

Administration Report

April to June 2020 (Q2/20)



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Message from the Chief Administrative Officer

July 6, 2020

The second quarter was dominated by Covid-19 with implications for our operations and service delivery. The Community Emergency Control Group met several times to review changing directives from the health unit and Province. Reports were presented to Council on cost containment measures and service resumption. With recent hot temperatures, residents have enjoyed our beaches with public washrooms open daily. We await further direction regarding resumption of other services and larger events.

Despite the pandemic, staff have continued work on other important matters, undertaking numerous by-law and policy reviews and ensuring large capital items were tendered and awarded.

This summer, Powers Road will be prepared for double surface treatment next year and all the Township roads in Lacroix Bay will be completed. This area was severely impacted by flooding in 2019 and the project is funded from the Municipal Disaster Recovery Assistance Program, federal Gas Tax Fund, and Ontario Community Infrastructure Funding. Several gravel roads will see additional material as well.

I assumed in June the Presidency of the Association of Municipal Managers, Clerks & Treasurers of Ontario (AMCTO). It is an honour to represent an organization of more than 2100 members focused on fostering, promoting and sustaining excellence in municipal management and administration. I wholeheartedly share the values of AMCTO, which are service to the community, support to elected officials, and service to the municipal profession. Thank you to Whitewater Region for supporting me in this endeavour.

Looking ahead to the fall, we are reaching the mid-point of this term of council. Work will commence on the 2021 budget with important deliberations to follow centered on necessary infrastructure investment and asset management.

I would like to wish Darwin Peever a happy retirement after more than 40 years of dedicated service. We welcome Andrew McLeese as a full-time Driver/Operator.

In closing, I want to thank all staff for their work and dedication. I wish everyone a safe summer!



Robert Tremblay
Chief Administrative Officer

Development & Planning

Development & Planning includes severances, site plans, zoning and official plan matters, as well as Economic Development & Tourism. Ivan Burton serves as Planner/Economic Development Officer.

Planning

- A total of 5 Consents, 3 Zoning By-law Amendments, 4 Minor Variances and 1 Site Plan Control application were considered by Council and 23 compliance reports were issued.
- Two Septic System Improvement Grants were approved for 554 Sullivan Street and 7 Hannah Street (\$14,572.99 of the budgeted \$25,000 has been committed).
- A Tower Licence Agreement was approved and executed with North Renfrew Telephone Company Limited for their installations on the Cobden Water Tower.
- Direction was provided regarding Mulloy Bay Subdivision (Development Agreement).
- The Comprehensive Zoning By-law Review Work Program was accepted by Council. The Summer Planning Student, Nicole Moore, is currently working on this review.
- The Water and Wastewater Rate Study was received by Council. This study will help inform Council decisions during annual budget deliberations.
- The Development Charges Background Study was received by Council.
- The Village and Hamlet Growth Study: Preliminary Findings were received by Council.
- Responded to approximately 100 general inquiries relating to zoning, setbacks, applications, approval processes, etc.

Economic Development

- Funding submission for the 2020 Rural Economic Development (RED) Program for the preparation of a Business Retention and Expansion Program (BR+E) has been denied. Staff will investigate other means of achieving such a program.
- The Township moved forward with the purchase of 11 vintage design benches with an estimated delivery date of mid-July. Former streetscaping furniture, including benches, planters and garbage receptacles were relocated to main street Cobden.
- An Expression of Support was issued to Enbridge Gas Distribution for their submission to the Provincial Ministry of Energy, Northern Development and Mines for the Natural Gas Expansion Support Program. Staff provided a list of potential expansion areas.

Tourism

- The Planner/EDP submitted an email to the Senior Policy Advisor & Manager of Stakeholder Relations for the Ministry of the Environment, Conversation and Parks relating to the potential day-use access to the Ottawa River Provincial Park.
- The Tourist Booth opening was delayed and subsequent closure for the 2020 season was approved by Council due to Covid-19 to keep volunteers safe. Pamphlets and flyers are available at the lobby of the Township Office.



Figure 1-Westmeath Lookout

Environmental Services

The Environmental Services Division is led by Steve Hodson, Superintendent. The Division is responsible for drainage, utilities, waste & wastewater, as well as waste management, including recycling and curbside pickup. The division is part of Public Works managed by Lane Cleroux and also assists with facility management.

Drainage

- Robinson Consultants have been in the area examining and collecting information on the Township's Municipal Drains.

Utilities

- The Broader Public Sector (BPS) annual energy reporting is completed and submitted to the Ontario Ministry of Energy. This reporting provides the Province with the annual energy consumption of municipal properties & facilities respective to electrical and heating fuels.

Water & Wastewater

- Cement block installation continues at the Cobden Wastewater Treatment Plant throughout Q2.
- Cobden WWTP upgrades contractor expenditures totaled \$6,507,964.80 as of June 30, 2020 leaving \$4,472,035.20 to be completed. There have been 23 change orders to date, totaling 297,921.54.
- A Notification of Non-Compliance for the Cobden Wastewater Treatment Plant was issued to the Ministry of Environment, Conservation & Parks (MECP) Spills Action Centre by the Township's Accredited Operating Authority (Ontario Clean Water Agency) during Q2. The notification was for an E-coli exceedance in the treated effluent. An increase in Sodium Hypochlorite dosage was executed to remedy the situation.
- Watermain break repairs occurred on Jason Street in Cobden.
- Fire Hydrants have been painted in Cobden.
- During the period of exceptionally hot dry weather in May, OCWA informed the Township of their concern with increased pressure on the Beachburg Drinking Water System as many residents choose to water lawns and gardens throughout daytime hours. OCWA approached eight Beachburg residences in May and respectfully asked them to cease watering during the day.
- The Township was notified that the ICIP – Green Infrastructure Stream Intake 1 grant application for the renewal and optimization of Beachburg Water Treatment Plant was unsuccessful.



Figure 2-Painted Fire Hydrant

Waste Management

- The Ross Landfill was closed to the public for an extended period (March 21 – May 20) during the Covid-19 Pandemic. Curbside collection of recyclables and waste continued as normal. Contracts/businesses and farms were granted access (by appointment only) to the landfill during this period.
- Ross Landfill gate lock was changed to a new key.
- Two leaf & yard waste events were held at the Ross Landfill during the month of May for residents. Hours were 11:00 am – 7:00 pm. Both days were well attended.
- The scheduled May 23rd Hazardous Waste Event was cancelled due to the pandemic. The department is seeking an alternative date for the spring/summer but Buckham Transport is booked up. There is a fall event scheduled in September.
- A tractor trailer load of scrap tires was removed from the Ross Landfill in late May.
- The annual Blue Box Datacall was completed and submitted to the Resource Productivity & Recovery Authority (RPRA). This information determines the program funding the Township will receive.
- Internet service was reintroduced at the Ross Landfill Site to allow on-site office work.
- The Terex 255 hydraulic excavator (originally purchased in 2006) was placed out of commission at the beginning of June. Several issues plague the machine but a serious hydraulic leak at the pump caused the conclusion of service.
- Tender 2020-12 was awarded to Jim Wilson Chevrolet Buick GMC for the purchase of a 2021 Chevrolet 2500 4x4 Regular Cab.

Facility Management

- Staff reviewed flags & flag poles and created an assessment report for the 2021 budget.
- A glass partition was installed at the front counter due to Covid-19.
- The Electrical Safety Authority (ESA) inspected municipal buildings to improve electrical safety. Any electrical defects were noted for action.

General Government

General Government includes financial and legislative services under the leadership of Sean Crozier, Treasurer/Deputy CAO and Carmen Miller, Clerk. The Office of the CAO provides overall administrative management of the organization. Health & Safety and Asset Management matters are summarized in this section as well.

Financial Services

- Introduced landfill credit application, dog tag purchases and streetlight maintenance forms online in late March and early April. To date we have received 25 landfill credit applications and have sold more than 40 online dog tags.
- On April 15 the 2019 Statement of Council Remuneration was presented.
- On April 15 the 2019 Audited Financial Statements, 2019 year-ending reserve balances, and the 2020 Pembroke and Area Airport budget were presented.
- On April 15, 2020 Council approved cost containment measures presented by staff due to the Covid-19 crisis.
- On May 20, 2020 Council received reports pertaining to the status of the interim tax levy collection and the utilities collection as of April 30, 2020, accepted the Water & Wastewater Rate Study prepared by Watson & Associates, and approved the Water Financial Plan prepared by Watson & Associates.
- On May 20, 2020 Council received a report forecasting cash flow for the period of May 1 to July 31, 2020.
- Finance Clerks Debbie Ready & Sandra Moss completed Municipal Finance 101 from the Municipal Finance Officers Association.
- On June 3, 2020 Council adopted the 2020 tax rates.
- On June 17, 2020 Council agreed to add payment by credit card as an option for rate payers via Payments online.
- Electronic Fund Transfers were introduced for accounts payable and currently there are 35 vendors signed up to be paid through this method.
- On May 4, 2020 the second of six utility bills were sent out in the amount of \$259,407.60.
- On June 1, 2020 the last debenture payment was made for the Beachburg Water Treatment Plant. The debenture amount was \$171,396.30 with the first payment being June 1, 2010.
- As of June 30, the outstanding amount of the second utility bill is \$28,214.80 (10.8%) and the amount that is outstanding of the first utility bill is \$20,828.93 (7.7%). The breakdown of outstanding utility amounts per jurisdiction compared to amount billed is as follows:

- Cobden: 5.9%
 - Beachburg: 7.7%
 - Haley Townsite: 19.0%
- As of June 30, the amount of the interim tax bill that remains outstanding is \$472,361.43 (8.9%). The breakdown of outstanding current taxes in each jurisdiction is as follows:
 - Ross: 9.23%
 - Cobden: 11.61%
 - Westmeath: 8.07%
 - Beachburg: 8.74%
- We were informed by Real Tax that the nine Timminco properties that are delinquent have been vested to the Crown. It is estimated that the tax and interest write off will be \$200,000 of Whitewater Region revenue.
- A summary budget variance report as of June 30, 2020 is attached with some notes below:

General Fund Revenue

 - Taxation is showing \$0.00 as the final tax bills have not been processed.
 - Federal Gas Tax is showing at \$0.00. Full funds have been received but nothing will show until gas tax projects are paid for.
 - Administration revenue is showing as 72% outstanding as interest and penalty on late payments was not applied for two months and the transfer from reserve of \$10,000 for computer replacement has not been completed as of June 30, 2020.
 - Miscellaneous revenue is showing 75% outstanding. Only one installment of the interest on the ORPC promissory note was received. Dividends have not been received to date.
 - Arena rentals are showing low as revenue lost due to Covid-19.
 - Street Light revenue showing \$0.00 as no transfer from reserves has occurred and the original budgeted project for LED retrofit has changed due to Covid-19.
 - Sewer/Water revenue is showing 67% of revenue left to recognize as only 2 of 6 bills have been sent out as of June 30, 2020.
 - Recycling Revenue is showing 97% left to recognize as the waste collection fee will be processed with the final tax bill in August.
 - Waste Management revenue is showing below target as landfill was closed due to Covid-19 and transfer from reserves of \$110,000 has not been processed.
 - Parks are showing 100% of revenue to recognize as transfer from reserves have not been processed.
 - Drains are showing 100% of revenue to recognize as tile drain charges will be processed with the final tax bill in August.
- Total revenue is showing as 86% left to recognize, but when factoring in the interim tax levy (\$2,840,136) the amount left to be recognized is 62%.

General Fund Expenses

- Policing is showing 68% to be recognized as only four months have been billed to us and processed.
- Building Department is showing the full budgeted amount spent as these are one-time yearly subscriptions that have been processed.
- Airport is only showing 24% left to be recognized as their requisition and the contribution to Project Runway were processed.
- Recycling is showing over budget to date and Waste General is showing under budget to date. This is due to an error in splitting the pickup contract appropriately.
- Tourist Booth is under budget as the summer student position was not filled.
- Libraries are showing over budget on this report as the grant has been processed.
- Recreation is showing over budget as the amount pertains to a 2019 project that was not billed until 2020. The corresponding revenue will be pulled from reserves.
- Museum is showing over budget as the grant has been processed.
- Industrial Park is showing under budget as the work has not yet been started/billed.
- Overall, the General Fund is showing a \$2,641,356.40 deficit, however, with the interim tax levy of \$2,840,136 and transfer from reserves not yet to processed, the General Fund is in a surplus position as of June 30, 2020.

Water Fund

- Water Fund Revenue
 - Water billing charges are showing 67% left to be recognized as only 2 of 6 utility bills have been sent out as of June 30, 2020.
 - Transfer from reserves have not occurred as of June 30, 2020.
- Water Fund Expenses
 - Water Transmission is showing 97% left to be recognized as capital expenditures and transfer to reserves have not occurred as of June 30, 2020.
- Overall, the Water fund is showing a \$97,525.28 deficit; however, the third water bill has not been processed as of June 30, 2020.

Legislative Services

- Legislative student, Madison Tomassini started at the end of May. This is her second year with the Township. She will be working on records retention; she will also be assisting CBO Doug Shultz and other departments as needed.
- COVID-19 impacted legislative services. No lottery licenses were issued; no marriages were performed. Six commissions were done during the second quarter.
- Council met six times all electronically, reviewed 65 reports, and passed 16 by-laws.
- Set fine schedules were approved for the revised building and burning by-laws.
- The Integrity Commissioner's 2019 report was received for information.

Asset Management

- GIS/ Engineering Summer Student, Samantha Stewart started on June 1, 2020 and has begun collecting data on Township assets such as culverts, maintenance holes, catch basins, hydrants, curb stops, valves, and streetlights.
- The Township's geographic information system (GIS) was created and road data has been mapped and information is starting to be entered.
- Weekly discussions have occurred with Public Sector Digest regarding uploading and updating data in the asset management software.
- Sidewalk infrastructure data was reviewed and confirmed.
- A fleet inventory and policy were presented to Council, including a draft 10-year capital plan.
- Policies were developed with the Roads Superintendent and summer student for gravel, roadside brushing and drainage ditch and culvert maintenance, for presentation in September.
- The Industrial Park Water Study was received, and the non-potable water system will be decommissioned.
- Negotiations were on-going regarding corrections to the parcel boundaries with neighbouring properties at the Foresters Falls Library.

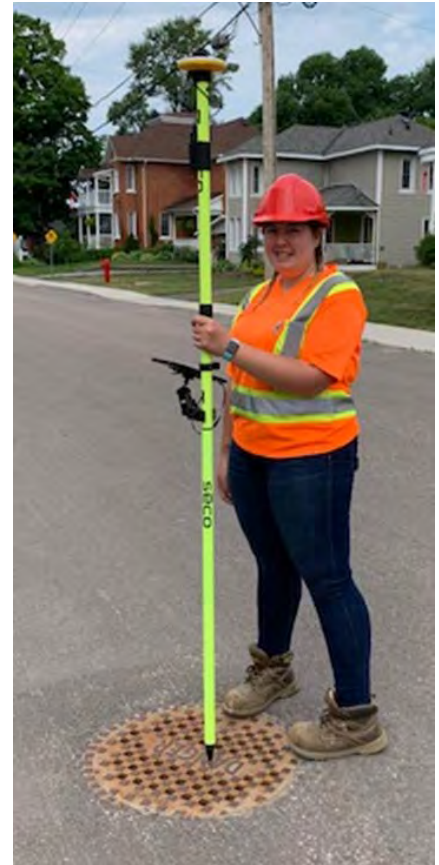


Figure 3-Summer Student Sam Stewart

Health & Safety

- One member was certified for Part 2 in June 2020.
- Two members would like to take part in Part 1 of the JHSC certification program.
- The Joint Health and Safety Committee met for Q2 meeting on May 13. Newest member is Nathan Tubby who will replace Dave Brenner when he retires.
- All new WSIB legislated Type 1 & Type 2 first aid kits have been ordered and delivered.
- Standard Operating Procedures were completed for Workplace Safety Guidelines during COVID-19 and Visitor Self-Screening Health Assessment Guidelines during COVID-19.
- Washable masks were ordered and arrived for all staff to use as necessary.
- Concerns/suggestions were brought to the CAO on re-opening the office to ensure the safety of both staff and visitors on the municipal building.

Office of the CAO

- The joint service delivery review is on-going with the Local Efficiency Group, which is comprised of the Towns of Arnprior and Renfrew and the Townships of Horton, McNab-Braeside, Greater Madawaska, Admaston-Bromley and Whitewater Region. A follow up

session on areas of potential service delivery collaboration occurred.

- Dillon Consulting is undertaking an operational review of the Parks & Recreation Department and an asset management study involving public works garages and five fire halls.
- Discussions were on-going with Scotiabank regarding a potential land donation. A public statement was issued regarding the matter in keeping with the non-disclosure agreement.
- An agreement was arrived at with an abutting landowner within the industrial park.
- Four claims under the insurance deductible were received pursuant to delegated authority. A claim for car repair due to a pothole was denied as the road repair was undertaken within the minimum maintenance standards requirements. A claim related to a sewer line backup was denied as the owner is responsible for the operation, cleaning, repairing, replacement, and maintenance of the connection from the sewer main to the building. Two claims were approved; one involved foundation damage due to a watermain break and a second related to damage caused to play equipment on private property during snow clearing operations.
- Numerous policies and by-laws are being reviewed as a team effort. Updated parking, building, animal control, and burning by-laws were presented. Policies include one dealing with flags.
- A delegation was requested for the virtual Association of Municipalities of Ontario Conference with the Ontario Minister of Infrastructure on the topic of infrastructure renewal, asset management, and re-starting the economy. A joint delegation with the Townships of Admaston-Bromley, Bonnechere Valley and North Algona Wilberforce was requested on provincial funding for the farm tax credit and Ontario Municipal Partnership Fund.

Parks & Recreation

The Parks & Recreation Department is led by Jordan Durocher, Manager. The Department is responsible for arenas, parks, boat launches, ball diamonds, beaches, and active transportation. The department works closely with community partners.

Arenas

- Due to Covid-19, spring ice was cancelled in Beachburg. Loss of facility rentals for spring ice at the Beachburg Arena totaled 37.5 hours.
- Operators undertook minor building repairs/maintenance during the spring.
- Water testing was completed at the Westmeath Arena.
- Westmeath septic replacement project began.
- The vacant Arena/Operator III position was posted and closed June 22.
- Hockey Canada followed by Hockey Eastern Ontario (HEO) released a return to hockey framework.
- The Ontario Recreation Facility Association (ORFA) released a re-entering and re-opening guideline for facilities with seven phases and 75 different procedures.
- Facility User Group Agreement was updated for the 2020/21 season.

Parks & Trails

- Covid-19 restrictions delayed park opening dates, however allowed park staff to continue with preparation of maintenance in the facilities.
- Facility maintenance and opening procedures were completed.
- Playground equipment was inspected.
- Civitan cancelled their annual park clean-up in Cobden.
- Three summer Park Attendants were hired and trained on equipment and procedures.
- All staff were included on a discussion of personal protective equipment for day-to-day operations for cleaning of facilities. Proper gloves, masks and face shields were made mandatory for the health and safety of our staff.
- Grass maintenance began early May and is ongoing.
- Re-opening of washrooms at Little Lakes took place on June 20 and washroom facilities were opened at the Tourist Booth and Beach House in Cobden on June 27.
- Signage was installed at washroom/beach facilities providing the necessary guidelines.
- Two staff (Jordan Durocher and Al Griffiths) completed their Canadian Certified Playground Inspector course through the Canadian Parks and Recreation Association (CPRA).
Re-certification is every three years.

Boat Launches & Beaches

- Muskrat boat launch drawings were developed for repairs, and tender was released.
- Boat launches re-opened to the public in May.
- Beaches re-opened and are maintained on a regular basis.
- Brush clearing at Cobden Beach was completed to provide better views of the lake.
- A new raft for Cobden Beach was purchased. Rafts at Cobden and Little Lakes were placed out for the season.
- Fishing Tournament COVID-19 guidelines were included in our booking procedures.
- There was one fishing tournament booked in June.



Figure 4-Cobden Beach



Figure 5-Little Lakes

Protective Services

Protective Services includes the Building Department led by Doug Schultz, Chief Building Official. The CBO is also responsible for animal control and by-law enforcement through contract services. The Whitewater Region Fire Department is managed by Acting Fire Chief Guy Longtin and Deputy Fire Chief Jonathan McLaren. With over 60 volunteer firefighters and five stations, the Department ensures the protection of the area with suppression, education and prevention. OPP matters are also summarized in this section and emergency measures, which are coordinated by the Manager of Public Works as the Community Emergency Management Coordinator (CEMC) and the Clerk as Alternate CEMC.

Building Services

- 103 permits have been issued in Q2 with 23 for new dwellings, 9 septic systems and 56 pools/decks/alterations/ garages, 4 agricultural, 2 commercial, and 9 demolitions.
- Total value for Q2 is \$8,142,400.
- We have started sending letters to close 2018 building permit files.
- One of building which required a tear down due to property standards has been completed, with a second outstanding which we are dealing with.

By-law Services & Animal Control

- The CBO has received more calls regarding chickens in the last month, then in the last 11 years (1 call in past 11 years.)
- We have been very busy with dog complaints and property standards complaints; I think some of this is because Covid-19.
- We may go over budget on our contract with Jim McBain due to increase in calls and complaints for property standards, dogs, and backyard chickens.
- Some pro-active enforcement is occurring for pools and trailers without permit or license.

Fire Services & Permits

- The Fire Department has been busy this second quarter. Although the stats are not ready yet and estimates predicting the call volume will be equal to or greater than that of the first quarter with a large number being grass and wildfires.
- Once the Covid-19 restrictions were relaxed, training started up again for the volunteer firefighters with training groups being limited to 10 firefighters including the instructor. The schedule has been modified to accommodate the current restrictions and to help make up for the loss of training in the first quarter.
- Although the new burning bylaw did not kick in until July 1, our new fire permit application process went online the third week of June and has been generally well received.



Figure 6-Station 4 Training

Emergency Management

- The Municipal Emergency Control Group (MECG) held 14 meetings due to COVID-19.
- Reports were presented to Council on cost containment measures and service resumption was regarding Covid-19.

Public Safety & Policing

- OPP monthly billing was delayed for February, March, and April but received in June. Monthly billing is \$91,842.

Transportation Services

The Transportation Services Division is led by Randy Buckwalt, Roads Superintendent. This area includes responsibility for fleet and roads. The division is part of Public Works managed by Lane Cleroux.

Administration & Engineering

- Tender 2020-02 was awarded to W.O. Stinson & Sons Ltd. on a 5-year term for vehicle/ equipment fleet and facility oil heating fuel.
- The gravel crushing for the 2020 gravel program was tendered and awarded to Bonnechere Excavating Inc.
- RFP 2020-14 was awarded to Jp2g Consultants Inc. to complete the engineering of Olmstead-Jeffrey Lake Road.
- Tender 2020-15 was awarded to McCrea Equipment Rentals for the reconstruction of the Lacroix Bay Area Roads.
- The Asset Management Coordinator completed a draft consolidated parking by-law for public consultation over the summer.

Fleet

- Tender 2020-04 was awarded to Elliott Farm Equipment Ltd. - Pembroke for the purchase of a Flail mower.
- The Public Works Department received delivery of the new slip-in water tank from Tender 2020-05.
- Tender 2020-06 was awarded to Brant Tractor Ltd. - Ottawa for the purchase of a 2020 John Deere 190GW wheeled excavator.

Roads

- Long-term employee of 43 years Darwin Peever retired on May 29, 2020.
- A beaver dam broke that caused some shoulder damage to Mansel Hill Road and Kohlsmith Road.
- Street and sidewalk sweeping were completed in the villages along with rural intersections.
- Spring grading was completed by Township graders and with assistance of a contracted grader.
- An emergency culvert replacement was installed on the Bromley Line due to collapse.
- Culverts on Desjardins Road, Rapid Road and Sutherland Road were replaced.



Figure 7-New Slip-in Water Tank

- Ditching and a new culvert was done on Hawthorne Road.
- Wren Drive and Morrison Drive were resurfaced with asphalt.
- Shoulder mowing has begun as of June 22.
- Calcium treatment on gravel roads is on-going.
- Gravel has been applied to Hila Road, Chaffey's Trail, Nicolai Road, and McLaughlin Road, as part of the 2020 gravel program.
- Road patching is on-going.
- Andrew McLeese was hired as Driver/Operator to fill a permanent vacancy in Public Works.



Figure 8-Newly Paved Morrison Drive

Budget Report

TOWNSHIP OF WHITEWATER REGION

Budget Variance



GL5410

Date : Jul 03, 2020

Page : 1

Time : 3:35 pm

For Period Ending 30-Jun-2020

BV Variance	2020 BUDGET VALUE	2020 ACTUAL VALUE	VARIANCE \$	VARIANCE %
1 GENERAL FUND				
Revenue				
Taxation	-5,760,057.00	0.00	5,760,057.00	-1.00
Special Charges	-25,000.00	0.00	25,000.00	-1.00
Grant in Lieu of Taxes	-58,000.00	-17,219.56	40,780.44	-0.70
Ontario Grants	-1,473,175.00	-602,811.00	870,364.00	-0.59
Federal Grants	-222,136.00	0.00	222,136.00	-1.00
Administration Revenue	-279,000.00	-77,694.04	201,305.96	-0.72
Services & Rents	-4,000.00	-3,370.00	630.00	-0.16
Miscellaneous Revenue	-70,500.00	-17,309.73	53,190.27	-0.75
Sales	-85,400.00	-13,471.75	71,928.25	-0.84
Miscellaneous Revenue	-2,000.00	0.00	2,000.00	-1.00
Arena Sales	-8,000.00	-2,238.80	5,761.20	-0.72
Arena Rentals	-448,650.00	-151,794.76	296,855.24	-0.66
Fire Department Revenue	-134,650.00	-351,102.75	-216,452.75	1.61
Emergency Measures	-3,000.00	-2,940.00	60.00	-0.02
Building Department Revenue	-80,300.00	-66,246.77	14,053.23	-0.18
Animal Control	-23,100.00	-8,662.40	14,437.60	-0.63
By-Law Enforcement	-500.00	-1,130.00	-630.00	1.26
Lottery License	-3,000.00	-165.00	2,835.00	-0.95
Planning Revenues	-50,000.00	-10,740.00	39,260.00	-0.79
Roads Revenue	-957,367.00	-4,208.19	953,158.81	-1.00
Street Light Revenue	-190,000.00	0.00	190,000.00	-1.00
Sewer/Water Revenue	-605,515.00	-200,071.23	405,443.77	-0.67
Recycling Revenue	-651,000.00	-17,639.28	633,360.72	-0.97
Waste Management Revenue	-300,000.00	-61,641.71	238,358.29	-0.79
Parks	-89,000.00	0.00	89,000.00	-1.00
Beach	-3,000.00	0.00	3,000.00	-1.00
Boat Launches	-1,000.00	-250.00	750.00	-0.75
Tourism	-5,000.00	0.00	5,000.00	-1.00
Industrial Park	-90,000.00	0.00	90,000.00	-1.00
Drains	-86,500.00	0.00	86,500.00	-1.00
Capital Revenues	-7,500.00	0.00	7,500.00	-1.00
Total Revenue	-11,716,350.00	-1,610,706.97	10,105,643.03	-0.86
Expenses				
Council	204,700.00	95,199.40	-109,500.60	-0.53
Ad-Hoc Committees	5,000.00	5,000.00	0.00	0.00
Administration	1,295,620.00	642,384.15	-653,235.85	-0.50
Administration Building	49,050.00	27,465.83	-21,584.17	-0.44
Fire Department	710,000.00	323,194.14	-386,805.86	-0.54
Policing	1,102,102.00	357,974.97	-744,127.03	-0.68
Emergency Measures	48,533.00	26,565.54	-21,967.46	-0.45
Building Administration	126,300.00	61,803.51	-64,496.49	-0.51
Building Department	750.00	771.82	21.82	0.03
Animal Control	24,258.00	7,571.22	-16,686.78	-0.69
By-Law Enforcement	25,650.00	11,235.76	-14,414.24	-0.56
Planning	243,710.00	99,348.67	-144,361.33	-0.59
Transportation	4,100,544.00	1,343,614.05	-2,756,929.95	-0.67
Street Lights	288,950.00	39,681.33	-249,268.67	-0.86
Crossing Guards	27,350.00	8,002.03	-19,347.97	-0.71
Airport	25,000.00	19,105.32	-5,894.68	-0.24
Sewer Distribution	87,450.00	17,110.55	-70,339.45	-0.80
Sewer Transmission	518,065.00	197,090.20	-320,974.80	-0.62
Recycling	339,000.00	217,567.96	-121,432.04	-0.36
Waste General	287,000.00	56,521.58	-230,478.42	-0.80
Landfill - Cobden	15,175.00	6,199.73	-8,975.27	-0.59
Landfill - Westmeath	15,225.00	3,205.36	-12,019.64	-0.79
Landfill - Ross	467,300.00	124,778.63	-342,521.37	-0.73

Budget Variance



For Period Ending 30-Jun-2020

BV Variance	2020 BUDGET VALUE	2020 ACTUAL VALUE	VARIANCE \$	VARIANCE %
1 GENERAL FUND				
Parks	484,390.00	165,062.05	-319,327.95	-0.66
Tourist Booth	23,878.00	1,509.67	-22,368.33	-0.94
Tourism	5,000.00	0.00	-5,000.00	-1.00
Arena - Cobden	276,000.00	99,717.36	-176,282.64	-0.64
Arena - Beachburg	366,550.00	78,658.25	-287,891.75	-0.79
Arena - Westmeath	147,800.00	61,711.26	-86,088.74	-0.58
Libraries	85,000.00	90,661.92	5,661.92	0.07
Recreation	0.00	12,625.07	12,625.07	0.00
Museum	15,000.00	9,216.28	-5,783.72	-0.39
Industrial Park	102,500.00	4,957.79	-97,542.21	-0.95
Drainage	180,500.00	36,551.97	-143,948.03	-0.80
Internal/External Transfers	23,000.00	0.00	-23,000.00	-1.00
Total Expenses	11,716,350.00	4,252,063.37	-7,464,286.63	-0.64
Surplus/Deficit	0.00	2,641,356.40	2,641,356.40	0.00
Total GENERAL FUND	0.00	2,641,356.40	2,641,356.40	0.00

Budget Variance



For Period Ending 30-Jun-2020

BV Variance	2020 BUDGET VALUE	2020 ACTUAL VALUE	VARIANCE \$	VARIANCE %
2 WATER FUND				
Revenue				
Water Administration	-500.00	-104.66	395.34	-0.79
Cobden User Charges	-992,520.00	-323,175.86	669,344.14	-0.67
Cobden - Capital Revenues	-294,000.00	0.00	294,000.00	-1.00
Total Revenue	-1,287,020.00	-323,280.52	963,739.48	-0.75
Expenses				
Cobden Administration	694,190.00	363,044.76	-331,145.24	-0.48
Cobden Transmission	500,270.00	16,623.81	-483,646.19	-0.97
Cobden Distribution	92,560.00	41,137.23	-51,422.77	-0.56
Total Expenses	1,287,020.00	420,805.80	-866,214.20	-0.67
Surplus/Deficit	0.00	97,525.28	97,525.28	0.00
Total WATER FUND	0.00	97,525.28	97,525.28	0.00
Total Surplus (-)/Deficit	0.00	2,738,881.68	2,738,881.68	0.00

Full-Time Staff Teams

General Government

Robert Tremblay, Chief Administrative Officer	rtremblay@whitewaterregion.ca
Carmen Miller, Municipal Clerk	cmiller@whitewaterregion.ca
Janet Collins, Asset Management Coordinator	jcollins@whitewaterregion.ca
Sean Crozier, Treasurer/Deputy CAO	scrozier@whitewaterregion.ca
Kim Peterson, Deputy Treasurer	kpeterson@whitewaterregion.ca
Marsha Hawthorne, Pay & Benefits Coordinator	mhawthorne@whitewaterregion.ca
Sandra Moss, Finance Clerk (Purchasing/AP)	smoss@whitewaterregion.ca
Debbie Ready, Finance Clerk (Recreation/AR)	dready@whitewaterregion.ca

Development & Planning

Ivan Burton, Planner/EDO	iburton@whitewaterregion.ca
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Parks & Recreation

Jordan Durocher, Manager	jdurocher@whitewaterregion.ca
Arena/Park Operator III: Al Griffiths	agriffiths@whitewaterregion.ca
Jerry McIntyre	jmcintyre@whitewaterregion.ca

Protective Services

Doug Schultz, Chief Building Official	dschultz@whitewaterregion.ca
Guy Longtin, Acting Fire Chief	glongtin@whitewaterregion.ca
Jonathan McLaren, Deputy Chief	jmclaren@whitewaterregion.ca

Public Works

Lane Cleroux, Manager	lcleroux@whitewaterregion.ca
Steve Hodson, Superintendent of Environmental Services	shodson@whitewaterregion.ca
Bill Tripp, Landfill/Facilities Operator	btripp@whitewaterregion.ca
Randy Buckwalt, Roads Superintendent	rbuckwalt@whitewaterregion.ca
Terry O'Malley, Mechanic	tomalley@whitewaterregion.ca
Driver/Operator: Derek Bennett, Roger Blaedow, Dave Brenner, Lindsay Broadhurst, Roy Church, Lucas Hewitt, Andrew McLeese, Ward Somerville, Nathan Tubby, Perry Yach, and Anthony Zadow.	