

SUNDRIDGE AND DISTRICT MEDICAL CENTRE MEETING

REGULAR MEETING AGENDA

TUESDAY JANUARY 20, 2026 @ 6:00 P.M.

Meetings will be audio recorded as per Village of Sundridge Procedural By-Law No. 2020-037 and recordings will be posted on the municipal website. The minutes will remain the official record of meeting.

Join Zoom Meeting

<https://us02web.zoom.us/j/86745518050?pwd=gPYIIUzWqVeuYT7EuKYCmlM0lS2zbl.1>

Meeting ID: 867 4551 8050

Passcode: 743972

AGENDA

C1 Call to Order

C2 Approval of Agenda

Moved by:

Seconded by:

THAT the agenda for the Regular Meeting of the Sundridge & District Medical Centre Committee on January 20, 2026, be approved.

| Recorded Vote: | For | Against | Abstain |
|------------------------|------------|----------------|----------------|
| Brown, Budd | | | |
| Bryson, Tim | | | |
| Jackson, Shawn | | | |
| Ronholm, Jim | | | |
| Whitmell, Vicki | | | |
| Bryson, Tom | | | |

C3 Declaration of Pecuniary Interest

C4 Deputations - None

C5 Presentations – None

C6 Approval of Minutes

a) Regular Meeting Minutes – December 17, 2025

Moved By:

Seconded By:

THAT the regular meeting minutes of the December 17, 2025 Sundridge & District Medical Centre Committee Meeting be approved.

| Recorded Vote: | For | Against | Abstain |
|------------------------|------------|----------------|----------------|
| Brown, Budd | | | |
| Bryson, Tim | | | |
| Jackson, Shawn | | | |
| Ronholm, Jim | | | |
| Whitmell, Vicki | | | |
| Bryson, Tom | | | |

C7 New Business

a) Physician Recruitment Update

Moved By:
Seconded By:

THAT the Sundridge and District Medical Centre Committee receive the Physician Recruitment Update from Dr. Sarah MacKinnon.

| Recorded Vote: | For | Against | Abstain |
|------------------------|------------|----------------|----------------|
| Brown, Budd | | | |
| Bryson, Tim | | | |
| Jackson, Shawn | | | |
| Ronholm, Jim | | | |
| Whitmell, Vicki | | | |
| Bryson, Tom | | | |

b) Sundridge & District Medical Centre – Facility Maintenance Agreement - Draft

Moved By:
Seconded By:

THAT the Sundridge and District Medical Centre Committee receive the update and direct the Recording Secretary to provide to member municipalities, the Draft Service Agreement with the Village of Burk's Falls for a Property Maintenance/Janitor position with the Sundridge and District Medical Centre Committee;

| Recorded Vote: | For | Against | Abstain |
|------------------------|------------|----------------|----------------|
| Brown, Budd | | | |
| Bryson, Tim | | | |
| Jackson, Shawn | | | |
| Ronholm, Jim | | | |
| Whitmell, Vicki | | | |
| Bryson, Tom | | | |

c) Village of Sundridge – Resolution 2025-324

Moved By:

Seconded By:

THAT the Sundridge and District Medical Centre Committee receive Village of Sundridge Resolution 2025-324.

| Recorded Vote: | For | Against | Abstain |
|------------------------|------------|----------------|----------------|
| Brown, Budd | | | |
| Bryson, Tim | | | |
| Jackson, Shawn | | | |
| Ronholm, Jim | | | |
| Whitmell, Vicki | | | |
| Bryson, Tom | | | |

d) Change to number of representatives at SSJ Arena Board – Update (verbal)

Moved By:

Seconded By:

THAT the Sundridge and District Medical Centre Committee receive update from the Recording Secretary regarding any changes to the voting structure on the SSJ Arena Board;

AND THAT it was confirmed that there was mention of this item at a previous meeting, but no resolution has been passed.

| Recorded Vote: | For | Against | Abstain |
|------------------------|------------|----------------|----------------|
| Brown, Budd | | | |
| Bryson, Tim | | | |
| Jackson, Shawn | | | |
| Ronholm, Jim | | | |
| Whitmell, Vicki | | | |
| Bryson, Tom | | | |

C8 Correspondence – None

C9 Budget Summary & Accounts Payable

Moved By:

Seconded By:

THAT the Sundridge & District Medical Centre Budget Summary Report for the Period of January 1, 2025 to December 31, 2025 be received;

AND THAT the Sundridge & District Medical Centre Accounts Payable for the Period of December 1, 2025 to December 31, 2025 in the amount of \$88,770.72 approved.

| Recorded Vote: | For | Against | Abstain |
|------------------------|------------|----------------|----------------|
| Brown, Budd | | | |
| Bryson, Tim | | | |
| Jackson, Shawn | | | |
| Ronholm, Jim | | | |
| Whitmell, Vicki | | | |
| Bryson, Tom | | | |

C10 Announcements

C11 Notice of Future Motion

C12 Closed Session - None

C13 Adjournment

Moved By:

Seconded By:

THAT the Sundridge & District Medical Centre Committee now adjourn at _____ p.m. until the next regular meeting being February 17, 2026 or at the call of the Chair.

| Recorded Vote: | For | Against | Abstain |
|------------------------|------------|----------------|----------------|
| Brown, Budd | | | |
| Bryson, Tim | | | |
| Jackson, Shawn | | | |
| Ronholm, Jim | | | |
| Whitmell, Vicki | | | |
| Bryson, Tom | | | |

SUNDRIDGE AND DISTRICT MEDICAL CENTRE MEETING

REGULAR MEETING MINUTES

WEDNESDAY DECEMBER 17, 2025 @ 3:30 P.M.

PRESENT: Township of Joly: Tom Bryson, Budd Brown
Township of Strong: Jim Ronholm, Tim Bryson
Village of Sundridge: Shawn Jackson (electronic), Vicki Whitmell

STAFF: Christine Hickey (Recording Secretary)

GUESTS: Dr. Sarah MacKinnon

C1 Call to Order

The Chair called the meeting to order at 3:30 p.m.

C2 Approval of Agenda

Resolution #2025-131MC

Moved by: Budd Brown

Seconded by: Jim Ronholm

THAT the agenda for the Regular Meeting of the Sundridge & District Medical Centre Committee on December 17, 2025, be approved.

| Recorded Vote: | For | Against | Abstain |
|-----------------|-----|---------|---------|
| Brown, Budd | x | | |
| Bryson, Tim | x | | |
| Jackson, Shawn | x | | |
| Ronholm, Jim | x | | |
| Whitmell, Vicki | x | | |
| Bryson, Tom | x | | |
| CARRIED | | | |

C3 Declaration of Pecuniary Interest - None

C4 Deputations - None

C5 Presentations – None

C12 Closed Session

Resolution #2025-132MC
Moved By: Vicki Whitmell
Seconded By: Jim Ronholm

THAT the Sundridge & District Medical Centre Committee hold a Closed Session meeting as provided for by Section 239 (2)(b) of the *Municipal Act*, 2001, as amended, and the Village of Sundridge Procedural By-law No. 2020-037 to deal with: Personal matters about an identifiable individual, including municipal or local board employees.

| Recorded Vote: | For | Against | Abstain |
|------------------------|------------|----------------|----------------|
| Brown, Budd | x | | |
| Bryson, Tim | x | | |
| Jackson, Shawn | x | | |
| Ronholm, Jim | x | | |
| Whitmell, Vicki | x | | |
| Bryson, Tom | x | | |
| CARRIED | | | |

Resolution #2025-133MC
Moved By: Budd Brown
Seconded By: Vicki Whitmell

THAT the Sundridge & District Medical Centre Committee now resume the regular portion of the meeting open to the public at 3:52 p.m. after having only discussed the matters they were permitted to under the resolution authorizing the public exclusion.

| Recorded Vote: | For | Against | Abstain |
|------------------------|------------|----------------|----------------|
| Brown, Budd | x | | |
| Bryson, Tim | x | | |
| Jackson, Shawn | x | | |
| Ronholm, Jim | x | | |
| Whitmell, Vicki | x | | |
| Bryson, Tom | x | | |
| CARRIED | | | |

C6 Approval of Minutes

a) Regular Meeting Minutes – November 18, 2025

The minutes of November 18 under Notice of Future Motions - to be revised to state member Tim Bryson.

Resolution #2025-134MC
Moved By: Jim Ronholm
Seconded By: Budd Brown

THAT the regular meeting minutes of the November 18, 2025 Sundridge & District Medical Centre Committee Meeting be approved.

| Recorded Vote: | For | Against | Abstain |
|------------------------|------------|----------------|----------------|
| Brown, Budd | x | | |
| Bryson, Tim | | | x |
| Jackson, Shawn | x | | |
| Ronholm, Jim | x | | |
| Whitmell, Vicki | x | | |
| Bryson, Tom | x | | |
| CARRIED | | | |

C7 New Business

a) Medical Centre – Request for Additional Exam Room (verbal)

Resolution #2025-135MC

Moved By: Tim Bryson

Seconded By: Jim Ronholm

THAT the Sundridge and District Medical Centre Committee receive the request from the Physician Group to add one additional exam room to the Main Level;

AND THAT the Committee support the Physician Group in looking into the feasibility of adding an additional exam room and the associated costs;

AND THAT the Physician Group report back to the Committee at a future meeting for further direction.

| Recorded Vote: | For | Against | Abstain |
|------------------------|------------|----------------|----------------|
| Brown, Budd | x | | |
| Bryson, Tim | x | | |
| Jackson, Shawn | x | | |
| Ronholm, Jim | x | | |
| Whitmell, Vicki | x | | |
| Bryson, Tom | x | | |
| CARRIED | | | |

b) Medical Centre – Storage Space for Supplies – Lower Level (verbal)

Resolution #2025-136MC

Moved By: Vicki Whitmell

Seconded By: Shawn Jackson

THAT the Sundridge and District Medical Centre Committee receive the request from the Physician Group to utilize space on the lower level for the storage of supplies;

AND THAT the Committee approve the use of the requested space in the basement for a storage cabinet for supplies.

| Recorded Vote: | For | Against | Abstain |
|-----------------------|------------|----------------|----------------|
| Brown, Budd | x | | |
| Bryson, Tim | x | | |
| Jackson, Shawn | x | | |
| Ronholm, Jim | x | | |
| Whitmell, Vicki | x | | |
| Bryson, Tom | x | | |
| CARRIED | | | |

c) Sundridge and District Medical Centre – Facility Maintenance

Resolution #2025-137MC

Moved By: Shawn Jackson
Seconded By: Budd Brown

THAT the Sundridge and District Medical Centre Committee receive the information on facility maintenance for the Medical Centre;

AND THAT the Committee request that section regarding hours note that the fee is for 260 hours per year (average of 5 hours per week);

AND THAT the Committee authorize Member Shawn Jackson and the Recording Secretary to work on finalizing the Service Agreement with the Village of Burk's Falls;

AND THAT the draft agreement be brought back to the January meeting for direction.

| Recorded Vote: | For | Against | Abstain |
|-----------------------|------------|----------------|----------------|
| Brown, Budd | x | | |
| Bryson, Tim | x | | |
| Jackson, Shawn | x | | |
| Ronholm, Jim | x | | |
| Whitmell, Vicki | x | | |
| Bryson, Tom | x | | |
| CARRIED | | | |

C8 Correspondence – None

C9 Budget Summary & Accounts Payable

Resolution #2025-138MC

Moved By: Jim Ronholm
Seconded By: Vicki Whitmell

THAT the Sundridge & District Medical Centre Budget Summary Report for the Period of January 1, 2025 to November 30, 2025 be received;

AND THAT the Sundridge & District Medical Centre Accounts Payable for the Period of November 1, 2025 to November 30, 2025 in the amount of \$13,031.89 be approved.

| Recorded Vote: | For | Against | Abstain |
|------------------------|------------|----------------|----------------|
| Brown, Budd | x | | |
| Bryson, Tim | x | | |
| Jackson, Shawn | x | | |
| Ronholm, Jim | x | | |
| Whitmell, Vicki | x | | |
| Bryson, Tom | x | | |
| CARRIED | | | |

C10 Announcements

C11 Notice of Future Motion

C12 Closed Session (moved to follow C5)

C13 Adjournment

Resolution #2025-139MC

Moved By: Budd Brown

Seconded By: Vicki Whitmell

THAT the Sundridge & District Medical Centre Committee now adjourn at 4:32 p.m. until the next regular meeting being January 20, 2026 or at the call of the Chair.

| Recorded Vote: | For | Against | Abstain |
|------------------------|------------|----------------|----------------|
| Brown, Budd | x | | |
| Bryson, Tim | x | | |
| Jackson, Shawn | x | | |
| Ronholm, Jim | x | | |
| Whitmell, Vicki | x | | |
| Bryson, Tom | x | | |
| CARRIED | | | |

Tom Bryson, Chair

Christine Hickey, Recording Secretary

SERVICE AGREEMENT

BETWEEN

THE MUNICIPAL CORPORATION OF THE VILLAGE OF BURK'S FALLS

AND

VILLAGE OF SUNDRIDGE TOWNSHIP OF JOLY TOWNSHIP OF STRONG
(Referred to as the Sundridge & District Medical Centre Committee)

WHEREAS the Village of Burk's Falls has hired a Property Maintenance/Janitor to provide services as described in the job description attached as Schedule "A" to this by-law;

AND WHEREAS the Village of Burk's Falls agrees to share the services of Property Maintenance/Janitor with the Sundridge and District Medical Centre Committee;

AND WHEREAS the Village of Burk's Falls and the Sundridge and District Medical Centre Committee agree that the Property Maintenance/Janitor shall be an employee of the Village of Burk's Falls;

AND WHEREAS the Sundridge and District Medical Centre Committee agrees to pay the Village of Burk's Falls for the costs involved in retaining the services of a Property Maintenance/Janitor, as per the terms of this agreement;

NOW THEREFORE the Village of Burk's Falls and the Sundridge and District Medical Centre Committee agree as follows:

Definitions:

Urgent Call Out – means a matter that arises outside of regular hours which must be dealt with immediately as the consequences would result in a negative impact to the condition of the facility or to patient care.

1. THAT the Sundridge and District Medical Centre Committee shall use the services of the Property Maintenance/Janitor for 260 hours a year (average of 5 hours per week) during the term of this agreement. Every effort shall be made to ensure the availability of the Property Maintenance/Janitor as per the availability of staff members between the hours of 7:00 am to 5:00 pm, but it is recognized that the hours must remain flexible.
2. THAT the Sundridge and District Medical Centre Committee shall pay the Village of Burk's Falls based on an annual budget of \$19,257.71, plus mileage of approximately \$3,414.52. Increases to annual rate as per Village of Burk's Falls Pay Grid to be provided to the Sundridge and District Medical Centre Committee.
3. THAT the Sundridge and District Medical Centre Committee shall pay for any urgent call-outs, agree to compensate the Village of Burks Falls for a minimum of 2.67 hours of work.
4. THAT the Sundridge and District Medical Centre Committee shall reimburse the Property Maintenance/Janitor for business-related mileage incurred in the performance of duties for the Committee, at a rate of seventy-two cents (\$0.72) per kilometre, in accordance with Canada Revenue Agency (CRA) guidelines. Mileage claims shall be supported by a daily vehicle log maintained by the Property Maintenance/Janitor.
Reimbursable mileage shall commence from the point of departure at the Village of Burk's Falls Municipal Office, located at 172 Ontario Street, Burk's Falls, Ontario. The mileage reimbursement rate may be amended from time to time by resolution of the Council of the Village of Burk's Falls. Upon written notice of such amendment, the revised rate shall automatically apply and shall be deemed to amend this article.
5. THAT the Committee agrees to provide administrative assistance through the Administrating Municipality during onboarding process and historical maintenance information as required.

Appendix "A" – By-Law No. 05-2025 - Page 2 of 4

6. THAT in the event of prosecution by or against the Property Maintenance/Janitor in the territorial jurisdiction of each of the parties, each party shall be responsible for any costs arising from such legal proceedings, as well as legal representation of their own choosing.
7. THAT the Sundridge and District Medical Centre Committee agree to maintain an insurance policy and covering the Property Maintenance/Janitor and his/her related performance or non-performance of services, within its jurisdiction, for the entire term of this agreement. Proof of such insurance policy must be forwarded to the Village of Burk's Falls.
8. THAT any dispute arising from the administration of this agreement shall be resolved by the CAO-Clerk of the Village of Burk's Falls and the Sundridge and District Medical Centre Committee Chair. If the decision is not satisfactory to one of the parties, the matter can be referred to the Council of the Village of Burk's Falls from the CAO Clerk or the Sundridge and District Medical Centre Committee from the Chair. If any dispute arises out of or relates to this Agreement, or a breach thereof, and if the dispute cannot be settled through direct discussions between the parties, the parties agree to first endeavor to settle the dispute in an amicable manner by mediation selected by mutual agreement of the parties.
9. THAT this agreement shall be in place from February 1st, 2026, to December 31st, 2027. Thereafter, it may be renewed by the parties on whatever mutually acceptable basis is determined.
10. THAT on the first anniversary of the contract start date, February 1st, 2027, both parties will have the opportunity to make amendments to the Agreement. Any changes must be agreed to by both parties.
11. Any party may cancel their participation in this agreement by serving the other parties, written notice of their intention, one hundred and eighty (180) days in advance of the date of termination.
12. This agreement constitutes the entire agreement between the parties.

IN WITNESS THEREOF THE MUNICIPAL CORPORATION OF THE MUNICIPALITY OF THE VILLAGE OF BURK'S FALLS HAS HEREUNTO AFFIXED ITS CORPORATE SEAL ATTESTED BY THE HAND OF ITS PROPER SIGNING OFFICERS.

Dated at the Village of Burk's Falls

MAYOR

this 20th day of January 2026

CAO - CLERK

IN WITNESS THEREOF THE SUNDRIDGE AND DISTRICT MEDICAL CENTRE COMMITTEE HAS HEREUNTO AFFIXED ITS CORPORATE SEAL ATTESTED BY THE HAND OF ITS PROPER SIGNING OFFICERS.

Dated at the Sundridge and District Medical Centre

CHAIR

this 20th day of January 2026

AUTHORIZED

REPRESENTATIVE

FROM ADMINISTERING MUNICIPALITY

Schedule “A” – Property Maintenance/Janitor Agreement – Page 1 of 2

POSITION DESCRIPTION
Property Maintenance/Janitor
October 2025

REPORTS TO:

Village of Burk's Falls Public Works Foreman

POSITION PURPOSE:

Under the direction of the Public Works Foreman, the Property Maintenance - Janitor is responsible for the general cleaning and maintenance of the Village of Burk's Falls Health Centre and Medical Building, as well as the maintenance of the Village of Sundridge & District Medical Centre.

MAJOR DUTIES & RESPONSIBILITIES:

1. Responsible for minor repairs and maintenance (painting, minor plumbing, basic mechanical/electrical, drywall, doors, and locks).
2. Perform inspections; ensuring cleaning and preventative maintenance service is done on a scheduled basis to various building components.
3. Responsible for conducting annual unit inspections and performing the work identified during the inspection in a timely basis.
4. Maintain records of maintenance performed.
5. Knowledge of building operating systems including heating, hot water, H/VAC, electrical, safety, fire control, energy management, and elevator system.
6. Manage tenant requests for repairs, including follow up to ensure satisfaction and completion, and generally work to promote good tenant-landlord relations.
7. Knowledge of all corporation and relevant government policies regarding maintenance requirements and all other applicable legislation (WHMIS, RTA, etc.).
8. Ensuring all work is conducted safely and in accordance with the Occupational Health and Safety Act;
9. Prepare ongoing and annual unit inspection reports.
10. Monitor the performance of service contractors and assist with entry to areas of the building (e.g. pest control, elevator).
11. Obtain quotes and provide coordination for special projects.
12. Maintain required inventory.
13. See the work setting as a team environment (be prepared to help where necessary) and have an understanding of other stakeholder requirements.
14. Respond to tenant emergencies as they occur
15. Glass cleaning
16. Maintain and update Fire Safety Plan as required

JANITORIAL BURK'S FALLS ONLY

17. Sweeping and mopping of floors as needed
18. Sanitize surfaces
19. Vacuum carpeted areas
20. Waste removal from common areas as needed
21. Cleaning of public washrooms
22. Additional cleaning may be requested by the public works foreman

WASTE MANAGEMENT

23. Weekly collection and removal of waste and recycling for curbside collection
24. Cleaning of waste and recycling receptables to reduce odorless and prevent vermin
25. Proper sorting of recyclables as per municipal curbside requirements

Schedule "A" – Property Maintenance/Janitor Agreement – Page 2 of 2

POSITION DESCRIPTION
Property Maintenance/Janitor
October 2025

YARD MAINTENANCE

26. Grass Cutting and trimming as needed (Burk's Falls Only)
27. Snow removal of entrance /exits and sidewalks
28. Additional duties may be assigned by the public works foreman

EQUIPMENT MAINTENANCE/REPAIR:

29. Generator Monthly Maintenance

EDUCATION / EXPERIENCE / SKILLS:

30. Completion of High School
31. Minimum 5 years related experience.
32. Attention to detail
33. Effective time management skills
34. Ability to utilize machinery
35. Understanding of applicable standards especially health and safety

Judgement

Solutions or required actions are guided by established procedures and precedents. Problems typically have obvious solutions with limited alternatives or can be escalated to others. Minimal independent judgment or decision-making is needed.

Mental Effort

Tasks are generally routine with occasional interruptions.

Physical Effort

Tasks are typically outside with frequent sitting and walking throughout the day.

Accountability

Actions could result in a minor loss of time or resources and could affect the work of others.

Safety of Others

A requirement of the position is to ensure the safety of residents, peers and employees.

Supervision

Supervisory responsibility is not normally part of the job requirement but there may be a requirement to show others how to perform tasks or duties.

Contacts

Contacts are primarily within the organization requiring common courtesy, effective listening and comprehension skills, and the ability to work cooperatively with others.

Working Conditions

The position works typically on an 7:00am – 4:00pm schedule during weekdays with the occasional call for service outside of these operating hours. Typical conditions are such that a minor to moderate risk of injury, harm or illness to the incumbent could occur.

The above statements are intended to describe the general nature and level of work being performed by the incumbent(s) of this job. They are not intended to be an exhaustive list of all responsibilities and activities required of the position.



P.O. Box 129, 110 Main Street, Sundridge, Ontario, P0A 1Z0

Telephone (705) 384-5316
Fax (705) 384-7874
Email: admin@sundridge.ca

Village of Sundridge Council Resolution

December 10, 2025

Item (11.2)

Staff Report S2025-029 – Sundridge & District Medical Centre

Resolution #2025-324

Moved By: Vicki Whitmell

Seconded By: Fraser Williamson

THAT Staff Report S2025-029 dated December 10, 2025, regarding the SDMC be received,

AND THAT Council would like to see movement towards establishing the not for profit based on draft by-laws and current structure and agreements,

AND FURTHER THAT the composition of the Not for profit be reviewed by the board of directors once it has been established.

| Recorded Vote | For | Against | Abstain |
|--------------------|-----|---------|---------|
| Preston, Luke | Y | | |
| Smith, Sharon | Y | | |
| Whitmell, Vicki | Y | | |
| Williamson, Fraser | Y | | |
| Jackson, Shawn | Y | | |
| CARRIED. | | | |

Sundridge and District Medical Centre
Budgetary Control
For the Period 1/1/2025 - 12/31/2025
Cash Budget

Date Printed
1/19/2026 3:17 PM

Page 1

| Account #/Description | Current | Year to Date | Budget | Variance | % |
|--|------------------|-------------------|-------------------|--------------------|---------------|
| 4012 - Rental Income - Tenant | 4,098.00 | 49,176.00 | 55,569.00 | -6,393.00 | -11.50 |
| 4013 - Rental Income - NP | 1,147.96 | 13,775.52 | 13,776.00 | -0.48 | 0.00 |
| 4015 - Rental Income - MD | 3,912.11 | 46,945.32 | 46,945.00 | 0.32 | 0.00 |
| 4020 - Interest | 1,331.93 | 20,697.75 | 43,636.00 | -22,938.25 | -52.57 |
| 4050 - Municipal Contribution - Sundridge | 0.00 | 67,559.00 | 67,559.00 | 0.00 | 0.00 |
| 4051 - Municipal Contribution - Strong | 6,649.48 | 84,449.00 | 84,449.00 | 0.00 | 0.00 |
| 4052 - Municipal Contribution - Joly | 0.00 | 16,890.00 | 16,890.00 | 0.00 | 0.00 |
| 4053 - Opening Surplus/Deficit (Budget Only) | 0.00 | 0.00 | 18,522.00 | -18,522.00 | -100.00 |
| 4060 - Miscellaneous Revenue | 0.00 | 23,170.17 | 0.00 | 23,170.17 | 0.00 |
| 4080 - Transfer From Reserves | 0.00 | 0.00 | 87,000.00 | -87,000.00 | -100.00 |
| Revenue Totals: | 17,139.48 | 322,662.76 | 434,346.00 | -111,683.24 | -25.71 |
| 5010 - Hydro | 769.47 | 9,751.70 | 13,000.00 | 3,248.30 | 24.99 |
| 5015 - Cleaning Supplies | 128.00 | 2,542.41 | 2,500.00 | -42.41 | -1.70 |
| 5020 - Janitorial Services | 5,760.00 | 35,900.00 | 39,000.00 | 3,100.00 | 7.95 |
| 5025 - Postage & Courier | 0.00 | 0.00 | 300.00 | 300.00 | 100.00 |
| 5030 - Taxes | 0.00 | 12,937.98 | 13,000.00 | 62.02 | 0.48 |
| 5035 - Office & General | 0.00 | 285.57 | 1,000.00 | 714.43 | 71.44 |
| 5040 - Insurance | 0.00 | 16,742.16 | 16,742.00 | -0.16 | 0.00 |
| 5050 - Maintenance & Repairs | 250.60 | 33,944.03 | 28,500.00 | -5,444.03 | -19.10 |
| 5060 - Heat | 362.52 | 3,869.55 | 4,200.00 | 330.45 | 7.87 |
| 5061 - Hot Water Tank Rental | 177.63 | 388.95 | 415.00 | 26.05 | 6.28 |
| 5063 - Water Testing | 0.00 | 0.00 | 100.00 | 100.00 | 100.00 |
| 5070 - Capital Expenditure | 0.00 | 46,346.35 | 48,500.00 | 2,153.65 | 4.44 |
| 5075 - Audit & Legal | 0.00 | 9,288.55 | 8,750.00 | -538.55 | -6.15 |
| 5080 - Administration | 750.00 | 8,400.00 | 9,000.00 | 600.00 | 6.67 |
| 5082 - Bank Charges | 0.00 | 576.98 | 700.00 | 123.02 | 17.57 |
| 5086 - Recording Secretary Fees | 0.00 | 0.00 | 975.00 | 975.00 | 100.00 |
| 5090 - Miscellaneous | 80,572.50 | 83,310.35 | 500.00 | -82,810.35 | 16562.07 |
| 5095 - Advertising | 0.00 | 0.00 | 100.00 | 100.00 | 100.00 |
| 5097 - OILC Debenture Interest | 0.00 | 34,415.25 | 68,373.00 | 33,957.75 | 49.67 |
| 5098 - OILC Debenture Principal | 0.00 | 12,687.46 | 25,676.00 | 12,988.54 | 50.59 |
| 5715 - PRO Reception | 0.00 | 13,125.00 | 52,500.00 | 39,375.00 | 75.00 |
| 5814 - Reception Employer Costs NP | 0.00 | 0.00 | 10,515.00 | 10,515.00 | 100.00 |
| 5815 - Contracted Receptionist Services | 0.00 | 27,500.00 | 55,000.00 | 27,500.00 | 50.00 |
| 5818 - Facility Management - Employee | 0.00 | 0.00 | 35,000.00 | 35,000.00 | 100.00 |
| Expenditure Totals: | 88,770.72 | 352,012.29 | 434,346.00 | 82,333.71 | 18.96 |