



THE PORT OF JOHNSTOWN MANAGEMENT COMMITTEE

THE TOWNSHIP OF EDWARDSBURGH CARDINAL

Meeting of January 23, 2025 – 5:00 pm

Council Chambers, Municipal Office – Spencerville, Ont.

AGENDA

1. Call to Order
2. Approval of Agenda
3. Disclosure of Pecuniary Interest & the General Nature Thereof
4. Delegations and Presentations
5. Minutes of the previous POJ Committee Meeting
 - Meeting November 18, 2024
6. Business Arising from Previous PMC Minutes (if any)
7. Discussion item
8. Action/Information Items
 - a) Grain Operations Report
 - b) Maintenance Report
 - c) Capital Projects Report
 - d) Financial Report
 - e) Vessel Traffic Report
 - f) GM Report
 - g) Port of Johnstown Investments – 4th Qtr.
 - h) Year End Presentation – Pre-Audited Financial Statements
 - i) Masterfeeds Commercial Lease Renewal
 - j) Pay Equity Plan
9. Approval of Disbursements – Port accounts
10. Council Inquiries or Notices of Motion
11. Chair's Report
12. Question Period
13. Closed Session
 - Section 239(2)(b) Personal matters about an identifiable individual, including municipal or local board employees; Specifically: Approve closed session minutes from May 21, 2024
 - Section 239 (2)(b) Personal matters about an identifiable individual, including municipal or local board employees; Specifically: Compensation Review
14. Report out of Closed Session
15. Adjournment

MINUTES
PORT OF JOHNSTOWN MANAGEMENT COMMITTEE
TOWNSHIP COUNCIL CHAMBERS - SPENCERVILLE
MONDAY NOVEMBER 18, 2024
6:30 PM

Present: Deputy Mayor Stephen Dillabough, Chair
Mayor Tory Deschamps
Councillor Waddy Smail
Regina Hernandez, Advisory Member
Frank McAuley, Advisory Member
Randy Stitt, Advisory Member
Clint Cameron, Advisory Member

Regrets: Councillor Chris Ward
Councillor Joe Martelle

Staff: Sean Nicholson, CAO
Candise Newcombe, Deputy Clerk
Rebecca Crich, Clerk
Robert Dalley, General Manager
Leslie Drynan, Incoming General Manager
Rhonda Code, Office Manager
Mike Moulton, Operations Manager

1. Call to Order

Deputy Mayor Dillabough called the meeting to order at 6:30 p.m. and noted the absence of both Councillors Ward and Martelle.

2. Approval of Agenda

Moved by: W. Smail
Seconded by: T. Deschamps

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) Meeting of October 21, 2024

Moved by: T. Deschamps
Seconded by: W. Smail

That Port Management Committee receives and approves the minutes of the Port Management Committee meeting dated October 21, 2024.

Carried

6. Business Arising from Precious PMC Minutes (if any) – None
7. Discussion Items – None
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 in October, consequences of a poor Canadian Grain Commissions rating, impacts from the Port of Montreal interruptions, and volume and efficiencies of the new grain dryer.

b) Maintenance Report

Port staff provided an overview of the monthly report and highlighted the following items completed: monthly maintenance/electrical work, items from the work order log, premise and system inspections performed, ensured follow-up maintenance performed to meet compliance with Federal Safety Inspection recommendations, and that regular equipment maintenance was performed.

c) Capital Projects

Committee was provided with a summary of the capital project status to date and discussed the following: the proposed paving projects to be carried over to 2025, estimated costs, basing capital project priority off the new Strategic Plan in 2025, a surplus of approximately \$80,000.00 on the new grain dryer project, final estimated costs, completion timeline and impacts to operations for the track shed project completion.

d) Financial/3rd Quarter Investment Report

Committee was provided with a summary of the monthly revenue and expenses and year-to-date budget to actual numbers and discussed the sale of grain year over year and the benefits of the breakdown schedule of revenues and expenses per year.

e) Vessel Traffic Report

Committee was provided with summary of the report and clarified foreign versus domestic vessels and the type of cargo they hold.

f) Health and Safety Report

Committee was provided with a summary of the health and safety report. Members inquired if compliance safety reports were done in-house and the availability of the Port for confined space training programs.

g) General Manager's Report

Committee was provided an overview of the report and discussed additional efforts to mitigate Port liability, prevalence of female employees at the Port, and the Masterfeeds lease renewal.

Moved by: W. Smail

Seconded by: T. Deschamps

That the Port Management Committee received and reviewed items 8. a) Grain Operations Report; b) Maintenance Report; c) Capital Projects; d) Financial Report; e) Vessel Traffic Report, f) Health and Safety Report; and g) General Manager's Reports.

Carried

h) 2024 Financial Audit Service Plan

Committee was provided with an overview of the report and discussed the following: overall cost, materiality cost increases year over year, proposed audit timeline, additional administrative expenses, past concerns with auditors, alternate auditing firms, and possible future county wide tender for auditing services.

Moved by: T. Deschamps

Seconded by: W. Smail

That the Port Management Committee recommend that Committee and Council receives and approves the 2024 Audit Service Plan presented by MNP LLP Chartered Accountants.

Carried

9. Approval of Disbursements – Port Accounts

Committee reviewed the monthly disbursements and discussed the following: diesel top-up clarification, refill cost/cost stability for the new grain dryer, and profit/cost comparable since the dryer installation.

Moved by: T. Deschamps

Seconded by: W. Smail

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

Withdrawals Total:	\$229,582.34	
Batch 29 CHEQUES	\$34,970.68	
Batch 30 EFT's	\$902,466.85	
Total of Direct Withdrawal & Batch Listings:	\$1,167,019.87	Carried

10. Councillor Inquiries/Notices of Motion

Mayor Deschamps noted the upcoming visit, December 6, 2024, from the Minister of Agriculture, Food, and Agribusiness, Hon. Rob Flack.

11. Chair's Report

The Chair reported on the following:

- Attended the Hwy H2O Conference held November 12, 2024, in Rideau Lakes, met with Logistec.
- Noted no December Port Management Committee meeting – thanked all advisory members for their contributions and wished everyone a Merry Christmas.

12. Question Period

Requested confirmation of attendees for the Port of Johnstown tour. Noted the final meeting of the current Port of Johnstown General Manager, Robert Dalley, highlighting events and accomplishments of the Port of Johnstown during his years of service.

13. Adjournment

Moved by: T. Deschamps

Seconded by: W. Smail

That the Committee meeting adjourns at 7:25 p.m.

Carried

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

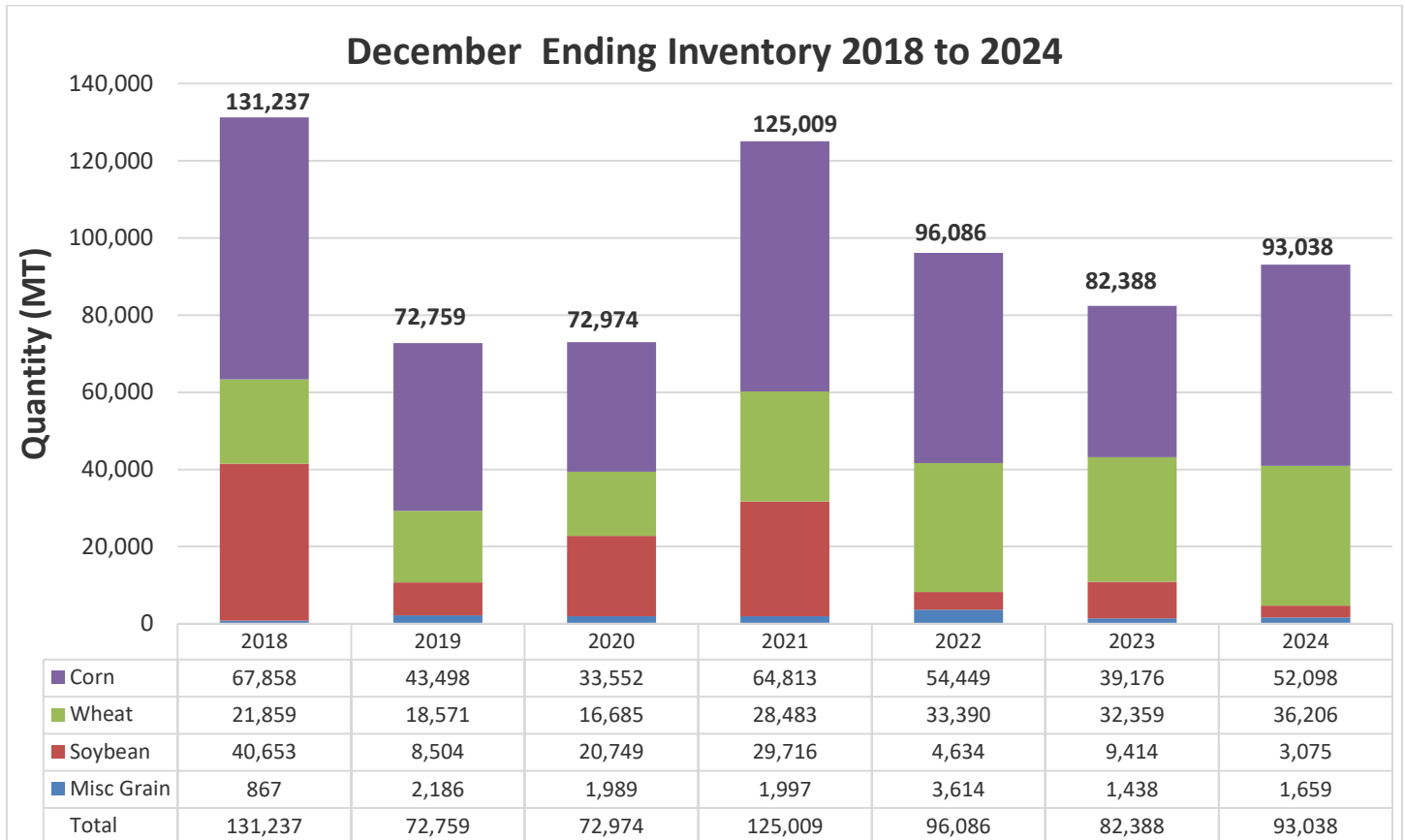
Chair

Deputy Clerk

GRAIN OPERATIONS REPORT

December 2024

Overall grain inventory for the month of December ended at 93,038 MT. Vessel scheduling delays and truck availability reduced the volume of inbound freight. The Port remained busy shipping until the seaway closed.



Summary of traffic for December:

- Received a total of 56,977 MT of grain via truck.
- Shipped a total of 5,985 MT of grain via truck.
- Shipped a total of 89,692 MT of grain via vessel.
- Shipped a total of 0 MT of grain via rail.

Vessels at berth to load in December:

- Florence Spirit- soybeans
- CSL Assiniboine- soybeans
- Blair McKeil- soybeans
- MV Slavyanka- corn
- Federal Bering- corn

RECORDABLE INCIDENTS/INJURIES

YEAR	LOST WORK	RESTRICTED WORK	MEDICAL TREATMENT	TOTAL RECORDABLES	FIRST AID	NEAR MISS	LEARNING EVENT
2024	1	0	0	1	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)	3,252	35,642	3,762	38,190

QUALITY REPORT

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

MAINTENANCE REPORT

Jan. 23, 2025

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

- Began installation of automatic lubricators on trippers and conveyors.
- Free up frozen top valves of annex bins 6, and 7.
- Free up frozen #1 reclaim conveyor at the annex.
- Free up frozen drag conveyor at exit of new grain dryer.
- Removed discharge chute from discharge of ship loading conveyor BCO2 in order to clear grain from the loaded belt after final vessel was loaded.
- Repaired leaking steam pipes in basement of admin. B.
- Cleaned out automatic valves of ship loaders.
- Items from work order log.
- Weekly and monthly dust system inspections and maintenance.
- Plow snow and salt as required.

Work in the electrical department included the following:

- Worked with millwrights as required.
- Conducted monthly premise inspection as per GMP requirements.
- Rewire newly renovated garage.
- Grain handling equipment checks and maintenance during vessel loading.
- Troubleshoot and repair discharge valve of #1 ship loader.
- Replaced power supply of #3 scale controller.
- Troubleshoot and repair the signal system from weighman to basement conveyors.
- Items from work order log.

2024 CAPITAL BUDGET

As of year ending December 31, 2024

Capital Projects	Category	2024 Budget Amount	2024 Actual	Status	Target Completion	Project Lead
Paving Projects Area 1 Track and Road Rehabilitation - Rail Crossing Main gate, Rail east of trackshed . Area 2 1 Asphalt Paving - Widen Annex Road, Area between track shed and QC trailer.	Maint.	\$ 300,000	\$ 181,161	Paving complete at rail crossings. Paving for track shed/annex areas deferred to 2025. Truck volume in these areas is high due to additional vessels.	Q2/2025	Kevin S/MikeM
2 Grain Elevator Concrete Repair - Exterior Basement Walls	Maint.	\$ 400,000	\$ 425,073	Work is complete for 2024	Q3	Robert D
3 Spout Repair for Shipping area	Maint.	\$ 100,000	\$ 92,970	Complete	Q3	Kevin S
4 Grain Elevator Bin Walls- Exterior covering	Maint.	\$ 250,000		Evaluation on bins from last year - carry over to 2025	2025	Mike M
5 New Container Loading Spout	Growth	\$ 300,000	\$ 118,202	Spout to be installed Jan 23/25	2025	Kevin S
6 Covered Storage - Bulk Cargo HarbourFront Dock	Growth	\$ 1,250,000		Revisit in 2025	2025	Robert D
7 Marina Waterfront - Shoreline and Walkway (carryover 2023)	Maint. C/O	\$ 245,297	\$ 129,507	Waterfront complete. Walkway to access docks will be revisited in 2025 as part of overall plan to replace drainage pipe that runs through the Marina leased property.	Q1	Robert D
8 Generator repair (carryover 2023)	Maint. C/O	\$ 25,000	\$ 17,270	Complete	Q3	Jeff W
9 Track Shed - Repairs and modifications (truck Receiving/Shipping), (carryover 2023)	Maint. C/O	\$ 2,300,000	\$ 2,059,374	Building is complete, hopper and conveyor installed, electrical work underway.	2025	Kevin S
10 POJ Warehouse - Land Developemnt - Survey and Drainage plan (carryover 2023)	Growth C/O	\$ 50,921	\$ 23,850	Topographic survey complete, Expect to complete drainage plan in Feb.2025.	2025	Robert D
11 New Grain Dryer / Wet Bin, Gov't funding Port portion (carryover 2023)	Growth C/O	\$ 4,283,272	\$ 4,279,207	Installation is complete. TSSA approval received and test run was conducted. Dryer in production.	Q3	Kevin S
12 Install auto lubricators on trippers	Maint.	\$ 10,000	\$ 9,142	All components here will install as harvest allows	Q3	Jeff W
13 Hydraulic Cylinders for Scale test	Maint.	\$ 10,000	\$ 6,450	Complete	Q3	Jeff W
14 Steam'N'Weeds - environmental safe weed control	Maint.	\$ 40,000		Delay to 2025	2025	Mike M
15 Dust System	Maint.	\$ 75,000	\$ 62,695	Trash gates complete	Q4	Mike M
16 Replacement parts for scale gates	Maint.	\$ 10,000	\$ 7,765	Complete	Q2	Jeff W
17 Annex Spout from diverter valve at annex to house conveyor	Maint.	\$ 15,000	\$ 11,396	PO issued to Horst. Coordinating with Horst for an opportune time to change the spout that will not affect truck receiving or returning grain to the main house.	Q3	Jeff W
18 New reducer and motor for 8 receiving conveyor	Maint.	\$ 6,500	\$ 6,359	Complete	Q2	Jeff W
19 Belt for marine lofter 2	Maint.	\$ 32,500	\$ 28,576	Will be deferred to winter 2025. Increase in vessel traffic and soybean harvest.	2025	Jeff W
20 Replacement of Aerators	Maint.	\$ 50,000	\$ 24,149	Parts have been ordered.	2025	Jeff W
21 New belt for lofter 7	Maint.	\$ 27,500	\$ 23,374	Complete	Q3	Jeff W
22 New buckets for lofters 2 and 7	Maint.	\$ 40,000	\$ 41,489	Complete	Q3	Jeff W
23 Reducer and motor for dryer unloading turntable	Maint.	\$ 6,500	\$ 6,292	Parts here, waiting to install. Installation will take place in 2025.	2025	Jeff W
24 Replace probe at existing probe station -QC	Maint.	\$ 45,000	\$ 48,035	Complete	Q2	Mike M
25 Rail Repair	Maint.	\$ 75,000	\$ 50,993	complete	Q3	Mike M
26 Snow pusher for new Telehandler	Maint.	\$ 5,500	\$ 5,483	Complete	Q3	Jeff W
27 Upgrade existing garage	Growth	\$ 75,000	\$ 65,330	Complete	Q3	Mike M
28 New overall storage for equipment	Growth	\$ 75,000	\$ 40,535	complete- final billing Jan 2025	Q3	Mike M
Total Capital Budget 2024 including 2023 carryover		\$ 10,102,990	\$ 7,764,678			

ACT Government Funding amount	\$2,000,000.00
Spending to date Gov't portion	\$2,000,000.00
Reimbursed to July 3	\$1,900,000.00
Remaning funding	\$100,000.00 10% holdback till completion

Financial Report Month ending December 31, 2024

Summary:

Month of December results

Revenue for the month was \$1.104 million, a decrease of \$762k compared to 2023 and a decrease to budget of \$796k. Salt movement was down by 5 vessels in Dec along with overall grain traffic being lower than Dec 2023.

Expenses were both lower than budget by \$174k and 2023 by \$146K which ended the month with a surplus of \$367k.

Year End 2024

While the low Harbour Services, mainly salt throughout the year have impacted revenues by \$332k, some of this shortfall has been recovered with a very successful 2024 harvest season which saw higher grain throughput and storage revenue.

Year to date surplus surpassed the budgeted number of \$4.703 million by \$682k, which puts the Port at the 3rd highest successful year end since the township took ownership of the Port.

Actuals/Budget/Previous Year

Month Ending December 31, 2024			
	Dec 2024 Acutal	Dec 2024 Budget	Dec 2023 Acutal
Revenue	\$ 1,104,452	\$ 1,900,000	\$ 1,866,529
Expenses	\$ 737,778	\$ 912,000	\$ 884,148
Surplus/Deficit	\$ 366,675	\$ 988,000	\$ 982,381
Year to Date - December 31, 2024			
	YTD 2024 Actual	YTD 2024 Budget	YTD 2023 Actual
Revenue	\$ 11,076,112	\$ 11,018,000	\$ 11,304,729
Expenses	\$ 5,691,450	\$ 6,315,000	\$ 5,885,055
Surplus/Deficit	\$ 5,384,662	\$ 4,703,000	\$ 5,419,675

Management Fees to the Township

As of December 31, 2024, the Port has transferred to the township the total annual payment of \$1,000,000.

Accounts Receivables/Payables (Trade/HST)

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

Receivables: \$1,497,728

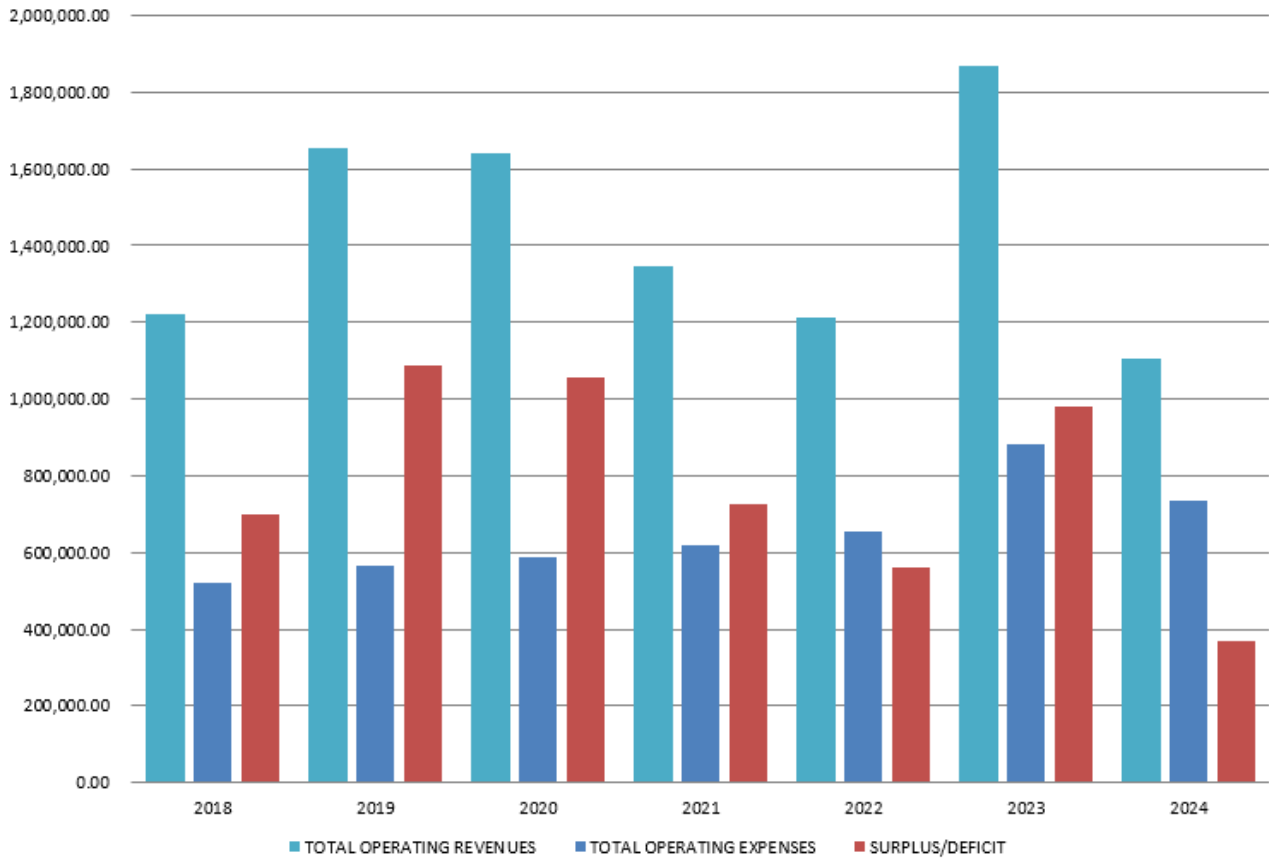
Payables: \$600,000

Cash on Hand: \$7,672,422

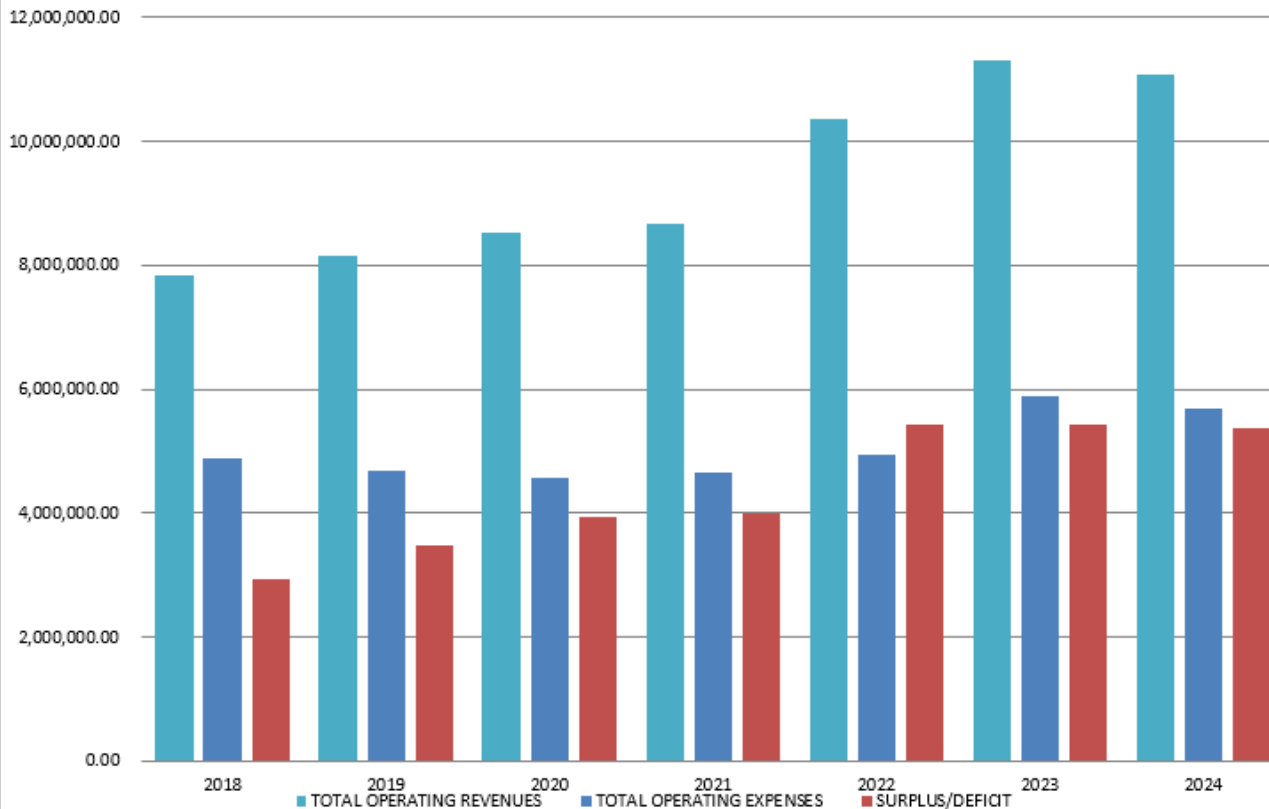
Breakdown of Revenues and Expenses year over year

REVENUES	YTD 2024 Revenue Breakdown	YTD 2023 Revenue Breakdown	Difference	Comments
Harbour Services	\$1,164,619	\$1,497,379	(\$332,760)	Salt & breakbulk down from 2023
Grain Services	\$9,202,113	\$9,044,255	\$157,859	Higher receiving and vessel shipments, along with higher overall inventory
Rail Services	\$32,643	\$123,665	(\$91,022)	Crews usage for rail car storage down plus less steel pipe project in 2024
Leases/Licenses	\$671,373	\$637,634	\$33,739	Yearly increases
EXPENSES	YTD 2024 Expenses Breakdown	YTD 2023 Expenses Breakdown		Comments
Labour/Benefits	\$3,068,021	\$2,943,925	\$124,096	Contract renewal, new employees, busy harvest
Utilities	\$526,695	\$595,526	(\$68,831)	Natural gas consumption down 132% to 2023 in part by the new dryer being utilized for corn and less drying of soybeans due to quick turnovers and lower moisture levels, Audit adjustment for Hydro in 2023
Operating & Admin	\$2,096,734	\$2,190,156	(\$93,422)	Advertising - Aquatarium(23) Outside Services - Lawyers, Rail handling(23). Computers - Fine tuning new grain program(23) Material & Supplies - No work on POJ warehouse in 24, 23 year end audit adjustment Insurance - Yearly increases

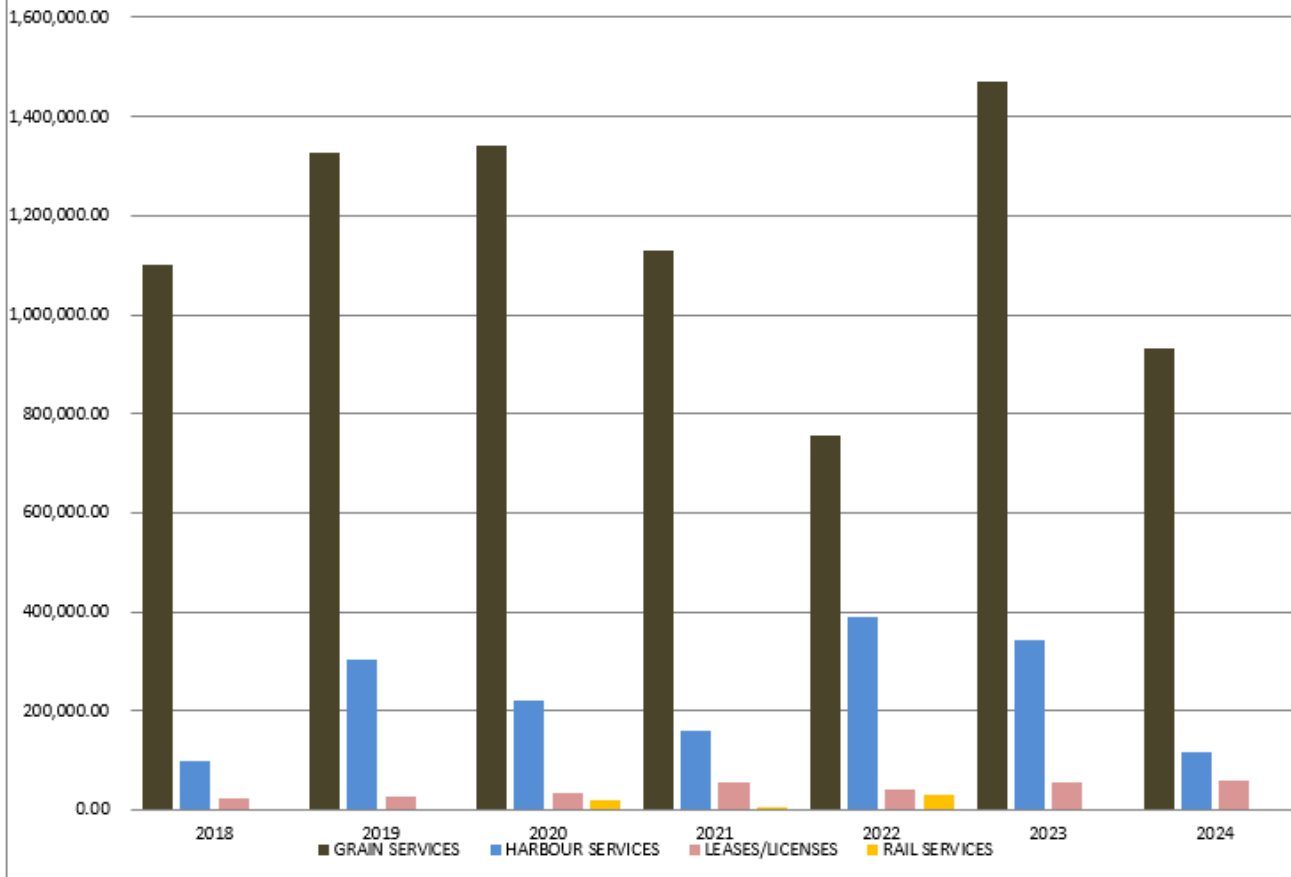
December Monthly Revenue/Expenses/Surplus



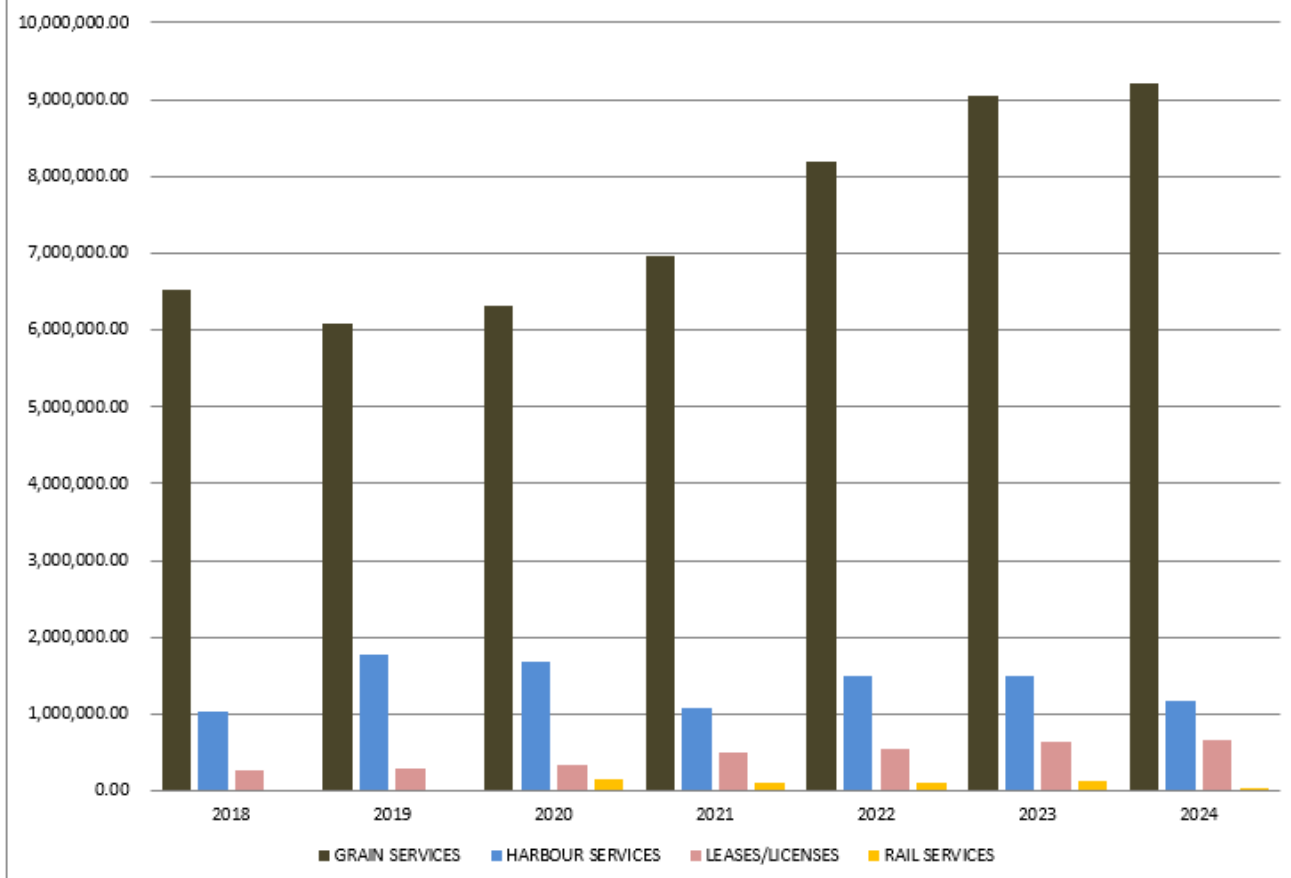
December YTD Revenue/Expense/Surplus



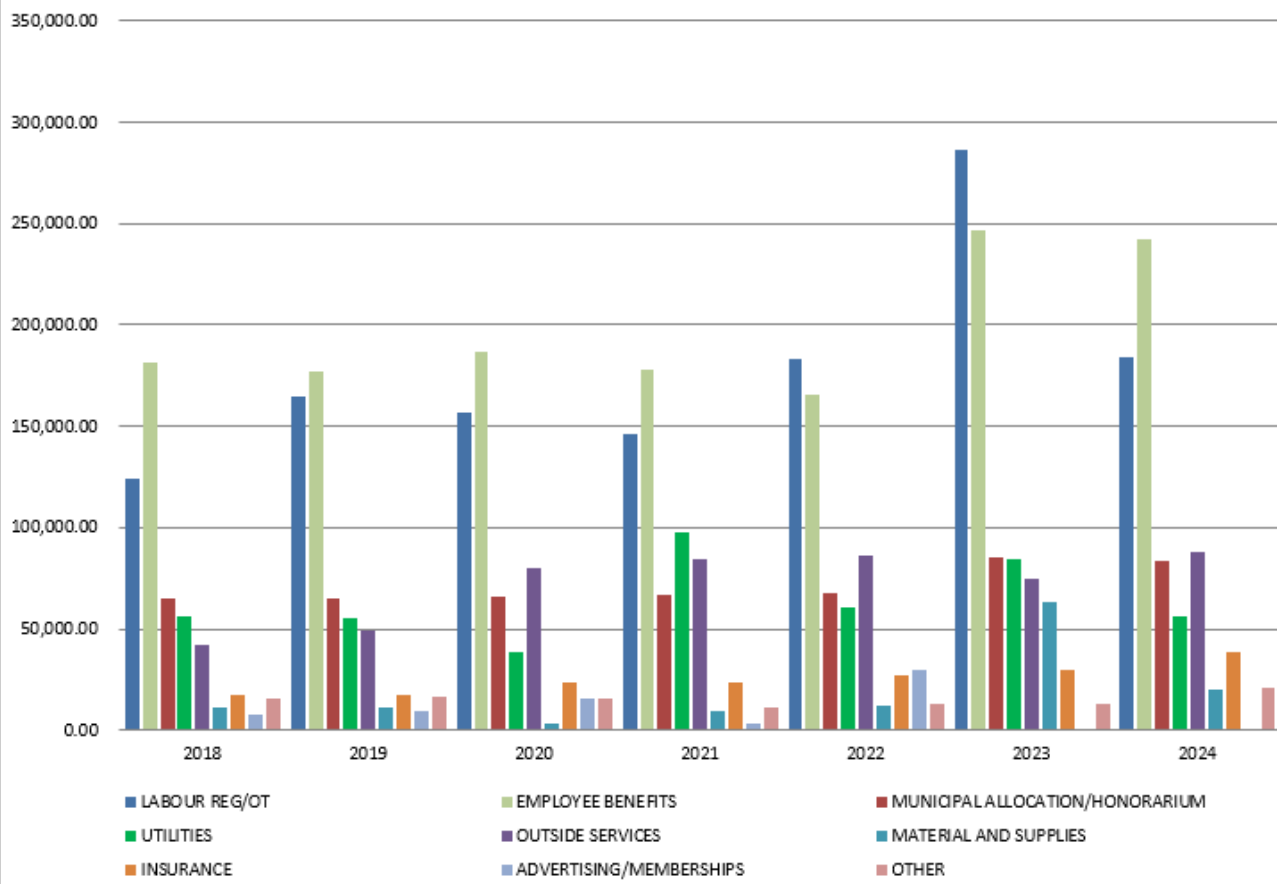
December Monthly Revenues



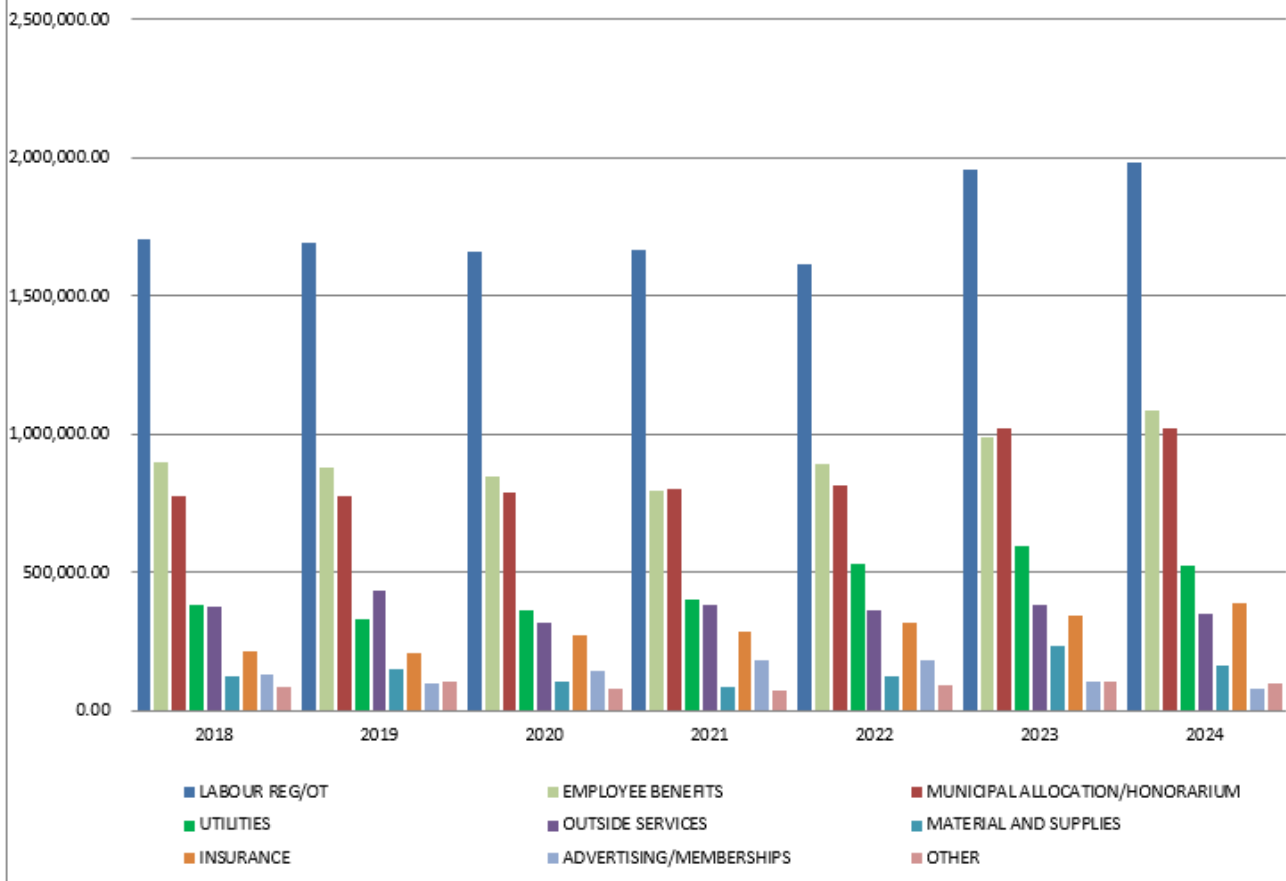
December YTD Revenues



December Monthly Expenses



December YTD Expenses



YEAR TO DATE VESSEL TRAFFIC REPORT

Month Ending: December 31, 2024

HARBOUR TERMINAL REPORT

WHARF TRAFFIC		INWARD	OUTWARD	TOTAL CURRENT YEAR	TOTAL PREVIOUS YEAR
GRAIN	FOREIGN		155,647	155,647	157,618
	DOMESTIC		256,688	256,688	176,292
SALT	FOREIGN	319,443		319,443	193,811
	DOMESTIC	99,038		99,038	461,413
AGGREGATE (STONE)			24,128	24,128	24,291
LIQUID BULK		20,521		20,521	7,589
BREAKBULK/PROJECT CARGO		4,220		4,220	2,128
TOTAL		443,222	436,463	879,685	1,023,141

SHIPS AT BERTH		INWARD	OUTWARD	LAYOVERS	TOTAL CURRENT YEAR	TOTAL PREVIOUS YEAR
GRAIN	FOREIGN		11		11	9
	DOMESTIC		15		15	10
SALT	FOREIGN	1			1	
	DOMESTIC	20			20	34
AGGREGATE (STONE)			1		1	1
LIQUID BULK		3			3	1
BREAKBULK/PROJECT CARGO		3			3	1
MISC*				5	5	3
TOTAL		27	27	5	59	59

*Misc. vessels include Coast Guard, Cruise, safe harbour, repairs.

There is 1 salt vessel to unload in January prior to the Seaway closing, which unloaded on January 9

GENERAL MANAGER'S REPORT – January 23, 2025

LABOUR RELATIONS & WORKPLACE CULTURE

Skilled Trades Wage Rates

Over the past few years, there have been on-going discussions about the wage rates for our skilled trades positions (Millwright & Electrician). The rates as they exist in the current PSAC Collective Agreement are well below market rates.

The employer initiated a conversation in December with the PSAC union executive, the Regional Vice President of Ontario and the Regional Negotiator to resolve this long-standing issue. To support the process, the following analysis was completed:

- Market wage survey of 15 local industries for both licensed electrician (442A or 309A) and Certified Millwright, inclusive of full spectrum compensation data (salary, hours/shift expectations), and other perks (pension, benefits, vehicle allowance, relocation, bonuses, training opportunities).
- Thorough review and updates to pay equity and job evaluation point scores as they relate to current positions and internal equity comparators (union and non-union positions).
- Government of Canada Job Band Data.
- Contract electrician and millwright rates.

The above noted data was shared and discussed collectively (GM, Operations and Maintenance Manager, Regional Union representatives, employees) to attempt to reach a mutually agreeable, fair and equitable level of compensation. Addressing this issue as a team, not only provides our staff with the confidence that the employer values the work that they do but also demonstrates to the union representatives that the employer is supportive, keen to retain and attract local talent and willing to address issues as they arise.

A fair, equitable and mutually agreed upon wage rate was established for 2025 and a Memorandum of Understanding was executed between the GM and Regional Negotiator, effective January 1, 2025. This MOU will be included for ratification during the 2025 PSAC bargaining. The new wage rate for these three (3) employees will be reflected in the draft 2025 operating budget.

Paying employees at or above market rate is important for retention, morale, productivity, culture, reduction in turnover that equates to increased recruitment costs. With the aged infrastructure at the Port, the wealth of knowledge and experience these skilled trades employees bring to the table is invaluable.

Millwright Apprenticeship

In keeping with the theme of creating opportunities for our employees, while also addressing a gap in our ability to attract skilled trade labour, an application was submitted to the Ministry of Labour, Immigration, Training and Skills Development to sponsor an Industrial Mechanic Millwright. I am pleased to report that our application was approved, and a sponsorship agreement has been offered for signing.

This specific trade offering is new to the Port, however not new in concept. A Memorandum of Understanding, executed in 2005 is included in the PSAC Collective Agreement related to an Apprentice Electrician.

The concept of sourcing a millwright apprentice internally was presented to the PSAC union executives (Kevin Brown, Chris Letts and Mike Elliott) on January 13. This initiative was supported unanimously, and we are currently working with the PSAC Negotiator on an MOU. Following which, the opportunity will be posted, with the intent to have someone in the role by mid-end of February. An application has been submitted to the provincial Achievement Incentive Grant for employer training/education costs towards the apprenticeship.

The in-school training covers the theory and techniques required for the apprentice to repair and maintain industrial equipment and consists of three (3) levels: Basic, Intermediate and Advanced. The program is 34 weeks with one 7-hour day per week in school for each of the three levels of study, with the apprentice working on the job the other 4 days per week.

Employee Engagement Committee

Employee volunteers are currently being sought to participate in an Employee Engagement Committee. The purpose of developing this committee is to help create a positive work environment and ensure employees feel valued and have a voice in planning and decisions.

We will work together to coordinate activities, events, employee appreciation, holiday parties, develop a service awards program, celebrate successes and continually work towards improvements!

2024 Harvest Season Debrief

A corporate-wide debrief was held on January 9th, including both union and non-union staff (Operations, Maintenance, Administration and Team Leads from Grading, Scales, Bin Floor, Basement, Annex and Fumigation). With the harvest season fresh in everyone's minds, this was an opportunity to complete a roundtable SWOT analysis of the season, including 2025 budget suggestions and an overview of the proposed strategic plan process.

Feedback from this session has been positive and the group welcomed the opportunity to continue with enhanced communications and meetings on a quarterly basis.

Assistant General Foreman Position

In June 2023, an internal posting was made available to current employees for the position of Assistant General Foreman. Two employees made applications for the position; however, no action was taken on completing the recruitment; the position remained vacant.

The Assistant General Foreman is a junior management level position accountable for assuming full duties of the General Foreman during his/her absence. The position oversees the track shed, grading and receiving / shipping of grain, fumigation procedures, health and safety standards and numerous special projects.

Ensuring adequate staff resources, cross-training and information/knowledge sharing is an important core value for any organization, particularly here at the Port where human resources are currently thin. Offering opportunities to internal staff, filling positions in a timely manner and communicating outcomes is important, especially for morale.

I am pleased to have been able to support Shawn Fisher and Mike Moulton in filling this important role through the hiring of Justin Gunter, who formally starts in this new position on January 20. Justin has been employed at the Port in a full-time capacity since 2015 and is currently acts as the Fumigator. He has a broad range of knowledge on all aspects of operations and is excited for this new challenge.

Efforts are currently underway to support existing employees in backfilling Justin's role.

Contract Support

Special Projects - Kevin Saunders has committed to support the Port in the month of January through finalization of the 2024 capital project involving modification of the receiving area to increase throughput of the area particularly at harvest, to address quality issues in the area identified in the GMP+ audit findings, and to add a container loading spout to address a new business opportunity.

Senior Advisor – Robert Dalley has transitioned to the role of Senior Advisor to the Port, working three (3) days per week. This work currently includes a mix of in-office and at-home; however, he will transition to working from home due to the necessity of office space. Robert is currently working on updates to the marine tariffs and 2025 capital project briefings (new warehouse building property expansion, port dock elevator slip, grain elevator concrete repair, public walkway to boardwalk).

PRIORITIES / LEGISLATIVE COMPLIANCE

2025 Operating & Capital Budgets

Efforts are on-going in completing the draft 2025 operating and capital budgets. It is the intent to present both budgets to the Port Management Committee at the meeting scheduled for Tuesday, February 18.

Strategic Plan

Participated in a virtual kick-off meeting with Town Hall Consulting in the first week of January. This included an overview of the 2013 Master Plan, capital projects over the past three years, conceptual expectations of the final plan, review of stakeholders and customers and most importantly launch of the visioning process.

Step One (early February): The consulting team is currently developing a pre-meeting survey, which will be offered electronically and via hard copy and completed anonymously.

Step Two (mid-February): The intent is to find a suitable date (one day) to be split into two sessions (one for employees and one for non-union staff and members of the Port Management Committee). Splitting the two groups is not intended to create a division, rather offer our employees a safe and comfortable environment to speak freely about their thoughts and ideas. This first session will include development of a draft mission, vision and values statement as well as strategic priorities.

Step Three (mid-March): First iteration of the draft plan will be shared with customers, stakeholders, partners for comment and input, followed by updates and a second staff/leadership/stakeholder session if necessary.

Step Four (early April): Public open house(s) / online and in-person engagement.

Step Five (April – June): Further discussions/modifications, presentation of draft, compile final plan, rollout, etc.

Draft Accessibility Plan

A Port of Johnstown Accessibility Plan 2025 – 2028 was drafted last fall with the intent to solicit employee feedback post harvest. On December 20, the Federal government announced a proposed amendment to the *Accessible Canada Regulations* (ACRs) which would introduce a new part titled “Information and Communication Technologies” that would set out new requirements for both public and private sector federally regulated organizations.

The proposed amendments would set accessibility requirements for three areas of information and communication technologies (hereafter referred to as “digital technologies”) that are priorities for persons with disabilities. These areas are the following: (1) web pages, including web applications; (2) mobile applications; and (3) non-web documents (hereafter referred to as “digital documents”).

In addition, federally regulated organizations would also have to provide training on accessible digital technologies to their employees who develop, maintain or purchase digital technologies; publish accessibility statements about their web pages, mobile applications and digital documents; and assess the accessibility of certain digital technology products and services they purchase.

The 60-day consultation for the proposed amendment is open until February 19, 2025. Given that these areas have been identified as priorities for regulatory action, staff are in the process of updating the draft Port Accessibility Plan to reflect these changes prior to seeking approval of the plan from the PMC in early spring.

Personnel Policy

Currently the Port and Township adhere to one Personnel Policy. Through discussions with the CAO, it has been determined that two separate policies will be drafted for review, approval and implementation in both respective workplaces. The ETA presentation of draft is March 2025.

Port Security

In accordance with Transport Canada Marine Safety and Security regulations, the Port's Facility Security Officer (GM) must undertake training prior to assuming the role. This training was completed by the outgoing GM on January 14. Minor administrative updates to the Plan are currently being completed at which time the draft will be submitted to the local inspector for approval. Adherence to this plan is the top priority to ensure compliance. Although we may be a relatively small port in size, we must adhere to the same legislative and regulatory rules as much larger ports within Canada.

MEETINGS & SPEAKING ENGAGEMENTS

Daily

- Connections with non-union and union staff to ensure timely awareness of operations and areas where support is required.

Monthly

- Senior Management Team to maintain connection with Township operations.
- Ad Hoc Communications Committee
- Logistec to ensure dialogue remains consistent on pending and new opportunities.

One Time (Guest Speaker)

- Rotary Club of the 1000 Islands Breakfast Meeting (Wednesday, February 26)
- Grenville Federation of Agriculture Banquet (Friday, February 28)

Port of Johnstown Investment Report - 4th Quarter

Investment Company	Initial Investment Date	Maturity Date	Interest Rate as of December 31, 2024	Original Investment	Current Balance as of December 31, 2024
One Investment HISA	July 5, 2022	Open	3.775%	\$2,513,058	\$2,843,900
Scotia Bank Non-Redeemable GIC - 12 month	July 2, 2024	July 2, 2025	5.46%	\$1,064,549	\$1,093,298
Scotia Bank Non-Redeemable GIC - 24 month	July 2, 2024	July 2, 2026	5.21%	\$1,064,549	\$1,092,696
* RBC Non-Redeemable GIC - 12 month- Moved to Operating Account on Dec 30/24	Dec. 30, 2023	Dec. 30, 2024	6.25%	\$773,705	\$0
RBC Non-Redeemable GIC - 24 month	Dec. 30, 2023	Dec. 30, 2025	5.30%	\$773,705	\$814,823
Total Investments				\$6,189,564	\$5,844,718

Note: In addition, the Port's RBC operating account balance earns interest at RBC Prime less 1.75% (Year End: 5.627% -1.75% = 3.877%)

* RBC 12 month GIC with a maturity date of Dec 30, 2024, the original investment of \$773,704.67 plus interest of \$48,356.54 for a total of \$822,061.21 was moved to the Port Operating Account on December 30, 2024



**PORT OF JOHNSTOWN
ACTION ITEM**

Committee: Port Management

Date: January 23, 2025

Department: Port of Johnstown

Topic: 2024 Annual Report / Pre-audited Financial Statement - EBITA

Purpose: To present the 2024 Annual Report including the pre-audited financial statement prepared by management.

Background: The Port of Johnstown operates as a separate division of the Township and has separate financial accounts and therefore has their own financial statements. The final pre-audited financial numbers are included, along with the 2024 Annual Report and interpreted to the POJ Management Committee at this port meeting on Jan. 23, 2025. The financial position of the Port must be audited and formally accepted by the Port Management Committee. The Port uses MNP LLP as their Professional Chartered Accountants.

Special commendation to Rhonda Code, Mike Moulton, Jeff Wright, Shawn Fisher, Kevin Saunders, Robert Dalley and John McGeough for populating the data in the annual report, and to the entire Port team for their efforts in 2024.

Policy Implications: The Terms of Reference By-law 2023-14 Schedule "A" for the Port of Johnstown Management Committee is followed.

Recommendation: That the Port Management Committee receives the 2024 Annual Report, and that this includes receiving the Financial Statement as per By-Law 2023-14 Schedule "A" and that these Financial Statements be submitted and interpreted to Council.

Leslie Dnyman

General Manager



PORT OF JOHNSTOWN ACTION ITEM

Committee: Port Management

Date: January 23, 2025

Department: Port of Johnstown

Topic: Masterfeeds Commercial Lease Renewal

Purpose: To authorize the execution of a renewal to a commercial business lease between the Township of Edwardsburgh Cardinal and Masterfeeds.

Background: The existing commercial business lease between the Township of Edwardsburgh Cardinal and Masterfeeds is set to expire in February 2025. This lease was developed in 2005, with an established term of March 1, 2005, to February 28, 2015, with a 10-year renewal option, which was requested, approved and executed.

The lease was amended in the summer of 2016 following a request from Masterfeeds to increase the square footage of the leased land area to accommodate the installation of a grounding grid as part of their electrical substation replacement project.

In mid-2024, the Outgoing POJ General Manager commenced discussions with Masterfeeds regarding a renewal to the commercial business lease. The draft lease agreement was updated to reflect new rent allocations for the duration of the term and remains largely unchanged from the original version, save and except for the addition of a security deposit requirement. The lease renewal being presented for Council consideration has been vetted by legal counsel.

Important Items to Note regarding the Lease:

- Term: March 1, 2025 – February 28, 2035
- Renewal Option: Additional term of ten (10) years, to February 28, 2045
- Rent is calculated based on cost per square footage area
- Rent schedule has been updated to reflect annual inflation adjustment
- Standard insurance, indemnification, property use clauses included
- Total leased area is 85,260 sq. ft.

Masterfeeds has been a leading research-based nutrition provider for animal agriculture since 1929, offering solutions that support optimal animal health and development. They are an important partner in the agricultural sector and play a pivotal role in elevating the agri-food sector. The relationship between the Port and Masterfeeds, spanning decades, has been positive, respectful and collaborative.

Separate and distinct from the lease provisions, in 2024, the Port allocated funds towards capital paving projects throughout various areas on the Port property. A request was made to Masterfeeds to consider paving a portion of their leased land given that the Port had intended to undertake paving in that same vicinity. Unfortunately, the request was made following the Masterfeeds budget cycle, therefore the request could not be accommodated. Various paving projects throughout the Port have since been postponed to 2025 or later, as such, staff will commit to working with Masterfeeds staff to ensure collaboration on future paving projects.

Policy Implications: Lease agreements of this nature must be authorized by Council.

Financial Considerations: All lease fees and payment schedules have been adjusted at the current rates to reflect the increased land. All other items in the lease are to remain intact for the term of the lease.

Recommendation: That the Port Management Committee recommend that Council approves the lease renewal identified as P-35, between the Township of Edwardsburgh Cardinal, Port of Johnstown and Masterfeeds Inc.



General Manager



PORT OF JOHNSTOWN ACTION ITEM

Committee: Port Management

Date: January 23, 2025

Department: Port of Johnstown

Topic: Pay Equity Plan

Purpose: To provide an update on the Pay Equity Plan review process and draft results.

Background: The Pay Equity Act (the Act) requires federally regulated employers with 10 or more employees to establish and maintain compensation practices that support pay equity, more specifically to ensure that the three (3) office positions held by women are receiving equal pay when compared to their male counterparts.

As a relatively small employer with both unionized and non-union employees, the POJ is legislatively required to create a pay equity plan within three years of becoming subject to the Act and then periodically update it every five years. The deadline to post the final version of the first pay equity plan was September 4, 2024. An extension to this deadline to ensure compliance by the POJ was requested.

Cornerstones Management Solutions Limited was retained by the POJ to support the review and plan development process. This consultant was sole sourced based on their previous work in developing the compensation strategy for the POJ and Township in 2013.

The Pay Equity Committee (the Committee) consisting of Chris Letts, Rhonda Code, Robert Dalley/Leslie Drynan, Employer HR Consultant Joanne Glaser, PSAC Union Rep Tawfik Said met on Monday, December 9th.

The work of the Committee included:

- Identification of the various job classes to determine their gender predominance.
- Establishing the value of work and compensation of each job class to compare the compensation received by predominantly male and female job classes; and
- Calculating any compensation increases that are needed to establish and maintain pay equity.

There is a requirement to post a draft of the pay equity plan in the workplace for 60 days. The draft Pay Equity Plan was posted, effective Wednesday, December 11, 2024. During this time, employees may provide written comments to the employer — or to the pay equity committee.

Two of the three female job classes require an increase in compensation under the Pay Equity Act. One position will be adjusted \$5.48 and the other by \$1.00.

The posting period for the draft plan will conclude on Monday, February 10, 2025. Provided no concerns are raised, the employer is obligated to post the final Pay Equity Plan and correct any pay equity gaps by increasing the compensation of employees in jobs that are not receiving equal pay for work of equal value. Increases in compensation are retroactive to the deadline (September 4, 2024) and payable in full the day after the final plan is posted.

Policy Implications: The Pay Equity Plan must be completed and maintained to ensure compliance with federal legislation.

Financial Considerations: Salary adjustments for the two female job classes impacted by the Pay Equity Plan equates to approximately \$9K (salary + pension contributions) and will be accommodated in the 2025 operating budget.

Recommendation: That the Port Management Committee recommend that the Council endorses the Port of Johnstown Pay Equity Plan.



General Manager

THAT Council of the Township of Edwardsburgh Cardinal approves payment of Port invoices circulated and numbered as follows:

- Withdrawals \$251,430.02

TOTAL \$251,430.02

- Batch 33 EFT'S \$21,701.89

- Batch 34 EFT'S \$2,619.62

- Batch 35 EFT'S \$24,003.82

- Batch 1 Cheques \$292,037.56

- Batch 2 EFT's \$517,341.90

TOTAL \$857,704.79

TOTAL OF DIRECT WITHDRAW & BATCH LISTINGS \$1,109,134.81

PORT OF JOHNSTOWN

Listing of Montly Direct withdrawl Payments for the Port of Johnstown - January 23, 2025

For approval by Council

	Month	Amount	Withdrawl Date
Payroll Taxes	Dec 16-31	\$27,956.17	06-Jan
Payroll Taxes	Jan 1-14	\$38,038.69	10-Jan
EHT	December	\$4,790.53	15-Jan
HST	December	\$84,657.25	29-Jan
SunLife	January	\$17,011.79	01-Jan
VISA - General Manager	December	\$4,396.21	10-Jan
VISA - Operations Manager - KS	December	\$2,311.88	17-Jan
VISA - Operations Manager - MM	December	\$1,104.52	17-Jan
VISA- Office Manager	December	\$2,251.76	17-Dec
Hydro One	Nov 1-Dec 1	\$58,935.14	22-Jan
Hydro One	Nov 6-Dec 4	\$219.01	20-Jan
Enbridge	Nov 16-Dec 18	\$3,971.05	09-Jan
Bell	December	\$519.08	09-Jan
Cogeco	December	\$169.44	17-Jan
WSIB	December	\$5,097.50	29-Jan
	Total	\$251,430.02	

A/P Batch Listing - Payment (APCBTCLZ)

From Batch Number [33] To [33]
 From Batch Date [12/12/2024] To [12/12/2024]
 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's

Batch No.: 33 Description: SYSTEM GENERATED PAYMENT BATCH Total Amount: 21,701.89
 Batch Date: 12/12/2024 Type: System Source Application: AP No. of Entries: 2
 Last Edited: 12/12/2024 Status: Open Bank: 01 No. of Checks Printed: 0

Entry No.: 1 System Generated Payment Document No.: PY000010530 Payment Amt.: 8,628.16

Transaction Type: Payment Payment Date: 12/13/2024 Posting Date: 12/13/2024 Year - Period: 2024 - 12
 Vendor: BFLO01 BFL CANADA Account Set: TRADE
 Payment Code: EFT Payment Type: Other Extra insurance on new dryer

Document No.	Sched. No.	Adj. No.	Adj. Reference	Adj. Description	Adjustment	Discount	Tax Withheld	Amount
789751					0.00	0.00	0.00	8,628.16
Total :					0.00	0.00	0.00	8,628.16

Entry No.: 2 System Generated Payment Document No.: PY000010531 Payment Amt.: 13,073.73

Transaction Type: Payment Payment Date: 12/13/2024 Posting Date: 12/13/2024 Year - Period: 2024 - 12
 Vendor: CGRC01 RECEIVER GENERAL FOR CANADA Account Set: TRADE
 Payment Code: EFT Payment Type: Other Grading on vessels, billed back to broker

Document No.	Sched. No.	Adj. No.	Adj. Reference	Adj. Description	Adjustment	Discount	Tax Withheld	Amount
90312205					0.00	0.00	0.00	13,073.73
Total :					0.00	0.00	0.00	13,073.73

— Batch Summary —

	Invoice	Adjustment	Discount	Payment	Advance Credit	Bank Amount
Total for Batch 33:	0.00	0.00	0.00	21,701.89	0.00	21,701.89

2 entries printed

A/P Batch Listing - Payment (APCBTCLZ)

From Batch Number [34] To [34]
 From Batch Date [12/12/2024] To [12/12/2024]
 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's

Batch No.: 34 Description: SYSTEM GENERATED PAYMENT BATCH Total Amount: 2,619.62
 Batch Date: 12/12/2024 Type: System Source Application: AP No. of Entries: 1
 Last Edited: 12/12/2024 Status: Open Bank: 01 No. of Checks Printed: 0

Entry No.: 1 System Generated Payment Document No.: PY000010532 Payment Amt.: 2,619.62

Transaction Type: Payment Payment Date: 12/13/2024 Posting Date: 12/13/2024 Year - Period: 2024 - 12
 Vendor: SKSL01 SKS Law LLP Account Set: TRADE
 Payment Code: EFT Payment Type: Other Lawyer Fees

Document No.	Sched. No.	Adj. No.	Adj. Reference	Adj. Description	Adjustment	Discount	Tax Withheld	Amount
49274					0.00	0.00	0.00	1,636.52
49275					0.00	0.00	0.00	983.10
Total :					0.00	0.00	0.00	2,619.62

--- Batch Summary ---

	Invoice	Adjustment	Discount	Payment	Advance Credit	Bank Amount
Total for Batch 34:	0.00	0.00	0.00	2,619.62	0.00	2,619.62

1 entry printed
 1 batch printed

A/P Batch Listing - Payment (APCBTCLZ)

From Batch Number [35] To [35]
 From Batch Date [12/20/2024] To [12/20/2024]
 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

Batch No.: 35 Description: SYSTEM GENERATED PAYMENT BATCH Total Amount: 24,003.82
 Batch Date: 12/20/2024 Type: System Source Application: AP No. of Entries: 1
 Last Edited: 12/20/2024 Status: Open Bank: 01 No. of Checks Printed: 0

Entry No.: 1 System Generated Payment Document No.: PY000010533 Payment Amt.: 24,003.82

Transaction Type: Payment Payment Date: 12/20/2024 Posting Date: 12/20/2024 Year - Period: 2024 - 12
 Vendor: FIRM01 FIRM BUILDING SOLUTIONS Account Set: TRADE Final payment on upgrading garage - Capital
 Payment Code: EFT Payment Type: Other

Document No.	Sched. No.	Adj. No.	Adj. Reference	Adj. Description	Adjustment	Discount	Tax Withheld	Amount
565					0.00	0.00	0.00	10,380.21
566					0.00	0.00	0.00	2,470.51
567					0.00	0.00	0.00	8,701.00
568					0.00	0.00	0.00	1,356.00
569					0.00	0.00	0.00	1,096.10
Total :					0.00	0.00	0.00	24,003.82

--- Batch Summary ---

	Invoice	Adjustment	Discount	Payment	Advance Credit	Bank Amount
Total for Batch 35:	0.00	0.00	0.00	24,003.82	0.00	24,003.82

1 entry printed
 1 batch printed

A/P Batch Listing - Payment (APCBTCLZ)

From Batch Number [1] To [1]
 From Batch Date [01/20/2025] To [01/20/2025]
 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.: 1 Description: SYSTEM GENERATED PAYMENT BATCH Total Amount: 292,037.56
 Batch Date: 01/20/2025 Type: System Source Application: AP No. of Entries: 13
 Last Edited: 01/20/2025 Status: Open Bank: 01 No. of Checks Printed: 0

Entry No.: 1 System Generated Payment Document No.: PY000010534 Payment Amt.: 421.03

Transaction Type: Payment Payment Date: 01/23/2025 Posting Date: 01/23/2025 Year - Period: 2025 - 01
 Vendor: BOBC01 Bobcat of Ottawa Valley Account Set: TRADE
 Payment Code: CHECK Payment Type: Check Check No.: 0 SUPPLIES FOR BOBCATS

Document No.	Sched. No.	Adj. No.	Adj. Reference	Adj. Description	Adjustment	Discount	Tax Withheld	Amount
03-35056					0.00	0.00	0.00	347.15
03-35316					0.00	0.00	0.00	73.88
Total :					0.00	0.00	0.00	421.03

Entry No.: 2 System Generated Payment Document No.: PY000010535 Payment Amt.: 344.92

Transaction Type: Payment Payment Date: 01/23/2025 Posting Date: 01/23/2025 Year - Period: 2025 - 01
 Vendor: CHES01 THE CHESTERVILLE RECORD Account Set: TRADE
 Payment Code: CHECK Payment Type: Check Check No.: 0 JAN ADVERTISING

Document No.	Sched. No.	Adj. No.	Adj. Reference	Adj. Description	Adjustment	Discount	Tax Withheld	Amount
38510					0.00	0.00	0.00	344.92
Total :					0.00	0.00	0.00	344.92

Entry No.: 3 System Generated Payment Document No.: PY000010536 Payment Amt.: 133.34

Transaction Type: Payment Payment Date: 01/23/2025 Posting Date: 01/23/2025 Year - Period: 2025 - 01
 Vendor: COLE02 COLE SOLUTIONS Account Set: TRADE
 Payment Code: CHECK Payment Type: Check Check No.: 0 WEBSITE HOSTING

A/P Batch Listing - Payment (APCBTCLZ)

Document No.	Sched. No.	Adj. No.	Adj. Reference	Adj. Description	Adjustment	Discount	Tax Withheld	Amount
3167					0.00	0.00	0.00	133.34
Total :					0.00	0.00	0.00	133.34

Entry No.: 4 System Generated Payment **Document No.:** PY000010537 **Payment Amt.:** 75.00
Transaction Type: Payment **Payment Date:** 01/23/2025 **Posting Date:** 01/23/2025 **Year - Period:** 2025 - 01
Vendor: DUND04 DUNDAS SOIL & CROP IMPROVEMENT ASSC **Account Set:** TRADE
Payment Code: CHECK **Payment Type:** Check **Check No.:** 0 **2025 MEMBERSHIP**

Document No.	Sched. No.	Adj. No.	Adj. Reference	Adj. Description	Adjustment	Discount	Tax Withheld	Amount
2025 MEMBERSHIP					0.00	0.00	0.00	75.00
Total :					0.00	0.00	0.00	75.00

Entry No.: 5 System Generated Payment **Document No.:** PY000010538 **Payment Amt.:** 1,356.00
Transaction Type: Payment **Payment Date:** 01/23/2025 **Posting Date:** 01/23/2025 **Year - Period:** 2025 - 01
Vendor: EXCE02 EXCELLANCE IN MANUFACTURING CONSOFA **Account Set:** TRADE
Payment Code: CHECK **Payment Type:** Check **Check No.:** 0 **2025 MEMBERSHIP**

Document No.	Sched. No.	Adj. No.	Adj. Reference	Adj. Description	Adjustment	Discount	Tax Withheld	Amount
25695					0.00	0.00	0.00	1,356.00
Total :					0.00	0.00	0.00	1,356.00

Entry No.: 6 System Generated Payment **Document No.:** PY000010539 **Payment Amt.:** 300.00
Transaction Type: Payment **Payment Date:** 01/23/2025 **Posting Date:** 01/23/2025 **Year - Period:** 2025 - 01
Vendor: GREN06 GRENVILLE FEDERATION OF AGRICULTURE **Account Set:** TRADE
Payment Code: CHECK **Payment Type:** Check **Check No.:** 0 **2025 SPONSORSHIP**

Document No.	Sched. No.	Adj. No.	Adj. Reference	Adj. Description	Adjustment	Discount	Tax Withheld	Amount
2025 DONATION					0.00	0.00	0.00	300.00
Total :					0.00	0.00	0.00	300.00

Entry No.: 7 System Generated Payment **Document No.:** PY000010540 **Payment Amt.:** 9,941.74
Transaction Type: Payment **Payment Date:** 01/23/2025 **Posting Date:** 01/23/2025 **Year - Period:** 2025 - 01
Vendor: LAKN01 L.A. KNAPP CONSTRUCTION **Account Set:** TRADE
Payment Code: CHECK **Payment Type:** Check **Check No.:** 0 **INTENDED CAPITAL PROJECT - WATERMAIN THIS PORTION NEEDED IMMEDIATE ATTENTION**

A/P Batch Listing - Payment (APCBTCLZ)

Document No.	Sched. No.	Adj. No.	Adj. Reference	Adj. Description	Adjustment	Discount	Tax Withheld	Amount
2966					0.00	0.00	0.00	9,941.74
Total :					0.00	0.00	0.00	9,941.74

Entry No.: 8 System Generated Payment **Document No.:** PY000010541 **Payment Amt.:** 632.80
Transaction Type: Payment **Payment Date:** 01/23/2025 **Posting Date:** 01/23/2025 **Year - Period:** 2025 - 01
Vendor: LLOY02 LLOYD MCMILLAN EQUIPMENT LTD. **Account Set:** TRADE **RECEIVING AREA PROJECT - 2024 CAPITAL**
Payment Code: CHECK **Payment Type:** Check **Check No.:** 0

Document No.	Sched. No.	Adj. No.	Adj. Reference	Adj. Description	Adjustment	Discount	Tax Withheld	Amount
40839					0.00	0.00	0.00	632.80
Total :					0.00	0.00	0.00	632.80

Entry No.: 9 System Generated Payment **Document No.:** PY000010542 **Payment Amt.:** 19,000.00
Transaction Type: Payment **Payment Date:** 01/23/2025 **Posting Date:** 01/23/2025 **Year - Period:** 2025 - 01
Vendor: NEWG01 NEWGATE 180 **Account Set:** TRADE **EMPLOYEE ASSISTANCE**
Payment Code: CHECK **Payment Type:** Check **Check No.:** 0

Document No.	Sched. No.	Adj. No.	Adj. Reference	Adj. Description	Adjustment	Discount	Tax Withheld	Amount
2025 INTAKE PROGRAM					0.00	0.00	0.00	19,000.00
Total :					0.00	0.00	0.00	19,000.00

Entry No.: 10 System Generated Payment **Document No.:** PY000010543 **Payment Amt.:** 252,504.98
Transaction Type: Payment **Payment Date:** 01/23/2025 **Posting Date:** 01/23/2025 **Year - Period:** 2025 - 01
Vendor: RDST01 R.D. STEELE CONSTRUCTION (1979) LTD. **Account Set:** TRADE **RECEIVING AREA - 2024 CAPITAL**
Reference: 8824
Payment Code: CHECK **Payment Type:** Check **Check No.:** 0

Document No.	Sched. No.	Adj. No.	Adj. Reference	Adj. Description	Adjustment	Discount	Tax Withheld	Amount
8824					0.00	0.00	0.00	252,504.98
Total :					0.00	0.00	0.00	252,504.98

Entry No.: 11 System Generated Payment **Document No.:** PY000010544 **Payment Amt.:** 5,452.84
Transaction Type: Payment **Payment Date:** 01/23/2025 **Posting Date:** 01/23/2025 **Year - Period:** 2025 - 01

A/P Batch Listing - Payment (APCBTCLZ)

Vendor: RIVE05 RIVERSIDE BODY SHOP Account Set: TRADE REPAIR TO DAMAGED TRUCK - 2024
 Payment Code: CHECK Payment Type: Check Check No.: 0

Document No.	Sched. No.	Adj. No.	Adj. Reference	Adj. Description	Adjustment	Discount	Tax Withheld	Amount
22452					0.00	0.00	0.00	5,452.84
Total :					0.00	0.00	0.00	5,452.84

Entry No.: 12 System Generated Payment Document No.: PY000010545 Payment Amt.: 66.91
 Transaction Type: Payment Payment Date: 01/23/2025 Posting Date: 01/23/2025 Year - Period: 2025 - 01
 Vendor: STRA01 STRADER-FERRIS INTERNATIONAL Account Set: TRADE CUSTOMS SERVICES - 2024
 Payment Code: CHECK Payment Type: Check Check No.: 0

Document No.	Sched. No.	Adj. No.	Adj. Reference	Adj. Description	Adjustment	Discount	Tax Withheld	Amount
3-0230941					0.00	0.00	0.00	66.91
Total :					0.00	0.00	0.00	66.91

Entry No.: 13 System Generated Payment Document No.: PY000010546 Payment Amt.: 1,808.00
 Transaction Type: Payment Payment Date: 01/23/2025 Posting Date: 01/23/2025 Year - Period: 2025 - 01
 Vendor: VENT01 VENTNOR EXCAVATING & CUSTOM WORK Account Set: TRADE DUST REMOVAL - 2024
 Payment Code: CHECK Payment Type: Check Check No.: 0

Document No.	Sched. No.	Adj. No.	Adj. Reference	Adj. Description	Adjustment	Discount	Tax Withheld	Amount
25011					0.00	0.00	0.00	1,808.00
Total :					0.00	0.00	0.00	1,808.00

— Batch Summary —

	Invoice	Adjustment	Discount	Payment	Advance Credit	Bank Amount
Total for Batch 1:	0.00	0.00	0.00	292,037.56	0.00	292,037.56

13 entries printed
 1 batch printed

A/P Batch Listing - Payment (APCBTCLZ)

From Batch Number [2] To [2]
 From Batch Date [01/20/2025] To [01/20/2025]
 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'S

Batch No.: 2 Description: SYSTEM GENERATED PAYMENT BATCH Total Amount: 517,341.90
 Batch Date: 01/20/2025 Type: System Source Application: AP No. of Entries: 49
 Last Edited: 01/20/2025 Status: Open Bank: 01 No. of Checks Printed: 0

Entry No.: 1 System Generated Payment Document No.: PY000010547 Payment Amt.: 401.13

Transaction Type: Payment Payment Date: 01/24/2025 Posting Date: 01/24/2025 Year - Period: 2025 - 01
 Vendor: ACKL01 ACKLANDS- GRAINGER INC Account Set: TRADE VARIOUS ELECTRICAL & MAINT SUPPLIES, MOST FROM 2024
 Payment Code: EFT Payment Type: Other

Document No.	Sched. No.	Adj. No.	Adj. Reference	Adj. Description	Adjustment	Discount	Tax Withheld	Amount
9339551302					0.00	0.00	0.00	115.08
9339551310					0.00	0.00	0.00	54.09
9345883384					0.00	0.00	0.00	57.52
9373465575					0.00	0.00	0.00	154.70
9376867074					0.00	0.00	0.00	19.74
Total :					0.00	0.00	0.00	401.13

Entry No.: 2 System Generated Payment Document No.: PY000010548 Payment Amt.: 1,988.80

Transaction Type: Payment Payment Date: 01/24/2025 Posting Date: 01/24/2025 Year - Period: 2025 - 01
 Vendor: AERO01 AEROTEK ULC Account Set: TRADE HR SERVICES - CASUAL - 2024
 Payment Code: EFT Payment Type: Other

Document No.	Sched. No.	Adj. No.	Adj. Reference	Adj. Description	Adjustment	Discount	Tax Withheld	Amount
OC17424472					0.00	0.00	0.00	289.28
OC17435810					0.00	0.00	0.00	289.28
OC17447097					0.00	0.00	0.00	325.44
OC17458014					0.00	0.00	0.00	361.60
OC17467200					0.00	0.00	0.00	361.60
OC17477397					0.00	0.00	0.00	361.60

A/P Batch Listing - Payment (APCBTCLZ)

Total : 0.00 0.00 0.00 1,988.80

Entry No.: 3 System Generated Payment Document No.: PY000010549 Payment Amt.: 151.70

Transaction Type: Payment Payment Date: 01/24/2025 Posting Date: 01/24/2025 Year - Period: 2025 - 01
 Vendor: AJPR01 AJ Printing and Copy Account Set: TRADE OFFICE SUPPLIES
 Payment Code: EFT Payment Type: Other

Document No.	Sched. No.	Adj. No.	Adj. Reference	Adj. Description	Adjustment	Discount	Tax Withheld	Amount
24804					0.00	0.00	0.00	151.70
Total :					0.00	0.00	0.00	151.70

Entry No.: 4 System Generated Payment Document No.: PY000010550 Payment Amt.: 1,157.12

Transaction Type: Payment Payment Date: 01/24/2025 Posting Date: 01/24/2025 Year - Period: 2025 - 01
 Vendor: ASSO01 THE ASSOCIATION OF CANADIAN PORT AUT Account Set: TRADE 2025 MEMBERSHIP
 Payment Code: EFT Payment Type: Other

Document No.	Sched. No.	Adj. No.	Adj. Reference	Adj. Description	Adjustment	Discount	Tax Withheld	Amount
MRC2446					0.00	0.00	0.00	1,157.12
Total :					0.00	0.00	0.00	1,157.12

Entry No.: 5 System Generated Payment Document No.: PY000010551 Payment Amt.: 942.59

Transaction Type: Payment Payment Date: 01/24/2025 Posting Date: 01/24/2025 Year - Period: 2025 - 01
 Vendor: BIRD01 BIRD RICHARD Account Set: TRADE LAWYER FEES - 2024
 Payment Code: EFT Payment Type: Other

Document No.	Sched. No.	Adj. No.	Adj. Reference	Adj. Description	Adjustment	Discount	Tax Withheld	Amount
13699					0.00	0.00	0.00	506.47
13746					0.00	0.00	0.00	436.12
Total :					0.00	0.00	0.00	942.59

Entry No.: 6 System Generated Payment Document No.: PY000010552 Payment Amt.: 65.95

Transaction Type: Payment Payment Date: 01/24/2025 Posting Date: 01/24/2025 Year - Period: 2025 - 01
 Vendor: CGRC01 RECEIVER GENERAL FOR CANADA Account Set: TRADE OUSTANDING INTEREST
 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
1825000248					0.00	0.00	0.00	65.95
Total :					0.00	0.00	0.00	65.95

Entry No.: 7 System Generated Payment **Document No.:** PY000010553 **Payment Amt.:** 1,141.30
Transaction Type: Payment **Payment Date:** 01/24/2025 **Posting Date:** 01/24/2025 **Year - Period:** 2025 - 01
Vendor: CLAR02 CLARKE CLEANING SERVICE **Account Set:** TRADE **DEC HOUSKEEPING**
Payment Code: EFT **Payment Type:** Other

Document No.	Sched. No.	Adj. No.	Adj. Reference	Adj. Description	Adjustment	Discount	Tax Withheld	Amount
2353					0.00	0.00	0.00	1,141.30
Total :					0.00	0.00	0.00	1,141.30

Entry No.: 8 System Generated Payment **Document No.:** PY000010554 **Payment Amt.:** 11,226.78
Transaction Type: Payment **Payment Date:** 01/24/2025 **Posting Date:** 01/24/2025 **Year - Period:** 2025 - 01
Vendor: CORN04 CORNERSTONES MANAGEMENT SOLUTION **Account Set:** TRADE **PAY EQUITY - 2024**
Payment Code: EFT **Payment Type:** Other

Document No.	Sched. No.	Adj. No.	Adj. Reference	Adj. Description	Adjustment	Discount	Tax Withheld	Amount
12736					0.00	0.00	0.00	6,669.94
12750					0.00	0.00	0.00	4,556.84
Total :					0.00	0.00	0.00	11,226.78

Entry No.: 9 System Generated Payment **Document No.:** PY000010555 **Payment Amt.:** 389.85
Transaction Type: Payment **Payment Date:** 01/24/2025 **Posting Date:** 01/24/2025 **Year - Period:** 2025 - 01
Vendor: CORN05 CORNWALL GLASS CO LTD. **Account Set:** TRADE **STEEL DOORS - 2024**
Payment Code: EFT **Payment Type:** Other

Document No.	Sched. No.	Adj. No.	Adj. Reference	Adj. Description	Adjustment	Discount	Tax Withheld	Amount
97913					0.00	0.00	0.00	389.85
Total :					0.00	0.00	0.00	389.85

Entry No.: 10 System Generated Payment **Document No.:** PY000010556 **Payment Amt.:** 320.66
Transaction Type: Payment **Payment Date:** 01/24/2025 **Posting Date:** 01/24/2025 **Year - Period:** 2025 - 01
Vendor: CULL01 CULLIGAN OF OTTAWA **Account Set:** TRADE **BOTTLED WATER JUGS - 2024**

A/P Batch Listing - Payment (APCBTCLZ)

Payment Code: EFT Payment Type: Other

Document No.	Sched. No.	Adj. No.	Adj. Reference	Adj. Description	Adjustment	Discount	Tax Withheld	Amount
44016TN					0.00	0.00	0.00	137.47
53798TN					0.00	0.00	0.00	93.72
64021TO					0.00	0.00	0.00	89.47
Total :					0.00	0.00	0.00	320.66

Entry No.: 11 System Generated Payment Document No.: PY000010557 Payment Amt.: 1,779.18

Transaction Type: Payment Payment Date: 01/24/2025 Posting Date: 01/24/2025 Year - Period: 2025 - 01
 Vendor: DALT01 DALTCO A DIVISION OF IDEAL SUPPLY Account Set: TRADE
 Payment Code: EFT Payment Type: Other

RECEIVING AREA - 2024 CAPITAL
 UPGRADE TO GARAGE - 2024 CAPITAL

Document No.	Sched. No.	Adj. No.	Adj. Reference	Adj. Description	Adjustment	Discount	Tax Withheld	Amount
1085573					0.00	0.00	0.00	520.03
1527681					0.00	0.00	0.00	445.38
1529021					0.00	0.00	0.00	725.29
1529931					0.00	0.00	0.00	88.48
Total :					0.00	0.00	0.00	1,779.18

Entry No.: 12 System Generated Payment Document No.: PY000010558 Payment Amt.: 47.48

Transaction Type: Payment Payment Date: 01/24/2025 Posting Date: 01/24/2025 Year - Period: 2025 - 01
 Vendor: DRIV01 DRIVERCHECK, INC Account Set: TRADE
 Payment Code: EFT Payment Type: Other

DEC & JAN MONTHLY MEMBERSHIP

Document No.	Sched. No.	Adj. No.	Adj. Reference	Adj. Description	Adjustment	Discount	Tax Withheld	Amount
PORT09-1779689					0.00	0.00	0.00	23.74
PORT09-1785092					0.00	0.00	0.00	23.74
Total :					0.00	0.00	0.00	47.48

Entry No.: 13 System Generated Payment Document No.: PY000010559 Payment Amt.: 230,359.52

Transaction Type: Payment Payment Date: 01/24/2025 Posting Date: 01/24/2025 Year - Period: 2025 - 01
 Vendor: EARL01 EARL HORST SYSTEMS LTD. Account Set: TRADE
 Payment Code: EFT Payment Type: Other

RECEIVING AREA - 2024 CAPITAL
 BIN TEMP SENSORS - 2024

A/P Batch Listing - Payment (APCBTCLZ)

Entry No.: 17 System Generated Payment Document No.: PY000010563 Payment Amt.: 119.71

Transaction Type: Payment Payment Date: 01/24/2025 Posting Date: 01/24/2025 Year - Period: 2025 - 01
 Vendor: FUTU02 FUTURE OFFICE PRODUCTS Account Set: TRADE
 Payment Code: EFT Payment Type: Other **COPIER CONTRACT - 2024**

Document No.	Sched. No.	Adj. No.	Adj. Reference	Adj. Description	Adjustment	Discount	Tax Withheld	Amount
FOP229854					0.00	0.00	0.00	119.71
Total :					0.00	0.00	0.00	119.71

Entry No.: 18 System Generated Payment Document No.: PY000010564 Payment Amt.: 24,614.79

Transaction Type: Payment Payment Date: 01/24/2025 Posting Date: 01/24/2025 Year - Period: 2025 - 01
 Vendor: GIJC01 GIJ CONTRACTING Account Set: TRADE
 Payment Code: EFT Payment Type: Other **COVERED STORAGE - 2024 CAPITAL**

Document No.	Sched. No.	Adj. No.	Adj. Reference	Adj. Description	Adjustment	Discount	Tax Withheld	Amount
108-24					0.00	0.00	0.00	7,435.40
109-24					0.00	0.00	0.00	4,960.70
116-24					0.00	0.00	0.00	12,218.69
Total :					0.00	0.00	0.00	24,614.79

Entry No.: 19 System Generated Payment Document No.: PY000010565 Payment Amt.: 1,723.25

Transaction Type: Payment Payment Date: 01/24/2025 Posting Date: 01/24/2025 Year - Period: 2025 - 01
 Vendor: GTRS01 GTR SCALES LTD. Account Set: TRADE
 Payment Code: EFT Payment Type: Other **CALIBRATE SCALES, SERVICE TO SCALES - 2024**

Document No.	Sched. No.	Adj. No.	Adj. Reference	Adj. Description	Adjustment	Discount	Tax Withheld	Amount
241204POJ					0.00	0.00	0.00	819.25
241204POJ2					0.00	0.00	0.00	904.00
Total :					0.00	0.00	0.00	1,723.25

Entry No.: 20 System Generated Payment Document No.: PY000010566 Payment Amt.: 1,448.52

Transaction Type: Payment Payment Date: 01/24/2025 Posting Date: 01/24/2025 Year - Period: 2025 - 01
 Vendor: HOUS02 S. HOUSEMAN & ASSOCIATES Account Set: TRADE
 Payment Code: EFT Payment Type: Other **ENG. ON CAPITAL PROJECTS - 2024**

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)

Vendor: JOHN02 JOHN WILSON ELECTRIC (FORDWICH) LIMIT Account Set: TRADE ELECTRICAL SUPPLIES - 2024
 Payment Code: EFT Payment Type: Other

Document No.	Sched. No.	Adj. No.	Adj. Reference	Adj. Description	Adjustment	Discount	Tax Withheld	Amount
0000402019					0.00	0.00	0.00	353.69
0000402020					0.00	0.00	0.00	5,079.35
Total :					0.00	0.00	0.00	5,433.04

Entry No.: 25 System Generated Payment Document No.: PY000010571 Payment Amt.: 339.00

Transaction Type: Payment Payment Date: 01/24/2025 Posting Date: 01/24/2025 Year - Period: 2025 - 01
 Vendor: JONE01 JONES RAIL INDUSTRIES LTD. Account Set: TRADE MONTHLY TRACK MAINT. - 2024
 Payment Code: EFT Payment Type: Other

Document No.	Sched. No.	Adj. No.	Adj. Reference	Adj. Description	Adjustment	Discount	Tax Withheld	Amount
4661					0.00	0.00	0.00	169.50
4678					0.00	0.00	0.00	169.50
Total :					0.00	0.00	0.00	339.00

Entry No.: 26 System Generated Payment Document No.: PY000010572 Payment Amt.: 134,797.70

Transaction Type: Payment Payment Date: 01/24/2025 Posting Date: 01/24/2025 Year - Period: 2025 - 01
 Vendor: JPBF01 JPB FABRICATION SERVICES (2019) INC. Account Set: TRADE VARIOUS CAPITAL PROJECT - 2024
 Payment Code: EFT Payment Type: Other

Document No.	Sched. No.	Adj. No.	Adj. Reference	Adj. Description	Adjustment	Discount	Tax Withheld	Amount
4555					0.00	0.00	0.00	30,069.30
4565					0.00	0.00	0.00	32,702.20
4566					0.00	0.00	0.00	25,357.20
5006					0.00	0.00	0.00	18,701.50
5044					0.00	0.00	0.00	27,967.50
Total :					0.00	0.00	0.00	134,797.70

Entry No.: 27 System Generated Payment Document No.: PY000010573 Payment Amt.: 1,489.96

Transaction Type: Payment Payment Date: 01/24/2025 Posting Date: 01/24/2025 Year - Period: 2025 - 01
 Vendor: LEVA01 LEVAC SUPPLY LIMITED Account Set: TRADE MAINT SUPPLIES - 2024
 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
1371204					0.00	0.00	0.00	330.27
1371525					0.00	0.00	0.00	330.27
1372140					0.00	0.00	0.00	829.42
Total :					0.00	0.00	0.00	1,489.96

Entry No.: 28 System Generated Payment **Document No.:** PY000010574 **Payment Amt.:** 759.36

Transaction Type: Payment **Payment Date:** 01/24/2025 **Posting Date:** 01/24/2025 **Year - Period:** 2025 - 01

Vendor: LIME01 LIMERICK ENVIRONMENTAL SERVICES LTD. **Account Set:** TRADE **WASTE GRAIN REMOVAL**

Payment Code: EFT **Payment Type:** Other

Document No.	Sched. No.	Adj. No.	Adj. Reference	Adj. Description	Adjustment	Discount	Tax Withheld	Amount
2024-3438					0.00	0.00	0.00	759.36
Total :					0.00	0.00	0.00	759.36

Entry No.: 29 System Generated Payment **Document No.:** PY000010575 **Payment Amt.:** 3,107.50

Transaction Type: Payment **Payment Date:** 01/24/2025 **Posting Date:** 01/24/2025 **Year - Period:** 2025 - 01

Vendor: LVCO01 L.V. CONTROL MANUFACTURING LIMITED **Account Set:** TRADE **2025 ANNUAL MAINT ON SCALE PROGRAM**

Payment Code: EFT **Payment Type:** Other

Document No.	Sched. No.	Adj. No.	Adj. Reference	Adj. Description	Adjustment	Discount	Tax Withheld	Amount
0000050574					0.00	0.00	0.00	3,107.50
Total :					0.00	0.00	0.00	3,107.50

Entry No.: 30 System Generated Payment **Document No.:** PY000010576 **Payment Amt.:** 1,156.32

Transaction Type: Payment **Payment Date:** 01/24/2025 **Posting Date:** 01/24/2025 **Year - Period:** 2025 - 01

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
75927					0.00	0.00	0.00	1,156.32
Total :					0.00	0.00	0.00	1,156.32

Entry No.: 31 System Generated Payment **Document No.:** PY000010577 **Payment Amt.:** 3,333.50

Transaction Type: Payment **Payment Date:** 01/24/2025 **Posting Date:** 01/24/2025 **Year - Period:** 2025 - 01

A/P Batch Listing - Payment (APCBTCLZ)

Vendor: MARI02 Maritime Magazine Account Set: TRADE 2025 ADVERTISING
 Payment Code: EFT Payment Type: Other

Document No.	Sched. No.	Adj. No.	Adj. Reference	Adj. Description	Adjustment	Discount	Tax Withheld	Amount
MM-25-0138					0.00	0.00	0.00	3,333.50
Total :					0.00	0.00	0.00	3,333.50

Entry No.: 32 System Generated Payment Document No.: PY000010578 Payment Amt.: 11,300.00

Transaction Type: Payment Payment Date: 01/24/2025 Posting Date: 01/24/2025 Year - Period: 2025 - 01
 Vendor: MNP001 MNP LLP Account Set: TRADE 1ST INSTALL ON 2024 AUDIT FEES
 Payment Code: EFT Payment Type: Other

Document No.	Sched. No.	Adj. No.	Adj. Reference	Adj. Description	Adjustment	Discount	Tax Withheld	Amount
12049466					0.00	0.00	0.00	11,300.00
Total :					0.00	0.00	0.00	11,300.00

Entry No.: 33 System Generated Payment Document No.: PY000010579 Payment Amt.: 1,084.75

Transaction Type: Payment Payment Date: 01/24/2025 Posting Date: 01/24/2025 Year - Period: 2025 - 01
 Vendor: MOTI01 MOTION INDUSTRIES, INC. Account Set: TRADE AUTOMATIC LUBRICATORS - 2024 CAPITAL MAINT SUPPLIES - 2024
 Payment Code: EFT Payment Type: Other

Document No.	Sched. No.	Adj. No.	Adj. Reference	Adj. Description	Adjustment	Discount	Tax Withheld	Amount
ON17-00398997					0.00	0.00	0.00	380.88
ON17-00399050					0.00	0.00	0.00	323.93
ON17-00399483					0.00	0.00	0.00	334.92
ON17-00399484					0.00	0.00	0.00	45.02
Total :					0.00	0.00	0.00	1,084.75

Entry No.: 34 System Generated Payment Document No.: PY000010580 Payment Amt.: 33,998.90

Transaction Type: Payment Payment Date: 01/24/2025 Posting Date: 01/24/2025 Year - Period: 2025 - 01
 Vendor: OMER01 OMERS Account Set: TRADE DECEMBER EMPLOYEE PENSION
 Payment Code: EFT Payment Type: Other

Document No.	Sched. No.	Adj. No.	Adj. Reference	Adj. Description	Adjustment	Discount	Tax Withheld	Amount
DEC/24 PENSION					0.00	0.00	0.00	33,998.90

A/P Batch Listing - Payment (APCBTCLZ)

Total : 0.00 0.00 0.00 33,998.90

Entry No.: 35 System Generated Payment Document No.: PY000010581 Payment Amt.: 3,606.60

Transaction Type: Payment Payment Date: 01/24/2025 Posting Date: 01/24/2025 Year - Period: 2025 - 01
 Vendor: ONSE01 ONSERVE Account Set: TRADE
 Payment Code: EFT Payment Type: Other

GM LAPTOP, GF PRINTER - 2024
 IT NETWORK MONITORING -
 JAN

Document No.	Sched. No.	Adj. No.	Adj. Reference	Adj. Description	Adjustment	Discount	Tax Withheld	Amount
68247					0.00	0.00	0.00	659.97
68319					0.00	0.00	0.00	1,862.81
68359					0.00	0.00	0.00	230.52
68431					0.00	0.00	0.00	853.30
Total :					0.00	0.00	0.00	3,606.60

Entry No.: 36 System Generated Payment Document No.: PY000010582 Payment Amt.: 1,925.26

Transaction Type: Payment Payment Date: 01/24/2025 Posting Date: 01/24/2025 Year - Period: 2025 - 01
 Vendor: PSAC01 PUBLIC SERV. ALLIANCE OF CAN. Account Set: TRADE
 Payment Code: EFT Payment Type: Other

DEC UNION DUES

Document No.	Sched. No.	Adj. No.	Adj. Reference	Adj. Description	Adjustment	Discount	Tax Withheld	Amount
DEC/24 DUES					0.00	0.00	0.00	1,925.26
Total :					0.00	0.00	0.00	1,925.26

Entry No.: 37 System Generated Payment Document No.: PY000010583 Payment Amt.: 57.17

Transaction Type: Payment Payment Date: 01/24/2025 Posting Date: 01/24/2025 Year - Period: 2025 - 01
 Vendor: PURO01 PUROLATOR COURIER LTD. Account Set: TRADE
 Payment Code: EFT Payment Type: Other

SHIPPING SERVICES - CAPITAL

Document No.	Sched. No.	Adj. No.	Adj. Reference	Adj. Description	Adjustment	Discount	Tax Withheld	Amount
515099867					0.00	0.00	0.00	17.57
580109572					0.00	0.00	0.00	39.60
Total :					0.00	0.00	0.00	57.17

Entry No.: 38 System Generated Payment Document No.: PY000010584 Payment Amt.: 1,700.37

Transaction Type: Payment Payment Date: 01/24/2025 Posting Date: 01/24/2025 Year - Period: 2025 - 01
 Vendor: ROME01 ROMER LABS CANADA Account Set: TRADE

LAB TESTING SUPPLIES - 2024

A/P Batch Listing - Payment (APCBTCLZ)

Payment Code: EFT Payment Type: Other

Document No.	Sched. No.	Adj. No.	Adj. Reference	Adj. Description	Adjustment	Discount	Tax Withheld	Amount
9920005566					0.00	0.00	0.00	1,700.37
Total :					0.00	0.00	0.00	1,700.37

Entry No.: 39 System Generated Payment Document No.: PY000010585 Payment Amt.: 634.04
 Transaction Type: Payment Payment Date: 01/24/2025 Posting Date: 01/24/2025 Year - Period: 2025 - 01
 Vendor: SANI01 SANI-SOL INC. Account Set: TRADE
 Payment Code: EFT Payment Type: Other HOUSEKEEPING SUPPL.IES - 2024

Document No.	Sched. No.	Adj. No.	Adj. Reference	Adj. Description	Adjustment	Discount	Tax Withheld	Amount
559999					0.00	0.00	0.00	634.04
Total :					0.00	0.00	0.00	634.04

Entry No.: 40 System Generated Payment Document No.: PY000010586 Payment Amt.: 1,407.63
 Transaction Type: Payment Payment Date: 01/24/2025 Posting Date: 01/24/2025 Year - Period: 2025 - 01
 Vendor: SGSE01 SGS ELEVATORS Account Set: TRADE
 Payment Code: EFT Payment Type: Other MONTH ELEVATOR MAINT. - JAN

Document No.	Sched. No.	Adj. No.	Adj. Reference	Adj. Description	Adjustment	Discount	Tax Withheld	Amount
110575					0.00	0.00	0.00	1,407.63
Total :					0.00	0.00	0.00	1,407.63

Entry No.: 41 System Generated Payment Document No.: PY000010587 Payment Amt.: 55.37
 Transaction Type: Payment Payment Date: 01/24/2025 Posting Date: 01/24/2025 Year - Period: 2025 - 01
 Vendor: SOUT10 SOUTH GRENVILLE BEACON Account Set: TRADE
 Payment Code: EFT Payment Type: Other CHRISTMAS ADVERTISING - 2024

Document No.	Sched. No.	Adj. No.	Adj. Reference	Adj. Description	Adjustment	Discount	Tax Withheld	Amount
1229					0.00	0.00	0.00	55.37
Total :					0.00	0.00	0.00	55.37

Entry No.: 42 System Generated Payment Document No.: PY000010588 Payment Amt.: 242.94
 Transaction Type: Payment Payment Date: 01/24/2025 Posting Date: 01/24/2025 Year - Period: 2025 - 01

A/P Batch Listing - Payment (APCBTCLZ)

Vendor: SPEN07 SPENCERVILLE HOME HARDWARE Account Set: TRADE GEN SUPPLIES
 Payment Code: EFT Payment Type: Other

Document No.	Sched. No.	Adj. No.	Adj. Reference	Adj. Description	Adjustment	Discount	Tax Withheld	Amount
88210					0.00	0.00	0.00	242.94
Total :					0.00	0.00	0.00	242.94

Entry No.: 43 System Generated Payment Document No.: PY000010589 Payment Amt.: 1,459.48

Transaction Type: Payment Payment Date: 01/24/2025 Posting Date: 01/24/2025 Year - Period: 2025 - 01
 Vendor: STAP02 STAPLES COMMERCIAL Account Set: TRADE
 Payment Code: EFT Payment Type: Other

VARIOUS OFFICE & COMPUTER SUPPLIES

Document No.	Sched. No.	Adj. No.	Adj. Reference	Adj. Description	Adjustment	Discount	Tax Withheld	Amount
41CE579A					0.00	0.00	0.00	72.55
8F062188					0.00	0.00	0.00	45.08
D0E5F877					0.00	0.00	0.00	37.56
D4CDBBC9					0.00	0.00	0.00	1,249.55
DB3409FA					0.00	0.00	0.00	54.74
Total :					0.00	0.00	0.00	1,459.48

Entry No.: 44 System Generated Payment Document No.: PY000010590 Payment Amt.: 90.98

Transaction Type: Payment Payment Date: 01/24/2025 Posting Date: 01/24/2025 Year - Period: 2025 - 01
 Vendor: SUNB01 SUNBELT RENTALS OF CANADA INC. Account Set: TRADE
 Payment Code: EFT Payment Type: Other

REC AREA PROJECT - 2024 CAPITAL

Document No.	Sched. No.	Adj. No.	Adj. Reference	Adj. Description	Adjustment	Discount	Tax Withheld	Amount
77438892-0006					0.00	0.00	0.00	45.49
77438892-0007					0.00	0.00	0.00	45.49
Total :					0.00	0.00	0.00	90.98

Entry No.: 45 System Generated Payment Document No.: PY000010591 Payment Amt.: 311.35

Transaction Type: Payment Payment Date: 01/24/2025 Posting Date: 01/24/2025 Year - Period: 2025 - 01
 Vendor: TOML02 Tomlinson Environmental Services Ltd. Account Set: TRADE
 Payment Code: EFT Payment Type: Other

WASTE GARBAGE REMOVAL - 2024

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)

AMINV4858			0.00	0.00	0.00	311.35				
Total :						<table border="0"> <tr> <td>0.00</td> <td>0.00</td> <td>0.00</td> <td>311.35</td> </tr> </table>	0.00	0.00	0.00	311.35
0.00	0.00	0.00	311.35							

Entry No.: 46 System Generated Payment **Document No.:** PY000010592 **Payment Amt.:** 1,542.45

Transaction Type: Payment **Payment Date:** 01/24/2025 **Posting Date:** 01/24/2025 **Year - Period:** 2025 - 01
Vendor: UNIT02 Uni-Tech Inspection Services **Account Set:** TRADE
Payment Code: EFT **Payment Type:** Other **ANNUAL HOIST INSPECTION -2024**

<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>
15732					0.00	0.00	0.00	1,542.45
Total :						0.00	0.00	1,542.45

Entry No.: 47 System Generated Payment **Document No.:** PY000010593 **Payment Amt.:** 944.08

Transaction Type: Payment **Payment Date:** 01/24/2025 **Posting Date:** 01/24/2025 **Year - Period:** 2025 - 01
Vendor: UNIV01 UNIVERSAL SUPPLY GROUP INC. **Account Set:** TRADE
Payment Code: EFT **Payment Type:** Other **SHOP & EQUIPMENT SUPPLIES- 2024 & 2025**

<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>
964-451887					0.00	0.00	0.00	176.27
964-452903					0.00	0.00	0.00	25.30
964-453680					0.00	0.00	0.00	79.05
964-454151					0.00	0.00	0.00	855.18
964-438912					0.00	0.00	0.00	-191.72
Total :						0.00	0.00	944.08

Entry No.: 48 System Generated Payment **Document No.:** PY000010594 **Payment Amt.:** 1,019.44

Transaction Type: Payment **Payment Date:** 01/24/2025 **Posting Date:** 01/24/2025 **Year - Period:** 2025 - 01
Vendor: WAJA01 WAJAX LIMITEE **Account Set:** TRADE
Payment Code: EFT **Payment Type:** Other **SCALE PART REPLACEMENT - 2024 CAPITAL**

<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>
2025120012562					0.00	0.00	0.00	1,019.44
Total :						0.00	0.00	1,019.44

Entry No.: 49 System Generated Payment **Document No.:** PY000010595 **Payment Amt.:** 16,771.01

A/P Batch Listing - Payment (APCBTCLZ)

Transaction Type: Payment Payment Date: 01/24/2025 Posting Date: 01/24/2025 Year - Period: 2025 - 01
 Vendor: WOST01 W.O. STINSON & SON LTD. Account Set: TRADE PROPANE REFILL
 Payment Code: EFT Payment Type: Other

Document No.	Sched. No.	Adj. No.	Adj. Reference	Adj. Description	Adjustment	Discount	Tax Withheld	Amount
438014602					0.00	0.00	0.00	1,756.18
438015757					0.00	0.00	0.00	15,014.83
Total :					0.00	0.00	0.00	16,771.01

— Batch Summary —

	Invoice	Adjustment	Discount	Payment	Advance Credit	Bank Amount
Total for Batch 2:	0.00	0.00	0.00	517,341.90	0.00	517,341.90

49 entries printed
 1 batch printed