

**REGULAR MEETING OF COUNCIL OF THE CORPORATION OF
THE TOWNSHIP OF MANITOUWADGE, TO BE HELD IN THE
COUNCIL CHAMBERS, MUNICIPAL ADMINISTRATION
COMPLEX, MANITOUWADGE, ONTARIO, ON WEDNESDAY,
JUNE 12, 2013, AT THE HOUR OF 7:00 p.m.**

AGENDA

01 CALL TO ORDER

02 PECUNIARY INTEREST

03 ADOPTION OF MINUTES OF PREVIOUS COMMITTEE AND REGULAR MEETINGS

01 Minutes of the Regular Meeting held on May 22, 2013.

02 Minutes of the Special Meeting held on May 28, 2013.

03 Minutes of the Special Meeting held on May 31, 2013.

04 DEPUTATIONS

None.

05 DISBURSEMENTS

01 Statement of Disbursement Sheet #2013-09 for \$343,987.74.

06 CORRESPONDENCE

01 Notice regarding "Ontario Family Fishing Events – Fish License-Free, July 6-14, 2013, to help celebrate 20 years of licence-free fishing.

07 PETITIONS

None.

08 BY-LAWS

- 01 **Being a By-law to enter** into a Phase 2 Funding Agreement with Recycling Council of Canada, for reimbursement of eligible municipal costs incurred with proper management of Selected Household Hazardous Wastes (3 years agreement), provided to Council under cover of **Administration Report #PW2013-05**, dated May 28, 2013, submitted by Omer Collin, Public Works Superintendent.

09 NEW BUSINESS

- 01 Thunder Bay District Health Unit 2012 Audited Financial Statements.
- 02 The District of Thunder Bay Social Services Administration Board 2012 Audited Consolidated Financial Statements.
- 03 Proclamation: June is Senior's Month, as noted by correspondence from The Ontario Seniors' Secretariat, Abby Katz Starr, Assistant Deputy Minister, Dated May 2013.
- 04 Appointment as Manitowadge's Representative to the Community Joint Venture, known as 2242348 Ontario Limited.
- 05 Trial Balance by Department, provided by Margaret Hartling, Treasurer, for the month of May, 2013.
- 06 **Administration Report #PW2013-06**, dated May 29, 2013, submitted by Omer Collin, Public Works Superintendent, regarding Manitowadge Landfill Provision C of A No. A591707 – 2012 Annual Monitoring Program Final Report, dated May 2013.
- 07 **Administration Report #ADM2013-06**, date June 4, 2013, submitted by Cecile Kerster, Municipal Manager Clerk, regarding "Award Proposal for Development of Asset Management Plan".
- 08 AMO Delegation requests.

10 OLD BUSINESS

- 01 Trailer Park Lease was tabled for this meeting but requires further review and will be brought back at a future date.

11 REPORTS AND COMMITTEES

- 01 Minutes of Meeting: Thunder Bay District Health Unit, held on April 17, 2013.
- 02 Minutes of Meetings: Manitouwadge Municipal Housing Corporation, held on April 15 and April 27, 2013.
- 03 Minutes of Meeting: Northeastern Superior Mayors Group, held on May 6, 2013.
- 04 Minutes of Meeting: Manitouwadge Public Library Board, held on May 7, 2013.

12 MOTIONS AND NOTICES OF MOTION

None.

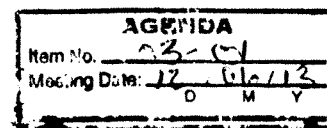
13 RESOLUTION TO GO INTO CLOSED SESSION

None.

14 ADJOURNMENT

MINUTES OF THE REGULAR MEETING OF THE COUNCIL OF THE CORPORATION OF THE TOWNSHIP OF MANITOUWADGE, HELD IN THE COUNCIL CHAMBERS, MANITOUWADGE, ONTARIO ON WEDNESDAY, MAY 22, 2013 AT THE HOUR OF 6:00 P.M.

PRESENT: Councillor Connie Hunter
Councillor Donna Jaunzarins
Councillor Sheldon Plummer



ABSENT: Mayor John MacEachern
Councillor Natalie Labbé
Cecile Kerster, Municipal Manager Clerk

STAFF: Margaret Hartling, Treasurer/Deputy Clerk

PUBLIC:

01 CALL TO ORDER

RESOLUTION NO. 2013-150

Moved by: Councillor Hunter

Seconded by: Councillor Jaunzarins

RESOLVED THAT: the Regular Meeting commence at the hour of p.m.

CARRIED

02 PECUNIARY INTEREST

None.

03 ADOPTION OF MINUTES OF PREVIOUS COMMITTEE AND REGULAR MEETINGS

01 Minutes of the Regular Meeting held on May 8, 2013

RESOLUTION NO. 2013-151

Moved by: Councillor Jaunzarins

Seconded by: Councillor Hunter

RESOLVED THAT: the Minutes of the Regular Meeting of Wednesday, May 8, 2013 are adopted as circulated.

CARRIED

02 Minutes of the Special Meeting held on May 9, 2013

RESOLUTION NO. 2013-152

Moved by: Councillor Hunter

Seconded by: Councillor Jaunzarins

RESOLVED THAT: the Minutes of the Special Meeting of Thursday, May 9, 2013 are adopted as circulated.

CARRIED

03 Minutes of the Special Meeting held on May 13, 2013

RESOLUTION NO. 2013-153

Moved by: Councillor Jaunzarins

Seconded by: Councillor Hunter

RESOLVED THAT: the Minutes of the Special Meeting of Monday, May 13, 2013 are adopted as circulated.

CARRIED

04 Minutes of the Special Meeting held on May 16, 2013

RESOLUTION NO. 2013-154

Moved by: Councillor Hunter

Seconded by: Councillor Jaunzarins

RESOLVED THAT: the Minutes of the Special Meeting of Thursday, May 16, 2013 are adopted as circulated.

CARRIED

04 DEPUTATIONS

None.

05 DISBURSEMENTS

01 Statement of Disbursement Sheet #2013-08 for \$200,893.86

RESOLUTION NO. 2013-155

Moved by: Councillor Jaunzarins

Seconded by: Councillor Hunter

RESOLVED THAT: Disbursement Sheet No. 2013-08 for Two Hundred Thousand, Eight Hundred and Ninety-Three Dollars and Eighty-Six Cents (\$200,893.86), for the period ending May 17, 2013, as provided to Council for information purposes only.

CARRIED

06 CORRESPONDENCE

01 Human Resources and Skills Development Canada – Enabling Accessibility Fund

RESOLUTION NO. 2013-156

Moved by: Councillor Hunter

Seconded by: Councillor Jaunzarins

RESOLVED THAT: correspondence item O6-01 be received and filed.

CARRIED

07 PETITIONS

None.

08 BY-LAWS

01 Being a By-law to amend By-law 94-21 and Appendix “A” of attached Schedule “A” - Lease Agreement for tenants of the Trailer Park.

Tabled until next Regular Council Meeting scheduled for Wednesday, June 12, 2013.

02 Being a By-law to establish 2013 Services and Charges.

Tabled until next Special Meeting of Council scheduled for Tuesday, May 28, 2013.

MINUTES OF MEETING

MAY 22, 2013

09 NEW BUSINESS

- 01** Statement of Revenue and Expenditures for the fiscal period ending April 30, 2013.

RESOLUTION NO. 2013-157

Moved by: Councillor Hunter

Seconded by: Councillor Jaunzarins

RESOLVED THAT: Council is in receipt of the Statement of Revenue and Expenditures for the fiscal period ending April 30, 2013, which is accepted as received.

CARRIED

- 03** Seniors Breakfast Date.

RESOLUTION NO. 2013-158

Moved by: Councillor Jaunzarins

Seconded by: Councillor Hunter

WHEREAS: Council provides a yearly breakfast for all seniors of our community, held at the Manitowadge Golden Age Centre during the month of June, in the spirit of "Seniors Month" as designated by the Ministry Responsible for Seniors; and,

BE IT FURTHER RESOLVED THAT: in recognition and appreciation of all the services that our seniors of this fine community have provided in the past, current and future, Council will prepare a breakfast at the Manitowadge Golden Age Centre on Friday, June 14th, 2013, with breakfast being served from 8:30 a.m. to 11:00 a.m.

CARRIED

10 OLD BUSINESS

None.

11 REPORTS AND COMMITTEES

- 01** Minutes of Meeting: Regional East Mayor's Group held on April 8, 2013.

RESOLUTION NO. 2013-159

Moved by: Councillor Hunter

Seconded by: Councillor Jaunzarins

RESOLVED THAT: Council is in receipt of the Minutes of Meeting by the Regional East Mayor's Group, held on April 8, 2013, which are accepted as received.

CARRIED

- 02** Minutes of Meeting: Manitowadge Public Library Board held on April 2, 2013.

RESOLUTION NO. 2013-160

Moved by: Councillor Jaunzarins

Seconded by: Councillor Hunter

RESOLVED THAT: Council is in receipt of the Minutes of Meeting by the Manitowadge Public Library Board, held on April 2, 2013, which are accepted as received.

CARRIED

12 MOTIONS AND NOTICES OF MOTION

None.

13 RESOLUTION TO GO INTO CLOSED SESSION

None

14 ADJOURNMENT

RESOLUTION NO. 2013-161

Moved by: Councillor Hunter

Seconded by: Councillor Jaunzarins

RESOLVED THAT: the Regular Meeting adjourn at the hour of 6:20 p.m.

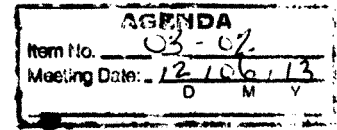
CARRIED

Acting Mayor Sheldon Plummer

Margaret Hartling/Treasurer/Deputy Clerk

**MINUTES OF THE REGULAR MEETING OF THE COUNCIL OF THE
CORPORATION OF THE TOWNSHIP OF MANITOUWADGE, HELD
IN THE COUNCIL CHAMBERS, MANITOUWADGE, ONTARIO ON
WEDNESDAY, MAY 28, 2013 AT THE HOUR OF 9:00 A.M.**

PRESENT: Mayor John MacEachern
Councillor Connie Hunter
Councillor Donna Jaunzarins
Councillor Natalie Labbé
Councillor Sheldon Plummer



ABSENT: 0

STAFF: Cecile Kerster, Municipal Manager Clerk
Margaret Hartling, Treasurer/Deputy Clerk
Owen Cranney, Fire Chief/Building/Airport Manager
Omer Collin, Public Works Superintendent
Paula McCloskey, Director of Community Services

PUBLIC: 0

01 CALL TO ORDER

RESOLUTION NO. 2013-162

Moved by: Councillor Plummer

Seconded by: Councillor Hunter

RESOLVED THAT: the Special Meeting commence at the hour of 9:05 a.m.

CARRIED

02 DISCLOSURE OF INTEREST

None.

03 DISCUSSION ITEMS:

At the meeting, Council was requested to deal with Item 03-02 prior to 03-01.
This request was approved and therefore items have been reversed in these
Minutes of Meeting, as follows:

02 Third Reading: Being a By-law to establish 2013 Services and Charges.

RESOLUTION NO. 2013-163

Moved by: Councillor Plummer

Seconded by: Councillor Jaunzarins

RESOLVED THAT: Being a by-law to establish 2013 Services and Charges, be read a
third time, passed and numbered as By-law No. 2013-05.

CARRIED

NOTE:

- 01 Councillor Natalie Labbé joined the meeting @ 9:10 a.m.
- 02 Councillor Sheldon Plummer left the meeting @ 9:28 a.m.
- 03 Councillor Sheldon Plummer returned to the meeting @ 9:34 a.m.

01 KPMG Final Report - "Municipal Service Delivery Review".

RESOLUTION NO. 2013-164

Moved by: Councillor Hunter

Seconded by: Councillor Plummer

RESOLVED THAT: Council is in receipt of the Final Report as provided by KPMG Consultants, regarding “Municipal Service Delivery Review”, which is accepted as received.

CARRIED

04 CLOSED SESSION:

- personal matters about an identifiable individual, including municipal or local board employees.

RESOLUTION NO. 2013-165

Moved by: Councillor Hunter

Seconded by: Councillor Jaunzarins

WHEREAS Section 239(4) of the Municipal Act, 2001, S.O. 2001, C.25 provided that before holding a meeting or part of a meeting that is to be closed to the public, a municipality or local board or committee of either of them, shall state by resolution the fact of holding of the closed meeting and the general nature of the matter to be considered at the closed meeting;

NOW THEREFORE BE IT RESOLVED THAT: this meeting is hereby closed to the public as the subject matter being discussed falls under the following section:

- the security of the property of the municipality or local board.
- personal matters about an identifiable individual, including municipal or local board employees.
- a proposed or pending acquisition or disposition of land by the municipality or local board.
- labour relations or employee negotiations.
- litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board.
- advice that is subject to solicitor-client privilege, including communications necessary for that purpose.
- a matter in respect of which a council, board, committee or other body may hold a meeting to be closed under another Act.
- a request under the *Municipal Freedom of Information and Protection of Privacy Act* if the Council is designated as head of the institution for the purposes of that Act.
- a meeting of a council or local board or of a committee of either of them may be closed to the public if the following conditions are both satisfied:
 - the meeting is held for the purpose of educating or training the members
 - at the meeting, no member discusses or otherwise deals with any matter in a way that materially advances the business or decision-making of the council, local board or committee.

CARRIED

RESOLUTION NO. 2013-166

Moved by: Councillor Jaunzarins

Seconded by: Councillor Plummer

RESOLVED THAT: the meeting is hereby declared to be open to the public.

CARRIED

05 ADJOURNMENT

RESOLUTION NO. 2013-167

Moved by: Councillor Hunter

Seconded by: Councillor Jaunzarins

MINUTES OF MEETING

MAY 28, 2013

RESOLVED THAT: the Special Meeting adjourn at the hour of 12:14 p.m.

CARRIED

Mayor John MacEachern

Cecile Kerster, Municipal Manager Clerk

**MINUTES OF THE SPECIAL MEETING OF THE COUNCIL OF THE
CORPORATION OF THE TOWNSHIP OF MANITOUWADGE, HELD IN
THE COUNCIL CHAMBERS, MANITOUWADGE, ONTARIO ON
FRIDAY, MAY 31, 2013 AT THE HOUR OF TIME 9:00 A.M.**

PRESENT: Mayor John MacEachern
Councillor Connie Hunter
Councillor Donna Jaunzarins
Councillor Natalie Labbé

AGENDA	
Item No.	03-03
Meeting Date:	12 16 13
	D M Y

ABSENT: Councillor Sheldon Plummer

STAFF: Cecile Kerster, Municipal Manager Clerk
Margaret Hartling, Treasurer/Deputy Clerk
Owen Cranney, Fire Chief/Building/Airport Manager
Omer Collin, Public Works Superintendent
Paula McCloskey, Director of Community Services

PUBLIC: 0

01 CALL TO ORDER

RESOLUTION NO. 2013-168

Moved by: Councillor Hunter

Seconded by: Councillor Labbé

RESOLVED THAT: the Special Meeting commenced at the hour of 9:05 a.m.

CARRIED

02 DISCLOSURE OF INTEREST

None.

03 DISCUSSION ITEM:

01 DRAFT 2013 BUDGET – continued discussions.

At conclusion of this review, discussions will continue to next meeting once scheduled.

Councillor Jaunzarins joined the meeting at 9:15 a.m.

Councillor Jaunzarins left the meeting at 11:30 a.m.

04 ADJOURNMENT

RESOLUTION NO. 2013-169

Moved by: Councillor Labbé

Seconded by: Councillor Hunter

RESOLVED THAT: the Special Meeting commenced at the hour of 12:17 p.m.

CARRIED

Mayor John MacEachern

Cecile Kerster, Municipal Manager Clerk



The Corporation of the
TOWNSHIP OF MANITOUWADGE
 Manitouwadge, Ontario
 POT 2C0

STATEMENT OF DISBURSEMENTS

DISBURSEMENT SHEET NO. 2013-09 FOR THE PERIOD

ENDING June 7, 2013

PAYROLL	\$	<u>83,704.04</u>
REGULAR CHEQUES	\$	<u>260,283.70</u>
VOID CHEQUES	\$	<u>0.00</u>
TOTAL	\$	<u>343,987.74</u>

[Signature]
 TREASURER/DEPUTY CLERK

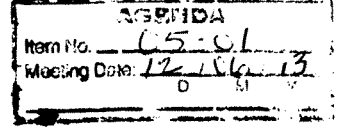
 MAYOR

APPROVED BY RESOLUTION NO. _____

MEETING OF COUNCIL HELD _____

MUNICIPAL MANAGER CLERK

DEPUTY CLERK



Payroll Disbursements - Council Report

<u>Payroll Date</u>		<u>Amount</u>
May 31/13	Regular	\$ 79,954.10
May 31/13	Council	\$ 3,749.94
2013-09		<u>\$ 83,704.04</u>

Cheque Register-Summary-Bank



Vendor : 2335401 To ZENGO01
 Cheque Dt. 16-May-2013 To 05-Jun-2013
 Bank : 1 - GENERAL OPERATING

Seq : Cheque No. Status : All
 Medium : C=Computer

Cheque #	Cheque Date	Vendor	Vendor Name	Status	Batch	Medium	Amount
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2501	17-May-2013	CANAD02	CANADA POST CORPORATION	Issued	109	C	26.64
2502	17-May-2013	CRANN01	CRANNEY, OWEN	Issued	109	C	2,342.75
2503	17-May-2013	IPMCO01	IPM COUNCIL OF CANADA	Issued	109	C	904.00
2504	17-May-2013	MACEA01	MACEACHERN, JOHN	Issued	109	C	530.00
2505	17-May-2013	PATTE01	PATTERSON, SHAWNA	Issued	109	C	400.00
2506	17-May-2013	TDVIS01	TD VISA	Issued	109	C	998.65
2507	17-May-2013	XEROX01	XEROX CANADA LTD.	Issued	109	C	209.89
2508	31-May-2013	BLUEW01	BLUEWAVE ENERGY	Issued	116	C	6,814.53
2509	31-May-2013	CUPEL01	CANADIAN UNION OF PUBLIC EMPLOYEES	Issued	116	C	1,082.16
2510	31-May-2013	LAUZIO1	LAUZIERE, CLARA	Issued	116	C	1,500.00
2511	31-May-2013	MACEA01	MACEACHERN, JOHN	Issued	116	C	445.00
2512	31-May-2013	MINIS03	MINISTER OF FINANCE	Issued	116	C	3,844.37
2513	31-May-2013	OMERS01	OMERS	Issued	116	C	34,109.98
2514	31-May-2013	RECEI01	RECEIVER GENERAL	Issued	116	C	38,096.18
2515	31-May-2013	SHAWC01	SHAW CABLESYSTEMS G.P.	Issued	116	C	121.81
2516	31-May-2013	TBAYT01	TBAYTEL	Issued	116	C	95.94
2517	31-May-2013	WSIB01	WSIB	Issued	116	C	4,459.51
2518	05-Jun-2013	ABBOG01	ABBOTT, GARY	Issued	120	C	175.00
2519	05-Jun-2013	ACAPU01	ACAPULCO POOLS	Issued	120	C	1,564.60
2520	05-Jun-2013	AJSTO01	AJ STONE COMPANY LTD.	Issued	120	C	3,248.64
2521	05-Jun-2013	ALSLA01	ALS LABORATORY GROUP	Issued	120	C	4,868.50
2522	05-Jun-2013	AVRON01	AVRON	Issued	120	C	258.45
2523	05-Jun-2013	BARAN01	BARAN, TYLER	Issued	120	C	87.50
2524	05-Jun-2013	BARGA01	THE BARGAIN SHOP	Issued	120	C	12.74
2525	05-Jun-2013	BEERS01	THE BEER STORE	Issued	120	C	845.02
2526	05-Jun-2013	BOREA01	BOREAL SOLUTIONS INC.	Issued	120	C	402.44
2527	05-Jun-2013	BRINK01	BRINKLOW, BARBARA	Issued	120	C	175.00
2528	05-Jun-2013	CALGA01	CAL-GAS INC.	Issued	120	C	1,502.77
2529	05-Jun-2013	CANAD02	CANADA POST CORPORATION	Issued	120	C	38.86
2530	05-Jun-2013	CITYO01	CITY OF THUNDER BAY	Issued	120	C	8,564.00
2531	05-Jun-2013	CLEAN02	CLEAN-SWEEP	Issued	120	C	2,373.00
2532	05-Jun-2013	CORAL01	CORAL CANADA WIDE	Issued	120	C	4,538.95
2533	05-Jun-2013	COURT01	COURTESY FREIGHT SYSTEMS LTD.	Issued	120	C	398.10
2534	05-Jun-2013	CRAIG01	CRAIG PLUMBING CENTRE LTD.	Issued	120	C	99.60
2535	05-Jun-2013	CRITE01	CRITERION PICTURES	Issued	120	C	417.84
2536	05-Jun-2013	EDAEN01	EDA ENVIRONMENTAL LTD.	Issued	120	C	1,808.00
2537	05-Jun-2013	ELLIG01	ELLIS, GERALD	Issued	120	C	175.00
2538	05-Jun-2013	EMCOC01	EMCO CORP./WESTERN SUPPLIES	Issued	120	C	2,786.10
2539	05-Jun-2013	EQUIP02	EQUIPMENT WORLD	Issued	120	C	945.14
2540	05-Jun-2013	FOUNT01	FOUNTAIN TIRE (RED LAKE) LTD.	Issued	120	C	1,233.76
2541	05-Jun-2013	FREEH01	FREEHAWK ENTERPRISES	Issued	120	C	229.35
2542	05-Jun-2013	GARDE01	GARDEWINE NORTH	Issued	120	C	750.71
2543	05-Jun-2013	GASCO01	GASCON, RAYMOND JOHN	Issued	120	C	695.00
2544	05-Jun-2013	GOODW01	GOODWIN, GRANT	Issued	120	C	275.00
2545	05-Jun-2013	GOULE01	GOULET, ROBERT	Issued	120	C	175.00
2546	05-Jun-2013	GREAT01	GREAT-WEST LIFE ASSURANCE CO.	Issued	120	C	18,710.74
2547	05-Jun-2013	GREAT02	GREAT SPIRIT MEDIA	Issued	120	C	169.50
2548	05-Jun-2013	HACHS01	HACH SALES & SERVICE CAN. LTD.	Issued	120	C	651.55
2549	05-Jun-2013	HARTL01	HARTLING, MARGARET	Issued	120	C	731.18
2550	05-Jun-2013	HERTZ01	HERTZ EQUIPMENT RENTAL	Issued	120	C	536.69
2551	05-Jun-2013	HOOVE01	HOOVER, CURRY	Issued	120	C	175.00
2552	05-Jun-2013	HYDRO04	HYDRO ONE NETWORKS INC.	Issued	120	C	21,998.56
2553	05-Jun-2013	JACKT01	JACK THE BOOKMAN LTD.	Issued	120	C	641.14

TOWNSHIP OF MANITOUWADGE
Cheque Register-Summary-Bank



Vendor : 2335401 To ZENGO01
 Cheque Dt. 16-May-2013 To 05-Jun-2013
 Bank : 1 - GENERAL OPERATING

Seq : Cheque No. Status : All
 Medium : C=Computer

Cheque #	Cheque Date	Vendor	Vendor Name	Status	Batch	Medium	Amount
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2554	05-Jun-2013	JJEQU01	J&J EQUIPMENT RENTALS INC.	Issued	120	C	7,119.00
2555	05-Jun-2013	JUNGD02	JUNG, DETLEF	Issued	120	C	175.00
2556	05-Jun-2013	LAMOT01	LAMOTHE, JANIS	Issued	120	C	15.00
2557	05-Jun-2013	LOGBO01	LOG BOOKS UNLIMITED	Issued	120	C	80.78
2558	05-Jun-2013	LOUDO01	LOUDON BROS. LTD.	Issued	120	C	858.06
2559	05-Jun-2013	LOWER01	LOWERY LTD.	Issued	120	C	927.97
2560	05-Jun-2013	MANIT02	MANITOULIN TRANSPORT	Issued	120	C	121.37
2561	05-Jun-2013	MINIS04	MINISTER OF FINANCE	Issued	120	C	57,974.00
2562	05-Jun-2013	MMHC01	MMHC	Issued	120	C	343.07
2563	05-Jun-2013	NAVCA01	NAV CANADA	Issued	120	C	103.95
2564	05-Jun-2013	OKSAN01	OKSANEN, ROBERT	Issued	120	C	175.00
2565	05-Jun-2013	OLDDU01	OLD DUTCH FOODS LTD.	Issued	120	C	165.94
2566	05-Jun-2013	PAULD01	PAUL DALLAIRE WELDING	Issued	120	C	202.44
2567	05-Jun-2013	PINEW01	PINEWOOD FORD LTD.	Issued	120	C	98.84
2568	05-Jun-2013	PREMI01	PREMIERE INCENTIVES	Issued	120	C	202.55
2569	05-Jun-2013	PUROL01	PUROLATOR COURIER	Issued	120	C	125.33
2570	05-Jun-2013	ROBIN01	ROBINSON, KAREN	Issued	120	C	180.00
2571	05-Jun-2013	ROUSS01	ROUSSELLE'S VALU-MART	Issued	120	C	276.85
2572	05-Jun-2013	SERHY01	SER HYDRAULICS	Issued	120	C	403.94
2573	05-Jun-2013	SIGNS01	SIGNS & EMBROIDERY DESIGNS	Issued	120	C	1,211.41
2574	05-Jun-2013	SMSEQ01	SMS EQUIPMENT	Issued	120	C	212.24
2575	05-Jun-2013	SPIHE01	SPI HEALTH & SAFETY INC.	Issued	120	C	254.63
2576	05-Jun-2013	TBAYT01	TBAYTEL	Issued	120	C	1,127.42
2577	05-Jun-2013	TECHS01	TECH STANDARDS & SAFETY AUTH.	Issued	120	C	226.00
2578	05-Jun-2013	TELEC01	TELECO SUPPLY CO. LTD.	Issued	120	C	471.88
2579	05-Jun-2013	TENCO01	TENCO INC.	Issued	120	C	1,505.48
2580	05-Jun-2013	THUND06	THUNDER BAY DISTRICT HEALTH UNIT	Issued	120	C	3,994.00
2581	05-Jun-2013	TOWNS07	TOWNSHIP OF WHITE RIVER	Issued	120	C	1,180.89
2582	05-Jun-2013	TREMP01	TREMPE, RICHARD	Issued	120	C	800.00
2583	05-Jun-2013	UNITE01	UNITED ROTARY BRUSH OF CANADA INC.	Issued	120	C	760.03
2584	05-Jun-2013	WARFO01	WARFORD, BARRY	Issued	120	C	175.00
2585	05-Jun-2013	WOODS01	WOOD, STEVE	Issued	120	C	87.50
2586	05-Jun-2013	XEROX01	XEROX CANADA LTD.	Issued	120	C	227.21

Total Computer Paid :	260,283.70	Total EFT PAP :	0.00	Total Paid :	260,283.70
Total Manually Paid :	0.00	Total EFT File :	0.00		

87 Total No. Of Cheque(s) ...

Ontario Family Fishing Events

Fish Licence-Free July 6 - 14, 2013

AGENDA		
Item No.	12-01	
Meeting Date:	12	10
	D	M
		Y

OFAH FILE: 422FFE
 May 17, 2013

Brian Knight
 Township of Manitouwadge
 1 Mississauga Road
 Manitouwadge, Ontario P0T 2C0

RECEIVED
 MAY 27 2013
 THE CORPORATION OF THE
 TOWNSHIP OF MANITOUWADGE



Dear: Brian Knight

SUBJECT: Ontario Family Fishing Events celebrates 20 years of licence-free fishing this summer July 6-14, 2013



Ontario Family Fishing Events (OFFE) is a wonderful initiative that invites new anglers out onto the waters to cast a line. This year marks 20 years of licence-free fishing for the summer events.

Each year, the Ontario Government designates two periods throughout the year as license-free, one in February and one in July. During all other time periods, Canadian residents between the ages of 18 and 64 years must purchase an OUTDOORS card and a fishing license to legally fish in Ontario. This year, the summer licence-free days are scheduled for July 6-14, 2013. During these nine days many fish festivals, clinics, or conservation and educational activities may be held in your area.

Please help raise awareness for these licence-free days by adding July 6-14, 2013 to any summer events calendar in which you participate. In addition, please consider "declaring" these dates as Ontario Family Fishing Events.

If you require any further information please contact us at offe@ofah.org or (705) 748-6324 ext. 254, or visit www.ontariofamilyfishing.com.

Yours in Conservation,

Like us on Facebook and follow us on Twitter! (onfamfish)  

This is also a great tool to use for promoting your event.

Rachel Pearson
 Conservation Outreach Programs Coordinator

/rp



Ontario Family Fishing Events



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JUN 4 2013

THE CORPORATION OF THE
TOWNSHIP OF MANITOUWADGE**Township of Manitowadge
Administration Report****Date:** May 28, 2013**No.** PW2013-05**Submitted to:** Mayor and Council

AGENDA	
Item No.	08-01
Meeting Date:	12 / 06 / 13
	D M Y

Issue: Phase 2 Funding Agreement between
The Township of Manitowadge and the
Recycling Council of Ontario**Background:**

The Recycling Council of Ontario (RCO) is responsible for administering the three-year Provincially Funded Phase 2 Program that reimburses municipalities for eligible costs for the proper management of Phase 2 materials. In order to receive funding, municipalities must complete and return the enclosed Funding Agreement by **June 30, 2013**.

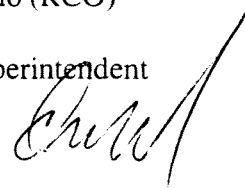
The agreement outlines the funding terms, including the eligibility requirements that must be met, in order to receive reimbursements.

It also contains information specific to each Municipality:

- Municipal Name and Address
- Schedule A – Collection Site Information
- Schedule F – Eligible Annual Administration and Marketing Reimbursements

Options: **Accept agreement** **Reject agreement****Recommendation:** I recommend that we enter into an agreement with
the Recycling Council of Ontario (RCO)**Respectfully submitted by:** Omer Collin, Public Works Superintendent

cc: Cecile Kerster, Municipal Manager Clerk



THE CORPORATION OF THE TOWNSHIP OF MANITOUWADGE

BY-LAW NO. 2013-__

Being a By-law to enter into a Phase 2 Funding Agreement with the Recycling Council of Canada, for reimbursement of eligible municipal costs incurred with proper management of Selected Household Hazardous Wastes.

WHEREAS Section 9 of the *Municipal Act 2001*, S.O. 2001, PART II, provides that a municipality has the capacity, rights, powers and privileges of a natural person for the purpose of exercising its authority under this and any other Act;

AND WHEREAS Section 10(2.6) of the *Municipal Act 2001*, S.O. 2001, PART II, provides that a municipality may provide any service or thing that the municipality considers necessary or desirable for the health, safety and well-being of persons;

AND WHEREAS the Council of the Township of Manitouwadge wishes to enter into a Phase 2 Funding Agreement with the Recycling Council of Canada, regarding Selected Hazardous Wastes management;

NOW THEREFORE the Council of the Corporation of the Township of Manitouwadge enacts as follows that:

1. **That** The Corporation of the Township of Manitouwadge enter into a Phase 2 Funding Agreement with the Recycling Council of Canada, regarding Selected Hazardous Wastes management, as per terms and conditions of agreement attached hereto as Schedule "A" to this By-law, which forms an integral part of this By-law.
2. **The** Mayor and Municipal Manager Clerk are hereby authorized and directed to sign the triplicate agreement, seal under the corporate seal of the Corporation, to any and all documents necessary to give force and effect to this By-law.
3. **This** By-law comes into force and takes effect upon the date of its passing.

READ A 1ST AND 2ND TIME this day of , 2013 and **READ A THIRD TIME AND FINALLY ENACTED** this day of , 2013.

Mayor John MacEachern

Cecile Kerster, Municipal Manager Clerk

PHASE 2 FUNDING AGREEMENT

**PHASE 2 FUNDING AGREEMENT - THE CORPORATION OF THE TOWNSHIP OF
MANITOUWADGE**

THIS AGREEMENT is made as of the ____ day of _____, 20____

BETWEEN:

RECYCLING COUNCIL OF ONTARIO, a not-for-profit organization, with a principal office address of 215 Spadina Ave, Suite 225, Toronto, Ontario M5T 2C7

("RCO")

AND

The Corporation of the Township of Manitouwadge

1 Mississauga Drive

Manitouwadge, ON , P0T 2C0

(the "**Municipality**")

BACKGROUND:

- A. The Ministry of the Environment selected RCO to develop and operate a Selected Household Hazardous Waste Program to reimburse eligible municipal costs incurred in connection with the proper management of Selected Household Hazardous Wastes;
- B. The Municipality has registered with RCO as a participant in the Program (as defined below) and that registration has been accepted by RCO; and
- C. The Municipality wishes to receive reimbursement under the Program in accordance with this Agreement.

**ARTICLE 1
INTERPRETATION**

1.1 Definitions. In this Agreement:

- (a) "**Aggregated and Cleaned Information**" is defined in Section 8.2(c);
- (b) "**Business Day**" means any day from Monday to Friday inclusive, except for any day that is a statutory holiday in Ontario;
- (c) "**Claim Deadline**" means the date on or before which the Municipality must submit a Reimbursement Claim for a given Round, as listed in the third column of the table in Schedule B;
- (d) "**Collection Period**" means the date during which the Municipality may incur Eligible Costs in a particular Round, as identified in the second column of the table in Schedule B;

- (e) "**Collection Site**" means a location where the Municipality or its Third Party Providers will accept Selected Household Hazardous Wastes for which the Municipality will submit Reimbursement Claims under this Agreement;
- (f) "**Confidential Information**" is defined in Section 7.1;
- (g) "**Deficiencies**" means any of the following: (i) the inclusion in a Reimbursement Claim of costs that are not Eligible Costs, as defined under this Agreement; (ii) missing, incomplete, inaccurate or otherwise inadequate Supporting Information in respect of a Reimbursement Claim; (iii) any calculation errors in a Reimbursement Claim or in Supporting Information; (iv) a failure to submit a Reimbursement Claim or Supporting Information in accordance with the requirements of this Agreement; or (v) any other failure of a Reimbursement Claim or Supporting Information to comply with the requirements of this Agreement.

- (h) "**Deficiency Notice**" is defined in Section 4.5;
- (i) "**Disclosed Information**" is defined in Section 8.2;
- (j) "**Disclosing Party**" is defined in Section 7.2;
- (k) "**Effective Date**" means the date of this Agreement as first written above;
- (l) "**Eligible Activities**" means the activities described in Schedule D of this Agreement, as may be amended from time to time in accordance with this Agreement;
- (m) "**Eligible Costs**" is defined in Section 3.2;
- (n) "**Eligible Wastes**" is defined in Section 3.1;
- (o) "**Event of Default**" is defined in Section 12.4;
- (p) "**Final Determination Notice**" is defined in Section 4.5;
- (q) "**Force Majeure**" is defined in Section 10.1;
- (r) "**Governmental Authority**" means any federal, state, provincial, or municipal government, parliament or legislature, or any regulatory authority, agency, tribunal, commission, ministry, board, department, institution or similar entity of any such government, parliament or legislature, or any court or other Law, regulation or rule-making entity, having jurisdiction in the relevant circumstances;
- (s) "**Governmental Authorization**" means any authorizations, approvals consents, permits, grants, licences, privileges, rights, orders, judgments, rulings, directives, ordinances, decrees, registrations and filings issued or granted by Law or by any Governmental Authority;
- (t) "**IC&I Small Quantity Generator**" means a business that is not required to submit a generator registration report with respect to the waste under subsection 18(1) of Ontario Regulation 347 under the *Environmental Protection Act* (Ontario), which currently requires that such generators deliver no more than 100 kilograms per month of municipal hazardous or special waste to a municipal depot;
- (u) "**Included Portion of Shared Costs**" is defined in Section 3.5;

- (v) "**Indemnified Parties**" is defined in Section 9.1;
- (w) "**Industry Funding Organization**" has the meaning given under the *Waste Diversion Act* (Ontario);
- (x) "**Insolvency Event**" means, in respect of a Party, any one or more of the following: (i) if a Party files a petition in bankruptcy or for reorganization or for an arrangement pursuant to any applicable bankruptcy Law or under any similar Law, now or hereafter in effect; (ii) if a Party is adjudged bankrupt by a court of competent jurisdiction, or becomes insolvent, makes an assignment for the benefit of its creditors, admits in writing its inability to pay its debts generally as they become due, is dissolved or suspends payment generally of its obligations; (iii) if a petition is filed proposing the adjudication of a Party as bankrupt or its ~~reorganization pursuant to any applicable bankruptcy Law or any similar Law, now or hereafter in effect~~, and: (A) the Party consents to that filing; (B) the petition is not discharged or denied within 60 days after that filing; or (C) the petition is not diligently defended against; and (iv) if a receiver, trustee, liquidator, or other similar official is appointed to take charge of a Party or of all or substantially all of the business or assets of a Party, and: (A) that Party consents to such appointment; or (B) the appointment is not discharged or withdrawn or action is not taken by that Party to secure the discharge of that official within 60 days after the appointment.
- (y) "**Intellectual Property Rights**" means: (i) any and all proprietary rights provided under: (A) patent Law, (B) copyright Law, (C) trade-mark Law, (D) design patent or industrial design Law, (E) semi-conductor chip or mask work Law, or (F) any other statutory provision or common law principle including, without limitation, trade secret Law, which may provide a right in either ideas, formulae, algorithms, concepts, inventions or know-how generally, or the expression or use of such ideas, formulae, algorithms, concepts, inventions or know-how; and (ii) any and all applications, registrations, licences, sub-licences, franchises, agreements or any other evidence of a right in any of the foregoing.
- (z) "**Laws**" means: (i) applicable federal, provincial or municipal laws, orders-in-council, by-laws, codes, rules, ordinances, policies, regulations and statutes; (ii) applicable orders, decisions, codes, judgments, injunctions, decrees, awards and writs of any court, tribunal, arbitrator, Governmental Authority (including without limitation MOE) or other Person having jurisdiction; (iii) applicable rulings and conditions of any license, permit, certificate, registration, authorization; (iv) any Governmental Authorization; and (v) any requirements under or prescribed by applicable common law; and includes without limitation the *Environmental Protection Act* (Ontario) and regulations thereunder;
- (aa) "**Marks**" is defined in Section 8.3;
- (bb) "**MOE**" means the Ontario Ministry of the Environment;
- (cc) "**Oversubscription**" is defined in Section 4.8;
- (dd) "**Parties**" means the parties to this Agreement and Party means either of them;
- (ee) "**Payment Date**" means the date on which RCO will pay Reimbursements for a given Round, as identified in the fourth column of the table in Schedule B;
- (ff) "**Person**" means any individual, sole proprietorship, corporation, limited liability company, limited or general partnership, joint venture, association, joint-stock company, trust, incorporated organization, institution, public benefit corporation, unincorporated organization, Governmental Authority or other entity of any kind;

- (gg) **"Program Funding Agreement"** means the agreement between RCO and the Province dated as of September 4, 2012, as may be amended, restated or replaced;
- (hh) **"Program Participant"** means a Person that has applied to participate in the Program, whose application has been accepted by RCO, who remains in compliance with all of the terms of this Agreement and discharges all of the obligations of the Program and, therefore, who remains in good standing under the Program;
- (ii) **"Program"** means the Selected Household Hazardous Waste Program (also known as the Phase2 Program), including any modifications thereto or successors thereof, but only to the extent that MOE has selected RCO to design and implement the Program in accordance with the Program Funding Agreement;
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- (jj) **"Proper Management"** and **"Properly Managed"** means the management of Selected Household Hazardous Wastes in accordance with: (i) all applicable Law (ii) the specific requirements for proper management set out in the table in Schedule C opposite the applicable type of Selected Household Hazardous Waste; and (iii) any other requirements for proper management as are communicated in writing to the Municipality;
- (kk) **"Province"** means Her majesty the Queen in Right of Ontario, as represented by the MOE;
- (ll) **"Receiving Party"** is defined in Section 7.2;
- (mm) **"Reimbursement Claim"** is defined in Section 4.1;
- (nn) **"Reimbursements"** is defined in Section 2.1.
- (oo) **"Residential Generator"** means a final user who generates waste which will be recycled or disposed from a residential home;
- (pp) **"Round"** means one of the six rounds of funding under this Agreement, each of which has a Collection Period, Claim Deadline and Payment Date as identified in Schedule B;
- (qq) **"Shared Costs"** is defined in Section 3.5;
- (rr) **"Supporting Information"** is defined in Section 4.2;
- (ss) **"Tax"** or **"Taxes"** includes all present and future taxes, surtaxes, duties, levies, imposts, rates, fees, assessments, withholdings, dues and other charges of any nature imposed by any Governmental Authority, including income, capital, withholding, consumption, sales, use, transfer, goods and services, harmonized sales or other value-added, excise, customs, anti-dumping, countervail, net worth, stamp, registration, franchise, payroll, employment, health, education, business, school, property, local improvement, development, education development and occupation taxes, together with all fines, interest, penalties on or in respect of, or in lieu of or for non-collection of, those taxes, surtaxes, duties, levies, imposts, rates, fees, assessments, withholdings, dues and other charges;
- (tt) **"Term"** is defined in Section 12.1;
- (uu) **"Third Party Providers"** means any Person subcontracted, retained or otherwise used by the Municipality to perform any activities for which Reimbursement is sought in connection with Selected Household Hazardous Wastes;

(vv) "**Toxic Taxi**" means a collection service in which selected wastes are collected directly from residential homes, using an appointment system to arrange for pick-up.

1.2 **Interpretation.** In this Agreement, except as expressly stated otherwise or unless the context otherwise requires:

- (a) headings and the rendering of text in bold and italics are for convenience and reference purposes only and do not affect the meaning or interpretation of this Agreement;
- (b) words importing the singular include the plural and vice versa and the masculine, feminine and neuter genders include all genders;
- ~~(c) the words "hereof", "herein", and "hereunder" and words of similar import shall refer to this Agreement as a whole and not to any particular provision of this Agreement;~~
- (d) a reference to an Article, Section, Party, or Schedule is a reference to that Article or Section of, Party to, or Schedule to this Agreement unless otherwise specified;
- (e) a reference to a document or agreement, including this Agreement shall mean such document, agreement or this Agreement including any amendment or supplement to, or replacement, novation or modification of such document, agreement or this Agreement, but disregarding any amendment, supplement, replacement, novation or modification made in breach of such document, agreement or this Agreement;
- (f) a reference to a Person includes that Person's successors and permitted assigns;
- (g) the term "including" (or a variation thereof) means "including without limitation" and any list of examples following such term shall in no way restrict or limit the generality of the provision in respect of which such examples are provided;
- (h) references to any statute, code or statutory provision are to be construed as a reference to the same as it may have been, or may from time to time be, amended, modified or re-enacted, and include references to all bylaws, instruments, orders and regulations for the time being made thereunder or deriving validity therefrom unless the context otherwise requires;
- (i) in the event of a conflict, a mathematical formula describing a concept or defining a term shall prevail over words describing a concept or defining a term;
- (j) references to any amount of money shall mean a reference to the amount in Canadian Dollars; and
- (k) the expression "and/or" when used as a conjunction shall connote "any or all of".

1.3 **Schedules.** The following Schedules form a part of this Agreement and are incorporated by reference herein:

- Schedule A - Collection Site Information
- Schedule B - Collection Periods and Relevant Dates
- Schedule C - Selected Household Hazardous Wastes and Requirements for Proper Management of Same
- Schedule D - Eligible Activities
- Schedule E - Supporting Information Requirements

- Schedule F - Estimated Annual Administration and Marketing Reimbursements
- Schedule G - Reimbursement Claim Verification Protocol
- Schedule H - Claims Exceed Funds Protocol

1.4 **Amendments to Schedules.** The Municipality may amend Schedules A and F by giving written notice to the RCO no later than 60 days prior to the end of any funding round. RCO may amend Schedules B through G, inclusive, by giving 60 days' written notice of the amendment to the Municipality.

ARTICLE 2 PROGRAM PARTICIPATION

2.1 **Participation.** Subject to the terms and conditions of this Agreement, RCO agrees to pay to the Municipality the amount of any Eligible Costs submitted to RCO during the Term (such payments being "Reimbursements").

2.2 **RCO Conditions.** RCO's obligations under this Agreement are subject to the continuing satisfaction of the following conditions:

- (a) that RCO is and remains the Person that MOE has selected to design and implement the Program; and
- (b) that the Municipality is a Program Participant as of the Effective Date and remains a Program Participant in good standing.

The foregoing conditions are for the sole benefit of RCO and may be waived in writing by RCO in its sole and absolute discretion.

2.3 **Certain Covenants of Municipality.** The Municipality covenants as follows:

- (a) it will provide RCO with 30 days' prior notice of any changes to the list of Collection Sites or information provided in respect of same in Schedule A;
- (b) it will comply, and cause Third Party Providers to comply, with applicable Laws in respect of the performance of its obligations under this Agreement and in carrying out any activities contemplated by or under this Agreement or the Program;
- (c) it will comply with any rules, protocols, methodologies, standards or other requirements set out by RCO in respect of the Program; and
- (d) if the Municipality is required to use any software licensed by or made available through RCO for purposes related to this Agreement, which may include the Data Management and Information System, the Municipality will, if required by the licensor of the software, enter into and comply with (or cause its employees and representatives or Third Party Providers to enter into and comply with) the terms of end-user license agreements in respect of such software.

2.4 **Nature of Program and Agreement.** The Program and this Agreement only provides the Municipality with an opportunity to be reimbursed for Eligible Costs incurred by it in respect of the Proper Management of Selected Household Hazardous Wastes. RCO is not retaining the Municipality or any other Person, nor is the Municipality retaining RCO, to provide any services whatsoever, including in respect of:

- (a) the receiving, handling, storing, transportation, disposal or management of Selected Household Hazardous Wastes or any other waste; or

- (b) the identification, pre-qualification, supervision, management, oversight or payment of third parties who may be engaged by the Municipality for the purposes of receiving, handling, storing, transportation, disposal or management of Selected Household Hazardous Wastes or any other waste.

As between the Parties, the Municipality retains full and complete authority, discretion and responsibility to carry on the activities identified in Section 2.4(a) and (b), and any other activities or functions ancillary thereto, as the Municipality sees fit in its sole and absolute discretion. Nothing in this Agreement will be interpreted to create any rights or responsibilities as between RCO and the Municipality in respect of the performance of such activities.

- 2.5 **Non-exclusivity.** This is a non-exclusive Agreement. RCO may offer similar reimbursements to other municipalities or Persons, whether under this Program or any other initiative. The Municipality may undertake the Proper Management of Selected Household Hazardous Wastes without being a Program Participant or without claiming Reimbursement under this Agreement.
- 2.6 **Province.** RCO is not acting as agent for the Province under this Agreement or in respect of the Program, which is expressly acknowledged by the Municipality.

ARTICLE 3 ELIGIBLE COSTS

- 3.1 **Eligible Wastes.** For the purposes of this Agreement, "Eligible Wastes" means all Selected Household Hazardous Wastes listed in Schedule C, subject to the following:
 - (a) for rechargeable batteries, portable fire extinguishers, fluorescent light bulbs and tubes, and mercury-containing devices, Eligible Wastes include only those that are collected from Residential Generators and IC&I Small Quantity Generators; and
 - (b) for fluorescent lights and tubes, Eligible Wastes are limited to 5 kilograms per month per generator of such Selected Household Hazardous Wastes.
- 3.2 **Eligible Costs.** The Municipality is only entitled to received Reimbursements under this Agreement in amounts equal to costs ("Eligible Costs") that meet all of the basic criteria set out in Section 3.3 and, as applicable, the additional criteria set out in Sections 3.4, and 3.5.
- 3.3 **Basic Requirements.** Eligible Costs include only costs that, as verified by RCO in accordance with this Agreement, were actually and reasonably incurred by the Municipality in respect of Eligible Activities described in Schedule D that were undertaken in respect of the Proper Management of Eligible Wastes during the applicable Collection Period.
- 3.4 **Procurement.** For costs incurred with Third Party Providers, the Municipality must have either selected such Third Party Provider through a competitive bidding process or have a reasonable justification as to why a competitive bidding process was not used, to be demonstrated to RCO's reasonable satisfaction upon request, failing which costs incurred with those Third Party Providers will not be Eligible Costs.
- 3.5 **Shared Costs.** For costs that are not wholly attributable to Eligible Activities and Eligible Wastes ("Shared Costs"), which may include costs in respect of the marketing or administrative activities identified in Schedule D, only the percentage of the Shared Cost that is attributable to Eligible Wastes is included in Eligible Costs (the "Included Portion of Shared Costs"), such Included Portion of Shared Costs to be calculated and documented in accordance with the requirements set out in Schedule F.

**ARTICLE 4
FUNDING PROCESS**

- 4.1 **Reimbursement Claim.** For each Round, the Municipality may submit an application for Reimbursement (a "**Reimbursement Claim**") to RCO on or before the applicable Claim Deadline identified in Schedule B. Each such Reimbursement Claim will only be in respect of Eligible Costs incurred during the Collection Period identified for that Round in Schedule B.
- 4.2 **Supporting Data and Information.** In support of its Reimbursement Claims, the Municipality will submit the data and information set out in Schedule E ("**Supporting Information**").
- 4.3 **Method of Submittal.** The Municipality will submit Reimbursement Claims and Supporting Information in the format prescribed by RCO, which may include submitting information using a Data Management and Information System.
- 4.4 **Verification of Reimbursement Claims.** RCO will verify that all Reimbursement Claims meet the requirements of this Agreement and do not include any Deficiencies, such verification to be carried out in accordance with the protocols attached to this Agreement as Schedule G.
- 4.5 **Deficiencies in Applications** Where RCO identifies Deficiencies in a Reimbursement Claim, RCO will notify the Municipality of such Deficiencies in reasonable detail (a "**Deficiency Notice**") and may withhold payment of Reimbursements to the extent related to such Deficiencies unless and until the Deficiencies are resolved to RCO's satisfaction, acting reasonably. The Municipality will be given reasonable opportunity to communicate with RCO to clarify the nature of the Deficiencies and to provide additional information to RCO in response to the Deficiency Notice. RCO will reasonably consider such information and will, within a reasonable time after receipt of such information, notify the Municipality in writing whether: (a) all Deficiencies have been resolved, in which case any Reimbursements that have been withheld will be promptly paid to the Municipality, or (b) Deficiencies remain (a "**Final Determination Notice**"). Any dispute in respect of a Final Determination Notice will be resolved in accordance with Article 11.
- 4.6 **Payment.** Subject to Sections 4.4, 4.5 and 4.8 and the compliance of the Municipality with its obligations under this Agreement, RCO will pay Reimbursement Claims for each Round on the Payment Date identified in Schedule B for the applicable Round.
- 4.7 **Over-payment.** If the Municipality becomes aware that it has received amounts from RCO that exceed the amount of the Reimbursements to which it is entitled hereunder (an "**Over-Payment**"), it must forthwith notify RCO of such Over-Payment. If RCO determines that the Municipality has received an Over-Payment, it shall follow the procedure set out in Section 4.5 to notify the Municipality of the Over-Payment and to give the Municipality the opportunity to address the Over-Payment in the same manner as other Deficiencies. All Over-Payments shall be debts of the Municipality to RCO. RCO will set off the amount of any Over-Payment against amounts payable by RCO to the Municipality hereunder; provided however that if the Over-Payment is in respect of the last Round of Reimbursements under this Agreement, the Municipality shall pay the amount of the Over-Payment to RCO within 30 days of the date that the Municipality notified RCO of the Over-Payment or that RCO notified the Municipality of the Over-Payment, as applicable.
- 4.8 **Funding Restrictions.** The availability and use of funds provided by the Province to RCO for the Program is subject to the terms of the Program Funding Agreement. Notwithstanding anything to the contrary under this Agreement, RCO will only be obliged to pay Reimbursements to the Municipality to the extent that doing so is in accordance with the terms and conditions of the Program Funding Agreement. Without limiting the generality of the foregoing, Municipality acknowledges that if, at the close of a Round, RCO has received Reimbursement Claims that in aggregate exceed (or are reasonably expected to exceed) the amount of funding available for Reimbursements in respect of such Reimbursement Claims (an "**Oversubscription**"), RCO will

notify the Municipality within 30 days of the close of the Application Period of the existence (or expectation of) the Oversubscription. RCO will then disburse the available funds in accordance with the protocol attached hereto as Schedule H. RCO shall not be liable to the Municipality, and the Municipality hereby releases RCO from liability for, any and all losses, costs, damages and expenses (including legal, expert and consultant fees), causes of action, actions, claims, demands, lawsuits or other proceedings, by whomever made, sustained, incurred, brought or prosecuted, in any way arising out of or in connection with the delay or non-payment of Reimbursements as a result of an Oversubscription or of RCO's compliance with the Program Funding Agreement.

ARTICLE 5 RECORDS AND AUDIT RIGHTS

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- 5.1 **Records.** The Municipality will retain all documents and records relating to this Agreement during the Term and for a period of 2 years after the termination or expiry of the Agreement. The Municipality will retain any financial records related to this Agreement in a manner consistent with generally accepted accounting principles.
- 5.2 **Audit Right.** RCO, or an independent firm of chartered accountants retained by RCO, will have the right upon 24 hours prior notice to the Municipality during normal business hours, to inspect and copy documents and records required to be retained under Section 5.1 or to audit the books, records, facilities and practices of the Municipality related to this Agreement in order to verify that:
- (a) the Municipality has Properly Managed all Eligible Wastes;
 - (b) the requirements of Section 3.4 with respect to the procurement of services from Third Party Providers have been met;
 - (c) the Reimbursement Claims and Supporting Information are accurate in all material respects;
 - (d) Reimbursements have been made only in respect of Eligible Costs and no Over-Payments have been made; and
 - (e) the Municipality has otherwise complied with its obligations under this Agreement;
- provided that all such inspections and audits will be at RCO's expense.
- 5.3 **Inconsistencies.** Where any inconsistencies are identified in records provided in accordance with Section 5.1 or in the course of an audit under Section 5.2, RCO (or its designated accounting firm) and the Municipality will work together in good faith to resolve such inconsistencies within 30 days of the date on which the Municipality was notified of such inconsistencies. Where such inconsistencies are not resolved to the satisfaction of RCO, RCO will be entitled to demand payment of, and the Municipality will pay, an amount that reasonably reflects the nature and extent of the inconsistency, such amount not to exceed Reimbursements received by the Municipality hereunder in respect of the Collection Period(s) to which the records or audit applied.
- 5.4 **Disputes.** If the Municipality disputes the outcome of an audit, it will refer such dispute for resolution in accordance with Article 11.

ARTICLE 6 REPRESENTATIONS AND WARRANTIES

- 6.1 **Mutual Representations.** Each Party represents and warrants to the other as follows:

- (a) it has all requisite power and authority to execute and deliver this Agreement and perform its obligations hereunder
- (b) all corporate, board, body politic, or other approvals necessary for its execution, delivery, and performance of this Agreement have been obtained; and
- (c) this Agreement constitutes its legal, valid, and binding obligation.

6.2 **Representations of the Municipality.** The Municipality represents and warrants to RCO as follows:

- (a) the Municipality and its Third Party Providers hold, or will hold when performing any activities for which Reimbursements are sought, ~~all Governmental Authorizations which~~ are necessary or desirable in connection with the Proper Management of Eligible Materials and is not in breach of or in default of any term or condition thereof; and
- (b) the Municipality, directly or through its Third Party Providers, possesses the knowledge, skill and technical expertise required to Properly Manage Eligible Materials.

ARTICLE 7 CONFIDENTIALITY

7.1 **Confidential Information.** In this Agreement, "**Confidential Information**" means any and all information and materials that are designated in writing, as confidential at the time of disclosure or that a reasonable person, having regard to the circumstances, would regard as confidential, but does not include information which: (a) at the time of disclosure, is available to the general public; or (b) at a later date, becomes available to the general public or (c) receiving party can demonstrate was in its possession before receipt; or (d) is disclosed to receiving party without restriction on disclosure by a disclosing party who had the lawful right to disclose such information.

7.2 **Confidentiality.** Where a Party (the "**Receiving Party**") has received Confidential Information from the other Party (the "**Disclosing Party**"), the Receiving Party will:

- (a) only use the Discloser's Confidential Information in accordance with this Agreement only for the purposes contemplated under this Agreement (including Section 8.2) or related to the Program and for no other purpose;
- (b) not disclose or provide access to any Confidential Information to any Person without the Disclosing Party's written consent except as necessary to perform its obligations under this Agreement; provided that the Recipient may disclose Confidential Information to:
 - (i) those employees and agents to the extent required to enable them to perform their duties in accordance with this Agreement, provided that they agree to maintain the confidentiality of the Confidential Information; and
 - (ii) as permitted under, and in accordance with, Sections 8.2(c) and 8.2(d), below;
- (c) take commercially reasonable precautions, at least as great as the precautions it takes to protect its own Confidential Information, to protect the Disclosing Party's Confidential Information in the Receiving Party's possession or control and to prevent such Confidential Information from either being accessed, disclosed, distributed, duplicated, destroyed or used in violation of this Agreement.

- 7.3 **Disclosure Required by Law.** Notwithstanding Section 7.2, a Receiving Party may disclose the Disclosing Party's Confidential Information to the extent required by Law, provided that: (a) the Receiving Party gives Disclosing Party prompt written notice of the proposed disclosure and the reason for the proposed disclosure; (b) the Receiving Party provides the Disclosing Party with reasonable assistance and, if possible, reasonable time to oppose the proposed disclosure; and (c) to the extent disclosure is still required by Law, the Receiving Party takes reasonable steps to make the disclosure on a confidential basis.

ARTICLE 8 INTELLECTUAL PROPERTY

- 8.1 **Ownership.** Except as provided herein, no Intellectual Property Rights are granted or transferred under this Agreement. ~~As between RCO and the Municipality, all Intellectual Property Rights in data and information generated or collected by or for the Municipality, whether or not provided to RCO, in the course of the Municipality's performance of its obligations under this Agreement will belong to the Municipality.~~
- 8.2 **License, Data and Information.** With respect to all information disclosed to RCO by the Municipality under this Agreement ("**Disclosed Information**"), the Municipality hereby grants a non-exclusive, irrevocable, worldwide, royalty-free license in perpetuity to:
- (a) use and modify the Disclosed Information for the purposes of administering the parties rights and responsibilities under this Agreement;
 - (b) use, modify and combine Disclosed Information with other information for the purposes of evaluating the performance of the Program;
 - (c) provide Disclosed Information that RCO has:
 - (i) aggregated with other information of RCO and other Program Participants; and
 - (ii) cleaned of detail that specifically attributes information to the Municipality
- ("Aggregated and Cleaned Information")**
- to MOE for the purposes of complying with RCO's obligations under the Program Funding Agreement; and
- (d) provide Aggregated and Cleaned Information to the public for the purposes of describing the Program and its effect.
- 8.3 **Use of Marks.** During the Term of this Agreement, and subject to the terms and conditions of this Agreement, RCO's trademarks, trade name, colours and logos, including those specific to the Phase2 program (the "**Marks**") may be used by the Municipality for purposes of acknowledging the support provided by RCO under this Agreement, provided that:
- (a) all such use is strictly in accordance with any instructions or standards specified from time to time by RCO;
 - (b) the Municipality obtains RCO's prior approval of all uses of the Marks, including approval of proposed copy, layouts, drafts or other mock-ups incorporating the Marks.

The Municipality will not claim, use, display, reproduce or apply to register, record or appropriate any trademark, trade name, colour, logo or other identifier that incorporates, reproduces, is

confusing with, is derived from, or is based on the Marks, or assist, permit or encourage any other person or entity to do so.

ARTICLE 9 RISK MANAGEMENT

- 9.1 **Indemnity.** The Municipality hereby agrees to indemnify and hold harmless RCO and its members, directors, officers, employees, representatives and agents (the "**Indemnified Parties**") from and against any and all liability, loss, costs, damages and expenses (including legal, expert and consultant fees), causes of action, actions, claims, demands, lawsuits or other proceedings, by whomever made, sustained, incurred, brought or prosecuted, in any way arising out of or in connection with the Municipality's participation in the Program or otherwise in connection with this Agreement, ~~unless solely caused by the negligence or wilful misconduct of any of the Indemnified Parties.~~
- 9.2 **Limitation of Liability.** Subject to RCO's payment obligations hereunder, the Indemnified Parties shall not be liable to the Municipality or any of the Municipality's officials, officers, employees, agents, subcontractors or representatives for any costs, losses, claims, liabilities and damages howsoever caused (including any incidental, indirect, special or consequential damages, injury or any loss of use or profit) arising out of or in any way related to the Program or otherwise in connection with the Agreement, unless solely caused by the negligence or wilful misconduct of the Indemnified Parties.

ARTICLE 10 FORCE MAJEURE

- 10.1 **Force Majeure.** Subject to Section 10.2, "**Force Majeure**" means an event that: is beyond the reasonable control of a Party; and makes a Party's performance of its obligations under the Agreement impossible, or so impracticable as reasonably to be considered impossible in the circumstances. Force Majeure may include includes without limitation: infectious diseases, war, riots and civil disorder; storm, flood, earthquake and other severely adverse weather conditions; lawful act by a public authority; and strikes, lockouts and other labour actions.
- 10.2 **Exclusions.** Force Majeure shall not include: (a) any event that is caused by the negligence or intentional action of a Party or such Party's agents or employees; or (b) any event that a diligent Party could reasonably have been expected to: (i) take into account at the time of the execution of the Agreement; and (ii) avoid or overcome in the carrying out of its obligations under the Agreement.
- 10.3 **Failure to Fulfil Obligations.** Subject to Section 12.4(e), the failure of either Party to fulfil any of its obligations under the Agreement shall not be considered to be a breach of, or Event of Default under, the Agreement to the extent that such failure to fulfill the obligation arose from an event of Force Majeure, if the Party affected by such an event has taken all reasonable precautions, due care and reasonable alternative measures, all with the objective of carrying out the terms and conditions of the Agreement.

ARTICLE 11 DISPUTE RESOLUTION

- 11.1 **Negotiation.** Any dispute among the Parties arising out of or in connection with this Agreement will first be attempted to be resolved by the Parties through good faith negotiations and in connection therewith, any Party may request in writing that any other Party meet and commence such negotiations within a reasonable period of time (which shall in any event be no later than 30 days after such request is made). If within 30 days after commencement of the negotiations (or the date on which negotiations were to commence in accordance with the written request, if the

other Party declines to negotiate), the dispute has not been resolved, any Party may, by notice in writing to the other Party, refer the matter to arbitration in accordance with the provisions set out below.

- 11.2 **Arbitration.** Any dispute which has been referred to arbitration will be determined by arbitration in accordance with the *Arbitrations Act* (Ontario). There will be a single arbitrator who will have qualifications relevant and suitable to the issue in dispute, and will be disinterested in the dispute and will be impartial with respect to all parties thereto. The arbitrator will be selected by agreement of the Parties, provided that if no such agreement is reached within 30 days, the arbitrator shall be appointed by a court on application of the Parties. The determination of the arbitrator will be final and binding upon the Parties. Each Party will bear its own costs in connection with the arbitration, subject to the power of the arbitrator to award costs. The arbitrator will have the discretionary authority to grant specific performance, rectification, injunctions and other equitable relief as may be requested by a Party including interim preservation orders and any Party may, before or after an arbitration has commenced, apply for interim relief, including injunctive relief. The arbitrator(s) will not have the power to award any damages in excess of the limits set forth in or excluded under the limitations of liability provided in this Agreement. Any order of an arbitrator may be entered with a court of competent jurisdiction for the purposes of enforcement. The place of arbitration will be Toronto, Ontario. All aspects of the arbitration will be kept confidential.

ARTICLE 12 TERM AND TERMINATION

- 12.1 **Term.** This Agreement commences on the Effective Date and continues until February 4, 2016, unless otherwise terminated in accordance with this Agreement (the "**Term**").
- 12.2 **Program Termination.** RCO may terminate this Agreement by providing notice in writing to the Municipality in the event that the Province terminates the Program Funding Agreement for any reason. RCO will use reasonable efforts to provide the Municipality with such prior notice of termination as is reasonably practicable in the circumstances.
- 12.3 **Consequences of Program Termination.** In the event that RCO terminates this Agreement in accordance with Section 12.2, RCO may immediately cease making Reimbursements under this Agreement, including for any outstanding Reimbursement Claims from the Municipality, even if such Reimbursement Claims were delivered in accordance with this Agreement prior to the date of termination of the Agreement.
- 12.4 **Events of Default.** The following constitute "**Events of Default**" under this Agreement:
- (a) the material breach by a Party of its obligations under this Agreement, provided that such breach is not remedied within 30 days of notice of the breach by the non-breaching party, or such longer period as the non-breaching period may specify in such notice;
 - (b) any representation of a Party under this Agreement being or becoming untrue in any material respect;
 - (c) a condition in Section 2.2 ceasing to be satisfied;
 - (d) an Insolvency Event with respect to a Party; or
 - (e) an event of Force Majeure that continues for 60 or more consecutive days.
- 12.5 **Remedies of RCO.** Upon the occurrence of an Event of Default by the Municipality, RCO may, in addition to any rights it may otherwise have at law:

- (a) suspend the payment of Reimbursements;
 - (b) demand the repayment by RCO of Reimbursements to the extent they represent an Over-Payment as a result of the Event of Default;
 - (c) set off any amounts owing to the Municipality against claims (including indemnity claims) against the Municipality arising in connection with the Event of Default; or
 - (d) terminate this Agreement by giving notice in writing to the Municipality.
- 12.6 **Remedies of Municipality.** Upon the occurrence of an Event of Default by RCO, the Municipality may, in addition to any rights it may otherwise have at law, terminate this Agreement by giving notice in writing to RCO.
-
- 12.7 **Effect of Termination.** Subject to Sections 4.8, 12.3 and 12.6, upon the termination or expiry of this Agreement, RCO will pay to the Municipality any outstanding Reimbursements that are due and payable to the Municipality.

ARTICLE 13 GENERAL

- 13.1 **Relationship of Parties.** Nothing contained in this Agreement will create a relationship of principal and agent, employer and employee, partnership or joint venture between the Parties. The Municipality will not make any representation that the Municipality is an agent of RCO or that may reasonably lead any Person to believe that the Municipality is an agent of RCO.
- 13.2 **Parties Only.** Except to the extent expressly provided herein, this Agreement does not grant any rights or remedies to any Person other than the Parties.
- 13.3 **Expenses.** Each Party will pay any expense it incurs in authorizing, executing, and performing this Agreement and any transactions contemplated by it, including any fee and expense of its legal counsel, accountant, or other consultant.
- 13.4 **Further Assurances.** The Parties will execute and deliver all other appropriate supplemental agreements and other instruments, and take any other action necessary, to give full effect to this Agreement and to make this Agreement legally effective, binding, and enforceable as between them and as against third parties.
- 13.5 **Notices.** In this Agreement:
- (a) except to the extent that this Agreement permits or requires a Party to communicate using a Data Management and Information System, any notice or communication required or permitted to be given under the Agreement will be in writing and will be considered to have been given if delivered by hand, transmitted by facsimile transmission or email or mailed by prepaid registered post in Canada, to the address or facsimile transmission number of each Party set out below:
 - (i) if to Recycling Council of Ontario:

Suite 225, 215 Spadina Avenue
Toronto, Ontario M5T 2C7

Attention: Jo-Anne St. Godard
Email: Joanne@rco.on.ca

(ii) if to the Municipality:

The Corporation of the Township of Manitowadge
1 Mississauga Drive
Manitowadge, ON, P0T 2C0

Attention: Omer Collin
Email: ocollin@manitowadge.ca

or to such other address, facsimile transmission number or email address as a Party may designate in the manner set out above;

(b) notice or communication will be considered to have been received:

- (i) if delivered by hand during business hours on a Business Day, upon receipt by a responsible representative of the receiver, and if not delivered during business hours, upon the commencement of business on the next Business Day;
- (ii) if sent by facsimile transmission during business hours on a Business Day, upon the sender receiving confirmation of the transmission, and if not transmitted during business hours, upon the commencement of business on the next Business Day provided that sender received confirmation of the transmission;
- (iii) if sent by email on a Business Day during business hours, upon confirmation that the email has been sent, and if not sent during business hours, upon the commencement of the next Business Day, provided that the confirmation that the email has been sent was received; and
- (iv) if mailed by prepaid registered post in Canada, upon the fifth Business Day following posting; except that, in the case of a disruption or an impending or threatened disruption in postal services every notice or communication will be delivered by hand or sent by facsimile or email transmission in accordance with this Section 13.1.

- 13.6 **Entire Agreement.** This Agreement constitutes the entire agreement between the parties and there are no representations or warranties, express or implied, statutory or otherwise and no agreements collateral to this Agreement other than as expressly set out or referred to in this Agreement.
- 13.7 **Amendment.** This Agreement may be amended or supplemented only by a written agreement signed by each Party and that agreement need not be executed under seal.
- 13.8 **Waivers.** The failure of a Party to insist upon the strict performance of any term of this Agreement, or to exercise any right or remedy contained in this Agreement, will not be construed as a waiver or a relinquishment by that Party for the future of that term, right, or remedy.
- 13.9 **Severability.** If any term of this Agreement is determined to be invalid or unenforceable, in whole or in part, the invalidity or unenforceability will attach only to that term or part term, and the remaining part of the term and all other terms of this Agreement will continue in full force and effect. The Parties will negotiate in good faith to agree to a substitute term that will be as close as possible to the intention of any invalid or unenforceable term while being valid and enforceable.

The invalidity or unenforceability of any term in any particular jurisdiction will not affect its validity or enforceability in any other jurisdiction where it is valid or enforceable.

- 13.10 **Survival.** Sections 2.4, 4.7 and 4.8 and Article 5, Article 7, Article 8, Article 9, Article 11, Article 12 and Article 13 will survive the termination or expiry of this Agreement.
- 13.11 **Governing Law and Jurisdiction.** This Agreement will be governed by and construed in accordance with the laws of the province of Ontario and federal laws of Canada applicable therein and will be treated in all respects as an Ontario contract.
- 13.12 **Binding Agreement.** This Agreement will bind and benefit each of the Parties including their respective successors and permitted assigns.
-
- 13.13 **Assignment.** Neither Party may assign this Agreement without the prior consent of the other Party.
- 13.14 **Counterparts.** This Agreement may be signed by original or by facsimile or other electronic means and executed in any number of counterparts, and each executed counterpart will be considered to be an original. All executed counterparts taken together will constitute one agreement.

[Signature page to follow]

TO EVIDENCE THEIR AGREEMENT each of the Parties has executed this Agreement as of the Effective Date.

RECYCLING COUNCIL OF ONTARIO

By:

Name: Jo-Anne St. Godard
Title: Executive Director

**The Corporation of the Township of
Manitouwadge**

By:

Name: John MacEachern
Title: Mayor

By: (Optional)

Name: Cecile Kerster,
Title: Municipal Manager Clerk

PHASE 2 FUNDING AGREEMENT

**SCHEDULE A
COLLECTION SITE INFORMATION**

**SCHEDULE B
COLLECTION PERIODS AND RELEVANT DATES**

Round	Collection Period	Last Day to Enter Claims for Collection Period	Payment Dates
Round 1	October 1, 2012 to June 30, 2013	August 2, 2013	November 5, 2013
Round 2	July 1, 2013 to December 31, 2013	February 3, 2014	May 6, 2014
Round 3	January 1, 2014 to June 30, 2014	August 4, 2014	November 5, 2014
Round 4	July 1, 2014 to December 31, 2014	February 2, 2015	May 5, 2015
Round 5	January 1, 2015 to June 30, 2015	August 4, 2015	November 4, 2015
Round 6	July 1, 2015 to September 30, 2015	November 2, 2015	February 3, 2016

**SCHEDULE C
SELECTED HOUSEHOLD HAZARDOUS WASTES AND REQUIREMENTS FOR PROPER
MANAGEMENT OF SAME**

Selected Household Hazardous Wastes	Specific Requirements for Proper Management of Selected Household Hazardous Wastes
Rechargeable batteries, excluding batteries from vehicles and industrial stationary batteries (i.e., consumer-type portable rechargeable batteries that weigh 5 kilograms or less, are used in household and IC&I applications, and excluding vehicle batteries and industrial stationary batteries)	Wastes are destined for a waste recovery facility
Portable fire extinguishers (i.e., portable devices, carried or on wheels and operated by hand, containing an extinguishing agent that can be expelled under pressure to suppress or extinguish a fire)	Wastes are destined for a waste recovery facility
Fluorescent light bulbs and tubes (i.e., low pressure mercury electric discharge source in which a fluorescing coating transforms ultra violet energy generated by the mercury discharge into visible light (includes only those tubes or bulbs that are designed to be removed by the user)	Wastes are destined for a waste recovery facility Collection system, including collection locations, the actions of generators and collection site operators, and the transportation system ensure that the fluorescent bulbs and tubes remain whole and unbroken
Mercury-containing devices, including switches (i.e., devices that open or close an electrical circuit or a liquid or gas valve), thermostats (i.e., devices that use a mercury switch to sense and control room temperature via heating, ventilation and air conditioning), thermometers (i.e., instrument for measuring temperature using a glass tube with a mercury bulb that rises and expands in the tube with temperature increase), barometers and other measuring devices (i.e., flow meters, manometers, hydrometers, sphygmomanometers, and hygrometers)	Wastes are destined for a waste recovery facility
Pharmaceuticals (i.e., all drugs as defined in section 2 of the Food and Drugs Act (Canada) without regard to paragraph (c), including prescription and over the counter drugs and "Natural Health Products", as defined in section 1 of the Natural Health Products Regulations (Canada)	Wastes are destined for a facility approved by the MOE, or proper authority in other jurisdictions, and, that has all other necessary approvals to treat these wastes
Sharps and syringes (i.e., needles, syringes and lancets used in the administration of healthcare)	Wastes are destined for a facility approved by the MOE, or proper authority in other jurisdictions, and, that has all other necessary approvals to treat these wastes

**SCHEDULE D
ELIGIBLE ACTIVITIES**

Only the following activities, when undertaken in respect of the Proper Management of Eligible Wastes, are Eligible Activities for the purposes of the Agreement:

- Collection activities related to: receiving, identifying, sorting, storing, packing, and manifesting of Selected Household Hazardous Wastes at depots, collection events, and via Toxic Taxi;
- Marketing activities undertaken and materials developed by the Municipality to notify the public of ~~depot, special event, and Toxic Taxi services related to the Proper Management of the Selected~~ Household Hazardous Wastes. These marketing activities/materials may include, for example: materials published on websites, flyers and advertisements that provide information on hours, location, acceptable items and any restrictions related to the Selected Household Hazardous Wastes being collected by the Municipality such as quantity or condition;
- Administration activities such as Municipality staff time related to: tracking and reporting for the purposes of the Program; tendering and managing contracts for the purposes of properly managing the Selected Household Hazardous Wastes; and responding to public inquires related to the management of Selected Household Hazardous Wastes; and
- the following post-collection activities related to the Selected Household Hazardous Wastes:
 - storage of the collected Selected Household Hazardous Wastes;
 - handling of Selected Household Hazardous Wastes, including packaging for shipment;
 - transportation costs for Selected Household Hazardous Wastes including those costs related to loading and unloading, containers and packing materials;
 - staging of the Selected Household Hazardous Wastes including costs related to repacking and bulking;
 - processing costs for the Selected Household Hazardous Wastes including recycling of the Selected Household Hazardous Wastes; and
 - disposal of non-recyclable and residual Selected Household Hazardous Wastes.

Without limiting the foregoing, the following activities are not eligible for reimbursement:

- related to the Selected Household Hazardous Wastes that are not accepted free of charge by the Participating Municipality;
- for which the Participating Municipality is reimbursed from other sources;
- costs that are paid by someone other than the Participating Municipality;
- related to the activities of an Industry Funding Organization;
- related to insurance;

- related to capital (i.e., costs related to the construction of storage facilities, or capital depreciation of municipal depots);
 - related to equipment, vehicle, building and property maintenance costs;
 - related to public education and awareness activities;
 - related to research and development activities; and
 - related to financial incentives.
-

**SCHEDULE E
SUPPORTING INFORMATION REQUIREMENTS**

The following information must be provided to RCO:

- On-line data submission:
 - Municipal contract information and rates for the Eligible Waste (step 1)
 - Confirmation of the materials collected and source of those materials (step 2)

 - Municipal service population (step 3)
 - Administration details (step 4)
 - Post collection information (step 5)

All data is to be entered on-line through the Phase 2 data entry portal

- Program costs:
 - Completion of the HHW Program Information Spreadsheet (Schedule F)

SCHEDULE F
Estimated Annual Administration and Marketing Reimbursements

We have preliminary reviewed the information you provided in the HHW Program Information Spreadsheet and have used this information determined your eligible annual estimated reimbursement amounts for the Administration and Marketing activities related to the proper management of Phase 2 materials.

Please be aware that RCO will be undertaking a detailed audit of all claims submitted, including HHW Program costs. Even though your costs have been reviewed they may be subject to further verification with requests for documentation to support the cost amounts claimed.

It is the responsibility of the municipality to amend this schedule as necessary. Unless you request that your Schedule F be amended to reflect a change in costs for your HHW program, the annual administration and marketing costs will be used to calculate reimbursements for each funding round until the end of the Phase 2 program. We must receive your amended spreadsheet for review no later than 60 days before the end of any funding round.

HHW Program Costs - Township of Manitowadge

Eligible Costs:

Item	Details	Total Cost (\$)	% Attributable to HHW Program	Total HHW Program Cost	Phase 2 Reimbursement (2% of Total HHW Program Costs)
Personnel Costs (include Event Staff time here as well)					
Event Day Staff Time	8 Hrs @36.63	293.04	100.00%	293.04	\$5.86
Event Day Staff Time	8 Hrs @ 35.46	283.68	100.00%	283.68	\$5.67
Administration Staff Time	5 Hrs @ 26.44	132.20	100.00%	132.20	\$2.64
Management Staff Time	3 Hrs @ \$35.00	105.00	100.00%	105.00	\$2.10
TOTAL Personnel Costs				813.92	\$16.26

Item	Details	Total Cost (\$)	% Attributable to HHW Program	Total HHW Program Cost	Phase 2 Reimbursement (2% of Total HHW Program Costs)
Direct Costs of Material Management					
				0	\$0.00
TOTAL Direct Costs				0	\$0.00

Item	Details	Total Cost (\$)	% Attributable to HHW Program	Total HHW Program Cost	Phase 2 Reimbursement (2% of Total HHW Program Costs)
Indirect Costs of Material Management					
Material Costs for Advertising	Paper - 1000 sheets x .01126	11.26	100.00%	11.26	\$0.23
	Photocopying - 1000 sheets @ .0114/ sheet	11.4	100.00%	11.40	\$0.23
	Posters	15	100.00%	15.00	\$0.30
TOTAL Indirect Costs				37.66	\$0.75

Item	Details	Total Cost (\$)	% Attributable to HHW Program	Total HHW Program Cost	Phase 2 Reimbursement (2% of Total HHW Program Costs)
Marketing Costs					
Advertising Information on date, hours, location	Lakehead Media	75.71	100.00%	75.71	\$1.51
Total Marketing Costs				75.71	\$1.51

Ineligible Costs:

Item	Details	Total Cost (\$)	% Attributable to HHW Program	Total HHW Program Cost	Phase 2 Reimbursement (2% of Total HHW Program Costs)
Ineligible Costs:					
				0	NA
Total Ineligible Costs				0	NA

TOTAL HHW PROGRAM COSTS \$927.29

Total eligible annual administration reimbursement (Phase 2 allocation of 2% applied) \$17.03

Total eligible annual marketing reimbursement (Phase 2 allocation of 2% applied) \$1.51

Date Reviewed :
February 7, 2013

Reviewed By:
David Neilson
Technical Manager, Phase 2
Recycling Council of Ontario
215 Spadina Ave. Suite 225
Toronto, ON M5T 2C7
Tel: 1-800-323-1351 ext. 203
Email: d.neilson@rco.on.ca

* Please be aware that RCO will be undertaking a detailed audit of all claims submitted, including HHW Program costs. Even though your costs have been reviewed they may be subject to further verification with requests for documentation to support the cost amounts claimed.

**SCHEDULE H
CLAIMS EXCEED FUNDS PROTOCOL**

RCO's primary goal is to reimburse Municipalities 100 per cent of eligible costs in each of the Collection Periods. At the end of each Collection Period if the Reimbursement Claims exceed the available funding, RCO will prioritize payments in the following order on a prorated basis if required:

First Priority: post-collection cost reimbursement

Second Priority: administration cost reimbursement

Third Priority: eligible marketing (eligible P&E) cost reimbursement

The order of priority is to best serve municipalities' interest. RCO recognizes that post-collection claims' reimbursement has the highest importance for the municipalities and should be given first priority.

RCO will notify the Province and participating municipalities within 30 days of the Claim Deadline if it has reason to believe that applications from participating municipalities may exceed the funding available in that Round.





Thunder Bay District Health Unit

MAIN OFFICE
999 Balmoral Street
Thunder Bay, Ontario
P7B 6E7
Tel: (807) 625-5900
Toll Free in 807 area code
1 888-294-6630
Fax: (807) 623-2369

GERALDTON
P.O. Box 1360
510 Hogarth Avenue
Geraldton, Ontario
P0T 1M0
Tel: (807) 854-0454
Speech: (807) 854-0905
Fax: (807) 854-1871

MANITOUWADGE
P.O. Box 385
Manitouwadge Health Care Centre
1 Health Care Crescent
Manitouwadge, Ontario
P0T 2C0
Tel: (807) 826-4061
Fax: (807) 826-4993

MARATHON
P.O. Box 384
Marathon Library Building
Lower Level, 24 Peninsula Road
Marathon, Ontario
P0T 2E0
Tel: (807) 229-1820
Fax: (807) 229-3356

NIPIGON
P.O. Box 15
1500 Highway 111, Corner of Highway 11
Nipigon, Ontario
P0T 2G0
Tel: (807) 337-3031
Fax: (807) 337-3033
Fax: (807) 337-3183

ERRACE BAY
P.O. Box 100
100 Main Street
Errata Bay, Ontario
P0T 2G0
Tel: (807) 337-3031
Fax: (807) 337-3033
Fax: (807) 337-3183

RECEIVED

MAY 29 2013

THE CORPORATION OF THE
TOWNSHIP OF MANITOUWADGE

May 21, 2013

AGENDA	
Item No.:	09-01
Meeting Date:	12-18-13
	D M Y

Ms. Cecile Kerster, Municipal Manager/Clerk
Township of Manitowadge
1 Mississauga Drive
Manitouwadge, ON, P0T 2C0

Dear Ms. Kerster:

Attached please find the 2012 Audited Financial Statements for the Thunder Bay District Health Unit as approved by the Board of Health at its Regular Meeting on May 14, 2013.

In addition, these financial statements are posted to the Health Unit website at www.tbdhu.com.

If you have any questions, please do not hesitate to contact me.

Sincerely,

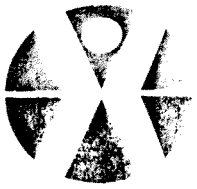
Doug Heath, Chief Executive Officer
Thunder Bay District Health Unit
Telephone: (807) 625-5961
Fax: (807) 625-4826
E-mail: Doug.Heath@tbdhu.com

Encl.

Financial Statements

Thunder Bay District Health Unit
December 31, 2012





**Thunder Bay District
Health Unit**

REGISTRATION

MAY 21 2012

Statement of Administrative Responsibility Year ended March 31, 2012
TOWNSHIP OF MANITOUWADGE

The management of the **Thunder Bay District Health Unit** have prepared the accompanying financial statements and are responsible for their accuracy and integrity. These statements consolidate all operations for which the Health Unit has legislative and financial responsibility. The financial statements have been prepared by management in accordance with the accounting principles generally accepted for the public sector as prescribed by the Public Sector Accounting Board (PSAB) of the Canadian Institute of Chartered Accountants (CICA).

In fulfilling its responsibilities and recognizing the limits inherent in all systems, administration has developed and maintains a system of internal control designed to provide reasonable assurance that Health Unit assets are safeguarded from loss and that the accounting records are a reliable basis for the preparation of the financial statements.

The Board of Health reviews and approves the financial statements before such statements are submitted to the Province of Ontario and published for the residents of the participating municipalities. The external auditors have access to, and meet with the Board of Health to discuss their audit and the results of their examination.

The 2012 financial statements have been reported on by the Health Unit's external auditors, BDO Canada LLP, the auditors appointed by the Board of Health. The auditors' report outlines the scope of their audit and their opinion on the presentation of the information included in the financial statements.

Doug Heath
Chief Executive Officer

Maria Harding
Chair, Board of Health

MAIN OFFICE

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Thunder Bay, Ontario
P7B 6E7

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MANITOUWADGE

P.O. Box 385
Manitouwadge Health Care Centre
1 Health Care Crescent
Manitouwadge, Ontario
P0T 2C0

Tel: (807) 826-4061
Fax: (807) 826-4993

MARATHON

P.O. Box 384
Marathon Library Building
Lower Level, 24 Peninsula Road
Marathon, Ontario
P0T 2E0

Tel: (807) 229-1820
Fax: (807) 229-3356

NIPIGON

P.O. Box 15
Nipigon District Memorial Hospital
125 Hogan Road
Nipigon, Ontario
P0T 2J0

Tel: (807) 887-3031
or (807) 887-2908
Fax: (807) 887-3489

TERRACE BAY

P.O. Box 1030
McCausland Hospital
20B Cartier Rd.
Terrace Bay ON P0T 2W0
(807) 825-7770

Thunder Bay District Health Unit

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December 31, 2012

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BDO Canada LLP
1095 Barton Street
Thunder Bay ON P7B 5N3 Canada

Independent Auditor's Report

To the Members of the Board of Health, Members of Council, Inhabitants and Ratepayers of the Participating Municipalities as listed in Note 14

We have audited the accompanying financial statements of Thunder Bay District Health Unit, which comprise the statement of financial position as at December 31, 2012 and the statements of operations and accumulated surplus, statement of changes in net financial assets and cash flows for the year then ended, and a summary of significant accounting policies and other explanatory information.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with Canadian public sector accounting standards, and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditor's Responsibility

Our responsibility is to express an opinion on these financial statements based on our audit. We conducted our audit in accordance with Canadian generally accepted auditing standards. Those standards require that we comply with ethical requirements and plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by management, as well as evaluating the presentation of the financial statements.

We believe that the audit evidence we have obtained in our audit is sufficient and appropriate to provide a basis for our audit opinion.

Opinion

In our opinion, the financial statements presents fairly, in all material respects, the financial position of Thunder Bay District Health Unit as at December 31, 2012 and the results of its operations, changes in its net financial assets and its cash flows for the year then ended in accordance with Canadian public sector accounting standards.

BDO Canada LLP

Chartered Accountants, Licensed Public Accountants

Thunder Bay, Ontario
April 17, 2013

Thunder Bay District Health Unit**STATEMENT OF FINANCIAL POSITION**

As at December 31,

	2012 \$	2011 \$
FINANCIAL ASSETS		
Cash	4,166,302	3,540,318
Accounts receivable	458,643	592,182
Inventory for resale	53,717	45,387
Total Financial Assets	4,678,662	4,177,887
FINANCIAL LIABILITIES		
Accounts payable and accrued liabilities	1,773,524	1,583,259
Due to Province of Ontario	1,036,547	860,617
Deferred revenue (<i>note 3</i>)	507,129	545,434
Accrued vacation pay	406,427	359,651
Vested sick leave liability (<i>note 4</i>)	93,920	156,141
Total financial liabilities	3,817,547	3,505,102
NET FINANCIAL ASSETS	861,115	672,785
NON-FINANCIAL ASSETS		
Tangible capital assets – net (<i>schedule 2</i>)	1,865,074	2,044,186
Inventory of supplies	24,816	27,223
Prepaid expenses	320,853	326,395
	2,210,743	2,397,804
ACCUMULATED SURPLUS (<i>schedule 1</i>)	3,071,858	3,070,589

The accompanying notes are an integral part of these financial statements.

Thunder Bay District Health Unit

STATEMENT OF OPERATIONS AND ACCUMULATED SURPLUS

For the Year Ended December 31,

	Budget 2012 \$ <i>(note 15)</i>	Actual 2012 \$ <i>(schedule 3)</i>	Actual 2011 \$
REVENUES	18,541,464	18,027,870	18,034,101
EXPENDITURES			
Operating			
Wages and benefits	14,171,938	13,720,049	13,674,582
Travel	388,271	334,892	385,916
Staff training and recognition	324,055	220,036	222,804
Board of Health	65,450	65,725	66,559
Purchased program services	913,257	491,692	513,781
Purchased and allocated administration	895,965	1,091,047	998,714
Building occupancy	366,660	473,759	436,042
Equipment expense	308,644	331,693	341,118
Materials and supplies	762,541	666,655	676,744
Office expenses	199,648	182,749	124,810
Communications	147,830	147,750	148,129
Amortization	-	285,321	293,657
	18,544,259	18,011,368	17,882,856
NET REVENUES	(2,795)	16,502	151,245
Loss on disposal of tangible capital assets	-	(15,233)	(29,151)
ANNUAL SURPLUS	(2,795)	1,269	122,094
ACCUMULATED SURPLUS			
Beginning of Year	3,070,589	3,070,589	2,948,495
End of Year	3,067,794	3,071,858	3,070,589

The accompanying notes are an integral part of these financial statements.

Thunder Bay District Health Unit

**STATEMENT OF CHANGES
IN NET FINANCIAL ASSETS**

For the Year Ended December 31,

	Budget 2012 \$	Actual 2012 \$	Actual 2011 \$
Annual Surplus	(2,795)	1,269	122,094
Acquisition of tangible capital assets	(210,350)	(121,442)	(62,238)
Amortization of tangible capital assets	-	285,321	293,657
Proceeds from disposal of tangible capital assets	-	-	18,131
Loss on disposal of tangible capital assets	-	15,233	29,151
	(210,350)	179,112	278,701
Acquisition of supplies inventory	-	(24,816)	(27,223)
Acquisition of prepaid expenses	-	(320,853)	(326,395)
Consumption of supplies inventory	-	27,223	25,854
Use of prepaids	-	326,395	97,361
	-	7,949	(230,403)
Increase (decrease) in net financial assets	(213,145)	188,330	170,392
Net financial assets, beginning of year	672,785	672,785	502,393
Net financial assets, end of year	459,640	861,115	672,785

The accompanying notes are an integral part of these financial statements.

Thunder Bay District Health Unit**STATEMENT OF CASH FLOW**

For the Year Ended December 31,

	Actual 2012 \$	Actual 2011 \$
Cash flows from operating transactions		
Annual Surplus	1,269	122,094
Uses		
Increase in accounts receivable	-	(228,598)
Increase in inventory	(5,922)	(9,663)
Decrease in deferred revenue	(38,305)	-
Decrease in accrued vacation pay and vested sick leave liability	(15,445)	(87,117)
Increase in prepaid	-	(229,035)
	(59,672)	(554,413)
Sources		
Decrease in accounts receivables	133,539	-
Increase in accounts payable and accrued liabilities	190,265	125,377
Increase in due to Province of Ontario	175,930	592,596
Increase in deferred revenue	-	350,215
Decrease in prepaids	5,541	-
	505,275	1,068,188
Non-cash charges to operations		
Amortization	285,321	293,657
Cash provided by operating transactions		
	732,193	929,526
Capital transactions		
Purchase of tangible capital assets	(121,442)	(62,238)
Proceeds on disposal of tangible capital assets	-	18,131
Loss on disposal of tangible capital assets	15,233	29,151
Cash used in capital transactions	(106,209)	(14,956)
Increase in cash during the year	625,984	914,570
Opening cash	3,540,318	2,625,748
Closing cash	4,166,302	3,540,318

The accompanying notes are an integral part of these financial statements

NOTES TO FINANCIAL STATEMENTS

December 31, 2012

1. GENERAL

The Thunder Bay District Health Unit is established under the *Health Protection and Promotion Act*, and provides programs and services in accordance with the legislative mandate for Boards of Health in Ontario.

2. SIGNIFICANT ACCOUNTING POLICIES

These financial statements of the Thunder Bay District Health Unit (Health Unit) are prepared by management in accordance with Canadian Generally Accepted Accounting Principles for the public sector as prescribed by the Public Sector Accounting Board (PSAB) of the Canadian Institute of Chartered Accountants (CICA). Since precise determination of many assets and liabilities is dependent upon future events, the preparation of periodic financial statements necessarily involves the use of estimates and approximations. These have been made using careful judgment. The more significant of these accounting policies are as follows:

(a) Reporting Entity

These financial statements reflect the financial assets, liabilities, operating revenues and expenditures, reserves and reserve funds, and changes in investment in tangible capital assets of the Health Unit.

(b) Basis of accounting

Accrual accounting

The Health Unit uses the accrual basis of accounting and recognizes revenues as they are levied or earned and become measurable; expenditures are recognized as they are incurred and measurable as a result of receipt of goods or services and the creation of a legal obligation to pay.

Cash

Cash is defined as cash on hand and balances with banks.

Inventories held for resale

Inventories held for resale are recorded at the lower of cost and net realizable value, with cost being determined on a first in, first out basis. Assets held for sale are those expected to be sold within one year.

Inventory of supplies

Thunder Bay District Health Unit's material and supplies inventory are valued at the lower of cost and net realizable value, with cost being determined on a first in, first out basis.

NOTES TO FINANCIAL STATEMENTS

December 31, 2012

Employee benefits

Vacation pay is charged to operations in the year earned.

Use of estimates

The preparation of financial statements in conformity with Canadian generally accepted accounting principles requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements, and the reported amounts of revenues and expenses during the reporting period. Significant estimates included in these financial statements are accrued vacation pay, vested sick leave liability, accounts payable and accrued liabilities and estimated useful life of tangible capital assets. Actual results could differ from those estimates.

Non-financial assets

Non-financial assets are not available to discharge existing liabilities and are held for use in the provision of services. They have useful lives extending beyond the current year, and are not intended for sale in the ordinary course of operations. The change in non-financial assets during the year, together with the excess of revenues over expenses, provides the Change in Net Financial Assets for the year.

I. **Tangible Capital assets**

Tangible capital assets are recorded at cost, which includes all amounts that are directly attributable to acquisition, construction, development or betterment of the asset. The cost, less residual value, of the tangible capital assets are amortized on a straight-line basis over their estimated useful lives as follows:

Land Improvements	15 to 30 years
Buildings	40 years
Machinery & Equipment	3 to 30 years
Vehicles	9 to 15 years

Assets under construction are not amortized until the asset is available for productive use, at which time they are capitalized.

II. **Contribution of tangible capital assets**

Tangible capital assets received as contributions are recorded at their fair value at the date of receipt.

III. **Tangible capital assets recorded at nominal value**

Tangible capital assets acquired at no cost, or nominal cost, are recorded at their fair value at the date of acquisition, and that fair value is accounted for as a deferred credit to the tangible capital asset amount recognized.

Thunder Bay District Health Unit

NOTES TO FINANCIAL STATEMENTS

December 31, 2012

IV. Leases

Leases are classified as capital or operating leases. Leases which transfer substantially all of the benefits and risks incidental to ownership of property are accounted for as capital leases. All other leases are accounted for as operating leases and the related lease payments are charged to expenses as incurred.

Revenue recognition

Grant revenue is recognized as earned when the related expenditure is incurred.

Municipal levies are recognized as earned when the levy is established by the Board of Health through the budget process.

Generated revenues are recognized as earned when the goods or services are rendered, amounts are estimable and collectibility is reasonably assured.

3. DEFERRED REVENUE

The Thunder Bay District Health Unit operates a number of programs with March 31 fiscal year ends. As such, any funding received but unearned at December 31 is recorded as deferred revenue.

The continuity of deferred revenue is as follows:

	2012	2011
	\$	\$
Balance, beginning of year	545,434	195,220
Funding received / (used), net	(38,305)	350,214
Balance, end of year	507,129	545,434

4. LIABILITY FOR EMPLOYEE VESTED SICK LEAVE BENEFITS

The Thunder Bay District Health Unit provides certain employee benefits which will require funding in future years, namely its Vested Sick Leave Benefits Plan. Under the sick leave benefit plan, unused sick leave days can accumulate and certain employees become entitled to a cash payment when they retire or leave the Health Unit's employment.

Thunder Bay District Health Unit

NOTES TO FINANCIAL STATEMENTS

December 31, 2012

In accordance with the Canadian Public Sector Accounting Board (PSAB) guidelines, and due to the complexities in valuing the Sick Leave Benefit plan, actuarial valuations are to be conducted on a periodic basis. During 2011, significant changes were made to the vested sick leave plan through collective agreement negotiations. As a result, Finance Administration recalculated the vested sick leave liability based on these negotiated plan changes. At December 31, 2012, the liability is calculated at \$93,920.

During the year, an amount of \$56,571 (2011 - \$64,073) was paid to employees.

5. PENSION AGREEMENTS

The Health Unit makes contributions to the Ontario Municipal Employees Retirement Fund (OMERS), which is a multi-employer plan, on behalf of members of its staff. The plan is a defined benefit plan which specifies the amount of retirement benefit to be received by the employees based on the length of service and rates of pay. The amount contributed to OMERS for 2012 was \$942,829 (2011 - \$859,106) for current service. The Health Unit recognizes the expense related to this plan when contributions are due.

Thunder Bay District Health Unit

NOTES TO FINANCIAL STATEMENTS

December 31, 2012

6. AVAILABLE FINANCING

The Health Unit has available an operating line of credit of \$500,000 with TD Canada Trust for which the Health Unit has provided a borrowing by-law. There is no balance outstanding on the line of credit at year-end (2011 - \$nil). Interest on the line of credit is calculated at bank prime minus 0.5% (2.5% at year end).

7. TANGIBLE CAPITAL ASSETS

Schedule 2 provides information on the tangible capital assets of the Health Unit by major asset class, as well as accumulated amortization of the assets controlled.

During the year there were no write-downs of assets. (2011 - \$nil).

Interest capitalized during 2012 was \$nil (2011 - \$nil)

Tangible capital assets contributed to the Health Unit totaled \$nil (2011 - \$nil).

8. SEGMENTED INFORMATION

The Thunder Bay District Health Unit provides a wide range of services to citizens of the District of Thunder Bay. For management reporting purposes, the Health Units operations and activities are organized and reported by programs. Programs were created for the purposes of recording specific activities to attain certain objectives in accordance with special regulations, restrictions or limitations.

Public health services are provided by programs and their activities are reported in these funds. Certain programs have been separately disclosed in Schedule 3 – Schedule of Revenue and Expenditures.

Thunder Bay District Health Unit

NOTES TO FINANCIAL STATEMENTS

December 31, 2012

9. RESERVE FUNDS

The continuity of reserve funds is as follows:

	2012 \$	2011 \$
Reserve funds		
Balance, beginning of year	1,542,195	1,228,517
Revenue		
Contributions from current operations		
Capital expenditures	145,975	347,370
Land Development	15,071	12,671
Interest Earned	13,890	12,387
	174,936	372,428
Expenditures		
Contributions to current operations	10,000	58,750
Balance, end of year	1,707,131	1,542,195

10. DESIGNATED ASSETS

Of the financial assets reported on the Statement of Financial Position, the Health Unit has designated \$1,556,085 (2011 - \$1,240,904) to support reserve funds.

11. CONTINGENCIES

All Province of Ontario grants for shared and 100% programs are subject to final approval by the Ministry of Health and Long Term Care, or the Ministry of Children and Youth Services. Until final approval is given, it is not possible to determine whether any adjustments to the grants will be made. There are outstanding claims and litigation pending against TBDHU for which the amount of settlement, if any, is not determinable at this time.

12. MEASUREMENT UNCERTAINTY

Measurement uncertainty relates to the uncertainty in the determination of the amount at which an item is recognized in the financial statements. There is a degree of uncertainty associated with the measurement of certain accrued liabilities recognized in the financial statements. The recognized amounts are based on past experiences with similar circumstances. It is possible that the recognized amount could change by a material amount in the future. No disclosure has been made with respect to the recognized amount as disclosure of such information could have an adverse effect on the Health Unit.

Thunder Bay District Health Unit

NOTES TO FINANCIAL STATEMENTS

December 31, 2012

13. COMMITMENTS

The Thunder Bay District Health Unit leases branch offices in Marathon, Nipigon, Geraldton, Terrace Bay, and Manitouwadge. Also, the Health Unit leases significant pieces of equipment from Xerox Canada, IBM and Dell. Future minimum payments by year, and in aggregate under the operating leases, with initial terms of one year or more, consisted of the following at December 31, 2012:

	\$
2013	300,483
2014	256,030
2015	224,767
2016	171,464
2017	53,710
	<u>1,006,454</u>

14. MUNICIPAL LEVIES

	2012 \$	2011 \$
Township of Conmee	15,361	15,361
Township of Dorion	6,644	6,644
Township of Gillies	9,899	9,899
Municipality of Greenstone	100,548	100,548
Township of Manitouwadge	47,710	47,710
Town of Marathon	76,826	76,826
Municipality of Neebing	41,980	41,980
Township of Nipigon	34,155	34,155
Township of O'Connor	14,090	14,090
Municipality of Oliver-Paipoonge	118,784	118,784
Township of Red Rock	20,332	20,332
Township of Schreiber	25,304	25,304
Township of Shuniah	52,080	52,080
Township of Terrace Bay	32,684	32,684
City of Thunder Bay	2,153,325	2,153,325
	<u>2,749,722</u>	<u>2,749,722</u>

Thunder Bay District Health Unit

NOTES TO FINANCIAL STATEMENTS

December 31, 2012

15. BUDGETED AMOUNTS

The budgeted figures presented for comparative purposes are unaudited and are those approved by the Board of Health.

The budget figures have been restated to conform with the requirements under Public Sector Accounting Board guidelines. As such, the budget figures presented in the financial statements differ from the presentation approved by the Board of Health.

Schedule of Accumulated Surplus

Year Ended December 31,

	2012	2011
	\$	\$
Reserve Funds set aside by the Board of Health		
For sick leave plan allowance	131,732	130,418
For capital expenditures	1,351,959	1,204,120
For Land Development	111,204	95,242
For program contingency	50,000	50,799
For benefit cost stabilization	62,236	61,616
	1,707,131	1,542,195
Surpluses		
Invested in tangible capital assets	1,865,074	2,044,186
Unfunded		
Employee benefits – accrued vacation pay	(406,427)	(359,651)
Employee benefits – vested sick leave	(93,920)	(156,141)
	1,364,727	1,528,394
Accumulated Surplus	3,071,858	3,070,589

Schedule of Tangible Capital Assets

Year Ended December 31,

	Land	Land Improvement	Building	Machinery & Equipment	Vehicles	Total 2012 \$	Total 2011 \$
COST							
Balance, beginning of year	147,300	37,444	2,182,833	2,753,167	17,800	5,138,544	5,176,347
Add: Additions during the year	-	-	-	121,442	-	121,442	62,238
Less: Disposals during the year	-	-	-	49,708	-	49,708	100,041
Balance, end of year	147,300	37,444	2,182,833	2,824,901	17,800	5,210,278	5,138,544
ACCUMULATED AMORTIZATION							
Balance, beginning of year	-	37,444	1,446,127	1,606,337	4,450	3,094,358	2,853,460
Add: Amortization during the year	-	-	54,571	228,970	1,780	285,321	293,657
Less: Accumulated amortization on disposal	-	-	-	34,475	-	34,475	52,759
Balance, end of year	-	37,444	1,500,698	1,800,832	6,230	3,345,204	3,094,358
NET BOOK VALUE	147,300	-	682,135	1,024,069	11,570	1,865,074	2,044,186

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Thunder Bay District Health Unit
Schedule of Revenue and Expenditures

Schedule 3

Year ended December 31	Mandatory Core	Universal Influenza Immunization Program	Meningococcal, HPV and Mumps Immunization Program	Unorganized Territories	Vector Borne Disease	CINOT Expansion	Land Development	Infectious Disease 100% & ID Nurse	Healthy Smiles Ontario	PHN Initiative	SDWS ****	Blind Low Vision, Infant Hearing & Preschool Speech	Genetics	HIV Anonymous Testing	Healthy Babies Healthy Children	Smoke Free Ontario	Healthy Comm.	Nurse Practitioner	Other 100% Funded Program ****	Totals
REVENUES																				
Provincial funding MOHLTC-HPD*	4,036,814	-	-	719,645	91,863	-	-	642,152	127,149	150,887	64,594	-	-	59,818	-	-	-	123,009	-	6,014,951
Provincial funding MOHLTC-HPD**	3,644,622	-	-	-	-	45,924	-	-	-	-	-	989,128	-	-	1,146,312	648,165	44,029	-	-	4,382,740
Provincial funding MCYS***	-	-	-	-	-	-	-	-	-	-	-	-	410,255	-	-	-	-	-	-	2,135,440
Municipal funding - other	2,682,255	-	-	-	30,628	15,308	-	-	-	-	21,531	-	-	-	-	-	-	-	-	410,255
Municipal levies (note 14)	38,323	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	2,748,722
Interest revenue (note 14)	989,828	59,350	21,845	-	-	-	191,305	-	-	-	-	17,000	-	-	-	-	-	-	-	38,323
Generated/other revenue	348,581	-	-	-	-	-	-	-	49,394	-	-	32,075	-	-	-	-	-	-	414,072	1,653,398
One time funding & Other Initiatives	11,740,321	59,350	21,845	719,645	122,511	61,232	191,305	642,152	176,543	150,887	86,125	1,036,203	410,255	59,818	64,743	108,248	44,029	123,009	414,072	603,041
Total revenues																				
EXPENDITURES																				
Operating																				
Salaries & benefits	8,855,279	54,985	14,440	510,450	79,112	-	126,044	481,888	103,819	150,887	74,675	805,443	342,660	54,984	1,107,186	549,754	-	121,554	286,889	13,720,049
Travel	76,579	2,236	2,059	85,000	5,433	-	19,776	45,489	1,014	-	8,601	15,220	3,460	-	25,956	28,553	1,747	-	12,769	334,892
Staff training & recognition	132,321	-	-	3,500	5,433	-	3,487	32,421	75	-	-	4,215	3,976	965	11,315	17,733	-	-	10,028	220,036
Board of Health	59,225	-	-	6,500	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	65,725
Purchased program service	274,064	-	-	-	29,043	61,232	-	-	7,638	-	-	89,340	38,625	-	-	-	-	-	-	-
Purchased & allocated admin	650,066	19,096	-	84,500	-	-	18,021	50,876	8,681	-	259	42,511	10,315	1,500	12,948	78,186	62	20,793	47,745	1,091,059
Building occupancy	433,551	-	-	-	-	-	665	363	14,587	-	-	28,718	698	-	4,862	8,000	10	10	1,855	331,539
Equipment expense	274,460	-	-	6,050	750	-	1,500	3,750	3,750	750	-	7,048	3,750	500	10,893	8,000	656	1,855	684,565	
Materials & supplies	527,444	7,144	1,362	15,095	3,700	-	1,743	9,928	5,484	-	-	5,484	1,108	344	22,522	55,503	3,319	656	4,977	1,192,749
Office expenses	125,559	582	-	6,050	873	-	2,957	7,449	3,336	-	577	5,461	5,663	186	11,983	5,403	727	4,906	147,750	
Communications	112,739	-	-	2,500	3,600	-	2,042	8,082	4,806	-	1,263	2,688	5,803	339	6,260	7,231	1,727	1,006	147,750	
Amortization expense	207,363	51	-	-	-	-	1,092	2,451	4,806	-	772	50,690	5,803	339	3,587	4,673	175	3,658	285,321	
Total expenditures	11,728,650	84,094	17,861	719,645	122,511	61,232	177,327	643,697	148,534	150,887	86,897	1,056,618	416,058	58,818	1,214,112	761,086	44,029	123,164	395,928	18,011,368
(Loss) on disposal of tangible capital assets	(1,454)	-	-	-	-	-	-	-	-	-	-	(13,779)	-	-	-	-	-	-	-	(15,233)
Annual surplus/(deficit)	10,317	(24,744)	3,994	-	-	-	13,978	(1,545)	28,009	-	(772)	(32,394)	(5,803)	-	(3,057)	(4,673)	-	(175)	18,144	1,269

* MOHLTC = Ministry of Health and Long Term Care
 ** MOHLTC-HPD = Ministry of Health and Long Term Care-Health Promotion Division
 ***MCYS = Ministry of Children and Youth Services
 ****Small Drinking Water Systems
 *****This includes the following programs:
 Child Health Language
 Children's Oral Health Initiative (COHI)
 Health Canada - Drug Strategy
 RNAO Grant
 Thunder Bay DSSAB
 Other



THE DISTRICT OF THUNDER BAY
SOCIAL SERVICES ADMINISTRATION BOARD
www.tbdssab.ca

AGENDA		
Item No.	09-02	
Meeting Date:	12	15
	D	M
		Y

OFFICE OF THE CHIEF ADMINISTRATIVE OFFICER
The District of Thunder Bay Social
Services Administration Board
(Also known as TBDSSAB)
c/o 231 May Street South
Thunder Bay ON P7E 1B5
Tel: 807-766-2103 / Fax: 807-345-6146

IRJE

MAY 10 2013

THE CORP
TOWNSHIP OF MANITOUWADGE

May 10, 2013

Cecile Kerster
Municipal Manager Clerk
Township of Manitouwadge
1 Mississauga Drive
Manitouwadge ON P0T 2C0

Dear Cecile Kerster:

**Re: 2012 Audited Consolidated Financial Statements
The District of Thunder Bay Social Services Administration Board**

Enclosed, please find a copy of the audited consolidated financial statements of The District of Thunder Bay Social Services Administration Board for the year ended December 31, 2012. These financial statements were approved by the Board at the Annual General Meeting held on April 18, 2013.

Should you have any questions with respect to the statements, please feel free to contact Keri Greaves, Manager, Finance, at (807) 766-2111, Ext. 4081.

Sincerely,

William Bradica
Acting Chief Administrative Officer
The District of Thunder Bay Social
Services Administration Board

/jb

Attachment: 2012 Audited Consolidated Financial Statements

Copy to: Keri Greaves, Manager, Finance - TBDSSAB (w/o attachment)



THE DISTRICT OF THUNDER BAY
SOCIAL SERVICES ADMINISTRATION BOARD

Consolidated Financial Statements

**THE DISTRICT OF THUNDER BAY SOCIAL SERVICES
ADMINISTRATION BOARD**

December 31, 2012



THE DISTRICT OF THUNDER BAY
SOCIAL SERVICES ADMINISTRATION BOARD
www.tbdssab.ca

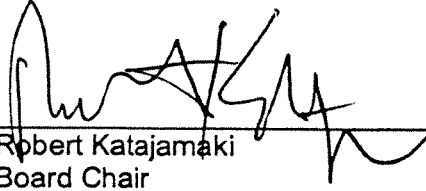
STATEMENT OF ADMINISTRATIVE RESPONSIBILITY

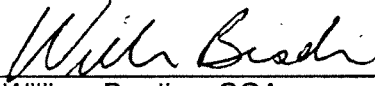
The management of The District of Thunder Bay Social Services Administration Board has prepared the accompanying financial statements and are responsible for their accuracy and integrity. The financial statements have been prepared by management in accordance with the accounting principles generally accepted for the public sector as prescribed by the Public Sector Accounting Board [PSAB] of the Canadian Institute of Chartered Accountants [CICA].

In fulfilling its responsibilities and recognizing the limits inherent in all systems, the administration has developed and maintains a system of internal control designed to provide reasonable assurance that the Board assets are safeguarded from loss and that the accounting records are a reliable basis for the preparation of the financial statements.

The Board of Directors reviews and approves the financial statements before such statements are published for the residents of the District of Thunder Bay. The external auditors have access to, and meet with the Board to discuss their audit and the results of their examination.

The 2012 Financial Statements have been reported on by The District of Thunder Bay Social Services Administration Board's external auditors, Grant Thornton LLP, the auditors appointed by the Board. The auditors' report outlines the scope of their audit and their opinion on the presentation of the information included in the financial statements.


Robert Katajamaki
Board Chair
The District of Thunder Bay Social
Services Administration Board


William Bradica, CGA
(Acting) Chief Administrative Officer
The District of Thunder Bay Social
Services Administration Board

THE DISTRICT OF THUNDER BAY SOCIAL SERVICES ADMINISTRATION BOARD

December 31, 2012

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Independent Auditor's Report

Grant Thornton LLP
979 Alloy Drive
Thunder Bay, ON
P7B5Z8
T (807) 345-6571
F (807) 345-0032
www.GrantThornton.ca

To the Board Members, Members of Municipal Councils,

Inhabitants and Ratepayers as listed in Note 3

We have audited the accompanying consolidated financial statements of The District of Thunder Bay Social Services Administration Board, which comprise the consolidated statement of financial position as at December 31, 2012, and the consolidated statements of operations, changes in net debt and cash flows for the year then ended, and a summary of significant accounting policies and other explanatory information.

Management's responsibility for the financial statements

Management is responsible for the preparation and fair presentation of these consolidated financial statements in accordance with Canadian public sector accounting standards, and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditor's responsibility

Our responsibility is to express an opinion on these consolidated financial statements based on our audit. We conducted our audit in accordance with Canadian generally accepted auditing standards. Those standards require that we comply with ethical requirements and plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the consolidated financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.



We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Opinion

In our opinion, the consolidated financial statements present fairly, in all material respects, the consolidated financial position of The District of Thunder Bay Social Services Administration Board as at December 31, 2012, and the results of its operations and its cash flows for the year then ended in accordance with Canadian public sector accounting standards.

Grant Thornton LLP

Thunder Bay, Canada
April 18, 2013

Chartered Accountants
Licensed Public Accountants

**THE DISTRICT OF THUNDER BAY SOCIAL SERVICES
ADMINISTRATION BOARD**

Consolidated Statement of Financial Position

As at December 31

	2012 \$	2011 \$
FINANCIAL ASSETS		
Cash and cash equivalents	22,828,790	23,688,787
Marketable securities	6,839,362	6,660,550
Accounts receivable	750,774	521,277
Client benefit advances	1,421,201	1,428,616
Interest receivable	17,791	19,363
HST receivable	651,258	1,249,657
	32,509,176	33,568,250
LIABILITIES		
Accounts payable and accrued liabilities	2,444,628	5,134,353
Payable to participating municipalities and funded agencies [note 15]	1,228,648	1,430,200
Due to Province of Ontario [note 4]	1,239,096	390,627
Deferred revenue [note 5]	1,090,651	1,506,974
Long-term debt [note 6]	36,260,977	38,656,183
Employee benefits obligations [note 7]	1,196,739	1,065,149
	43,460,739	48,183,486
NET DEBT	(10,951,563)	(14,615,236)
NON-FINANCIAL ASSETS		
Tangible capital assets - net [Schedule 2]	53,931,809	54,040,956
Prepaid expenses	397,052	271,683
	54,328,861	54,312,639
ACCUMULATED SURPLUS [Schedule 3]	43,377,298	39,697,403

The accompanying notes and schedules are an integral part of these financial statements

**THE DISTRICT OF THUNDER BAY SOCIAL SERVICES
ADMINISTRATION BOARD**

Consolidated Statement of Operations

Year ended December 31

	2012		2011
	Budget \$	Actual \$	Actual \$
REVENUES			
Province of Ontario			
Ontario Works financial assistance	19,527,200	18,506,520	18,973,709
Ontario Works program delivery	4,522,200	4,102,009	3,325,272
Employment assistance services	2,301,800	2,301,840	2,395,079
Addiction services initiative	631,000	628,342	623,400
Child care	11,103,900	10,568,107	10,748,496
Social housing	12,200,308	11,795,570	13,090,973
Homelessness prevention	463,300	448,433	463,300
	50,749,708	48,350,821	49,620,229
Municipal levies	24,799,714	24,799,714	24,523,431
TBDHC revenues	10,671,400	10,462,670	10,334,037
Interest on unrestricted funds	139,400	127,535	145,369
Interest on reserve funds	-	356,735	453,190
Other revenue	-	56,524	66,531
	35,610,514	35,803,178	35,522,558
TOTAL REVENUES	86,360,222	84,153,999	85,142,787

**THE DISTRICT OF THUNDER BAY SOCIAL SERVICES
ADMINISTRATION BOARD**

Consolidated Statement of Operations

Year ended December 31

	2012		2011
	Budget \$	Actual \$	Actual \$
EXPENSES	[note 17]		
Ontario Works financial assistance	23,195,486	22,060,603	22,942,892
Ontario Works program delivery	8,591,400	8,345,431	6,514,306
Employment assistance services	2,780,000	2,780,000	2,932,460
Addiction services initiative	713,600	698,374	704,718
Community social reinvestment program	655,400	660,474	593,652
Child care [note 12]	13,351,177	12,560,660	12,791,947
Social housing [note 13]	28,282,859	24,817,008	26,346,198
Homelessness prevention [note 14]	463,300	451,933	466,800
211 Project	48,000	48,000	48,000
Other	-	30,000	291,445
TBDHC expenses	9,870,620	7,035,979	9,855,651
TOTAL EXPENSES	87,951,842	79,488,462	83,488,069
Revenues less expenses	(1,591,620)	4,665,537	1,654,718
OTHER			
Distribution to municipalities	-	(985,642)	-
ANNUAL SURPLUS	(1,591,620)	3,679,895	1,654,718
ACCUMULATED SURPLUS, BEGINNING OF YEAR	39,697,403	39,697,403	38,042,685
ACCUMULATED SURPLUS, END OF YEAR	38,105,783	43,377,298	39,697,403

The accompanying notes and schedules are an integral part of these financial statements

**THE DISTRICT OF THUNDER BAY SOCIAL SERVICES
ADMINISTRATION BOARD**

Consolidated Statement of Changes in Net Debt

Year ended December 31

	2012		2011
	Budget \$ <i>[note 17]</i>	Actual \$	Actual \$
ANNUAL SURPLUS	(1,591,620)	3,679,895	1,654,718
Amortization of tangible capital assets <i>[Schedule 2]</i>	-	1,645,941	1,961,223
Acquisition of tangible capital assets <i>[Schedule 2]</i>	-	(1,542,438)	(10,969,360)
Loss on disposal of tangible capital assets	-	5,644	154,572
Adjustment to tangible capital assets	-	-	2,748
Addition of prepaid expense	-	(397,052)	(271,683)
Use of prepaid expense	-	271,683	245,831
	(1,591,620)	3,663,673	(7,221,951)
NET DEBT, BEGINNING OF YEAR	(14,615,236)	(14,615,236)	(7,393,285)
NET DEBT, END OF YEAR	(16,206,856)	(10,951,563)	(14,615,236)

The accompanying notes and schedules are an integral part of these financial statements

**THE DISTRICT OF THUNDER BAY SOCIAL SERVICES
ADMINISTRATION BOARD**

CONSOLIDATED STATEMENT OF CASH FLOWS

Year ended December 31

	2012 \$	2011 \$
OPERATING		
Annual surplus	3,679,895	1,654,718
Uses		
Increase in accounts receivable	(229,497)	(220,110)
Increase in HST receivable	-	(378,227)
Decrease in accounts payable and accrued liabilities	(2,689,725)	-
Decrease in payable to participating municipalities and funded agencies	(201,552)	(10,690)
Decrease in deferred revenue	(416,323)	(384,878)
Increase in prepaid expense	(125,369)	(25,852)
	<u>17,429</u>	<u>634,961</u>
Sources		
Decrease in client benefit advances	7,415	129,733
Decrease in interest receivable	1,572	829
Decrease in HST receivable	598,399	-
Increase in accounts payable and accrued liabilities	-	1,459,536
Increase in due to Province of Ontario	848,469	269,387
Increase in employee benefits obligations	131,590	147,596
	<u>1,587,445</u>	<u>2,007,081</u>
Non-cash charges to operations		
Amortization of tangible capital assets	1,645,941	1,961,223
Cash provided by operating transactions	<u>3,250,815</u>	<u>4,603,265</u>
CAPITAL		
Acquisition of tangible capital assets	(1,542,438)	(10,969,360)
Loss on disposal of tangible capital assets	5,644	154,572
Adjustment to tangible capital assets	-	2,748
Cash used in capital transactions	<u>(1,536,794)</u>	<u>(10,812,040)</u>
INVESTING		
Net increase in investments	<u>(178,812)</u>	<u>(266,299)</u>
FINANCING		
Long-term debt principal repayments	<u>(2,395,206)</u>	<u>4,029,742</u>
NET INCREASE (DECREASE) IN CASH	<u>(859,997)</u>	<u>(2,445,332)</u>
CASH, BEGINNING OF YEAR	<u>23,688,787</u>	<u>26,134,119</u>
CASH, END OF YEAR	<u>22,828,790</u>	<u>23,688,787</u>

The accompanying notes and schedules are an integral part of these financial statements

**THE DISTRICT OF THUNDER BAY SOCIAL SERVICES
ADMINISTRATION BOARD
NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS**

December 31, 2012

GENERAL

Effective April 1, 1999, pursuant to provincial legislation, The District of Thunder Bay Social Services Administration Board ("TBDSSAB") was formed to accommodate the provincial government's requirement to consolidate the delivery of Social Services. The TBDSSAB delivers provincially mandated services on behalf of the citizens of the District of Thunder Bay.

1. SIGNIFICANT ACCOUNTING POLICIES

These consolidated financial statements of The District of Thunder Bay Social Services Administration Board are prepared by management in accordance with accounting principles generally accepted for the public sector as prescribed by the Public Sector Accounting Board ("PSAB") of the Canadian Institute of Chartered Accountants ("CICA"). Since precise determination of many assets and liabilities is dependent upon future events, the preparation of periodic consolidated financial statements necessarily involves the use of estimates and approximations. These have been made using careful judgement.

Basis of consolidation

These consolidated financial statements reflect the assets, liabilities, revenues and expenditures of the operating fund and reserve funds of the TBDSSAB and include the activities of its wholly-owned subsidiary; Thunder Bay District Housing Corporation ("TBDHC"). All interfund balances and transactions have been eliminated.

Basis of accounting

Revenues and expenses are reported on the accrual basis of accounting. The accrual basis of accounting recognizes revenues as they become available and measurable. Expenses are recognized as they are incurred and measurable as a result of receipt of goods and services and the creation of a legal obligation to pay.

Cash and cash equivalents

Cash and cash equivalents consist of cash on deposit, term deposits and money market funds.

Marketable securities

Marketable securities include funds invested by the TBDHC in pooled funds, which are held in trust and managed by an external fund manager.

The pooled funds are recorded at cost. Cost includes income re-invested. When there has been other than a temporary decline in the value of an individual pooled fund, the investment is adjusted to reflect market value. If there is a subsequent increase in the value, prior years' recognized losses are not reversed.

**THE DISTRICT OF THUNDER BAY SOCIAL SERVICES
ADMINISTRATION BOARD
NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS**

December 31, 2012

Non-financial assets

Non-financial assets are not available to discharge existing liabilities and are held for use in the provision of services. They have useful lives extending beyond the current year, and are not intended for sale in the ordinary course of operations. The change in non-financial assets during the year, together with the excess of revenues over expenses provides the Change in Net Debt for the year.

[i] Tangible capital assets

Tangible capital assets are recorded at cost, which includes all amounts that are directly attributable to acquisition, construction, development or betterment of the asset. The cost, less residual value, of the tangible capital assets is amortized on a straight-line basis over their estimated useful lives as follows:

- Land improvements – 15 to 25 years
- Buildings – up to 50 years
- Machinery and equipment – 5 to 20 years
- Vehicles – 5 to 15 years
- Computer hardware and software – 3 to 10 years

Full annual amortization is charged in the year of acquisition and in the year of disposal. Assets under construction are not amortized until the asset is available for productive use, at which time they are capitalized.

[ii] Contribution of tangible capital assets

Tangible capital assets received as contributions are recorded at their fair value at the date of receipt, and that fair value is also recorded as revenue. Similarly, transfers of assets to third parties are recorded as an expense equal to the net book value of the asset as of the date of transfer.

[iii] Leases

Leases are classified as capital or operating leases. Leases which transfer substantially all of the benefits and risks incidental to ownership of property are accounted for as capital leases. All other leases are accounted for as operating leases and the related lease payments are charged to expenses as incurred.

[iv] Prepaid expenses

Amounts paid in advance of the receipt of goods or services are recorded as prepaid expense.

Revenue recognition

Revenue is recognized as it is received or becomes receivable and expended according to the terms of applicable funding agreements. Investment income, management service fees and other revenue are recognized when they are earned. Rental revenue is recognized when rent is receivable based on tenant occupancy. Prepaid rents are recorded as deferred revenue.

**THE DISTRICT OF THUNDER BAY SOCIAL SERVICES
ADMINISTRATION BOARD
NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS**

December 31, 2012

Employee related costs

The TBDSSAB has adopted the following policies with respect to employee benefit plans:

- [i] Contributions to a multi-employer, defined benefit pension plan are expensed when contributions are made.
- [ii] The costs of termination benefits and compensated absences are recognized when the event that obligates the TBDSSAB occurs.
- [iii] The costs of the workplace safety and insurance obligations are calculated by the Workplace Safety and Insurance Board. The costs and related liability are recorded in the current year based on the latest available valuation report [note 7 [iii]].

2. FINANCIAL INSTRUMENTS

- [i] Fair value of financial instruments

The carrying values of cash and cash equivalents, marketable securities, accounts receivable, interest receivable, accounts payable and accrued liabilities, receivable from (payable to) participating municipalities and funded agencies, and due to Province of Ontario approximate their fair values due to the relative short periods to maturity of the instruments. The carrying value of the long-term debt may differ from its fair value due to the terms of repayment and interest rates charged.

- [ii] Market Risk

Market risk is the risk that the fair value or future cash flows of a financial instrument will fluctuate because of changes in market prices (other than those arising from interest rate risk or currency risk), whether those changes are caused by factors specific to the individual financial instrument or its issuer, or factors affecting all similar financial instruments traded in the market. The TBDSSAB is exposed to market price risk through its investments held in one type of fund and quoted in an active market.

- [iii] Credit Risk

Credit risk is the risk that a third party will fail to discharge its obligation to the TBDSSAB, reducing the expected cash inflow from the TBDSSAB's assets recorded at the balance sheet date. Credit risk can be concentrated in debtors that are similarly affected by economic or other conditions. The TBDSSAB provides for an allowance for doubtful accounts to absorb credit losses. The TBDSSAB has assessed that there are no significant concentrations of credit risk with respect to any class of financial assets.

**THE DISTRICT OF THUNDER BAY SOCIAL SERVICES
ADMINISTRATION BOARD
NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS**

December 31, 2012

**3. PARTICIPATING MUNICIPALITIES AND TERRITORIES WITHOUT
MUNICIPAL ORGANIZATION**

City of Thunder Bay
Town of Marathon
Township of Conmee
Township of Dorion
Township of Gillies
Township of Manitouwadge
Township of Nipigon
Township of O' Connor
Township of Red Rock
Township of Schreiber
Township of Terrace Bay
Municipality of Greenstone
Municipality of Neebing
Municipality of Oliver Paipoonge
Municipality of Shuniah
District of Thunder Bay territories without municipal organization

4. DUE TO PROVINCE OF ONTARIO

Due to Province of Ontario consists of:

	2012	2011
	\$	\$
Due to Ministry of Community and Social Services ["MCSS"]	622,837	373,060
Due to Ministry of Children and Youth Services ["MCYS"]	13,557	20,675
Due to Ministry of Education ["MED"]	638,940	93,417
Due to (from) Ministry of Municipal Affairs and Housing ["MMAH"]	(36,238)	(96,525)
	1,239,096	390,627

**THE DISTRICT OF THUNDER BAY SOCIAL SERVICES
ADMINISTRATION BOARD
NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS**

December 31, 2012

5. DEFERRED REVENUE

Deferred revenue balance consists of the following:

	2012 \$	2011 \$
Best Start	32,077	106,314
Employment Assistance Services	3,953	3,953
Investment in Affordable Housing [Administration]	107,971	-
Investment in Affordable Housing [Northern Home Repair]	68,760	-
Investment in Affordable Housing [Revolving loan]	405,531	-
Miscellaneous	26,500	4,323
Northern Home Repair [Wave 1]	74,360	477,729
Northern Home Repair [Wave 2]	4,333	265,590
Northern Home Repair [Loan discharge]	18,303	18,600
ODSP participating	85,158	85,158
Rent bank	16,416	216
Social Housing Renovation & Retrofit Program	-	324,292
Strong Communities rent supplement	52,899	40,821
TBDHC	194,390	179,978
	1,090,651	1,506,974

6. LONG-TERM DEBT

[i] Long-term debt includes various mortgages payable as at December 31, 2012 on TBDHC properties.

	2012 \$	2011 \$
Mortgages payable to:		
Canada Mortgage and Housing Corporation ["CMHC"]	17,123,422	18,316,467
Other lenders	13,330,555	14,339,716
	30,453,977	32,656,183

The land, buildings, appliances and equipment of each project together with an assignment of the rents are pledged as collateral for the mortgage of each project. The net book value of the pledged assets as at December 31, 2012 was \$29,189,320 [2011 - \$30,249,819].

The CMHC mortgages bear interest at rates between 1.65% and 9.5% [2011 - 1.65% and 9.5%]. These mortgages mature between 2013 and 2029.

The other mortgages bear interest at rates between 2.26% and 9.3% [2011 - 2.26% and 9.3%]. These mortgages mature between 2013 and 2024.

**THE DISTRICT OF THUNDER BAY SOCIAL SERVICES
ADMINISTRATION BOARD
NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS**

December 31, 2012

[ii] Included in long-term debt is a swap rate takeout loan agreement on the TBDSSAB office headquarters payable to the Royal Bank of Canada ["RBC"] as at December 31, 2012.

	2012 \$	2011 \$
TBDSSAB office headquarters loan payable	5,807,000	6,000,000

The RBC retains a general security agreement over certain assets of the TBDSSAB as collateral for this loan.

The RBC loan on the TBDSSAB office headquarters bears interest at 2.44%. This loan matures in 2032.

Principal payments due within each of the next ten years on long-term debt assuming refinancing at similar terms and conditions are approximately as follows:

	Mortgages Payable		Loan Payable \$	Total \$
	CMHC \$	Other \$		
2013	1,268,728	1,068,782	237,000	2,574,510
2014	1,319,734	1,116,192	244,000	2,679,926
2015	1,371,408	926,897	250,000	2,548,305
2016	1,426,691	958,411	256,000	2,641,102
2017	1,465,424	950,562	262,000	2,677,986
2018	1,203,930	865,932	268,000	2,337,862
2019	1,181,927	906,461	274,000	2,362,388
2020	1,236,128	949,152	280,000	2,465,280
2021	1,225,264	994,188	286,000	2,505,452
2022	1,121,377	980,950	292,000	2,394,327
Subsequent to 2022	4,302,811	3,613,028	3,158,000	11,073,839
	17,123,422	13,330,555	5,807,000	36,260,977

**THE DISTRICT OF THUNDER BAY SOCIAL SERVICES
ADMINISTRATION BOARD
NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS**

December 31, 2012

7. EMPLOYEE BENEFITS OBLIGATIONS

The employee benefits obligations of the TBDSSAB and its wholly-owned subsidiary TBDHC are as follows:

	2012 \$	2011 \$
Liability for sick leave benefits	46,310	525,313
Vacation entitlements	297,301	331,017
Workplace Safety and Insurance Board obligations	853,128	208,819
	1,196,739	1,065,149

[i] Liability for Sick Leave Benefits

Under the sick leave benefit plans, unused sick leave can accumulate for certain employees who may become entitled to a cash payment when they retire or leave the TBDSSAB's employment. The liability for these accumulated days, to the extent that they have vested and could be taken by them on retirement or paid to his/her estate upon death amounted to approximately \$46,310 [2011 - \$525,313].

[ii] Vacation Entitlements

Vacation entitlements earned by the employees are converted to a cash payment when they retire or leave the TBDSSAB's employment. The liability for these accumulated days amounted to approximately \$297,301 [2011 - \$331,017].

[iii] Workplace Safety and Insurance Obligations

The TBDSSAB and TBDHC are both Schedule 2 employers under the Workplace Safety and Insurance Act and as such, assume responsibility for financing its workplace safety insurance costs. The accrued obligation represents the actuarial valuation of claims to be insured based on the history of claims. The liability accrued at December 31, 2012 of \$853,128 [2011 - \$208,819] reflects the valuation as at December 31, 2011.

[iv] Pension Agreement

Employees are members of the Ontario Municipal Employees' Retirement Fund ["OMERS"], a multi-employer pension plan. OMERS is a defined benefit plan which specifies the amount of the retirement benefits to be received by the employees based on length of service and rates of pay. From January 1, 2012 to December 31, 2012, employees contributed at levels of up to 12.8% of earnings [2011 - 10.7%]. The TBDSSAB makes contributions equal to the employee contributions to the plan. Required contributions by the TBDSSAB for 2012 amounted to \$791,513 [2011 - \$677,222]. These contributions are included in the Consolidated Statement of Operations. No pension liability for this type of plan is included in the financial statements.

**THE DISTRICT OF THUNDER BAY SOCIAL SERVICES
ADMINISTRATION BOARD
NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS**

December 31, 2012

8. COMMITMENTS

- [i] The TBDSSAB has commitments under various building lease agreements expiring between 2013 and 2017. The following approximate annual rental payments are required under these operating leases.

Year	Annual Payment
2013	\$ 18,317
2014	18,317
2015	18,317
2016	18,317
2017	15,264
Total	\$ 88,531

- [ii] The TBDSSAB has commitments under various leases and service agreements for certain computer equipment and software expiring between 2013 and 2017. The following approximate annual payments are required under these agreements.

Year	Annual Payment
2013	\$ 106,486
2014	106,486
2015	65,543
2016	16,485
2017	8,243
Total	\$ 303,243

- [iii] The TBDSSAB leases multi-function photocopiers which are charged at varying rates on a per-copy basis, with leases expiring in June 2013. The amount of the commitment cannot be reasonably estimated.
- [iv] In 1985, the City of Thunder Bay Non-Profit Housing Corporation entered into an agreement with the Corporation of the City of Thunder Bay to lease the Royal Edward Hotel property on a net lease basis for a period of thirty years. The TBDHC is responsible for all operating costs of the property and the mortgage payments on the property [note 6] and is subject to certain conditions regarding the construction of improvements.

The schedule for future lease payments is as follows:

Years	Annual Lease Payment
2013 - 2014	\$ 25,000

**THE DISTRICT OF THUNDER BAY SOCIAL SERVICES
ADMINISTRATION BOARD
NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS**

December 31, 2012

[v] On February 1, 2012, the TBDSSAB entered into a 20 year amortization, 5 year term indicative swap rate takeout loan agreement in the amount of \$6,000,000 with the RBC to finance the construction of the TBDSSAB headquarters. The balance of this loan as at December 31, 2012 is \$5,807,000. The swap agreement effectively exchanges the TBDSSAB's Banker's Acceptance variable loan payments for an established fixed interest rate payment. The exchange of interest payments with the RBC results in an effective interest rate of 1.99% plus a 0.45% stamping fee for an all-in interest rate of 2.44% for the 5 year term. Once the 5 year term expires, the exchange of interest payments would be renegotiated at the prevailing market rate. The approximate cost of breaking the swap rate loan agreement prior to maturation, given the market interest rates as at December 31, 2012 is estimated to be \$106,567.

9. CONTINGENT LIABILITIES

[i] Legal Actions

The nature of the TBDSSAB and TBDHC's activities is such that there is often litigation pending or in prospect at any time. With respect to claims at December 31, 2012, management believes the TBDSSAB and TBDHC have valid defenses and appropriate insurance coverage in place. In the event that claims are successful, management believes that such claims are not expected to have a material effect on the TBDSSAB's financial position.

[ii] Capital Contribution Credits earned by TBDHC

The CMHC reduced the mortgages otherwise payable by 10% of the approved capital costs of the Sequoia Park and Andras Court properties. The credits are being earned on a straight-line basis over 50 years in accordance with CMHC's policy.

Application of these credits will continue only for as long as TBDHC is managed and operated within the terms of the agreement between CMHC, the MMAH and the TBDHC. Default under the agreement shall disqualify the TBDHC and the credits unearned together with the accrued interest will become due and payable.

The amount of the credits recorded as a reduction of amounts to be recovered but unearned as of the year-end is as follows:

	2012	2011
	\$	\$
Contingent liabilities, beginning of year	250,222	265,920
Less amount earned during the year	15,698	15,698
Contingent liabilities, end of year	234,524	250,222

**THE DISTRICT OF THUNDER BAY SOCIAL SERVICES
ADMINISTRATION BOARD
NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS**

December 31, 2012

10. RESERVE FUNDS

The continuity of reserve funds is as follows:

	2012	2011
	\$	\$
Reserve funds		
Balance, beginning of year	20,060,627	24,155,960
Revenue		
Transfers from current operations	4,945,231	5,883,429
Interest earned	356,735	453,190
	5,301,966	7,075,687
Expenditures		
Transfers to current operations	3,638,450	10,431,952
Balance, end of year	21,724,143	20,060,627

11. DESIGNATED ASSETS

Of the assets reported on the Consolidated Statement of Financial Position, the TBDSSAB has designated \$21,724,143 [2011 - \$20,060,627] to support reserve funds.

**THE DISTRICT OF THUNDER BAY SOCIAL SERVICES
ADMINISTRATION BOARD
NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS**

December 31, 2012

12. CHILD CARE

The expenses by project code under the Child Care contracts are outlined below:

	Budget 2012 \$	Actual 2012 \$	Actual 2011 \$
	<i>[note 17]</i>		
Child Care			
Administration	678,077	542,739	532,719
Fee subsidy	1,629,100	1,514,512	1,584,821
Fee subsidy - First Nations	-	15,848	25,398
Ontario Works formal	475,000	377,429	457,449
Ontario Works informal	110,000	54,877	48,139
Ontario Works IWS	-	-	315
Pay equity	104,300	104,300	104,300
Repairs and maintenance	-	43,573	86,018
Resource centres	928,100	915,100	927,992
Safe drinking water	5,200	11,610	10,200
Special needs resourcing	1,229,900	1,229,201	1,221,329
Wage subsidy – non-profit	1,553,700	1,588,800	1,553,728
Wage subsidy – commercial	159,100	124,000	159,100
Early Learning & Child Care Initiative			
Administration	84,400	84,400	84,400
Fee subsidy	2,340,000	2,213,721	2,281,160
Special needs resourcing	50,000	50,000	50,000
Wage subsidy – non-profit	382,200	382,200	415,700
Wage subsidy – commercial	47,800	47,800	14,300
Early Learning & Child Development			
Administration	293,900	224,028	365,038
Capital	100,000	-	-
ELCD fee subsidy	129,200	129,200	129,200
Operating	2,094,500	1,825,868	1,965,482
Extended day program - fee subsidy	190,000	190,000	122,478
Capacity funding	-	50,000	-
Transitional operating	225,300	225,291	130,490
Transitional capital	46,100	110,315	9,200
Planning	28,600	17,723	16,916
Aboriginal planning	17,800	12,625	17,775
Start-up	-	26,600	29,400
Wage improvement – non-profit	428,400	428,368	429,424
Wage improvement – commercial	20,500	20,532	19,476
	13,351,177	12,560,660	12,791,947

**THE DISTRICT OF THUNDER BAY SOCIAL SERVICES
ADMINISTRATION BOARD
NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS**

December 31, 2012

The TBDSSAB has a child care service contracts with the Ministry of Education and Ministry of Children and Youth Services. A requirement of the Ministry of Education service contract is the production of supplementary information by detail code (funding type) which summarizes all revenues and expenditures relating to the service contracts.

Ministry reporting is based on modified accrual accounting which forms the basis of funding and is also guided by the following Ministry policies and program guidelines:

- Admissible / inadmissible expenditures
- Retainable and non-retainable revenue

Expenditures incurred during the 2012 year in the amount of \$11,594,732 relative to the Ministry of Education service contract provided in the table below do not include adjustments for amortization (\$6,141), employee benefit obligations (\$35,306), unsubsidizable board expenses (\$11,062), or other adjustments (\$33,328) as directed by the Ministry of Education. Expenditures in the amount of \$946,747 were incurred relative to the Ministry of Children and Youth Services service contract. Of the \$685,565 excess of revenues over expenditures in the table below, \$606,717 has been recorded as due to the Ministry of Education. The remainder is recorded in accumulated surplus.

The Ministry of Education results comprise part of the child care revenues and expenditures that are included in the consolidated statement of operations.

	Revenues			Expenditures	Excess of Revenues over Expenditures
	Ministry of Education	Legislated Cost Share	Total		
A380 Administration	291,915	291,915	583,830	583,829	1
A425 Administration, ELCC	42,200	42,200	84,400	84,400	-
A371 Fee subsidy, DNA	1,303,280	325,820	1,629,100	1,514,512	114,588
A429 Fee subsidy, ELCC	1,872,000	468,000	2,340,000	2,213,721	126,279
A663 Fee subsidy, ELCD	129,200	-	129,200	129,200	-
A664 Fee subsidy, extended day	189,994	-	189,994	190,000	(6)
A400 Ontario Works, formal	380,000	95,000	475,000	377,429	97,571
A401 Ontario Works, informal	88,000	22,000	110,000	54,877	55,123
A661 Operating, ELCD	2,299,061	-	2,299,061	2,032,072	266,989
A411/A665 One-time start-up grants	225,291	-	225,291	225,291	-
A393 Pay equity union settlement	104,274	-	104,274	104,300	(26)
A375 Repairs and maintenance	75,761	-	75,761	43,574	32,187
A376 Special needs resourcing	983,920	245,980	1,229,900	1,229,201	699
A430 Special needs resourcing, ELCC	40,000	10,000	50,000	50,000	-
A713 Transition, capital	102,022	-	102,022	110,315	(8,293)
A412 Capacity funding	50,000	-	50,000	50,000	-
A515 Small water works	10,780	-	10,780	10,311	469
A446 Wage improvement, non-profit	428,368	-	428,368	428,368	-
A644 Wage improvement, commercial	20,532	-	20,532	20,532	-
A391 Wage subsidy, commercial	99,200	24,800	124,000	124,000	-
A432 Wage subsidy, commercial,	38,240	9,560	47,800	47,800	-
A390 Wage subsidy, non-profit	1,271,027	317,757	1,588,784	1,588,800	(16)
A431 Wage subsidy, non-profit, ELCC	305,760	76,440	382,200	382,200	-
	10,350,825	1,929,472	12,280,297	11,594,732	685,565

**THE DISTRICT OF THUNDER BAY SOCIAL SERVICES
ADMINISTRATION BOARD
NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS**

December 31, 2012

13. SOCIAL HOUSING

The expenses by program for Social Housing are as follows:

	Budget 2012 \$	Actual 2012 \$	Actual 2011 \$
	<i>[note 17]</i>		
Administration	1,059,937	868,858	1,346,443
Provincial reformed	10,529,592	10,374,521	10,207,045
Public housing	4,228,988	4,030,259	3,909,270
Section 95 municipal non-profit	91,900	87,724	138,283
Section 95 private non-profit	12,576	12,576	12,576
Rent supplement – commercial	2,990,800	2,826,437	2,782,975
Rent supplement – non-profit	1,376,816	1,325,091	1,305,203
Strong Communities – regular	362,490	362,421	335,881
Strong Communities – MCSS	28,740	28,740	28,351
Strong Communities – MOHLTC	45,970	33,979	32,163
Urban Native, Pre-1986	789,715	757,492	814,614
Urban Native, Post-1985	1,366,827	1,362,630	1,351,405
Rent Bank	58,300	45,839	61,720
Northern Home Repair (Wave 1)	401,762	215,830	198,708
Northern Home Repair (Wave 2)	248,066	211,551	577,579
Social Housing Renovation & Retrofit Program	560,380	1,761,235	3,243,982
Capital projects	2,250,000	-	-
Investment in Affordable Housing			
Northern Home Repair	200,000	183,875	-
Rental housing	1,500,000	-	-
Home ownership	100,000	100,000	-
Revolving loan	-	147,950	-
Administration	80,000	80,000	-
	28,282,859	24,817,008	26,346,198

**THE DISTRICT OF THUNDER BAY SOCIAL SERVICES
ADMINISTRATION BOARD
NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS**

December 31, 2012

14. HOMELESSNESS PREVENTION

The expenses by program for Homelessness Prevention are as follows:

	Budget 2012 \$	Actual 2012 \$	Actual 2011 \$
	<i>[note 17]</i>		
Consolidated Homelessness Prevention	399,700	399,670	429,670
Emergency Energy	63,600	52,263	37,130
	463,300	451,933	466,800

15. RELATED PARTY TRANSACTIONS

Measurement basis

Related party transactions are in the normal course of operations. The expenses represent purchased services and rents under contracts approved by the TBDSSAB.

Related corporations

The TBDSSAB is related to the following corporations:

The Corporation of the City of Thunder Bay acting as a delivery agent for Child Care programs, as well as providing rental accommodations and certain administrative services to the TBDSSAB. The TBDSSAB administers certain City programs on a fee-for-service basis and provided Community Social Reinvestment Funds to the City.

The Municipality of Greenstone acting as a delivery agent for Child Care programs, as well as providing rental accommodations to the TBDSSAB.

The Township of Manitowadge providing rental accommodations to the TBDSSAB.

The Township of Nipigon providing accommodations for TBDSSAB meetings.

The TBDSSAB provided Community Social Reinvestment Funds to the Township of Red Rock.

The Township of Schreiber providing rental accommodations to the TBDSSAB.

The TBDSSAB provided Community Social Reinvestment Funds to the Township of Terrace Bay.

**THE DISTRICT OF THUNDER BAY SOCIAL SERVICES
ADMINISTRATION BOARD
NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS**

December 31, 2012

	2012	2011
	\$	\$
Amounts owing to related parties, included in Payable to participating municipalities and funded agencies:		
City of Thunder Bay	(454,101)	(750,587)
Municipality of Greenstone	(6,240)	(7,033)
Township of Manitouwadge	(611)	(3,390)
Township of Schreiber	-	(678)
Amounts received from related parties, included in revenues:		
City of Thunder Bay	38,300	37,300
Amounts paid to related parties for purchased services and rent, included in expenses:		
City of Thunder Bay	3,680,349	3,738,139
Municipality of Greenstone	602,045	591,061
Township of Manitouwadge	4,032	10,484
Town of Marathon	-	18,661
Township of Nipigon	283	-
Township of Red Rock	12,304	-
Township of Schreiber	7,763	7,438
Township of Terrace Bay	95	-

16. PROVINCE OF ONTARIO GRANTS

Revenue from the Province of Ontario has been calculated according to the terms of the governing statutes and is subject to final approval by the Province. Ultimate determination of amounts is dependent upon the reconciliation of funding by the Province of Ontario. Adjustment to the accounting records is made at the time of final settlement.

17. BUDGET AMOUNTS

The budgeted figures presented for comparative purposes are those as approved by the Board.

18. COMPARATIVE FIGURES

Certain of the 2011 comparative figures have been reclassified to conform to the presentation adopted in the current year.

**THE DISTRICT OF THUNDER BAY SOCIAL SERVICES
ADMINISTRATION BOARD
NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS**

December 31, 2012

19. ADEQUACY OF HOUSING PROVIDERS' CAPITAL RESERVE FUNDS

The TBDHC and certain non-profit housing providers are required to establish capital reserve funds for financing future major repairs and replacements.

The *Analysis of Building Condition Assessment and Reserve Funds for the Thunder Bay District Social Services Administration Board* study (the "Study") conducted by the Stonewell Group Inc. and Jp2g Consultants Inc. in 2003 evaluated the adequacy of annual contributions to the capital reserve funds of certain housing providers that receive funding from the TBDSSAB.

The Study indicated that, based on the capital reserve fund balances as at June 30, 2003 and the level of annual capital reserve contributions in effect for the year 2003, that over a 30-year period, the capital reserve funds for the public housing and certain provincial reformed non-profit housing providers that receive funding from TBDSSAB would be deficient.

The capital reserve funds of housing providers were evaluated on the basis of expected repair and replacement costs and life expectancy of the building projects. Such evaluation is based on numerous assumptions and future events. The Study has not been updated since 2003 for current conditions.

**THE DISTRICT OF THUNDER BAY SOCIAL SERVICES
ADMINISTRATION BOARD**

Consolidated Schedule of Segment Disclosure
Year ended December 31

Schedule 1

	Central Administration			Ontario Works			Children's Services		
	2012	2011	2012	2012	2011	2012	2012	2011	2011
	\$	\$	\$	\$	\$	\$	\$	\$	\$
Revenue									
Municipal levy	-	-	8,955,800	8,652,900	2,262,100	2,134,500			
Provincial grants	-	-	25,987,144	25,780,760	10,568,107	10,748,496			
Rent	-	-	-	-	-	-			
Interest on unrestricted funds	102,455	108,798	-	-	-	-			
Interest on reserve funds	105,953	120,537	-	-	-	-			
Other	643	17,259	38,601	37,300	-	-			
	209,051	246,594	34,981,545	34,470,960	12,830,207	12,882,996			
Expenses									
Salaries, wages & employee benefits	2,806,750	1,966,914	6,595,515	5,586,807	646,838	607,456			
Contracted services	221,772	297,155	244,972	388,377	95,313	69,402			
Rents and financial	49,488	79,380	169,858	450,301	17,050	34,838			
Materials and supplies	436,519	511,373	701,421	574,040	11,873	36,061			
External transfers	-	-	24,960,266	25,760,722	11,499,648	11,612,100			
Amortization	-	-	262,552	41,498	22,415	815			
Allocation of central administration	(3,514,529)	(2,563,377)	2,062,231	1,353,083	267,523	431,275			
	-	291,445	34,996,815	34,154,828	12,560,660	12,791,947			
Excess (deficiency) of revenues over expenses	209,051	(44,851)	(15,270)	316,132	269,547	91,049			

**THE DISTRICT OF THUNDER BAY SOCIAL SERVICES
ADMINISTRATION BOARD**

Consolidated Schedule of Segment Disclosure

Year ended December 31

Schedule 1
(continued)

	Housing Services			Other			Total
	2012	2011	2012	2012	2011	2012	
Revenue	\$	\$	\$	\$	\$	\$	\$
Municipal levy	13,533,814	13,688,031	48,000	48,000	48,000	24,799,714	24,523,431
Provincial grants	11,822,622	13,118,073	-	-	-	48,377,873	49,647,329
Rent	10,083,720	9,950,789	-	-	-	10,083,720	9,950,789
Interest on unrestricted funds	25,080	36,571	-	-	-	127,535	145,369
Interest on reserve funds	250,782	332,653	-	-	-	356,735	453,190
Other	369,178	368,120	-	-	-	408,422	422,679
	36,085,196	37,494,237	48,000	48,000	48,000	84,153,999	85,142,787
Expenses							
Salaries, wages & employee benefits	2,588,701	3,921,255	-	-	-	12,637,804	12,082,432
Contracted services	224,284	194,822	-	-	-	786,341	949,756
Rents and financial	1,706,589	1,941,467	-	-	-	1,942,985	2,505,986
Materials and supplies	12,424,120	14,285,563	-	-	-	13,573,933	15,407,037
External transfers	12,363,544	13,160,813	78,000	78,000	48,000	48,901,458	50,581,635
Amortization	1,360,974	1,918,910	-	-	-	1,645,941	1,961,223
Allocation of central administration	1,184,775	779,019	-	-	-	-	-
	31,852,987	36,201,849	78,000	78,000	48,000	79,488,462	83,488,069
Excess (deficiency) of revenues over expenses	4,232,209	1,292,388	(30,000)	-	-	4,665,537	1,654,718

**THE DISTRICT OF THUNDER BAY SOCIAL SERVICES
ADMINISTRATION BOARD**

Consolidated Schedule of Tangible Capital Assets
Year ended December 31

Schedule 2

	Land	Buildings	Vehicles	Computer	Furniture	Machinery & Equipment	Assets Under Construction	2012	2011
	\$	\$	\$	\$	\$	\$	\$	\$	\$
COST									
Balance, beginning of year	10,031,109	75,483,164	378,237	141,421	-	492,026	14,216,062	100,742,019	89,929,979
Transfer from Assets Under Construction	-	12,393,079	-	53,729	382,679	1,386,575	(14,216,062)	-	-
Add:									
Additions during the year	-	556,789	61,041	80,274	48,850	795,484	-	1,542,438	10,969,360
Less:									
Disposals during the year	-	-	-	(61,503)	-	(18,811)	-	(80,314)	(154,572)
Adjustment during the year	-	-	-	-	-	-	-	-	(2,748)
BALANCE, END OF YEAR	10,031,109	88,433,032	439,278	213,921	431,529	2,655,274	-	102,204,143	100,742,019
ACCUMULATED AMORTIZATION									
Balance, beginning of year	-	46,118,005	209,400	139,300	-	234,358	-	46,701,063	44,739,840
Add:									
Amortization during the year	-	1,383,399	41,923	21,264	43,153	156,202	-	1,645,941	1,961,223
Less:									
Accumulated amortization on disposals	-	-	-	(61,503)	-	(13,167)	-	(74,670)	-
BALANCE, END OF YEAR	-	47,501,404	251,323	99,061	43,153	377,393	-	48,272,334	46,701,063
NET BOOK VALUE OF TANGIBLE CAPITAL ASSETS	10,031,109	40,931,628	187,955	114,860	388,376	2,277,881	-	53,931,809	54,040,956

**THE DISTRICT OF THUNDER BAY SOCIAL SERVICES
ADMINISTRATION BOARD**

Consolidated Schedule of Accumulated Surplus

Year ended December 31

Schedule 3

	<u>2012</u> \$	<u>2011</u> \$
RESERVE FUNDS		
Administration rate stabilization	-	591,453
Best Start	435,303	429,884
Community Social Reinvestment Program	318,586	323,660
Employment compensation and benefits	911,417	-
Office building capital	164,700	-
Ontario Works client benefits	644,433	636,410
Statutory entitlements	-	246,052
Social housing	5,468,689	5,400,606
Social housing development	1,114,110	1,100,240
TBDHC capital	12,666,905	11,332,322
Total - Reserve Funds	21,724,143	20,060,627
SURPLUSES		
Invested in tangible capital assets	17,670,832	15,384,773
General	3,982,323	4,252,003
Total - Surpluses	21,653,155	19,636,776
ACCUMULATED SURPLUS	43,377,298	39,697,403

AGENDA			
Item No.	09-03		
Meeting Date:	12	10	13
	D	M	Y



Ontario

RECEIVED

JUN 03 2013

THE CORPORATION OF THE
TOWNSHIP OF MANITOUWADGE

Ontario Seniors'
Secretariat

777 Bay Street, Suite 601C
Toronto ON M7A 2J4
www.ontarioseniors.ca

Secrétariat aux affaires des
personnes âgées de l'Ontario

777, rue Bay, bureau 601C
Toronto ON M7A 2J4
www.ontarioseniors.ca

May 2013

Dear Friends:

June is fast approaching and I know many of you are well into planning your Seniors' Month celebrations.

As the Honourable Mario Sergio, Minister Responsible for Seniors, mentioned in an email sent in early May, I am enclosing the 2013 Seniors' Month poster, reflecting this year's theme *The Art of Living*.

Please note we are making the poster available in 5 additional languages including Spanish, Chinese, Italian, Punjabi and Portuguese. To download electronic copies of these posters, please visit the Ontario Seniors' Secretariat website at www.ontario.ca/seniorsmonth. If you would like a printed copy of the additional languages, please email us with the languages requested and full mailing address at infoseniors@ontario.ca (while quantities last).

I encourage communities across the province to celebrate Seniors' Month by hosting an event. We can help publicize your events on our website. Simply email your event details including the date, time, a brief description and contact information to infoseniors@ontario.ca.

Thank you for celebrating Seniors' Month in your community.

Sincerely,

Abby Katz Starr
Assistant Deputy Minister (A)
Ontario Seniors' Secretariat

THE CORPORATION OF THE TOWNSHIP OF MANITOUWADGE

Wednesday May 22, 2013 Session No. 2013-158

Moved by:

Jaunzarins

Moved by: by:

Connie Hunter

WHEREAS: Council provides a yearly breakfast for all seniors of our community, held at the Manitowadge Golden Age Centre during the month of June, in the spirit of "Seniors Month" as designated by the Ministry Responsible for Seniors; and,

BE IT FURTHER RESOLVED THAT: in recognition and appreciation of all the services that our seniors of this fine community have provided in the past, current and future, Council will prepare a breakfast at the Manitowadge Golden Age Centre on Friday, June 14, 2013, with breakfast being served from 8:30 a.m. to 11:00 ^Am.

Recorded Vote	FOR	AGAINST
Mayor John MacEachern		
Councillor Connie Hunter		
Councillor Donna Jaunzarins		
Councillor Natalie Labbée		
Councillor Sheldon Plummer		

CARRIED DEFEATED

Sheldon Plummer
Acting Mayor Sheldon Plummer

AGENDA	
Item No.	09-04
Meeting Date:	12 11 13
	D M Y

Memo

To: Mayor & Council
From: Cecile Kerster, Municipal Manager Clerk
Date: June 6, 2013
Re: Appointment as Manitouwadge's representative to 2242348 Ontario Limited

Further to discussions with Council regarding the appointment of a person as Manitouwadge's representative to the Community Joint Venture known as 242348 Ontario Limited, please be advised that Mr. Dave Raymond has agreed to being appointed.

A resolution has been prepared for the Regular Council meeting of June 12, 2013 appointing Mr. Raymond



TOWNSHIP OF MANITOUWADGE
TRIAL BALANCE BY DEPARTMENT



GL5410

Page : 1

Date : Jun 06, 2013

Time : 2:08 pm

For Period Ending 31-May-2013

MAY 31, 2013

CURR PERIOD
ACTUAL

ANNUAL
BUDGET

YTD ACTUAL

REMAINING
BUDGET

AGENDA	
Item No.	09-05
Meeting Date:	12-10-13
	D M Y

General Operating Fund CC1

GENERAL REVENUES

1-3-1000-41100	Municipal Tax Levy	-1,375,241.88	0.00	-1,375,241.88	1,375,241.88
1-3-1000-41101	Municipal Tax Levy - Mine	-163,787.73	0.00	-163,787.73	163,787.73
1-3-1000-41102	Supplemental Tax Levy	0.00	0.00	0.00	0.00
1-3-1000-41200	Municipal Capping Adjustments	0.00	0.00	0.00	0.00
1-3-1200-51215	Payment in Lieu - Provincial	0.00	0.00	0.00	0.00
1-3-1200-51216	Taxation on Rights of Way	-3,077.90	0.00	-3,077.90	3,077.90
1-3-1200-51220	Hospital - Heads & Beds	0.00	0.00	0.00	0.00
1-3-1200-51232	Ontario Municipal Partnership Fund	-865,250.00	0.00	-865,250.00	865,250.00
1-3-1300-51234	Provincial Offences	0.00	0.00	0.00	0.00
Total GENERAL REVENUES		-2,407,357.51	0.00	-2,407,357.51	2,407,357.51

COUNCIL

1-4-1100-61101	COUN - Salaries	16,196.75	0.00	16,196.75	-16,196.75
1-4-1100-61102	COUN - Benefits	377.33	0.00	367.81	-367.81
1-4-1100-61505	COUN - Memberships	834.60	0.00	834.60	-834.60
1-4-1100-61625	COUN - Volunteer Recognition	0.00	0.00	0.00	0.00
1-4-1100-61760	COUN - MacEachern per diem	0.00	0.00	0.00	0.00
1-4-1100-61761	COUN - Lelievre per diem	0.00	0.00	0.00	0.00
1-4-1100-61762	COUN - MacDonald per diem	0.00	0.00	0.00	0.00
1-4-1100-61763	COUN - Bodak per diem	0.00	0.00	0.00	0.00
1-4-1100-61764	COUN - Jaunzarins per diem	0.00	0.00	0.00	0.00
1-4-1100-61765	COUN - Plummer	1,043.30	0.00	1,043.30	-1,043.30
1-4-1100-61766	COUN - Hunter	225.00	0.00	225.00	-225.00
1-4-1100-61767	COUN - Labbee	3,790.71	0.00	3,790.71	-3,790.71
1-4-1100-61774	COUN - MacDonald	0.00	0.00	0.00	0.00
1-4-1100-61775	COUN - Lelievre	0.00	0.00	0.00	0.00
1-4-1100-61776	COUN - Bodak	0.00	0.00	0.00	0.00
1-4-1100-61777	COUN - MacEachern	6,635.70	0.00	6,635.70	-6,635.70
1-4-1100-61788	COUN - Jaunzarins	0.00	0.00	0.00	0.00
1-4-1100-61790	COUN - Other	348.00	0.00	348.00	-348.00
Total COUNCIL		29,451.39	0.00	29,441.87	-29,441.87

ELECTIONS

1-4-1300-61101	ELEC - Salaries	0.00	0.00	0.00	0.00
1-4-1300-61205	ELEC - Office Materials & Supplies	0.00	0.00	0.00	0.00
1-4-1300-61790	ELEC - Other	0.00	0.00	0.00	0.00
Total ELECTIONS		0.00	0.00	0.00	0.00

ADMINISTRATION

1-3-1100-51770	Penalties - Taxes	-42,046.03	0.00	-35,181.80	35,181.80
1-3-1100-51771	Penalties - Water	-2,854.51	0.00	-2,523.76	2,523.76
1-3-1100-51773	Interest - Taxes	0.00	0.00	0.00	0.00
1-3-1100-51776	Interest Earned - Other	0.00	0.00	0.00	0.00
1-3-1300-51305	General Government	-1,444.00	0.00	-1,424.00	1,424.00
1-3-1300-51311	Suspense	-30,250.61	0.00	-17,886.11	17,886.11
1-3-1300-51480	Other Revenue	0.00	0.00	0.00	0.00
1-3-1300-51700	Trailer Lot Rent	-45,629.52	0.00	-38,024.60	38,024.60
1-3-1300-51710	Trade Licenses	0.00	0.00	0.00	0.00
1-3-1300-51712	Marriage Licenses	0.00	0.00	0.00	0.00
1-3-1300-51715	Taxi Drivers Licenses	0.00	0.00	0.00	0.00
1-3-1300-51716	Lottery Licenses	-1,017.75	0.00	-1,017.75	1,017.75
1-3-1300-51730	Land Rental	0.00	0.00	0.00	0.00
1-3-1300-51731	Housing Rental	0.00	0.00	0.00	0.00
1-3-1300-51732	Municipal Building Rental	-5,680.00	0.00	-5,680.00	5,680.00
1-3-1300-51780	Land Sales	-10,501.00	0.00	-10,501.00	10,501.00
1-3-1300-51781	Sale of Buildings	-24,631.00	0.00	-19,520.00	19,520.00
1-3-1300-51782	Photocopying	-65.55	0.00	-65.55	65.55
1-3-1300-51783	Phone & Fax	-12.35	0.00	-12.35	12.35
1-3-1300-51785	Accounting/Admin Services	-70.00	0.00	-70.00	70.00
1-3-1300-51786	Sale of Equipment	0.00	0.00	0.00	0.00

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		CURR PERIOD ACTUAL	ANNUAL BUDGET	YTD ACTUAL	REMAINING BUDGET
MAY 31, 2013					
General Operating Fund					
CC1					
1-3-1300-51799	Other Services	-80.00	0.00	-80.00	80.00
1-3-1300-51800	Freon Removal	-240.00	0.00	-240.00	240.00
1-4-1400-61101	ADMIN - Salaries	138,756.18	0.00	138,756.18	-138,756.18
1-4-1400-61102	ADMIN - Benefits	58,067.02	0.00	52,679.10	-52,679.10
1-4-1400-61154	ADMIN - Interest Charges	0.00	0.00	0.00	0.00
1-4-1400-61155	ADMIN - Cash Over/Short	0.00	0.00	0.00	0.00
1-4-1400-61156	ADMIN - Bank Service Charges	7,400.91	0.00	7,400.91	-7,400.91
1-4-1400-61157	ADMIN - Payroll Charges	0.00	0.00	0.00	0.00
1-4-1400-61158	ADMIN - Taxes Written Off	62,481.89	0.00	62,481.89	-62,481.89
1-4-1400-61159	ADMIN - Vacancy Rebates	2,512.66	0.00	2,512.66	-2,512.66
1-4-1400-61160	ADMIN - Assessment Appeal Write C	0.00	0.00	0.00	0.00
1-4-1400-61161	ADMIN - Uncollectible Accounts Expe	321.68	0.00	321.68	-321.68
1-4-1400-61205	ADMIN - Office Materials & Supplies	4,716.53	0.00	4,380.88	-4,380.88
1-4-1400-61210	ADMIN - Computer Materials & Suppl	9,076.80	0.00	9,076.80	-9,076.80
1-4-1400-61220	ADMIN - Hydro	12,978.17	0.00	12,978.17	-12,978.17
1-4-1400-61225	ADMIN - Propane	25,913.81	0.00	25,913.81	-25,913.81
1-4-1400-61235	ADMIN - Publications	599.63	0.00	599.63	-599.63
1-4-1400-61243	ADMIN - Relocation Expense	0.00	0.00	0.00	0.00
1-4-1400-61245	ADMIN - Building Maint & Supplies	10,759.92	0.00	6,723.34	-6,723.34
1-4-1400-61247	ADMIN - NITGC Maintenance	0.00	0.00	0.00	0.00
1-4-1400-61505	ADMIN - Memberships	3,341.80	0.00	3,341.80	-3,341.80
1-4-1400-61510	ADMIN - Rent - Nursery School	0.00	0.00	0.00	0.00
1-4-1400-61515	ADMIN - Insurance Claims	0.00	0.00	0.00	0.00
1-4-1400-61520	ADMIN - Insurance	0.00	0.00	0.00	0.00
1-4-1400-61540	ADMIN - Freight	0.00	0.00	0.00	0.00
1-4-1400-61545	ADMIN - Legal	12,576.79	0.00	11,692.50	-11,692.50
1-4-1400-61550	ADMIN - Audit	0.00	0.00	0.00	0.00
1-4-1400-61555	ADMIN - Advertising	149.59	0.00	149.59	-149.59
1-4-1400-61560	ADMIN - Commission of Sale of Builc	0.00	0.00	0.00	0.00
1-4-1400-61565	ADMIN - Travel	5,730.56	0.00	5,117.17	-5,117.17
1-4-1400-61580	ADMIN - Postage	4,420.47	0.00	4,385.47	-4,385.47
1-4-1400-61581	ADMIN - Telephone\Fax Charges	10,251.12	0.00	9,896.52	-9,896.52
1-4-1400-61600	ADMIN - Equipment Rental	5,978.03	0.00	5,273.40	-5,273.40
1-4-1400-61630	ADMIN - Professional Fees - Consulti	2,637.17	0.00	2,637.17	-2,637.17
1-4-1400-61701	ADMIN - Strategic Planning	0.00	0.00	0.00	0.00
1-4-1400-61703	ADMIN - Grants & Levies	13,265.06	0.00	13,265.06	-13,265.06
1-4-1400-61704	ADMIN - Health & Safety	600.38	0.00	600.38	-600.38
1-4-1400-61790	ADMIN - Other	0.00	0.00	0.00	0.00
1-4-1400-61799	ADMIN - Interfunctional	0.00	0.00	0.00	0.00
Total ADMINISTRATION		228,013.85	0.00	247,957.19	-247,957.19
HOUSING					
1-4-1500-61101	HOUS - Salaries	0.00	0.00	0.00	0.00
1-4-1500-61102	HOUS - Benefits	0.00	0.00	0.00	0.00
1-4-1500-61790	HOUS - Other	3,166.92	0.00	2,850.79	-2,850.79
1-4-1500-61799	HOUS - Interfunctional	0.00	0.00	0.00	0.00
Total HOUSING		3,166.92	0.00	2,850.79	-2,850.79
FIRE					
1-3-2100-51792	FIRE - Smoke Alarms	0.00	0.00	0.00	0.00
1-3-2100-51799	FIRE - Other Services	0.00	0.00	0.00	0.00
1-4-2100-61101	FIRE - Salaries	50,450.44	0.00	50,450.44	-50,450.44
1-4-2100-61102	FIRE - Benefits	17,358.90	0.00	16,398.12	-16,398.12
1-4-2100-61205	FIRE - Office Materials & Supplies	0.00	0.00	0.00	0.00
1-4-2100-61215	FIRE - Cleaning Materials & Supplies	954.47	0.00	954.47	-954.47
1-4-2100-61235	FIRE - Publications	0.00	0.00	0.00	0.00
1-4-2100-61240	FIRE - Personnel	1,361.91	0.00	1,179.51	-1,179.51
1-4-2100-61241	FIRE - Response Personnel Support	86.91	0.00	86.91	-86.91
1-4-2100-61242	FIRE - MNR Contract	0.00	0.00	0.00	0.00
1-4-2100-61244	FIRE - Bunker Suits	0.00	0.00	0.00	0.00
1-4-2100-61265	FIRE - Equip Maint & Repairs	0.00	0.00	0.00	0.00
1-4-2100-61265	FIRE - Equip Maint & Repairs	999.79	0.00	0.00	0.00
1-4-2100-61265	FIRE - Equip Maint & Repairs	1,088.54	0.00	1,088.54	-1,088.54

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General Operating Fund						
CC1						
1-4-2100-61265	FIRE - Equip Maint & Repairs	103	1,894.84	0.00	233.61	-233.61
1-4-2100-61265	FIRE - Equip Maint & Repairs	105	821.87	0.00	557.40	-557.40
1-4-2100-61265	FIRE - Equip Maint & Repairs	199	941.31	0.00	941.31	-941.31
1-4-2100-61265	FIRE - Equip Maint & Repairs	215	17.20	0.00	17.20	-17.20
1-4-2100-61270	FIRE - Promotional Materials		0.00	0.00	0.00	0.00
1-4-2100-61505	FIRE - Memberships		924.26	0.00	924.26	-924.26
1-4-2100-61520	FIRE - Insurance		5,099.76	0.00	5,099.76	-5,099.76
1-4-2100-61540	FIRE - Freight		639.18	0.00	618.81	-618.81
1-4-2100-61555	FIRE - Advertising		0.00	0.00	0.00	0.00
1-4-2100-61565	FIRE - Training & Development		3,886.52	0.00	3,886.52	-3,886.52
1-4-2100-61581	FIRE - Telephone\Fax Charges		1,657.99	0.00	1,549.79	-1,549.79
1-4-2100-61582	FIRE - Pagers\Radios		2,298.25	0.00	2,074.84	-2,074.84
1-4-2100-61583	FIRE - Phone Answering Service		1,776.25	0.00	1,776.25	-1,776.25
1-4-2100-61584	FIRE - 911 Charges		1,180.89	0.00	0.00	0.00
1-4-2100-61799	FIRE - Interfunctional		0.00	0.00	0.00	0.00
1-4-2100-61915	FIRE - Transfer to Reserve Funds		0.00	0.00	0.00	0.00
Total FIRE			93,439.28	0.00	87,837.74	-87,837.74
MLEO						
1-3-2400-51711	PS - Dog Licenses		-2,365.00	0.00	-2,365.00	2,365.00
1-3-2400-51717	PS - Cat Licenses		-150.00	0.00	-150.00	150.00
1-3-2400-51751	PS - Dog Fines		-30.00	0.00	-30.00	30.00
1-3-2400-51752	PS - Parking Fines		-110.00	0.00	-110.00	110.00
1-3-2400-51753	PS - Other Fines		0.00	0.00	0.00	0.00
1-3-2400-51754	PS - Cat Fines		0.00	0.00	0.00	0.00
1-4-2400-61101	PS - Salaries		11,650.15	0.00	11,650.15	-11,650.15
1-4-2400-61102	PS - Benefits		3,135.06	0.00	2,984.90	-2,984.90
1-4-2400-61210	PS - Other Materials & Supplies		0.00	0.00	0.00	0.00
1-4-2400-61215	PS - Cleaning Materials & Supplies		19.50	0.00	19.50	-19.50
1-4-2400-61245	PS - Building Maint & Supplies		0.00	0.00	0.00	0.00
1-4-2400-61265	PS - Equip Maint & Repairs		0.00	0.00	0.00	0.00
1-4-2400-61265	PS - Equip Maint & Repairs	109	634.66	0.00	634.66	-634.66
1-4-2400-61505	PS - Memberships		110.00	0.00	110.00	-110.00
1-4-2400-61520	PS - Insurance		0.00	0.00	0.00	0.00
1-4-2400-61535	PS - Pound Supplies		415.58	0.00	415.58	-415.58
1-4-2400-61555	PS - Advertising		0.00	0.00	0.00	0.00
1-4-2400-61565	PS - Training & Development		1,262.88	0.00	1,262.88	-1,262.88
1-4-2400-61581	PS - Telephone\Fax Charges		233.14	0.00	197.01	-197.01
1-4-2400-61790	PS - Other		280.63	0.00	280.63	-280.63
1-4-2400-61799	PS - Interfunctional		0.00	0.00	0.00	0.00
Total MLEO			15,086.60	0.00	14,900.31	-14,900.31
POLICING						
1-3-2600-51205	POL - Other Provincial Revenue		-37,100.03	0.00	-37,100.03	37,100.03
1-4-2600-61703	POL - Grants & Levies		231,896.00	0.00	173,922.00	-173,922.00
Total POLICING			194,795.97	0.00	136,821.97	-136,821.97
TRANSPORTATION						
1-3-3100-51300	TRANS - Pit Royalties		0.00	0.00	0.00	0.00
1-3-3100-51310	TRANS - Custom Work		-3,810.73	0.00	-3,810.73	3,810.73
1-4-3100-61101	TRANS - Salaries		92,393.24	0.00	92,393.24	-92,393.24
1-4-3100-61102	TRANS - Benefits		58,312.44	0.00	50,992.73	-50,992.73
1-4-3100-61220	TRANS - Hydro		9,928.23	0.00	8,713.06	-8,713.06
1-4-3100-61225	TRANS - Propane		8,551.96	0.00	8,551.96	-8,551.96
1-4-3100-61240	TRANS - Personnel		2,909.12	0.00	2,666.14	-2,666.14
1-4-3100-61245	TRANS - Building Maint & Supplies		13,634.29	0.00	13,105.44	-13,105.44
1-4-3100-61260	TRANS -Roads Materials		400.00	0.00	400.00	-400.00
1-4-3100-61265	TRANS - Equip Maint & Repairs		684.43	0.00	0.00	0.00
1-4-3100-61265	TRANS - Equip Maint & Repairs	110	1,056.72	0.00	1,056.72	-1,056.72
1-4-3100-61265	TRANS - Equip Maint & Repairs	111	1,897.47	0.00	1,341.95	-1,341.95
1-4-3100-61265	TRANS - Equip Maint & Repairs	112	2,000.26	0.00	1,355.73	-1,355.73

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General Operating Fund						
CC1						
1-4-3100-61265	TRANS - Equip Maint & Repairs	113	700.00	0.00	700.00	-700.00
1-4-3100-61265	TRANS - Equip Maint & Repairs	114	2,919.66	0.00	0.00	0.00
1-4-3100-61265	TRANS - Equip Maint & Repairs	116	4,266.61	0.00	3,701.15	-3,701.15
1-4-3100-61265	TRANS - Equip Maint & Repairs	121	430.64	0.00	0.00	0.00
1-4-3100-61265	TRANS - Equip Maint & Repairs	122	696.09	0.00	40.70	-40.70
1-4-3100-61265	TRANS - Equip Maint & Repairs	123	5,029.76	0.00	2,897.97	-2,897.97
1-4-3100-61265	TRANS - Equip Maint & Repairs	124	0.00	0.00	0.00	0.00
1-4-3100-61265	TRANS - Equip Maint & Repairs	125	1,160.15	0.00	192.60	-192.60
1-4-3100-61265	TRANS - Equip Maint & Repairs	126	0.00	0.00	0.00	0.00
1-4-3100-61265	TRANS - Equip Maint & Repairs	127	581.97	0.00	0.00	0.00
1-4-3100-61265	TRANS - Equip Maint & Repairs	137	0.00	0.00	0.00	0.00
1-4-3100-61265	TRANS - Equip Maint & Repairs	141	1,623.36	0.00	489.43	-489.43
1-4-3100-61265	TRANS - Equip Maint & Repairs	142	79.25	0.00	79.25	-79.25
1-4-3100-61265	TRANS - Equip Maint & Repairs	145	1,680.01	0.00	89.12	-89.12
1-4-3100-61265	TRANS - Equip Maint & Repairs	146	0.00	0.00	0.00	0.00
1-4-3100-61265	TRANS - Equip Maint & Repairs	164	0.00	0.00	0.00	0.00
1-4-3100-61265	TRANS - Equip Maint & Repairs	171	0.00	0.00	0.00	0.00
1-4-3100-61265	TRANS - Equip Maint & Repairs	199	2,434.32	0.00	588.76	-588.76
1-4-3100-61265	TRANS - Equip Maint & Repairs	219	2,131.79	0.00	0.00	0.00
1-4-3100-61295	TRANS - Bulk Clear Diesel		-2,609.61	0.00	7,204.09	-7,204.09
1-4-3100-61300	TRANS - Bulk Marked Diesel		13,503.10	0.00	17,517.57	-17,517.57
1-4-3100-61320	TRANS - Geco Townsite Shop		0.00	0.00	0.00	0.00
1-4-3100-61505	TRANS - Memberships		983.86	0.00	983.86	-983.86
1-4-3100-61520	TRANS - Insurance		0.00	0.00	0.00	0.00
1-4-3100-61555	TRANS - Advertising		88.18	0.00	88.18	-88.18
1-4-3100-61565	TRANS - Training & Development		3,522.09	0.00	3,522.09	-3,522.09
1-4-3100-61581	TRANS - Telephone\Fax Charges		2,985.19	0.00	2,788.04	-2,788.04
1-4-3100-61582	TRANS - Pagers\Radios		1,511.30	0.00	1,511.30	-1,511.30
1-4-3100-61600	TRANS - Equipment Rental		0.00	0.00	0.00	0.00
1-4-3100-61650	TRANS - Asphalt Maintenance		0.00	0.00	0.00	0.00
1-4-3100-61799	TRANS - Interfunctional		0.00	0.00	0.00	0.00
Total TRANSPORTATION			231,675.15	0.00	219,160.35	-219,160.35
ROADWAYS						
1-4-3200-61101	WINTER - Salaries		35,266.48	0.00	35,266.48	-35,266.48
1-4-3200-61102	WINTER - Benefits		6,647.88	0.00	6,647.88	-6,647.88
1-4-3200-61210	WINTER - Other Materials & Supplies		4,753.17	0.00	4,578.97	-4,578.97
1-4-3200-61220	WINTER - Hydro		2,041.43	0.00	1,765.85	-1,765.85
1-4-3200-61520	WINTER - Insurance		0.00	0.00	0.00	0.00
1-4-3200-61600	WINTER - Equipment Rental		1,061.15	0.00	752.21	-752.21
1-4-3200-61799	WINTER - Interfunctional		0.00	0.00	0.00	0.00
Total ROADWAYS			49,770.11	0.00	49,011.39	-49,011.39
STREET LIGHTING						
1-4-3400-61101	STLIGHT - Salaries		184.35	0.00	184.35	-184.35
1-4-3400-61102	STLIGHT - Benefits		37.48	0.00	37.48	-37.48
1-4-3400-61210	STLIGHT - Other Materials & Supplies		909.48	0.00	909.48	-909.48
1-4-3400-61220	STLIGHT - Hydro		9,709.77	0.00	9,709.77	-9,709.77
1-4-3400-61600	STLIGHT - Equipment Rental		0.00	0.00	0.00	0.00
Total STREET LIGHTING			10,841.08	0.00	10,841.08	-10,841.08
AIRPORT						
1-3-3500-51315	APT - Landing		-2,345.00	0.00	-2,345.00	2,345.00
1-3-3500-51316	APT - Parking		-505.04	0.00	-505.04	505.04
1-3-3500-51317	APT - Rent		0.00	0.00	0.00	0.00
1-3-3500-51318	APT - Fuel		-6,520.08	0.00	-6,520.08	6,520.08
1-3-3500-51319	APT - Extended Services		0.00	0.00	0.00	0.00
1-3-3500-51325	APT - Other		-989.80	0.00	-989.80	989.80
1-3-3500-51326	APT - Forward Attack Base		0.00	0.00	0.00	0.00
1-3-3500-51340	APT - Terminal Charges		0.00	0.00	0.00	0.00
1-4-3500-61101	APT - Salaries		15,150.42	0.00	15,150.42	-15,150.42

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		CURR PERIOD ACTUAL	ANNUAL BUDGET	YTD ACTUAL	REMAINING BUDGET
MAY 31, 2013					
General Operating Fund		CC1			
1-4-3500-61102	APT - Benefits	2,877.16	0.00	2,687.16	-2,687.16
1-4-3500-61210	APT - Other Materials & Supplies	520.60	0.00	421.60	-421.60
1-4-3500-61220	APT - Hydro	6,169.18	0.00	6,169.18	-6,169.18
1-4-3500-61225	APT - Propane	4,029.56	0.00	3,127.12	-3,127.12
1-4-3500-61245	APT - Building Maint & Supplies	1,817.41	0.00	1,367.41	-1,367.41
1-4-3500-61249	APT - Forward Attack Base	0.00	0.00	0.00	0.00
1-4-3500-61252	APT - Line Painting & Soil Testing	0.00	0.00	0.00	0.00
1-4-3500-61265	APT - Equip Maint & Repairs	0.00	0.00	0.00	0.00
1-4-3500-61265	APT - Equip Maint & Repairs 102	947.99	0.00	947.99	-947.99
1-4-3500-61265	APT - Equip Maint & Repairs 103	0.00	0.00	0.00	0.00
1-4-3500-61265	APT - Equip Maint & Repairs 161	620.96	0.00	620.96	-620.96
1-4-3500-61265	APT - Equip Maint & Repairs 162	1,586.53	0.00	230.79	-230.79
1-4-3500-61265	APT - Equip Maint & Repairs 165	6,659.73	0.00	6,659.73	-6,659.73
1-4-3500-61265	APT - Equip Maint & Repairs 199	129.29	0.00	129.29	-129.29
1-4-3500-61305	APT - Aviation Fuel	27,019.99	0.00	27,019.99	-27,019.99
1-4-3500-61310	APT - Gas\Diesel for Vehicles	0.00	0.00	0.00	0.00
1-4-3500-61505	APT - Memberships	0.00	0.00	0.00	0.00
1-4-3500-61520	APT - Insurance	3,720.60	0.00	3,720.60	-3,720.60
1-4-3500-61540	APT - Freight	673.34	0.00	542.16	-542.16
1-4-3500-61565	APT - Training & Development	744.05	0.00	674.05	-674.05
1-4-3500-61581	APT - Telephone\Fax Charges	2,196.63	0.00	2,145.75	-2,145.75
1-4-3500-61582	APT - Pagers\Radios	270.00	0.00	270.00	-270.00
1-4-3500-61600	APT - Equipment Rental	0.00	0.00	0.00	0.00
1-4-3500-61630	APT - Professional Fees - Consulting	0.00	0.00	0.00	0.00
1-4-3500-61650	APT - Asphalt Maintenance	0.00	0.00	0.00	0.00
1-4-3500-61799	APT - Interfunctional	0.00	0.00	0.00	0.00
Total AIRPORT		64,773.52	0.00	61,524.28	-61,524.28
WASTE WATER					
1-3-4100-51310	WW - Custom Work	-30.00	0.00	-30.00	30.00
1-3-4100-51345	WW - Metered Fees	-63,673.00	0.00	-63,673.00	63,673.00
1-4-4100-61153	WWATER - Debenture Payment	0.00	0.00	0.00	0.00
1-4-4100-61156	WWATER - OSIFA Loan Interest	0.00	0.00	0.00	0.00
1-4-4100-61162	WWATER - Interest - Internal Borrow	0.00	0.00	0.00	0.00
1-4-4100-61210	WWATER - Other Materials & Suppli	760.17	0.00	101.75	-101.75
1-4-4100-61220	WWATER - Hydro	22,243.30	0.00	22,243.30	-22,243.30
1-4-4100-61245	WWATER - Equip Maint & Repairs	4,428.52	0.00	4,428.52	-4,428.52
1-4-4100-61265	WWATER - Equip Maint & Repairs	0.00	0.00	0.00	0.00
1-4-4100-61520	WWATER - Insurance	0.00	0.00	0.00	0.00
1-4-4100-61605	WWATER - Laboratory Testing	4,839.07	0.00	2,562.97	-2,562.97
1-4-4110-61101	SPHOUSE - Salaries	8,718.38	0.00	8,718.38	-8,718.38
1-4-4110-61102	SPHOUSE - Benefits	4,102.89	0.00	3,708.11	-3,708.11
1-4-4110-61600	SPHOUSE - Equipment Rental	0.00	0.00	0.00	0.00
1-4-4120-61101	SEWER - Salaries	3,476.82	0.00	3,476.82	-3,476.82
1-4-4120-61102	SEWER - Benefits	600.16	0.00	600.16	-600.16
1-4-4120-61266	SEWER - Chamber Rehab	0.00	0.00	0.00	0.00
1-4-4120-61600	SEWER - Equipment Rental	0.00	0.00	0.00	0.00
1-4-4130-61101	LAGOON - Salaries	3,863.36	0.00	3,863.36	-3,863.36
1-4-4130-61102	LAGOON - Benefits	776.38	0.00	776.38	-776.38
1-4-4130-61600	LAGOON - Equipment Rental	0.00	0.00	0.00	0.00
Total WASTE WATER		-9,893.95	0.00	-13,223.25	13,223.25
WATER SYSTEM					
1-3-4300-51310	WS - Custom Work	-845.27	0.00	-845.27	845.27
1-3-4300-51345	WS - Metered Fees	-87,036.05	0.00	-87,036.05	87,036.05
1-3-4300-51346	WS -Service Fees - Water Meters	0.00	0.00	0.00	0.00
1-3-4300-51348	WS - Flat Fee Revenue	-29,643.57	0.00	-29,643.57	29,643.57
1-3-4300-51790	WS - Other Revenue	-2,910.00	0.00	-2,850.00	2,850.00
1-4-4300-61161	WSYS - Uncollectible Accounts Expe	2,546.61	0.00	2,546.61	-2,546.61
1-4-4300-61210	WSYS - Other Materials & Supplies	11,816.79	0.00	11,798.40	-11,798.40
1-4-4300-61220	WSYS - Hydro	23,905.14	0.00	22,766.68	-22,766.68
1-4-4300-61245	WSYS - Building Maint & Supplies	16,299.77	0.00	14,037.98	-14,037.98
1-4-4300-61250	WSYS - Billing & Admin./Neptune	0.00	0.00	0.00	0.00

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MAY 31, 2013					
General Operating Fund					
	CC1				
1-4-4300-61265	WSYS - Equip Maint & Repairs	0.00	0.00	0.00	0.00
1-4-4300-61265	WSYS - Equip Maint & Repairs 111	120.10	0.00	120.10	-120.10
1-4-4300-61265	WSYS - Equip Maint & Repairs 148	0.00	0.00	0.00	0.00
1-4-4300-61265	WSYS - Equip Maint & Repairs 149	0.00	0.00	0.00	0.00
1-4-4300-61265	WSYS - Equip Maint & Repairs 150	2,428.31	0.00	2,315.97	-2,315.97
1-4-4300-61265	WSYS - Equip Maint & Repairs 171	0.00	0.00	0.00	0.00
1-4-4300-61267	WSYS - Piping Repairs	0.00	0.00	0.00	0.00
1-4-4300-61520	WSYS - Insurance	0.00	0.00	0.00	0.00
1-4-4300-61565	WSYS - Training & Development	3,368.68	0.00	3,368.68	-3,368.68
1-4-4300-61605	WSYS - Laboratory Testing	10,397.50	0.00	8,164.94	-8,164.94
1-4-4300-61915	WSYS - Transfer to Reserve Funds	0.00	0.00	0.00	0.00
1-4-4310-61101	WPHOUSE - Salaries	22,430.03	0.00	22,430.03	-22,430.03
1-4-4310-61102	WPHOUSE - Benefits	11,094.82	0.00	9,373.64	-9,373.64
1-4-4310-61600	WPHOUSE - Equipment Rental	0.00	0.00	0.00	0.00
1-4-4320-61101	WBREAKS - Salaries	22,146.34	0.00	22,146.34	-22,146.34
1-4-4320-61102	WBREAKS - Benefits	4,257.45	0.00	4,257.45	-4,257.45
1-4-4320-61251	WBREAKS - Watermain Swab	0.00	0.00	0.00	0.00
1-4-4320-61600	WBREAKS - Equipment Rental	0.00	0.00	0.00	0.00
1-4-4330-61101	HYDR - Salaries	5,102.74	0.00	5,102.74	-5,102.74
1-4-4330-61102	HYDR - Benefits	1,013.77	0.00	1,013.77	-1,013.77
1-4-4330-61600	HYDR - Equipment Rental	0.00	0.00	0.00	0.00
Total WATER SYSTEM		16,493.16	0.00	9,068.44	-9,068.44
GARBAGE COLLECTION					
1-3-4400-51791	GARB - Hazardous Waste Revenue	-3,409.60	0.00	-3,409.60	3,409.60
1-3-4400-51793	GARB - Dumpsters Revenue	-1,335.00	0.00	-1,335.00	1,335.00
1-3-4400-51800	GARB - Freon Removal	0.00	0.00	0.00	0.00
1-4-4400-61101	GARB - Salaries	20,172.84	0.00	20,172.84	-20,172.84
1-4-4400-61102	GARB - Benefits	3,865.44	0.00	3,865.44	-3,865.44
1-4-4400-61248	GARB - Trailer Court Clean Up	0.00	0.00	0.00	0.00
1-4-4400-61253	GARB - Dumpster Repairs	0.00	0.00	0.00	0.00
1-4-4400-61255	GARB - Hazardous Waste Clean Up	58.77	0.00	0.00	0.00
1-4-4400-61265	GARB - Equip Maint & Repairs	0.00	0.00	0.00	0.00
1-4-4400-61265	GARB - Equip Maint & Repairs 142	0.00	0.00	0.00	0.00
1-4-4400-61265	GARB - Equip Maint & Repairs 171	2,119.68	0.00	0.00	0.00
1-4-4400-61520	GARB - Insurance	0.00	0.00	0.00	0.00
1-4-4400-61600	GARB - Equipment Rental	0.00	0.00	0.00	0.00
Total GARBAGE COLLECTION		21,472.13	0.00	19,293.68	-19,293.68
GARBAGE DISPOSAL					
1-4-4500-61101	LF - Salaries	8,249.36	0.00	8,249.36	-8,249.36
1-4-4500-61102	LF - Benefits	1,636.17	0.00	1,636.17	-1,636.17
1-4-4500-61210	LF - Other Materials & Supplies	45.39	0.00	45.39	-45.39
1-4-4500-61254	LF - Quarterly Sampling	0.00	0.00	0.00	0.00
1-4-4500-61265	LF - Equip Maint & Repairs	0.00	0.00	0.00	0.00
1-4-4500-61265	LF - Equip Maint & Repairs 114	0.00	0.00	0.00	0.00
1-4-4500-61265	LF - Equip Maint & Repairs 171	0.00	0.00	0.00	0.00
1-4-4500-61600	LF - Equipment Rental	0.00	0.00	0.00	0.00
1-4-4500-61601	LF - Freon Removal	0.00	0.00	0.00	0.00
1-4-4500-61800	LF - Landfill Closure & Post Closure	0.00	0.00	0.00	0.00
1-4-4500-61805	LF - Landfill Closure & Post Closure	0.00	0.00	0.00	0.00
1-4-4500-61915	LF - Transfer to Reserve Funds	0.00	0.00	0.00	0.00
Total GARBAGE DISPOSAL		9,930.92	0.00	9,930.92	-9,930.92
HEALTH SERVICES					
1-4-5100-61703	HEALTH - Grants & Levies	23,964.00	0.00	19,970.00	-19,970.00
1-4-5100-61798	HEALTH - Ambulance Service	8,564.00	0.00	0.00	0.00
1-4-6300-61703	DSSAB - Grants & Levies	34,745.00	0.00	34,745.00	-34,745.00
Total HEALTH SERVICES		67,273.00	0.00	54,715.00	-54,715.00

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General Operating Fund					
CC1					
CEMETARY					
1-3-5500-51340	EDC - Legal	0.00	0.00	0.00	0.00
1-3-5500-51350	CEM - Lot Sales	-200.00	0.00	-200.00	200.00
1-3-5500-51351	CEM - Other	-150.00	0.00	-150.00	150.00
1-4-5500-61101	CEM - Salaries	186.88	0.00	186.88	-186.88
1-4-5500-61102	CEM - Benefits	37.65	0.00	37.65	-37.65
1-4-5500-61210	CEM - Other Materials & Supplies	0.00	0.00	0.00	0.00
1-4-5500-61790	CEM - Other	0.00	0.00	0.00	0.00
Total CEMETARY		-125.47	0.00	-125.47	125.47
PARKS					
1-4-7100-61101	PARKS - Salaries	757.12	0.00	757.12	-757.12
1-4-7100-61102	PARKS - Benefits	63.74	0.00	63.74	-63.74
1-4-7100-61210	PARKS - Other Materials & Supplies	115.80	0.00	0.00	0.00
1-4-7100-61265	PARKS - Equip Maint & Repairs	0.00	0.00	0.00	0.00
1-4-7100-61265	PARKS - Equip Maint & Repairs	0.00	0.00	0.00	0.00
1-4-7100-61282	PARKS - Beautification	0.00	0.00	0.00	0.00
1-4-7100-61310	PARKS - Gas\Diesel for Vehicles	0.00	0.00	0.00	0.00
1-4-7100-61520	PARKS - Insurance	0.00	0.00	0.00	0.00
1-4-7100-61790	PARKS - Other	0.00	0.00	0.00	0.00
1-4-7100-61799	PARKS - Interfunctional	0.00	0.00	0.00	0.00
1-4-7110-61210	BEACH - Other Supplies & Materials	0.00	0.00	0.00	0.00
1-4-7120-61210	PLYGRND - Other Materials & Suppli	0.00	0.00	0.00	0.00
Total PARKS		936.66	0.00	820.86	-820.86
COMMUNITY CENTER					
1-3-1200-51485	Employment Grants	0.00	0.00	0.00	0.00
1-3-7200-51355	CCENTER - Arena	-11,822.70	0.00	-15,465.90	15,465.90
1-3-7200-51360	CCENTER - Auditorium	-1,252.00	0.00	-1,252.00	1,252.00
1-3-7200-51370	CCENTER - Curling Rink	-3,643.20	0.00	0.00	0.00
1-3-7200-51380	CCENTER - Other Facilities	-770.00	0.00	-770.00	770.00
1-3-7200-51415	CCENTER - Tent Rental	0.00	0.00	0.00	0.00
1-3-7200-51450	CCENTER - Weight Room	0.00	0.00	0.00	0.00
1-3-7200-51480	CCENTER - Other Revenue	-6,635.34	0.00	-6,635.34	6,635.34
1-4-7200-61101	CCENTER - Salaries	49,885.82	0.00	49,885.82	-49,885.82
1-4-7200-61102	CCENTER - Benefits	18,943.50	0.00	17,042.78	-17,042.78
1-4-7200-61220	CCENTER - Hydro	39,882.10	0.00	23,435.38	-23,435.38
1-4-7200-61225	CCENTER - Propane	10,640.88	0.00	10,640.88	-10,640.88
1-4-7200-61230	CCENTER - Oil	30,117.90	0.00	30,117.90	-30,117.90
1-4-7200-61240	CCENTER - Personnel	252.78	0.00	252.78	-252.78
1-4-7200-61245	CCENTER - Building Maint & Supplie	7,828.40	0.00	5,939.59	-5,939.59
1-4-7200-61265	CCENTER - Equip Maint & Repairs	0.00	0.00	0.00	0.00
1-4-7200-61265	CCENTER - Equip Maint & Repairs	236.82	0.00	236.82	-236.82
1-4-7200-61265	CCENTER - Equip Maint & Repairs	0.00	0.00	0.00	0.00
1-4-7200-61265	CCENTER - Equip Maint & Repairs	135.10	0.00	135.10	-135.10
1-4-7200-61265	CCENTER - Equip Maint & Repairs	481.70	0.00	481.70	-481.70
1-4-7200-61520	CCENTER - Insurance	0.00	0.00	0.00	0.00
1-4-7200-61565	CCENTER - Training & Development	35.56	0.00	35.56	-35.56
1-4-7200-61581	CCENTER - Telephone\Fax Charges	1,134.51	0.00	1,098.95	-1,098.95
1-4-7200-61582	CCENTER - Pagers\Radios	0.00	0.00	0.00	0.00
1-4-7200-61630	CCENTER - Professional Fees - Con	7,402.20	0.00	7,402.20	-7,402.20
1-4-7200-61799	CCENTER - Interfunctional	0.00	0.00	0.00	0.00
1-4-7200-61915	CCENTER - Transfer to Reserve Fun	0.00	0.00	0.00	0.00
Total COMMUNITY CENTER		142,854.03	0.00	122,582.22	-122,582.22
PROGRAMS					
1-3-7300-51401	PROG - Community Living Pass	0.00	0.00	0.00	0.00
1-3-7300-51445	PROG - Recreation Programs	-5,197.44	0.00	-5,108.96	5,108.96
1-3-7300-51446	PROG - Special Events	0.00	0.00	0.00	0.00
1-3-7300-51450	PROG - Weight Room	0.00	0.00	0.00	0.00
1-3-7300-51735	PROG - Ballfield	0.00	0.00	0.00	0.00

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1-4-7300-61101	PROG - Salaries	1,852.72	0.00	1,852.72	-1,852.72
1-4-7300-61102	PROG - Benefits	126.38	0.00	126.38	-126.38
1-4-7300-61275	PROG - Program Materials & Supplie	2,371.90	0.00	1,048.23	-1,048.23
1-4-7300-61280	PROG - Special Events Materials & S	2,350.33	0.00	1,928.06	-1,928.06
1-4-7300-61520	PROG - Insurance	0.00	0.00	0.00	0.00
1-4-7300-61555	PROG - Advertising	433.46	0.00	433.46	-433.46
1-4-7300-61565	PROG - Training & Development	0.00	0.00	0.00	0.00
1-4-7300-61790	PROG - Other	0.00	0.00	0.00	0.00
Total PROGRAMS		1,937.35	0.00	279.89	-279.89
RECREATION ADMINISTRATION					
1-4-7400-61101	RECADMIN - Salaries	49,652.95	0.00	49,652.95	-49,652.95
1-4-7400-61102	RECADMIN - Benefits	18,942.21	0.00	17,133.12	-17,133.12
1-4-7400-61210	RECADMIN - Other Materials & Supp	247.81	0.00	247.81	-247.81
1-4-7400-61243	RECADMIN - Relocation Expense	1,750.00	0.00	1,750.00	-1,750.00
1-4-7400-61505	RECADMIN - Memberships	610.56	0.00	610.56	-610.56
1-4-7400-61555	RECADMIN -Advertising	599.29	0.00	446.65	-446.65
1-4-7400-61565	RECADMIN -Training & Developmen	1,094.28	0.00	1,094.28	-1,094.28
1-4-7400-61581	RECADMIN -Telephone\Fax Charges	577.08	0.00	280.28	-280.28
1-4-7400-61790	RECADMIN -Other	0.00	0.00	0.00	0.00
Total RECREATION ADMINISTRATION		73,474.18	0.00	71,215.65	-71,215.65
POOL					
1-3-7500-51245	POOL - Daily Fees	0.00	0.00	0.00	0.00
1-3-7500-51430	POOL - Family Membership	0.00	0.00	0.00	0.00
1-3-7500-51435	POOL - Lesson Registration	0.00	0.00	0.00	0.00
1-3-7500-51440	POOL - Rental	0.00	0.00	0.00	0.00
1-4-7500-61101	POOL -Salaries	0.00	0.00	0.00	0.00
1-4-7500-61102	POOL -Benefits	0.00	0.00	0.00	0.00
1-4-7500-61210	POOL -Other Materials & Supplies	767.51	0.00	605.07	-605.07
1-4-7500-61225	POOL -Propane	0.00	0.00	0.00	0.00
1-4-7500-61245	POOL -Building Maint & Supplies	483.31	0.00	0.00	0.00
1-4-7500-61325	POOL -Chemicals	1,925.63	0.00	0.00	0.00
1-4-7500-61520	POOL -Insurance	0.00	0.00	0.00	0.00
1-4-7500-61555	POOL -Advertising	0.00	0.00	0.00	0.00
1-4-7500-61565	POOL -Training & Development	0.00	0.00	0.00	0.00
1-4-7500-61581	POOL -Telephone\Fax Charges	0.00	0.00	0.00	0.00
1-4-7500-61790	POOL -Other	0.00	0.00	0.00	0.00
Total POOL		3,176.45	0.00	605.07	-605.07
GOLF COURSE					
1-3-7600-51384	GOLF - Golf Merchandise	-11.30	0.00	-1.76	1.76
1-3-7600-51385	GOLF- Tournament Fees	0.00	0.00	0.00	0.00
1-3-7600-51390	GOLF - Green Fees	-334.44	0.00	-55.74	55.74
1-3-7600-51395	GOLF - Tournament Green Fees	0.00	0.00	0.00	0.00
1-3-7600-51400	GOLF - Passes & Coupons	-351.77	0.00	0.00	0.00
1-3-7600-51405	GOLF - Trail Fees	-940.50	0.00	-418.00	418.00
1-3-7600-51410	GOLF - Memberships	-15,952.13	0.00	-8,884.45	8,884.45
1-3-7600-51411	GOLF - Clubhouse Rental	0.00	0.00	0.00	0.00
1-3-7600-51412	GOLF - Cart Rental	-213.69	0.00	-49.99	49.99
1-3-7600-51413	GOLF - Locker Rentals	0.00	0.00	0.00	0.00
1-3-7600-51417	GOLF - Club Rentals	0.00	0.00	0.00	0.00
1-4-7600-61101	GOLF - Salaries	4,446.88	0.00	4,446.88	-4,446.88
1-4-7600-61102	GOLF - Benefits	899.89	0.00	724.89	-724.89
1-4-7600-61210	GOLF - Other Materials & Supplies	570.18	0.00	570.18	-570.18
1-4-7600-61220	GOLF - Hydro	0.00	0.00	0.00	0.00
1-4-7600-61225	GOLF - Propane	0.00	0.00	0.00	0.00
1-4-7600-61245	GOLF - Building Maint & Supplies	832.37	0.00	814.08	-814.08
1-4-7600-61265	GOLF - Equip Maint & Repairs	0.00	0.00	0.00	0.00
1-4-7600-61265	GOLF - Equip Maint & Repairs	195	0.00	0.00	0.00
1-4-7600-61265	GOLF - Equip Maint & Repairs	196	0.00	0.00	0.00
1-4-7600-61265	GOLF - Equip Maint & Repairs	25.51	0.00	0.00	0.00

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			CURR PERIOD ACTUAL	ANNUAL BUDGET	YTD ACTUAL	REMAINING BUDGET
MAY 31, 2013						
General Operating Fund			CC1			
1-4-7600-61265	GOLF - Equip Maint & Repairs	198	0.00	0.00	0.00	0.00
1-4-7600-61265	GOLF - Equip Maint & Repairs	199	0.00	0.00	0.00	0.00
1-4-7600-61265	GOLF - Equip Maint & Repairs	204	0.00	0.00	0.00	0.00
1-4-7600-61310	GOLF - Gas\Diesel for Vehicles		0.00	0.00	0.00	0.00
1-4-7600-61520	GOLF - Insurance		0.00	0.00	0.00	0.00
1-4-7600-61525	GOLF - Inspections		0.00	0.00	0.00	0.00
1-4-7600-61532	GOLF - Golf Merchandise		571.23	0.00	571.23	-571.23
1-4-7600-61555	GOLF - Advertising		0.00	0.00	0.00	0.00
1-4-7600-61565	GOLF - Training & Development		0.00	0.00	0.00	0.00
1-4-7600-61581	GOLF - Telephone\Fax Charges		0.00	0.00	0.00	0.00
1-4-7600-61600	GOLF - Equipment Rental		0.00	0.00	0.00	0.00
1-4-7600-61625	GOLF - Volunteer Recognition		0.00	0.00	0.00	0.00
1-4-7600-61790	GOLF - Other		0.00	0.00	0.00	0.00
1-4-7600-61799	GOLF - Interfunctional		0.00	0.00	0.00	0.00
Total GOLF COURSE			-10,457.77	0.00	-2,282.68	2,282.68
COMMUNITY CLUBHOUSE						
1-3-7610-51412	COMCLUB - Cart Rentals		-859.82	0.00	-627.00	627.00
1-3-7610-51413	COMCLUB - Locker Rentals		0.00	0.00	0.00	0.00
1-3-7610-51414	COMCLUB - Liquor Sales		-506.52	0.00	-75.20	75.20
1-3-7610-51416	COMCLUB - Food Sales		-316.02	0.00	-95.04	95.04
1-3-7610-51790	COMCLUB - Other Revenue		-400.00	0.00	-400.00	400.00
1-4-7610-61101	CLUBHOUSE - Salaries		157.44	0.00	157.44	-157.44
1-4-7610-61102	CLUBHOUSE - Benefits		10.74	0.00	10.74	-10.74
1-4-7610-61206	CLUBHOUSE - Food		1,182.51	0.00	0.00	0.00
1-4-7610-61210	CLUBHOUSE - Other Materials & Su		400.00	0.00	400.00	-400.00
1-4-7610-61220	CLUBHOUSE - Hydro		1,069.09	0.00	873.73	-873.73
1-4-7610-61225	CLUBHOUSE - Propane		1,731.34	0.00	1,280.49	-1,280.49
1-4-7610-61245	CLUBHOUSE - Building Maint & Sup		590.44	0.00	578.97	-578.97
1-4-7610-61265	CLUBHOUSE - Equip Maint & Repair		0.00	0.00	0.00	0.00
1-4-7610-61530	CLUBHOUSE - Licenses\Fees		450.00	0.00	0.00	0.00
1-4-7610-61531	CLUBHOUSE - Liquor		748.92	0.00	0.00	0.00
1-4-7610-61581	CLUBHOUSE - Telephone		323.24	0.00	323.24	-323.24
Total COMMUNITY CLUBHOUSE			4,581.36	0.00	2,427.37	-2,427.37
SKI HILL						
1-3-7700-51411	SKI - Clubhouse Rental		-50.00	0.00	-50.00	50.00
1-3-7700-51416	SKI - Food Sales		0.00	0.00	0.00	0.00
1-3-7700-51460	SKI - Memberships		0.00	0.00	0.00	0.00
1-3-7700-51465	SKI - Daily Passes		-7,982.57	0.00	-7,982.57	7,982.57
1-3-7700-51470	SKI - Hill Rental		-25.00	0.00	-25.00	25.00
1-3-7700-51480	SKI - Other Revenue		0.00	0.00	0.00	0.00
1-3-7700-51510	SKI - Donations		0.00	0.00	0.00	0.00
1-4-7700-61101	SKI - Salaries		29,966.64	0.00	29,966.64	-29,966.64
1-4-7700-61102	SKI - Benefits		3,243.98	0.00	3,243.98	-3,243.98
1-4-7700-61206	SKI - Food		0.00	0.00	0.00	0.00
1-4-7700-61220	SKI - Hydro		3,953.55	0.00	3,953.55	-3,953.55
1-4-7700-61225	SKI - Propane		4,309.78	0.00	4,309.78	-4,309.78
1-4-7700-61245	SKI - Building Maint & Supplies		2,383.63	0.00	2,383.63	-2,383.63
1-4-7700-61265	SKI - Equip Maint & Repairs		0.00	0.00	0.00	0.00
1-4-7700-61265	SKI - Equip Maint & Repairs	181	0.00	0.00	0.00	0.00
1-4-7700-61265	SKI - Equip Maint & Repairs	211	0.00	0.00	0.00	0.00
1-4-7700-61265	SKI - Equip Maint & Repairs	213	0.00	0.00	0.00	0.00
1-4-7700-61265	SKI - Equip Maint & Repairs	214	4,057.76	0.00	4,057.76	-4,057.76
1-4-7700-61265	SKI - Equip Maint & Repairs	216	0.00	0.00	0.00	0.00
1-4-7700-61265	SKI - Equip Maint & Repairs	217	235.38	0.00	235.38	-235.38
1-4-7700-61265	SKI - Equip Maint & Repairs	218	279.71	0.00	279.71	-279.71
1-4-7700-61265	SKI - Equip Maint & Repairs	219	10,517.29	0.00	10,517.29	-10,517.29
1-4-7700-61265	SKI - Equip Maint & Repairs	221	162.68	0.00	162.68	-162.68
1-4-7700-61275	SKI - Program Materials & Supplies		0.00	0.00	0.00	0.00
1-4-7700-61520	SKI - Insurance		0.00	0.00	0.00	0.00
1-4-7700-61530	SKI - Licenses\Fees		887.86	0.00	887.86	-887.86
1-4-7700-61555	SKI - Advertising		0.00	0.00	0.00	0.00

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MAY 31, 2013					
General Operating Fund					
CC1					
1-4-7700-61565	SKI - Training & Development	1,204.30	0.00	1,204.30	-1,204.30
1-4-7700-61581	SKI - Telephone\Fax Charges	585.10	0.00	585.10	-585.10
1-4-7700-61790	SKI - Other	0.00	0.00	0.00	0.00
1-4-7700-61799	SKI - Interfunctional	0.00	0.00	0.00	0.00
Total SKI HILL		53,730.09	0.00	53,730.09	-53,730.09
LIBRARY					
1-3-7900-51205	LIB - Other Provincial Revenue	0.00	0.00	0.00	0.00
1-3-7900-51480	LIB - Other Revenue	-1,457.27	0.00	-839.92	839.92
1-3-7900-51485	LIB - Employment Grants	-3,759.36	0.00	-2,027.37	2,027.37
1-3-7900-51500	LIB - Membership	-11.00	0.00	-6.00	6.00
1-3-7900-51505	LIB - Overdue Items	-144.45	0.00	-82.95	82.95
1-3-7900-51510	LIB - Donations	-1,248.09	0.00	-25.46	25.46
1-3-7900-51515	LIB - Lost\Damaged Materials	-11.95	0.00	-11.95	11.95
1-3-7900-51782	LIB - Photocopying	-510.45	0.00	-179.20	179.20
1-3-7900-51783	LIB - Phone & Fax	-589.50	0.00	-242.50	242.50
1-4-7900-61101	LIB - Salaries	36,236.36	0.00	36,236.36	-36,236.36
1-4-7900-61102	LIB - Benefits	11,368.61	0.00	10,505.06	-10,505.06
1-4-7900-61156	LIB - Bank Charges	200.00	0.00	200.00	-200.00
1-4-7900-61205	LIB - Office Materials & Supplies	50.00	0.00	50.00	-50.00
1-4-7900-61210	LIB - Computer Materials & Supplies	0.00	0.00	0.00	0.00
1-4-7900-61235	LIB - Publications	4,742.78	0.00	4,134.99	-4,134.99
1-4-7900-61245	LIB - Building Maint & Supplies	513.14	0.00	513.14	-513.14
1-4-7900-61246	LIB - Computer Maintenance & Repai	0.00	0.00	0.00	0.00
1-4-7900-61265	LIB - Equip Maint & Repairs	0.00	0.00	0.00	0.00
1-4-7900-61270	LIB - Promotional Materials	120.09	0.00	120.09	-120.09
1-4-7900-61505	LIB - Memberships	50.88	0.00	50.88	-50.88
1-4-7900-61520	LIB - Insurance	0.00	0.00	0.00	0.00
1-4-7900-61545	LIB - Legal	0.00	0.00	0.00	0.00
1-4-7900-61550	LIB - Audit	0.00	0.00	0.00	0.00
1-4-7900-61565	LIB - Training & Development	2,371.87	0.00	1,882.68	-1,882.68
1-4-7900-61580	LIB - Postage	0.00	0.00	0.00	0.00
1-4-7900-61581	LIB - Telephone\Fax Charges	451.12	0.00	451.12	-451.12
1-4-7900-61600	LIB - Equipment Rental	0.00	0.00	0.00	0.00
1-4-7900-61703	LIB - Grants & Levies	0.00	0.00	0.00	0.00
1-4-7900-61915	LIB - Transfer to Reserve Funds	0.00	0.00	0.00	0.00
Total LIBRARY		48,372.78	0.00	50,728.97	-50,728.97
BUILDING					
1-3-8100-51480	BLDG - Other Revenue	0.00	0.00	0.00	0.00
1-3-8100-51485	BLDG - Employment Grants	0.00	0.00	0.00	0.00
1-3-8100-51713	BLDG - Building Permits	-795.50	0.00	-763.50	763.50
1-3-8100-51714	BLDG - Building Inspections	-240.00	0.00	-240.00	240.00
1-3-8100-51790	BLDG - Other Revenue	0.00	0.00	0.00	0.00
1-4-8100-61205	BLDG - Office Materials & Supplies	178.41	0.00	178.41	-178.41
1-4-8100-61265	BLDG - Equip Maint & Repairs	0.00	0.00	0.00	0.00
1-4-8100-61265	BLDG - Equip Maint & Repairs	364.11	0.00	364.11	-364.11
1-4-8100-61505	BLDG - Memberships	383.64	0.00	383.64	-383.64
1-4-8100-61565	BLDG - Training & Development	0.00	0.00	0.00	0.00
1-4-8100-61790	BLDG - Other	0.00	0.00	0.00	0.00
1-4-8100-62601	BLDG - Demolition Projects	0.00	0.00	0.00	0.00
Total BUILDING		-109.34	0.00	-77.34	77.34
PLANNING					
1-4-8110-61235	PLAN - Publications	0.00	0.00	0.00	0.00
1-4-8110-61565	PLAN - Training & Development	0.00	0.00	0.00	0.00
Total PLANNING		0.00	0.00	0.00	0.00
ECONOMIC DEVELOPMENT					
1-3-8200-51310	EDC - Custom Work	0.00	0.00	0.00	0.00

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MAY 31, 2013					
General Operating Fund					
	CC1				
1-3-8200-51485	EDC - Employment Grants	9,754.85	0.00	9,754.85	-9,754.85
1-3-8200-51790	EDC - Other Revenue	-9,754.85	0.00	-9,754.85	9,754.85
1-4-8200-61101	EDC - Salaries	14,440.90	0.00	14,440.90	-14,440.90
1-4-8200-61102	EDC - Benefits	7,017.97	0.00	6,624.64	-6,624.64
1-4-8200-61205	EDC - Office Materials & Supplies	0.00	0.00	0.00	0.00
1-4-8200-61235	EDC - Publications	0.00	0.00	0.00	0.00
1-4-8200-61245	EDC - Maintenance & Supplies	885.56	0.00	0.00	0.00
1-4-8200-61265	EDC - Equip Maint & Repairs	0.00	0.00	0.00	0.00
1-4-8200-61265	EDC - Equip Maint & Repairs	220 447.64	0.00	447.64	-447.64
1-4-8200-61270	EDC - Promotional Materials	0.00	0.00	0.00	0.00
1-4-8200-61271	EDC - Project Materials and Supplies	0.00	0.00	0.00	0.00
1-4-8200-61275	EDC - Program Materials & Supplies	348.00	0.00	348.00	-348.00
1-4-8200-61276	EDC - Meetings: Supplies & Expense	0.00	0.00	0.00	0.00
1-4-8200-61280	EDC - Special Events Materials & Su	0.00	0.00	0.00	0.00
1-4-8200-61281	EDC - Website	0.00	0.00	0.00	0.00
1-4-8200-61505	EDC - Memberships	0.00	0.00	0.00	0.00
1-4-8200-61520	EDC - Insurance	0.00	0.00	0.00	0.00
1-4-8200-61545	EDC - Legal	0.00	0.00	0.00	0.00
1-4-8200-61555	EDC - Advertising	68.18	0.00	68.18	-68.18
1-4-8200-61565	EDC - Travel	162.10	0.00	0.00	0.00
1-4-8200-61581	EDC - Telephone\Fax Charges	988.95	0.00	772.77	-772.77
1-4-8200-61630	EDC - Professional Fees - Consulting	707.98	0.00	707.98	-707.98
1-4-8200-61631	EDC - NCIR Projects	0.00	0.00	0.00	0.00
1-4-8200-61790	EDC - Other	0.00	0.00	0.00	0.00
1-4-8200-61791	EDC - Community Marketing	1,602.72	0.00	1,602.72	-1,602.72
Total ECONOMIC DEVELOPMENT		26,670.00	0.00	25,012.83	-25,012.83
Total General Operating Fund		-1,036,028.06	0.00	-1,142,308.29	1,142,308.29

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MAY 31, 2013					
Capital					
CC1					
GENERAL REVENUES					
2-3-9000-52106	CAP - Revenue - Federal Gas Tax	0.00	0.00	0.00	0.00
Total GENERAL REVENUES		0.00	0.00	0.00	0.00
CAPITAL PROJECTS					
2-3-9000-52101	CAP - Capital Provincial Revenue	-22,268.78	0.00	-22,268.78	22,268.78
2-3-9000-52102	CAP - Capital Federal Revenue	0.00	0.00	0.00	0.00
2-3-9000-52103	CAP - COMRIF Grant	0.00	0.00	0.00	0.00
2-3-9000-52105	CAP - Proceeds from Long-Term Bor	0.00	0.00	0.00	0.00
2-3-9000-52106	CAP - Revenue - Federal Gas Tax	0.00	0.00	0.00	0.00
2-3-9000-52107	CAP - Provincial Rehabilitation Projec	0.00	0.00	0.00	0.00
2-3-9000-52108	CAP - Other Capital Revenue	0.00	0.00	0.00	0.00
2-3-9100-52200	TSF - Reserve Fund tsf Administratio	0.00	0.00	0.00	0.00
2-3-9100-52205	TSF - Reserve Fund tsf Fire	0.00	0.00	0.00	0.00
2-3-9100-52206	TSF - Reserve Fund tsf Protective Se	0.00	0.00	0.00	0.00
2-3-9100-52210	TSF - Reserve Fund tsf Water	0.00	0.00	0.00	0.00
2-3-9100-52215	TSF - Reserve Fund tsf Landfill	0.00	0.00	0.00	0.00
2-3-9100-52220	TSF - Reserve Fund tsf Ski Hill	0.00	0.00	0.00	0.00
2-3-9100-52225	TSF - Reserve Fund tsf Community C	0.00	0.00	0.00	0.00
2-3-9100-52230	TSF - Reserve Fund tsf Airport	0.00	0.00	0.00	0.00
2-3-9100-52235	TSF - Reserve Fund tsf Roads	0.00	0.00	0.00	0.00
2-3-9100-52240	TSF - Reserve Fund tsf EDC	0.00	0.00	0.00	0.00
2-3-9100-52305	TSF - Capital Revenue from Revenue	0.00	0.00	0.00	0.00
2-3-9100-52310	TSF - Revenue Fund tsf to Administrz	0.00	0.00	0.00	0.00
2-3-9100-52317	TSF - Revenue Fund tsf to Protective	0.00	0.00	0.00	0.00
2-3-9100-52320	TSF - Revenue Fund tsf to Roads	0.00	0.00	0.00	0.00
2-3-9100-52325	TSF - Revenue Fund tsf to Street Ligl	0.00	0.00	0.00	0.00
2-3-9100-52330	TSF - Revenue Fund tsf to Airport	0.00	0.00	0.00	0.00
2-3-9100-52335	TSF - Revenue Fund tsf to Sewer Sys	0.00	0.00	0.00	0.00
2-3-9100-52340	TSF - Revenue Fund tsf to Water Sys	0.00	0.00	0.00	0.00
2-3-9100-52345	TSF - Revenue Fund tsf to Cemetary	0.00	0.00	0.00	0.00
2-3-9100-52350	TSF - Revenue Fund tsf to Communit	0.00	0.00	0.00	0.00
2-3-9100-52355	TSF - Revenue Fund tsf to Planning	0.00	0.00	0.00	0.00
2-3-9100-52360	TSF - Revenue Fund tsf to Clubhouse	0.00	0.00	0.00	0.00
2-3-9100-52365	TSF - Revenue Fund tsf to Economic	0.00	0.00	0.00	0.00
2-4-1400-62105	ADMIN - Official Plan	0.00	0.00	0.00	0.00
2-4-1400-62106	ADMIN - Investing in Ontario Funds	0.00	0.00	0.00	0.00
2-4-1400-62136	ADMIN - Software	0.00	0.00	0.00	0.00
2-4-1400-63112	ADMIN - Buildings Amort Expense	0.00	0.00	0.00	0.00
2-4-1400-63122	ADMIN - Furnishings Amort Expense	0.00	0.00	0.00	0.00
2-4-1400-63132	ADMIN - Infrastructure Amort Expens	0.00	0.00	0.00	0.00
2-4-1400-63152	ADMIN - Land Improv Amort Expense	0.00	0.00	0.00	0.00
2-4-1400-63162	ADMIN - Machinery Amort Expense	0.00	0.00	0.00	0.00
2-4-1400-63172	ADMIN - Vehicles Amort Expense	0.00	0.00	0.00	0.00
2-4-2100-62154	FIRE - Bunker Suits	0.00	0.00	0.00	0.00
2-4-2100-62155	FIRE - SCBA RIT Connections	0.00	0.00	0.00	0.00
2-4-2100-63112	FIRE - Building Amort Expense	0.00	0.00	0.00	0.00
2-4-2100-63122	FIRE - Furnishings Accum Amortizati	0.00	0.00	0.00	0.00
2-4-2100-63132	FIRE - Infrastructure Amort Expense	0.00	0.00	0.00	0.00
2-4-2100-63152	FIRE - Land Improv Amort Expense	0.00	0.00	0.00	0.00
2-4-2100-63162	FIRE - Machinery Amort Expense	0.00	0.00	0.00	0.00
2-4-2100-63172	FIRE - Vehicles Amort Expense	0.00	0.00	0.00	0.00
2-4-2400-62146	PS - Cat Cages	0.00	0.00	0.00	0.00
2-4-2400-63112	PS - Building Amort Expense	0.00	0.00	0.00	0.00
2-4-2400-63162	PS - Machinery Amort Expense	0.00	0.00	0.00	0.00
2-4-2400-63172	PS - Vehicles Amort Expense	0.00	0.00	0.00	0.00
2-4-3100-62160	TRANS - Road Materials	0.00	0.00	0.00	0.00
2-4-3100-62220	TRANS - Rehabilitate Roads	0.00	0.00	0.00	0.00
2-4-3100-62221	PW - Vehicles	0.00	0.00	0.00	0.00
2-4-3100-62224	TRANS - Roads Upgrade	0.00	0.00	0.00	0.00
2-4-3200-63112	WINTER - Building Amort Expense	0.00	0.00	0.00	0.00
2-4-3200-63132	WINTER - Infrastructure Amort Exper	0.00	0.00	0.00	0.00
2-4-3200-63152	WINTER - Land Improv Amort Expen	0.00	0.00	0.00	0.00
2-4-3200-63162	WINTER - Machinery Amort Expense	0.00	0.00	0.00	0.00

TOWNSHIP OF MANITOUWADGE
TRIAL BALANCE BY DEPARTMENT



GL5410

Date : Jun 06, 2013

Page : 13

Time : 2:08 pm

For Period Ending 31-May-2013

MAY 31, 2013

		CURR PERIOD ACTUAL	ANNUAL BUDGET	YTD ACTUAL	REMAINING BUDGET
Capital					
CC1					
2-4-3200-63172	WINTER - Vehicles Amort Expense	0.00	0.00	0.00	0.00
2-4-3400-63132	STLIGHT - Infrastructure Amort Expe	0.00	0.00	0.00	0.00
2-4-3500-62101	APT - Airport Improvement	0.00	0.00	0.00	0.00
2-4-3500-62102	APT - Fuel Tank	124,637.53	0.00	124,637.53	-124,637.53
2-4-3500-63112	APT - Building Amort Expense	0.00	0.00	0.00	0.00
2-4-3500-63132	APT - Infrastructure Amort Expense	0.00	0.00	0.00	0.00
2-4-3500-63152	APT - Land Improv Amort Expense	0.00	0.00	0.00	0.00
2-4-3500-63162	APT - Machinery Amort Expense	0.00	0.00	0.00	0.00
2-4-3500-63172	APT - Vehicles Amort Expense	0.00	0.00	0.00	0.00
2-4-4100-63112	WWATER - Building Amort Expense	0.00	0.00	0.00	0.00
2-4-4100-63132	WWATER - Infrastructure Amort Expe	0.00	0.00	0.00	0.00
2-4-4100-63162	WWATER - Machinery Amort Expen	0.00	0.00	0.00	0.00
2-4-4120-63112	SEWER - Building Amort Expense	0.00	0.00	0.00	0.00
2-4-4120-63132	SEWER - Infrastructure Amort Expen	0.00	0.00	0.00	0.00
2-4-4120-63162	SEWER - Machinery Amort Expense	0.00	0.00	0.00	0.00
2-4-4300-62137	WSYS - Waterworks Improvements	0.00	0.00	0.00	0.00
2-4-4300-62202	WSYS - Waterworks Improvements	1,868.58	0.00	1,868.58	-1,868.58
2-4-4300-62203	WSYS - Leak Detection OSWAP 2	0.00	0.00	0.00	0.00
2-4-4300-63112	WSYS - Building Amort Expense	0.00	0.00	0.00	0.00
2-4-4300-63132	WSYS - Infrastructure Amort Expen	0.00	0.00	0.00	0.00
2-4-4300-63152	WSYS - Land Improv Amort Expense	0.00	0.00	0.00	0.00
2-4-4300-63162	WSYS - Machinery Amort Expense	0.00	0.00	0.00	0.00
2-4-4400-63162	GARB - Machinery Amort Expense	0.00	0.00	0.00	0.00
2-4-4400-63172	GARB - Vehicles Amort Expense	0.00	0.00	0.00	0.00
2-4-4500-62140	LF - Landfill Site MOE Orders	0.00	0.00	0.00	0.00
2-4-4500-62242	LF - Landfill Garage	0.00	0.00	0.00	0.00
2-4-4500-63112	LF - Building Amort Expense	0.00	0.00	0.00	0.00
2-4-6200-63112	NS - Building Amort Expense	0.00	0.00	0.00	0.00
2-4-6200-63152	NS - Land Improv Amort Expense	0.00	0.00	0.00	0.00
2-4-6200-63162	NS - Machinery Amort Expense	0.00	0.00	0.00	0.00
2-4-6200-63172	NS - Vehicles Amort Expense	0.00	0.00	0.00	0.00
2-4-7100-62241	PARKS - Dock	0.00	0.00	0.00	0.00
2-4-7100-63152	PARKS - Land Improv Amort Expen	0.00	0.00	0.00	0.00
2-4-7200-62243	CCENTER - Arena Netting	0.00	0.00	0.00	0.00
2-4-7200-62482	REC - Ice Resufacer	0.00	0.00	0.00	0.00
2-4-7200-62485	CCENTER - Roof Inspection	0.00	0.00	0.00	0.00
2-4-7200-62486	CCENTER - Building Audit	0.00	0.00	0.00	0.00
2-4-7200-63112	CCENTER - Building Amort Expense	0.00	0.00	0.00	0.00
2-4-7200-63122	CCENTER - Furnishings Amort Expe	0.00	0.00	0.00	0.00
2-4-7200-63132	CCENTER - Infrastructure Amort Exp	0.00	0.00	0.00	0.00
2-4-7200-63152	CCENTER - Land Improv Amort Expt	0.00	0.00	0.00	0.00
2-4-7200-63162	CCENTER - Machinery Amort Expen:	0.00	0.00	0.00	0.00
2-4-7200-63172	CCENTER - Vehicles Amort Expense	0.00	0.00	0.00	0.00
2-4-7210-63152	RCENTER - Land Improv Amort Expt	0.00	0.00	0.00	0.00
2-4-7500-63112	POOL - Building Amort Expense	0.00	0.00	0.00	0.00
2-4-7500-63152	POOL - Land Improv Amort Expense	0.00	0.00	0.00	0.00
2-4-7600-62484	GOLF - Storage Building	0.00	0.00	0.00	0.00
2-4-7600-62487	GOLF - Golf Cart	0.00	0.00	0.00	0.00
2-4-7600-63112	GOLF - Building Amort Expense	0.00	0.00	0.00	0.00
2-4-7600-63122	GOLF - Furnishings Amort Expense	0.00	0.00	0.00	0.00
2-4-7600-63152	GOLF - Land Improv Amort Expense	0.00	0.00	0.00	0.00
2-4-7600-63162	GOLF - Machinery Amort Expense	0.00	0.00	0.00	0.00
2-4-7600-63172	GOLF - Vehicles Amort Expense	0.00	0.00	0.00	0.00
2-4-7610-62479	CLUBHOUSE - Clubhouse Renovatic	0.00	0.00	0.00	0.00
2-4-7610-63112	CLUBHOUSE - Building Amort Exper	0.00	0.00	0.00	0.00
2-4-7700-63112	SKI - Building Amort Expense	0.00	0.00	0.00	0.00
2-4-7700-63152	SKI - Land Improv Amort Expense	0.00	0.00	0.00	0.00
2-4-7700-63162	SKI - Machinery Amort Expense	0.00	0.00	0.00	0.00
2-4-7700-63172	SKI - Vehicles Amort Expense	0.00	0.00	0.00	0.00
2-4-7900-63192	LIB - Collections Amort Expense	0.00	0.00	0.00	0.00
2-4-8100-62499	BLDG - Rehabilitation Project	6,410.88	0.00	0.00	0.00
2-4-8100-62601	BLDG - Demolition Projects	0.00	0.00	0.00	0.00
2-4-8200-62221	EDC - Vehicles	0.00	0.00	0.00	0.00
2-4-8200-62500	EDC - Signage	0.00	0.00	0.00	0.00
2-4-8200-62501	EDC - Studies	0.00	0.00	0.00	0.00

TOWNSHIP OF MANITOUWADGE
TRIAL BALANCE BY DEPARTMENT



GL5410

Date : Jun 06, 2013

Page : 14

Time : 2:08 pm

For Period Ending 31-May-2013

		CURR PERIOD ACTUAL	ANNUAL BUDGET	YTD ACTUAL	REMAINING BUDGET
MAY 31, 2013					
Capital	CC1				
2-4-8200-63152	EDC - Land Improv Amort Expense	0.00	0.00	0.00	0.00
2-4-9100-62600	TSF - From Capital Fund to Reserves	0.00	0.00	0.00	0.00
2-4-9100-62605	TSF - From Capital Fund to Revenue	0.00	0.00	0.00	0.00
Total CAPITAL PROJECTS		110,648.21	0.00	104,237.33	-104,237.33
Total Capital		110,648.21	0.00	104,237.33	-104,237.33

AGENDA	
Item No.	09-06
Meeting Date:	12-18-13
	D M Y

**Township of Manitowadge
Administration Report**

RECEIVED

JUN 4 2013

THE CORPORATION OF THE
TOWNSHIP OF MANITOWADGE

Date: May 29, 2013

No. PW2013-06

Submitted to: Mayor and Council

Issue: Manitowadge Landfill Provisional C of A No. A591707
2012 Annual Monitoring Program Final Report dated May 2013

Background:

KGS Group was retained by the Township of Manitowadge to provide environmental and engineering services for the Municipal Waste Disposal Site (C of A No. A591707). This report presents and discusses the results of the work conducted at this site in 2012.

Discussion:

Recommendations made for 2012 and 2103 include the following:

- Conduct the 2013 monitoring and sampling program as in 2012
- Complete a detailed report summarizing and interpreting the results of the 2013 program and provide recommendations for future programs.
- Waste should continue to be placed above ground within the approved landfill footprint as in 2012.
- Waste added to the landfill should be placed such that the final closure geometry will have side slopes of 4H: 1V and top slope of 20H: 1V.
- Apply to amend the C of A for the landfill to reflect the footprint expansion and the contaminant / buffer zones once the MNR has completed its review and established the easements.

Financial Implications:

The operational cost for this 2012 program was \$39,728.54.

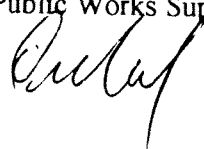
Options:

We are regulated by the C of A to have this program completed annually.

Recommendation: This report is attached for your review.

Respectfully submitted by: Omer Collin, Public Works Superintendent

cc: Cecile Kerster, Municipal Manager Clerk



REGULAR MEETING OF COUNCIL:
JUNE 12, 2013
AGENDA ITEM: 09-06

NOTE: Due to size of Final Report
- remainder of report
provided separately from
Council Agenda Material binders



Manitouwadge
Ontario, Canada

**MANITOUWADGE LANDFILL
PROVISIONAL C OF A NO. A591707
2012 ANNUAL MONITORING PROGRAM
FINAL REPORT
May 2013**

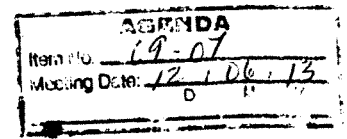
Prepared By

Tony Gallo, M. Sc.
Environmental Scientist

Approved By

Rob Sinclair, P. Eng.
Manager, Environmental Services

**KGS Group
Thunder Bay, Ontario**



Township of Manitouwadge Administration Report

Date: June 4, 2013

No. ADM2013-06

Submitted to: Mayor & Council

Issue: Award Proposal for Development of Asset Management Plan

Background: All municipalities are required to prepare Asset Management Plans and these will now be prerequisite for future provincial funding.

Discussion: The CAO's, Clerk's and Treasurers from the communities of Chapleau, Hornepayne, Manitouwadge and Wawa worked together on a joint Asset Management plan Development Request for Proposal (RFP).

The RFP was issued on Wednesday, March 27, 2013 to the following:

- Kresin Engineering Corp.
- BDO Dunwoody LLP
- Calam Rossi, Anthony Rossi, Chartered Accountants LLP
- Infrastructure Solutions Inc.
- True Grit Consulting Ltd
- Ontario Clean Water Agency
- KPMG LLP
- AECOM
- Grant Thornton Limited

The Proposal submission deadline was April 30, 2013.

All proposals were to be sent to Allan Pellow, CAO, Township of Chapleau. On May 1, 2013 at noon the proposals were opened and recorded at a public meeting in Chapleau.

Four (4) proposals were received:

- AECOM
- BDO Canada LLP
- Infrastructure Solutions Inc
- KPMG LLP

Please see attached Joint AMP – RFP Schedule 2 Summary.

Section 4 Evaluation of the Request for Proposals explained the evaluation would be based on the following criteria:

- Understanding of Project/Requirements
- Project Methodology
- Company Background & Staffing Qualifications
- Costs and fees
- References

An evaluation sheet was developed and each community reviewed and graded each proposal.

The RFP also stated that the evaluation committee would recommend/award to the Respondent achieving the highest combined score based on the rated criteria. Please see attached Asset Management Plan – RFP Evaluation Point Summary and Highest Combined Score.

Financial Implications: Funding has been provided by the Provincial Government to small, rural and northern municipalities in Ontario to develop asset management plans. The Corporation of the Township of Manitouwadge received \$22,268.78.

The total amount submitted by KPMG is \$94,920. The evaluation team decided that the cost would be divided by four (4) which would mean that the share for each community would be \$23,730.00. Based on the amount that we received in funding and the amount requested by the consultant, there is a difference of \$1,461.22

Further to the discussions of the 2013 Budget the amount of \$1,461.22 would come from the reserve Investing in Ontario Funding.

Options:

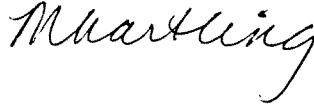
- 1) In accordance with the score results the evaluation team recommends that KPMG be awarded the Joint Asset Management Plan Project in the amount of \$94,920. Each community's share of the project would be \$23,730.00

Recommendation: 1) In accordance with the score results the evaluation team recommends that KPMG be awarded the Joint Asset Management Plan Project in the amount of \$94,920. Each community's share of the project would be \$23,730.00

Respectfully submitted by:


Cecile Kerster, Municipal Manager Clerk

Margaret Hartling, Treasurer/Deputy Clerk



Joint AMP- RFP: Schedule 2 Summary

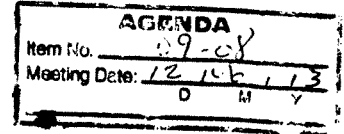
COMPENSATION AND REIMBURSEMENT OF EXPENSES

	AECOM		BDO Canada LLP		Infrastructure Solutions Incl.		KPMG	
	Fee Schedule		Fee Schedule		Fee Schedule		Fee Schedule	
Phase I								
		Review of the State of the Existing Infrastructure	\$ 40,000	\$ 18,142	\$ 6,000	\$ 16,000		
Phase II		Assessment of Desired Levels of Service	\$ 10,000	\$ 22,462	\$ 7,500	\$ 12,000		
Phase III		Asset Management Analysis and Strategy	\$ 37,000	\$ 27,644	\$ 22,500	\$ 20,000		
Phase IV		Financial Strategy	\$ 15,000	\$ 10,799	\$ 16,500	\$ 28,000		
Phase V		Final Report and Recommendations	\$ 12,000	\$ 7,344	\$ 7,500	\$ 4,000		
		Total Fees (Estimate)	\$114,000	\$ 86,391	\$ 60,000	\$ 80,000		
		Expenses (Estimate)	\$ 6,000	Inc. in Phases	000	\$ 4,000		
		Subtotal	\$120,000	\$ 86,391	\$ 60,000	\$ 84,000		
		Taxes (HST)	\$ 15,600	\$ 11,231	\$ 7,800	\$ 10,920		
		TOTAL	\$135,600	\$ 97,622	\$ 67,800	\$ 94,920		

Asset Management Plan - RFP Evaluation Point Summary and Highest Combined Score

	CHAPLEAU			HORNEPAYNE			MANITOUWADGE			WAWA		
	BDO	Infra	AECOM KPMG	BDO	Infra	AECOM KPMG	BDO	Infra	AECOM KPMG	BDO	Infra	AECOM KPMG
Maximum Points Available	100	87	45.3 91.6	68	72	55 81	97.6	72.6	77.6 94.9	87	25	14 86

Highest Combined Scores	334.2	256.6	191.9 353.5
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Process for Ministers' and PAs' delegations at AMO Conference

The Government of Ontario Process for Ministers' and Parliamentary Assistants' Delegations at the Association of Municipalities of Ontario (AMO) 2013 Annual Conference.

TO ALL AMO DELEGATES:

To meet with a Minister or Parliamentary Assistant, please submit an online form. Please use only one form per Ministry and include all the issues you wish to discuss that relate to that Ministry.

Include the name of a contact person who is knowledgeable about the issue and available to respond to ministry inquiries within one business day. If staff will be on vacation, please be sure to provide an alternate contact.

To make the most of the delegation time available (delegations usually run 15 minutes), please ask to discuss your issue only with the Minister or Parliamentary Assistant responsible for that issue.

Note: Not all Ministers and Parliamentary Assistants will be accepting delegations.

To expedite your request, please complete the online form. Please do not contact your MPP or individual Ministers' Offices to request a delegation.

The DEADLINE to submit requests is Friday, July 12, 2013.

Municipalities will be contacted by the respective Ministries about their requests and, if applicable, the meeting time and location, approximately one week before the Conference.

Contact

Suzan Krepostman
Municipal Programs & Education Branch
suzan.krepostman@ontario.ca
T 416.585.6280

Links

[Municipal Delegation Request Online Form](#)

- Advocacy**
- [Economic Development](#)
- [Energy](#)
- [Finance](#)
- [Housing](#)
- [Infrastructure](#)
- [Labour](#)
- [Planning](#)
- [Risk Management](#)
- [Social Services](#)

- About Us**
- [Accessibility](#)
- [AMOMobile app](#)
- [Annual Report](#)
- [Awards](#)
- [Board of Directors](#)
- [By-Law](#)
- [Careers](#)
- [Contact Us](#)
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- Related Sites**
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- [Gas Tax at Work](#)
- [LAS](#)
- [MEPCO](#)
- [NOMA](#)
- [OMKN](#)
- [OSUM](#)
- [ROMA](#)

Municipal Delegation Request Form

Association of Municipalities of Ontario (AMO) Conference
Sunday, August 18 to Tuesday, August 20, 2013

The Westin Ottawa Hotel
Ottawa, Ontario

PLEASE NOTE: This form works with Internet Explorer 8.0 or below. If you are making multiple requests, refresh the page after each request. Do not use the 'Back' button.



Preferred Date for Delegation:

REQUIRED

Municipality:

REQUIRED

Ministry you would like to meet with:

REQUIRED

Issue(s) Proposed for Discussion:
(Include all issues related to the selected Ministry)

REQUIRED

Description of Issue / Background:

REQUIRED

Member(s) of Municipal Delegation to Attend *(please provide full names and titles):*

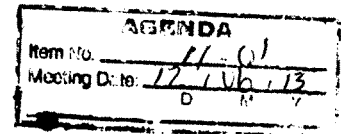
Contact Person - name, telephone and fax number. *(This*

AGENDA	
Item No.	10-01
Meeting Date	12-10-13
	D M Y

AGENDA ITEM #10-01:

Trailer Park By-law and Lease Agreement was tabled to have been brought back for this Meeting from the May 22nd, 2013 Regular Council Meeting:

By-law and Lease Agreement requires further review and will be brought back at a later date.



THUNDER BAY DISTRICT HEALTH UNIT

MINUTES OF MEETING: BOARD OF HEALTH

DATE: APRIL 17, 2013

TIME: 1:05 P.M.

PLACE: BOARD ROOM

CHAIR: MS. MARIA HARDING

BOARD MEMBERS PRESENT:

Mr. J. Daiter
Mr. T. Fox
Mr. N. Gale
Ms. M. Harding
Mr. B. Kamphof
Mr. J. Masters
Ms. B. Metzler
Ms. D. Robinson
Mr. A. Ruberto
Ms. L. Turk
Mr. J. Virdiramo

ADMINISTRATION PRESENT:

Mr. D. Heath, Chief Executive Officer
Dr. D. Williams, Medical Officer of Health
Dr. J. DeMille, Associate Medical Officer of Health
Mr. K. Allan, Director – Health Protection
Ms. G. Daniels, Manager – Finance & Strategic Quality Initiatives
Ms. B. Moro, Executive Assistant to the Medical Officer of Health and Chief Executive Officer and Secretary to the Board of Health

REGRETS:

Ms. C. Bryson

GUEST:

Mr. D. Kubinec, Partner – BDO Dunwoody
Mr. J. Chiodo, Manager – BDO Dunwoody

VIA TELECONFERENCE:

Ms. G. Garbutt

The Chair called the meeting to order at 1:05 p.m.

CALL TO ORDER

1. ATTENDANCE AND ANNOUNCEMENTS

Dr. Janet DeMille, Associate Medical Officer of Health introduced Ms. Jodie Murphy, Manager – Healthy Families, who is new to the Health Promotion.

1. ATTENDANCE AND ANNOUNCEMENTS (Continued)

Staff Appreciation Event to be held on Tuesday, May 14, 2013 at the Victoria Inn.
Please RSVP to Ms. Moro.

2. DECLARATIONS OF PECUNIARY INTEREST

There were no declarations of pecuniary interest.

3. AGENDA APPROVAL

Resolution No.: 30 – 2013

MOVED BY: Ms. D. Robinson
SECONDED BY: Mr. T. Fox

THAT the Agenda for the Regular Board of Health Meeting to be held on April 17, 2013, be approved.

CARRIED

4. INFORMATION SESSION

There is no information session for this meeting.

5. MINUTES OF THE PREVIOUS MEETINGS

5.1 Thunder Bay District Board of Health

The Minutes of the Thunder Bay District Board of Health Meeting held on March 20, 2013, to be approved.

Resolution No.: 31 – 2013

MOVED BY: Ms. B. Metzler
SECONDED BY: Ms. D. Robinson

THAT the Minutes of the Thunder Bay District Board of Health Meetings held on March 20, 2013, be approved.

CARRIED

6. MATTERS ARISING FROM THE MINUTES

There were no matters arising from the Minutes.

7. BOARD OF HEALTH (CLOSED SESSION) MEETING

The Board of Health (Closed Session) meeting will be held following the discussion on the 2012 Audited Finance Statements.

8. DECISIONS OF THE BOARD

8.1 2012 Audited Financial Statements

The Board's Auditor, will be in attendance to review draft copies of the 2012 Audited Financial Statements.

Report No. 25-2013 (Finance) relative to recommending the approval of the draft 2012 Consolidated Financial Statements for the Thunder Bay District Health Unit.

Attachment #1 to Report No. 25-2013 - Copy of the 2012 Draft Audited Financial Statements was distributed with the agenda.

A copy of the Final Report to the Board of Health for the Thunder Bay District Health Unit, dated April 17, 2013 for the year ended December 31, 2012 was distributed with the agenda.

Mr. D. Kubinec and Mr. J. Chiodo, from BDO Dunwoody, the Board's Auditors were introduced to Members of the Board.

Mr. D. Kubinec, the Board's Auditor, reviewed the Audit and responded to questions.

Resolution No.: 33 – 2013

MOVED BY: Mr. J. Virdiramo
SECONDED BY: Mr. J. MacEachern

THAT the Board of Health move into closed session relative to receiving information relative to the security of the property of the local board.

CARRIED

8. DECISIONS OF THE BOARD (Continued)

8.1 2012 Audited Financial Statements (Continued)

The Board moved into Closed Session at 1:22 p.m.

The following members of Administration left the meeting room:

- Mr. D. Heath, Chief Executive Officer
- Dr. D. Williams, Medical Officer of Health
- Dr. J. DeMille, Associate Medical Officer of Health
- Mr. K. Allan, Director – Health Protection
- Ms. B. Moro, Executive Assistant

Ms. G. Garbutt's telephone call was disconnected.

At 1:36 p.m. the Board returned to open session.

Administration, noted above, returned to the meeting room.

Ms. G. Garbutt was dialed back into the meeting.

Mr. W. Maute, Senior Finance Officer reviewed the Report No. 25 – 2013 and the Draft Financial Statements with the Board of Health and responded to questions.

Resolution No.: 32 – 2013

MOVED BY: Mr. J. Daiter
SECONDED BY: Ms. B. Metzler

THAT with respect to Report No. 25-2013 (Finance) of the Thunder Bay District Health Unit for the year ending December 31, 2011, be approved, as presented.

CARRIED

The Board was reminded to return the Draft Financial Audited Statements.

8.2 Shared Library Services Partnership

Report No. 26-2013 (Finance & Strategic Quality Initiatives) relative to providing the Board of Health with the Shared Library Services Partnership budget for submission to the Ontario Agency for Health Protection and Promotion.

Attachment 1 – Shared Library Services Partnership Summary Budget

8.0 DECISIONS OF THE BOARD (Continued)

8.2 Shared Library Services Partnership

Resolution No.: 35 – 2013

MOVED BY: Ms. B. Metzler
SECONDED BY: Mr. J. MacEachern

THAT with respect to Report No. 26 – 2012 (Finance & Strategic Quality Initiatives), we recommend that:

- The Transfer Payment Agreement to continue the Shared Library Services Partnership (hub library) at the Thunder Bay District Health Unit (TBDHU), with funding totaling \$110,000 for the period April 1, 2013 to March 31, 2014 be approved for submission to the Ontario Agency for Health Protection and Promotion; and
- The Chief Executive Officer and Manager of Finance & Strategic Quality Initiatives be authorized to complete any administrative requirements of the submission process, as required.

CARRIED

8.3 Healthy Babies Healthy Children Program Budget

Report No. 28 – 2013 (Healthy Babies Healthy Children) relative to providing the Board of Health with the proposed 2013 Healthy Babies Healthy Children (HBHC) Program Budget distributed by email to the Board on Friday, April 12, 2013 and placed on the desks.

Resolution No.: 36 – 2013

MOVED BY: Mr. B. Kamphof
SECONDED BY: Mr. A. Ruberto

THAT with respect to Report No. 28-2013 (Healthy Babies Healthy Children), we recommend that:

- The Healthy Babies Healthy Children program budget for January 1 to December 31, 2013 be approved at \$1,146,335 for submission to the Ministry of Children and Youth Services;

8.0 DECISIONS OF THE BOARD (Continued)

8.3 Healthy Babies Healthy Children Program Budget

- The base program staffing be set at 14.0 full time equivalents; and
- The Chief Executive Officer and Manager of Finance & Strategic Quality Initiatives be authorized to complete any administrative requirements of the budget submission process, as required.

CARRIED

8.3 May 2013 Board of Health Meeting

Resolution No.: 36(A) – 2013

MOVED BY: Mr. J. Masters
SECONDED BY: Mr. A. Ruberto

THAT the May 2013 Board of Health meeting originally scheduled for Wednesday, May 15, 2013 at 1:00 p.m. be rescheduled for Tuesday, May 14, 2013 at 1:00 p.m.

CARRIED

It was the consensus of the Board that a lunch will be provided for the Board on that date.

9. COMMUNICATIONS FOR INFORMATION

9.1 Board of Health Meeting Expenses

Report No. 24 – 2013 (Finance & Strategic Quality Initiatives) relative to providing an update to the Board of Health on its recurring meeting expenses administratively approved by the Chief Executive Officer, for information.

Attachment 1 – Board of Health Meeting Expenses

9. COMMUNICATIONS FOR INFORMATION (Continued)

9.2 2012 Legal Expenditures

Report No. 29-2013 (Chief Executive Officer) relative to providing the Board of Health with information regarding legal fees incurred in 2012, for information.

9.3 Accountability Agreement Performance Indicators
– Fourth Quarter Report

Report No. 27 – 2013 (Finance) relative to providing an Interim Report for the Accountability Agreement Performance Indicators for the period ended December 31, 2012, for information.

9.4 Healthy Child Development Program Integration

Memorandum from Mr. D. Heath, Chief Executive Officer, dated April 17, 2013, relative to the above noted.

9.5 March Board of Health Meeting Evaluation Results

A copy of the evaluation results from the March 20, 2013 Board of Health meeting, for information.

9.6 The Ontario Public Health Conference
April 3 to 5, 2013 – Toronto, Ontario

An overview of the above noted conference to be provided by the Chair of the Board.

A report by Ms. M. Harding, Chair, who attended the conference was placed on the desks.

10. NEXT MEETING

The next meeting will be held on Tuesday, May 14, 2013.

11. ADJOURNMENT

Resolution No.: 37 - 2013

MOVED BY: Mr. J. Daiter
SECONDED BY: Mr. T. Fox

THAT the Board of Health meeting held on April 17, 2013,
be adjourned at 2:35 p.m.

CHAIR

Chair, Board of Health

Chief Executive Officer

Recording Secretary

MANITOUWADGE MUNICIPAL HOUSING CORPORATION

MINUTES OF THE MEETING OF THE BOARD OF DIRECTORS

April 15, 2013

AGENDA		
Item No.:	11-02	
Meeting Date:	17	11
	D	M
		Y
		13

1. The meeting was called to order at 6:30p.m. (Resolution No. 13-484)

2. In attendance:

Kristine Costigan	Chairperson
Helen Williams	Secretary
Lisa Jomphe	Vice Chairperson
Connie Hunter	Director
Sheldon Plummer	Director

RECEIVED

MAY 30 2013

THE CORPORATION OF THE
TOWNSHIP OF MANITOUWADGE

Rita Aguiar	Property Manager
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Absent:

Natalie Labbee	Director
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3. The Board reviewed the Confidentiality and Conflict of Interest policies. Kristine Costigan declared a Conflict of Interest in regards to bullet #5 under Board Discussions.

4. The minutes and resolutions of the meeting held on Thursday, March 21st, 2013 were reviewed by the Board and accepted. (Resolution No. 13-485)

5. **Property Manager's Report:**

We had 0 Move Outs and we have 3 scheduled move outs. We had 2 Move Ins and 1 Scheduled Move In. We have 2 vacancies as of April 15th, 2013. There is \$1549.00 in outstanding rent for the month of March and our O/S receivables are \$5230.72.

6. **Vacant Unit Report:**

The Vacant Unit Report was provided to the Board.

7. **Tenant Request:**

The Board was given an update on 17BO and 22BO/17-6.

8. **Board Discussion:**

- The Auditors Report and the Audited Financial Statements for MMHC for the Year End December 31st, 2013 prepared by Grant Thornton LLP were reviewed by the Board and accepted. (Resolution No, 13-486)
- The Board reviewed the MKT Rent Analysis Tender and they will be working with Ray Whybourne Inc. on this project. The Property Manager to send an e-mail with final objective so that a final tender can be approved.
- The Board entered into closed session at 7:39 p.m. (Resolution No. 13-487)
- The Board re-entered into open session at 8:42 p.m. (Resolution No. 13-488)

- The Board regrettably accepted the resignation letter from Lise Lafreniere and Kristine Costigan has decided to stay as the Chairperson and Lisa Whiteway will continue as Vice-Chairperson.
- The Maintenance Person discussion was tabled.
- The Board training for Saturday, April 27th, 2013 was confirmed.
- The letters received from TBDSSAB in regards to our Representative and retro active Target reduction was provided to the Board.
- The MMHC Board approved the ThyssenKrupp Elevator quote to remove the existing circuit boards in the amount of \$20,861.00 plus HST based on the proposal # NO. NBQ2628. (Resolution No. 13-489)
- The Property Manager updated the Township in regards to a bill that was issued in regards to 84 Huron Walk for water usage in 2012, The Board asked that the Property Manager wait for a response from Cecile in regards and that if a resolution was not provided before the next Board meeting that the issue would be brought before council.
- The Board was informed on the recent ergonomist review and they will look at office furniture in the near future.
- The MMHC approved that the Property Manager will be following the New Municipal Office Summer Hours.
- The Budget “year to date” figures for March/2013 was presented to the Board members for review.
- The Bank Reconciliation for March/2013 was reviewed and signed by the Chairperson.

9. **Disbursements:**

Disbursement Sheet #13-03 from March 22nd, to April 15th, 2013 in the amount of \$82,673.84 was reviewed by the Board and accepted. (Resolution No. 13-490)

10. **Correspondence:**

The Board reviewed the Correspondence received from March 22nd, 2013 to April 15th, 2013.

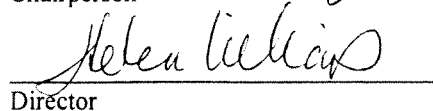
11. **Next Meeting:**

The next regular meeting will be held on Tuesday, May 21st, 2013 at 6:30 p.m. in the Common Room at Lakeview Terrace, 84 Huron Walk.

12. **Adjournment:**

The meeting was adjourned at 9:43p.m. (Resolution No. 12-491)


Chairperson


Director

MANITOUWADGE MUNICIPAL HOUSING CORPORATION

MINUTES OF THE MEETING OF THE BOARD OF DIRECTORS

April 27, 2013

1. The meeting was called to order at 4:34p.m.
2. In attendance:

Kristine Costigan	Chairperson
Helen Williams	Secretary
Lisa Jomphe	Vice Chairperson
Connie Hunter	Director
Sheldon Plummer	Director

Rita Aguiar	Property Manager
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Absent:

Natalie Labbee	Director
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3. **Board Discussion:**

- The MMHC Board of directors present agreed that Kristine would send an urgent e-mail to Kathleen Scherban requesting An immediate decision from TBDSSAB regarding the “legislated” HSA conflict of interest policy regarding Board members Kristine Costigan and Natalie Labbee.
- It was also discussed that the Board will convene a committee consisting of Helen, Connie, Sheldon, Lisa and Kristine to investigate a complaint of Harassment which the Board will follow the procedure as per the MMHC Harassment Policy to the best of their ability.

4. **Adjournment:**

The meeting was adjourned at 6:24 p.m.



 Chairperson



 Director



The Corporation of the
Township of White River

Northeastern Superior Mayors Group Meeting

Monday, May 6, 2013

Town Council Chambers
102 Durham Street, White River

11:00 a.m.

AGENDA	
Item No.	11-03
Meeting Date	12, 10, 13
	D M Y

MINUTES

(1) CALL TO ORDER & NOTE MEMBERS PRESENT

Mayor Bazzoni called the meeting to order at 11: 06 a.m.

Present:

Mayor Linda Nowicki, Municipality of Wawa
Mayor Louise Perrier, Township of Dubreuilville
Mayor Morley Forster, Township of Hornepayne
Mayor Angelo Bazzoni, Mayor, Township of White River
Marilyn Parent-Lethbridge, CAO/Clerk, Township of White River
Mayor John MacEachern, Township of Manitouwadge
Mayor André Byham, Township of Chapleau
Maggie Culhane, NESMG Project Coordinator

Regrets: Shelley Casey, CAO, Dubreuilville
Susan Smith, Clerk, Township of Hornepayne
Cecile Kerster, Town Manager, Township of Manitouwadge
Allan Pellow, CAO/Clerk, Township of Chapleau

Guests: Guy Pelletier, MNDMF, Wawa
Joël Lafrance, MNDMF, Chapleau
Lisa McHugh, FedNor

Media: None.

(2) REVIEW OF ADDENDUM & APPROVAL OF AGENDA

Moved by: Mayor Forster

R. Verbal

Seconded by: Mayor MacEachern

RESOLVED THAT the Agenda for the Northeastern Superior Mayors Group scheduled for Monday, May 6, 2013, be approved, as presented.

CARRIED.

(3) **ANNOUNCEMENTS**

Mayor Byham has two announcements: First, a job fair will be held in Chapleau on Wednesday May 8th. There will be over 20 participants and the fair is geared towards both students and adults. Second, Chapleau is having there Relay for Life in June, the organizers asked Mayor Byham if he would give a verbal invitation to all communities, and if anyone has any questions they can contact Gisele Barlow, Co-ordinator at 705-864-2057.

(4) **DECLARATION OF PECUNIARY INTEREST AND THE GENERAL NATURE THEREOF**

None.

(5) **APPROVAL OF MINUTES**

5.1 April 8, 2012 – Wawa

Moved by: Mayor Nowicki

R. Verbal

Seconded by: Mayor Perrier

RESOLVED THAT the Minutes of the Northeastern Superior Mayors Group meeting, held Monday, April 8, 2012 in Wawa be approved, as presented.

CARRIED.

Action:

Obtain signatures and file Minutes.

(6) **DELEGATIONS AND VISITORS**

6.1 Municipal Responsibilities under Ontario One Call Legislation – Jeff Hitchcock, Northeastern Ontario Representative for Member Recruitment, Ontario One Call (Call-In)

Mr. Hitchcock is here to discuss the municipal responsibilities under the new Ontario One Call Act recently passed by the Ontario government.

The new One Call Act has now required municipalities and other underground infrastructure owners to become members of Ontario One Call. One Call will now be a 'one stop shop', where excavators can call and receive an aggregation of information on the underground infrastructure in the area of the dig.

In order for this system to function One Call will need to know what underground infrastructure municipalities have, roughly where it is and how each municipality is to be contacted.

Municipalities will notify One Call of their municipal boundaries and with any excavation that occurs within those boundaries, the municipality will be notified.

A contractor will call One Call with the location of where he is excavating. One Call will be able to then contact those with infrastructure in that area, this includes municipalities and companies including Bell and Algoma Power. Then these companies and the

Municipality will be able to get in touch with the contractor and give them a more detailed description of where the infrastructure is located.

Thus, One Call will require some rough details of where infrastructure is located from the municipalities. However, some municipalities have just submitted their municipal boundaries to One Call, and they will receive a call for any work occurring within those boundaries. Each municipality is only responsible for the infrastructure they own.

Municipalities are required to become members by June 2014. The earliest municipalities would have to pay for the One Call service would be in 2015. However, members will only begin to be charged after they reach 400 calls. Thus, for smaller communities who will receive less than 400 calls, they will not have to pay.

It was noted that Dubreuilville has a unique situation with their infrastructure, because it was provided by Dubreuilville Forest Products. Dubreuilville will have to talk with Ontario One Call at a later date.

The Ontario One Call number is 1-800-400-2255

(7) **OLD BUSINESS**

7.1 Outstanding Listing

Item number 7, regarding the Terrace Bay Pulp mill, is to be removed from the list.

There was discussion on item number 4, regarding the Northern Ontario Grow North Plan. There have been talks regarding the Grow North Plan among the mayors of the five urban centers of the North and some Ministers. The Mayors Group would like an invitation to any discussions regarding our area which was defined as an economic development area in the Plan. The Mayors Group would like to write a letter regarding an invitation to these talks. Mayor Nowicki noted that she would like a hand in writing the letter.

Moved by: Mayor Perrier

R. Verbal

Seconded by: Mayor Nowicki

RESOLVED THAT the Mayor Group send a letter in regards to representation on the discussion of our regional economic development area.

CARRIED.

There was also discussion on item number 3, regarding Local Airports. This issue is becoming more prevalent as we try to bring mining and forestry back in the region. Before, the Group tried to go after ACAP funding. An alternate idea would be to try to get funding for one airport before we try for five airports. So we could do a study to discuss feasibility to Marathon or Wawa or another community.

One possibility was noted of going through one of Marathon's studies because they are going through the community planning process because another mine is closing.

Mayor MacEachern notes a study has been completed before on this issue.

Mayor Perrier suggested the Group approached Bearskin, but that would require a business plan.

A study on the feasibility and options of an airport expansion in the area was proposed. It was noted that the municipalities may not want to use their own money for this study, so maybe NOHFC or the mines would be interested.

Mayor MacEachern discussed the study previously completed on this issue. It stated that three communities would have to give \$25 000, to keep a communal airport open. That was a private study. The big issue was that these communities would have to take a part of the liability.

Mayors Bazzoni and Nowicki will work with Marathon Mayor Rick Dumas on this issues and come back to the Group with more information.

Lastly there was a short discussion on item number 14, Regional Tourism and Snowmobiling. Mayor Forster noted that we need to engage in the executive of these snowmobile clubs, and former clubs, because the communities only want to support this project and not lead it.

Both Dubreuilville and White River are ready to go, whenever the meeting on regional snowmobiling occurs. Mayor Foster noted that Hornepayne is a very active club, so they would be interested as well.

Action:

Mayors Group to compose a letter regarding their participation in the Grow North Plan talks regarding our area. Mayors Bazzoni and Nowicki will work with the Mayor of Marathon on the issue of local airports, and return to the Group with more information.

7.2 Correspondence

7.2.1 Scheduling Meeting with Louise Paquette of the Northeast LHIN

The week of July 8th was the offered date to meet with Ms. Paquette in Wawa. The Mayors discussed possible meeting times but due to multiple scheduling conflicts the Mayors cannot have a July meeting. September is the next available time. The Project Coordinator to respond with alternate dates.

Mayor Bazzoni mentioned that this is a case where a Regional Tourism Calendar would be useful. To organize these types of events and festivals that each of our communities has each year. G. Pelletier mentioned that he is working with J. Lafrance and D. Friyia on a Tourism strategy and will most likely have a presentation ready for the next meeting.

Action:

Project Coordinator to attain alternate dates for meeting with Louise Paquette, in September.

7.2.2 Letter to Bob Thorpe of the Office of the Fire Marshall – Local Training Opportunities

Action:

Project Coordinator to follow up with Mr. Thorpe if no response.

7.3 Update on Asset Management Plan RFP (Chapleau)

Mayor Byham did not have the details but he noted that four proposals were received in response to the RFP. The CAOs are reviewing each proposal as we speak. Mayor Byham also noted that the price range is very wide varying from around \$60,000 to

over \$100,000. The CAOs will be passing the information along soon. One of the proposals is from KPMG, who Mayor Nowicki noted is very familiar with our communities.

(8) **NEW BUSINESS**

8.1 NOHFC Infrastructure and Community Development Program Enhancement (G. Pelletier)

G. Pelletier wanted to discuss the enhancement of NOHFC's Infrastructure and Community Development Program. It is the same program but enhanced for smaller communities, and with more of a focus on partnerships. Municipalities will be eligible to apply in a partnership for 50% of the project costs up to \$50, 000. For those communities with populations of 20, 000 people or less, they can receive up to 75% of the cost of the project, up to \$50,000.

Eligible projects include: labour force development, population strategies, capacity building, training requirements, sector-based research projects, business retention and attraction strategies, infrastructure requirement studies, development of economic development plans, and other regional non-capital projects which align with the Growth Plan and the existing and emerging priority sectors.

Municipalities must apply in a partnership of two or more and the partner needs to be another municipality or a First Nation. In-kind can count towards project cost, probably about 10 to 15 percent. Applications to the program are decided on a case by case basis.

Mayor Forster asked if we able to piggy back to supplement the money they have already gotten for Asset Management Plans? G. Pelletier noted that this would not work because you must apply before the project starts.

With NOHFC covering 75% the projects costs and in-kind covering 15% there will still be 10% of the projects costs that the community will be responsible for.

The Mayors inquired about possible private participation within this program as well. G. Pelletier noted that it is generally not-for-profits and "industries as appropriate".

L. McHugh noted that she is currently working on a study with FedNor to see if under certain circumstances FedNor can cover 100% of the project costs for our communities.

8.2 Sharing Water Services Study – NOHFC Response

NOHFC would like to see more of an economic impact from our Water Services Study. G. Pelletier suggests we tweak the application and appeal the decision.

Mayor Bazzoni thinks it's of great importance. We will need these shared services.

Moved by: Mayor Bazzoni

R. Verbal

Seconded by: Mayor Perrier

RESOLVED THAT the Mayors Group authorize D. Friyia to write appeal letter, to be reviewed by Mayors Group before sending.

NORTHEASTERN SUPERIOR MAYORS GROUP AGENDA – MONDAY, MAY 6, 2013

Seconded by: Mayor Forster

RESOLVED THAT the meeting close at 1:24 p.m.

CARRIED.

ANGELO BAZZONI, MAYOR
TOWNSHIP OF WHITE RIVER

MAGGIE CULHANE
PROJECT COORDINATOR, NESMG

6-May-2013

AGENDA	
Item No.	11-04
Meeting Date:	12 / 06 / 13
	D M Y

MANITOUWADGE PUBLIC LIBRARY BOARD

A regular meeting of the Library Board was held in the Community Centre meeting room on Tuesday May 7th, 2013

Called to order at 6:30pm

Chairperson: Lise Lafrenière

Membres: Sue Partridge, Lisa Jomphe, Connie Hunter, Cécile Lafrenière
Ray Lelièvre

CEO/ secretary: Janis Lamothe

No declarations of interest at this time

#19-13

Moved by: Sue Partridge
Seconded by: Cecile Lafrenière

that the agenda for tonight's meeting and the minutes from the April 2nd, 2013 meeting be adopted as distributed.

Carried

4. Business from the minutes:

- 01 The CEO brought a copy of the proposed Budget to the Board and will be presenting it to Council on May 13th, 2013.
- 02 The CEO has advertised for a Summer Programmer. It was suggested that she approach another source for possible funding.

5. Financial Report

Deposits for April = \$3377.48

01 The CEO presented the Board with the revenues and bills since their last meeting, and they passed the following Motions:

#20-13

Moved by: Lisa Jomphe

Seconded by: Connie Hunter

that the Board approves the check to the Township of Manitouwadge for funds generated in the Library since March 4, 2013, in the amount of \$3,484.84.

Carried

#21-13

Moved by: Cecile Lafrenière

Seconded by: Sue Partridge

that the Board approves the bills submitted to the office for payment since our last meeting, in the amount of \$13336.88

Carried.

6. Correspondence

***Check from SOLS (connectivity \$271.02)**

***Check from OLA (Final CAP for March wages
\$1,731.99)**

***Check from Manroc (Donation \$1,000.00)**

7. CEO's Report

Circulation for April	= 1531
Web Access April	= 219
Facebook	6 people left comments

8. New Business

- 01 The CEO presented the Board with the Finance Policy. It is to be brought back to the next meeting.
- 02 The CEO reminded the Board that she will be away next week for a Networking Meeting in Thunder Bay.

9. Business from the floor.

#22-13

Moved by: Ray Lelièvre

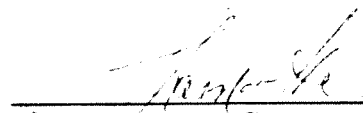
Seconded by: Sue Partridge

that we adjourn at 7:15 pm., till Tuesday June 4th, 2013, at 6:30 pm.

Carried.



Chairperson



Secretary

