



**CORPORATION OF THE TOWNSHIP OF PRINCE
SPECIAL MEETING AGENDA – TUESDAY JANUARY 23rd, 2024 – 4:30 PM
COMMUNITY HALL**

YouTube Stream

<https://www.youtube.com/channel/UCXfSxlyppiNWde85MELeuQ>

Land Acknowledgement

It is important that we acknowledge, with respect, that we are in Robinson-Huron Treaty territory, that the land on which we are gathered is the traditional territory of the Anishinaabe and known as Bawating. Bawating is the home of the Garden River First Nation, Batchewana First Nation, and the Historic Sault Ste. Marie Metis Council. We should and will honor and respect these Indigenous people as the ancestors and traditional stewards of the land upon which we stand today. May our relationships with the land teach us to live and work in good relationship with one another.

AGENDA

- 1. Call to order**
- 2. Approve Agenda
Resolution 2024-16**
Be it resolved that council hereby accepts the agenda, and any addendum, as presented.
- 3. Reports - Updated Report and Recommendations for Council and Members of Local Board
Remuneration by Ironside Consulting
Resolution 2024-17**
Be it resolved that council hereby accepts the Updated Report and Recommendations for Council and Members of Local Board Remuneration by Ironside Consulting as information.
- 4. Reports – Gagnon Bridge Inspection Report by Tulloch Engineering
Resolution 2024-18**
Be it resolved that council hereby accepts the Gagnon Bridge Inspection Report by Tulloch Engineering Report as information.
- 5. Budget 2024
Resolution 2024-19**
Be it resolved that this council hereby reviews and accepts the Draft Budget for 2024 as information.

6. Closed Session

Resolution 2024-20

Be it resolved that this council move into the Closed Session to consider items concerning labour relations or employee negotiations, pursuant to *Municipal Act*, section 239 (2).

1. (b) personal matters about an identifiable individual, including municipal or local board employees
2. (d) labour relations or employee negotiations – Administrative Composition

Further be it resolved that should the said Closed Session be adjourned, the Council may reconvene in closed session to discuss the same matters without the need for a further authorizing resolution.

MOVE INTO CLOSED SESSION – ADJOURNMENT TO FOLLOW

7. Administrative Composition

Resolution 2024-21

Be it resolved that this council moves to address the administrative composition of the office staff.

8. Confirmatory By-Law- 2024-07

Resolution 2024-22

Be it resolved that the confirmatory bylaw be approved as follows:

BEING A BY-LAW to confirm proceedings of the meetings of Council, January 23rd, 2024

WHEREAS Section 5(3) of the Municipal Act, R.S.O. 2001, as amended requires a municipal council to exercise its power by bylaw except where otherwise provided;

AND WHEREAS in many cases, action which is taken or authorized to be taken by a Council or a Committee of Council does not lend itself to an individual by-law;

THE COUNCIL of THE CORPORATION of PRINCE HEREBY ENACTS AS FOLLOWS:

THAT the action of the Council at its meetings of January 23rd, 2024,

1. In respect to each motion, resolution and other action passed and taken by the Council at its said meetings, are, except where prior approval of the Ontario Municipal Board is required, hereby adopted, ratified, and confirmed.
2. **THAT** the Mayor and the proper officers of the Township are hereby authorized and directed to do all things necessary to give effect to the said action or to obtain approvals where required, and to execute all documents as may be necessary and directed to affix the Corporate Seal to all such documents as required.

READ and passed in open Council this 23rd day of January 2024.

9. Adjournment.

Resolution 2024-23

Be it resolved that this Council hereby adjourns at _____ p.m. until Tuesday Feb 13th, 2024, or at the call of the chair.



MEMORANDUM

TO: Mayor Enzo Palumbo and Council
The Corporation of the Township of Prince

FROM: Antoinette Blunt MPA, CHRL, CHRE, FHRPA
Ironside Consulting Services Inc.

Date: 9 January 2024

SUBJECT: **UPDATED:** Report and Recommendations for Council and Members of Local Board Remuneration

As noted in the report submitted to Council in November 2023, the most recent version of the Township's Remuneration By-Law (By-Law No. 85-6, dated the 11th day of June 1986, has not been updated in thirty-seven years and there is no By-Law for Council remuneration and honorariums. It was determined the given Prince Township is a single-tier municipality, as are all townships in northern Ontario, comparable municipalities would be those with current By-Laws. Also, the population data was updated to 2021, for those ranging in size from 1,000 to 3,000 in population. Since the original report, two additional municipalities deemed comparable provided information.

Given with the addition of these new municipalities, the increase to honorariums would be higher, the consultant has lowered the recommendation from the 60th to the 50th percentile, with no retroactive amounts for the 2023 budget. While an increase to the 60th percentile is reasonable given comparators, such an increase in one year would likely be higher than the budget could support.

RECOMMENDATIONS

1. **Honorarium for Mayor and Council:**

That Members of Council (Mayor and Councillors), be compensated for their honorariums at the 50th percentile, effective for the 2024 budget.

Members of Council (Mayor and Councillors), receive annual increases to their honorarium in January of each year at the same percentage applied to employee wage increases (5%/year for 2025, 2026 and 2027. The rates effective January 1, 2024, are as follows:

Monthly Remuneration for Mayor: \$1,190.63

Monthly Remuneration for Councillor:	\$800.00
Annual Remuneration for Mayor:	\$14,287.56
Annual Remuneration for Councillor:	\$9,600.00

2. **Remuneration for Board, Committee or other Meetings and Work:**

That Members of Council (Mayor and Councillors), be compensated for their Board and Committee Meetings including attending at the Township office for additional meetings or working on projects, except where the member is already being provided with an honorarium such as with the District of Sault Ste. Marie Social Services Administration Board (DSSMSSAB), and the Conservation Authority, and for additional meetings held at the Township office or for working on projects, proposals, meeting with constituents, etc. and that Members of Council (Mayor and Councillors), receive annual increases to their remuneration for Boards and Committee Meetings, in January of each year at the same percentage applied to employee wage increases (5%/year for 2025, 2026 and 2027. The rates effective January 1, 2024, are as follows:

Mayor:	\$200.00/full day \$100/half day
Councillor:	\$150.00/full day \$75.00/half day

3. **Travel expenses:**

That Members of Council (Mayor and Councillors), be compensated for Travel expenses including conference fees and training or workshop expenses and all out of pocket expenses should be reimbursed at cost, including meals, hotels, hotels (at a reasonable rate set by the conference or training event guideline). The amount of the reimbursement effective January 1, 2024, will be the same as for employees.

4. **Mileage Rate:**

That Members of Council (Mayor and Councillors), be reimbursed at the Revenue Canada rate for 2024, is \$0.70/km. for the first 5,000 kilometres driven and \$.064/km. for kilometers driven about 5,000. Every year thereafter, the mileage rate will be increased to the Revenue Canada rate and the amount of the reimbursement effective January 1, 2024, will be the same as for employees.

5. **Remuneration for Lost Wages:**

That effective January 1, 2024, Members of Council (Mayor and Councillors), will receive remuneration for lost wages from their regular employment if attending at various conventions, seminars or other meetings held outside the municipality at the rate of \$400.00/day and \$200.00/half day.

<u>Mayor</u>		
Township/ 2021 Population	Monthly	Annually
Prince (Algoma) Pop. 975	\$570.00	\$6,840.00
Armour (Parry Sound) Pop. 1459	\$1,740.58	\$20,886.96
Atikokan (Raint River) Pop. 2753	\$1,200.00	\$14,400.00
Chapleau (North ON) Pop. 1942	\$835.00	\$10,020.00
Emo (Rainy River) Pop. 1204	\$700.00	\$8,400.00
MMAA (Algoma) Pop. 1513	\$933.92	\$11,207.04
Perry (Parry Sound) Pop. 2650	\$1,281.13	\$15,373.56
Bonfield (Nipissing) Pop. 2146	\$1,190.63	\$14,287.56

<u>Councillors</u>		
Township	Monthly	Annually
Prince	\$435.00	\$5,220.00
Armour	\$1,293.58	\$15,522.96
Atikokan	\$800.00	\$9,600.00
Chapleau	\$498.70	\$5,984.40
Emo	\$500.00	\$6,000.00
MMAA	\$709.71	\$8,516.52
Perry	\$896.70	\$10,760.40
Bonfield	\$950.00	\$11,400.00

<u>Mayor</u>		
	Monthly	Annually
Highest	\$1,740.58	\$20,886.96
Lowest	\$700.00	\$8,400.00
Mean/Average	\$1,125.89	\$13,510.73

<u>Councillors</u>		
	Monthly	Annually
Highest	\$1,293.58	\$15,522.96
Lowest	\$498.70	\$5,984.40
Mean/Average	\$806.96	\$9,683.47

50th Percentile	\$1,190.63	\$14,287.56	50th Percentile	\$800.00	\$9,600.00
60th Percentile	\$1,196.25	\$14,355.02	60th Percentile	\$858.02	\$10,296.24
70th Percentile	\$1,216.23	\$14,594.71	70th Percentile	\$907.36	\$10,888.32



Planners | Surveyors | Biologists | Engineers

January 19, 2024
231346

Steve Hemsworth, Chief Administrative Clerk

Prince Township
3042 Second Line West
Prince Township
ON, P6A 6K4

Re: Gagnon Road Bridge OSIM Inspection and Rehabilitation/Replacement Review

TULLOCH Engineering (TULLOCH) was retained to complete the biennial inspection of the bridge located along Gagnon Road approximately 800m south of Highway 550. As part of this inspection and report, TULLOCH has provided comment on the next steps required by Prince Township to facilitate the rehabilitation and/or replacement of the structure to remove the 16-tonne load limit posting.

1. INSPECTION RESULTS

TULLOCH completed an inspection of the Gagnon Road bridge on December 15, 2023 in accordance with the guidelines of the Ontario Structure Inspection Manual (OSIM). As per OSIM, inspections for bridges over 3m in span are required every two (2) years. OSIM inspection forms and associated photos are appended to this memo, with a brief overview of the inspection results highlighted below.

The Gagnon Road bridge is a single lane, single span cast-in-place concrete bridge located approximately 800m south of Highway 550. The bridge was constructed in approximately 1930 and currently has a single 16-tonne load posting with signage posted at either side of the bridge. Overall the bridge is in fair to poor condition with several deficiencies noted throughout. Most notably:

- Several areas along the concrete beams, deck soffit, and abutments are deteriorating and exhibit wide cracking, delamination, spalling and exposed corroded reinforcement steel. Concrete patch repairs were previously completed in 2017, with some repaired locations exhibiting narrow to wide cracking, delamination, spalling, and exposed corroded

reinforcement steel. If structure replacement is not completed within the next two to four years, additional reinforcement steel cleaning and concrete patch repairs should be completed to prevent further deterioration of the structure.

- At the immediate upstream side of the bridge, debris buildup has partially obstructed the water flow. All debris should be cleared from the waterway to prevent further buildup and possible flooding upstream.
- Several signs are missing at each end of the bridge. As the structure is less than 5m wide and is only one lane, a “Narrow Structure” sign complete with a “One Lane” and a “Hazard Sign” should be located between 150m and 250m of the bridge on each side to ensure motorist safety.

Based on our bridge inspection and field observations, the existing bridge structure is adequate for continued use at the above noted permanent 16-tonne load posting. The load posting must remain in effect while the bridge is in operation.

2. GUIDELINES FOR REHABILITATION AND REPLACEMENT

Based on the age, construction and observed condition, rehabilitation and structural reinforcement of the bridge structure to remove the 16-tonne load limit is not considered practical. If the Township would like to have the load posting removed, replacement of the structure is recommended. At this time options for replacement are dependent on several factors including, but not limited to, geotechnical conditions, desired roadway width, and hydraulic capacity requirements. Several tasks are required prior to completion of the structure replacement design and are generally outlined in the below sections.

If the Township does not wish to remove the load posting at this time and replacement for the structure is not scheduled for within the next two to four years, structure rehabilitation is recommended to prolong the life of the structure. Rehabilitation would generally include concrete chip and patch repair with cleaning of reinforcement steel. It should be noted that concrete repairs were previously completed in 2017 and currently exhibit signs of deterioration as noted above and in the attached OSIM report.

2.1. Geotechnical Investigation

A geotechnical investigation is required at the site to determine suitable foundation types for the proposed structure replacement, as well as provide recommendations on suitable dewatering practices. Based on suitable foundation types, certain structure types may not be feasible. For example, poor to moderate soil conditions with weak bearing capacities may require a closed-bottom culvert to adequately disperse the loads across the soil, where very weak soils may require a deep foundation (i.e. driven H-piles or sheet-piles).

Based on previous soils investigations completed in the area, it is anticipated that weak to very weak soils will be encountered at the subject site and a closed-bottom culvert or deep foundations will be required.

2.2. Hydraulic Analysis

To facilitate the structure replacement design, a hydraulic analysis of the proposed replacement structure is required to determine a hydraulic opening that meets the Township's desired level-of-service (i.e. ability to pass a 1/50- or 1/100-year storm event, dependent on the traffic volume and importance of the bridge). Further, the hydraulic analysis is required to ensure that the capacity of the proposed structure matches the hydraulic capacity of the existing structure. Any modifications to the hydraulic capacity may create adverse flooding impacts upstream and/or downstream. Should the hydraulic capacity be required to be increased to meet the desired level-of-service, a more detailed analysis of the floodplain will be required as part of a Municipal Class Environmental Assessment (see below).

2.3. Municipal Class Environmental Assessment

In accordance with the Environmental Assessment Act and the Municipal Class Environmental Assessment process, Class EAs for municipal infrastructure projects are categorized into Schedules Exempt, Exempt Subject to Screening, B and C with reference to the magnitude of their anticipated environmental impact.

- **Exempt** – Projects which are exempt from the EA Act as outlined in the Class EA document.
- **Exempt Subject to Screening** – Projects which are exempt subject to following the screening process from the procedures outlined in the Class EA document. Bridge and culvert replacement projects which fall under this class generally include structure reconstructions that will be used for the same purpose, use and capacity (hydraulic and roadway capacity), and do not possess any heritage value.
- **Schedule B** – Activities which require completion of Phase 1 and 2 of the Class EA planning process. Schedule B activities are approved subject to a screening process. Bridge and culvert replacement projects which fall under Schedule B generally include structure reconstructions that will not be used for the same purpose, use and capacity (hydraulic and roadway capacity) and have a total project value of less than \$2.4 million.
- **Schedule C** – Activities which require completion of the full five (5) phase Class EA process. Bridge and culvert replacement projects which fall under Schedule C generally include structure reconstructions that will not be used for the same purpose, use and capacity (hydraulic and roadway capacity) and have a total project value greater than \$2.4 million.

The existing bridge is a single lane narrow structure. Should the Township elect to replace the existing structure with a wider structure to support two-lanes of vehicular traffic, or should the hydraulic analysis indicate that the hydraulic capacity of the structure must be increased to meet the desired level-of-service, a Schedule B or Schedule C Class EA will be required.

Based on review of similar historic structure replacement projects, it is anticipated that the total project value for this structure replacement would be less than \$2.4 million and a **Schedule B Class EA** would be required should the roadway or hydraulic capacity be increased.

2.4. Replacement Options and Cost Estimate

As highlighted above, several factors must be reviewed prior to determining a suitable replacement option for Gagnon Road bridge. Preliminarily, based on our high-level review as well as familiarity with structures along Town Line and Base Line replaced in 2013/2014, a culvert structure complete with roadworks is anticipated to be the most economical structure replacement type. Suitable culvert types will be dependent on soil conditions present, hydraulic capacity requirements, and other environmental considerations (i.e. fish habitat) to be reviewed during the preliminary design stages or Class EA process (as required).

At this time, due to the number of uncertainties regarding structure and foundation type, overall width (one- or two-lane roadway), and overall size/span, a construction cost estimate prepared at this time would be inaccurate. At the request of the Township, based on an assumed culvert structure replacement as well as recent construction costs for similar structure replacement projects, construction cost for the replacement of the Gagnon Road bridge is estimated to be between \$800,000 and \$1.1 million. This construction cost estimate is high-level only and we recommend caution should this be used for planning or budgetary purposes. Once additional details of the structure replacement are determined (structure and foundation type, size, roadway width, etc.), a refined construction cost estimate should be completed.

It should also be noted that due to significant volatility in pricing in recent years, construction costs obtained through the tendering process may vary from construction cost estimates provided during the design phase of the project.

3. CONCLUSION

We trust that our inspection report and information regarding next steps for the structure meet your needs at this time. Should you have any questions or require anything further please do not hesitate to contact the undersigned.

Sincerely yours,



Nick Giunti, P.Eng.
Project Manager



STATEMENT OF QUALIFICATIONS AND LIMITATIONS

The attached Report (the “Report”) has been prepared by TULLOCH Engineering Inc. (“Consultant”) for the benefit of the client (“Client”) in accordance with the agreement between Consultant and Client, including the scope of work detailed therein (the “Agreement”).

The information, data, recommendations and conclusions contained in the Report (collectively, the “Information”):

- is subject to the scope, schedule, and other constraints and limitations in the Agreement and the qualifications contained in the Report (the “Limitations”);
- represents Consultant’s professional judgement in light of the Limitations and industry standards for the preparation of similar reports;
- may be based on information provided to Consultant which has not been independently verified;
- has not been updated since the date of issuance of the Report and its accuracy is limited to the time period and circumstances in which it was collected, processed, made or issued;
- must be read as a whole and sections thereof should not be read out of such context;
- was prepared for the specific purposes described in the Report and the Agreement; and
- in the case of subsurface, environmental or geotechnical conditions, may be based on limited testing and on the assumption that such conditions are uniform and not variable either geographically or over time.

Consultant shall be entitled to rely upon the accuracy and completeness of information that was provided to it and has no obligation to update such information. Consultant accepts no responsibility for any events or circumstances that may have occurred since the date on which the Report was prepared and, in the case of subsurface, environmental or geotechnical conditions, is not responsible for any variability in such conditions, geographically or over time.

Consultant agrees that the Report represents its professional judgement as described above and that the Information has been prepared for the specific purpose and use described in the Report and the Agreement, but Consultant makes no other representations, or any guarantees or warranties whatsoever, whether express or implied, with respect to the Report, the Information or any part thereof.

Without in any way limiting the generality of the foregoing, any estimates or opinions regarding probable construction costs or construction schedule provided by Consultant represent Consultant’s professional judgement in light of its experience and the knowledge and information available to it at the time of preparation. Since Consultant has no control over market or economic conditions, prices for construction labour, equipment or materials or bidding procedures, Consultant, its directors, officers and employees are not able to, nor do they, make any representations, warranties or guarantees whatsoever, whether express or implied, with respect to such estimates or opinions, or their variance from actual construction costs or schedules, and

accept no responsibility for any loss or damage arising therefrom or in any way related thereto. Persons relying on such estimates or opinions do so at their own risk.

Except (1) as agreed to in writing by Consultant and Client; (2) as required by-law; or (3) to the extent used by governmental reviewing agencies for the purpose of obtaining permits or approvals, the Report and the Information may be used and relied upon only by Client.

Consultant accepts no responsibility, and denies any liability whatsoever, to parties other than Client who may obtain access to the Report or the Information for any injury, loss or damage suffered by such parties arising from their use of, reliance upon, or decisions or actions based on the Report or any of the Information ("improper use of the Report"), except to the extent those parties have obtained the prior written consent of Consultant to use and rely upon the Report and the Information. Any injury, loss or damages arising from improper use of the Report shall be borne by the party making such use.

This Statement of Qualifications and Limitations is attached to and forms part of the Report and any use of the Report is subject to the terms hereof.

Municipal Structure Inspection Form

MTO Site Number:

38S-96

Inventory Data:

Structure Name	Gagnon Road Bridge		
Main Hwy/Road #	N/A	On <input checked="" type="checkbox"/> Under <input type="checkbox"/>	Crossing Type: Navig. Water <input type="checkbox"/> Non-Navig. Water <input checked="" type="checkbox"/> Rail <input type="checkbox"/> Road <input checked="" type="checkbox"/> Ped. <input type="checkbox"/> Other <input type="checkbox"/>
Road Name	Gagnon Road		
Structure Location	0.8km south of Highway 550 over West Branch Big Carp River		
Latitude	N 46°31.5'	Longitude	W 84°30'
Owner(s)	Prince Township	Heritage Designation:	Not Cons. <input checked="" type="checkbox"/> Cons./not App. <input type="checkbox"/> List/not Desig. <input type="checkbox"/> Desig./Not List <input type="checkbox"/> Desig. & List <input type="checkbox"/>
MTO Region *	50 Northern	Road Class:	Freeway <input type="checkbox"/> Arterial <input type="checkbox"/> Collector <input type="checkbox"/> Local <input checked="" type="checkbox"/>
MTO District *	62 Sault Ste. Marie	Posted Speed	N/A
Old County *	38 Algoma	No. of Lanes	1
Geographic Twp. *	595 Prince	AADT	150
Structure Type *	7 'T' Beam	% Trucks	< 10%
Total Deck Length	6.85 (m)	Special Routes:	Transit <input type="checkbox"/> Truck <input type="checkbox"/> School <input type="checkbox"/> Bicycle <input checked="" type="checkbox"/>
Overall Str. Width	4.78 (m)	Detour Length Around Bridge	8 (km)
Total Deck Area	32.7 (sq.m)	Fill on Structure	0 (m)
Roadway Width	4.27 (m)	Skew Angle	0 (degrees)
Span Lengths	6 (m)	Direction of Structure	North/South
		No. of Spans	1

Historical Data:

Year Built	1930	Last Biennial Inspection	2015
Current Load Limit	/ /16 (tonnes)	Last Bridge Master Inspection	N/A
Load Limit Bylaw #	N/A	Last Evaluation	N/A
Bylaw Expiry Date	N/A	Last Underwater Inspection	N/A
Min. Vertical Clearance	N/A (m)	Last Condition Survey	N/A

Rehab. History: (Date/description)

1978 – Abutment Underpinning
 1990s – Side Rail Replacement
 2017 – Guiderail Replacement and Concrete Patch Repairs.

Municipal Structure Inspection Form

MTO Site Number:

38S-96

Field Inspection Information:	
Date of Inspection:	December 15, 2023
Inspector:	N.Giunti, P.Eng – Tulloch Engineering
Others in Party:	S. Gaines – Tulloch Engineering
Equipment Used:	Camera, Measuring Tape, Hammer
Weather:	Sunny
Temperature:	4°C

Additional Investigations Required:	Priority			Estimated Cost
	None	Normal	Urgent	
Detailed Deck Condition Survey:	X			
DART Survey:	X			
Detailed Coating Condition Survey:	X			
Underwater Investigation:	X			
Fatigue Investigation:	X			
Seismic Investigation:	X			
Structure Evaluation:	X			
Load Posting – Estimated Load			Total Cost	\$0
Special Notes:				
Next Detailed Inspection:			2025	

Suspected Performance Deficiencies

- | | | |
|--|---|-------------------------------------|
| 00 None | 06 Bearing not uniformly loaded/unstable | 12 Slippery surfaces |
| 01 Load carrying capacity | 07 Jammed expansion joint | 13 Flooding/channel blockage |
| 02 Excessive deformations (deflections & rotations) | 08 Pedestrian/vehicular hazard | 14 Undermining of foundation |
| 03 Continuing settlement | 09 Rough riding surface | 15 Unstable embankments |
| 04 Continuing movements | 10 Surface ponding | 16 Other |
| 05 Seized bearings | 11 Deck drainage | |

Maintenance Needs

- | | | |
|---|--|--------------------------------------|
| 01 Lift and Swing Bridge Maintenance | 07 Repair to Structural Steel | 13 Erosion Control at Bridges |
| 02 Bridge Cleaning | 08 Repair of Bridge Concrete | 14 Concrete Sealing |
| 03 Bridge Handrail Maintenance | 09 Repair of Bridge Timber | 15 Rout and Seal |
| 04 Painting Steel Bridge Structures | 10 Bailey Bridges - Maintenance | 16 Bridge Deck Drainage |
| 05 Bridge Deck Joint Repair | 11 Animal/Pest Control | 17 Other |
| 06 Bridge Bearing Maintenance | 12 Bridge Surface Repair | |

Municipal Structure Inspection Form

MTO Site Number:

38S-96

Element Data

Element Group: *	Deck	Length:	6.85m				
Element Name: *	Deck Top	Width:	5.0m				
Location:	Below wearing surface	Height:	-				
Material: *	Cast-in-place concrete	Count:	1				
Element Type: *	Cast-in-place concrete on supports	Total Quantity:	34.3 m ²				
Environment:	Benign / Moderate / Severe	Limited Insp'n:	Yes, asphalt covered				
Protection System: *					Perform. Deficiencies	Maint. Needs	
Condition Data:	Units	Exc.	Good	Fair	Poor		
	m ² / m / each / % / all			34.3		00	00

Comments:



Asphalt covered deck.

Recommended Work: None 6 –10 years 1 – 5 years < 1 year Urgent

Municipal Structure Inspection Form

MTO Site Number:

38S-96

Element Data

Element Group: *	Deck	Length:	6.85m				
Element Name: *	Wearing Surface	Width:	4.05m				
Location:	Deck surface	Height:	-				
Material: *	Asphalt	Count:	1				
Element Type: *		Total Quantity:	27.7 m ²				
Environment:	Benign / Moderate / Severe	Limited Insp'n:	Yes, partially snow covered				
Protection System: *							
Condition	Units	Exc.	Good	Fair	Poor	Perform. Deficiencies	Maint. Needs
Data:	m ² / m / each / % / all		27.7			00	00

Comments: Light wear, partially snow covered at time of inspection.



Recommended Work: None 6-10 years 1-5 years < 1 year Urgent

Municipal Structure Inspection Form

MTO Site Number:

38S-96

Element Data

Element Group: *	Deck	Length:	1.0m				
Element Name: *	Soffit	Width:	3.35m				
Location:	Ends	Height:	0.30m				
Material: *	Cast-in-place concrete	Count:	2				
Element Type: *		Total Quantity:	7.9 m ²				
Environment:	Benign / Moderate / Severe	Limited Insp'n:					
Protection System: *							
Condition Data:	Units	Exc.	Good	Fair	Poor	Perform. Deficiencies	Maint. Needs
	m ² / m / each / % / all			2.9	5.0	00	08

Comments: Light to severe scaling, localized spalls and delamination, exposed corroded rebar. Previous localized patch repairs. Patch repairs exhibit hairline to wide cracking, delamination, spalling, and exposed corroded rebar beneath.



Deck soffit, north-east corner.



Deck soffit, north-west corner



Deck soffit, north-centre.



Deck soffit, south-centre.

Recommended Work: None 6-10 years 1-5 years < 1 year Urgent

Concrete patching and cleaning of exposed corroded rebar.

Municipal Structure Inspection Form

MTO Site Number:

38S-96

Element Data

Element Group: *	Deck	Length:	4.85m				
Element Name: *	Soffit	Width:	-				
Location:	Exterior	Height:	0.30m				
Material: *	Cast-in-place concrete	Count:	2				
Element Type: *		Total Quantity:	2.9 m ²				
Environment:	Benign / Moderate / Severe	Limited Insp'n:	Yes (visual only)				
Protection System: *							
Condition Data:	Units	Exc.	Good	Fair	Poor	Perform. Deficiencies	Maint. Needs
	m ² / m / each / % / all			2.9		00	00

Comments: Light to medium scaling, hairline to medium cracking, efflorescence on concrete.



East bridge elevation (deck fascia above beam).



West bridge elevation (deck fascia above beam).

Recommended Work: None 6-10 years 1-5 years < 1 year Urgent

Municipal Structure Inspection Form

MTO Site Number:

38S-96

Element Data

Element Group: *	Deck	Length:	4.85m				
Element Name: *	Soffit	Width:	3.35m				
Location:	Interior	Height:	-				
Material: *	Cast-in-place concrete	Count:	1				
Element Type: *		Total Quantity:	16.2 m ²				
Environment:	Benign / Moderate / Severe	Limited Insp'n:	Yes				
Protection System: *							
Condition Data:	Units	Exc.	Good	Fair	Poor	Perform. Deficiencies	Maint. Needs
	m ² / m / each / % / all			11.7	4.5	00	08

Comments: Light to severe scaling, localized spalling and delamination, exposed corroded rebar, large aggregate in concrete. Previous concrete patchwork completed. Patchwork exhibits hairline to wide cracking, delamination and spalling at some locations. Exposed rebar has lack of concrete cover which will result in early spalling of patchwork.



Deck soffit, interior. Concrete patchwork delaminated and spalled.



Deck soffit, isolated concrete patchwork.



Deck soffit, isolated concrete patchwork.

Recommended Work: None 6-10 years 1-5 years < 1 year Urgent

Concrete patching and cleaning of exposed corroded rebar.

Municipal Structure Inspection Form

MTO Site Number:

38S-96

Element Data

Element Group: *	Barriers	Length:	6.85m				
Element Name: *	Parapet Walls	Width:	0.25m				
Location:	Exterior	Height:	1.0m				
Material: *	Cast-in-place concrete	Count:	2				
Element Type: *	Concrete balustrade	Total Quantity:	17.1 m ²				
Environment:	Benign / Moderate / Severe	Limited Insp'n:					
Protection System: *					Perform. Deficiencies	Maint. Needs	
Condition Data:	Units	Exc.	Good	Fair	Poor		
	m ² / m / each / % / all		9.6	7.5		00	00

Comments: Localized spalls, bug holes throughout, narrow stained vertical cracking



East parapet, exterior.



West parapet, exterior.

Recommended Work: None 6-10 years 1-5 years < 1 year Urgent

Municipal Structure Inspection Form

MTO Site Number:

38S-96

Element Data

Element Group: *	Barriers	Length:	6.85m				
Element Name: *	Parapet Walls	Width:	0.25m				
Location:	Interior	Height:	1.0m				
Material: *	Cast-in-place concrete	Count:	2				
Element Type: *	Concrete balustrade	Total Quantity:	17.1 m ²				
Environment:	Benign / Moderate / Severe	Limited Insp'n:					
Protection System: *							
Condition Data:	Units	Exc.	Good	Fair	Poor	Perform. Deficiencies	Maint. Needs
	m ² / m / each / % / all		13.6	3.0	0.5	00	00

Comments: Localized spalls, bug holes throughout, narrow stained vertical cracking, light to medium scrapes from vehicular impacts, spalling at corners (behind guiderail)



West barrier, interior.



East barrier, interior.

Recommended Work: None 6-10 years 1-5 years < 1 year Urgent

Municipal Structure Inspection Form

MTO Site Number:

38S-96

Element Data

Element Group: *	Beams/MLEs	Length:	1.0m				
Element Name: *	Girders	Width:	0.305m				
Location:	Ends	Height:	0.405m				
Material: *	Cast-in-place concrete	Count:	8				
Element Type: *	T type	Total Quantity:	8.9 m ²				
Environment:	Benign / Moderate / Severe	Limited Insp'n:					
Protection System: *							
Condition Data:	Units	Exc.	Good	Fair	Poor	Perform. Deficiencies	Maint. Needs
	m ² / m / each / % / all			4.5	4.4	01	00

Comments: Light to severe scaling, localized spalls and delamination, exposed corroded rebar, narrow to wide cracking in beams at transition into abutment walls, large aggregate in concrete. Concrete patching completed at several locations, with patching exhibiting isolated narrow to wide cracking, delamination and spalling. Exposed corroded rebar at south east corner exhibits lack of cover.



Beam ends, south-east corner.



Beam end, south side. Cracking and delamination in concrete patchwork.

Recommended Work: None 6–10 years 1–5 years < 1 year Urgent

Concrete patching and cleaning of exposed corroded rebar.

Municipal Structure Inspection Form

MTO Site Number:

38S-96

Element Data

Element Group: *	Beams/MLEs	Length:	4.85m				
Element Name: *	Girders	Width:	0.305m				
Location:	Middle	Height:	0.405m				
Material: *	Cast-in-place concrete	Count:	4				
Element Type: *	T type	Total Quantity:	21.6 m ²				
Environment:	Benign / Moderate / Severe	Limited Insp'n:					
Protection System: *							
Condition Data:	Units	Exc.	Good	Fair	Poor	Perform. Deficiencies	Maint. Needs
	m ² / m / each / % / all			16.2	5.4	01	00

Comments: Light to severe scaling, localized spalls and delamination, exposed corroded rebar, narrow to wide cracking, large aggregate in concrete



Beams, middle.



West beam exhibiting cracking, delamination and spalling along length.

Recommended Work: None 6–10 years 1–5 years < 1 year Urgent

Concrete patching and cleaning of exposed corroded rebar.

Municipal Structure Inspection Form

MTO Site Number:

38S-96

Element Data

Element Group: *	Abutments	Length:	-				
Element Name: *	Abutment Walls	Width:	5.50m				
Location:	Ends of bridge	Height:	2.70m				
Material: *	Cast-in-place concrete	Count:	2				
Element Type: *	Integral	Total Quantity:	29.7 m ²				
Environment:	Benign / Moderate / Severe	Limited Insp'n:					
Protection System: *							
Condition Data:	Units	Exc.	Good	Fair	Poor	Perform. Deficiencies	Maint. Needs
	m ² / m / each / % / all			17.3	12.4	14	00

Comments: Light to severe scaling, bugholes, localized spalls, patching, narrow to wide stained cracking, narrow to wide horizontal cold joints. Concrete patchwork previously completed, with patchwork exhibiting hairline to medium cracking, delamination, and spalling. Scour and undermining of the abutment haunch is present on the north and south abutments.



North abutment wall.



South abutment wall.

Recommended Work: None 6-10 years 1-5 years < 1 year Urgent

Minor rehabilitation including removal of delaminated concrete and concrete patchwork.

Municipal Structure Inspection Form

MTO Site Number:

38S-96

Element Data

Element Group: *	Abutments	Length:	3.2m
Element Name: *	Wingwalls	Width:	-
Location:	4 corners of abutments	Height:	1.1m
Material: *	Cast-in-place concrete	Count:	4
Element Type: *	Reinforced concrete	Total Quantity:	14.1 m ²
Environment:	Benign / Moderate / Severe	Limited Insp'n:	
Protection System: *			
Condition	Units	Exc.	Good
Data:	m ² / m / each / % / all		10.0
			4.1
			00
			00

Comments: Light to severe scaling, bugholes, localized spalls, patching, narrow to wide horizontal cold joints, narrow to medium cracking with efflorescence. Concrete patchwork exhibits localized delamination and spalling.



North east wingwall.



South east wingwall.



North west wingwall.



South west wingwall.

Recommended Work: None 6-10 years 1-5 years < 1 year Urgent

Minor rehabilitation including concrete chip, removal and patchwork.

Municipal Structure Inspection Form

MTO Site Number:

38S-96

Element Data

Element Group: *	Approaches	Length:	4.0m
Element Name: *	Wearing surface	Width:	4.30m
Location:	North and south approaches	Height:	-
Material: *	Asphalt	Count:	2
Element Type: *		Total Quantity:	34.4 m ²
Environment:	Benign / Moderate / Severe	Limited Insp'n:	
Protection System: *			
Condition	Units	Exc.	Good
Data:	m ² / m / each / % / all		
			Fair
			Poor
			Perform. Deficiencies
			Maint. Needs
			09
			00

Comments: Patching, moderate wear, depressions at ends of bridge, patching at north end to fill settlement/depression.



North approach.



South approach.



North approach, patching at settlement.



South approach, settlement at bridge deck.

Recommended Work: None 6-10 years 1-5 years < 1 year Urgent

Patching at south end to provide smooth transition from approach to bridge.

Municipal Structure Inspection Form

MTO Site Number:

38S-96

Element Data

Element Group: *	Approaches	Length:	17.2m (average)				
Element Name: *	Barriers	Width:	-				
Location:	East and west edge of approaches	Height:	-				
Material: *	Steel	Count:	4				
Element Type: *	Flex beams on steel posts	Total Quantity:	68.6m				
Environment:	Benign / Moderate / Severe	Limited Insp'n:					
Protection System: *						Perform. Deficiencies	Maint. Needs
Condition Data:	Units	Exc.	Good	Fair	Poor		
	m ² / m / each / % / all		66.6	1.5	0.5	00	00

Comments: Light to severe isolated scrapes and impact damage, one (1) offset block on the northeast corner damaged and loose



Offset block damaged and loose.



Reflector signage damaged.



Impact damage.



Impact damage, typical.

Recommended Work: None 6-10 years 1-5 years < 1 year Urgent

Maintenance work: Replace damaged offset block and reflectors.

Municipal Structure Inspection Form

MTO Site Number:

38S-96

Element Data

Element Group: *	Coatings	Length:	17.2m (average)			
Element Name: *	Railing systems/hand railings	Width:	0.10m			
Location:	Steel flex beam	Height:	0.40m			
Material: *	Hot dip galvanizing	Count:	4			
Element Type: *		Total Quantity:	41.3 m ²			
Environment:	Benign / Moderate / Severe	Limited Insp'n:				
Protection System: *					Perform. Deficiencies	Maint. Needs
Condition	Units	Exc.	Good	Fair	Poor	
Data:	m ² / m / each / % / all		40.3	0.6	0.4	00

Comments: Light scrapes on coatings, isolated coatings breakdown on anchor bolts.



Scrapes on coatings.



Coatings breakdown on anchor bolts.

Recommended Work: None 6-10 years 1-5 years < 1 year Urgent

Municipal Structure Inspection Form

MTO Site Number:

38S-96

Element Data

Element Group: *	Accessories	Length:	-				
Element Name: *	Signs	Width:	-				
Location:	Ends of bridge	Height:	-				
Material: *	Steel	Count:	2				
Element Type: *		Total Quantity:	2				
Environment:	Benign / Moderate / Severe	Limited Insp'n:					
Protection System: *						Perform. Deficiencies	Maint. Needs
Condition	Units	Exc.	Good	Fair	Poor		
Data:	m ² / m / each / % / all		2			08	00

Comments: Several reflectors present along guiderail, with several reflectors damaged or missing. Two (2) load posting signs present (1 at each approach). A Narrow Structure Sign, accompanied by a “One Lane” sign directly below the Narrow Structure Sign and a Hazard Sign is required on each side of the structure, not less than 150m or more than 250m beyond the structure.



Load posting sign on south side (typical both sides).



Reflector signs at guiderail.

Recommended Work: None 6–10 years 1–5 years < 1 year Urgent

Repair/replace damaged reflectors. Install Narrow Structure signs complete with “One Lane” signs and Hazard signs on each side of the bridge, minimum 150m but not more than 250m from the edge of the bridge.

Municipal Structure Inspection Form

MTO Site Number:

38S-96

Element Data

Element Group: *	Embankments and Streams	Length:	-
Element Name: *	Embankments	Width:	-
Location:	4 Corners of bridge	Height:	-
Material: *	Rock/vegetated slopes	Count:	4
Element Type: *		Total Quantity:	4
Environment:	Benign / Moderate / Severe	Limited Insp'n:	Yes, snow covered
Protection System: *			
Condition	Units	Exc.	Good
Data:	m ² / m / each / % / all		4
		Fair	Poor
		Perform. Deficiencies	Maint. Needs
		00	00

Comments: Vegetated banks appear in good condition with no evidence of erosion (generally snow covered at time of inspection).



North east bank.



South east bank.



North west bank.



South west bank.

Recommended Work: None 6-10 years 1-5 years < 1 year Urgent

Municipal Structure Inspection Form

MTO Site Number:

38S-96

Element Data

Element Group: *	Foundations	Length:	-				
Element Name: *	Foundations (below ground level)	Width:	-				
Location:		Height:	-				
Material: *		Count:	-				
Element Type: *		Total Quantity:	-				
Environment:	Benign / Moderate / Severe	Limited Insp'n:	Visual only				
Protection System: *						Perform. Deficiencies	Maint. Needs
Condition Data:	Units m ² / m / each / % / all	Exc.	Good	Fair	Poor	00	00

Comments: No evidence of settlement present. Scour and undermining of the abutment haunch is present on the north and south abutments.

Recommended Work: None 6-10 years 1-5 years < 1 year Urgent

Municipal Structure Inspection Form

MTO Site Number:

38S-96

Repair and Rehabilitation Required:		Priority				Estimated Construction Cost
Element	Repair and Rehabilitation Required	6 to 10 years	1 to 5 years	Within 1 year	Urgent	
Deck Soffit	Rebar cleaning and concrete repairs				X	\$20,000
Beams	Rebar cleaning and concrete repairs				X	\$20,000
Signs	Erect Narrow Structure signs complete with "One Lane" signs and hazard signs				X	\$2,000
Approaches	Patching required to provide a smooth transition on/off bridge			X		Maintenance
Total Cost						\$42,000

Associated Work:	Comments	Estimated Cost
Approaches:		
Detours:		
Traffic Control:		
Utilities:		
Right of Way:		
Environmental Study:		
Other: Engineering		
Contingencies:		
Total Cost		

Justification:

The existing 16 tonne load limit shall remain in effect. Addition of appropriate signage recommended for motorist safety. Rebar cleaning and concrete repairs are required to prevent further deterioration.



COUNCIL REPORT

Date: January 19, 2024	Date Presented: January 23, 2024
Prepared By: Steve Hemsworth	Rank: Fire Chief

Fire Department Budget Highlights 2024

New Apparatus and Equipment - \$10000.00

- New gas monitor to replace one that reached the end of it's useful life last year - \$1500.00
- New boots and gloves to replace expired gear \$1100.00
- One new set of turnout gear to replace gear expiring this year as per NFPA 1971 and Ontario OHSA- \$3500.00.
- Replace 8 helmets that are expiring in 2024 as per NFPA 1971 and Ontario OHSA- \$3200.00
- Other equipment - \$700.00

Fire Licenses and Permits - \$7500.00

This includes \$4407.00 for use of Spectrum's Prince Lake Radio Tower, \$1312.88 for Edispatches firefighter notification application and \$513.56 to the Receiver General of Canada for radio authorization renewal (all 2023 numbers). The remainder of the \$7000.00 budgeted is for DZ drivers license renewal testing and physical exams.

Training - \$8000.00

In June 2022 the province initiated mandatory minimum training for the fire service. We still have two firefighters that will require NFPA 1001 Firefighter 1, which may be available at the Sault Fire Regional Training Center in May. Three firefighters still require NFPA 1072 Hazmat Operations which also may be available at the Sault Fire Regional Training Center in September.

Fire Station - \$9200.00

This includes electricity, natural gas, hydro, pest control, cleaning supplies, internet and building maintenance and repair. Includes \$1198.50 paid to CACC for fire dispatch services.

Expenditures 2024 - Fire Dept						
Account	Description	2023Budget	2023 Actual	under / (Over)	2024 Budget	
01-31-310100	Fire Honorariums	45,000.00	45,000.00	-	45,000.00	
01-31-310120	Pumper 1 Fuel	1,000.00	639.84	360.16	1,000.00	
01-31-310130	Pumper 1 Repair	1,000.00	48.75	951.25	500.00	
01-31-310140	Pump 3 Fuel	1,000.00	399.08	600.92	1,000.00	
01-31-310150	Pump 3 Repair	500.00	295.10	204.90	500.00	
01-31-310170	New Apparatus \$ Equipment	12,000.00	20,360.13	(8,360.13)	10,000.00	
01-31-310175	First Response Expense	500.00	483.97	16.03	500.00	
01-31-310180	Repairs to Apparatus & Equipment	1,000.00	609.79	390.21	1,000.00	
01-31-310185	Re-certification of Apparatus & Equipment	5,500.00	3,376.05	2,123.95	5,500.00	
01-31-310190	Fire - Licenses & Permits	7,500.00	4,242.13	3,257.87	7,000.00	
01-31-310200	Training	6,800.00	3,562.09	3,237.91	8,000.00	
01-31-310210	Fire Station	9,200.00	4,033.55	5,166.45	9,000.00	
01-31-310215	Mutual Aid & Essentials Course	300.00	-	300.00	300.00	
01-31-310220	Miscellaneous Fire	700.00	690.68	9.32	700.00	
01-31-310240	Fire Prevention	500.00	51.79	448.21	500.00	
	Total:	92,500.00	83,792.95	8,707.05	90,500.00	



The Corporation of the Township of Prince

3042 Second Line West,
Prince Township, Ontario P6A 6K4

Phone 705-779-2992 Fax 705-779-2725

Mayor: E. Palumbo

2024 Budget

Wages:

All wages have been outlined on a per annum basis. This includes the new Treasure position that was anticipated to start on February 1, 2024. Council will have to consider the number of employees required in the office and what positions they will hold. Mandatory positions required under the Municipal Act are treasurer and clerk.

Asset Management Plan:

Our current 10-year Asset Management Plan that includes inspections of all roads, structures and equipment expired on December 31, 2023. Aside from doing the inspection, a new report will be outlined in a way that the township will meet Ontario Regulation 588-17 which we must follow by July 1, 2024.

Gagnon Rd. Bridge

The Tulloch Asset Management Plan identifies the bridge as being built in 1930. The plan shows the bridge was to be replaced in 2021 at a cost of \$820,200.00. The bridge was inspected on December 15, 2023, using the OSIM format. The completed report has not been submitted yet.

The anticipated cost to replace the bridge is \$1,000,000.00. If we can replace it with a culvert this cost may be reduced to \$800,000.00. I want to stress these numbers are estimates, final figures will not be known until we put the project out to tender.

Currently in our reserves we have the following account balances from two funding sources:

Canada Community Building Fund (CCBF) - \$265,688.68
Ontario Community Infrastructure Fund (OCIF) – \$100,644.24

For 2024 we will receive the following:

CCBF - \$61,308.00
OCIF - \$100,000.00

Total funding from Federal and Provincial Government reserves and 2024 funding is \$527,640.92. The balance of the funding for bridge replacement would come from general township reserves.

The only other source of funding would be the Northern Ontario Resource Development Support (NORDS) however the funds we receive from them until 2025 are being used to pay for the Walls Road upgrade as per our agreement with them.

Other Road Work

The north end of Town Line is drained by an old culvert on the township side. Township staff spend a considerable amount of time clearing the culvert when it gets plugged by debris and road sand and causes minor flooding. On the opposite side of the road the City of Sault Ste. Marie has dug out the culvert, filled in the ditch and paved over top. \$100,000.00 has been placed in the budget to complete the same work on our side.

Grants Applied For

An application has been submitted to the Northern Ontario Heritage Fund Corporation (NOHFC). This funding will pay 90 % towards The Community Enhancement Program that is designed to help build strong and resilient Northern communities through infrastructure investments, to upgrade / repair existing assets to improve community quality of life, economic development infrastructure and strategic economic development initiatives. This application involves:

- Paving of the parking lot at 3042 Second Line West, from in front of the fire hall, north past the community center to the first pavilion driveway, down the first driveway and in front of the washrooms. This would eliminate the constant washouts and make it easier for differently abled persons to access our facilities.
- Repair the walls and paint the interior of the fire hall apparatus bays.
- Replacing old fluorescent fixtures in both public washrooms with LED lighting for safety
- Replacing the old chandelier in the main entrance of the community hall with LED lighting to enhance safety.
- Repairing outdoor receptacles on the east side of the community hall that currently only partially work
- Add lighting on the outside of the northeast corner of the building (currently no lighting) over the handicapped parking spot to enhance safety.
- Painting both bathrooms to create a more sanitary environment.

Total estimated costs for the above project submission are \$130,000.00. Should we be successful, funding from NOHFC is anticipated to be \$114,624.00. \$17,000.00 has been budgeted for the township portion of the fund plus miscellaneous expenses.

If we are not successful in obtaining the funding the projects will not go ahead.

New Pickup Truck

The township currently owns a 2009 Chevrolet pickup truck that is used by the Public Works Department. In the 2014 – 2023 Asset Management Plan all road maintenance vehicles and equipment are on a 10-year replacement life cycle. The plan indicated the pickup was to be replaced in 2019 at a cost of \$40,000.00.

The truck is in poor condition with the box sides severely rusted. Rather than replace the vehicle with a new one (estimated cost \$70,000.00) a used one could be purchased. \$40,000.00 has been placed in the budget to buy a used pickup truck.

Increases

The following increases are included in the budget over which we have no control.

MNR Fire – 3.6%

GFL (Garbage collection) – 10%

Algoma Public Health – 6%

Social Services – 4.9%

CPI (inflation) was up 3.4% December 2022 – 2023

Last year council approved a 2% budget increase.

Reserves

Reserves are put aside for asset replacements such as roads, vehicles and equipment. There were no reserves budgeted for 2023 and nothing has been placed in this budget.

Figures for 2024 Budget Meeting - DRAFT - Expenditures

Account	Description	2023 Budget	2023 Actual	(over) / under	2024 budget	Notes
01-30-300100	Council Wages	27,720.00	27,720.00	-	52,960.00	As proposed in Bylaw2023-36 Which was deferred
01-30-300110	Council - Other	11,500.00	2,794.42	8,705.58	11,500.00	
01-30-300200	Administrator Wages	200,000.00	206,665.00	(6,665.00)	235,000.00	
01-30-300201	Office Salaries	-	0.00	-		
01-30-300250	Administrative Assistant Wages	-	0.00	-		
01-30-300300	CPP	11,000.00	9,560.86	1,439.14	12,000.00	
01-30-300310	EI	5,000.00	5,304.92	(304.92)	6,600.00	
01-30-300320	Income Tax	-	0.00	-	0.00	
01-30-300330	OMERS	20,000.00	17,089.24	2,910.76	22,000.00	
01-30-300340	Employer Health Tax	6,000.00	6827.82	(827.82)	8,500.00	
01-30-300350	Workers Compensation	10,500.00	9,632.26	867.74	13,000.00	6 % increase by WSIB
01-30-300360	Extended Benefits	20,000.00	9,938.00	10,062.00	15,000.00	
01-30-300510	Advertising	1,250.00	800.62	449.38	1,250.00	
01-30-300600	Training	5,000.00	1,688.83	3,311.17	5,000.00	
01-30-300610	Travel	1,500.00	482.51	1,017.49	1,500.00	
01-30-300620	Memberships	1,475.00	1,239.74	235.26	1,475.00	
01-30-300700	Auditor	25,000.00	26,050.00	(1,050.00)	27,500.00	
01-30-300710	Solicitor	25,000.00	9,080.00	15,920.00	10,000.00	
01-30-300715	Professional fees - Consulting	80,000.00	111,484.00	(31,484.00)	80,000.00	
01-30-300720	Insurance	65,000.00	61,288.32	3,711.68	70,000.00	
01-30-300800	Tax Sale Costs	1,000.00	0.00	1,000.00	1,000.00	
01-30-300900	Office Supply	5,000.00	3,401.10	1,598.90	5,000.00	
01-30-300910	Computers	2,000.00	4,445.00	(2,445.00)	2,000.00	
01-30-300911	Photocopies	1,000.00	60.00	940.00	500.00	
01-30-300913	Postage	3,500.00	3,677.66	(177.66)	4,000.00	
01-30-300915	Telephone	5,400.00	6,378.68	(978.68)	6,500.00	
01-30-300925	Assessment	20,425.00	20,425.00	-	20,696.00	
01-30-300930	US Exchange - Expense	-	0.00	-		
01-30-300940	Bank Charges	350.00	195.25	154.75	250.00	
01-30-300955	Donations	1,000.00	600.00	400.00	1,000.00	
01-30-300970	Enbridge Gas capital offset	12,300.00	12,300.00	-	12,300.00	
01-30-300975	Miscellaneous Expense	8,000.00	11,050.00	(3,050.00)	12,000.00	

01-30-310100	Fire Honorariums	-	0.00	-	
	Totals:	575,920.00	563,351.41	5,740.77	638,531.00
01-31-310075	Policing	209,500.00	209,500.00	24,828.68	227,000.00
01-31-310100	Fire Honorariums	45,000.00	45,000.00	-	45,000.00
01-31-310120	Pumper 1 Fuel	1,000.00	639.84	360.16	1,000.00
01-31-310130	Pumper 1 Repair	1,000.00	48.75	951.25	500.00
01-31-310140	Pump 3 Fuel	1,000.00	399.08	600.92	1,000.00
01-31-310150	Pump 3 Repair	500.00	295.10	204.90	500.00
01-31-310170	New Apparatus & Equipment	12,000.00	20,360.13	(8,360.13)	10,000.00
01-31-310175	First Response Expense	500.00	483.97	16.03	500.00
01-31-310180	Repairs to Apparatus & Equipment	1,000.00	609.79	390.21	1,000.00
01-31-310185	Recertification of Apparatus and Equip	5,500.00	3,376.05	2,123.95	5,500.00
01-31-310190	Fire - Licenses & Permits	7,500.00	4,242.13	3,257.87	7,000.00
01-31-310200	Training	6,800.00	3,562.09	3,237.91	8,000.00
01-31-310210	Fire Station	9,200.00	4,033.55	5,166.45	9,000.00
01-31-310215	Mutual Aid and Essentials Course	300.00	0.00	300.00	300.00
01-31-310220	Miscellaneous Fire	700.00	690.68	9.32	700.00
01-31-310240	Fire Prevention	500.00	51.79	448.21	500.00
01-31-310250	Fire Hydrants	9,000.00	8,301.22	698.78	9,000.00
01-31-310255	Emergency Plan	4,500.00	316.16	4,183.84	4,500.00
01-31-310260	MNR Fire Protection	7,000.00	7,173.56	(173.56)	7,416.00
01-31-310300	Conservation Authority	6,625.00	6,622.00	3.00	6,870.00
01-31-310405	Animal Control Officer	-	0.00	-	0.00
01-31-310430	CBO&BEO, Wage & Animal control	9,000.00	6,647.00	1,936.66	8,000.00
	Totals:	338,125.00	322,352.89	40,184.45	353,286.00

01-32-320000	Quonset Hut - Power	500.00	353.13	146.87	500.00	
01-32-320110	Bridges & Culverts - Material	2,000.00	0.00	2,000.00	2,000.00	Gagnon Rd. Bridge
01-32-320120	Bridges & Culverts - Machinery	8,500.00	3,327.55	5,172.45	8,500.00	under capital
01-32-320180	Brushing - Labour	2,500.00			2,500.00	
01-32-320210	Brushing - Machinery	3,500.00	0.00	3,500.00	3,500.00	
01-32-320240	Ditching - Machinery	6,500.00	5,097.14	1,402.86	6,500.00	
01-32-320270	Patching - Material	5,500.00	1,779.16	3,720.84	5,500.00	
01-32-320280	Patching - Machinery	1,000.00	1,396.21	(396.21)	1,000.00	
01-32-320360	Grading - Machinery	8,000.00	6,130.94	1,869.06	8,000.00	
01-32-320390	Dust Layer - Material	3,500.00	4,322.25	(822.25)	3,500.00	
01-32-320400	Dust Layer - Machinery	1,000.00	407.04	592.96	1,000.00	
01-32-320420	Gravel Resurfacing - Labour	1,000.00	0.00	1,000.00	1,000.00	
01-32-320430	Gravel Resurfacing - Material	5,000.00	6,843.22	(1,843.22)	7,000.00	
01-32-320440	Gravel Resurfacing - Machinery	3,000.00	0.00	3,000.00	3,000.00	
01-32-320480	Snowplowing - Machinery	35,000.00	15,980.90	19,019.10	35,000.00	
01-32-320520	Sanding - Machinery	20,000.00	15,726.01	4,273.99	20,000.00	
01-32-320590	Safety Devices - Material	1,000.00	186.68	813.32	1,000.00	
01-32-320620	Miscellaneous Roads	5,000.00	8,167.76	(3,167.76)	8,200.00	
01-32-320630	Road Super Wages	50,500.00	43,160.00	7,340.00	50,500.00	
01-32-320640	Training - Roads	500.00	502.61	(2.61)	1,000.00	
01-32-320660	Tools - Roads	500.00	1,464.72	(964.72)	1,000.00	
01-32-320665	Roads Summer Student	-	0.00	-		
01-32-320670	Misc. Repairs	1,000.00	475.02	524.98	1,000.00	
01-32-320770	Construction - Machinery	500.00	1,495.98	(995.98)	1,500.00	
01-32-320780	Construction - Misc.	-	0.00	-		
01-32-320790	Streetlighting	6,000.00	5,965.28	34.72	6,000.00	
01-32-320910	Truck Expense & Tractor Rental	6,500.00	6,325.18	174.82	18,500.00	
				-		
	Totals:	178,000.00	129,106.78	46,393.22	197,200.00	

01-33-320630	Road Super Wages	4,000.00	2,158.00	1,842.00	0.00	
01-33-320665	Roads Summer Student	-	0.00	-		
01-33-330100	Garbage Collection	36,500.00	36,856.62	(356.62)	41,150.00	GFL 10% increase
01-33-330110	Recycling	18,000.00	24,288.26	(6,288.26)	0.00	No longer pay for
01-33-330200	Garbage Disposal	6,100.00	6,581.74	(481.74)	6,700.00	With garbage collection
	Totals:	64,600.00	69,884.62	(5,284.62)	47,850.00	
01-34-320630	Road Super Wages	4,000.00	3,597.10	4000		
01-34-320665	Roads Summer Student	-	0.00	-		
01-34-340100	Algoma Health Unit	39,425.00	39,428.00	(3.00)	41,793.00	
01-34-340200	Cemetery	1,525.00	200.00	1,325.00	2,000.00	
	Totals:	44,950.00	43,225.10	1,322.00	43,793.00	
01-31-310050	Ambulance	87,400.00	21,022.80	66,377.20	91,690.00	
01-35-350100	Ontario Works	77,640.00	134,848.31	(57,208.31)	81,450.00	
01-35-350110	Early Years Services	37,855.00	8,883.30	28,971.70	39,715.00	
01-35-350115	Community Housing and Dev.	236,661.00	275,314.84	(38,653.84)	248,279.00	
	Totals:	439,556.00	440,069.25	(513.25)	461,134.00	

01-36-320630	Road Super Wages	8,000.00	6,473.99	1,526.01	8,000.00	
01-36-320665	Roads Summer Student	-	0.00	-		
01-36-360100	Parks	1,000.00	382.77	617.23	2,000.00	
01-36-360200	Recreation Committee	5,500.00	3,164.18	2,335.82	5,500.00	
01-36-360210	Recreation - Other	500.00	610.00	(110.00)	500.00	
01-36-360250	Marina Expense	2,000.00	4,935.19	(2,935.19)	5,000.00	
01-36-360300	Library	6,000.00	0.00	6,000.00	5,000.00	
01-36-360400	Museum	5,000.00	618.06	4,381.94	0.00	
01-36-360500	Community Centre	10,000.00	18,736.77	(8,736.77)	15,000.00	Alarm/CO/Roof/AC
01-36-360510	Hall Custodian	-	-	-	-	included in general admin
01-36-360520	Hall Fuel	12,000.00	5,593.41	6,406.59	7,000.00	
01-36-360530	Hall - Light & Power	6,800.00	5,765.39	1,034.61	6,800.00	
01-36-360550	Water Filtration Operating	6,500.00	5,328.92	1,171.08	6,500.00	
01-36-360600	Festival and Events Pavilion	2,000.00	5,421.88	(3,421.88)	5,000.00	
	Totals:	65,300.00	57,030.56	8,269.44	66,300.00	
01-37-370100	Planning - General	1,000.00	0.00	1,000.00	1,000.00	
01-37-370200	Planning Consultant	7,500.00	4,880.00	2,620.00	15,000.00	OP review
	Totals:	8,500.00	4,880.00	3,620.00	16,000.00	
		300,000.00	0.00			
01-40-400100	Capital Improvements	75,000.00	0.00	75,000.00	17,000.00	Includes \$17000.00 for
01-40-400140	Capital Improvements - Roads	20,000.00		20,000.00	1,140,000.00	Ditch on Town Line/Gagnon road bridge & used truck
01-40-400150	Capital purchases - Fire Department	500,000.00	526,277.02	(26,277.02)	0.00	
01-40-400300	Fire Debenture - Principal	42,000.00	42,000.00	-	42,000.00	
01-40-400400	Fire Debenture - Interest	6,057.83	6,057.83	-	5,236.92	
01-40-400900	Fire Hall - Flooring & Trim	35,000.00	33,757.00	1,243.00	0.00	
	Totals:	978,057.83	608,091.85	69,965.98	1,204,236.92	
2514951	Total Expenditures	2,693,008.83	2,237,992.46	455,016.37	3,028,330.92	

	Total Revenue	1,203,686.43	1,231,973.81	(28,287.38)	1,098,843.92	
	To be raised by taxation	1,489,322.40			1,929,487.00	

Notes:	percent increase 2023	Amount raised by taxation
	24.39	1,929,487
	0.00	1,551,092
	2.00	1,582,114
	5.00	1,628,647
	6.00	1,644,157

2024 Budget DRAFT - Revenue

Account	Description	2023 Budget	2023 Actual	over / (under)	2024 Budget	
01-00-190010	Gen. Gov. - Gas Tax	66,850.00	66,850.03	(0.03)	61,308.00	
01-00-190030	Gen. Gov. - AMP	32,960.00	32,960.00	-	-	
01-00-190050	Gen. Gov. - Ontario Municipal Partnership Fund	189,800.00	189,800.00	-	192,500.00	
01-00-190075	Gen. Gov. - Ontario Community Infrastructure Fund	100,000.00	100,000.00	-	100,000.00	
01-00-190080	Infrastructure Fund Application - NORDS	-	66,402.66	(66,402.66)	66,403.00	
01-00-190130	Gen. Gov. - Rent - Community Hall	3,500.00	7,824.75	(4,324.75)	7,000.00	
01-00-190140	Gen. Gov. - Parent Child Revenue	20,000.00	25,715.39	(5,715.39)	25,000.00	
01-00-190150	Gen. Gov. - Miscellaneous Revenue	2,500.00	15,866.44	(13,366.44)	2,500.00	
01-00-200100	P.T.P.P. - Fire Donations, Misc.	3,000.00	9,875.14	(6,875.14)	12,500.00	
01-00-200110	P.T.P.P. - Fire DSSAB Revenue	3,000.00	-	3,000.00	3,000.00	
01-00-200120	Fire Permits	3,000.00	3,520.00	(520.00)	3,000.00	
01-00-210120	Transportation - Misc. Revenue - Roads	-	145.50	(145.50)	-	
01-00-210125	Transportation - Employment Grant	8,400.00	6,510.00	1,890.00	7,950.00	
01-00-220120	Health Rev. - Cemetery Revenue	1,250.00	2,730.00	(1,480.00)	1,500.00	
01-00-220125	Health Rev. - Cemetery General	2,500.00	2,345.00	155.00	2,500.00	
01-00-230100	Rec/Culture - Ontario Specific - Recreation	-	10.00	(10.00)	115,000.00	
01-00-230110	Rec/Culture - Canada Specific - Recreation	-	-	-	-	
01-00-230120	Rec/Culture - Recreation Rev.	5,000.00	5,674.51	(674.51)	5,000.00	
01-00-230140	Rec/Culture - 5% in Lieu of Parks	8,000.00	5,075.00	2,925.00	5,000.00	
01-00-230150	Marina Revenue	7,500.00	7,996.26	(496.26)	7,500.00	
01-00-240120	Planning & Dev. - Committee of Adj. Revenue	2,000.00	9,942.95	(7,942.95)	2,000.00	
01-00-240130	Planning & Dev. - Rezoning/O.P. Rev.	2,500.00	200.00	2,300.00	2,500.00	
01-00-250010	Other Rev. - POA Rev.	3,000.00	-	3,000.00	3,000.00	
01-00-250100	Other Rev. - Licenses & Permits - Dogs	850.00	877.50	(27.50)	850.00	
01-00-250200	Other Rev. - Licenses & Permits - Bldg.	-	90.00	(90.00)	-	
01-00-250500	Other Rev. - Tax Interest	30,000.00	33,765.31	(3,765.31)	30,000.00	
01-00-250600	Other Rev. - Interest Earned	75,000.00	3,940.94	71,059.06	75,000.00	
01-00-250700	Other Rev. - Service Charges	500.00	630.00	(130.00)	500.00	
01-00-250800	Other Rev. - Tax Certificates	750.00	1,400.00	(650.00)	1,000.00	
	from road reserves	131,826.43	131,826.43	-	366,332.92	ocif & gas tax reserves
	from fire and general reserves	500,000.00	500,000.00	-	-	
	Total:	1,203,686.43	1,231,973.81	(28,287.38)	1,098,843.92	



**CORPORATION OF THE TOWNSHIP OF PRINCE
CLOSED SESSION AGENDA –SPECIAL MEETING HELD JANUARY 23RD AT 4:30 PM
COMMUNITY CENTRE**

AGENDA – CLOSED SESSION

Be it resolved that this Council move into the Closed Session to consider items concerning labour relations or employee negotiations, pursuant to *Municipal Act*, section 239 (2).

1. (b) personal matters about an identifiable individual, including municipal or local board employees
2. (d) labour relations or employee negotiations

Further be it resolved that should the said Closed Session be adjourned, the Council may reconvene in closed session to discuss the same matters without the need for a further authorizing resolution.

1.0 Administrative Composition

Be it resolved that this council moves to address the administrative composition of the office staff.



CORPORATION OF THE TOWNSHIP OF PRINCE

By-Law 2024-07

Being a **BY-LAW to confirm proceedings of the meeting of Council January 23rd 2024**

WHEREAS Section 5(3) of the Municipal Act, R.S.O 2001 as amended requires a municipal council to exercise its power by bylaw except where otherwise provided;

AND WHEREAS in many cases, action which is taken or authorized to be taken by a Council or a Committee of Council does not lend itself to an individual bylaw;

THE COUNCIL of THE CORPORATION of PRINCE HEREBY ENACTS AS FOLLOWS:

THAT the action of the Council at its meeting, **January 23rd 2024**

1. In respect to each motion, resolution, and other action passed and taken by the Council at it's said meeting, is, except where prior approval of the Ontario Municipal Board is required, hereby adopted, ratified, and confirmed.
2. **THAT** the Mayor and the proper officers of the Township are hereby authorized to and directed to do all things necessary to give effect to the said action or to obtain approvals where required, and to execute all documents as may be necessary and directed to affix the Corporate Seal to all such documents as required.

READ and passed in open Council on this 23rd day of January 2024

Enzo Palumbo, Mayor

Steve Hemsworth, CAO Clerk

SEAL