



**Corporation of the Town of Ingersoll
Council Agenda
Regular Meeting of Council
Town Centre, Council Chambers
Monday, January 13, 2019, 6:00 p.m.**

Call to Order

Disclosures of Pecuniary Interest

Closed Session Reporting

There were no closed session meetings in December 2019.

Consent Agenda

Items listed under the Consent Agenda are considered for information or are not expected to require Council direction and are enacted in one motion. The exception to this rule is that a Council Member may request that one or more items be removed from the Consent Agenda for separate discussion and vote.

January 13, 2020 – [Consent Agenda](#)

Resolution – Committee of the Whole (Deputy Mayor Freeman)

Minutes of Council Meetings

- 1) Minutes of Regular Council Meeting on [December 9, 2019](#)
- 2) Minutes of Special Council Meeting (Budget) on [December 12, 2019](#)
- 3) Minutes of Special Council Meeting (Budget) on [December 18, 2019](#)

Special Staff Reports

- 1) Unifor Site Plan Security Issue Sidewalk Repair [A-001-20](#)
- 2) Digital LED Signage for Dewan Park [A-002-20](#)
- 3) Encroachment, 180 Whiting Street [C-002-20](#)
- 4) Encroachment, 4 Henderson Court [C-003-20](#)
- 5) Public Works Water Heater Replacement [OP-002-20](#)

Committee of Adjustment

Delegations & Presentations

Correspondence & Resolution

Consideration of By-Laws

- 1) [By-Law 20-5080](#) – 2020 Interim Tax Levy
- 2) [By-Law 20-5081](#) – January Confirmation By-Law

Notice of Motion

Upcoming Council Meetings

Special Meeting of Council, Budget 2020
Thursday, January 23, 2020, 6:00 p.m.
Town Centre, Council Chambers

Special Meeting of Council, Budget 2020
Thursday, February 6, 2020, 6:00 p.m.
Town Centre, Council Chambers

Regular Meeting of Council
Monday, February 10, 2020, 6:00 p.m.
Town Centre, Council Chambers

Council Committee Meetings

Please check the events calendar at www.ingersoll.ca in the event of changes to Committee meeting dates and times

Harvest Festival
4th Wednesday of the Month
Cheese and Agricultural Museum
6:30 p.m.

Recreational Trails Committee
3rd Wednesday of the Month
Town Centre, JC Herbert Room
6:30 p.m.

Ingersoll BIA
2nd Tuesday of the Month
Town Centre, JC Herbert Room
6:30 p.m.

Municipal Heritage Committee
3rd Monday of the Month
Town Centre, JC Herbert Room
2:30 p.m.

Safe Cycling Committee
2nd Thursday of the Month
Town Centre, JC Herbert Room
6:30 p.m.

Transportation Committee
4th Wednesday of Every Other Month
Town Centre, Engineering Board Room
10:00 a.m.

Museum Committee

3rd Thursday of the Month
Cheese Museum
6:30 p.m.

Police Services Board

4th Monday of the Month
Town Centre, JC Herbert Room
6:00 p.m.

Accessibility Advisory Committee

4th Monday, every other Month
Town Centre, JC Herbert Room
2:30 p.m.

Closed Session

- 1) Minutes of a Closed Session on November 12, 2019
- 2) Section 239 (2) (h) information explicitly supplied in confidence to the municipality or local board by Canada, a province or territory or a Crown agency of any of them.

Adjournment



**Corporation of the Town of Ingersoll
Regular Council Meeting Minutes
Town Centre, Council Chambers
Monday, December 9, 2019
Open Session, 6:00 p.m.**

Council Members Present:

Councillors: Comiskey, Freeman, Eus, Bowman, Van Kooten-Bossence, Lesser, and Petrie

Staff Present:

William Tigert, Chief Administrative Officer
Michael Graves, Director of Corporate Services/Clerk-Deputy CAO
John Holmes, Fire Chief
Iryna Koval, Director of Finance/Treasurer
Kyle Stefanovic, Director of Community Services
Ramesh Ummat, Town Engineer and Director of Operations
Shannon Vanderydt, Chief Building Official

Media Present:

Rogers TV

Call to Order

Mayor Comiskey is in the chair and opens this meeting of Council at 6:00 p.m.

Disclosures of Pecuniary Interest

1. Deputy Mayor Freeman declares a pecuniary interest on special staff report CP 2019-391 as follows:

THAT I wish to declare that I have a pecuniary interest related to the following matters: application for zone change ZN 6-19-03, Ingox Limited, Special Staff Report CP 2019-391.

And the general nature is: an immediate family member leases space in this building.

2. Councillor Petrie declares a pecuniary interest on special staff report T-026-19 as follows:

THAT I wish to declare that I have a pecuniary interest related to the following matters: Report T-026-19 Collection, Reduction and Refund of Property Taxes.

And the general nature is: I have a property included in the report.

Closed Session Reporting

Council went into closed session at 7:53 pm on November 12, 2019, under Section 239 (2) (a) the security of the property of the municipality or local board.

Council received information.

Council also went into closed session under Section 239 (2) (i) a trade secret, technical, commercial, financial or labour relations information, supplied in confidence to the municipality or local board, which, if disclosed, could reasonably be expected to prejudice significantly the competitive position or interfere significantly with the contractual or other negotiations of a person, group of persons, or organization..

Council received information.

Also, under Section 239 (2) (b) personal matters about an identifiable individual, including municipal or local board employees.

Staff received direction.

Consent Agenda

Moved by Petrie; seconded by Councillor Lesser

C19-12-350 THAT the items contained in the December 9, 2019 Consent Agenda be adopted.

CARRIED

Resolution – Committee of the Whole

Moved by Councillor Eus; seconded by Councillor Bowman

C19-12-351 THAT Council do now go into Committee of the Whole.

Council in Committee of the Whole, Deputy Mayor Freeman in the Chair.

CARRIED

Council Minutes

Moved by Councillor Bowman; seconded by Councillor Eus

C19-12-352 THAT the minutes from the November 12, 2019 Regular Meeting of Council be adopted as presented.

CARRIED

Special Staff Reports

Councillor Petrie, declaring a pecuniary interest on Special Staff Report T-026-19, left the meeting prior to consideration of the report.

- 1) Cancellation, Reduction, and Refund of Property Taxes, T-026-19

Moved by Councillor Van Kooten-Bossence; seconded by Councillor Lesser

C19-12-353 THAT Staff report T-026-19 be received by the Council of the Corporation of the Town of Ingersoll as information.

AND THAT Council approves the reduction of taxes on properties identified in this report pursuant to the Municipal Act, 2001, Sections 357/358.

CARRIED

Councillor Petrie returns to the meeting.

Moved by Councillor Lesser; seconded by Councillor Petrie

C19-12-354 THAT Mayor Ted Comiskey assume the Chair of Committee of the Whole to consider report CP 2019-391.

CARRIED

Deputy Mayor Freeman, declaring a pecuniary interest on special staff report CP 2019-391, left the meeting prior to consideration of the report.

- 2) Application for Zone Change ZN 6-19-03, Ingrox Limited Supplementary Report, CP 2019-391

Moved by Councillor Petrie; seconded by Councillor Lesser

C19-12-355 THAT Planning Report CP 2019-391 be received by the Council of the Corporation of the Town of Ingersoll as information;

AND FURTHER, THAT Council approve the attached zoning by-law amendment, as outlined in supplementary report CP 2019-391.

CARRIED

Deputy Mayor Freeman returns to the meeting.

Moved by Councillor Eus; seconded by Councillor Bowman

C19-12-356 THAT Deputy Mayor Freeman reassume the Chair of Committee of the Whole.

CARRIED

Moved by Councillor Bowman; seconded by Councillor Eus

C19-12-357 THAT the Committee now do rise out of Committee of the Whole.

CARRIED

Moved by Mayor Comiskey; seconded by Councillor Van Kooten-Bossence

C19-12-358 THAT Council do hereby adopt, ratify and confirm all resolutions passed in the Committee of the Whole as if each resolution was adopted, ratified and confirmed by separate resolution of Council.

CARRIED

Moved by Councillor Bowman; seconded by Deputy Mayor Freeman

C19-12-359 THAT The Council of the Town of Ingersoll adjourns the December 9, 2019 Regular Meeting of Council at 7:00 p.m. to go into a Committee of Adjustment meeting to consider the following Minor Variance Application:

- A-06-19, Wade and Karen Purdy, 403 King St. W.

CARRIED

Committee of Adjustment – 7:00 p.m. Public Meeting

County Planner Adam Ager outlines the planning report.

The Secretary of the committee provides information regarding the correspondence received from Patricia Roberson. The correspondence had been distributed to the committee.

The applicant advised they had nothing further to add to the planning report.

Resident Adele Rollins of 410 King Street West asked a question regarding if drainage issues were being looked at since there had been drainage issues in the area previously.

The Chief Building Official stated that the applicant has submitted a grading plan and that Upper Thames Conservation Authority has reviewed those plans and is satisfied. During construction staff will review to ensure grading is done according to the grading plan.

Councillor Eus asked the question raised by the correspondence from Patricia Roberson. What if the owner tries to establish a commercial operation out of the property to whom do individuals complain.

The Chief Building Official commented that zoning complaints come to by-law enforcement and properties that are being used for purposes not allowed under the zoning by-law are enforced.

Moved by Member Van Kooten-Bossence; seconded by Member Lesser

C19-12-360 THAT the Town of Ingersoll Committee of Adjustment approve Application File A-06-19, submitted by Wade and Karen Purdy for lands described as part of Lots 3 and 4, Plan 44 in the Town of Ingersoll and further identified as 403 King St. W., as it relates to:

Relief from the provisions of Section 5.1, Table 5.1.1.4 – Regulations for Accessory Uses; to increase the maximum permitted lot coverage from 100m² (1076.4 ft²) to 146.3 m² (1,575 ft²) to facilitate the construction of a new accessory structure on a property zoned 'Residential Type 1 Zone (R1)' in the Town of Ingersoll.

The proposed relief meets the four tests of a minor variance as set out in Section 45(1) of the Planning Act as follows:

1. The proposed relief is a minor variance from the provisions of the Town of Ingersoll Zoning Bylaw in that the relief is not anticipated to impact on the ability of the site to provide adequate space for parking, access, grading/drainage, maintenance, amenity area, and continues to be of an appropriate size and configuration given the size of the subject lands;
2. The proposed relief is desirable for the use of the land as the intended use is permitted by the Zoning By-law, is compatible with permitted uses in the area and will not negatively impact neighbouring properties and is in keeping with the character of the existing development in the area;
3. The proposed relief maintains the general intent and purpose of the Town's Zoning By-law as the development is generally in keeping with the provisions of both the 'R1' zone and the 'General Provisions'; and
4. The relief maintains the intent and purpose of the Official Plan as the proposed accessory structure will not impact the low density residential form contemplated by the Official Plan.

CARRIED

Moved by Member Lesser; seconded by Member Petrie

C19-12-361 THAT the December 9, 2019 Regular Meeting of Council come back into order.

CARRIED

Delegations and Presentations

- 1) Dennis Feick – Presentation on Parking at Smith Pond Park

Moved by Councillor Petrie; seconded by Councillor Lesser

C19-12-362 THAT the presentation from Dennis Feick regarding parking at Smith Pond Park be received by the Council of the Corporation of the Town of Ingersoll as information.

CARRIED

- 2) Dr. Steve Tait, Oxford Coalition for Social Justice – Health Care Cuts

Moved by Councillor Eus; seconded by Councillor Bowman

C19-12-363 THAT the presentation from Dr. Steve Tait of the Oxford Health Coalition for Social Justice concerning the proposed health care cuts be received by the Council of the Corporation of the Town of Ingersoll as information.

CARRIED

Moved by Councillor Petrie; seconded by Councillor Eus

C19-12-364 WHEREAS public health care consistently ranks as the top priority in public opinion polls, and;

WHEREAS Public Health provides vital health promotion and prevention services based on the unique demographic and economic, social, and cultural needs of our Oxford communities, and;

WHEREAS the evidence from hospital amalgamation in Ontario and across Canada is that they have cost billions of dollars and have not yielded the promised administrative savings but have taken money away from frontline care, and;

WHEREAS there is no evidence to support to proposed closure of 25 out of 35 local Public Health Units, the closure of 12 of 22 local ambulance dispatch centres, or the closure of 49 out of 59 local ambulance services, and;

WHEREAS there is deep consensus among virtually all stakeholders that increasing acuity in our long-term care homes requires additional staff and resources, not cancellation of the two special funds and real dollar cuts to per diem funding of our long-term care homes, and;

WHEREAS our local hospitals in Oxford have seen budget stress for an entire generation and cannot meet population needs while sustaining real dollar cuts to hospital global budgets.

THEREFORE BE IT RESOLVED THAT the Council of the Town of Ingersoll calls upon the government to halt the closure of, mergers of, and cuts to our local health care services including public health units, land ambulance services, hospitals and long-term care homes.

CARRIED

Moved by Councillor Bowman; seconded by Councillor Eus

C19-12-365 THAT the presentation from Chris Eby regarding a proposed Community Free Table be received by the Council of the Corporation of the Town of Ingersoll as information.

CARRIED

Consideration By-Laws

Moved by Councillor Bowman; seconded by Deputy Mayor Freeman

C19-12-366 THAT By-law 19-5078 be considered separately.

CARRIED

Moved by Councillor Van Kooten-Bossence; seconded by Councillor Lesser

C19-12-367 THAT the mover have leave to introduce and go into Committee of the Whole on the following by- laws:

- 19-5077, to appoint a Committee of Adjustment
- 19-5079, December Confirmation By-Law

Council in Committee of the Whole, Mayor Comiskey in the Chair. On motion, the by-laws are accepted as circulated. That constitutes the first and second reading of the by-laws.

CARRIED

Deputy Mayor Freeman declaring a pecuniary interest on Special Staff report CP 2019-391 and its related by-law 19-5078 leaves the meeting prior to consideration of the By-law.

Moved by Councillor Lesser; seconded by Councillor Petrie

C19-12-368 THAT By-law 19-5078, to amend Zoning By-Law 04-4160 (50 Thames St. S.), is accepted as circulated. That constitutes the first and second reading of the by-law.

CARRIED

Deputy Mayor Freeman returns to the meeting.

Moved by Councillor Petrie; seconded by Councillor Lesser

C19-12-369 THAT the Committee do now rise out of Committee of the Whole.

CARRIED

Moved by Councillor Eus; seconded by Councillor Bowman

C19-12-370 THAT by-laws 19-5077 and 19-5079 be now read a third time, passed, signed and sealed and that this constitutes the third reading of the by-laws.

CARRIED

Deputy Mayor Freeman declaring a pecuniary interest on Special Staff report CP 2019-391 and its related by-law 19-5078 leaves the meeting prior to the third reading of the By-law.

Moved by Councillor Bowman; seconded by Councillor Lesser

C19-12-371 THAT By-law 19-5078 be now read a third time, passed, signed and sealed and that constitutes the third reading of the by-law.

CARRIED

Deputy Mayor Freeman returns to the meeting.

Upcoming Council Meetings

Regular Meeting of Council

Monday, January 13, 2020, 6:00 p.m.
Town Centre, Council Chambers

Special Meeting of Council, 2020 Budget

Thursday, January 13, 2020, 6:00 p.m.
Town Centre, Council Chambers

Closed Session

Adjournment

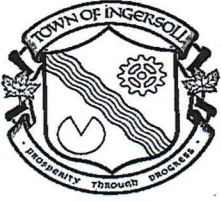
Moved by Councillor Bowman; seconded by Deputy Mayor Freeman

C19-12-372 THAT the Council for the Town of Ingersoll adjourns the December 9, 2019 Regular meeting of Council at 7:58 p.m.

CARRIED

Edward (Ted) Comiskey, Mayor

Michael Graves, Clerk



**DECISION OF COMMITTEE OF ADJUSTMENT
RE: APPLICATION FOR MINOR VARIANCE**

Planning Act, 1990, Chapter 13, ss, 45 (8)

NOTICE – The last day for appealing this decision is December 29, 2019.

Name of Committee: Ingersoll Committee of Adjustment

Name of Applicant and Address: Wade and Karen Purdy, 403 King St. W., Ingersoll

Brief Description: The applicant is requesting relief from **Section 5.1, Table 5.1.1.4 – Regulations for Accessory Uses**; to increase the maximum permitted lot coverage from 100 m² (1,076 ft²) to 146.3 m² (1,575 ft²) to facilitate the construction of a new accessory structure.

WE, the undersigned, in making the decision upon this application have considered whether or not the variance requested was minor and desirable for the appropriate development and use of the land and that the general intent and purpose of the zoning by-law and the official plan will be maintained or in the case of a change in a use of property which is lawfully non-conforming under the by-law as to whether or not this application has met the requirements of Section 45 (2) of the *Planning Act*.

Date of Decision: the 9th day of December 2019.

DECISION: CARRIED

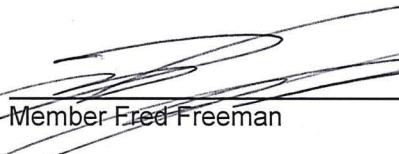
Effect of public input on the Decision:

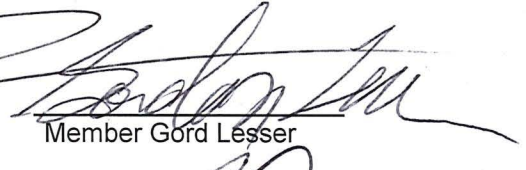
CONDITION(S):

Granting of consent: **REASONS FOR DECISION**

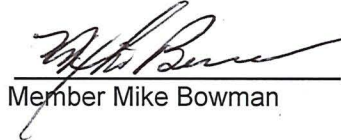
- (i) is a Minor Variance;
- (ii) is desirable for the appropriate development or use of land;
- (iii) is in keeping with the general intent and purpose of the Zoning By-Law No. 04-4160, as amended; and
- (iv) is in keeping with the general intent and purpose of the Official Plan for the County of Oxford Planning

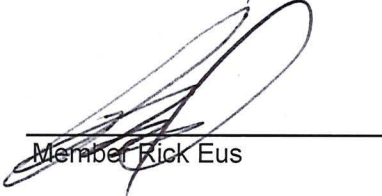

Member Ted Comiskey


Member Fred Freeman


Member Gord Lesser


Member Kristy Van Kooten-Bossence


Member Mike Bowman


Member Rick Eus


Member Brian Petrie

CERTIFICATION

Planning Act, 1990, Chapter 13, ss. 45 (10)

I, Michael Graves, Secretary-Treasurer for the Committee of Adjustment, verify that the above is a true copy of the decision of the Committee, with respect to the application recorded therein.

Dated this 9th day of December, 2019


Michael Graves, Secretary-Treasurer
Committee of Adjustment



**Corporation of the Town of Ingersoll
Special Council Meeting Minutes
Town Centre, Council Chambers
Thursday, December 12, 2019
Open Session, 6:00 p.m.**

Council Members Present:

Councillors: Comiskey, Freeman, Eus, Bowman, Van Kooten-Bossence, Lesser, and Petrie

Staff Present:

William Tigert, Chief Administrative Officer
Michael Graves, Director of Corporate Services/Clerk-Deputy CAO
John Holmes, Fire Chief
Iryna Koval, Director of Finance/Treasurer
Kyle Stefanovic, Director of Community Services
Ramesh Ummat, Town Engineer and Director of Operations
Shannon Vanderydt, Chief building Official

Media Present:

None

Call to Order

Mayor Comiskey is in the chair and opens this meeting of Council at 6:00 p.m.

Disclosures of Pecuniary Interest

2020 Budget Consideration

1) 2020 Draft Budget Consideration

Moved by Councillor Petrie; seconded by Councillor Lesser

C19-12-373 THAT the 2020 Budget Draft be received as information.

CARRIED

Moved by Councillor Van Kooten-Bossence; Seconded by Councillor Petrie

C19-12-374 THAT the cost of the downtown washrooms be removed from the 2020 budget.

CARRIED

Moved by Councillor Lesser; seconded by Councillor Van Kooten-Bossence

C19-12-375 THAT the 2020 Public Budget Presentation be received as information.

CARRIED

Upcoming Council Meetings

Regular Meeting of Council

Monday, January 13, 2020, 6:00 p.m.
Town Centre, Council Chambers

Special Meeting of Council, 2020 Budget

Thursday, January 23, 2020, 6:00 p.m.
Town Centre, Council Chambers

Special Meeting of Council, 2020 Budget

Thursday, February 6, 2020, 6:00 p.m.
Town Centre, Council Chambers

Closed Session

Adjournment

Moved by Councillor Bowman; seconded by Councillor Eus

C19-12-376 THAT the Council for the Town of Ingersoll adjourns the December 12, 2019 Special meeting of Council at 8:14 p.m.

CARRIED

Edward (Ted) Comiskey, Mayor

Michael Graves, Clerk



**Corporation of the Town of Ingersoll
Special Council Meeting Minutes
Town Centre, Council Chambers
Wednesday, December 18, 2019
Open Session, 7:00 p.m.**

Council Members Present:

Councillors: Comiskey (7:17 p.m.), Freeman, Eus, Bowman, Van Kooten-Bossence, Lesser (8:10 p.m.), and Petrie

Staff Present:

William Tigert, Chief Administrative Officer
John Holmes, Fire Chief
Iryna Koval, Director of Finance/Treasurer
Kyle Stefanovic, Director of Community Services
Ramesh Ummat, Town Engineer and Director of Operations
Shannon Vanderydt, Chief building Official
Danielle Richard, Deputy Clerk

Media Present:

None

Call to Order

Deputy Mayor Freeman is in the chair and opens this meeting of Council at 7:03 p.m.

Disclosures of Pecuniary Interest

None declared.

Special Staff Reports

- 1) Clark Road Industrial Subdivision Development, OP-022-19

Moved by Councillor Petrie; seconded by Councillor Van Kooten-Bossence

C19-12-377 THAT Staff Report OP-022-19 be received by the Council of the Corporation of the Town of Ingersoll as information;

AND THAT Council approve moving forward with option 3, carrying out detailed design and construction of the municipal infrastructure in the proposed industrial subdivision, in parallel with the process of obtaining sub-division approval, to enable the industrial lands to be made available for sale;

AND FURTHER THAT Council approve sole sourcing of the project of the detailed design, agency coordination, construction and supervision and contract administration to R.J. Burnside and Associates, the said consultants being the Town's current consultant on the Clark Road Storm Water Management facility development project.

CARRIED

Moved by Councillor Eus; Seconded by Councillor Bowman

C19-12-378 THAT Staff Report T-026-19 be received by the Council of the Corporation of the Town of Ingersoll as information;

AND THAT the 2020 Capital Budget totaling \$6,782,000.00 as listed in Attachment 1, be approved;

AND FURTHER THAT the funding sources for each capital project be approved as those listed in Attachment 1.

CARRIED

Upcoming Council Meetings

Regular Meeting of Council

Monday, January 13, 2020, 6:00 p.m.
Town Centre, Council Chambers

Special Meeting of Council, 2020 Budget

Thursday, January 23, 2020, 6:00 p.m.
Town Centre, Council Chambers

Special Meeting of Council, 2020 Budget

Thursday, February 6, 2020, 6:00 p.m.
Town Centre, Council Chambers

Closed Session

Adjournment

Moved by Councillor Bowman; seconded by Councillor Eus

C19-12-379 THAT the Council of the Corporation of the Town of Ingersoll adjourns the December 18, 2019 Special meeting of Council at 8:51 p.m.

CARRIED

Edward (Ted) Comiskey, Mayor

Michael Graves, Clerk



Department: Administration

Report Number: A-001-20

Council Meeting Date: January 13th, 2020

Title: Unifor Site Plan Security Issue Sidewalk Repair

Objective

To provide information to council as requested.

Background

In mid-December, Councillor Lessor was approached by Brent Tree, Vice President of Unifor 88 with concerns over an invoice received from the Town in relation to sidewalk damage that occurred during the Hall expansion.

In 2019, Unifor entered into a site plan agreement amendment with the Town relating to the hall expansion of their facility on Ingersoll Road.

Pursuant to the agreement, normally security is posted to safeguard municipal assets and assure that there is no damage, or should there be damage that the repairs be undertaken to the Town's satisfaction. However, security is not always requested on amendments to site plans.

As part of the site plan works, the sidewalk was removed for the installation of services to the site. The applicant, Unifor, had their contractor replace the sidewalk. However, upon subsequent inspection by Town staff, Public Works, and Engineering, the repairs were deemed to be unsatisfactory and did not meet Town requirements. As such, the sections of sidewalk were removed and reconstructed by Town forces.

Accordingly, the costs of the works were invoiced to Unifor, as per the requirements of the site plan agreement. Invoice attached.

Analysis

The actions undertaken are consistent with town policy. Staff followed the requirements of the policies in place and are consistent with the requirements of the site plan agreements.

The Public Works Foreman inspected the sidewalk poured by the contractors working on the Unifor expansion project and noticed that the new sidewalk panels that had been laid had slumped down, thereby creating trip edges that were approximately 15mm deep.

Investigation of the deficiency revealed that the sidewalk was laid on a grade and was not backfilled after the removal of the forms. A significant rain event after the laying of the sidewalk, therefore, caused the gravel base under the sidewalk to be eroded and washed away. This led to the sidewalk panels sinking, creating the tripping edge conditions.

The sidewalk panels were inspected jointly by the Public Works Foreman, Public Works Manager and the contractor and all were of the opinion that the sidewalk panels would have to be removed and re-cast in place.

Subsequently, the panels were removed and recast by Town's public works crew.

The invoice received by Unifor represents the costs associated with the work.

Interdepartmental Implications

N/A

Financial Implications

The invoice issued is consistent with the in-place policies; the works done were solely for the benefit of Unifor in its Hall expansion. If the costs are not recovered, then they will be born by the general ratepayers through taxation.

Staff do not have the discretion to decide which proponents should cover costs such as this and which ones should be exempted.

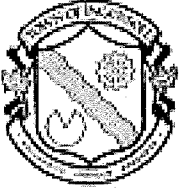
Recommendation

THAT Staff report A-001-20 be received by the Council of the Corporation of the Town of Ingersoll as information.

Attachments

- 1) Invoice sent to Unifor for sidewalk repair.

Prepared by: Ramesh Ummat, Town Engineer and William Tigert, Chief Administrative Officer



Town of Ingersoll
 130 Oxford Street
 2nd Floor
 Ingersoll ON N5C 2V5
 HST No. 108127267RT0001

INVOICE	IVC15918
Type	
Date	11/26/2019
Page	1

Bill to:

CAW LOCAL 88
 364 VICTORIA STREET
 INGERSOLL ONTARIO N5C 3K5

Remit to:

Town of Ingersoll
 130 Oxford Street
 2nd Floor
 Ingersoll ON N5C 2V5

Interest of 1.25% permonth and 15% per year will be charged on all accounts over 30 days

Purchase Order ID		Customer ID	Salesperson ID			
		CAW LO00001		LOCAL DELIVERY		Net 30
Quantity	Item Number	Description	U Of M	Discount	Unit Price	Ext. Price
1.00	LABOUR & BURDEN	LABOUR & MACHINE TIME SIDEWALK REPAIRS @ 364 VICTORIA ST 01-0000-0250-61780	Each	\$0.00	\$107.59	\$107.59
1.00	MATERIAL	CONCRETE	Each	\$0.00	\$226.07	\$226.07
1.00	OVERHEAD	PUBLIC WORKS OVERHEAD & INSPECTIC	Each	\$0.00	\$75.00	\$75.00

When making payments, please refer to the invoice # and make chqs payable to Town of Ingersoll.
 Thank you.

Subtotal	\$408.66
Less Discount	\$0.00
Tax	\$53.13
Total	\$461.79



Department: Administration- Economic Development

Report Number: A-002-20

Council Meeting Date: January 13, 2020

Title: Digital LED Signage for Dewan Park

Objective

To provide an update and seek Council's approval with accepting proposal B from Banner Promotions for the Digital LED signage for Dewan Park.

Background

In 2019, Council received a generous donation of \$25,000 from Unifor Local 88 and GM CAMI Assembly for Digital LED Signage for Dewan Park. Based on initial quotes received by staff, a budget of \$35,000 was developed.

As Council is aware, Economic Development Staff have been working with the Ingersoll District Chamber of Commerce and the BIA on several projects including the Ingersoll Talks Business Speakers Series. During one of these meetings, the idea of digital signage was discussed, and the Chamber of Commerce and BIA both committed \$5,000 each towards the project.

Staff released an RFP in compliance with our purchasing policy and three quotes from two companies were received. These quotes have been attached to this report for Council's reference.

Analysis

Brooks Signs submitted a proposal but did not meet all of the requirements of the RFP. The quote was also quite high, at \$56,784.00.

Banner Promotions has provided high-quality signage to the Town over several projects from the gateway signs to the sign on the 401. Any issues with any of the signage have

been resolved in a timely manner and the quality of the signage is high. The proposal meets or exceeds all of the requirements laid out in the RFP. Staff will be able to control the sign content from Town Hall and part of the contract will include software and staff training. The sign will be installed 7 weeks from the time the permit is obtained and the contract is awarded.

In order to keep within the budget commitments from Unifor Local 88, GM CAMI Assembly, the Chamber of Commerce, and BIA staff are recommending that proposal B from Banner Promotions be accepted which will include a 3' 6" x 7' LED viewing area at a cost of \$34,458.76.

Staff's opinion is that this size of screen will be adequate for the site. Alternatively, Banner Promotions submitted a proposal for a 9' 2" x 4' 2" LED viewing area at a cost of \$41,973.50.

Financial Implications

Total cost of proposal A is \$34,458.76. Unifor Local 88 and GM CAMI Assembly have committed \$25,000 to the project. The BIA and Chamber of Commerce have committed \$5,000 each for a total of \$35,000 in commitments.

Recommendation

THAT Staff report A-002-20 be received by the Council of the Corporation of the Town of Ingersoll as information;

AND FURTHER THAT Council approves proposal B, a sign with a 3' 6" x 7' LED viewing area at a cost of \$34,458.76 from Banner Promotions for the Digital LED Signage for Dewan Park.

Attachments

- 1) Proposals

Prepared by: Curtis Tighe, Economic Development Officer
Approved by: William J. Tigert, Chief Administrative Officer

Proposal for Digital LED Signage
for



Town of
Ingersoll



R&B Shulman Inc. O/A

**Banner
Promotions**

(519) 268-3106

Fax: (519) 268-1842

bannerpromotions.ca

TABLE OF CONTENTS

Contact information and back ground history R & B Shulman Inc. o/a Banner Promotions	1
Nu-Media Display Systems Inc.	2
Sign Projects & References	3
Work and procedure schedule & warranty.	8
Proposal A Design and pricing for 5'0" x 10'-0" LED display	9
Proposal B Design and pricing for 4'0" x 8'-0" LED display	12
Addition manufacturing specifications	15
Insurance coverage certificate	17



Contact Information

R & B Shulman Inc.
o/a Banner Promotions
4132 Hamilton Road,
Dorchester ON
N0L1G2
Phone # 519-268-3108
Fax 519-268-1842
Cell: 519-808-3106
Email banpro@execulink.com
www.bannerpromotions.ca
Pres: Beverly Wayne Shulman

R & B Shulman Inc. o/a Banner Promotions has been in business for 26 years. We proudly service clients with creative and functional designs to meet the need of our clientele.

Our goal is to provide signage for the best resolution in getting our clients message out to their customers, by using a variety on media and materials to create long lasting and the highest quality available.

Banner Promotions aims to accomplish the client's needs in coming up with the best solution for what they are trying to achieve.

Our manufacturing expertise are wide range and versatile to accommodate projects required by our customers. We welcome new challenges with every project.



Nu-Media Display Systems Inc.
165 Matheson Blvd East Unit 8 &9
Mississauga, ON
L4Z 3K2
Office: 905-568-0990
Toll Free: 1-800-676-4502
Cell: 647-525-1756
Email vic@nu-mediadisplays.com
www.nu-mediadisplays.com

Nu-Media Display Systems Inc. was founded in 1981 and has been among industry leaders in the implementation and fabrication of custom LED display products for over two decades.

Specializing in Industrial, Transportation and Commercial applications, Nu-media signs can be found in factories, airports, transit terminals, movie theatres, TV stations, banks, sporting venues, casinos, hotels, etc. world-wide.

Nu-media has a wide range of user and program interfaces, as well as the ability to custom design any interface to suit customer requirements. And with simple to use communication methods, programming your sign has never been easier.

From wireless modems to pagers, cell modems and also via internet, Nu-media Display Signs are the perfect solution to all your communications needs. With a helpful sales staff and onsite, friendly service technicians, we take pride in meeting all of our customer needs.

PROPOSAL A SIGN & LED DISPLAY VIEWING AREA 9'-2" X 4'-2"



Top Cabinet
Option 1
 3/16" Lexan face with
 EX 7 frame mounted to 6" filler
 Illuminated with LED's with 6" filler
 Vinyl graphics applied to the face

OPTION 2
 .125 Aluminum face with 1/2" clear acrylic
 push through letters & logo.
 Translucent vinyl applied to the face
 6" filler with solid welded corners
 Illuminated with LED's and power supplies.

Electronic full colour outdoor LED display
 1-RGB-416/192 SF
 Pitch: 6 mm
 Matrix: 416 x 192 pixels
 Cabinets Size: 120" x 60"
 LED viewing area: 110" W x 50" H
 Displays: Full colour video, text, graphics, time & temp
 Software Window based PC required
 Communicatin Option: Wireless Nano Stations - Line of sight
 Installation on the 2" L angle frame attached to main supports

4" aluminum filler between EMC & sign fillers

Bottom Cabinet
 3/16" Lexan face with
 EX 7 frame mounted to 6" filler
 Illuminated with LED's
 Digitally printed logos applied to the face

Two 8" x 8" x 3/16" steel supports with
 base plates and 1" dia. anchor bolts set into
 30" x 60" deep cement base.

Aluminum fabricated covering the anchor bolts and
 base plates

Engineering approval is required.



(519) 268-3106
 Fax: (519) 268-1842
 bannerpromotions.ca

Customer:	Town of Ingersoll	10'-0" x 5'-0" Electronic Message Centre
Address:	130 Oxford Street, Second Floor	3 colour with video, Top and bottom sign
Phone:	519-485-0120	cabinet for Ingersoll Logo and Donation Name
Number:	25013	Sales Bev Shulman



4132 Hamilton Road,
Dorchester, Ontario
N0L 1G2

Phone (519) 268-3106

Fax: (519) 268-1842

Email banpro@execulink.com

QUOTE

Town of Ingersoll
130 Thames Street, Second floor
Ingersoll, ON

Date: December 17/2019
Phone: 519.485.0120 x2224

Attention: Kurtis Tighe / Lauryn Ostermaier

Proposal A

Ingersoll Down town sign with full colour 5 x 10 LED Display

Main Structure

- Supports: 8" x 8" x 3/16" Steel supports
- Base plates 1" x 16" x 16" with gussets
- 30" Sona tubes (x2) set 5 feet into the ground 6" above grade
- Anchor cages (x2) - 4 anchor bolts 1" dia. x 4'-0" long with a 4" kickback
- Anchor cages reinforced with rebar to engineering specs

Top Cabinet

- Extruded aluminum filler with interior steel structure attached to main supports.
- Backed with .125 aluminum on back of cabinet to enclosed
- EX 7 Frame housing 3/16" lexan face with graphics applied to the face.
- Optional - Hallo Lit 1/2" acrylic letters & Tower push thru the .125" aluminum face
- Aluminum face with hallo letters (Not included in quote.)
- Sign cabinet illuminated with LED's and Power supplies.
- Lower band is 4" high and is attached to the bottom of the main sign cabinet. Band is painted to approved colour.

Bottom Cabinet

- Extruded aluminum filler with interior steel structure attached to main supports.
- Backed with .125 aluminum on back of cabinet to enclosed
- EX 7 Frame housing 3/16" lexan face with graphics applied to the face
- Sign cabinet illuminated with LED's and Power supplies.
- Lower shaped band is attached to the bottom of the sign cabinet and main supports.

- Shaped custom band is painted to approved colour.
- Wiring & Conduit brought from existing outlet on site.
- Electrical pre-arranged to connect sign once conduit is installed

Full colour EMC. 10'-0" x 5'-0"

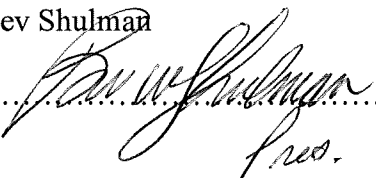
Nu-Media Displays
 1-RGB6-416/192 SF
 Pitch: 6mm
 Matrix: 416 x 192 pixels
 LED Viewing Area: 110" W x 50"H
 Cabinet Size: 120" W x 60" H x 5.25" D
 Displays Full Colour Video, Text, Graphics, Time and Temp.
 Software: Windows Based PC Required.
 Communication Option Included: Wireless Nano Stations – Line of sight.

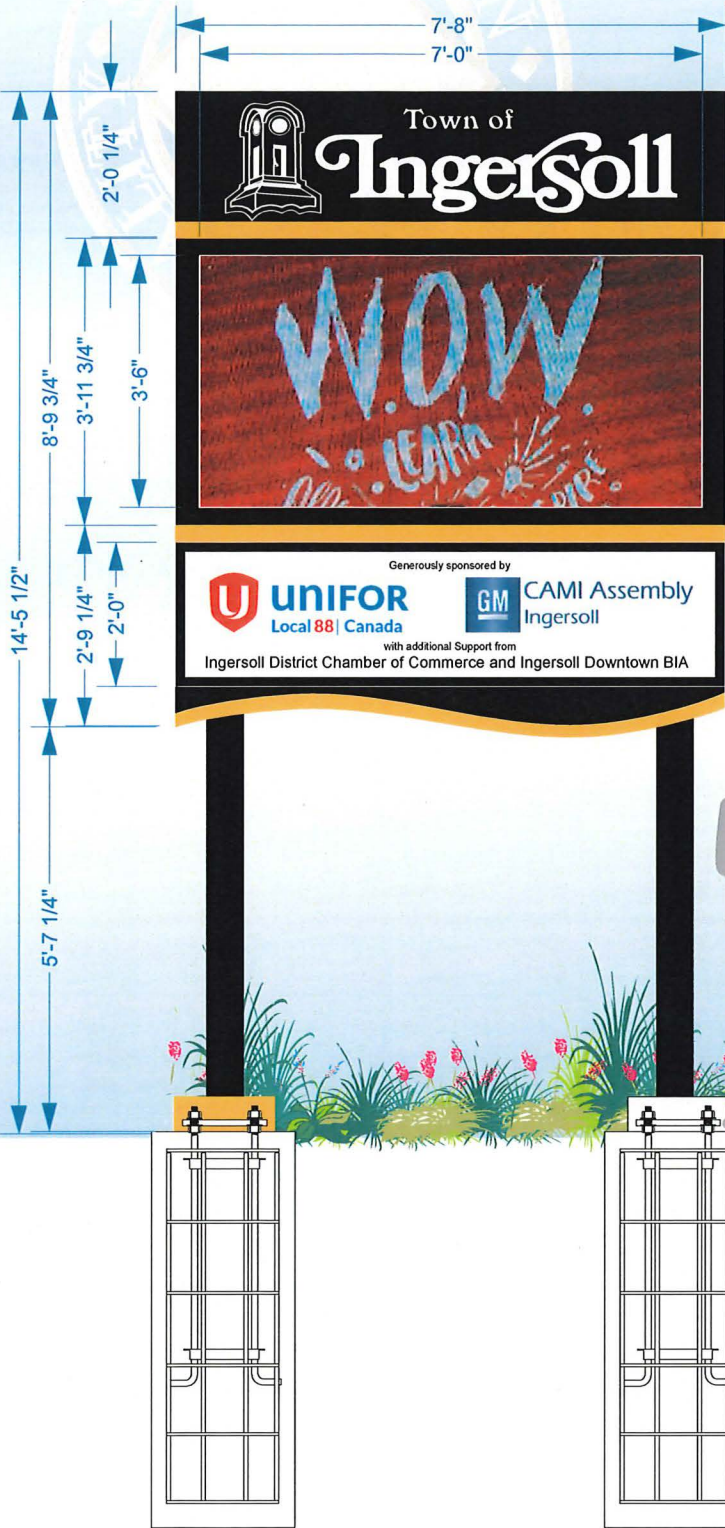
Installation included.....\$41,973.50

- Hydro supplied to the base of the sign by others.
- Trench completed at same time as bases to run conduit.
- Applicable Taxes are Extra
- Engineering is not included
- Any changes made by the engineer will be an addition cost
- This quote is good for 60 days.
- Engineering, Permits and placement of sign to be approved prior to 50% deposit required to start production of sign and ordering LED display.

Thank you for the opportunity to quote this project for you!

Bev Shulman

.......... Date *Dec 20/19*.....
Pres.



Top Cabinet
 Option 1
 3/16" Lexan face with
 EX 7 frame mounted to 6" filler
 Illuminated with LED's with 6" filler
 Vinyl Graphics applied to the face

OPTION 2
 .125 Aluminum face with 1/2" clear acrylic
 push through letters & Logo.
 Translucent vinyl applied to the face
 6" filler with solid welded corners
 Illuminated with LED's and power supplies.

Electronic full colour outdoor LED display
 Pitch: 6 mm
 Matrix: 320 x 160 pixels
 Cabinets Size: 92" x 48"
 LED viewing area: 84" W x 42" H
 Displays: Full colour video, text, graphics, time & temp
 Software Window based PC required
 Communicatin Option: Wireless Nano Stations - Line of sight
 Installation on the 2" L angle frame attached to main supports

4" filler between EMC & sign fillers

Bottom Cabinet
 3/16" lexan face with
 EX 7 frame mounted to 6" filler
 Illuminated with LED's
 Digitally printed logos applied to the face
 Interior steel cross supports attached to supports

Two 6" x 6" x 3/16" steel supports with
 base plates and anchor bolts set into
 cement base.

Aluminum fabricated covering the anchor bolts and
 base plates

Engineering approval is required.



(519) 268-3106
 Fax: (519) 268-1842
 bannerpromotions.ca

Customer:	Town of Ingersoll	10'-0" x 5'-0" Electronic Message Centre
Address:	130 Oxford Street, Second Floor	3 colour with video, Top and bottom header
Phone	519-485-0120	for Ingersoll Logo and Donation Name
Number	25013	Sales Bev Shulman



4132 Hamilton Road,
Dorchester, Ontario
N0L 1G2
Phone (519) 268-3106
Fax: (519) 268-1842
Email banpro@execulink.com

QUOTE

Town of Ingersoll
130 Thames Street, Second floor
Ingersoll, ON

Date: December 17/2019
Phone: 519.485.0120x 2224

Attention: Kurtis Tighe / Lauryn Ostermaier

Proposal B

Ingersoll Down town sign with full colour 4 x 8 LED Display

Main Structure

- Supports: 6" x 6" x 1/4" Steel supports
- Base plates 1" x 14" x 14" with gussets
- 30" Sona tubes (x2) set 5 feet into the ground 6" above grade
- Anchor cages (x2) - 4 anchor bolts 3/4" dia. x 4'-0" long with a 4" kickback
- Anchor cages reinforced with rebar to engineering specs

Top Cabinet

- Extruded aluminum filler with interior steel structure attached to main supports.
- Backed with .125 aluminum on back of cabinet to enclosed
- Hallo Lit 1/2" acrylic letters & Tower push thru the .125" aluminum face
- Sign cabinet illuminated with LED's and Power supplies.
- Lower band is 4" high and is attached to the bottom of the main sign cabinet. Band is painted to approved colour.

Bottom Cabinet

- Extruded aluminum filler with interior steel structure attached to main supports.
- Backed with .125 aluminum on back of cabinet to enclosed
- EX 7 Frame housing 3/16" lexan face with graphics applied to the face
- Sign cabinet illuminated with LED's and Power supplies.
- Lower shaped band is attached to the bottom of the sign cabinet and main supports.
- Shaped custom band is painted to approved colour.

- Wiring & Conduit brought from existing outlet on site.
- Electrical pre-arranged to connect sign once conduit is installed

Full colour EMC. 8'-0" x 4'-0"

Nu-Media Displays

1-RGB6-320/160 SF

Pitch: 6mm

Matrix: 320 x 160 pixels

LED Viewing Area: 84" W x 42"H

Cabinet Size: 92" W x 48" H x 5.25"D

Displays Full Colour Video, Text, Graphics, Time and Temp.

Software: Windows Based PC Required.

Communication Option Included: Wireless Nano Stations – Line of sight.

Installation included.....\$34,458.76

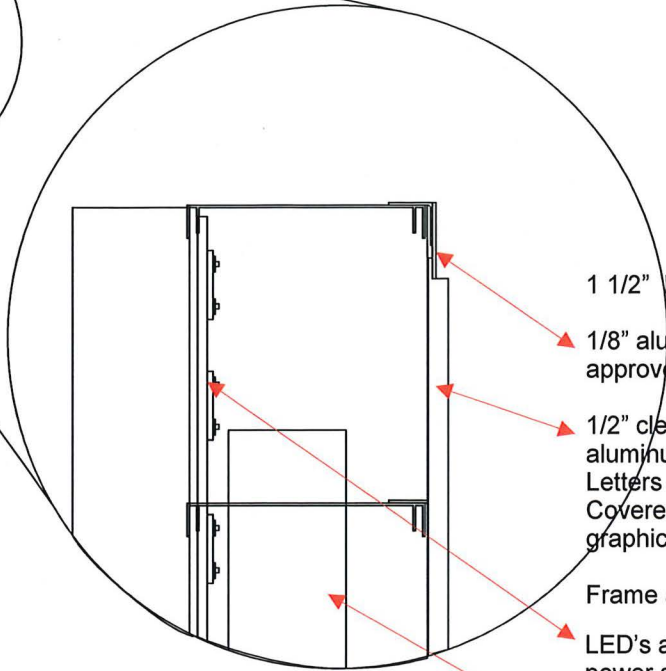
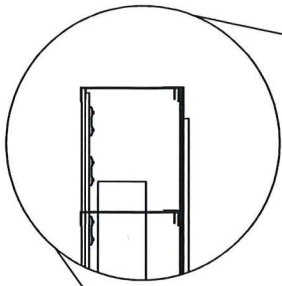
- Hydro supplied to the base of the sign by others.
- Trench completed at same time as bases to run conduit.
- Applicable Taxes are Extra
- Engineering is not included
- Any changes made by the engineer will be an addition cost
- This quote is good for 60 days.
- Engineering, Permits and placement of sign to be approved prior to 50% deposit required to start production of sign and ordering LED display.
- Size of display can be increased if required.
- LED Moduel size 8.4" x 8.4".

Thank you for the opportunity to quote this project for you!

Bev Shulman

Bev Shulman Date *Dec 20/19*
Pres.

Aluminum face with push thru letters to illuminate and halo lit around the letters



1 1/2" Extruded L Angle Frame

1/8" aluminum face painted with Mathews approved paint chips

1/2" clear acrylic with lip mounted behind aluminum face
Letters and logo will illuminate.
Covered with white translucent vinyl and tower graphic black.

Frame and fillers to match paint chips chosen

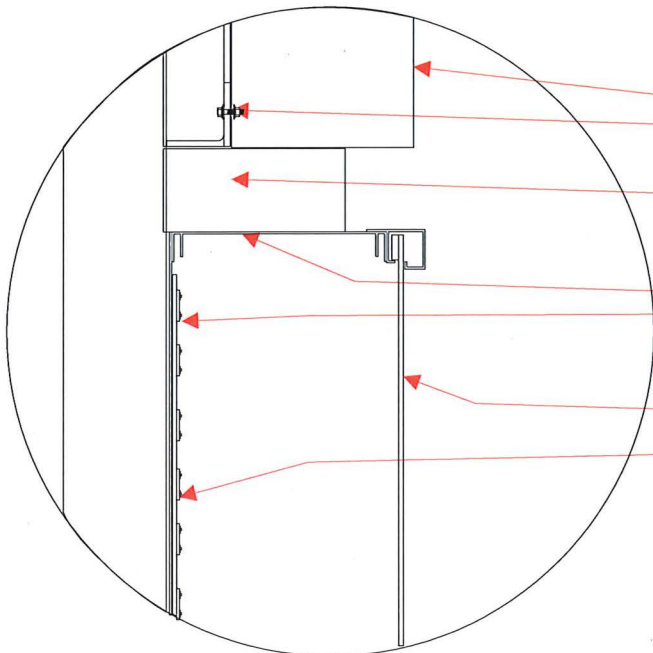
LED's attached to the back of the cabinet with power supply installed to bottom of the sign with off/on switch

Sign Support

No exterior frame will be seen.

Frame attached to the back of the panel and attached to the filler

Lexan Face with graphics applied to face to illuminate



LED Display

1/2" bolts attached to 2" back frame
Attached to the main support

4" spacer between bottom cabinet and mounting frame for LED Display

8" aluminum filler with solid welded corners

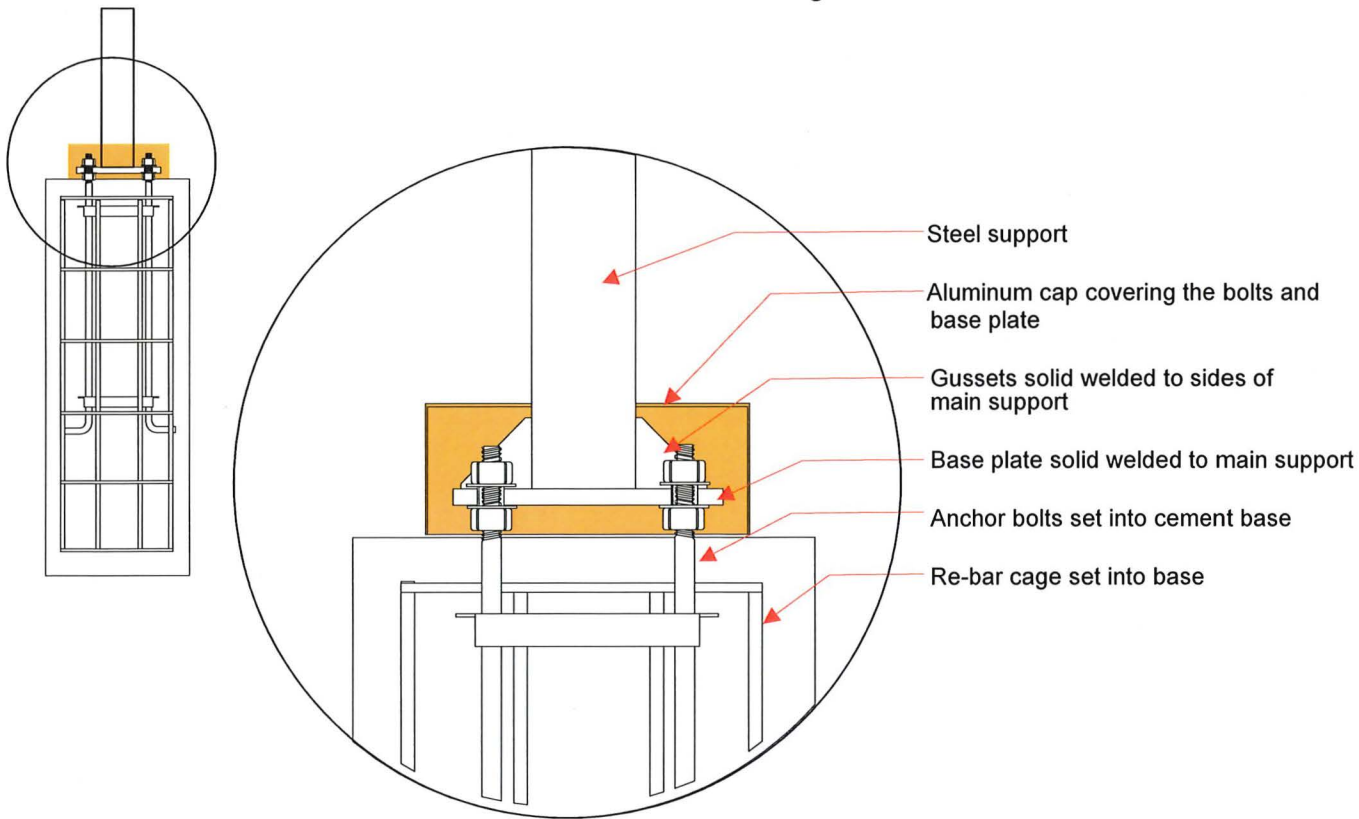
.080 Aluminum backer

EX 7 aluminum frame attached to filler housing the 3/16" acrylic face

Graphics applied to the face

Illuminated with LED's and power supply

Sign base detail with anchor cover



Sign Location
(To be determined)



Sign Projects and References



Norwich Arena
 Design and concept
 Halo lit letters with aluminum faces
 Mono LED Display
 Manufactured and installed by Banner Promotions



Dorchester Community Church
 Design and concept to tie in to shape of building
 matching colours and logo
 Halo lit letters with aluminum faces
 Mono LED Display
 Manufactured and installed by Banner Promotions



Design by others
 Sub contracted to manufacture and build for other
 sign company
 Installation by others



Design and concept
 Custom shaped cabinet & frame with lexan faces
 Mono LED Display
 Manufactured and installed by Banner Promotions



Zorra Township
 Embro Community Centre
 Design and concept
 Shaped cabinet for the logo and double sided cabinet
 Using Township colours scheme and logo
 Mono LED Display
 Manufactured and installed by Banner Promotions



Thames Valley School Board
 Medway High School
 Arva, ON
 Design and concept to tie in to accents of building
 matching colours and logo
 Halo lit letters with aluminum faces on vertical pylon
 Silver round side accent running up length of sign
 Sign cabinet with lexan faces
 Mono LED Display
 Manufactured and installed by Banner Promotions



Oxford County
 Children's Aid Society
 Woodstock, ON
 Design and concept
 matching corporate colours and logo
 Sign cabinet with lexan faces
 Mono LED Display
 Manufactured and installed by Banner Promotions



Oxford Mutual Insurance - Thamesford, ON
 Retro fit LED display, repair and repaint existing sign



Recently replaced pylon for Unifor Local 88
Ingersoll, ON
Design and concept matching colours and logo
New pylon sign with existing LED Display reused
Sign cabinet with lexan faces
Manufactured and installed by Banner Promotions



Thames Valley School Board
Thamesford, ON
Design and concept matching colours and logo
Aluminum sign cabinet with lexan faces
Mono LED Display
Manufactured and installed by Banner Promotions



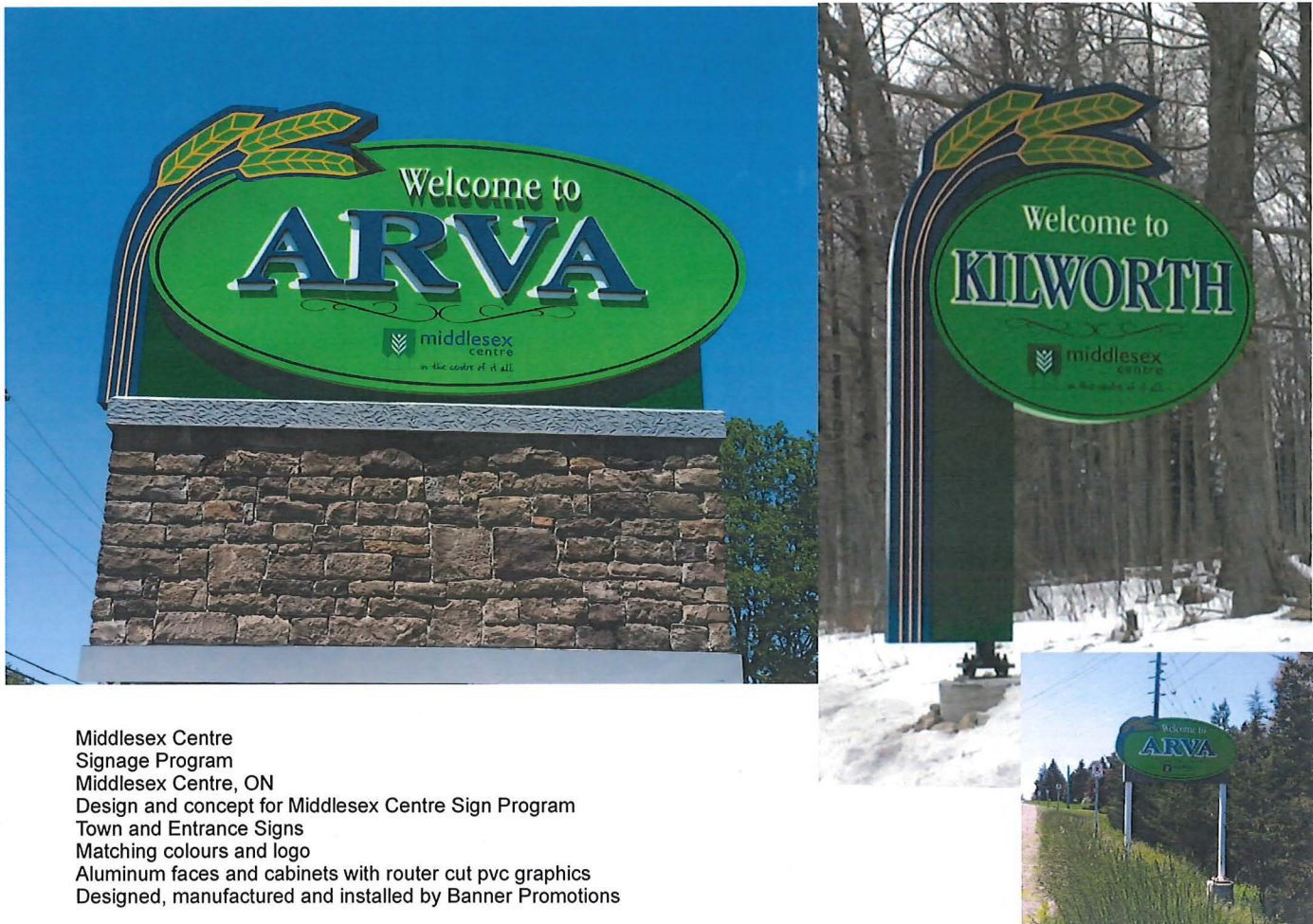
Thames Valley School Board
St Thomas, ON
Design and concept matching colours and logo
Re-use existing supports. Cabinet removed and new cabinet produced to accommodate two schools and two separate mono LED displays with communication to each school
Aluminum sign cabinet with lexan faces
Mono LED Display
Manufactured and installed by Banner Promotions



Anderson's Appliances
Ingersoll, ON
Originally manufactured by Banner Promotions
Recently retro fitted with LED Display and replacement upgrade to LED lighting in cabinets
Sign cabinet with lexan faces
Full colour LED Display 3-0" x 5'-0", 13.5 mm
Manufactured and installed by Banner Promotions



Designed, manufactured and installed by Banner Promotions



Middlesex Centre
 Signage Program
 Middlesex Centre, ON
 Design and concept for Middlesex Centre Sign Program
 Town and Entrance Signs
 Matching colours and logo
 Aluminum faces and cabinets with router cut pvc graphics
 Designed, manufactured and installed by Banner Promotions



Thames Centre
 Signage Program
 Dorchester, ON
 Design and concept for Thames Centre Sign Program
 Sports field & field identification
 Matching colours and logo
 Aluminum faces and cabinets with router cut graphics
 Manufactured and installed by Banner Promotions



References

Norwich Arena
 Pat Hovorka 519-863-3733

Middlesex Centre
 Jake Straus 519-666-0190 x253
 Scott Mairs 519-666-0190 x227

Municipality of Thames Centre
 Carlos Reyes 519-268-7443 x703
 Mike Henry 519-268-7334 x702
 Jarrod Craven 519-268-7490

Additional references can be supplied upon request.

Thames Centre
 Dorchester, ON
 Design and concept for Thames Centre Sign Program
 Water Department identification
 Matching colours and logo
 Aluminum faces and cabinets with router cut graphics
 Base enclosed covering anchor bolts and base plates
 Manufactured and installed by Banner Promotions

Project Planning and Schedule

Sign Location

Location will be determined once the call before or locates are completed.
Keeping in mind of the traffic triangle if applies, being a corner lot.
Trees and other obstacles that may hinder the location.

Site plan prepared and location noted.

Final Drawing for the sign and the engineering of the concrete bases.

Permit form completed and submitted.

Once Permit has been approved the sign production will begin. Estimated time 5 weeks

LED Display ordered. Estimated 5 weeks

Templates produced for anchor bolt cage and re-bar.

Vac truck brought in to excavate the holes and trench for the hydro.
(C D Dance Sewer Cleaning- Vac Truck)

Setup bases to receive concrete (CBM Concrete) and run the conduit to the main hydro hook up.

Gravel brought in to fill trench for the conduit.

Hydro brought to sign thru conduit and up thru the concrete base.

Electrical Service required at site. 120 volt 30.0 amps

Once sign cabinets and supports (Banner Promotions)and LED Display (Nu-Media) is completed in shop,
Installation will proceed.

Communication antennas will be installed. Ready for cables to be ran to main server,
By ET person at the Town of Ingersoll.

Communication Connection confirmed.

Nu-Media hook-up and training to proceed at a planned time for staff at the Town of Ingersoll.

Project Schedule

Time line will be 7 weeks from obtaining permit and deposit for the LED Display.
Once communication is confirmed training on the software will be scheduled between
Nu-Media and the Town of Ingersoll.

Warranty

Sign structure, cabinets and supports
3 year parts and labor.

Interior LED's and power supplies in top and bottom sign cabinets
5 year parts and 3 year labor.

LED Display

Warranty: Standard 5 year parts

3 year on part replacement (Banner Promotions)

5 days a week 8 am till 5 pm, one on one tech and software support

Training requires one hour pre scheduled appointment (Nu-Media)



5 WORTHINGTON DR., BRANTFORD, ONTARIO N3S 0H4

PROPOSAL

190103-01

Date: 11/27/2019

Expires: 12/27/2019

Drawing Numbers:

Project: Ingersoll-Ground Sign
Thames and Charles St
Ingersoll, Ontario N5C 2T1

Client: Town of Ingersoll
130 Oxford Street
Ingersoll, ON N5C 2V5

Contact: Curtis Tighe 519-485-0120 business@ingersoll.ca

We are pleased to offer this proposal for the following services at the above location.

Project Description:	Item Total:
Supply and Install Ground Sign (1) S/F 187,1/4" x 120" ground sign Top box 30,3/4" x 120" aluminum face with backed acrylic illuminated with LEDs Middle section 59,1/4" x 120" Full colour P-6 LED display with high resolution 6mm pixel pitch boards Lower box 29" x 120" shape box with EX12 frame and acrylic face illuminated with LEDs (2) 30" x 84" concrete footings with anchor bolts Power to sign supplied others	\$56,784.00

-	Subtotal: \$56,784.00
	HST: \$7,381.92
	Tax Total: \$7,381.92
	Total: \$64,165.92

Notes: All prices are subject to applicable sales tax. Prices are based on available information given at the time and are subject to change.

Exclusions: Sign permits, engineering, traffic control equipment and permits are not included in the above quotations and if required shall be invoiced on a time and material basis. Electrical services to the proposed sign(s), unless specifically quoted above, is assumed to be existing or provided by others. Electrical connections are to be completed by a licensed electrician and coordinated by the customer. Brooks Signs employees are not authorized to complete any electrical connections.

Warranty: 12 months against defective materials and 12 month unconditional guarantee on parts and labor.

Terms: 50% advanced deposit with balance due upon completion of project. 2% interest per month added after completion date.

Valid: Quote is valid for 30 days.

Acceptance: You are authorized to proceed with the above. Vendor retains full title until full paid.

Salesperson: Fernando Tavares

Buyer's Acceptance _____ Title _____ Date _____

Seller's Acceptance _____ Title _____ Date' _____



Department: Clerk's Department

Report Number: C-002-20

Council Meeting Date: January 13, 2020

Title: Encroachment 180 Whiting Street

Objective

To seek direction from Council on the request from ERTH Corporation regarding a possible encroachment agreement for 180 Whiting Street.

Background

The owners of the property at 180 Whiting Street, being ERTH Corporation, are in the process of acquiring site plan approval for the above-noted property. As a part of that review, an encroachment was identified near the back of the property at the south-west corner. This area is currently used to store sand and gravel that ERTH suggest would be very difficult to move. ERTH Corporation is, therefore, requesting an encroachment agreement with the Town.

Analysis

Staff have reviewed this request and have determined that this encroachment does not block the walkway to Westfield Park and is surplus to the Town's needs, therefore, instead of an encroachment, staff are suggesting that the lands be sold for a nominal price to ERTH of \$1,000 as the lands are only 661 square feet. The Town will require ERTH to cover the legal and surveying costs of the transfer.

As this lot is not capable of being, a building lot it is therefore exempt from the sale of real property by-law.

Financial Implications

This will have no financial implications for the Town as ERTH will be responsible for the legal and surveying costs and the sale price of \$1,000 will be surplus to the Town of Ingersoll.

Recommendation

THAT Staff report C-002-20 be received by the Council of the Corporation of the Town of Ingersoll as information;

AND THAT Council approves the sale of 661 square feet as outlined in report C-002-20 to ERTH Corporation for \$1,000 with ERTH Corporation paying for the legal and surveying costs of the transaction.

Attachments

- 1) Letter requesting Encroachment from ERTH
- 2) Mapping depicting 661 square feet
- 3) ERTH Draft Site Plan A1.1

Prepared by: Michael Graves, Director of Corporate Services/Clerk - Deputy CAO
Approved by: William Tigert, Chief Administrative Officer

December 10, 2019

Town of Ingersoll
130 Oxford Street
Ingersoll, ON
N5C 2V5

Attention: Michael Graves

RE: Encroachment Agreement – 180 Whiting Street, Ingersoll, ON N5C 3B5

Mr. Graves

Further to your telephone conversation with Eustacia, please accept this letter as formal request for an encroachment agreement between the Town of Ingersoll (the “Town”) and ERTH Corporation (“ERTH”) regarding the above noted property.

Over the past 10 years, ERTH has encroached on town property at its south-west corner. This area has been used to store gravel & sand for our day-to-day operations and would be extremely difficult to move from it’s current position.

Included with this letter, please find a site plan drawing illustrating the encroachment as well as Google Map photos, providing further encroachment details.

ERTH agrees to ensure the Town is held harmless and will name the Town on ERTH’s liability insurance.

Please do not hesitate to contact me with any questions you may have.

Thanking you in advance,



Chris White
President & CEO
ERTH Corporation



ERTH's Property Line

Fence

FENC

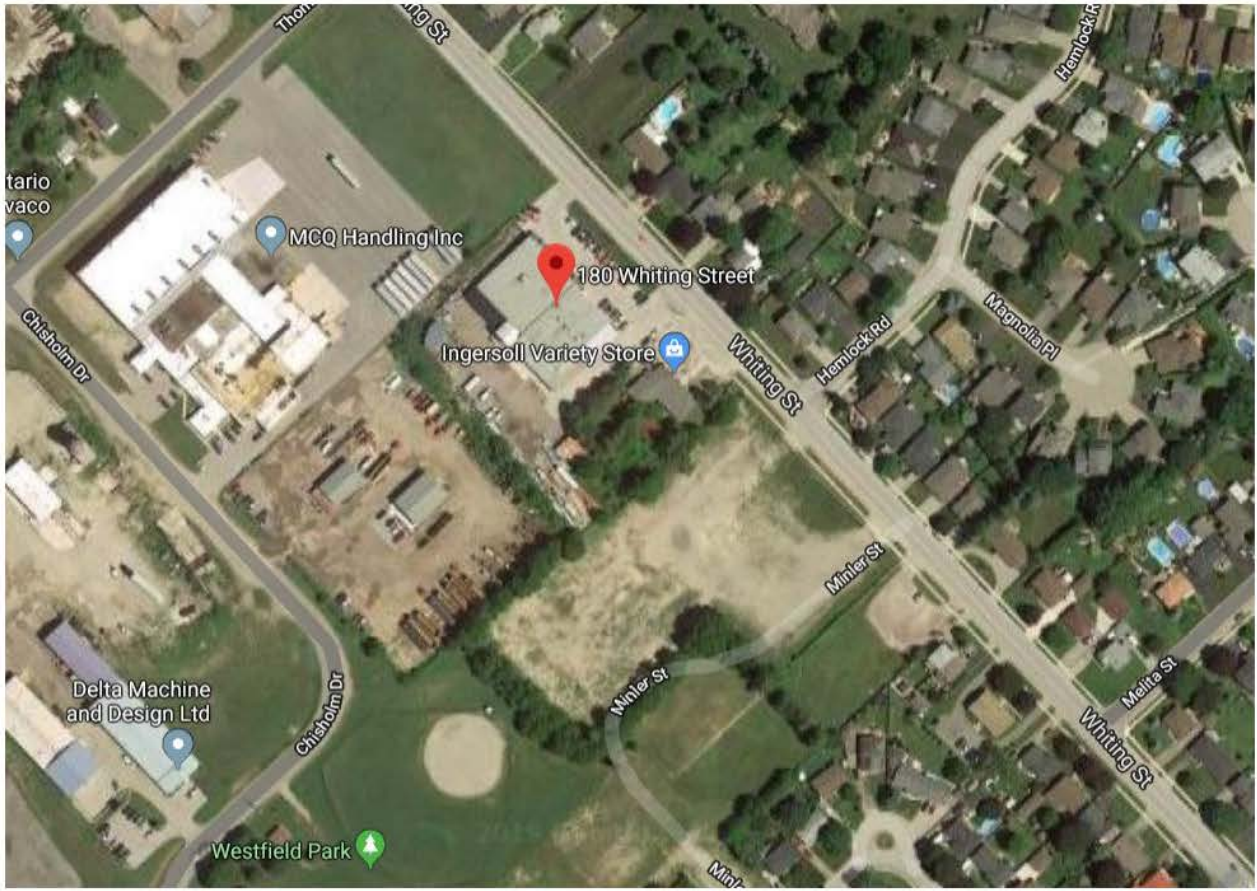


180 Whiting Street

Ingersoll Variety Store

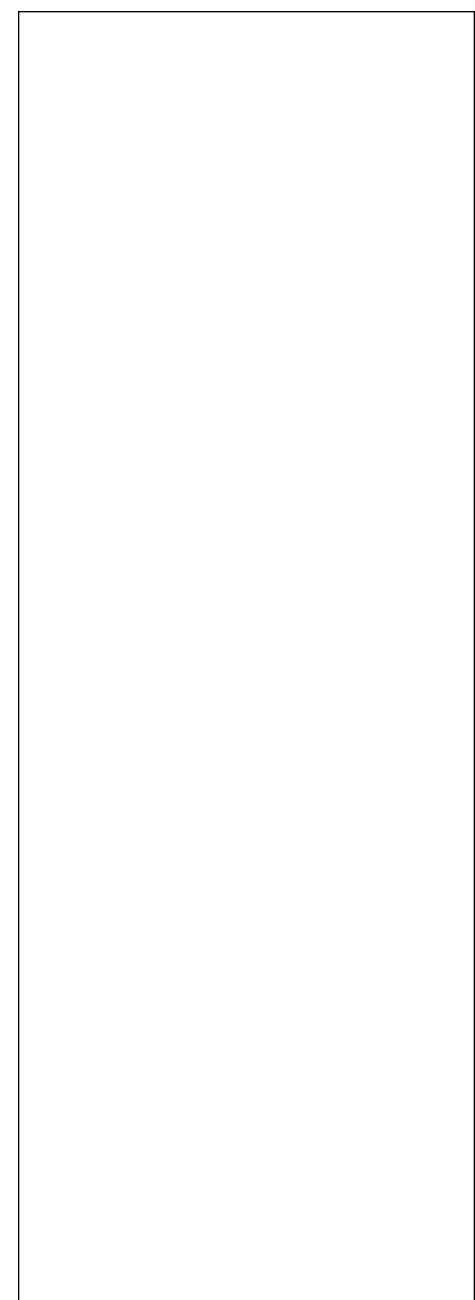
Whiting St







Legend



Notes



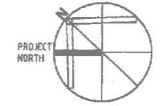
0 0 0 Kilometers
NAD_1983_UTM_Zone_17N



This map is a user generated static output from an Internet mapping site and is for reference only. Data layers that appear on this map may or may not be accurate, current, or otherwise reliable. This is not a plan of survey

January 7, 2020





DO NOT SCALE DRAWINGS.
 CONTRACTOR AND SUBCONTRACTORS SHALL CHECK ALL DIMENSIONS AND REPORT TO THE OWNERS ANY DISCREPANCIES PRIOR TO PROCEEDING WITH WORK.
 ALL WORKMANSHIP AND MATERIALS MUST CONFORM WITH O.B.C. AND C.M.C. STANDARDS AND BE APPROVED BY OWNER.

No.	DATE	REVISION
1	MAR 15/19	GENERAL REVISIONS
2	APR 4/19	ISSUED FOR TENDER
3	APR 24/19	REVISE PER TOWN COMMENTS
4	SEP 24/19	ADD FIRE ROUTE TO SOUTH SIDE OF BLDG.

R.Tomé & Associate

R.Tomé & Associate Inc.
 51 Wimbledon Court
 London ON N6C 5C9
 t. 519.672.6622
 r_tome@bellnet.ca



ERTH CORPORATION

Project Name
ERTH Power Corporation Renovations

180 Whiting St.
 Ingersoll, Ontario

Drawing Title
Site Plan

DATE	NOV. 29, 2018
SCALE	AS NOTED
DRAWN	C.T.
REVIEWED	B.K.
FILE NO.	2018-1486A1-LONG
PROJECT NO.	2018-2480

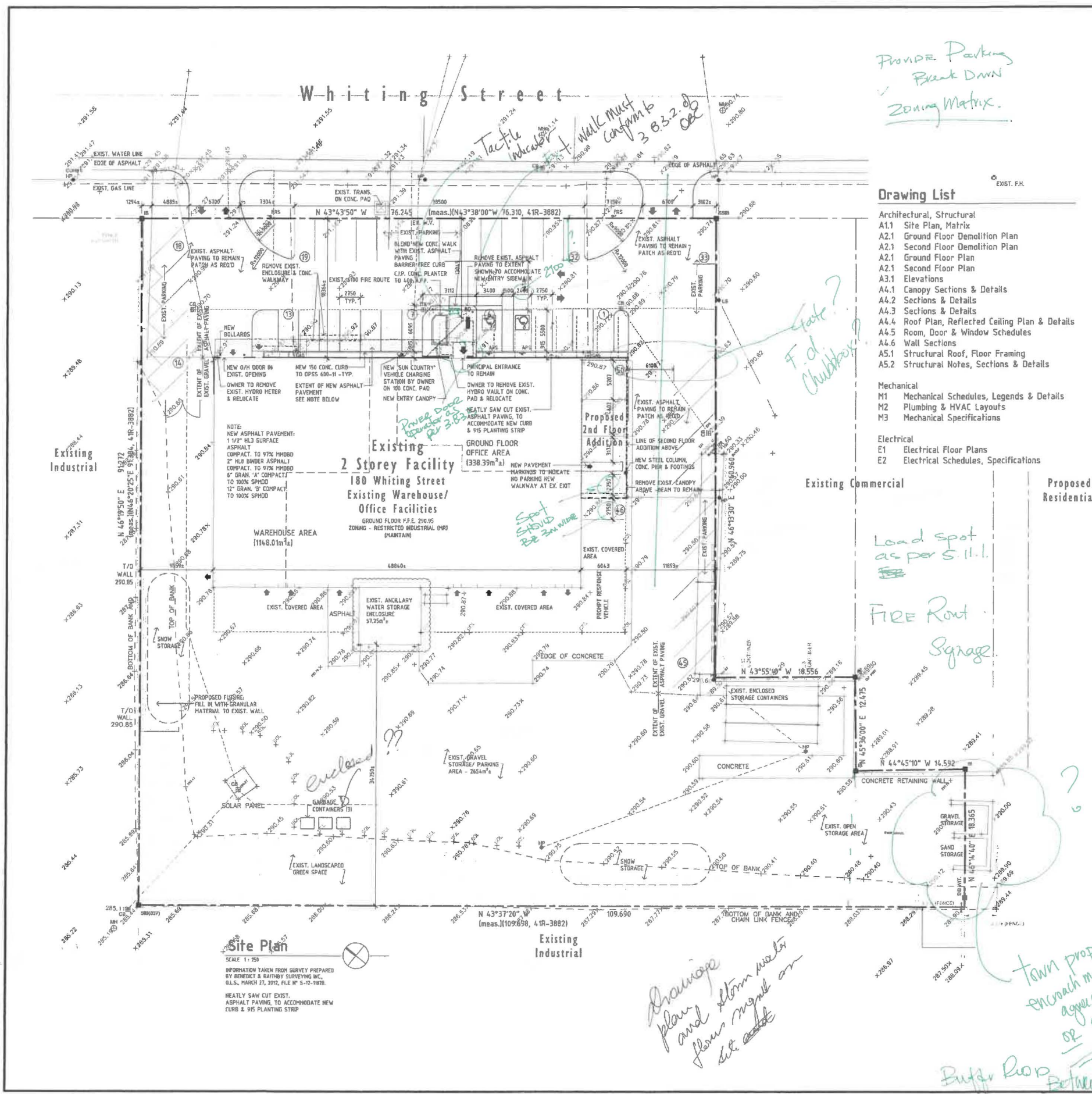
AI.I

NAME OF PRACTICE: MARSH KATSIOS ARCHITECT INC. 4-30 Wellington Street, London Ont. Tel: 519-633-2882 Fax: 519-632-3020 E-mail: marshk@rogers.com		STAMP: The architect noted has exercised reasonable care with respect to design activities. The architect's seal number is the architect's BCIN.	
NAME OF PROJECT: ERTH Corporation Addition, Front Facade Enhancement		LOCATION: 180 Whiting Street, INGERSOLL, ON.	
Ontario's 2012 Building Code Data Matrix Parts 3 or 9 OBC Reference			
ITEM	Building Code Version: O.Reg.332/12	Last Amendment: O.Reg. 191/14	References are to Div. B unless noted [A] for Div. A or [C] for Div. C
1	Project Description: Addition <input type="checkbox"/> New <input checked="" type="checkbox"/> Part 11 <input type="checkbox"/> Part 9 <input type="checkbox"/> Port 9 <input type="checkbox"/> Port 9		1.1.2.[A]
2	Major Occupancy: Addition <input type="checkbox"/> Change of Use <input type="checkbox"/> Alteration <input type="checkbox"/> Alteration		3.1.2.1.(1)
3	Building Area (m ²): Total: 1543.25 New: 110.83 Total: 1654.08		3.4.1.2 [A]
4	Gross Area (m ²): Total: 1915.82 New: 110.83 Total: 2026.65		3.4.1.3 [A]
5	Number of Storeys: 2 (TWO) Upper: 2 (TWO) Lower: 0 (ZERO)		1.4.1.2.[A]&3.2.1.1
6	Number of Streets/Fire Fighter Access: Two (2)		3.2.2.10 & 3.2.2.1
7	Building Classification: Group D, 3.2.2.33		3.2.2.53
8	Sprinkler System Existing: <input type="checkbox"/> Entire Building <input type="checkbox"/> Selected compartments <input type="checkbox"/> Selected Floor Areas <input type="checkbox"/> Basement <input type="checkbox"/> In lieu of roof <input checked="" type="checkbox"/> Not required rating		3.2.2.70
9	Standpipe required: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		3.2.8
10	Fire Alarm required: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		3.2.4 & 3.2.8.8
11	Water Service/Supply is Adequate: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		3.2.5.7
12	High Building: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		3.2.8
13	Construction Restrictions: <input type="checkbox"/> Combust. <input type="checkbox"/> Non-combust. <input checked="" type="checkbox"/> Both Actual Construction <input type="checkbox"/> Combust. <input type="checkbox"/> Non-combust. <input type="checkbox"/> Both		3.2.2.70
14	Mesozone(s) Area m ² : 38.90 (Within existing area)		3.2.1.1.(3)-(6)
15	Occupant Load Based on: <input type="checkbox"/> m ² /person <input checked="" type="checkbox"/> Design of Building Occupancy: Load: 52 persons		3.1.17
POST SIGN BY THE ENTRY DOOR THAT READS: "MAX. OCCUPANT LOAD IN THIS ROOM IS 52 PERSONS"			
16	Barrier Free Design: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No (At Ground Floor)		3.8
17	Hazardous Substances: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		3.3.1.2 & 3.3.1.19
18	Required Fire Resistance Rating (FRR) <input type="checkbox"/> FRR of Structural Members: 3/4 Hr. <input type="checkbox"/> FRR of Exterior Walls: 3/4 Hr. <input type="checkbox"/> FRR of Floor Slabs: 3/4 Hr. <input type="checkbox"/> FRR of Roof Deck: 3/4 Hr. <input type="checkbox"/> FRR of Stair Enclosure: 3/4 Hr. <input type="checkbox"/> FRR of Elevator Lobby: 3/4 Hr. <input type="checkbox"/> FRR of Other: 3/4 Hr.	Horizontal Assemblies (Hours) Listed Design No. or Description (S0-7) F4c (S0-3) of OBC 1600 Listed Design No. or Description (S0-2) ULC Design No. Y518	3.2.2.53 3.2.2.19
19	Spatial Separation - Construction of Exterior Walls*		3.2.3
20	Plumbing Fixture Requirements		Building Code Refer. Part 3 or Part 9

* PER MORE RESTRICTIVE F2 OCCUPANCY, TABLE 3.2.3.1.C.
 ** AT PROPOSED ADDITION ONLY, REMAINDER OF EXIST. ELEVATION - NON COMB. CONST.



Accessible Parking Sign
 SCALE: N.T.S.
 NOTE: HIGHWAY TRAFFIC ACT, REGULATION 581
 *PRESCRIBED SIGNS FOR PARKING SPACES UNDER THE HIGHWAY TRAFFIC ACT, REGULATION 581
 **PRESCRIBED SIGNS FOR PARKING SPACES DESIGNATED UNDER A MUNICIPAL BY-LAW FOR THE USE OF PEOPLE WITH DISABILITIES



Provide Parking Break Down Zoning Matrix.

- Drawing List**
- Architectural, Structural
 - A1.1 Site Plan, Matrix
 - A2.1 Ground Floor Demolition Plan
 - A2.1 Second Floor Demolition Plan
 - A2.1 Ground Floor Plan
 - A2.1 Second Floor Plan
 - A3.1 Elevations
 - A4.1 Canopy Sections & Details
 - A4.2 Sections & Details
 - A4.3 Sections & Details
 - A4.4 Roof Plan, Reflected Ceiling Plan & Details
 - A4.5 Room, Door & Window Schedules
 - A4.6 Wall Sections
 - A5.1 Structural Roof, Floor Framing
 - A5.2 Structural Notes, Sections & Details
 - Mechanical
 - M1 Mechanical Schedules, Legends & Details
 - M2 Plumbing & HVAC Layouts
 - M3 Mechanical Specifications
 - Electrical
 - E1 Electrical Floor Plans
 - E2 Electrical Schedules, Specifications

Drainage plan and storm water flow signal on lot. add

Buffer Room between Residential & Industrial.



Department: Clerk's Department

Report Number: C-003-20

Council Meeting Date: January 13, 2020

Title: Encroachment 4 Henderson Court

Objective

To seek direction from Council on a possible encroachment agreement with the property owner at 4 Henderson Court.

Background

The owners of the property at 4 Henderson Court are requesting an encroachment agreement to allow an electrical heated driveway. They would like this for the entire driveway, including the portion that attaches to the road that is actually on Town Land.

The owners have provided particulars about the system, including a site plan that shows the layout of the system. They have provided some assurances about the proposal stating they would be responsible for any runoff and would allow for the system to be disconnected if necessary to conduct work on town property.

Analysis

Staff would require that the owners enter into an encroachment agreement with the Town. The encroachment agreement would cover the Town (using hold harmless and similar legal clauses) and provide for the legal obligations of the owner.

As indicated, if the Town is required to do work under the portion of the heated driveway, the Town will restore the lands to our normal standard, which is asphalt. Any costs related to restoring the lands to concrete with the heated electrical system will be at the owner's expense.

The Town requires a shut-off, and the owner has agreed to such a shutoff. In fact, the owners will be able to shut off each portion, being the portion under the Town land and the portion under the owner's land independently.

These conditions would satisfy the requirements of the Town Engineering Department, and as such, they would not be opposed to such an encroachment.

Financial Implications

This encroachment will have no financial implications for the Town. The owner will be responsible for the costs of the legal survey and costs related to the encroachment agreement.

Recommendation

THAT Staff report C-003-20 be received by the Council of the Corporation of the Town of Ingersoll as information

AND THAT Council approves an encroachment for 4 Henderson Court as outlined in report C-003-20 and that an encroachment agreement covering the conditions be brought forward for Council consideration.

Attachments

- 1) Letter requesting Encroachment from Alex Koch, Legal Counsel for owners of 4 Henderson Court.
- 2) Site Plan Drawing

Prepared by: Michael Graves, Director of Corporate Services/Clerk - Deputy CAO
Approved by: William Tigert, Chief Administrative Officer



120 Adelaide St W
Suite 2500
Toronto, Ontario
M5H 1T1
T 416-847-7333
F 647-243-3611

November 28, 2019

DELIVERED BY EMAIL: mgraves@ingersoll.ca

Town of Ingersoll
130 Oxford Street
Second Floor
Ingersoll, Ontario
N5C 2V5

Attention: Michael Graves, Director of Corporate Services/Clerk

Dear Michael:

Re: Request for Encroachment on Town of Ingersoll Lands
Requestors: Ryan Boucher and Caitlyn Stogrin
Property: 4 Henderson Court, Ingersoll (the “Property”)
Our File No.: 2036

I, Alex Koch, am the solicitor acting on behalf of Ryan Boucher and Caitlyn Stogrin, being the registered owners of the above-noted Property. My clients request the Town of Ingersoll (the “Town”) to consider the possibility of allowing an encroachment onto Town lands. Please see the table below for the details and provisions of their request.

Requestor names	Ryan Boucher and Caitlyn Stogrin
Solicitor email	akoch@insightlawyers.com
Address of Property to encroach on Town lands	4 Henderson Court, Ingersoll
Property type	Single family residential
Existing encroachments on the Property	None
Description of the encroachment	The Requestors wish to place snow melting sheets under the concrete on their driveway to create a heated driveway. A portion of the driveway pertaining to the Property extends onto Town lands, as indicated by the shaded area of the proposed site plan attached hereto as Exhibit “A”. The Requestors wish to place the snow melting sheets throughout the entire driveway and thus, the snow melting sheets will need to be placed on some of the portion of the land owned by the Town. The Requestors hereby request that the Town enter into an Encroachment Agreement with the Requestors to allow the Requestors to encroach onto Town lands as a result of

	the placement of such heated driveway. To ensure that the Town is not inconvenienced by the encroachment, the Requestors will ensure that the driveway is done in sections so the portion of the driveway subject to the encroachment can be easily disconnected from the heating system. Should the Town require access to the encroached lands, upon notice to the Requestors, the Requestors will turn off the electrical supply to the encroached lands. Once the electrical supply is turned off, the driveway will be no different from any ordinary concrete driveway and the Town will be able to access the encroached lands.
Reason for encroachment	The Requestors are undertaking a renovation project with respect to their Property and are seeking to construct a heated driveway. The purposes of the heated driveway are: <ol style="list-style-type: none"> 1. To reduce harm to the environment by reducing the use of chemical melting agents; 2. To improve safety by providing a safe passageway free of ice and snow (the technology used is CSA certified); 3. To extend the life of the driveway by avoiding damaging snow plowing procedures; and 4. To improve the quality of life of the Requestors by reducing the need for manual snow shoveling.
Materials used	Concrete, heating cables and sensors as further outlined in Exhibit "B"
Length of encroachment	Lifespan of driveway

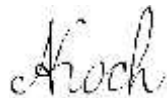
The Requestors understand and confirm the following:

1. that the lands owned by the Town may need to be accessed by the Town for repairs, road widening, construction, to reach services underneath the encroachment, or any other reason and the Requestors will ensure that the lands are easily accessible for these purposes;
2. in the event that the electrical wiring elements of the driveway need to be disassembled or reinstalled, the Requestors will be solely responsible for the associated expenses; and
3. the Requestors will be solely responsible for the management of any runoff so that it does not interfere with pedestrian or vehicular traffic on the road adjacent to the Property.

I ask that you please kindly approve the Requestors' application for an Encroachment Agreement. Please direct any questions with respect to the matter to me by email at akoch@insightlawyers.com or by phone at 416-847-7333.

Yours very truly,

Insight Legal



Alex Koch

EXHIBIT "A"

EXHIBIT “B”

MANUFACTURER

A. WarmlyYours PH: 800-875-5285 FX: 800-408-1100 2 Corporate Drive, Suite 100 Long Grove, IL 60047 Web: www.warmlyyours.com

ELECTRIC RADIANT SNOW MELTING MAT/CABLE

A. The WarmlyYours Heating Cable consists of a two-conductor stranded copper alloy resistance wire covered by primary fluoropolymer insulation. A braided metal sheath surrounds the primary insulation, and serves as a ground, before a second (final) layer of PVC, EPR, or Zero Halogen Polyolefin jacketing, which serves as the outer shell. The heating cable is taped in a serpentine pattern to a flexible polypropylene mesh at 3” on center spacing (for mats only). The 20 Ft cold lead return wire is factory installed (spliced) at one end of the mat/cable. All hot section must be green in color. All cold lead section must be black in color, and include a UL label for identification.

B. The WarmlyYours Snow Melting Mat/Cable shall be 120 VAC or 240 VAC, producing 45 watts per square foot (min) and be UL Listed. Multiple mat systems must be wired in parallel by the installer. Each mat/cable heater must have a minimum 10 year manufacturer’s warranty.

CONTROLS, SENSORS & ACCESSORIES

A. SCP-120 automatic snow melt control shall be 120 VAC, UL Listed, have multiple sensor capability, have remote control/monitoring option, and include a manual override cycle push button for easy activation. Control shall be able to control electrically held relay panels for additional load switching to accommodate for larger systems.

B. AIR-SS aerial mounted snow sensor shall detect snow and ice, utilizing a heated moisture sensing grid, and an ambient air temperature sensor. Sensor shall be of solid state design, combined with rugged housing and epoxy potting. Sensor is a NEC Class 2 low voltage device for simple installation up to 2,000 ft away from the SCP-120 control panel.

C. OT-SENSOR slab mounted over-temp sensor shall be provided with the SCP-120. This sensor shall be inserted into ¾” rigid metal conduit (capped off), and positioned between two of the snow melting cables/mats. Sensor must be replaceable. Sensor shall not be installed in asphalt slabs, until after the slab has cooled lower than 120 degrees F.



Department: Operations

Report Number: OP-002-20

Council Meeting Date: January 13th, 2020

Title: Hot Water Heater Replacement in the Public Works Building

Objective

To Obtain Council Authorization to purchase a new water heater and replace the existing leaking hot water heater.

Background

The current Public Works building was opened in October 1999 and has held up very well and has not required any major repairs other than basic upkeep and maintenance. Monthly inspections are completed on all systems to ensure they function to the required standards in providing the necessary services.

Analysis

In the summer of 2019, the hot-water recirculating pump failed and needed replacement. To date, this is the only significant repair carried out to the water heater since it was installed in 1999. While the recirculating pump was being replaced, the plumber who carried out the replacement (Lance Lively Plumbing) inspected the general condition of the water heater, and no significant issues were reported at that time.

However, later during a routine monthly inspection, a leak in the water heater was discovered. It was also determined that the leak cannot be repaired and therefore, the heater would have to be replaced.

A request for a quote was issued, and a quote was received from the Town's approved plumbing contractor Lance Lively Plumbing. The quote includes the cost of a new 100-gallon 250,000 BTU condensing water heater, all associated hardware, labor to install the new water heater and the cost of removal and disposal of the old unit.

The total cost of the replacement is \$20,625.31 plus applicable HST.

Financial Implications

Since the total cost of replacement of the old water heater is more than \$10,000, it would be considered a Capital replacement. The current Capital Budget approved by the Council does not contain this item as this was discovered after the formal approval of the Town's Capital Budget.

Staff would recommend that this expense be funded from the Public Works equipment reserve.

Recommendation

THAT Staff Report OP-002-20 be received by the Council of the Corporation of the Town of Ingersoll for Information;

AND FURTHER THAT the Council approves the purchase of a new 100-gallon water heater to replace the old leaking water heater at the Public Works Building at a cost of \$20,625.31 plus applicable HST, funded from the Public Works equipment reserve;

AND FURTHER THAT the work be carried out through the services of the Town's approved plumbing contractor Lance Lively Plumbing.

Attachments

None

Prepared by: Doug Wituik, Manager of Public Works

Reviewed by: Ramesh Ummat, Town Engineer

Approved by: William Tigert, CAO



**Corporation of the Town of Ingersoll
By-Law 20-5080**

A by-law to provide for a 2020 interim tax levy for all taxation classes and to provide for the payment of taxes and penalty and interest charges of 1.25 percent per month

WHEREAS Section 317(1) of the *Municipal Act*, S.O. 2001, C.25, provides that the Council of a local municipality may, before the adoption of the annual estimates for 2020, pass a by-law to levy on the whole of the assessment for real property rateable for local municipal purposes;

AND WHEREAS the Council of The Corporation of the Town of Ingersoll deems it advisable and expedient that such an interim tax levy be applied to all taxation classes;

NOW THEREFORE the Council of The Corporation of the Town of Ingersoll enacts as follows:

- (1) That an interim levy be imposed in 2020 in an amount of fifty (50) per cent of the prior year's annualized taxes.
- (2) For the purposes of calculating the total amount of taxes for the prior year under paragraph 1, if any taxes were levied on a property for only part of 2019 because assessment was added to the Collectors Roll during 2019, an amount shall be added equal to the additional taxes that would have been levied on the property if taxes had been levied for the entire year.
- (3) For the purposes of calculating the total amount of taxes for the year 2019 under paragraph 1, if any taxes are reduced on a property for only part of 2019 as a result of tax reductions under Section 357 of the *Municipal Act*, S.O. 2001, C.25 or assessment appeals approved by the Assessment Review Board, an amount shall be deducted equal to the reduced taxes that would have been calculated on the property if taxes had been reduced for the entire year.
- (4) A sum not exceeding 50% for local improvement charges shall be levied where applicable.
- (5) That the Director of Finance/Treasurer be authorized to issue such prescribed interim realty tax notices which shall be due in two approximately equal instalments. The due date for the first instalment shall be the 28th day of February 2020. The second instalment due date shall be the 29th day of May, 2020. The due dates shall meet the notification requirements specified in Section 343 (1) of the *Municipal Act*. S.O. 2001, C.25.
- (6) The provisions of this by-law apply in the event that assessment is added for the year 2020 after the date this by-law is passed and an interim levy shall be imposed and collected with one instalment date with a due date within the notification requirements specified in Section 343 (1) of the *Municipal Act* S.O. 2001, C.25.
- (7) That pursuant to Section 345(2) of the *Municipal Act*, S.O. 2001, C.25, a penalty of 1.25 % shall be made on the first day of default. Such penalty charge shall be levied and collected in the same manner as if it had been originally imposed.
- (8) That pursuant to Section 345(2) of the *Municipal Act*, S.O. 2001, C.25, the Director of Finance/Treasurer shall add to the amount of taxes due and unpaid, interest at the rate of 1.25 % month at the first of each month for each month until the taxes are paid. Such interest charge shall be levied and collected in the same manner as if it had been originally imposed.

- (9) The Director of Finance/Treasurer may mail, deliver or cause to deliver to the residence or place of business of such person indicated on the last revised assessment roll, a written or printed notice specifying the amount of taxes payable, as specified under Section 343 (1) of the Municipal Act, S.O. 2001, C.25.
- (10) That payment of 2020 taxes shall be made into the office of the Director of Finance/Treasurer at 130 Oxford Street, 2nd Floor, Ingersoll, Ontario or at/through various financial institutions or designated agents in the Town of Ingersoll as ratified by written agreement from time to time.
- (11) That in accordance with Section 347(1) of the *Municipal Act*, S.O. 2001, C.25, the Director of Finance/Treasurer may accept and allocate part payment from time to time on account of any taxes due and receipt such part payment provided that acceptance of any such part payment does not affect the collection of any percentage charge imposed and collectible in respect of non-payment of any taxes or any class of taxes or of any instalment thereof.
- (12) That the Director of Finance/Treasurer is not authorized to revise, reduce or cancel amounts billed and/or interest/penalty charges without the authorization of Council.
- (13) That the Director of Finance/Treasurer shall proceed to collect the amounts of this by-law together with all other sums on the Tax Roll in the same manner as set forth in this by-law and in force and effect.
- (14) If any section or portion of this by-law is found by a Court of competent jurisdiction to be invalid, it is the intent of the Council of The Corporation of the Town of Ingersoll that all remaining sections and portions of the by- law continue in force and effect.

READ a first and second time in Open Council this 13th day of January 2020.

READ a third time and passed in Open Council this 13th day of January 2020.

Edward (Ted) Comiskey, Mayor

Michael Graves, Clerk



**Corporation of the Town of Ingersoll
By-Law 20-5081**

A bylaw to adopt and confirm all actions and proceedings of the Council of the Town of Ingersoll at the Council meeting held on December 12, 2019, December 18, 2019 and January 13, 2020

WHEREAS Section 5 (3) of The Municipal Act, Chapter, S.O. 2001, c. M.25 as amended, states that a municipal power, including a municipality's capacity, rights, powers and privileges under section 9, shall be exercised by by-law unless the municipality is specifically authorized to do otherwise;

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

NOW THEREFORE, the Council of the Corporation of the Town of Ingersoll enacts as follows:

1. **THAT** all actions and proceedings of the Council of The Corporation of the Town of Ingersoll at the meeting held on December 12, 2019, are hereby adopted.
2. **THAT** all actions and proceedings of the Council of The Corporation of the Town of Ingersoll at the meeting held on December 18, 2019, are hereby adopted.
3. **THAT** all actions and proceedings of the Council of The Corporation of the Town of Ingersoll at the meeting held on January 13, 2020, are hereby adopted.
4. **THAT** the taking of any action authorized in or by the Council of The Corporation of the Town of Ingersoll are hereby adopted, ratified and confirmed.
5. **THAT** where no individual by-law has been or is passed with respect to the taking of any action authorized in or by the Council of The Corporation of the Town of Ingersoll, then this by-law shall be deemed for all purposes to be the by-law required for approving and authorizing the taking of the action.
6. **THAT** the Mayor and Officers of The Corporation of the Town of Ingersoll are hereby authorized and directed to do all things necessary to give effect to the recommendations, motions, resolutions, reports, action and other decisions of the Council and the Mayor and Clerk are hereby authorized and directed to execute all necessary documents in the name of The Corporation of the Town of Ingersoll and to affix the seal of the Corporation thereto.
7. **AND FURTHER THAT** this by-law shall become effective and shall come into force after third reading of the by-law.

READ a first and second time in Open Council this 13th day of January, 2020.

READ a third time in Open Council and passed this 13th day of January 2020.

Edward (Ted) Comiskey, Mayor

Michael Graves, Clerk