



# THE PORT OF JOHNSTOWN MANAGEMENT COMMITTEE

THE TOWNSHIP OF EDWARDSBURGH CARDINAL

Meeting of July 20, 2022 6:30 pm

Council Chambers, Municipal Office – Spencerville, Ont.

## AGENDA

1. Call to Order
2. Approval of Agenda
3. Disclosure of Pecuniary Interest & the General Nature Thereof
4. Delegations and Presentations
5. Minutes of the previous POJ Committee Meeting
  - Meeting June 22, 2022
6. Business Arising from Previous PMC Minutes (if any)
7. Discussion item
  - IPM Sponsorship
  - Capital funding Update
    - Spencerville Legion – Cheque has been presented to members
    - SGMHA- Hoping to finalize decision on divider boards by July 22.
    - Cardinal Legion Roof – Waiting on engineering report.
    - SERA – Waiting on news of Trillium grant.
8. Action/Information Items
  - a) Operation Manager's Report / Capital Budget Report - June
  - b) General Manager's Report / Traffic Report – June
  - c) Investments – Quarterly Report
  - d) Health and Safety Report
  - e) Dock Pavement Rehabilitation Project # 320-002
  - f) Port of Johnstown Investments (Latest rates will be distributed prior to start of meeting)
9. Approval of Disbursements – Port accounts
10. Council Inquiries or Notices of Motion
11. Chair's Report
12. Question Period
13. In Camera Session
  - Succession Planning – Discussion of an identifiable individual
  - Collective Bargaining – Labour Relations
  - Previous closed session minutes – December 15, 2021
14. Adjournment

**MINUTES  
PORT OF JOHNSTOWN MANAGEMENT COMMITTEE  
MUNICIPAL OFFICE – SPENCERVILLE  
WEDNESDAY, June 22, 2022  
6:30 PM**

Present: Mayor Patrick Sayeau, Chair  
Deputy Mayor Tory Deschamps  
Councillor Hugh Cameron  
Councillor Stephen Dillabough  
Councillor John Hunter  
Mr. Joe Hendriks  
Mr. Frank McAuley

Staff: Robert Dalley, General Manager  
Kevin Saunders, Operations Manager  
Rebecca Williams, Clerk  
Candise Newcombe, Deputy Clerk

1. Call to Order

Mayor Sayeau called the meeting to order at 6:30 p.m.

2. Approval of Agenda

**Moved by:** J. Hunter

**Seconded by:** H. Cameron

That Committee approve the agenda as presented.

Carried

3. Disclosure of Pecuniary Interest & the General Nature Thereof – None

4. Delegations & Presentations – None

5. Minutes of the Previous POJ Committee Meeting

a) Regular Meeting – May 18, 2022

**Moved by:** F. McAuley

**Seconded by:** J. Hunter

That Port Management Committee receives and approves the minutes of the Port Management Committee meeting dated May 18, 2022.

Carried

6. Business Arising from Previous PMC Minutes - None

7. Discussion Items

a) IPM Partnership Brochure

Committee reviewed the brochure and discussed interest in having the Port represented at the IPM, various options for participation and display aids that could be used in an exhibit. Members noted the UCLG's intention to highlight major businesses located in the United Counties of Leeds and Grenville as it's exhibit. There was a brief discussion of requesting the UCLG exhibit to accommodate a small display from the Port.

Committee discussed options of providing a video of the Port using existing footage to mitigate costs and the staff required to attend noting that the event is being held during harvest season. It was noted that the current budgeted amount for the event is \$500.00.

There was a brief discussion to clarify the request for sponsorship versus donation. Members suggested inquiring about the cost for an independent business exhibit as a collaborative effort by the Township and the Port of Johnstown.

Members noted the costs for exhibits provided in the brochure and highlighted that the exhibits are not equipped with electrical power supply, telephone or internet. Committee inquired about previous Port exhibits noting the Port of Johnstown's participation in past IPMs. Past IPMs were noted to have been equipped with basic provisions in the past. Members briefly discussed possible power supply alternatives.

Members noted that the UCLG Council meeting being held on June 23 is open to the public and highlighted it as an opportunity to clarify some of the Committee's questions.

#### b) One Investments Update

Committee reviewed the report and inquired about the rate of interest received with the high interest savings account (HISA) versus the current rate received in the One Investment account. It was noted that Scotiabank is offering a 3% interest rate on their HISA accounts until the end of July, while the current operating account is receiving prime less 1.85%, highlighting that prime is expected to increase in the next few weeks.

Shifting funds among the One Investment account or withdrawing investments out of bonds and investing into alternate financial vehicles such as a GIC were two suggested options.

### 8. Action/Information Items

#### a) Operation Manager's Report – Capital Report

Port staff provided an overview of the monthly operations report and highlighted the following areas: decrease in overall inventory levels, monthly traffic, additional hours worked, maintenance and electrical work completed,

an overview of capital project progress and electrical savings from 2020 to present.

Staff noted increased difficulty in attaining materials for some of the capital projects which has subsequently resulted in increased costs. Committee inquired if the delays in completing capital projects will have an impact on the harvest season. It was noted that if the current delay dates are met, there should not be an issue managing the harvest season.

b) General Manager's Report – Traffic Report

Port staff provided an overview of the monthly report and there was a general discussion on the following topics: monthly revenues versus year-to-date actuals, POJ warehouse parking rental, extension and expansion of the military contract, union negotiation dates and additional visits from the Ocean Explorer cruise ship.

Committee inquired about progress with potential parties interested in leasing space at the Port of Johnstown warehouse. It was noted that staff was in negotiations with an interested party, highlighting a draft agreement being circulated amidst legal counsel for review. It was noted that there may be an alternate party interested in leasing some of the land at the location of the warehouse as possible additional revenue.

Members inquired about progress made with the warehouse roof renovations and requested any supplementary renovations required be identified. It was noted that all the materials had arrived with the intent to begin roof renovations early next week. Steel door replacement, window seals and flooring were some of the additional renovations noted to be required prior to the building being sufficient for lease. Mr. Mike Baril was noted to have been hired to maintain the building, specifically for the interim, prior to the roof replacement due to the extensive leaks.

There was a brief discussion about the removal of the BBL Energy sign and the possible installation of a Port of Johnstown sign in its place. It was noted that it would likely be replaced by the lessee with their business signage.

Members requested an update at the next meeting outlining the status of the Port Community Capital Grant program. There was a brief discussion about the timeframe for the installation of the grain elevator exhibit at the Aquatarium.

c) Health & Safety Report

Committee reviewed the health and safety report.

Committee commented on the Port's endeavour to find and retain part time employees. There was a discussion on part time employee compensation

and the requirement to consult and gain support from the union on any changes.

**Moved by:** H. Cameron

**Seconded by:** J. Hendriks

That Committee received and reviewed items 8a) Operation Manager's Report – Capital Report, 8b) General Manager's Report - Traffic Report and 8c) Health & Safety Report.

Carried

d) Port of Johnstown's Investments

Committee reviewed the report and noted that rates are forecasted to continue to rise. The aim to attain a higher return than the current 1.85% was noted, highlighting that Scotiabank provides a more flexible rate after redemption.

Consensus was reached to take advantage of the HISA 3% interest rate by investing the Port's One Investment account and operating account for the month of July and re-asses. Committee reached consensus to invest the balance of the RBC trust account into a non-redeemable GIC for 12 months at a 4% interest rate or better.

**Moved by:** F. McAuley

**Seconded by:** H. Cameron

1. That the Port Management Committee approves the following:
  - a. That the total amount in the Port of Johnstown's One Investment Account #570000484-80 be moved into the Scotia Bank (One Investment) HISA with the promotional 3% rate and review the rate at end of July;
  - b. That the total amount in the Port of Johnstown's Royal Bank Trust Account #100-120-5 be moved into a non-redeemable GIC for a 12-month period with a rate of 4% or best rate available;
  - c. That the amount of \$2,000,000.00 in the Port of Johnstown's Operating Account #100-118-9 be moved into the Scotia Bank HISA with the promotional 3% rate and review the rate at the end of July;
2. That the Port General Manager be directed by the Port Management Committee to execute this action item.

Carried

9. Approval of Disbursements – Port Accounts

Members inquired about what the \$47,629.50 charge from Jones Rail was for. It was noted that the charge covered the cost of approximately 300 wooden rail ties as part of the rail replacement project. The \$150 monthly repair charge was noted to be included in the total.

**Moved by:** J. Hendricks  
**Seconded by:** S. Dillabough

That Port of Johnstown Management Committee approves payment of Port invoices circulated and numbered as follows:

Withdrawals Total:	\$168,052.64
Batch 8	\$235,654.16
Batch 9	\$120,899.25

Total Withdrawals & Batch Listings: **\$524,606.05**

Carried

**Moved by:** F. McAuley  
**Seconded by:** T. Deschamps

That the Port of Johnstown Management Committee approves the amended payment of Port invoices circulated and numbered as follows:

Withdrawals Total:	\$172,362.64
Batch 8	\$235,654.16
Batch 9	\$120,899.25

Total Withdrawals & Batch Listings: **\$528,916.05**

Carried

10. Councillor Inquiries/Notices of Motion – None

11. Chair's Report

The Mayor reported the following:

- 2<sup>nd</sup> visit from the Ocean Explorer cruise ship on June 18. Presented the Port General Manager with a commemorative photo.

12. Question Period – None

13. Closed Session – None

14. Adjournment

**Moved by:** F. McAuley  
**Seconded by:** T. Deschamps

That the Committee meeting adjourns at 8:25 p.m.

Carried

These minutes were approved by Port Management Committee this \_\_\_ day  
of \_\_\_\_\_, 2022.

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**Chair**

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**Deputy Clerk**



# Become a partner of the INTERNATIONAL PLOWING MATCH & RURAL EXPO



## IPM 2022 PARTNERSHIP LEVELS \$5,000 AND ABOVE

BENEFITS INCLUDED	    				
	PLATINUM \$99,999-\$50,000	GOLD \$49,999-\$25,000	SILVER \$24,999-\$15,000	BRONZE \$14,999-\$10,000	FRIENDS OF THE MATCH \$9,999-\$5,000
Invitations & 2 tickets OPA Annual Convention Banquet	Yes				
Official IPM Poster will feature your company's logo*	Yes				
Naming rights of special features may be available	Yes	Yes			
Invitations & 2 tickets IPM Celebration of Excellence Banquet	Yes	Yes			
Recognized in OPA Prize List & Rule Book*	Yes	Yes			
Official IPM Brochure & Site Map will feature your company's logo	Yes	Yes	Yes		
Exhibitor spaces in Tented City - Indoor or Outdoors*	4	3	2	1	
OPA Annual Report & Convention recognition at designated level*	Yes	Yes	Yes	Yes	
Your logo on promotional & advertising materials*	Yes	Yes	Yes	Yes	
Red Exhibitor parking passes*	4	3	2	1	
Green vehicle parking passes*	25	20	15	10	5
Corporate Partner Daily Admission Passes	160	95	55	40	10
Right to use IPM Logo in your promotional activities	Yes	Yes	Yes	Yes	Yes
Right to promote status of Partnership with the IPM	Yes	Yes	Yes	Yes	Yes
Official Program recognition at designated level	Yes	Yes	Yes	Yes	Yes
OPA/IPM Website with your logo & a hyperlink to your site	Yes	Yes	Yes	Yes	Yes
Company Name & Logo on primary Corporate Partners Recognition Sign*	Yes	Yes	Yes	Yes	Name Only

### Some things to remember:

All sponsors are designated as respective sponsor level for the duration of this agreement.

#### Tented City Info:

- Exhibitor spaces in Tented City are not applicable HST
- Exhibitor spaces in Tented City DO NOT include electrical power supply, telephone, internet, tents, landscaping or related services
- Outdoor spaces are 25' frontage and 70' deep
- Indoor spaces in Tented City are 10' x 10'

\*Red parking passes are access to Tented City with parking on your lot only

\*Green parking passes are access to parking adjacent to Tented City

\*For Platinum Level Sponsors, please note that supply of posters will be made available for distribution.

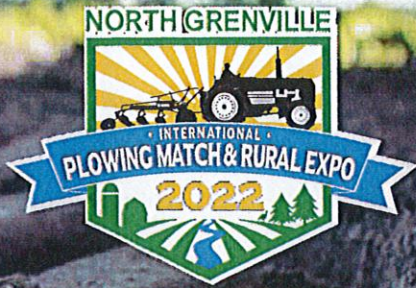
#### Please note:

A number of these benefits are time sensitive. Every effort will be made to provide the above benefits once the Corporate Partnership contract has been signed.

FOR MORE INFORMATION ON  
SPONSORSHIP OPPORTUNITIES,  
PLEASE CONTACT LAURA SCOTT

AT 613-316-8728 OR

IPM2022Sponsorship@plowingmatch.org



# Become a partner of the INTERNATIONAL PLOWING MATCH & RURAL EXPO

## IPM 2022 PARTNERSHIP LEVELS \$5,000 AND UNDER



**Designation**  
Designated as  
Match Contributor  
Partner for the duration  
of this agreement

**On Site Signage**  
Name on Primary  
Corporate Partners  
Recognition Sign

**Event Tickets**  
4 corporate partner  
daily admission  
passes

2 "Green" vehicle  
parking pass  
(parking adjacent to tented city)

**MATCH CONTRIBUTOR**

**\$1,000-\$2,499**



**Designation**  
Designated as Match Fan  
Partner for the duration  
of this agreement

**On Site Signage**  
Name on Primary  
Corporate Partners  
Recognition Sign

**Event Tickets**  
2 corporate partner  
daily admission  
passes

1 "Green" vehicle  
parking pass  
(parking adjacent to tented city)

**MATCH FAN**

**\$500-\$999**

**On Site Signage**  
Name on Primary  
Corporate Partners  
Recognition Sign

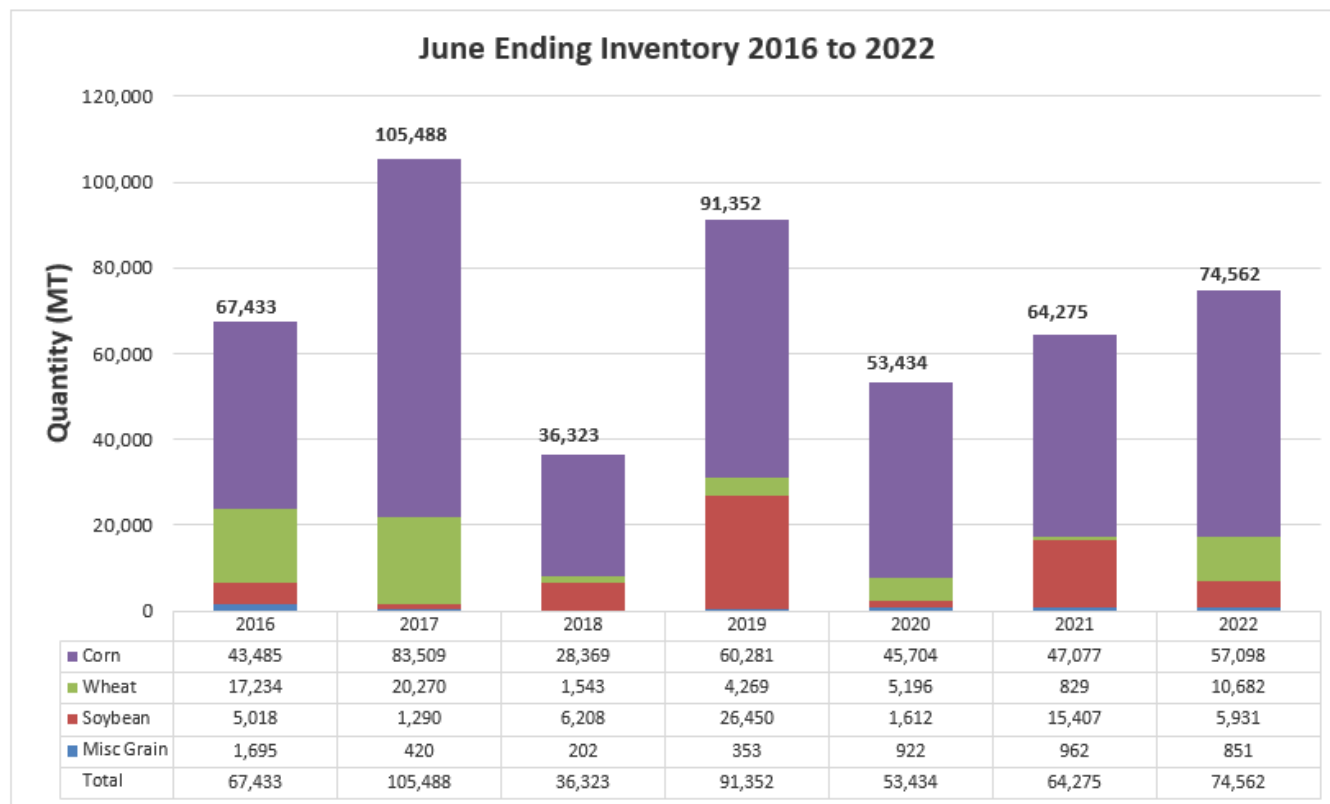
**GRASS ROOTS PARTNER**

**Under \$500**

# OPERATIONS REPORT

## June 2022

Overall grain inventory for the month of June ended at 74,562 MT. This is within the seasonal average for this time of year.



### Summary of traffic for June:

- Received a total of 7,856 MT of grain via truck.
- Shipped a total of 10,968 MT of grain via truck.

The Port worked on the weekends of June 11, 12, 18, 19 and 26 to ship corn to a local processor.

Continued working on various capital projects.

The CGC sanitation inspection took place on June 28<sup>th</sup> and resulted in a rating of “B”. The subsequent re-inspection improved the rating to an “A”.

Work in the maintenance area during the month included the following:

- Conducted monthly Premise Inspection as per GMP requirements.
- Fabricate and install 5 bin vents on exterior south side of bin walls at bin floor level. These were to replace vents that had been removed by Cimota for bin wall repair.
- Replaced several broken windows at bin floor and basement level. Windows broken by falling concrete during bin wall repairs.
- Empty bin inspection and maintenance of annex bin #7.
- Several items from the work order log.
- Pre-season maintenance of grain dryer equipment.
- Remove 1 of 4 brake calipers from Trackmobile. Caliper will need to be repaired or replaced.
- Weekly and monthly dust system inspections and maintenance.

Work in the electrical area included the following:

- Replaced pressure switch on maintenance air compressor.
- Replaced the close coil of #8 garner gate solenoid. The coil had burned out and the garner gate would not close.
- Continue with conduit and wiring changes to signal system from the weighman's office to the marine scale room. These wires are part of the signal system that is used for communication between the weighman and the basement and distributing floor.
- Assist CGC during inspection of marine lofter crosscut grain samplers and make alterations as per CGC inspection report.

Contractors:

- Horst replaced a 16' section of 20" grain spouting above the annex surge tank. This section had begun to leak grain.
- Ed Bush entered former shipping bins 632, 634 and 636 to cut 2 holes in the mid floor of these bins to permit the bin to be used for grain storage. The new ship loading spouts do not require the use of shipping bins.

#### Update to Jun. 17, 2022

#### Electrical Savings (Moving to Class A Program)

Period Covered	GA Class A	GA Class B	Savings
YTD 2020	\$ 82,916	\$ 295,088	\$ 212,172
YTD 2021	\$ 60,580	\$ 186,775	\$ 126,195
YTD 2022	\$ 20,483	\$ 56,801	\$ 36,318
<b>Total</b>			<b>\$ 374,685</b>

As of July 2021 our new Peak Demand Factor is 0.00000651.

Month	Provincial G.A. \$	Port G.A.	Consumption KWH	Demand KW
May-22	772,436,247	4,741	151,849	734.20

## 2022 CAPITAL BUDGET

July 20 port meeting

	Capital Spending	2022 Budget Amount	Actual	Status	Completion	Estimated Remaining 2022
1	Paving Projects	\$ 375,000	\$ 221	Recommendation for award	Q3	\$ 374,779
2	Rail Repair	\$ 75,000	\$ 42,000	60% complete	Q3	\$ 33,000
3	Roof Repair/Building Renovations	\$ 850,000	\$ 219,052	In Progress	Q3	\$ 630,948
4	Dock Fenders	\$ 65,000	\$ 57,475	Complete	Q2	\$ 7,525
5	Dock Bollards	\$ 60,000		waiting on pricing	Q2	\$ 60,000
6	Concrete repair work #6 receiving pit	\$ 50,000		determining requirements	Q4	\$ 50,000
7	Roof Repairs	\$ 75,000		scheduled for July start	Q2	\$ 75,000
8	Bin wall repair	\$ 800,000	\$ 6,592	On site to begin May 17	Q3	\$ 793,408
9	Grain Program Replacement	\$ 200,000	\$ 70,372	work progressing	Q3	\$ 129,628
10	Transfer Chutes - west end	\$ 100,000		PO has been issued	Q2	\$ 100,000
11	New Generator	\$ 200,000		creating spec for RFP	Q3	\$ 200,000
12	Automation of Bin Valves	\$ 500,000		proposals under review	Q4	\$ 500,000
13	Window Replacement	\$ 49,500		Materials ordered - August	Q3	\$ 49,500
14	Security Cameras/Fencing	\$ 45,000	\$ 39,094	90% complete	Q2	\$ 5,906
15	Tooling for cleaning tops of Bins	\$ 7,500			Q3	\$ 7,500
16	Grain Sampler Dividers	\$ 40,000		on order, July delivery	Q3	\$ 40,000
17	Spouting to connect 5 scale to Bin 601	\$ 25,000		PO has been issued	Q2	\$ 25,000
18	AC unit for CGC grain grading office	\$ 10,000	\$ 5,743	Complete	Q2	\$ 4,257
19	New Lofter belting for #1 lofter	\$ 20,000		on order - delayed	Q2	\$ 20,000
20	New buckets for #1 Lofter	\$ 30,000	\$ 25,052	buckets on site	Q2	\$ 4,948
21	Maxon valves for Grain Dryer	\$ 15,000	\$ 6,000	1 received, 1 on back order	Q3	\$ 9,000
22	Intercom for Receiving area	\$ 7,500		reviewing quote	Q2	\$ 7,500
23	Access holds in old shipping bins	\$ 45,000		PO has been issued	Q2	\$ 45,000
24	New Grain tester for aflatoxin	\$ 7,500		evaluating options	Q2	\$ 7,500
25	Replacement of condensate and return lines for boilers	\$ 25,000	\$ 10,228	work has started	Q3	\$ 14,772
26	Port Elevator north side fenders (carryover 2021)	\$ 65,000			Q2	\$ 65,000
27	Concrete Floor repairs (carryover 2021)	\$ 50,000			Q4	\$ 50,000
	<b>Total Capital Budget 2022</b>	<b>\$ 3,792,000</b>	<b>\$ 481,830</b>			<b>\$ 3,310,170</b>
	Remaining Capital against budget	\$ 3,310,170.06				
	<b>Estimated actual capital \$\$ required 2022</b>	<b>\$ 3,310,170.06</b>				

## General Manager's Report – July 20, 2022

### Finances– Month Ending: June 30, 2022

**Summary:** The port continues its positive trend for 2022 by finishing the month with a surplus of 50k, an increase of 65k over 2021 and 125k higher than budget.

Overall revenues exceeded budget by 62k, and expenses were kept lower than budget by the same amount.

The Port has completed the 2<sup>nd</sup> quarter on a positive note with a year-to-date surplus of 408k, exceeding budget by 208k and 2021 by 239k.

Salt will continue to arrive in July along with the potential of the wheat harvest starting.

### **Management Fees to the Township**

The port has transferred \$396,490 to the township as of the end of June towards their 2022 payment of \$792,980.

### Actuals/Budget/Previous Year

Month Ending: June 30, 2022			
	June 2022 Actual	June 2022 Budget	June 2021 Actual
Revenue	\$ 412,435	\$ 350,000	\$ 335,359
Expenses	\$ 362,372	\$ 425,000	\$ 350,590
Surplus/Deficit	\$ 50,063	\$ (75,000)	\$ (15,231)
Year to Date – June 30, 2022			
	YTD 2022 Actual	YTD 2022 Budget	YTD 2021 Actual
Revenue	\$ 2,501,865	\$ 2,360,000	\$ 2,124,138
Expenses	\$ 2,093,621	\$ 2,160,000	\$ 1,955,067
Surplus	\$ 408,244	\$ 200,000	\$ 169,071

### Receivables

The port's receivables are in good shape with outstanding invoices 30 days and under.

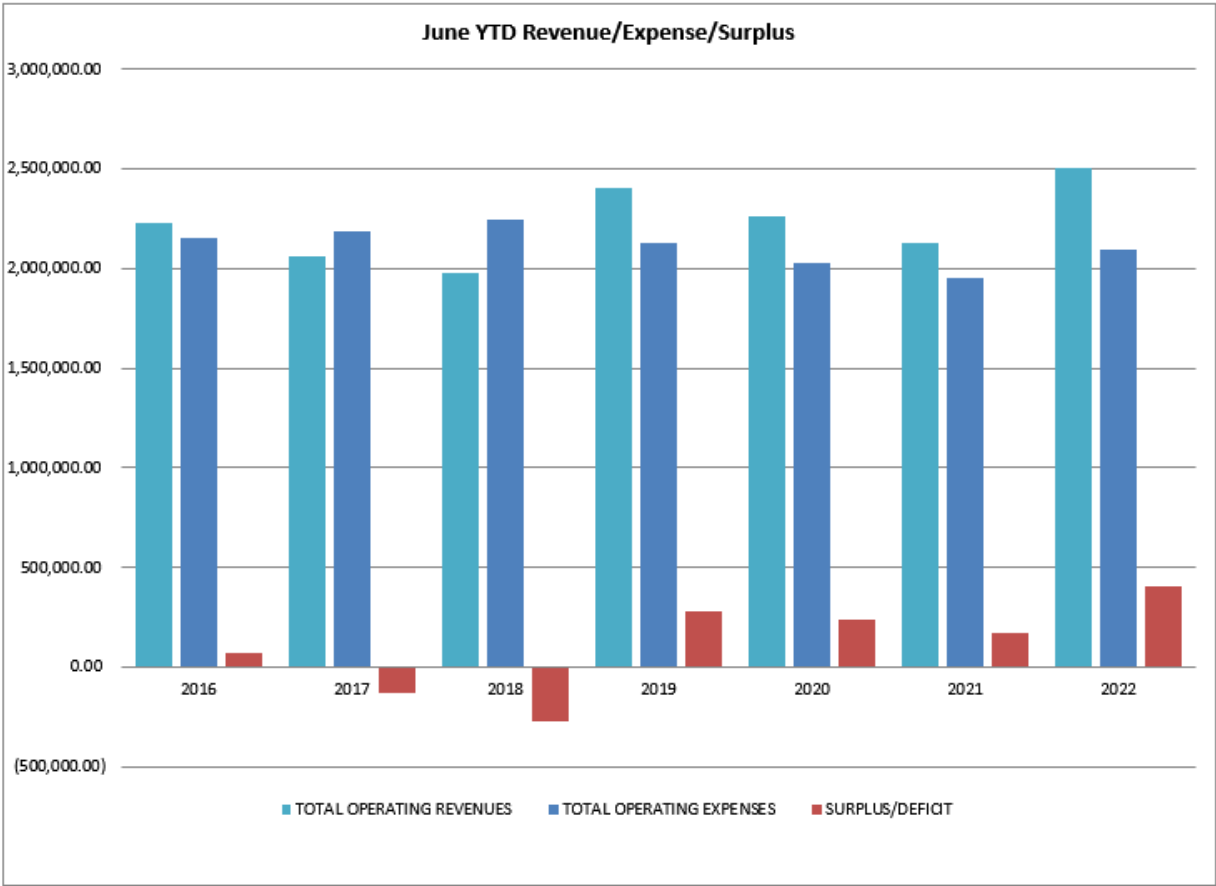
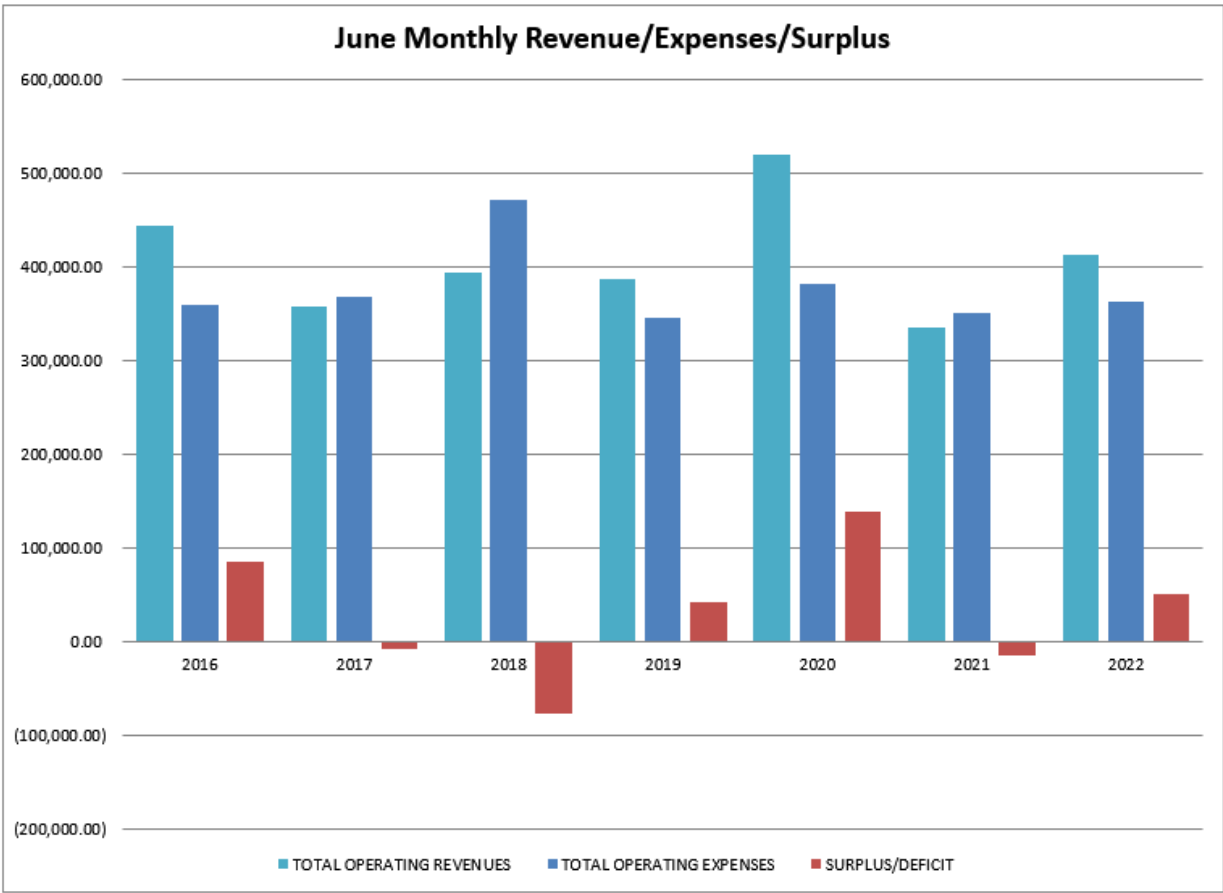
Cash on Hand: \$3,643,205

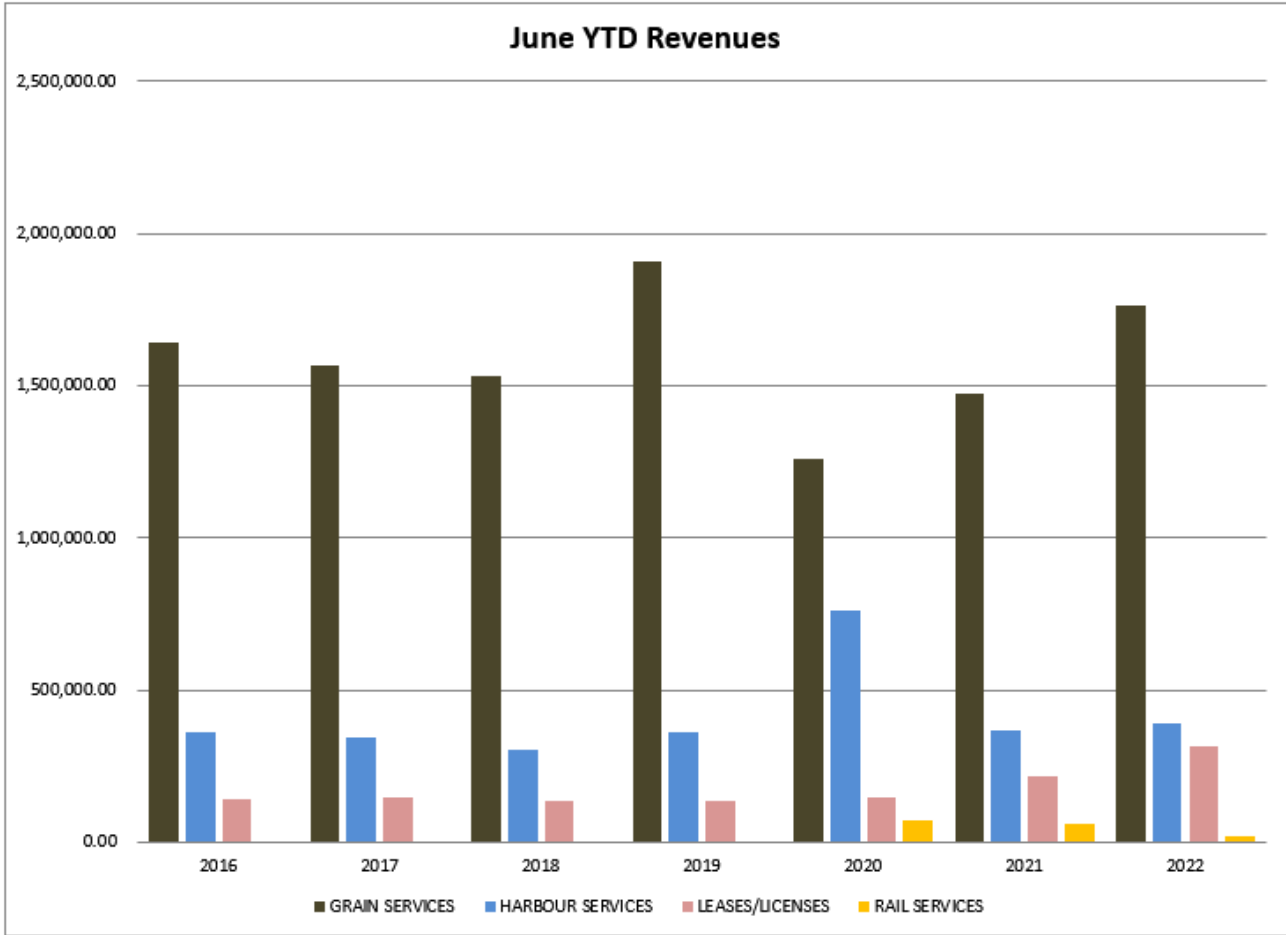
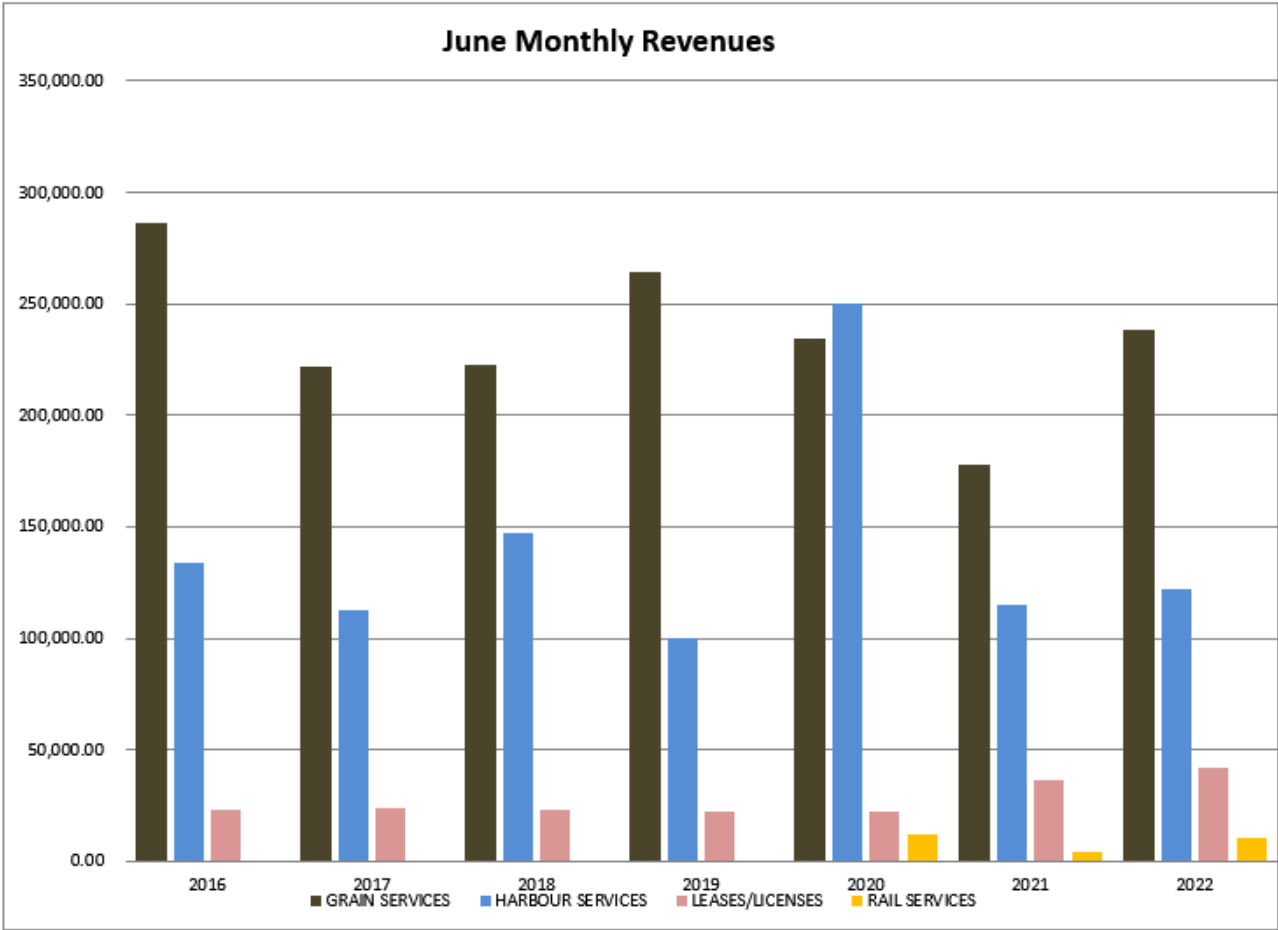
Accounts Receivable: \$665,515

Accounts Payable: \$640,391

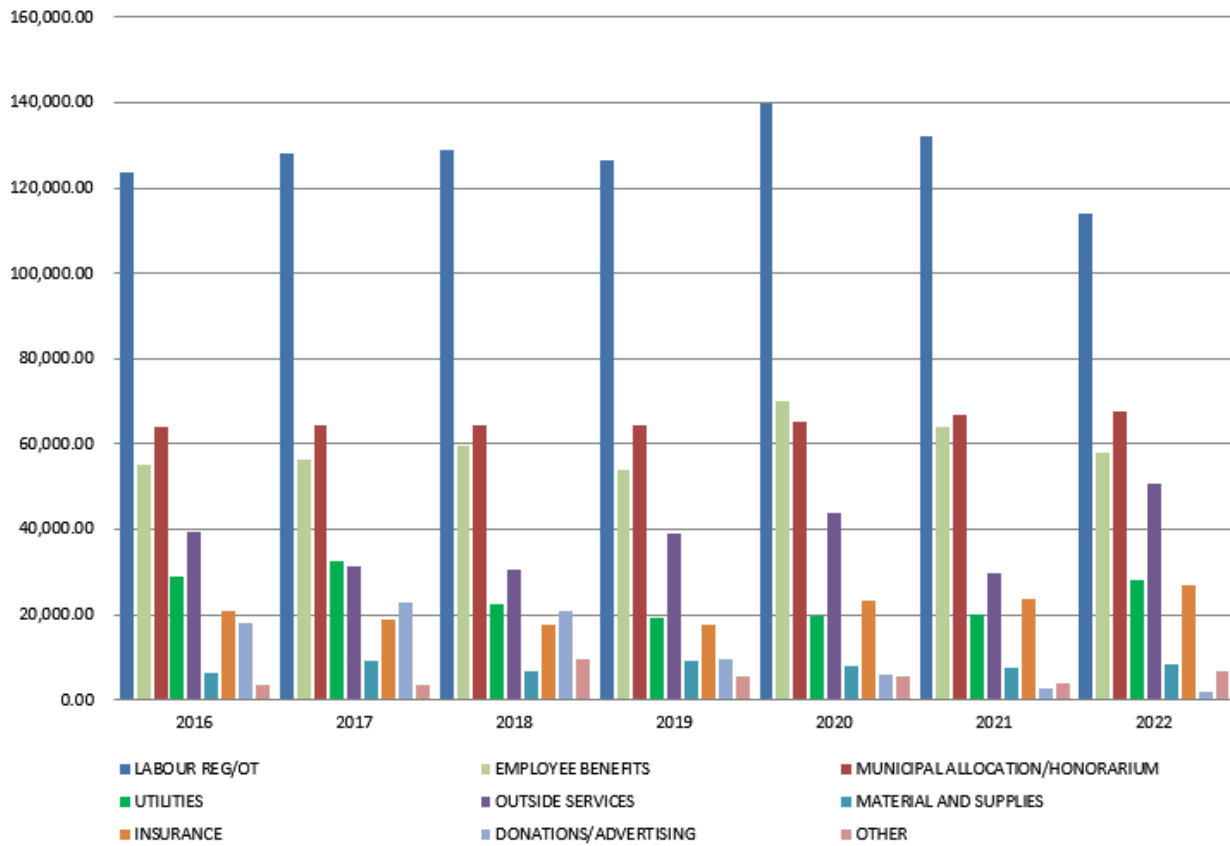
### Business Report

- The Port is continuing the unloading of Military vehicles with the remaining 6 cars scheduled to be unloaded on July 18<sup>th</sup>, 2022. In total 44 rail cars were unloaded and the entire project was well received.
- Conducted Paving project site meeting on July 7. Project tendering closed on July 15<sup>th</sup>.
- Interviews took place for General Foreman's position.
- Union bargaining took place July 12-14<sup>th</sup> in Ottawa. No agreement was reached. Looking to resume bargaining in January of 2023. Delay is due to our harvest season and availability of negotiating team.
- Cogeco toured the port and took video and interviews for an upcoming program. The program is centering around "Seaway Secrets" and will center around the grain elevator's early years, why it was built and it's rebirth in more recent years.
- Bin Wall Repair – Cimota will not be on site on the week of July 25<sup>th</sup> (Quebec Construction Holiday).
- Completed soundings of the waters around the port docks. There are some areas that may require dredging in 2023 however, overall, we are in decent shape.
- Steel pipe – potential for another vessel carrying steel pipe to come to the port in September.

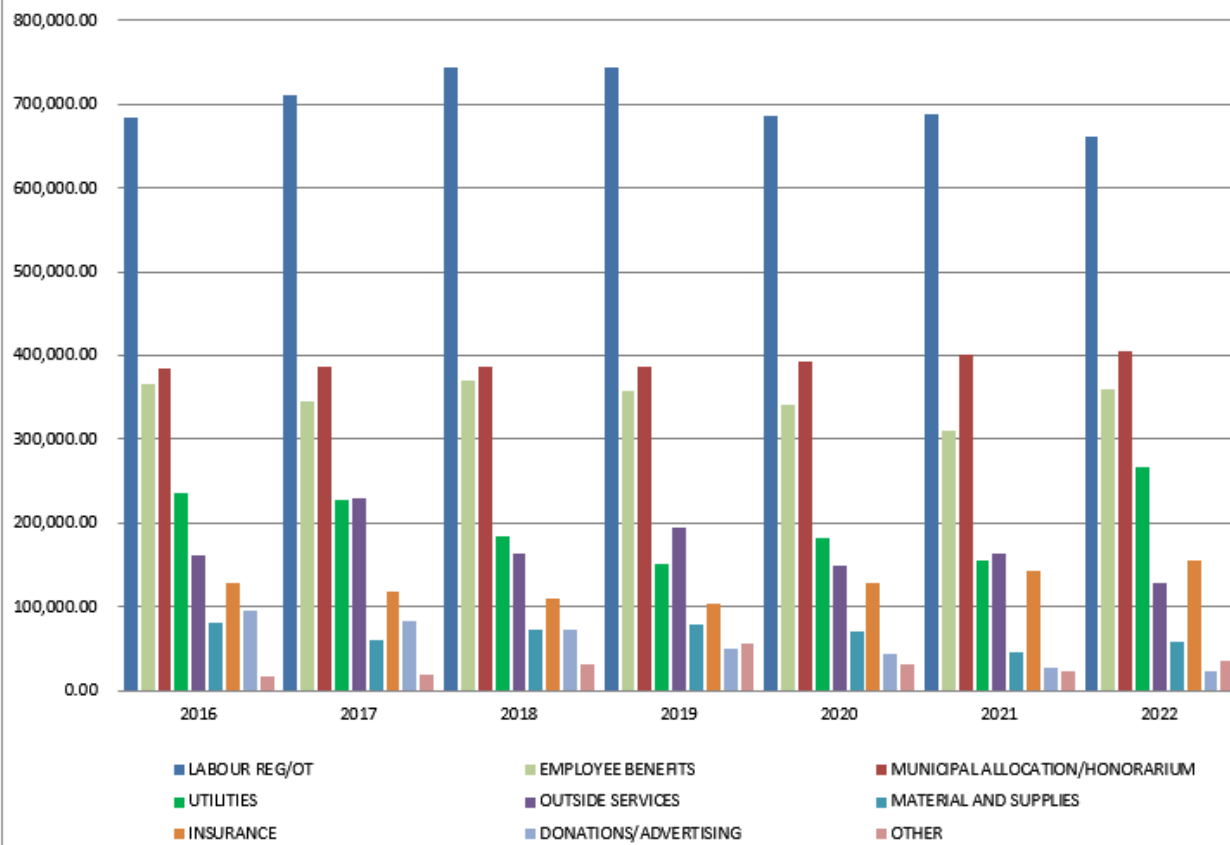




### June Monthly Expenses



### June YTD Expenses



# PORT OF JOHNSTOWN - YEAR TO DATE TRAFFIC REPORT

Month Ending: June 30, 2022

## RECORDABLE INCIDENTS/INJURIES

	LOST WORK	RESTRICTED WORK	MEDICAL TREATMENT	TOTAL RECORDABLES	FIRST AID	NEAR MISS	LEARNING EVENT
2022	0	0	0	0	1	0	0
2021	0	0	0	0	0	0	2
2020	1	0	3	4	1	1	3
2019	1	1	0	2	2	1	3
2018	1	0	1	2	1	1	2
2017	1	3	0	4	2	1	6
2016	0	1	1	2	2	7	10

## GRAIN TERMINAL REPORT

ELEVATOR TRAFFIC	INWARD	OUTWARD	TOTAL	PREVIOUS YEAR
SHIP		21,618	21,618	33,532
RAIL		1,542	1,542	
TRUCK	40,045	67,382	107,427	92,148
TOTAL	40,045	90,541	130,586	125,680
TOTAL INVENTORY AT ELEVATOR (TONNES)			74,562	64,275

## HARBOUR TERMINAL REPORT

WHARF TRAFFIC	INWARD	OUTWARD	TOTAL	PREVIOUS YEAR
GRAIN	OVERSEAS		-	
	DOMESTIC	21,618	21,618	33,532
SALT	RAIL		-	
	SHIP	160,841	160,841	159,562
AGGREGATE/WHITE STONE			-	36,356
LIQUID BULK	7,491		7,491	13,500
PROJECT CARGO		103	103	
BREAKBULK	2,420		2,420	2,027
TOTAL	170,751	21,721	192,472	244,977

## SHIPS AT BERTH

	MISC	UNLOADING	LOADING	TOTAL	PREVIOUS YEAR
FOREIGN		3		3	3
DOMESTIC	6	7	3	16	14
TOTAL	6	10	3	19	17

## LABOUR REPORT

CATEGORY	CURRENT YEAR		PREVIOUS YEAR	
	MONTH	YEAR	MONTH	YEAR
LABOUR HOURS ( OPER.)	2,496	12,457	2,703	13,291

## QUALITY REPORT

CGC RATING		1	2	3	4	5	6	7
		MAR-AAA	APR-AAA	MAY-A	JUNE-B/A			
	PREVIOUS YEAR	FEB - AAA	APR-AAA	JUNE-AA	JULY-AA	SEPT-B	NOV-AA	

**Port of Johnstown Investment Report - 2nd Quarter**

<b>Investment Company</b>	<b>Account #</b>	<b>Initial Investment Date</b>	<b>Maturity Date</b>	<b>Interest Rate</b>	<b>Original Investment</b>	<b>Previous Balance as of Dec 31, 2021</b>	<b>Current Balance as of June 30, 2022</b>
The One Investment Program	570000484-80	Mar,01,2016			\$2,125,453.00	\$2,764,621.74	\$2,513,057.35
Royal Bank Trust Account	100-120-5	Dec, 2016		1.35%	\$3,099,282.43	\$3,344,420.14	\$0.00
Scotia Bank Non-Redeemable GIC - 12 month		June 30, 2022	June 30, 2023	4.20%	\$3,358,673.14		\$3,358,673.14
<b>Total Investments</b>					<b>\$5,224,735.43</b>	<b>\$6,109,041.88</b>	<b>\$5,871,730.49</b>

July 13, 2022

Memo to: Mr. Robert Dalley, General Manager  
From: Mr. John McGeough, P.Eng.

Re: Port of Johnstown Health, Safety, & Environmental Activity Report

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The following health, safety, and environmental activities were conducted by Prevention and Regulatory Solutions Ltd. during 5 days of support from June 14 – July 13, 2022.

- Updated the contractor H&S rules, contractor procedure, and contractor administration forms, and circulated to management for review.
- Conducted 2 employee training sessions and administered quizzes for the updated equipment lockout procedure.
- Conducted 2 employee training sessions and administered quizzes for the updated H&S rules program and marine security.
- Conducted an employee H&S orientation session for 3 new casual employees.
- Organized 2022 H&S training records and entered dates in the Port's H&S training matrix.
- Reviewed and updated draft assessments and permit for 4 confined space entry (CSE) classes (elevator pits, elevator scales, 2 different track shed pits). Discussed methods to meet new fall protection planning requirements during CSE work in elevator scales. Consulted with the Port's CSE team regarding changes, and circulated documents for review and approval by the team.

**Township of Edwardsburgh/Cardinal  
Action Item**

**Committee:** Port Management

**Date:** July 20, 2022

**Division:** Port of Johnstown

**Topic:** Dock Pavement Rehabilitation Project # 320-002

**Purpose:** To award a contract for the paving of the Riverfront Dock

**Background:** The Riverfront dock was paved in 2014 and since this time there has been major consolidation of the soils and stone underneath the paving. In October of 2017, Gem Tec Engineering, based out of Ottawa, were hired to conduct an investigation into the settlement issue and present their findings and recommendations. This was presented to the Port Management Committee at the November 22, 2017, meeting. I have included a portion of the minutes from that meeting as it was a previous council that was in office at the time. The current mayor and public appointed representatives were present for that meeting. I have included a portion of the minutes taken from that meeting.

**Geotechnical Assessment of New Riverfront Dock – GEMTEC and Steve Housemen**

Mr. Housemen provided Committee with a historical overview of the Port construction and how he has been monitoring the riverfront dock over the past couple of years for settlement and depressions in the asphalt. Mr. Housemen noted that there is currently 16-18 inches of settlement in specific depression areas that are a result of where stockpiles sat for long periods of time.

The Port of Johnstown hired GEMTEC through an RFP to perform a geotechnical assessment of the riverfront dock and provide a new construction timeline to repair the settlement and asphalt concerns. Mr. Bourque with GEMTEC presented the Committee with a PowerPoint presentation which outlined the scope of work, the geotechnical assessment program, construction timeline, explanation of original riverfront dock design, the investigation and stability results, recommended dock usage and future maintenance. Mr. Bourque explained the original design from the 2011 construction and how the geotechnical assessment and stability investigation further clarified why the dock is now experiencing settlement and depression areas.

Committee discussed the bore test holes and how the majority of original support cells did not hit the till layer. Members commented on the rock fill/mud mixture from the original design and how it did not settle the way that it was expected. There was a general discussion with respect to sliding resistance and load stability, specifically as to location and height of salt piles. It was noted that next year the stock piles will be moved to different areas and monitored to see if it will assist in stopping the creep by adding more weight to new areas.

Committee enquired as to the total estimated cost of the project with GEMTEC and how this is help the life cycle of the riverfront dock. Staff noted that the total project, over the course of a few years, will be approximately \$2.4 million. It was noted that if GEMTEC can correct the areas of concerns, the dock should have an approximate 20-year life cycle. Mr. Bourque noted that the full project is expected to take 2 years to complete.

Committee thanked Mr. Housemen and Mr. Bourque for the information and presentation.

Since the original assessment the port has engaged Ron Jason Surveying to provide annual elevation readings of the dock which were sent to Gem Tec analysis. Gem Tec is the design engineer and St. Lawrence Testing will provide the quality assurance for the project.

The Riverfront Project was divided into three main phases or areas of work as per the attached document. The first phase involved an area of 12,710 square meters and was completed in 2021 at a total cost of \$401,330.00 plus HST. This included all engineering and quality control costs.

Scope of work:

Area 3: Estimated area is approximately 5,300 square meters

Surface Preparation, edge saw cutting, full depth reclamation of existing asphalt, grading and compaction. Two layers of paving includes new hot mix asphalt 60mm of Superpave Traffic Level D with PG 64-34 asphalt cement. Base 60mm followed by a surface course of 40mm.

**Policy Implications:** Township Procurement Policy to be followed. This item is over \$50,000 and must be approved by the Port Management Committee.

**Financial Considerations:** There were 4 bids received. This is a unit price contract, and the total amount included in the bids are based on the estimated aggregate and paving material required and do not include HST. The total amount approved in the 2022 Budget was \$375,000 excluding HST.

R W Tomlinson Ltd.	\$259,230.64
Blair Asphalt	\$274,339.17
Ottawa D Squared	\$288,917.86
GIP Paving Inc.	\$262,199.33

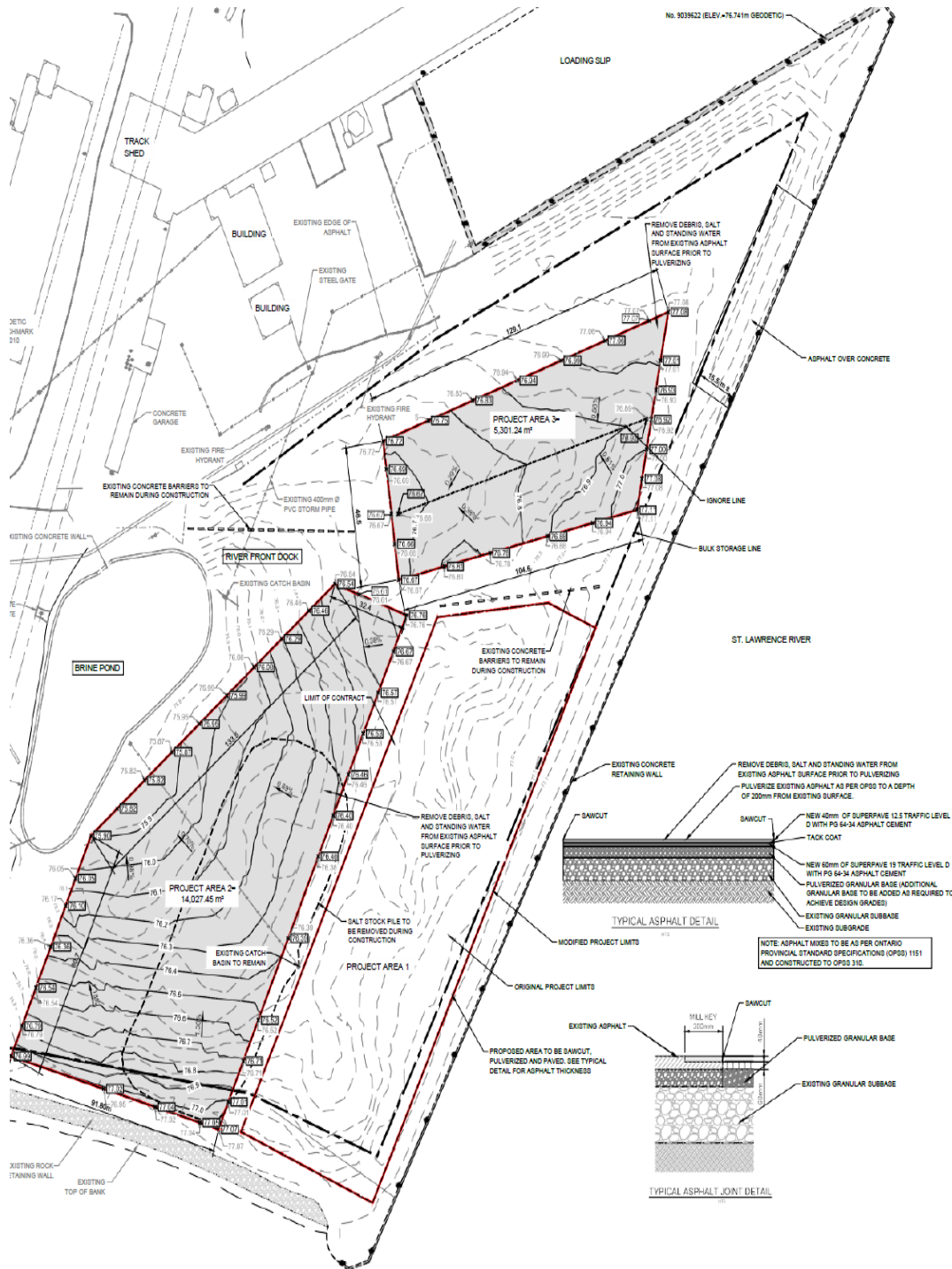
**Recommendations:**

That the Port Management Committee awards the Dock Pavement Rehabilitation contract #320-002 to R W Tomlinson in the amount of \$259,230.64 excluding HST with a contingency of 15% for engineering and potential overages incurred.

That the Port Manager and Mayor execute the contract on behalf of the Port of Johnstown.

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Robert Dalley  
General Manager



**Legend**

DESCRIPTION	EXISTING	NEW
STORM SEWER MAIN		
CHAIN LINK FENCE		
PROPERTY / EASEMENT LINE		
RAIL CENTER LINE		
CULVERT		
UTILITY POLE		
GAS LINE		
OVERHEAD WIRES		
FIRE HYDRANT		
CATCH BASIN		
SLUDGE BOX		
ASPHALT GRADE		
LIMIT OF EXCAVATION		
SURFACE SLOPE		

**NOTES:**

- THE CONTRACTOR SHALL PERFORM ALL EXCAVATION WORK IN ACCORDANCE WITH ALL LOCAL GOVERNMENT REGULATIONS. THIS INCLUDES, BUT IS NOT LIMITED TO, ALL EROSION AND SEDIMENT CONTROL REQUIREMENTS FOR EXCAVATION OPERATIONS.
- CONTRACTOR TO LOCATE AND CONFIRM ALL UNDERGROUND UTILITIES PRIOR TO COMMENCING ANY EXCAVATION OPERATIONS.
- CONTRACTOR TO ENSURE PROPER EROSION AND SEDIMENTATION CONTROL METHODS ARE USED TO CONTROL SITE RUNOFF DURING CONSTRUCTION.
- ALL WORK IS TO BE DONE IN ACCORDANCE WITH THE STANDARD MUNICIPAL SPECIFICATIONS (LATEST EDITION).
- 2022 SURVEY DATA FROM RON W. JASON SURVEYING LTD.
- DRAWING UNITS ARE IN METRES.

NO.	ISSUED FOR REVIEW	BY	DATE
01	ISSUED FOR REVIEW	SS	2021-09-13

Client: **Port of Johnstown**

Engineer's Stamp: **GEMTEC** (Professional Engineer, Ontario, No. 11111)

Drawn by: **THIRD PARTY**

Checked by: **THIRD PARTY**

Project: **DOCK PAVEMENT REHABILITATION 2022  
PORT OF JOHNSTOWN, ONTARIO**

Drawing: **SITE GRADING AND DETAILS -  
AREA 3**

Scale: **1:750**

Project No: **1000712.001**

Sheet: **D-01**

Port of Johnstown

**Township of Edwardsburgh Cardinal  
Action Item**

**Committee:** Port Management

**Date:** July 20, 2022

**Division:** Port of Johnstown

**Topic:** Port of Johnstown Investments

**Purpose:** To recommend investments for the Port of Johnstown

**Background:** It is the responsibility of the Port Management Committee to approve the type, total amount and length of investments for the Port of Johnstown. The General Manager prepares a report and advises on the amounts and capital requirements for the use of these funds.

As per direction received at our last meeting the following changes have been made to our investment portfolio.

\$2,513,057.65 was moved within the One Investment Portfolio from Corporate and Canadian Bonds and Equities to a Scotia Bank HISA account at 3% interest rate. This rate is guaranteed until the end of July.

\$3,358,673.14 was transferred from our Royal Bank trust account to a Scotia Bank 12-month non-redeemable GIC at 4.2%

The 2 million in our operating account was not moved to the Scotia Bank high interest account as the HISA at 3% was only available through the One Investment portfolio and the action item did not account for this.

As of June 30, 2022, the port has approximately \$3.6 million in their cash operating account of which 2 million is available for investment, however, a portion of this amount may be required in 2022.

**Policy Implications:** Investments for the Port of Johnstown are to be approved by the Port of Johnstown Management Committee and Council.

**Financial Considerations:**

Amount of funds and availability for investment: (This is not a recommendation for amount or length of the investment, however, provides maximum spending parameters in the opinion of the Port General Manager).

One Investment Account: As of July 5, 2022, this account has \$2,513,057.65 in a Scotia Bank HISA account receiving 3%.

Maximum amount available to invest: All

Investment Term: 0-3 years.

Port's Operating account: As of June 30, 2022, this account has \$3,643,205.

Maximum amount available to invest: \$2,000,000.

Maximum investment term: This amount may be required for 2022 capital projects. Usage will depend on cash flow during harvest.

**Recommendations:**

- 1) The Port of Johnstown Management Committee recommends that Council approves the following:
  - That the total amount in the Port of Johnstown's One Investment Account #570000484-80 \_\_\_\_\_
  - That the amount of \$2,000,000 in the Port of Johnstown's Operating Account #100- 118-9 \_\_\_\_\_
- 2) That the Port General Manager be directed by the Port Management Committee and council to execute this action item.

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Robert Dalley  
General Manager

**THAT** Port of Johnstown Management Committee approves payment of Port invoices circulated and numbered as follows:

- Withdrawals \$129,607.24

**TOTAL \$129,607.24**

- Batch 10 \$231,203.93

**TOTAL \$231,203.93**

**TOTAL OF DIRECT WITHDRAW & BATCH LISTINGS \$360,811.17**

**PORT OF JOHNSTOWN**

Listing of Montly Direct withdrawl Payments for the Port of Johnstown - July 20, 2022

For approval by Committee

	<b>Month</b>	<b>Amount</b>	<b>Withdrawl Date</b>
Payroll Taxes	Jun 15-Jun 30	\$17,349.28	06-Jul
Payroll Taxes	Jul 1-Jul 15	\$18,857.34	19-Jul
EHT	June	\$2,353.88	15-Jul
HST	June	\$14,849.09	25-Jul
OMERS	June	\$22,212.96	27-Jun
PSAC-Union Dues	June	\$1,203.85	27-Jun
SunLife	July	\$15,045.23	01-Jul
Tomlinson	June	\$581.24	25-Jul
VISA - General Manager	June	\$206.50	11-Jul
VISA - Operations Manager	June	\$560.79	18-Jul
VISA- Office Manager	June	\$336.92	18-Jul
Hydro One	June	\$31,333.69	Jul 1-Aug 2
Union Gas	May 17-Jun 20	\$115.71	Jul 12&21
Bell	June	\$589.87	08-Jul
Cogeco	June	\$169.44	02-Jul
WSIB	June	\$3,841.45	25-Jul
	<b>Total</b>	<b>\$129,607.24</b>	

**PLEASE SIGN AND RETURN TO RHONDA  
THANKS**

## A/P Batch Listing - Payment (APCBTCLZ)

**From Batch Number** [10] To [10]  
**From Batch Date** [07/18/2022] To [07/18/2022]  
**Type** [Entered, Imported, Generated, System, External]  
**Status** [Open, Ready To Post, Posted]  
**Reprint Previously Printed Batches** [Yes]  
**Show Tax Details** [Yes]  
**Show Adjustment Details** [Yes]  
**Show Optional Fields** [Yes]

<b>Batch No.:</b> 10	<b>Description:</b> SYSTEM GENERATED PAYMENT BATCH	<b>Total Amount:</b> 231,203.93
<b>Batch Date:</b> 07/18/2022	<b>Type:</b> System	<b>No. of Entries:</b> 43
<b>Last Edited:</b> 07/18/2022	<b>Status:</b> Open	<b>No. of Checks Printed:</b> 0

<b>Entry No.:</b> 1	System Generated Payment	<b>Document No.:</b> PY000009086	<b>Payment Amt.:</b> 2,643.07
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<b>Transaction Type:</b> Payment	<b>Payment Date:</b> 07/18/2022	<b>Posting Date:</b> 07/18/2022	<b>Year - Period:</b> 2022 - 07
<b>Vendor:</b> ABCF01	ABC FIRE PROTECTION INC.	<b>Account Set:</b> TRADE	FIRE EXTINGUISHER INSPECTION/REPLACE
<b>Payment Code:</b> CHECK	<b>Payment Type:</b> Check	<b>Check No.:</b> 0	

Document No.	Sched. No.	Adj. No.	Adj. Reference	Adj. Description	Adjustment	Discount	Amount
27379					0.00	0.00	2,643.07
<b>Total :</b>					0.00	0.00	2,643.07

<b>Entry No.:</b> 2	System Generated Payment	<b>Document No.:</b> PY000009087	<b>Payment Amt.:</b> 901.34
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<b>Transaction Type:</b> Payment	<b>Payment Date:</b> 07/18/2022	<b>Posting Date:</b> 07/18/2022	<b>Year - Period:</b> 2022 - 07
<b>Vendor:</b> ACKL01	ACKLANDS- GRAINGER INC	<b>Account Set:</b> TRADE	VARIOUS SAFETY/HOUSEKEEPING SUPPLIES
<b>Payment Code:</b> CHECK	<b>Payment Type:</b> Check	<b>Check No.:</b> 0	

Document No.	Sched. No.	Adj. No.	Adj. Reference	Adj. Description	Adjustment	Discount	Amount
9337060637					0.00	0.00	229.91
9350229457					0.00	0.00	278.25
9367697514					0.00	0.00	84.41
9375755411					0.00	0.00	308.77
<b>Total :</b>					0.00	0.00	901.34

<b>Entry No.:</b> 3	System Generated Payment	<b>Document No.:</b> PY000009088	<b>Payment Amt.:</b> 1,398.38
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<b>Transaction Type:</b> Payment	<b>Payment Date:</b> 07/18/2022	<b>Posting Date:</b> 07/18/2022	<b>Year - Period:</b> 2022 - 07
<b>Vendor:</b> ALLI02	ALLIED UNIVERSAL	<b>Account Set:</b> TRADE	MARINE VESSEL SECURITY
<b>Payment Code:</b> CHECK	<b>Payment Type:</b> Check	<b>Check No.:</b> 0	

Document No.	Sched. No.	Adj. No.	Adj. Reference	Adj. Description	Adjustment	Discount	Amount
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## A/P Batch Listing - Payment (APCBTCLZ)

84490	0.00	0.00	1,398.38
<b>Total :</b>	0.00	0.00	1,398.38

<b>Entry No.:</b> 4	System Generated Payment	<b>Document No.:</b> PY000009089	<b>Payment Amt.:</b> 2,376.19
<b>Transaction Type:</b>	Payment	<b>Payment Date:</b> 07/18/2022	<b>Posting Date:</b> 07/18/2022
<b>Vendor:</b>	BEAC01	BEACH HARDWARE	<b>Account Set:</b> TRADE
<b>Payment Code:</b>	CHECK	<b>Payment Type:</b> Check	<b>Check No.:</b> 0
<b>Year - Period:</b> 2022 - 07			
VARIOUS MAIN/SHOP SUPPLIES, 2 AIR CONDITIONER REPLACEMENTS			

Document No.	Sched. No.	Adj. No.	Adj. Reference	Adj. Description	Adjustment	Discount	Amount
886890-1					0.00	0.00	247.90
888026-1					0.00	0.00	53.63
888041-1					0.00	0.00	378.44
888799-1					0.00	0.00	1,375.94
889628-1					0.00	0.00	320.28
<b>Total :</b>					0.00	0.00	2,376.19

<b>Entry No.:</b> 5	System Generated Payment	<b>Document No.:</b> PY000009090	<b>Payment Amt.:</b> 1,206.27
<b>Transaction Type:</b>	Payment	<b>Payment Date:</b> 07/18/2022	<b>Posting Date:</b> 07/18/2022
<b>Vendor:</b>	BECK01	BECK'S CONSTRUCTION COMPANY LTD.	<b>Account Set:</b> TRADE
<b>Payment Code:</b>	CHECK	<b>Payment Type:</b> Check	<b>Check No.:</b> 0
<b>Year - Period:</b> 2022 - 07			
BUILD UP DRAINAGE TRENCH			

Document No.	Sched. No.	Adj. No.	Adj. Reference	Adj. Description	Adjustment	Discount	Amount
3382					0.00	0.00	1,206.27
<b>Total :</b>					0.00	0.00	1,206.27

<b>Entry No.:</b> 6	System Generated Payment	<b>Document No.:</b> PY000009091	<b>Payment Amt.:</b> 3,039.27
<b>Transaction Type:</b>	Payment	<b>Payment Date:</b> 07/18/2022	<b>Posting Date:</b> 07/18/2022
<b>Vendor:</b>	BIRD01	BIRD RICHARD	<b>Account Set:</b> TRADE
<b>Payment Code:</b>	CHECK	<b>Payment Type:</b> Check	<b>Check No.:</b> 0
<b>Year - Period:</b> 2022 - 07			
HR LAWYER FEES			

Document No.	Sched. No.	Adj. No.	Adj. Reference	Adj. Description	Adjustment	Discount	Amount
11610					0.00	0.00	134.11
11611					0.00	0.00	126.31
11612					0.00	0.00	2,778.85
<b>Total :</b>					0.00	0.00	3,039.27

<b>Entry No.:</b> 7	System Generated Payment	<b>Document No.:</b> PY000009092	<b>Payment Amt.:</b> 2,203.50
<b>Transaction Type:</b>	Payment	<b>Payment Date:</b> 07/18/2022	<b>Posting Date:</b> 07/18/2022
<b>Vendor:</b>	BURC01	BURCHELL FENCING	<b>Account Set:</b> TRADE
<b>Payment Code:</b>	CHECK	<b>Payment Type:</b> Check	<b>Check No.:</b> 0
<b>Year - Period:</b> 2022 - 07			
BARRIER GATE @ PORT WAREHOUSE			

## A/P Batch Listing - Payment (APCBTCLZ)

Document No.	Sched. No.	Adj. No.	Adj. Reference	Adj. Description	Adjustment	Discount	Amount
7710					0.00	0.00	2,203.50
Total :					0.00	0.00	2,203.50
<b>Entry No.: 8</b> System Generated Payment <b>Document No.: PY000009093</b> <b>Payment Amt.: 1,233.43</b>							
<b>Transaction Type:</b>	Payment	<b>Payment Date:</b>	07/18/2022	<b>Posting Date:</b>	07/18/2022	<b>Year - Period:</b> 2022 - 07	
<b>Vendor:</b>	CANA07	CANADIAN BEARINGS LTD.		<b>Account Set:</b>	TRADE	MAINT. SUPPLIES	
<b>Payment Code:</b>	CHECK	<b>Payment Type:</b>	Check	<b>Check No.:</b>	0		
Document No.	Sched. No.	Adj. No.	Adj. Reference	Adj. Description	Adjustment	Discount	Amount
22141759-00					0.00	0.00	1,233.43
Total :					0.00	0.00	1,233.43
<b>Entry No.: 9</b> System Generated Payment <b>Document No.: PY000009094</b> <b>Payment Amt.: 574.77</b>							
<b>Transaction Type:</b>	Payment	<b>Payment Date:</b>	07/18/2022	<b>Posting Date:</b>	07/18/2022	<b>Year - Period:</b> 2022 - 07	
<b>Vendor:</b>	CERT01	CERTIFIED LABORATORIES		<b>Account Set:</b>	TRADE	MAINT. SUPPLIES	
<b>Payment Code:</b>	CHECK	<b>Payment Type:</b>	Check	<b>Check No.:</b>	0		
Document No.	Sched. No.	Adj. No.	Adj. Reference	Adj. Description	Adjustment	Discount	Amount
793635					0.00	0.00	574.77
Total :					0.00	0.00	574.77
<b>Entry No.: 10</b> System Generated Payment <b>Document No.: PY000009095</b> <b>Payment Amt.: 322.05</b>							
<b>Transaction Type:</b>	Payment	<b>Payment Date:</b>	07/18/2022	<b>Posting Date:</b>	07/18/2022	<b>Year - Period:</b> 2022 - 07	
<b>Vendor:</b>	CHES01	THE CHESTERVILLE RECORD		<b>Account Set:</b>	TRADE	JULY ADVERTISING	
<b>Payment Code:</b>	CHECK	<b>Payment Type:</b>	Check	<b>Check No.:</b>	0		
Document No.	Sched. No.	Adj. No.	Adj. Reference	Adj. Description	Adjustment	Discount	Amount
30559					0.00	0.00	322.05
Total :					0.00	0.00	322.05
<b>Entry No.: 11</b> System Generated Payment <b>Document No.: PY000009096</b> <b>Payment Amt.: 153,645.62</b>							
<b>Transaction Type:</b>	Payment	<b>Payment Date:</b>	07/18/2022	<b>Posting Date:</b>	07/18/2022	<b>Year - Period:</b> 2022 - 07	
<b>Vendor:</b>	CIMO01	CIMOTA INC.		<b>Account Set:</b>	TRADE	BIN WALL REPAIR PROGRESS 1 - CAPITAL	
<b>Payment Code:</b>	CHECK	<b>Payment Type:</b>	Check	<b>Check No.:</b>	0		
Document No.	Sched. No.	Adj. No.	Adj. Reference	Adj. Description	Adjustment	Discount	Amount
011985					0.00	0.00	153,645.62

## A/P Batch Listing - Payment (APCBTCLZ)

<b>Total :</b>	0.00	0.00	153,645.62
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<b>Entry No.:</b> 12	System Generated Payment	<b>Document No.:</b> PY000009097	<b>Payment Amt.:</b> 138.99
<b>Transaction Type:</b>	Payment	<b>Payment Date:</b> 07/18/2022	<b>Posting Date:</b> 07/18/2022
<b>Vendor:</b>	CITY01	CITY ELECTRIC SUPPLY	<b>Year - Period:</b> 2022 - 07
<b>Payment Code:</b>	CHECK	<b>Payment Type:</b> Check	<b>Account Set:</b> TRADE
		<b>Check No.:</b> 0	ELECTRICAL SUPPLIES

Document No.	Sched. No.	Adj. No.	Adj. Reference	Adj. Description	Adjustment	Discount	Amount
BRO/112338					0.00	0.00	138.99
<b>Total :</b>					0.00	0.00	138.99

<b>Entry No.:</b> 13	System Generated Payment	<b>Document No.:</b> PY000009098	<b>Payment Amt.:</b> 1,141.30
<b>Transaction Type:</b>	Payment	<b>Payment Date:</b> 07/18/2022	<b>Posting Date:</b> 07/18/2022
<b>Vendor:</b>	CLAR02	CLARKE CLEANING SERVICE	<b>Year - Period:</b> 2022 - 07
<b>Payment Code:</b>	CHECK	<b>Payment Type:</b> Check	<b>Account Set:</b> TRADE
		<b>Check No.:</b> 0	HOUSEKEEPING

Document No.	Sched. No.	Adj. No.	Adj. Reference	Adj. Description	Adjustment	Discount	Amount
2258					0.00	0.00	1,141.30
<b>Total :</b>					0.00	0.00	1,141.30

<b>Entry No.:</b> 14	System Generated Payment	<b>Document No.:</b> PY000009099	<b>Payment Amt.:</b> 74.40
<b>Transaction Type:</b>	Payment	<b>Payment Date:</b> 07/18/2022	<b>Posting Date:</b> 07/18/2022
<b>Vendor:</b>	CULL01	CULLIGAN OF OTTAWA	<b>Year - Period:</b> 2022 - 07
<b>Payment Code:</b>	CHECK	<b>Payment Type:</b> Check	<b>Account Set:</b> TRADE
		<b>Check No.:</b> 0	BOTTLED WATER

Document No.	Sched. No.	Adj. No.	Adj. Reference	Adj. Description	Adjustment	Discount	Amount
1138499					0.00	0.00	74.40
<b>Total :</b>					0.00	0.00	74.40

<b>Entry No.:</b> 15	System Generated Payment	<b>Document No.:</b> PY000009100	<b>Payment Amt.:</b> 1,952.97
<b>Transaction Type:</b>	Payment	<b>Payment Date:</b> 07/18/2022	<b>Posting Date:</b> 07/18/2022
<b>Vendor:</b>	DALT01	DALTCO ELEC. & SUP. (1979) LTD	<b>Year - Period:</b> 2022 - 07
<b>Payment Code:</b>	CHECK	<b>Payment Type:</b> Check	<b>Account Set:</b> TRADE
		<b>Check No.:</b> 0	ELECTRICAL SUPPLIES

Document No.	Sched. No.	Adj. No.	Adj. Reference	Adj. Description	Adjustment	Discount	Amount
1360069					0.00	0.00	62.39
1363767					0.00	0.00	751.64
1364150					0.00	0.00	1,138.94
<b>Total :</b>					0.00	0.00	1,952.97

## A/P Batch Listing - Payment (APCBTCLZ)

<b>Entry No.:</b> 16	System Generated Payment		<b>Document No.:</b> PY000009101	<b>Payment Amt.:</b> 18,121.81
<b>Transaction Type:</b>	Payment	<b>Payment Date:</b> 07/18/2022	<b>Posting Date:</b> 07/18/2022	<b>Year - Period:</b> 2022 - 07
<b>Vendor:</b>	EARL01	EARL HORST SYSTEMS LTD.	<b>Account Set:</b> TRADE	MILLWRIGHT SERVICES
<b>Payment Code:</b>	CHECK	<b>Payment Type:</b> Check	<b>Check No.:</b> 0	

Document No.	Sched. No.	Adj. No.	Adj. Reference	Adj. Description	Adjustment	Discount	Amount
33234					0.00	0.00	16,597.44
33236					0.00	0.00	1,524.37
<b>Total :</b>					0.00	0.00	18,121.81

<b>Entry No.:</b> 17	System Generated Payment		<b>Document No.:</b> PY000009102	<b>Payment Amt.:</b> 480.25
<b>Transaction Type:</b>	Payment	<b>Payment Date:</b> 07/18/2022	<b>Posting Date:</b> 07/18/2022	<b>Year - Period:</b> 2022 - 07
<b>Vendor:</b>	ELDO01	ELDON G. THOMSON	<b>Account Set:</b> TRADE	DUST REMOVAL
<b>Payment Code:</b>	CHECK	<b>Payment Type:</b> Check	<b>Check No.:</b> 0	

Document No.	Sched. No.	Adj. No.	Adj. Reference	Adj. Description	Adjustment	Discount	Amount
21457					0.00	0.00	480.25
<b>Total :</b>					0.00	0.00	480.25

<b>Entry No.:</b> 18	System Generated Payment		<b>Document No.:</b> PY000009103	<b>Payment Amt.:</b> 356.97
<b>Transaction Type:</b>	Payment	<b>Payment Date:</b> 07/18/2022	<b>Posting Date:</b> 07/18/2022	<b>Year - Period:</b> 2022 - 07
<b>Vendor:</b>	FARM01	FARMERS FORUM	<b>Account Set:</b> TRADE	<b>JULY ADVERTISING</b>
<b>Payment Code:</b>	CHECK	<b>Payment Type:</b> Check	<b>Check No.:</b> 0	

Document No.	Sched. No.	Adj. No.	Adj. Reference	Adj. Description	Adjustment	Discount	Amount
83485					0.00	0.00	356.97
<b>Total :</b>					0.00	0.00	356.97

Entry No.:	19	System Generated Payment		Document No.:	PY000009104		Payment Amt.:	135.09
Transaction Type:	Payment	Payment Date:	07/18/2022	Posting Date:	07/18/2022	Year - Period: 2022 - 07		
Vendor:	FUTU02	FUTURE OFFICE PRODUCTS		Account Set:	TRADE	COPIER CONTRACT		
Payment Code:	CHECK	Payment Type:	Check	Check No.:	0			

Document No.	Sched. No.	Adj. No.	Adj. Reference	Adj. Description	Adjustment	Discount	Amount
FOP205988					0.00	0.00	135.09
<b>Total :</b>					0.00	0.00	135.09

<b>Entry No.:</b> 20	System Generated Payment		<b>Document No.:</b> PY000009105	<b>Payment Amt.:</b> 8,658.06
<b>Transaction Type:</b>	Payment	<b>Payment Date:</b> 07/18/2022	<b>Posting Date:</b> 07/18/2022	<b>Year - Period:</b> 2022 - 07
<b>Vendor:</b>	GROU01	GROUNDS MASTER	<b>Account Set:</b> TRADE	GROUNDS SPRAYING FOR NOXIOUS WEEDS

## A/P Batch Listing - Payment (APCBTCLZ)

Payment Code: CHECK Payment Type: Check Check No.: 0

Document No.	Sched. No.	Adj. No.	Adj. Reference	Adj. Description	Adjustment	Discount	Amount
C-11774					0.00	0.00	8,658.06
Total :					0.00	0.00	8,658.06

Entry No.: 21 System Generated Payment Document No.: PY000009106 Payment Amt.: 1,977.50

Transaction Type: Payment Payment Date: 07/18/2022 Posting Date: 07/18/2022 Year - Period: 2022 - 07  
 Vendor: HOUS02 S. HOUSEMAN & ASSOCIATES Account Set: TRADE  
 Payment Code: CHECK Payment Type: Check Check No.: 0 BIN WALL REPAIR PROJECT - CAPITAL

Document No.	Sched. No.	Adj. No.	Adj. Reference	Adj. Description	Adjustment	Discount	Amount
022-63					0.00	0.00	1,977.50
Total :					0.00	0.00	1,977.50

Entry No.: 22 System Generated Payment Document No.: PY000009107 Payment Amt.: 225.00

Transaction Type: Payment Payment Date: 07/18/2022 Posting Date: 07/18/2022 Year - Period: 2022 - 07  
 Vendor: HOWA01 HOWARD CAMPBELL & SONS LTD. Account Set: TRADE  
 Payment Code: CHECK Payment Type: Check Check No.: 0 PORTABLE TOILET RENTAL

Document No.	Sched. No.	Adj. No.	Adj. Reference	Adj. Description	Adjustment	Discount	Amount
MR4854					0.00	0.00	225.00
Total :					0.00	0.00	225.00

Entry No.: 23 System Generated Payment Document No.: PY000009108 Payment Amt.: 452.00

Transaction Type: Payment Payment Date: 07/18/2022 Posting Date: 07/18/2022 Year - Period: 2022 - 07  
 Vendor: HYDR03 THE HYDRAULIC CO. Account Set: TRADE  
 Payment Code: CHECK Payment Type: Check Check No.: 0 MAINT. SUPPLIES

Document No.	Sched. No.	Adj. No.	Adj. Reference	Adj. Description	Adjustment	Discount	Amount
24505					0.00	0.00	452.00
Total :					0.00	0.00	452.00

Entry No.: 24 System Generated Payment Document No.: PY000009109 Payment Amt.: 77.97

Transaction Type: Payment Payment Date: 07/18/2022 Posting Date: 07/18/2022 Year - Period: 2022 - 07  
 Vendor: JOEC01 JOE COMPUTER Account Set: TRADE  
 Payment Code: CHECK Payment Type: Check Check No.: 0 BACKUP INTERNET

Document No.	Sched. No.	Adj. No.	Adj. Reference	Adj. Description	Adjustment	Discount	Amount
165907					0.00	0.00	77.97

## A/P Batch Listing - Payment (APCBTCLZ)

Total :	0.00	0.00	77.97
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Entry No.:	25	System Generated Payment	Document No.:	PY000009110	Payment Amt.:	169.50
Transaction Type:	Payment	Payment Date:	07/18/2022	Posting Date:	07/18/2022	Year - Period: 2022 - 07
Vendor:	JONE01	JONES RAIL INDUSTRIES LTD.	Account Set:	TRADE	JUNE TRACK MAINT.	
Payment Code:	CHECK	Payment Type:	Check	Check No.:	0	

Document No.	Sched. No.	Adj. No.	Adj. Reference	Adj. Description	Adjustment	Discount	Amount
4081					0.00	0.00	169.50
Total :					0.00	0.00	169.50

Entry No.:	26	System Generated Payment	Document No.:	PY000009111	Payment Amt.:	2,562.84
Transaction Type:	Payment	Payment Date:	07/18/2022	Posting Date:	07/18/2022	Year - Period: 2022 - 07
Vendor:	LIME01	LIMERICK ENVIRONMENTAL SERVICES LTD	Account Set:	TRADE	WASTE GRAIN REMOVAL	
Payment Code:	CHECK	Payment Type:	Check	Check No.:	0	

Document No.	Sched. No.	Adj. No.	Adj. Reference	Adj. Description	Adjustment	Discount	Amount
2022-0487					0.00	0.00	732.24
2022-0552					0.00	0.00	366.12
2022-0859					0.00	0.00	732.24
2022-0867					0.00	0.00	732.24
Total :					0.00	0.00	2,562.84

Entry No.:	27	System Generated Payment	Document No.:	PY000009112	Payment Amt.:	400.69
Transaction Type:	Payment	Payment Date:	07/18/2022	Posting Date:	07/18/2022	Year - Period: 2022 - 07
Vendor:	MACE01	MacEwen Petroleum Inc.	Account Set:	TRADE	DIESEL FUEL	
Payment Code:	CHECK	Payment Type:	Check	Check No.:	0	

Document No.	Sched. No.	Adj. No.	Adj. Reference	Adj. Description	Adjustment	Discount	Amount
144039					0.00	0.00	400.69
Total :					0.00	0.00	400.69

Entry No.:	28	System Generated Payment	Document No.:	PY000009113	Payment Amt.:	1,046.87
Transaction Type:	Payment	Payment Date:	07/18/2022	Posting Date:	07/18/2022	Year - Period: 2022 - 07
Vendor:	MESS01	MESSER CANADA INC. 15687	Account Set:	TRADE	WELDING SUPPLIES	
Payment Code:	CHECK	Payment Type:	Check	Check No.:	0	

Document No.	Sched. No.	Adj. No.	Adj. Reference	Adj. Description	Adjustment	Discount	Amount
2105259734					0.00	0.00	1,046.87
Total :					0.00	0.00	1,046.87

## A/P Batch Listing - Payment (APCBTCLZ)

Entry No.:	29	System Generated Payment				Document No.:	PY000009114		Payment Amt.:	208.89
Transaction Type:	Payment	Payment Date:	07/18/2022	Posting Date:	07/18/2022	Year - Period: 2022 - 07				
Vendor:	MOTI01	MOTION INDUSTRIES, INC.			Account Set:	TRADE	MAINT. SUPPLIES			
Payment Code:	CHECK	Payment Type:	Check	Check No.:	0					
Document No.	Sched. No.	Adj. No.	Adj. Reference	Adj. Description	Adjustment	Discount	Amount			
ON17-00378245					0.00	0.00	208.89			
					Total :	0.00	0.00	208.89		
Entry No.:	30	System Generated Payment				Document No.:	PY000009115		Payment Amt.:	7,412.80
Transaction Type:	Payment	Payment Date:	07/18/2022	Posting Date:	07/18/2022	Year - Period: 2022 - 07				
Vendor:	MULT02	MULTI-TREK LTD.			Account Set:	TRADE	CONFINED SPACE TRAINING			
Payment Code:	CHECK	Payment Type:	Check	Check No.:	0					
Document No.	Sched. No.	Adj. No.	Adj. Reference	Adj. Description	Adjustment	Discount	Amount			
10831					0.00	0.00	7,412.80			
					Total :	0.00	0.00	7,412.80		
Entry No.:	31	System Generated Payment				Document No.:	PY000009116		Payment Amt.:	725.00
Transaction Type:	Payment	Payment Date:	07/18/2022	Posting Date:	07/18/2022	Year - Period: 2022 - 07				
Vendor:	OGFA01	ONTARIO AGRI BUSINESS ASSOC.			Account Set:	TRADE	GOLF TOURNAMENT AND SPONSORSHIP			
Payment Code:	CHECK	Payment Type:	Check	Check No.:	0					
Document No.	Sched. No.	Adj. No.	Adj. Reference	Adj. Description	Adjustment	Discount	Amount			
2022 GOLF					0.00	0.00	725.00			
					Total :	0.00	0.00	725.00		
Entry No.:	32	System Generated Payment				Document No.:	PY000009117		Payment Amt.:	1,917.61
Transaction Type:	Payment	Payment Date:	07/18/2022	Posting Date:	07/18/2022	Year - Period: 2022 - 07				
Vendor:	ONSE01	ONSERVE			Account Set:	TRADE	IT MAINT. & MONITORING			
Payment Code:	CHECK	Payment Type:	Check	Check No.:	0					
Document No.	Sched. No.	Adj. No.	Adj. Reference	Adj. Description	Adjustment	Discount	Amount			
63751					0.00	0.00	1,917.61			
					Total :	0.00	0.00	1,917.61		
Entry No.:	33	System Generated Payment				Document No.:	PY000009118		Payment Amt.:	110.68
Transaction Type:	Payment	Payment Date:	07/18/2022	Posting Date:	07/18/2022	Year - Period: 2022 - 07				
Vendor:	PITN01	PITNEY BOWES LEASING			Account Set:	TRADE	MAIL MACHINE LEASE			

## A/P Batch Listing - Payment (APCBTCLZ)

Payment Code: CHECK Payment Type: Check Check No.: 0

Document No.	Sched. No.	Adj. No.	Adj. Reference	Adj. Description	Adjustment	Discount	Amount
3202013609					0.00	0.00	110.68
Total :					0.00	0.00	110.68

Entry No.: 34 System Generated Payment Document No.: PY000009119 Payment Amt.: 249.73

Transaction Type: Payment Payment Date: 07/18/2022 Posting Date: 07/18/2022 Year - Period: 2022 - 07

Vendor: POST03 POSTMEDIA PAYMENT CENTRE Account Set: TRADE

Payment Code: CHECK Payment Type: Check Check No.: 0

ADVERTISING FOR PAVING PROJECT-CAPITAL

Document No.	Sched. No.	Adj. No.	Adj. Reference	Adj. Description	Adjustment	Discount	Amount
687957					0.00	0.00	249.73
Total :					0.00	0.00	249.73

Entry No.: 35 System Generated Payment Document No.: PY000009120 Payment Amt.: 5,120.31

Transaction Type: Payment Payment Date: 07/18/2022 Posting Date: 07/18/2022 Year - Period: 2022 - 07

Vendor: PREV02 PREVENTION AND REGULATORY SOLUTIONS Account Set: TRADE

Payment Code: CHECK Payment Type: Check Check No.: 0

HEALTH AND SAFETY UPDATE

Document No.	Sched. No.	Adj. No.	Adj. Reference	Adj. Description	Adjustment	Discount	Amount
728					0.00	0.00	5,120.31
Total :					0.00	0.00	5,120.31

Entry No.: 36 System Generated Payment Document No.: PY000009121 Payment Amt.: 498.99

Transaction Type: Payment Payment Date: 07/18/2022 Posting Date: 07/18/2022 Year - Period: 2022 - 07

Vendor: SANI01 SANI-SOL INC. Account Set: TRADE

Payment Code: CHECK Payment Type: Check Check No.: 0

SANITATION SUPPLIES

Document No.	Sched. No.	Adj. No.	Adj. Reference	Adj. Description	Adjustment	Discount	Amount
474714					0.00	0.00	498.99
Total :					0.00	0.00	498.99

Entry No.: 37 System Generated Payment Document No.: PY000009122 Payment Amt.: 833.38

Transaction Type: Payment Payment Date: 07/18/2022 Posting Date: 07/18/2022 Year - Period: 2022 - 07

Vendor: SETS01 SOUTHEASTERN TELECOMMUNICATION Account Set: TRADE

Payment Code: CHECK Payment Type: Check Check No.: 0

SERVICE CALLS ON PHONE LINES

Document No.	Sched. No.	Adj. No.	Adj. Reference	Adj. Description	Adjustment	Discount	Amount
43334					0.00	0.00	700.04

## A/P Batch Listing - Payment (APCBTCLZ)

43383	0.00	0.00	133.34
<b>Total :</b>	0.00	0.00	833.38

<b>Entry No.:</b> 38	System Generated Payment	<b>Document No.:</b> PY000009123	<b>Payment Amt.:</b> 2,410.40
<b>Transaction Type:</b>	Payment	<b>Payment Date:</b> 07/18/2022	<b>Posting Date:</b> 07/18/2022
<b>Vendor:</b>	SGSE01	SGS ELEVATORS	<b>Year - Period:</b> 2022 - 07 ELEVATOR MAINT
<b>Payment Code:</b>	CHECK	<b>Payment Type:</b> Check	<b>Account Set:</b> TRADE
		<b>Check No.:</b> 0	

Document No.	Sched. No.	Adj. No.	Adj. Reference	Adj. Description	Adjustment	Discount	Amount
106514					0.00	0.00	1,205.20
106581					0.00	0.00	1,205.20
<b>Total :</b>					0.00	0.00	2,410.40

<b>Entry No.:</b> 39	System Generated Payment	<b>Document No.:</b> PY000009124	<b>Payment Amt.:</b> 1,288.17
<b>Transaction Type:</b>	Payment	<b>Payment Date:</b> 07/18/2022	<b>Posting Date:</b> 07/18/2022
<b>Vendor:</b>	STAP02	STAPLES COMMERCIAL	<b>Year - Period:</b> 2022 - 07 REPLACEMENT MONITORS
<b>Payment Code:</b>	CHECK	<b>Payment Type:</b> Check	<b>Account Set:</b> TRADE
		<b>Check No.:</b> 0	

Document No.	Sched. No.	Adj. No.	Adj. Reference	Adj. Description	Adjustment	Discount	Amount
C4B0ACB7					0.00	0.00	768.39
D7FB7069					0.00	0.00	519.78
<b>Total :</b>					0.00	0.00	1,288.17

<b>Entry No.:</b> 40	System Generated Payment	<b>Document No.:</b> PY000009125	<b>Payment Amt.:</b> 734.50
<b>Transaction Type:</b>	Payment	<b>Payment Date:</b> 07/18/2022	<b>Posting Date:</b> 07/18/2022
<b>Vendor:</b>	SWYR01	SWYRICH CORPORATION	<b>Year - Period:</b> 2022 - 07 PORT PINS - PROMO ITEMS
<b>Payment Code:</b>	CHECK	<b>Payment Type:</b> Check	<b>Account Set:</b> TRADE
		<b>Check No.:</b> 0	

Document No.	Sched. No.	Adj. No.	Adj. Reference	Adj. Description	Adjustment	Discount	Amount
26198					0.00	0.00	734.50
<b>Total :</b>					0.00	0.00	734.50

<b>Entry No.:</b> 41	System Generated Payment	<b>Document No.:</b> PY000009126	<b>Payment Amt.:</b> 931.67
<b>Transaction Type:</b>	Payment	<b>Payment Date:</b> 07/18/2022	<b>Posting Date:</b> 07/18/2022
<b>Vendor:</b>	TACK01	G. TACKABERRY & SONS CONSTRUCT	<b>Year - Period:</b> 2022 - 07 COLD PATCH REPAIR
<b>Payment Code:</b>	CHECK	<b>Payment Type:</b> Check	<b>Account Set:</b> TRADE
		<b>Check No.:</b> 0	

Document No.	Sched. No.	Adj. No.	Adj. Reference	Adj. Description	Adjustment	Discount	Amount
G-0078301					0.00	0.00	931.67
<b>Total :</b>					0.00	0.00	931.67

## A/P Batch Listing - Payment (APCBTCLZ)

Entry No.:	42	System Generated Payment		Document No.:	PY000009127		Payment Amt.:	910.00	
Transaction Type:	Payment	Payment Date:	07/18/2022	Posting Date:	07/18/2022	Year - Period: 2022 - 07			
Vendor:	TECH01	TECH. STANDARDS & SAFTETY AUTH			Account Set:	TRADE	ELEVATING DEVICE LICENCES		
Payment Code:	CHECK	Payment Type:	Check	Check No.:	0				
Document No.	Sched. No.	Adj. No.	Adj. Reference	Adj. Description	Adjustment	Discount	Amount		
6920268					0.00	0.00	330.00		
6920315					0.00	0.00	330.00		
6920316					0.00	0.00	250.00		
Total :					0.00	0.00	910.00		

Entry No.:	43	System Generated Payment		Document No.:	PY000009128		Payment Amt.:	335.70
Transaction Type:	Payment	Payment Date:	07/18/2022	Posting Date:	07/18/2022	Year - Period: 2022 - 07		
Vendor:	UNIV01	UNIVERSAL SUPPLY GROUP INC.		Account Set:	TRADE	MAINT. SUPPLIES		
Payment Code:	CHECK	Payment Type:	Check	Check No.:	0			
Document No.	Sched. No.	Adj. No.	Adj. Reference	Adj. Description	Adjustment	Discount	Amount	
964-387051					0.00	0.00	321.60	
964-387592					0.00	0.00	14.10	
Total :					0.00	0.00	335.70	

## --- Batch Summary ---

	<b>Invoice</b>	<b>Adjustment</b>	<b>Discount</b>	<b>Payment</b>	<b>Advance Credit</b>	<b>Bank Amount</b>
<b>Total for Batch 10:</b>	0.00	0.00	0.00	231,203.93	0.00	231,203.93

43 entries printed

1 batch printed