

# Administration Report

July to September 2020 (Q3/20)



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# Message from the Chief Administrative Officer

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October 27, 2020

The second quarter was dominated by pandemic response. After a provincially mandated shut down, the Township resumed services and adapted with measures to protect both the public and staff. Unfortunately, our tourist booth was unable to reopen to keep our volunteers safe. With the heat of July, Little Lakes was busy as usual and many residents and visitors enjoyed our waterways. This quarter saw long awaited fixes to the Cobden Boat Launch. Our roads crew was busy with summer maintenance work and reconstruction of Powers Road, which will receive double surface treatment next year.

Council continued to meet throughout the pandemic and adapted to a new electronic format necessitated by health guidelines and group limits. Investment was made in the Council Chambers over the summer and early fall to improve the sound system and video equipment to allow hybrid meetings in the future. Council meetings are broadcast live on the Township's YouTube page and are archived for viewing later.

The commemoration of the stage/bandshell in Veterans Memorial Park in memory and honour of Patsy Moore is important. Patsy was a beloved member of the staff team and her contributions to our community need to be recognized. I didn't get a chance to work with Patsy, but I know her colleagues, council, family and friends are happy that her legacy will live on with this commemoration.

This quarter also marked our first annual volunteer appreciation awards for lifetime achievement, youth, and adult. Congratulations and thank you to Vince and Marg Gervais, Jocelyne Smaglinski and Cam Dube for their efforts!

I want to thank our summer students for their work this summer despite a late start due to Covid-19. They assisted with records management, asset data collection, planning projects, road patching, and park maintenance.

Staff are now focused on the 2021 budget process which will be presented to Council in Q4. We hope to continue to invest in the services and infrastructure our community depend on.

Congratulations to Dave Brenner from our Roads Department on his retirement with a warm welcome to Colin Limlaw. I want to thank the entire staff team for their continued hard work and dedication. May we stay safe and well in these uncertain times.

Sincerely,



**Robert Tremblay**  
Chief Administrative Officer

# Community Development

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Community Development includes planning matters such as severances, site plans, zoning and official plan applications, as well as Economic Development & Tourism. Ivan Burton serves as Planner/Economic Development Officer. Building Code matters, under the responsibility of the Chief Building Official Doug Schultz, are also summarized in this section.

## Planning

- A total 5 Zoning By-law Amendments, 1 Site Plan Control Approval and 3 Development Agreements were considered by Council and 32 compliance reports were issued.
- The Terms of Reference for the Committee of Adjustment were adopted, and Council passed a motion requesting that the County of Renfrew pass a by-law to delegate the authority for the giving of consents to Whitewater Region Council.
- The Summer Planning Student conducted background research relating to a septic system re-inspection program, site plan and site alteration by-laws, commenced the zoning by-law review/consolidation, and prepared draft landscape design plans for Cobden Beach/Veterans Memorial Park. Reports are forthcoming.
- A revised Subdivision Agreement and Public Road Agreement were approved for Mulloy Bay Subdivision.
- An update report on Official Plan Amendment No. 11 and 25 was provided.
- The Planner/EDO responded to approximately 150 inquiries relating to land sales, zoning, setbacks, applications, approval processes, etc.

## Building

- The building department was very busy during the third quarter. We are having a record year in building permit applications.
- Ninety permits have been issued, 35 of those were for septic systems and 9 for new homes. A construction value of \$5,092,802.89 was achieved with fees totaling \$37,875.63.
- We are working with two commercial additions Highway 17 West and Whitewater Metals.

## Economic Development

- Two Septic System Improvement Grants (17 Hendry Lane, 1077 Beachburg Road), 2 Façade Improvement Grants (17 Pembroke Street, 1823 Beachburg Road) and 2 Agricultural Buffers (Muskrat Lake) were approved (the full budgeted \$25,000 has now been allocated).
- Township has received its 11 vintage design benches. Efforts will be made to install in early spring.
- Issued Letters of Support to NRTC and Cogeco for their submission to the Provincial Ministry of Infrastructure for the Improving Connectivity for Ontario (ICON) Program.
- Met with Reuben Snyder, Snyders Equipment Services, regarding the development of his property in the Industrial Park.

- Met Matt Naismith, Project Manager with BEI, and his consultant (J.L. Richards) relating to the future development for the John Street Extension (2022).

## Tourism

- Joseph Kowalski made presentation for the development of a Park Model Home Development at 503 Rafting Road (former Wilderness Tours). An information report was also presented by staff who met with residents of Harmony Bay on their concerns.
- The Township was informed by the County of Renfrew that they cancelled the 2020 Taste of the Valley event due to COVID-19. (A virtual directory of Renfrew County farmers markets and vendors is being developed with mapping, displaying products, and how/where to buy.)
- The Township has obtained the appraisal for the Westmeath Parkette property (intersection of Gore Line, Westmeath Road and Rapid Road). Next step is to complete the transfer.

# Finance & Administration

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Sean Crozier, Treasurer/Deputy CAO leads Financial Services, including accounts payable/receivable, taxation, purchasing and asset management.

## Financial Services

- On July 3, 2020 the third of six utility bills were sent out for a total of \$269,971.85.
- As of September 30, 2020 the outstanding amount of the third utility bill is \$22,969.08 (8.51%).
- On August 5, 2020 the final tax bills were sent out for a total of \$6,169,806.56.
- As of September 30, 2020 the amount of current taxes (2020) uncollected is \$2,974,498.93 (25.96%).
- On September 3, 2020 the fourth of six utility bills was sent out in the amount of \$266,435.53.
- As of September 30, 2020 the outstanding amount of the fourth utility bill is \$65,509.95 (24.59%)
- As of September 30, 2020 the outstanding amount of all 2020 utility bills is \$95,985.99 (8.99%).
- The Township added 21 vendors to be paid via Electronic Fund Transfer (EFT) which brings the total to 56 vendors.
- During the quarter, the Township wrote 321 cheques down from 519 during the same period in 2019. Alternatively, the Township paid 128 vendors via EFT.
- During the quarter, the Township issued 105 tax certificates, up from 55 during the same period in 2019.
- A summary of budget variances as of September 30, 2020 is attached with some notes:
  - General Fund Revenue
    - Grant in Lieu of Taxes (PILS) remaining balance is due by October 31, 2020.
    - The 4<sup>th</sup> Installment of OMPF will be received in quarter 4.
    - Federal Grants (Gas Tax) are showing \$0.00. Full funds have been received but nothing will show until gas tax projects are paid for.
    - Administration revenue is showing as 49% outstanding as interest and penalty on late payments was not applied for two months.
    - Miscellaneous revenue is showing 49% outstanding. Two payments of the interest on the promissory note was received thus far. Dividends have not been received.
    - Miscellaneous revenue of \$2,000 was not received from Admaston/Bromley.
    - Arena Sales and Rentals are showing low due to revenue lost due to Covid-19.
    - Fire revenue is showing low as transfer from reserves will be recorded once projects are paid for.
    - Emergency measures revenue is showing high as sale of 911 signs has surpassed budgeted amount.

- Building Department revenue is showing high as building permits and septic permits have surpassed budgeted amounts.
- Animal Control revenue is showing low as livestock refunds from Province is under budget by \$6,000 and sale of dog tags is under budget by \$3,000.
- Lottery licenses are showing low due to the effect Covid-19 has had on local charities ability to fundraise.
- Planning revenues are showing low as transfer from reserves to fund projects have not been recorded.
- Roads revenue is showing low as transfer from reserves for road projects has not been fully recorded.
- Street Light revenue showing \$0.00 as no transfer from reserves has occurred and the original budgeted project has changed due to Covid-19.
- Sewer/Water revenue is showing 33% of revenue left to recognize as 4 of 6 bills were sent out as of September 30, 2020.
- Waste Management revenue is showing low as transfer from reserves have not been recorded.
- Parks are showing 100% of revenue to recognize as transfer from reserves have not been processed.
- Beach and Tourism revenue are showing \$0.00 as the Beach Program and Taste of the Valley did not occur.
- Industrial Park revenue is showing low as transfer from reserves have not been recorded.
- Drains are showing low as no new tile drain loans were processed and transfer from reserves have not been recorded as the timing of the Storm Water Review project has changed due to the timing of the grant.
- Total Revenue is showing as 27% left to recognize, but when factoring in transfer from reserves, the fourth installment of OMPF and the 5<sup>th</sup> and 6<sup>th</sup> sewer bills, the remaining revenue left to recognize is 12%.
- General Fund Expenses
  - Fire expenses are showing low year to date; however, there is one more debenture payment to process in quarter four.
  - Policing is showing 43% to be recognized as only seven months have been billed to us and processed.
  - Emergency measures expenses are showing high due to Covid-19.
  - Building Department is showing the full budgeted amount spent as these are one-time yearly subscriptions that have been processed.
  - Animal Control expenses are showing low as livestock kills are lower than budgeted.
  - Transportation expenses are showing low as capital projects are set to be completed and paid for during quarter four.
  - Street lights expenses are showing low as the major capital project timing has changed due to Covid-19.
  - 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.
  - Landfill Cobden and Landfill Westmeath are showing low as monitoring expenses will be recorded in quarter four.

- Ross landfill expenses are showing low as a capital expense for the 1-ton truck has yet to be recorded.
- Tourist Booth is under budget as the summer student position was eliminated due to Covid-19.
- Cobden and Westmeath Arenas are showing on target (50%) and Beachburg is showing over budget to date as the capital expense for the new ice resurfacer has been recorded.
- 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.
- Overall, the General Fund is showing a \$1,418,816.87 surplus; however, the tax levy for the entire year has been processed and the payment of major capital works have yet to occur.
- Water Fund Revenue
  - Water billing charges are showing 34% left to be recognized as 4 of 6 utility bills have been sent out as of September 30, 2020.
  - Transfer from reserves have not occurred as of September 30, 2020.
- Water Fund Expenses
  - Water Transmission is showing 64% left to be recognized as capital expenditures have not been fully incurred as of September 30, 2020.
- Overall, the Water fund is showing a \$95,358.83 deficit however the fifth and sixth water bill has not been processed as of September 30, 2020.

## Asset Management

- Bi-weekly discussions and data distribution continue to occur with Public Sector Digest for uploading in the asset management software.
- The following policies were adopted Gravel Road Policy, Roadside Brushing, and Drainage Ditch and Culvert Maintenance.
- The Tangible Capital Asset Policy is being revised for future presentation/adoption by Council and shall include a schedule with various “useful life” values.
- Asset data is being compiled and verified. As well Auditor’s historical and amortized costs are being assessed to the appropriate asset.
- GIS/ Engineering Summer Student, Samantha Stewart collected all hydrants, and manholes (including water, wastewater, and storm) within the three serviced areas.
- Staff continue to input data into the Township’s geographic information system (GIS).

# Corporate Management & Legislative Services

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Carmen Miller, Clerk provides leadership in legislative services. The Office of the CAO provides overall corporate management of the organization. Health & Safety matters are summarized in this section as well.

## Legislative Services

- 20 Burial Permit and 17 Commissions were provided.
- 1 lottery license issued.
- 7 Recreational Trailer applications were received. We are navigating through any hiccups we have with implementation. As the Q3 winds down so does the applications.
- Covid-19 changed the way the Municipality does business, although it has not slowed anything down. Council has adjusted to new electronic meetings and met seven times, heard 41 reports and passed 31 by-laws.

## Health & Safety

- WSIB Emergency First Aid, CPR Level C and Defibrillator course was held on September 2 & 3, 2020 – 19 staff members are now certified.
- Q3 JHSC meeting was held on September 14.
- Nathan Tubby from Roads has initiated the process to take the “Train the Trainer” course and will deliver his training to staff in 2021.
- Pay & Benefits Coordinator summarized incidents for Q3 which involved 3 minor injuries and 2 slips/trip injuries
- Staff were presented with the updated COVID-19 Workplace Guidelines and staff were asked to sign the Acknowledgment form.

## Office of the CAO

- The CAO’s mid-term workplan update was presented on July 8.
- An information report on the size and composition of Council was prepared in response to a Council inquiry. No change is proposed at this time.
- Volunteer Appreciation Awards were handed out with coordination by the Clerk.
- A commemorative naming request was approved for the bandshell/stage at Veterans Memorial Park in memory and honour of Patsy Moore. A celebration will occur in 2021.
- Property line adjustments were corrected at the Foresters Falls Library.
- A mid-term governance review was conducted with the Clerk to address electronic meetings and Council appointments. A separate Committee of Adjustment was also established.

- The employee group benefit plan was renewed with Manulife. Staff are also exploring joining the County of Renfrew's Municipal Benefit Committee.
- A closed session occurred to receive direction on a property related matter on Butternut Lane.
- Work continues on the Local Efficiency Group initiative and service delivery review with the Townships of Admaston-Bromley, McNab-Braeside, Horton and Greater Madawaska and the Towns of Arnprior and Renfrew. A final report is expected for November.
- The CAO and Treasurer met with counterparts in Admaston-Bromley and Bonnechere Valley on potential areas of greater collaboration.
- CAOs in Renfrew County also meet virtually on a monthly basis to discuss pandemic response and other issues of mutual interest.
- Work is continuing on the Parks & Recreation Operational Review and condition assessments for public works and fire buildings.
- Refresher training was provided to supervisors and managers on the Employee Code of Conduct. They will in turn ensure all staff receive the training and sign the required acknowledgement by end of year.
- In terms of staff meetings, the CAO continues to meet with non-union full-time staff following each council meeting. The senior management team meets bi-weekly with the CAO meeting with the Mayor and Reeve twice per month.
- As the President of the Association of Municipal Managers, Clerks & Treasurers of Ontario (AMCTO), the CAO participated in two board meetings and one management committee meeting. The Association's Executive Director has announced his retirement and as President, Mr. Tremblay will be leading the recruitment committee. Recorded messages were also delivered for the Clerks Forum and Leaders Forum, and an article authored by the President appeared in the fall edition of the Municipal Monitor.
- The CAO participated in the Association of Municipalities of Ontario annual conference and participated in three delegations with Ministers (two for WWR and one for AMCTO).

# Parks & Recreation

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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

- A County-wide Recreation meeting was held mid-July to discuss the direction of artificial ice pads operations.
- Ontario Recreation Facilities Association (ORFA) released a Return to Facility Best Practice Guideline
- Summer Ice in Beachburg was delayed due to the COVID-19 protocols and uncertainty. All facility rentals were held off subject to Council direction in Q4.
- User group meetings were held to discuss the direction and protocols the Township will be following, to help understand the need for ice, and to determine what user groups were coming back. Users who confirmed their return also signed their User Group Agreement, as part of the Ice & Facility Allocation Policy.
- A Whitewater Region COVID-19 Facility Operating Protocol was developed to stay consistent with health unit and provincial guidelines to keep the public, staff, and patrons safe.
- Cobden Arena plant start up took place on September 4 with first ice on September 15. Total ice rentals for Q3 in Cobden were 36.5 hours.
- Training:
  - The department hosted the first training session for Legal 1 – Supervising in a Recreation Environment through ORFA with COVID-19 protocols in place.
  - Staff were trained prior to the ice season on protocols and recommendations outlined by the Province and Health Unit. Training was also provided on internal facility protocols and the direction for the 2020/21 ice season.
- Compressor overhaul was completed in Westmeath during the summer months.
- Roller skating was held at the Beachburg Arena in September with COVID-19 protocols in place. The program was sponsored by the Westmeath & District Recreation Association.

## Community Recreation Grants

- Covid-19 delayed the allocation of the March 1<sup>st</sup> intake to the second intake in September.
- Ten applicants were received and reviewed by the review panel. Some projects were cancelled due to Covid-19. A total of \$9,900.00 was allocated.
  - Cobden Pickleball Association \$1,000.00 to support a fee waiver at the Cobden Arena.
  - Renfrew & Area Senior Home Support \$200.00 to support home support for Whitewater Region residents.
  - Whitewater & Bromley Community Health Centre \$5,000.00 to support a fee waiver for active living programs and program equipment.

- Family & Children Services \$3,400.00 to support a fee waiver for the use of the Community Hall for the Caring Dad's program.
- Westmeath & District Recreation Association \$300.00 to support a fee waiver for the use of the Beachburg slab for programming.
- The remaining funding of \$10,100.00 will be used to help offset programming for the repurposing of the arena slabs and other recreation initiatives.

## Parks & Trails

- Covid-19 cleaning protocols were implemented in our washroom facilities.
- Parks and playground equipment were opened when permitted due to Covid-19.
- Regular playground inspections occurred throughout the summer months.
- Grass, park, and beach maintenance were on-going.
- The Parks & Recreation Department supported the Music in the Park program at the Veterans Memorial Park bandstand/stage with assistance of a program poster and advertising a variety of media outlets including social media platforms and website.
- Three park students assisted with maintenance activities until the end of August.

## Boat Launches & Beaches

- The Muskrat Lake Boat Launch improvements were completed by the end of September. Cobden Civitan Club donated \$5,000.00 toward the repair with funding came from their annual Ice Fishing Derby. A news release was issued after the repairs were complete.
- Cobden Beach House and Little Lakes washrooms were closed for the season after the September Labor Day weekend.

# Protective & Fire Services

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Protective Services includes crossing guards, animal control, and by-law enforcement. The 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, training, and prevention. OPP matters are also summarized in this section along with emergency management.

## Crossing Guards, By-law Services & Animal Control

- A new school year has begun. All but one crossing guard has returned to their duties. Covid-19 health guidelines are in place. Crossing guards are reporting more walkers than usual as busses must meet physical distancing.
- There have been a few of property standards issues, stray dog calls, and now we are getting chicken and recreational vehicle calls.

## Fire Services

- Calls have returned to normal from a very busy first half of the year.
- Training has been ongoing with attention to rural water supply. Our goal is to qualify for tanker shuttle accreditation next year.
- Our new recruits from the start of the year are now responding to calls.
- Full implementation has happened for our online fire permit system and received very well.
- A total of 29 calls occurred in the quarter, including two auto extrications. Outdoor fires were on the rise with the dry weather.

## Emergency Management

- Covid-19 cases in Renfrew County were up to 51 cases with one death.
- The Township's Emergency Control Group met as required to review health protocols.

## Public Safety & Policing

- The Township received its 2021 billing summary. The province-wide average cost per property for base services is \$177.48, slightly lower than 2020's rate of \$183.23.
- The Township's property count has increased to 3,735 from 3,718.
- The Township's overall proportion of calls for service is 0.2174% for 2021 compared to 0.2188%.
- The Township's total calls for 2019 are in keeping with the previous three years for a four-year average of 842.
- Trends show an increase in property crime.

# Public Works

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Public Works is managed by Lane Cleroux. The Transportation Services Division is led by Randy Buckwalt, Roads Superintendent. This area includes responsibility for fleet and roads. The Environmental Services Division is led by Steve Hodson, Superintendent. The Division is responsible for facilities, drainage, utilities, waste & wastewater, as well as waste management, including recycling and curbside pickup.

## Administration, Fleet & Engineering

- The 2020 Votex Jumbo Frontline 230 front mounted flail mower was received on July 6.
- The 2020 John Deere 190GW excavator and brush head was delivered on August 14.



## Roads

- Roadside mowing was completed.
- Brushing was finished on Lacroix Bay Road, McGonegal Road, Hila Road, Grant Settlement Road, and Sand Point Trail.
- Condition road assessment was completed by CAO, Roads Superintendent, and Manager of Public Works on certain roads as part of review for the 2021 budget.
- Lacroix Bay construction project was completed.
- “A” gravel was applied to:
  - Malloy Road from Yakabuskie Road to Whites Beach
  - Pleasant Valley Road from Desjardins Road to Lapasse Road
  - Poff Road between Hwy 17 and Snake River Line.
- Ditching was completed on Pleasant Valley Road, Zion Line and Glen Road.
- Powers Road construction was completed and is ready for DST in 2021.
- Culverts were replaced on McGonegal Road, Valleyview Road, and Papin Road.
- Line painting has been completed on hard surfaced roads.
- The last 500 ft of Sand Point Road was raised approximately 18” to help with the spring flooding.

## Waste Management

- The Ross Landfill Site was broken into July 15. Nothing was stolen but the perpetrator damaged the cash register drawer plate cover.
- Freon was removed from 156 refrigerated appliances by Evan Hutley Environmental.
- A Request for Quotation (RFQ) was executed in Q3 for the annual grinding of both the clean lumber and brush, leaf & yard waste piles. Two quotes were received as the third selected not to submit a price. Nad-Core Environmental was awarded the job at a cost of \$19,210.00.

- A household hazardous waste event day was held on September 26.
- The annual Ross Landfill operational report was received from Jp2g Consultants.

## Environmental Services

- Robinson Consultants have started examining and collecting information on the Township's Municipal Drains.
- The Environmental Services Division tasked Village Consulting Services to carry out an Energy Audit of the Cobden Municipal Building. A draft report was received in September.
- A tour of the MacLeod Municipal Drain was attended by Robinson Consulting's surveyor and drainage specialist as well as staff from the Environmental Services Division. The consultant is working on a MacLeod Municipal Drain amendment under Section 65 (3) of the Drainage Act for a change in land use for assessment purposes as well as an updated Schedule of Assessment under Section 76 (1).

## Water & Wastewater

- Reduced watering notifications were placed in the Township's block ads, website, and social media during the dry month of July to encourage less stress on the Municipal Drinking Water Systems.
- The Environmental Services Division met with Flowmetrix Technical Services Inc. to request some costing on future leak detection (acoustical or non-acoustical) as well as data collection/recording approaches.
- The Ontario Clean Water Agency (OCWA) have submitted their 2021 major maintenance forecasts for the Drinking Water Systems as well as the Wastewater System. These figures are utilized each year for departmental budgeting.
- The Cobden Wastewater Treatment Plant upgrade project status update as of September 30 is as follows:
  - Contract amount: \$10,980,000.00 (including \$400,000.00 contingency)
  - Total completed value to date: \$7,970,769.78
  - 34 change orders valued at \$282,175.04.

## Facility Management

- The Foresters Falls Library received a new water pump. Work was also carried out on the UV Filtration System solenoid.

# Budget Report

TOWNSHIP OF WHITEWATER REGION

## Budget Variance



GL5410

Date : Oct 15, 2020

Page : 1

Time : 1:58 pm

For Period Ending 30-Sep-2020

BV Variance	2020 BUDGET VALUE	2020 ACTUAL VALUE	VARIANCE \$	VARIANCE %
<b>1 GENERAL FUND</b>				
<b>Revenue</b>				
Taxation	-5,692,569.00	-5,692,569.21	-0.21	0.00
Special Charges	-25,000.00	0.00	25,000.00	-1.00
Grant in Lieu of Taxes	-125,488.00	-76,239.07	49,248.93	-0.39
Ontario Grants	-1,473,175.00	-881,171.00	592,004.00	-0.40
Federal Grants	-222,136.00	0.00	222,136.00	-1.00
Administration Revenue	-279,000.00	-142,281.11	136,718.89	-0.49
Services & Rents	-4,000.00	-3,520.00	480.00	-0.12
Miscellaneous Revenue	-70,500.00	-35,901.94	34,598.06	-0.49
Sales	-85,400.00	-15,960.82	69,439.18	-0.81
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	-257,806.68	190,843.32	-0.43
Fire Department Revenue	-134,650.00	-11,881.40	122,768.60	-0.91
Emergency Measures	-3,000.00	-8,090.00	-3,090.00	1.03
Building Department Revenue	-80,300.00	-108,340.43	-28,040.43	0.35
Animal Control	-23,100.00	-13,733.53	9,366.47	-0.41
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	-16,990.00	33,010.00	-0.66
Roads Revenue	-957,367.00	-136,105.46	821,261.54	-0.86
Street Light Revenue	-190,000.00	0.00	190,000.00	-1.00
Sewer/Water Revenue	-605,515.00	-407,247.12	198,267.88	-0.33
Recycling Revenue	-651,000.00	-614,542.56	36,457.44	-0.06
Waste Management Revenue	-300,000.00	-157,246.02	142,753.98	-0.48
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	-750.00	250.00	-0.25
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	-21,453.55	65,046.45	-0.75
Capital Revenues	-7,500.00	0.00	7,500.00	-1.00
Total Revenue	-11,716,350.00	-8,603,363.70	3,112,986.30	-0.27
<b>Expenses</b>				
Council	204,700.00	132,567.09	-72,132.91	-0.35
Ad-Hoc Committees	5,000.00	5,000.00	0.00	0.00
Administration	1,295,620.00	1,072,218.97	-223,401.03	-0.17
Administration Building	49,050.00	41,510.02	-7,539.98	-0.15
Fire Department	710,000.00	484,305.28	-225,694.72	-0.32
Policing	1,102,102.00	631,416.68	-470,685.32	-0.43
Emergency Measures	48,533.00	53,889.95	5,356.95	0.11
Building Administration	126,300.00	100,762.53	-25,537.47	-0.20
Building Department	750.00	771.82	21.82	0.03
Animal Control	24,258.00	13,984.11	-10,273.89	-0.42
By-Law Enforcement	25,650.00	16,469.52	-9,180.48	-0.36
Planning	243,710.00	156,935.46	-86,774.54	-0.36
Transportation	4,100,544.00	2,443,053.80	-1,657,490.20	-0.40
Street Lights	288,950.00	58,330.08	-230,619.92	-0.80
Crossing Guards	27,350.00	8,389.93	-18,960.07	-0.69
Airport	25,000.00	19,105.32	-5,894.68	-0.24
Sewer Distribution	87,450.00	19,686.77	-67,763.23	-0.77
Sewer Transmission	518,065.00	340,121.61	-177,943.39	-0.34
Recycling	339,000.00	300,795.95	-38,204.05	-0.11
Waste General	287,000.00	113,928.22	-173,071.78	-0.60
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	167,903.41	-299,396.59	-0.64

## Budget Variance



For Period Ending 30-Sep-2020

BV Variance	2020 BUDGET VALUE	2020 ACTUAL VALUE	VARIANCE \$	VARIANCE %
<b>1 GENERAL FUND</b>				
Parks	484,390.00	307,041.17	-177,348.83	-0.37
Tourist Booth	23,878.00	2,695.40	-21,182.60	-0.89
Boat Launches	0.00	69.19	69.19	0.00
Tourism	5,000.00	0.00	-5,000.00	-1.00
Arena - Cobden	276,000.00	137,277.89	-138,722.11	-0.50
Arena - Beachburg	366,550.00	243,166.06	-123,383.94	-0.34
Arena - Westmeath	147,800.00	74,940.77	-72,859.23	-0.49
Libraries	85,000.00	86,052.80	1,052.80	0.01
Recreation	0.00	19,875.47	19,875.47	0.00
Museum	15,000.00	9,280.39	-5,719.61	-0.38
Industrial Park	102,500.00	59,871.27	-42,628.73	-0.42
Drainage	180,500.00	53,724.81	-126,775.19	-0.70
Internal/External Transfers	23,000.00	0.00	-23,000.00	-1.00
Total Expenses	11,716,350.00	7,184,546.83	-4,531,803.17	-0.39
Surplus/Deficit	0.00	-1,418,816.87	-1,418,816.87	0.00
Total GENERAL FUND	0.00	-1,418,816.87	-1,418,816.87	0.00

## Budget Variance



For Period Ending 30-Sep-2020

BV Variance	2020 BUDGET VALUE	2020 ACTUAL VALUE	VARIANCE \$	VARIANCE %
<b>2 WATER FUND</b>				
<b>Revenue</b>				
Water Administration	-500.00	-104.66	395.34	-0.79
Cobden User Charges	-992,520.00	-652,408.05	340,111.95	-0.34
Cobden - Capital Revenues	-294,000.00	0.00	294,000.00	-1.00
Total Revenue	-1,287,020.00	-652,512.71	634,507.29	-0.49
<b>Expenses</b>				
Cobden Administration	694,190.00	514,381.22	-179,808.78	-0.26
Cobden Transmission	500,270.00	178,377.40	-321,892.60	-0.64
Cobden Distribution	92,560.00	55,112.92	-37,447.08	-0.40
Total Expenses	1,287,020.00	747,871.54	-539,148.46	-0.42
Surplus/Deficit	0.00	95,358.83	95,358.83	0.00
Total WATER FUND	0.00	95,358.83	95,358.83	0.00
Total Surplus (-)/Deficit	0.00	-1,323,458.04	-1,323,458.04	0.00

# Staff Teams

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## Corporate Management & Legislative Services

Robert Tremblay, Chief Administrative Officer	rtremblay@whitewaterregion.ca
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## Finance & Administration

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Janet Collins, Asset Management Coordinator	jcollins@whitewaterregion.ca

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## Community Development

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## Parks & Recreation

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Arena/Park Operator III: Al Griffiths	agriffiths@whitewaterregion.ca
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## Fire Department

Guy Longtin, Acting Fire Chief	glongtin@whitewaterregion.ca
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## Public Works

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Bill Tripp, Landfill/Facilities Operator	btripp@whitewaterregion.ca
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Derek Bennett, Roger Blaedow, Lindsay Broadhurst, Roy Church, Lucas Hewitt, Colin Limlaw, Andrew McLeese, Ward Somerville, Nathan Tubby, Perry Yach, and Anthony Zadow.	