



**REPORT TO:** Mayor and Members of Council

**PREPARED BY:** JanaLynn Finkbeiner, Accounts Payable/Payroll Clerk

**DEPARTMENT:** Administration & Finance

**DIVISION:** Treasury

**MEETING DATE:** Wednesday, April-03-19

**SUBJECT:** Bills and Accounts

---

**RECOMMENDATION**

Be it resolved that the following bills and accounts be approved for payment in the amount of \$301,420.06.

**EXECUTIVE SUMMARY**

In fostering prudent governance and oversight of Municipal Assets by Council it is desirable for a recurring review of proposed cash disbursements. This report outlines said activity through a “Bills and Accounts” detail report outlining disbursements as yet requiring approval by Council.

**LINK TO STRATEGIC PRIORITIES**

**Sustains: To Cultivate An Active, Healthy And Livable Community By Maintaining Services and Fulfilling Operational and Capital Goals**

**BACKGROUND**

This is a compilation of the bills and accounts being presented for payment for the period of March 14, 2019 to March 27, 2019.

The total cost to the Municipality for this voucher is \$301,420.06.

**DISCUSSION**

The Bills and Accounts as attached are segregated into the following;

General Cheques	\$ 76,060.53
General Direct Deposit	\$ 86,745.28
Cemetery Direct Deposit	\$ 0.00
Cemetery Cheques	\$ 399.00
General Online/PAP	<u>\$ 138,215.25</u>
	\$ 301,420.06

This balance includes a number of larger items as summarized below;

- R Dobbin Engineering – Municipal Drain Reports (3) - \$50,285.00
- Bluewater Recycling – February/March Collections - \$17,745.90
- Flowmetrix Technical Services – Parkhill Storm Flow Monitoring - \$12,339.60
- Robinson Farm Drainage – Lynn Drain 2017 / Install Meter Pits - \$10,300.02
- Evans Utility & Municipal Products – Water Parts - \$6,832.54
- Nortrax Canada – Repair John Deere Grader - \$6,166.00

**FINANCIAL**

*Approved Operational Budget*

**ATTACHMENT**

Bills and Accounts

Prepared By: JanaLynn Finkbeiner, Accounts Payable/Payroll Clerk

Reviewed By: Dani Johnston, Manager of Finance/Deputy Treasurer

Approved By: Nandini Syed, CAO/Director of Finance (Treasurer)

# Accounts Payable

Paid Invoice History By Cheque Report - CIBC - GENERAL (New)

Cheque Date 14/03/2019 to 31/12/2019

Vendor 000000 to 999999

Vendor Number	Vendor Name	Invoice Number	Invoice Date	Invoice Description	Invoice Amount
<b>Cheque 008254 Date 19/03/2019 Amount 40.00</b>					
003375	WARWICK FIREMAN'S ASSOCIATION	Mar2019	19/03/2019	ESSENTIALS SEMINAR	40.00
				Invoice Count 1 Total	40.00
<b>Cheque 008255 Date 27/03/2019 Amount 1,864.57</b>					
001099	BLACK & MCDONALD LIMITED	43-976796	19/03/2019	REPLACE VALVE/ACID WASH	1,864.57
				Invoice Count 1 Total	1,864.57
<b>Cheque 008256 Date 27/03/2019 Amount 3,009.53</b>					
001831	COMPASS MINERALS CANADA CORD	423099	07/03/2019	HIGHWAY SALT	3,009.53
				Invoice Count 1 Total	3,009.53
<b>Cheque 008257 Date 27/03/2019 Amount 2,221.80</b>					
002327	HEART & SAFETY TRAINING	1724	11/03/2019	FIRST AID/CPR TRAINING	2,221.80
				Invoice Count 1 Total	2,221.80
<b>Cheque 008258 Date 27/03/2019 Amount 1,006.62</b>					
001547	LOCAL 4448	Mar2019	27/03/2019	MARCH REMITTANCE	1,006.62
				Invoice Count 1 Total	1,006.62
<b>Cheque 008259 Date 27/03/2019 Amount 282.50</b>					
001551	LONDON TIRE SALES LTD.	S218831	11/03/2019	TIRE REPAIR - TV145 TRACTO	282.50
				Invoice Count 1 Total	282.50
<b>Cheque 008260 Date 27/03/2019 Amount 150.00</b>					
001632	MIDDLESEX MUNICIPAL ASSOCIATION	Mar2019	20/03/2019	2019 MEMBERSHIP	150.00
				Invoice Count 1 Total	150.00
<b>Cheque 008261 Date 27/03/2019 Amount 35.59</b>					
001639	MITCHELL'S HOME BUILDING CENTRE	101-14977	19/03/2019	SWITCH PLATE/ PAINT	10.78
001639	MITCHELL'S HOME BUILDING CENTRE	101-14987	19/03/2019	CLEANER	24.81
				Invoice Count 2 Total	35.59
<b>Cheque 008262 Date 27/03/2019 Amount 45.20</b>					
002049	MUNICIPAL WORLD INC.	272709	15/03/2019	AD - DIR ECON DEV & COMM	45.20
				Invoice Count 1 Total	45.20
<b>Cheque 008263 Date 27/03/2019 Amount 28.25</b>					
002935	MUNICIPALITY OF NORTH PERTH	Mar2019	24/01/2019	MEMBERSHIP FEE	28.25
				Invoice Count 1 Total	28.25
<b>Cheque 008264 Date 27/03/2019 Amount 6,166.00</b>					
001690	NORTRAX CANADA INC.	1169011	28/02/2019	REPAIRS - 2014 JD GRADER	6,166.00
				Invoice Count 1 Total	6,166.00

# Accounts Payable

Paid Invoice History By Cheque Report - CIBC - GENERAL (New)

Cheque Date 14/03/2019 to 31/12/2019

Vendor 000000 to 999999

Vendor Number	Vendor Name	Invoice Number	Invoice Date	Invoice Description	Invoice Amount
<b>Cheque 008265 Date 27/03/2019 Amount 1,677.29</b>					
001193	ONTARIO CLEAN WATER AGENCY	INV000111130	27/02/2019	NM DISTRIBUTION -CAPITAL .	330.00
001193	ONTARIO CLEAN WATER AGENCY	INV000111131	27/02/2019	A.C. WWTP - CAPITAL JAN201	1,347.29
			Invoice Count	2 Total	1,677.29
<b>Cheque 008266 Date 27/03/2019 Amount 251.16</b>					
001087	PARKHILL FOODLAND	195 Feb2019	01/03/2019	BOTTLED WATER	251.16
			Invoice Count	1 Total	251.16
<b>Cheque 008267 Date 27/03/2019 Amount 96.05</b>					
002592	PBS BUSINESS SYSTEMS	106291	15/03/2019	BUSINESS CARDS - VIC S	96.05
			Invoice Count	1 Total	96.05
<b>Cheque 008268 Date 27/03/2019 Amount 300.00</b>					
001161	PETTY CASH C/O NANDINI SYED	Mar2019	22/03/2019	SPRING CLEANUP FLOAT	300.00
			Invoice Count	1 Total	300.00
<b>Cheque 008269 Date 27/03/2019 Amount 2,178.24</b>					
001724	PITNEY BOWES OF CANADA	3201072724	04/03/2019	MAIL MACHINE LEASE	2,178.24
			Invoice Count	1 Total	2,178.24
<b>Cheque 008270 Date 27/03/2019 Amount 50,285.00</b>					
003568	R DOBBIN ENGINEERING INC	34.19	05/03/2019	DEWAR-THOMPSON DRAIN	25,752.70
003568	R DOBBIN ENGINEERING INC	35.19	05/03/2019	16TH CONCESSION DRAIN	6,847.80
003568	R DOBBIN ENGINEERING INC	39.19	14/03/2019	PETERS DRAIN	17,684.50
			Invoice Count	3 Total	50,285.00
<b>Cheque 008271 Date 27/03/2019 Amount 548.54</b>					
002239	SAFETY - KLEEN CANADA INC	79502968-1901322276	18/03/2019	USED OIL DISPOSAL	548.54
			Invoice Count	1 Total	548.54
<b>Cheque 008272 Date 27/03/2019 Amount 5,273.67</b>					
001887	SUPERIOR PROPANE	24059614	04/03/2019	PROPANE	1,383.29
001887	SUPERIOR PROPANE	24122722	07/03/2019	PROPANE	1,883.63
001887	SUPERIOR PROPANE	24190760	12/03/2019	PROPANE	2,006.75
			Invoice Count	3 Total	5,273.67
<b>Cheque 008273 Date 27/03/2019 Amount 600.52</b>					
002004	VIKING CIVES	2682523	07/03/2019	PARTS - 2013 INTERNATIONA	600.52
			Invoice Count	1 Total	600.52
			Report Total		76,060.53

## Accounts Payable

Unpaid Invoices At 27/03/2019 By Invoice Entry Date for 01/01/2019 to 27/03/2019

Invoice Number	Invoice Entry Date	Invoice Type	Description	Invoice Net	Due Date
Vendor - 001076	THE MIDDLESEX BANNER				
13153	26/03/2019	I	AD - SUMMER STUDENT POSITIONS	224.29	13/03/2019
			Vendor Total	224.29	
Vendor - 001103	BLUEWATER RECYCLING ASSOC.				
24123	20/03/2019	I	MARCH AUTOMATED COLLECTION	11,017.94	12/03/2019
24153	20/03/2019	I	FEBRUARY DISPOSAL	5,997.22	28/02/2019
85024	26/03/2019	I	WASTE LIFT	730.74	28/02/2019
			Vendor Total	17,745.90	
Vendor - 001119	BRIAN GREGORY HEATING, COOLING				
13271	26/03/2019	I	REPLACE THERMOCOUPLE-ACRC	134.75	01/01/2019
			Vendor Total	134.75	
Vendor - 001143	CANADIAN LINEN SUPPLY				
5601783323	26/03/2019	I	FLOOR MATS	48.65	20/03/2019
5601783324	26/03/2019	I	FLOOR MATS	39.55	20/03/2019
5601783328	26/03/2019	I	FLOOR MATS	104.76	20/03/2019
			Vendor Total	192.96	
Vendor - 001172	C.G. EQUIPMENT				
IV20192	19/03/2019	I	KEY	8.42	16/03/2019
			Vendor Total	8.42	
Vendor - 001317	EVANS UTILITY & MUNICIPAL PROD				
157368	26/03/2019	I	WATER PARTS	2,311.75	22/02/2019
157450	26/03/2019	I	WATER PARTS	2,915.29	07/03/2019
157536	26/03/2019	I	WATER PARTS	1,605.50	21/03/2019
			Vendor Total	6,832.54	
Vendor - 001319	EXECULINK TELECOM INC				
12531471	19/03/2019	I	INTERNET - WORKS	67.74	19/03/2019
12533993	25/03/2019	I	INTERNET - POLICING	45.14	21/03/2019
			Vendor Total	112.88	
Vendor - 001526	LAWSON PRODUCTS, INC. (ONTARIO)				
9306546195	19/03/2019	I	SUPPLIES	615.18	08/03/2019
			Vendor Total	615.18	
Vendor - 001683	OMERS				
Mar2019	27/03/2019	I	MARCH REMITTANCE	25,914.08	27/03/2019
			Vendor Total	25,914.08	
Vendor - 001752	PUROLATOR COURIER LTD.				
440633383	26/03/2019	I	COURIER	6.71	22/02/2019
			Vendor Total	6.71	
Vendor - 001780	ROBINSON FARM DRAINAGE				
1722 - PC#2	26/03/2019	I	HOLDBACK - LYNN DRAIN 2017	3,633.02	22/03/2019
3841	26/03/2019	I	INSTALL METER PITS/ WATERLINE	6,667.00	21/03/2019
			Vendor Total	10,300.02	
Vendor - 002060	ZAVITZ GENERAL STORE				
5743	25/03/2019	I	OFFICE SUPPLIES	471.83	20/03/2019

## Accounts Payable

Unpaid Invoices At 27/03/2019 By Invoice Entry Date for 01/01/2019 to 27/03/2019

Invoice Number	Invoice Entry Date	Invoice Type	Description	Invoice Net	Due Date
				Vendor Total	471.83
Vendor - 002476	WEST COAST DISTRIBUTING				
10012186	26/03/2019	I	CANTEEN SUPPLIES	384.20	14/03/2019
				Vendor Total	384.20
Vendor - 002828	YMCA OF SARNIA-LAMBTON				
1210438	26/03/2019	I	MANAGEMENT FEE - AUG2018	4,279.00	01/01/2019
				Vendor Total	4,279.00
Vendor - 003007	RICCO FOOD DISTRIBUTOR				
00435985	26/03/2019	I	CANTEEN SUPPLIES	236.97	14/03/2019
				Vendor Total	236.97
Vendor - 003101	LINDE CANADA LIMITED				
2100233456	26/03/2019	I	PROPANE	228.33	01/03/2019
				Vendor Total	228.33
Vendor - 003238	STEAM CANADA				
207312	26/03/2019	I	JANITORIAL SERVICE - MAR2019	1,545.84	01/03/2019
				Vendor Total	1,545.84
Vendor - 003334	ABELL PEST CONTROL INC				
A1507672	19/03/2019	I	PEST CONTROL - FEB2019	45.20	14/02/2019
A1523740	19/03/2019	I	PEST CONTROL - FEB2019	56.50	14/02/2019
A1547396	26/03/2019	I	PEST CONTROL - MAR2019	74.04	14/03/2019
A1560255	26/03/2019	I	PEST CONTROL - MAR2019	70.85	14/03/2019
A1560647	26/03/2019	I	PEST CONTROL - MAR2019	47.23	14/03/2019
A1563596	26/03/2019	I	PEST CONTROL - MAR2019	59.04	14/03/2019
A1569573	26/03/2019	I	BIOSTIM DRAIN SERVICE - MAR19	11.30	14/03/2019
A1574085	26/03/2019	I	PEST CONTROL - MAR2019	47.23	14/03/2019
				Vendor Total	411.39
Vendor - 003623	D.L. SHAND CONSULTING				
Nov2018	26/03/2019	I	DRAIN TRACKER DATA ENTRY	4,520.00	01/01/2019
				Vendor Total	4,520.00
Vendor - 003684	FLOWMETRIX TECHNICAL SERVICES INC				
2600264	26/03/2019	I	PARKHILL STORM FLOW MONITORING	12,339.60	01/01/2019
				Vendor Total	12,339.60
Vendor - 003706	MESSER CANADA INC				
2100512929	26/03/2019	I	PROPANE	201.17	14/03/2019
				Vendor Total	201.17
Vendor - 003708	CHARLENE WARBOYS				
1038103	19/03/2019	I	WATER ACCOUNT REFUND	39.22	15/03/2019
				Vendor Total	39.22
				Total Unpaid	86,745.28

# Accounts Payable

Paid Invoice History By Cheque Report - CIBC - Cemetery

Cheque Date 14/03/2019 to 31/12/2019

Vendor 000000 to 999999

Vendor Number	Vendor Name	Invoice Number	Invoice Date	Invoice Description	Invoice Amount
---------------	-------------	----------------	--------------	---------------------	----------------

<b>Cheque</b>	<b>000428</b>	<b>Date</b>	<b>27/03/2019</b>	<b>Amount</b>	<b>399.00</b>
003404	BEREAVEMENT AUTHORITY OF ONTAF	4690155 - 2018	27/03/2019	ANNUAL LICENSE REPORT	399.00
			Invoice Count	1	Total
					399.00
			Report Total		399.00

# Accounts Payable

Paid Invoice History By Cheque Report - CIBC - GENERAL (PAP / Online)

Cheque Date 14/03/2019 to 31/12/2019

Vendor 000000 to 999999

Vendor Number	Vendor Name	Invoice Number	Invoice Date	Invoice Description	Invoice Amount
<b>Cheque 000505</b>		<b>Date 27/03/2019</b>		<b>Amount 56.24</b>	
002766	ALLSTREAM INC.	309912	Mar2019	01/03/2019 PHONE SERVICE - OFFICE	11.24
002766	ALLSTREAM INC.	309915	Mar2019	01/03/2019 PHONE SERVICE - FIRE	0.04
002766	ALLSTREAM INC.	309916	Mar2019	01/03/2019 PHONE SERVICE - ARENA	11.24
002766	ALLSTREAM INC.	309925	Mar2019	01/03/2019 PHONE SERVICE WORKS	11.24
002766	ALLSTREAM INC.	309926	Mar2019	01/03/2019 PHONE SERVICE - ACRC	11.24
002766	ALLSTREAM INC.	309929	Mar2019	01/03/2019 PHONE SERVICE - FIRE	11.24
				Invoice Count	6
				Total	56.24
<b>Cheque 000506</b>		<b>Date 27/03/2019</b>		<b>Amount 647.92</b>	
001085	BELL CANADA	293-3263	Mar2019	01/03/2019 293-3263 ACRC	45.62
001085	BELL CANADA	293-3347	Mar2019	01/03/2019 293-3347 AILSA CRAIG FIRE	50.48
001085	BELL CANADA	293-3399	Mar2019	01/03/2019 293-3399 PUBLIC WORKS	247.17
001085	BELL CANADA	294-0502	Mar2019	01/03/2019 294-0502 WW HALL	41.44
001085	BELL CANADA	294-0573	Mar2019	01/03/2019 294-0573 OFFICE FAX	90.45
001085	BELL CANADA	294-0608	Mar2019	01/03/2019 294-0608 PARKHILL SHOP	64.12
001085	BELL CANADA	294-6134	Mar2019	01/03/2019 294-6134 NMCC	49.80
001085	BELL CANADA	294-6914	Mar2019	01/03/2019 294-6914 PARKHILL FIRE	58.84
				Invoice Count	8
				Total	647.92
<b>Cheque 000507</b>		<b>Date 27/03/2019</b>		<b>Amount 16,617.84</b>	
003259	GREEN SHIELD	8234634		20/03/2019 GROUP BENEFITS - APRIL 20	16,617.84
				Invoice Count	1
				Total	16,617.84
<b>Cheque 000508</b>		<b>Date 27/03/2019</b>		<b>Amount 3,225.80</b>	
001431	HYDRO ONE	200026983448	Mar2019	04/03/2019 19 CON LOT 25 NEW ONTARIO	246.68
001431	HYDRO ONE	200052431905	Mar2019	04/03/2019 ECR CON LOT 23	30.12
001431	HYDRO ONE	200055946537	Mar2019	04/03/2019 0 ELGINFIELD RD	45.14
001431	HYDRO ONE	200059794912	Mar2019	04/03/2019 29A WILLIAMS ST ICE RINK	1,625.01
001431	HYDRO ONE	200070348815	Mar2019	04/03/2019 11105 PETTY ST, BEAR CREE	350.32
001431	HYDRO ONE	200118544273	Mar2019	04/03/2019 160 MAIN STREET LIGHTS	727.91
001431	HYDRO ONE	200038840282	Mar2019	11/03/2019 155 ANNIE ADA SHIPLEY COM	200.62
				Invoice Count	7
				Total	3,225.80
<b>Cheque 000509</b>		<b>Date 27/03/2019</b>		<b>Amount 3,312.39</b>	
001634	MINISTER OF FINANCE (EHT)	Mar2019		27/03/2019 MARCH REMITTANCE	3,312.39
				Invoice Count	1
				Total	3,312.39
<b>Cheque 000510</b>		<b>Date 27/03/2019</b>		<b>Amount 62,224.34</b>	
001193	ONTARIO CLEAN WATER AGENCY	INV000111285		01/03/2019 MONTHLY OPERATIONS - MA	62,224.34
				Invoice Count	1
				Total	62,224.34
<b>Cheque 000511</b>		<b>Date 27/03/2019</b>		<b>Amount 23,677.31</b>	
001761	RECEIVER GENERAL OF CANADA	Mar2019		16/03/2019 MAR 1- 15 REMITTANCE	23,677.31
				Invoice Count	1
				Total	23,677.31
<b>Cheque 000512</b>		<b>Date 27/03/2019</b>		<b>Amount 5,773.41</b>	



# Accounts Payable

Paid Invoice History By Cheque Report - CIBC - GENERAL (PAP / Online)

Cheque Date 14/03/2019 to 31/12/2019

Vendor 000000 to 999999

Vendor Number	Vendor Name	Invoice Number	Invoice Date	Invoice Description	Invoice Amount
002053	WORKPLACE SAFETY & INSURANCE B	1623931 - Mar2019	27/03/2019	MARCH REMITTANCE	5,773.41
				Invoice Count 1 Total	5,773.41
<b>Cheque 000513</b>		<b>Date 27/03/2019</b>	<b>Amount 22,680.00</b>		
001761	RECEIVER GENERAL OF CANADA	Mar2019-2	27/03/2019	MAR 16-31 REMITTANCE	22,680.00
				Invoice Count 1 Total	22,680.00
				<b>Report Total</b>	<b>138,215.25</b>