



Township of East Hawkesbury Agenda - Regular Meeting

Meeting #: 11
Date: May 11, 2020
Time: 6:30 p.m.
Location: Electronically

Prepared by: Hemi Villeneuve

	Pages
1. Call to Order	
That the present Regular meeting be opened at 6h30	
2. Changes and Additions to the Agenda	
3. Adoption of Agenda	
4. Disclosure(s) of Conflict of Interest	
5. Adoption of Minutes of Previous Meetings	
5.1 Regular meeting of April 14, 2020	1
With no objection, the minutes of the meeting held, April 14, 2020 as distributed must be received read and filed.	
6. Delegations	
7. Adoption of the Recommendations of the Municipal Council Committees	11
Decision for Canada Day (Karina)	
8. Receiving of Monthly Reports from the Appointed Municipal Officials	
8.1 Fire Department Monthly Report	18
8.2 Road Department	
8.3 Building Department	
9. Unfinished Business from Previous Meetings	

10.	Applications for Prescott-Russell Land Division Committee	
11.	Municipal By-Laws	
11.1	By-Law No. 2020-33	56
	County Municipal Roads Transfer Funds	
11.2	By-Law No. 2020-34	76
11.3	By-Law No. 2020-25	80
11.4	By- Law No. 2020-35 Agreement with IGS (St-Eugene)	87
12.	Approval of the Variance Report and accounts payable	103
13.	Other Business	
13.1	Road and sidewalk assessment proposal	123
13.2	Amendment to the Service Agreement with Recycle Action Inc	
13.3	ESRH Bursary	
13.4	Donation received	
13.5	Installation of an air conditioner	
14.	Various Reports/Discussions	
14.1	Discussion- Land used by Julie Cousineau	
14.2	Discussion cloth diapers	
14.3	Toilet Bicycle Path	
15.	Closed Session	
16.	Correspondence	126
	With no objection, the Correspondence as distributed be received read and filed.	
17.	Coming Events	
18.	Confirming By-law	
19.	Adjournment	



Canton de Hawkesbury Est

Ordre du jour - Réunion Ordinaire

Meeting #: 11
Date: le 11 mai 2020
Heure: 18 h 30
Endroit: Electronically

Préparé par: Hemi Villeneuve

	Pages
1. Ouverture de l'assemblée	
Que la présente assemblée ordinaire soit ouverte à 6h30	
2. Modifications et additions à l'ordre du jour	
3. Adoption de l'ordre du jour	
4. Déclaration(s) de conflit d'intérêts	
5. Adoption des procès-verbaux des réunions précédentes	
5.1 Réunion ordinaire du 14 Avril, 2020	1
Sans objection, le procès-verbal de la réunion du 14 Avril, 2020 tel que distribué doit être reçu lue et classé.	
6. Délégations	
7. Adoption des recommandations des comités du conseil municipal	11
Décision pour Fete du Canada (Karina)	
8. Réception des rapports mensuels des membres de l'administration	
8.1 Rapport du Mois Département de Feu	18
8.2 Département de la voirie	
8.3 Département de la Construction	
9. Réception des rapports mensuels des membres de l'administration	

10.	Demandes au comité de division de terrains de Prescott-Russell	
11.	Ouverture de l'assemblée	
11.1	Règlement No. 2020-33	56
	Fonds de transfert des routes municipales du comté	
11.2	Règlement No. 2020-34	76
11.3	Règlement No. 2020-25	80
11.4	Règlement No. 2020-35 Accord avec IGS (St-Eugene)	87
12.	Approbation du rapport de variance et comptes fournisseurs	103
13.	Autres Sujets	
13.1	Proposition d'évaluation des routes et des trottoirs	123
13.2	Modification de l'entente de service avec Recycle Action Inc	
13.3	Bourse ESCRH	
13.4	Don reçu	
13.5	L'installation d'un air climatisé	
14.	Rapports/discussions divers	
14.1	Discussion- Terrain utilisée par Julie Cousineau	
14.2	Discussion Couche lavables	
14.3	Toilette Piste cyclable	
15.	Session À Huis Clos	
16.	Correspondance	126
	Sans objection , la correspondance soient reçus lue et classé.	
17.	Évènements à venir	
18.	Règlement pour confirmer les procédures du Conseil	
19.	Ajournement	



Township of East Hawkesbury

Minutes

Regular Meeting

Meeting #: 2020-07
Date: April 14, 2020
Time: 6:30 p.m.

Council Present: Robert Kirby, Mayor
Richard Sauvé, Deputy Mayo
Simon Rozon, Councillor
Stéphanie Sabourin, Councillor
Karina Sauvé, Councillor

Staff Present: Luc Lalonde, CAO, Clerk, Treasurer
Hemi Villeneuve, Deputy Clerk

Prepared by: Hemi Villeneuve

1. **Call to Order**

That the present Regular meeting be opened at 6h30

2. **Changes and Additions to the Agenda**

addition to 13.5 summary of meeting at Leadership Feminine by Stéphanie Sabourin.

3. **Adoption of Agenda**

Resolution # 2020-51

Moved by: Karina Sauvé

Seconded by: Stéphanie Sabourin

Be it resolved that the agenda be accepted, including the modifications made forthwith, as applicable.

Carried

4. **Disclosure(s) of Conflict of Interest**

Stéphanie Sabourin declared a conflict on this item. (item 12)

Richard Sauvé declared a conflict on this item. (item 12)

4.1 **Stéphanie Sabourin - Disclosure(s) of Conflict of Interest**

item 12

4.2 **Richard Sauvé - Disclosure(s) of Conflict of Interest**

item 12

5. **Adoption of Minutes of Previous Meetings**

5.1 **Regular meeting of March 9, 2020 Special meeting of March 30, 2020**

With no objection, the minutes of the meeting held, March 9 , 2020 and March 30, 2020 as distributed must be received read and filed.

6. Delegations

None

7. Adoption of the Recommendations of the Municipal Council Committees

None

8. Receiving of Monthly Reports from the Appointed Municipal Officials

With no objection, the monthly report for the Roads Department, Fire Department and Building Department as distributed be received read and filed.

8.1 Road Department

Dust Control 2020-53

Moved by: Stéphanie Sabourin

Seconded by: Karina Sauvé

Be it resolved that Council approves and accepts to proceed with the dust control contract with Denchem Surface Solutions.

Carried

Road Side Grass Cutting 2020-54

Be it resolved that Council approves and accepts to renew the contract with scott Mc Caig services at the same price and conditiones

Carried

8.2 Fire Department

8.3 Construction Department

8.4 Finance Department

Service Delivery and Modernization Review 2020-52

Moved by: Stéphanie Sabourin

Seconded by: Richard Sauvé

Be it resolved that the Service Delivery and Modernization Review services terms set forth in and incorporated are accepted and agreed to by the Corporation of the Township of East Hawkesbury.

Carried

9. Unfinished Business from Previous Meetings

9.1 IGS

If the tower can get the reception desired on the property of the municipality council would prefer for it to be installed at the 5151 county rd 14 address.

10. Applications for Prescott-Russell Land Division Committee

None

11. Municipal By-Laws

11.1 By-Law No. 2020-29

Taxation By-Law

Taxation By-Law 2020-54
Moved by: Karina Sauvé
Seconded by: Richard Sauvé

Be it resolved that by-Law No. 2020-29 being a by-law to Levy and Collect Property Taxes for 2020 be read a first, second and third time and passed in Open Council.

Carried

11.2 By-Law No. 2020-30

Garbage and Recycling Rates

Garbage & Recycling 2020-55
Moved by: Stéphanie Sabourin
Seconded by: Karina Sauvé

Be it resolved that by-Law No. 2020-30 being a by-law the imposition of a garbage and recycling service rate for the year 2020 be read a first, second and third time and passed in Open Council.

Carried

11.3 By-Law No. 2020-32 Close stop and sell parts of public highway

Road allowance 2020-56
Moved by: Simon Rozon
Seconded by: Richard Sauvé

Be it resolved that by-Law No. 2020-32 being a by-law to close stop and sell parts of public highway be read a first, second and third time and passed in Open Council.

Carried

12. Approval of the Variance Report and accounts payable

Accounts payable 2020-57
Moved by: Karina Sauvé
Seconded by: Simon Rozon

Be it resolved that the accounts paid for the accounts payable be approved as follows:

for the March 16, 2020 to April 15, 2020 \$ 833177.31.

Carried

13. Other Business

13.1 High School Bursary

VCI Busary 2020-58

Be it resolved that Council approves and accepts to distribute a \$300 Bursary for a graduating student of VCI enrolled in a post secondary institution and reside in the Township of East Hawkesbury.

Carried

13.2 Council Remuneration 2019

Resolution # 2020-59

Moved by: Richard Sauvé

Seconded by: Simon Rozon

Be it resolved that Council approves and accepts

Carried

13.3 Prescott and Russell Economic and Tourism Development

Prescott and Russell Economic and Tourism Development 2020-60

Moved by: Karina Sauvé

Seconded by: Richard Sauvé

Be it resolved that Council approves and accepts that the Municipality of East Hawkesbury enters into an agreement with the County of Prescott Russell for the Waterfront Tourism Development Support Program.

Carried

13.4 Bursary Le Sommet

Bursary Le Sommet 2020-61

Moved by: Simon Rozon

Seconded by: Stéphanie Sabourin

Be it resolved that Council approves and accepts to distribute a \$300 Bursary for a graduating student of Le Sommet enrolled in a post secondary institution and reside in the Township of East Hawkesbury.

Carried

14. Various Reports/Discussions

15. Correspondence

With no objection, the Correspondence as distributed be received read and filed.

16. Coming Events

None

17. Confirming By-law

Resolution # 2020-62

Moved by: Richard Sauvé

Seconded by: Stéphanie Sabourin

Be it resolved that By-Law No. 2020-31 being a By-law to confirm Council proceedings at its regular meeting of April 14, 2020 be read a first, second and third time and passed in Open Council.

Carried

18. Adjournment

Resolution # 2020-63

Moved by: Karina Sauvé

Seconded by: Stéphanie Sabourin

Be it resolved that the present meeting be adjourned at 8:15 p.m.

Carried

Luc Lalonde, Clerk-Treasurer

Robert Kirby, Mayor



Canton de Hawkesbury Est

Procès-verbal

Réunion Ordinaire

Meeting #: 2020-07
Date: le 14 avril 2020
Heure: 18 h 30
Endroit:

Conseil présent: Robert Kirby, maire
Richard Sauvé, maire adjoint
Simon Rozon, conseiller
Stéphanie Sabourin, conseillère
Karina Sauvé, conseillère

Personnel présent: Luc Lalonde, DG Greffier-Trésorier
Hemi Villeneuve, Greffière adjointe

Préparé par: Hemi Villeneuve

1. Ouverture de l'assemblée

Que la présente assemblée ordinaire soit ouverte à 6h30

2. Modifications et additions à l'ordre du jour

Ajout à 13.5 résumer d'une rencontre de leadership au féminin par Stéphanie Sabourin.

3. Adoption de l'ordre du jour

Résolution # 2020-51

Proposé par: Karina Sauvé

Appuyé par: Stéphanie Sabourin

Qu'il soit résolu que l'ordre du jour soit accepté incluant les modifications apportées séance tenante, le cas échéant.

Adoptée

4. Déclaration(s) de conflit d'intérêts

Stéphanie Sabourin a déclaré un conflit d'intérêts sur ce sujet. (item 12)

Richard Sauvé a déclaré un conflit d'intérêts sur ce sujet. (item 12)

4.1 Stéphanie Sabourin - Disclosure(s) of Conflict of Interest

item 12

4.2 Richard Sauvé - Disclosure(s) of Conflict of Interest

item 12

5. Adoption des procès-verbaux des réunions précédentes

5.1 Réunion ordinaire du 9 mars, 2020 Réunion extraordinaire du 9 mars, 2020

Sans objection, le procès-verbal de la réunion du 9 Mars , 2020 et du 30 mars, 2020 tel que distribué doit être reçu lue et classé.

6. Délégations

Aucun

7. Adoption des recommandations des comités du conseil municipal

Aucun

8. Réception des rapports mensuels des membres de l'administration

Sans objection, Le rapport du mois du département de la voirie, du département de feux, et le département de la construction soient reçus lue et classé.

8.1 Département de la voirie

Discussions sures pour les contrats qui terminent en avril et mai et emplois d'été.

Contrôle de la poussière 2020-53

Proposé par: Stéphanie Sabourin

Appuyé par: Karina Sauvé

Qu'il soit résolu que le Conseil approuve et accepte de poursuivre le contrat pour le contrôle de la poussière avec Denchem Surface Solutions.

Adoptée

Coupe d'herbe en bordure de route 2020-53.1

Qu'il soit résolu que le Conseil approuve et accepte de renouveler le contrat avec les services de Scott Mc Caig aux mêmes prix et conditions.

Adoptée

8.2 Département de feu

8.3 Département de la Construction

8.4 Département de Finance

en faveur de mettre la tour IGS a la municipalité

Examen de la prestation et de la modernisation des services 2020-52

Proposé par: Stéphanie Sabourin

Appuyé par: Richard Sauvé

Qu'il soit résolu que les conditions d'examen de la prestation et de la modernisation des services fixées et incorporées sont acceptées par la Corporation du Canton de Hawkesbury Est.

Adoptée

9. Réception des rapports mensuels des membres de l'administration

9.1 IGS

Si la tour peut obtenir la réception souhaitée sur la propriété du conseil municipal, il serait préférable qu'elle soit installée à l'adresse 5151 county rd 14.

10. Demandes au comité de division de terrains de Prescott-Russell

Aucun

11. Ouverture de l'assemblée

11.1 Règlement No. 2020-29

Règlement de Tax

Règlement pour les tax 2020-54

Proposé par: Karina Sauvé

Appuyé par: Richard Sauvé

Qu'il soit résolu que le règlement No. 2020-29 étant un règlement pour prélever et collecter les impôts fonciers pour 2020, soit lu et adopté en première, deuxième et troisième lecture.

Adoptée

11.2 Règlement No. 2020-30

Taux de déchets et de recyclage

Déchet et recyclage 2020-55

Proposé par: Stéphanie Sabourin

Appuyé par: Karina Sauvé

Qu'il soit résolu que le règlement No. 2020-30 étant un règlement pour l'imposition d'un tarif pour les services d'ordures et de recyclage pour l'année 2020, soit lu et adopté en première, deuxième et troisième lecture.

Adoptée

11.3 Règlement No. 2020-32 Fermer, arrêter et vendre des parties de la voie publique

Indemnité de route 2020-56

Proposé par: Simon Rozon

Appuyé par: Richard Sauvé

Qu'il soit résolu que le règlement No. 2020-32 étant un règlement pour fermer, arrêter et vendre des parties de la voie publique , soit lu et adopté en première, deuxième et troisième lecture.

Adoptée

12. Approbation du rapport de variance et comptes fournisseurs

Les comptes payables 2020-57

Proposé par: Karina Sauvé

Appuyé par: Simon Rozon

Qu'il soit résolu que les comptes payés pour les comptes payables si dessus soient approuvés:

Du 16 mars, 2020 au 15 avril, 2020. \$833177.31.

Adoptée

13. Autres Sujets

13.1 Bourse Secondaire

Bourse pour VCI 2020-58

Q'il soit résolu que le Conseil approuve et accepte de distribuer une bourse de 300 \$ à un étudiant diplômé de VCI inscrit dans un établissement postsecondaire et qui réside dans le canton de Hawkesbury Est.

Adoptée

13.2 Rémunération du conseil 2019

Résolution # 2020-59

Proposé par: Richard Sauvé

Appuyé par: Simon Rozon

Qu'il soit résolu que le Conseil approuve et accepte

Adoptée

13.3 Développement économique et touristique de Prescott et Russell

Développement économique et touristique de Prescott et Russell 2020-60

Proposé par: Karina Sauvé

Appuyé par: Richard Sauvé

Qu'il soit résolu que le conseil approuve et accepte que la municipalité de Hawkesbury Est conclue une entente avec le comté de Prescott Russell pour le programme de soutien au développement du tourisme riverain.

Adoptée

13.4 Bourse pour Le Sommet

Bourse Le Sommet 2020-61

Proposé par: Simon Rozon

Appuyé par: Stéphanie Sabourin

Qu'il soit résolu que le Conseil approuve et accepte de distribuer une bourse de 300 \$ à un étudiant diplômé du Sommet inscrit dans un établissement postsecondaire et résident dans le canton de Hawkesbury Est

Adoptée

14. Rapports/discussions divers

15. Correspondance

Sans objection, la correspondance soient reçus lue et classé.

16. Évènements à venir

Aucun

17. Règlement pour confirmer les procédures du Conseil

Résolution # 2020-62

Proposé par: Richard Sauvé

Appuyé par: Stéphanie Sabourin

Qu'il soit résolu que le règlement No. 2020-31 étant un règlement pour confirmer les procédures du Conseil à sa réunion ordinaire du 14 avril, 2020, soit lu et adopté en première, deuxième et troisième lecture.

Adoptée

18. Ajournement

Résolution # 2020-63

Proposé par: Karina Sauvé

Appuyé par: Stéphanie Sabourin

Qu'il soit résolu que la présente assemblée soit ajournée à 8:15

Adoptée

Luc Lalonde, Greffier-Trésorier

Robert Kirby, Maire

Foire aux questions

Le Canada en fête

Projets de moins de 5 000 \$

En raison de l'actualité des derniers jours, particulièrement en ce qui a trait aux récentes annulations d'événements sportifs et culturels, le ministère du Patrimoine canadien souhaite réaffirmer l'appui du gouvernement du Canada à toutes les personnes touchées de près ou de loin par la COVID-19.

Nous savons que ces moments peuvent être particulièrement difficiles, entre autres, pour les travailleuses et les travailleurs autonomes des milieux créatifs, les organismes communautaires, et les organisations sportives et culturelles.

Patrimoine canadien met tout en place pour assurer la santé et la sécurité de son personnel. Par conséquent, nos effectifs sont présentement réduits et nos normes de service seront affectées. Cependant, nous sommes soucieux d'offrir des détails au sujet des subventions et contributions aux bénéficiaires touchés le plus rapidement possible.

Nous vous encourageons tous à suivre les conseils de l'Agence de la santé publique du Canada afin de prendre des décisions éclairées quant aux voyages et à la manière de rester en santé.

Général

Q1 Puis-je procéder avec mon événement comme prévu?

R1 Étant donné que votre événement comprend un rassemblement de personnes, nous vous prions de visiter [le site web du Gouvernement du Canada portant sur la COVID-19](#) afin de comprendre les risques en matière de santé publique et les recommandations de l'Agence de la santé publique du Canada à savoir si un rassemblement devrait toujours avoir lieu.

Vous devez également vérifier les directives de l'agence de santé publique de votre province ou territoire, ou votre région, ainsi que tout décret d'urgence de votre ville, région, province ou territoire.

Q2 Puis-je quand même obtenir des articles promotionnels pour mon événement?

R2 Compte tenu de la situation actuelle, il ne nous est pas possible pour l'instant de procéder à l'envoi d'articles promotionnels, ni de vous confirmer le moment où ces articles pourront de nouveau être acheminés aux personnes et organismes qui en font la demande.

Reporter votre événement

Vous pouvez reporter votre événement à une date ultérieure à la période de célébration habituelle, et ce, avant le 31 mars 2021, à condition que l'événement soit le même que celui décrit dans votre demande de financement.

Q1 Qui dois-je informer si nous désirons reporter notre événement ?

A1 Vous n'avez pas besoin d'une approbation ministérielle pour reporter votre événement. Tant que vous organisez l'événement avant le 31 mars 2021 et qu'il ressemble à la célébration prévue dans votre demande de financement, vous pouvez continuer à planifier votre événement. Vous devrez rendre compte des activités et du niveau de participation dans le rapport final d'activité qui devra être soumis par le 30 avril 2021.

Q2 Nous avons décidé de reporter l'événement à une date ultérieure. S'il n'est toujours pas possible de tenir l'événement avant le 31 mars 2021, est-ce que nous pourrions utiliser le financement pour un événement qui aurait lieu l'été prochain?

R2 Non. Vous devrez soumettre un rapport final d'activité et identifier le montant des frais engagés dans la planification de votre événement. Le Ministère évaluera le rapport et déterminera si un montant doit être retourné au Receveur général du Canada. Une nouvelle demande devra être soumise pour les célébrations prévues pour l'été 2021.

Q3 Nous aimerions utiliser une partie de notre budget pour organiser une célébration virtuelle pendant la période de célébration et également organiser une célébration en face à face une fois autorisée par les autorités de santé publique? Pouvons-nous faire les deux?

R3 Oui.

Q4 Nous prévoyons nous prévaloir de l'une des deux options offertes par le Ministère. Quand pourrions-nous recevoir les fonds alloués pour notre projet?

R4 Les organismes devraient recevoir un versement bancaire par le 1^{er} juin 2020.

Q5 Nous avons reporté notre événement, reçu un paiement et nous ne sommes toujours pas en mesure de tenir notre événement avant le 31 mars 2021. Dans la planification de notre événement, nous avons engagé des dépenses. Est-ce que le Ministère couvrira-ces dépenses?

A5 Oui. Les dépenses engagées liées au projet qui a été approuvé peuvent être remboursées. Vous devrez indiquer le montant des frais au rapport final d'activité qui devra être soumis d'ici le 30 avril 2021.

Modifier votre événement

Vous pouvez modifier la nature de votre événement, par exemple, en organisant un rassemblement virtuel. Les événements virtuels doivent avoir lieu pendant la période du Canada en fête.

Q1 Qui dois-je informer si nous désirons modifier notre événement ?

A1 Vous n'avez pas besoin de l'approbation du Ministère pour modifier votre événement et offrir une célébration virtuelle. Tant que l'événement a lieu le jour de la célébration pour laquelle vous avez été approuvé, vous pouvez modifier vos activités. Vous devez présenter les activités tenues dans le rapport final d'activité qui devra être soumis par le 30 avril 2021.

Q2 Nous désirons modifier notre projet afin que notre communauté puisse célébrer virtuellement. Le coût des activités prévues est supérieur au montant approuvé. Sera-t-il possible d'obtenir un financement additionnel du Ministère?

R2 Non. Le montant maximum attribuable pour votre projet est celui indiqué dans votre lettre d'approbation.

Annuler votre événement

Si vous souhaitez annuler votre événement, veuillez nous en informer avant le **8 mai 2020** et le Ministère n'effectuera pas de versement.

Q1 Nous avons décidé d'annuler notre événement cette année. Est-ce cette décision aura un impact négatif sur notre demande de financement l'an prochain?

R1 Non. Ce que nous vivons cette année est particulier et le Ministère est conscient que les organismes n'ont pas tous la capacité de modifier ou de reporter leur événement.

Q2 Nous voulions reporter notre événement et nous avons reçu le versement. À cause de restrictions, il n'est pas possible de tenir l'événement. Est-ce possible d'utiliser le montant reçu pour un autre projet approuvé par Patrimoine canadien?

R2 Non. Les fonds alloués sont spécifiquement liés aux objectifs du Programme. Vous pouvez utiliser les fonds pour rembourser des dépenses engagées avant l'annulation de l'événement. Vous aurez à soumettre un rapport final d'activité d'ici le 30 avril 2021.

Q3 Nous avons manqué l'échéancier pour informer le Ministère de notre décision d'annuler notre événement et avons reçu le versement. Devons-nous retourner les fonds au Ministère?

A3 Vous devez retourner les fonds en envoyant un chèque adressé au Receveur général du Canada à l'adresse suivante : Programme des célébrations et commémorations, 15 rue Eddy, 11^{ième} étage, Gatineau, Québec, K1A 0M5. Assurez-vous que le nom de votre organisme est indiqué sur le chèque ou sur une note jointe à votre remboursement.

Nous joindre

Si vous avez des questions, faites nous parvenir un courriel à : pch.canada5k-canada5k.pch@canada.ca

**Le Canada en fête
Programme des célébrations et commémorations**

Rapport final d'activité

Ce rapport final d'activité doit être soumis au plus tard le **30 avril 2021** pour les activités tenues entre la période de Canada en fête 2020 et le 31 mars 2021. Si vous ne soumettez pas ce rapport, votre organisation pourrait être jugée non admissible à tout autre financement du Canada en fête.

Une fois rempli, ce formulaire peut être numérisé et transmis par courriel à :

5 000 \$ et moins : pch.canada5k-canada5k.pch@canada.ca

5 001 \$ et plus : votre [bureau régional du ministère du Patrimoine canadien](#)

Renseignements généraux
Nom légal de l'organisme :
Titre du projet :
Montant du financement reçu dans le cadre du programme Le Canada en fête : Choisissez un montant :
<input type="checkbox"/> 5 000 \$ et moins
<input type="checkbox"/> 5 001 \$ - 50 000 \$
<input type="checkbox"/> Plus de 50 000\$

Événements annulés avec dépenses encourues
Dans le cas où vous avez dû annuler vos activités, mais que vous avez encouru quelques dépenses, remplissez la section suivante :
Montant approuvé par PCH _____ \$
Montant des dépenses encourues _____ \$

Choisissez les jours que vous avez célébrés
La Journée nationale des peuples autochtones
Date de l'événement (aaaa-mm-jj)
Comment avez-vous célébré votre journée? <input type="checkbox"/> Rassemblement public <input type="checkbox"/> Événement virtuel
Nombre de participants (pour les événements virtuels, veuillez indiquer le nombre de visites, si possible)
La Saint-Jean-Baptiste
Date de l'événement (aaaa-mm-jj)
Comment avez-vous célébré votre journée? <input type="checkbox"/> Rassemblement public <input type="checkbox"/> Événement virtuel

Nombre de participants (pour les événements virtuels, veuillez indiquer le nombre de visites, si possible)
La Journée canadienne du multiculturalisme
Date de l'événement (aaaa-mm-jj)
Comment avez-vous célébré votre journée? <input type="checkbox"/> Rassemblement public <input type="checkbox"/> Événement virtuel
Nombre de participants (pour les événements virtuels, veuillez indiquer le nombre de visites, si possible)
La fête du Canada
Date de l'événement (aaaa-mm-jj)
Comment avez-vous célébré votre journée? <input type="checkbox"/> Rassemblement public <input type="checkbox"/> Événement virtuel
Nombre de participants (pour les événements virtuels, veuillez indiquer le nombre de visites, si possible)
La fête nationale de l'Acadie
Date de l'événement (aaaa-mm-jj)
Comment avez-vous célébré votre journée? <input type="checkbox"/> Rassemblement public <input type="checkbox"/> Événement virtuel
Nombre de participants (pour les événements virtuels, veuillez indiquer le nombre de visites, si possible)

Décrivez le ou les événements – Incluez des informations telles que : description du spectacle, de votre événement virtuel, etc. (approximativement 200 mots) (obligatoire)

Exigences en matière de langues officielles du gouvernement du Canada

Avez-vous reconnu, en français et en anglais, l'appui du gouvernement du Canada pour le projet?	<input type="checkbox"/> Oui	<input type="checkbox"/> Non
Est-ce que les renseignements de base sur le projet étaient disponibles et offerts en français et en anglais?	<input type="checkbox"/> Oui	<input type="checkbox"/> Non

Autres commentaires concernant votre ou vos événements :

--

Signature :

Nom de la personne autorisée à signer	Titre de la personne autorisée à signer
Signature	Date (AAAA-MM-JJ)

TOWNSHIP/CANTON HAWKESBURY EST
MONTHLY REPORT/RAPPORT MENSUEL
FIRE DEPARTMENT/DÉPARTEMENT D'INCENDIE
MONTH/MOIS : Mars 2020

<i>Date</i>	<i>Invoice</i>	<i>Description</i>	<i>Montant facturé</i>
14 mars 2020	EHAWK20-13	Public Hazard: Flooding	no charge

Total: 0\$



TOWNSHIP/CANTON EAST HAWKESBURY EST
REPORT/RAPPORT



DATE-CALL OUT/SORTIE : 14 mars 2020						
EMERGENCY/URGENCE : Public Hazard: Flooding						
LOCATION/LIEU : 320 Concession Rd 7						
REQUESTED BY/DEMANDÉ PAR : onwer Jacques Lajoie						
TIME-RESPONSE/RÉPONSE : 18:12				TIME -RETURN/RETOUR: 21:00		
EQUIPMENT ON/SUR SCENE : P1						
EQUIPMENT USED/ UTILISÉ :						
TOTAL MEN INVOLVED/HOMMES IMPLIQUÉS :				TOTAL HOURS/HEURES :		10
NAME/NOM	# TAG	# HOURS/ HEURES	FIRST 2 HRS PREM. 2 HRS @26.00\$	# HOURS/ HEURES	AFTER 2 HRS APRÈS 2 HRS @26.00	TOTAL AMOUNT MONTANT TOTAL
Bruce Lucker Chef	1	2	52.00 \$	0.5	13.00 \$	65.00 \$
JF Santerre D. Chef	2		0.00 \$		0.00 \$	0.00 \$
Francis Myre Safety-Officer	4		0.00 \$		0.00 \$	0.00 \$
Fred Ladouceur	6		0.00 \$		0.00 \$	0.00 \$
Serge Lalancette	7		0.00 \$		0.00 \$	0.00 \$
Dominick Myre	8	2	52.00 \$	0.5	13.00 \$	65.00 \$
Brendan Wylie	9		0.00 \$		0.00 \$	0.00 \$
Duncan Clatworthy	10		0.00 \$		0.00 \$	0.00 \$
Myriam Kingsbury	11		0.00 \$		0.00 \$	0.00 \$
Nicholas Duval	12		0.00 \$		0.00 \$	0.00 \$
Éric Lacroix	13		0.00 \$		0.00 \$	0.00 \$
Derrick Duval Cap.	14		0.00 \$		0.00 \$	0.00 \$
Pierre-Luc Sauvé	15		0.00 \$		0.00 \$	0.00 \$
André Ethier	16		0.00 \$		0.00 \$	0.00 \$
Simon Drouin	17		0.00 \$		0.00 \$	0.00 \$
François Séguin	18		0.00 \$		0.00 \$	0.00 \$
Patrick Normand Cap.	19		0.00 \$		0.00 \$	0.00 \$
Nicholas Lalonde	20		0.00 \$		0.00 \$	0.00 \$
Daniel Asselin	21		0.00 \$		0.00 \$	0.00 \$
Leanne Howes	22		0.00 \$		0.00 \$	0.00 \$
Jonathan Leblanc	23		0.00 \$		0.00 \$	0.00 \$
Joël Myre Cap.	24	2	52.00 \$	0.5	13.00 \$	65.00 \$
Gilles Dupelle	25		0.00 \$		0.00 \$	0.00 \$
Shane Kirby	26		0.00 \$		0.00 \$	0.00 \$
Guillaume Ménard	27	2	52.00 \$	0.5	13.00 \$	65.00 \$
Alexandré Cardinal	28		0.00 \$		0.00 \$	0.00 \$
Alexandre Gagné	29		0.00 \$		0.00 \$	0.00 \$
TOTAL COST OF FIRE / COÛT TOTAL DU FEU		8	208.00 \$	2	52.00 \$	260.00 \$

OPP

INCIDENT NUMBER

EHAWK20-13

- P-1 = PUMPER S-E
- P-2 = PUMPER S-A-P
- R-3 = RESCUE S-E
- T-4 = TANKER S-E
- PT-5 = TANKER C-A-B

Owner was flooding in basement, entering through multiple locations.

no charge



TOWNSHIP/CANTON HAWKESBURY EST
MONTHLY REPORT/RAPPORT MENSUEL
FIRE DEPARTMENT/DÉPARTEMENT D'INCENDIE
MONTH/MOIS : Mars 2020



TOTAL CALL OUTS/SORTIES : 1						
TOTAL MEN/HOMMES :						
TOTAL MAN HOURS/HEURES : 10 hrs						
NAME/NOM	#	FIRST 2 HRS PREM. 2 HRS @26.00\$	#	AFTER 2 HRS APRÈS 2 HRS @26.00\$	AMOUNT MONTANT	NO. CK
Bruce Lucker Chef	2	52.00 \$	0.5	13.00 \$	65.00 \$	
JF Santerre D. Chef	0	0.00 \$	0	0.00 \$	0.00 \$	
Francis Myre Safety-Officer	0	0.00 \$	0	0.00 \$	0.00 \$	
Fred Ladouceur	0	0.00 \$	0	0.00 \$	0.00 \$	
Serge Lalancette	0	0.00 \$	0	0.00 \$	0.00 \$	
Dominick Myre	2	52.00 \$	0.5	13.00 \$	65.00 \$	
Brendan Wylie	0	0.00 \$	0	0.00 \$	0.00 \$	
Duncan Clatworthy	0	0.00 \$	0	0.00 \$	0.00 \$	
Myriam Kingsbury	0	0.00 \$	0	0.00 \$	0.00 \$	
Nicholas Duval	0	0.00 \$	0	0.00 \$	0.00 \$	
Eric Lacroix	0	0.00 \$	0	0.00 \$	0.00 \$	
Derrick Duval Cap.	0	0.00 \$	0	0.00 \$	0.00 \$	
Pierre-Luc Sauvé	0	0.00 \$	0	0.00 \$	0.00 \$	
André Ethier	0	0.00 \$	0	0.00 \$	0.00 \$	
Simon Drouin	0	0.00 \$	0	0.00 \$	0.00 \$	
François Séguin	0	0.00 \$	0	0.00 \$	0.00 \$	
Patrick Normand Cap.	0	0.00 \$	0	0.00 \$	0.00 \$	
Nicholas Lalonde	0	0.00 \$	0	0.00 \$	0.00 \$	
Daniel Asselin	0	0.00 \$	0	0.00 \$	0.00 \$	
Leanne Howes	0	0.00 \$	0	0.00 \$	0.00 \$	
Jonathan Leblanc	0	0.00 \$	0	0.00 \$	0.00 \$	
Joël Myre Cap.	2	52.00 \$	0.5	13.00 \$	65.00 \$	
Gilles Dupelle	0	0.00 \$	0	0.00 \$	0.00 \$	
Shane Kirby	0	0.00 \$	0	0.00 \$	0.00 \$	
Guillaume Ménard	2	52.00 \$	0.5	13.00 \$	65.00 \$	
Alexandré Cardinal	0	0.00 \$	0	0.00 \$	0.00 \$	
Alexandre Gagné	0	0.00 \$	0	0.00 \$	0.00 \$	
TOTAL DÔ/DUE	8	208.00 \$	2	52.00 \$	260.00 \$	TOTAL
NO. CK _____ DATE : _____ NO. CK _____ DATE : _____ NO. CK _____ DATE : _____ NO. CK _____ DATE : _____ NO. CK _____ DATE : _____ NO. CK _____ DATE : _____						

**Township of East Hawkesbury
East Hawkesbury Fire Department**

Standard Operating Guidelines



- These Guidelines may be revised only upon approval of the Fire Chief and of the Council.
- Failure to know these guidelines shall not be accepted as an excuse for not complying with them
- These guidelines are to be given to each Firefighter when he/she becomes a Firefighter
- New or revised S.O. G's shall be posted

Revised September 23, 2019

Standard Operating Guidelines

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2. Discipline
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5. Emergency Scene Command
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S.O.G # 1 Protocol

- All Firefighters will conduct themselves in a respectful manner when on duty as a Firefighter
- All Firefighters shall show courtesy and respect when dealing with the public
- All Firefighters will show respect to fellow Firefighters and Officers, and shall comply with any reasonable orders or requests made by the Officers
- No Firefighter shall use profane, immoral or indecent language or be guilty of conduct, which may in any manner be prejudicial to the good reputation, order and discipline of the Fire Department.
- The Fire Chief is responsible for the safe operation of the Fire Department and as such, he/she will be considered the final decision maker on all matters related to the operation of the fire department.
- Firefighter will provide a Criminal Background Check prior to hire for review.
- Any action, which can be reasonably interpreted as humiliating, invasion of privacy, confrontational, argumentative, neglectful, insubordinate, threatening, degrading, bullying, exploitive, illegal or racist shall be subject to disciplinary action.
- All firefighters will be dressed appropriately, in uniform, when attending any planned fire department event (training, fundraisers, etc.)

S.O.G # 2 Discipline

- Firefighters shall submit to discipline as recommended by the Officers group.
- The Fire Chief, in consultation with Council and the Officers, may reprimand, suspend or recommend dismissal of a Firefighter for subordination, inefficiency, misconduct or for non-compliance with S.O.P guidelines, if investigation shows that such conduct is detrimental to the efficiency of the Department.
- When a Firefighter alleges unfair treatment, he/she may appeal in writing to the Chief and/or the Council.
- If the Firefighter is not in agreement with the final decision of the Chief after appeal, he/she may then appeal in writing to the Township Council within seven (7) working days after receiving the final decision.
- Following the suspension of any member, the Fire Chief shall immediately report, in writing, the suspension and recommendations to the Council.
- A member shall not be dismissed without being afforded the opportunity for a hearing before the Council, if the member makes a written request for such hearing within seven (7) working days after receiving the proposed dismissal.

S.O.G # 3 Responding to Calls

- All Firefighters will respond to calls for assistance by reporting to the Fire Hall, except on medical calls, the group scheduled for that month will respond.
- When responding to calls, Firefighters shall report to the station first in order to respond in an emergency vehicle. Firefighters may, however, re-direct to a scene if all required vehicles are already responding or on scene.
- On all calls, both the Pumper and Rescue vehicles shall respond first and shall leave the station when two (2) or more Firefighters are present.
- When responding to calls, Firefighters are allowed to identify themselves with one (1) green single light only on their personal vehicle.
- When responding to Fire Calls Firefighters will use “Who’s Responding”
- All green lights will be approved by the Fire Chief before use.
- Upon termination of the call, all incidents must be debriefed by the Commanding Officer as soon as conveniently possible.

S.O.G # 4 Driving Vehicles

- Vehicles must be driven in a safe manner always.
- All drivers shall observe the Highway Traffic Act. Complete stops are required at red lights and stop signs.
“Where an emergency vehicle, upon which a siren is continuously sounding and upon which a lamp is producing intermittent flashes of red light visible from all directions, is brought to a full stop at a red signal light, the driver of the emergency vehicle may, after ascertaining that such movement can be made safely, proceed through the intersection without waiting for a green signal light to be shown.”
- Drivers are reminded that safety of Firefighters and apparatus is solely their responsibility.
- When leaving the station and when arriving on the scene, dispatch must be notified.
- Firefighters must be in possession of a valid license for the class of vehicle being driven. Before January 31st of each year, proof of a valid license shall be supplied to the Municipality for the class of vehicle being driven.
- Vehicle inspections as well as accompanying documentation, as per the Highway Traffic Act, must be properly filled out and signed by the vehicle’s operator during bi-weekly maintenance nights as well as before or after use.
- Firefighters shall not drive Department vehicles while their driver’s license is under suspension or before supplying proof of a valid license to the Municipality.
- Firefighters shall not follow emergency vehicles closer than 150 meters and must not have their high beams on and must have their green flasher on (if equipped with one).
- Firefighters must wear seat belts in all vehicles.
- Firefighters shall not pass fire trucks on their way to the scene and coming back to station.

S.O.G # 5 Emergency Scene Command

- The highest ranked Officer who arrives on the scene first shall be in command until a more senior ranked Officer arrives. Any changes to Incident Command shall be relayed to dispatch.
- When no Officers are present, the Firefighter with the most seniority will assume command. Such member has all the powers and shall perform all the duties of an Officer.
- The Firefighter in command shall be responsible for:
 - (a) The safety of his/her Firefighters
 - (b) Sizes up upon arrival on the scene
 - (c) Supervision of emergency scene operations
 - (d) Communicating with other agencies on or off scene (OPP, EMS, Dispatch)

S.O.G # 6 Emergency Scene Operations

- Safety is the priority at any scene
- Firefighters reporting to the scene will report to an Officer.
- Firefighters will request permission from an Officer before leaving any scene.
- After leaving the scene, Firefighters shall return to the station.
- Firefighters shall remove their accountability tag from their helmet and hang them on the rack at the front of the Rescue vehicle.
- Full turn-out gear must be worn at scenes unless directed otherwise by the Officer in command.
 - (a) Rubber gloves and glasses must be worn when assisting at medical calls or performing First Aid.
 - (b) Safety gloves and safety glasses must be worn when performing extrication.
- A Firefighter shall inform an Officer if he/she receives an order to perform other duties after having been ordered to do a previous task by another Officer.
- Every Firefighter injured on duty will report immediately to the Officer in charge.
- Every Firefighter involved in an accident while on duty shall report the details to the Officer in charge as soon as possible including the loss of or damage to Fire Department equipment.

- When valuables (money, jewelry, etc.) are found during an emergency, they should be given to the Officer in charge. At no time shall a Firefighter take or remove anything from a scene for his/her own use.
- If instructed by the Safety Officer, Firefighters will comply with the Health & Safety request.
- The Safety Officer must notify Incident Command of any requests made by him to personnel on scene.

S.O.G # 7 S.C.B.A. Use

- S.C.B.A.'s are to be used when it is evident that toxic substances may be present.
- Hair, sideburns, beards and moustaches must be kept in such a manner as not to interfere with the operation of the breathing apparatus.
- S.C.B.A.'s are to be properly cleaned and full air tanks added after each use. The Firefighter must complete and sign the S.C.B.A. safety report which will be verified and approved by another Firefighter who will also sign the report.
- Firefighters must have proper training before entering a fire with S.C.B.A.'s.
- All Firefighters must be fit test evaluated for using an S.C.B.A. mask.

S.O.G # 8 Interior Search and Rescue

Interior Search and Rescue shall be provided when possible and as appropriate in accordance with the following:

1. Service shall be provided to search for and rescue endangered, trapped or potentially trapped persons within the structure.
2. Service shall be provided only when, in the opinion of the Fire Chief or most senior Officer in charge, all of the following are true:
 - i. A scene risk assessment has been completed, and the level of risk reasonably justifies entry into the structure;
 - ii. Building integrity permits entry into the structure;
 - iii. Sufficient Firefighter staffing is deployed at the scene;
 - iv. Reliable water supply with adequate flow can be sustained;
 - v. Adequate scene supervision and support is provided.
3. No Firefighter shall enter a building or fire without an S.C.B.A., portable radio and portable entry tools.
4. Firefighters shall always enter in teams of two (2) with a minimum of six (6) Firefighters (full PPE) when entering a building. The minimum number of Firefighters required may be reduced by the Officer in charge at the scene in a life and death situation.
5. Firefighters shall not enter the building until two backup teams have been equipped with S.C.B.A.'s.
6. An Officer shall direct each entry and note the time of Entry and Exit on the Accountability Board.
7. Upon sounding of the Air Horn device for three short blasts, all firefighters will immediately evacuate the scene and report to the Rescue vehicle.

S.O.G # 9 Radio Communication

- When communication with Dispatch or other Fire departments, each Firefighter shall identify themselves as East Hawkesbury Fire Department.
- Phonetic Alphabet will be used as much as possible.
- All messages will be delivered in a clear concise manner.
- Profane language is not permitted at any time.
- Always use a “SIMPLEX” or “TAC” channel as a talk around channel.
- All Firefighters shall wait three seconds before proceeding with communication.
- On arrival, the driver shall confirm to the dispatch the exact emergency location.
- When communicating via radio, members must identify themselves first by their tasking (ex. Pump operator, IC, fire attack, etc.)

S.O.G # 10 Use of Intoxicating Substances

- Firefighters shall not bring into the Fire station any Beer, Liquor, Marijuana, or illegal drugs.
- Firefighters shall not drive a Department vehicle or respond to any calls if they have consumed alcoholic beverages or drugs.
- A Firefighter may respond in other situations providing he/she is not impaired.

S.O.G # 11 Media Contact/Confidentiality

- No Firefighter will give out any public statement relative to any matter connected with the Fire department unless authorized by the Chief.
- The Chief or his designate will be the official spokesperson for the Department.
- All Firefighters will respect the confidentiality of victims' names, causes of fire, etc.
- Firefighters will not post, share or like any Firefighter related social media content related to East Hawkesbury calls.

S.O.G # 12 Fire Department Equipment/ Facilities

- All Firefighters are responsible for maintaining their personal equipment in good condition.
- Upon leaving the Department as a Firefighter, all equipment will be returned.
- No Firefighter will use Fire Department equipment or uniforms for his personal use without the permission of the Chief.
- Fire department equipment will not be lent to members of the public.
- The Fire Hall will not be used for personal meeting without the permission of the Chief.
- No Firefighter will use his own equipment.
- Fire Hall inspections and accompanying documentation must be completed monthly by the station's captain.

S.O.G # 13 Training Sessions

- All Firefighters shall participate in training sessions.
- Work commitments will be accepted as reason for not attending training sessions.
- After three (3) consecutive absences the Chief will discuss the situation with the Firefighter concerned.
- Attending fewer than 60% of training sessions in a year may result in removal from the roster of the Department, notwithstanding item 2 above.
- Training sessions will be a minimum of two hours in length.
- All untrained / non grandfathered Firefighters will have 2 years to complete all IFSTA online chapters and exams for “Essentials of Firefighting” (FF1)
- Any and all members may also choose to take any other IFSTA course via this method once they have completed the mandatory FF1 course.

S.O.G # 14 Recruiting

- Advertisements for recruits will be advertised for a minimum of one (1) week only with the advertisement placed in English and French.
- A volunteer Firefighter recruit information package including the prescribed application form will be remitted to each candidate. All applications for a Firefighter's position will be in writing.
- All recruits will be interviewed.
- All recruits will be tested on a job-related task before being accepted as a Firefighter.
- A person appointed as a Firefighter is subject to a medical examination and must supply a three (3) year driver record abstract and an Ontario Provincial Policy Search Certificate upon employment and at such other times as the Fire Chief may require at the cost of the municipality.
- The Chief, in consultation with the Officers, will make his recommendation to Council. Council will make the decision as to the acceptance of a recruit.
- Priority will be given to applicants that reside within the township, are available during the daytime during the week, and have fire related certificates.

S.O.G # 15 Probationary Firefighters

- All new Firefighters will be on probation for a period of one year during which period the probationary member shall take such special training and examinations as may be required by the Fire Chief and assisted by the Officers.
- If a probationary Firefighter fails any such examinations, the Fire Chief must recommend appropriate action to the Council.
- Probationary Firefighters will assist Firefighters in emergency situations and will wear a black tag attached to their helmet.
- The probationary FF's tasks will be dependent on what the officers feel is appropriate for that individual's level of comfort and training.
- All untrained probationary Firefighters will have 2 years to complete all IFSTA online chapters and exams for "Essentials of Firefighting" (FF1)

JUNIOR FIREFIGHTER PROGRAM

1. The Fire Chief may establish a Junior Firefighter Program to promote fire safety in youth, and to provide mentorship and guidance to those who may have an interest or career aspirations in the fire service.
2. To be eligible for appointment as a Junior Firefighter, candidates shall:
 - 2.1 Be between the ages of 16 and 18;
 - 2.2 Be attending high school and able to meet and maintain the academic and attendance expectations mutually agreed upon by the Junior Firefighter, his or her parents or legal guardian, his or her school and the Fire Chief.
 - 2.3 Provide written permission and a signed waiver that indemnifies and releases the Corporation from liability from a parent or legal guardian to participate in the Junior Firefighter Program.
3. Acceptance as a Junior Firefighter shall be subject to the discretion of the Fire Chief. Junior Firefighter status may be revoked at any time at the discretion of the Fire Chief.
4. Junior Firefighters shall be subject to a six (6) month probation period, which may be extended at the discretion of the Fire Chief.

5. Junior Firefighters may attend training exercises at the discretion of the Fire Chief, subject to the terms and conditions of the training organization.
6. Junior Firefighters are not eligible for remuneration.
7. Junior Firefighters shall comply with all terms and conditions of the Junior Firefighter Program as established by the Fire Chief, all applicable policies of the Corporation, and all policies, procedures, operating guidelines, general orders, directives and rules of the Fire Department.
8. Junior Firefighters shall be supervised by a competent Fire Department supervisor at all times while participating in the Junior Firefighter Program.
9. Junior Firefighters shall not be permitted to enter areas of immediate danger to life and health or environment at any time.
10. Junior Firefighters shall not operate any Fire Department vehicle.

S.O.G # 16 Personal Information

- A personnel file will be kept for each Firefighter
- This file will be accessible only to the Chief and Officers and the Municipal Clerk-Treasurer and the Council.
- Written reprimands will be included in the file
- The Firefighter is responsible for advising the Chief of any changes in his/her personal information. Address, telephone number, email changes must be reported within 48 hours of change.
- The Firefighter agrees to have his/her contact telephone numbers available on a public list.

S.O.G # 17 Sick Leave / Leave of Absence

1. Volunteer Firefighters shall be entitled to all statutory unpaid leaves of absence to which they are entitled under the provision of the Employment Standards Act, 2000.
2. A Volunteer Firefighter who has completed the twelve (12) month probationary period may request a voluntary leave of absence from the Fire Chief without pay for a period of up to twelve (12) months, and such requests shall not be unreasonably denied.
3. All requests for a voluntary leave of absence must be submitted in writing to the Fire Chief at least twenty (20) calendar days prior to when the leave of absence is to commence. The Fire Chief, at his or her discretion, may waive this notice period.
4. A request for a second or subsequent leave of absence within twelve (12) months of a previous leave of absence shall be evaluated on a case by case basis.
5. Any Firefighter unable to respond due to prolonged illness must notify the Chief and advise the Chief when he/she is able to return to Duty.
6. Any Firefighter will not respond to emergency calls while on medical leave from his /her regular place of employment, receiving WSIB benefits and /or not suitable to work for any other reason. He/she must advise the Fire Chief immediately.
7. All Fire fighters who cannot respond to calls due to sick leave will be "unavailable" on the App.

S.O.G # 18 Fundraising

- All fundraising will be done under the name of the “East Hawkesbury Firefighters’ Association”.
- No Firefighter shall, directly or indirectly solicit or accept gifts, money or other articles for services rendered.
- Any donations received will be directed to the “East Hawkesbury Firefighters Association”.

S.O.G # 19 Promotion Policy

- All opportunities for promotion will be made known to all Firefighters.
- Applications for an Officer's position will be made in writing.
- The Council, the Chief and existing Officers will decide on the successful candidate for any position up to and including Deputy Chief.
- The Municipal Council will decide on the position of Chief.

- **Three (3)** Firefighters will respond with the Tanker when necessary.
- When a request received to assist another fire service with the tanker, an Officer will determine who is to respond.
- The Chief or his/her designate may choose to dispatch additional Firefighters, either to assist or to replace the original responders.
- Notwithstanding the above, an Officer may choose to dispatch an experienced driver with the tanker at any time.
- When answering a Mutual Aid call, all Firefighters must report to the St. Eugene Fire Station first.
- Firefighters will not respond to a Mutual Aid call with the personal vehicle, unless directed by the Fire Chief.
- Equal opportunity will be given to all members when responding to mutual aid calls. This will be based on a team/personnel rotational system.

S.O.G # 21 Standing Operating Guidelines

- Introduced – January 12, 2004
- Reviewed and passed – January 12, 2004, Resolution No. 4/04
- Reviewed by Volunteer Firemen
 - Meeting – November 9, 2005, Resolution No. 7/05
- Revised and adopted by Council
 - Meeting – December 12, 2005, Resolution No. 198/05
- Reviewed by Volunteer Firemen -November 19, 2007
- Revised and adopted by Council
 - Meeting- December 10, 2007 Resolution No.208/07
- Reviewed by Volunteer Firemen- December 10, 2008
- Revised and adopted by Council
 - Meeting – January 12, 2009, Resolution No. 4/2009
- Reviewed by Volunteer Firemen -January 27, 2010
- Reviewed by Volunteer Firemen -February 27, 2012
- Revised and adopted by Council
 - Meeting- March 12, 2012 Resolution No. 2012-40
- Reviewed by Volunteer Firemen -February 25, 2014
- Revised and adopted by Council
 - Meeting- March 12, 2012 Resolution No. 2012-40
- Reviewed by Volunteer Firemen -February 25, 2014
- Revised and adopted by Council
 - Meeting- March 10, 2014 Resolution No. 2014-54
- Revised by the Health and Safety Team August 22, 2018

- Revised and adopted by Council
Meeting on September 23, 2019- Resolution No. 2019-313.
- Revised and adopted by Council
Meeting on May 11, 2020-Resolution No. 2020-_____.

TOWNSHIP/CANTON HAWKESBURY EST
MONTHLY REPORT/RAPPORT MENSUEL
FIRE DEPARTMENT/DÉPARTEMENT D'INCENDIE
MONTH/MOIS : Avril 2020

<i>Date</i>	<i>Invoice</i>	<i>Description</i>	<i>Montant facturé</i>
12 avril 2020	EHAWK20-14	Fire complaint	no charge
28 avril 2020	EHAWK20-15	Grass Fire accidental	no charge
28 avril 2020	EHAWK20-16	Grass Fire, burning without permit	charge 1truck 1hour 450\$
28 avril 2020	EHAWK20-17	Grass Fire, burning without permit	charge 3 trucks 2hours 2700\$

Total: 3150\$



TOWNSHIP/CANTON HAWKESBURY EST
 MONTHLY REPORT/RAPPORT MENSUEL
 FIRE DEPARTMENT/DÉPARTEMENT D'INCENDIE
 MONTH/MOIS : Avril 2020



TOTAL CALL OUTS/SORTIES : 4
TOTAL MEN/HOMMES :
TOTAL MAN HOURS/HEURES : 87 hrs

NAME/NOM	#	FIRST 2 HRS PREM. 2 HRS @26.00\$	#	AFTER 2 HRS APRÈS 2 HRS @26.00\$	AMOUNT MONTANT	NO. CK
Bruce Lucker Chef	6	156.00 \$	1	26.00 \$	182.00 \$	
JF Santerre D. Chef	0	0.00 \$	1	26.00 \$	26.00 \$	
Francis Myre Safety-Officer	0	0.00 \$	0	0.00 \$	0.00 \$	
Fred Ladouceur	0	0.00 \$	0	0.00 \$	0.00 \$	
Serge Lalancette	6	156.00 \$	1	26.00 \$	182.00 \$	
Dominick Myre	6	156.00 \$	1	26.00 \$	182.00 \$	
Brendan Wylie	6	156.00 \$	1	26.00 \$	182.00 \$	
Duncan Clatworthy	0	0.00 \$	0	0.00 \$	0.00 \$	
Myriam Kingsbury	0	0.00 \$	0	0.00 \$	0.00 \$	
Nicholas Duval	0	0.00 \$	0	0.00 \$	0.00 \$	
Eric Lacroix	0	0.00 \$	0	0.00 \$	0.00 \$	
Derrick Duval Cap.	0	0.00 \$	0	0.00 \$	0.00 \$	
Pierre-Luc Sauvé	0	0.00 \$	0	0.00 \$	0.00 \$	
André Ethier	0	0.00 \$	0	0.00 \$	0.00 \$	
Simon Drouin	0	0.00 \$	0	0.00 \$	0.00 \$	
François Séguin	0	0.00 \$	0	0.00 \$	0.00 \$	
Patrick Normand Cap.	2	52.00 \$	0	0.00 \$	52.00 \$	
Nicholas Lalonde	6	156.00 \$	1	26.00 \$	182.00 \$	
Daniel Asselin	4	104.00 \$	1	26.00 \$	130.00 \$	
Leanne Howes	0	0.00 \$	0	0.00 \$	0.00 \$	
Jonathan Leblanc	6	156.00 \$	1	26.00 \$	182.00 \$	
Joël Myre Cap.	8	208.00 \$	1	26.00 \$	234.00 \$	
Gilles Dupelle	6	156.00 \$	1	26.00 \$	182.00 \$	
Shane Kirby	6	156.00 \$	1	26.00 \$	182.00 \$	
Guillaume Ménard	6	156.00 \$	1	26.00 \$	182.00 \$	
Alexandré Cardinal	0	0.00 \$	0	0.00 \$	0.00 \$	
Alexandre Gagné	6	156.00 \$	1	26.00 \$	182.00 \$	
TOTAL DÛ/DUE	74	1,924.00 \$	13	338.00 \$	2,262.00 \$	TOTAL

SAL. CHEF B. Luker NO. CK _____ DATE : _____

SAL. D. CHEF JF Santerre NO. CK _____ DATE : _____

SAL. CAP J. Myre NO. CK _____ DATE : _____

P. Normand NO. CK _____ DATE : _____

D. Duval NO. CK _____ DATE : _____



TOWNSHIP/CANTON EAST HAWKESBURY EST
REPORT/RAPPORT



DATE-CALL OUT/SORTIE : 12 Avril 2020						
EMERGENCY/URGENCE : Fire complaint						
LOCATION/LIEU : 1092 Des Pins St.						
REQUESTED BY/DEMANDÉ PAR : Christophe Robin						
TIME-RESPONSE/RÉPONSE : 13H19				TIME -RETURN/RETOUR: 14H43		
EQUIPMENT ON/SUR SCENE :						
EQUIPMENT USED/ UTILISÉ :						
TOTAL MEN INVOLVED/HOMMES IMPLIQUÉS : 2				TOTAL HOURS/HEURES : 4		
NAME/NOM	# TAG	# HOURS/ HEURES	FIRST 2 HRS PREM. 2 HRS @26.00\$	# HOURS/ HEURES	AFTER 2 HRS APRÈS 2 HRS @26.00	TOTAL AMOUNT MONTANT TOTAL
Bruce Lucker Chef	1		0.00 \$		0.00 \$	0.00 \$
JF Santerre D. Chef	2		0.00 \$		0.00 \$	0.00 \$
Francis Myre Safety-Officer	4		0.00 \$		0.00 \$	0.00 \$
Fred Ladouceur	6		0.00 \$		0.00 \$	0.00 \$
Serge Lalancette	7		0.00 \$		0.00 \$	0.00 \$
Dominick Myre	8		0.00 \$		0.00 \$	0.00 \$
Brendan Wylie	9		0.00 \$		0.00 \$	0.00 \$
Duncan Clatworthy	10		0.00 \$		0.00 \$	0.00 \$
Myriam Kingsbury	11		0.00 \$		0.00 \$	0.00 \$
Nicholas Duval	12		0.00 \$		0.00 \$	0.00 \$
Eric Lacroix	13		0.00 \$		0.00 \$	0.00 \$
Derrick Duval Cap.	14		0.00 \$		0.00 \$	0.00 \$
Pierre-Luc Sauvé	15		0.00 \$		0.00 \$	0.00 \$
André Ethier	16		0.00 \$		0.00 \$	0.00 \$
Simon Drouin	17		0.00 \$		0.00 \$	0.00 \$
François Séguin	18		0.00 \$		0.00 \$	0.00 \$
Patrick Normand Cap.	19	2	52.00 \$		0.00 \$	52.00 \$
Nicholas Lalonde	20		0.00 \$		0.00 \$	0.00 \$
Daniel Asselin	21		0.00 \$		0.00 \$	0.00 \$
Leanne Howes	22		0.00 \$		0.00 \$	0.00 \$
Jonathan Leblanc	23		0.00 \$		0.00 \$	0.00 \$
Joël Myre Cap.	24	2	52.00 \$		0.00 \$	52.00 \$
Gilles Dupelle	25		0.00 \$		0.00 \$	0.00 \$
Shane Kirby	26		0.00 \$		0.00 \$	0.00 \$
Guillaume Ménard	27		0.00 \$		0.00 \$	0.00 \$
Alexandré Cardinal	28		0.00 \$		0.00 \$	0.00 \$
Alexandre Gagné	29		0.00 \$		0.00 \$	0.00 \$
TOTAL COST OF FIRE / COÛT TOTAL DU FEU		4	104.00 \$	0	0.00 \$	104.00 \$

OPP _____

INCIDENT NUMBER / SP _____

Ehawk20-14 _____

- P-1 = PUMPER S-E
- P-2 = PUMPER S-A-P
- R-3 = RESCUE S-E
- T-4 = TANKER S-E
- PT-5 = TANKER C-A-B

fire complaint back yard 2 meters diameter. Windy condition
told to put out the fire



TOWNSHIP/CANTON EAST HAWKESBURY EST
REPORT/RAPPORT



DATE-CALL OUT/SORTIE : 28 avril 2020	
EMERGENCY/URGENCE : grass fire	
LOCATION/LIEU : 3140 Pattee Rd	
REQUESTED BY/DEMANDÉ PAR : 2694 pattee rd	
TIME-RESPONSE/RÉPONSE : 12h31	TIME -RETURN/RETOUR: 15h08
EQUIPMENT ON/SUR SCENE : P1/ P2/ R3/ PT5	
EQUIPMENT USED/ UTILISÉ :	
TOTAL MEN INVOLVED/HOMMES IMPLIQUÉS : 11	TOTAL HOURS/HEURES : 22

NAME/NOM	# TAG	# HOURS/ HEURES	FIRST 2 HRS PREM. 2 HRS @26.00\$	# HOURS/ HEURES	AFTER 2 HRS APRÈS 2 HRS @26.00	TOTAL AMOUNT MONTANT TOTAL
Bruce Lucker Chef	1	2	52.00 \$		0.00 \$	52.00 \$
JF Santerre D. Chef	2		0.00 \$		0.00 \$	0.00 \$
Francis Myre Safety-Officer	4		0.00 \$		0.00 \$	0.00 \$
Fred Ladouceur	6		0.00 \$		0.00 \$	0.00 \$
Serge Lalancette	7	2	52.00 \$		0.00 \$	52.00 \$
Dominick Myre	8	2	52.00 \$		0.00 \$	52.00 \$
Brendan Wylie	9	2	52.00 \$		0.00 \$	52.00 \$
Duncan Clatworthy	10		0.00 \$		0.00 \$	0.00 \$
Myriam Kingsbury	11		0.00 \$		0.00 \$	0.00 \$
Nicholas Duval	12		0.00 \$		0.00 \$	0.00 \$
Eric Lacroix	13		0.00 \$		0.00 \$	0.00 \$
Derrick Duval Cap.	14		0.00 \$		0.00 \$	0.00 \$
Pierre-Luc Sauvé	15		0.00 \$		0.00 \$	0.00 \$
André Ethier	16		0.00 \$		0.00 \$	0.00 \$
Simon Drouin	17		0.00 \$		0.00 \$	0.00 \$
François Séguin	18		0.00 \$		0.00 \$	0.00 \$
Patrick Normand Cap.	19		0.00 \$		0.00 \$	0.00 \$
Nicholas Lafonde	20	2	52.00 \$		0.00 \$	52.00 \$
Daniel Asselin	21		0.00 \$		0.00 \$	0.00 \$
Leanne Howes	22		0.00 \$		0.00 \$	0.00 \$
Jonathan Leblanc	23	2	52.00 \$		0.00 \$	52.00 \$
Joël Myre Cap.	24	2	52.00 \$		0.00 \$	52.00 \$
Gilles Dupelle	25	2	52.00 \$		0.00 \$	52.00 \$
Shane Kirby	26	2	52.00 \$		0.00 \$	52.00 \$
Guillaume Ménard	27	2	52.00 \$		0.00 \$	52.00 \$
Alexandré Cardinal	28		0.00 \$		0.00 \$	0.00 \$
Alexandre Gagné	29	2	52.00 \$		0.00 \$	52.00 \$
TOTAL COST OF FIRE / COÛT TOTAL DU FEU		22	572.00 \$	0	0.00 \$	572.00 \$

OPP

INCIDENT NUMBER

Ehawk20-15

- P-1 = PUMPER S-E
- P-2 = PUMPER S-A-P
- R-3 = RESCUE S-E
- T-4 = TANKER S-E
- PT-5 = TANKER C-A-B

m.pépin was cleaning machine and rope that was caught under that machine
40feet x 60 feet fire that got out of contrôle and went into wooded area
no burn permit / accidental/ no charge



TOWNSHIP/CANTON EAST HAWKESBURY EST
REPORT/RAPPORT



DATE-CALL OUT/SORTIE : 28 avril 2020	
EMERGENCY/URGENCE : grass fire	
LOCATION/LIEU : 3480 Pattee Rd	
REQUESTED BY/DEMANDÉ PAR : Edith Caviezel	
TIME-RESPONSE/RÉPONSE : 14h07	TIME -RETURN/RETOUR: 14h25
EQUIPMENT ON/SUR SCENE : P1/ PT5	
EQUIPMENT USED/ UTILISÉ :	
TOTAL MEN INVOLVED/HOMMES IMPLIQUÉS : 12	TOTAL HOURS/HEURES : 24

NAME/NOM	# TAG	# HOURS/ HEURES	FIRST 2 HRS PREM. 2 HRS @26.00\$	# HOURS/ HEURES	AFTER 2 HRS APRÈS 2 HRS @26.00	TOTAL AMOUNT MONTANT TOTAL
Bruce Lucker Chef	1	2	52.00 \$		0.00 \$	52.00 \$
JF Santerre D. Chef	2		0.00 \$		0.00 \$	0.00 \$
Francis Myre Safety-Officer	4		0.00 \$		0.00 \$	0.00 \$
Fred Ladouceur	6		0.00 \$		0.00 \$	0.00 \$
Serge Lalancette	7	2	52.00 \$		0.00 \$	52.00 \$
Dominick Myre	8	2	52.00 \$		0.00 \$	52.00 \$
Brendan Wylie	9	2	52.00 \$		0.00 \$	52.00 \$
Duncan Clatworthy	10		0.00 \$		0.00 \$	0.00 \$
Myriam Kingsbury	11		0.00 \$		0.00 \$	0.00 \$
Nicholas Duval	12		0.00 \$		0.00 \$	0.00 \$
Eric Lacroix	13		0.00 \$		0.00 \$	0.00 \$
Derrick Duval Cap.	14		0.00 \$		0.00 \$	0.00 \$
Pierre-Luc Sauvé	15		0.00 \$		0.00 \$	0.00 \$
André Ethier	16		0.00 \$		0.00 \$	0.00 \$
Simon Drouin	17		0.00 \$		0.00 \$	0.00 \$
François Séguin	18		0.00 \$		0.00 \$	0.00 \$
Patrick Normand Cap.	19		0.00 \$		0.00 \$	0.00 \$
Nicholas Lalonde	20	2	52.00 \$		0.00 \$	52.00 \$
Daniel Asselin	21	2	52.00 \$		0.00 \$	52.00 \$
Leanne Howes	22		0.00 \$		0.00 \$	0.00 \$
Jonathan Leblanc	23	2	52.00 \$		0.00 \$	52.00 \$
Joël Myre Cap.	24	2	52.00 \$		0.00 \$	52.00 \$
Gilles Dupelle	25	2	52.00 \$		0.00 \$	52.00 \$
Shane Kirby	26	2	52.00 \$		0.00 \$	52.00 \$
Guillaume Ménard	27	2	52.00 \$		0.00 \$	52.00 \$
Alexandré Cardinal	28		0.00 \$		0.00 \$	0.00 \$
Alexandre Gagné	29	2	52.00 \$		0.00 \$	52.00 \$
TOTAL COST OF FIRE / COÛT TOTAL DU FEU		24	624.00 \$	0	0.00 \$	624.00 \$

OPP _____

INCIDENT NUMBER / _____ Ehawk20-16 _____

P-1 = PUMPER S-E
 P-2 = PUMPER S-A-P burning leaves & branches in metal container, flames spread to nearby brush
 R-3 = RESCUE S-E
 T-4 = TANKER S-E PT% sprayed water
 PT-5 = TANKER C-A-B no burn permit / charge



TOWNSHIP/CANTON EAST HAWKESBURY EST
REPORT/RAPPORT



DATE-CALL OUT/SORTIE : 28 Avril 2020	
EMERGENCY/URGENCE : Grass fire	
LOCATION/LIEU : 135 County Rd 10	
REQUESTED BY/DEMANDÉ PAR : 2561 nixon rd	
TIME-RESPONSE/RÉPONSE : 14h11	TIME -RETURN/RETOUR: 17h24
EQUIPMENT ON/SUR SCENE : P1/ P2/ R3/ T4/ PT5	
EQUIPMENT USED/ UTILISÉ :	
TOTAL MEN INVOLVED/HOMMES IMPLIQUÉS : 13	TOTAL HOURS/HEURES : 37

NAME/NOM	# TAG	# HOURS/ HEURES	FIRST 2 HRS PREM. 2 HRS @26.00\$	# HOURS/ HEURES	AFTER 2 HRS APRÈS 2 HRS @26.00	TOTAL AMOUNT MONTANT TOTAL
Bruce Lucker Chef	1	2	52.00 \$	1	26.00 \$	78.00 \$
JF Santerre D. Chef	2		0.00 \$	1	26.00 \$	26.00 \$
Francis Myre Safety-Officer	4		0.00 \$		0.00 \$	0.00 \$
Fred Ladouceur	6		0.00 \$		0.00 \$	0.00 \$
Serge Lalancette	7	2	52.00 \$	1	26.00 \$	78.00 \$
Dominick Myre	8	2	52.00 \$	1	26.00 \$	78.00 \$
Brendan Wylie	9	2	52.00 \$	1	26.00 \$	78.00 \$
Duncan Clatworthy	10		0.00 \$		0.00 \$	0.00 \$
Myriam Kingsbury	11		0.00 \$		0.00 \$	0.00 \$
Nicholas Duval	12		0.00 \$		0.00 \$	0.00 \$
Eric Lacroix	13		0.00 \$		0.00 \$	0.00 \$
Derrick Duval Cap.	14		0.00 \$		0.00 \$	0.00 \$
Pierre-Luc Sauvé	15		0.00 \$		0.00 \$	0.00 \$
André Ethier	16		0.00 \$		0.00 \$	0.00 \$
Simon Drouin	17		0.00 \$		0.00 \$	0.00 \$
François Séguin	18		0.00 \$		0.00 \$	0.00 \$
Patrick Normand Cap.	19		0.00 \$		0.00 \$	0.00 \$
Nicholas Lalonde	20	2	52.00 \$	1	26.00 \$	78.00 \$
Daniel Asselin	21	2	52.00 \$	1	26.00 \$	78.00 \$
Leanne Howes	22		0.00 \$		0.00 \$	0.00 \$
Jonathan Leblanc	23	2	52.00 \$	1	26.00 \$	78.00 \$
Joël Myre Cap.	24	2	52.00 \$	1	26.00 \$	78.00 \$
Gilles Dupelle	25	2	52.00 \$	1	26.00 \$	78.00 \$
Shane Kirby	26	2	52.00 \$	1	26.00 \$	78.00 \$
Guillaume Ménard	27	2	52.00 \$	1	26.00 \$	78.00 \$
Alexandré Cardinal	28		0.00 \$		0.00 \$	0.00 \$
Alexandre Gagné	29	2	52.00 \$	1	26.00 \$	78.00 \$
TOTAL COST OF FIRE / COÛT TOTAL DU FEU		24	624.00 \$	13	338.00 \$	962.00 \$

heure de travail

OPP

INCIDENT NUMBER / SP

EHWK20-17

- P-1 = PUMPER S-E
- P-2 = PUMPER S-A-P
- R-3 = RESCUE S-E
- T-4 = TANKER S-E
- PT-5 = TANKER C-A-B

owners were burning pile of leaves, branches, garbage (W/O permit) close to property
wind blew flame to field burned around 1/3 acre.

vkH called in mutual aid to assist.

Counsel Meeting-05/11/2020

Calls:

-Statistics (# and type of calls)

Staffing changes/ New Hires :

Pierre-Luc Sauve (Remove-Verbal message resignation to other members)

Alexandre Cardinal (Remove- Written letter resignation)

Training /Seminars :

N/A

Equipment :

-Have purchased 2 “newer” used MSA SCBA’s from AJ STONE. If we are content with them, we will purchase the other two.

-Pump tests being done on Friday May 8th at St-Eugene Hall, by Battelshield.

Recurring points (old):

N/A

Other Purchases

2020 proposed purchases:

- Cable decent system for PT5 (CAB) to facilitate lowering the portable pool drawer since right now it takes 3-4 people and is dangerous.

Pay grade structure/incentive :

N/A

Water shuttle test:

N/A

Bylaw:

N/A

Administration

-Have made ID cards for our members. This will assist in identifying them to the public or other emergency agencies, when required, at scenes if dressed in civilian clothes and at events/trainings/seminars intended for emergency personnel only.

-SOG modifications for final approval.

Health & Safety

- This year's SCBA FIT test will be scheduled in the next few weeks

Budget

New points:

N/A

Recurring points (old):

-Would like to look into budgeting for a new rescue vehicle when the other vehicles ones are paid off.

-Would like to look into a New Fire hall budget

Prevention

N/A

Volunteer

N/A

CORPORATION OF THE TOWNSHIP OF EAST HAWKESBURY

BY-LAW NUMBER 2020-33

BEING A BY-LAW TO AUTHORIZE THE ENTERING INTO AN AGREEMENT WITH THE CORPORATION OF THE UNITED COUNTIES OF PRESCOTT AND RUSSELL (UCPR) FOR THE TRANSFER OF COUNTY MUNICIPAL ROADS TRANSFER FUNDS.

WHEREAS the Corporation of the Township of East Hawkesbury wishes to enter into this Agreement in order to receive funding from the County Municipal Roads Transfer Funds to address critical core infrastructure needs in relation to roads network;

NOW THEREFORE the Council of the Corporation of the Township of East Hawkesbury enacts as follows:

1. **THAT** the Township of East Hawkesbury enter into an Agreement with the United Counties of Prescott and Russell (UCPR) for the transfer of County Municipal Roads Transfer Funds; more particularly described as being Schedule "A" attached hereto and forming part of this by-law.
2. **THAT** the Mayor and the Clerk be and are hereby authorized to execute this Agreement.

READ a First, Second and Third Time and duly adopted this 11th day of May, 2020.

Robert Kirby, Mayor

Luc Lalonde, Clerk-Treasurer

SEAL

I, Luc Lalonde Clerk-Treasurer, do hereby certify the foregoing to be a true copy of By-Law No. 2020-33 duly enacted by the Council of The Corporation of the Township of East Hawkesbury this 11th day of May, 2020.

Date certified

Luc Lalonde, Clerk-Treasurer

COUNTY MUNICIPAL ROADS TRANSFER FUNDS

BETWEEN:

The Corporation of the United Counties of Prescott and Russell

(“UCPR”)

– And –

The Corporation of the Township of East Hawkesbury

(The Municipality”)

WHEREAS the UCPR has created the County municipal roads transfer funds to provide funding to help local municipalities address critical core infrastructure needs in relation to roads network;

AND WHEREAS the County municipal road transfer funds consist of formula with two (2) components: (1) 40% being a pro rata based on the number of kilometers of road the municipality have; and (2) 60% being a pro rata based on the requisition the municipality will pay for 2020 to the UCPR; as set out under Part D.1.1 of Schedule “D”;

AND WHEREAS the Municipality is eligible to receive funding under the County municipal roads transfer;

NOW THEREFORE, in accordance with the principles set out above, the mutual covenants and agreements herein and for other good and valuable consideration, the receipt of sufficiency of which is expressly acknowledges, the Parties hereby agree as follows:

SECTION 1 INTERPRETATION

1.1 Definitions. For the purposes of this Agreement, the following terms shall have the following meanings described below.

“Agreement” means this agreement between UCPR and the Municipality, including all Schedules attached hereto.

“Arm’s Length” has the meaning given to it under the *Income Tax Act* (Canada) as in effect on the Effective Date of this Agreement.

“Conflict of Interest” includes any and all circumstances where the Municipality or any person who has the capacity to influence the Municipality’s decisions has outside commitments, relationships or financial interests that could, or could be seen, to interfere with the Municipality’s objective, unbiased and impartial judgment relating to this Agreement.

“Consultant” means any person the Municipality retains to do work related to this Agreement.

“Contract” means a contract between the Municipality and a third party at Arm’s Length whereby the latter agrees to provide a good or service in return for financial consideration that may be claimed as an Eligible Cost under this Agreement.

“Effective Date” means the date set out at Part C.1 of Schedule “C” of this Agreement.

“Eligible Costs” means the costs described in Part E.1 of Schedule “E” of this Agreement.

“Event of Default” has the meaning given to it in section 13 of this Agreement

“Expiration “Date” means the date set out in Part C.2 of Schedule “C” of this Agreement.

“Funds” means the total amount of funding UCPR is providing in Canadian currency to the Municipality under this Agreement, subject to the terms and conditions of this Agreement.

“Indemnified Party” means The Corporation of the United Counties of Prescott and Russell, directors, officers, agents, appointees and employees.

“Ineligible Costs” means the costs described under Part E.2 of Schedule “E” of this Agreement.

“Parties” means UCPR and the Municipality.

“Party” means either UCPR or the Municipality, as the case maybe.

“Project” means the project described in Part B.1 of Schedule “B” of this Agreement.

“Project Report” means the document set out under Part B.1 of Schedule “B” of this Agreement.

“Requirements of Law” means all applicable statutes, codes, acts, ordinances, orders, approvals, decrees, injunctions, by-laws, rules, regulations, official plans, permits, licenses, authorizations, directions and agreements with all authorities that now or at any time hereafter may relate to the Municipality, the Project and this Agreement.

“Term” means the period of time beginning on the Effective Date of this Agreement and ending on the Expiration Date or the termination of this Agreement, whichever is shorter.

1.2 Reference To Statute Or Regulation. Any reference to a statute is to such statute and to the regulations made pursuant to such statute as such statute and regulations may at any time be amended or modified and in effect and to any statute or regulations that may be passed that have the effect of supplanting or superseding such statute or regulations.

1.3 Accounting Terms, Calculations And Submission Of Financial Data. All accounting terms not defined in this Agreement shall have the meanings usually ascribed to them. All calculations will be made and all financial data to be submitted will be prepared in accordance with the applicable accepted accounting principles in effect in Ontario.

SECTION 2 THE AGREEMENT

2.1 The Agreement. The Agreement includes this document and the following Schedules attached to this document; as such Schedules may be amended from time to time in accordance with this Agreement.

Schedule

- "A" Eligible Project
- "B" Project Report and Annual Project and Financial Information Update
- "C" Operational Requirements Under The Agreement
- "D" Financial Information For The Project
- "E" Eligible And Ineligible Costs

2.2 Conflict. In the event of a conflict between any of the documents that form part of this Agreement, the conflict shall be resolved in the following descending order:

- (a) This document; and
- (b) The Schedules attached to this document.

2.3 Expiration Date Of Agreement. This Agreement shall expire on the Expiration Date, unless amended or terminated prior to this date in accordance with this Agreement.

SECTION 3 GENERAL ROLES AND RESPONSIBILITIES OF THE PARTIES UNDER THE AGREEMENT

3.1 Provision Of Funds. UCPR agrees, subject to the terms and conditions of this Agreement to provide Funds up to the amount set out under Part D.1 of Schedule "D" of this Agreement to the Municipality in accordance with Part D.2 of Schedule "D" of this Agreement. The Municipality is solely responsible for securing any additional funding, if needed, to complete any Project to which the Funds being provided under this Agreement have been directed.

3.2 UCPR's Role Under Agreement Strictly Limited To Providing Funds. The Municipality acknowledges and agrees that UCPR's role is strictly limited to providing Funds and that UCPR will have no other involvement in any Project to which Funds are directed or their subsequent maintenance and operation. UCPR is not a manager, decision-maker nor an advisor to the Municipality in relation to any Project to which Funds are directed. Notwithstanding the generality of the foregoing and without limitation, the fact that UCPR may conduct audits as provided for hereinafter or issues directions under the terms and conditions of this Agreement shall not be construed by the Municipality as UCPR having a management, decision-making or advisory role. The Municipality further agrees that the Municipality will not seek to include UCPR as a decision-maker, advisor or manager of any Project to which Funds are directed through recourse to a third party, court, tribunal or arbitrator.

3.4 Funds Limited To Specific Projects. The Municipality shall only use the Funds being provided under this Agreement towards Projects that fall within the category of projects set out under Schedule "A" of this Agreement and those Projects have been set out under Part I of the Project Report, as set out under Part B.1 of Schedule "B" of this Agreement.

- 3.5 Responsibility For Project.** The Municipality acknowledges and agrees that the Municipality, as opposed to UCPR, is solely responsible for the undertaking, implementation, completion, operation and/or maintenance of any Project to which Funds are directed. The Municipality further agrees that the Municipality will not seek to hold UCPR responsible for the undertaking, implementation, completion, operation and/or maintenance of any Project to which Funds are directed through recourse to a third party, court, tribunal or arbitrator.
- 3.6 Behavior Of Municipality.** The Municipality shall carry out any Project to which Funds are directed in an economical and business-like manner, in accordance with the terms and conditions of this Agreement, subject to any reasonable amendments UCPR may agree to or require from time to time in writing.
- 3.7 UCPR Not Responsible For Municipality Obtaining Permits Or Approvals.** For greater certainty, the Parties acknowledge and agree that the entering into this Agreement does not in any way obligate any regulatory authority established under an Act of the Ontario Legislature to issue any type of approval, license, permit or similar authorization that the Municipality may need or want in relation to any Project to which Funding is directed or to meet any terms or conditions under this Agreement

SECTION 4 FUNDS

- 4.1 Use Of Funds.** Any Funds being provided under this Agreement shall only be used for the payment of Eligible Costs.
- 4.2 Cost Must Be An Eligible Cost.** For a cost to be considered an Eligible Cost and therefore eligible to be paid from the Funds being provided under this Agreement, the cost must be specifically set out under Part E.1 of Schedule "E" of this Agreement.
- 4.3 Ineligible Costs Shall Not Be Covered Under Agreement.** Any costs set out in Part E.2 of Schedule "E" of this Agreement are Ineligible Costs and shall not be eligible to be paid from the Funds being provided under this Agreement.
- 4.4 New Information.** In the event of new information, errors, omissions or other circumstances affecting the determination of the amount of any Funds being provided under this Agreement, UCPR may, in its sole and absolute discretion, Adjust the Funds being provided under this Agreement.
- 4.5 Repayment Of Funds.** The Municipality shall repay Funds to UCPR where:
- (a) The Municipality has used the Funds for a purpose not agreed to by UCPR;
 - (b) The Municipality still has Funds under its charge, management or control upon the expiry or termination of this Agreement;
 - (c) The Municipality receives an overpayment by UCPR and is notified by UCPR of said overpayment, within fifteen (15) Business Days of receiving a written demand from UCPR.
- 4.6 UCPR May Adjust The Funds.** Despite any other provision in this Agreement, UCPR may adjust the Funds being provided under this Agreement.

**SECTION 5
PAYMENT UNDER AGREEMENT**

5.1 Eligibility Of Costs Or Expenses. In order for a cost or expense to be eligible to be paid from the Funds being provided under this Agreement, the cost or expense:

- (a) Must be reasonable;
- (b) Must be directly related to the Project in which the Funds are directed;
- (c) Must be an Eligible Cost;
- (d) Must not be an Ineligible Cost; and
- (e) Must have been incurred on or after the Effective Date of this Agreement

5.2 Payment Of Funds. Subject to all terms and conditions of this Agreement, UCPR shall pay any Funds to the Municipality in accordance with Part D.2 of Schedule "D" of this Agreement.

**SECTION 6
RECIPIENT'S REPRESENTATIONS, WARRANTIES, COVENANTS, ACKNOWLEDGEMENTS
AND AGREEMENTS**

6.1 Municipality's Representations, Warranties And Covenants. The Municipality represents, warrants and covenants that:

- (a) It validly exists as a legal entity, and will continue to exist for the Term of the Agreement, with full power to perform and observe all of the terms and conditions of this Agreement and that it will continue to validly exist until the Expiration Date of this Agreement;
- (b) It has the authority and any necessary approvals to enter into this Agreement and to carry out its terms and conditions and that it is not bound by any other agreement that would in any way interfere with UCPR's rights under this Agreement;
- (c) Where applicable, it has passed the requisite by-laws to undertake any Project in which Funds are directed;
- (d) It is conducting its business in accordance with all Requirements of Law and it shall continue to conduct its business in accordance with all Requirements of Law until the Expiration Date of this Agreement;
- (e) It has all permits, approvals, licenses, certificates or other similar documents that are required to carry out any Project to which Funds are directed or that it will apply for all permits, approvals, licenses, certificates or other similar documents before carrying out the Project; and
- (f) All information provided to UCPR in relation to any Funds being provided under this Agreement remains true, correct and complete as of the date this Agreement is signed in every material respect, except as set out to the contrary herein.

6.2 Governance. The Municipality represents, warrants and covenants that it has and shall maintain until the Expiration Date of this Agreement all legally necessary instruments to:

- (a) Provide for the prudent and effective management of any Funds being provided under this Agreement;
- (b) Establish procedures to enable the timely identification of risks that would interfere with the Municipality meetings its obligations under this Agreement and strategies to address the identified risks;
- (c) Establish procedures to enable the preparation and delivery of all reports under this

- Agreement; and
- (d) Be responsible for other matters as the Municipality considers necessary to ensure that the Municipality carries out its obligations under this Agreement.

6.3 Additional Covenants. The Municipality undertakes to advise UCPR within five (5) Business Days of the occurrence during the Term of this Agreement of any actions, suits or other proceedings which could or would prevent compliance with the terms and conditions of this Agreement.

SECTION 7 CONFLICT OF INTEREST AND CONFIDENTIALITY

7.1 No Conflicts Of Interest. The Municipality shall ensure that any Person associated with the Project in whatever capacity carries out the administration of any Funds in all its aspects without an actual, potential or perceived Conflict of Interest.

7.2 Disclosure Of Conflict Of Interest Situations. The Recipient shall:

- (a) Disclose to UCPR, without delay, any situation that a reasonable person would interpret as an actual, potential or perceived Conflict of Interest; and
- (b) Comply with any terms and conditions that UCPR may impose as a result of the disclosure.

SECTION 8 INSURANCE

8.1 Municipality Shall Have Insurance. The Municipality shall put in effect and maintain until the Expiration Date of this Agreement at its own expense all necessary insurance that would be considered appropriate by a reasonable for the types of Projects in which Funds are being directed, including Commercial General Liability Insurance, for third party bodily injury, personal injury and property damage to an inclusive limit of not less than the amount indicated in Part C.3 of Schedule "C" of this Agreement per occurrence with insurers with an A.M. Best rating of B+ or equivalent. The Municipality's Commercial General Liability Insurance policy shall include:

- (a) The Indemnified Party as an additional insured with respect to liability arising in the course of performance of the Municipality's obligations under, or otherwise in connection with, the Agreement;
- (b) A cross-liability clause;
- (c) Contractual Liability coverage;
- (d) Products and Completed Operations Liability coverage; (e) Employers Liability;
- (f) Tenants Legal Liability (for premises/building leases only);
- (g) Non-Owned automobile coverage with blanket contractual and physical damage coverage for hired automobiles; and
- (h) A thirty (30) day written notice of cancellation, termination or material change clause.

8.2 UCPR To Have Priority Right On Any Proceeds Of Insurance Policy. The Municipality acknowledges and agrees that UCPR shall have a priority over any other Person, including the Municipality, to use or enjoy the benefits of the proceeds from the insurance required

under section 8.1 of this Agreement to pay any claim, suits, judgments, demands, expenses, actions, causes of action and losses, including, without limitation, reasonable legal expenses and any claim for a lien made pursuant to the *Construction Lien Act* (Ontario) and for any and all liability for damages to property and injury to persons, including death, that may be brought against UCPR as a result of this Agreement.

SECTION 9 LIMITATION OF LIABILITY AND INDEMNIFICATION

9.1 *Exclusion Of Liability.* In no event shall UCPR be liable for any general, compensatory, incidental, special or consequential damages, or any loss of use, revenue or profit by the Municipality or the Municipality's officers, servants, employees and agents arising out of or in any way related to this Agreement.

9.2 *Municipality To Indemnify UCPR.* The Municipality shall indemnify and hold harmless the Indemnified Party from and against all suits, judgments, claims, demands, expenses actions, causes of action and losses, including, without limitation, reasonable legal expenses and any claim for lien made pursuant to the *Construction Lien Act* (Ontario), and for any and all liability for damages to property and injury to persons, including death, which the Indemnified Party may incur, otherwise than by reason of their own gross negligence or willful misconduct, as a result of or arising out of or in relation to any breach by the Municipality of the terms of this Agreement, or the Municipality's own negligence or willful misconduct, as a result of or arising out of or in relation to:

- (a) The performance of this Agreement or the breach of the terms of this Agreement by the Municipality, its officers, servants, employees and agents, or by a third party and any of its officers, employees, servants or agents;
- (b) The ongoing operation, maintenance and repair of the Project; or
- (c) Any omission or other willful or negligent act of the Municipality, a third party or their respective employees, officers, servants or agents.

9.3 *Further Indemnification Of UCPR.* The Municipality further agrees to indemnify and hold harmless the Indemnified Party from any general, compensatory, incidental, indirect, special or consequential damage or any loss of use, revenue or profit which the Indemnified Party may incur or related in any way to this Agreement or the Project in tort, contract or otherwise other than by reason of their own gross negligence or willful misconduct, as a result of or arising out of or in relation to:

- (a) The performance of this Agreement or any breach of the terms and conditions of this Agreement by the Municipality, its officers, servants, agents, employees and Consultants or by a third party and any of its officers, servants, agents or employees where the third party entered into a Contract with the Municipality in relation to the Project;
- (b) The ongoing operation, maintenance and repair of the Project; or
- (c) Any omission or negligent act or misconduct of the Municipality its officers, servants, agents, employees and Consultants or by a third party and any of its officers, servants, agents or employees where the third party entered into a Contract with the Municipality in relation to the Project.

9.4 *Municipality To Require Third Parties To Indemnify UCPR.* The Recipient shall use all reasonable efforts to ensure that all third parties that the Municipality enters into a Contract with indemnify and hold harmless the Indemnified Party from and against all suits, judgments, claims, demands, expenses actions, causes of action and losses, including, without limitation,

reasonable legal expenses and any claim for lien made pursuant to the *Construction Lien Act* (Ontario), and for any and all liability for damages to property and injury to persons, including death, which the Indemnified Party may incur, otherwise than by reason of their own negligence or willful misconduct, as a result of or arising out of or in relation to any breach by the Municipality of the terms of this Agreement, or the Municipality's own negligence or willful misconduct, as a result of or arising out of or in relation to:

- (a) The performance of this Agreement or the breach of the terms of this Agreement by the Municipality, its officers, servants, employees and agents, or by a third party and any of its officers, employees, servants or agents;
- (b) The ongoing operation, maintenance and repair of the Project; or
- (c) Any omission or other willful or negligent act of the Recipient, a third party or their respective employees, officers, servants or agents.

The Municipality agrees to take and implement any reasonable direction from UCPR in relation to the enforcement or assertion of this section 9.4 of the Agreement as against any third party.

9.5 *Municipality To Limit Heads Of Damage As Against UCPR In Contracts With Third Parties.* The Municipality shall use commercially reasonable efforts to include in the Municipality's Contracts with any third party a provision that provides notwithstanding anything else, and in no event whatsoever, shall UCPR be liable to the third party for any incidental, indirect, special or consequential damage or any loss of use, revenue or profit which the Indemnified Party may incur as a result of anything under or related in any way to this Agreement or the Project in tort, contract or otherwise. The Municipality agrees to take and implement any reasonable direction from UCPR in relation to the enforcement of this section 9.5 of the Agreement as against any third party.

SECTION 10 PROCUREMENT

10.1 *UCPR Not Responsible For Claims Under Tender/Bidding Process.* Without limiting the generality of section 9.1 of this Agreement, UCPR shall not be responsible for any claim arising from the tender and bidding process in relation to any Project in which Funds are directed.

10.2 *Competitive Procurement Process.* The Municipality shall acquire and manage its equipment, services and supplies, including any construction component, required for any Project in which Funds are directed through a transparent, competitive process that ensures the best value for any Funds expended. Without limiting the generality of the foregoing, the Municipality shall follow its procurement policies as required under the *Municipal Act, 2001* (Ontario).

10.3 *Contracts.* The Municipality shall ensure that all Contracts:

- (a) Are consistent with this Agreement;
- (b) Do not conflict with this Agreement;
- (c) Incorporate the relevant provisions of this Agreement to the fullest extent possible;
- (d) Are managed in a way that is transparent, competitive and consistent with value for money principles
- (e) Require that any third parties thereto comply with all Requirements of Law; and
- (f) Authorize UCPR to collect, use and disclose in accordance with the Requirements of Law information and data gathered by the third party in connection with Project,

perform audits of the third party and monitor the Project as UCPR sees fit.

- 10.4 Costs Of Contracts Not Awarded In Compliance With This Section May Be Deemed Ineligible.** If UCPR determines that the Municipality has awarded a Contract in a manner that is not in compliance with this section 10 of the Agreement, UCPR may, upon written notification to the Municipality, deem the costs associated with the Contract as being ineligible for payment from the Funds.
- 10.5 Goods And Services To Be Procured In Competitive Manner And At Price No Greater Than Fair Market Value.** Despite anything else contained in this section 10 of the Agreement, the Municipality shall ensure that all goods and services purchased with any Funds being provided under this Agreement are purchased or acquired at competitive prices that are no greater than fair market value after deducting trade discounts and/or any other discounts available to the Municipality.
- 10.6 Municipality To Keep Records Of Contracts.** The Municipality shall keep and maintain proper and accurate accounts and records, including, but not limited to, all Contracts, invoices, statements, receipts and vouchers in relation to any Project in which Funds are directed for a period of at least seven (7) years after the Term of this Agreement.

SECTION 11 REPORTS

- 11.1 Project Report.** The Municipality shall submit a Project Report for every Project it proposes to direct Funds under this Agreement toward, as set out under Part B.1 of Schedule “B” of this Agreement, to UCPR by the date indicated in Part C.4 of Schedule “C” of this Agreement and in accordance with the requirements set out under Part B.1 of Schedule “B” of this Agreement during the Term of this Agreement. The Municipality shall follow such reasonable administrative procedures as Ontario may specify from time to time.
- 11.2 Annual Financial Report.** The Municipality shall submit an Annual Report, as set out under Part B.2 of Schedule “B” of this Agreement, to UCPR on the dates set out in Part C.5 of Schedule “C” of this Agreement and in accordance with the requirements set out under Part B.2 of Schedule “B” of this Agreement during the Term of this Agreement. The Municipality shall follow such reasonable administrative procedures as UCPR may specify from time to time.
- 11.3 Additional Reports Upon Request.** The Municipality shall, upon UCPR’s request in writing, collect such information and provide such additional reports as UCPR may specify from time to time during the Term of this Agreement. The Municipality shall provide any additional reports within ten (10) Business Days of the request, unless the request provides otherwise.
- 11.4 Compliance Attestation.** The Municipality shall provide a compliance attestation, signed by the Municipality’s Administrative Officer/Clerk or Treasurer, and in accordance with the following when any reports required under sections 11.1 to 11.3 of this Agreement is submitted.

SECTION 12
RECORDS, INSPECTION, AUDITS AND THE PROVISION OF INFORMATION

12.1 Municipality's Obligations Under Agreement. The Municipality:

- (a) Shall keep and maintain all financial records, receipts, invoices and other financially-related documents relating to any Funds or otherwise in relation to any Project in which Funds are directed in a manner consistent with generally accepted accounting principles and clerical practices, and shall maintain such records and keep them available for review by UCPR for a period of seven (7) years from the Expiration Date of this Agreement; and
- (b) Shall maintain all non-financial documents and records relating to any Funds or otherwise to any Project in which Funds are directed, including any records it receives about the people it serves, in a confidential manner consistent with all Requirements of Law.

12.2 Audits. UCPR may, at its own expense, conduct audits of any Project in which Funds are directed. UCPR may require the assistance of an external auditor to carry out an audit. If so, UCPR shall be responsible for retaining the external auditor.

12.3 Information. The Municipality shall supply to UCPR, within ten (10) Business Days of receiving a written request, such information in respect of this Agreement or any Project in which Funds are directed as UCPR requests unless the request provides otherwise.

12.4 Provision Of Information Is A True Condition Precedent. If, in the opinion of UCPR, any of the information requirements of this Agreement are not met, UCPR may in its sole and absolute discretion, and despite section 5.2 and Part D.2 of Schedule "D" of this Agreement, require the information as a condition precedent to the payment of any Funds under this Agreement.

SECTION 13
DEFAULT AND TERMINATION

13.1 Events Of Default. UCPR may, acting in a reasonable manner, without liability, cost or penalty and without prejudice to any other rights or remedies of UCPR under this Agreement or at law or in equity, terminate this Agreement immediately upon giving written notice to the Municipality where:

- (a) In the opinion of UCPR:
 - (i) The Municipality has provided false or misleading information to UCPR;
 - (ii) The Municipality breaches a material term or condition of this Agreement, where materiality is to be determined by UCPR, in its sole and absolute discretion, acting reasonably;
 - (iii) The Municipality breaches a material term or condition of any other funding agreement it has with UCPR, where materiality is to be determined by UCPR, in its sole and absolute discretion, acting reasonably;
 - (iv) The Municipality is unable to continue with any Project in which Funds are directed or the Municipality is likely to discontinue any Project in which Funds are directed;
 - (v) A material adverse change occurs such that the viability of a Municipality as a going concern is threatened;
- (b) The Municipality makes an assignment, proposal, compromise, or arrangement for the benefit of creditors, or is petitioned into bankruptcy, or files for the appointment of a receiver; or

- (c) The Municipality ceases to operate.
- 13.2 Remedies On Default.** Despite any other rights UCPR has under this Agreement, if an Event of Default has occurred, UCPR shall have the following remedies:
- (a) UCPR shall not have to provide any further Funds under this Agreement;
 - (b) UCPR may, at its option, terminate this Agreement immediately after any notice period expires or may, in its sole and absolute discretion, Adjust the Funds, including a demand to return all Funds provided under this Agreement;
 - (c) UCPR may avail itself of any of its legal remedies that it may deem appropriate.
- 13.3 Additional Remedies.** In addition to the remedies described in section 13.2 of this Agreement, UCPR may commence such legal action or proceedings as it, in its sole and absolute discretion, may deem expedient, without any additional notice under this Agreement. The rights and remedies of UCPR hereunder are cumulative and in addition to, and not in substitution for, all other rights or remedies otherwise available to UCPR at law, equity or under statute.
- 13.4 Waiver Of Event Of Default Must Be In Writing.** UCPR may, in its sole and absolute discretion, at any time, waive any above-mentioned Event of Default which may have occurred provided that no such waiver shall extend to, or be taken in any manner whatsoever to affect, any subsequent Event of Default or the right to remedies resulting therefrom, and that no such waiver shall be, or shall be deemed to constitute, a waiver of such Event of Default unless such waiver is in writing from UCPR. UCPR may also impose conditions on any waiver it provides under this section 13.4 of the Agreement.
- 13.5 UCPR's Discretion To Terminate Agreement.** Despite anything else contained in this Agreement, UCPR may, without liability, cost or penalty and without prejudice to any other rights or remedy UCPR may have under this Agreement or at law or in equity terminate this Agreement at any time upon one hundred and eighty (180) days' notice to the Municipality, provided it acts reasonably in doing so.
- 13.6 Termination Of Agreement For Circumstances Beyond The Control Of A Party.** Neither Party shall be liable for damages caused by delay or failure to perform its obligations under this Agreement where such delay or failure is caused by an event beyond its reasonable control. Should the event last more than ninety (90) Business Days, this Agreement shall terminate and the process set out under section 15.5 of this Agreement shall be followed, with any necessary modifications.
- 13.7 Date of Termination.** In the event of termination pursuant to this section 13 of the Agreement, the effective date of termination shall be the last day of the notice period, the last day of any subsequent notice period or immediately, whichever applies.

SECTION 14 GENERAL PROVISIONS

- 14.1 Terms Binding.** The Municipality shall take all reasonable measures to ensure that its officers, directors, partners, employees, agents, third party contractors shall be bound to observe all of the terms and conditions of this Agreement, including, but not limited to all of the covenants, representations and warranties set out herein.

- 14.2 Representatives May Bind Parties.** The Parties represent and warrant that their respective representatives have the authority to legally bind them to the extent permissible by the Requirements of Law.
- 14.3 Further Assurances.** The Parties agree to do or cause to be done all acts or things necessary to implement and carry into effect this Agreement to its full extent.
- 14.4 Agreement Binding.** This Agreement shall ensure to the benefit of and be binding upon the Parties, their successors, executors, administrators, heirs and their permitted assigns.
- 14.5 Waivers In Writing.** If a Party fails to comply with any term of the Agreement, that Party may only rely on a waiver of the other Party if the other Party has provided a written waiver in accordance with the notice provisions set out in section 14.16 of this Agreement. Any waiver must refer to a specific failure to comply and shall not have the effect of waiving any subsequent failures to comply.
- 14.6 Time Is Of The Essence.** In the performance and observance of the terms and conditions of this Agreement, time is of the essence and no extension or variation of this Agreement shall operate as a waiver of this provision.
- 14.7 Severability.** If any term or condition of this Agreement, or the application thereof to the Parties or to any persons or circumstances, is to any extent invalid or unenforceable, the remainder of the Agreement, and the application of such term or condition to the Parties, persons or circumstances other than those to which it is held invalid or unenforceable, shall not be affected thereby.
- 14.8 No Assignment Of Agreement.** The Municipality shall not assign this Agreement to any other person.
- 14.9 No Amendment.** This Agreement shall not be varied or amended except by a document in writing, dated and signed on behalf of the Parties.
- 14.10 Joint Authorship Of Agreement.** The Parties shall be considered joint authors of this Agreement and no provision herein shall be interpreted against one Party by the other Party because of authorship. No Party shall seek to avoid a provision herein because of its authorship through recourse to a third party, court, tribunal or arbitrator.
- 14.11 Parties Independent.** The Municipality acknowledges that it is not an agent, joint venturer, partner or employee of UCPR and the Municipality shall not take any actions that could establish or imply such a relationship.
- 14.12 Municipality Cannot Represent UCPR.** The provision of any Funds to the UCPR pursuant to this Agreement is for the sole purpose of, and is limited to, allowing the Municipality to carry out the Project. The Municipality represents warrants and agrees that under no circumstances shall it enter into any contract or commitment in the name of or on behalf of UCPR. The Municipality acknowledges and agrees that it is not by the terms and conditions of this Agreement or otherwise granted any right or authority to assume or to create any obligations or responsibility, express or implied, on behalf of or in the name of UCPR, to act as an agent of UCPR or to bind UCPR in any manner whatsoever other than as specifically provided under this Agreement.
- 14.13 Consultants.** UCPR acknowledges and recognizes that, in connection with the carrying out the Project, the Municipality may engage one or more Consultants. UCPR acknowledges and agrees that the Municipality shall have the sole authority and responsibility for such employees,

agents or Consultants, including the hiring and termination. The Municipality acknowledges and agrees that the Municipality shall be responsible for all acts and actions of the Municipality's employees, agents and Consultants and that all such acts and actions shall be treated as actions of the Municipality for the purposes of this Agreement.

14.14 Notice And Service Of Documents Under Agreement. Notices shall be in writing and shall be delivered by mail, personal delivery, facsimile transmission or Email transmission and shall be addressed to UCPR and the Municipality respectively, as set out in Part C.6 of Schedule "C" of this Agreement.

Notice shall be deemed to have been received:

- (a) In the case of mail, five (5) Business Days after such notice is mailed; or
- (b) In the case of personal delivery, facsimile transmission or Email transmission, one (1) Business Day after such notice is delivered to the other Party.

In the event of a postal disruption, notices shall be given by personal delivery, facsimile transmission or Email transmission. Unless the Parties expressly agree in writing to additional methods of notices, notices may only be provided by the method(s) contemplated in this section 14.14 of the Agreement.

The Parties agree that for the purposes of this section 14.14 of the Agreement, the name(s) of the individuals may be changed without amending the Agreement through the Party making the change providing written notice to the other Party of said change.

14.15 Governing Law. This Agreement and the rights, obligations and relations of the Parties shall be governed by and construed in accordance with the laws of the Province of Ontario and the applicable federal laws of Canada. Any actions or proceedings in connection with this Agreement shall be conducted in Ontario.

14.16 Agreement Executed In Counterparts. This Agreement may be executed in any number of counterparts, each of which shall be deemed an original, but all of which together, shall constitute one and the same agreement.

14.17 Entire Agreement. This Agreement, including its Schedules, embodies the entire Agreement between the Parties with respect to the subject matter contained in the Agreement and supersedes all prior oral or written representations or agreements. No prior document, discussion, negotiation, provision undertaking or agreement in relation to the subject matter of this Agreement has any legal effect. No representation or warranty, whether express, implied or otherwise, has been made by UCPR to the Municipality except as expressly set out in this Agreement.

14.18 Survival. The provisions of this Agreement that by their nature survive the expiration or early termination shall so survive. Without limiting the generality of the foregoing, the provisions that shall survive the termination or expiration of this Agreement for a period of seven (7) years from the Expiration Date or termination of this Agreement, whichever occurs first, include: sections 3 to 6, 9 and 11 to 13; subsections 1.2 to 1.3, 2.2, 14.5, 14.7, 14.9 to 14.11, and 14.14 to 14.18; Parts C.6 of Schedule "C" of this Agreement and Schedules "E"; along with all applicable defined terms within section 1, all cross-referenced provisions within the foregoing sections, subsections and Schedules.

IN WITNESS WHEREOF the Parties have executed this Agreement on the dates set out below.

THE CORPORATION OF THE UNITED COUNTIES OF PRESCOTT AND RUSSELL

Name: Stéphane P. Parisien
Title: CAO

Date

I have the authority to bind the Corporation.

THE CORPORATION OF THE TOWNSHIP OF EAST HAWKESBURY

Name:
Title:

Date

AFFIX CORPORATE SEAL

Name:
Title:

Date

I/We have the authority to bind the Municipality.

SCHEDULE "A"
ELIGIBLE PROJECT

Eligible Projects include:

Capital projects for the renewal, rehabilitation and replacement of core infrastructure assets and maintenance works which include:

- Roads
 - o Paved Roads
 - o Unpaved Roads
 - o Street lighting and sidewalks may be included as eligible items when part of a road project.
- Bridges and Culverts
- Storm Sewer Systems (Urban and Rural)
- Equipment related to road maintenance

Funds are not to be used for growth-related expansion projects (e.g., new subdivision infrastructure).

SCHEDULE "B"
**PROJECT REPORT AND ANNUAL PROJECT AND
FINANCIAL INFORMATION UPDATE**

PART B.1 – PROJECT REPORT

The Project Report, Section A, shall indicate to UCPR what Projects the Municipality will use the Funds for with the estimated funds used per project. Project Report must be submitted no later than May 31st, 2020.

Should the Municipality require a revision in the Project set out in the Project Report; the Municipality shall revise the Project Report and submit an updated Project Report as soon as possible to UCPR and prior to any construction being undertaken on the Project. The Municipality shall note that the Project has been changed from the original Project Report.

PART B.2 – ANNUAL PROJECT AND FINANCIAL INFORMATION UPDATE

Section B of the applicable Project Report must be submitted no later than December 31st, 2020.

For the project report and annual project and financial information update use report hereinto attached to this Schedule.

**SCHEDULE “C”
OPERATIONAL REQUIREMENTS UNDER THE
AGREEMENT**

PART C.1 – EFFECTIVE DATE OF AGREEMENT

C.1.1 *Effective Date Of Agreement.* This Agreement is effective as of the date that the Parties sign it.

PART C.2 – EXPIRATION DATE

C.2.1 *Expiration Date Of Agreement.* Unless this Agreement is terminated earlier, this Agreement shall expire on December 31, 2020.

PART C.3 – INSURANCE REQUIREMENTS

C.3.1 *Insurance Requirements.* The Municipality shall have no less than Five million dollars (\$5,000,000.00) in general commercial liability insurance per occurrence.

PART C.4 – SUBMISSION OF PROJECT REPORT

C.4.1 *Submission Of Project Report.* The Municipality shall submit its Project Report no later than May 31, 2020.

PART C.5 – SUBMISSION OF ANNUAL REPORT

C.5.1 *Submission Of Annual Report.* The Municipality shall submit the Annual Financial Report and Part “B” of the Project Report for all applicable Projects to UCPR by December 31, 2020.

PART C.6 – NOTICE AND CONTACT

C.6.1 *Notice And Contact Information.* Notices under this Agreement shall be sent to the following persons at the following addresses:

<p>To UCPR: The Corporation of the United Counties of Prescott and Russell 59 Court St., PO Box 304 L'Original, Ontario K0B 1K0 Attention: Jérémie Bouchard, Public Works Engineer Telephone: (613) 675-4661 x 3501 Email: jbouchard@prescott-russell.on.ca</p>	<p>To Recipient: The Corporation of the Township of East Hawkesbury 5151 County Road 14, P. O. Box 340 St-Eugène ON K0B 1P0 Attention: Luc Lalonde, CAO, Clerk, Treasurer Telephone: 613-674-2170 Email: llalonde@easthawkesbury.ca</p>
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**SCHEDULE “D”
FINANCIAL INFORMATION FOR THE
PROJECT**

PART D.1 – PROVISION OF FUNDS

D.1.1 Funds Provided By UCPR. Subject to the terms and conditions of this Agreement, UCPR shall provide the Municipality with an amount up to the amount indicated, for your Municipality, in the table immediately below in Funds for Eligible Costs. Subject to sections 3.5 and 4.3 of this Agreement.

Municipality	Total Municipal road (km)	% of road per Municipality versus total	% of requisition per Municipality in 2020	Subsidy calculated on 40% of road	Subsidy calculated on 60% of requisition	Total
Clarence-Rockland	518	15.20	27.02	\$ 121,596.24	\$ 324,240.00	\$ 445,836.24
Hawkesbury	118	3.46	8.83	\$ 27,699.53	\$ 105,960.00	\$ 133,659.53
Casselman	21	0.62	4.31	\$ 4,929.58	\$ 51,720.00	\$ 56,649.58
Alfred-Plantagenet	585	17.17	9.55	\$ 137,323.94	\$ 114,600.00	\$ 251,923.94
Champlain	292	8.57	9.39	\$ 68,544.60	\$ 112,680.00	\$ 181,224.60
East-Hawkesbury	258	7.57	4.12	\$ 60,563.38	\$ 49,440.00	\$ 110,003.38
Nation	1113	32.66	14.70	\$ 261,267.61	\$ 176,400.00	\$ 437,667.61
Russell	503	14.76	22.08	\$ 118,075.12	\$ 264,960.00	\$ 383,035.12
Total	3408	100.00	100.00	\$ 800,000.00	\$1,200,000.00	\$2,000,000.00

PART D.2 – PAYMENT OF FUNDS

D.2.1 Payment of Funds. UCPR shall pay, subject to the terms and conditions of the Agreement, to the Municipality the Funds in accordance with the following:

Funding Year	100% Payment Date Range
2020	After project report approval

**SCHEDULE “E” ELIGIBLE AND
INELIGIBLE COSTS**

PART E.1 – ELIGIBLE COSTS

E.1.1 Eligible Costs. Subject to the terms and conditions of this Agreement and Part E.2 of this Schedule “E” of the Agreement, Eligible Costs shall only include all direct and incremental costs that are attributable to the development and implementation of the Project and are in UCPR’s sole and absolute discretion, properly and reasonably incurred as well as necessary for the Project. Eligible Costs must also be actual, verifiable cash outlays that are documented through invoices, receipts or other records that is acceptable to Ontario.

Without limiting the generality of the foregoing, Eligible Costs shall only include the following:

- (a) The capital costs of constructing, rehabilitating, replacing or improving, in whole or in part, a tangible core infrastructure asset;
- (b) Maintenance cost of tangible core infrastructure asset
- (c) All planning and assessment costs, such as the costs of environmental planning, surveying, engineering, architectural supervision, testing and management consulting services;
- (d) The costs for permits, approvals, licenses and other authorizing documents, as well as inspections and other fees directly attributable to obtaining a permit, approval, license or other authorizing document, provided those costs are directly attributable to the construction and implementation of Project,
- (e) The costs of Project-related signage, lighting, Project markings and utility adjustments;
- (f) Purchase of road related equipment;

PART E.2 – INELIGIBLE COSTS

E.2.1 *Ineligible Costs.* The following costs are Ineligible Costs and are therefore ineligible to be paid from the Funds being provided under this Agreement:

- (a) Costs not incurred in accordance with section 5.1(e) of the Agreement; (b) Costs associated with the acquisition or leasing of:
 - (i) Land,
 - (ii) Buildings,
 - (iii) Equipment,
 - (iv) Other facilities, and
 - (v) Obtaining easements, including costs or expenses for surveys, and includes real estate fees and other related costs;
- (c) The value of any goods and services which are received through donations or in kind;
- (d) Employee wages and benefits, municipal equipment/recovery cost, overhead costs as well as other direct or indirect operating, and administrative costs incurred by the Municipality for the Project, and more specifically, but without limiting the generality of the foregoing, costs relating to services delivered directly by permanent employees of the Municipality;
- (e) Meal, hospitality or incidental costs or expenses of Consultants

E.2.2 *Harmonized Sales Tax.* Any portion of the Harmonized Sales Tax that is refundable by the Canada Revenue Agency as an input tax credit or as a rebate shall be deemed to be an Ineligible Cost. Any portion of the Provincial Sales Tax that is refundable by the respective provincial tax authority shall be deemed to be an Ineligible Cost.

E.2.3 *Costs Of Non-Arm's Length Parties.* The costs or expenses of goods or services acquired from parties that are not Arm's Length from the Municipality must be valued at the cost of the supplying entity and shall not include any mark up for profit, return on investment or overhead costs and shall not exceed fair market value. UCPR may not consider the eligibility of any of these costs unless access is provided to the relevant records of the supplying entity.

CORPORATION OF THE TOWNSHIP OF EAST HAWKESBURY

BY-LAW NO. 2020-34

BEING a By-Law to amend **BY-LAW NO. 2006-03 section 2c) Road Department Employees**

WHEREAS, Council deems it appropriate to amend by-laws from time to time.

THEREFORE, the Council of the Corporation of the Township of East Hawkesbury enacts as follows:

Section 2.

Item c) **Road Department Employees**

Forty (40) hours per week;

7:30 a.m. to 5:00 p.m. Monday to Thursday

7:30 a.m. to 2:30 p.m. Friday

With one (1) Hour for lunch

All Employees shall be entitled to two (2) paid fifteen (15) minute breaks per day, one in the morning and one in the afternoon.

This schedule is subject to change due to winter conditions and some day off may be granted during the week to reduce overtime to the minimum.

2) All other sections of By-Law 2006-03 shall remain in force.

3) This By-Law shall take effect May 17th 2020

READ A FIRST, SECOND AND THIRD TIME AND PASSED IN OPEN COUNCIL THIS 11TH DAY OF MAY, 2020.

SEAL

Robert Kirby, Mayor

Luc Lalonde, Clerk-Treasurer.

CORPORATION OF THE TOWNSHIP OF EAST HAWKESBURY

BY-LAW NO. 2020-34

BEING a By-Law to amend **BY-LAW NO. 2006-03 section 2c) Road Department Employees**

WHEREAS, Council deems it appropriate to amend by-laws from time to time.

THEREFORE, the Council of the Corporation of the Township of East Hawkesbury enacts as follows:

Section 2.

Item c) **Road Department Employees**

Forty (40) hours per week;

7:30 a.m. to 5:00 p.m. Monday to Thursday

7:30 a.m. to **12:30 p.m.** Friday

With 45 minutes for lunch

All Employees shall be entitled to two (2) paid fifteen (15) minute breaks per day, one in the morning and one in the afternoon.

This schedule is subject to change due to winter conditions and some day off may be granted during the week to reduce overtime to the minimum.

2) All other sections of By-Law 2006-03 shall remain in force.

3) This By-Law shall take effect May 17th 2020

READ A FIRST, SECOND AND THIRD TIME AND PASSED IN OPEN COUNCIL THIS 11TH DAY OF MAY, 2020.

SEAL

Robert Kirby, Mayor

Luc Lalonde, Clerk-Treasurer.

THE CORPORATION OF THE TOWNSHIP OF EAST HAWKESBURY

BY-LAW NUMBER 2020-25

BEING A BY-LAW TO PROHIBIT AND REGULATE THE DEPOSITING OF WASTE ON HIGHWAYS WITHIN THE TOWNSHIP

WHEREAS Section 27(1) of the *Municipal Act*, R.S.O. 2001, Chap. 25 as amended, states that a municipality may pass by-laws in respect of highways under its jurisdiction;

ANDWHEREAS Section 63(1) of the *Municipal Act*, R.S.O. 2001, Chap. 25 as amended, states that a by-law passed for prohibiting or regulating the placing, stopping, standing or parking of an object or vehicle on a highway, may provide for the removal and impounding or restraining and immobilizing of any object or vehicle placed, stopped, standing or parked on a highway;

ANDWHEREAS Section 63(2) of the *Municipal Act*, R.S.O. 2001, Chap. 25 as amended, states that any perishable object or vehicle removed from a highway is the property of the municipality upon being moved from a highway and may be destroyed or given to a charitable institution;

ANDWHEREAS Section 127 of the *Municipal Act*, R.S.O. 2001, Chap. 25 as amended, states that a local municipality may prohibit the depositing of refuse or debris on land without the consent of the owner or occupant of the land, (highway).

NOW THEREFORE the Council of the Corporation of the Township of East Hawkesbury enacts as follows:

DEFINITIONS

1. In this by-law:

- a) **“Corporation”** means the Corporation of the Township of East Hawkesbury.
- b) **“Domestic waste”** shall mean any article, thing, matter or effluent belonging to or associated with a residence, household or dwelling unit and includes but is not limited to the following classes of waste material:
 - (i) grass clippings, tree cuttings, brush, leaves and garden refuse;
 - (ii) paper, cardboard, clothing;
 - (iii) all kitchen table waste of animal or vegetable origin, resulting from the preparation or consumption of food;
 - (iv) cans, glass, plastic containers, dishes;
 - (v) new or used material resulting from or for the purpose of construction, alteration, repair or demolition of any building or structure;
 - (vi) refrigerators, freezers, stoves or other appliances and furniture;
 - (vii) furnaces, furnace parts, pipes, fittings to pipes, water or fuel tanks;
 - (viii) discarded boats, aircraft or motor vehicles, vehicle parts and accessories, vehicle tires mounted or unmounted on rims, mechanical equipment;
 - (ix) rubble, inert fill or fencing materials.

- c) **“Industrial waste”** shall mean any article, thing, matter or effluent belonging to or associated with industry or commerce or concerning or relating to manufacture or concerning or relating to any trade, business, calling or occupation that appears to be waste material and includes, but is not limited to, the following classes of waste material:
- iii) piping, tubing, conduits, cables, fittings or other accessories, or adjuncts to piping, tubing, conduits or cables;
 - iv) containers of any size, type or composition;
 - v) rubble, inert fill;
 - vi) mechanical equipment, mechanical parts, accessories or adjunct to mechanical equipment;
 - vii) articles, things, matter, effluent which is whole or in part or fragments thereof derived from or constituted from or consist of agricultural, animal, vegetable, paper, lumber or wood products; or mineral, metal or chemical products, whether or not the products are manufactured or otherwise processed;
 - viii) bones, feathers, hides;
 - ix) paper or cardboard packaging or wrapping;
 - x) material resulting from, or as part of, construction or demolition projects;
 - xi) discarded boats, aircraft, motor vehicles, vehicle parts and accessories, vehicle tires mounted or unmounted on rims or mechanical equipment.
- d) **“Highway”** includes a common and public highway, street, avenue, parkway, driveway, square, place bridge, viaduct or trestle, designed and intended for, or used by, the general public for the passage of vehicles and includes the area between the lateral property lines thereof.
- e) **“Municipal Law Enforcement Officer”** means a Peace Officer appointed under Section 15 of the *Police Services Act* to enforce by-laws.
- f) **“Owner”** shall include lessee and occupant of the land.
- g) **“Person”** means an individual, a partnership, or a corporation, to whom or to which the context can apply.
- h) **“Rubble”** shall include broken concrete, bricks, broken asphalt, patio or sidewalk slabs.
- i) **“Vehicle”** includes a motor vehicle, trailer, traction engine, farm tractor, road-building machine, bicycle and any vehicle drawn, propelled or driven by any kind of power, including muscular power, but does not include a motorized snow vehicle, or the cars of electric or steam railways running only upon rails.

GENERAL PROVISIONS

2. No person shall, unless otherwise authorized, in writing, by the Corporation:
- a) deposit, drop, scatter, spill, push, pile or throw any domestic waste or industrial waste, snow or ice, on or upon a highway or sidewalk;
 - b) encumber or damage a highway or sidewalk by an animal, vehicle or other means;
 - c) permit or allow any domestic waste or industrial waste to be blown from private property onto a highway or sidewalk;
 - d) obstruct a drain, gutter or water course along or upon a highway or sidewalk;
 - e) place a plank or other material in or over any gutter or ditch for the purpose of making a crossing;
 - f) walk upon, ride, drive, or load an animal, or move, drive, run or propel a vehicle upon, over or across a newly constructed sidewalk or pavement before it has been opened for use by the public;
 - g) operate a parking station, parking lot, used car lot, automobile service station or mechanical car wash, permit or allow water used for washing or cleaning a motor vehicle to escape upon, overflow, or run across or upon a highway or sidewalk;
 - h) throw, pile, or cause any cordwood, firewood, or construction material to be thrown or piled upon a highway, except for the purpose of having it immediately delivered upon adjacent premises;
 - i) saw or split any cordwood or firewood upon a highway or sidewalk;
 - j) place or expose, or cause any merchandise or articles of any kind to be placed or exposed upon a highway or sidewalk;
 - k) being the owner or occupier of land, allow any part of a tree, shrub, or sapling to extend over or upon any highway or sidewalk, so as to interfere with, impede or endanger persons using the highway or sidewalk;
 - l) move, or cause to be moved a vehicle equipped with cleats, flanges, or tracks on its wheels, or rollers, or any of them, on or along the travelled portion of the roadway or the sidewalk, except by means of a float, trailer, or other similar device, providing that a vehicle is so equipped including a vehicle for the digging and backfilling of trenches, may be moved directly across the travelled portion of the roadway or the sidewalk, if a preventive mat has first been laid on the surface of the portion of the roadway or sidewalk to be crossed, provided however that this subsection shall not apply when a vehicle is operating with the written permission of the Director of Physical Services;
 - m) spit on any sidewalk, pavement or in the passages of a stairway of or entrance to any public building or any hall, building or place to which the public resort or in any public conveyance;
 - n) remove a barricade or notice or enter upon or use a highway or sidewalk temporarily closed;
 - o) remove or move a barricade, sign or light placed around any excavation in a highway or sidewalk;

- p) erect or maintain any gate or door so that the same shall open or swing outward over any part of a sidewalk or street;
- q) move or cause any building or structure to be moved into, along, or across a highway without having first obtained a permit from the Chief Building Official;
- r) place, push, deposit or pile any snow on any highway or sidewalk.

ENFORCEMENT AND PENALTIES

- 3. The provisions of this by-law shall be administered and enforced by the Municipal Law Enforcement Officer.
- 4. Every person who contravenes any section of this by-law is guilty of an offence and upon conviction is liable to a fine as set out for in the *Provincial Offences Act*, R.S.O. 1990, Chapter 33, as amended.
- 5. Where any requirement in accordance with this by-law is not carried out, the Municipal Law Enforcement Officer or persons designated by the Municipal Law Enforcement Officer for the Corporation of the Township of East Hawkesbury may, upon such notice as he deems suitable, do such thing at the expense of the person required to do it and, in so doing, may charge an administration fee of 15% of the amount expended by or on behalf of the municipality and such total shall be recovered by action or in like manners as municipal taxes.
- 6. Where any matter or material is removed in accordance with Section 5 of this by-law, it may be immediately disposed of by the Municipal Law Enforcement Officer.
- 7. In addition to the imposition of a fine or other remedy, as court of competent jurisdiction may, upon conviction on an offence under this by-law, issue an order prohibiting the continuation or repetition of the violation by the person convicted.

BY-LAW IN FORCE

- 8. This by-law shall come into force and take effect on the day it is duly adopted by the Council of the Corporation.

**READ A FIRST, SECOND AND DULY PASSED UPON THE THIRD READING,
THIS X TH DAY OF XXX , 2020.**

SEAL

Robert Kirby, Mayor

Luc Lalonde, Clerk

THE CORPORATION OF THE TOWNSHIP OF EAST HAWKESBURY
PART II PROVINCIAL OFFENCES ACT
BY-LAW NUMBER 2020-25

ITEM	COLUMN 1 Short Form Wording	Column 2 Provision Creating or Defining Offence	Column3 Set Fine
1.	Deposting, Dropping, Scattering, Spilling, Pushing, Pilling, Placing or Throwing (domestic / industrial) waste upon a (highway / sidewalk)	2.a)	\$150.00
2.	Deposting, Dropping, Scattering, Spilling, Pushing, Pilling, Placing or Throwing (snow / ice) upon a (highway / sidewalk)	2.a)	\$150.00
3.	Damaging or Encumbering a (highway / sidewalk) with a (animal / vehicle)	2.b)	\$350.00
4.	Permitting or Allowing (domestic / industrial) waste to be blown from private property onto (highway / sidewalk)	2.c)	\$150.00
5.	Obstructing a (drain / gutter/ water course) along a (highway / sidewalk)	2.d)	\$150.00
6.	Placing a (plank / material) in or over a (gutter / ditch) for crossing	2.e)	\$150.00
7.	Walking, Running or loading an animal (upon /over / across) a newly constructed (sidewalk / pavement) before opening to the public	2.f)	\$200.00
8.	Driving, Moving, Propelling a vehicle (upon / over / across) a newly constructed (sidewalk / pavement) before opening to the public	2.f)	\$200.00
9.	Operating a parking station, a parking lot, a used car lot, an automobile service station or a mechanical car wash (permitting / allowing) water used for (washing / cleaning) a motor vehicle to (escape / overflow /run across) upon a (highway / sidewalk)	2.g)	\$100.00
10.	Throwing, Piling, Causing (cordwood / firewood / construction material) to be (piled) upon a highway	2.h)	\$150.00
11.	Sawing or Splitting (cordwood / firewood) upon a (highway / sidewalk)	2.i)	\$150.00
12.	Causing, Exposing or Placing (merchandise / articles) of any kind upon a (highway / sidewalk)	2.j)	\$150.00
13.	Being the owner or the occupier of a land allowing part of a (tree /shrub / sapling) to extend (over / upon) a (highway / sidewalk) (interfering with /	2.k)	\$350.00

	impeding / endanger) persons using (highway /sidewalk)		
14.	Causing the moving or moving of a vehicle equipped with (cleats / flanges / tracks) on its (wheels / rollers) (on / along) the traveled portion of a (highway / sidewalk)	2.l)	\$350.00
15.	Spitting on a (sidewalk / pavement)	2.m)	\$100.00
16.	Spitting in the passage of or in the entrance of a (public building / hall / place to which public resort / public conveyance)	2.m)	\$150.00
17.	Removing a (barricade / notice) on a (highway / sidewalk) temporary closed	2.n)	\$150.00
18.	Using or entering upon a (highway / sidewalk) temporarily closed	2.n)	\$200.00
19.	Removing or moving a (barricade / sign / light) placed around any excavation in a (highway / sidewalk)	2.o)	\$150.00
20.	Erecting or maintaining a (gate / door) that (open /swing) outward over a part of a (sidewalk / highway)	2.p)	\$150.00
21.	Moving a (building /structure) (into /along / across) a highway without a permit	2.q)	\$250.00

CORPORATION OF THE TOWNSHIP OF EAST HAWKESBURY

BY-LAW NUMBER 2020-35

BEING A BY-LAW TO AUTHORIZE THE ENTERING INTO AN AGREEMENT WITH IGS HAWKESBURY FOR LEASING LAND TO INSTALL AN INTERNET COMMUNICATIONS TOWER.

WHEREAS the Corporation of the Township of East Hawkesbury wishes to enter into this Agreement with IGS Hawkesbury in order to accommodate the installation of telecommunications equipment consisting of used sections to go up to one hundred (100) foot tall tower with a concrete base and an electrical receptacle to connect to power at the nearby Town Hall;

NOW THEREFORE the Council of the Corporation of the Township of East Hawkesbury enacts as follows:

1. **THAT** the Township of East Hawkesbury enter into an Agreement with IGS Hawkesbury for the installation of telecommunications equipment and a tower and appurtenances, more particularly described in Schedule "A" attached hereto and forming part of this by-law.
2. **THAT** the Mayor and the Clerk be and are hereby authorized to execute this Agreement.

READ a First, Second and Third Time and duly adopted this 11th day of May, 2020.

Robert Kirby, Mayor

Luc Lalonde, Clerk-Treasurer

SEAL

SITE LEASE

This **LEASE** is made on this 12th day of May, 2020

BETWEEN:

Township of East Hawkesbury (the "Lessor")

OF THE FIRST PART

- and -

IGS Hawkesbury Inc. (the "Tenant")

OF THE SECOND PART

WHEREAS the Lessor represents and warrants that it is the owner of the real property namely Con 5 PT Lot 12 in the Province of Ontario and as described in Schedule "A" (the "Site") and has the authority to enter into this Lease.

AND WHEREAS the Tenant wishes to lease the above noted Site to accommodate telecommunications equipment consisting generally of a one hundred (100) foot tall custom weld steal tower with a 8 foot square concrete base and an electrical receptacle to connect to power at the nearby cottage (hereinafter the "Equipment").

AND WHEREAS the Lessor has agreed to grant to IGS Hawkesbury a lease of the Site.

NOW THEREFORE in consideration of the rent payable by IGS Hawkesbury to the Lessor, the Lessor hereby leases to IGS Hawkesbury the Site together with its appurtenances herein described, subject to the covenants and obligations as set out in the terms and conditions of this Lease, and to such further specifications as set out herein, the whole forming the lease between the parties (the "Lease").

1.0 The Lease

1.1 The Lessor grants to IGS Hawkesbury for the duration of the Lease:

- (i) the right to construct, install, maintain, modify and use a one hundred foot tall custom weld steal tower with an 8 foot square concrete base and a small electrical receptacle connecting to a conduit where power is run to the nearby Municipal Town Hall (collectively, the "Equipment") as may be necessary or useful from time to time for the purpose of carrying on the business of IGS Hawkesbury as a telecommunications service provider;

- (ii) the right to build, maintain, modify, occupy and use on the Site such enclosed structures as are required from time to time for the purpose of housing any part of the Equipment, including the right to renovate for such purpose any interior space included in the Site;
- (iii) the right to access the Site and the Equipment on a 24/7 basis, on, over and through the Site, with personnel, vehicles and equipment, as required.
- (vi) the right to use the Site and the Equipment, for the purpose of carrying on a telecommunications business.
- (v) such further and other rights that the parties may from time to time agree upon which agreements shall be in writing and shall form part of this Lease.

1.2 The term of this Lease shall be for twenty (20) years commencing on the 12th day of May, 2020 (the "Commencement Date") and ending on the 11th day of May, 2040 and any extension term as provided herein (the "Term").

2.0 Rental Rate.

For the rights granted by the Lessor to IGS Hawkesbury, IGS Hawkesbury shall pay to the Lessor rent in the amount of \$3600 per year, or the equivalent in internet services. The annual rent shall be payable by IGS Hawkesbury to the Lessor on anniversary date of the execution of the Lease during the Term of this lease, and any other amount payable by IGS Hawkesbury to the Lessor under the terms of this Lease, shall be tendered at the address of the Lessor specified herein.

2.1 The Lessor will provide a lump sum payment of \$10 000 to IGS Hawkesbury to offset the cost of the Equipment, due once the tower is completed. Further to this, \$5000 of the amount is refundable if IGS Hawkesbury receives Federal funding for this project.

2.2 There will be a review every five (5) years during the term of this agreement to adjust the bandwidth of the internet service provided by IGS Hawkesbury to the Lessor to match market rates of a dedicated internet connection.

3.0 Right of Extension.

The Lessor hereby grants to IGS Hawkesbury the right to extend the initial term of this Lease for an additional term of ten (10) year. Subject to all applicable law such extensions shall take effect automatically and without further notice, unless IGS Hawkesbury gives notice to the Lessor, at least ninety (90) days prior to the end of the current term of this Lease, that it shall not exercise such right of extension. Subject to all applicable law the extension term will be subject to the same terms and conditions as

apply during the initial term, except that the Rental Rate in such extension term shall be negotiated and agreed to no later than 30 days prior to date of the expiry of this lease. Should the parties fail to agree on a Rental Rate for the extension period within the enumerated time this lease shall end on the date of termination as set out herein.

4.0 Termination by IGS Hawkesbury.

If, at any time during the Term, IGS Hawkesbury determines that operating the Site for the purposes declared herein is or has, for any reason, become commercially impractical, IGS Hawkesbury may terminate this Lease without damages upon sixty (60) days prior notice to the Lessor.

5.0 Covenants of IGS Hawkesbury.

- (i) Safety and Maintenance - IGS Hawkesbury shall install, operate, and maintain the Site, and its Equipment and the Shelter, in a good, safe and workmanlike manner.
- (ii) Taxes, Rates and Assessments - IGS Hawkesbury will pay as and when due all applicable taxes, rates and assessments that are levied, charged or assessed with respect to any business carried on by IGS Hawkesbury on or from the Site.
- (iii) Electricity Charges – The Lessor shall pay for all electricity charges attributable to the operation of the Equipment at the Site as used by IGS Hawkesbury which costs shall not be billed to or attributed to IGS Hawkesbury and shall not be included as rent. IGS Hawkesbury shall pay for all costs associated with the installation of any equipment, meters and boxes regarding the supply of the electrical service to the site and to restore the Site as and if required, after the installation of the said service. It is understood that electricity shall initially be obtained from a conduit from the Site to the nearby Municipal Town Hall.
- (iv) Government Regulation - IGS Hawkesbury shall, at its own expense, at all times ensure that the installation, operation and maintenance of its Equipment, comply with all required laws, directions, rules and regulations of relevant governmental authorities, including all applicable building codes, and Industry Canada and Transport Canada requirements.
- (v) Equipment - IGS Hawkesbury shall obtain pre-approval of sites plans and construction drawings from the Lessor prior to the commencement and construction of any work related to the Equipment.
- (vi) Removal of Equipment - IGS Hawkesbury shall quit and surrender possession of the Site within ninety (90) days after the expiration or termination of this Lease and shall remove its Equipment from the Premises within that time and restore the Site back to it's original condition and grade and further, remove any toxic material or hazardous substances or any other contaminants (collectively "Hazardous Substances") as defined under all applicable provincial or federal

legislation, regulation or orders of any kind, that are as a direct result of IGS Hawkesbury's use of the Site.

- (vii) Insurance - IGS Hawkesbury shall at all times throughout the Term maintain insurance coverage for:
 - (a) All-Risk Property loss covering the full insurable replacement cost of the Equipment without deduction for depreciation and with reasonable deductibles; and
 - (b) Commercial General Liability written on an occurrence basis in an amount not less than two Million Dollars (\$2,000,000) per occurrence for bodily injury and property damage and completed operations. The Lessor shall be named as an additional insured in all such policies, but solely with respect to liability arising out of the operations of IGS Hawkesbury at the Site. The policies required herein shall be endorsed to provide the Lessor not less than 30 days notice in writing in advance of cancellation, material amendment or change restricting coverage. IGS Hawkesbury shall provide a certificate of insurance confirming that policies as required herein are in force and satisfactory to the Lessor. Upon expiry of the current insurance certificate, IGS Hawkesbury shall supply the Lessor with a new certificate to verify that the policies as required herein are in force.
- (viii) Access to Equipment - IGS Hawkesbury may construct and maintain an access road that will provide access to the equipment. The location of this road shall be pre-approved by the Lessor. Maintenance includes keeping the roadway neat and clean and providing snow removal as required.

6.0. Covenants of the Lessor.

- (i) Quiet Possession - The Lessor covenants that IGS Hawkesbury shall peaceably and quietly hold and enjoy the Site and its appurtenances, subject to the terms and conditions of this Lease. The Lessor shall not make any change to the Site that could adversely affect access to or use of the Site by IGS Hawkesbury at any time throughout the duration of this Lease without the prior written consent of IGS Hawkesbury, which consent may not be unreasonably withheld.
- (ii) Access - The Lessor shall provide to IGS Hawkesbury and its authorized representatives and agents such additional rights of access as are necessary from time to time to construct, install, maintain, repair, replace, reconfigure and operate the Equipment, including but not limited to the right to connect the Equipment to local utilities, to install underground or overhead telephone or power lines in any combination, and to install conduits for fibre or telephone cabling or both of them. Any connections to local utilities across those areas of the Premises not described as the Site, to be pre-approved by the Lessor. Parking is only permitted within the

Site. IGS Hawkesbury agrees to give 48 hours advance notice of any construction equipment and / or large service vehicles entering the Site.

- (iii) Emergency Power - IGS Hawkesbury shall have the right to install and operate an emergency power generator within the Site. IGS Hawkesbury shall pay all costs attributable to such installation and operation.
- (iv) Site Maintenance - The Lessor hereby agrees to provide not less than thirty (30) days prior written notice to IGS Hawkesbury of any maintenance it may require take place at the Site which may have an impact on the Site or the operation of the Equipment. The Lessor further agrees to meet on-site with IGS Hawkesbury and to make available the contractor(s) involved with the Work, not less than fifteen (15) business days prior to the commencement of the Work to review the Work and the related impact on the Site or the Equipment, except in the case of an emergency situation requiring immediate intervention. The Lessor further agrees to make a reasonable effort to inform IGS Hawkesbury as soon as possible of an emergency situation that may have an adverse effect on the Site or the Equipment.
- (v) Exclusivity - Throughout the Term, the Lessor shall not use the Site, equipment or adjacent lands owned by the Lessor, or license for use or lease space at such adjacent lands to any person, for the purpose of the installation and operation of telecommunications equipment and/or to operate a business similar in nature to the Tenant, without the prior written consent of IGS Hawkesbury.

7.0. IGS Hawkesbury's Equipment.

The Equipment shall remain at all times the personal and moveable property of IGS Hawkesbury, and not become fixtures, notwithstanding the attachment to any degree or in any manner of any part of the Equipment or the Shelter to the Site. IGS Hawkesbury shall have the right to make alterations or improvements or both at the Site at any time during the Term including, but are not limited to, the replacement, expansion, reconfiguration or addition of transmission facilities of any kind, towers and/or antenna mounts, equipment shelters and/or additional radio equipment as deemed necessary by IGS Hawkesbury.

8.0. Lessor not Liable.

Except for the negligent acts or omissions or the willful and wrongful acts or omissions of the Lessor or the Lessor's employees or those persons authorized by the Lessor to be on the Premises, the Lessor shall not be liable to or indemnify IGS Hawkesbury for any inconvenience to the operations of IGS Hawkesbury at the Site, or damage to the Equipment, or injury to any person occupying the Site. IGS Hawkesbury shall continuously save, keep harmless and fully indemnify the Lessor from and against all actions, claims, demands, suits, proceedings, losses, liabilities, damages, costs and expenses, including legal fees, which may be brought against or made upon or incurred by the Lessor resulting from or arising out of or in any way related to the existence of the Equipment.

9.0. IGS Hawkesbury not Liable.

Except for the negligent acts or omissions or the willful and wrongful acts or omissions of IGS Hawkesbury or IGS Hawkesbury 's employees and those persons authorized by IGS Hawkesbury to be on the Site, IGS Hawkesbury shall not be liable to or indemnify the Lessor for any costs incurred or losses or damages or injury suffered by the Lessor.

10.0 Default.

Either party may at its option and without further liability to the other party terminate this Lease:

- (i) upon the material default by such other party in the performance of any of its covenants or obligations under this Lease, if such default is not remedied within thirty (30) days of the party in default receiving written notice of such default, or within such longer period as is reasonable in the circumstances so long as the party in default is diligently moving to implement remedial action; or
- (ii) subject to the rights granted by IGS Hawkesbury's financing arrangements, as authorized herein, if such other party becomes insolvent, ceases to do business as a going concern, is adjudged a bankrupt or made subject to the appointment of a receiver-manager, makes a general assignment for the benefit of creditors, or takes the benefit of any statute in force for the winding up or liquidation of business enterprises.

11.0 IGS Hawkesbury's Financing Arrangements.

The Lessor acknowledges that IGS Hawkesbury may enter into, and will be entering into, certain financing arrangements which may require an assignment or hypothecation of IGS Hawkesbury's rights and obligations under this Lease, or the creation of security interests in the personal or moveable property of IGS Hawkesbury located at the Site. The Lessor consents to any such assignment, hypothecation or grant of security interests, and to any transfers occurring on the enforcement of same. The Lessor shall, at the request of IGS Hawkesbury, acknowledge in writing the foregoing in such form as the relevant financier may reasonably require. For the purposes of this section, IGS Hawkesbury is executing this Lease for itself and as agent for the financiers with whom IGS Hawkesbury may be entering into financing arrangements as acknowledged herein.

12.0 Registration.

IGS Hawkesbury may register a notice of lease or caveat or appropriate instrument in the land registry office of the province in which the Premises are situated, stipulating IGS Hawkesbury's interest, the Term, any rights to extend and, when applicable, a short form of lease, and the Lessor will execute any documents required to affect such registration.

Such registration may be affected on behalf of IGS Hawkesbury by an affiliated corporation, partnership or other entity as bare nominee for registration purposes only, at IGS Hawkesbury's expense. The Lessor also agrees to obtain a non-disturbance agreement at IGS Hawkesbury's expense from any mortgagee on the Site in such form as IGS Hawkesbury may reasonably require.

13.0. Encumbrances.

IGS Hawkesbury may, at its option, pay any arrears owing under any encumbrance upon the Site which has priority over the interest of IGS Hawkesbury under this Lease, or any arrears of any property taxes, local improvement charges and any other rates, duties, levies and assessments levied or assessed by any competent government authority upon or in respect of the Site or that affect the Site in any way, in which event IGS Hawkesbury shall be subrogated to the rights of the creditors of such discharged obligations and may, at its option, apply the rent or any other amounts owing to the Lessor under this Lease to the repayment of any arrears so paid or discharged.

14.0 Assignment.

Except as otherwise permitted herein, this Lease shall not be assigned by IGS Hawkesbury without the prior written consent of the Lessor, such consent not to be unreasonably withheld or delayed. Notwithstanding the foregoing, IGS Hawkesbury may, without consent of the Lessor:

- (i) assign its rights and obligations under this Lease to any affiliated entity including a partnership;
- (ii) sublet all or any portion of the Site and its appurtenances to any affiliated entity including a partnership; and
- (iii) license all or any portion of the Site and its appurtenances to a third party, for use as a telecommunications site. Whenever the Lessor's consent is required by virtue of these provisions, such consent is deemed granted if Lessor does not respond within fifteen (15) days to the written request of IGS Hawkesbury for such consent. If IGS Hawkesbury collects rent from a third party in a sublease of The Site, the Lessor is entitled to 10% of the amount of this rent due yearly.

15.0 Successors and Assigns.

This Lease shall enure to the benefit of and be binding upon the successors and assigns of the Lessor and the successors and permitted assigns of IGS Hawkesbury, and no assignee or successor of the Lessor shall challenge the validity or enforceability of any provision of this Lease and every assignee or successor of the Lessor shall be bound by all the obligations of the Lessor hereunder. Upon a conveyance or assignment of its interest in the Site, the Lessor shall provide IGS Hawkesbury with written notice of the identity of

the successor or assign and the address at which the rent shall be tendered and notices given pursuant to the conveyance or assignment.

16.0 Overholding.

In the event that IGS Hawkesbury remains in possession of the Site after the expiration of the Term, IGS Hawkesbury shall be deemed to be occupying the Site as a tenant from month to month at the current monthly rent, or if the rent is payable annually, one twelfth (1/12) of the annual rent. The rent shall thereafter be payable monthly in advance on the first day of each month following the expiration of the Term, with all other rights and obligations of this Lease remaining in force to the extent they may apply to a month to month tenancy, subject to the proviso that neither party may terminate the month to month tenancy except by giving ninety (90) days written notice to the other party. No extension of the Term, or any new Term, or any tenancy from year to year will be created by implication of law through overholding.

17.0 Expropriation.

If during the Term, the whole or any part of the Site is expropriated, the Lessor shall not accept any award for compensation without IGS Hawkesbury's written consent. IGS Hawkesbury shall be entitled to receive such part of the award as compensates for the loss of its interest in the leased Site.

18.0 Governing Law and Jurisdiction.

The provisions of this Lease shall be governed by and interpreted in accordance with the laws of the Province of Ontario and the laws of Canada as may be applicable. The parties hereby attorn to the exclusive jurisdiction of the courts of Ontario.

19.0 Entire Lease; Survey.

This Lease cancels and replaces all other agreements between the parties with respect to the Premises. This Lease contains the entire agreement between the Lessor and IGS Hawkesbury with respect to the Site and expressly excludes all prior representations and discussions, either oral or written, between the parties other than those set forth in this Lease. Each party acknowledges having obtained adequate explanation of the nature and scope of each of the clauses of this Lease, and having had the opportunity to consult legal counsel with respect thereto. Except as otherwise provided herein, this Lease may not be amended or modified except by written instrument executed by both parties. IGS Hawkesbury may elect to obtain, at its discretion, technical drawings or a survey of the Premises and the Site, and give written notice of such technical drawings or survey to the Lessor, which once so delivered shall replace and become Schedule "C" and take precedence over the plans exhibited at Schedule "B".

20.0 Facsimile Transmissions; Notices.

This Lease may be executed, amended or renewed by either party by facsimile transmission, and receipt of a copy of the document so executing, amending or renewing this Lease shall bind the transmitting party to all the terms and conditions contained therein. Any notice required or authorized by this Lease shall be deemed to have been properly given if by personal delivery at any place, or by registered mail, courier or facsimile transmission to the address or fax number specified herein or to any other address or fax number duly notified by one party to the other.

21.0 Severability.

Any provision of this Lease that is determined to be void or unenforceable in whole or in part, shall be deemed unwritten and shall not affect or impair the validity or enforceability of any other provision of this Lease, which shall all remain binding on the parties.

22.0 Authorization.

The Lessor hereby authorizes IGS Hawkesbury for the entire duration of the Term, to use the correspondence attached Schedule "D" (the "Authorization Letter"), to obtain from any person, corporation or government authority, any information regarding the Site that IGS Hawkesbury may require for the purposes of exercising its rights under this Lease, and the Lessor agrees to execute the Authorization Letter from time to time as reasonably requested by IGS Hawkesbury for these purposes.

23.0 Environmental.

During the Term, the Lessor represents and warrants continuously that there are not contained, within or under the Site, any toxic material or hazardous substances or any other contaminants (collectively "Hazardous Substances") as defined under all applicable provincial or federal legislation, regulation or orders of any kind. The Lessor shall indemnify and hold IGS Hawkesbury harmless from and against any liability arising from the presence of Hazardous Substances within or under the Site, save for the exception of Hazardous Substances introduced by IGS Hawkesbury. IGS Hawkesbury shall have the right to conduct environmental testing at the Site at any time during the Term and to terminate this Lease immediately without damages or penalty should the results of such environmental testing demonstrate the presence of Hazardous Substances at levels not acceptable to IGS Hawkesbury acting reasonably. IGS Hawkesbury shall comply with all applicable provincial or federal environmental legislation, regulation or orders of any kind.

24.0 Sublease.

IGS Hawkesbury acting reasonably may allow other service providers shared use of the Equipment as applicable, subject to the other service provider also acting reasonably. IGS

Hawkesbury agrees to notify the Lessor, within thirty (30) days of any sublease for the use of any of the IGS Hawkesbury equipment on the Site.

25.0 Dispute Resolution

Should any dispute, controversy, claim or matters in question arise from or be related to this Agreement or the breach of this Agreement, the Lessor and IGS Hawkesbury agree to apply the following mechanism to resolve such dispute, controversy, claim or matter in question:

- (i) **Good Faith Negotiations:** Any party may notify the other party in writing of a dispute, controversy or claim (dispute). Within fifteen (15) days of the giving of such notice the parties and/or their representatives shall discuss the dispute in person or by telephone and each shall attempt, in good faith, to resolve the matter in a fashion reasonably acceptable to all parties.
- (ii) **Mediation:** If after fifteen (15) days, the parties are unable to mutually resolve the dispute through good faith negotiations, any party may submit the dispute to non binding mediation by written notice as follows:
 - (a) The parties shall select a single mediator acceptable to all parties. If a mediator cannot be selected within seven (7) days after the dispute is submitted, each party will select a representative and the representatives will select a mediator by majority vote. In the event of a tie, the mediator will be selected from those tied by a coin toss.
 - (b) The parties will each submit a confidential written memorandum of that party's position on the dispute, including legal points and authorities, if applicable, and that party's settlement proposal. The memorandum shall not exceed fifteen (15) typed, double spaced 8. x 11 pages and must be submitted to the mediator within fifteen (15) days of the date the mediator is selected and designated.
 - (c) The mediator shall set a full day for mediation within ten (10) days following the last date the memorandum could have been submitted. The parties shall appear at the mediation session in person or through a representative and a person with authority to make final and binding decisions shall be designated by each party and shall be present in person or by telephone for the full mediation session. The parties shall mediate the dispute in good faith and attempt to reach a mutual agreed upon resolution.
 - (d) The parties shall equally share in the cost of the mediation. Each party is responsible for its own legal fees incurred in preparation for and attending the mediation.

If the dispute is not resolved within ten (10) days following the mediation, the Lessor and IGS Hawkesbury are free to pursue whatever remedies they may be entitled to in law.

26.0 General Provisions

Unless otherwise stated in this Agreement, the following provisions shall apply.

- (i) **Headings:** The headings in this Agreement have been inserted solely for ease of reference and shall not modify, in any manner whatsoever, the meaning or scope of the provisions hereof.
- (ii) **No Waiver:** Under no circumstances shall the failure, negligence or tardiness of a party as regards the exercise of a right or a recourse provided for in this Agreement be considered to be a waiver of such right or recourse.
- (iii) **Cumulative Rights:** All rights set forth in this Agreement shall be cumulative and not alternative. The waiver of a right shall not be interpreted as the waiver of any other right.
- (iv) **Entire Agreement:** This Agreement constitutes the entire understanding between the parties. Declarations, representations, promises or conditions other than those set forth in this Agreement shall not be construed in any way so as to contradict, modify or affect the provisions of this Agreement.
- (v) **Amendments:** This Agreement shall not be amended or modified except by another written document duly signed by all the parties.
- (vi) **Currency:** All amounts of money mentioned in the present Lease represent Canadian currency.
- (vii) **Choice of venue:** The parties agree, in respect of any claim or legal proceedings for any purpose whatsoever, in connection with the Agreement, to elect the location of Ottawa, Province of Ontario, Canada, as the proper forum for the hearing of said claims or legal proceedings to the exclusion of any other judicial location which may have jurisdiction over such dispute according to the requirements of the law.
- (viii) **Counterparts:** Each counterpart of this Agreement shall be considered to be an original when duly initialed and signed by all the parties, it being understood, however, that all of these counterparts shall constitute one and the same Agreement.

- (ix) Elapsed Time: Whenever one of the parties fails to fulfill an obligation under this Agreement within a stipulated deadline, the mere lapse of time shall constitute a formal notice of default to the said party.
- (x) Notice: Any notice, consent or other instrument which may be or is required to be given under this Lease shall be in writing and shall be delivered in person or sent by registered mail postage prepaid or transmitted by facsimile addressed
 - (a) if to the Lessor, at:
5151 County Road 14, St-Eugene, Ontario, K0B 1P0
 - (b) if to the Tenant, at:
186 Main Street East, Hawkesbury, Ontario, K6A1A5

27.0 Coming in to Force

The Agreement shall become effective upon its signing or execution and shall bind the parties as of the signature date.

28.0 *Independent Legal Advice*

The Lessor and IGS Hawkesbury acknowledge that they have a right to obtain independent legal advice with respect to this Lease and that they understand the nature and consequences of this Lease Agreement.

27.0 Scope of Application

The Agreement shall be binding upon the parties as well as their respective successors, heirs and assigns.

IN WITNESS WHEREOF, THE PARTIES HAVE SIGNED AND EXECUTED THIS AGREEMENT IN TWO (2) COUNTERPARTS, AT HAWKESBURY, PROVINCE OF ONTARIO, THIS 12TH DAY OF MAY, 2020

IN WITNESS

)
)
)
)
)

Robert Kirby
(The "Lessor")

Name: Luc Lalonde

IN WITNESS

)
)
)
)

Jamie Bogue (IGS Hawkesbury Inc.)
(I have authority to bind the Corporation)

Name: Lawrence Bogue

SCHEDULE "A"

DESCRIPTION OF SITE

Plan is not to scale. Boundary lines, easements, servitudes and rights of way identified in the plan are approximations which may be further specified in technical drawings or a survey, to be added as required through

SCHEDULE "B"

TECHNICAL DRAWINGS OR SURVEY OF PREMISES AND SITE

NOTE: Technical drawings and surveys are subject to all terms and conditions of the Lease.



Cheque Register - Detail - Bank

Vendor : 11680000 To Z00L000
 Cheque No. 7474 To 7532
 Bank : 1 To 9

Seq : Cheque No. Status : All
 Medium : M=Manual C=Computer E=EFT-PA

Bank Code	Bank Name							
Cheque #	Cheque Date	Vendor Code	Vendor Name	Status	Batch	Medium		
Invoice #	Account No.	Account Description			Debit	Credit	Amount	
1	GENERAL BANK ACCOUNT							
7474	15-Apr-2020	HAWK001	Hawkesbury Regional Board Waste Managment	Issued	188	Computer		
2ND INSTALLME	1-2-2160-0000	A/P Trade accounts payable			17903.00			
Invoice Description:HAWK001; HAWKESBURY REG BOARD; 2ND INTALLMENT								
					17903.00	0.00	17903.00	
7475	15-Apr-2020	HAWKTOWN	CORP. DE LA VILLE DE HAWKESBURY	Issued	189	Computer		
040-002-238	1-2-2160-0000	A/P Trade accounts payable			630.83			
Invoice Description:HAWKTOWN; VILLE DE HAWKESBURY; MARIELLE HOLTBY REMB PAIEMENT DEPOT # 1 AVRIL								
					630.83	0.00	630.83	
7476	15-Apr-2020	DERI000	DUPLANTIE, DERIK	Issued	190	Computer		
2019-30	1-2-2160-0000	A/P Trade accounts payable			750.00			
Invoice Description:DERI000; DERIK DUPLANTIE; 2019-30 DEPOT DE PERF								
					750.00	0.00	750.00	
7477	15-Apr-2020	RICH0000	SAUVÉ, RICHARD	Cleared	191	Computer		
P19109	1-2-2160-0000	A/P Trade accounts payable			3774.60			
Invoice Description:RICH0000; RICHARD SAUVÉ; REMBOURSEMENT DE FACTURE P19109; MOWER								
					3774.60	0.00	3774.60	
7478	15-Apr-2020	ADRD000	A.D.R. DISTRIBUTION	Cleared	192	Computer		
68815	1-2-2160-0000	A/P Trade accounts payable			58.00			
Invoice Description:ADRD000; A.D.R. DISTRIBUTION; 68815; EAU								
					58.00	0.00	58.00	
7479	15-Apr-2020	ASCOR000	ASCO RESTORATION SERVICES	Cleared	192	Computer		
2020-04	1-2-2160-0000	A/P Trade accounts payable			300.00			
Invoice Description:ASCOR000; ASCO RESTORATION SERVICES; 2020-04 BON DE GARANTIE								
					300.00	0.00	300.00	
7480	15-Apr-2020	BENS000	BENSON AUTO PARTS	Cleared	192	Computer		
11656967	1-2-2160-0000	A/P Trade accounts payable			355.67			
Invoice Description:BENS000; BENSON; 11656967; SMALL TOOLS								
11657150	1-2-2160-0000	A/P Trade accounts payable			36.36			
Invoice Description:BENS000; BENSON; 11657150; GANTS NITRILE								
11657341	1-2-2160-0000	A/P Trade accounts payable			18.18			
Invoice Description:BENS000; BENSON; 11657341; GANTS NITRILE								
11657667	1-2-2160-0000	A/P Trade accounts payable			75.46			
Invoice Description:BENS000; BENSON; 11657667; TRUCK# 11								
					485.67	0.00	485.67	
7481	15-Apr-2020	DANB000	CADIEUX, DANIEL	Issued	192	Computer		
2018-64	1-2-2160-0000	A/P Trade accounts payable			300.00			
Invoice Description:DANIB000; DANIEL CADIEUX 2018-64; BON DE GARANTIE								
					300.00	0.00	300.00	

TOWNSHIP OF EAST HAWKESBURY
Cheque Register - Detail - Bank



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Date : May 06, 2020

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Vendor : 11680000 To ZOOL000
 Cheque No. 7474 To 7532
 Bank : 1 To 9

Seq : Cheque No. Status : All
 Medium : M=Manual C=Computer E=EFT-PA

Bank Code	Bank Name							
Cheque #	Cheque Date	Vendor Code	Vendor Name	Status	Batch	Medium		
Invoice #	Account No.	Account Description			Debit	Credit	Amount	
7482	15-Apr-2020	CANA001	CANADIAN TIRE # 157	Issued		192 Computer		
19447	1-2-2160-0000	A/P Trade accounts payable			103.34			
Invoice Description: CANA001; CANADIAN TIRE; 19447								
19456	1-2-2160-0000	A/P Trade accounts payable			37.28			
Invoice Description: CANA001; CANADIAN TIRE; 19456; FLOOR SQUEEGEE								
19477	1-2-2160-0000	A/P Trade accounts payable			60.77			
Invoice Description: CANA001; CANADIAN TIRE; 19477; SUPPLY								
					201.39	0.00	201.39	
7484	15-Apr-2020	GFLE000	GFL ENVIRONMENTAL INC.	Cleared		192 Computer		
H30000028519	1-2-2160-0000	A/P Trade accounts payable			3352.36			
Invoice Description: GFLE000; GFL; H30000028519; 17 MARCH TO MARCH31/2020								
					3352.36	0.00	3352.36	
7485	15-Apr-2020	GRAF0000	GRAFIK COMMUNICATION	Cleared		192 Computer		
1078	1-2-2160-0000	A/P Trade accounts payable			947.50			
Invoice Description: GRAF0000; GRAFIK; 1078; WEBSITE MAINT FOR THE MONTH OF MARCH								
					947.50	0.00	947.50	
7486	15-Apr-2020	HAWK000	HAWKESBURY AUTO PARTS INC 5580	Cleared		192 Computer		
074-668934	1-2-2160-0000	A/P Trade accounts payable			1093.98			
Invoice Description: HAWL000; NAPA; 074-668934; PAINT RUST COAT								
					1093.98	0.00	1093.98	
7487	15-Apr-2020	HAWL000	HAWKESBURY LUMBER CO. LTD	Cleared		192 Computer		
1500154	1-2-2160-0000	A/P Trade accounts payable			79.08			
Invoice Description: HAWL000; HAWKESBURY LUMBER; 1500154; GARB BAGS								
1798703	1-2-2160-0000	A/P Trade accounts payable			141.24			
Invoice Description: HAWL000; HAWKESBURY LUMBER; PUMP								
					220.32	0.00	220.32	
7488	15-Apr-2020	LERE000	LE REGIONAL	Cleared		192 Computer		
45089	1-2-2160-0000	A/P Trade accounts payable			339.00			
Invoice Description: LERE000; LE REGIONAL; 45089; AVIS COVID-19								
					339.00	0.00	339.00	
7489	15-Apr-2020	MNAR000	MÉNARD LES PIÈCES HYDRAULIQUES INC.	Cleared		192 Computer		
904342	1-2-2160-0000	A/P Trade accounts payable			22.37			
Invoice Description: MNAR000; MENARD LES PIÈCES HYDRAULIQUES; 904342; TRUCK # 5								
904383	1-2-2160-0000	A/P Trade accounts payable			10.28			
Invoice Description: MNAR000; MENARD LES PIÈCES HYDRAULIQUES; 904383; TRUCK 5								
					32.65	0.00	32.65	
7490	15-Apr-2020	NOVA000	NOVATECH	Issued		192 Computer		
1026534	1-2-2160-0000	A/P Trade accounts payable			259.90			
Invoice Description: NOVA000; NOVATECH; 1026534; 118110 PLANNING								



Cheque Register - Detail - Bank

Vendor : 11680000 To Z00L000
 Cheque No. 7474 To 7532
 Bank : 1 To 9

Seq : Cheque No. Status : All
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Bank Code	Bank Name							
Cheque #	Cheque Date	Vendor Code	Vendor Name	Status	Batch	Medium		
Invoice #	Account No.	Account Description			Debit	Credit	Amount	
					259.90	0.00	259.90	
7491	15-Apr-2020	PROP000	PROPANE LEVAC PROPANE INC.	Cleared	192	Computer		
1042654	1-2-2160-0000	A/P Trade accounts payable			225.67			
Invoice Description: PROP000; PROPANE LEVAC; 1042654; 614.50L								
1042661	1-2-2160-0000	A/P Trade accounts payable			95.89			
Invoice Description: PROP000; PROPANE LEVAC; 1042661; 261.10L RECYCLAGE								
					321.56	0.00	321.56	
7492	15-Apr-2020	PURO000	PUROLATOR INC.	Cleared	192	Computer		
444148752	1-2-2160-0000	A/P Trade accounts payable			87.73			
Invoice Description: PURO000; PUROLATOR; 444148752; POSTAGE								
					87.73	0.00	87.73	
7493	15-Apr-2020	SHAN000	SHANE KIRBY	Cleared	192	Computer		
SNOW REMOV/	1-2-2160-0000	A/P Trade accounts payable			21615.00			
Invoice Description: SHANE KIRBY; 695065; SNOW REMOVAL								
					21615.00	0.00	21615.00	
7494	15-Apr-2020	UNIS000	UNISYNC GROUP LIMITED	Cleared	192	Computer		
97039	1-2-2160-0000	A/P Trade accounts payable			20.34			
Invoice Description: UNIS000; UNISYC; 97039; UNIFORM								
					20.34	0.00	20.34	
7495	15-Apr-2020	OMER000	OMERS	Cleared	194	Computer		
AVRIL	1-2-2160-0000	A/P Trade accounts payable			10479.26			
Invoice Description: OMER000; OMERS MARS								
					10479.26	0.00	10479.26	
7496	27-Apr-2020	TSOUR000	TSOUROUNAKIS, ELINI	Issued	201	Computer		
00205750	1-2-2160-0000	A/P Trade accounts payable			1663.83			
Invoice Description: TSOUR000; ELINI TSOUROUNAKIS; 00205750; PAYER EN TROP								
					1663.83	0.00	1663.83	
7497	30-Apr-2020	AGENC	AGENCE DU REVENU DU CANADA	Issued	203	Computer		
HST CAB	1-2-2160-0000	A/P Trade accounts payable			449.78			
Invoice Description: AGENC; AGENCE DU REVENU DU CANADA; HST JAN A MARS								
					449.78	0.00	449.78	
7498	30-Apr-2020	AGENC	AGENCE DU REVENU DU CANADA	Issued	204	Computer		
HST CAB JAN T	1-2-2160-0000	A/P Trade accounts payable			71.02			
Invoice Description: AGENC; AGENCE DU REVENU CAB HST JAN A MARS 2020								
					71.02	0.00	71.02	
7499	30-Apr-2020	GRSS000	GRS SANITATION INC.	Issued	205	Computer		
14973	1-2-2160-0000	A/P Trade accounts payable			16862.54			
Invoice Description: GRSS000; GRS SANITATION; 14973; GARBAGE COLLECTION								

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Cheque Register - Detail - Bank



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Date : May 06, 2020

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Vendor : 11680000 To ZOOL000
 Cheque No. 7474 To 7532
 Bank : 1 To 9

Seq : Cheque No. Status : All
 Medium : M=Manual C=Computer E=EFT-PA

Bank Code	Bank Name							
Cheque #	Cheque Date	Vendor Code	Vendor Name	Status	Batch	Medium		
Invoice #	Account No.	Account Description			Debit	Credit	Amount	
					16862.54	0.00	16862.54	
7500	05-May-2020	DJGA000	D.J. GARAGE	Issued	215	Computer		
76	1-2-2160-0000	A/P Trade accounts payable			339.00			
	Invoice Description:DJGA000; DJ GARAGE; 076; TRUCK # 12 SAFETY							
					339.00	0.00	339.00	
7501	05-May-2020	BENS000	BENSON AUTO PARTS	Issued	216	Computer		
11658008	1-2-2160-0000	A/P Trade accounts payable			-40.12			
	Invoice Description:BENS000; BENSON; 11658008; SMALL TOOLS							
11659260	1-2-2160-0000	A/P Trade accounts payable			124.37			
	Invoice Description:BENS000; BENSON; 11659260; TRUCK # 10 BRAKE SHOE							
11659710	1-2-2160-0000	A/P Trade accounts payable			20.27			
	Invoice Description:BENS000; BENSON; 11659710 TRCUK # 5 HEADLAMP							
11660085	1-2-2160-0000	A/P Trade accounts payable			56.70			
	Invoice Description:BENS000; BENSON; 11660085; SUPPLY							
11660453	1-2-2160-0000	A/P Trade accounts payable			22.14			
	Invoice Description:BENS000; BENSON; 11660453; MINI FUSE;							
11660622	1-2-2160-0000	A/P Trade accounts payable			98.08			
	Invoice Description:BENS000; BENSON; 11660622; TRUCK 12							
11661067	1-2-2160-0000	A/P Trade accounts payable			221.66			
	Invoice Description:BENS000; BENSON; 11661067; TRUCK # 7 BATTERIE							
					503.10	0.00	503.10	
7502	05-May-2020	CHAM0000	CHAMPLAIN FIRE PROTECTION INC.	Issued	217	Computer		
1433	1-2-2160-0000	A/P Trade accounts payable			292.71			
	Invoice Description:CHAM0000; CHAMPLAIN FIRE PROTECTION; 1433; EXIT SIGNS							
					292.71	0.00	292.71	
7503	05-May-2020	CAMP000	CAMPBELL PETROLEUM 2001	Issued	218	Computer		
653106	1-2-2160-0000	A/P Trade accounts payable			507.08			
	Invoice Description:CAMP000; CAMPBELL; DIESEL CLAIR; 653106; 592L							
653366	1-2-2160-0000	A/P Trade accounts payable			1006.49			
	Invoice Description:CAMP000; CAMPBELL; 653366; GAS SUPER 1187.6L							
653654	1-2-2160-0000	A/P Trade accounts payable			157.84			
	Invoice Description:CAMP000; CAMPBELL; 653654; 251.1L FURNACE OIL							
653746	1-2-2160-0000	A/P Trade accounts payable			706.57			
	Invoice Description:CAMP000; CAMPBELL PETROLEUM; 653746; STOVE 1005.6							
653920	1-2-2160-0000	A/P Trade accounts payable			1015.51			
	Invoice Description:CAMP000; CAMPBELL; 653920; DIESEL CLAIR 1164.4L							
654031	1-2-2160-0000	A/P Trade accounts payable			685.82			
	Invoice Description:CAMP000; CAMPBELL; 654031; DIESEL COL ETE 1003.5L							
654039	1-2-2160-0000	A/P Trade accounts payable			314.37			
	Invoice Description:CAMP000; CAMPBELL PETROLEUM; 654039; CERAN XM 24 TUBES							
					4393.68	0.00	4393.68	



Cheque Register - Detail - Bank

Vendor : 11680000 To Z00L000
 Cheque No. 7474 To 7532
 Bank : 1 To 9

Seq : Cheque No. Status : All
 Medium : M=Manual C=Computer E=EFT-PA

Bank Code	Bank Name							
Cheque #	Cheque Date	Vendor Code	Vendor Name	Status	Batch	Medium		
Invoice #	Account No.	Account Description			Debit	Credit	Amount	
7504	06-May-2020	DRUID000	DRUIDE INFORMATIQUE INC.	Issued	219	Computer		
113858	1-2-2160-0000	A/P Trade accounts payable			179.33			
Invoice Description: DRUID000; DRUIDE INFORMATIQUE INC 113858; ANTIDOTE								
					179.33	0.00	179.33	
7505	06-May-2020	AJST000	A.J. STONE CO.LTD.	Issued	220	Computer		
0000152670	1-2-2160-0000	A/P Trade accounts payable			1474.58			
Invoice Description: AJST000; AJ STONE; 0000152670; BOOTS; HELMET								
					1474.58	0.00	1474.58	
7506	06-May-2020	CANT000	CANTON CHAMPLAIN TOWNSHIP	Issued	221	Computer		
1504	1-2-2160-0000	A/P Trade accounts payable			1059.38			
Invoice Description: CANT000; CANTON DE CHAMPLAIN; 1504; DOG POUND RENTAL								
					1059.38	0.00	1059.38	
7507	06-May-2020	GFLE000	GFL ENVIRONMENTAL INC.	Issued	222	Computer		
H30000028604	1-2-2160-0000	A/P Trade accounts payable			3779.75			
Invoice Description: GFL000; GFL; H30000028604; ARIL 01 TO APRIL 15/2020								
H30000028664	1-2-2160-0000	A/P Trade accounts payable			3816.05			
Invoice Description: GFL000; GFL; H30000028664; 16 AVRIL AU 30 AVRIL								
					7595.80	0.00	7595.80	
7508	06-May-2020	FIRE0001	FIRE MARSHAL'S PUBLIC FIRE SAFETY COUN	Issued	223	Computer		
IN156721	1-2-2160-0000	A/P Trade accounts payable			341.60			
Invoice Description: FIRE0001; FIRE MARSHAL'S PUBLIC FIRE SAFETY COUNCIL; IN156721								
IN156722	1-2-2160-0000	A/P Trade accounts payable			188.52			
Invoice Description: FIRE0001; FIRE MARSHAL'S PUBLIC SAFETY COUNCIL; IN156722								
IN156733	1-2-2160-0000	A/P Trade accounts payable			443.05			
Invoice Description: FIRE0001; FIRE MARSHAL'S PUBLIC FIRE SAFETY COUNCIL; IN156733; TRAINING								
					973.17	0.00	973.17	
7512	06-May-2020	DANI003	ASSELIN, DANIEL	Issued	224	Computer		
INDEPENDENT/	1-2-2160-0000	A/P Trade accounts payable			18.17			
Invoice Description: dani003; DANIEL ASSELIN; REMB POUR BREVAGES								
					18.17	0.00	18.17	
7513	06-May-2020	BEAC000	BEACON LITE	Issued	224	Computer		
PO-1-5-1340-30C	1-2-2160-0000	A/P Trade accounts payable			1469.00			
Invoice Description: BEAC000; BEACON LITE; PO# 1-5-1340-3000; SAFETY TRAFFIC								
					1469.00	0.00	1469.00	
7514	06-May-2020	ECOLE0000	ÉCOLE SECONDAIRE PUBLIQUE LE SOMMET	Issued	224	Computer		
RESOLUTION 2	1-2-2160-0000	A/P Trade accounts payable			300.00			
Invoice Description: ECOLE SECONDAIRE PUBLIQUE LE SOMMET; BOURSE \$300.00								
					300.00	0.00	300.00	
7516	06-May-2020	MAXI000	HAMSTER	Issued	224	Computer		

TOWNSHIP OF EAST HAWKESBURY
Cheque Register - Detail - Bank



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Date : May 06, 2020

Time : 1:59 pm

Vendor : 11680000 To ZOOL000
 Cheque No. 7474 To 7532
 Bank : 1 To 9

Seq : Cheque No. Status : All
 Medium : M=Manual C=Computer E=EFT-PA

Bank Code	Bank Name							
Cheque #	Cheque Date	Vendor Code	Vendor Name	Status	Batch	Medium		
Invoice #	Account No.	Account Description			Debit	Credit	Amount	
390870	1-2-2160-0000	A/P Trade accounts payable			199.04			
Invoice Description: MAXI0000; HAMSTER; 390870; OFFICE SUPPLY								
391245	1-2-2160-0000	A/P Trade accounts payable			101.70			
Invoice Description: MAXI000; HAMSTER; 391245; SET UP COMPUTERS								
					300.74	0.00	300.74	
7517	06-May-2020	HAWK000	HAWKESBURY AUTO PARTS INC 5580	Issued	224	Computer		
074-669201	1-2-2160-0000	A/P Trade accounts payable			-170.04			
Invoice Description: HAWK000; NAPA; 074-669201; CREDIT PAINT								
074-671800	1-2-2160-0000	A/P Trade accounts payable			389.57			
Invoice Description: HAWK000; NAPA; TRUCK # 7 /SAFETY GLOVES								
					219.53	0.00	219.53	
7518	06-May-2020	HAFO000	HAWKESBURY FORD	Issued	224	Computer		
IH20890	1-2-2160-0000	A/P Trade accounts payable			131.96			
Invoice Description: HAFO000; HAWKESBURY FORD; ; IH20890; TRUCK # 10; SHIELD OIL								
					131.96	0.00	131.96	
7519	06-May-2020	IGSH0000	IGS HAWKESBURY	Issued	224	Computer		
379567	1-2-2160-0000	A/P Trade accounts payable			677.86			
Invoice Description: IGS0000; IGS; 379567; DSL10/1 YEARLY								
					677.86	0.00	677.86	
7520	06-May-2020	LUCL0000	LALONDE, LUC	Issued	224	Computer		
AVRIL KM	1-2-2160-0000	A/P Trade accounts payable			384.00			
Invoice Description: LUCL0000; LUC LALONDE; 800 KM AVRIL								
					384.00	0.00	384.00	
7521	06-May-2020	MAIN000	MAIN INDUSTRIAL SALES LTD.	Issued	224	Computer		
00000303478	1-2-2160-0000	A/P Trade accounts payable			177.64			
Invoice Description: MAIN000; MAIN INDUSTRIAL; SCRAPER # 4,11,12								
0000303476	1-2-2160-0000	A/P Trade accounts payable			95.99			
Invoice Description: MAIN000; MAIN; 0000303476;								
0000303693	1-2-2160-0000	A/P Trade accounts payable			214.64			
Invoice Description: MAIN000; MAIN INDUSTRIAL; 0000303693; DIE GRINGER								
0000303713	1-2-2160-0000	A/P Trade accounts payable			219.85			
Invoice Description: MAIN000; MAIN INDUSTRIAL; 0000303713; DORMER TAP SET								
					708.12	0.00	708.12	
7522	06-May-2020	MNAR000	MÉNARD LES PIECES HYDRAULIQUES INC.	Issued	224	Computer		
905144	1-2-2160-0000	A/P Trade accounts payable			333.21			
Invoice Description: MNAR000; MENARD LES PIECES HYDRAULIQUES; 905144; TRUCK 2								
907827	1-2-2160-0000	A/P Trade accounts payable			342.44			
invoice Description: MNAR000; MENARD LES PIECES HYD; 907827 WATER PUMP SUCTION HOSE								
					675.65	0.00	675.65	



Cheque Register - Detail - Bank

Vendor : 11680000 To Z00L000
 Cheque No. 7474 To 7532
 Bank : 1 To 9

Seq : Cheque No. Status : All
 Medium : M=Manual C=Computer E=EFT-PA

Bank Code	Bank Name							
Cheque #	Cheque Date	Vendor Code	Vendor Name	Status	Batch	Medium		
Invoice #	Account No.	Account Description			Debit	Credit	Amount	
7523	06-May-2020	PROP000	PROPANE LEVAC PROPANE INC.	Issued	224	Computer		
Q000588	1-2-2160-0000	A/P Trade accounts payable			210.39			
Invoice Description: PROP000; PROPANE LEVAC; RECYCLAGE; Q000588; 469.70L								
					210.39	0.00	210.39	
7524	06-May-2020	PURO000	PUROLATOR INC.	Issued	224	Computer		
444206174	1-2-2160-0000	A/P Trade accounts payable			59.26			
Invoice Description: PURO000; PUROLATOR; 444206174; TRUCK 16 PIECE SHU-PAK								
444302602	1-2-2160-0000	A/P Trade accounts payable			51.81			
Invoice Description: PURO000; PUROLATOR; TRUCK 17 CORNWALL TRUCK MAINTENANCE; PIECES								
					111.07	0.00	111.07	
7525	06-May-2020	RICH000	RICHARD AUTO GLASS	Issued	224	Computer		
15809	1-2-2160-0000	A/P Trade accounts payable			104.60			
Invoice Description: RICH000; RICHARD AUTO GLASS; 15809; BEARING GASKET								
					104.60	0.00	104.60	
7526	06-May-2020	SSEG000	S.SEGUIN DAIRY FARM EQUIP. INC.	Issued	224	Computer		
112322	1-2-2160-0000	A/P Trade accounts payable			44.68			
Invoice Description: SSEG000; S.SEGUIN D. FARM; 112322; MATERIAL SUPPLY								
112383	1-2-2160-0000	A/P Trade accounts payable			290.07			
Invoice Description: SSEG000; S. SEGUIN D FARM; 112383; RECYCLING BUILDING								
112471	1-2-2160-0000	A/P Trade accounts payable			4.15			
Invoice Description: SSEG000; S.SEGUIN D FARM; 112471; MATERIAL SUPPLY								
					338.90	0.00	338.90	
7527	06-May-2020	STEW000	STEWART ELECTRIC	Issued	224	Computer		
00371680	1-2-2160-0000	A/P Trade accounts payable			503.89			
Invoice Description: STEW000; STEWART ELECTRIC; 00371680; CHANGEMENT DE PRISE								
					503.89	0.00	503.89	
7528	06-May-2020	TORO000	TOROMONT CAT A DIVISION OF TOROMONT II	Issued	224	Computer		
WO030941254	1-2-2160-0000	A/P Trade accounts payable			8026.91			
Invoice Description: TORO000; TOROMONT; WO030941254; GRADER #6								
					8026.91	0.00	8026.91	
7529	06-May-2020	TROP000	TROPHY HILL/DIVISION OF 8152098 CANADA I	Issued	224	Computer		
21526	1-2-2160-0000	A/P Trade accounts payable			59.76			
Invoice Description: TROP000; TROPHY HILL; 21526; HATS								
21527	1-2-2160-0000	A/P Trade accounts payable			538.56			
Invoice Description: TROP000; TROPHY HILL; 2157 CP /TOQUES								
					598.32	0.00	598.32	
7530	06-May-2020	VANK0000	VANKLEEK HILL COLLEGIATE INSTITUTE	Issued	224	Computer		
RESOLUTION 2	1-2-2160-0000	A/P Trade accounts payable			300.00			
Invoice Description: VANKLEEK HILL COLLEGIATE INSTITUTE; BURSARY \$300.00								

TOWNSHIP OF EAST HAWKESBURY
Cheque Register - Detail - Bank



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Date : May 06, 2020

Time : 1:59 pm

Vendor : 11680000 To ZOOL000
 Cheque No. 7474 To 7532
 Bank : 1 To 9

Seq : Cheque No. Status : All
 Medium : M=Manual C=Computer E=EFT-PA

Bank Code	Bank Name							
Cheque #	Cheque Date	Vendor Code	Vendor Name	Status	Batch	Medium		
Invoice #	Account No.	Account Description			Debit	Credit	Amount	
					300.00	0.00	300.00	
7531	06-May-2020	VICE000	VICE & HUNTER LLP	Issued	224	Computer		
24567	1-2-2160-0000	A/P Trade accounts payable			1378.60			
Invoice Description: VICE000; VICE & HUNTER; 24567; GENERAL MATTERS								
					1378.60	0.00	1378.60	
7532	06-May-2020	GLEN001	GLENGARRY TIRE INC.	Issued	225	Computer		
269248	1-2-2160-0000	A/P Trade accounts payable			178.38			
Invoice Description: GLEN000; GLENGARRY TIRE; 269248; GRADER								
					178.38	0.00	178.38	
Total Computer Paid :		115,667.10	Total EFT - PAP Paid :		0.00	Total Paid :		115,667.10
Total Manually Paid :		0.00	Total EFT - File Paid :		0.00			



Invoice Audit Trail

Fiscal Year: 2020

Batch : 181 To 181

Fiscal Period: 4

Sequence : Supplier Code, Details As Entered

Vendor Code	Invoice Number	Invoice Description	Status	P O #	Invoice Date/ Due Date	Invoice Posted/ Amount	WO No.	Cheque # / Pay Date	Paid Code	Discount Terms
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BELL000	BELL CANADA									
20200104-6			P		28-Apr-2020	44.16U				
BELL000; BELL CENTRE APRIL 1 TO APRIL 30 /2020					28-Apr-2020					
1-5-1821-3000					CAB Com. Gen. - Materials & S				44.16	
1-5-1821-3000					CAB Com. Gen. - Materials & S				-4.39	
1-1-1100-0026					A/R Canada - HST on expense				4.39	
1-2-2160-0000					A/P Trade accounts payable				-44.16	
								28-Apr-2020		
1-2-2160-0000					A/P Trade accounts payable				44.16	
20201003-3			P		04-Apr-2020	30.45U				
BELL000; BELL INTERNET MARS 10 AU APR9					04-Apr-2020					
1-5-1130-3090					Admin - Telecommunications				30.45	
1-5-1130-3090					Admin - Telecommunications				-3.03	
1-1-1100-0026					A/R Canada - HST on expense				3.03	
1-2-2160-0000					A/P Trade accounts payable				-30.45	
								04-Apr-2020		
1-2-2160-0000					A/P Trade accounts payable				30.45	
20202503-01			P		22-Apr-2020	437.23U				
BELL000; BELL; OFFICE MARCH 25 TO APRIL 24/2020					22-Apr-2020					
1-5-1130-3090					Admin - Telecommunications				437.23	
1-5-1130-3090					Admin - Telecommunications				-43.49	
1-1-1100-0026					A/R Canada - HST on expense				43.49	
1-2-2160-0000					A/P Trade accounts payable				-437.23	
								22-Apr-2020		
1-2-2160-0000					A/P Trade accounts payable				437.23	
20202503-04			P		22-Apr-2020	103.71U				
BELL000; BELL; GARAGE; MARCH 25 TO APRIL 24/2020					22-Apr-2020					
1-5-1370-3410					Overhead - Telecommunication				103.71	
1-5-1370-3410					Overhead - Telecommunication				-10.31	
1-1-1100-0026					A/R Canada - HST on expense				10.31	
1-2-2160-0000					A/P Trade accounts payable				-103.71	
								22-Apr-2020		
1-2-2160-0000					A/P Trade accounts payable				103.71	
20202503-05			P		22-Apr-2020	80.21U				
BELL000; BELL; WATERWORKS; MARCH 25 TO APRIL 24/2020					22-Apr-2020	111				



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Batch : 181 To 181

Sequence : Supplier Code, Details As Entered

Vendor Code	Invoice Number	Invoice Description	Status	P O #	Invoice Date/ Due Date	Invoice Amount	Posted/ WO No.	Cheque # / Pay Date	Discount Terms Paid Code	Amount
	1-5-1440-3000				Water Treat - Material and supj					80.21
	1-5-1440-3000				Water Treat - Material and supj					-7.98
	1-1-1100-0026				A/R Canada - HST on expense					7.98
	1-2-2160-0000				A/P Trade accounts payable					-80.21

22-Apr-2020

	1-2-2160-0000				A/P Trade accounts payable					80.21
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20202503-07			P		22-Apr-2020	184.15U				
BELL000; BELL; FIRE DEPT; MARCH 25 TO AP										
RIL 24/2020										
	1-5-1210-3060				Fire - Telecommunications					184.15
	1-5-1210-3060				Fire - Telecommunications					-18.32
	1-1-1100-0026				A/R Canada - HST on expense					18.32
	1-2-2160-0000				A/P Trade accounts payable					-184.15

22-Apr-2020

	1-2-2160-0000				A/P Trade accounts payable					184.15
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AVRIL TOLL FREE			P		27-Apr-2020	13.50U				
BELL000; BELL TOLL FREE; AVRIL										
RIL 24/2020										
	1-5-1130-3090				Admin - Telecommunications					13.50
	1-2-2160-0000				A/P Trade accounts payable					-13.50

27-Apr-2020

	1-2-2160-0000				A/P Trade accounts payable					13.50
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No. Of invoices per supplier (7) ... Total Outstanding : 0.00 Total Paid : 893.41

BELM0000 BELL MOBILITÉ INC.

20202003-08			P		04-Apr-2020	167.71U				
BELM0000; BELL MOBILITÉ; 20 MARS AU 19 A										
VRIL										
	1-5-1370-3410				Overhead - Telecommunication					139.46
	1-5-1370-3410				Overhead - Telecommunication					-13.87
	1-5-1821-3000				CAB Com. Cen. - Materials & S					28.25
	1-5-1821-3000				CAB Com. Cen. - Materials & S					-2.81
	1-1-1100-0026				A/R Canada - HST on expense					16.68
	1-2-2160-0000				A/P Trade accounts payable					-167.71

04-Apr-2020

	1-2-2160-0000				A/P Trade accounts payable					167.71
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No. Of invoices per supplier (1) ... Total Outstanding : 0.00 Total Paid : 167.71

BRYC000 LUKER, BRYCE



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Fiscal Year: 2020

Batch : 181 To 181

Fiscal Period: 4

Sequence : Supplier Code, Details As Entered

Vendor Code	Invoice Number	Invoice Description	Status	P O #	Invoice Date/ Due Date	Invoice Posted/ WO No.	Cheque # / Pay Date	Discount Terms Paid Code	Amount	Date	Amount
		APRIL CELL	P		01-Apr-2020				65.00U		
		BRYC000; BRYCE LUKER; F.CHIEF CELL FOR T HE MONTH OF APRIL			01-Apr-2020						
		1-5-1210-3060			Fire - Telecommunications				65.00		
		1-2-2160-0000			A/P Trade accounts payable				-65.00		
							01-Apr-2020				
		1-2-2160-0000			A/P Trade accounts payable				65.00		

No. Of invoices per supplier (1) ...	Total Outstanding :	0.00	Total Paid :	65.00
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CENT000		CENTRE D'ACTION								
		RENTAL STATION	P	27-Apr-2020	400.00U					
		CENT000; CENTRE D'ACTION; RENTAL STATION ; AVRIL		27-Apr-2020						
		1-5-1210-5000			Fire - Rental of building				400.00	
		1-2-2160-0000			A/P Trade accounts payable				-400.00	
							27-Apr-2020			
		1-2-2160-0000			A/P Trade accounts payable				400.00	

No. Of invoices per supplier (1) ...	Total Outstanding :	0.00	Total Paid :	400.00
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GREAO00		GREAT WEST LIFE								
		APRIL/2020	P	01-Apr-2020	5031.35U					
		GREAO00; GREAT WEST; APRIL 2020		01-Apr-2020						
		1-2-2170-0020			A/P Other payables - Group ins				5031.35	
		1-2-2160-0000			A/P Trade accounts payable				-5031.35	
							01-Apr-2020			
		1-2-2160-0000			A/P Trade accounts payable				5031.35	

No. Of invoices per supplier (1) ...	Total Outstanding :	0.00	Total Paid :	5031.35
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HYDR000		HYDRO ONE								
		202000403-04	P	22-Apr-2020	4.44U					
		HYDR000;HYDRO; MUNICIPAL OFFICE; FEB 27 TO MARCH 26/2020		22-Apr-2020						
		1-5-1360-3000			Light - Hydro				6.18	
		1-5-1360-3000			Light - Hydro				-0.61	
		1-1-1100-0026			A/R Canada - HST on expense				0.61	
		1-5-1360-3000			Light - Hydro				-1.74	
		1-2-2160-0000			A/P Trade accounts payable				-4.44	



Invoice Audit Trail

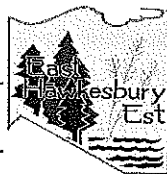
Fiscal Year: 2020

Fiscal Period: 4

Batch : 181 To 181

Sequence : Supplier Code, Details As Entered

Vendor Code		Discount Terms							
Invoice Number	Status	P O #	Invoice Date/ Due Date	Invoice Amount	Posted/ WO No.	Cheque # / Pay Date	Paid Amount	Code Date	Amount
1-2-2160-0000			A/P Trade accounts payable				4.44		
20200204-07	P		22-Apr-2020	7.83U					
HYDR000; HYDRO; STL HWY 17 GOURLEY; FEB 27 TO MARCH 26/2020			22-Apr-2020						
1-5-1360-3000			Light - Hydro				10.83		
1-5-1360-3000			Light - Hydro				-3.00		
1-5-1360-3000			Light - Hydro				-1.08		
1-1-1100-0026			A/R Canada - HST on expense				1.08		
1-2-2160-0000			A/P Trade accounts payable				-7.83		
						22-Apr-2020			
1-2-2160-0000			A/P Trade accounts payable				7.83		
20200204-01	P		22-Apr-2020	246.60U					
HYDR000;HYDRO; STL CAB; FEV 27 TO MARCH 26/2020			22-Apr-2020						
1-5-1360-3000			Light - Hydro				339.79		
1-5-1360-3000			Light - Hydro				-33.80		
1-1-1100-0026			A/R Canada - HST on expense				33.80		
1-5-1360-3000			Light - Hydro				-93.19		
1-2-2160-0000			A/P Trade accounts payable				-246.60		
						22-Apr-2020			
1-2-2160-0000			A/P Trade accounts payable				246.60		
20200204-02	P		22-Apr-2020	7.83U					
HYDR000; HYDRO; CTY RD 14 COLE; FEB 27 TO MARCH 26/2020			22-Apr-2020						
1-5-1360-3000			Light - Hydro				10.83		
1-5-1360-3000			Light - Hydro				-1.08		
1-1-1100-0026			A/R Canada - HST on expense				1.08		
1-5-1360-3000			Light - Hydro				-3.00		
1-2-2160-0000			A/P Trade accounts payable				-7.83		
						22-Apr-2020			
1-2-2160-0000			A/P Trade accounts payable				7.83		
20200204-05	P		22-Apr-2020	13.41U					
HYDR000; HYDRO; GLEN ANDREW; FEB 27 TO MARCH 26/2020			22-Apr-2020						
1-5-1360-3000			Light - Hydro				18.51		
1-5-1360-3000			Light - Hydro				-1.84		
1-1-1100-0026			A/R Canada - HST on expense				1.84		
1-5-1360-3000			Light - Hydro				-5.10		
1-2-2160-0000			A/P Trade accounts payable				-13.41		



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Fiscal Year: 2020

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Sequence : Supplier Code, Details As Entered

Vendor Code	Invoice Number	Invoice Description	Status	P O #	Invoice Date/ Due Date	Invoice Posted/ Amount WO No.	Cheque # / Pay Date	Paid Amount	Discount Terms Code Date	Amount
							22-Apr-2020			
	1-2-2160-0000	A/P Trade accounts payable						13.41		
20200204-06		HYDR000; HYDRO; STL STE ANNE; FEB 27 AU MARCH 26/2020	P		22-Apr-2020 22-Apr-2020	145.02U				
1-5-1360-3000		Light - Hydro						199.86		
1-5-1360-3000		Light - Hydro						-19.88		
1-1-1100-0026		A/R Canada - HST on expense						19.88		
1-5-1360-3000		Light - Hydro						-54.84		
1-2-2160-0000		A/P Trade accounts payable						-145.02		
							22-Apr-2020			
	1-2-2160-0000	A/P Trade accounts payable						145.02		
20200204-08		HYDR000; HYDRO; STL LAVIGNE; FEB 27 TO M ARCH 26/2020	P		23-Apr-2020 23-Apr-2020	7.83U				
1-5-1360-3000		Light - Hydro						10.83		
1-5-1360-3000		Light - Hydro						-1.08		
1-1-1100-0026		A/R Canada - HST on expense						1.08		
1-5-1360-3000		Light - Hydro						-3.00		
1-2-2160-0000		A/P Trade accounts payable						-7.83		
							23-Apr-2020			
	1-2-2160-0000	A/P Trade accounts payable						7.83		
20200204-09		HYDR000; HYDRO; STEUGENE STL; FEB 27 TO MARCH 26/2020	P		22-Apr-2020 22-Apr-2020	362.44U				
1-5-1360-3000		Light - Hydro						500.54		
1-5-1360-3000		Light - Hydro						-49.78		
1-1-1100-0026		A/R Canada - HST on expense						49.78		
1-5-1360-3000		Light - Hydro						-138.10		
1-2-2160-0000		A/P Trade accounts payable						-362.44		
							22-Apr-2020			
	1-2-2160-0000	A/P Trade accounts payable						362.44		
20200204-10		HYDR000;HYDRO; GRANDE MONTEE; FEB27 TO M ARCH 26/2020	P		22-Apr-2020 22-Apr-2020	7.83U				
1-5-1360-3000		Light - Hydro						10.83		
1-5-1360-3000		Light - Hydro						-1.08		
1-1-1100-0026		A/R Canada - HST on expense						1.08		
1-5-1360-3000		Light - Hydro						-3.00		



Invoice Audit Trail

Fiscal Year: 2020

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Batch : 181 To 181

Sequence : Supplier Code, Details As Entered

Vendor Code	Invoice Number	Invoice Description	Status	P O #	Invoice Date/ Due Date	Invoice Posted/ WO No.	Cheque # / Pay Date	Discount Terms Paid Code	Amount	Date	Amount
	1-2-2160-0000				A/P Trade accounts payable				-7.83		
							22-Apr-2020				
	1-2-2160-0000				A/P Trade accounts payable				7.83		
20200204-21		HYDR000; HYDRO; CENTRE D'ACTION; MARCH 2 TO MARCH 30/2020	P		26-Apr-2020 26-Apr-2020	2617.82U					
1-5-1823-3000		Centre D'Ac. - Materials & Sup							3643.02		
1-5-1823-3000		Centre D'Ac. - Materials & Sup							-362.37		
1-1-1100-0026		A/R Canada - HST on expense							362.37		
1-5-1823-3000		Centre D'Ac. - Materials & Sup							-1025.20		
1-2-2160-0000		A/P Trade accounts payable							-2617.82		
							26-Apr-2020				
1-2-2160-0000		A/P Trade accounts payable							2617.82		
20200204-24		HYDR000; HYDRO; STL HWY 17 GOURLEY; FEB 27 TO MARCH 26/2020	P		22-Apr-2020 22-Apr-2020	6.29U					
1-5-1360-3000		Light - Hydro							8.75		
1-5-1360-3000		Light - Hydro							-0.87		
1-1-1100-0026		A/R Canada - HST on expense							0.87		
1-5-1360-3000		Light - Hydro							-2.46		
1-2-2160-0000		A/P Trade accounts payable							-6.29		
							22-Apr-2020				
1-2-2160-0000		A/P Trade accounts payable							6.29		
202004003-02		HYDR000; HYDRO SUB DIV PLAN; FEB 27 TO MARCH 26/2020	P		22-Apr-2020 22-Apr-2020	46.19U					
1-5-1360-3000		Light - Hydro							63.67		
1-5-1360-3000		Light - Hydro							-6.33		
1-1-1100-0026		A/R Canada - HST on expense							6.33		
1-5-1360-3000		Light - Hydro							-17.48		
1-2-2160-0000		A/P Trade accounts payable							-46.19		
							22-Apr-2020				
1-2-2160-0000		A/P Trade accounts payable							46.19		
20202503-		HYDR000; HYDRO; FERMIERES; FEB 19 TO MARCH 19	P		14-Apr-2020 14-Apr-2020	28.30U					
1-5-1130-3110		Admin - Utilities							39.39		
1-5-1130-3110		Admin - Utilities							-3.92		
1-1-1100-0026		A/R Canada - HST on expense							3.92		



Invoice Audit Trail

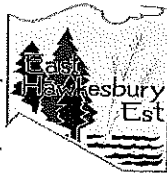
Fiscal Year: 2020

Batch : 181 To 181

Fiscal Period: 4

Sequence : Supplier Code, Details As Entered

Vendor Code	Invoice Number	Invoice Description	Status	P O #	Invoice Date/ Due Date	Invoice Amount	Posted/ WO No.	Cheque # / Pay Date	Discount Terms	Paid Amount	Code Date	Amount
	1-5-1130-3110				Admin - Utilities					-11.09		
	1-2-2160-0000				A/P Trade accounts payable					-28.30		
								14-Apr-2020				
	1-2-2160-0000				A/P Trade accounts payable					28.30		
20202503-12			P		13-Apr-2020	48.94U						
		HYDR000; HYDRO; SHACK; FEB 15 TO MARCH 18			13-Apr-2020							
	1-5-1811-3000				Loisirs - Chute- a- Blondeau					68.11		
	1-5-1811-3000				Loisirs - Chute- a- Blondeau					-6.78		
	1-1-1100-0026				A/R Canada - HST on expense					6.78		
	1-5-1811-3000				Loisirs - Chute- a- Blondeau					-19.17		
	1-2-2160-0000				A/P Trade accounts payable					-48.94		
								13-Apr-2020				
	1-2-2160-0000				A/P Trade accounts payable					48.94		
20202503-13			P		13-Apr-2020	205.69U						
		HYDR000; HYDRO; FIRE HALL; FEB 15 TO MARCH 18			13-Apr-2020							
	1-5-1210-3090				Fire - Utilities					286.25		
	1-5-1210-3090				Fire - Utilities					-80.56		
	1-5-1210-3090				Fire - Utilities					-28.47		
	1-1-1100-0026				A/R Canada - HST on expense					28.47		
	1-2-2160-0000				A/P Trade accounts payable					-205.69		
								13-Apr-2020				
	1-2-2160-0000				A/P Trade accounts payable					205.69		
20202503-14			P		14-Apr-2020	306.23U						
		HYDR000; HYDRO; MUNICIPAL OFFICE; FEB 19 TO MARCH 19			14-Apr-2020							
	1-5-1130-3110				Admin - Utilities					426.15		
	1-5-1130-3110				Admin - Utilities					-42.39		
	1-1-1100-0026				A/R Canada - HST on expense					42.39		
	1-5-1130-3110				Admin - Utilities					-119.92		
	1-2-2160-0000				A/P Trade accounts payable					-306.23		
								14-Apr-2020				
	1-2-2160-0000				A/P Trade accounts payable					306.23		
20202503-15			P		14-Apr-2020	244.78U						
		HYDR000; HYDRO; FIRE; FEB 19 TO MARCH 19			14-Apr-2020							
	1-5-1210-3090				Fire - Utilities					340.64		
	1-5-1210-3090				Fire - Utilities					-33.88		



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Batch : 181 To 181

Sequence : Supplier Code, Details As Entered

Vendor Code									Discount Terms	
Invoice Number			Invoice Date/	Invoice	Posted/	Cheque # /		Paid	Code	
Invoice Description	Status	P O #	Due Date	Amount	WO No.	Pay Date		Amount	Date	
									Amount	
1-1-1100-0026			A/R Canada - HST on expense					33.88		
1-5-1210-3090			Fire - Utilities					-95.86		
1-2-2160-0000			A/P Trade accounts payable					-244.78		
14-Apr-2020										
1-2-2160-0000			A/P Trade accounts payable					244.78		

20202503-16	P		14-Apr-2020	28.30U						
HYDR000; HYDRO; CTY GARAGE; FEB 19 TO MA										
RCH 19;										
1-5-1370-3430			Overhead - Utilities					39.39		
1-5-1370-3430			Overhead - Utilities					-3.92		
1-1-1100-0026			A/R Canada - HST on expense					3.92		
1-5-1370-3430			Overhead - Utilities					-11.09		
1-2-2160-0000			A/P Trade accounts payable					-28.30		
14-Apr-2020										
1-2-2160-0000			A/P Trade accounts payable					28.30		

20202503-17	P		14-Apr-2020	1038.56U						
HYDR000; HYDRO; CTY GARAGE; FEB 19 TO MA										
RCH 19										
1-5-1370-3430			Overhead - Utilities					1445.29		
1-5-1370-3430			Overhead - Utilities					-406.73		
1-5-1370-3430			Overhead - Utilities					-143.76		
1-1-1100-0026			A/R Canada - HST on expense					143.76		
1-2-2160-0000			A/P Trade accounts payable					-1038.56		
14-Apr-2020										
1-2-2160-0000			A/P Trade accounts payable					1038.56		

20202503-18	P		14-Apr-2020	1087.35U						
HYDR000; HYDRO; CENTRE ST EUGENE; FEB 19										
TO MARCH 19										
1-5-1822-3000			Com. cen. St-Eug. - Materials {					1513.19		
1-5-1822-3000			Com. cen. St-Eug. - Materials {					-150.51		
1-1-1100-0026			A/R Canada - HST on expense					150.51		
1-5-1822-3000			Com. cen. St-Eug. - Materials {					-425.84		
1-2-2160-0000			A/P Trade accounts payable					-1087.35		
14-Apr-2020										
1-2-2160-0000			A/P Trade accounts payable					1087.35		

20202503-19	P		14-Apr-2020	185.36U						
HYDR000; HYDRO; 20202503-19; FEB 19 TO M										
ARCH 19										
1-5-1812-3000			Loisirs - St-Eugene					257.95		



Invoice Audit Trail

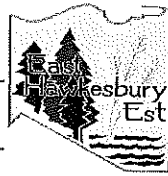
Fiscal Year: 2020

Batch : 181 To 181

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Sequence : Supplier Code, Details As Entered

Vendor Code	Invoice Number	Invoice Description	Status	P O #	Invoice Date/ Due Date	Invoice Amount	Posted/ WO No.	Cheque # / Pay Date	Paid Amount	Discount Terms Code Date	Amount
	1-5-1812-3000				Loisirs - St-Eugene				-25.66		
	1-1-1100-0026				A/R Canada - HST on expense				25.66		
	1-5-1812-3000				Loisirs - St-Eugene				-72.59		
	1-2-2160-0000				A/P Trade accounts payable				-185.36		
								14-Apr-2020			
	1-2-2160-0000				A/P Trade accounts payable				185.36		
	20202503-20		P		14-Apr-2020	28.30U					
	HYDR000; HYDRO; 20202503-20; FEB 19 TO MARCH 19				14-Apr-2020						
	1-5-1813-3000				Loisirs - Ste-Anne				39.39		
	1-5-1813-3000				Loisirs - Ste-Anne				-3.92		
	1-1-1100-0026				A/R Canada - HST on expense				3.92		
	1-5-1813-3000				Loisirs - Ste-Anne				-11.09		
	1-2-2160-0000				A/P Trade accounts payable				-28.30		
								14-Apr-2020			
	1-2-2160-0000				A/P Trade accounts payable				28.30		
	20202503-22		P		14-Apr-2020	33.92U					
	HYDR000; HYDRO; SEWAGE STE ANNE; FEB 19 TO MARCH 19				14-Apr-2020						
	1-5-1422-3000				Sewer (SAP) Treat - Material an				47.20		
	1-5-1422-3000				Sewer (SAP) Treat - Material an				-4.69		
	1-1-1100-0026				A/R Canada - HST on expense				4.69		
	1-5-1422-3000				Sewer (SAP) Treat - Material an				-13.28		
	1-2-2160-0000				A/P Trade accounts payable				-33.92		
								14-Apr-2020			
	1-2-2160-0000				A/P Trade accounts payable				33.92		
	20202503.23		P		14-Apr-2020	30.54U					
	HYDR000; HYDRO; SEWEGE ST EUGENE; FEB 19 TO MARCH 19				14-Apr-2020						
	1-5-1421-3000				Sewer (SE) Treat - Material anc				42.50		
	1-5-1421-3000				Sewer (SE) Treat - Material anc				-4.23		
	1-1-1100-0026				A/R Canada - HST on expense				4.23		
	1-5-1421-3000				Sewer (SE) Treat - Material anc				-11.96		
	1-2-2160-0000				A/P Trade accounts payable				-30.54		
								14-Apr-2020			
	1-2-2160-0000				A/P Trade accounts payable				30.54		



Invoice Audit Trail

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Sequence : Supplier Code, Details As Entered

Vendor Code	Invoice Number	Invoice Description	Status	P O #	Invoice Date/ Due Date	Invoice Posted/ WO No.	Cheque # / Pay Date	Discount Terms Paid Code	Amount	Amount
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LERO0000 LEROUX CONSULTANT

2020-0303			P		01-Apr-2020	2513.18U				
LEROUX CONSULTANT; 2020-0303;					01-Apr-2020					
SUPERINTENDENT FOR THE MONTH OF MARHC										
1-5-1930-4000					Agric and Reforest - Contractor				2513.18	
1-2-2160-0000					A/P Trade accounts payable				-2513.18	
							01-Apr-2020			
1-2-2160-0000					A/P Trade accounts payable				2513.18	

2020-0403 LERO0000; LEROUX CONSULTANT; 2020-0403 SUPERINTENDENT FOR APRIL 2020

2020-0403			P		01-May-2020	2939.47U				
LEROUX CONSULTANT; 2020-0403 S					01-May-2020					
UPERINTENDENT FOR APRIL 2020										
1-5-1930-4000					Agric and Reforest - Contractor				2939.47	
1-5-1930-4000					Agric and Reforest - Contractor				-292.39	
1-1-1100-0026					A/R Canada - HST on expense				292.39	
1-2-2160-0000					A/P Trade accounts payable				-2939.47	
							01-May-2020			
1-2-2160-0000					A/P Trade accounts payable				2939.47	

No. Of invoices per supplier (2) ... Total Outstanding : 0.00 Total Paid : 5452.65

MINISHEALT MINISTRY OF FINANCE

AVRIL/2020			P		13-Apr-2020	1491.24U				
MINISHEALT; HEALTH TAXE; AVRIL 2020					13-Apr-2020					
1-2-2110-0010					A/P Ontario - EHT				1491.24	
1-2-2160-0000					A/P Trade accounts payable				-1491.24	
							13-Apr-2020			
1-2-2160-0000					A/P Trade accounts payable				1491.24	

No. Of invoices per supplier (1) ... Total Outstanding : 0.00 Total Paid : 1491.24

RECE0000 RECEIVER GENERAL OF CANADA

DAS AVRIL			P		13-Apr-2020	21502.96U				
RECE0000; DAS AVRIL 2020					13-Apr-2020					
1-2-2100-0000					A/P Canada - Deductions at so				21502.96	
1-2-2160-0000					A/P Trade accounts payable				-21502.96	
							13-Apr-2020			
1-2-2160-0000					A/P Trade accounts payable				21502.96	

No. Of invoices per supplier (1) ... Total Outstanding : 0.00 Total Paid : 21502.96



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Vendor Code	Invoice Number	Invoice Description	Status	P O #	Invoice Date/ Due Date	Invoice Posted/ Amount WO No.	Cheque # / Pay Date	Paid Amount Date	Discount Terms Code Amount
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ROGE000		ROGERS							
20201003-9		P		02-Apr-2020	41.96U				
ROGE000; ROGERS; F.DEPT; MARCH 11 TO APR				02-Apr-2020					
IL 10									
1-5-1210-3060				Fire - Telecommunications				41.96	
1-5-1210-3060				Fire - Telecommunications				-4.18	
1-1-1100-0026				A/R Canada - HST on expense				4.18	
1-2-2160-0000				A/P Trade accounts payable				-41.96	
							02-Apr-2020		
1-2-2160-0000				A/P Trade accounts payable				41.96	

No. Of invoices per supplier (1) ...	Total Outstanding :	0.00	Total Paid :	41.96
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TELU000		TELUS							
20201003-11		P		02-Apr-2020	242.95U				
TELU000; TELUS; 2020103-11; CELL BUID AD				02-Apr-2020					
MIN									
1-5-1130-3090				Admin - Telecommunications				141.25	
1-5-1130-3090				Admin - Telecommunications				-14.05	
1-5-1240-3090				Bldg Insp - Telecommunication				101.70	
1-5-1240-3090				Bldg Insp - Telecommunication				-10.12	
1-1-1100-0026				A/R Canada - HST on expense				24.17	
1-2-2160-0000				A/P Trade accounts payable				-242.95	
							02-Apr-2020		
1-2-2160-0000				A/P Trade accounts payable				242.95	

No. Of invoices per supplier (1) ...	Total Outstanding :	0.00	Total Paid :	242.95
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VISA000		VISA DESJARDINS							
MARCH 2020		P		21-Apr-2020	2399.62U				
VISA000; VISA; MARCH EXPENSES;				21-Apr-2020					
1-5-1130-3070				Admin - Repairs and maintenar				316.37	
1-5-1130-3070				Admin - Repairs and maintenar				-31.47	
1-1-1100-0026				A/R Canada - HST on expense				31.47	
1-4-1210-1400				Fire - User Fees and Service C				12.00	
1-4-1210-1400				Fire - User Fees and Service C				12.00	
1-5-1370-3195				Overhead - Rep. & Maint. Trucl				1466.00	
1-5-1130-3045				Admin. Training				593.25	
1-2-2160-0000				A/P Trade accounts payable				-2399.62	
							21-Apr-2020		
1-2-2160-0000				A/P Trade accounts payable				2399.62	



Invoice Audit Trail

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Sequence : Supplier Code, Details As Entered

Vendor Code								Discount Terms	
Invoice Number	Status	P O #	Invoice Date/ Due Date	Invoice Amount	Posted/ WO No.	Cheque # / Pay Date	Paid Amount	Code Date	Amount

No. Of invoices per supplier (1) ...	Total Outstanding :	0.00	Total Paid :	2399.62
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WSIB000 W.S.I.B.

JAN TO MARCH/2020	P		30-Apr-2020	10783.63U					
WSIB000; WSIB; JAN TO MARCH 2020			30-Apr-2020						
1-2-2170-0000			A/P Other payables - WSIB				10783.63		
1-2-2160-0000			A/P Trade accounts payable				-10783.63		
						30-Apr-2020			
1-2-2160-0000			A/P Trade accounts payable				10783.63		

WSIB	P		30-Apr-2020	35.73U					
WSIB AJUSTEMENT DU PAIEMENT			30-Apr-2020						
1-2-2170-0000			A/P Other payables - WSIB				35.73		
1-2-2160-0000			A/P Trade accounts payable				-35.73		
						30-Apr-2020			
1-2-2160-0000			A/P Trade accounts payable				35.73		

No. Of invoices per supplier (2) ...	Total Outstanding :	0.00	Total Paid :	10819.36
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Total No. Of invoices processed (44) ...	Total Outstanding :	0.00	Total Paid :	55248.01
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Council Staff Report and Resolution

May 11, 2020

Federation of Canadian Municipalities Grant Opportunity - 2020

Background:

The Municipal Asset Management Program (MAMP) is a five-year, \$50-million program funded by Infrastructure Canada to support Canadian municipalities and communities in making informed

infrastructure investment decisions based on improved asset management practices. The program offers grant funding to support capacity building activities and increase skills within municipalities and local governments to sustainably maintain their asset management programs now and in the future. This program is offered by the Federation of Canadian Municipalities (FCM). The maximum MAMP contribution is \$50,000. The contribution shall not be more than 80% of the eligible project costs and can combine more than one project. The township of East Hawkesbury would like to pursue the funding of an objective roads assessment.

Roads Assessment:

StreetScan provides an automated Road and Sidewalk Assessment Service. The data collection is completed with a vehicle that records an optical 3D camera view of the roadway surface (assessing distresses such as ruts, cracks, potholes), while a 360 degree camera captures assets (e.g. traffic signs, curbs, pavement markings) The system uses GPS that can be integrated with any mapping currently utilize by the town. The data generates a Pavement Condition Index (PCI) which, in combination with other variables (road classification, deterioration curves, local repair costs), generates a customized road repair prioritization. The web-based software allows the user to run reports for different forecasting scenarios for maintenance and capital planning. The approximate cost to conduct the work for roadways is \$31,726 less the 80% FCM Funding (i.e., \$25,382) resulting in a net cost of \$6,345 to the Township of East Hawkesbury

Recommendation:

The Director recommends that Council pass a resolution to direct staff to apply for a grant opportunity from the Federation of Canadian Municipalities' Municipal Asset Management Program to advance our roads asset management program:

- Vehicle Based Automated Data Collection
- Road Assessment Data Processing
- Pavement Management Software utilizing a GIS based software analytics platform;
-

Rapport et résolution des services du Conseil

11 mai 2020

Opportunité de subvention de la Fédération canadienne des municipalités – 2020

Contexte :

Le Programme de gestion des actifs municipaux (PGAM) est un programme de 5 ans, doté de 50 millions de dollars, financé par Infrastructure Canada pour aider les municipalités et les communautés canadiennes à réaliser des

des décisions d'investissement dans les infrastructures fondées sur de meilleures pratiques de gestion des actifs. Le programme offre des subventions pour soutenir les activités de renforcement des capacités et accroître les compétences au sein des municipalités et des gouvernements locaux afin de maintenir durablement leurs programmes de gestion des actifs, aujourd'hui et à l'avenir. Ce programme est offert par la Fédération canadienne des municipalités (FCM). La contribution maximale du MAMP est de 50 000 \$. La contribution ne doit pas dépasser 80 % des coûts admissibles du projet et peut combiner plus d'un projet. Le canton de Hawkesbury Est souhaite poursuivre le financement d'une évaluation objective des routes.

Évaluation des routes :

StreetScan offre un service automatisé d'évaluation des routes et des trottoirs. La collecte de données est complétée par un véhicule qui enregistre une vue de la surface de la route à l'aide d'une caméra optique 3D (évaluation des dépressions telles que les ornières, les fissures, les nids de poule), tandis qu'une caméra à 360 degrés capture les actifs (par exemple les panneaux de signalisation, les bordures, les marquages de chaussée). Le système utilise un GPS qui peut être intégré à toute cartographie actuellement utilisée par la ville. Les données génèrent un indice d'état des chaussées (Pavement Condition Index - PCI) qui, en combinaison avec d'autres variables (classification des routes, courbes de détérioration, coûts de réparation locaux), génère une hiérarchisation personnalisée des priorités en matière de réparation des routes. Le logiciel basé sur le web permet à l'utilisateur d'exécuter des rapports pour différents scénarios de prévision pour l'entretien et la planification des investissements. Le coût approximatif des travaux routiers est de 31 726 \$ moins le financement de 80 % de la FCM (soit 25 382 \$), ce qui donne un coût net de 6 345 \$ pour le canton de Hawkesbury Est.

Recommandation :

Le directeur recommande au Conseil d'adopter une résolution pour demander au personnel de faire une demande de subvention dans le cadre du programme de gestion des actifs municipaux de la Fédération canadienne des municipalités afin de faire progresser notre programme de gestion des actifs routiers :

- Collecte de données automatisée à partir des véhicules
- Traitement des données relatives à l'évaluation des routes
- Logiciel de gestion des chaussées utilisant une plate-forme d'analyse logicielle basée sur un SIG ;

April 20, 2020

EORN issues Request for Proposal to tackle cellular dead zones across eastern Ontario
Mobile broadband critical to regional growth

Eastern Ontario is one step closer to improved cellular services that will help rural communities take part in the digital economy, create jobs and improve public safety.

Today, the Eastern Ontario Regional Network (EORN) issued the first [Request for Proposal](#) to build new cellular infrastructure. The competitive bidding process will identify telecommunication partners who offer both the expertise and best value for expanded cell coverage in areas where people live, work and travel.

The federal and provincial governments have committed \$71 million each to the \$213 million public-private partnership to improve both the reach and quality of mobile broadband services in the region. All members of the Eastern Ontario Wardens' Caucus and most municipalities within the Eastern Ontario Mayors' Caucus are contributing to the \$10 million municipal share. Mobile carriers are expected to provide the balance of the funding.

There are currently significant gaps in both the reach and capacity of mobile broadband networks across areas of rural Eastern Ontario where people live, work or travel:

- 40 per cent of the area does not have access to high-definition services that allow streaming HD video.
- 20 per cent of the area does not have access to standard definition video, typical mobile app use and video app calling.
- 10 per cent has no voice calling service.

The gaps are the result of market failure. Rural areas don't generate enough revenue for mobile carriers to build adequate services. The CRTC recently designated both mobile and fixed broadband as basic services for all Canadians. The public-private partnership will reduce carriers' infrastructure costs, creating a stronger business case to improve services and meet the CRTC's basic services goals.

The EORN initiative applies to a geographic area that includes 13 members of the Eastern Ontario Wardens' Caucus (11 regional county municipalities and two single-tier municipalities), and nine separated municipalities.

The Eastern Ontario Wardens' Caucus includes:

- County of Frontenac
- County of Haliburton
- County of Hastings
- City of Kawartha Lakes (single tier)
- County of Lanark

(more)

- United Counties of Leeds and Grenville
- County of Lennox and Addington
- County of Northumberland
- County of Peterborough
- United Counties of Prescott and Russell
- County of Prince Edward (single tier)
- County of Renfrew
- United Counties of Stormont, Dundas and Glengarry

The nine separated municipalities include:

- Kingston
- Belleville
- Quinte West
- Smiths Falls
- Gananoque
- Prescott
- City of Peterborough
- Pembroke
- Cornwall

About EORN

EORN, a non-profit created by the Eastern Ontario Wardens' Caucus (EOWC), helped to improve broadband access to nearly 90% of Eastern Ontario through a \$175 million public private partnership. The fixed broadband network was funded by the federal, provincial and municipal governments and private sector service providers. EORN works with governments and community organizations to improve and leverage broadband access to fuel economic development and growth across the region. The EOWC directed EORN to prepare and submit a project proposal to improve access to mobile broadband services and support the creation of a public safety broadband network. More information is available at www.eorn.ca.

Quotes

“At this critical time it’s important that all Canadians can stay connected through reliable cell service and high-speed internet. This important project will bring mobile service to more than 100 communities and over 1 million people across Eastern Ontario and ensure that residents and businesses have better access to online services and tools. Since 2015, our government has helped connect over 900 communities across Canada and we will continue to build on that progress through our \$1 billion Universal Broadband Fund.”

- *The Honourable Maryam Monsef, Minister of Women and Gender Equality and Rural Economic Development*

(more)

“Now more than ever, our government understands that families and businesses in Ontario need to be connected to prosper in this 21st century digital economy. This project will take a number of years to complete, but that’s why we’re working with our federal and municipal partners today, to solicit proposals from service providers to improve cellular connectivity for those families and businesses in the future.”

- *The Honourable Laurie Scott, Ontario’s Minister of Infrastructure*

“EORN has been planning this work for several years and we are pleased to finally launch the bidding process – an important first step in building the project. We are looking to build on the investment we’ve already made in broadband infrastructure with partners who will deliver value and quality in closing the gap in mobile services.”

- *EORN Chair J. Murray Jones*

“The demand for mobile broadband is growing exponentially, but our region is deeply lacking the needed infrastructure to keep up. Improved cell service has been the EOWC’s top priority and it is gratifying to see this RFP issued. Ultimately, we want to improve economic growth, quality of life and public safety for our communities.”

- *EOWC Chair Andy Letham*

“Members of the Mayors’ Caucus understand that for our region to keep pace with technology, we need to ensure we have not only minimum cell coverage, but enough capacity to meet the rapid growth in demand for mobile broadband. Our communities’ success will depend on being able to engage in the digital economy.”

- *EOMC Chair Bryan Paterson*

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For more information, contact:

Lisa Severson, Communications and Stakeholder Relations Officer

Tel: 613-213-8520, Email: Lseverson@eorn.ca



Le 24 avril 2020

Monsieur Robert Kirby
Maire – Hawkesbury Est
5151, route rurale 14
Saint-Eugène (ON) K0B 1P0

« Ça prend un village » afin de protéger les enfants et les jeunes de notre communauté.

Monsieur Kirby,

En cette période de pandémie qui pourrait perdurer pendant plusieurs semaines encore, Valoris pour enfants et adultes de Prescott-Russell sollicite l'appui de ses partenaires, des corps policiers, des conseils scolaires et de la communauté afin de protéger les enfants et les jeunes de notre communauté.

Valoris continue d'offrir toute sa gamme de services à la communauté, incluant des services virtuels et en personne pour venir en aide à la population. Nos bureaux sont ouverts aux visiteurs, mais avec un accès limité, et nos services après les heures sont toujours en fonction.

Nous faisons appel à vous et vos employés qui intervenez directement avec la population de Prescott-Russell afin de vous rappeler l'importance de nous signaler toutes situations qui méritent notre attention et identifier les personnes qui pourraient requérir de nos services. Nous aimerions vous rappeler que nous avons besoin de votre appui et de votre aide afin de poursuivre notre travail collectif de maintenir en sécurité les enfants, jeunes et familles de Prescott-Russell.

Les policiers ainsi que les écoles, et les médecins sont nos sources de références primaires. Considérant que les écoles ne sont pas ouvertes en ce temps de pandémie, la vigilance de tous et le devoir de signaler est extrêmement important afin de nous rapporter toutes situations préoccupantes que vous pourriez rencontrer. Un article récemment publié dans le *Globe and Mail* indiquait que la Chine en temps de pandémie a vu tripler les cas de violence familiale en un mois.

Nous vous demandons votre soutien afin de nous signaler toutes situations inquiétantes que vous rencontrez afin que nous puissions ensemble assurer la protection des enfants, jeunes et familles de Prescott-Russell

Vous pouvez nous rejoindre au 613-673-5148 ou 613-282-5141 ou par courriel à info@valorispr.ca.

Hélène Fournier
Directrice générale

HF/mb