

MUNICIPALITY



OF ASSIGINACK

BOX 238, MANITOWANING, ON, P0P 1N0

(705) 859-3196 or 1-800-540-0179

www.assiginack.ca

**REGULAR MEETING OF COUNCIL
IN CHAMBERS**

Tuesday, August 16, 2022 5:00 pm

AGENDA

For Consideration:

1. OPENING

- a) Adoption of Agenda
- b) Disclosure of Pecuniary Interest and General Nature Thereof

2. ANNOUNCEMENTS

3. ADOPTION OF MINUTES

- a) Minutes of Regular Council Meeting of August 2, 2022
- b) Minutes of Manitoulin East Municipal Airport Commission Meeting of July 4, 2022

4. DELEGATIONS

5. REPORTS

6. ACTION REQUIRED ITEMS

- a) Accounts for Payment: General: \$ 105,160.06
Payroll \$ 26,087.40
- b)Tenders: Winter Sand
Hard Surfacing
Security Cameras

7. INFORMATION ITEMS

- a) Mayor: Decommissioned Field Pieces for Cenotaph

8. BY-LAWS

9. CLOSED SESSION

10. ADJOURNMENT

THE CORPORATION OF THE TOWNSHIP OF ASSIGINACK
MINUTES OF THE REGULAR COUNCIL MEETING

The Regular Meeting of the Council of the Corporation of the Township of Assiginack was held in the Council Chambers on Tuesday, August 2, 2022 at 5:00 pm.

Present: Mayor Dave Ham
Councillor Dave McDowell
Councillor Rob Maguire
Councillor Christianna Jones
Councillor Hugh Moggy

Staff: Alton Hobbs, CAO, Deputy Clerk
Deb MacDonald, Treasurer
Ron Cooper, PW Superintendent
Freda Bond, Tax and Utilities Manager
Dwayne Elliott, Fire Chief
Jackie White, PEC

Press: Tom Sasvari: The Expositor

Public: Sharlene MacDonald
Anna, Ben Peca
Tracy Cooper

OPENING:

209-16-2022 D. McDowell – R. Maguire

THAT the Regular Meeting of the Council of the Corporation of the Township of Assiginack be opened for business at 5:00 pm, with a quorum of members present, with Mayor Ham presiding in the Chair.

CARRIED

AGENDA:

#210-16-2022 C. Jones - R. Maguire

THAT we adopt the agenda as presented.

CARRIED

DISCLOSURE OF PECUNIARY INTEREST:

NONE

ANNOUNCEMENTS:

NONE

ADOPTION OF MINUTES:

#211-16-2022 D. McDowell – C. Jones

THAT the Minutes of the Regular Council Meeting of July 19, 2022 be accepted.

CARRIED

DELEGATIONS:

#212-16-2022 H. Moggy – R. Maguire

THAT we thank Tracy Cooper for attending this meeting and raising her concerns regarding Leask Bay Shores Lane.

CARRIED

REPORTS:

#213-16-2022 D. McDowell – H. Moggy

THAT we receive the Asset Management Plan of July 2022, pursuant to Ontario Regulation 588/17.

CARRIED

ACTION REQUIRED ITEMS:

#214-16-2022 D. McDowell – C. Jones

THAT Council authorizes the following Accounts for Payment:

General: \$ 102,258.368;

AND THAT the Mayor and administration be authorized to complete cheques #32177 through #32211 as described in the attached cheque register report.

CARRIED

#215-16-2022 C. Jones - R. Maguire

THAT Council authorizes the following Accounts for Payment:

Payroll: \$ 25,874.67

AND THAT the Mayor and administration be authorized to complete cheques #32168 through #32176 as described in the attached cheque register report.

CARRIED

#216-16-2022 R. Maguire – D. McDowell

THAT we support the Municipality of Tweed's request to the Ontario Ministry of Agriculture, Food and Rural Affairs to review the administration fee provided to Municipalities for the administration of the Ontario Wildlife Damage Compensation Program.

CARRIED

INFORMATION ITEMS:

#217-16-2022 D. McDowell – C. Jones

THAT we acknowledge receipt of the following correspondence items:

- a) Town of Mattawa: Draven Alert
- b) MPAC: Quarterly Update

CARRIED

BY-LAWS:

NONE

CLOSED SESSION:

#218-16-2022 C. Jones – R. Maguire

THAT in accordance with By-law # 02-02 as amended and Section 239 of the Municipal Act as amended, Council proceed to a Closed Session (in camera) at 5:10 pm in order to attend to matters pertaining to:

- a) Applications: Library
- b) Private Road Maintenance Request
- c) Building Code Order

CARRIED

#219-16-2022 R. Maguire – D. McDowell

THAT we adjourn from our closed session at 5:25 pm, accept the Minutes of the previous closed session and resume our regular meeting.

CARRIED

CLOSING:

#220-16-2022 C. Jones - R. Maguire

THAT we adjourn until the next regular meeting or call of the Chair.

CARRIED

David Ham, MAYOR

Alton Hobbs, CAO/DEPUTY CLERK

5:25 pm

These Minutes have been circulated but are not considered Official until approved by Council.

RECEIVED
AUG 11 2022

Manitoulin East Municipal Airport Commission Inc.

Commission Meeting Minutes

Meeting of July 04, 2022

Present: A. Atchison; D. Ham; B. Koehler; D. Williamson; B. Wood; R. McGuire; J. Ferguson

Meeting call to order by Dave Ham at 7:06 PM (on "Zoom" format)

Motion 2022 07 37

Moved by

Second by

Resolved that the Commission approves the agenda for the meeting of July 04, 2022.

Carried

Declaration of pecuniary interest-

Motion 2022 07 38

Moved by

Second by

Resolved that the Commission approves the minutes of the meeting of 06 June 2022

Carried

Motion 2022 07 39

Moved by

Second by

Resolved that the Commission accept the managers' report for the month of June 2022.

Carried

Motion 2022 07 40

Moved by

Second by

Resolved that the Commission accept the treasurers report for June 2022.

Carried

Motion 2022 07 41

Moved by

Second by

Resolved that the commission meeting of June 06, 2022 does now adjourn at 0730 PM.

Carried

Airport Managers' Monthly Report for July 2022

Meeting of August 15, 2022

Attachments:

- 1) Traffic movements Data sheets for July 2022.
- 2) Minutes of meeting of July 2022
- 3) Financial statements update to July 31, 2022

Up Dates:

- 1) Daily water samples were within required chlorine disinfecting residuals. Quarterly water sample have been sent out and currently waiting for the results
- 2) Flying Club/School – Regular flight lessons are ongoing on a regular basis. Friday Saturday and Sunday has shown a lot more traffic at CYEM.
- 3) We had issues with the Kubota mower in that the recently replace water pump started leaking. Pump has been replaced on Warranty and the airport grounds and runway are being well maintained and are currently in good shape.
- 4) Hours of Operation-our hours of operation have been changed to summer hours being 1000 am to 0400 pm.
- 5) All hangars are currently rented. We have nothing available at this point. Consideration will have to be given to building more hangars if traffic continues its current trend and availability of funding presents itself. We currently have a waiting list for hangars for airplanes.
- 6) Employee: All employees are reporting for duty with no special considerations. We are currently at full complement.
- 7) The airport is currently sealing the cracks in the rwy. It is anticipated that the task will be completed mid August.
- 8) Fuel prices have skyrocketed in the last 90 day's. Our current prices are \$2.65 per litre AvGas and \$2.40 per Litre Jet A. This keeps us in line with Gore Bay Airport. 15Jul22 we received 6000 L of AvGas at \$2.46 per litre and 4480 L of Jet A at 1.91 per litre. Despite the hi prices we have been selling a large amount of both fuels.

The Township of Assiginack
CHEQUE DISTRIBUTION REPORT
Payables Management

RECEIVED
AUG 03 2022

Ranges: **From:** **To:** **From:** **To:**
 Vendor ID First Last Chequebook ID First Last
 Vendor Name First Last Cheque Number 0032221
 Cheque Date First Last
Sorted By: Cheque Number

Distribution Types Included: All

| ChqNo: | Date: | Vendor: | Amount: |
|-----------------------------|---|--|------------|
| 0032221 | 2022-08-02 | BEACON IMAGES | \$2,918.79 |
| InvNo: 3986 | InvDesc: high falls project signage | InvAmt: \$1,562.79 | |
| InvNo: 4009 | InvDesc: 150th comm - banners | InvAmt: \$1,356.00 | |
| 0032222 | 2022-08-02 | GERRY STRONG | \$234.62 |
| InvNo: AUG 2 2022 | InvDesc: bldg insp mileage | InvAmt: \$234.62 | |
| 0032223 | 2022-08-02 | HYDRO ONE NETWORKS INC. | \$6,665.94 |
| InvNo: JULY 21 2022 SHWRS | InvDesc: marina showerhouse | InvAmt: \$131.10 | |
| InvNo: JULY 21 2022 Q.PRK | InvDesc: queens park | InvAmt: \$34.48 | |
| InvNo: JULY 21 2022 SS WTP | InvDesc: ss wtp | InvAmt: \$950.53 | |
| InvNo: JULY 21 2022 ARENA | InvDesc: arena | InvAmt: \$539.16 | |
| InvNo: JULY 21 2022 DOCKS | InvDesc: marina-docks | InvAmt: \$98.62 | |
| InvNo: JULY 21 2022 LIBRARY | InvDesc: library bldg | InvAmt: \$375.07 | |
| InvNo: JULY 21 2022 INFO BT | InvDesc: info booth | InvAmt: \$36.82 | |
| InvNo: JULY 21 2022 PO.BN | InvDesc: po/bnk | InvAmt: \$573.41 | |
| InvNo: JULY 25 2022 MTG WTP | InvDesc: mtg wtp | InvAmt: \$3,926.75 | |
| 0032224 | 2022-08-02 | JACKIE WHITE | \$438.48 |
| InvNo: 701-1720615-5358622 | InvDesc: pec-ball tourn prizes reimb. | InvAmt: \$123.78 | |
| InvNo: B503 | InvDesc: marina-flowers (reimb.) | InvAmt: \$214.70 | |
| InvNo: JULY 29 2022 | InvDesc: pec-reimb.prizes ball tournmnt | InvAmt: \$100.00 | |
| 0032225 | 2022-08-02 | MANITOWANING MILL & HOME BUILDING CENTRE | \$1,816.89 |
| InvNo: 0247922 | InvDesc: arena pav-paint/padlocks/etc | InvAmt: \$406.88 | |
| InvNo: 0248088 | InvDesc: ballfield-weed control | InvAmt: \$45.19 | |
| InvNo: 0248525 | InvDesc: arena pav-nails/etc | InvAmt: \$25.40 | |
| InvNo: 0248715 | InvDesc: arena pav-sandpaper/paint | InvAmt: \$215.69 | |
| InvNo: 0249188 | InvDesc: ballfield-lumber/line mrk pwdr | InvAmt: \$118.26 | |
| InvNo: 0249834 | InvDesc: arena maint-floor sealer | InvAmt: \$101.39 | |
| InvNo: 0250155 | InvDesc: marina-hwt/fittings | InvAmt: \$806.87 | |
| InvNo: 0250427 | InvDesc: arena-tennis court/paint/etc | InvAmt: \$81.40 | |
| InvNo: 0250461 | InvDesc: marina-watering can | InvAmt: \$15.81 | |

The Township of Assiginack
 CHEQUE DISTRIBUTION REPORT
 Payables Management

| | | | | | | | |
|--------|------------------------|-------|---|---------|---|---------|-------------|
| ChqNo: | 0032226 | Date: | 2022-08-02 | Vendor: | MANITOULIN-SUDBURY DISTRICT SOCIAL SERVIC | Amount: | \$32,227.50 |
| | InvNo: IN000020356 | | InvDesc: aug amb/social assist | | | InvAmt: | \$32,227.50 |
| ChqNo: | 0032227 | Date: | 2022-08-02 | Vendor: | MANITOULIN EXPOSITOR | Amount: | \$269.14 |
| | InvNo: 114096 | | InvDesc: advertising - tenders | | | InvAmt: | \$269.14 |
| ChqNo: | 0032228 | Date: | 2022-08-02 | Vendor: | MANITOWANING PHARMACY | Amount: | \$18.08 |
| | InvNo: 227189 | | InvDesc: arena-batteries | | | InvAmt: | \$18.08 |
| ChqNo: | 0032229 | Date: | 2022-08-02 | Vendor: | MANITOWANING FRESHMART | Amount: | \$3.99 |
| | InvNo: 00105028 | | InvDesc: admin-wtr refill | | | InvAmt: | \$3.99 |
| ChqNo: | 0032230 | Date: | 2022-08-02 | Vendor: | MINISTER OF FINANCE | Amount: | \$22,759.00 |
| | InvNo: 302107221329011 | | InvDesc: june policing | | | InvAmt: | \$22,759.00 |
| ChqNo: | 0032232 | Date: | 2022-08-02 | Vendor: | NORTHERN 911 | Amount: | \$460.08 |
| | InvNo: 21216-08012022 | | InvDesc: aug 911 dispatch | | | InvAmt: | \$460.08 |
| ChqNo: | 0032233 | Date: | 2022-08-02 | Vendor: | OLD DUTCH FOODS LTD | Amount: | \$81.77 |
| | InvNo: 41912134 | | InvDesc: marina-chips for resale | | | InvAmt: | \$81.77 |
| ChqNo: | 0032234 | Date: | 2022-08-02 | Vendor: | PERRY NEWMAN | Amount: | \$207.17 |
| | InvNo: AUG 2 2022 | | InvDesc: bylaw enforce.mileage | | | InvAmt: | \$207.17 |
| ChqNo: | 0032235 | Date: | 2022-08-02 | Vendor: | PURULATOR COURIER | Amount: | \$51.90 |
| | InvNo: 451117737 | | InvDesc: freight | | | InvAmt: | \$51.90 |
| ChqNo: | 0032236 | Date: | 2022-08-02 | Vendor: | RECEIVER GENERAL | Amount: | \$19,542.79 |
| | InvNo: JULY 2022 | | InvDesc: july source deductions | | | InvAmt: | \$19,542.79 |
| ChqNo: | 0032237 | Date: | 2022-08-02 | Vendor: | SHEPPARD CUSTOM BUILDING | Amount: | \$6,780.00 |
| | InvNo: INV312 | | InvDesc: high falls - struct re signage | | | InvAmt: | \$6,780.00 |
| ChqNo: | 0032238 | Date: | 2022-08-02 | Vendor: | SUPERIOR PROPANE INC. | Amount: | \$35.60 |
| | InvNo: 39826116 | | InvDesc: arena-cylinder rental | | | InvAmt: | \$23.73 |
| | InvNo: 39826115 | | InvDesc: pw-cylinder rental | | | InvAmt: | \$11.87 |
| ChqNo: | 0032239 | Date: | 2022-08-02 | Vendor: | CONSEIL SCOLAIRE DU DISTRICT DU GRAND NOF | Amount: | \$1,767.46 |
| | InvNo: 2022 TAXES | | InvDesc: 2022 school bd requisition | | | InvAmt: | \$1,767.46 |
| ChqNo: | 0032240 | Date: | 2022-08-02 | Vendor: | MANITOWANING MINOR HOCKEY | Amount: | \$355.69 |
| | InvNo: JULY 2022 | | InvDesc: marina-items for resale | | | InvAmt: | \$355.69 |
| ChqNo: | 0032241 | Date: | 2022-08-02 | Vendor: | 2542149 ONTARIO LTD | Amount: | \$1,282.69 |
| | InvNo: 198 | | InvDesc: fd-auto extric tools service | | | InvAmt: | \$1,282.69 |
| ChqNo: | 0032242 | Date: | 2022-08-02 | Vendor: | WAT SUPPLIES | Amount: | \$196.25 |
| | InvNo: 271857 | | InvDesc: arena-p.towels | | | InvAmt: | \$196.25 |
| ChqNo: | 0032243 | Date: | 2022-08-02 | Vendor: | WINDOWS UNLIMITED | Amount: | \$4,670.67 |
| | InvNo: 885238 | | InvDesc: po-cleaning | | | InvAmt: | \$1,610.25 |
| | InvNo: 885231 | | InvDesc: admin/lib cleaning | | | InvAmt: | \$3,003.92 |
| | InvNo: 10 | | InvDesc: high falls-repair vent.bathrm | | | InvAmt: | \$56.50 |
| ChqNo: | 0032244 | Date: | 2022-08-02 | Vendor: | XEROX CANADA LTD. | Amount: | \$227.45 |
| | InvNo: 85590632 | | InvDesc: monthly copier usage | | | InvAmt: | \$227.45 |

The Township of Assiginack
CHEQUE DISTRIBUTION REPORT
Payables Management

| ChqNo: | Date: | Vendor: | Amount: |
|----------------|-------------------------|---------------------|------------|
| 0032245 | 2022-08-02 | NEW NORTH FUELS INC | \$2,148.11 |
| InvNo: 624911 | InvDesc: pw-diesel | InvAmt: \$826.91 | |
| InvNo: 624910A | InvDesc: pw-dyed diesel | InvAmt: \$1,321.20 | |

*** End of Report ***

Report Total:

\$105,160.06

| Payment # | Amount | Date | Batch # | Employee ID | Employee Name | Status | Payment Method |
|-----------|--------|------------|-----------|-------------|----------------------|-------------|----------------|
| 0032212 | | 2022-08-02 | 08/02COMB | 122 | HOBBS, ALTON | OUTSTANDING | Cheque |
| 0032213 | | 2022-08-02 | 08/02COMB | 126 | MacDONALD, DEBORAH | OUTSTANDING | Cheque |
| 0032214 | | 2022-08-02 | 08/02COMB | 133 | BOND, FREDA | OUTSTANDING | Cheque |
| 0032215 | | 2022-08-02 | 08/02COMB | 219 | JONES, CHRISTIANNA | OUTSTANDING | Cheque |
| 0032216 | | 2022-08-02 | 08/02COMB | 367 | QUACKENBUSH, MICHAEL | OUTSTANDING | Cheque |
| 0032217 | | 2022-08-02 | 08/02COMB | 372 | LENTIR, KATELYN | OUTSTANDING | Cheque |
| 0032218 | | 2022-08-02 | 08/02COMB | 378 | MILLETTE, SHELBA | OUTSTANDING | Cheque |
| 0032219 | | 2022-08-02 | 08/02COMB | 383 | WENDE, JONATHAN | OUTSTANDING | Cheque |
| 0032220 | | 2022-08-02 | 08/02COMB | 388 | PECA, ADRIANO J | OUTSTANDING | Cheque |
| 3118 | | 2022-08-02 | 08/02COMB | 118 | COOPER, RONALD | OUTSTANDING | Direct Deposit |
| 3119 | | 2022-08-02 | 08/02COMB | 168 | STRONG, GERRY | OUTSTANDING | Direct Deposit |
| 3120 | | 2022-08-02 | 08/02COMB | 169 | MAGUIRE, KELSEY | OUTSTANDING | Direct Deposit |
| 3121 | | 2022-08-02 | 08/02COMB | 211 | MOGGY, HUGH | OUTSTANDING | Direct Deposit |
| 3122 | | 2022-08-02 | 08/02COMB | 218 | MCDOWELL, DAVID | OUTSTANDING | Direct Deposit |
| 3123 | | 2022-08-02 | 08/02COMB | 220 | HAM, DAVID | OUTSTANDING | Direct Deposit |
| 3124 | | 2022-08-02 | 08/02COMB | 221 | MAGUIRE, ROBERT | OUTSTANDING | Direct Deposit |
| 3125 | | 2022-08-02 | 08/02COMB | 301 | ROBINSON, DEBBIE | OUTSTANDING | Direct Deposit |
| 3126 | | 2022-08-02 | 08/02COMB | 323 | WHITE, JACQUELINE | OUTSTANDING | Direct Deposit |
| 3127 | | 2022-08-02 | 08/02COMB | 362 | SAGLE, EDDY | OUTSTANDING | Direct Deposit |
| 3128 | | 2022-08-02 | 08/02COMB | 364 | BOND, KYLE | OUTSTANDING | Direct Deposit |
| 3129 | | 2022-08-02 | 08/02COMB | 368 | BOWERMAN, COLE | OUTSTANDING | Direct Deposit |
| 3130 | | 2022-08-02 | 08/02COMB | 370 | LENTIR, CRYSTAL | OUTSTANDING | Direct Deposit |
| 3131 | | 2022-08-02 | 08/02COMB | 381 | COOPER, JEREMY | OUTSTANDING | Direct Deposit |
| 3132 | | 2022-08-02 | 08/02COMB | 386 | NEWMAN, PERRY | OUTSTANDING | Direct Deposit |
| Total : | | | | | | | \$26,087.40 |

Alton Hobbs

From: Dave Ham <info@henleyboats.com>
Sent: August 5, 2022 6:22 AM
To: Alton Hobbs
Subject: FW: Link to apply for Surplus Military Materiel

From: Dave Ham <info@henleyboats.com>
Sent: August 5, 2022 6:18 AM
To: 'Alton Hobbs' <ahobbs@assiginack.ca>
Subject: FW: Link to apply for Surplus Military Materiel

Good morning Alton : As you might remember I have been trying to get a couple of cannons from the Canadian Military for our cenotaph for some time .

Carol Hughes called me yesterday with the address to get these cannons for our cenotaph. We should take a picture of our cenotaph showing all names for both world wars and as she mentioned , it would be very important

to highlight all aboriginal names for both world wars . The request must be sent

to the address indicated with a copy to Carol and she will follow up with the request of the two cannons .

These cannons would sit one on

each side of the cenotaph on concrete bases , which we could provide .

Dave H

From: Hughes, Carol - Personal <carol.hughes.p9@parl.gc.ca>
Sent: August 4, 2022 3:29 PM
To: info@henleyboats.com
Subject: Link to apply for Surplus Military Materiel

Hi Dave,

Per discussion, the following is the link to order military surplus materiel:

<https://www.canada.ca/en/department-national-defence/services/surplus-military-materiel/request-donation-surplus-military-materiel.html>



[Canada.ca](#) > [Business and industry](#) > [Doing business with government](#)

> [Buying from government](#) > [Surplus military materiel](#)

How to request a donation of surplus military materiel

A donation is the provision of surplus DND/CAF materiel, without remuneration, to eligible recipients external to the federal government. Normally materiel is donated only if it is deemed to be in the interest of the public, in the interest of preserving historical and heritage considerations or as a cost minimizing measure. Donations can be made to:

- other levels of Canadian Government such as provincial or municipal or to First Nations, other national governments, Treaty Organization of which Canada is a member, such as the United Nations (previously known as a gratuitous transfer)
- recognized charitable or non-profit organizations
- recognized charitable or non-profit organizations outside of Canada as approved by Assistant Deputy Minister (Policy)

Process to request donation of monument

The preservation of military monuments is an important aspect of safeguarding Canada's military heritage. Surplus materiel suitable for display purposes may be donated to recognized charitable or non-profit organizations such as museums, Legions, Veterans' associations and municipalities as static monuments.

1. Send a request for donation to the Minister of National Defence (MND).
2. The MND will approve or deny the request based on the availability of surplus materiel and other considerations. Only approved requests will proceed to step 3. If the request is denied, written notification will be sent to the originator.
3. Upon the receipt of approval, the originator must contact the individual identified on the MND's response. At this point, the Directorate of Supply Chain Operations (DSCO) will be engaged to take over the file. The following information will need to be provided at this time:
 - Name and title of the person who will be the signing authority for all documents. Only one person can sign.
 - Point of contact information (phone number, email address and mailing address) of the person in charge. This can be different from the signing authority.
 - Civic address of where the monument will be placed.
4. For controlled goods, the transfer of ownership is subject to potential receiving organizations being registered under the Controlled Goods Regulations (CGRs). For registration, please contact the Controlled Goods Directorate (CGD). This process takes 6-8 weeks.

Note: *DSCO will not be able to proceed until such time as the registration confirmation has been obtained from the CGD.*

5. The US Department of State approval is required for all controlled materiel with US Origin. DSCO will provide a Department of State Proforma (DSP) 83 form or an End User Agreement (EUA) to be signed and returned by your signing authority for onward transmission to the

US Department of State for retransfer approval. This process can take anywhere from 1 - 4 months to complete.

6. Once DSCO receives the US Department of State approval, we will provide you with a donation agreement listing the terms and conditions reference to the donation, which is to be signed and returned by the same individual who signed the DSP 83 or EUA.
7. Non-US origin controlled materiel may also require retransfer approval depending upon the country of origin.
8. Once DSCO receives the signed donation agreement, we will prepare the documents to have the equipment shipped to the nearest base where you can arrange pick up. At this time, DSCO will provide you with point of contact information in order for you to arrange for the pick-up.
9. In order to complete the file, please contact DSCO to inform us that the equipment has been delivered to its final destination.

Points to consider when requesting a donation

- Recipients of donations are responsible for all associated costs, including transportation, cosmetic restoration, mounting and ongoing upkeep of the materiel. A business case may be required to further support requests for complex materiel.
- The recipient is responsible to transport the equipment from the nearest DND base to their location. You will be given contact numbers so that you can arrange your transportation to coincide with DND's offloading. DND will have a crane and will only offload the vehicle one time from our truck to yours or from our truck to the ground. Once the equipment has been offloaded to the ground it is the recipient's responsibility and cost to re-hire the crane.
- It is recommended that you have a cement pad or pedestal to place the equipment on for outdoor display.

- The time required to process a file can take anywhere from 4-8 months if everything goes according to plan. Be sure to keep this in mind if the materiel is required for a specific date of importance. It is recommended that you start the process at least one year in advance.
- Under the donation agreement, you are not authorized to loan or transfer the equipment to a third party without the written approval from DND.

Contact us

For questions related to disposal processes please contact the [Directorate of Supply Chain Operations](#).

E-mails sent to this address will be forwarded to the appropriate contact within the directorate.

Date modified:

2017-03-13