



THE PORT OF JOHNSTOWN MANAGEMENT COMMITTEE

THE TOWNSHIP OF EDWARDSBURGH CARDINAL

Meeting of March 20, 2024 – 7:00 pm

South Edwardsburgh Community Centre - Johnstown, 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 February 20, 2024
6. Business Arising from Previous PMC Minutes (if any)
7. Discussion item
 - Port Day Update – Regina Hernandez/Joe Martelle
8. Action/Information Items
 - a) Grain Operations Report
 - b) Maintenance Report
 - c) Financial Report
 - d) Health and Safety Report
 - e) GM Report
 - f) 2024 Budgets
 - Revenue and Expense Budget
 - Capital Budget
9. Approval of Disbursements – Port accounts
10. Council Inquiries or Notices of Motion
11. Chair's Report
12. Question Period
13. Adjournment

MINUTES
PORT OF JOHNSTOWN MANAGEMENT COMMITTEE
SOUTH EDWARDSBURGH COMMUNITY CENTRE - JOHNSTOWN
TUESDAY FEBRUARY 20, 2024
6:30 PM

Present: Deputy Mayor Stephen Dillabough, Chair
Mayor, Tory Deschamps
Councillor Chris Ward
Councillor Waddy Smail
Councillor Joseph Martelle
Regina Hernandez, Advisory Member

Regrets: Randy Stitt, Advisory Member

Zoom: Frank McAuley, Advisory Member
Clint Cameron, Advisory Member

Staff: Dave Grant, CAO
Sean Nicholson, Treasurer
Candise Newcombe, Deputy Clerk
Rebecca Crich, Clerk
Robert Dalley, General Manager
Sean Fisher, General Foreman
Jeff Wright, Maintenance Manager
Rhonda Code, Office Manager

1. Call to Order

Deputy Mayor Dillabough called the meeting to order at 6:31 p.m.

2. Approval of Agenda

Moved by: C. Ward

Seconded by: W. Smail

That Committee approves the agenda as presented.

Carried

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

4. Delegations and Presentations – None

5. Minutes of the Previous POJ Committee Meeting

a) Regular Meeting – January 30, 2024

Moved by: J. Martelle
Seconded by: T. Deschamps

That Port Management Committee receives and approves the minutes of the Port Management Committee meeting dated January 30, 2024.

Carried

6. Business Arising from the Previous PMC Minutes (if any) – None
7. Discussion Items

Port Day Update – Regina Hernandez/Joe Martelle

Ms. Hernandez noted the first meeting of the Port Days Sub-Committee was held on Friday February 16th where members reviewed past practices for the event and discussed ideas for activities proposed in 2024. There was discussion regarding the proposed time of the event, the political invitation list, and timeline for opening ceremonies and speeches.

Committee confirmed that invitations should be distributed to political representatives that were in attendance at the Agricultural Clean Technology grant award ceremony and their counterparts, representatives from the Ministry of Transportation, and the members of the Mohawk Council of Akwesasne.

There was discussion regarding how to organize activities to facilitate the best attendance for the speeches, representatives being requested to speak, and reviewed alternate options for providing the traditional port tour.

It was noted that due to the aging elevator and limitations to the number of people, it restricts the ability to provide a tour to all who are in attendance. Limiting the tour to draw winners or ticket holders was suggested to permit limited tours through the port.

Attendance of an upcoming SERA meeting was noted, highlighting an opportunity to enlist volunteers for the Port Days event. Members suggested requisitioning volunteers from other local community groups as well, such as the Optimus Club. It was noted that the next meeting for the Port Days sub-committee will be Friday February 23.

8. Action/Information Items

a) Grain Operations Report

Port staff provided an overview of the monthly operations report and highlighted the following areas: overall inventory levels, monthly traffic, grain received/shipped, vessels loaded, and revenue fluctuations due to decreased storage compared to previous years.

b) Maintenance Report

Port staff provided an overview of the monthly report and there was a general discussion on the following topics: weekly and monthly maintenance/electrical work completed, parts ordered versus parts kept in-house, and reviewed monitoring and replacement of gear boxes on the bin system.

c) Financial Report

Committee was provided with a brief overview of the monthly revenue and expenses and year-to-date budget to actual numbers. Committee discussed reasoning for the increased labour expenses and decreased rail services.

d) Health and Safety Report

Committee was provided with a summary of the health and safety report which outlined various training and inspections performed throughout the month.

e) General Manager's Report

Committee was provided an overview of the report and discussed the following: salt management requirements by the MECP officer and possible amendments required to the Port's ECA, collaborative efforts with Rideau Bulk/Logistec, salt storage practices of neighbouring Ports, and reviewed current practices at the Port in Picton.

Members discussed alternate pond filtration options at the Port and associated costs, concentration and discharge of the pond into the St. Lawrence, salt revenues, and the possible availability of government funding to meet increased regulations.

There was discussion regarding the regulations for the tarping of salt while being stored, permissions for leaving one working face open, and costs and best practices for salt storage. Members discussed salt storage timelines, transportation, and dock maintenance to date.

f) Distribution of Income Update - Treasurer

The Treasurer provided a summary of the history of the Capital Reserve Fund and how it has contributed to alleviating the Township's growing infrastructure deficit. It was noted that a possible dedicated capital levy on taxpayers was avoided through the recent implementation of the Capital Reserve fund and highlighted that the funds are allocated solely to capital projects throughout the Township.

There was discussion regarding the following: examples of capital projects funded at least partially from the Capital Reserve fund, future Township

capital requirements, and signage options promoting the Port of Johnstown's contributions to Capital Infrastructure throughout the Township.

There was discussion regarding incorporating promotional signage for the Port in a broader communications strategy for the Township, concerns with timing of the required Capital Reserve fund payments and budgeting commitments of the fund.

Members noted that due to the contributions to the Capital Reserve Fund, the Township was able to undertake an aggressive roads rehabilitation capital project throughout the Township in 2024.

g) 2024 Budgets – Revenue and Expense Budget

Committee was provided with an overview of the following areas in the report: budget summary, labour and benefits, outside services, and materials and supplies accounts.

There was discussion regarding the following: inclusion of the sale of excess inventory within the presented budget, changes to labour code regarding allotted personal/sick days, and general labour force challenges.

Moved by: C. Ward

Seconded by: W. Smail

That the Port Management Committee received and reviewed items 8. a) Grain Operations Report; b) Maintenance Report; c) Financial Report; d) Health and Safety Report; e) General Manager's Report; f) Distribution of Income Update; and g) 2024 Budgets – Revenue and Expenses.

Carried

9. Approval of Disbursements – Port Accounts

Committee reviewed the monthly disbursements.

Moved by: C. Ward

Seconded by: T. Deschamps

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

Withdrawals Total:	\$166,879.15
Batch 3 CHEQUES	\$9,508.45
Batch 4 EFT PAYMENTS	\$201,018.59
Total of Direct Withdrawal & Batch Listings:	\$377,406.19

Carried

Page 4 of 6

10. Councillor Inquiries/Notices of Motion – None.
11. Chair's Report - None
12. Question Period – None
13. Closed Session

Moved by: W. Smail

Seconded by: C. Ward

That Committee proceeds into closed session at 8:29 p.m. in order to address a matter pertaining to:

- Section 239(2)(c) Proposed or pending acquisition or disposition of land by the municipality or local board; Specifically: Industrial Property and Closed session minutes from January 30, 2024.

Carried

Moved by: W. Smail

Seconded by: C. Ward

That the closed meeting of Committee does now adjourn and the open meeting does now resume at 8:44 p.m.

Carried

14. Report Out of Closed Session

The Chair reported that Committee met in closed session to discuss proposed or pending acquisition or disposition of industrial property and no further direction was provided to the Port General Manager.

Moved by: C. Ward

Seconded by: W. Smail

That Committee receives and approves the minutes of Closed Session dated January 30, 2024.

Carried

15. Adjournment

Moved by: J. Martelle

Seconded by: C. Ward

That the Committee meeting adjourns at 8:46 p.m.

Carried

These minutes were approved by Port Management Committee this ___ day
of _____, 2024.

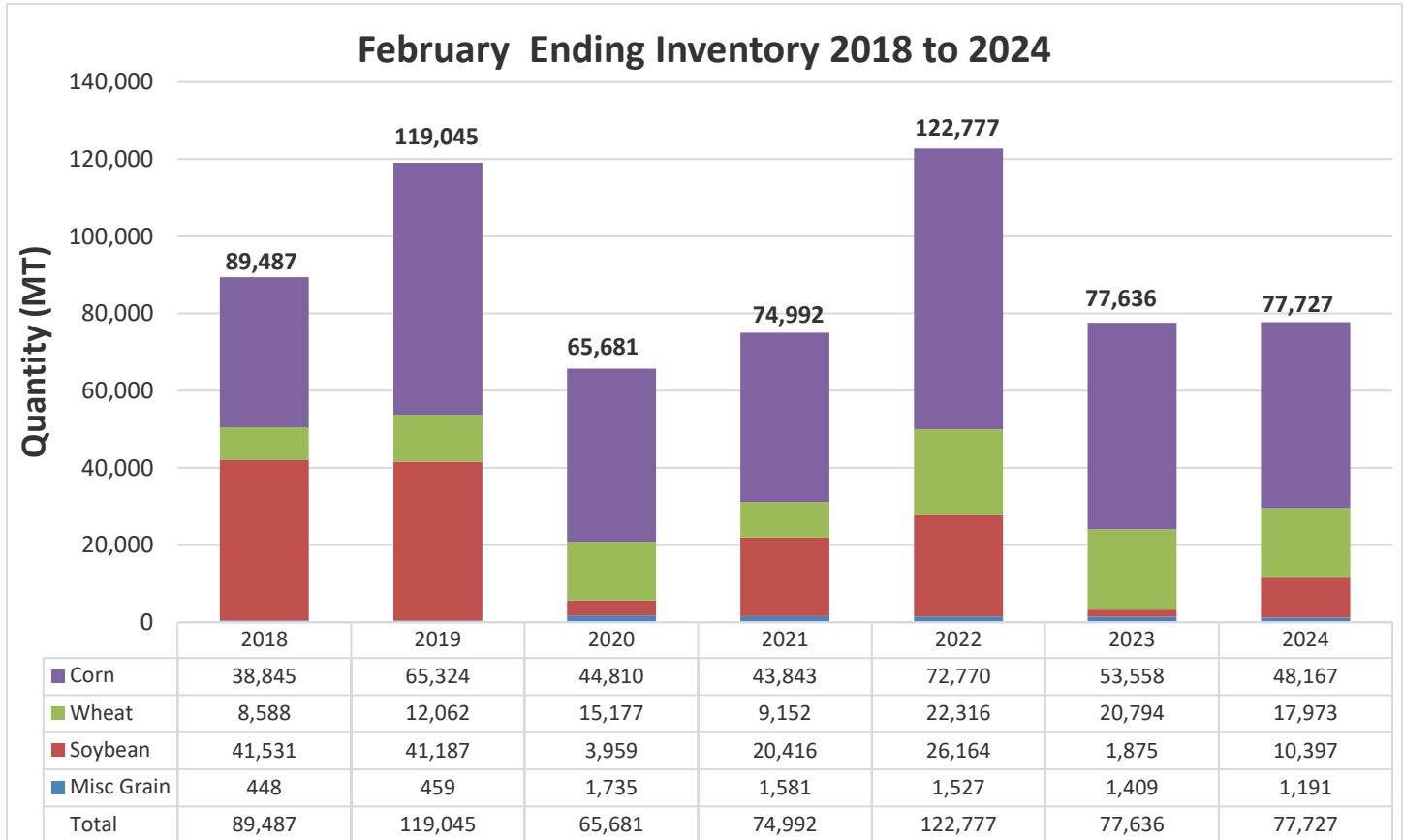
Chair

Deputy Clerk

GRAIN OPERATIONS REPORT

February 2024

Overall grain inventory for the month of February ended at 77,727 MT. Wheat shipments have slowed due to spring load restrictions. Some activity of soybeans and corn being delivered.



Summary of traffic for Feb:

- Received a total of 7,455 MT of grain via truck.
- Shipped a total of 6,916 MT of grain via truck.
- Shipped a total of 0 MT of grain via vessel.
- Shipped a total of 274 MT of grain via rail.

RECORDABLE INCIDENTS/INJURIES

YEAR	LOST WORK	RESTRICTED WORK	MEDICAL TREATMENT	TOTAL RECORDABLES	FIRST AID	NEAR MISS	LEARNING EVENT
2024	0	0	0	0	0	0	0
2023	0	0	1	1	0	0	2
2022	0	0	0	0	2	0	2
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	3

LABOUR REPORT

CATEGORY	CURRENT YEAR		PREVIOUS YEAR	
	MONTH	YEAR	MONTH	YEAR
LABOUR HRS (OPERATIONS)	2,040	4,609	2,558	5,050

QUALITY REPORT

CANADIAN GRAIN COMMISSION RATING		1	2	3	4	5	6	7
	CURRENT YEAR	FEB-AA						
	PREVIOUS YEAR	FEB-AAA	APR-A	MAY-A	JUL-AA	SEPT-A	NOV-A	DEC-AA

MAINTENANCE REPORT

Mar. 20, 2024

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

- Conducted monthly Premise Inspection as per GMP requirements.
- Bring scale test weights (20, 1000kg weights) to maintenance area and prep for shipping to Weights and Measures Canada in Montreal for 5-year inspection and certification.
- Annual inspection and maintenance of lofters 1, 2, 3, 4, 6, 7 and 8.
- Plowed snow and salt roads as needed.
- Adjust tracking of #3 conveyor.
- Repair west door into elevator basement. This had been damaged by the wind.
- Install new AED in annex office.
- Annual maintenance of ship loaders.
- Items from work order log.
- Weekly and monthly dust system inspections and maintenance.

Work in the electrical area included the following:

- Worked with millwrights as required.
- CGC conducted scale inspections and calibration testing. All was in order.
- Replace flexible wireway on the discharge end of #2 ship loader.
- Replaced scale gate positioner of #1 scale. The positioner had failed but was covered by warranty.
- Clean all scale comms. equipment.
- Run temporary power to Horst construction trailer.
- Items from work order log.

Financial Report Month ending February 29, 2024

Summary:

Revenue for the month was \$278k, lower than 2023 by \$146K which is mainly due to the corn receiving project for export in 2023 and the steel rail project in 2023.

Expenses were kept under budget by \$61k and under 2023 by \$125k.

Year to date

Revenues: Harbour Services: -\$178k Grain Services: -\$43k Rail Services: -\$65k Leases: +\$12k

Expenses: Labour: +\$25k Utilities: -\$33k Operating and Admin: -\$64k (advertising -\$61K-final aquatarium paid in 2023, office Admin -\$5k, material & supplies -\$3k outside services -\$2k, insurance +\$5k and honorarium +\$2k)

Management Fees to the Township

As of February 29, 2024, the Port has transferred \$166,666 towards their annual payment of \$1,000,000.

Actuals/Budget/Previous Year

Month Ending: February 29, 2024			
	Feb 2024 Actual	Feb 2024 Budget	Feb 2023 Actual
Revenue	\$ 277,974	\$ 375,000	\$ 424,434
Expenses	\$ 358,991	\$ 420,000	\$ 484,001
Surplus/Deficit	\$ (81,017)	\$ (45,000)	\$ (59,567)
Year to Date – February 29, 2024			
	YTD 2024 Actual	YTD 2024 Budget	YTD 2023 Actual
Revenue	\$ 642,090	\$ 740,000	\$ 916,137
Expenses	\$ 778,015	\$ 840,000	\$ 850,404
Surplus	\$ (135,925)	\$ (100,000)	\$ 65,733

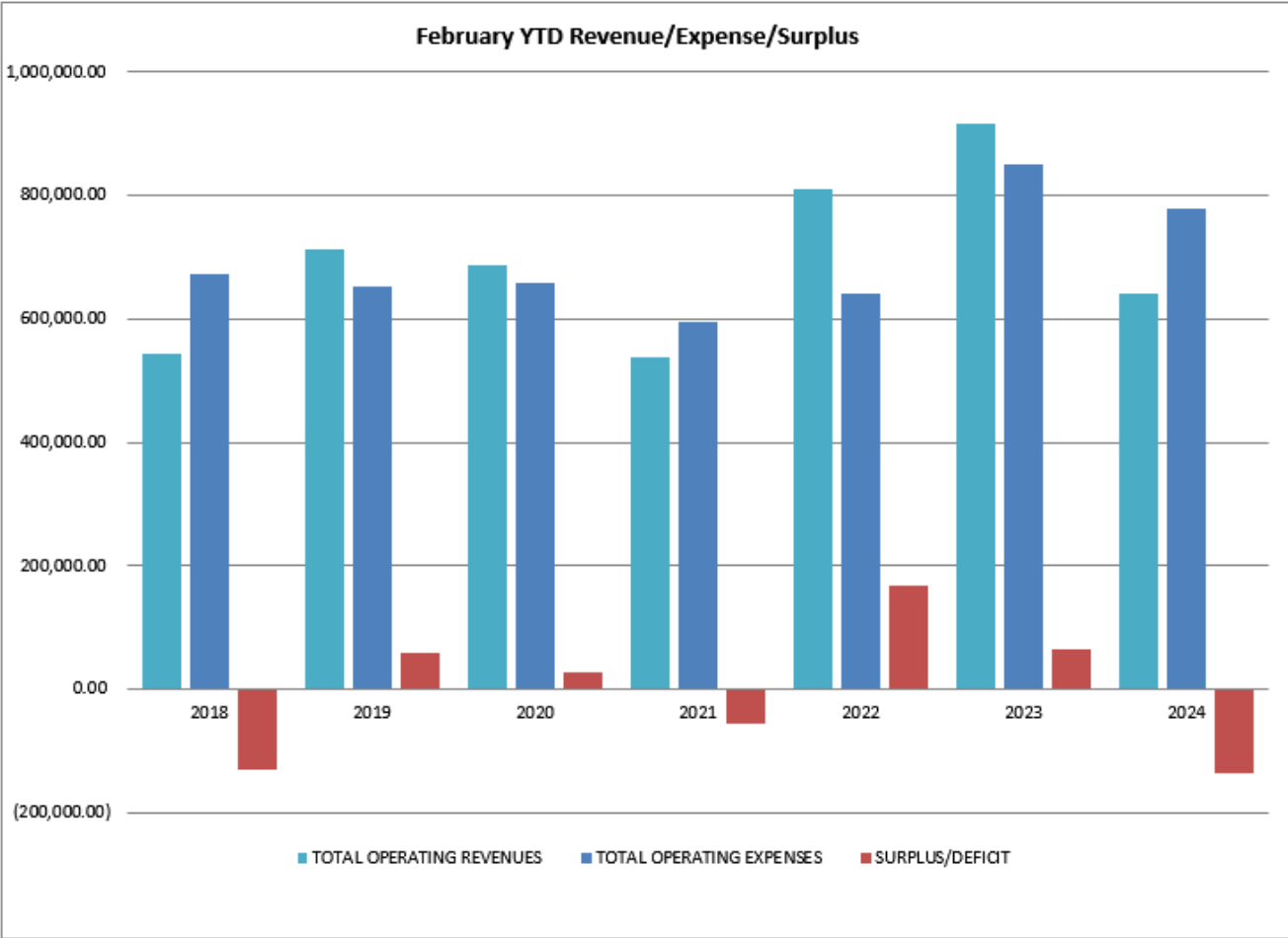
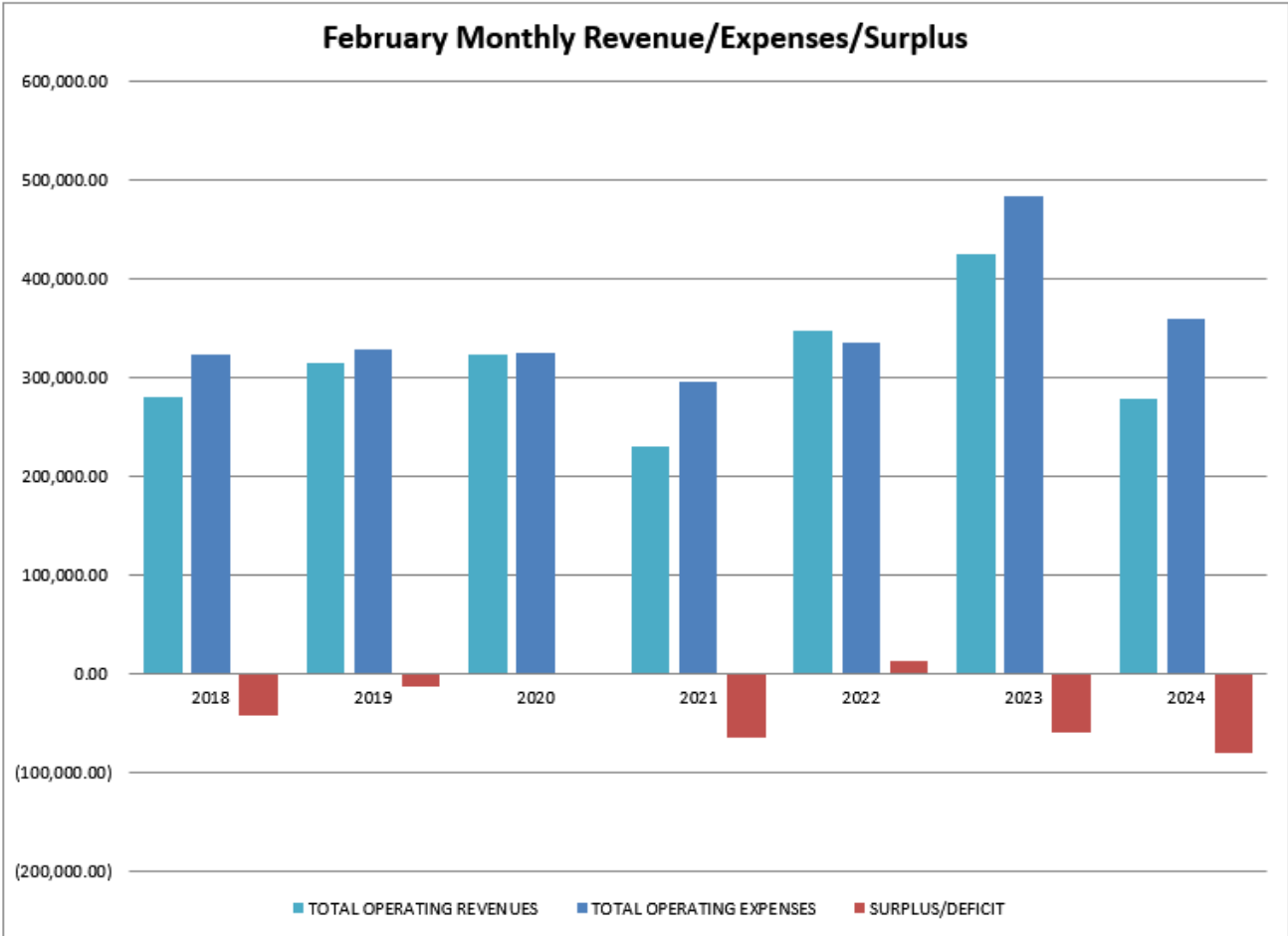
Accounts Receivables/Payables (Trade/HST)

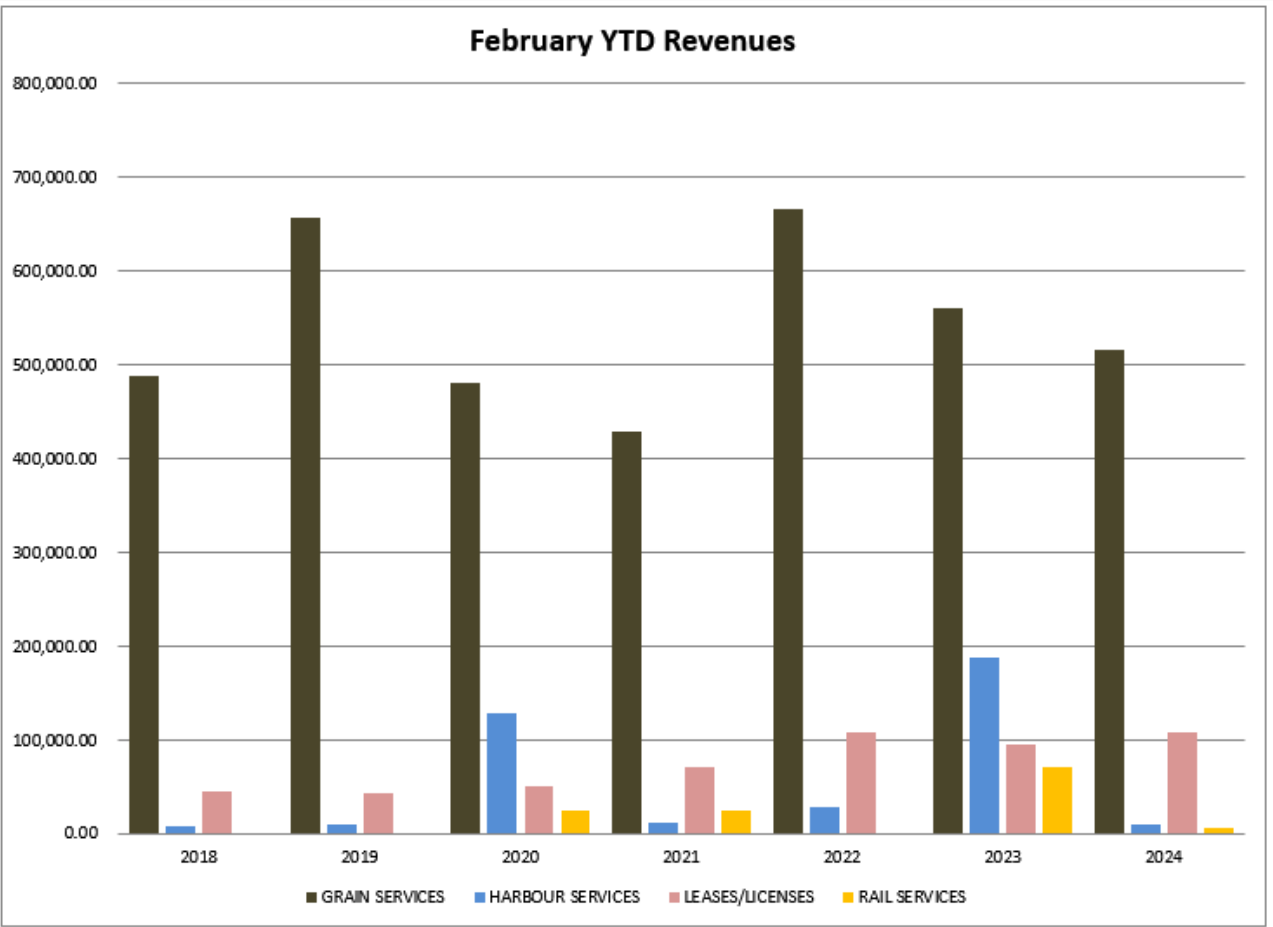
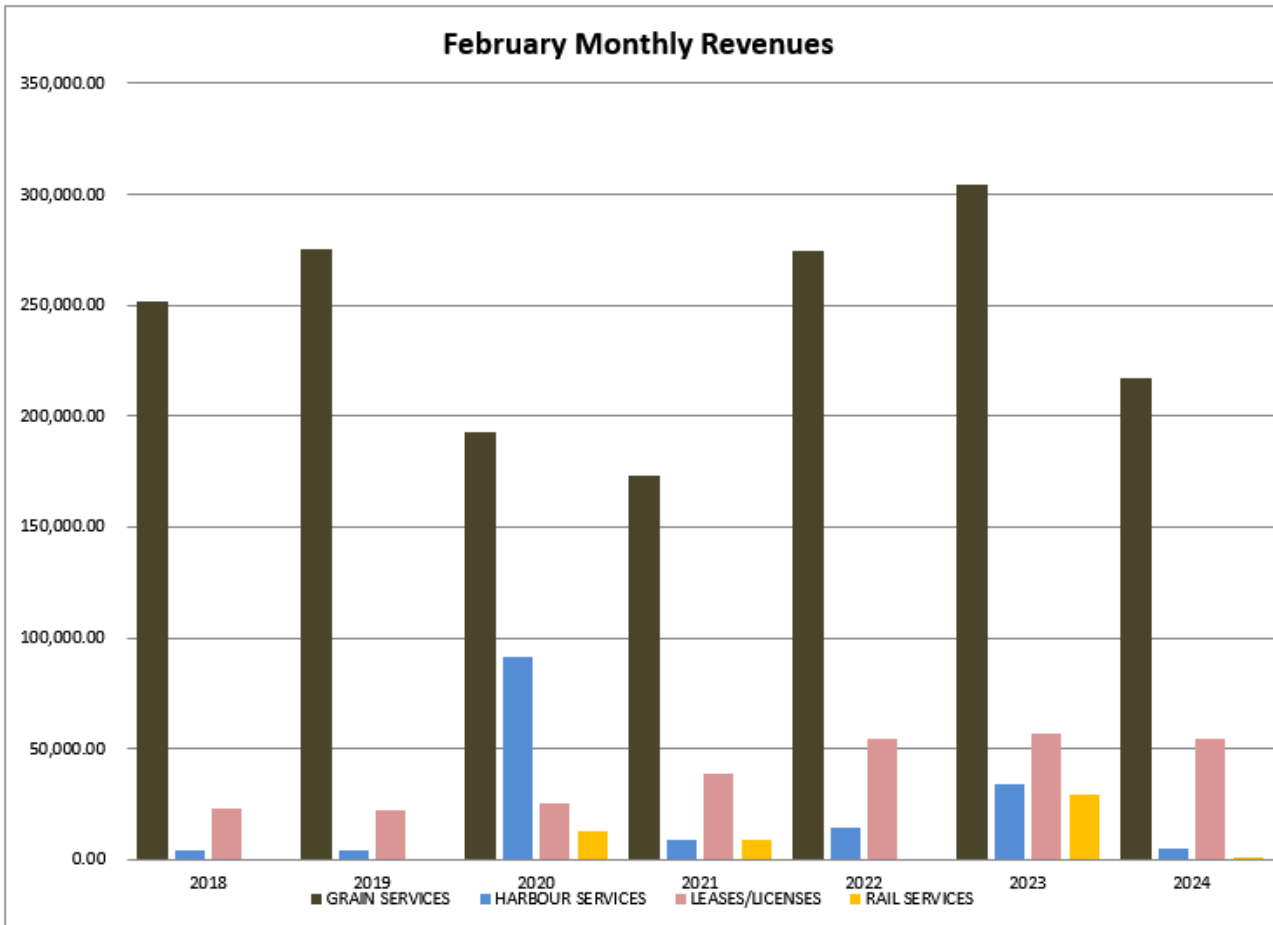
The Port's receivables are in good shape with outstanding invoices 30 days and under.

Receivables: \$490,472

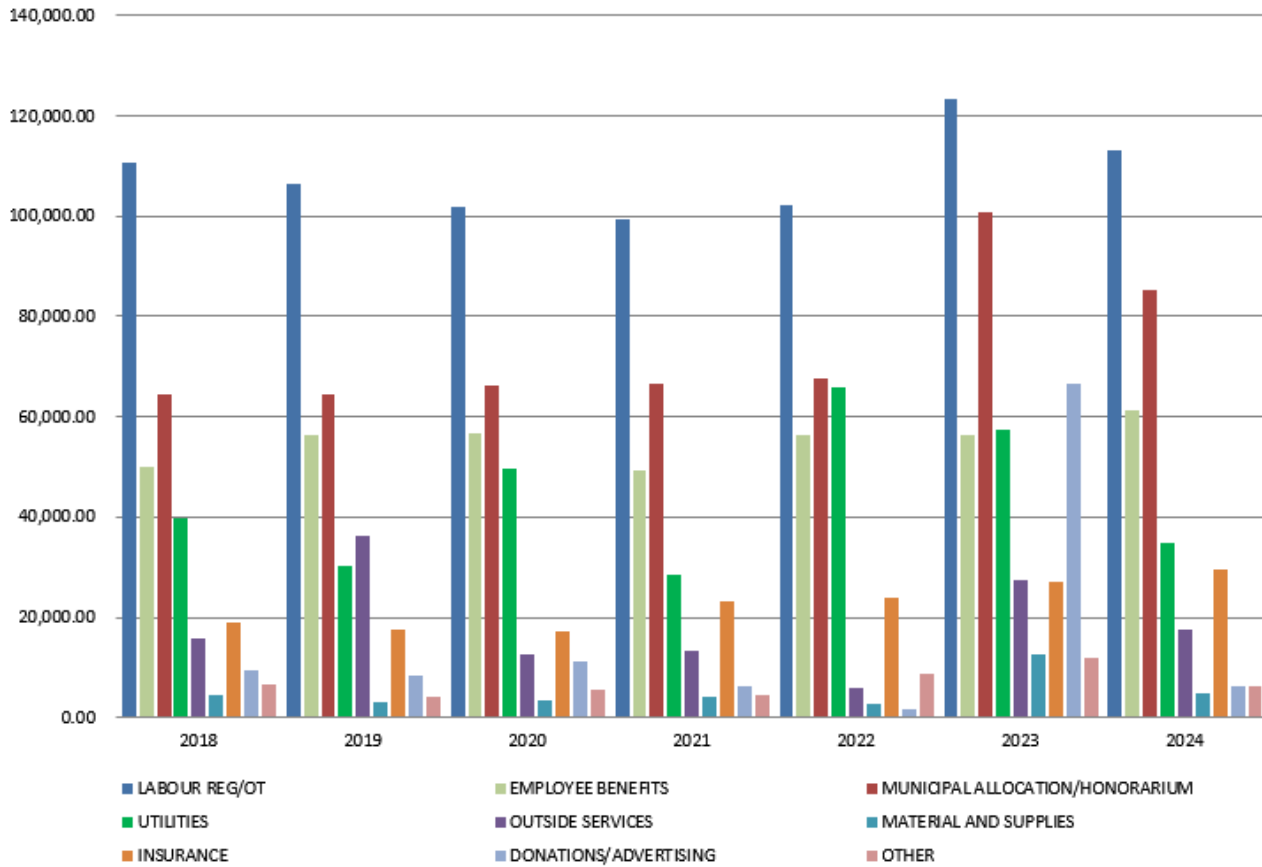
Payables: \$99,430

Cash on Hand: \$9,052,518

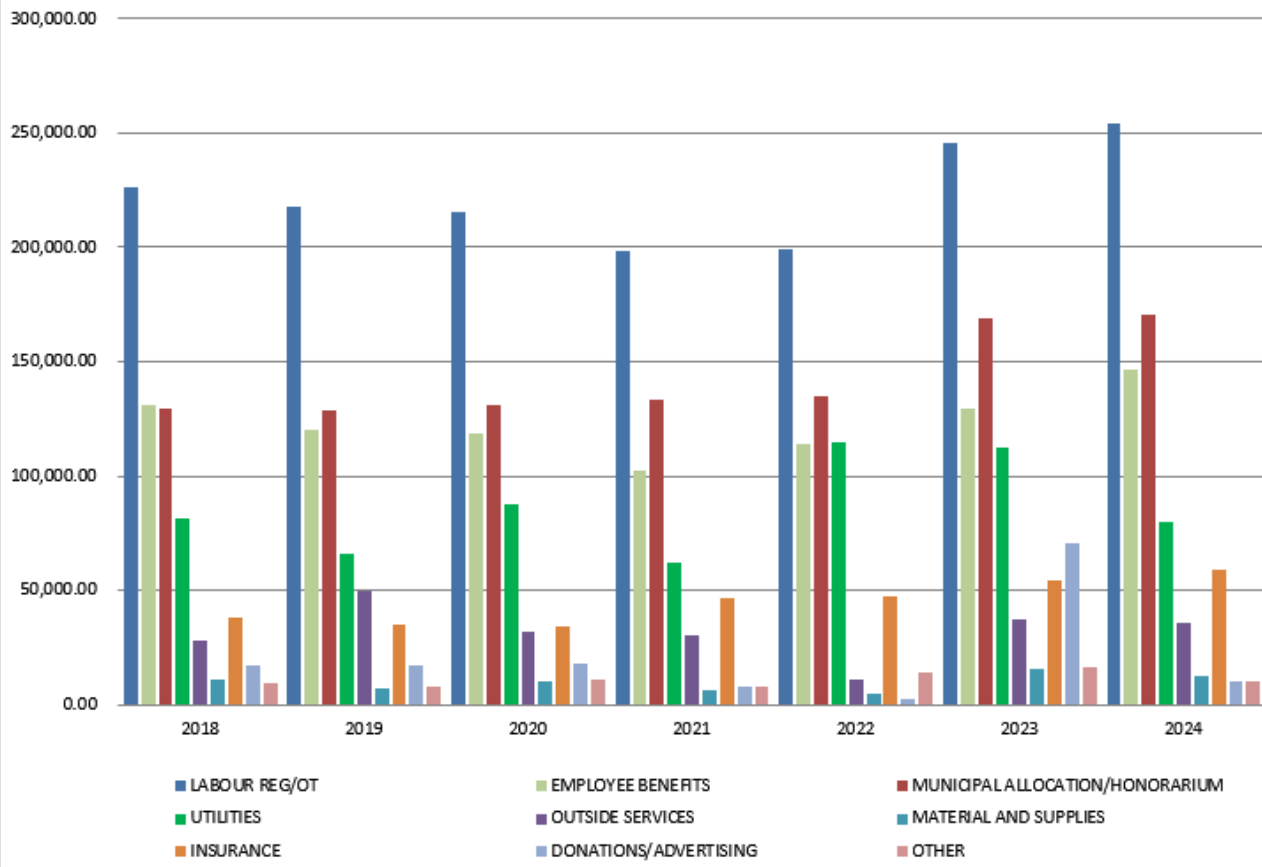




February Monthly Expenses



February YTD Expenses



March 14, 2024

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

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

The following health, safety, and environmental activity was conducted by Prevention and Regulatory Solutions Ltd. during 4.6 days of support from February 9 – March 14, 2024.

- Reviewed the draft updated hazard prevention program (HPP) with the safety committee, then finalized and added it to the Port H&S manual and document directory.
- Conducted two training sessions covering new confined space entry (CSE) regulatory requirements, changes to assessment reports and permit forms, and associated emergency procedures. Finalized and issued CSE assessments and permit forms for the elevator bins (Class A), basement loft pits (Class D), and the upper house garbers (Classes C and L).
- Finalized the Port's energy lockout listing and added it to the Port H&S manual and document directory.
- Provided information to safety committee on the CSA standard covering high-visibility outerwear.
- Updated the respiratory protection procedure on a 3-year update cycle. Reviewed respirator usage information with Port supervision, fumigation, and maintenance, reviewed safety data sheet contents, then updated the respiratory protection hazard assessment and cartridge life estimations. Distributed the draft procedure and hazard assessment to Port management for review and comment.
- Updated the Port's H&S committee procedure on a 3-year update cycle and distributed to Port management for review and comment.
- Updated the Port's injury / hazardous occurrence reporting and investigating procedure and the Port's incident reporting form on a 3-year update cycle. Distributed to Port management for review and comment.
- Updated the Port's personal protection equipment (HPP) policy on a 3-year update cycle and distributed to Port management for review and comment. Only minor changes were required.
- Updated the Port's H&S Rules on a 2-year update cycle and distributed to Port management for review and comment. Only minor changes were required.

GENERAL MANAGER'S REPORT – March 20, 2024

- Salt Management – Attending Meeting with MECP officials on April 26, 2024, in Kingston. Report to follow. Meeting with consultants and Logistec to put together agenda and talking points.
- ODS Marine – Engineer report on docks to be presented April/May.
- Land Development Update: Topographic survey complete – Drainage Plan to be conducted 2nd qtr.
- Provided 4 quotes to stevedore for potential business. Breakbulk – pieces of machinery.
- Worked on 2024 Capital Budget.
- CFIA Dunnage inspection with Logistec conducted on March 11, 2024. Certification is required in order to accept foreign cargos that are loaded onto foreign wood.
- Port Day meeting held on Friday, March 15. Things are progressing well.

**Port of Johnstown
Action Item**

Committee: Port of Johnstown

Date: March 20, 2024

Division: Port of Johnstown

Topic: 2024 Budgets

Purpose: To recommend the approval of the 2024 Operations Revenue and Expense Budget and 2024 Capital budget as presented.

Background: The Port of Johnstown operates as a separate division of the Township of Edwardsburgh Cardinal and has its own Operating and Capital Budget. This is presented to the Port of Johnstown Management Committee for recommendation to council.

The process used to create the Budget was as follows:

- 1) Download Acc Pac financial accounts into excel.
- 2) Format spreadsheets - create budget worksheet with formulas to report up to main accounts (summary).
- 3) Compare historical data; look for trending, expectations for upcoming year.
- 4) Risk assessment of equipment/improvements.
- 5) Hold meetings with management with input from staff on required equipment/improvements.
- 6) Cash Flow Summary for 2024- and 5-year plan.

The Operational budget was presented and received by the Port Management Committee at the Feb. 20, 2024 Port meeting, however still requires approval.

Policy Implications: The budgets must first be approved by the Port of Johnstown Management Committee and then presented to the council for their approval. All projects over \$75,000 that are approved by the council must return to the Port Management Committee for final approval.

Financial Considerations:

Summary of Revenue/Expense Budget (excluding HST)

Revenues: \$11,018,095

Expenses: \$ 6,315,089

Net Surplus: \$ 4,703,006

** earnings before interest, taxes, depreciation, amortization*

Summary of 2024 Capital (excluding HST)

Major Capital of \$3,350,000

Major Capital carryover of \$6,904,490

Minor Capital of \$598,500

Total 2024 Capital Budget: \$10,852,990

Recommendations:

- that the Port Management Committee recommends that Council approves the Port of Johnstown's 2024 Operation's Revenue and Expense Budget as presented.
- that the Port Management Committee recommends that Council approves the Port of Johnstown's 2024 Capital Budget as presented.
- That the Port Management Committee receives the 2025-2029 Future Capital 5 year Forecast.

Robert Dalley
General Manager
Port of Johnstown



Port of Johnstown

A Division of Edwardsburgh/Cardinal Township

BUDGET 2024

REVENUE AND EXPENSE

SUMMARY

Feb. 20, 2024

2024 BUDGET SUMMARY

REVENUES - *EBITDA

HARBOUR SERVICES	2023 BUDGET	2023 ACTUAL	2024 BUDGET	2024 Comments
BERTHAGE	140,000	138,323	140,000	Same as 2023 budget
MOORING	30,000	28,440	30,000	Same as 2023 budget
GRAIN WHARFAGE	150,000	199,289	163,957	3 year average
DRY BULK CARGO WHARFAGE	550,000	873,648	640,000	based on 2020 - 475kmt of salt and 25kmt of stone
BREAK BULK CARGO WHARFAGE	30,000	5,321	20,000	Potential rebar in 2024
LIQUID BULK CARGO WHARFAGE	28,000	9,236	28,000	Same as 2021 - Tank repaired
MISC. WHARFAGE/CRUISE BOATS	-	-	1,300	2 vessels expected
DRY BULK CARGO STORAGE	43,000	7,401	7,500	Additional cargo storage requests that are not leases.
BREAK BULK CARGO STORAGE	90,000	173,112	25,000	Potential for rebar/steel
MARINE SECURITY	65,000	62,610	62,000	Similar to 2023
TOTAL	1,126,000	1,497,379	1,117,757	Expecting less salt after record year.
GRAIN SERVICES				
GRAIN STORAGE	2,140,000	1,824,213	1,872,800	Current inventory is lower than 2023 - additional corn (new dryer)
AERATION	110,000	169,155	182,240	Similar to 2023 + additional corn (new dryer)
LAB TESTING	2,500	3,780	3,500	depends on the harvest
RECEIVING - VESSELS	-	-	-	Do not expect any imported corn
RECEIVING - RAILS	10,000	-	-	Not expected
RECEIVING - TRUCK	2,000,000	2,522,279	2,600,000	similar to 2023 + additional corn (new dryer)
DELIVERING - VESSELS	900,000	1,176,562	1,175,000	Similar to 2023
DELIVERING - RAIL	6,000	25,557	25,000	Similar to 2023
DELIVERING - TRUCKS	510,000	492,240	485,000	3 yr avg
DELIVERING - MILL	1,000	-	-	No longer use - moved into delivering truck(same rate)
(TOTAL IN/OUT)	3,427,000	4,216,639	4,285,000	
CLEANING	7,000	11,716	8,500	3 yr avg
GRAIN DRYING	145,250	246,521	535,700	2023 + additional corn (new dryer)
SOYBEAN DRYING	2,000,000	2,026,823	1,650,000	Price is down from 2023
GRADING	100	270	250	
PROTEIN ANALYSIS	4,800	3,671	4,696	4 yr avg
SALE OF GRAIN	9,500	168,194	162,000	3 yr avg
QUALITY CONTROL/FUMIGATION	275,000	373,273	330,255	4 yr avg
TOTAL GRAIN SERVICES	8,121,150	9,044,255	9,215,640	Includes 2% increase
RAIL STORAGE	10,000	720	10,000	Expected increase over 2023
RAIL CARGO HANDLING	60,000	122,945	25,000	Steel project in 2022/23. nothing confirmed in 2024.
TOTAL	70,000	123,665	35,000	
LEASES AND LICENSES				
BUSINESS PROPERTY LEASES	62,650	62,414	63,350	1.5% increase
POJ WAREHOUSE PROPERTY LEASES	132,000	133,167	135,164	1.5% increase
CARGO STORAGE LEASES	378,500	331,158	336,126	1.5% increase
LICENSE AGREEMENTS	56,000	54,841	55,663	1.5% increase
COTTAGE LEASES	45,900	46,090	46,781	1.5% increase
SALE ELECTRICITY	7,800	9,965	10,114	1.5% increase
TOTAL	682,850	637,634	647,198	1.5% increase
TOTAL MISCELLANEOUS SERVICES	10,000	1,796	2,500	
TOTAL REVENUES	10,010,000	11,304,729	11,018,095	Graphs and Account Details Page 2

2024 BUDGET SUMMARY

EXPENSES - EBITDA

	2023 BUDGET	2023 ACTUAL	2024 BUDGET	2024 Comments
LABOUR REG	1,740,468	1,697,313	1,873,206	4% increase + Additional labour:
LABOUR OT	226,261	260,978	243,517	Overtime is dependant on harvest requirements
BENEFITS	915,616	985,634	1,063,391	Includes 12,240 for added salary
LABOUR TOTAL	2,882,345	2,943,925	3,180,113	Graphs and Account Details Pages 3-4
ELECTRICITY	418,000	465,409	488,679	5% increase
GAS	140,000	164,103	280,514	10% increase + \$100k propane for new dryer
EQUIPMENT FUEL	6,800	5,253	5,000	Depends on cargo by rail movement
UTILITIES	564,800	634,764	774,193	Rate increases/propane for new dryer
OUTSIDE SERVICES	440,937	380,046	428,070	Graphs and Account Details Pages 5-7
MATERIALS AND SUPPLIES	193,200	180,790	168,600	Graphs and Account Details Pages 8-9
ADVERTISING	23,305	20,558	24,650	
DONATIONS/SPONSORSHIP	97,435	78,088	40,205	Discontinue Community Funding - Redirect 35k
MEMBERSHIPS	7,875	5,285	8,050	
PORT PROMOTIONS	26,850	2,424	31,850	Port Day and marketing materials
TOTAL ADV / DON / SPON / MEMBER	155,465	106,355	104,755	
RENTALS	14,000	12,175	14,000	Genie Boom and Portable Washroom
BUSINESS TRAVEL	10,000	7,365	10,000	
OFFICE ADMINISTRATION	77,681	84,269	78,000	Computer Services
INSURANCE	355,843	341,072	368,358	Expect 10% increase in rate - tied into revenues
MUNICIPAL HONORARIUM	20,000	23,500	27,000	Honourarium = \$250 per meeting x 12 meetings per year x 9 members
FIXED MANAGEMENT FEES(PIL)	1,000,000	1,000,000	1,000,000	
SURPLUS SHARING	586,000		-	Moved out of expenses as per Auditor - Distribution of Income
MUNICIPAL ADMIN FEES	1,586,000	1,000,000	1,000,000	
GRAIN HANDLING LOSSES	10,000	155,448	162,000	Replacement of grain through trade - shrinkage
TOTAL OPERATING /ADMIN EXPENSES	2,863,126	2,291,020	2,360,783	Graphs and Account Details Page 10
TOTAL EXPENSES	6,310,272	5,869,709	6,315,089	Graphs and Account Details Page 11

Labour and Benefits Summary

EXPENSES	2023 Budget	2023 Actual	2024 Budget	2024 COMMENTS
LABOUR				
REGULAR LABOUR	1,740,468	1,697,313	1,873,206	4% increase + Additional labour:
OVERTIME	226,261	260,978	243,517	Overtime is dependant on harvest requirements
OVERTIME % OF REGULAR LAB	13.00%	15.4%	13.00%	
TOTAL LABOUR	1,966,729	1,958,291	2,116,722	Graphs and Account Details Page 4
BENEFITS				
W.S.I.B.	45,976	57,595	59,899	4% increase
UIC	29,095	32,173	33,460	4% increase
CPP	85,497	95,874	99,709	4% increase
OMERS	161,839	183,557	190,900	4% increase
HEALTH CARE PLAN	82,453	80,722	87,400	0% increase from Sunlife 4% increase due to wages + 2 added Full time
A.D.&D. INSURANCE	950	973	1,200	0% increase from Sunlife 4% increase due to wages & 2 added Full time
EMPLOYER HEALTH TAX	38,349	45,358	47,172	4% increase
DENTAL INSURANCE	37,101	36,102	39,000	0% increase from Sunlife 4% increase due to wages & 2 added Full time
LIFE INSURANCE	6,413	6,812	8,300	0% increase from Sunlife 4% increase due to wages & 2 added Full time
ANNUAL STAT. & PAID LEAVE	248,151	280,038	291,239	4% increase
SICK LEAVE	39,627	36,624	38,089	4% increase
PERSONAL LEAVE		7,396	18,385	NEW ACCOUNT, LABOUR CODE CHANGE
MEAL ALLOWANCE	8,000	10,830	10,000	Similar to 2023
TERMINATION BENEFITS	69,417	47,004	48,885	4% increase
SHORT TERM (LOSS OF INCOME)	11,129	11,062	15,300	12% increase from Sunlife 4% increase due to wages & 2 added Full time
CLOTHING & BOOT ALLOWANCE	9,123	8,670	9,546	1 % increase
LONG TERM DISABILITY	38,223	40,242	47,600	(-4%) decrease from Sunlife 4% increase due to wages & 2 added Full time
EAP HEALTH & WELLNESS PROGRAM	1,067	1,198	1,319	1 % increase
VISION CARE	3,208	3,405	3,749	1 %increase
TOTAL BENEFITS	915,616	985,634	1,063,391	Includes 12,240 for added salary
LABOUR AND BENEFITS TOTAL	2,882,345	2,943,925	3,180,113	

Outside Services Accounts Summary

OUTSIDE SERVICES	2023 Budget	2023 Actual	2024 Budget	2024 COMMENTS
1. ENVIRONMENTAL	42,500	11,749	47,500	Environmental Monitoring
2. TRAINING	16,000	4,450	15,100	Several training sessions required in 2024
3. QUALITY CONTROL (Fumigation)	16,500	14,510	7,000	QC Equipment calibration
4. HEALTH AND SAFETY	78,376	72,942	73,000	Same as 2023 plus annual fire alarm testing, elevator inspections
5. SECURITY	29,700	7,507	14,150	Vessel security, fire alarm, cameras - depends on type of vessel
6. GENERAL	34,531	34,966	43,800	Grain removal, CGC license, removal of grain dust
7. HOUSEKEEPING	15,750	13,170	15,000	Cleaning offices and employees washroom
8. ADMINISTRATION	113,180	99,300	107,520	Consultants, Lawyers, Auditors, Marketing
9. PORT ENGINEERING/CONSULTING	10,000	0	10,000	Engineering assessments
10. PROPERTY - ENGINEERING	23,500	43,151	10,000	Surveying/Berth Soundings
11. RAIL MAINTENANCE	6,800	33,313	11,500	Monthly track inspections
12. YARDS OUTSIDE SERVICE	10,000	9,363	17,000	Weed control, wildlife removal
13. MAINTENANCE	26,000	15,384	25,000	Millwright contractor, office renos
14. ELECTRICAL	7,100	1,213	14,000	Annex controls, substation maint.
15. EQUIPMENT REPAIR	8,000	6,833	11,000	Additional PM - machining parts, Bob Cats repairs
16. HEATING AND AC	1,500	938	1,500	Boiler inspection and service, AC service
17. POJ WAREHOUSE	1,500	11,259	5,000	New warehouse misc items
TOTAL OUTSIDE SERVICE	440,937	380,046	428,070	

OUTSIDE SERVICES: 2024 Budget compared to 2023 Actual

			Variance Details
2023 actual	\$	380,046	\$ 35,000 Eng. Salt Pond
2024 budget	\$	428,070	\$ 12,000 Training
Variance	\$	48,024	\$ (7,000) Quality Control
			\$ (6,000) POJ warehouse
			\$ 8,000 Pay Equity
			\$ 7,000 Security Office wall
			\$ 49,000


Note: 2023 Budget was \$440,937

For further details, see breakdown of Outside Services accounts in Graphs and Account Details pages 5-7

Materials and Supplies Accounts Summary

MATERIAL AND SUPPLIES	2023 Budget	2023 Actual	2024 Budget	2024 COMMENTS
1. QUALITY CONTROL - LAB SUPPLIES	1,500	3,823	4,000	Quality control lab supplies
2. DOCK MAINTENANCE	16,000	0	1,000	Aggregate for maintaining closure berms on dock
3. HOUSEKEEPING SUPPLIES	3,500	1,837	3,500	Housekeeping supplies
4. QUALITY CONTROL (Fumigation)	3,500	487	2,000	Phosphine, Malathion, Fogging agents, DE, new fogger
5. HEALTH AND SAFETY SUPPLIES	12,500	15,886	12,000	Safety glasses, dust masks, parts for winches, harnesses, etc.
6. GENERAL SUPPLIES	44,500	48,688	44,500	Radios, dust filters, replace bin temp. cables
7. SHOP MATERIAL & SUPPLIES	8,500	3,328	5,500	Building and hardware supplies
8. ELECTRICAL MATERIAL & SUPPLIES	15,000	20,725	22,000	Modulating valve for dryer and supplies
9. MAINTENANCE MATERIAL & SUPPLIES	42,600	51,675	56,750	Aerators, liner mat'l and supplies
10. EQUIP. MATERIAL & SUPPLIES	7,500	7,839	9,500	Bobcat, trackmobile, tractors, truck supplies
11. HEATING AND AC	1,500	2,226	2,000	Boiler parts / ac
12. WATER (BOTTLED)	1,100	1,727	1,850	Potable water
13. POJ WAREHOUSE	35,500	22,550	4,000	Burst pipe, new floor, drywall
TOTAL MATERIAL AND SUPPLIES	193,200	180,790	168,600	Supplies for Operations

MATERIALS AND SUPPLIES 2024 Budget compared to 2023 Actuals

2023 Actual	\$ 180,790		<u>Variance Details</u>
2024 Budget	\$ 168,600		\$ (18,000) Burst pipe in 2023
Variance	\$ (12,190)		\$ (4,000) General supplies
			\$ 1,500 Hose for bin sweeping
			\$ 2,000 Equipment supplies
			\$ 8,000 additional urethane liner
			<u>\$ (10,500)</u>

*Note: 2023 Budget was \$193,200

For further details, see breakdown of Materials and Supplies accounts in Graphs and Account Details pages 8-9.

2024 - Revenues/Expenses/Surplus Quarterly Actuals VS Budget

Feb. 20, 2024

2024 BUDGET	1ST QTR	2ND QTR	3RD QTR	4TH QTR	Total
BUDGET REVENUE	1,280,000	1,125,000	2,935,000	5,678,000	11,018,000
ACTUAL REVENUE	-	-	-	-	-
BUDGET OPER. EXPENSE	1,265,000	1,400,000	1,638,000	2,012,000	6,315,000
ACTUAL EXPENSE	-	-	-	-	-
BUDGET NET SURPLUS	15,000	(275,000)	1,297,000	3,666,000	4,703,000
*ACTUAL SURPLUS	-	-	-	-	-
2018-2023 Actuals	1ST QTR	2ND QTR	3RD QTR	4TH QTR	Total
2023 REVENUE	1,629,875	1,036,365	3,036,745	5,601,745	11,304,729
2023 OPERATING EXP.	1,294,507	1,295,424	1,436,189	1,843,589	5,869,709
2023 NET SURPLUS	335,368	(259,059)	1,600,555	3,758,156	5,435,020
2022 REVENUE	1,186,445	1,315,420	2,590,021	5,265,741	10,357,627
2022 OPERATING EXP.	1,009,316	1,084,305	1,209,202	1,633,515	4,936,337
2022 NET SURPLUS	177,129	231,116	1,380,820	3,632,226	5,421,290
2021 REVENUE	836,760	1,287,377	2,223,661	4,317,517	8,665,316
2021 OPERATING EXP.	945,364	1,009,703	1,124,491	1,590,171	4,669,729
2021 NET SURPLUS	(108,604)	277,675	1,099,170	2,727,346	3,995,587
2020 REVENUE	967,003	1,291,866	1,997,000	4,262,122	8,517,990
2020 OPERATING EXP.	980,922	1,043,542	1,076,049	1,462,451	4,562,964
2020 NET SURPLUS	(13,920)	248,324	920,951	2,799,671	3,955,026
2019 REVENUE	1,012,775	1,397,838	1,583,263	4,178,519	8,172,394
2019 OPERATING EXP.	983,681	1,140,643	1,138,321	1,412,605	4,675,250
2019 NET SURPLUS	29,094	257,195	444,942	2,765,914	3,497,145
2018 REVENUE	840,124	1,150,186	1,633,737	4,218,410	7,842,457
2018 OPERATING EXP.	995,233	1,252,738	1,197,547	1,429,065	4,874,583
2018 NET SURPLUS	(155,109)	(102,552)	436,190	2,789,345	2,967,874

**All figures are EBITA (earnings before interest, taxes and amortization)*

See Graphs and Account Details page 12



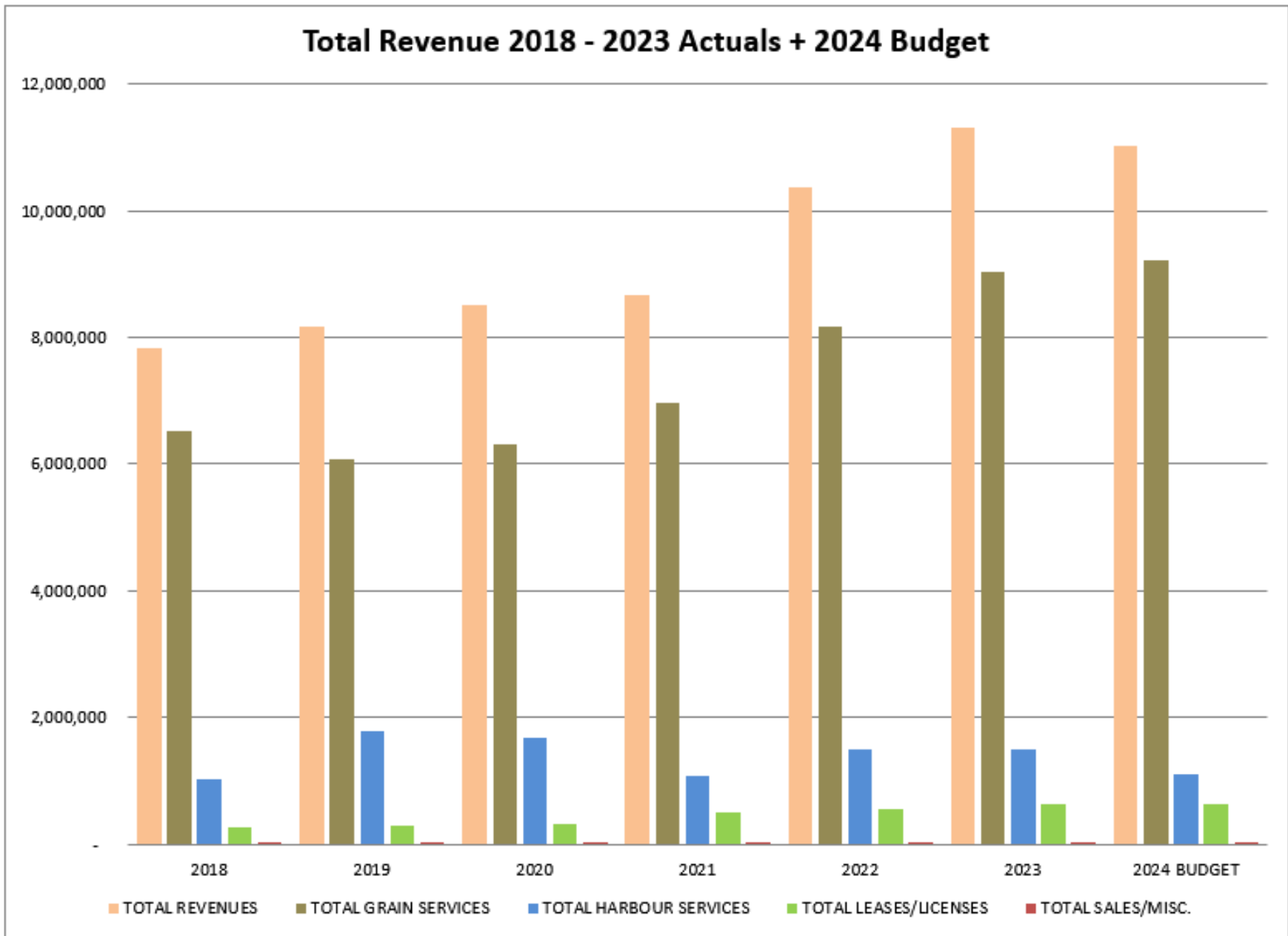
Port of Johnstown

A Division of Edwardsburgh/Cardinal Township

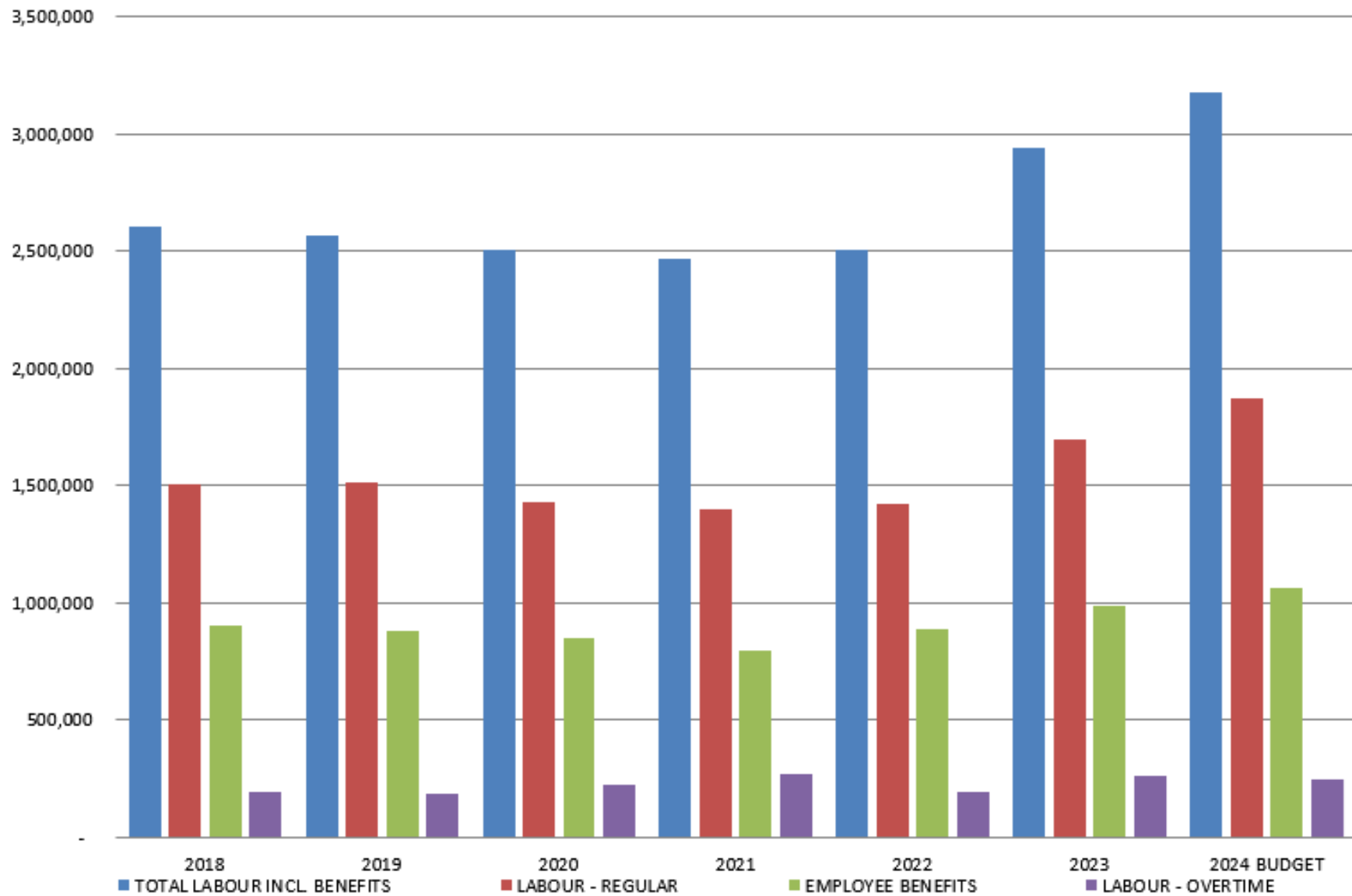
REVENUE AND EXPENSE BUDGET 2024

GRAPHS AND ACCOUNTS DETAIL

Feb. 20, 2024



Labour 2018 - 2023 Actuals + 2024 Budget



Labour Analysis Breakdown

Operations	2019	2020	2021	2022	2023	Budget 2024	Net
Total Hours worked	35,505	35,440	34,356	31,650	33,764	36,260	
Total grain processed	603,147	722,024	804,062	745,694	936,236	920,000	
Full time Grain	12	11	9	11	9	11	2
Full time Maintenance	5	4	5	5	4	5	1
Casual Grain (depends on harvest)	4	7	5	6	7	7	0
Total Employee's	21	22	19	22	20	23	3
Grain processed per hr - influenced by vessels	17.0	20.4	23.4	23.6	27.7	25.4	

Variables that effect labour hours/costs

	Lost hours	Employees
Additional Sick days - from 6 days to 10	640	
Personal Days - 5 (3 with pay)	480	
More vacation time (aging workforce)	2080	
Size and duration of harvest - casuals		
New Dryer - dryer operator	400	
Total lost hours	3600	2

* Salary - adding additional position

Outside Services Breakdown

OUTSIDE SERVICES	2023 Budget	2023 Actual	2024 Budget	2024 Comments
ENVIRONMENTAL	\$ 42,500	\$ 11,749	\$ 47,500	Environmental Monitoring
Clean retention Pond	\$ 5,000		\$ 15,000	Flow meter for salt pond/sludge pump and hoses
BluMetric/Eurofins Environmental	\$ 15,000	\$ 11,749	\$ 15,000	Annual monitoring and report
Fish Habitat Monitoring	\$ 15,000		\$ 10,000	For Akwesasne support
Hazardous waste removal	\$ 4,000		\$ 4,000	used motor oil, gear oil, greases, light bulbs.
Misc	\$ 3,500		\$ 3,500	
TRAINING	\$ 16,000	\$ 4,450	\$ 15,100	Several training sessions required in 2024
First Aid	\$ 3,000	\$ 1,100	\$ 1,100	other half of employees
SCBA/Fumigation	\$ 2,000			
Skid Steer / Trackmobile/Telehandler	\$ 2,500	\$ 950	\$ 3,500	
Working at Heights	\$ 3,000	\$ 2,400		
Confined Space Rescue			\$ 4,500	changes to legislation updated training
Suspended Access Training	\$ 4,500		\$ 5,000	2 day on site training
TDG				
Misc	\$ 1,000		\$ 1,000	grain grading
QUALITY CONTROL (Fumigation)	\$ 16,500	\$ 14,510	\$ 7,000	QC Equipment calibration
Enviroguard - Pest Control			\$ 500	Gels for bait stations
Amspec (NEW)	\$ 4,500			
Equipment Calibration	\$ 11,000	\$ 14,510	\$ 5,000	2023 protein analyzer new board etc.
Misc	\$ 1,000		\$ 1,500	
HEALTH AND SAFETY	\$ 78,376	\$ 72,942	\$ 73,000	Same as 2023 plus annual fire alarm testing, elevator inspections
Prevention and Regulatory Solutions	\$ 30,000	\$ 30,675	\$ 27,500	Health and Safety Training / Policies
ABC	\$ 1,500	\$ 1,036	\$ 1,500	TESTING FIRE EXTINGUISHER-recharge some extinguishers
Acklands Grainger	\$ 7,000	\$ 8,161	\$ 8,200	regulatory inspect regulatory life lines - Confined space
Electrical Safety Authority	\$ 2,076	\$ 2,039	\$ 2,050	Yearly Continuous Safety Service Program
SGS	\$ 20,000	\$ 19,356	\$ 21,000	Monthly service contract plus repairs for breakdowns
Levac & uni-tech inspection	\$ 3,000	\$ 1,761	\$ 2,000	safety hoist inspection, swing stage, main winches
TSSA Inspection	\$ 3,500	\$ 910	\$ 1,000	Regulatory inspection on elevator/man lifts
Fire Department				
Annual Fire Alarm testing	\$ 4,700	\$ 4,571	\$ 4,700	Annual inspection of fire alarm system and 2 fire hydrants
AJ's Water Treatment	\$ 4,600	\$ 4,434	\$ 4,600	Water testing and system maintenance
Misc	\$ 2,000		\$ 450	
SECURITY	\$ 29,700	\$ 7,507	\$ 14,150	Vessel security, fire alarm, cameras - depends on type of vessel
Marine Security - Port/Allied	\$ 25,000	\$ 2,160	\$ 1,500	similar to 2023 - charged back out to customer
Falcon Security	\$ 1,500	\$ 1,285	1,300.00	
ADT/Fci	\$ 1,200	\$ 3,002	\$ 3,000	Camera
Misc	\$ 2,000	\$ 1,060	\$ 8,350	repair to security gate/Entrance Building B

Outside Services Breakdown Cont'd

GENERAL	\$ 34,531	\$ 34,966	\$ 43,800	Grain removal, CGC license, removal of grain dust
Receiver General - Grain Act	\$ 3,750	\$ 3,881	\$ 4,000	license, plus samples
Trucking	\$ 2,500	\$ 4,055	\$ 4,000	Trucking - Dust truck
Radio Lic	\$ 781	\$ 781	\$ 800	License
Waste Management/Limerick/Tomlinson	\$ 20,000	\$ 16,143	\$ 17,500	Add environmental grain removal, changed waste mgt. to Tomlinson
Howard Campbell & Sons				
Team Industrial	\$ 2,500		\$ 2,500	Dryer Cleaning, clean boardwalk, catch basin
NRG - Hydro Notifications				
GTR Scales	\$ 2,500	\$ 7,641	\$ 12,500	scale calibration, test weight certification (\$9000)
Misc	\$ 2,500	\$ 2,466	\$ 2,500	Waste, licence etc. on truck,
HOUSEKEEPING - OFFICE	\$ 15,750	\$ 13,170	\$ 15,000	Cleaning offices and employees washroom
Office Housekeeping	\$ 15,750	\$ 13,170	\$ 15,000	Same as 2023 (includes window cleaning)
Misc				
ADMINISTRATION	\$ 113,180	\$ 99,300	\$ 107,520	Consultants, Lawyers, Auditors, Marketing
Acc pac	\$ 2,940	\$ 2,979	\$ 3,150	Finance software license
Agrosoft	\$ 16,000	\$ 14,912	\$ 17,000	Annual fee
EFT Processing Program	\$ 2,660	\$ 3,045	\$ 660	Annual Fee
Lawyer Fees	\$ 30,000	\$ 26,548	\$ 25,000	Leases/MECP
Auditor fees	\$ 19,000	\$ 30,000	\$ 30,000	Auditor Fees - IFRS
Marketing Consultant/web site	\$ 10,000		\$ 10,000	Future marketing help with web site , advertising etc
GMP Consultants	\$ 18,000	\$ 6,120		GMP not required this year
HR Consultant	\$ 7,500	\$ 8,101	\$ 16,000	Pay Equity , Wonderlic
DR Lo Previous Hr Consultant	\$ 500		\$ 350	wellness program
LV Controls - Support	\$ 3,180	\$ 3,180	\$ 3,360	LV Controls
Misc	\$ 3,400	\$ 4,414	\$ 2,000	Shredding, Drivecheck
PORT ENG./PORT CONSULTANTS	\$ 10,000	\$ -	\$ 10,000	Engineering assessments
Engineering	\$ 10,000		\$ 10,000	Salt Retention Pond
Port Eng. / Development				
Misc				
PROPERTY ENGINEERING	\$ 23,500	\$ 43,151	\$ 10,000	Surveying/Berth Soundings
Property - expansion / remove buildings	\$ 10,000	\$ 6,400		Tree removal to outside service Drainage plan/survey in Capital
Surveying	\$ 10,000	\$ 30,000	\$ 10,000	2023 - underwater survey port docks
Misc	\$ 3,500	\$ 6,751		Grading and Stone for Uplands I

Outside Services Breakdown Cont'd

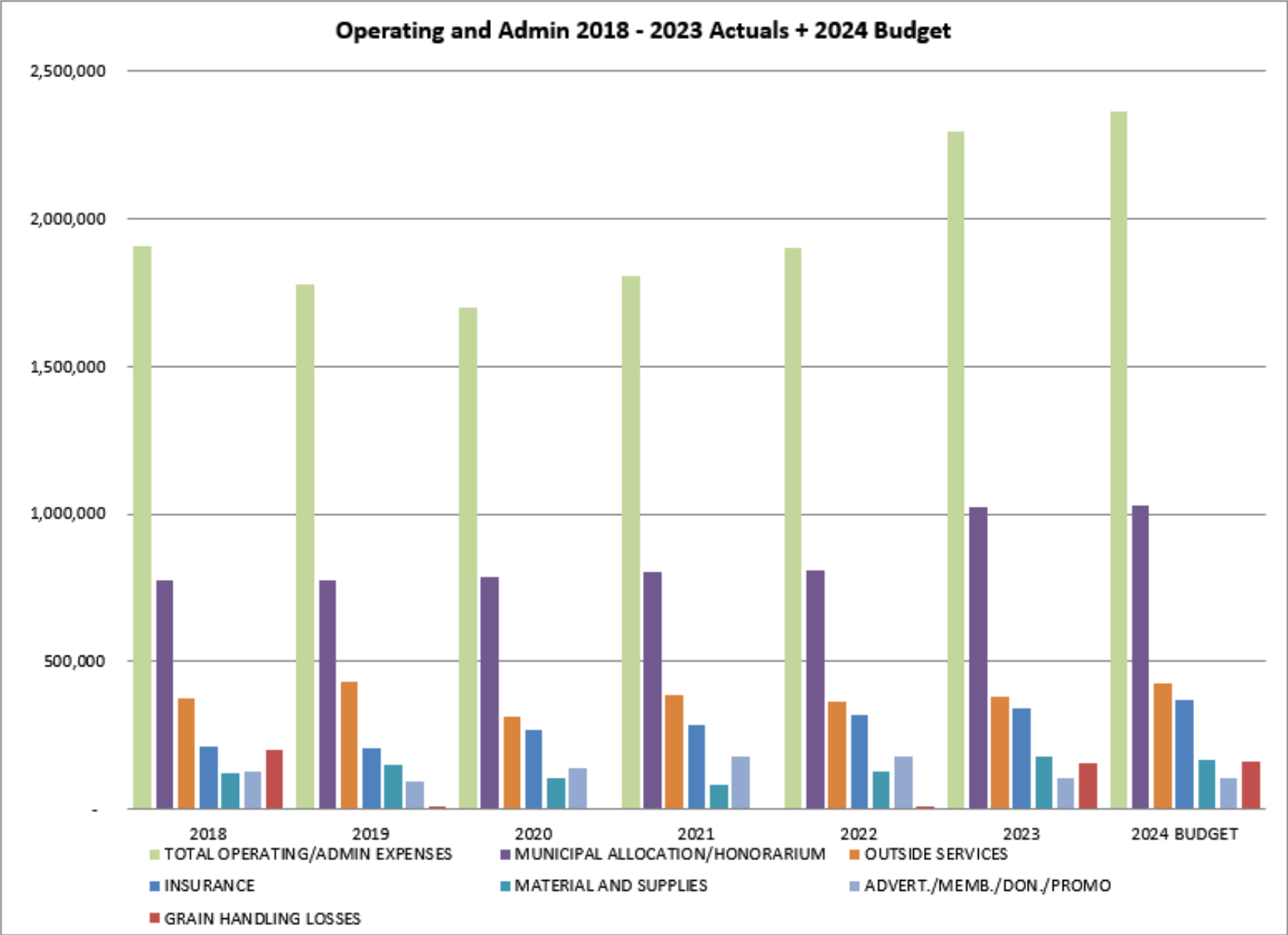
RAIL MAINTENANCE	\$ 6,800	\$ 33,313	\$ 11,500	Monthly track inspections
Mandatory Rail Inspections	\$ 1,800	\$ 1,500	\$ 1,500	Monthly Inspection
Repair Track	\$ 5,000	\$ 4,195	\$ 5,000	Minor repairs
Misc.		\$ 27,617	\$ 5,000	2024 Repairs crossing x2 - move to capital paving
YARDS MAINTENANCE	\$ 10,000	\$ 9,363	\$ 17,000	Weed control, wildlife removal
Tree removal/Cottage lands			\$ 5,000	Cottage yards maintenance - used to be in engineering property
Weed Control	\$ 9,000	\$ 8,122	\$ 8,500	Continue weed spraying program
Misc.	\$ 1,000	\$ 1,241	\$ 3,500	raccoon removal and pidgeon removal, water leak near pump house, cold patch asphalt
MAINTENANCE	\$ 26,000	\$ 15,384	\$ 25,000	Millwright contractor, office renos
Steel Doors	\$ 4,500		\$ 4,500	replace more doors at roof level - did not complete in 2023
Scale repairs		\$ 1,658	\$ 4,000	GTR troubleshooting and repairs (5 scale) as per CGC request
Office Renovations	\$ 2,500		\$ 7,000	Security new wall
Millwright Services	\$ 15,000	\$ 12,685	\$ 7,500	Labour shortage
Misc.	\$ 4,000	\$ 1,041	\$ 2,000	Emergency repairs and breakdown supplies.
ELECTRICAL	7,100	1,213	14,000	Annex controls, substation maint.
Electrical Repairs	\$ 4,000	\$ 1,213	\$ 2,000	normal wear and tear items
Misc	\$ 3,100		\$ 12,000	Transformer oil testing, and servicing of the 2 main air breaks.
EQUIPMENT REPAIR	\$ 8,000	\$ 6,833	\$ 11,000	Additional PM - machining parts, Bob Cats repairs
Equipment Repairs/welding/machining	\$ 4,000	\$ 3,310	\$ 3,500	supplies for breakdowns and emergency repairs - machined parts
Bin Floor and Basement Floor Dept.				
vehicles, ie trackmobile, truck, tractors, bobcats	\$ 4,000	\$ 3,524	\$ 7,500	1 of the bobcats need tires (\$2000) inspect the Trackmobile.
Misc				
HEATING EQUIPMENT	1,500	938	1,500	Boiler inspection and service, AC service
HVAC - Inspection	\$ 1,000	\$ 938	\$ 1,000	boiler inspection, annual cert and service, AC service
Misc	\$ 500		\$ 500	Boiler and AC
POJ WAREHOUSE OUTSIDE SERVICES	\$ 1,500	\$ 11,259	\$ 5,000	New warehouse misc items
Security	\$ 1,500	\$ 295		
Misc	\$ -	\$ 10,964	\$ 5,000	flood in 2023
TOTAL OUTSIDE SERVICES	\$ 440,937	\$ 380,046	\$ 428,070	

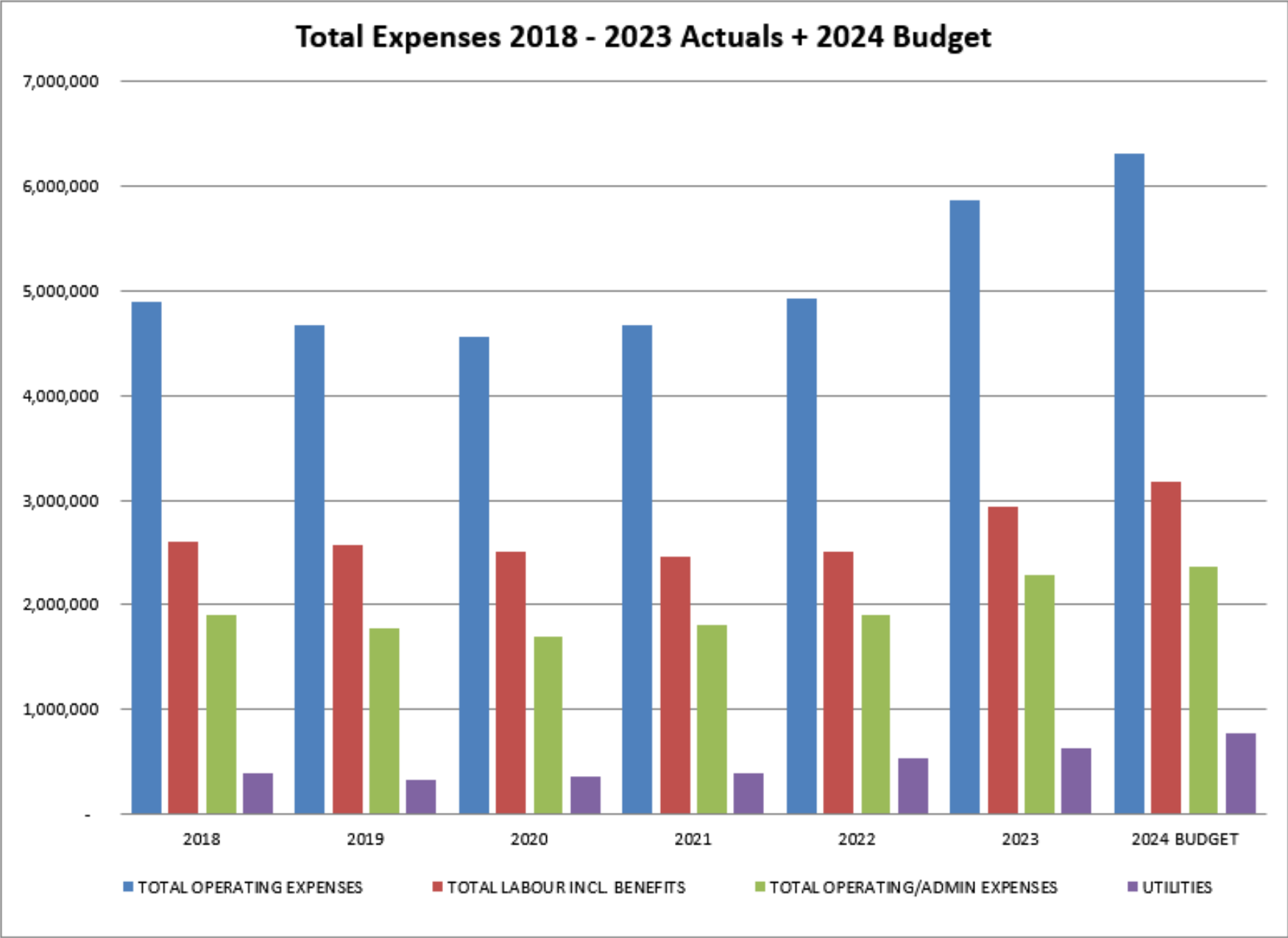
Material and Supplies Breakdown

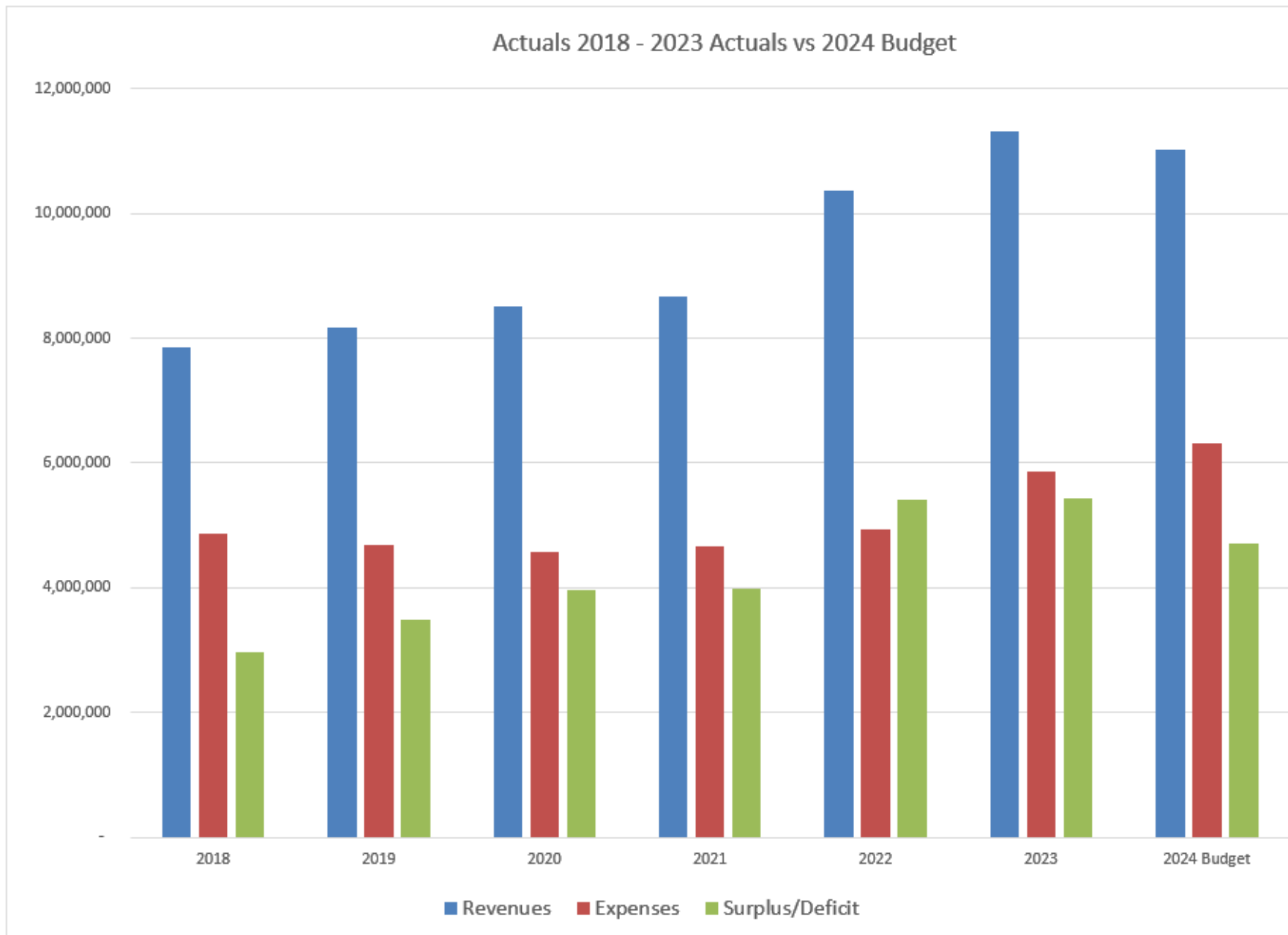
MATERIALS AND SUPPLIES	2023 Budget	2023 Actual	2024 Budget	2024 Comments
LAB - MATERIAL & SUPPLIES	1,500	3,823.29	4,000	Quality control lab supplies
Lab supplies for QC testing	1,500	3,823.29	4,000	Depends on quality of grain - test requests up in 2023
Misc				More vom test kits
HARBOUR - MATERIAL & SUPPLIES	16,000	0.00	1,000	Aggregate for maintaining closure berms on dock
Dock Timbers and anchor studs			1,000	Damaged 6x6 timbers
Aggregate	12,500			Closure Berm Erosion
Misc	3,500			Line painting on dock/bollards
H.K. - MATERIAL & SUPPLIES	3,500	1,837.16	3,500	Housekeeping supplies
Housekeeping	2,000	1,837.16	2,000	
Hose for Bin Sweeping	1,500		1,500	Did not purchase in 2023, will need to purchase in 2024
Misc				
QUALITY CONTROL(Fumigation) - MATERIAL & SUPPLIES	3,500	486.79	2,000	Phosphine, Malathion, Fogging agents, DE, new fogger
Fumigation	3,500	486.79	2,000	new members coming on line for more activity
Compressor rental for bin sweeping				
Misc				
S.C. - MATERIAL & SUPPLIES	12,500	15,885.92	12,000	Safety glasses, dust masks, parts for winches,harnesses, etc.
Health and Safety				
Safety Supplies	7,500	9,487.59	7,000	send air monitors for calibration/add defib for annex
Fire and Safety	1,000	1,024.00	1,000	
Security	1,000	129.33		
Reflective T shirts, hardhats, vests	1,500	5,245.00	4,000	T shirts, hardhats, vest
Misc	1,500			
GEN. - MATERIAL & SUPPLIES	44,500	48,687.62	44,500	Radios, dust filters, replace bin temp. cables
(General)				
Dust Socks	20,000	17,511.59	20,000	dust collection system
Radios for communication	6,000	2,650.00	2,500	continue upgrading batteries and chargers.
Supplies -Hardware Store	3,000	1,944.91	3,000	
New LoadingSpouts parts		15,445.11	5,000	This was in bin temp sensors in 2023
Bin Temperature sensors	12,000	0.00	10,000	converting analog to digital x12
Shop Furniture (Steel Cabinet)	2,500	2,136	2,000	Cabinet in maint.2023
Misc	1,000	8,999.61	2,000	UPS for scales in 2023

Material and Supplies Breakdown Cont'd.

SHOP. MATERIAL & SUPPLIES	8,500	3,327.85	5,500	Building and hardware supplies
Hardware Store	5,000	760.58	2,000	various supplies, tools, Ferris lawnmower parts
Building Supply Store	1,500	511.78	1,500	
Universal Supply Group	2,000	2,040.24	2,000	
Misc		15.25		
ELECT. MATERIAL & SUPPLIES	15,000	20,725.12	22,000	Modulating valve for dryer and supplies
Daltco/CES	7,500	12,159.43	10,000	Includes 2000 for spare modulating valve for grain dryer
MISC	7,500	8,565.69	12,000	New motor for annex bin 7 aerator is \$4000
MAINT. - MATERIAL & SUPPLIES	42,600	51,674.81	56,750	Aerators, liner mat'l and supplies
Steel	4,000	4,082.05	5,000	\$2500 to repair annex aerator fan bases.
Welding Supplies	3,000	3,246.17	3,000	supplies for welding repairs
Conveyor supplies				
Scales	2,500	2,130.00	2,500	spare scale gate position transmitter
Supplies for trippers/conveyors	10,000	15,340.26	12,500	parts for trippers, couplings, bearings, annex valve gearbox
Elevator Buckets				Capital if over 5k
Clutch for Car Hauls				
Urethane liner	11,500	11,147.22	20,000	Continue installing liner in high wear areas.
Annual Lubrication	2,600	2,607.30	2,750	
Misc	9,000	13,121.81	11,000	spare drive belts, crosscut sampler parts, ship loader parts.
EQUIP. MATERIAL & SUPPLIES	7,500	7,839.42	9,500	Bobcat, trackmobile, tractors, truck supplies
supplies for trackmobile, truck, bob cats, tractors	5,000	7,839.42	8,000	hoses, couplers, oils, fluids, etc Truck tires
Misc	2,500		1,500	
HEATING AND AC - MATERIAL & SUPPLIES	1,500	2,225.62	2,000	Boiler parts / ac
Boiler Parts				
Misc	1,500	2,225.62	2,000	
WATER - MATERIAL & SUPPLIES	1,100	1,726.70	1,850	Potable water
Culligan	1,100	1,726.70	1,850	
Misc				
POJ WAREHOUSE MATERIAL & SUPPLIES	35,500	22,549.81	4,000	Burst pipe, new floor, drywall
Maint.	35,000	22,549.81	3,000	
Misc	500		1,000	
TOTAL MATERIAL AND SUPPLIES	193,200	180,790.11	168,600	Supplies for Operations









Port of Johnstown

A Division of Edwardsburgh/Cardinal Township

2024 CAPITAL BUDGET

March 20, 2024

2024 Capital Budget Commentary

Background

It is important to note the following:

- 1) Budget must be approved by the POJ committee and council.
- 2) Any approved budgeted project over \$75,000 must then be brought back to the committee for final approval; however, it does not have to go back to council.
- 3) Any approved budgeted project that is below \$75,000 does not require a second approval and is within the GM's delegation of authority to proceed with the project. This is why the projects are divided into Major Projects (over \$75,000) and Minor Projects (under \$75,000).
- 4) Any non-budgeted item must be brought forward by the POJ Management Committee to council for approval.
- 5) The Township Procurement Policy must be followed at all times for all projects.

Port staff have separated the various proposed projects into two main categories in which to allocate capital projects as a first step in this process.

These were as follows:

I – Maintenance – This category is further broken down into:

Property: Land, Structures, and Equipment

Preventative Maintenance

Equipment Replacement

II- Growth – This category is further broken down into:

Automation

Expansion

The capital budget process begins with discussions with port staff listing all projects on a spreadsheet. In determining the priority of projects, a point system is used whereby various key indicators such as: Health and Safety, Return on Investment, Efficiency/Improvements and Preventative Maintenance are rated. Staff then reviews this list along with the timing of the project and the potential interruption to customer service, engineering studies that may be required and cash flows of the business. The following is a brief commentary of each project that is planned on being completed and/or started in 2024.

Capital Projects – Major (over \$75,000 each)

I – Maintenance

Property: Land, Structures, and Equipment

1. Paving Projects - \$300,000

There were 5 areas identified that require resurfacing at the Port. A summary of these areas are shown below:

1. East of the Track shed – 900 m²
2. West side of the Track shed – 500 m²
3. Rail track #2 east of Track shed – 280 m²
4. Rail crossing at the main dock entrance – 110 m²
5. South of the Annex Bins – 1200 m²

Area #1 is due to normal wear and tear due to heavy truck traffic over the years.

Area #2 is also due to wear and tear but, also includes a widening of the road for the trucks exiting the loading area on the north side of the building. This area becomes very congested at harvest when the trucks have to merge with trucks exiting #6 receiving pit. The widening of the road will create a safer area during this time.

Areas #4 and #5 deal with the rail that is currently in place where the asphalt is deteriorating due to heavy truck traffic. The plan for these areas is to replace the asphalt with concrete to provide a more stable and longer lasting base.

Area #5 south of the current annex bins is a repair of the existing asphalt and a widening of the road. The edges of this area are deteriorating by trucks moving as far to the left as possible before starting their right hand turn into the annex. Widening this area will provide a larger turning radius for the trucks entering the annex which in turn will reduce the wear and tear on the current asphalt.

Completing all areas will depend on Bid Tender Results.



Area #1 and Area #3 - East side of Track shed



Area #2 - West side of Track shed



Area #5 at Annex – South of bins



Area #4 - Rail crossing at main entrance

2. Grain Elevator Concrete Repair Project - \$400,000

With the concrete repair work completed on the outer bin walls of the grain elevator, the next phase of the work is to repair the exterior basement walls of the aging grain elevator. This work began in 2023 and will continue over the next 4 years at an estimated cost of \$1.6 million dollars. This work will ensure that the main elevator structure is sound for many years to come.



3. Spouting Repair for Grain Shipping Area – (Truck Loading) - \$100,000

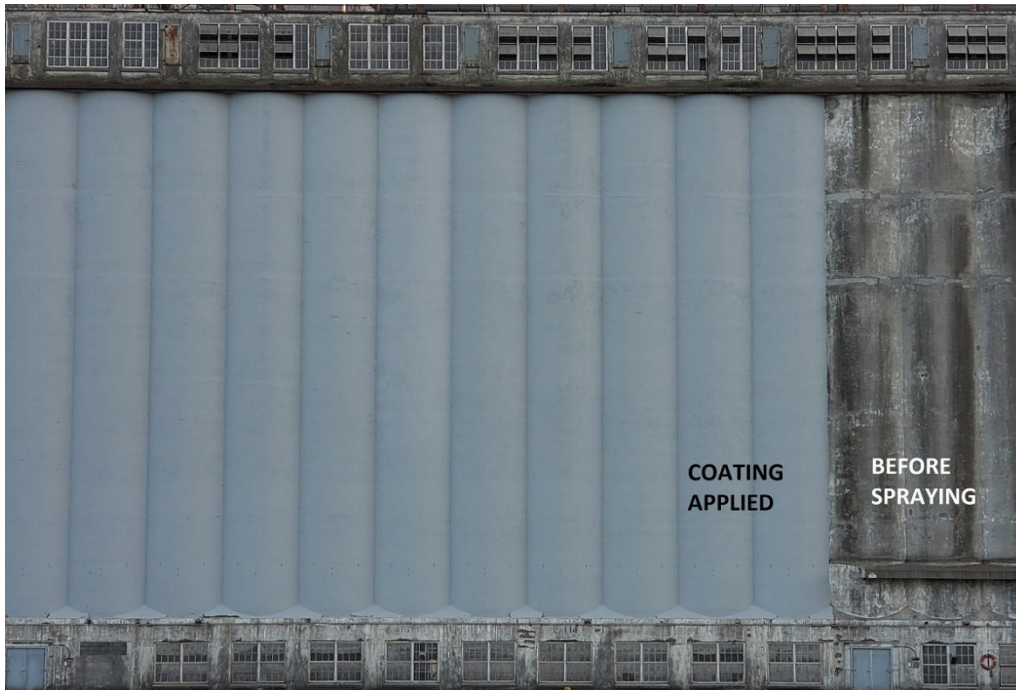
The spouts to the truck loading area have started to sag due to age and usage over time. This has led to longer loading times for trucks. The project will replace the spouting from the turnhead floor to the loading spout on Track 4. This will remove the sag in the spout and decrease the angle in the spout in order to maintain the proper grain flow to the spout. This will improve the loading efficiency for trucks.



Preventative Maintenance

4. Exterior Covering for Elevator - \$250,000

An exterior covering needs to be applied to the bin walls in order to protect the major repairs that have been completed. The purpose of the coating is to keep moisture from penetrating the concrete to extend the effectiveness of the repairs and extend the longevity of the repairs. The best coating for this application appears to be a rubberized elastomeric coating that will stretch with movement and remain water resistant. The photo below shows the work that was completed in 2023.



II – Major Capital Projects – Growth

Expansion

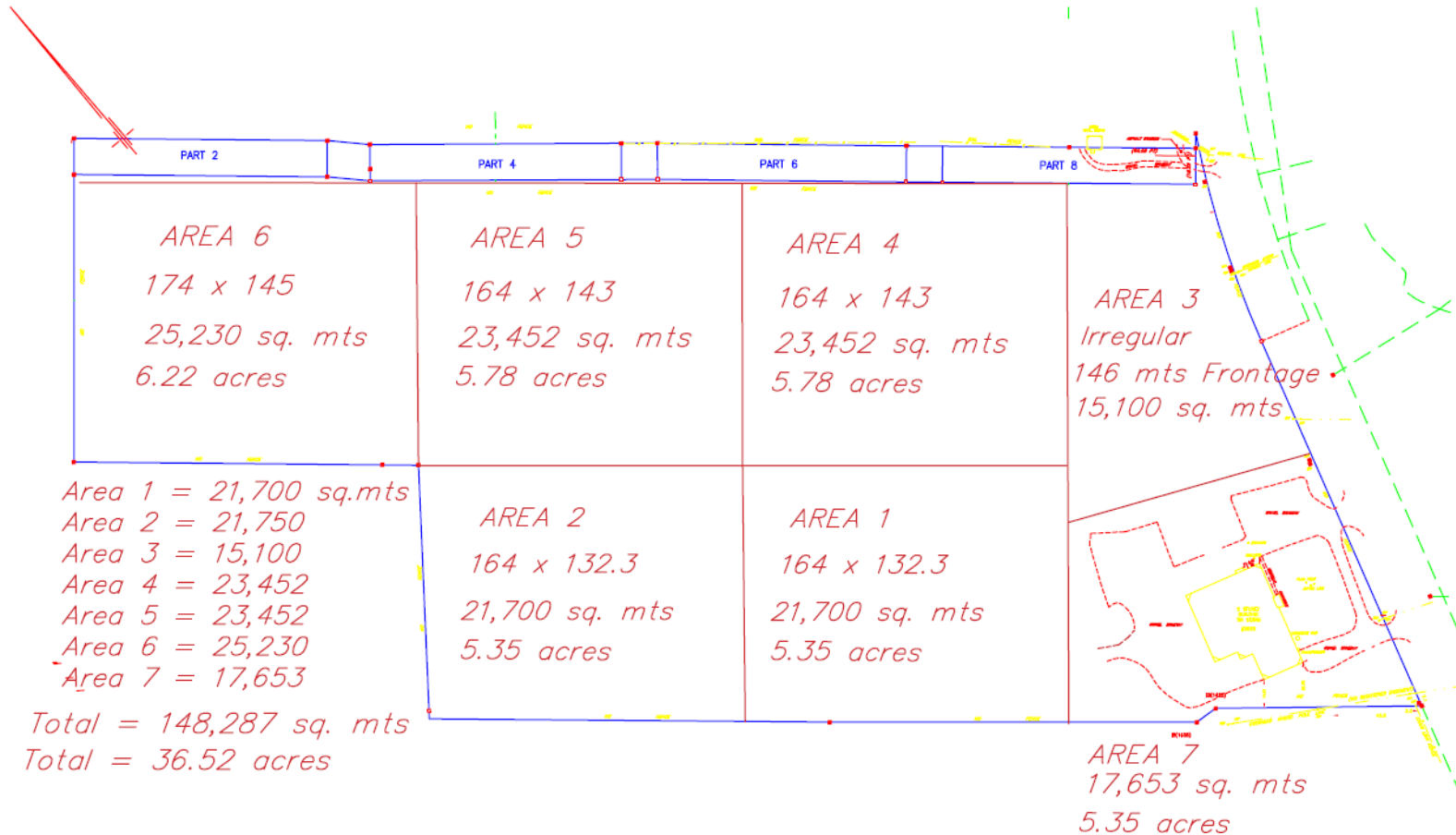
5. New Container Loading Spout - \$300.000

A new customer approached the Port with a plan to load sea containers. They have provided a letter of intent stating that they want to load 1000 MT per month, which equates to 50 sea containers. The project is to purchase, install and commission a loading spout designed specifically for this loading operation. The loading spout will be placed in the new truck lane being proposed in the receiving area project.



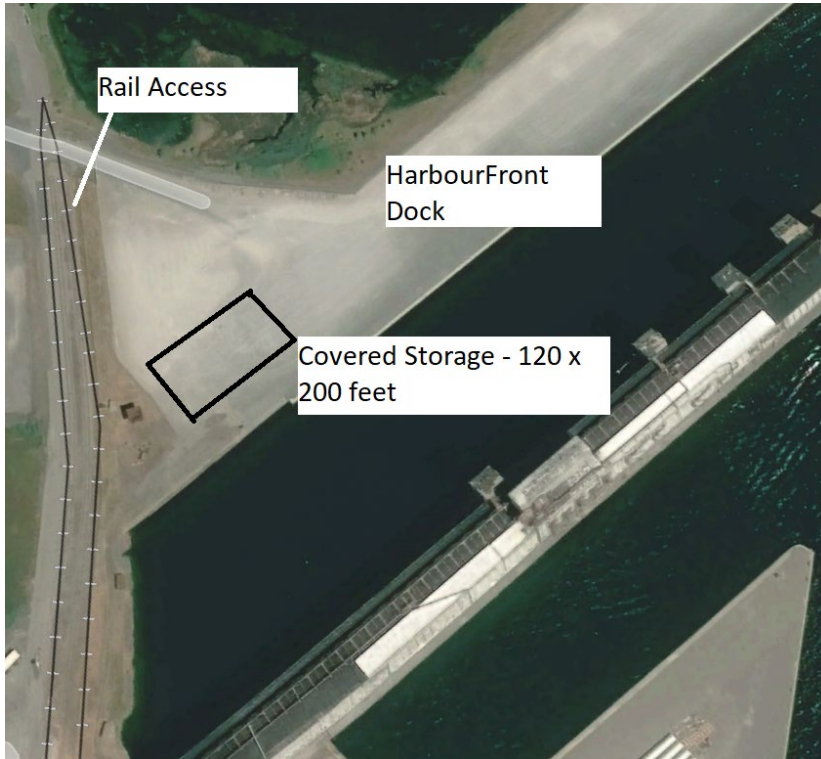
6. POJ Warehouse - Land Development - \$750,000

Phase I of this land development was completed in 2023 and included the clearing 22.26 acres of land which includes areas 1,2, 4 and 5 as per the drawing below. Phase II is part of a 5-year plan to develop the area for future bulk cargo laydown area as well as to make ready for potential future business looking for land near the Port. This phase includes the development of approximately 5 acres of land and will include removing organics and placing stone. We are currently developing a drainage plan (please see Capital Projects Carryover) and will then determine the area that will be worked on and be able to expand on the information regarding this project.



7. New Covered Storage Building - \$1,250,000

The Port currently has no covered storage available on their docks resulting in potential lost business. There have been several inquiries in 2023/2024 regarding projects that require immediate storage alongside the dock. The Harbourfront dock is an ideal area to erect a building as it has access to marine, rail and truck modes of transportation. A further business plan will need to be developed and presented to the Committee.



Major Capital Projects – Carryover from 2023

8. Marina Waterfront – Shoreline repair and walkway - \$245,297

This project was awarded in 2023 and the work began in January of 2024. The first part of the project has been completed. This included the removal of the failing cope wall and was replaced with a berm, eliminating the safety hazard as shown in the picture below. The next phase of the project is to complete a walkway that will provide a safe path to the Marina's dock pier.



9. Generator Repairs - \$25,000

The current generator used to supply power to the offices at the Port requires an upgrade of its fuel tank to comply with TSSA regulations. The project was scheduled in 2023 with an approved budget amount of \$100,000. The installation of the new fuel tanks, moving the generator and the connections to the generator were completed in 2023 at a cost of \$73k. The generator itself requires additional parts in order to get it running and those have been ordered and we are waiting for their delivery.

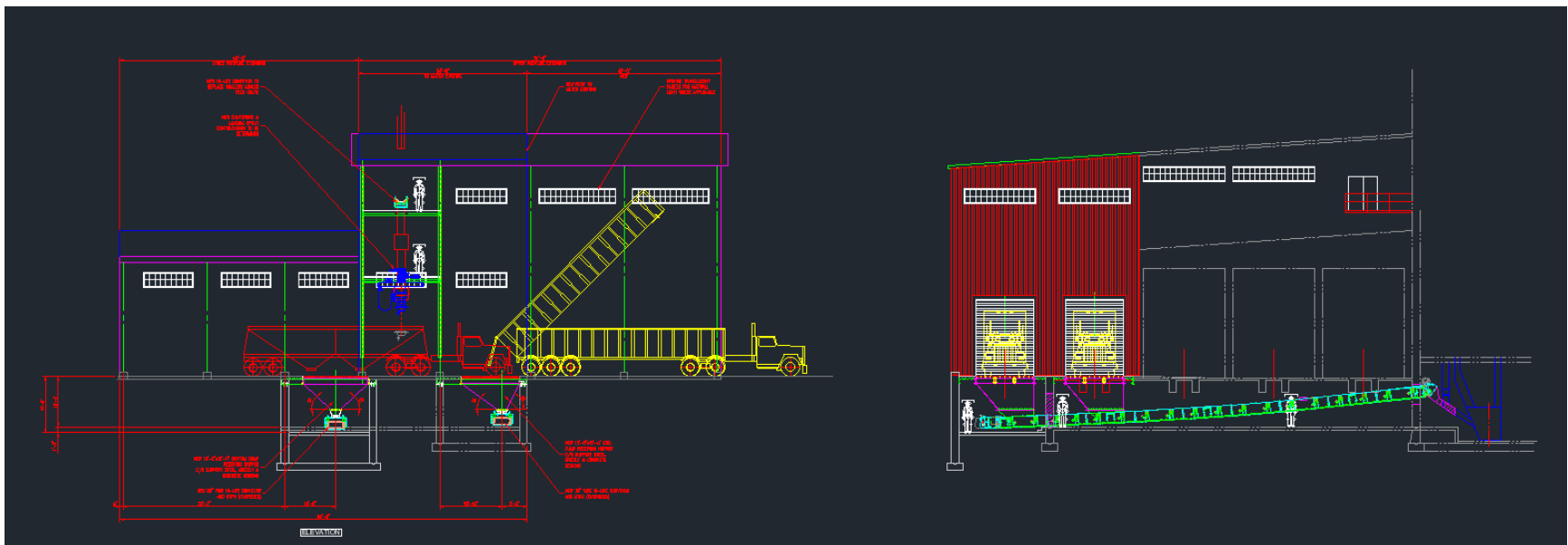
10. Track Shed – Repairs and Modifications - \$2,300,000

The concrete floor in the receiving area is showing its age as cracks and chips are appearing in the floor. An engineering assessment was completed in 2022 that indicates the floor could be repaired and not replaced as indicated in a previous study. Gauges were installed in the cracks in 2019 to monitor their movement and we have not seen any movement to date. In addition to the floor, the GMP+ audit identified an issue with #6 receiving pit being so close to the outer end of the building that it allowed precipitation to enter the pit to contaminate the grain. The audit recommended a roof line over the pit to protect it from the elements. Therefore, there are three main objectives for this project:

1. Repair the floor in the receiving area.
2. Place a roof line over #6 receiving pit to protect it from the weather.
3. Add an additional receiving pit to the receiving area in the main building.

Changes to corn delivery schedule at the ethanol plant in 2022 effectively blocked access to the receiving pit at the annex during the peak soybean harvest. The customer demand for unload appointments during this time requires access to three receiving pits. This is the rationale of adding an additional receiving pit into the main building. The internal infrastructure is already in place for the additional pit and will involve less handling of the grain compared to receiving at the annex.

Shown below is the proposed design of the receiving area that shows the roof over #6 receiving pit and the new receiving pit.



11. POJ Warehouse - Land Development - \$50,921

Phase I of this land development was completed in 2023 and included clearing 22.26 acres of land. The carryover amount is being used for a topographic survey and a drainage plan. This will be used in developing a plan for Phase II of the project.

12. New Grain Dryer and Storage Bins - \$4,283,272

The annual grain volumes at the Port continue to increase. The demand for grain drying services is also increasing and the current grain dryer is unable to meet the added demand. A new grain dryer would enable the Port to begin receiving wet corn at the beginning of the corn harvest when the demand is greatest. The annex is the ideal location for the new grain dryer as the majority of corn coming to the Port is stored at this location. The approval to proceed with the new grain dryer was granted at the January Port Management Committee meeting.



Minor Capital Projects – Below \$75,000

13. Install Auto lubricating system on Grain Trips - \$10,000

The grain trips are the machines that move up and down the conveyor belts and distribute the grain into the grain bins. They have several points that require regular lubrication. The object of this project is to automate the task in order that the trips receive the required lubrication at specific intervals. The expectation is that will lead to more trouble-free operation and less downtime.

14. New hydraulic cylinders for Scale Test - \$10,000

An additional set of cylinders for the quarterly scale tests so the employees do not have to carry them between the rail and marine scales.

15. New Steam and Weed for Weed Removal - \$40,000

The weeds that grow along the docks and buildings adjacent to the water cannot be treated with chemicals as in other areas of the Port due to their proximity to the water. The steam and weed machine is an environmentally friendly method of killing the weeds in the areas described above.

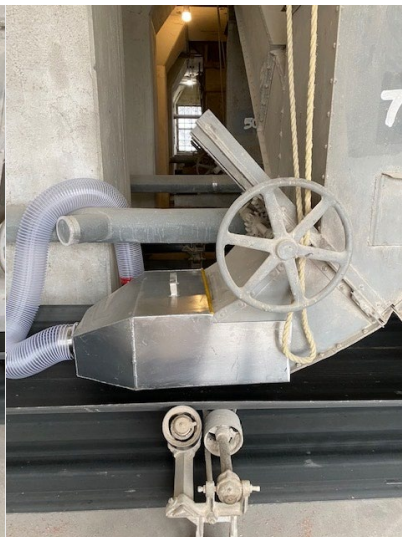
16. Dust System Upgrades - \$75,000

Housekeeping always presents challenges in a grain elevator due to the dusty nature of grain. The objective of this project is to reduce the amount of airborne dust. Adding additional trash gates to existing dust collection in basement. Fabricate boots for bin bottoms for bin cleaning and grain running (shown below). Fabricate dust hoods for loaders and trips on bin floor.

Before:



After:



17. Replacement parts for Scale Gates - \$10,000

The gates on the scales are used to control the outbound flow of grain out of the scales after weighing. This project is to acquire spare controllers for the scale gates.

18. New Spouting at Annex between diverter valve and conveyor to main building - \$15,000

The spouting described requires replacement due to normal wear and tear.

19. New motor and reducer for #8 Receiving Conveyor - \$6,500

#8 Receiving conveyor handles roughly 65% of the inbound shipments into the main building. The motor and reducer need replacement due to normal wear and tear. The objective is to complete the replacement to prevent a failure during the harvest season.

20. New Belt for Lofters #2 - \$32,500

The rubber belting on Lofters #2 (marine) is showing signs of significant wear and is being replaced as a preventative maintenance issue. This belt is more expensive than the marine lofters belts as they are slightly larger and have a higher capacity than the belts at the rail house.

21. Replacement of Aerators - \$50,000

The Port utilizes aerators in some of the bins in the main building to provide air movement for cooling of the grain to keep it in condition while in storage. The current aerator pipes were installed in the late 70's and early 80's. They are currently failing mainly due to age and use over the last 40 years. To date, several of the aerators have been replaced or repaired as required. The objective of the project is to continue with this work. There are approximately 30 aerators that need to be repaired or replaced over the next 5 to 7 years.

22. New Belt for Lofters #7 - \$27,500

The rubber belting on Lofters #7 (rail) is showing signs of significant wear and is being replaced as a preventative maintenance issue.

23. New Buckets for Lofters - \$40,000

Polyethylene buckets are attached to the lofters belts in order to elevate the grain to the scales. The buckets should be replaced whenever the belt is changed. This project will cover the purchase of the new buckets for both lofters #2 and #7.

24. New motor and reducer for Dryer Unload Table - \$6,500

The dryer unload table is the part of the dryer that controls the unload speed of the dryer. The motor and reducer need replacement due to normal wear and tear. The objective is to complete the replacement to prevent failure during the harvest season.

25. Replacement of the Existing Grain Probe - \$45,000

The grain probe is used at the grading station to take samples from the trucks delivering grain to the Port. The sample is then graded and has a grade assigned to it so that it may be unloaded and binned correctly. The current probe requires more frequent repairs due to normal wear and tear. This project will replace the probe with a new unit as a preventative maintenance initiative.



26. Rail Repair - \$75,000

The rail inspections have identified some rail ties at the track switches that need replacement. The ties in question are beginning to deteriorate due to normal wear and tear. The track switches allow the train to change the track they travel on and as such are high wear areas. In addition, the monthly track inspection has identified approximately 100 m of track that needs resurfacing which will be done at the same time.

27. New snow pusher for Telehandler - \$5,500

This will add the ability to the new telehandler to plow snow more effectively in the winter.



28. Raise Roof on Existing Garage - \$75,000

The Port is in need of covered storage to protect its equipment from the elements to increase its life span, especially the Trackmobile. In the past, the scale house at the annex has been used for storage but, the increased activity in this area has made this challenging. The current garage at the Port does not have the height to accommodate the Trackmobile. Therefore, this project will raise the roof on the existing garage so that the height will accommodate the Trackmobile to provide year-round covered storage for the unit.



29. New Coverall Storage of Equipment - \$75,000

The Port has a shortage of covered storage for its equipment. The Port needs covered storage to protect its equipment from the elements to increase the life span of the equipment. The Port has several pieces of equipment that remain outside year-round such as the tractor, large mower for the tractor, two Bobcats, and the conveyance. The new coverall will provide the required storage.

2024 Capital Budget - Major

20-Mar-24

Project No	Major Capital projects for 2024 - over \$75,000			
	Project	Type	2024	Description
1	Paving Projects	MAINTENANCE - PROPERTY - Land, Structures, and Equipment	\$ 300,000	Annual paving is required to keep up to repairs
2	Grain Elevator Concrete Repair Project - exterior basement walls	MAINTENANCE - PROPERTY - Land, Structures, and Equipment	\$ 400,000	Continue Concrete Repair Project - Basement
3	Spout repair for Shipping Area	MAINTENANCE - PROPERTY - Land, Structures, and Equipment	\$ 100,000	Replace spouting to truck loading spouts. Spout is starting to sag based on age and is slowing down the loading process.
4	Grain Elevator Bin Walls - Exterior covering	MAINTENANCE - PREVENTATIVE MAINT.	\$ 250,000	Continue covering North side of building where 75% bins leaking
5	New Container Loading Spout	GROWTH - EXPANSION	\$ 300,000	A new customer has provided a letter of intent wanting to load 50 sea containers each month at the Port.
6	POJ Warehouse - Land Development - Phase II	GROWTH - EXPANSION	\$ 750,000	Phase II - Land development
7	Covered Storage - Bulk Cargo HarbourFront Dock	GROWTH - EXPANSION	\$ 1,250,000	Construct covered storage for future cargo - Fertilizer business
Total Major Capital Projects			\$ 3,350,000	

2024 Capital Budget - Carryover

Project No	Major Capital projects for 2024 - over \$75,000 - CARRYOVER			
	Project	Type	2024	Description
8	Marina Waterfront - Shoreline repair and walkway	MAINTENANCE - PROPERTY - Land, Structures, and Equipment	\$ 245,297	Project awarded in 2023 and started in January 2024. Shoreline completed, Walkway to access boat pier - May/June 2024
9	Generator - Repair	MAINTENANCE - PROPERTY - Land, Structures, and Equipment	\$ 25,000	Repair current generator
10	Track Shed - Repairs and modifications (Truck Receiving/Shipping)	MAINTENANCE - PROPERTY - Land, Structures, and Equipment	\$ 2,300,000	Concrete floor is cracked and engineering study found that floor should be taken out and reinstalled with a floor that will meet the demands placed upon it. Look at moving pit back to keep it sheltered from the weather. Pre engineering assessment
11	POJ Warehouse - Land Development - Survey and Drainage study	GROWTH - EXPANSION	\$ 50,921	Complete Survey and Drainage study - Prepare Tender for Phase II
12	New Grain Dryer / Grain Storage Bin - Government Funding - Port's portion	GROWTH - EXPANSION	\$ 4,283,272	2024 Annex dryer.
Total Major Capital Projects - Carryover from 2023			\$ 6,904,490	

2024 Capital Budget - Minor

Project No	Minor Capital - Below \$75,000			Description
	Project	Type	Priority 2024	
13	Install auto lubricators on trippers	MAINTENANCE - PREVENTATIVE MAINT.	\$ 10,000	Improve the efficiency for lubrication
14	Hydraulic Cylinders for Scale test	MAINTENANCE - PREVENTATIVE MAINT.	\$ 10,000	Safety concern - add additional cylinders
15	Steam'N' Weeds - environmentally safe weed control	MAINTENANCE - PREVENTATIVE MAINT.	\$ 40,000	For removal of weeds around dock edge etc. - Much safer and efficient.
16	Dust system	MAINTENANCE - PREVENTATIVE MAINT.	\$ 75,000	Gates for floor sweeps to reduce leakage loss. Improve belt sweeps and loader hoods
17	Replacement parts for scale gates	MAINTENANCE - REPLACE EQUIPMENT	\$ 10,000	Spare parts for the new marine scale gate project that was completed 2023
18	Annex Spout from diverter valve to annex to house conveyor	MAINTENANCE - REPLACE EQUIPMENT	\$ 15,000	Needs replacing due to wear
19	New reducer and motor for 8 receiving conveyor	MAINTENANCE - REPLACE EQUIPMENT	\$ 6,500	Needs replacing due to wear
20	Belt for marine lofter 2	MAINTENANCE - REPLACE EQUIPMENT	\$ 32,500	Needs replacing due to wear
21	Replacement of Aerators	MAINTENANCE - REPLACE EQUIPMENT	\$ 50,000	Continue to replace aerators as they fail. Current aerators were installed in 70's and 80's. They are beginning to corrode and collapse which renders them ineffective in drawing air through the grain. This amount is for 10 aerators.
22	New belt for lofter 7	MAINTENANCE - REPLACE EQUIPMENT	\$ 27,500	Needs replacing due to wear
23	New buckets for lofters 2 and 7	MAINTENANCE - REPLACE EQUIPMENT	\$ 40,000	New buckets for lofter belt replacement (Approx. 1450)
24	Reducer and motor for dryer unloading turntable	MAINTENANCE - REPLACE EQUIPMENT	\$ 6,500	Needs replacing due to wear
25	Replace probe at existing probe station - QC	MAINTENANCE - REPLACE EQUIPMENT	\$ 45,000	20 year old probe requires replacement
26	Rail Repair	MAINTENANCE - PROPERTY - Land, Structures, and Equipment	\$ 75,000	Rail ties for switches. Width Gauge at KD85
27	Snow pusher for new Telehandler	MAINTENANCE - PROPERTY - Land, Structures, and Equipment	\$ 5,500	For snow removal
28	Upgrade existing garage	GROWTH - EXPANSION	\$ 75,000	Upgrade building for larger door for Trackmobile storage. Also gives maintenance building to do maintenance in.
29	New coverall storage for equipment	GROWTH - EXPANSION	\$ 75,000	Coverall to store equipment/materials in.
Total Minor Capital for 2024			\$ 598,500	

Total Capital 2024 (Major + Major Carryover + Minor Capital)	\$ 10,852,990
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Cash Flow 2024	
Current Operating Account as of Feb. 29, 2024	\$ 9,052,518
Investments as of Feb. 29, 2024	\$ 6,376,319
2024 budgeted surplus	\$ 4,700,000
Total \$\$ - not including bank interest	\$ 20,128,837
Capital funds required for 2024	\$ (10,852,990)
Remaining funds - Operating Account / Investments	\$ 9,275,847

2024 Capital Identified - 5 Year Forecast

Future Capital Identified for 2025 to 2029 - Five Year Forecast			
Project	Type	5 year Estimate	Description
Grain spouting in building	MAINTENANCE - PROPERTY - Land, Structures, and Equipment - Annual work	\$ 250,000	Replace grain spouting throughout the building that is worn out. It would also allow new materials in high impact areas to increase the life span of the spouts.
Elevator and office Roof Repair	MAINTENANCE - PROPERTY - Land, Structures, and Equipment - Annual work	\$ 375,000	Ongoing project to ensure roof remains water tight. A leaking roof could lead to grain quality issues as well as structural issues.
Paving Projects - Continual Maintenance	MAINTENANCE - PROPERTY - Land, Structures, and Equipment - Annual work	\$ 1,250,000	Annual paving is required to keep up to repairs
Rail Repair	MAINTENANCE - PROPERTY - Land, Structures, and Equipment - Annual work	\$ 250,000	Rail ties for switches. Width Gauge at KD85
Dust System	MAINTENANCE - PREVENTATIVE MAINT.	\$ 375,000	Replacement parts required to maintain efficiency of dust system. This is important in controlling dust to prevent bug infestations grain elevator potential fire hazards
Grain Elevator Bin Walls - Exterior covering	MAINTENANCE - PREVENTATIVE MAINT.	\$ 2,500,000	This is a 5 year project to seal our bins walls to protect the quality of the grain.
Electrical Feeders	MAINTENANCE - PREVENTATIVE MAINT.	\$ 1,000,000	Electrical feeders will require replacement in the next 5 years. There is one in the marine and 2 in the rail house.
Grain Elevator Concrete Repair Project - exterior basement walls	MAINTENANCE - PROPERTY - Land, Structures, and Equipment	\$ 1,200,000	This is a 4 year project to replace the concrete that is over 85 years old and is experiencing spalling
Repair Port Dock - Includes RO RO barge unloading (\$634,000) 2026-2027	MAINTENANCE - PROPERTY - Land, Structures, and Equipment	\$ 8,217,000	The Port dock requires repairs. Recommend within 2 to 4 years. Engineering Report to follow 2nd qtr
Repair Elevator Dock - Rock Berm (2026-2027)	MAINTENANCE - PROPERTY - Land, Structures, and Equipment	\$ 850,000	A berm will be place along bottom of Grain Elevator dock. Recommend 2 to 4 years. Engineering report to follow 2nd qtr.
Re[place current Grain Dryer	MAINTENANCE - PROPERTY - Land, Structures, and Equipment	\$ 2,500,000	Review condition - estimated 2029
Replace Bobcat (one left to replace in 2025)	MAINTENANCE - PROPERTY - Land, Structures, and Equipment	\$ 400,000	Current bobcats are over 30 years old and are in need of replacement. Need to identify best options that will most benefit operations at the Port.
Removal of Old Marine Towers	MAINTENANCE - PROPERTY - Land, Structures, and Equipment	\$ 1,500,000	Three of the towers are no longer used.- Review steel pricing and wait for increase in scrap steel.
Conveyor Belt	MAINTENANCE - PROPERTY - Land, Structures, and Equipment	\$ 250,000	Replace worn out conveyor belts

Future Capital Identified for 2025 to 2029 - Five Year Forecast Cont'd.			
Project	Type	5 year Estimate	Description
Grain oil additive to reduce grain dust	MAINTENANCE - PROPERTY - Land, Structures, and Equipment	\$ 50,000	Further research is required
Salt Management - Retention Pond	MAINTENANCE - PROPERTY - Land, Structures, and Equipment	\$ 1,000,000	Potential reg changes
Automate basement bin valves	GROWTH - AUTOMATION	\$ 1,000,000	Phase II - Automate approx. 15 bin valves in basement to facilitate extended vessel loading hours
Grain Grading/Quality Lab with Automated probing + widen road	GROWTH - AUTOMATION	\$ 1,000,000	Improve efficiency and customer service
Grain transfer System	GROWTH - AUTOMATION	\$ 1,000,000	A system designed to transfer grain from the east section of the elevator to the west section of the elevator
Expand Rail to Uplands II	GROWTH - EXPANSION	\$ 3,000,000	Based on receiving grant and future steel loading
Land Development - Phase III,IV,V - 15 acres	GROWTH - EXPANSION	\$ 3,000,000	Develop additional area for future business
Additional Grain Bin for storage	GROWTH - EXPANSION	\$ 3,000,000	Increase grain storage capacity
Security Cameras / Fencing	GROWTH - EXPANSION	\$ 300,000	Security fencing and cameras to cover more of the property
Minor Capital over 5 yrs at \$450k pr year	Minor Capital (Projects under \$75k each)	\$ 2,250,000	Annual Minor capital over a five year period
Total 5 year outlook		\$ 29,317,000	

Forecasted Cash Requirements 2025-2029	
Projected surplus - based on \$4.5 million x 5 years	\$ 22,500,000
Remaining Funds based on 2024 capital budget	\$ 9,275,847
Total Funds available - Not including bank interest	\$ 31,775,847
Total Projected future spending 2025-2029	\$ (29,317,000)
Net Projected \$\$\$ Remaining	\$ 2,458,847

Summary of Projected Spending 2024-2029	2024	2025-2029
Capital \$\$ - GROWTH	\$ 6,834,193	\$ 11,300,000
Capital \$\$- MAINTENANCE	\$ 4,018,797	\$ 18,017,000
Total	\$ 10,852,990	\$ 29,317,000

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

- Withdrawals \$111,769.12

TOTAL \$111,769.12

- Batch 5 Cheques \$21,617.11
- Batch 6 EFT \$66,758.51
- Batch 7 Cheques \$2,596.18
- Batch 8 EFT \$650,121.97

TOTAL \$741,093.77

TOTAL OF DIRECT WITHDRAW & BATCH LISTINGS \$852,862.89

PORT OF JOHNSTOWN

Listing of Montly Direct withdrawl Payments for the Port of Johnstown - March 20, 2024

For approval by Committee

	Month	Amount	Withdrawl Date
Payroll Taxes	Mar 1-14	\$22,127.24	12-Mar
Payroll Taxes	Mar 15-31	\$21,839.91	26-Mar
EHT	March	\$2,736.90	15-Apr
HST	February	\$69.62	28-Mar
SunLife	March	\$15,076.62	01-Mar
VISA - General Manager	February	\$603.16	10-Mar
VISA - Operations Manager - KS	February	\$34.00	19-Mar
VISA - Operations Manager - MM	February	\$187.53	19-Mar
VISA- Office Manager	February	\$213.35	19-Mar
Hydro One	Jan 1-Feb 1	\$35,413.08	17-Mar
Hydro One	Jan 5-Feb 3	\$240.82	19-Mar
Enbridge	Jan 17-Feb 13	\$8,034.52	20-Mar
Bell	February	\$635.97	09-Mar
Cogeco	February	\$169.44	06-Mar
WSIB	February	\$4,386.96	28-Mar
	Total	\$111,769.12	

**PLEASE SIGN AND RETURN TO RHONDA
THANKS**

A/P Batch Listing - Payment (APCBTCLZ)

From Batch Number [5] To [5]
 From Batch Date [03/15/2024] To [03/15/2024]
 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]

CHEQUES

Batch No.:	5	Description:	SYSTEM GENERATED PAYMENT BATCH	Total Amount:	21,619.11
Batch Date:	03/15/2024	Type:	System	Source Application:	AP
Last Edited:	03/15/2024	Status:	Open	Bank:	01
				No. of Entries:	13
				No. of Checks Printed:	0

Entry No.:	1	System Generated Payment	Document No.:	PY000010036	Payment Amt.:	366.69
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Transaction Type:	Payment	Payment Date:	03/21/2024	Posting Date:	03/21/2024	Year - Period:	2024 - 03
Vendor:	AJPR01		AJ Printing	Account Set:	TRADE		
Payment Code:	CHECK	Payment Type:	Check	Check No.:	0		

BIN FLOOR REPORTS

Document No.	Sched. No.	Adj. No.	Adj. Reference	Adj. Description	Adjustment	Discount	Tax Withheld	Amount
23748					0.00	0.00	0.00	366.69
Total :					0.00	0.00	0.00	366.69

Entry No.:	2	System Generated Payment	Document No.:	PY000010037	Payment Amt.:	198.00
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Transaction Type:	Payment	Payment Date:	03/21/2024	Posting Date:	03/21/2024	Year - Period:	2024 - 03
Vendor:	CHAM01		SOUTH GRENVILLE CHAMBER OF COMMER	Account Set:	TRADE		
Payment Code:	CHECK	Payment Type:	Check	Check No.:	0		

2024 MEMBERSHIP

Document No.	Sched. No.	Adj. No.	Adj. Reference	Adj. Description	Adjustment	Discount	Tax Withheld	Amount
381					0.00	0.00	0.00	198.00
Total :					0.00	0.00	0.00	198.00

Entry No.:	3	System Generated Payment	Document No.:	PY000010038	Payment Amt.:	344.92
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Transaction Type:	Payment	Payment Date:	03/21/2024	Posting Date:	03/21/2024	Year - Period:	2024 - 03
Vendor:	CHES01		THE CHESTERVILLE RECORD	Account Set:	TRADE		
Payment Code:	CHECK	Payment Type:	Check	Check No.:	0		

FEBRUARY ADVERTISING

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

36275	0.00	0.00	0.00	344.92
Total :	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>344.92</u>

Entry No.:	4	System Generated Payment		Document No.:	PY000010039	Payment Amt.:	250.00
Transaction Type:	Payment	Payment Date:	03/21/2024	Posting Date:	03/21/2024	Year - Period: 2024 - 03	
Vendor:	GIRL01	GIRLS INC. OF UPPER CANADA			Account Set:	TRADE	DONATION TO HOCKEY TOURNAMENT FUNDRAISER
Payment Code:	CHECK	Payment Type:	Check	Check No.:	0		

<u>Document No.</u>	<u>Sched. No.</u>	<u>Adj. No.</u>	<u>Adj. Reference</u>	<u>Adj. Description</u>	<u>Adjustment</u>	<u>Discount</u>	<u>Tax Withheld</u>	<u>Amount</u>
2024 DONATION - SILVER					0.00	0.00	0.00	250.00
Total :					<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>250.00</u>

Entry No.:	5	System Generated Payment		Document No.:	PY000010040	Payment Amt.:	250.00
Transaction Type:	Payment	Payment Date:	03/21/2024	Posting Date:	03/21/2024	Year - Period: 2024 - 03	
Vendor:	GREN06	GRENVILLE FEDERATION OF AGRICULTURE		Account Set:	TRADE	DONATION TO BANQUET FUNDRAISER	
Payment Code:	CHECK	Payment Type:	Check	Check No.:	0		

<u>Document No.</u>	<u>Sched. No.</u>	<u>Adj. No.</u>	<u>Adj. Reference</u>	<u>Adj. Description</u>	<u>Adjustment</u>	<u>Discount</u>	<u>Tax Withheld</u>	<u>Amount</u>
2024 DONATION					0.00	0.00	0.00	250.00
Total :					<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>250.00</u>

Entry No.:	6	System Generated Payment			Document No.:	PY000010041	Payment Amt.:	16,272.00
Transaction Type:	Payment	Payment Date:	03/21/2024	Posting Date:	03/21/2024	Year - Period: 2024 - 03		
Vendor:	IBWS01	IBW SURVEYORS LTD.			Account Set:	TRADE	SURVERY LANDS WAREHOUSE - CAPTIAL	
Payment Code:	CHECK	Payment Type:	Check	Check No.:	0			

<u>Document No.</u>	<u>Sched. No.</u>	<u>Adj. No.</u>	<u>Adj. Reference</u>	<u>Adj. Description</u>	<u>Adjustment</u>	<u>Discount</u>	<u>Tax Withheld</u>	<u>Amount</u>
A-032361-INV004					0.00	0.00	0.00	16,272.00
Total :					<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>16,272.00</u>

Entry No.:	7	System Generated Payment			Document No.:	PY000010042	Payment Amt.:	815.52
Transaction Type:	Payment	Payment Date:	03/21/2024	Posting Date:	03/21/2024	Year - Period: 2024 - 03		
Vendor:	INDU01	RECEIVER GENERAL FOR CANADA			Account Set:	TRADE	RADIO LICENCE	
Payment Code:	CHECK	Payment Type:	Check	Check No.:	0			

A/P Batch Listing - Payment (APCBTCLZ)

Document No.	Sched. No.	Adj. No.	Adj. Reference	Adj. Description	Adjustment	Discount	Tax Withheld	Amount
20240044253					0.00	0.00	0.00	815.52
Total :					0.00	0.00	0.00	815.52

Entry No.: 8	System Generated Payment			Document No.: PY000010043	Payment Amt.: 77.97			
Transaction Type:	Payment	Payment Date:	03/21/2024	Posting Date:	03/21/2024	Year - Period: 2024 - 03		
Vendor:	JOEC01	JOE COMPUTER		Account Set:	TRADE	BACKUP DSL INTERNET		
Payment Code:	CHECK	Payment Type:	Check	Check No.:	0			

Document No.	Sched. No.	Adj. No.	Adj. Reference	Adj. Description	Adjustment	Discount	Tax Withheld	Amount
198894					0.00	0.00	0.00	77.97
Total :					0.00	0.00	0.00	77.97

Entry No.: 9	System Generated Payment			Document No.: PY000010044	Payment Amt.: 123.75			
Transaction Type:	Payment	Payment Date:	03/21/2024	Posting Date:	03/21/2024	Year - Period: 2024 - 03		
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	Tax Withheld	Amount
ON17-00392865					0.00	0.00	0.00	78.29
ON17-00392866					0.00	0.00	0.00	45.46
Total :					0.00	0.00	0.00	123.75

Entry No.: 10	System Generated Payment			Document No.: PY000010045	Payment Amt.: 339.00			
Transaction Type:	Payment	Payment Date:	03/21/2024	Posting Date:	03/21/2024	Year - Period: 2024 - 03		
Vendor:	POST02	POSTAGE BY PHONE		Account Set:	TRADE	REFILL POSTAGE METER		
Payment Code:	CHECK	Payment Type:	Check	Check No.:	0			

Document No.	Sched. No.	Adj. No.	Adj. Reference	Adj. Description	Adjustment	Discount	Tax Withheld	Amount
01-2024					0.00	0.00	0.00	339.00
Total :					0.00	0.00	0.00	339.00

Entry No.: 11	System Generated Payment			Document No.: PY000010046	Payment Amt.: 379.93			
Transaction Type:	Payment	Payment Date:	03/21/2024	Posting Date:	03/21/2024	Year - Period: 2024 - 03		
Vendor:	TARG01	TARGET SPECIALTY PRODUCTS		Account Set:	TRADE	FUMIGATION SUPPLIES		

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	Tax Withheld	Amount
CINVP50015032					0.00	0.00	0.00	379.93
Total :					0.00	0.00	0.00	379.93

Entry No.: 12 System Generated Payment Document No.: PY000010047 Payment Amt.: 307.70

Transaction Type: Payment Payment Date: 03/21/2024 Posting Date: 03/21/2024 Year - Period: 2024 - 03

Vendor: UPPE02 UPPER CANADA H.V.A.C. SYSTEMS Account Set: TRADE

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

SERVICE TO BOILER

Document No.	Sched. No.	Adj. No.	Adj. Reference	Adj. Description	Adjustment	Discount	Tax Withheld	Amount
26132					0.00	0.00	0.00	307.70
Total :					0.00	0.00	0.00	307.70

Entry No.: 13 System Generated Payment Document No.: PY000010048 Payment Amt.: 1,893.63

Transaction Type: Payment Payment Date: 03/21/2024 Posting Date: 03/21/2024 Year - Period: 2024 - 03

Vendor: WAJA01 WAJAX LIMITEE 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	Tax Withheld	Amount
RIN007502420					0.00	0.00	0.00	1,893.63
Total :					0.00	0.00	0.00	1,893.63

— Batch Summary —

	Invoice	Adjustment	Discount	Payment	Advance Credit	Bank Amount
Total for Batch 5:	0.00	0.00	0.00	21,619.11	0.00	21,619.11

13 entries printed

1 batch printed

A/P Batch Listing - Payment (APCBTCLZ)

From Batch Number [6] To [6]
 From Batch Date [03/15/2024] To [03/15/2024]
 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]

EFT PAYMENTS

Batch No.: 6 Description: SYSTEM GENERATED PAYMENT BATCH Total Amount: 66,758.51
 Batch Date: 03/15/2024 Type: System Source Application: AP No. of Entries: 25
 Last Edited: 03/15/2024 Status: Open Bank: 01 No. of Checks Printed: 0

Entry No.: 1 System Generated Payment Document No.: PY000010049 Payment Amt.: 677.17
 Transaction Type: Payment Payment Date: 03/22/2024 Posting Date: 03/22/2024 Year - Period: 2024 - 03
 Vendor: ACKL01 ACKLANDS- GRAINGER INC Account Set: TRADE
 Payment Code: EFT Payment Type: Other MAINT & SAFETY SUPPLIES

Document No.	Sched. No.	Adj. No.	Adj. Reference	Adj. Description	Adjustment	Discount	Tax Withheld	Amount
0886431638					0.00	0.00	0.00	11.75
9021940383					0.00	0.00	0.00	32.88
9027704403					0.00	0.00	0.00	32.06
9049116974					0.00	0.00	0.00	32.88
9051104124					0.00	0.00	0.00	567.60
Total :					0.00	0.00	0.00	677.17

Entry No.: 2 System Generated Payment Document No.: PY000010050 Payment Amt.: 129.95
 Transaction Type: Payment Payment Date: 03/22/2024 Posting Date: 03/22/2024 Year - Period: 2024 - 03
 Vendor: BTSI01 BUSINESS TECHNOLOGY SOLUTIONS INC Account Set: TRADE
 Payment Code: EFT Payment Type: Other FORMATTING SERVICES TO FINANCIAL REPORT

Document No.	Sched. No.	Adj. No.	Adj. Reference	Adj. Description	Adjustment	Discount	Tax Withheld	Amount
IN012773					0.00	0.00	0.00	129.95
Total :					0.00	0.00	0.00	129.95

Entry No.: 3 System Generated Payment Document No.: PY000010051 Payment Amt.: 1,141.30
 Transaction Type: Payment Payment Date: 03/22/2024 Posting Date: 03/22/2024 Year - Period: 2024 - 03

A/P Batch Listing - Payment (APCBTCLZ)

Vendor: CLAR02 CLARKE CLEANING SERVICE
 Payment Code: EFT Payment Type: Other

Account Set: TRADE

HOUSEKEEPING

Document No.	Sched. No.	Adj. No.	Adj. Reference	Adj. Description	Adjustment	Discount	Tax Withheld	Amount
2312					0.00	0.00	0.00	1,141.30
Total :					0.00	0.00	0.00	1,141.30

Entry No.: 4 System Generated Payment Document No.: PY000010052 Payment Amt.: 84.97
 Transaction Type: Payment Payment Date: 03/22/2024 Posting Date: 03/22/2024 Year - Period: 2024 - 03
 Vendor: CULL01 CULLIGAN OF OTTAWA Account Set: TRADE
 Payment Code: EFT Payment Type: Other BOTTLED WATER

Document No.	Sched. No.	Adj. No.	Adj. Reference	Adj. Description	Adjustment	Discount	Tax Withheld	Amount
47906TN					0.00	0.00	0.00	84.97
Total :					0.00	0.00	0.00	84.97

Entry No.: 5 System Generated Payment Document No.: PY000010053 Payment Amt.: 791.00
 Transaction Type: Payment Payment Date: 03/22/2024 Posting Date: 03/22/2024 Year - Period: 2024 - 03
 Vendor: D&JT01 D&J TRANSPORTATION Account Set: TRADE
 Payment Code: EFT Payment Type: Other DUST REMOVAL

Document No.	Sched. No.	Adj. No.	Adj. Reference	Adj. Description	Adjustment	Discount	Tax Withheld	Amount
85248					0.00	0.00	0.00	791.00
Total :					0.00	0.00	0.00	791.00

Entry No.: 6 System Generated Payment Document No.: PY000010054 Payment Amt.: 848.64
 Transaction Type: Payment Payment Date: 03/22/2024 Posting Date: 03/22/2024 Year - Period: 2024 - 03
 Vendor: DALT01 DALTCO ELEC. & SUP. (1979) LTD Account Set: TRADE
 Payment Code: EFT Payment Type: Other ELECTRICAL SUPPLIES

Document No.	Sched. No.	Adj. No.	Adj. Reference	Adj. Description	Adjustment	Discount	Tax Withheld	Amount
1475786					0.00	0.00	0.00	353.89
1477193					0.00	0.00	0.00	494.75
Total :					0.00	0.00	0.00	848.64

A/P Batch Listing - Payment (APCBTCLZ)

Entry No.:	7	System Generated Payment			Document No.:	PY000010055			Payment Amt.:	23.17
Transaction Type:	Payment	Payment Date:	03/22/2024	Posting Date:	03/22/2024	Year - Period: 2024 - 03				
Vendor:	DRIV01	DRIVERCHECK, INC			Account Set:	TRADE	MONTHLY MEMBERSHIP			
Payment Code:	EFT	Payment Type:	Other							
Document No.	Sched. No.	Adj. No.	Adj. Reference	Adj. Description	Adjustment	Discount	Tax Withheld	Amount		
PORT09-1727811					0.00	0.00	0.00	23.17		
Total :					0.00	0.00	0.00	23.17		

Entry No.:	8	System Generated Payment			Document No.:	PY000010056			Payment Amt.:	356.97
Transaction Type:	Payment	Payment Date:	03/22/2024	Posting Date:	03/22/2024	Year - Period: 2024 - 03				
Vendor:	FARM01	FARMERS FORUM			Account Set:	TRADE	MARCH ADVERTISING			
Payment Code:	EFT	Payment Type:	Other							
Document No.	Sched. No.	Adj. No.	Adj. Reference	Adj. Description	Adjustment	Discount	Tax Withheld	Amount		
88025					0.00	0.00	0.00	356.97		
Total :					0.00	0.00	0.00	356.97		

Entry No.:	9	System Generated Payment			Document No.:	PY000010057			Payment Amt.:	256.56
Transaction Type:	Payment	Payment Date:	03/22/2024	Posting Date:	03/22/2024	Year - Period: 2024 - 03				
Vendor:	FUTU02	FUTURE OFFICE PRODUCTS			Account Set:	TRADE	COPIER CONTRACT			
Payment Code:	EFT	Payment Type:	Other							
Document No.	Sched. No.	Adj. No.	Adj. Reference	Adj. Description	Adjustment	Discount	Tax Withheld	Amount		
FOP222445					0.00	0.00	0.00	256.56		
Total :					0.00	0.00	0.00	256.56		

Entry No.:	10	System Generated Payment			Document No.:	PY000010058			Payment Amt.:	349.17
Transaction Type:	Payment	Payment Date:	03/22/2024	Posting Date:	03/22/2024	Year - Period: 2024 - 03				
Vendor:	GTDL01	GRENVILLE TOOL & DIE INCORPORATED			Account Set:	TRADE	REPAIR ON DUST SYSTEM			
Payment Code:	EFT	Payment Type:	Other							
Document No.	Sched. No.	Adj. No.	Adj. Reference	Adj. Description	Adjustment	Discount	Tax Withheld	Amount		
20626					0.00	0.00	0.00	349.17		
Total :					0.00	0.00	0.00	349.17		

A/P Batch Listing - Payment (APCBTCLZ)

Entry No.:	11	System Generated Payment			Document No.:	PY000010059		Payment Amt.:	3,729.57
Transaction Type:	Payment	Payment Date:	03/22/2024	Posting Date:	03/22/2024	Year - Period: 2024 - 03			
Vendor:	GTRS01	GTR SCALES LTD.		Account Set:	TRADE	INSPECT, TEST, TROUBLESHOOT 4 AND 5 SCALE			
Payment Code:	EFT	Payment Type: Other							
Document No.	Sched. No.	Adj. No.	Adj. Reference	Adj. Description	Adjustment	Discount	Tax Withheld	Amount	
240208PJ					0.00	0.00	0.00	1,002.88	
240215POJ					0.00	0.00	0.00	2,726.69	
Total :					0.00	0.00	0.00	3,729.57	
Entry No.:	12	System Generated Payment			Document No.:	PY000010060		Payment Amt.:	169.50
Transaction Type:	Payment	Payment Date:	03/22/2024	Posting Date:	03/22/2024	Year - Period: 2024 - 03			
Vendor:	JONE01	JONES RAIL INDUSTRIES LTD.		Account Set:	TRADE	MONTHLY RAIL MAINT.			
Payment Code:	EFT	Payment Type: Other							
Document No.	Sched. No.	Adj. No.	Adj. Reference	Adj. Description	Adjustment	Discount	Tax Withheld	Amount	
4453					0.00	0.00	0.00	169.50	
Total :					0.00	0.00	0.00	169.50	
Entry No.:	13	System Generated Payment			Document No.:	PY000010061		Payment Amt.:	14,341.62
Transaction Type:	Payment	Payment Date:	03/22/2024	Posting Date:	03/22/2024	Year - Period: 2024 - 03			
Vendor:	KEHO01	KEHOE MARINE CONSTRUCTION		Account Set:	TRADE	HOLDBACK ON MARINA SHORELINE- CAPITAL			
Payment Code:	EFT	Payment Type: Other							
Document No.	Sched. No.	Adj. No.	Adj. Reference	Adj. Description	Adjustment	Discount	Tax Withheld	Amount	
29962					0.00	0.00	0.00	14,341.62	
Total :					0.00	0.00	0.00	14,341.62	
Entry No.:	14	System Generated Payment			Document No.:	PY000010062		Payment Amt.:	376.57
Transaction Type:	Payment	Payment Date:	03/22/2024	Posting Date:	03/22/2024	Year - Period: 2024 - 03			
Vendor:	MACE01	MacEwen Petroleum Inc.		Account Set:	TRADE	DIESEL FUEL			
Payment Code:	EFT	Payment Type: Other							
Document No.	Sched. No.	Adj. No.	Adj. Reference	Adj. Description	Adjustment	Discount	Tax Withheld	Amount	
746249					0.00	0.00	0.00	376.57	

A/P Batch Listing - Payment (APCBTCLZ)

Total : 0.00 0.00 0.00 376.57

Entry No.: 15 System Generated Payment Document No.: PY000010063 Payment Amt.: 27,490.34

Transaction Type: Payment Payment Date: 03/22/2024 Posting Date: 03/22/2024 Year - Period: 2024 - 03
 Vendor: OMERO1 OMERS Account Set: TRADE
 Payment Code: EFT Payment Type: Other

EMPLOYEE PENSION

Document No.	Sched. No.	Adj. No.	Adj. Reference	Adj. Description	Adjustment	Discount	Tax Withheld	Amount
FEB/24 PENSION					0.00	0.00	0.00	27,490.34
Total :					0.00	0.00	0.00	27,490.34

Entry No.: 16 System Generated Payment Document No.: PY000010064 Payment Amt.: 3,687.08

Transaction Type: Payment Payment Date: 03/22/2024 Posting Date: 03/22/2024 Year - Period: 2024 - 03
 Vendor: ONSE01 ONSERVE Account Set: TRADE
 Payment Code: EFT Payment Type: Other

MONTHLY IT MONITORING
1 YEAR SERVER
WARRANTY

Document No.	Sched. No.	Adj. No.	Adj. Reference	Adj. Description	Adjustment	Discount	Tax Withheld	Amount
66536					0.00	0.00	0.00	1,729.35
66578					0.00	0.00	0.00	1,957.73
Total :					0.00	0.00	0.00	3,687.08

Entry No.: 17 System Generated Payment Document No.: PY000010065 Payment Amt.: 1,332.27

Transaction Type: Payment Payment Date: 03/22/2024 Posting Date: 03/22/2024 Year - Period: 2024 - 03
 Vendor: ONTA06 ONTARIO HOSE SPECIALTIES LIMITED Account Set: TRADE
 Payment Code: EFT Payment Type: Other

HOSE FOR BIN SWEEPING

Document No.	Sched. No.	Adj. No.	Adj. Reference	Adj. Description	Adjustment	Discount	Tax Withheld	Amount
5297801					0.00	0.00	0.00	1,332.27
Total :					0.00	0.00	0.00	1,332.27

Entry No.: 18 System Generated Payment Document No.: PY000010066 Payment Amt.: 275.67

Transaction Type: Payment Payment Date: 03/22/2024 Posting Date: 03/22/2024 Year - Period: 2024 - 03
 Vendor: PRES03 PRESCOTT BUILDING CENTRE Account Set: TRADE
 Payment Code: EFT Payment Type: Other

SHOP SUPPLIES

A/P Batch Listing - Payment (APCBTCLZ)

Document No.	Sched. No.	Adj. No.	Adj. Reference	Adj. Description	Adjustment	Discount	Tax Withheld	Amount
2078880					0.00	0.00	0.00	275.67
Total :					0.00	0.00	0.00	275.67

Entry No.:	19	System Generated Payment		Document No.:	PY000010067		Payment Amt.:	5,155.63
Transaction Type:	Payment	Payment Date:	03/22/2024	Posting Date:	03/22/2024	Year - Period: 2024 - 03		
Vendor:	PREV02	PREVENTION AND REGULATORY SOLUTION		Account Set:	TRADE	HEALTH AND SAFETY		
Payment Code:	EFT	Payment Type:	Other					

Document No.	Sched. No.	Adj. No.	Adj. Reference	Adj. Description	Adjustment	Discount	Tax Withheld	Amount
797					0.00	0.00	0.00	5,155.63
Total :					0.00	0.00	0.00	5,155.63

Entry No.:	20	System Generated Payment		Document No.:	PY000010068		Payment Amt.:	1,251.36
Transaction Type:	Payment	Payment Date:	03/22/2024	Posting Date:	03/22/2024	Year - Period: 2024 - 03		
Vendor:	PSAC01	PUBLIC SERV. ALLIANCE OF CAN.		Account Set:	TRADE			
Payment Code:	EFT	Payment Type:	Other	UNION DUES				

Document No.	Sched. No.	Adj. No.	Adj. Reference	Adj. Description	Adjustment	Discount	Tax Withheld	Amount
FEB/24 UNION DUES					0.00	0.00	0.00	1,251.36
Total :					0.00	0.00	0.00	1,251.36

Entry No.:	21	System Generated Payment		Document No.:	PY000010069		Payment Amt.:	1,366.63
Transaction Type:	Payment	Payment Date:	03/22/2024	Posting Date:	03/22/2024	Year - Period: 2024 - 03		
Vendor:	SGSE01	SGS ELEVATORS		Account Set:	TRADE			
Payment Code:	EFT	Payment Type:	Other	MONTHLY ELEVATOR MAINT.				

Document No.	Sched. No.	Adj. No.	Adj. Reference	Adj. Description	Adjustment	Discount	Tax Withheld	Amount
109308					0.00	0.00	0.00	1,366.63
Total :					0.00	0.00	0.00	1,366.63

Entry No.:	22	System Generated Payment		Document No.:	PY000010070		Payment Amt.:	111.87
Transaction Type:	Payment	Payment Date:	03/22/2024	Posting Date:	03/22/2024	Year - Period: 2024 - 03		
Vendor:	STAP02	STAPLES COMMERCIAL		Account Set:	TRADE	OFFICE/COMPUTER SUPPLIES		
Payment Code:	EFT	Payment Type:	Other					

A/P Batch Listing - Payment (APCBTCLZ)

Document No.	Sched. No.	Adj. No.	Adj. Reference	Adj. Description	Adjustment	Discount	Tax Withheld	Amount
34936EA0					0.00	0.00	0.00	111.87
Total :					0.00	0.00	0.00	111.87

Entry No.:	23	System Generated Payment	Document No.:	PY000010071	Payment Amt.:	2,199.55
Transaction Type:	Payment	Payment Date:	03/22/2024	Posting Date:	03/22/2024	Year - Period: 2024 - 03
Vendor:	STJO02	ST. JOHN AMBULANCE	Account Set:	TRADE	NEW AED FOR ANNEX OFFICE	
Payment Code:	EFT	Payment Type:	Other			

Document No.	Sched. No.	Adj. No.	Adj. Reference	Adj. Description	Adjustment	Discount	Tax Withheld	Amount
I-SJEOR-027080					0.00	0.00	0.00	2,199.55
Total :					0.00	0.00	0.00	2,199.55

Entry No.:	24	System Generated Payment		Document No.:	PY000010072		Payment Amt.:	313.77
Transaction Type:	Payment	Payment Date:	03/22/2024	Posting Date:	03/22/2024	Year - Period: 2024 - 03		
Vendor:	TOML02	Tomlinson Environmental Services Ltd.		Account Set:	TRADE	WASTE REMOVAL		
Payment Code:	EFT	Payment Type:	Other					

Document No.	Sched. No.	Adj. No.	Adj. Reference	Adj. Description	Adjustment	Discount	Tax Withheld	Amount
0000027599					0.00	0.00	0.00	313.77
Total :					0.00	0.00	0.00	313.77

Entry No.:	25	System Generated Payment		Document No.:	PY000010073		Payment Amt.:	298.18
Transaction Type:	Payment	Payment Date:	03/22/2024	Posting Date:	03/22/2024	Year - Period: 2024 - 03		
Vendor:	UNIV01	UNIVERSAL SUPPLY GROUP INC.		Account Set:	TRADE	MAINT. SUPPLIES		
Payment Code:	EFT	Payment Type:	Other					

Document No.	Sched. No.	Adj. No.	Adj. Reference	Adj. Description	Adjustment	Discount	Tax Withheld	Amount
964-431756					0.00	0.00	0.00	298.18
Total :					0.00	0.00	0.00	298.18

A/P Batch Listing - Payment (APCBTCLZ)

— Batch Summary —

	Invoice	Adjustment	Discount	Payment	Advance Credit	Bank Amount
Total for Batch 6:	0.00	0.00	0.00	66,758.51	0.00	66,758.51

25 entries printed
1 batch printed

From Batch Number

From Batch Date

Type

Status

Reprint Previously Printed Batches

Show Tax Details

Show Adjustment Details

Show Optional Fields

[7] To [7]

[03/18/2024] To [03/18/2024]

[Entered, Imported, Generated, System, External]

[Open, Ready To Post, Posted]

[Yes]

[Yes]

[Yes]

[Yes]

CHEQUE

Batch No.:7

Description:SYSTEM GENERATED PAYMENT BATCH

Total Amount:2,596.18

Batch Date:03/18/2024

Type:System

Source Application:AP

No. of Entries:1

Last Edited:03/18/2024

Status:Open

Bank:01

No. of Checks Printed:0

Entry No.:1

System Generated Payment

Document No.:PY000010074

Payment Amt.:2,596.18

Transaction Type:Payment

Payment Date:03/21/2024

Posting Date:03/21/2024

Year - Period:2024 - 03

Vendor:LABE01

LABELLE TENTS INC.

Account Set:TRADE

DEPOSIT ON TENT RENTAL FOR PORT DAY

Payment Code:CHECK

Payment Type:Check

Check No.:0

Document No.	Sched. No.	Adj. No.	Adj. Reference	Adj. Description	Adjustment	Discount	Tax Withheld	Amount
13006					0.00	0.00	0.00	2,596.18
Total :					0.00	0.00	0.00	2,596.18

— Batch Summary —

	Invoice	Adjustment	Discount	Payment	Advance Credit	Bank Amount
Total for Batch 7:	0.00	0.00	0.00	2,596.18	0.00	2,596.18

1 entry printed
1 batch printed

From Batch Number

From Batch Date

Type

Status

Reprint Previously Printed Batches

Show Tax Details

Show Adjustment Details

Show Optional Fields

[8] To [8]

[03/18/2024] To [03/18/2024]

[Entered, Imported, Generated, System, External]

[Open, Ready To Post, Posted]

[Yes]

[Yes]

[Yes]

[Yes]

EFT

Batch No.:8

Description:SYSTEM GENERATED PAYMENT BATCH

Total Amount:650,121.97

Batch Date:03/18/2024

Type:System

Source Application:AP

No. of Entries:1

Last Edited:03/18/2024

Status:Open

Bank:01

No. of Checks Printed:0

Entry No.:1

System Generated Payment

Document No.:PY000010075

Payment Amt.:650,121.97

Transaction Type:Payment

Payment Date:03/22/2024

Posting Date:03/22/2024

Year - Period:2024 - 03

Vendor:EARL01

EARL HORST SYSTEMS LTD.

Account Set:TRADE

PAYMENT 1 ON GRAIN DRYER - CAPITAL

Payment Code:EFT

Payment Type:Other

Document No.	Sched. No.	Adj. No.	Adj. Reference	Adj. Description	Adjustment	Discount	Tax Withheld	Amount
37935					0.00	0.00	0.00	650,121.97
Total :					0.00	0.00	0.00	650,121.97

— Batch Summary —

	Invoice	Adjustment	Discount	Payment	Advance Credit	Bank Amount
Total for Batch 8:	0.00	0.00	0.00	650,121.97	0.00	650,121.97

1 entry printed
1 batch printed