Activities Completed</u></p> <ul style="list-style-type: none"> • Ran Auto dialer and Generator tests. • Checked the well house building, spill containment, day tank eyewash bottle, fire extinguisher and emergency lighting. • Cleaned the Cl17 analyzer and the Injector. • Georgian Bay onsite for Fire extinguishers
General Information:		Vehicles are checked Monthly – licenses/Ins. /safety kits up to date and on/in vehicles and any maintenance deemed necessary.
Alarms		Date: Alarm:
Main breaks/Leaks		Date: Type:
Power outages		Date:
Shut-off / Turn-on / Complaints		<p>Shut-off:</p> <p>Turn-on:</p> <p>Complaint:</p>

Ashfield-Colborne-Wawanosh Monthly Summary

Month: October 2020

Century Heights:

Item	Number	Comments
Adverse Samples		
Non-compliances		
Equipment issues:		<p><u>Maintenance Activities Completed</u></p> <ul style="list-style-type: none"> • Verified and cleaned UV Reactors 1 and 2 • Ran Auto dialer and generator tests • Cleaned Cl2, Cl17 and Turbidity Analyzers • Checked well house building, eyewash station, spill containment and day tank • Replaced Stenner pump tube • Georgian Bay onsite for Fire extinguishers
General Information:		<p>Vehicles are checked Monthly – licenses/Ins. /safety kits up to date and on/in vehicles and any maintenance deemed necessary.</p>
Alarms		<p>Date: Alarm:</p>
Main breaks/Leaks		<p>Date: Type:</p>
Power outages		<p>Date:</p>
Shut-off / Turn-on / Complaints		<p>Shut-off:</p> <p>Turn-on:</p> <p>Complaint:</p>

Ashfield-Colborne-Wawanosh Monthly Summary

Month: November 2020

Dungannon:

Item	Number	Comments
Adverse Samples		
Non-compliances		
Equipment issues:		<p><u>Maintenance Activities Completed</u></p> <ul style="list-style-type: none"> • Cleaned Cl17 analyzer, Cl2 Injector and NaSi Injectors • Ran Auto dialer and Generator tests • Checked eyewash station, well house building, spill containment and daytank. • Georgian Bay onsite for Fire extinguishers
General Information:		Vehicles are checked Monthly – licenses/Ins. /safety kits up to date and on/in vehicles and any maintenance deemed necessary.
Alarms		Date: Alarm:
Main breaks/Leaks		Date: Type:
Power outages		Date: 12 th Hydro Interruption
Shut-off / Turn-on / Complaints		Shut-off: Turn-on: Complaint:

Ashfield-Colborne-Wawanosh Monthly Summary

Month: November 2020

Huron Sands:

Item	Number	Comments
Adverse Samples		
Non-compliances		
Equipment issues:		<p><u>Maintenance Activities Completed</u></p> <ul style="list-style-type: none"> • Checked eyewash station, well house building, spill containment and daytank. • Ran Auto dialer test • Cleaned Cl₂, Sodium Silicate Injectors • Georgian Bay onsite for Fire extinguishers
General Information:		Shut down for Season November 16 th
Alarms		Date: Alarm:
Main breaks/Leaks		Date: Type:
Power outages		<p>Date: November 1st Power outage, placed on PBWN until samples taken came back clear of bacteriologicals. PBWN released November 9th with clean samples.</p>
Shut-off / Turn-on / Complaints		<p>Shut-off:</p> <p>Turn-on:</p> <p>Complaint:</p>

On-Going Items / Recommendations:

There were approximately locates in ACW

*** All sites being sanitized weekly as per COVID19 protocol***

Dungannon:

Benmiller:

Century Heights:

New CT calculations from BM Ross and Associates - outcome of MOE Inspection

Huron Sands:

Shut down for season completed

Completed by: Sarah Telford
Quality Assurance and Compliance Specialist
Veolia Water Canada

Ashfield-Colborne-Wawanosh Monthly Summary**Month: December 2020****Benmiller:**

Item	Number	Comments
Adverse Samples	0	
Non-compliances	0	
Equipment issues:		<u>Maintenance Activities Completed</u> <ul style="list-style-type: none">• Ran Auto dialer and Generator tests.• Cleaned the Cl17 analyzer and the Injector and replaced duckbills.
General Information:		Vehicles are checked Monthly – licenses/Ins. /safety kits up to date and on/in vehicles and any maintenance deemed necessary.
Alarms		Date: Alarm: No Alarms
Main breaks/Leaks		Date: Type:
Power outages		Date:
Shut-off / Turn-on / Complaints		Shut-off: Turn-on: Complaint:

Ashfield-Colborne-Wawanosh Monthly Summary

Month: December 2020

Century Heights:

Item	Number	Comments
Adverse Samples		
Non-compliances		
Equipment issues:		<p><u>Maintenance Activities Completed</u></p> <ul style="list-style-type: none"> • Verified and cleaned UV Reactors 1 and 2 • Ran Auto dialer and generator tests • Cleaned Cl2 and replaced duckbills, Cl17 and Turbidity Analyzers cleaned • Checked well house building, eyewash station, spill containment and day tank
General Information:		<p>Vehicles are checked Monthly – licenses/Ins. /safety kits up to date and on/in vehicles and any maintenance deemed necessary.</p>
Alarms		<p>Date: Alarm: 12th low Cl2 15th Low Cl2 27th Generator Running (power blip)</p>
Main breaks/Leaks		<p>Date: Type:</p>
Power outages		<p>Date:</p>
Shut-off / Turn-on / Complaints		<p>Shut-off: Turn-on: Complaint:</p>

Ashfield-Colborne-Wawanosh Monthly Summary

Month: December 2020

Dungannon:

Item	Number	Comments
Adverse Samples		
Non-compliances		
Equipment issues:		<p><u>Maintenance Activities Completed</u></p> <ul style="list-style-type: none"> • Cleaned Cl17 analyzer, Cl2 Injector and NaSi Injectors and replaced duckbills • Changed Analyzer reagents • Ran Auto dialer and Generator tests • Cleaned spill containment and.
General Information:		Vehicles are checked Monthly – licenses/Ins. /safety kits up to date and on/in vehicles and any maintenance deemed necessary.
Alarms		Date: Alarm: 27 th Cl2 warning
Main breaks/Leaks		Date: Type:
Power outages		Date: 12 th Hydro Interruption
Shut-off / Turn-on / Complaints		Shut-off: Turn-on: Complaint:

Ashfield-Colborne-Wawanosh Monthly Summary

Month: December 2020

Huron Sands:

Item	Number	Comments
Adverse Samples		
Non-compliances		
Equipment issues:		<u>Maintenance Activities Completed</u>
General Information:		Shut down for Season November 16 th
Alarms		Date: Alarm:
Main breaks/Leaks		Date: Type:
Power outages		Date:
Shut-off / Turn-on / Complaints		Shut-off: Turn-on: Complaint:

VEOLIA WATER

On-Going Items / Recommendations:

There were approximately 3 locates in ACW

*** All sites being sanitized weekly as per COVID19 protocol***

Dungannon:

Benmiller:

Century Heights:

- New CT calculations from BM Ross and Associates Implemented - outcome of MOE Inspection
- Schedule 23&24 samples taken

Huron Sands:

Shut down for season

Completed by: Sarah Telford
Quality Assurance and Compliance Specialist
Veolia Water Canada



COUNCIL REPORT

From: Brett Pollock, Chief Building Official
 Date: January 28, 2021
 Subject: Site Plan Control By-Law

RECOMMENDATION:

Council approve the Site Plan Control By-law as presented and authorizes staff to amend the Township's Fee By-law to incorporate the fees as proposed in this report and further directs staff to prepare guidance documents to assist applicants in making applications in accordance the proposed By-law.

BACKGROUND:

The Official Plan for the Township of Ashfield-Colborne-Wawanosh gives Council the ability to designate all the land within the Township as a Site Plan Control Area, as provided in the Planning Act. Site Plan Control is used to examine the design of a proposed development or change in a property to ensure it is functional as well as attractive and compatible with the surrounding area. Features such as building design, site access, servicing, waste, parking, landscaping, and sustainability are reviewed.

The Township currently applies Site Plan Control on a case-by-case basis and passes a by-law for each development property prior to entering into the agreement. Previously the Township only had to enter into one or two agreements a year. However, we anticipate a greater volume of development and having a set standard and process in place will benefit both the applicant and Township by ensuring approvals are carried out in proper, consistent, and timely manner. This process would also provide the same benefit to properties currently under Site Plan Control.

COMMENT:

The By-law proposes to have the entire Township under site plan control with exemptions applied to:

- Agricultural buildings and structures, except for cannabis production facilities;
- one, two and 3 unit dwellings, garden suites, and structures accessory to the residential use (more than one two unit dwelling on one property would not be exempt);
- one unit residential dwellings and accessory structures in a Mobile Home Park;
- land and buildings owned by the Corporation of the Township of Ashfield-Colborne-Wawanosh
- Portable classrooms on a school site.

Site Plan agreements will be brought forward for Council approval and registered against the land to which it applies. The Township will be entitled to enforce the provisions against the owner and that they be subject to the provisions of the Registry Act and Land Titles Act, for any and all subsequent owners of the land.

The fees proposed to accompany the application are listed below. Currently the Township does not charge a fee for Site Plan Agreements.

Minor Amendment to an existing Agreement - \$150
Major Amendment to an existing Agreement - \$300
New Application - \$300

Deposit - Min. \$500 to a Max. \$5000 as determined by the Review Group. (Actual cost to be paid from deposit. When the actual cost is less than the deposit the difference to be refunded. When the actual cost is greater than the deposit the difference is owing.)

Comparison of three local Municipalities was completed and their fees are as follows:

- Township of Huron-Kinloss - \$150 for an application and a \$750 deposit.
- Municipality of Bluewater - Minor application \$250, Major application \$500. Minor deposit \$1000 or \$5000 for a major as determined by the CBO.
- Town of Goderich - \$1000 flat fee and deposit requested upon submission.

A guidance document is proposed to be created and would include:

- A draft standard agreement that will be modified to suit the development.
- Application forms and process charting.
- Checklist for the applicant.
- Other relevant information

OTHERS CONSULTED:

CAO/Deputy-Treasurer
Clerk
Planner

Respectfully submitted,



Brett Pollock, Chief Building Official



THE CORPORATION OF THE TOWNSHIP OF
ASHFIELD-COLBORNE-WAWANOSH

BY-LAW NUMBER 10-2021

BEING A BY-LAW to establish Site Plan Control in the Corporation of the Township of Ashfield-Colborne-Wawanosh

WHEREAS subsection 41 (2) of the Planning Act, R. S. O. 1990, Chapter P.13, provides that where in an official plan an area is shown or described as a proposed Site Plan Control area, the Council of the local Township in which the proposed area is situated may, by by-law, designate the whole or any part of such area as a Site Plan Control area;

AND WHEREAS Council of the Corporation of the Township of Ashfield-Colborne-Wawanosh adopted the Ashfield-Colborne-Wawanosh Official Plan by By-law 78-2003 and it was subsequently approved by Huron County Council;

AND WHEREAS subsection 41 (13) of the Planning Act, R. S. O. 1990, Chapter P.13, provides that where the Council of a municipality has designated a Site Plan Control area under this section, the Council may, by by-law, (a) define any class or classes of Development that may be undertaken without the approval of plans and drawings otherwise required under subsection 41 (4) or 41 (5); and (b) delegate to either a committee or the Council or to an appointed officer of the municipality identified in the by-law either by name or position occupied, any of the Council's powers or authority under this section, except the authority to define any class or classes of Development as mentioned in clause 41 (13)(a);

AND WHEREAS Council of the Corporation of the Township of Ashfield-Colborne-Wawanosh deems it expedient to impose Site Plan Control on the whole of the Township of Ashfield-Colborne-Wawanosh;

AND WHEREAS Council of the Corporation of the Township of Ashfield-Colborne-Wawanosh also deems it expedient to exempt certain classes of Development from Site Plan Control and further to delegate certain powers and authority to an appointed officer of the Township.

NOW THEREFORE the Council of the Corporation of the Township of Ashfield-Colborne-Wawanosh enacts as follows:

Section 1: DEFINITIONS

1.1 For the purposes of this by-law, the following definitions shall apply:

- a. "Applicant" shall mean the person who makes an application for Site Plan Control and who is authorized to make decisions related to a Site Plan Control application.
- b. "Building Area" shall mean the greatest horizontal area of a building above grade within the outside surface of exterior walls or within the outside surface of exterior walls and the centre line of firewalls;

- c. "Chief Building Official" shall mean the Chief Building Official of the Township of Ashfield-Colborne-Wawanosh appointed pursuant to the Ontario Building Code Act, or an appointed designate;
- d. "Council" means the Council of the of the Corporation of the Township of Ashfield-Colborne-Wawanosh;
- e. "Development" means the construction, erection or placing of one or more buildings or structures on land or the making of an addition or alteration to a building or structure that has the effect of substantially increasing the size or usability thereof, or the laying out and establishment of a commercial parking lot or of sites for the location of three or more Trailers, or of sites for the location of three or more Mobile Homes, or of sites for the construction, erection or location of four or more Land lease community homes.

Pursuant to subsection 41 (1.1) of the Planning Act, the definition of "Development" does not include the placement of a portable classroom on a school site of a district school board if the school site was in existence on January 1, 2007;

"Redevelopment" shall have a corresponding meaning;

- f. "Land lease community home" means any dwelling that is a permanent structure where the Owner of the dwelling leases the land used or intended for use as the site for the dwelling, but does not include a Mobile Home, as defined in subsection 46(1) of the Planning Act;
- g. "Mobile Home" means any dwelling that is designed to be made mobile, and constructed or manufactured to provide a permanent residence for one or more persons, but does not include a travel Trailer or tent Trailer or Trailer otherwise designed, as defined in subsection 46(1) of the Planning Act;
- h. "Township" means the Corporation of the Township of Ashfield-Colborne-Wawanosh;
- i. "Municipal Engineer" means the person engaged by the Township of Ashfield-Colborne-Wawanosh to provide professional engineering services in the Township of Ashfield-Colborne-Wawanosh, or a designated designate;
- j. "Owner" means a person, corporation or firm whose interest in the land is defined and whose name is specified in an instrument at the local registry office;
- k. "Site Plan" means those plans and/or drawings as contemplated by subsection 41 (4) of the Planning Act;
- l. "Site Plan Review Group" means a working group made up of Township of Ashfield-Colborne-Wawanosh staff, including the Chief Administrative Officer, the Clerk, the Public Works Manager, the Chief Building Official, and other individuals as may be appropriate from time to time. The Site Plan Review Group may also seek assistance from the Planner, Municipal Engineer and Solicitor as required;
- m. "Trailer" means any vehicle constructed to be attached and propelled by a motor vehicle and that is capable of being used by persons for living, sleeping or eating, even if the vehicle is jacked-up or its running gear is removed, pursuant to subsection 164(4) of the Municipal Act, 2001, S. O. 2001, Chapter 25, and subsection 3(1)

Section 2: GENERAL

- 2.1 The lands affected by this by-law and which are hereby designated as a "Site Plan Control Area" shall be deemed to be the entire Township of Ashfield-Colborne-Wawanosh.
- 2.2 Except as otherwise provided for herein, no person shall undertake any Development or Redevelopment within the Site Plan Control Area unless an application for Site Plan Control has been made with the Township and until the Township has approved the application by entering into a Site Plan Control Agreement with the applicant.
- 2.3 The Township has determined that there are certain exemptions to Site Plan Control. Schedule A, as attached hereto, describes these exemptions.
- 2.4 Application Requirements, attached hereto as Schedule C, will be included in the Site Plan Control agreement as determined by the Site Plan Control Group.

Section 3: AGREEMENTS

- 3.1 The Agreements referred to herein shall be between the Owner of the land and the Township, shall be in a form acceptable to the Township and in a form which is registerable in the local land registry office. The Township shall require the agreement to be registered against the land to which it applies, at no expense to the Township, and the agreement shall be binding on any and all subsequent Owners of the land.

Section 4: AUTHORITY

- 4.1 Council of the Township of Ashfield-Colborne-Wawanosh is the approval authority for Site Plan Control.
- 4.2 The Site Plan Review Group shall review Site Plans submitted to the Township and determine whether the Site Plan application is complete. The mandate of the Site Plan Review Group is to represent the public interest with both functional and aesthetic concerns representing matters such as, but not limited to, traffic circulation, public safety, night lighting, pedestrian walkways, municipal services, drainage, flood protection, environmental quality, waste management, noise abatement, privacy screening, and landscape design. The Site Plan Review Group shall provide recommendations to Council of the Township of Ashfield-Colborne-Wawanosh regarding the approval of a Site Plan and related Site Plan Agreement.
- 4.3 Pursuant to subsection 41(13) of the Planning Act, the Chief Administrative Officer is hereby authorized to approve minor changes to all existing Site Plan Agreements which have been approved by the Township prior to the enactment of this by-law and to all Site Plan Agreements approved by the Township after the enactment of this by-law. The Chief Administrative Officer shall, prior to approving any minor change to a Site Plan Agreement, confer with the Site Plan Review Group. It may be determined that a minor change to a Site Plan would not require an amendment to the registered version of the Site Plan but would be noted in the property file at the Township Office.
- 4.4 The Chief Administrative Officer shall be authorized to exempt Development from provisions of the Site Plan Control by-law; however, prior to doing so shall confer with the Site Plan Review Group.

Section 5: DUTY

5.1 Every person who has a duty to satisfy any condition imposed by the Township or any provision of an Agreement made pursuant to this by-law shall forthwith after notice satisfy such duty.

Section 6: EXPENSE AND DEFAULT

6.1 The facilities and matters required pursuant to a Site Plan Agreement shall be provided and maintained to the satisfaction of the Township at the sole risk and expense of the Owner of the lands in respect of which such Site Plan Agreement was entered into by the Township.

6.2 In the event an Owner of the lands fails to comply with any of the provisions of a Site Plan Agreement that was entered into with the Township, then the Township, its authorized agents, servants or employees, may enter upon the Owner's land or into the Owner's structures with reasonable notice to complete to its satisfaction any work required by the said Site Plan Agreement and left unfinished by the Owner. The Township may recover any costs incurred by the Township to provide, maintain or complete site works by deducting from or drawing upon securities that have been provided to the Township by the Owner. If there are no securities, or if the amount of securities held by the Township are not sufficient to cover the costs incurred by the Township, then without limiting the Township's remedies the costs incurred by the Township which cannot be reimbursed or recovered from securities will be added to the tax roll of the subject property and will be collected in the same manner as municipal taxes.

Section 7: APPLICATION OF THIS BY-LAW

7.1 All agreements authorized under Site Plan Control by-laws of the Corporation of the Township of Ashfield-Colborne-Wawanosh shall remain in full force and effect.

7.2 Any Development that occurs on a property subject to Site Plan Control following the date of passing of this by-law shall be subject to the provisions of this by-law.

7.3 This by-law shall come into full force and effect on the final day of passage.

7.4 This by-law may be cited as the "Site Plan Control By-Law".

Read a FIRST and SECOND time this 2nd day of February 2021.

Read a THIRD TIME and FINALLY PASSED this 2nd day of February 2021.

Mayor, Glen McNeil

CAO/Deputy Clerk, Mark Becker

THE CORPORATION OF THE TOWNSHIP OF
ASHFIELD-COLBORNE-WAWANOSH

BY-LAW NUMBER 10-2021

SCHEDULE 'A'
EXEMPTIONS

Notwithstanding the foregoing, the following forms and classes of Development and construction shall be exempt from Site Plan Control:

- a. Agricultural buildings and structures, except for cannabis production facilities;
- a. one, two and 3 unit dwellings, garden suites, and structures accessory to the residential use (more than one two unit dwelling on one property would not be exempt);
- b. one unit residential dwellings and accessory structures in a Mobile Home Park;
- c. land and buildings owned by the Corporation of the Township of Ashfield-Colborne-Wawanosh;

THE CORPORATION OF THE TOWNSHIP OF
ASHFIELD-COLBORNE-WAWANOSH

BY-LAW NUMBER 10-2021

SCHEDULE C
APPLICATION REQUIREMENTS

Section 1 CONSULTATION

1.1 Pursuant to subsection 41(3.1) of the Planning Act, Applicants are required to consult with the Township of Ashfield-Colborne-Wawanosh prior to submitting plans and drawings for approval under subsection 41(4) of the Planning Act.

Section 2 APPLICATION FEES

2.1 Applications must be submitted with the required fee and deposit as set out in the Fees By-Law of the Township.

2.2 Where the Township requires assistance from its solicitors or other technical or professional consultants in the processing of an application, the Owner shall be responsible for reimbursing all legal, planning, engineering, and consulting fees incurred by the Township. These fees will be invoiced to the Owner listed on the application. By signing the application, the Owner agrees to pay all fees incurred by the Township related to the review of the Site Plan.

Section 3 PLANS AND DRAWINGS

3.1 Except as otherwise provided for herein, no person shall undertake any Development or Redevelopment within the Township of Ashfield-Colborne-Wawanosh unless and until the Township has approved the following:

3.1.1 Plans showing the location of all buildings and structures (Site Plan) to be erected and showing the location of all facilities and works to be provided in conjunction therewith and of all facilities and works required under subsection 41(7) (a) of the Planning Act, including facilities designed to have regard for accessibility for persons with disabilities.

3.1.2 Drawings showing plan, elevation and cross-section views for each building to be erected, except a building to be used for residential purposes containing less than twenty-five dwelling units, which drawings are sufficient to display:

- a. the massing and conceptual design of the proposed building;
- b. the relationship of the proposed building to adjacent buildings, streets, and exterior areas to which members of the public have access;
- c. the provision of interior walkways, stairs, elevators and escalators to which members of the public have access from streets, open spaces and interior walkways in adjacent buildings;
- d. matters relating to exterior design, including without limitation the character, scale, appearance and design features of buildings, and their sustainable design, but only to the extent that it is a matter of exterior design, if an official plan and a by-law passed under subsection 41(2) of the Planning Act that both contain provisions relating to such matters are in effect in the Township;

- e. the sustainable design elements on any adjoining highway under a Township's jurisdiction, including without limitation trees, shrubs, hedges, plantings or other ground cover, permeable paving materials, street furniture, curb ramps, waste and recycling containers and bicycle parking facilities; and
- f. facilities designed to have regard for accessibility for persons with disabilities.
- g. Any other condition as deemed appropriate by the Township.

Section 4: CONDITIONS OF APPROVAL

As a condition to the approval of plans, drawings and elevations referred to in this by-law, the Township may require the Owner of the lands to:

4.1 Provide, to the satisfaction of and at no expense to the Township, any or all of the following:

- a. Widening of highways that abut on the land.
- b. Subject to the Public Transportation and Highway Improvement Act, facilities to provide access to and from the land such as access ramps and curbing and traffic direction signs.
- c. Off-street vehicular loading and parking facilities, either covered or uncovered, access driveways, including driveways for emergency vehicles, and the surfacing of such areas and driveways.
- d. Walkways and walkway ramps, including the surfacing thereof, and all other means of pedestrian access.
- e. Facilities designed to have regard for accessibility for persons with disabilities.
- f. Facilities for the lighting, including floodlighting, of the land or of any buildings or structures thereon.
- g. Appropriate signage.
- h. Walls, fences, hedges, trees, shrubs or other groundcover or facilities for the landscaping of the lands or the protection of adjoining lands.
- i. Vaults, central storage and collection areas and other facilities and enclosures for the storage of garbage and other waste material.
- j. Easements conveyed to the Township for the construction, maintenance or improvement of watercourses, ditches, land drainage works, sanitary sewage facilities and other public utilities of the Township or local board thereof on the land.
- k. Grading or alteration in elevation or contour of the land and provision for the disposal of storm, surface and waste water from the land and from any buildings or structures thereon; and
- l. Any other condition as deemed appropriate by the Township.

4.2 Maintain to the satisfaction of the Township and at the sole risk and expense of the Owner any or all of the facilities or works mentioned included in this By-Law, including the removal of snow from access ramps and driveways, parking and loading areas and walkways;

- 4.3 Enter into one or more agreements with the Township dealing with and ensuring the provision of any or all of the facilities, works or matters mentioned in this by-law and the maintenance thereof as mentioned in this by-law or with the provision and approval of the plans and drawings;
- 4.4 Enter into one or more agreements with the Township ensuring that Development proceeds in accordance with the plans and drawings approved;
- 4.5 Convey part of the land to the Township to the satisfaction of and at no expense to the Township for a public transit right of way.

Section 5: SECURITIES

- 5.1 The Township of Ashfield-Colborne-Wawanosh shall require security to be posted for a Development. In such cases, the Owner of the said lands shall deposit with the Township an irrevocable letter of credit, in a form approved by the Treasurer, in such amount that will be determined by the Township.
- 5.2 The value of the security shall be determined by the Township. The value of the security shall include but not be limited to: an estimate of engineering, planning, and legal fees, contingency, landscaping, fencing, drainage facilities, sanitary sewers, watermains, water services, paving and curbing proposed on lands by the Owner or required by the Township.
- 5.3 Such irrevocable letter of credit shall be deposited with the Township prior to the execution of any Site Plan Control agreement.
- 5.4 The letter of credit shall be repaid to the Owner when, in the opinion of the Township, all the terms and conditions of the said Site Plan Agreement have been fulfilled.

ACW's Official Plan Review 2021

Keeping you informed...

The Township is working to review and update its Official Plan to conform with provincial legislation. To keep residents informed, this notice is being distributed to ensure that all those who are interested have an opportunity to be involved.



TOWNSHIP OF
ASHFIELD—COLBORNE—WAWANOSH

Why Review the Official Plan?

The Provincial Government requires that municipalities update their Official Plans every five years. The last time this took place in ACW was in 2013.

What does the Review include?

- Review the policies and make changes that reflect the current direction of the community and other trends motivating land use and development, such as housing trends.
- Ensure Official Plan mapping is accurate and reflects the reality and changing landscape of the community.
- Strategically designate areas where Future Development should take place.

The Township needs to make sure that the ACW Official Plan aligns with the Planning Act, the Provincial Policy Statement, and the Huron County Official Plan. Want to learn more about these requirements? See the **Learn More** section towards the end of this notice.

What can you expect?

The next step of reviewing the Official Plan is holding a Public Meeting to gather feedback from the public on the existing Official Plan and what changes may be required. Here are the details:

Official Plan Review – Public Meeting

Tuesday, March 9th, 2021 at 7:00 p.m.

This is the first opportunity the Public will have to participate in this public process. At this meeting, the public will be able to share with Council thoughts on what should be changed in the **existing** Official Plan. You can also send in written submissions to Celina Whaling-Rae, Planner, before the meeting. See **Learn More** on the next page for more information.

You will find the existing Official Plan that will be discussed at the following link, or contact us to get a copy: <http://www.acwtownship.ca/property-development/official-plan/>

What is the Official Plan?

The ACW Official Plan is a document that establishes the **vision for the future** of the Township and provides policy direction to **manage future land use and growth**. It determines how land can be used, what services are needed and when parts of the Township will grow.

In other words, the role of the Official Plan is to direct where, and how, development should occur in ACW.

How do I participate in the Public Meeting?

Due to the COVID-19 Pandemic, the municipal office is closed to the public. The Public Meeting will be held via Zoom, an online meeting platform that is easy to use. The agenda for the meeting will be posted on Friday, March 5th, along with information on how to join the meeting. You can find all of this by visiting <http://www.acwtownship.ca/council/council-agendas-4/>.

If you do not have access to the internet, please contact the office to find out how to call into the meeting.

What happens after the Public Meeting?

After the public meeting, staff will prepare draft revisions to the Official Plan. As part of the whole process, the Township will reach out by letter to each landowner who may be directly impacted, which will include how to contact staff to have a discussion on the proposed changes. The Township must follow a public process for any changes to the Official Plan. For the full project schedule, see the **Learn More** section that follows.

Learn More!

Your participation in the Official Plan review process is very important. There are several ways in which you can stay up to date on what's happening, ask questions, and provide input. The Township has a page on its website dedicated to this project. All information related to the Official Plan Review will be available here:

<http://www.acwtownship.ca/property-development/official-plan/>

We are working to ensure that all information available to the public is accessible to the needs of residents. If you do not have access to the internet, or want the information in a different format, please let us know.

I have questions. Who should I contact?

Celina Whaling-Rae is the Planner who is leading the project. You can reach out to Celina with any questions, stay updated on the process, ask questions, or provide input.

Celina Whaling-Rae, Planner

cwhalingrae@huroncounty.ca

519-524-8394 ext. 3

Other Information...

The Official Plan Review is a joint project between the Township of Ashfield-Colborne-Wawanosh and the Huron County Planning & Development Department.

Given the ongoing COVID-19 pandemic, it is anticipated that majority of meetings relating to the Official Plan Review will take place over Zoom. Residents have the opportunity to access Zoom meetings electronically or over the phone. Agendas for meetings, as well as information as to how to join the meetings, will be posted by end of day Friday before each meeting date at <http://www.acwtownship.ca/council/council-agendas-4/>. The feasibility of holding in-person meetings will be re-evaluated at a later date.

Formal Notice for the first Public Meeting, as required by the Planning Act, was posted on Friday, February 5, 2021.

Township of A.C.W.
Report
By law Enforcement / Property Standards Officer

Date:	December 31, 2020
To:	Mayor & Council
From:	Bruce Brockelbank, MLEO

- Received a complaint about a property standard issue at the property and also people living there in the winter and it is zoned seasonal. I attended the property to determine property standards issues an also zoning issue at the property. Sent out property standards order to the owner of the property.
- Worked with the Clerk on the Noise and Sound By-law.
- Confirmed status of a property standards order on a property pending sale. We do not register property standards orders on title so everything was good for the sale to go through.
- Received a complaint about possible septic issues at a property. I attended the property with the building officials, after attending we determined that I would send out a property standards order. Included in the order would be an order requesting an engineers report to confirm structural soundness.
- Conducted a re-inspection of a property for people living in a travel trailer, the trailer and makeshift shelter has been removed from the road area. The trailer has been moved on the property to a different location but for storage purposes. The individuals living in the trailer have moved to a home that they purchased.
- Attended a property for a re-inspection and at the time of inspection a well hole had been filled with soil but no trees have been removed. Will have to wait till spring to remove the trees because of no winter maintenance roads.
-

Bruce Brockelbank

Lucknow Community Health Centre Board
2021 Budget

	Budget Year 2020	Year to Date Year 2020	Budget Year 2021
Donations	\$ -	\$ (17,207.53)	\$ -
Other Revenue	\$ -	\$ -	
Rent - Dental Suite	\$ (11,600.00)	\$ (11,628.60)	\$ (12,200.00)
Rent - Medical Suite	\$ -	\$ -	\$ (9,650.00)
ACW Contributions	\$ (15,100.00)	\$ (5,130.30)	\$ (8,800.00)
HK Contributions	\$ (15,100.00)	\$ (5,130.31)	\$ (8,800.00)
Transfer from Reserve	\$ -	\$ -	\$ (2,000.00)
Total Revenue	\$ (41,800.00)	\$ (39,096.74)	\$ (41,450.00)
Office Equipment - R & M Services	\$ -	\$ -	\$ -
Advertising	\$ 500.00	\$ -	\$ 500.00
Insurance	\$ 1,200.00	\$ 1,438.34	\$ 1,600.00
Legal	\$ 1,000.00	\$ 303.60	\$ 1,000.00
Audit	\$ 500.00	\$ 500.00	\$ 500.00
Property Taxes	\$ 5,800.00	\$ 5,149.81	\$ 5,800.00
Miscellaneous	\$ 500.00	\$ -	\$ 500.00
Propane	\$ 3,000.00	\$ 683.52	\$ 1,200.00
Utilities - Hydro	\$ 5,000.00	\$ 1,616.13	\$ 2,000.00
Utilities - Water	\$ 1,400.00	\$ 1,180.00	\$ 1,200.00
Utilities - Sewage	\$ 900.00	\$ 900.00	\$ 950.00
Building - R & M - Services	\$ 4,000.00	\$ 158.09	\$ 4,000.00
Building - R & M - Supplies	\$ 300.00	\$ 437.15	\$ 1,000.00
Grass Cutting & Grounds Maint.	\$ 1,700.00	\$ 2,738.00	\$ 3,000.00
Snow Removal	\$ 4,000.00	\$ 2,914.72	\$ 4,000.00
Building Cleaning	\$ 3,000.00	\$ 3,550.00	\$ 7,200.00
Transfer to Reserve	\$ -	\$ 17,207.53	\$ -
Capital - Renovations	\$ 5,000.00	\$ 1,935.68	\$ 5,000.00
Capital - Clinical Equipment Furnishings	\$ 4,000.00	\$ 660.44	\$ 2,000.00
Total Expense	\$ 41,800.00	\$ 41,373.01	\$ 41,450.00

Lucknow and District Fire Board Budget

7.5.4

Item	2020		2020		2021		
		Budget	Actual		Budget		
Wages	\$	150,000	\$	143,855.42	\$	170,000.00	Joint Fire Chiefs Salary Contribution Included
Benefits	\$	10,000	\$	9,363.06	\$	25,000.00	Joint Fire Chiefs Benefit Contribution Included
Office Supplies	\$	2,000	\$	2,662.01	\$	2,000.00	
Administration Fee	\$	2,500	\$	2,500.00	\$	2,500.00	
Courier	\$	-	\$	-	\$	-	
Telephone	\$	2,400	\$	2,009.36	\$	3,000.00	
Association Membeships	\$	550	\$	400.00	\$	750.00	
Insurance	\$	7,500	\$	7,544.92	\$	7,500.00	
Audit	\$	800	\$	800.00	\$	800.00	
Radio Licence	\$	600	\$	576.42	\$	800.00	
Meetings - Travel	\$	1,500	\$	1,181.89	\$	1,500.00	
Meetings - Meals	\$	300	\$	129.00	\$	500.00	
Miscellaneous	\$	4,000	\$	1,763.18	\$	-	Removed Category and replaced by Capital Expenditures
Small Tools	\$	500	\$	-	\$	500.00	
Mutual Aid - Travel	\$	-	\$	-	\$	-	
Mutual Aid - Meals	\$	100	\$	-	\$	-	
Hydrant Repair/Maintenance	\$	3,500	\$	3,960.00	\$	3,500.00	
Dispatch Services	\$	13,000	\$	9,623.92	\$	13,000.00	
Traning - Registrtation	\$	20,000	\$	10,567.78	\$	10,000.00	
Training - Meals	\$	600	\$	510.41	\$	750.00	
Training - Supplies	\$	500	\$	961.76	\$	1,000.00	
Building - Propane	\$	6,500	\$	3,729.89	\$	6,500.00	
Utilities - Hydro	\$	4,500	\$	3,701.61	\$	4,500.00	
Utilities - Water	\$	700	\$	705.00	\$	700.00	
Utilities - Sewage	\$	450	\$	450.00	\$	450.00	
Buidling - RM Services	\$	2,500	\$	2,232.64	\$	2,500.00	
Building - RM Supplies	\$	2,000	\$	1,746.30	\$	2,000.00	
Snow Removal	\$	3,100	\$	3,008.29	\$	3,500.00	
Building Cleaning	\$	1,200	\$	1,000.00	\$	1,200.00	
Vehicle - RM Supplies	\$	1,600	\$	730.50	\$	2,000.00	
Vehicle - RM Services	\$	2,500	\$	5,414.12	\$	10,500.00	Updated as per Fire Boards Acceptance.
Vehicle Diesel	\$	3,300	\$	2,909.51	\$	3,000.00	
Vehicle Gas	\$	50	\$	23.53	\$	1,000.00	
Equipment - Services	\$	5,000	\$	5,514.99	\$	5,000.00	
Equipment - Supplies	\$	8,000	\$	12,741.55	\$	8,000.00	
Equipment Certification	\$	-	\$	-	\$	8,000.00	
Equipment Purchases	\$	20,000	\$	22,728.89	\$	-	Removed Category and replaced by Capital Expenditures
Public Ed /Smoke Alarms	\$	1,400	\$	-	\$	1,000.00	
Transfer from Reserve	\$	-	\$	-	\$	-	
Pumper Reserves	\$	-	\$	-	\$	-	
Retirement Recogntion	\$	-	\$	-	\$	-	
Retirement Recognition	\$	-	\$	-	\$	-	

Capital - SCBA Cylinders	\$	-	\$	-	\$	20,000.00	See Attached 2021 Business Plan
Capital - PPE	\$	-	\$	-	\$	5,000.00	See Attached 2021 Business Plan
Capital - Mobile Tablets	\$	-	\$	-	\$	7,500.00	See Attached 2021 Business Plan
Capital - Extractor	\$	-	\$	-	\$	7,500.00	See Attached 2021 Business Plan
Capital - Admin Equip	\$	-	\$	-	\$	2,500.00	See Attached 2021 Business Plan
Capital - Radio Upgrades	\$	-	\$	-	\$	5,000.00	See Attached 2021 Business Plan
TOTAL	\$	283,150	\$	265,045.95	\$	350,450.00	
Less Bruce County Grant	\$	(5,000)	\$	(5,000.00)	\$	(5,000.00)	
TOTAL BUDGET 2020		\$278,150	\$	260,045.95	\$	345,450.00	

ATT:- mark becker

7.5.5

jan,14,2021

**Amberley Gen. Store Ltd.
86721 Highway 21 RR#1
Kincardine, Ontario
N2Z 2X3**

Ashfield-Colbourne- Wawanosh Municipal Office

To Whom It May Concern:

Please be advised that as of Friday, June 8, 2007 my location has been approved as an LCBO Agency store. My hours of operation are Monday to Saturday 9 am to 10 pm, and Sunday 9 am to 10 pm. Hours of operation on a holiday would be regular business hours.

The LCBO does allow Agency stores to sell on certain holidays, only if they obtain approval from the local Municipal Authority.

For this reason, I am requesting your approval to open on the following holidays in the 2021 calendar.

Family Day	Monday, February 15
Victoria Day	Monday, May 24
➤ Canada Day	Thursday, July 1
➤ Civic Holiday	Monday, August 02
➤ Labor Day	Monday, September 6
➤ Thanksgiving Day	Monday, October 11
Boxing Day	Sunday, December 26

Thank you for your time and consideration.

Yours truly,


**Lal Chouhan
Amberley Gen. Store Ltd.
Ph. 519 395 5305
Fax 519 395 3831
amberleystore@gmail.com**



THE CORPORATION OF THE TOWNSHIP OF
ASHFIELD-COLBORNE-WAWANOSH

BY-LAW NUMBER 7-2021

BEING A BY-LAW to provide for the Regulation and Prohibition of Noise and Sound for the Township of Ashfield-Colborne-Wawanosh

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

AND WHEREAS subsection 10(1) of the Municipal Act, 2001 provides that a municipality may provide any service or thing that the municipality considers necessary or desirable for the public;

AND WHEREAS subsection 10(2) of the Municipal Act, 2001 provides that a municipality may pass by-laws respecting the health, safety and well-being of persons;

AND WHEREAS section 129 of the Municipal Act, 2001 provides that, without limiting sections 9 and 10 of the Act, a municipality may: (a) prohibit and regulate with respect to noise;

AND WHEREAS section 128 of the Municipal Act, 2001 provides that a municipality may prohibit and regulate with respect to public nuisances, including matters that, in the opinion of Council are or could become public nuisances;

AND WHEREAS in the opinion of Council for the Township of Ashfield-Colborne-Wawanosh, certain kinds of noise are or could become a public nuisance;

AND WHEREAS subsection 391(1) of the Municipal Act, 2001 provides that a municipality may impose fees and charges on persons, for services or activities provided or done by or on behalf of it; for costs payable by it for services or activities provided or done by or on behalf of any other municipality or any local board; and, or the use of its property including property under its control;

AND WHEREAS section 23.2 of the Municipal Act, 2001 permits a municipality to delegate certain legislative and quasi-judicial powers;

AND WHEREAS section 444 of the Municipal Act, 2001 provides that the municipality may make an order requiring the person who contravened the by-law or who caused or permitted the contravention or the owner or occupier of the land on which the contravention occurred to discontinue the contravening activity, and any person who contravenes such an order is guilty of an offence;

AND WHEREAS section 447.8 of the Municipal Act, 2001 provides that a by-law of a municipality made under this or any other Act may, adopt by reference, in whole or in part, with such changes as the council considers appropriate, any code, standard, procedure or regulation as it stands at a specific date, as it stands at the time of adoption or as amended from time to time; and require compliance with any code, standard, procedure or regulation so adopted;

THEREFORE, the Council of The Corporation of the Township of Ashfield-Colborne-Wawanosh enacts as follows:

PART 1 – DEFINITIONS

1.1 For the purpose of this by-law:

“Agricultural Operation” has the same meaning as contained in the Farming and Food Production Protection Act, 1998, S.O. 1998, C. 1, as amended, or any successor legislation;

“Community Event” means an event open to the public, including a public fair, public exhibition, public celebration, public sporting event, public concert; or a school board event;

“Construction” includes erection, alteration, repair, dismantling, demolition, structural maintenance, painting, moving, land clearing, earth moving, grading, excavating, the laying of pipe and conduit whether above or below ground level, street and highway building, concreting, equipment installation and alteration and the structural installation of construction components and materials in any form for any purpose, and includes any work in connection therewith;

“Council” means the Council for the Municipality;

“Municipality” means The Corporation of the Township of Ashfield-Colborne-Wawanosh;

“Normal Farm Practice” has the same meaning as contained in the Farming and Food Production Protection Act, 1998, S.O. 1998, C. 1, as amended, or any successor legislation;

“Point of Reception” means any point on the premises where sound originating from other than those premises is received;

“Settlement Area” means any area of the Municipality as designated Settlement Area by the Official Plan of the Municipality;

“Vehicle” includes a vehicle and any other device employed to transport a person or persons or goods from place to place but does not include any such device or vehicle if operated only within the premises of a person;

1.2 Any word or term not defined in this By-law, that is defined in the Ontario Ministry of the Environment Publication Noise Pollution Control NPC-101, 102, 103, 104, 115, 205, 206, 215 or 232 (as set out in Part 3 of this By-law) shall have the meaning ascribed to it in such NPC Publication.

PART 2 - QUALITATIVE NOISE PROHIBITIONS

General Prohibition

2.1 No person shall make, cause or permit an unreasonable noise, or a noise that is likely to disturb the inhabitants within a Settlement Area of the Municipality.

Prohibitions - Deemed

2.2 Without limiting the generality of section 2.1 of this By-law, the provisions of sections 2.3 through 2.4 shall be deemed to be unreasonable noise, or noise that is likely to disturb the inhabitants.

Prohibitions - Deemed

2.3 At any time or location in the Settlement Area of the Municipality:

Vehicle – Warning Device

(a) the sounding of any bell, horn, siren or other warning device on any motor vehicle or vehicle for an unnecessary or unreasonable period of time, except when permitted by law;

Vehicle – Excessive Noise

- (b) the sound created by the operation of any motor vehicle that is used in such a manner as to create unreasonable noise for an unreasonable period of time or is noise that is likely to disturb the inhabitants.

Vehicle - Disrepair

- (c) the grating, grinding or rattling sound caused by the condition of disrepair or maladjustment of any motor vehicle or vehicle or part or accessory thereof;

Vehicle – Improperly Secured Load

- (d) the sound created by the operation of any motor vehicle, trailer or other vehicle bearing material, articles or things that are loaded upon such vehicle in such manner as to create excessive noise;

Vehicle - Exhaust

- (e) the sound from the discharge into the open air of the exhaust of any steam engine, internal combustion engine (including the engine of any motor vehicle), or pneumatic device without an effective exhaust or intake muffling device in good working order and in constant operation that prevents excessive noises that are loud or explosive;

Vehicle - Speakers

- (f) the sound from or created by any radio, amplifier, loud speaker, public address system, or equipment, device or instrument that emits sound when the same is used or operated from any motor vehicle, trailer or vehicle that is clearly audible at least 8 metres (25 feet) from the vehicle;

Attracting Attention - Advertising

- (g) the sound from or created by any instrument, radio, amplification device, loud speaker, public address system, equipment or device that emits sound when the same is used or operated for the purpose of advertising or for attracting attention to any performance or sale, show or display of goods or services and projects such sound into any street or other public place;

Alarm – Warning Device

- (h) the sounding of any alarm, bell, horn, siren or other warning device for an unnecessary or unreasonable period of time;

Amplified Sound

- (i) the sound created by any electronic device or group of connected electronic devices incorporating one or more loudspeakers or other electro-mechanical transducers intended for the production, reproduction or amplification of sound, including but not limited to a radio, television, amplifier, loud speaker, public address system, sound equipment, that is clearly audible at a Point of Reception in a Settlement Area at any time;

Shouting, Yelling, Hooting, Whistling, Singing

- (j) any shouting, yelling, loud hooting, loud whistling or loud singing that is clearly audible at a Point of Reception in a Settlement Area at any time;

Construction – Excavation – 9 p.m. to 7 a.m.

- (k) the noise arising from Construction that is clearly audible at a Point of Reception in a Settlement Area between 9:00 p.m. and 7:00 a.m. of the following day (or 9:00 a.m. if the following day is Sunday);

Firearms – Discharge – 11 p.m. to 7 a.m.

- (l) the sound caused by the discharge of any gun or other firearm, air gun, spring-gun of any class or type that is clearly audible at a Point of Reception in a Settlement Area between 11:00 p.m. and 7:00 a.m. of the following day (or 9:00 a.m. if the following day is Sunday), except if lawfully discharged by a peace officer in the performance of their duties;

Power Equipment – 11 p.m. to 7 a.m.

(m) the sound caused by the use or operation of a lawnmower, chain-saw, leaf- blower, or any other such noise-generating tool or device that is clearly audible at a Point of Reception in a Settlement Area between 11:00 p.m. of any day and 7:00 a.m. of the next following day (or 9:00 a.m. if the following day is Sunday).

PART 3 - ENFORCEMENT

Order to Discontinue Activity

3.1 If a municipal law enforcement officer or a police officer is satisfied that this by-law has been contravened, the officer may make an order, known as an Order to Discontinue Activity, requiring the person who contravened the by-law, or who caused or permitted the contravention, or the owner or occupier of the land on which the contravention occurred, to discontinue the contravention.

Order to Discontinue Activity - Particulars

3.2 An Order to Discontinue Activity shall set out:

- (a) the municipal address of the property on which the contravention occurred;
- (b) the date of the contravention;
- (c) the reasonable particulars of the contravention of the by-law; and
- (d) the date by which there must be compliance with the order.

Order to Discontinue Activity - Service

3.3 The Order to Discontinue Activity may be served personally on the person to whom it is directed or by regular mail to the last known address of that person, in which case it shall be deemed to have been given on the third day after it is mailed. Service on a corporation can be effected by registered mail to the corporate mailing address.

Contravention of Order

3.4 No person shall contravene an Order to Discontinue Activity.

Inspection Fee

3.5 (a) Where the municipal law enforcement officer determines that an activity producing noise or sound is not in compliance with this by-law or with an Order to Discontinue Activity, the fee or charge set out in the applicable Fees and Charges By-law for inspection may be imposed on the owner, or the person responsible for the noise or sound.

(b) The fees imposed constitute a debt of the person to the Municipality. The Municipality may add fees to the tax roll and collect them in the same manner as municipal taxes on any property for which all the owners are responsible for paying the fees.

Hinder or Obstruct

3.6 No person shall hinder or obstruct, or attempt to hinder or obstruct, any person who is exercising a power or performing a duty under this By-law, including carrying out an inspection.

By-law Enforcement

3.7 This by-law may be enforced by a Municipality municipal law enforcement officer or a police officer.

PART 4 – EXEMPTIONS

4.1 Despite any provision of this By-law, this By-law shall not apply to the following sounds arising from:

Police – Fire Services - Ambulance

(a) a vehicle of the provincial or federal police, fire department, or ambulance, while in performance of their duty;

Railway - Airport

- (b) any activity that is integral to the operation of any railway or airport within the legislative authority of Parliament;

Public Necessity - Emergency

- (c) a matter of public necessity or public emergency;

Municipal Equipment

- (d) the operation of machines and equipment by or on behalf of the Municipality, including but not limited to snow removal equipment, road cleaning equipment, grass cutting or field maintenance equipment, tree and shrub pruning and mulching equipment, painting machines for crosswalks and highways;

Garbage & Recycling Collection / Disposal

- (e) the collection or disposal of garbage, waste or recyclable material by or on behalf of the Municipality;

Municipal Construction Projects

- (g) the operation of equipment in conjunction with Municipal Construction projects, Municipal general maintenance projects, and Municipal emergency maintenance projects;

Fireworks - Pyrotechnics

- (h) the discharge of consumer fireworks, display fireworks or pyrotechnic special effects fireworks on Statutory Holidays;

Industrial Use in Industrial Zone

- (i) activities from industrial uses located in lands zoned for industrial use if sound is in accordance with the terms and conditions of a valid Certificate of Approval, provisional Certificate of Approval or other approval issued under the Environmental Protection Act, R.S.O. 1990, c. E.19, where such approval addresses sound as a source of contamination;

Normal Farm Practice

- (j) activities as part of a Normal Farm Practice and carried on as part of an Agricultural Operation;

Public Utilities

- (k) operation of machinery by or on behalf of a public utility where work needs to be done to minimize service interruptions;

Public Election - Gathering

- (l) the use in a reasonable manner of any apparatus or mechanism for the amplification of the human voice or of music in a public park or any other commodious space in connection with any public election meeting or other lawful gathering between 9:00 a.m. and 6:00 p.m.;

Community Event

- (m) activities and noise as part of a Community Event if the Event is operating under written permission of the Municipality;

Parade – Band

- (n) a military or other band in a parade if the parade is operating under written permission of the Municipality;

Snow Removal

- (n) the use in a reasonable manner of vehicles and equipment when utilized for the clearing and the removal of snow from private property;

4.2 Despite any provision of this By-law, this By-law shall not apply where:

(a) a sound is from a facility that has been designed, developed, built, operated and maintained in accordance with the terms and conditions of a valid Certificate of Approval, provisional Certificate of Approval or other approval issued under the Environmental Protection Act, R.S.O. 1990, c. E.19, where such approval addresses sound as a source of contamination; or

(b) an order or permit has been issued under the Environmental Protection Act.

PART 5 - PENALTY

Guilty of Offence

7.1 (a) Any person who contravenes any provision of this By-law is guilty of an offence.

(b) A director or officer of a corporation who knowingly concurs in the contravention of this By-law is guilty of an offence.

Liability

7.2 Any person convicted under this By-law is liable:

(a) upon a first conviction, to a minimum fine of \$750.00 and a maximum fine of not more than \$5,000.00; and

(b) upon a subsequent conviction, to a minimum fine of \$1,500.00 and a maximum fine of not more than \$10,000.00.

Liability - Corporation

7.3 Despite section 7.2, where the person convicted is a corporation, the corporation is liable,

(a) upon a first conviction, to a minimum fine of \$1,500.00 and a maximum fine of not more than \$10,000.00; and

(b) upon any subsequent conviction, to a minimum fine \$3,000.00 and a maximum fine of not more than \$25,000.00.

7.4 If this by-law is contravened and a conviction entered, in addition to any other remedy and to any penalty imposed by the by-law, the court in which the conviction has been entered and any court of competent jurisdiction thereafter may make an order prohibiting the continuation or repetition of the offence by the person convicted.

PART 6 - MISCELLANEOUS

6.1 This by-law repeals and replaces By-Law 21-2020 in its entirety.

6.2 Schedule 'A' as attached hereto forms part of this by-law.

6.2 This by-law may be referred to as the "Noise and Sound By-Law".

6.2 This by-law shall come into force and effect on the final passage thereof.

Read a first and second time and finally passed this 2nd day of February 2021.

Read a third time and finally passed this 2nd day of February 2021.

Mayor, Glen McNeil

CAO/Deputy Clerk, Mark Becker

THE CORPORATION OF THE TOWNSHIP OF
ASHFIELD-COLBORNE-WAWANOSH

BY-LAW NUMBER 7-2021

SCHEDULE 'A'

Item	Short Form Wording	Provisions Creating or Defining Offence	Set Fine
1.	Make, cause or permit noise to disturb	2.1	\$750.00
2.	Noise from a vehicle horn or other warning device	2.3 (a)	\$750.00
3.	Noise from a motor vehicle	2.3 (b)	\$750.00
4.	Noise from a motor vehicle in disrepair	2.3 (c)	\$750.00
5.	Noise from insecure load	2.3 (d)	\$750.00
6.	Noise from an engine without an exhaust	2.3 (e)	\$750.00
7.	Noise from an electronic device in vehicle	2.3 (f)	\$750.00
8.	Noise from a device to advertise	2.3 (g)	\$750.00
9.	Noise from a warning device	2.3 (h)	\$750.00
10.	Noise from an amplified electronic device	2.3 (i)	\$750.00
11.	Noise from residential domestic activity	2.3 (j)	\$750.00
12.	Noise from construction when prohibited	2.3 (k)	\$750.00
13.	Noise from discharge of firearm when prohibited	2.3 (l)	\$750.00
14.	Noise from power equipment when prohibited	2.3 (m)	\$750.00
15.	Fail to comply with Order to Discontinue Activity	3.3	\$750.00
16.	Inspection Fee	3.5 (a)	\$150.00
17.	Hinder or obstruct inspection	3.6	\$750.00
18.	Noise from public gathering when prohibited	4.1 (l)	\$750.00



COUNCIL REPORT

From: Florence Witherspoon, Clerk
Date: February 2, 2021
Subject: Social Media Policy

RECOMMENDATION:

That Council approve the draft policy attached and adopt the by-law authorizing the implementation of the policy.

BACKGROUND:

At the January 19, 2021 meeting of Council, staff was directed to prepare a Communications Strategy. Staff is working to pull this document together. In the meantime, it was felt prudent and expedient to bring forward a necessary component to the Communications Strategy.

COMMENT:

A crucial element in executing the Communications Strategy for the Township will be to implement a Social Media Policy to begin the process of setting up social media accounts. The Township's goal to continue to build relationships with our community through strategic and relevant communications will formally begin once these accounts become active.

This policy has been developed based on a two-way communication model. It should be noted that working this type of model will dedicate significant staff time and attention to ensuring the right information is shared on a platform that is visible to everyone who has access to it. It also has the potential to create a space where negative attention could be focused.

The alternative is a form of one-way communication, where the Township would utilize the page like that of a newspaper, where notices and information are posted, where the opportunity for direct comments are not available. In this approach, residents would be encouraged within the post to use existing channels of communication via the telephone, email or in person.

Should Council wish to adopt the policy as drafted, then staff have prepared a By-law to reflect this.

We seek your direction.

OTHERS CONSULTED:

Mark Becker, CAO
Ellen McManus, Treasurer
Kaitlin Bos, Tax Collector

Respectfully submitted,

Florence Witherspoon, Clerk



THE CORPORATION OF THE TOWNSHIP OF
ASHFIELD-COLBORNE-WAWANOSH

BY-LAW NUMBER 8-2021

BEING A BY-LAW to adopt a Social Media Policy for the Township of Ashfield-Colborne-Wawanosh

WHEREAS section 5 (3) of the Municipal Act, 2001 S.O. 2001, as amended, provides that a municipal power, including a municipality's capacity, rights, powers, and privileges under section 9, shall be exercised by by-law unless the municipality is specifically authorized to do otherwise;

AND WHEREAS section 11 (2) of the Municipal Act, 2001, S.O. 2001, as amended, further authorizes lower tier municipalities to pass by-laws regarding accountability and transparency of the municipality and its operations;

AND WHEREAS the Township of Ashfield-Colborne-Wawanosh recognizes that social media platforms are commonly used customer service and communication tools that increase public knowledge and engagement;

AND WHEREAS the Township supports the development of sustainable relationships with residents and stakeholders and encourages communication for the benefit of the community;

NOW THEREFORE the Council of the Corporation of the Township of Ashfield-Colborne-Wawanosh enacts as follows:

1. That the Social Media Policy as attached hereto as Schedule 'A' be adopted.
2. This by-law shall come into full force and effect on the final day of passage.
3. This by-law may be cited as the "Social Media Policy".

Read a first and second time this 2nd day of February 2021.

Read a third time and finally passed this 2nd day of February 2021.

Mayor, Glen McNeil

CAO/Deputy Clerk, Mark Becker



Township of Ashfield-Colborne-Wawanosh – Social Media Policy

1. Background

The Corporation of the Township of Ashfield-Colborne-Wawanosh is committed to building relationships with our community through strategic and relevant communication mediums. Current communication trends show residents and stakeholders demand greater access, better customer service and accurate information when and where they need it. Social media platforms are a great tool to spread news on local issues and provide a platform for citizens to access accurate and timely information on what is going in their community.

Social media platforms offer many benefits, including:

- Sharing information on programs, events, services and news to a wide audience;
- Promote the Township online to local, regional, and national audiences;
- Disseminate time-sensitive information as quickly as possible; and
- Increase civic engagement by providing an additional tool for the public to communicate with the Township.

2. Purpose and Guiding Principles

The purpose of this policy is to establish consistent standards and guidelines to ensure the appropriate use and management of social media on behalf of the Township of Ashfield-Colborne-Wawanosh.

Social Media should be used as a communications tool for the intent of enhancing communication for the Township to the public for the following purposes;

- Raising awareness and sharing information
- Recruiting volunteers and employees
- Promoting township events, programs and services
- Increasing access to information
- Promoting opportunities for public involvement
- Where possible, Township social media accounts should link back to the Township website for the purpose of downloading forms, documents, and providing specific or additional information.

The guiding principles for the use of social media platforms include;

- Accessibility
- Accuracy
- Consistency
- Privacy rights of citizens
- Relevancy
- Transparency

3. Scope, Roles and Responsibilities

Scope

This policy applies to all Township of Ashfield-Colborne-Wawanosh employees who make public statements on the Township social media platforms.

Roles and Responsibilities

Chief Administrative Officer

The CAO is responsible or working with employees to guide and direct the conversation on social media platforms. The CAO will have final review of all posts curated by Communications Team. Upon review of social media posts, the CAO will ensure that they follow the guiding principles outlined in this policy. The CAO will periodically review social media platforms to ensure that staff are following the standards and guidelines.

Communication Team

This formal workplace team will be comprised of the Clerk, the Social Media Administrator and at minimum the Department Head for which the communication is relevant. The Communications Teams objective is to ensure the effectiveness of our Townships communications with the citizens and other stakeholders. In regards to social media this team will review the yearly post schedules provided by Department Heads, and review all posts provided by Social Media Administrators prior to CAO. The team is responsible for ensuring all posts are approved by the CAO before they are made public.

Social Media Administrator

Appointed by the CAO, in conjunction with the Communications Team the Social Media Administrators will finalize and review all material provided by different departments, manage the social media calendar, ensure all posts follow ACW's Social Media Policy guidelines, post approved content to the Townships social media platforms and monitor the social media platforms during regular business hours on behalf of the Township.

Department Head

Each Department Head will work with their staff to prepare a yearly schedule. The department head will also designate a member of their team to prepare the relevant information for each post, including applicable by-laws, links to website and contact person if applicable. The Department Head will be responsible for the communication of activities and relevant information for their department.

4. Definitions

“*Accessibility*” refers to the design of products, devices, services, or environments for people who experience disabilities

“*Accuracy*” freedom from mistake or error; provides information which aligns with the Townships strategic plan priorities and vetted by the Communications Team.

“*Consistency*” conformity in messaging across social media platforms and published with the approved branding template of the Township.

“*Emergency*” a situation or an impending situation that constitutes a danger of major proportions that could result in serious harm to persons or substantial damage to property and that is caused by the forces of nature, a disease or health risk, an accident or an act whether intentional or otherwise.

“*Relevancy*” the quality or state of being closely connected or appropriate; providing citizens with information that matters the most to them and aligns with the Townships strategic plan

“*Social Media*” interactive digitally-mediated technologies that facilitate the creation or exchange of information; platforms utilized by the Township of Ashfield-Colborne-Wawanosh include Facebook, Twitter and LinkedIn.

“*Transparency*” the quality of being transparent; the Township’s openness, communication and accountability on social media platforms

5. General Policy

The Township of Ashfield-Colborne-Wawanosh website is the primary source of online information exchange with the public and is the Township’s official internet presence. The Township will use social media platforms to enhance communication about Township news, programs and services to the community.

5.1 Account Creation & Management

Before creating a corporate social media, account or adding a new social media channel, discussion should occur between the Communication Team, CAO, and Social Media Administrators on the need for and benefit of a new account and/or channel. Adequate resources, including staff time and material, must be present for the creation of a new account.

The Communications Team will work together to determine an appropriate name, and branding information for the applicable platform. Upon creation of the social media page, the Communication Team and CAO will review all information before the account becomes public.

5.2 Acceptable Use of Social Media by Social Media Administrators

Social Media Administrators are permitted to engage in social media activity for corporate purposes. Social Media Administrators must use judgement managing time and balancing the integration of social media within their overall work plans.

Maintenance

Social Media Administrators must maintain accounts to ensure they are kept current and relevant to the public. Social Media Administrators must undertake regular audits of social media

comments to ensure inappropriate postings are removed in a timely fashion (e.g., commercial advertisement, disparaging remarks).

If a Social Media Administrator is no longer employed by the organization, all social media platforms will have the passwords reset to ensure that access is only available to current employees of the Township of Ashfield-Colborne-Wawanosh.

Posts

Each post will be reviewed by the Communications Team and CAO. To provide consistency across social media platforms the same messaging will be used on each platform.

Each department must provide the Social Media Administrators with the relevant information needed one week prior to the day it is to be published. This will ensure adequate time to prepare and review the information with the Communications Team and CAO.

In the event of an emergency the Social Media Administrators will be responsible for crafting a post in a timely manner. The CAO will provide guidance and approval, in the absence of the CAO the approval will come from the Communications Team and/or Mayor.

Scheduled posts should be made in the morning to allow Social Media Administrator to oversee the interactions with the post and provide feedback to citizens throughout the day in a timely manner.

Usually, the Township responds to social media comments or questions during regular business hours; Monday to Friday 8:30 a.m. to 4:00 p.m. Questions or comments made after hours will be addressed the next business day.

The Township may schedule promotional messages after business hours or on weekends.

Sharing or Re-posting Content

When sharing or re-posting content from a social media account that is not owned by the Township of Ashfield-Colborne-Wawanosh, Social Media Administrators must follow these guidelines.

The Township may only post third party content which:

- Connects the public with information and services provided by upper tier governments or government-funded agencies or boards in Canada.
- Provides further information on subject matter found on the Townships website. Such information must be provided by an official and/or accredited source.
- A Township affiliated organization, service club or registered charity (direct partnership by way of funding, sponsorship, staff resources or in-kind contributions).
- A business improvement area operating within the municipality or upper-tier.
- Any organization approved by Council.

Any posts that include links to a personal account/website, individual business account/website, political party/candidate account/website, or objectionable material as defined in this policy must not be shared or reposted on a Township social media account.

Content promoting events:

- Organized or funded by another level of government;
- Organized by a government-funded agency or board;
- Organized by a Township affiliated organization/group;
- Funded in full, or in part, by the Township;
- Organized by a registered charitable organization operating within the Township or the County of Huron;
- Organized by a service club operating within the Township performing work that benefits Ashfield-Colborne-Wawanosh residents;
- Located in a facility owned by the Township.

Any posts that promote events that are for individual businesses, include objectionable material, do not comply with municipal, provincial or federal legislation, are political in nature, or promote an individual religion or religious service must not be shared or reposted on a Township social media account.

Guidelines for managing the Township of Ashfield-Colborne-Wawanosh accounts

The Township may reply to questions or comments if:

- the post asks a sincere question about a Township service, program or policy.
- the post includes inaccurate information – the Township may provide a correction.

The Township may not reply to questions or comments if:

- the post includes respectful statements of opinion – people are welcome to express their views even if they disagree with Township policies, programs or decisions.
- the post is respectful and directed at other participants in the conversation.

Social media commenting guidelines

The Township welcomes community members to post, share, discuss and debate while treating each other with respect. The Township will not tolerate posts or comments that include:

- Profane or inappropriate language;
- Content that promotes, fosters, or perpetuates discrimination on the basis of race, creed, colour, age, religion, gender, marital status, status with regard to public assistance, national origin, physical or mental disability or sexual orientation;
- Content considered to be defamatory, disrespectful or insulting to Township staff or representatives;
- Conduct or encouragement of illegal activity;
- Comments/posts not related to a posted article/topic/information;
- Business solicitation;
- Sexual content or links to sexual content;

- Information about any identifiable individual (including photographs of, or information about that individual, as well as views or opinions about that individual), unless the identifiable individual provided specific, written consent to the Township in advance;
- Any content deemed inappropriate by the Township of Ashfield-Colborne-Wawanosh.

If a comment includes any of the above the Township will hide or delete the post if possible. When removal is not possible, and the comment is directed at an employee, the Township may respond and ask the user to refrain from further disrespectful and inappropriate comments. Lastly, if the user continues to post disrespectful or inappropriate comments the Township may, ignore, mute or block the user.

5.3 Account Inactivity

The Communication Team in conjunction with the CAO has the discretionary power to add or remove an account or channel due to limited public interaction or inactivity. Accounts which are deemed inactive will be removed immediately following the decision made by the CAO and Communications Team.

6. Policy Communication

This policy will be communicated internally with staff and available in the shared drive. The policy will be posted on the township website for public use. The policy will also be hyperlinked onto Township social media accounts.

This policy is to be reviewed by staff on an ongoing basis as part of new employee orientation session.



COUNCIL REPORT

From: Florence Witherspoon, Clerk
 Date: February 2, 2021
 Subject: Website Redevelopment

RECOMMENDATION:

We seek your direction.

BACKGROUND:

The Township's website was last updated in 2013. Since that time, web best practices, online transactions and stakeholder expectations for online information has evolved and have led to the need to review the Township's current website.

COMMENT:

Online communications have fundamentally changed the way the public accesses and exchanges information. The internet and social media have become necessary communication tools for organizations to provide information to the public in an effective and efficient manner.

Council has committed to provide residents and stakeholders with easier access to municipal information, better communicate with all stakeholders and to increase access to municipal services. To assist in accomplishing this, staff is recommending that the Township website be redeveloped to better showcase the organization.

The current site structure and design, developed in 2013, requires some essential re-tooling to take advantage of new design elements and the growing demand for electronic services. Specifically, staff feel the website should be re-designed to streamline the search for public services, support e-government transactions such as online permits, online forms and applications, online payments, and a variety of other activities.

The re-designed website will have a theme promoting the Township with a friendly and professional feel. The municipal website should provide easy access to municipal services, policies, publications, and programs; be adaptable to current and changing technology; provide user friendly content management capability for staff; and be used as a public communication tool.

Staff is requesting that Council allocate funds in the 2021 budget for website redevelopment and further direct staff to prepare a Request for Proposal Document to develop and maintain a new website, to be ready for distribution, should Council decide to include this in the 2021 budget. It is anticipated that the initial website redevelopment will cost between \$15,000-\$20,000 with an annual maintenance/service contract of approximately \$1,500-\$2,000.

OTHERS CONSULTED:

Mark Becker, CAO/Deputy-Clerk

Respectfully submitted,

Florence Witherspoon, Clerk

**Ministry of
Municipal Affairs
and Housing**

Office of the Minister
777 Bay Street, 17th Floor
Toronto ON M7A 2J3
Tel.: 416 585-7000

**Ministère des
Affaires municipales
et du Logement**

Bureau du ministre
777, rue Bay, 17^e étage
Toronto ON M7A 2J3
Tél. : 416 585-7000



Ontario

234-2021-344

January 26, 2021

Dear Head of Council:

Our government is committed to improving local service delivery and better respecting taxpayers' dollars. That is why we launched the Municipal Modernization Program in 2019. Through this program, the Ontario government is providing funding to help small and rural municipalities modernize service delivery and identify new ways to be more efficient and effective.

Today at the Rural Ontario Municipal Association (ROMA) conference, I announced the launch of the second intake under the Municipal Modernization Program. Modern, efficient municipal services that are financially sustainable are more important than ever in light of the COVID-19 pandemic. Even as municipalities continue to face challenges, there are also opportunities to transform services and stimulate new ways of doing business.

The second intake will allow municipalities to benefit from provincial funding to conduct third party reviews as well as to implement projects to increase efficiency and effectiveness and lower costs in the longer term. I also want to encourage you to work with your neighbouring municipalities to find innovative joint projects that can benefit each of you. The government is excited to learn about your project applications that support the following priorities:

- Digital modernization
- Service integration
- Streamlined development approvals
- Shared services/alternative delivery models

To apply, you must submit a completed Expression of Interest form with attached supporting documents via the Transfer Payment Ontario (TPON) system by **March 15, 2021**. To get started, visit www.Ontario.ca/getfunding.

If you have questions on the program, or would like to discuss a proposal, I encourage you to contact your [Municipal Services Office](#) or e-mail municipal.programs@ontario.ca.

I look forward to continuing to work together to support your municipality in delivering efficient, effective and modern services for your residents and businesses.

Sincerely,



Steve Clark
Minister

c. Chief Administrative Officers and Treasurers



TOWNSHIP OF
ASHFIELD-COLBORNE-WAWANOSH

COUNCIL REPORT

From: Brian Van Osch, Public Works Superintendent
Date: January 27, 2021
Subject: Gravel Tender Results

RECOMMENDATION:

That the tender for 2021 maintenance gravel be awarded to Johnston Bros. (Bothwell) Ltd. in the amount of \$ 290,489.10 including tax.

INFORMATION:

The CAO/Deputy-Clerk and the Building Administrative Assistant opened the gravel tenders on January 27, 2021 at 1:10 p.m. The following is a summary of the tenders received.

Contractor	Total (HST included)
Johnston Bros. (Bothwell) Ltd.	\$ 290,489.10
Joe Kerr Limited	\$ 302,388.00
Lavis Contracting Co. Limited	\$ 315,044.00

Respectfully submitted,

Brian Van Osch,
Public Works Superintendent



TOWNSHIP OF
ASHFIELD-COLBORNE-WAWANOSH

COUNCIL REPORT

From: Brian Van Osch, Public Works Superintendent
Date: January 27, 2021
Subject: Calcium Chloride Tender Results

RECOMMENDATION:

That the tender for calcium chloride be awarded to Da-Lee Dust Control Ltd. in the amount of \$ 179,654.50 including taxes.

INFORMATION:

The CAO/Deputy-Clerk and the Building Administrative Assistant opened the calcium chloride tenders on January 27, 2021 at 1:10 p.m. The following is a summary of the tenders received

CONTRACTOR	QUANTITY	COST/TON	HST	TOTAL COST PER TON	TOTAL
Da-Lee Dust Control Ltd.	475	334.71	43.51	378.22	179,654.50
Pollard Distribution Inc.	475	407.25	52.94	460.19	218,590.25

For your information, last year's price was \$ 371.52 per flake imperial ton including taxes.

Respectfully submitted,

Brian Van Osch
Public Works Superintendent



7:00 p.m.

November 18, 2020

MINUTES

The Lucknow & District Joint Recreation Board met on the 18th day of November 2020, at 7:00 p.m. through Zoom, an online video conferencing platform.

This meeting was held electronically as per the Township of Ashfield-Colborne-Wawanosh By-Law #52-2020, Section 3.10 which allows for Electronic Participation of Board Meetings.

MEMBERS

Jennifer Miltenburg	(X)
Lillian Abbott	(X)
Jim Hanna	(X)
Glen McNeil	(X)
Don Murray	(X)
Anita Snobelen	(X)

STAFF

Steve Bushell, Facility Manager / Recreation Co-ordinator	(X)
Mark Becker, CAO/Deputy-Clerk (Board Secretary)	(X)

OTHERS

Melissa Kosterman, Mary Rose Walden, and Emily Dance.

1.0 CALL TO ORDER

Chairperson Jennifer Miltenburg asked Glen McNeil to chair the meeting due to her weak internet connection.

Glen McNeil chaired the remainder of the meeting.

2.0 DISCLOSURE OF PECUNIARY INTEREST / POTENTIAL CONFLICT OF INTEREST

None disclosed.

3.0 ADOPTION OF PREVIOUS MEETING MINUTES

3.1 Lucknow & District Joint Recreation Board Minutes – September 16, 2020

Moved by Don Murray
Seconded by Anita Snobelen

ADOPTION #1	THAT the Lucknow & District Joint Recreation Board hereby adopts the	
OF	September 16, 2020 Meeting Minutes as written.	
MINUTES		Carried.

4.0 DELEGATIONS

4.1 7:00 p.m. – Melissa Kosterman / Dillon Consulting (On Behalf of the Township of Huron-Kinloss)

Parks & Recreation Service Delivery and Modernization Opportunities Review

We have provided the Board with a copy of the power point presentation which outlines the summary of the report details as prepared by Dillon Consulting for your information purposes. Ms. Kosterman joined the meeting via Zoom to answer any questions of the Board.

STAFF COMMENTS: None.

ACTION: None.

5.0 REPORT OF THE CHAIRPERSON

Nothing to report.

6.0 REPORT OF FACILITY MANAGER / RECREATION CO-ORDINATOR

6.1 Winter Part Time Staff Employment

Mark Becker and Steve Bushell reviewed the applications received, contacted those chosen for interviews, perform the interviews, and proceeded to offer the part-time position to the successful applicant being Chris Plant. Chris has a few shifts completed now and is getting along well.

STAFF COMMENTS: For your information purposes.

ACTION: Noted.

6.2 Winter Part Time Students

Staff received six applications for the Part Time Student positions, four of which have previously been employed as part timers. Staff has offered the four previously employed applicants a position with a start date to be determined and all have accepted. Since this time, one applicant has taken employment elsewhere and informed staff that they will no longer be available. For the time being, with the unknowns of Covid-19, staff will proceed with three part-timers and review the remaining applicants later if more help is needed. Those rehired are Easton Stanley, Treyton Stanley, and Damon Murray.

STAFF COMMENTS: For your information purposes.

ACTION: Noted.

6.3 Hockey Programming

Huron Bruce Minor Hockey Association have adjusted to the restrictions in place due to Covid-19. On October 13th, Huron Bruce Minor Hockey started to use both the Lucknow & District Sports Complex as well as the Ripley Arena and are using a similar average weekly rental as last year. As December approaches, Minor Hockey will be preparing to start playing modified games with surrounding teams in the Grey Bruce Public Health jurisdiction such as Kincardine, Walkerton and South Bruce. For Minor Hockey teams to play modified games such as 3 on 3, team rosters will be reduced to around 10 per team, which will require more ice times to accommodate the additional teams. At the time of this report, staff is still awaiting Minor Hockey's updated ice calendar.

The Lucknow Lancer's and the Lucknow Legend's seasons have been cancelled and neither groups have intentions for a recurring ice rental this year, however plan to book periodic ice times. The Lucknow Men's Rec hockey league has started with the same amount of ice rented as in previous years.

STAFF COMMENTS: For your information purposes.

ACTION: Noted.

6.4 Canada Summer Jobs Grant

As the Board may recall from the February Lucknow & District Joint Recreation Board meeting, staff completed the Canada Summer Jobs Grant applying for money towards the Pool Supervisor, 3 Lifeguards, Parks and Rec Summer Student and Day Camp Leader positions. Due to Covid-19, these positions were put on hold, as well as any funds from the Canada Summer Jobs program. At this time, staff indicated that should funds become available, we would be interested in re-visiting.

In mid-October, Canada Summer Jobs reached out to confirm the continued interest. As most of the positions are summer positions, staff looked into the ability to change the positions. Canada Summer Jobs noted that if approved for the original application submitted in February, applicants would have the opportunity to modify the positions, as long as they still meet the criteria listed.

On October 30th, Canada Summer Jobs 2020 approved the funding request, and staff is now working with Canada Summer grants to see if the positions can be modified to cover an Arena Student or Students.

STAFF COMMENTS: For your information purposes.

ACTION: Noted.

7.0 ACCOUNTS

7.1 Revenue/Expenditure Report

Moved by Lillian Abbott
Seconded by Anita Snobelen

REVENUE/ #2 THAT the Lucknow & District Joint Recreation Board hereby accepts
EXPENDITURE the Revenue/Expenditure Report as written.
REPORT Carried.

7.2 September 2020 Cheque Listing

Moved by Jim Hanna
Seconded by Don Murray

CHEQUE #3 THAT the Lucknow & District Joint Recreation Board hereby accepts
LISTING the September 2020 cheque listing as presented in the total amount of
\$ 18,991.01.
Carried.

7.3 October 2020 Cheque Listing

Moved by Jim Hanna
Seconded by Anita Snobelen

CHEQUE #4 THAT the Lucknow & District Joint Recreation Board hereby accepts
LISTING the October 2020 cheque listing as presented in the total amount of
\$ 100,282.76.
Carried.

8.0 OTHER BUSINESS

No items scheduled.

9.0 IN-CAMERA / CLOSED SESSION

No items scheduled.

10.0 ADJOURNMENT

Moved by Don Murray
Seconded by Jennifer Miltenburg

ADJOURN #5 THAT the Lucknow and District Joint Recreation Board do now adjourn to
meet again on December 16, 2020 at 7:00 p.m. or at the Call of the
Chairperson.
Carried.
~

Lucknow and District Fire Board Minutes

10.2

Date: December 17, 2020
Time: 7:00 pm
Location: Electronic Meeting

Members Present Don Murray, Chair, Township of Huron-Kinloss
Jim Hanna, Member Township of Huron-Kinloss
Carl Sloetjes, Member Township of Huron-Kinloss
Gloria Fisher, Member Township of Ashfield-Colbrne-Wawanosh
Glen McNeil, Member Township of Ashfield-Colbrne-Wawanosh
Bill Vanstone, Member Township of Ashfield-Colbrne-Wawanosh

Staff Present Emily Dance, Secretary
Chris Cleave, Fire Chief/ CEMC

1. Call to Order

The Chair called the meeting to order at 7:00 p.m.

2. Appoint Board Secretary

2020-1

Moved By Glen McNeil, Member Township of Ashfield-Colbrne-Wawanosh

Seconded By Jim Hanna, Member Township of Huron-Kinloss

THAT the Lucknow and District Fire Board hereby appoints Emily Dance, Clerk Township of Huron-Kinloss as the Secretary for the Lucknow and District Fire Board.

Carried

3. Disclosure of Pecuniary Interest

None noted

4. Adoption of Minutes

2020-2

Moved By Carl Sloetjes, Member Township of Huron-Kinloss

Seconded By Bill Vanstone, Member Township of Ashfield-Colbrne-Wawanosh

THAT the Lucknow and District Fire Board hereby adopts the October 15, 2020 Minutes as presented.

Carried

4.1 October 15, 2020 Lucknow and District Fire Board Minutes

5. Staff Reports

5.1 Lucknow and District Fire Board Rules of Procedure LDFB-2020-12-2

2020-3

Moved By Jim Hanna, Member Township of Huron-Kinloss

Seconded By Glen McNeil, Member Township of Ashfield-Colbrne-Wawanosh

THAT the Lucknow and District Fire Board hereby approves Report No. LDFB-2020-12-2 prepared by Emily Dance, Secretary AND adopts the Lucknow and District Fire Board Rules of Procedure as presented.

Carried

5.2 Updated Fire Department Establishing and Regulating By-law LDFB-2020-12-1

5.3 Lucknow Fire Department Activities to Date 2020-12-4

2020-4

Moved By Jim Hanna, Member Township of Huron-Kinloss

Seconded By Carl Sloetjes, Member Township of Huron-Kinloss

That the Lucknow & District Fire Board hereby receives for information Report Number LDFB-2020-12-3 AND Report Number LDFB-2020-12-4 prepared by Chris Cleave, Fire Chief

Carried

5.4 Lucknow and District Fire Board 2021 Meeting Schedule LDFB-2020-12-3

2020-5

Moved By Bill Vanstone, Member Township of Ashfield-Colbrne-Wawanosh

Seconded By Glen McNeil, Member Township of Ashfield-Colbrne-Wawanosh

THAT the Lucknow and District Fire Board hereby approves Report No. LDFB-2020-12-3 prepared by Emily Dance, Secretary AND approves the 2021 Lucknow and District Fire Board Meeting Schedule as presented AND FURTHER that the meetings be held virtually until further notice.

Carried

6. Information

2020-6

Moved By Bill Vanstone, Member Township of Ashfield-Colbrne-Wawanosh

Seconded By Jim Hanna, Member Township of Huron-Kinloss

THAT the Lucknow and District Fire Board hereby receives for information all items listed in Section 6

Carried

7. New Business

No new business was brought forward.

11. Adjournment

2020-7

Moved By Carl Sloetjes, Member Township of Huron-Kinloss

Seconded By Glen McNeil, Member Township of Ashfield-Colbrne-Wawanosh

THAT the Lucknow and District Fire Board hereby adjourns at 7:20 p.m.

Carried

Chairperson

Secretary

Lucknow and District Fire Board Minutes

Date: January 21, 2021
Time: 7:00 pm
Location: Electronic Meeting

Members Present Don Murray, Member, Township of Huron-Kinloss
Jim Hanna, Member Township of Huron-Kinloss
Carl Sloetjes, Member Township of Huron-Kinloss
Gloria Fisher, Member Township of Ashfield-Colbrne-Wawanosh
Glen McNeil, Member Township of Ashfield-Colbrne-Wawanosh
Bill Vanstone, Member Township of Ashfield-Colbrne-Wawanosh

Staff Present Mary Rose Walden, CAO
Chris Cleave, Fire Chief/ CEMC
Emily Dance, Secretary

1. Call to Order

Chair Don Murray called the meeting to order at 7:00 p.m.

2. Disclosure of Pecuniary Interest

None noted.

3. Closed

3.1 Motion to move into closed session

Motion No. 2021-1

Moved By Glen McNeil, Member Township of Ashfield-Colbrne-Wawanosh

Seconded By Jim Hanna, Member Township of Huron-Kinloss

That the Lucknow and District Fire Board hereby moves into a Closed Meeting pursuant to Section 239(2)(b) Personal matters about an identifiable individual including municipal employees - Section 3(d) agreement - Fire Chief financial due-diligence

Carried

4. Business Arising from Closed

THAT Chair Murray stated a closed meeting was held and information regarding personal matters about an identifiable individual including municipal employees - Section 3(d) agreement - Fire Chief financial due-diligence was received.

5. Appointment of Chairperson for 2021

Secretary, Emily Dance explained that as per the Joint Fire Service Agreement Schedule 'A' Appendix 'E' (f) The Lucknow and District Fire Board shall, at the beginning of the year, appoint a chairperson on a rotating basis. Odd years will be Ashfield-Colborne-Wawanosh. Even years will be Huron-Kinloss.

5.1 Nominations for Chairperson open

The Secretary requested nominations for a Chairperson for 2021.

Motion No. 2021-5

Moved By Glen McNeil, Member Township of Ashfield-Colborne-Wawanosh

Seconded By Gloria Fisher, Member Township of Ashfield-Colborne-Wawanosh

THAT Bill Vanstone be nominated as Chairperson of the Lucknow and District Fire Board for 2021.

Carried

5.2 Nominations for Chairperson Closed

Bill Vanstone accepted the nomination to serve as Chair of the Lucknow and District Fire Board for 2021.

5.3 Motion to appoint the 2021 Chairperson of the Board

Motion No. 2021-6

Moved By Don Murray, Member, Township of Huron-Kinloss

Seconded By Carl Sloetjes, Member Township of Huron-Kinloss

THAT the Lucknow and District Fire Board hereby appoints Bill Vanstone as Chairperson of the Lucknow and District Fire Board.

Carried

6. Adoption of Minutes

Chair Bill Vanstone assumed the Chair.

6.1 Motion to Adopt

Motion No. 2021-7

Moved By Glen McNeil, Member Township of Ashfield-Colbrne-Wawanosh

Seconded By Don Murray, Member, Township of Huron-Kinloss

THAT the Lucknow and District Fire Board hereby adopts the December 17, 2020 Fire Board minutes as presented.

Carried

7. Staff Reports

7.1 Fire Department Officer Appointments and Staffing LDFB-2021-01-2

The Board was impressed with the hiring process and pleased with the new appointments. Staff was directed to forward a congratulatory letter on behalf of the Board to the newly appointed members.

Motion No. 2021-8

Moved By Carl Sloetjes, Member Township of Huron-Kinloss

Seconded By Jim Hanna, Member Township of Huron-Kinloss

That the Lucknow & District Fire Board hereby receives for information Report Number LDFB-2021-01-2 prepared by Chris Cleave, Fire Chief

Carried

7.2 Lucknow & District Fire Department Annual Report 2020 LDFB-2021-01-1

Motion No. 2021-9

Moved By Carl Sloetjes, Member Township of Huron-Kinloss

Seconded By Gloria Fisher, Member Township of Ashfield-Colbrne-Wawanosh

That the Lucknow & District Fire Board hereby receives for information Report Number LDFB-2021-01-1 prepared by Chris Cleave, Fire Chief

Carried

7.3 Lucknow & District Fire Department Budget Estimates 2021 LDFB-2021-01-3

Motion No. 2021-10

Moved By Don Murray, Member, Township of Huron-Kinloss

Seconded By Jim Hanna, Member Township of Huron-Kinloss

That the Lucknow & District Fire Board hereby approves Report Number LDFD-2021-01-3-prepared by Chris Cleave, Fire Chief AND approves the proposed Lucknow Fire Board budget as amended AND FURTHER recommends approval by each respective Council. AND FURTHER confirms that it fulfills the requirements of the Joint Fire Services Agreement Section 4(a)

Carried

8. Information

9. New Business

No new business brought forward.

11. Adjournment

Motion No. 2021-11

Moved By Glen McNeil, Member Township of Ashfield-Colbrne-Wawanosh

Seconded By Carl Sloetjes, Member Township of Huron-Kinloss

THAT the Lucknow and District Fire Board meeting hereby adjourns at 7:56 p.m.

Carried

Bill Vanstone, Chair

Emily Dance, Secretary

Lucknow Community Health Centre Board



TOWNSHIP OF
ASHFIELD-COLBORNE-WAWANOSH

November 19, 2020 at 6:00 pm

Zoom

Minutes

Members Present:

Township of Ashfield-Colborne-Wawanosh

Township of Huron-Kinloss

Township of Huron-Kinloss

Wayne Forster

Jim Hanna

Carl Sloetjes

Staff and Others Present:

Board Secretary

Florence Witherspoon

1. Call to Order

Carl Sloetjes called the meeting to order at 6:00 pm.

2. Disclosure of Pecuniary Interest

None declared.

3. Adoption of Previous Minutes

Moved by: Jim Hanna

Resolution Seconded by: Wayne Forster

No. 1 THAT the Minutes dated July 15, 2020 of the Lucknow Community Health Centre Board be adopted as circulated.

CARRIED

4. Business Arising from the Minutes

None.

5. 2020 Budget to Actual Financial Report

We have provided the Board with financials for the Lucknow Community Health Centre, for your information.

ATTACHED: 2020 Actual vs Budget Comparison Report, year to date.

6. Lucknow Legion – Catch the Ace Donation

In October, staff received notice that the Lucknow Legion's Catch the Ace lottery contribution to the Lucknow Medical Centre was \$17,207.53. The intention of this donation was in addition to the 2019 donation to the Lucknow Medical Centre Renovation. Board Member Wayne Forster attended the cheque presentation.

At the September 24, 2019 meeting of the Board, a resolution was passed that any funds in excess of the \$150,000 fundraising goal for clinical equipment be put into reserves for future replacement as needed. Staff is recommending that these funds be placed into the same reserve.

The Board agreed that the donation received from the Lucknow Legion in the amount of \$17,207.53 be placed in a fund for the future replacement of clinical equipment when needed in the future.

7. Renovation Outstanding Items

With regards to the Recognition Wall at the Lucknow Medical Centre, staff was advised at the beginning of COVID-19 by Artech, the sign company, that the medium used to create the sign was in short supply due to the priority of personal protective equipment, including plex-glass type material. Staff has reached out periodically, and at the publication of the agenda, a completion date of the recognition wall is yet to be determined.

Other items, such as concrete around the building will be discussed at the Budget meeting 2021.

8. New Business

None.

9. Next Meeting

Pending any items for discussion in December, the next meeting of the Board will be the Budget meeting. The Board set a date of January 21st, 2021.

10. Adjournment

Moved by: Wayne Forster
Resolution Seconded by: Jim Hanna
No. 3 THAT the Lucknow Community Health Centre Board adjourn at 6:10pm to reconvene on January 21st 2020 or at the call of the Chair.

CARRIED

ORIGINAL SIGNED BY

Chair, Carl Sloetjes

ORIGINAL SIGNED BY

Secretary, Florence Witherspoon

Lucknow Community Health Centre Board



January 21, 2021 at 6:00 pm

Minutes

The Lucknow Community Health Centre Board met on the 21st day of January 2021, at 6:00 p.m. through Zoom, an online video conferencing platform.

This meeting was held electronically as per the Township of Ashfield-Colborne-Wawanosh Procedural By-Law 52-2020, Section 3.10 which allows for Electronic Participation of Board Meetings.

Members Present:

Township of Ashfield-Colborne-Wawanosh
Township of Ashfield-Colborne-Wawanosh
Township of Huron-Kinloss

Wayne Forster
Anita Snobelen
Carl Sloetjes

Staff and Others Present:

Board Secretary

Florence Witherspoon

1. Call to Order

Florence Witherspoon, Board Secretary, called the meeting to order.

a. Election of the 2020 Chairperson

As per the terms of the agreement, it is the Township of Ashfield-Colborne-Wawanosh's term to hold the position of Chairperson.

Call for Nominations – Three Times.

Resolution No. 1 Moved by: Carl Sloetjes
Seconded by: Wayne Forster
THAT Anita Snobelen be nominated for the 2021 Chairperson.

CARRIED

Board Secretary, Florence Witherspoon asked Ms. Snobelen if she would let her name stand for Chairperson and she indicated she would.

Board Secretary, Florence Witherspoon called for nominations a second and a third time. None were received.

Resolution No. 2 Moved by: Wayne Forster
Seconded by: Anita Snobelen
THAT nominations be closed for the 2021 Chairperson.

CARRIED

Resolution No. 3 Moved by: Carl Sloetjes
Seconded by: Wayne Forster
THAT Anita Snobelen be appointed as the 2021 Chairperson for the Lucknow Community Health Centre Board.

CARRIED

The newly appointed Chairperson Anita Snobelen chaired the remainder of the meeting.

2. Disclosure of Pecuniary Interest

None declared.

3. Adoption of Previous Minutes

Moved by:
Resolution No. 4 Seconded by:
 THAT the Minutes dated November 19, 2020 of the Lucknow Community Health Centre Board be adopted as circulated.

CARRIED

4. Business Arising from the Minutes

None.

5. Budget 2020

The Board reviewed the 2020 Actual vs. Budget Comparison Report and the 2021 Draft Budget. The Board considered re-issuing a Request for Quotes for the replacing the concrete surrounding the entire building, however it was decided to defer until 2022.

The Board directed the secretary to inquire with the Treasurer to see if any COVID relief funding would be available to assist in the necessary cleaning demands of the Medical Suite once the facility is open again to the public.

After a review of the Report prepared by Secretary Florence Witherspoon, the Board decided to adopt the budget as drafted.

Moved by: Wayne Foster
Seconded by: Carl Sloetjes
Resolution No. 5 THAT the Lucknow Community Health Centre Board approves the 2021 Draft Budget in the amount of \$ 41,450.00.
 AND FURTHER THAT it be sent to the councils of Ashfield-Colborne-Wawanosh and Huron-Kinloss with the recommendation that it be approved and adopted.

CARRIED

6. New Business

None.

7. Next Meeting

As per the agreement, the Board must meet at least two times per year. The Secretary will contact the Chair in the fall to confirm a meeting for later in 2021. The meeting will be at the call of the Chair.

8. Adjournment

Moved by: Wayne Forster
Resolution No. 6 Seconded by: Carl Sloetjes
 THAT the Lucknow and District Fire Board adjourn at 6:30 p.m. to reconvene at the call of the Chair.

CARRIED

Chair, Anita Snobelen

Secretary, Florence Witherspoon

Animal Control Report for 2020 for Ashfield-Colborne-Wawanosh

Dogs caught 5

Sick raccoons 27 since Oct the raccoons were sent to M.N.R to be checked for rabies.

Dog attack 1 owner of dog paid for Vet bills

Barking complaints 4

Livestock claims calf killed by a dog Owner of dog put dog down and paid for livestock

2 livestock claims turned down by OMFRA

2 livestock claims were paid by OMFRA

11 coyotes were killed because of livestock being killed.

21 Kennel inspected and licences issued

Goats at large 4 owners found, 1 calf at large owner found.

Sick skunks 2

Child bit by a rabid bat the child had to take rabie shots

O.P.P. called me 10 times

Bear sightings 8 Last sighting was a mother bear and two cubs near Hawkins road, at one location I found the largest pile of bear scat I ever found.

Cougar sightings 5 in A.C.W. and 4 sightings in Goderich all in a 3 week period.

Other complaints and contacts 70

Robert Trick A.C.O. for Ashfield-Colborne-Wawanosh.

Notice of No Trespassing By Land, Air or Water and No Recordings of Any Kind

10.5

George Alton, Ruth Alton and Sharon Nivins
85028 Tower Line
R.R.#7, Lucknow, Ontario N0G 2H0
Tel:519-529-7584

January 25, 2021

Mark Becker
Administrator/Clerk-Treasurer
Township of Ashfield Colborne Wawanosh (ACW)
82133 Council Line
R.R.#5 Goderich, Ontario N7A 3Y2

To Mark Becker

Please be advised by this notice to you, Mark Becker, Administrator/Clerk-Treasurer for the Township of Ashfield Colbourne Wawanosh or any member staff, agents, representatives, contractors, or third parties acting on behalf of you and/or the Township of Ashfield Colbourne Wawanosh of Notice of No Trespassing by Land, Air or Water and No Recordings of Any Kind.

You are here by served with notice from this day forward that you, any member staff, agent, representative, contractor or third party entering in or upon any lands owned, controlled, occupied or managed by George Alton and or Ruth Alton and or Sharon Nivins will constitute trespass, pursuant to Ontario Trespass To Property Act R.S.O., 1990. You are further on Notice that a violation of this notice may result in you and your agents, member staff, representatives, contractors or third parties arrest and a complaint issued against you and or your agents, member staff, representatives, or third parties in such court as appropriate.


This notice also forbids recordings of any kind including but not limited to pen and paper, cellphone, satellite, video, audio, camera, and or electronically.

THIS NOTICE WILL REMAIN IN FORCE UNTIL WRITTEN WITHDRAWAL NOTICE FROM GEORGE ALTON AND OR RUTH ALTON AND OR SHARON NIVINS

A COPY OF THIS NOTICE WITH DATE AND TIME OF SERVICE WILL BE FILED WITH THE LOCAL POLICE DEPARTMENT

Signed this 25 Day of January, year of 2021
Time 2:20 pm

Please, govern yourselves accordingly.



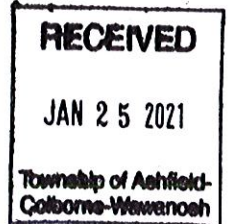
George Alton

CC: Corporation of the County of Huron
Maitland Valley Conservation Authority
Corporation of the County of Huron Planning Department

Notice of No Consent

George Alton, Ruth Alton and Sharon Nivins
85028 Tower Line
R.R.#7, Lucknow, Ontario N0G 2H0
Tel:519-7584

January 25,2021



Mark Becker
Administrator/Clerk-Treasurer,
Township of Ashfield Colbourne Wawanosh (ACW)
82133 Council Line
R.R.#5 Goderich, Ontario N7A 3Y2

To Mark Becker

Please be advised by this notice to Mark Beck, Administrator/Clerk-Treasurer, Township of Ashfield Colbourne Wawanosh (ACW) or any member staff, agent, representative, contractor or third party acting on behalf of you and or the Township of Ashfield Colbourne Wawanosh. You are here be served, with Notice of No Consent form this day forward, that any change of assignment or designation including but not limited to the Huron County Heritage Plan and all zoning changes of private property owned, controlled, managed, and or occupied by George Alton and or Ruth Alton and or Sharon Nivins without their prior written consent is forbidden.

George Alton and or Ruth Alton and or Sharon Nivins will inform all relevant authorities by written notice if it is our wishes to make any changes of designation or assignment including but not limited to the Huron County Natural Heritage plan and all zoning designation changes on land owned, controlled, managed and or occupied by us.

THIS WILL BE IN FORCE UNTIL WRITTEN WITHDRAWAL NOTICE FROM GEORGE ALTON AND OR RUTH ALTON AND OR SHARON NIVINS

Signed this 25 Day of January, year of 2021
Time 2:20 pm

Please, govern yourselves accordingly.

A handwritten signature in blue ink that appears to read "George Alton". The signature is fluid and cursive.

George Alton

CC: Corporation of the County of Huron
Corporation of the County of Huron Planning Department
Maitland Valley Conservation Authority



THE CORPORATION OF THE TOWNSHIP OF
ASHFIELD-COLBORNE-WAWANOSH

BY-LAW NUMBER 9-2021

BEING A BY-LAW to confirm the proceedings of the Corporation of the Township of Ashfield-Colborne-Wawanosh at its meeting held on February 2, 2021.

WHEREAS Section 5(3) of the Municipal Act, 2001, S.O. 2001, Chapter 23 as amended, requires that a municipal Council to exercise its powers by By-Law;

AND WHEREAS Council, or a Committee of Council often authorizes actions to be taken which does not lend itself to an individual By-Law;

AND WHEREAS it is deemed expedient to confirm the proceedings of Council at its meeting hereinafter set out;

NOW THEREFORE the Council of the Corporation of the Township of Ashfield-Colborne-Wawanosh enacts as follows:

1. The actions of the Council of the Corporation of the Township of Ashfield-Colborne-Wawanosh at its meeting held on the 2nd day of February with respect to each motion, resolution and other action passed and taken by Council at its meeting, is hereby adopted and confirmed as if all such proceedings were expressly embodied in this By-Law.
2. The Mayor and Clerk are authorized and directed to do all the things necessary to give effect to the actions of the Council referred to in the preceding section hereof.
3. The Mayor and the Clerk are authorized and directed to execute all documents necessary in that behalf and to affix thereto the seal of the Corporation.

Read a first and second time this 2nd day of February 2021.

Read a third time and finally passed this 2nd day of February 2021.

Mayor, Glen McNeil

CAO/Deputy Clerk, Mark Becker