

TO: His Worship Mayor Dan Ruimy
and Members of Council
FROM: Chief Administrative Officer
SUBJECT: Disbursements for the month ended September 30, 2023

MEETING DATE: October 24, 2023
FILE NO: 05-1630-01-2023
MEETING: Council

EXECUTIVE SUMMARY:

The disbursements summary for the past period is attached for information. All voucher payments are approved by the Director of Finance or Deputy Director of Finance. Expenditure details are available by request through the Finance Department.

RECOMMENDATION:

That the disbursements as listed below for the month ended September 30, 2023 be received for information.

GENERAL	\$	18,719,389
PAYROLL	\$	2,524,917
PURCHASE CARD	\$	<u>155,921</u>
	\$	<u>21,400,227</u>

DISCUSSION:

a) Background Context:

The adoption of the Five Year Consolidated Financial Plan has appropriated funds and provided authorization for expenditures to deliver municipal services. All disbursements are subjected to the appropriate approvals through the City's Procurement Policy.

The disbursements are for expenditures that are provided in the Financial Plan Bylaw or subsequently approved through Council Resolution.

b) Citizen/Customer Implications:

The citizens of Maple Ridge are informed on a routine monthly basis of financial disbursements.

c) Business Plan/Financial Implications:

Highlights of larger items included in Financial Plan or Council Resolution

• Arsalan Construction Ltd – Multi-use pathway & roundabout (Fern Cr)	\$	396,998
• Conwest Contracting Ltd – 203 St watermain replacement	\$	418,643
• Crown Contracting Limited – Safety improvements (224 St @ 124 Ave)	\$	271,395
• Drake Excavating (2016) Ltd – Water pump station (236 St)	\$	594,283
• Eecol Electric Corp – Street light upgrade program	\$	305,838
• GPM Civil Contracting Inc – Park construction (241A St)	\$	119,946
• Howard Wilson Construction – Park upgrades (Thornhill Trails)	\$	153,728
• Jack Cewe Ltd – Abernethy Way road improvements	\$	402,027
• Jack Cewe Ltd – Pavement rehabilitation program	\$	715,342
• Katie Development Partnership – Watermain replacement (203 St)	\$	131,158
• RCMP – Quarterly RCMP contract payment	\$	5,326,721
• Tritex Group Ltd – Reservoir expansion (263 St)	\$	431,866

The municipality acts as the collection agency for other levels of government or agencies. The following collections were remitted:

• Albion Dyking District – 2023 collections	\$	328,872
• Road 13 Dyking District – 2023 collections	\$	190,052
• Tretheway Edge Dyking District – 2023 collections	\$	182,038

d) Policy Implications:

Corporate governance practice includes reporting the disbursements to Council monthly.

CONCLUSION:

The disbursements for the month ended September 30, 2023 have been reviewed and are in order.



Prepared by: **Trevor Hansvall, CPA**
Accountant 3



Approved by: **Trevor Thompson, BBA, CPA, CGA**
Director of Finance



Concurrence: **Scott Hartman**
Chief Administrative Officer

CITY OF MAPLE RIDGE
MONTHLY DISBURSEMENTS - September 2023

<u>VENDOR NAME</u>	<u>DESCRIPTION OF PAYMENT</u>	<u>AMOUNT</u>
0946235 BC Ltd	Light landscaping & mowing	66,633
0981077 BC Ltd	Security refund	16,158
677560 BC Ltd	Security refund	86,614
Albion Dyking District	2023 collections	328,872
All Round Home Improvements & Restorations	Teach pool storage room/corridor & structural decking project (MRLC)	48,951
Amex Broadway West Realty Trust Account	Deposit for land acquisition	20,000
Argus Holdings Ltd	Tax refund	16,626
Arsalan Construction Ltd	Multi-use pathway & roundabout (Fern Cr)	396,998
Badger Daylighting Lp	Hydro-excavation (multiple locations)	37,051
Bartle & Gibson Co	Plumbing & electrical supplies	18,555
BC Hydro	Electricity	167,194
BC Institute of Technology	Employee training/courses	35,514
BC SPCA	Contract payment	33,924
Bell Mobility Inc	Telecommunications (June,July,Aug,Sep)	50,069
BGC Engineering Inc	Fraser River escarpment study and management program	18,639
Boileau Electric & Pole Ltd	Electrical work	19,223
CDW Canada Inc	Software maintenance & minor tech hardware	18,308
Cobing Building Solutions	Facilities repairs, maintenance & upgrades	90,428
Conwest Contracting Ltd	203 St watermain replacement (Lougheed to Thorne Ave)	418,643
Crown Contracting Limited	Safety improvements (224 St @ 124 Ave)	271,395
CUPE Local 622	Union dues (employee remittance)	62,414
Curtis Personalized Health	Contracted service provider - fitness classes & programs	29,476
Diamond Head Consulting Ltd	Urban forest management strategy development	55,664
Drake Excavating (2016) Ltd	Water pump station (236 St)	594,283
Eaglegreen	Traffic control	15,569
Eecol Electric Corp	Street light upgrade program (LED street light luminaires conversion)	305,838
EMCO Corporation	Works yard inventory	16,306
ESRI Canada Limited	SPLIT project	26,776
Fern Hill Developments Ltd	Security refund	70,541
Firewise Consulting Ltd	Fire protection master plan	44,648
First National	Tax refunds	103,064
Five Star Motor Sports Ltd	Polaris Ranger side by side for hauling	39,110
Fred Surridge Ltd	Waterworks supplies	21,634
GPM Civil Contracting Inc	Park construction (241A St)	119,946
Greater Vancouver Regional District	MFA debt payment	141,257
Greater Vancouver Water District	Water consumption	1,878,865
Hallmark Facility Services Inc	Janitorial services & supplies	47,560
Hanks Trucking & Bulldozing	Ditching & hauling	17,519
Highpointe Park Corp	Security refund	146,340
Howard Wilson Construction	Park entrance and area upgrade (Thornhill Trails)	153,728
Hub Cycling	2023 "Ride the Road" course for local schools	18,450
Image Painting & Restoration	Painting & restoration services	35,438
ISL Engineering & Land Services	Professional fees (design services)	91,220
Jack Cewe Ltd	Abernethy Way road improvements	402,027
	Pavement rehabilitation program	715,342
Jacks Automotive & Welding	Fire Dept equipment repairs	16,048
Katzie Development Partnership	Watermain replacement (203 St Lougheed to Thorne Ave)	131,158
Lee's Trees	Supply & construction of Allan block wall (Trans Canada Trail)	19,715
Maple Ridge & PM Arts Council	Arts Centre contract (Aug & Sep)	122,044
	Program revenue (Aug)	39,464
	Sound system for the ACT	89,025
Maple Ridge Carpet One	Floor & paint upgrades (RMSS)	24,275
Maple Ridge Museum & Archives	Fee for service	21,178
Marathon Surfaces Inc	Line painting & removal (MRSS Track)	31,705
Matrix Video Communications Corp	Audio/Video meeting room upgrades	17,569
May, Robert	Building repairs and maintenance	15,029
McElhanney Consulting Services	Professional fees (design services)	60,879

<u>VENDOR NAME</u>	<u>DESCRIPTION OF PAYMENT</u>	<u>AMOUNT</u>
Municipal Pension Plan BC	Employer/employee remittance	582,956
Navair Inc	SCADA upgrades	22,394
New Rhodes Construction Inc	Beach volleyball courts (Albion Sports Complex)	16,895
Open Storage Solutions Inc	Software maintenance	15,860
Oryx Investments Ltd	Security refund	80,000
Pacific Bentonite Ltd	Red shale hauling	28,918
Pacific Blue Cross	Employer/employee remittance	205,874
Prime Traffic Solutions Ltd	Traffic control	46,433
Province of BC	Employer Health Tax	234,620
RCMP	Quarterly RCMP contract payment	5,326,721
Receiver General for Canada	Employer/employee remittance	944,483
RF Binnie & Associates Ltd	Professional fees (design services)	54,974
Ridge Canoe & Kayak Club	Spring/summer course programs (Canoe Kids)	35,631
Ridge Wilderness	Summer camps (Ridge adventure camp)	18,775
Road 13 Dyking District	2023 collections	190,052
Sahota, Varun	Security refund	20,000
Sanscorp Products Ltd	Roadworks material	16,380
Scottish Line Painting Ltd	Thermoplastic road markings	130,269
Simon Fraser University	Employee training/courses	34,725
Source Office Furniture	Office furniture (IT Dept)	30,312
Spartan Controls Ltd	Bulk fill water station replacement (Jackson Rd)	26,315
Strata Plan LMS Commercial	Panorama strata fees (ECRA Facility)	35,691
Suncor Energy Products	Gasoline & diesel fuel	88,085
Tantus Solutions Group	Professional fees	141,972
Tretheway Edge Dyking District	2023 collections	182,038
Triple X Contracting Ltd	Ditching & repairs	17,630
Tritech Group Ltd	Reservoir expansion (263 St)	431,866
Tundra Plumbing Ltd	Facilities maintenance & repairs	58,331
Upanup Studios Inc	Website improvements	33,630
Urban Lumberjack Tree Services	Roadside chipping & tree removals	15,225
Valley Traffic Systems Inc	Road resurfacing program	44,281
Warrington PCI Management	Tower advance (Sep & Oct) + common area costs	233,873
Watanabe Engineering Ltd	Professional fees (design services)	16,270
Water Street Engineering Ltd	Water network analysis and planning	20,118
Westridge Security Ltd	Community patrols & static guard service	19,930
Whitestar Property Services	Parks mowing & trimming + light landscape	67,132
Workers Compensation Board BC	Employer/Employee remittance	318,756
X10 Networks	Software maintenance	43,388
Disbursements In Excess \$15,000		17,731,700
Disbursements Under \$15,000		987,689
Total Payee Disbursements		18,719,389
Payroll	PP23/18 & PP23/19	2,524,917
Purchase Cards - Payment		155,921
Total Disbursements September 2023		21,400,227