



THE PORT OF JOHNSTOWN MANAGEMENT COMMITTEE

THE TOWNSHIP OF EDWARDSBURGH CARDINAL

Meeting of May 20, 2025 – 6:30 pm

Council Chambers, Municipal Office – Spencerville, Ont.

AGENDA

1. Call to Order
2. Approval of Agenda
3. Disclosure of Pecuniary Interest & the General Nature Thereof
4. Delegations and Presentations
5. Minutes of the previous POJ Committee Meeting
 - Meeting April 22, 2025
6. Business Arising from Previous PMC Minutes (if any)
7. Discussion item
8. Action/Information Items
 - a) Grain Operations & Health and Safety Report (Shawn)
 - b) Capital Projects
 - c) Maintenance Report (Jeff)
 - d) Financial Report (Rhonda)
 - e) Traffic Report
 - f) GM Report (Leslie)
 - g) Paving: Public Walkway - Project # 320-030
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)(k) A position, plan, procedure, criteria or instruction to be applied to any negotiations carried on or to be carried on by or on behalf of the municipality or local board; Specifically: Approve closed session minutes from April 22, 2025
 - Section 239 (2)(k) A position, plan, procedure, criteria or instruction to be applied to any negotiations carried on or to be carried on by or on behalf of the municipality or local board; Specifically: Business Development Operating Lease
14. Report out of Closed Session
15. Adjournment

**MINUTES
PORT OF JOHNSTOWN MANAGEMENT COMMITTEE
TOWNSHIP COUNCIL CHAMBERS - SPENCERVILLE
TUESDAY APRIL 22, 2025
6:30 PM**

Present: Deputy Mayor Stephen Dillabough, Chair
Mayor Tory Deschamps
Councillor Chris Ward
Councillor Waddy Smail
Councillor Joe Martelle
Regina Hernandez, Advisory Member
Randy Stitt, Advisory Member
Clint Cameron, Advisory Member

Zoom: Frank McAuley, Advisory Member

Staff: Sean Nicholson, CAO
Candise Newcombe, Deputy Clerk
Natalie Charette, Interim Clerk
Leslie Drynan, General Manager
Mike Moulton, Operations Manager
Rhonda Code, Office Manager
Jeff Wright, Maintenance Manager

1. Call to Order

Deputy Mayor Dillabough called the meeting to order at 6:30 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

- Jamie Pollock – MNP LLP – 2024 Financial Statements

Mr. Pollock reviewed the draft financial statements with the Committee and discussed the clean audit opinion, the statement of financial position, the recommendation letter, and the modified 2023–2024 audit opinion based on Public Sector Accounting Standards (PSAS). He provided an overview of the

balance sheet, cash flow statement, and net book value, which indicated that approximately 80% of the assets' useful life remains. He also summarized the overall net costs and revenues for 2024, highlighting strong financial performance and confirming a clean audit.

There was a discussion regarding the use of budgeted figures under Public Sector Accounting Standards (PSAS), asset remediation recommendations, and the assumptions required for transitioning from International Financial Reporting Standards (IFRS) to PSAS. It was recommended that a formal study be conducted to assess all future liabilities, including how associated costs may be incurred and potential financing options.

5. Minutes of the Previous POJ Committee Meeting

a) Meeting of March 24, 2025

Moved by: C. Ward

Seconded by: J. Martelle

That Port Management Committee receives and approves the minutes of the Port Management Committee meeting dated March 24, 2025.

Carried

6. Business Arising from Previous PMC Minutes (if any) – None.

7. Discussion Items – None

8. Action/Information Items

a) Grain Operations & Health and Safety 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 March, noted a learning event, highlighted the AA grain commission rating, and reviewed the monthly health and safety report which focused on confined space training.

There was discussion regarding the factors affecting grain commission ratings, the credentials of the company providing confined space training, and the rationale behind the monthly increase in grain volume.

b) Capital Projects

Port staff provided an overview of the report, highlighting the completion of a capital project, the issuance of RFPs, and the fulfillment of service request orders within the one month since the 2025 budget was approved.

c) 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, factors contributing to issues on the #2 ship loader, Ministry inspection requirements versus recommendations, and confirmed full operations by the end of the season.

d) Financial Report

The Committee was provided with a summary of monthly revenue and expense actuals compared to 2024 and noted a decrease in cash flow, which is typical for this time of year due to the settlement of year-end invoices.

e) Traffic Report

Committee was provided with a summary of the monthly traffic report.

f) General Manager's Report

Committee received an overview of the report and confirmed that the repair work completed on the Container Loader was covered under warranty. The Committee was also advised that staff intend to approach the contractor regarding warranty coverage for the new grain dryer once a list of deficiencies has been compiled.

g) Basement Bin Wall Repair Project 2025

Port staff provided Committee with a summary of the report.

Moved by: T. Deschamps

Seconded by: C. Ward

That the Port Management Committee approves:

- The award of the Basement Wall Repairs 2025 project to Cimota Inc. at the unit prices stated in the report; and
- That the total amount of spending on the Basement Wall Repairs does not exceed \$450,000 (excluding HST) as allocated in the 2025 Capital Budget.
- That the Port Management Committee approves that the Port General Manager signs the contract on behalf of the Port/Township.

Carried

h) 2024 Audited Financial Statements – Port Accounts

Port staff provided a summary of the report to Committee.

Moved by: T. Deschamps

Seconded by: W. Smail

That the Port Management Committee:

- Receives, reviews and approves the Audit Report on the Port of Johnstown's Financial statements as provided by MNP LLP chartered accountants; and
- That the Port Management Committee recommends that council receives and approves the 2024 Port of Johnstown's Financial Statement as provided by MNP LLP chartered accountants.

Carried

9. Approval of Disbursements – Port Accounts

Committee reviewed the monthly disbursements.

Moved by: T. Deschamps

Seconded by: J. Martelle

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

Withdrawals Total:	\$199,524.05
--------------------	--------------

Batch 7 Cheques	\$20,717.50
-----------------	-------------

Batch 8 EFT's	\$274,398.44
---------------	--------------

Total of Direct Withdrawal & Batch Listings:	\$494,639.99
---	--------------

Carried

Moved by: T. Deschamps

Seconded by: C. Ward

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

Carried

10. Councillor Inquiries/Notices of Motion – None.

11. Chair's Report

The Chair reported on the following:

- Participated in the Earth Day Clean-Up event hosted by the Port of Johnstown in collaboration with Greenfield Global Inc. The event saw strong attendance, and a BBQ lunch was provided to volunteers and recreation staff in attendance.

12. Question Period – None.

13. Closed Session

Moved by: C. Ward

Seconded by: T. Deschamps

That Committee proceeds into closed session at 7:22 p.m. in order to address a matter pertaining to:

- Section 239(2)(k) A position, plan, procedure, criteria or instruction to be applied to any negotiations carried on or to be carried on by or on behalf of the municipality of local board; Specifically: Approve closed session minutes from March 24, 2025.
- Section 239(2)(k) A position, plan, procedure, criteria or instruction to be applied to any negotiations carried on or to be carried on by or on behalf of the municipality of local board; Specifically: Business Development Opportunity & Contract Negotiations (written and presented by the client).

Moved by: C. Ward

Seconded by: T. Deschamps

That the closed meeting of Committee does now adjourn and the open meeting does now resume at 8:52 p.m.

Carried

Moved by: J. Martelle

Seconded by: W. Smail

That Committee receives and approves the closed session minutes dated March 24, 2025.

Carried

14. Report Out of Closed Session

The Chair reported that Committee met in closed session to discuss a Business Development Opportunity and provided direction to the Port General Manager and reviewed the minutes of closed session.

15. Adjournment

Moved by: W. Smail

Seconded by: J. Martelle

That the Committee meeting adjourns at 8:54 p.m.

Carried

These minutes were approved by Port Management Committee this ___ day
of _____, 2025.

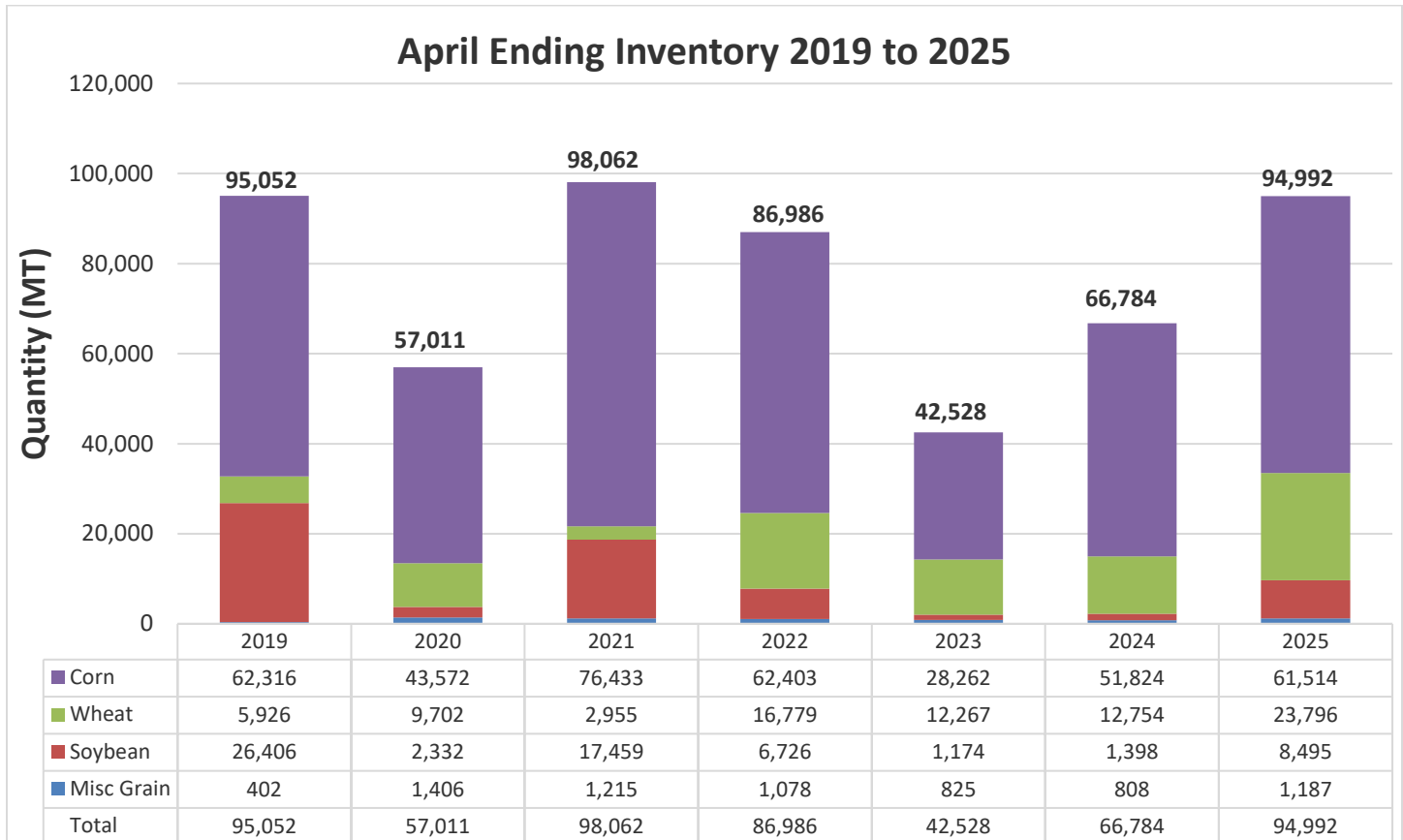
Chair

Deputy Clerk

GRAIN OPERATIONS REPORT

April 2025

Overall grain inventory for the month of April ended at 94,992 MT. Traffic continues to be very high with brokers positioning grains for vessel shipment. Wheat shipments to feed markets were consistent for the month as well.



Summary of traffic for April:

- Received a total of 41,851 MT of grain via truck. (6,881 MT this month last year)
- Shipped a total of 8,031 MT of grain via truck.
- Shipped a total of 55,129 MT of grain via vessel.
- Shipped a total of 0 MT of grain via rail.

Vessels for the month:

- MV Thamesborg – Corn/Soybeans
- MV Albanyborg- Corn
- MV Finnborg- Corn
- Mv Whitefish Bay- Corn/Soybeans

The Port was also open 3 weekends to service local customers.

RECORDABLE INCIDENTS/INJURIES

	Lost Work	Restricted Work	Medical Treatment	Total Recordables	First Aid	Near Miss	Learning Event
2025	0	0	0	0	0	0	2
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		3	4	1	1	3
2019	1	1		2	2	2	3

LABOUR REPORT

CATEGORY	CURRENT YEAR		PREVIOUS YEAR	
	MONTH	YEAR	MONTH	YEAR
LABOUR HRS (OPERATIONS)	3,436	12,921	2,289	8,863

QUALITY REPORT

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

May 15, 2025

Memo to: Ms. Leslie Drynan, General Manager
From: Mr. John McGeough, P.Eng.

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

The following environmental, health and safety (EH&S) activities were conducted by Prevention and Regulatory Solutions Ltd. during 3 days of support from April 16 to May 15, 2025.

- Prepared for, and participated in a meeting with the confined space entry (CSE) team to discuss methods and procedures for CSE entry and welding in elevator scale bins (Class G permit). Following the meeting, prepared draft assessment and permit forms and circulated for review by the CSE team.
- Consulted with the health and safety committee on the updated assessments and permit forms for class G CSE work, WHMIS safety data sheet updates, and WHMIS training evaluation. Following consultation, finalized and issued the CSE assessment and permit forms to Port Administration for filing and distributing in H&S binders, and prepared a WHMIS training questionnaire for distribution and use by the safety committee.
- Conducted 2 training sessions for all available personnel on H&S rules and marine security. Filed training documentation with Port Administration.
- Reviewed details for updating the H&S document lists and hardcopy binders with Port Administration.
- Discussed readiness of planned work with Port stakeholders for various topics, including emissions checklists and energy lockout listings for new Port equipment, saltwater management programs, and Labour Canada audit response activities. Agreed to delay work on activities originally planned for May until sufficient Port resources are available.

	Capital Projects	Category	2025 Budget	2025 Actual	Details / Status	Target Completion	Completion	Project Lead
MAJOR >\$75K								
1	Covered Storage - Bulk Cargo HarbourFront Dock	Growth - Expansion	\$1,300,000.00		Soil testing completed and sent to engineer for analysis to confirm stability on proposed location and size. RFP will be developed for construction.	Q3		Mike M
2	Receiving Area Project (Repairs, Modifications to Track Shed + Addition of Container Loading Spout)	Growth C/O	\$620,000.00	\$384,587.67	Coordinating with supplier and electrical contractor to complete container spout work as per specs and ESA. ETA completion unknown at this time.	Q1		Jeff W / Mike M
3	Concrete Wall Repairs	Maintenance	\$450,000.00	\$2,422.50	Work to be completed between May - August 2025	Q3	PO issued	Robert D
4	Elevator(s) Replacement	Maintenance	\$50,000.00		Engineering and TSSA approval to re-certify and replace two passenger elevators in 2026. SGS Elevators coordinating TSSA paperwork.	Q4		Jeff W
5	Paving Projects (Area 1 Track and Road Rehabilitation - Rail east of trackshed. Area 2 Asphalt Paving - Widen Annex Road, Area between track shed and QC trailer.)	Maintenance C/O	\$300,000.00		Roadway rehabilitation work completed. CREWS scheduled to re-install track. Paving scheduled for June 16-18.	Q2	End Q2	Mike M
6	Grading & Quality Control Lab including water and facilities (replacement of QC trailer)	Growth - Expansion	\$400,000.00		Soil testing scheduled for late April to confirm location stability. Intent is to proceed with RFP for engineered design in 2025 + installation of septic system and well + preliminary construction if possible.	Q3		Mike M
7	POJ Warehouse - Land Developemnt - Drainage Plan	Growth C/O	\$165,000.00	\$9,450.00	Engineering firm preparing RFT for culvert replacement as per Drainage Plan.	Q2		Robert D
8	Public Walkway Paving	Accessibility	\$135,000.00	\$1,609.41	Tender results to be presented at May 20 PMC meeting.	Q3		Robert D
9	Grain Elevator Bin Walls - Exterior covering	Maintenance	\$150,000.00		Continuation of work that began in 2024. Will be re-assessing application technique and crack filling.	Q2 - Q3		Mike M
10	Watermain Replacement	Maintenance	\$90,000.00	\$8,798.00	Main water supply to Port and Masterfeeds (300ft). Quotes obtained and work being coordinated.	Q3	PO issued	Jeff W
11	Annual Rail Repair & Re-installation of Track 81	Maintenance	\$80,000.00		Replacement of approximately 50 rotten rail ties and re-install Track 81 that was removed for capital project. Work to be completed by early June.	Q3		Mike M
12	Electrical Feeder to Basement MCC	Maintenance	\$70,000.00		Electrical upgrades will be completed by outsourced electrical contractor.	Q3	PO issued	Jeff W
MINOR <\$75K								
13	Dust System Upgrades	Maintenance	\$75,000.00		Improvements to duct work for air quality & suction capabilities.	Q4		Jeff W
14	Work platforms for dryer and bins at Annex	Growth - Expansion	\$72,000.00		Quotes obtained and work currently being coordinated.	Q3		Jeff W
15	Former Sub-Station Enhancements (Maintenance Building)	Maintenance	\$52,000.00		Mold remediation, spray foam, replace windows. In the process of coordinating work.	Q3		Jeff W
16	New belt for conveyor 5	Maintenance	\$65,000.00	\$61,682.80	Belt ordered and on-site. Installation dates being coordinated.	Q3	Belt is here	Jeff W
17	Enhancement to Probe Station	Growth - Automation	\$43,000.00	\$31,877.70	Sample Return System ordered and on-site. Coordination of installation date TBD.	Q2		Mike M
18	Shoreline Vegetation Plantings Project	Maintenance C/O	\$40,000.00		Walkway to access docks as part of overall plan to replace drainage pipe that runs through the Marina leased property. Plantings will be scheduled for fall.	Q3		Robert D
19	Replacement Truck for Maintenance	Maintenance	\$35,000.00	\$31,500.00	COMPLETED	Q2		Jeff W
20	Annex Valve	Maintenance	\$30,000.00		Valve at top of annex, unlined therefore cannot withstand soybeans (in place since 2009)	Q3	PO issued	Jeff W
21	Spouting Upgrades (lined)	Maintenance	\$30,000.00		Replace worn sections on rail turnhead floor and the annex with urethane lined spouting	Q3	PO issued	Jeff W
22	Heating Upgrades	Maintenance	\$25,000.00	\$8,577.17	Heat source for lower shack, garage & AC in shop. Work will be completed in-house.	Q3	Parts here	Jeff W
23	Software & Programming Support (LV)	Maintenance + Automation	\$20,000.00		Program Upgrades to improve efficiencies. Details of concerns relayed by Rick to Justin. To be coordinated with LV Controls (on site visit)	Q3		Shawn F & Justin G
24	Bollard Updates	Maintenance	\$15,000.00		Modify bollards for ease of mooring (accommodate two ropes). Quotes obtained and work being coordinated.	Q3	PO issued	Jeff W
25	Replacement of Water Treatment Units x2	Maintenance	\$13,000.00	\$10,990.00	COMPLETED	Q3	March 25/25	Jeff W
26	Gate 1 Entrance Upgrades	Maintenance	\$10,000.00		PO issued for POJ ditch maintenace. UGLG to coordinated CR 2 ditching. Culvert replacement not required.	Q3		Jeff W
27	Moisture Meter	Growth - Automation	\$8,000.00		Testing equipement (secondary/back-up). In the process of sourcing equipment.	Q2		Justin G
Total Capital Budget 2025 including 2024 carryover			\$ 4,343,000	\$ 551,495				

MAINTENANCE REPORT

May 20, 2025

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

- Continued with fabrication of machine guards for conveyor head and tail pulley areas.
- Modify safety cage around the ladder in the area of the container loader. The ladder that was supplied and installed did not provide enough room for truck mirrors.
- Cleaned main plenum of B dust system. Over the years this plenum, which is quite large, has accumulated a quantity of wet grain dust. Removing this dust accumulation will provide better air flow over the bag house dust socks.
- Clean out marine gallery automatic valves prior to vessel loading.
- Service Ferris lawnmower in preparation for grass cutting.
- Empty bin maintenance of annex bins 1 and 6.
- Replaced the hydraulic pump of the rail scale hydraulic control unit. Pump had become noisy and the pressure was fluctuating. We keep a replacement pump on hand.
- Work with the electricians and Neuero technician (Frank Beckmann) to troubleshoot/repair/replace broken parts on #2 ship loader and to determine why we are having reoccurring winch brake failures.
- Monthly premise inspection.

Work in the electrical department included the following:

- Re-install signal system and phone line from the new truck loading shack to the weighman's office.
- Grain handling equipment checks during vessel loading.
- Conducted monthly premise inspection as per GMP requirements.
- Weekly, and monthly dust system inspections and maintenance.
- Replace electric heaters in ship loading crew and storage room in the east end of the basement.
- Install a new electric unit heater in the renovated garage.
- Assist Ops with running grain to the vessel while loading. Ops was short-handed due to the previously scheduled 4 days of confined space rescue training.

Financial Report Month ending April 30, 2025

Summary:

Month of April results

The Port had an exceptional month with revenues of \$916k, which is an increase of \$454k compared to 2024 and is record revenues for April. The Port continues to see this significant increase in the Harbour & Grain Services due to loading grain vessels, high grain storage along with the continuation of a busy grain receiving schedule for the month once again.

Expenses were \$606k, which is higher than 2024 by \$147k. This ended the month with a surplus of \$309k compared to \$3k in 2024 which is also a record surplus for April.

Accounts Receivables/Payables (Trade/HST)

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

Receivables: \$995,808

Payables: \$235,616

Cash on Hand: \$7,424,512

Breakdown of Revenues and Expenses year over year

REVENUES	YTD 2025 Revenue Breakdown	YTD 2024 Revenue Breakdown	Difference	Comments
Harbour Services	\$211,501	\$122,081	\$89,420	Salt vessels, calcium chloride barge and the spring corn vessel program
Grain Services	\$2,084,235	\$1,072,060	\$1,012,175	Higher storage and receiving, along with the start of the spring corn vessel shipping
Rail Services	\$0	\$26,280	(\$26,280)	No rail storage with CREWS in 25 so far
Leases/Licenses	\$236,124	\$222,059	\$14,066	Yearly increases
EXPENSES	YTD 2025 Expenses Breakdown	YTD 2024 Expenses Breakdown		Comments
Labour/Benefits	\$1,238,126	\$821,360	\$416,766	New positions, increases, retaining casuals, overtime work for vessels & weekend loading for broker along with grievance settlement.
Utilities	\$222,997	\$157,096	\$65,901	Busier start to the year increases utility usage mainly hydro , also includes a propane refill. Hydro continues to have an increase of approx. 100% usage in the first 4 months of 2025 compared to 2024 due to the higher throughput volume
Operating & Admin	\$740,383	\$633,119	\$107,264	Insurance increase, plus catch up of township transferring 2023&2024 vehicle insurance and CAO travel costs from 2024 Finalization of pay equity completion in 25 GM Memberships obtained for 25 only Snow removal on rail tracks not needed in 24 Started purchasing new maint. tools

YEAR TO DATE VESSEL TRAFFIC REPORT

Month Ending: April 30, 2025

HARBOUR TERMINAL REPORT

WHARF TRAFFIC		INWARD	OUTWARD	TOTAL CURRENT YEAR	TOTAL PREVIOUS YEAR
GRAIN	FOREIGN		56,083	56,083	10,114
	DOMESTIC		28,382	28,382	
SALT	FOREIGN			0	41,181
	DOMESTIC	54,762		54,762	21,807
AGGREGATE (STONE)				0	
LIQUID BULK		7,433		7,433	
BREAKBULK/PROJECT CARGO				0	0
TOTAL		62,195	84,466	146,661	73,102

SHIPS AT BERTH		INWARD	OUTWARD	LAYOVERS	TOTAL CURRENT YEAR	TOTAL PREVIOUS YEAR
GRAIN	FOREIGN		4		4	1
	DOMESTIC		1		1	
SALT	FOREIGN				0	
	DOMESTIC	3			3	3
AGGREGATE (STONE)					0	
LIQUID BULK		1			1	
BREAKBULK/PROJECT CARGO					0	
MISC*					0	
TOTAL		4	5	0	9	4

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

GENERAL MANAGER'S REPORT – May 20, 2025

PRIORITIES / LEGISLATIVE COMPLIANCE

Canadian Grain Commission (CGC) Inspections

- **Scales**
Monday, May 12 & Tuesday, May 13
- **Sanitary**
Wednesday, May 28

Training

- **Confined Space Rescue**
 - Completed April 28 – May 12, 2025
 - 14 employees certified
- **Grain Grading (Beginner & Advanced)**
 - Completed May 15 & 16, 2025 for Operations staff

Elevator Dust System

- Identified as an area for improvement during both the 2024 harvest de-brief and within the draft strategic plan, troubleshooting and both immediate and long-term improvements to the dust system have been transitioned to a high priority. Since January, the system has repeatedly failed causing extreme frustration, re-prioritizing of operations labour to housekeeping and ultimately creates for extreme inefficient of resources. A failure is defined as a blockage of the system whereby the accumulated dust is emptied, and staff are required to manually remove (thousands of metric tonnes of dust).
- A Dust System Analysis Report and Recommendations was completed in 2017 by Airmax Air Purification Systems Inc., and we are currently working to determine what recommendations may not have been implemented. Although the system is aged, we believe there are areas for immediate improvement and collectively we are researching more modern alternative options and will report accordingly on estimate costs to fix, as the status quo is unacceptable.

All Hands-on Deck (A Glimpse into a Day at the Port)

- As evidenced by the financial report, efforts at the Port continue to exceed expectations. The volumes are record breaking and this is only made possible due to the work ethic and dedication of our team, both on the ground and in the office, who have perfected the art of strategic resource allocation. These efforts are on top of completing mandatory and overdue training, plus comprehensive cross training of key positions. Thank you will never be enough!

- As an example, on May 8th, the team was spread across the facility undertaking the following:
 - Vessel loading (first vessel for Broadgrain at the Port).
 - Receiving inbound grain by truck (upwards of 50 appointments per day)
 - Loading outbound grain by truck.
 - Transferring corn from annex to house (staging for next vessel)
 - This is completed both during and after hours
- Additionally, the team has been working weekends to support our neighbours at Greenfield and Ingredion.

Upcoming Marine Schedule

*Subject to change

Algoma Intrepid	Salt	19,700.000	May 19
Algoma Intrepid	Salt	27,710.000	May 25
Algoma Intrepid	Aggregate	24,200.000	May 25
Thunder Bay - CSL	Corn	28,000.000	May 29
Algoma Intrepid	Salt	13,855.000	June 1
Thunder Bay - CSL	Salt	30,000.000	Jun 11
Algoma Endeavour	Salt	13,855.000	Jun 15
CSL Niagara	Salt	30,000.000	Jun 18
Whitefish Bay - CSL	Salt	30,000.000	Jun 23
Thunder Bay - CSL	Salt	30,000.000	Jul 8

Strategic Plan

- The Strategic Plan Executive Summary (attached hereto) has been completed based on the various internal workshops and is now being shared for public engagement, with options to complete a survey online or via hard copy.

Business Development

- V6 Agronomy & POJ land lease/operating agreement plus associated press release.
- Mike and I have hosted/attended several meetings with potential future customers of the Port to introduce the services that we provide, as well as availability of storage, warehousing and pricing. Due to the nature of the requests, these meetings are confidential, however, as they become more serious, we will request an “in camera” session to discuss.

LABOUR RELATIONS & WORKPLACE CULTURE

- **Industrial Millwright Mechanic Apprentice**

- Congratulations to Kenny Brown on being the successful candidate for the new Industrial Millwright Mechanic apprenticeship! Kenny will transition to the Maintenance Department at the end of May.
- Kenny has been employed at the Port since June 2005 (20 years) – incredible! He is knowledgeable on all aspects of operations and is a valued member of the team. Kenny is a calm, quiet but respected leader amongst his peers. His insight on operational efficiencies and troubleshooting is relied on and we couldn't think of someone more deserving of this opportunity. Congratulations!

- **Fulltime Utility Man 1 Positions**

- Thanks to the support from Council during the budget approval process, our ability to provide additional full-time employment is based on our increased vessel traffic and necessity to prioritize and respond to these operations, both during and after hours. Our customer service excellence has never been more prevalent and crucial for continued success.
- Congratulations to Alex Desjardins, Justin Caldwell, Eric Saddlemire and Tim Runions on their fulltime employment to the position of Utility Man 1, effective Monday, May 12.



**OUR PEOPLE. OUR FUTURE.
OUR UNLIMITED POTENTIAL.**

STRATEGIC PLAN EXECUTIVE SUMMARY

Port of Johnstown's Strategic Plan outlines a roadmap for advancing the Port's role as a vital regional gateway for trade, transportation, and economic development.

Developed in collaboration with industry partners, stakeholders, and the communities we serve, the Strategic Plan is guided by the following core components:

A Vision that captures the Port's long-term aspirations
A Mission that defines the Port's operational purpose and role
Values that shape how we operate and engage with others
Strategic Priorities that direct our focus, investment, and decision-making

VISION

TO ENRICH COMMUNITY BY BEING THE PORT OF CHOICE IN EASTERN ONTARIO

MISSION

TO SUPPORT FOREIGN AND DOMESTIC TRADE AND ECONOMIC DEVELOPMENT THROUGH FULL-SERVICE LOGISTICS.

VALUES

SAFETY - TEAMWORK - ACCOUNTABILITY - EFFICIENCY - RESPECT

STRATEGIC PRIORITIES

**GOVERNANCE &
MANAGEMENT**

**5 OBJECTIVES
15 ACTIONS**

**INFRASTRUCTURE &
MAINTENANCE**

**2 OBJECTIVES
8 ACTIONS**

**OPERATIONAL
EFFICIENCY &
OPTIMIZATION**

**4 OBJECTIVES
14 ACTIONS**

**ECONOMIC GROWTH
& BUSINESS
DEVELOPMENT**

**4 OBJECTIVE
10 ACTIONS**

**ENVIRONMENTAL &
REGULATORY
COMPLIANCE**

**4 OBJECTIVES
7 ACTIONS**

STRATEGIC PLAN EXECUTIVE SUMMARY

GOVERNANCE & MANAGEMENT

Enhance Inventory Management

- Develop a standardized inventory management policy.
- Implement processes for consistent inventory tracking and monitoring.
- Train staff on best practices and utilize technology to improve inventory accuracy.

Proactive Capital Budget Planning

- Develop and maintain a 5-year capital plan.
- Conduct pre-planning for the capital budget in Q3 of the previous year.
- Increase communication with staff during budget preparation stages.

Review Ownership Structure

- Investigate and assess ownership options, including enhanced and optimized governance.
- Present findings and recommendations to Council.
- Conduct an employee satisfaction survey if structural changes are implemented.

Improve Communication

- Hold quarterly town hall meetings and project check-ins to ensure the execution of plans.
- Ensure the grain inspector and weighman receive regular updates on operations.
- Involve Council and the Port Committee in port management through site visits and operational previews.

Optimize & Upgrade Organizational Roles & Responsibilities

- Conduct an organizational review.
- Define and clarify roles and responsibilities.
- Address gaps and realign positions as needed.

INFRASTRUCTURE & MAINTENANCE

Increase Preventive Maintenance for Sustainability and Longevity

- Complete an Impact Study & Asset Needs study
- Develop an Asset Management Plan
- Establish a Preventative Maintenance Program with recurring inspections and routine servicing.
- Implement a lifecycle tracking system for infrastructure and equipment

Modernize Infrastructure

- Prioritize infrastructure investments based on Asset Needs Study findings.
- Develop a phased approach infrastructure for upgrades and replacements.
- Secure funding and partnerships for modernization projects.
- Implement technology and automation solutions to improve efficiency and safety

OPERATIONAL EFFICIENCY & OPTIMIZATION

Increase efficiency through automation

- Upgrade bin floor automation system to streamline operations.
- Complete capacity planning and create a prioritization schedule for automation initiatives.

Optimize technology

- Upgrade technology as needed.
- Ensure proper training on technology for maximum optimization.
- Improve the user-friendliness of tools and platforms.
- Protect the Port's information systems and intellectual capital to ensure data integrity and secure Port-wide operations.

Attract and Retain Staff

- Improve and formalize staff training and cross-training programs.
- Implement succession planning.
- Provide leadership training opportunities.
- Transition key casual roles into full-time positions.



STRATEGIC PLAN EXECUTIVE SUMMARY

OPERATIONAL EFFICIENCY & OPTIMIZATION

Improve workplace culture

- Continue to enhance internal communication.
- Implement employee engagement efforts and culture-building initiatives.
- Establish a staff-led committee to support workplace culture.
- Organize team-building activities and monthly staff events.

ECONOMIC GROWTH & BUSINESS DEVELOPMENT

Enhance and Diversify Revenue Streams

- Investigate the viability of new opportunities, including cruise ships, rail, fertilizer, container shipping, crude oil export, and a crush plant.
- Support local and regional industries through collaboration.
- Engage industry experts and other levels of government to explore partnerships.

Upgrade and Implement Marketing to Expand Partnerships, Revenue, and Customer Engagement.

- Upgrade the Port's branding and website.
- Complete and launch a Marketing Plan.
- Host a Customer Appreciation Day.
- Promote the Port's role in agriculture.

Examine and Review Partnership Agreements

- Review the existing partnership agreement with stevedores.
- Conduct a market study to assess competitors and identify opportunities.

Promote Winter Berthing and Maintenance Upgrades

- Develop and promote a winter berthing program in partnership with shipping companies.

ENVIRONMENTAL & REGULATORY COMPLIANCE

Improve Salt Management

- Implement a salt spray system to reduce salt spread on roads and vehicles.
- Test and explore on-site washing options.

Improve Dust Containment

- Review dust extraction options to meet environmental regulations.
- Obtain quotes for system upgrades or new installations.
- Upgrade the existing dust system and extend it to the annex.

Reduce and Optimize for Spill Hazards

- Prepare proactively for hydraulic leaks and potential spill events.

Advance Environmental Sustainability

- Leverage the Port's role as a regional leader to promote sustainable and innovative environmental practices that complement industry, government agencies and the public's economic, regulatory and quality of life needs

MOVING FORWARD TOGETHER.

This Strategic Plan represents our commitment to advancing the Port's role as a critical driver of economic growth, regional connectivity, and sustainable development. Through focused action, transparent leadership, and strong partnerships, we will turn this vision into measurable progress. As we move forward, we invite our stakeholders, partners, and communities to engage, offer input, and work with us to shape a strong and prosperous future for the Port and Eastern Ontario.

Port of Johnstown Action Item

Committee: Port of Johnstown Management Committee

Date: May 20, 2025

Division: Port of Johnstown

Topic: Paving: Public Walkway - Project # 320-030

Purpose: To award a contract for the paving of the Port of Johnstown's public walkway.

Background:

In 2016, the Port created a walking path to provide the public with access to the riverfront. Over the years, this has been widely used by the public who enjoy various recreational activities including bird watching, fishing, and watching ships and pleasure craft making their way along the majestic St. Lawrence River.

There have been some concerns that the stone public walkway is falling out of repair and that it is not very accessible by the public, particularly people who have difficulty walking. Currently, we have grasses and weeds that require maintenance and are starting to erode the path. The recommendation is to pave the walkway to address these concerns.

Scope of work:

The scope of work involves the following:

- 1) Excavate all existing granular from the existing walkway and store for reuse.
- 2) Proof roll existing sub-base.
- 3) Install geotechnical membrane (Terrafix 270R)
- 4) Reinstall previously excavated granulars along with new granular as required.
- 5) Install 50mm HL3. The paving area is approximately 440 meters x 2.44 meters wide.



Policy Implications: Township Procurement Policy was followed. This item is over \$75,000 and must be approved by the Port Management Committee.

Financial Considerations: This is a unit price contract. There were 7 bids received. Capital Budget was \$135,000 excluding HST.

Company	Bid Total
Knapps Paving	\$219,253.46
Tomlinson	\$103,200.00
**A and B Paving	\$69,999.00
Cornwall Gravel	\$75,695.00
DW Bldg Restoration	\$143,811.00
Les Parisien Construction	\$149,328.00
GIP	\$106,645.00

** This bid was rejected as per the Townships Procurement Policy Schedule C – Item 8.

Recommendations:

That the Port Management Committee awards the 2025 Paving Public Walkway contract to Cornwall Gravel Company Limited in the amount of \$75,695.00 excluding HST with a contingency of 30% for engineering and potential overages.

That the Port General Manager executes the contract on behalf of the Port of Johnstown.

Leslie Drynan
General Manager
Port of Johnstown

Robert Dalley
Sr. Advisor
Port of Johnstown

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

- Withdrawals \$237,766.66

TOTAL \$237,766.66

- Batch 9 EFT's \$35,595.00
- Batch 10 CHEQUES \$16,108.90
- Batch 11 EFT's \$199,571.51

TOTAL \$51,703.90

TOTAL OF DIRECT WITHDRAW & BATCH LISTINGS \$289,470.56

Listing of Montly Direct withdrawl Payments for the Port of Johnstown - May 20, 2025
For approval by Council

Page 25 of 39

From Batch Number

From Batch Date

Type

Status

Reprint Previously Printed Batches

Show Tax Details

Show Adjustment Details

Show Optional Fields

[9] To [9]

[05/05/2025] To [05/05/2025]

[Entered, Imported, Generated, System, External]

[Open, Ready To Post, Posted]

[Yes]

[Yes]

[Yes]

[Yes]

EFT

Batch No.:9

Description:SYSTEM GENERATED PAYMENT BATCH

Total Amount:35,595.00

Batch Date:05/05/2025

Type:System

Source Application:AP

No. of Entries:1

Last Edited:05/05/2025

Status:Open

Bank:01

No. of Checks Printed:0

Entry No.:1

System Generated Payment

Document No.:PY000010742

Payment Amt.:35,595.00

Transaction Type:Payment

Payment Date:05/06/2025

Posting Date:05/06/2025

Year - Period:2025 - 05

Vendor:MCPH01

MCPHEE & COMPANY

Account Set:TRADE

PURCHASE OF MAINT. TRUCK - CAPITAL

Payment Code:EFT

Payment Type:Other

Document No.	Sched. No.	Adj. No.	Adj. Reference	Adj. Description	Adjustment	Discount	Tax Withheld	Amount
5337					0.00	0.00	0.00	35,595.00
Total :					0.00	0.00	0.00	35,595.00

— Batch Summary —

	Invoice	Adjustment	Discount	Payment	Advance Credit	Bank Amount
Total for Batch 9:	0.00	0.00	0.00	35,595.00	0.00	35,595.00

1 entry printed
1 batch printed

A/P Batch Listing - Payment (APCBTCLZ)

From Batch Number [10] To [10]
 From Batch Date [05/15/2025] To [05/15/2025]
 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.:	10	Description:	SYSTEM GENERATED PAYMENT BATCH	Total Amount:	16,108.90
Batch Date:	05/15/2025	Type:	System	Source Application:	AP
Last Edited:	05/15/2025	Status:	Open	Bank:	01
				No. of Entries:	7
				No. of Checks Printed:	0

Entry No.:	1	System Generated Payment	Document No.:	PY000010743	Payment Amt.:	73.45
------------	---	--------------------------	---------------	-------------	---------------	-------

Transaction Type:	Payment	Payment Date:	05/21/2025	Posting Date:	05/21/2025	Year - Period:	2025 - 05
Vendor:	ABEL01		ABELL PEST CONTROL INC.	Account Set:	TRADE	MONTHLY PEST CONTROL	
Payment Code:	CHECK	Payment Type:	Check	Check No.:	0		

Document No.	Sched. No.	Adj. No.	Adj. Reference	Adj. Description	Adjustment	Discount	Tax Withheld	Amount
A7021148					0.00	0.00	0.00	73.45
Total :					0.00	0.00	0.00	73.45

Entry No.:	2	System Generated Payment	Document No.:	PY000010744	Payment Amt.:	500.00
------------	---	--------------------------	---------------	-------------	---------------	--------

Transaction Type:	Payment	Payment Date:	05/21/2025	Posting Date:	05/21/2025	Year - Period:	2025 - 05
Vendor:	CHAM04		CHAMPIONS FOR KIDS FOUNDATION	Account Set:	TRADE	GOLF SPONSORSHIP - UCDSB GOLF	
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 GOLF SPONSORSHIP					0.00	0.00	0.00	500.00
Total :					0.00	0.00	0.00	500.00

Entry No.:	3	System Generated Payment	Document No.:	PY000010745	Payment Amt.:	344.92
------------	---	--------------------------	---------------	-------------	---------------	--------

Transaction Type:	Payment	Payment Date:	05/21/2025	Posting Date:	05/21/2025	Year - Period:	2025 - 05
Vendor:	CHES01		THE CHESTERVILLE RECORD	Account Set:	TRADE	ADVERTISING	
Payment Code:	CHECK	Payment Type:	Check	Check No.:	0		

Document No.	Sched. No.	Adj. No.	Adj. Reference	Adj. Description	Adjustment	Discount	Tax Withheld	Amount
--------------	------------	----------	----------------	------------------	------------	----------	--------------	--------

A/P Batch Listing - Payment (APCBTCLZ)

39617	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.:** PY000010746 **Payment Amt.:** 1,533.14

Transaction Type: Payment **Payment Date:** 05/21/2025 **Posting Date:** 05/21/2025 **Year - Period:** 2025 - 05
Vendor: MOSH01 MOSHER'S **Account Set:** TRADE
Payment Code: CHECK **Payment Type:** Check **Check No.:** 0 **GRAIN GRADE DISCOUNT**

<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>
23240758					0.00	0.00	0.00	1,533.14
Total :					<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>1,533.14</u>

Entry No.: 5 System Generated Payment **Document No.:** PY000010747 **Payment Amt.:** 300.00

Transaction Type: Payment **Payment Date:** 05/21/2025 **Posting Date:** 05/21/2025 **Year - Period:** 2025 - 05
Vendor: SPEN01 SPENCERVILLE AGRICULTURAL SOCIETY **Account Set:** TRADE
Payment Code: CHECK **Payment Type:** Check **Check No.:** 0 **FAIR SPONSORSHIP**

<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>
2025 DONATION					0.00	0.00	0.00	300.00
Total :					<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>300.00</u>

Entry No.: 6 System Generated Payment **Document No.:** PY000010748 **Payment Amt.:** 1,153.39

Transaction Type: Payment **Payment Date:** 05/21/2025 **Posting Date:** 05/21/2025 **Year - Period:** 2025 - 05
Vendor: STER01 STERICYCLE ULC **Account Set:** TRADE
Payment Code: CHECK **Payment Type:** Check **Check No.:** 0 **CLEAN UP OF OUTDATED FILES**

<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>
8101012435					0.00	0.00	0.00	1,153.39
Total :					<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>1,153.39</u>

Entry No.: 7 System Generated Payment **Document No.:** PY000010749 **Payment Amt.:** 12,204.00

Transaction Type: Payment **Payment Date:** 05/21/2025 **Posting Date:** 05/21/2025 **Year - Period:** 2025 - 05
Vendor: TOWN04 TOWN HALL CONSULTING INC. **Account Set:** TRADE
Payment Code: CHECK **Payment Type:** Check **Check No.:** 0 **1ST INSTALL ON STRAT PLAN**

A/P Batch Listing - Payment (APCBTCLZ)

Document No.	Sched. No.	Adj. No.	Adj. Reference	Adj. Description	Adjustment	Discount	Tax Withheld	Amount
00029					0.00	0.00	0.00	12,204.00
Total :					0.00	0.00	0.00	12,204.00

— Batch Summary —

	Invoice	Adjustment	Discount	Payment	Advance Credit	Bank Amount
Total for Batch 10:	0.00	0.00	0.00	16,108.90	0.00	16,108.90

7 entries printed
1 batch printed

A/P Batch Listing - Payment (APCBTCLZ)

From Batch Number [11] To [11]
 From Batch Date [05/15/2025] To [05/15/2025]
 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.:	11	Description:	SYSTEM GENERATED PAYMENT BATCH	Total Amount:	199,571.51
Batch Date:	05/15/2025	Type:	System	Source Application:	AP
Last Edited:	05/15/2025	Status:	Open	Bank:	01
				No. of Entries:	34
				No. of Checks Printed:	0

Entry No.:	1	System Generated Payment	Document No.:	PY000010750	Payment Amt.:	1,515.00
------------	---	--------------------------	---------------	-------------	---------------	----------

Transaction Type:	Payment	Payment Date:	05/21/2025	Posting Date:	05/21/2025	Year - Period:	2025 - 05
Vendor:	ACKL01		ACKLANDS- GRAINGER INC	Account Set:	TRADE		
Payment Code:	EFT	Payment Type:	Other				

VARIOUS SAFETY & HOUSEKEEPING SUPPLIES

Document No.	Sched. No.	Adj. No.	Adj. Reference	Adj. Description	Adjustment	Discount	Tax Withheld	Amount
9477662051					0.00	0.00	0.00	348.59
9494158109					0.00	0.00	0.00	174.70
9498844407					0.00	0.00	0.00	161.43
9499306844					0.00	0.00	0.00	830.28
Total :					0.00	0.00	0.00	1,515.00

Entry No.:	2	System Generated Payment	Document No.:	PY000010751	Payment Amt.:	409.91
------------	---	--------------------------	---------------	-------------	---------------	--------

Transaction Type:	Payment	Payment Date:	05/21/2025	Posting Date:	05/21/2025	Year - Period:	2025 - 05
Vendor:	AJPR01		AJ Printing and Copy	Account Set:	TRADE		
Payment Code:	EFT	Payment Type:	Other				

RE-ORDER OF PURCHASE ORDERS

Document No.	Sched. No.	Adj. No.	Adj. Reference	Adj. Description	Adjustment	Discount	Tax Withheld	Amount
25208					0.00	0.00	0.00	409.91
Total :					0.00	0.00	0.00	409.91

Entry No.:	3	System Generated Payment	Document No.:	PY000010752	Payment Amt.:	1,002.22
------------	---	--------------------------	---------------	-------------	---------------	----------

Transaction Type:	Payment	Payment Date:	05/21/2025	Posting Date:	05/21/2025	Year - Period:	2025 - 05
Vendor:	BEAC01		BEACH EQUIPMENT AND HARDWARE	Account Set:	TRADE		
Payment Code:	EFT	Payment Type:	Other				

YARD EQUIPMENT SUPPLIES

A/P Batch Listing - Payment (APCBTCLZ)

Document No.	Sched. No.	Adj. No.	Adj. Reference	Adj. Description	Adjustment	Discount	Tax Withheld	Amount
928550-1					0.00	0.00	0.00	125.40
928944-1					0.00	0.00	0.00	876.82
Total :					0.00	0.00	0.00	1,002.22

Entry No.:	4	System Generated Payment			Document No.:	PY000010753	Payment Amt.:	253.23
Transaction Type:	Payment	Payment Date:	05/21/2025	Posting Date:	05/21/2025	Year - Period: 2025 - 05		
Vendor:	BIRD01	BIRD RICHARD		Account Set:	TRADE	LAWYER FEES		
Payment Code:	EFT	Payment Type:	Other					

Document No.	Sched. No.	Adj. No.	Adj. Reference	Adj. Description	Adjustment	Discount	Tax Withheld	Amount
14007					0.00	0.00	0.00	253.23
Total :					0.00	0.00	0.00	253.23

Entry No.:	5	System Generated Payment		Document No.:	PY000010754	Payment Amt.:	52,924.76
Transaction Type:	Payment	Payment Date:	05/21/2025	Posting Date:	05/21/2025	Year - Period: 2025 - 05	
Vendor:	CGRC01	RECEIVER GENERAL FOR CANADA		Account Set:	TRADE	INSPECTION/WEIGHING ON VESSELS - BILLED BACK TO BROKERS	
Payment Code:	EFT	Payment Type:	Other				

Document No.	Sched. No.	Adj. No.	Adj. Reference	Adj. Description	Adjustment	Discount	Tax Withheld	Amount
90315779					0.00	0.00	0.00	52,924.76
Total :					0.00	0.00	0.00	52,924.76

Entry No.:	6	System Generated Payment		Document No.:	PY000010755		Payment Amt.:	2,282.60
Transaction Type:	Payment	Payment Date:	05/21/2025	Posting Date:	05/21/2025	Year - Period: 2025 - 05		
Vendor:	CLAR02	CLARKE CLEANING SERVICE		Account Set:	TRADE	MARCH & APRIL HOUSEKEEPING		
Payment Code:	EFT	Payment Type:	Other					

Document No.	Sched. No.	Adj. No.	Adj. Reference	Adj. Description	Adjustment	Discount	Tax Withheld	Amount
2361					0.00	0.00	0.00	1,141.30
2362					0.00	0.00	0.00	1,141.30
Total :					0.00	0.00	0.00	2,282.60

Entry No.: 7	System Generated Payment	Document No.: PY000010756	Payment Amt.: 133.34
---------------------	--------------------------	----------------------------------	-----------------------------

A/P Batch Listing - Payment (APCBTCLZ)

Transaction Type: Payment Payment Date: 05/21/2025 Posting Date: 05/21/2025 Year - Period: 2025 - 05
 Vendor: COLE02 COLE SOLUTIONS Account Set: TRADE
 Payment Code: EFT Payment Type: Other WEBSITE HOSTING

Document No.	Sched. No.	Adj. No.	Adj. Reference	Adj. Description	Adjustment	Discount	Tax Withheld	Amount
3167-1					0.00	0.00	0.00	133.34
Total :					0.00	0.00	0.00	133.34

Entry No.: 8 System Generated Payment Document No.: PY000010757 Payment Amt.: 80.22

Transaction Type: Payment Payment Date: 05/21/2025 Posting Date: 05/21/2025 Year - Period: 2025 - 05
 Vendor: CULL01 CULLIGAN OF OTTAWA Account Set: TRADE
 Payment Code: EFT Payment Type: Other BOTTLED WATER COOLER JUGS

Document No.	Sched. No.	Adj. No.	Adj. Reference	Adj. Description	Adjustment	Discount	Tax Withheld	Amount
43360TO					0.00	0.00	0.00	80.22
Total :					0.00	0.00	0.00	80.22

Entry No.: 9 System Generated Payment Document No.: PY000010758 Payment Amt.: 791.00

Transaction Type: Payment Payment Date: 05/21/2025 Posting Date: 05/21/2025 Year - Period: 2025 - 05
 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
94859					0.00	0.00	0.00	791.00
Total :					0.00	0.00	0.00	791.00

Entry No.: 10 System Generated Payment Document No.: PY000010759 Payment Amt.: 526.85

Transaction Type: Payment Payment Date: 05/21/2025 Posting Date: 05/21/2025 Year - Period: 2025 - 05
 Vendor: DALT01 DALTCO A DIVISION OF IDEAL SUPPLY Account Set: TRADE
 Payment Code: EFT Payment Type: Other VARIOUS ELECTRICAL SUPPLIES

Document No.	Sched. No.	Adj. No.	Adj. Reference	Adj. Description	Adjustment	Discount	Tax Withheld	Amount
1311095					0.00	0.00	0.00	33.91
1317783					0.00	0.00	0.00	216.55
1339161					0.00	0.00	0.00	53.70
888836					0.00	0.00	0.00	222.69

A/P Batch Listing - Payment (APCBTCLZ)

Total :	0.00	0.00	0.00	526.85
---------	------	------	------	--------

Entry No.: 11	System Generated Payment	Document No.: PY000010760	Payment Amt.: 23.74
---------------	--------------------------	---------------------------	---------------------

Transaction Type:	Payment	Payment Date:	05/21/2025	Posting Date:	05/21/2025	Year - Period:	2025 - 05
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
PORT09-1806436					0.00	0.00	0.00	23.74
Total :					0.00	0.00	0.00	23.74

Entry No.: 12	System Generated Payment	Document No.: PY000010761	Payment Amt.: 150.29
---------------	--------------------------	---------------------------	----------------------

Transaction Type:	Payment	Payment Date:	05/21/2025	Posting Date:	05/21/2025	Year - Period:	2025 - 05
Vendor:	EMON01		EMOND HARNDEN, LLP	Account Set:	TRADE	LAWYER FEES	
Payment Code:	EFT	Payment Type:	Other				

Document No.	Sched. No.	Adj. No.	Adj. Reference	Adj. Description	Adjustment	Discount	Tax Withheld	Amount
272344					0.00	0.00	0.00	150.29
Total :					0.00	0.00	0.00	150.29

Entry No.: 13	System Generated Payment	Document No.: PY000010762	Payment Amt.: 709.64
---------------	--------------------------	---------------------------	----------------------

Transaction Type:	Payment	Payment Date:	05/21/2025	Posting Date:	05/21/2025	Year - Period:	2025 - 05
Vendor:	EURO01		EUROFINS ENVIRONMENT TESTING CANAD.	Account Set:	TRADE	WATER TESTING	
Payment Code:	EFT	Payment Type:	Other				

Document No.	Sched. No.	Adj. No.	Adj. Reference	Adj. Description	Adjustment	Discount	Tax Withheld	Amount
3015655					0.00	0.00	0.00	709.64
Total :					0.00	0.00	0.00	709.64

Entry No.: 14	System Generated Payment	Document No.: PY000010763	Payment Amt.: 357.11
---------------	--------------------------	---------------------------	----------------------

Transaction Type:	Payment	Payment Date:	05/21/2025	Posting Date:	05/21/2025	Year - Period:	2025 - 05
Vendor:	FARM01		FARMERS FORUM	Account Set:	TRADE	ADVERTISING	
Payment Code:	EFT	Payment Type:	Other				

Document No.	Sched. No.	Adj. No.	Adj. Reference	Adj. Description	Adjustment	Discount	Tax Withheld	Amount
--------------	------------	----------	----------------	------------------	------------	----------	--------------	--------

A/P Batch Listing - Payment (APCBTCLZ)

91140	0.00	0.00	0.00	357.11
Total :	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>357.11</u>

Entry No.: 15 System Generated Payment **Document No.:** PY000010764 **Payment Amt.:** 238.19

Transaction Type: Payment **Payment Date:** 05/21/2025 **Posting Date:** 05/21/2025 **Year - Period:** 2025 - 05

Vendor: FUTU02 FUTURE OFFICE PRODUCTS **Account Set:** TRADE

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

COPIER CONTRACT

<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>
FOP232727					0.00	0.00	0.00	238.19
Total :					<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>238.19</u>

Entry No.: 16 System Generated Payment **Document No.:** PY000010765 **Payment Amt.:** 1,808.00

Transaction Type: Payment **Payment Date:** 05/21/2025 **Posting Date:** 05/21/2025 **Year - Period:** 2025 - 05

Vendor: GTRS01 GTR SCALES LTD. **Account Set:** TRADE

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

SCALE POWER SUPPLY

<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>
250328POJ					0.00	0.00	0.00	1,808.00
Total :					<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>1,808.00</u>

Entry No.: 17 System Generated Payment **Document No.:** PY000010766 **Payment Amt.:** 7,031.43

Transaction Type: Payment **Payment Date:** 05/21/2025 **Posting Date:** 05/21/2025 **Year - Period:** 2025 - 05

Vendor: HOUS02 S. HOUSEMAN & ASSOCIATES **Account Set:** TRADE

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

VARIOUS ENG. ON CAPITAL PROJECT

<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>
025-54					0.00	0.00	0.00	2,118.75
025-55					0.00	0.00	0.00	2,737.43
025-56					0.00	0.00	0.00	1,531.15
025-57					0.00	0.00	0.00	644.10
Total :					<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>7,031.43</u>

Entry No.: 18 System Generated Payment **Document No.:** PY000010767 **Payment Amt.:** 4,204.37

Transaction Type: Payment **Payment Date:** 05/21/2025 **Posting Date:** 05/21/2025 **Year - Period:** 2025 - 05

A/P Batch Listing - Payment (APCBTCLZ)

Vendor: HUDS01 G.C. HUDSON SUPPLY LIMITED
 Payment Code: EFT Payment Type: Other

Account Set: TRADE

MANLIFT RENTAL

Document No.	Sched. No.	Adj. No.	Adj. Reference	Adj. Description	Adjustment	Discount	Tax Withheld	Amount
395454					0.00	0.00	0.00	4,204.37
Total :					0.00	0.00	0.00	4,204.37

Entry No.: 19 System Generated Payment Document No.: PY000010768 Payment Amt.: 77.97
 Transaction Type: Payment Payment Date: 05/21/2025 Posting Date: 05/21/2025 Year - Period: 2025 - 05
 Vendor: JOEC01 JOE COMPUTER Account Set: TRADE
 Payment Code: EFT Payment Type: Other

BACKUP INTERNET

Document No.	Sched. No.	Adj. No.	Adj. Reference	Adj. Description	Adjustment	Discount	Tax Withheld	Amount
218676					0.00	0.00	0.00	77.97
Total :					0.00	0.00	0.00	77.97

Entry No.: 20 System Generated Payment Document No.: PY000010769 Payment Amt.: 2,836.30
 Transaction Type: Payment Payment Date: 05/21/2025 Posting Date: 05/21/2025 Year - Period: 2025 - 05
 Vendor: JOHN02 JOHN WILSON ELECTRIC (FORDWICH) LIMIT Account Set: TRADE
 Payment Code: EFT Payment Type: Other

ELECTRICAL SUPPLIES FOR SHIP LOADERS

Document No.	Sched. No.	Adj. No.	Adj. Reference	Adj. Description	Adjustment	Discount	Tax Withheld	Amount
0000404737					0.00	0.00	0.00	2,836.30
Total :					0.00	0.00	0.00	2,836.30

Entry No.: 21 System Generated Payment Document No.: PY000010770 Payment Amt.: 177.98
 Transaction Type: Payment Payment Date: 05/21/2025 Posting Date: 05/21/2025 Year - Period: 2025 - 05
 Vendor: JONE01 JONES RAIL INDUSTRIES LTD. Account Set: TRADE
 Payment Code: EFT Payment Type: Other

MONTHLY RAIL MAINT.

Document No.	Sched. No.	Adj. No.	Adj. Reference	Adj. Description	Adjustment	Discount	Tax Withheld	Amount
4795					0.00	0.00	0.00	177.98
Total :					0.00	0.00	0.00	177.98

Entry No.: 22 System Generated Payment Document No.: PY000010771 Payment Amt.: 12,984.18

A/P Batch Listing - Payment (APCBTCLZ)

Transaction Type: Payment Payment Date: 05/21/2025 Posting Date: 05/21/2025 Year - Period: 2025 - 05
 Vendor: LEVA01 LEVAC SUPPLY LIMITED Account Set: TRADE
 Payment Code: EFT Payment Type: Other PURCHASE OF NEW MAINT. TOOLS

Document No.	Sched. No.	Adj. No.	Adj. Reference	Adj. Description	Adjustment	Discount	Tax Withheld	Amount
1377131					0.00	0.00	0.00	2,121.18
1377132					0.00	0.00	0.00	9,191.13
1377857					0.00	0.00	0.00	959.94
1377858					0.00	0.00	0.00	363.58
1377859					0.00	0.00	0.00	348.35
Total :					0.00	0.00	0.00	12,984.18

Entry No.: 23 System Generated Payment Document No.: PY000010772 Payment Amt.: 1,139.04
 Transaction Type: Payment Payment Date: 05/21/2025 Posting Date: 05/21/2025 Year - Period: 2025 - 05
 Vendor: LIME01 LIMERICK ENVIRONMENTAL SERVICES LTD. Account Set: TRADE
 Payment Code: EFT Payment Type: Other WASTE GRAIN REMOVAL

Document No.	Sched. No.	Adj. No.	Adj. Reference	Adj. Description	Adjustment	Discount	Tax Withheld	Amount
2025-0031					0.00	0.00	0.00	759.36
2025-0054					0.00	0.00	0.00	379.68
Total :					0.00	0.00	0.00	1,139.04

Entry No.: 24 System Generated Payment Document No.: PY000010773 Payment Amt.: 107.35
 Transaction Type: Payment Payment Date: 05/21/2025 Posting Date: 05/21/2025 Year - Period: 2025 - 05
 Vendor: LVCO01 L.V. CONTROL MANUFACTURING LIMITED Account Set: TRADE
 Payment Code: EFT Payment Type: Other SERVICE CALL

Document No.	Sched. No.	Adj. No.	Adj. Reference	Adj. Description	Adjustment	Discount	Tax Withheld	Amount
0000051193					0.00	0.00	0.00	107.35
Total :					0.00	0.00	0.00	107.35

Entry No.: 25 System Generated Payment Document No.: PY000010774 Payment Amt.: 1,864.50
 Transaction Type: Payment Payment Date: 05/21/2025 Posting Date: 05/21/2025 Year - Period: 2025 - 05
 Vendor: MARI02 Maritime Magazine Account Set: TRADE
 Payment Code: EFT Payment Type: Other SPRING ADVERTISING

A/P Batch Listing - Payment (APCBTCLZ)

Document No.	Sched. No.	Adj. No.	Adj. Reference	Adj. Description	Adjustment	Discount	Tax Withheld	Amount
MM-25-0168					0.00	0.00	0.00	1,864.50
Total :					0.00	0.00	0.00	1,864.50

Entry No.:	26	System Generated Payment		Document No.:		PY000010775	Payment Amt.:		5,650.00
Transaction Type:	Payment	Payment Date:	05/21/2025	Posting Date:	05/21/2025	Year - Period: 2025 - 05			
Vendor:	MNP001		MNP LLP	Account Set:	TRADE	PROGRESS # 3 FROM MNP 2024 AUDIT			
Payment Code:	EFT	Payment Type:	Other						

Document No.	Sched. No.	Adj. No.	Adj. Reference	Adj. Description	Adjustment	Discount	Tax Withheld	Amount
12413863					0.00	0.00	0.00	5,650.00
Total :					0.00	0.00	0.00	5,650.00

Entry No.:	27	System Generated Payment			Document No.: PY000010776		Payment Amt.:	1,600.00
Transaction Type:	Payment	Payment Date:	05/21/2025	Posting Date:	05/21/2025	Year - Period: 2025 - 05		
Vendor:	OGFA01	ONTARIO AGRI BUSINESS ASSOC.			Account Set:	TRADE	SUMMER GOLF SPONSORSHIP AND REGISTRATION	
Payment Code:	EFT	Payment Type:	Other					

Document No.	Sched. No.	Adj. No.	Adj. Reference	Adj. Description	Adjustment	Discount	Tax Withheld	Amount
2025 SUMMER GOLF SPONS					0.00	0.00	0.00	550.00
DEERHURST GOLF-2025					0.00	0.00	0.00	1,050.00
Total :					0.00	0.00	0.00	1,600.00

Entry No.: 28	System Generated Payment			Document No.: PY000010777			Payment Amt.: 55,817.42
Transaction Type:	Payment	Payment Date:	05/21/2025	Posting Date:	05/21/2025	Year - Period: 2025 - 05	
Vendor:	OMER01		OMERS	Account Set:	TRADE	EMPLOYEE PENSION	
Payment Code:	EFT	Payment Type:	Other				

Document No.	Sched. No.	Adj. No.	Adj. Reference	Adj. Description	Adjustment	Discount	Tax Withheld	Amount
APRIL EMPL. PENSION					0.00	0.00	0.00	55,817.42
Total :					0.00	0.00	0.00	55,817.42

Entry No.:	29	System Generated Payment			Document No.: PY000010778		Payment Amt.:	13,202.80
Transaction Type:	Payment	Payment Date:	05/21/2025	Posting Date:	05/21/2025	Year - Period: 2025 - 05		
Vendor:	ONSE01	ONSERVE		Account Set:	TRADE			

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
69068					0.00	0.00	0.00	4,381.50
69107					0.00	0.00	0.00	6,686.16
69134					0.00	0.00	0.00	1,885.41
69171					0.00	0.00	0.00	249.73
Total :					0.00	0.00	0.00	13,202.80

Entry No.: 30 System Generated Payment Document No.: PY000010779 Payment Amt.: 20,294.80

Transaction Type: Payment Payment Date: 05/21/2025 Posting Date: 05/21/2025 Year - Period: 2025 - 05

Vendor: PLAS03 PLASTRUCT POLYZONE Account Set: TRADE

Payment Code: EFT Payment Type: Other URETHANE LINER

Document No.	Sched. No.	Adj. No.	Adj. Reference	Adj. Description	Adjustment	Discount	Tax Withheld	Amount
45474					0.00	0.00	0.00	20,294.80
Total :					0.00	0.00	0.00	20,294.80

Entry No.: 31 System Generated Payment Document No.: PY000010780 Payment Amt.: 4,943.75

Transaction Type: Payment Payment Date: 05/21/2025 Posting Date: 05/21/2025 Year - Period: 2025 - 05

Vendor: PREV02 PREVENTION AND REGULATORY SOLUTION Account Set: TRADE

Payment Code: EFT Payment Type: Other HEALTH AND SAFETY

Document No.	Sched. No.	Adj. No.	Adj. Reference	Adj. Description	Adjustment	Discount	Tax Withheld	Amount
840					0.00	0.00	0.00	4,943.75
Total :					0.00	0.00	0.00	4,943.75

Entry No.: 32 System Generated Payment Document No.: PY000010781 Payment Amt.: 2,951.45

Transaction Type: Payment Payment Date: 05/21/2025 Posting Date: 05/21/2025 Year - Period: 2025 - 05

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
APRIL/25 DUES					0.00	0.00	0.00	2,951.45

Total :

0.00

0.00

0.00

2,951.45

Entry No.: 33System Generated PaymentDocument No.: PY000010782Payment Amt.: 1,407.63

Transaction Type: PaymentPayment Date: 05/21/2025Posting Date: 05/21/2025Year - Period: 2025 - 05

Vendor: SGSE01SGS ELEVATORSAccount Set: TRADE

Payment Code: EFTPayment Type: OtherMONTHLY MAINT. ON ELEVATING DEVICES

Document No.	Sched. No.	Adj. No.	Adj. Reference	Adj. Description	Adjustment	Discount	Tax Withheld	Amount
111113					0.00	0.00	0.00	1,407.63
Total :					0.00	0.00	0.00	1,407.63

Entry No.: 34System Generated PaymentDocument No.: PY000010783Payment Amt.: 74.44

Transaction Type: PaymentPayment Date: 05/21/2025Posting Date: 05/21/2025Year - Period: 2025 - 05

Vendor: SPEN07SPENCERVILLE HOME HARDWAREAccount Set: TRADE

Payment Code: EFTPayment Type: OtherGENERAL ELEVATOR SUPPLIES

Document No.	Sched. No.	Adj. No.	Adj. Reference	Adj. Description	Adjustment	Discount	Tax Withheld	Amount
89354					0.00	0.00	0.00	74.44
Total :					0.00	0.00	0.00	74.44

— Batch Summary —

	Invoice	Adjustment	Discount	Payment	Advance Credit	Bank Amount
Total for Batch 11:	0.00	0.00	0.00	199,571.51	0.00	199,571.51

34 entries printed
1 batch printed