



**Corporation of the Town of Ingersoll
Council Agenda
Regular Meeting of Council
Town Centre, Council Chambers
Monday, December 8, 2014, 6:00 p.m.**

Call to Order

Disclosures of Pecuniary Interest

Minutes of Council Meetings

- 1) Minutes of Regular Council Meeting [November 10, 2014](#)
- 2) Minutes of the Inaugural Meeting of Council [December 1, 2014](#)
- 3) Minutes of Special Council Meeting [December 2, 2014](#)

Correspondence – Note and File

- 1) [County of Huron](#) – Resolution to oppose the elimination of residential home delivery by Canada Post
- 2) [Upper Thames River Conservation Authority](#) - Approved Minutes and Agenda

Accounts- Resolution

[Disbursement Sheets – November 2014](#)

Resolution – Committee of the Whole (Chair – Deputy Mayor Freeman)

Monthly Staff Reports

- | | |
|--------------------------------|---------------------------|
| 1) Administration Report | A-160-14 |
| 2) Clerk's Report | C-161-14 |
| 3) Economic Development Report | D-162-14 |
| 4) Fire Services Report | F-163-14 |
| 5) Operations Report | OP-164-14 |
| 6) Parks & Recreation Report | R-165-14 |
| 7) Treasury Report | T-166-14 |

Special Staff Reports

- | | |
|--|---------------------------|
| 1) Cancellation, Reduction and Refund of Property Tax | T-167-14 |
| 2) GPS Pilot Program with Frank Cowan Company and Operasoft | OP-168-14 |
| 3) 1 Charles St. – Property Maintenance and Life Safety Field Inspection | OP-169-14 |
| 4) Sifton Subdivision Development – Parkland Dedication Issue | A-170-14 |
| 5) Facilitated Strategic Priority Setting Exercise | A-171-14 |
| 6) Kirwin, Pine, Royland, Elm and Cedar Serving Costs | A-172-14 |
| 6) Council Remuneration | C-173-14 |
| 7) Extension of Paratransit Contract | C-174-14 |
| 8) Extension of Animal Control Agreement | C-175-14 |
| 9) Confirmatory By-Law | C-176-14 |
| 10) Consideration of Committees & Boards | C-177-14 |
| 11) Meeting Investigator - 2014 | C-178-14 |

Planning Status Tables

- 1) Planning Status Tables: [Site Plans](#), [Subdivisions](#), [Zone Changes](#), [Minor Variances](#)

Petitions, Delegations and Presentations

- 1) [Mary-Ann Murphy, Cultural Coordinator for Oxford Creative Connections Inc.](#) – Request for Seed Funding through the Community Development Funding Program

Correspondence & Resolutions

Consideration of By-Laws

- 1) [By-Law 14-4778](#) – To authorize the execution of a Loan Agreement between the Town and property owner/authorized agent participating in the Façade/Signage Improvement Program
- 2) [By-Law 14-4779](#) - To authorize the execution of an Agreement with Her Majesty the Queen in right of the Province of Ontario represented by the Minister of Agriculture, Food and Rural Affairs for the Province of Ontario and the Town of Ingersoll related to funding provided by the Province of Ontario to the Municipality under the Ontario Community Infrastructure Fund-Formula-Based Component
- 3) [By-Law 14-4780](#) – To adopt and confirm all actions and proceedings of the Council of the Town of Ingersoll at the Council meeting held on December 8, 2014
- 4) [By-Law 14-4781](#) – To authorize the execution of an Agreement with Her Majesty the Queen in right of the Province of Ontario represented by the Minister of Transportation for the Province of Ontario and the Town of Ingersoll related to funding provided by the Province of Ontario to the Municipality under the Dedicated Gas Tax Funds for Public Transportation Program
- 5) [By-Law 14-4782](#) – To appoint a Closed Meeting Investigator

Upcoming Council Meeting

Regular Meeting of Council
Monday, January 12, 2015, 6:00 p.m.
Town Centre, Council Chambers

Closed Session

- 1) Minutes of September 8, September 30 and December 2, 2014 Closed Session
- 2) Proposed Acquisition of Land
- 3) Proposed Disposition of Land

Adjournment



**Corporation of the Town of Ingersoll
Regular Council Meeting Minutes
Town Centre, Council Chambers
Monday, November 10, 2014, 6:00 p.m.**

PRESENT:

Council Members:

Mayor Ted Comiskey

Deputy Mayor Fred Freeman

Councillors: Lesser, McLeod, Mott, and Van Kooten-Bossence

Staff:

William Tigert, CAO

Michael Graves, Clerk

Ann Wright, Deputy Clerk

Jim Brown, Director of Finance/Treasurer

John Holmes, Fire Chief

Kale Brown, Director of Economic Development

Sandra Lawson, Town Engineer

Bonnie Ward, Director of Parks and Recreation

John Brown, I.T. Manager

Media:

John Payne, Associate Producer, Rogers TV

Megan McPhaden, 104.7 Heart FM

Call to Order

Mayor Comiskey welcomes the general public and opens this meeting of Council at 6:03 p.m.

Disclosures of Pecuniary Interest

None Declared

Minutes of Council Meeting

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

C14-11-274 THAT the minutes of the Regular Council meeting held on October 14, 2014 be adopted.

CARRIED

Accounts - Resolution

Moved by Councillor Mott; seconded by Councillor McLeod

C14-11-275 THAT the Disbursement Sheets for the month of October, 2014 be received as information.

CARRIED

Monthly Staff Reports

Moved by Councillor McLeod; seconded by Councillor Mott

C14-11-276 THAT Council do now go into Committee of the Whole.

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

CARRIED

Discussion on Monthly Department Reports was paused after the Operations Report to allow for the Public Meeting and Presentation.

Moved by Councillor McLeod; seconded by Councillor Mott

C14-11-277 THAT Council do now rise out of Committee of the Whole.

CARRIED

Public Meeting 7:09pm**Mayor Comiskey opens the Public Meeting at 7:09pm**

Steve Couture, Development Planner, does a review of the Planning Report No. CASPO 2014-269 and recommends that the application be deferred until such time as the matters raised by the reviewing agencies are properly addressed.

Maureen Zunti, Sifton Property's Planner addresses Council and expresses her disappointment regarding the recommendation to defer the application as she had understood that they had provided everything that was required until just two weeks ago. A meeting has now been scheduled with Upper Thames to resolve their issues and will come back to the next Council meeting. She also clarifies that Sifton has no intentions to develop the woodlot on the property.

Tim Lobzun, 65 King St. W., raises a few questions regarding; a the timing of a second exit, questions what a portion of the plan will be developed as, and if a traffic study will be done regarding another proposed round about.

Steve Couture, Development Planner, addresses Mr. Lobzun's questions.

Howard DeJong, Resident, also raises a few questions regarding; school capacity in the area, traffic lights and noise from an existing industrial manufacturer.

Sandra Lawson, Town Engineer and Steve Couture, Development Planner, address Mr. DeJong's questions.

Rick Cecchin, 320 Harris St., questions about access onto Harris St. and type of housing was being proposed in Block 129.

Steve Couture, Development Planner, responds saying that 26 units are allowed before a Clarke Rd entrance is required and that Town Houses are proposed, 19 units would fit and that it has a R3 Zoning which has a maximum of 3 stories.

Deputy Mayor Freeman asks if the woodlot was privately owned would an EIS still be required and also says that realtors are expected to disclose information to possible owners.

Steve Couture, Development Planner answers yes.

Moved by Deputy Mayor Freeman; seconded by Councillor Van Kooten-Bossence

C14-11-278 THAT the Council of the Town of Ingersoll defers the application by Sifton Properties Limited, to create a draft plan of residential subdivision (File No.SB14-02-6) as applied to lands consisting of Part of Lot 19, Concession (West Oxford) and Blocks

58 and 63, Plan 41M-281 in the Town of Ingersoll, until such time as the matters raised by the reviewing agencies are properly addressed.

AND FURTHER THAT the Council of the Town of Ingersoll defers consideration of the application by Sifton Properties Limited, to rezone portions of the subject site from the “Residential Type 1 Zone (R1)”, the “Special Residential Type 3 Zone (R3-16)”, the “Special Development Zone (D-1)” and the “Development Zone (D)” to a “Special Residential Type 2 Zone (R2-xx)”, the “Residential Type 3 Zone (R3)” and the “Open Space Zone (OS).”

CARRIED

Petitions, Delegations and Presentations

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

C14-11-279 **THAT** the Council for the Town of Ingersoll receives the presentation by Michael Their of WDG Architects Inc. regarding the Facility Condition Assessment as information.

CARRIED

Moved by Councillor McLeod; seconded by Councillor Mott

VERBAL RESOLUTION **THAT** Council do now go into Committee of the Whole.

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

CARRIED

Monthly Staff Reports Con't...

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

C14-11-280 **THAT** the following Monthly Staff Reports be received:

- | | |
|------------------------------------|-----------|
| 1) Administration Report No. | A-149-14 |
| 2) Clerk’s Report No. | C-150-14 |
| 3) Economic Development Report No. | D-151-14 |
| 4) Fire Services Report No. | F-152-14 |
| 5) Operations Report No. | OP-153-14 |
| 6) Parks & Recreation Report No. | R-154-14 |
| 7) Treasury Report No. | T-155-14 |

CARRIED

Special Staff Reports

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

C14-11-281 THAT Report Number OP-156-14 be received as information;

AND FURTHER THAT Council approve the transfer of \$65,000 for the paving of Thames Street South from the Engineering Reserve to the 2014 Capital program.

CARRIED

Moved by Councillor Mott; seconded by Councillor McLeod

C14-11-282 THAT Report Number OP-157-14 be received as information;

AND FURTHER THAT staff be directed to review the Study and any immediate financial implications be referred to the 2015 Capital Budget.

CARRIED

Moved by Councillor McLeod; seconded by Councillor Mott

C14-11-283 THAT the Council for the Town of Ingersoll receives the Clerk's Department Report C-158-14 entitled 2015 Regular Council Meeting Schedule;

AND FURTHER THAT Council approves the recommended dates for Regular Council meetings for 2015 as outlined in Report No. C-158-14.

CARRIED

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

C14-11-284 THAT the Council for the Town of Ingersoll adopts the Town of Ingersoll Central Area Design Guidelines, as prepared by peter j. smith & company inc. (dated August 11, 2014), as a template document containing principles and urban design guidelines that will serve as a voluntary guideline to improve the physical development of the Central Area of the Town.

CARRIED

Follow Up Reports

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

C14-11-285 THAT the November Follow Up Report be received as information.

CARRIED

Moved by Councillor Mott; seconded by Councillor McLeod

C14-11-286 THAT the Planning Status Tables be received as information.

CARRIED

Moved by Councillor McLeod; seconded by Councillor Mott

C14-11-287 THAT Council do now rise out of Committee of the Whole.

CARRIED

Moved by Mayor Comiskey; seconded by Deputy Mayor Freeman

C14-11-288 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 resolutions of Council.

CARRIED

Correspondence & Resolutions

Moved by Councillor Mott; seconded by Councillor McLeod

C14-11-289 THAT the Council for the Town of Ingersoll approves the request from the Ingersoll Rotary Club for the roads closure on November 15, 2014 to allow for the Christmas Parade as follows:

Closures to begin at 8:00am on Janes Road and Wilson St. from Pemberton to Mutual. The parade begins at 11:00 a.m. sharp at the corners of Jane & Wilson & Mutual Streets and will proceed along Mutual to St. Andrews, turn right on St. Andrews to Thames, then left on Thames to Canterbury, then left on Canterbury to Wellington, then right on Wellington to Cross, then left on Cross to Harrisfield School.

CARRIED

Moved by Councillor McLeod; seconded by Councillor Mott

C14-11-290 THAT the Council for the Town of Ingersoll approves the request from the Ingersoll BIA to block off the four parking spaces directly in front of heritage Square on Thames St. South for the duration of the Moonlight Madness & Lighting of the Lights 2014 on Thursday November 20, 2014 from 7:00am to 8:00pm.

CARRIED

Consideration By-Laws

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

C14-11-291 That the mover have leave to introduce and go into Committee of the Whole on the following by- law:

- 1) By-Law 14-4777 - To authorize the execution of a Lease Agreement for Town owned Agricultural lands between Dave Crane and the Town of Ingersoll

Council in Committee of the Whole, Mayor Ted Comiskey in the Chair.

On motion, the by-laws are accepted as circulated.

That constitutes the first and second reading of the by-law.

CARRIED

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

C14-11-292 The Committee do now rise out of Committee of the Whole.

CARRIED

Moved by Councillor Mott; seconded by Councillor McLeod

C14-11-293 THAT By-law 14-4777 be now read a third time, passed, signed and sealed and that this constitutes the third reading of the by-law.

CARRIED

Upcoming Council Meeting

Inaugural Meeting

Monday, December 1, 2014, 7:00 p.m.
Town Centre, Council Chambers

Regular Meeting

Monday, December 8, 2014, 6:00 p.m.
Town Centre, Council Chambers

Adjournment

Councillor McLeod motions for adjournment at 8:43 p.m.

Edward (Ted) Comiskey, Mayor

Michael Graves, Clerk

SIGN-IN LIST

FOR

Public Hearing – November 10, 2014

Sifton Properties, Draft Plan of Subdivision and Zone Change Application

SB 14-02-6 & ZN6-14-03

NAME	ADDRESS	Phone Number	Email Address
Example JohnDoe	130 Oxford Street, Ingersoll, N5C 2V5	519-485-0129	info@ingersoll.ca
PLEASE PRINT MILK BOWMAN	134 SKYE STREET, INGERSOLL N5C 2P8	519-536-0297	lithutek@sympatico.ca
PLEASE PRINT Rick Eus	163 KING SOLOMON ST INGERSOLL	519 608 3384	rickeus@sympatico.ca
PLEASE PRINT Reagan Franklin	152 Carroll Street Ingersoll	519-485-5416	reaganfranklin76@gmail.com
PLEASE PRINT Tim Loban	65 KILB ST INGERSOLL	519-481-4382	MITNULBOK@YAHOO.COM
PLEASE PRINT Brod Hammond	404 Wellington St Ingersoll ON N5C 1T9	425-4404	brod.hammond@gmail.com
PLEASE PRINT SCOTT PRETTY	16 PINE ST INGERSOLL	425-1594	SCOTTPRETTY60@HOTMAIL.COM
PLEASE PRINT Mark Erhardt	401 Wellington St Ingersoll N5C 3L5	519-871-5031	Merhardt@peopleschoicewarrant.com
PLEASE PRINT Amanda Joiner	11 Hollingshead Rd Ingersoll, ON N5C 0B4	519-303-0190	joinera@rogers.com
PLEASE PRINT HOWARD DETMERS	166 MCKEAND ST INGERSOLL 401 N5C 3M9	519-485-0430	howarddetmers@gmail.com

MICHAEL
THIER

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9955

michael.thier@
wgdarchitects.ca

Sifton Properties, Draft Plan of Subdivision and Zone Change Application
SB 14-02-6 & ZN6-14-03

cont!

NAME	ADDRESS	Phone Number	Email Address
PLEASE PRINT Nathan Goetz	40 Hollingshead Ingersoll NSC OPS	519-425 2083	nathangoetz@hotmail.com
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**Corporation of the Town of Ingersoll
Inaugural Meeting of Council
Council Minutes
Monday, December 1, 2014
Town Centre, Council Chambers
7:00 P.M.**

Procession into Council Chambers

Jack Habkirk, Piper – Ingersoll Pipe Band
Royal Canadian Legion – Colour Guard
Madam Justice Kelly A. Gorman
Rev. Gilbert Simard
Mayor Comiskey
Deputy Mayor Freeman
Councillor Bowman
Councillor Franklin
Councillor Lesser
Councillor Petrie
Councillor Van Kooten-Bossence
William Tigert, CAO
Michael Graves, Clerk

Call to Order

The National Anthem - O Canada, singing by Cassie Webb

Rev. Simard – Blessing

Opening Remarks by Michael Graves, Town Clerk

Declarations of Office

Officiated by The Honourable Madam Justice Kelly A. Gorman

Councillor Bowman
Councillor Franklin
Councillor Lesser
Councillor Petrie
Councillor Van Kooten-Bossence
Deputy Mayor Freeman
Mayor Comiskey

Inaugural Address

Mayor Comiskey Inaugural Address

Upcoming Council Meeting

Council Orientation Meeting

Tuesday, December 2, 2014

Town Centre
Council Chambers
6:00 p.m.

Regular Meeting of Council

Monday, December 8, 2014

Town Centre
Council Chambers
6:00 p.m.

Adjournment & Refreshments



**Corporation of the Town of Ingersoll
Special Council Meeting Minutes
Town Centre, Council Chambers
Tuesday, December 2, 2014, 6:00 p.m.**

Council Orientation

Present:

Council Members:

Mayor Ted Comiskey

Deputy Mayor Fred Freeman

Councillors: Bowman, Franklin, Lesser, Petrie, and Van Kooten-Bossence

Staff:

William Tigert, CAO

Michael Graves, Clerk

Ann Wright, Deputy Clerk

Jim Brown, Director of Finance/Treasurer

John Holmes, Fire Chief

Kale Brown, Director of Economic Development

Sandra Lawson, Town Engineer

Bonnie Ward, Director of Parks and Recreation

John Brown, I.T. Manager

Call to Order

Mayor Comiskey welcomes the general public and opens this meeting of Council at 6:26 p.m.

Disclosures of Pecuniary Interest

None Declared

Council Orientation Presentations

Town of Ingersoll Department Presentation

Treasury Department

Economic Development Department

Fire Services Department

Operations Department

Clerk's Department

Parks & Recreations Department

Upcoming Council Meeting

**Regular Meeting of Council
Monday, December 8, 2014**
Town Centre
Council Chambers
6:00 P.M.

Closed Session

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

C14-12-294 THAT Council do now go into Committee of the Whole at 9:28 p.m. for a Closed Meeting pursuant to Section 239 (2) of the Municipal Act, 2001, as amended to discuss the following matter:

- 1) Pending Disposition of Land

CARRIED

Moved by Councillor Lesser; seconded by Councillor Petrie

C14-12-295 THAT Council do now rise out of Committee of the Whole at 10:17 p.m. from Closed Session.

CARRIED

Consideration of Closed Session

No Resolutions were passed.

Adjustment

On motion Council adjourned at 10:20 p.m.

Edward (Ted) Comiskey, Mayor

Michael Graves, Clerk



25 November, 2014

Canada Post
955 Highbury Ave
London, ON
N5Y 1A3

Att: Deepak Chopra, Chief Executive Officer,
Andy Paterson, Municipal Relations,
Dean Woronski, President, CUPW,
and
Ontario Municipalities (via e mail)

Re: Reconsider Decision to Eliminate Home to Home Postal Delivery

Please note that the Corporation of the County of Huron passed the following motion at the November 24th meeting:

Moved by: Councillor Van Diepenbeek and Seconded by: Councillor Vincent

THAT:

The Council of the County of Huron approve the following motion:

WHEREAS Canada Post has proposed a plan to end residential home delivery in Canada;

AND WHEREAS the lack of home delivery will disadvantage many seniors and people with mobility problems and will be compounded during inclement weather;

THEREFORE BE IT RESOLVED THAT the County of Huron does not support the proposed plan to eliminate residential home to home delivery and herein petition Canada Post to reconsider this plan immediately and retain this valuable service for communities.

AND FURTHER THAT a copy of this resolution be forwarded to the Association of Municipalities of Ontario (AMO), Federation of Canadian Municipalities (FCM), municipalities in Ontario, as well as to our local MP, MPP and representatives of Canada Post and its unions to encourage others to speak up against this plan.

OFFICE OF THE WARDEN

Corporation of the County of Huron, 1 Court house Square, Goderich, Ontario N7A 1M2 CANADA

Tel: 519.524.8394 Fax: 519.524.2044 Toll Free: 1.888.524.8394 (519 area only)

www.huroncounty.ca



Home postal delivery is essential for seniors and others living in our community with a variety of abilities and health issues. If the home to home delivery is discontinued, it would deny those individuals access to their regular mail delivery and have an adverse impact on their quality of life.

In addition, the proposed changes would have an adverse economic effect on our communities with regard to employees, local postal services and the economy.

Sincerely,

Joe Steffler
Warden

Cc Association of Municipalities
Federation of Canadian Municipalities
Ben Lobb, MP for Huron-Bruce
Lisa Thompson, MPP for Huron-Bruce

OFFICE OF THE WARDEN

Corporation of the County of Huron, 1 Court house Square, Goderich, Ontario N7A 1M2 CANADA
Tel: 519.524.8394 Fax: 519.524.2044 Toll Free: 1.888.524.8394 (519 area only)

www.huroncounty.ca

October 3, 2014

**NOTICE OF
BOARD OF DIRECTORS' MEETING**

DATE: TUESDAY, OCTOBER 28, 2014

TIME: 9:30 A.M.

**LOCATION: WATERSHED CONSERVATION CENTRE
BOARDROOM**

AGENDA:

- | | TIME |
|--|-------------|
| 1. Approval of Agenda | 9:30am |
| 2. Declaration of Conflicts of Interest | |
| 3. Confirmation of Payment as Required Through Statutory Obligations | |
| 4. Minutes of the Previous Meeting
- Tuesday, September 23, 2014 | |
| 5. Business Arising from the Minutes | |
| 6. Closed Session – In Camera | |
| (a) Cottage Program Update
(Report attached)(Document #File Centre
111055)(I.Wilcox)(10 minutes) | 9:35am |
| (b) A property matter within the Township
Of Perth South
(Report attached)Document #111053)
(J.Brick/C.Merkley)(10 minutes) | 9:45am |
| 7. Delegation - none | |
| 8. (a) For Your Information Report
(Report attached)(5 minutes) | 9:55am |
| (b) Fanshawe Pioneer Village Report
(Verbal)(S.Johnson)(Verbal)(5 minutes) | |
| 9. Business for Approval | 10:05am |

- (a) 2015 Draft Budget
(Report attached)(Document # File Centre #110996)(I.Wilcox)(20 minutes)
 - (b) Hearing Committee Member Appointment 10:25am
(Report attached)(Document #Administration 725)(I.Wilcox)(5 minutes)
 - (c) 2015 Rental House Rates 10:30am
(Report attached)(Document #File Centre #111063)(B.Mackie)(5 minutes)
 - (d) Back to the River 10:35am
(Report attached)(Document #111096)(T.Hollingsworth)(5 minutes)
10. Business for Information
- (a) Administration and Enforcement – Section 28 10:40am
(Report attached)(Document #ENVP1800)(M.Snowsell/K.Winfield/C.Ramsey)(5 minutes)
11. Presentation
- (a) Low Impact Development and the UTRCA 10:45am
(.T.Hollingsworth/I.Shah)(30 minutes)
12. Other Business (Including Chair and General Manager's Comments) 11:15am
13. Adjournment 11:20am


Ian Wilcox, General Manager

c.c. Chair and Members of the Board of Directors

I. Wilcox	T.Hollingsworth	J.Brick	M.Snowsell
S.Shivas	A.Shivas	S.Johnson	
C.Tasker	L.Trottier	G.Inglis	London Free Press
B.Glasman	B.Mackie	K.Winfield	Stratford Beacon Herald
C.Harrington	A.Shivas	J.Howley	Woodstock Sentinel Review

MINUTES
BOARD OF DIRECTORS' MEETING
TUESDAY, OCTOBER 28, 2014

J.McKelvie, Chair of the Upper Thames River Conservation Authority called the Board of Directors' meeting to order at 9:30 a.m. in the Watershed Conservation Centre Boardroom. The following members and staff were in attendance.

Members Present:	M.Blackie	R.Monteith
	R.Chowen	C.Mott
	S.Clark	H.McDermid
	R.Forbes	J.McKelvie
	B.French	G.Way
	N.Manning	

Regrets:	T.Jackson	D.Lazenby
	J.Northcott	A.Ralph

Staff:	J.Brick	C.Ramsey
	C.Harrington	A.Shivas
	T.Hollingsworth	S.Shivas
	J.Howley	M.Snowsell
	S.Johnson	I.Wilcox
	B.Mackie	K.Winfield
	C.Merkley	

The Chair welcomed the members and staff to the Board of Directors' meeting. She stated that as a result of the Municipal elections there could be changes in the Authority's membership for the next four year team. She reminded the members, as stipulated in the Conservation Authorities Act, "each member shall hold office until the first meeting of the Authority after the term for which he or she was appointed has expired." She noted most appointments end on November 30th.

For clarification, the Chair noted there will be no meeting in December and an "Orientation Workshop" in January. It is anticipated both the new and outgoing members will attend the January Workshop to discuss the 2015 Budget. The first 'official' meeting after the current term expires, will be the February Annual General Meeting.

1. Approval of Agenda

R.Chowen moved – C.Mott seconded:-

"RESOLVED that the UTRCA Board of Directors approve the agenda as posted on the Members' web-site."

CARRIED.

2. Declaration of Conflicts of Interest

The Chair inquired whether the members had any conflicts of interest to declare relating to the agenda. There were none.

3. Confirmation of Payment as Required
Through Statutory Obligations

The Chair inquired whether the Authority has met its statutory obligations in the payment of the Accounts Payable. The members were advised the Authority has met its statutory obligations.

4. Minutes of the Previous Meeting
- September 23, 2014

B.French moved –G.Way seconded:-

“RESOLVED that the UTRCA Board of Directors approve the Board minutes dated September 23, 2014 as posted on the Members’ web-site.”

CARRIED.

5. Business Arising from the Minutes – None

6. Closed Session – In Camera

There being property matters to discuss in Closed Session.

N.Manning moved – S.Clark seconded:-

“RESOLVED that the Board adjourn to Closed Session-In Camera.”

CARRIED.

7. Progress Reported

- (a) A property matter relating to the Cottage Program was discussed.
- (b) A property matter within the Township of Perth South was discussed.

G.Way moved – M.Blackie seconded:-

“RESOLVED that the Board of Directors approve the recommendation as outlined in the Closed Session – In Camera minutes.”

CARRIED.

8. Delegation – There were no delegations

9. (a) For Your Information

The report was presented to the members for their information.

(b) Fanshawe Pioneer Village

S.Johnson noted October has been an extremely busy month for the Village. The final events for the year are; the Dickens’ Dinner and A Visit with St. Nicholas. Tickets are selling well for both events.

She advised the members, on October 16, 2014 Shannon Dunlop was recognized by the Ontario Museums' Association and received the 'Outstanding Upcoming Young Leadership Award'. She noted the Association selects one recipient annually.

J.McKelvie moved – C.Mott seconded:-

“RESOLVED that a letter be forwarded to Shannon Dunlop on behalf of the Board of Directors, congratulating her on being the recipient of the Upcoming Young Leadership Award.”

CARRIED.

10. Business for Approval

(a) 2015 Draft Budget
(Report attached)(Document #110996)

I.Wilcox made a presentation highlighting the 2015 Draft Budget for the members' consideration. He advised the members the proposed general levy increase for 2015 remains at 5.3% as outlined at the June Board meeting. He noted upon approval, the Draft Budget will be circulated to the member municipalities for comment.

The Board will have an opportunity to review the comments and revise the budget at the January Orientation Workshop, with final approval at the February Annual General Meeting.

Following the presentation the members entered into a discussion regarding the Land Management, Flood Control Capacity and Source Water Protection components of the budget.

R.Monteith referred to the Authority deferring the “Operating Reserve” component and suggested the Authority pursue this matter. He noted it is financially prudent for the Authority to include an “Operating Reserve” in its budget. The members entered into a discussion regarding this suggestion.

I.Wilcox noted if there is consideration for adding a contribution to an Operating Reserve the question would be, how much and the impact on the budget. He suggested a \$25,000 contribution in the 2015 Budget.

R.Monteith moved – C.Mott seconded:-

“RESOLVED that the 2015 Draft Budget be amended to include a \$25,000 Operating Reserve.”

CARRIED.

R.Monteith inquired whether the Authority intends to implement another four year budget plan. I.Wilcox noted that the new members will develop a four year budget plan to coincide with their term on the Board.

Following a further discussion regarding the budget,

N.Manning moved – G.Way seconded:-

“RESOLVED that the Board of Directors approve the 2015 Draft Budget as amended and authorize its circulation to the member Municipalities for review and comment.”

CARRIED.

The General Manager stated he would work with L.Trottier to adjust the budget figures. The revised information will be forwarded to the members as soon as possible.

- (b) Hearing Committee Member Appointment
(Report attached)(Document #Administration 725)

The attached report was presented for the members' consideration.

G.Way moved – R.Forbes seconded:-

“RESOLVED that Steve Clark be appointed as a member of the Hearing Committee for the duration of the 2014 term.”

CARRIED.

- (c) Proposed 2015 Rental House Rates
(Report attached)(Document #File Centre 111063)

The attached report was presented for the members' consideration.

R.Chowen moved – M.Blackie seconded:-

“RESOLVED that the Board of Directors approve the proposed 2015 Rental House Rates as presented.”

CARRIED.

- (d) London Community Foundation's Back to the River Design Competition
(Report attached)(Document #File Centre 111096)

T.Hollingsworth presented the attached report for the members' consideration.

S. Clark moved – G.Way seconded:-

“RESOLVED that the UTRCA endorse the London Community Foundation's Back to the River project and provide staff to serve on the project Steering Committee.”

CARRIED.

11. Business for Information

- (a) Administration and Enforcement – Section 28
(Report attached)(Document #ENVP1800)

The attached report was presented to the members for information.

G.Way moved – R.Forbes seconded:-

“RESOLVED that the UTRCA Board of Directors accept the report as presented.”

CARRIED.

12. Presentation

(a) Low Impact Development (LID) and the UTRCA

T.Hollingsworth advised the members that the goal of LID is to reduce the rate and amount of water running off of a property. She noted less water goes into watercourses from storm sewers, helping to minimize flooding and stream bank erosion, and reducing the impact on water quality.

She outlined the Authority’s Low Impact Development (Integrated Stormwater Management) initiatives with communities within the watershed. She noted funding was secured for Proposal 1 through the Ontario Ministry of Environment and Environment Canada.

I.Shah outlined the work that was undertaken at two pilot projects within the Towns of Sebringville and Ingersoll.

T.Hollingsworth advised the members the Authority has submitted an application to the London Community Foundation's Vitality Grant program to support Low Impact Development. If successful, Proposal 2 will involve the Glen Cairn community within the City of London.

The presentation will be posted on the members web-site under “Presentations”.

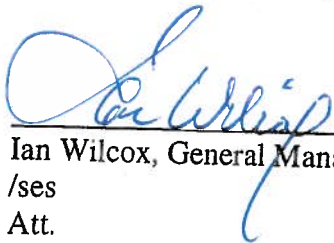
12. Other Business (Including Chair and General Manager’s Comments)

I.Wilcox advised the members the November meeting will be busy, however invited them to remain after the meeting to enjoy a Christmas social and luncheon.

J.McKelvie reminded the members to return their completed AODA forms to S.Viglianti.

13. Adjournment

There being no further business to discuss the meeting was adjourned at 11:15 a.m. on a motion by N.Manning.



Ian Wilcox, General Manager
/ses
Att.

J.McKelvie, Authority Chair

Memorial Forest Dedication Services

Dedication services were held for three memorial forests on UTRCA property. Anyone wishing to have a tree planted in memory of a loved one is welcome to participate in this program by contacting Karen Pugh, Resource Specialist (519-451-2800 ext 252 or pughk@thamesriver.on.ca).

St. Marys Memorial Forest

The St. Marys Memorial Forest annual dedication service was held on Sunday, August 24 at Wildwood Conservation Area. Approximately 80 people attended and took part in the planting of one symbolic tree. The memorial tree site changed in the spring of 2014 to a property off of Line 13, and south of Perth Line 9.

The program is a partnership between Andrew L. Hodges Funeral Home, the St. Marys Ministerial Association and the UTRCA.

Thank you to Jennifer Howley, Coordinator of Conservation Areas, who represented the UTRCA at the service. As well, thank you to the staff of Wildwood CA who prepared the site, assisted with traffic and hosted the event.



Visitors are welcomed to the service at Fanshawe CA.

George Furtney Memorial Forest

On a beautiful Sunday, September 28, over 250 people attended the 23rd annual service for the George Furtney Memorial Forest, held at the Watson Porter Pavilion in Fanshawe CA. There were 233 memorial trees planted this past spring in Sovereign Woods, London. At the service, a red maple tree was dedicated by Reverend T. Keith Nethery and planted with the assistance of all who wished to participate.

The service is hosted by Logan and Evans Funeral Homes and the UTRCA. Many thanks to the Fanshawe CA staff who coordinated setting up for the event.



A red maple tree was planted during the service at Fanshawe CA.

City of Woodstock Memorial Forest

Despite an abrupt change in the weather that ushered in much cooler temperatures and rain, there was an impressive turn out of people (staff counted 90 cars) to the 21st annual dedication service for the Woodstock Memorial Forest, held at Pittock CA on Sunday, October 5.

The event was hosted by Brock and Visser Funeral Home Burial and Cremation Services and the UTRCA. Thank you to Board Member Don Lazenby, who brought greetings from the UTRCA, and to the Pittock CA staff who ensured the event ran smoothly.

To date, over 5100 memorial trees have been planted through the Woodstock program.



Many participants helped plant the symbolic tree at Pittock CA.



A TD family at the Ted Earley Park planting (above), and TD employees at Heron Haven Park on Sunningdale Road in London (below).



5th Annual TD Tree Days

The TD Tree Day team of 360 volunteers, comprised of employees, their families and friends, made short work of getting 2,420 new trees into the ground in various locations throughout London and Woodstock. The trees, in one and two gallon pots and averaging 100 cm in height, are native species such as red maple, sugar maple, basswood, black cherry, red oak, hackberry and serviceberry.

The recipients are Talbot Park, Heron Haven Park, Ted Earley Park (aka Cayuga Park) and Roth Park. The events took place throughout September, and warm, sunny weather helped to contribute to the success.

The TD Friends of the Environment Foundation, the City of London Parks Planning Department, and the staff of Pittock Conservation Area partnered with the UTRCA to make this significant project happen and support local tree planting events.

Contact: Karen Pugh, Resource Specialist

Glen Cairn Park North Community Day

Everyone's welcome to the Community Day at London's Glen Cairn Park North on Saturday, October 25. There will be tree planting, garbage pick-up, face painting and displays. Find out



The cleanup crew at last year's Glen Cairn North Park event was busy!

what's been happening in the park and what's to come. London Scouts will be providing free lunch and Starbucks is providing snacks. Go to the events page at www.thamesriver.on.ca for more information.

Community members are welcome to complete a brief survey of what they would like to see happen in their neighbourhood, by going to www.surveymonkey.com/s/GlenCairnSNAP.

Contact: Julie Welker, Community Partnership Specialist



Mill Pond Committee members welcomed visitors to the Mill Pond Stewards launch event.

Mill Pond Stewards Program Launch

On September 20, the Dorchester Mill Pond Committee launched the Mill Pond Stewards program. This initiative encourages visitors to the Mill Pond to care for and clean up the area, and to report trail issues to the Municipality of Thames Centre. The Mill Pond Committee will also hold special events at the Mill Pond EcoTrail for the Stewards.

More than 25 people of all ages attended the event, which also featured guided tours of the EcoTrail, a scavenger hunt, displays and local refreshments. Seven people from Dorchester, London and Belmont signed up to be Mill Pond Stewards.

The first event for the Stewards will be a native tree and shrub planting on Saturday, November 8 at 10 am at Dreamland.

Contact: Linda Smith, Community Partnership Specialist



Ellice Swamp stretches out over the landscape in Perth East.

Bird's Eye View

On a mostly sunny September 18, Phil Simm, Steve Sauder and Cathy Quinlan boarded a four-seater Cessna airplane to take photos of the watershed, with a focus on woodlands and UTRCA properties. The UTRCA has been lacking good growing season photos of the watershed's natural heritage features from a bird's eye view.

The circular route we planned took us from London to Woodstock, Ellice Swamp, Mitchell, St. Marys and Ilderton, before returning to London. The cameras were synchronized and Phil directed the pilot.

It was fantastic to see Dorchester Swamp and Ellice Swamp from the air, with some of the trees turning their fall colour. These wetlands are two of the largest natural areas in the Upper Thames River watershed, and the UTRCA owns a large percentage of each. The crew also took photos of the large flood control reservoirs at Fanshawe, Pittock and Wildwood Conservation Areas.



"Back 40" farm woodlots west of Stratford, near the confluence of the Avon and North Thames Rivers.

Very evident in Perth County were the small "back 40" woodlots, all aligned across the back of the farms, parallel to the roads.

The North Thames River was easy to spot, with its fairly well vegetated corridor. Steve took video footage of the Glengowan area between Fullarton and St. Marys with a GoPro camera. The UTRCA owns a fair bit of land around Glengowan.

Despite Cathy's nerves and somewhat queasy stomach, the two hour flight was a great success and the photos will be available for all staff to use. Chartering a small plane is an economical way to compile images of the UTRCA's many properties and projects.

Contact: Cathy Quinlan, Terrestrial Ecologist

Managing Stormwater on Farm Lands

Runoff during a storm event can be damaging to farm land or it can be utilized to benefit the land. With funding from the Ministry of the Environment and Climate Change's Showcasing Water Innovation program, two unique projects have been designed and implemented to take advantage of this water resource.



The new wetland (above) and mallards and a greater yellowlegs visiting the marsh (left).

The first project, located on the Seebach farm in Perth County, involved trapping stormwater to create a new wetland in a former livestock pasture. The water is held back in a ponding area by an in-line water control structure, which is a prefabricated set of stop-gates installed within the underground tile line. By raising or lowering the gates, water can be retained and held on the land to create the wetland area. Several acres around the marsh have been retired and tree planting started last spring. Various species of waterfowl and shorebirds visited the new wetland within a few weeks of installation!

The second project is located within a short distance from the first. Ingrid Vanderschot and Paul Battler, owners of Red Mill Farms, wanted to store the roof runoff from their barn and use it to help irrigate a new fruit and nut tree plantation. A 1500 gallon storage tank has been set up at one end of the barn with the roof leaders outletting into it. The trees are now watered through gravity or, when needed, with the help of a solar powered pump.

UTRCA staff is also helping the owners to implement a "keyline" planting system on adjacent steeply sloping land to



The new tank captures and stores runoff from the barn roof.

best utilize water runoff. This unique layout directs runoff from upslope to all areas of the field simply by grading and/or tillage management. By creating small diversions slightly off the contour, runoff will naturally flow to areas where it is most needed to water the trees. Trees are planted on these same lines.

These projects are examples of using stormwater to create something of value to their property or business rather than leaving the water to run off the land into the nearby creek. Photos and videos of the projects are posted at www.thamesriver.on.ca.
Contact: Craig Merkley, Conservation Services Specialist

Low Impact Development Pilot Project – Ingersoll

One component of the UTRCA’s recent initiative to promote the implementation of Low Impact Development (LID) is the creation of demonstration projects. The second pilot project, located at The Enclave at Victoria Hills in Ingersoll, was officially launched on September 25.

The goal of LID is to reduce the rate and amount of water running off of the property. Less water goes into watercourses from storm sewers, helping to minimize flooding and stream bank erosion, and reducing the impact on water quality.

Warren Sinclair Homes, the developer of The Enclave, is working with the UTRCA, Dillon Consulting and the Town of Ingersoll to implement LID Best Management Practices on their

housing development site. Stormwater runoff and snow melt will move through a series of bioswales and rain gardens that are being constructed around the perimeter of the development. Water will be retained in the rain gardens before infiltrating into the soil. A perforated drain under the rain gardens will move stormwater that has been filtered by the plants and soil to the next rain garden. At the two largest rain gardens along the street, any water in the underdrain will flow at a controlled rate into the municipal stormwater system.



Local secondary students planted the first two rain gardens in September.

Students from Ingersoll District Collegiate Institute received some hands-on experience and helped to plant two of the rain gardens at the September launch event.

For more information on LID, as well as videos and photos of the demonstration sites, go to www.thamesriver.on.ca.
Contact: Teresa Hollingsworth, Coordinator, Community and Corporate Services

On the Agenda

The next UTRCA Board of Directors meeting will be October 28, 2014. Agendas and approved board meeting minutes are posted at www.thamesriver.on.ca; click on “Publications.”

- 2015 Draft Budget
- Hearing Committee Member Appointment
- 2015 Rental House Rates
- Administration and Enforcement – Section 28
- Face the River Report

Contact: Susan Shivas, Executive Assistant



www.thamesriver.on.ca

519-451-2800

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To: UTRCA Board of Directors
From: Ian Wilcox, General Manager
Date: October 2, 2014
Subject: 2015 Draft Budget for Approval

Agenda #: 9(a)
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Recommendation: That the Board of Directors approve the 2015 Draft Budget and authorize its circulation to member Municipalities for review and comment.

The UTRCA's 2015 Draft Budget totals \$11,690,644 which is a decrease of \$78,000 (0.7%) as compared to 2014. Raw financial data supporting the 2015 Draft Budget is included with this report (see attached).

1.0 Budget Overview

The intent of the 2015 Draft Budget is to maintain existing program and service levels, with modest investments in land management, information management and flood control. This new investment is offset by a reduction in contract funded special projects, resulting in a total budget similar to 2014.

Key elements of the 2015 Draft Budget include:

1. The UTRCA's previous four year budget plan (2011-2014) only achieved half of its revenue targets. The 2015 Draft Budget is therefore a continuation of the objectives of this past budget plan.
2. Wages, Benefits and Step Increases: Ontario's Consumer Price Index (CPI) for April 2013-April 2014 is 2.4%. A 2.0% salary grid increase is included in the Draft Budget. Step increases in the salary grid account for another 0.4%.
3. Uncontrollable Business Expenses: In an effort to minimize any budget increase, staff will manage these expenses with existing funding. No new revenue is being requested.
4. Capital Maintenance Levy: In an effort to minimize any budget increase, staff will manage these expenses with existing funding. No new revenue is being requested.
5. Conservation Areas Coordinator Wage: In an effort to minimize any budget increase, this item will again be deferred. No new revenue is being requested.
6. Land Management Capacity: New funding in the amount of \$30,700 is being requested for 2015. This will be the fifth year of a planned four-year funding phase-in strategy to ensure the UTRCA has the capacity to manage its lands to meet minimum standards. If approved, this investment need will have been achieved and it can be removed as a funding priority from future budget plans.

7. Information Management Capacity: New funding in the amount of \$25,700 is being requested for 2015. This will be the fifth year of a planned four-year funding phase-in strategy to improve access to environmental information for staff and the public. If approved, this investment need will have been achieved and it can be removed as a funding priority from future budget plans.

8. Flood Control Capacity/ Program Renewal: Staff presented the Flood Control Program Renewal to the Board in November of 2013. This effort was also identified as one of four key Targets for the UTRCA during the next several years. Investment in updates to our flood modeling that incorporates new data and new modeling methods is critical to ensure life and property are protected despite growing pressures from development and changing weather patterns. Work has continued on the renewal utilizing contract sources of funding (non-levy) however these sources have now been exhausted. Given the importance of this work to public safety and its place as a key responsibility of the UTRCA, it is appropriate that levy revenue be identified to ensure this work continues. A significant and immediate investment of \$60,600 is being requested for 2015 to allow flood modelling and data enhancements to continue.

9. Operating Reserve: Despite a continued need to develop an operating reserve as part of a prudent financial management system, a request for investment in the reserve will once again be deferred in an effort to minimize any budget increase for 2015.

10. Source Water Protection: Levy has not been identified as an appropriate source of revenue for Source Water Protection Implementation for 2015. Provincial investment is expected to continue to some degree and contracts for implementation are being negotiated with interested municipalities. No levy will be requested for this element of the UTRCA's business.

If approved, this budget will allow the UTRCA to complete its investment plans for land management and information management, and will address an urgent priority regarding the flood control program renewal. The new Board of Directors will then have an opportunity to create a new multi-year funding plan for implementation in 2016.

2.0 Expenditures

The UTRCA has three distinct objectives, or Ends: 1) to protect life and property from flooding and erosion, 2) to protect and improve water quality, and 3) to protect and expand natural areas. Additionally, as a by-product of land ownership, the Authority promotes outdoor recreation opportunities to enhance understanding of, and appreciation for, our watershed's natural areas. The 2015 Draft Budget's expenditures have been summarized according to each of these Ends (Table 1).

Table 1: Draft 2015 Expenditures

UTRCA's Ends	2015 Budget	Percent of Total Budget	\$ Increase	% Change from 2014
1. Protection from Flood and Erosion	\$2,737,339	23.4%	\$110,473	4.0%
2. Protect and Improve Water Quality	\$2,638,985	22.6%	-\$359,502	-13.6%
3. Protect and Expand Natural Areas	\$2,596,014	22.2%	\$88,164	3.4%
*4. Outdoor Recreation	\$3,718,306	31.8%	\$82,355	2.2%
Total	\$11,690,644	100%	-\$78,510	-0.7%

**Not an official end but an important means to achieving Ends*

1. Protection from Flood and Erosion:

A 4.0% increase is proposed for this End and is largely attributable to the 2% proposed wage increase as well as proposed investment of \$60,600 to expand capacity for flood modelling and data improvements.

2. Protect and Improve Water Quality:

The 13.6% reduction in expenses for this End is largely the result of planned changes in the Source Water Protection Program as it moves from plan development to implementation. A small number of significant special projects (contract funded) have also been completed. Additionally, with more than 1/3 of this End's revenue being generated from contracts, staff are conservative in their budgeting. Year-end actual expenditures for this End are typically higher than the budget forecast as a result of success in securing additional contract funding through the year.

3. Protect and Expand Natural Areas:

A 3.4% increase is proposed for this End and is largely attributable to the 2% proposed wage increase and a request for investment of \$30,700 for additional staff capacity for land management.

4. Outdoor Recreation:

This section of the budget must still be further developed once year-end actuals are known. The Draft 2015 Budget at this point reflects expenses similar to 2014. Revenue for this area of business is 100% funded by user fees.

3.0 Revenue

Detailed revenue sources are listed in the attached report however, to assist with discussion, they have been simplified to the four categories listed in the Table 2. below.

Table 2: 2015 Draft Revenue

Sources	2015 Draft Budget	% of Budget	% Increase over 2014
User Fees	\$5,558,797	47.5%	-0.7%
Municipal Levy	\$4,446,914	38.0%	5.3%
*Contract Revenue	\$1,333,507	11.4%	-19.7%
MNR Transfer Payment	\$351,426	3.0%	0.0%
Total	\$11,690,644	100%	

**Contract revenue is conservatively estimated for budgeting purposes. Typically revenue targets are exceeded however at this point in time very few Requests for Proposals have been announced so a conservative estimate is warranted.*

User Fees:

User fees include park gate receipts, land rental fees, cottage leases and permit fees among others. Revenue is forecast to be similar to 2014 however the Conservation Areas budget, which is the main source of user fees, must still be further developed once year-end values are known. This element of the budget will be revised early in the new year for full consideration in advance of the Annual General Meeting.

Municipal Levy:

A 5.3% municipal levy increase was endorsed at the Authority's June meeting. This base funding increase is to support a 2% wage increase and modest investments in land management, information management and flood control model updates. In the case of land management and information management requests, 2015 will be the fifth year of a planned four year phase-in for these investments and, if approved, will mean revenue targets will have finally been reached and these requests will be removed from future budgets.

Despite an overall 5.3% municipal levy increase, rates per municipality differ due to the assessment based formula the Authority is required to use. Please note that an additional column has been added to Table 3 which describes the UTRCA's levy impact on each municipality's tax rate. In every case the impact is less than one tenth of one percent.

Table 3: 2015 Levy Rates

Municipality	% Increase	\$ Increase	Total Request	Impact on Municipal Tax Rate (%)
West Perth	3.9	\$3,152	\$83,219	0.09
South Huron	4.4	\$298	\$7,025	0.00
St. Marys	4.4	\$3,615	\$84,898	0.04
Oxford County	4.5	\$33,068	\$767,151	0.06
London	5.3	\$143,293	\$2,869,151	0.03
Perth East	5.5	\$2,428	\$46,633	0.05
Perth South	5.6	\$1,942	\$36,762	0.07
Thames Centre	5.9	\$6,376	\$114,114	0.08
Middlesex Centre	6.2	\$4,661	\$79,342	0.04
Stratford	8.0	\$24,249	\$328,019	0.05
Lucan/ Biddulph	8.6	\$803	\$10,100	0.03

Note- this version includes FC capital: \$100k for London and \$125 for Oxford

Contract Revenue:

A planned reduction in Source Water Protection funding of just over \$200,000 plus completion of a few significant special projects has resulted in an expected reduction in contract revenue of nearly 20%. While this reduction is significant, early projections are usually conservative as 2015 funding opportunities are not yet known. Despite this low revenue projection, year-end revenue from contracts typically exceeds the draft budget estimate as a result of funding opportunities being announced and staff proposals being accepted and approved.

Ministry of Natural Resources Transfer Payment:

This funding is specifically directed at flood control and is assumed to remain status quo for 2015. Note that **this funding amount has remained fixed at \$351,426 since 1996 (18 years)** despite increasing program costs.

If approved, staff will format the Preliminary Budget into a report similar to past years and circulate it to member municipalities for comment. The Budget will be reviewed again in January and be considered for final approval at the UTRCA's Annual general Meeting in February, 2015.

Recommended by:



Ian Wilcox

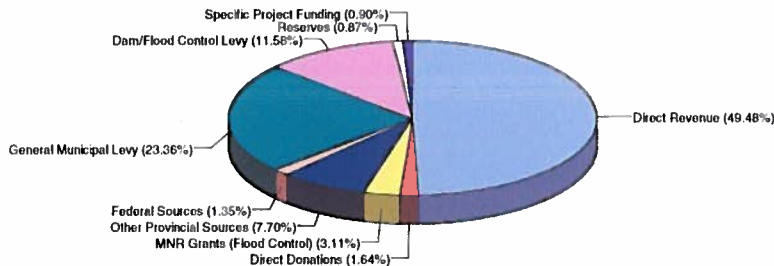
Prepared by:



Lou Trottier/I. Wilcox

UTRCA

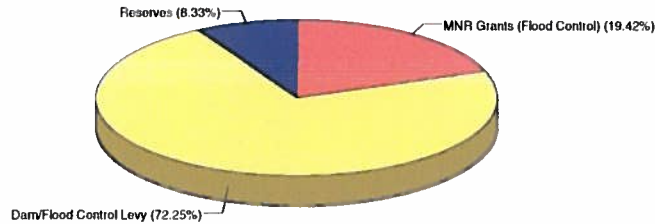
Program Revenues



Mission Centres Summary

	2013 Approved	2013 Actual	2014 Approved	2015 Working	2016 Forecast	2017 Forecast
DIRECT & INDIRECT EXPENDITURES SUMMARY						
Wages & Benefits	5,676,976	5,874,217	5,792,416	5,860,303	5,990,679	6,116,073
Staff Expenses	112,268	92,631	127,290	116,850	117,850	119,150
Materials & Supplies	1,640,014	1,846,783	1,505,236	1,357,691	1,233,799	1,152,642
Contracts	495,317	1,681,419	301,900	211,500	168,950	168,950
Taxes / Insurance/Safety	440,200	416,657	443,200	441,700	448,700	449,200
Utilities	294,500	310,002	324,100	324,100	324,100	324,100
Legal Fees	19,500	34,713	19,500	19,500	19,500	19,500
Advertising/Brochures						
Other/	60,700	55,029	31,000	30,600	30,600	30,600
TOTAL DIRECT/INDIRECT EXPENDITURES	8,739,475	10,311,451	8,544,642	8,362,244	8,334,178	8,380,215
ALLOCATED COSTS						
Occupancy	147,446	147,437	149,919	150,019	151,190	151,965
Information System	449,375	449,382	480,831	503,503	505,418	508,876
Motor Pool	563,700	563,672	504,450	529,500	529,500	529,500
Administration	619,983	619,977	632,916	643,421	658,925	667,087
Finance	526,995	527,004	536,888	546,778	557,804	565,323
Marketing & Commun.	507,859	507,872	518,784	554,455	562,227	569,663
TOTAL ALLOCATED COSTS	2,815,358	2,815,344	2,823,788	2,927,676	2,965,064	2,992,414
TOTAL EXPENDITURES AND ALLOCATED COSTS	11,554,833	13,126,795	11,368,430	11,289,921	11,299,242	11,372,629
REVENUE						
Direct Revenue	5,571,287	6,085,713	5,780,079	5,586,555	5,612,143	5,684,105
Direct Donations	167,090	166,461	101,269	185,264	128,867	130,365
MNR Grants (Flood Control)	351,426	351,020	351,426	351,426	351,426	351,426
Other Provincial Sources	1,451,290	2,467,414	1,100,193	869,824	869,393	725,314
Federal Sources	118,822	158,284	136,938	152,715	136,709	137,837
General Municipal Levy	2,401,273	2,401,273	2,501,120	2,637,269	2,713,087	2,895,303
Dam/Flood Control Levy	1,160,870	1,146,070	1,219,586	1,307,322	1,376,009	1,424,830
Reserves	231,175	172,954	76,220	97,942	10,007	(78,151)
Specific Project Funding	101,600	177,606	101,600	101,600	101,600	101,600
TOTAL REVENUE	11,554,833	13,126,795	11,368,431	11,289,919	11,299,242	11,372,629
NET Sub-COMPONENT SURPLUS/DEFICIT	(1)	1	1	(2)	(0)	(0)

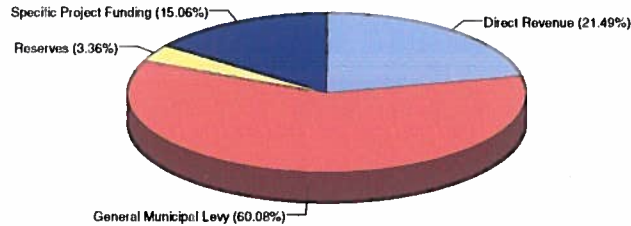
Flood Control Program Revenues



	2013 Approved	2013 Actual	2014 Approved	2015 Working	2016 Forecast	2017 Forecast
DIRECT & INDIRECT EXPENDITURES SUMMARY						
Wages & Benefits	724,835	858,450	754,416	808,403	826,908	843,851
Staff Expenses	12,000	9,622	12,000	12,000	12,000	13,000
Materials & Supplies	65,300	156,792	79,950	79,950	79,950	79,950
Contracts	33,000	1,132,514	71,400	52,000	24,450	24,450
Taxes / Insurance/Safety	97,200	87,592	97,200	97,200	97,200	97,200
Utilities	56,000	43,708	52,800	52,800	52,800	52,800
Legal Fees						
Advertising/Brochures						
Other/	17,700	19,531	18,000	18,000	18,000	18,000
TOTAL DIRECT/INDIRECT EXPENDITURES	1,006,035	2,308,209	1,085,766	1,120,353	1,111,308	1,129,251
ALLOCATED COSTS						
Occupancy	22,079	22,080	22,550	24,771	24,722	24,849
Information System	77,724	77,724	80,479	84,941	85,182	85,765
Motor Pool	81,600	81,588	35,450	37,200	37,200	37,200
Administration	107,233	107,232	105,935	108,545	111,053	112,429
Finance	73,019	73,020	70,514	76,724	78,271	79,326
Marketing & Commun.	50,786	50,784	51,878	55,446	56,223	56,966
TOTAL ALLOCATED COSTS	412,441	412,428	366,806	387,626	392,651	396,534
TOTAL EXPENDITURES AND ALLOCATED COSTS	1,418,477	2,720,637	1,452,572	1,507,979	1,503,959	1,525,786
REVENUE						
Direct Revenue		643,910				
Direct Donations						
MNR Grants (Flood Control)	351,426	351,020	351,426	351,426	351,426	351,426
Other Provincial Sources		683,639				
Federal Sources						
General Municipal Levy						
Dam/Flood Control Levy	1,160,870	1,146,070	1,219,586	1,307,322	1,376,009	1,424,830
Reserves	(93,820)	(104,002)	(118,441)	(150,769)	(223,477)	(250,470)
Specific Project Funding						
TOTAL REVENUE	1,418,477	2,720,637	1,452,571	1,507,979	1,503,958	1,525,785
NET Sub-COMPONENT SURPLUS/DEFICIT	(0)	(0)	(0)	(0)	(0)	(0)

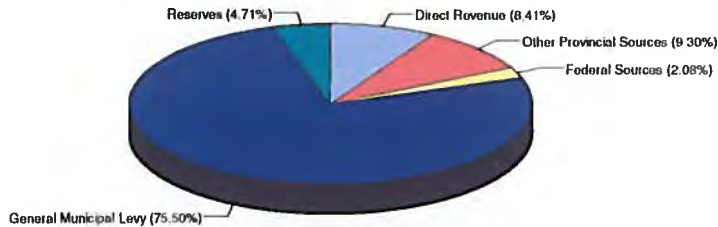
Environmental Planning

Program Revenues



	2013 Approved	2013 Actual	2014 Approved	2015 Working	2016 Forecast	2017 Forecast
DIRECT & INDIRECT EXPENDITURES SUMMARY						
Wages & Benefits	410,575	428,288	427,408	447,002	454,567	462,260
Staff Expenses	7,000	9,279	7,000	7,000	7,000	7,000
Materials & Supplies	3,000	3,847	3,400	3,400	3,400	3,400
Contracts						
Taxes / Insurance/Safety						
Utilities						
Legal Fees	3,000	27,165	3,000	3,000	3,000	3,000
Advertising/Brochures						
Other/		4,238				
TOTAL DIRECT/INDIRECT EXPENDITURES	423,575	472,817	440,808	460,402	467,967	475,660
ALLOCATED COSTS						
Occupancy	16,335	16,332	16,367	17,248	17,214	17,302
Information System	43,331	43,332	44,143	48,273	48,410	48,741
Motor Pool	11,500	11,496	11,100	11,700	11,700	11,700
Administration	59,781	59,784	58,105	61,688	63,113	63,895
Finance	27,361	27,360	27,507	30,919	31,543	31,968
Marketing & Commun.	40,629	40,632	41,503	44,356	44,978	45,573
TOTAL ALLOCATED COSTS	198,937	198,936	198,724	214,184	216,958	219,179
TOTAL EXPENDITURES AND ALLOCATED COSTS	622,512	671,753	639,532	674,587	684,925	694,839
REVENUE						
Direct Revenue	130,000	146,021	164,600	145,000	145,000	145,000
Direct Donations						
MNR Grants (Flood Control)						
Other Provincial Sources						
Federal Sources						
General Municipal Levy	375,114	375,114	387,118	405,313	417,472	446,695
Dam/Flood Control Levy						
Reserves	15,797	49,018	(13,786)	22,674	20,853	1,544
Specific Project Funding	101,600	101,600	101,600	101,600	101,600	101,600
TOTAL REVENUE	622,512	671,753	639,532	674,587	684,925	694,839
NET Sub-COMPONENT SURPLUS/DEFICIT			0	(0)	0	0

Research & Planning Program Revenues



2013 Approved	2013 Actual	2014 Approved	2015 Working	2016 Forecast	2017 Forecast
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DIRECT & INDIRECT EXPENDITURES SUMMARY

Wages & Benefits	543,545	581,401	593,349	593,673	603,720	613,937
Staff Expenses	14,500	10,363	13,500	11,500	13,500	13,500
Materials & Supplies	28,000	37,739	24,000	15,000	10,000	10,000
Contracts	21,020					
Taxes / Insurance/Safety						
Utilities						
Legal Fees						
Advertising/Brochures						
Other/						
TOTAL DIRECT/INDIRECT EXPENDITURES	607,065	629,503	630,849	620,173	627,220	637,437

ALLOCATED COSTS

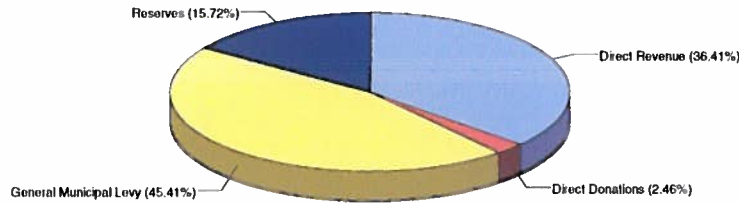
Occupancy	23,228	23,232	24,877	23,853	23,807	23,929
Information System	53,892	53,892	60,871	63,389	63,568	64,003
Motor Pool	29,000	29,004	24,400	25,600	25,600	25,600
Administration	74,353	74,352	80,124	81,004	82,876	83,902
Finance	45,934	45,936	47,460	47,241	48,194	48,843
Marketing & Commun.	91,415	91,416	93,381	99,802	101,201	102,539
TOTAL ALLOCATED COSTS	317,822	317,832	331,113	340,889	345,245	348,817
TOTAL EXPENDITURES AND ALLOCATED COSTS	924,887	947,335	961,962	961,062	972,465	986,253

REVENUE

Direct Revenue	99,131	90,944	49,151	80,836	58,216	122,280
Direct Donations		2,793				
MNR Grants (Flood Control)						
Other Provincial Sources	73,692	164,314	137,678	89,388	100,878	(2,491)
Federal Sources	20,000	15,897	20,000	20,000	20,000	20,000
General Municipal Levy	671,515	671,516	693,003	725,575	747,341	799,655
Dam/Flood Control Levy						
Reserves	60,550	1,871	62,130	45,264	46,030	46,809
Specific Project Funding						
TOTAL REVENUE	924,887	947,335	961,963	961,063	972,465	986,254
NET Sub-COMPONENT SURPLUS/DEFICIT	0	0	0	0	0	1

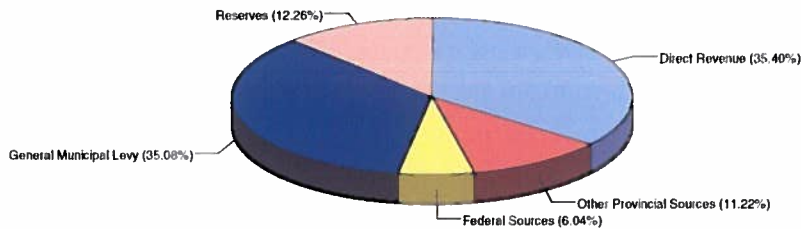
Forestry

Program Revenues



	2013 Approved	2013 Actual	2014 Approved	2015 Working	2016 Forecast	2017 Forecast
DIRECT & INDIRECT EXPENDITURES SUMMARY						
Wages & Benefits	359,542	363,664	365,809	394,118	401,364	408,715
Staff Expenses	2,500	1,991	2,500	2,500	2,500	2,500
Materials & Supplies	171,000	162,107	180,500	180,500	165,500	165,500
Contracts						
Taxes / Insurance/Safety						
Utilities						
Legal Fees						
Advertising/Brochures						
Other/						
TOTAL DIRECT/INDIRECT EXPENDITURES	533,042	527,762	548,809	577,118	569,364	576,715
ALLOCATED COSTS						
Occupancy	13,930	13,932	14,257	14,385	14,357	14,431
Information System	38,095	38,100	38,846	40,764	40,879	41,159
Motor Pool	53,900	53,904	57,000	59,800	59,800	59,800
Administration	52,558	52,560	51,132	52,092	53,295	53,956
Finance	33,055	33,060	36,074	37,529	38,285	38,801
Marketing & Commun.	55,865	55,860	57,066	60,990	61,845	62,663
TOTAL ALLOCATED COSTS	247,401	247,416	254,376	265,560	268,462	270,810
TOTAL EXPENDITURES AND ALLOCATED COSTS	780,443	775,178	803,184	842,678	837,826	847,525
REVENUE						
Direct Revenue	277,000	301,388	320,000	305,000	295,000	295,000
Direct Donations	43,727	33,404	25,548	20,629	20,648	21,076
MNR Grants (Flood Control)						
Other Provincial Sources				5,000		
Federal Sources		6,000				
General Municipal Levy	352,027	352,027	363,292	380,367	391,778	419,203
Dam/Flood Control Levy						
Reserves	107,689	82,359	94,344	131,682	130,200	112,246
Specific Project Funding						
TOTAL REVENUE	780,443	775,178	803,185	842,678	837,826	847,525
NET Sub-COMPONENT SURPLUS/DEFICIT	0	0	0	(0)	(0)	(0)

Soil Conservation Program Revenues



2013 Approved	2013 Actual	2014 Approved	2015 Working	2016 Forecast	2017 Forecast
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DIRECT & INDIRECT EXPENDITURES SUMMARY

Wages & Benefits	196,082	195,402	205,859	209,972	213,525	217,138
Staff Expenses	3,500	3,367	3,500	3,500	3,500	3,500
Materials & Supplies	507,852	213,054	406,000	221,000	186,000	106,000
Contracts						
Taxes / Insurance/Safety						
Utilities						
Legal Fees						
Advertising/Brochures						
Other/						
TOTAL DIRECT/INDIRECT EXPENDITURES	707,435	411,823	615,359	434,472	403,025	326,638

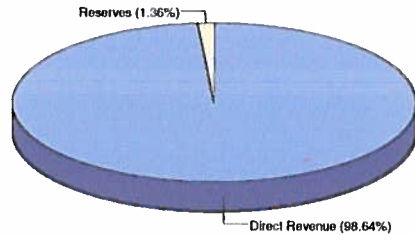
ALLOCATED COSTS

Occupancy	7,001	6,996	7,310	7,376	7,362	7,399
Information System	17,603	17,604	18,679	19,602	19,657	19,792
Motor Pool	24,700	24,696	24,700	25,900	25,900	25,900
Administration	24,286	24,288	24,588	25,049	25,628	25,945
Finance	24,045	24,048	26,661	28,908	29,491	29,888
Marketing & Commun.	66,022	66,024	67,442	72,079	73,089	74,056
TOTAL ALLOCATED COSTS	163,656	163,656	169,381	178,914	181,127	182,981
TOTAL EXPENDITURES AND ALLOCATED COSTS	871,091	575,479	784,740	613,385	584,152	509,619

REVENUE

Direct Revenue	432,990	243,588	402,481	287,707	275,495	247,054
Direct Donations						
MNR Grants (Flood Control)						
Other Provincial Sources	262,945	170,476	206,379	91,211	81,824	33,724
Federal Sources	5,000			49,053	39,206	39,362
General Municipal Levy	263,832	263,832	272,275	285,072	293,624	314,177
Dam/Flood Control Levy						
Reserves	(93,676)	(102,417)	(96,395)	(99,658)	(105,997)	(124,697)
Specific Project Funding						
TOTAL REVENUE	871,091	575,479	784,739	613,385	584,152	509,619
NET Sub-COMPONENT SURPLUS/DEFICIT	(0)	(0)	(0)	(0)	(0)	0

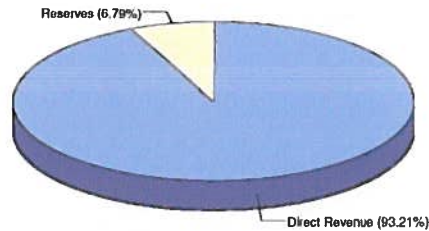
Conservation Areas Program Revenues



	2013 Approved	2013 Actual	2014 Approved	2015 Working	2016 Forecast	2017 Forecast
DIRECT & INDIRECT EXPENDITURES SUMMARY						
Wages & Benefits	1,567,448	1,527,202	1,586,207	1,629,510	1,673,423	1,717,967
Staff Expenses	30,800	27,262	30,800	30,800	32,800	33,100
Materials & Supplies	604,453	483,905	563,686	584,741	575,442	574,013
Contracts	199,000	183,266	129,500	129,500	124,500	124,500
Taxes / Insurance/Safety	314,000	298,228	317,000	317,000	321,500	322,000
Utilities	238,500	266,294	271,300	271,300	271,300	271,300
Legal Fees	4,500	1,485	4,500	4,500	4,500	4,500
Advertising/Brochures						
Other/						
TOTAL DIRECT/INDIRECT EXPENDITURES	2,958,701	2,787,642	2,902,993	2,967,351	3,003,465	3,047,380
ALLOCATED COSTS						
Occupancy	7,611	7,608	4,073	4,110	4,102	4,123
Information System	74,836	74,832	76,390	80,163	80,390	80,940
Motor Pool	257,000	256,992	243,000	255,100	255,100	255,100
Administration	103,247	103,248	100,552	102,439	104,806	106,104
Finance	201,368	201,372	192,378	187,585	191,368	193,947
Marketing & Commun.	71,100	71,100	72,630	77,624	78,712	79,753
TOTAL ALLOCATED COSTS	715,163	715,152	689,024	707,020	714,477	719,967
TOTAL EXPENDITURES AND ALLOCATED COSTS	3,673,863	3,502,794	3,592,017	3,674,372	3,717,942	3,767,347
REVENUE						
Direct Revenue	3,485,524	3,431,387	3,529,826	3,624,371	3,672,942	3,722,347
Direct Donations						
MNR Grants (Flood Control)						
Other Provincial Sources						
Federal Sources	24,716	24,025	12,191			
General Municipal Levy						
Dam/Flood Control Levy						
Reserves	163,623	47,382	50,000	50,000	45,000	45,000
Specific Project Funding						
TOTAL REVENUE	3,673,863	3,502,794	3,592,017	3,674,371	3,717,942	3,767,347
NET Sub-COMPONENT SURPLUS/DEFICIT	(0)	(0)	(0)	(1)	0	(0)

Environmentally Significant Areas

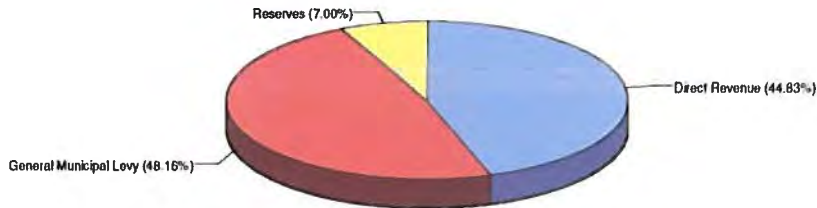
Program Revenues



	2013 Approved	2013 Actual	2014 Approved	2015 Working	2016 Forecast	2017 Forecast
DIRECT & INDIRECT EXPENDITURES SUMMARY						
Wages & Benefits	261,471	391,599	268,281	273,653	278,285	282,994
Staff Expenses						
Materials & Supplies	54,809	53,289	17,500	17,500	17,907	18,179
Contracts						
Taxes / Insurance/Safety						
Utilities						
Legal Fees						
Advertising/Brochures						
Other/						
TOTAL DIRECT/INDIRECT EXPENDITURES	316,280	444,888	285,781	291,153	296,192	301,173
ALLOCATED COSTS						
Occupancy	11,488	11,484	11,639	11,743	11,720	11,780
Information System	28,887	28,884	29,738	31,207	31,295	31,509
Motor Pool	47,800	47,796	35,000	36,700	36,700	36,700
Administration	39,854	39,852	39,144	39,879	40,800	41,306
Finance	22,608	22,608	22,659	21,494	21,928	22,223
Marketing & Commun.	5,079	5,076	5,188	5,545	5,622	5,697
TOTAL ALLOCATED COSTS	155,716	155,700	143,368	146,568	148,066	149,215
TOTAL EXPENDITURES AND ALLOCATED COSTS	471,996	600,588	429,150	437,721	444,257	450,388
REVENUE						
Direct Revenue	471,996	591,083	408,000	408,000	423,000	423,000
Direct Donations		3,975				
MNR Grants (Flood Control)						
Other Provincial Sources						
Federal Sources		4,930				
General Municipal Levy						
Dam/Flood Control Levy						
Reserves		600	21,150	29,721	21,257	27,388
Specific Project Funding						
TOTAL REVENUE	471,996	600,588	429,150	437,721	444,257	450,388
NET Sub-COMPONENT SURPLUS/DEFICIT	0	0	0	(0)	(0)	0

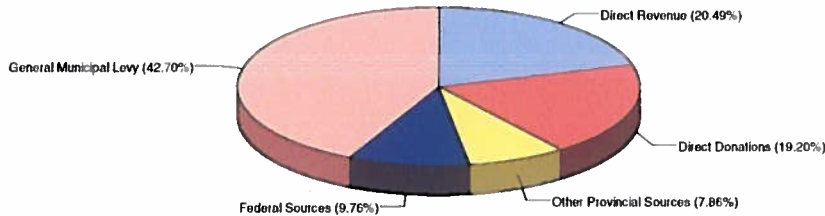
Lands & Facilities

Management Program Revenues



	2013 Approved	2013 Actual	2014 Approved	2015 Working	2016 Forecast	2017 Forecast
DIRECT & INDIRECT EXPENDITURES SUMMARY						
Wages & Benefits	419,227	387,256	515,703	526,892	544,151	556,666
Staff Expenses	6,500	5,315	6,500	6,500	6,500	6,500
Materials & Supplies	75,800	97,515	75,800	75,800	83,800	83,800
Contracts	120,697	335,101	30,000	30,000	20,000	20,000
Taxes / Insurance/Safety	29,000	30,837	29,000	27,500	30,000	30,000
Utilities						
Legal Fees	12,000	6,063	12,000	12,000	12,000	12,000
Advertising/Brochures						
Other/	13,000	12,610	13,000	12,600	12,600	12,600
TOTAL DIRECT/INDIRECT EXPENDITURES	676,224	874,697	682,003	691,292	709,051	721,566
ALLOCATED COSTS						
Occupancy	13,499	13,500	17,494	17,652	17,800	17,891
Information System	40,893	40,896	53,250	55,880	56,527	56,914
Motor Pool	47,200	47,196	57,500	60,400	60,400	60,400
Administration	56,419	56,412	70,093	71,408	73,696	74,608
Finance	36,758	36,756	38,724	39,310	40,103	40,643
Marketing & Commun.	45,707	45,708	46,691	49,901	50,600	51,270
TOTAL ALLOCATED COSTS	240,476	240,468	283,751	294,550	299,126	301,726
TOTAL EXPENDITURES AND ALLOCATED COSTS	916,700	1,115,165	965,754	985,842	1,008,177	1,023,292
REVENUE						
Direct Revenue	448,673	450,718	452,798	441,999	446,276	447,200
Direct Donations		30,000				
MNR Grants (Flood Control)						
Other Provincial Sources						
Federal Sources						
General Municipal Levy	399,934	399,934	435,739	474,815	485,760	512,063
Dam/Flood Control Levy						
Reserves	68,093	158,507	77,217	69,028	76,141	64,029
Specific Project Funding		76,006				
TOTAL REVENUE	916,700	1,115,165	965,754	985,842	1,008,177	1,023,292
NET Sub-COMPONENT SURPLUS/DEFICIT	(0)	(0)	0	(0)	(0)	(0)

Community Partnerships Program Revenues



2013 Approved	2013 Actual	2014 Approved	2015 Working	2016 Forecast	2017 Forecast
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DIRECT & INDIRECT EXPENDITURES SUMMARY

Wages & Benefits	461,421	447,670	431,445	440,007	449,061	457,938
Staff Expenses	5,500	6,802	5,500	8,500	5,500	5,500
Materials & Supplies	83,500	129,212	93,500	131,000	63,000	63,000
Contracts						
Taxes / Insurance/Safety						
Utilities						
Legal Fees						
Advertising/Brochures						
Other/						
TOTAL DIRECT/INDIRECT EXPENDITURES	550,421	583,684	530,445	579,507	517,561	526,438

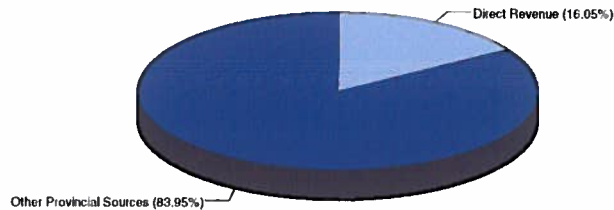
ALLOCATED COSTS

Occupancy	15,581	15,581	14,403	14,752	14,723	14,799
Information System	53,802	53,802	51,020	53,442	53,593	53,960
Motor Pool	11,000	11,000	16,300	17,100	17,100	17,100
Administration	74,229	74,229	67,157	68,293	69,871	70,736
Finance	38,472	38,472	50,730	52,356	53,412	54,132
Marketing & Commun.	66,022	66,032	67,442	72,079	73,089	74,056
TOTAL ALLOCATED COSTS	259,105	259,116	267,051	278,022	281,788	284,783
TOTAL EXPENDITURES AND ALLOCATED COSTS	809,526	842,800	797,496	857,529	799,350	811,220

REVENUE

Direct Revenue	225,974	186,674	191,570	175,740	175,124	158,126
Direct Donations	123,363	96,289	75,720	164,635	108,019	109,289
MNR Grants (Flood Control)						
Other Provincial Sources	49,314	73,919	75,767	67,364	61,591	61,820
Federal Sources	69,106	107,432	104,747	83,662	77,503	78,476
General Municipal Levy	338,849	338,850	349,693	366,128	377,112	403,510
Dam/Flood Control Levy						
Reserves	2,919	39,636				
Specific Project Funding						
TOTAL REVENUE	809,526	842,800	797,497	857,529	799,349	811,220
NET Sub-COMPONENT SURPLUS/DEFICIT	(0)	0	0	0	(0)	0

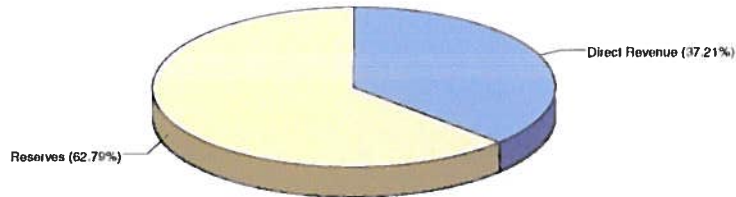
Source Water Protection Program Revenues



	2013 Approved	2013 Actual	2014 Approved	2015 Working	2016 Forecast	2017 Forecast
DIRECT & INDIRECT EXPENDITURES SUMMARY						
Wages & Benefits	732,831	693,285	643,939	537,072	545,675	554,607
Staff Expenses	29,968	18,630	45,990	34,550	34,550	34,550
Materials & Supplies	46,300	509,323	60,900	48,800	48,800	48,800
Contracts	121,600	30,538	71,000			
Taxes / Insurance/Safety						
Utilities						
Legal Fees						
Advertising/Brochures						
Other/	30,000	18,650				
TOTAL DIRECT/INDIRECT EXPENDITURES	960,699	1,270,426	821,829	620,422	629,025	637,957
ALLOCATED COSTS						
Occupancy	16,694	16,692	16,949	14,129	15,383	15,462
Information System	20,311	20,316	27,415	25,843	25,916	26,094
Motor Pool						
Administration	28,023	28,020	36,086	33,025	33,788	34,206
Finance	24,376	24,372	24,181	24,712	25,211	25,551
Marketing & Commun.	15,236	15,240	15,564	16,634	16,867	17,090
TOTAL ALLOCATED COSTS	104,640	104,640	120,194	114,343	117,164	118,402
TOTAL EXPENDITURES AND ALLOCATED COSTS	1,065,339	1,375,066	942,023	734,765	746,190	756,359
REVENUE						
Direct Revenue			261,653	117,903	121,090	124,098
Direct Donations						
MNR Grants (Flood Control)						
Other Provincial Sources	1,065,339	1,375,066	660,370	616,861	625,100	632,261
Federal Sources						
General Municipal Levy						
Dam/Flood Control Levy						
Reserves						
Specific Project Funding						
TOTAL REVENUE	1,065,339	1,375,066	942,023	734,764	746,190	756,359
NET Sub-COMPONENT SURPLUS/DEFICIT	(0)	(0)	(0)	(1)	0	(0)

Service Cost Centres

Program Revenues



	2013 Approved	2013 Actual	2014 Approved	2015 Working	2016 Forecast	2017 Forecast
DIRECT & INDIRECT EXPENDITURES SUMMARY						
Wages & Benefits	1,602,415	1,630,981	1,633,816	1,754,398	1,787,464	1,821,220
Staff Expenses	28,300	18,053	27,300	29,300	29,616	31,046
Materials & Supplies	985,800	871,340	984,200	1,008,500	1,037,900	1,071,900
Contracts	14,000	5,804	8,000	8,000	8,000	8,000
Taxes / Insurance/Safety	116,000	101,609	113,000	112,000	112,000	112,000
Utilities	75,000	52,330	70,000	70,000	70,000	70,000
Legal Fees	20,000	10,956	20,000	20,000	30,000	30,000
Advertising/Brochures	19,000	15,800	2,000	2,000	1,000	1,000
Other/	68,200	62,654	68,600	68,600	70,600	70,600
TOTAL DIRECT/INDIRECT EXPENDITURES	2,928,715	2,769,527	2,926,916	3,072,798	3,146,580	3,215,766
ALLOCATED COSTS						
Occupancy	58,950	58,956	58,156	59,046	58,930	59,232
Information System	134,596	134,592	142,930	150,963	151,391	152,427
Motor Pool	20,100	20,100	20,100	21,200	21,200	21,200
Administration	104,493	104,496	103,488	106,676	109,141	110,493
Finance	25,758	25,764	26,774	27,931	28,494	28,878
Marketing & Commun.						
TOTAL ALLOCATED COSTS	343,897	343,908	351,448	365,816	369,156	372,230
TOTAL EXPENDITURES AND ALLOCATED COSTS	3,272,611	3,113,435	3,278,364	3,438,614	3,515,736	3,587,996
REVENUE						
Direct Revenue	46,200	73,299	50,000	54,000	54,000	54,000
Direct Donations						
MNR Grants (Flood Control)						
Other Provincial Sources		4,103				
Federal Sources		14,103				
General Municipal Levy						
Dam/Flood Control Levy						
Reserves	67,157	(141,025)	53,128	91,121	127,515	169,353
Specific Project Funding						
TOTAL REVENUE	113,357	(49,520)	103,128	145,121	181,515	223,353
NET Sub-COMPONENT SURPLUS/DEFICIT	(3,159,254)	(3,162,955)	(3,175,236)	(3,293,493)	(3,334,221)	(3,364,643)
Cost Recovery	3,159,255	3,162,954	3,175,236	3,293,493	3,334,220	3,364,643
Net Cost Centre	0	(1)	(0)	(0)	(0)	0

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Municipality	General & Dam/Flood Control Levy						Specific Project Funding					Capital Mtce& Operating Resv Levy				Total Municipal Funding			
	2014	2015	+/-	% +/-	2016	2017	2014	2015	+/-	2016	2017	2014	2015	2016	2017	2014	2015	2016	2017
Oxford County	580,535	613,694	33,159	5.71%	636,971	673,606	125,000	125,000	2	125,000	125,000	\$28,548	\$28,457	\$43,937	\$46,887	734,083	767,151	805,908	845,494
London City	2,409,146	2,552,692	143,546	5.96%	2,646,227	2,796,907	201,600	201,600	1	201,600	201,600	\$115,112	\$114,859	\$177,338	\$189,248	2,725,858	2,869,151	3,025,165	3,187,755
Lucan / Biddulph	8,799	9,591	792	9.01%	9,961	10,559	0	0		0	0	\$498	\$509	\$785	\$838	9,297	10,100	10,747	11,397
Thames Centre	102,236	108,620	6,384	6.24%	112,621	119,080	0	0		0	0	\$5,502	\$5,494	\$8,483	\$9,052	107,738	114,114	121,103	128,132
Middlesex Centre	70,682	75,347	4,665	6.60%	78,256	82,953	0	0		0	0	\$3,999	\$3,995	\$6,168	\$6,582	74,681	79,342	84,424	89,535
Stratford	291,264	315,109	23,845	8.19%	326,658	344,786	0	0		0	0	\$12,506	\$12,910	\$19,932	\$21,271	303,770	328,019	346,590	366,057
Perth East	41,972	44,411	2,439	5.81%	46,029	48,641	0	0		0	0	\$2,233	\$2,222	\$3,431	\$3,661	44,205	46,633	49,460	52,303
West Perth	77,739	80,906	3,167	4.07%	83,633	87,786	0	0		0	0	\$2,328	\$2,313	\$3,572	\$3,812	80,067	83,219	87,205	91,597
St. Marys	78,511	82,139	3,628	4.62%	85,051	89,535	0	0		0	0	\$2,772	\$2,759	\$4,260	\$4,546	81,283	84,898	89,311	94,080
Perth South	32,956	34,911	1,956	5.93%	36,259	38,435	0	0		0	0	\$1,865	\$1,851	\$2,858	\$3,050	34,820	36,762	39,117	41,485
South Huron / Usborne	6,367	6,671	304	4.78%	6,929	7,345	0	0		0	0	\$360	\$354	\$546	\$583	6,727	7,025	7,475	7,928
Zorra Township	15,000	15,000	0	0.00%	15,000	15,000						\$0	\$0	\$0	\$0	0	0	0	0
												\$0	\$0	\$0	\$0	15,000	15,000	15,000	15,000
												\$0	\$0	\$0	\$0	0	0	0	0
												\$0	\$0	\$0	\$0	0	0	0	0
SW Oxford	5,500	5,500	0	0.00%	5,500	5,500						\$0	\$0	\$0	\$0	5,500	5,500	5,500	5,500
												\$0	\$0	\$0	\$0	0	0	0	0
												\$0	\$0	\$0	\$0	0	0	0	0
Total Upper Thames	\$3,720,706	\$3,944,591	\$223,885	6.02%	\$4,089,096	\$4,320,133	\$326,600	\$326,600	\$326,600	\$326,600	\$326,600	\$175,723	\$175,723	\$271,309	\$289,530	\$4,223,029	\$4,446,914	\$4,687,005	\$4,936,263

Capital Mtce \$168,323
Oper. Reserve \$7,400
\$175,723

5.30% 5.40% 5.32%

notes:

		2015	2016	2017
1 London Subwatershed Implementation	London	101,600	101,600	101,600
1 Flood Control-capital	London	100,000	100,000	100,000
2 Flood Control-capital	Oxford	125,000	125,000	125,000

General Levy Summary

Municipality	CVA Apport. %		General Levy					
	2014	2015	2014	2015	+/-	% +/-	2016	2017
Oxford County	16.2461%	16.1943%	406,334	427,087	20,753	5.11%	\$439,365	\$468,874
London City	65.5078%	65.3638%	1,638,428	1,723,819	85,391	5.21%	\$1,773,377	\$1,892,480
Lucan / Biddulph	0.2833%	0.2894%	7,086	7,632	547	7.71%	\$7,852	\$8,379
Thames Centre	3.1308%	3.1266%	78,305	82,457	4,152	5.30%	\$84,827	\$90,525
Middlesex Centre	2.2758%	2.2735%	56,920	59,958	3,038	5.34%	\$61,682	\$65,825
Stratford	7.1169%	7.3466%	178,002	193,750	15,747	8.85%	\$199,320	\$212,706
Perth East	1.2709%	1.2646%	31,787	33,351	1,564	4.92%	\$34,310	\$36,614
West Perth	1.3248%	1.3165%	33,135	34,720	1,585	4.78%	\$35,718	\$38,117
St. Marys	1.5775%	1.5700%	39,455	41,405	1,950	4.94%	\$42,595	\$45,456
Perth South	1.0611%	1.0534%	26,539	27,781	1,242	4.68%	\$28,580	\$30,499
South Huron / Usborne	0.2050%	0.2013%	5,127	5,309	182	3.54%	\$5,461	\$5,828
Total Upper Thames	100.00%	100.00%	\$2,501,120	\$2,637,269	\$136,150	5.44%	\$2,713,087	\$2,895,303

Municipality	Dam and Flood Control Levy				Flood Forecasting and Warning		Plan & Tech Studies	Small Holding Structures	Fanshawe Dam	Wildwood Dam	Pittock Dam	Springbank Dam	RT Orr Dam and Channel	Mitchell Dam	London Dykes & EC Structures	St Marys Floodwall	Ingersoll Channel					
	2014	2015	+/-	% +/-	2016	2017	%	\$	%	\$	%	\$	%	\$	%	\$	%	\$				
Oxford County	\$174,201	\$186,607	\$12,406	7.12%	\$197,606	\$204,732	16.19%	95,295	11,508	1,056	0.97%	924	62.07%	53,244								
London City	\$770,717	\$828,873	\$58,156	7.55%	\$872,850	\$904,427	65.36%	384,632	46,448	4,261	83.92%	79,769	36.82%	31,585	100%	36,338		100%	24,581			
Lucan / Biddulph	\$1,713	\$1,959	\$246	14.35%	\$2,110	\$2,180	0.29%	1,703	206	19	0.02%	17	0.02%	15								
Thames Centre	\$23,931	\$26,163	\$2,232	9.33%	\$27,793	\$28,555	3.13%	18,398	2,222	5,204	0.19%	178	0.19%	161								
Middlesex Centre	\$13,761	\$15,389	\$1,627	11.83%	\$16,574	\$17,128	2.27%	13,378	1,616	148	0.14%	130	0.14%	117								
Stratford	\$113,262	\$121,359	\$8,097	7.15%	\$127,339	\$132,080	7.35%	43,231	5,221	479	0.44%	419	0.44%	378	100%	71,632						
Perth East	\$10,185	\$11,060	\$875	8.59%	\$11,719	\$12,027	1.26%	7,442	899	2,582	0.08%	72	0.08%	65								
West Perth	\$44,604	\$46,186	\$1,582	3.55%	\$47,916	\$49,669	1.32%	7,747	936	2,586	0.08%	75	0.08%	68	100%	34,775						
St. Marys	\$39,055	\$40,734	\$1,678	4.30%	\$42,456	\$44,079	1.57%	9,239	1,116	102	14.09%	13,397	0.09%	81			100%	16,800				
Perth South	\$6,416	\$7,130	\$714	11.13%	\$7,679	\$7,936	1.05%	6,199	749	69	0.06%	60	0.06%	54								
South Huron / Osborne	\$1,240	\$1,363	\$123	9.92%	\$1,468	\$1,517	0.20%	1,185	143	13	0.01%	11	0.01%	10								
Woodstock																						
Zorra Township	\$15,000	\$15,000	\$0	0.00%	\$15,000	\$15,000				15,000												
Middlesex County																						
Perth County																						
SW Oxford	\$5,500	\$5,500	\$0	0.00%	\$5,500	\$5,500				5,500												
Total	\$1,219,596	\$1,307,322	\$87,736	7.19%	\$1,376,009	\$1,424,830	100.00%	588,448	71,061	37,018	100%	202,135	100.00%	95,052	100.00%	85,778	43,705	71,632	34,775	36,338	16,800	24,581

To: UTRCA Board of Directors
From: Ian Wilcox, General Manager
Date: October 7, 2014
Subject: Hearing Committee Member
Appointment

Agenda #: 9 (b)
Filename: ::ODMA\GRPWISE\UT_MAIN.UT
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Recommendation:

“That Steve Clark be appointed as a member of the Hearing Committee for the duration of the 2014 term”.

The Hearing Committee normally consists of five members; the Authority Chair, Vice-Chair, the past Authority Chair and two additional members.

As a result of J.Baechler recently leaving the Authority due to meeting conflicts, the Hearing Committee currently consists of four members.

There is a Hearing pending that involves a property within the City of London. It is recommended the Board appoint Steve Clark to this position. He is willing and able to participate on the Committee, is familiar with the role of the Committee due to his previous experience, and is a representative from the City of London.

Recommended by:



Ian Wilcox
General Manager

Prepared by:



Susan Shivas
Executive Assistant

To: UTRCA Board of Directors
From: Alex B. Shivas
Coordinator, Lands & Facilities

Date: October 9, 2014

Agenda #: 9(c)

Subject: Proposed 2015 Rental House Rates

Filename: ::ODM\GRPWISE\UT_MAIN.UT
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063.1

Recommendation:

That the Board of Directors approve the proposed 2015 Rental House Rates as attached.

Report:

The attached report outlines the proposed 2015 rates for Authority owned rental houses. Each year the Ontario Government announces the Provincial Rental Increase Guideline. The annual Rent Increase Guideline is the maximum percentage by which a landlord can increase the monthly rent for existing residential tenants. The 2015 guideline has been set at 1.6%

Rental increase guidelines are released under the auspices of the Ontario Landlord and Tenant Board pursuant to the Residential Tenancies Act (RTA).

Recommended by:



Alex B. Shivas
Coordinator, Lands & Facilities

Prepared by:



Bill Mackie
Lands & Facilities Supervisor

PROPOSED 2015 HOUSE RENTAL RATES

<i>LOCATION</i>	<i>PROPERTY</i>	<i>2013 PER MONTH RENTAL FEE 2012 + 2.5%</i>	<i>2014 PER MONTH RENTAL FEE 2013 + 0.8%</i>	<i>2015 PER MONTH RENTAL FEE 2014 + 1.6%</i>
WILDWOOD C.A. #1	Township of Perth South, Downie Ward Lot 24	\$633.00 (618. + 15.45)	\$638.00 (633. + 5.06)	\$648.00 (638. + 10.20)
GLENGOWAN AREA #2	Township of Perth South, Blanshard Ward Con. 15, Lot 3	\$642.00 (627. + 15.68)	\$647.00 (642. + 5.13)	\$657.00 (647. + 10.35)
#3	Township of Perth South, Blanshard Ward Con. 15, Lot 2	\$105.68 (103.10 + 2.58)	\$106.52 (105.68 + .84)	\$108.22 (106.52 + 1.70)
#4	Township of West Perth, Fullarton Ward Con. EMR, Lot 30	\$665.00 (649. + 16.23)	\$670.00 (665. + 5.32)	\$680.00 (670. +10.72)
#5	Township of West Perth, Fullarton Ward Con. 17, Lot 25	\$605.00 (591. + 14.78)	\$609.00 (605. + 4.84)	\$618.00 (609. +9.74)
				<hr/> Total Monthly Increase = \$40.70

2015 Rental House Revenue Increase will be \$488.40. (\$40.70/mo. X 12 months = \$488.40)

To: UTRCA Board of Directors
From: Teresa Hollingsworth
Date: October 15, 2011
Subject: London Community Foundation's
Back to the River Design Competition

Agenda #:

9(d)

Filename:

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096.1

Recommendation: That the Upper Thames River Conservation Authority endorse the London Community Foundation's Back to the River project and provide staff to serve on the project Steering Committee.

The London Community Foundation is spearheading a two-tiered international/North American design competition to redevelop the land along the Thames River in London. The Foundation feels that it is time for London to rediscover the value of the City's landmark and "go back to the river".

Tier 1 of the project focuses on the stretch of the river between Oxford Street and Adelaide Street South bridges and calls for a 20 year strategy that would build on existing development opportunities like a string of pearls along the river. Tier 2 focuses on the stretch between Wellington Street and Adelaide Street South bridges and calls for a 10-year development strategy focused on specific initiatives that capture the unique opportunities along the river with a specific outcome of this work being an inaugural project.

The Community Foundation has established connections with the City of Pittsburgh and RiverLife – Pittsburgh's coalition of groups responsible for the amazing revitalization of that city's riverfront. The London Community Foundation is initiating a project Steering Committee and sees the Upper Thames River Conservation Authority as an integral member of this Committee.

Recommended and Prepared by:



Teresa Hollingsworth
Coordinator, Community and Corporate Services

To: Chair and Members of the UTRCA Board of Directors
From: Jeff Brick, Coordinator – Hydrology & Regulatory Services
Date: October 14, 2014
Agenda #: 10 (a)
Subject: Administration and Enforcement – Sect. 28 Status Report –
Development, Interference of Wetlands and Alteration to
Shorelines and Watercourses Regulation
Filename: Document 1800
File
Centre:ENVP

This report is provided to the Board as a summary of staff activity related to the Conservation Authority's *Development, Interference of Wetlands and Alterations to Shorelines and Watercourses Regulation* (Ont. Reg. 157/06 made pursuant to Section 28 of the Conservation Authorities Act). The summary covers the period from September 10 to October 14, 2014

Application #147/13

London Rowing Society

1424 Clarke Road – London

- approval required for construction of additional storage space at Rowing Club facilities at Fanshawe Conservation Area
- drawings prepared by ADT Construction, with storage structure to be placed on previously constructed concrete pad
- staff approved and permit issued September 26, 2014 upon approval of a minor variance by the City of London

Application #67/14 (Amendment)

County of Oxford

Carnegie Street Sanitary Pumping Station – Town of Ingersoll

- requested amendment to permit original issued June 20, 2014.
- change in dewatering plans requiring addition of a sedimentation facility for the site.
- updated plans prepared by the County of Oxford.
- staff approved and permit amendment issued September 11, 2014.

Application #94/14

Harrington McAvan Limited

293420 Culloden Line – Township of South-West Oxford

- proposed organic soil removal and wetland creation project.
- plans prepared by Harrington McAvan Limited in accordance with geotechnical assessment report prepared by EXP Services Inc.
- staff approved and permit issued September 11, 2014.

Application #96/14

City of London

Fanshawe Park Road West at Mallard Road – London

- permit required from UTRCA for installation of sewer and watermain beneath Stanton Drain at Fanshawe Park Road road allowance as part of Hyde Park Industrial Subdivision infrastructure upgrades
- plans prepared by City of London, with provisions for erosion and sediment control during installation
- staff approved and permit issued September 16, 2014

Application #104/14

John Toller

10 Cummings Avenue – London

- proposed construction of minor house addition within West London candidate Special Policy Area
- staff approved and permit issued September 26, 2014

Application #105/14

Wickerson Hills Development Inc.

2332 Wickerson Road – London

- approval required for preliminary site grading and drainage works associated with development of Wickerson Hills Subdivision
- engineering drawings prepared by AGM Engineering Ltd.
- staff approved and permit issued October 6, 2014

Application #106/14

Ivy Homes Ltd.

86 Wharncliffe Road North – London

- UTRCA permit requested for construction of house addition
- floodproofing design elements prepared by D.C. Buck, P. Eng.
- staff approved and permit issued September 15, 2014

Application #107/14

County of Oxford

Canterbury Street and Bell Street – Town of Ingersoll

- proposed watermain replacements along portions of Bell Street and Canterbury Streets involving jack/punch and bore installations undercrossing Halls Creek and Sutherland Creek in the Town of Ingersoll.
- plans prepared by the County of Oxford.
- staff approved and permit issued September 11, 2014.

Application #108/14

Rob Wolfe

Part Lots 18, 19, 20, Concession 6 – Municipality of West Perth

- proposed wood framed cabin/maple sugar shack.
- plans prepared in accordance with soil sampling report and location and mitigation measures agreed to on site between proponents and UTRCA staff.
- staff approved and permit issued September 11, 2014.

Application #109/14

Town of St. Marys

Robinson Street – Town of St. Mary's

- proposed relocation of the existing Robinson Street Lift Station electrical pad and panel to improve protection from river ice.

- plans prepared show the new concrete pad and electrical panels to be relocated further from the river and raised above the Regulatory Flood elevation.
- staff approved and permit issued September 12, 2014.

Application #110/14

Town of Ingersoll

Wellington Street – Town of Ingersoll

- proposed erosion protection works (replacement of existing, failing gabion basket retaining walls with envirolok system) adjacent Halls Creek Bridge.
- plans prepared by Envirolok.
- staff approved and permit issued September 12, 2014.

Application #111/14

Union Gas Limited

10 Mile Road (Richmond to Adelaide Streets) – Municipality of Middlesex Centre

- proposed NPS 4 inch gas pipeline installation undercrossing Medway Creek.
- plans prepared by Union Gas Limited including hydro-fracture contingency plans as installation will be via high pressure directional drilling.
- staff approved and permit issued September 15, 2014.

Application #112/14

Union Gas Limited

James Street – Township of Perth South to Cobble Hills Road – Municipality of Thames Centre

- proposed NPS 4 inch gas pipeline installation from Perth South to Thames Centre undercrossing the Sgarglia, Murray and Wakem Municipal Drains.
- plans prepared by Union Gas Limited including hydro-fracture contingency plans as installation will be via high pressure directional drilling.
- staff approved and permit issued September 15, 2014.

Application #113/14

Union Gas Limited

Bostwick Road – City of London

- proposed NPS 4 inch gas pipeline installation undercrossing an unnamed tributary to Dingman Creek.
- plans prepared by Union Gas Limited including hydro-fracture contingency plans as installation will be via high pressure directional drilling.
- staff approved and permit issued September 15, 2014.

Application #114/14

Fire Rock Golf Club

10345 Oxbow Drive – Municipality of Middlesex Centre

- proposed [golf] cart path remediation (installation of drainage pipe and channel diversion) to alleviate existing flooding and erosion issues adjacent Oxbow Creek.
- plans prepared in accordance with location, site-specific details and mitigation measures agreed to on-site between Fire Rock and UTRCA staff.
- staff approved and permit issued September 22, 2014.

Application #117/14

R.J. Burnside & Associates Limited

York Street – City of Stratford

- proposed demolition of the Festival Hydro York Street Transformer Station, associated site remediation and bank restoration.

- plans prepared by R.J. Burnside and Associates Limited and Debbert Engineering Inc.
- staff approved and permit issued October 6, 2014.

Application #118/14

Township of Perth South

Class C Drain Maintenance

- bottom cleanout/ spot cleanout of 2042m of municipal drain
- staff approved and permit issued September 23, 2014

Application #119/14

Boardwalk Reit Properties

175 Emery Street – London

- approval required for repairs to retaining wall and associated slope protection adjacent to apartment building parking garage
- drawings prepared by Development Engineering (London) Ltd.
- geotechnical input by Exp. (formerly Trow)
- staff approved and permit issued September 29, 2014

Application #121/14

City of London

53 Rollingwood Circle – London

- proposal to reconstruct storm sewer and headwall outlet into ravine within Medway Environmentally Significant Area
- plans refined following input from UTRCA and Environmental and Parks Planning staff and upon completion of tree preservation report
- staff approved and permit issued October 10, 2014

Status Report – Unauthorized Fill Placement, Site Grading, Culvert Works, Alteration to a Watercourse and Interference with a Wetland

Part Lot 14, Concession 6

Municipality of Middlesex Centre

Following complaints of tree removal, site grading and filling on the property in the vicinity of a watercourse and the Arva Moraine Provincially Significant Wetland, UTRCA staff made contact with the landowner (via telephone). Landowner was advised this was a fill regulated property and written pre-approval (permits) were required prior to any filling and/or site grading in the regulated portions of the property. Our staff then attempted to arrange a site visit with the landowner to view the existing work and discuss his proposed plans involving filling on the property. After our scheduled follow-up site visits were canceled by the landowner we again received complaints of filling occurring on the property. UTRCA staff attended a site visit to the property as fill trucks were in the process of entering/exiting the property. Staff observed that a substantial amount of fill had been placed both in the wetland, the area of interference of the wetland and in the floodplain of an adjacent watercourse. Additionally no sediment and erosion control was in place. UTRCA staff advised all sub-contractors and fill truck drivers entering the property of the fill regulations and the need for permits. The landowner and the lead contractor arrived on site. Landowner was again advised that this was a fill regulated property and the written pre-approval (permits) are required by the Conservation Authority for work in the regulated area. All parties agreed to a location (away from the wetland and floodplain) where the incoming fill could be placed until resolution was obtained for the wetland/watercourse filling and site grading. Violation letters were subsequently issued to the landowner(s) and lead contractor (September 2014). UTRCA staff have since met with the landowner's consultant to discuss removal of all recently placed fill and to clarify site restoration requirements and phasing. UTRCA staff will continue to monitor this project.

Status Report – Unauthorized Fill Placement, Site Grading, Culvert Works, Alteration to a Watercourse and Interference with a Wetland

Part Lot 13, Concession 6

Municipality of Middlesex Centre

Following complaints of filling on the neighbouring property (refer to previous violation) UTRCA staff noted unauthorized culvert works, filling and site grading occurring adjacent a watercourse and the Arva Moraine Provincially Significant Wetland on this property as well. UTRCA staff made contact with the landowner (via telephone) to advise this was a fill regulated property and that written pre-approval (permits) were required prior to any filling and/or site grading within the regulated portions of the property. A site visit was arranged with the landowner to view the existing work and discuss his proposed plans involving filling on the property. While a violation letter has been issued to the landowner and the contractor (September 2014), all parties have since met on site and agreed to site restoration and erosion control measures. UTRCA staff will continue to monitor this project.

Status Report – Unauthorized Filling and Site Grading

(West) Part Lot 15, Concession 8

Municipality of Middlesex Centre

While investigating filling/site grading on the property to the east (see next violation), UTRCA were made aware of substantial filling/site grading occurring on this property in the floodplain and erosion hazard lands adjacent Medway Creek. A violation letter was issued to the landowner (September 2014). UTRCA staff have since met with the landowner to discuss removal of recently placed fill and restoration of the site. UTRCA staff will continue to monitor this project.

Status Report – Unauthorized Filling and Site Grading

(East) Part Lot 15, Concession 8

Municipality of Middlesex Centre

UTRCA staff observed filling and site grading on the property in the fill regulated area (flood plain) adjacent Medway Creek. A violation letter was issued to the landowner (September 2014). UTRCA staff have since met with landowner to discuss current and proposed works on the property and site restoration/stabilization requirements. UTRCA staff will continue to monitor this site.

Status Report – Unauthorized Filling and Site Grading

Part Lots 11 & 12, Concession A STR

Municipality of Thames Centre

Following complaints of construction works occurring adjacent the Thames River, UTRCA staff attended a site visit to the property (February 2013). We met with the contractor at that time and both the contractor and the landowner were advised of the regulations on the property and the need for written pre-approval (permits) from the Conservation Authority prior to undertaking works in the regulated area. At that time an unauthorized ATV bridge had been built adjacent the river and some alteration to a watercourse had occurred. The contractor advised they would be removing the bridge and restoring the watercourse. While in the area for other site visits, UTRCA staff observed that new work (filling and site grading) was occurring adjacent another regulated watercourse on the property. A violation letter has since been issued to the landowner (September 2014). UTRCA staff will continue to monitor this project.

Status Report – Unauthorized Watercourse Enclosure, Filling and Site Grading

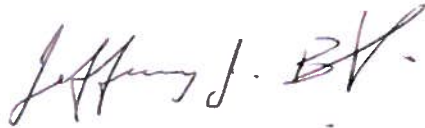
Part Lot 19, Concession 1N

Township of Zorra

Landowner of the subject property had previously being advised, both verbally and in writing, of the need for written approval (permits) from the Conservation Authority prior to undertaking any works in the regulated area of the property. In 2012 the landowner went ahead and enclosed the creek on the property

in the absence of said approval(s). The matter was forwarded to our legal counsel and subsequently charges were laid under the *Conservation Authorities Act*. The court had requested both parties attempt resolution as a means of avoiding trial, but, as it does not appear a satisfactory resolution can be reached at this time, the matter is scheduled for trial this December.

Reviewed by:



Jeff Brick, Coordinator
Hydrology & Regulatory Services

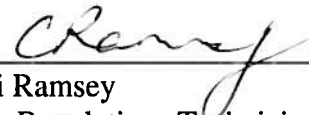
Prepared by:



Karen Winfield
Land Use Regulations Officer



Mark Snowsell
Land Use Regulations Officer



Cari Ramsey
Env. Regulations Technician

**Town of Ingersoll
Monthly Cheque Disbursements
November 2014**

<u>VENDOR NAME / VOUCHER #</u>	<u>CHEQUE #</u>	<u>ACCOUNT</u>	<u>ACCOUNT DESCRIPTION</u>	<u>DESCRIPTION OF PURCHASE</u>	<u>DEBITS</u>	<u>CREDITS</u>
OAK COUNTRY HOMES LTD.						
	72,204	41548	01-0000-2000-00768	OAK COUNTRY - CLOVER RIDGE MAINT GUARA	MAINT GUARANTEE REDUCTION	\$10,082.41
	72,204	41548	01-0000-0100-00100	BANK	MAINT GUARANTEE REDUCTION	\$0.00
STEEP, DANIEL						
	72,281	41550	40-8000-6900-40570	MIDNIGHT MADNESS	OLAF COSTUME RENTAL	\$76.32
	72,281	41550	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	OLAF COSTUME RENTAL	\$8.43
	72,281	41550	01-0000-0100-00100	BANK	OLAF COSTUME RENTAL	\$0.00
DOUBLE DUTCH						
	72,458	41551	01-0100-4000-41030	COUNCIL/STAFF DINNER DANCE	DJ - CHRISTMAS DINNER/DANCE	\$609.54
	72,458	41551	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	DJ - CHRISTMAS DINNER/DANCE	\$67.33
	72,458	41551	01-0000-0100-00100	BANK	DJ - CHRISTMAS DINNER/DANCE	\$0.00
BLAIN, IAN R.						
	72,424	41552	01-1000-4000-45900	LAND SALE EXPENSES	LAND SALE LEGAL EXPENSE	\$1,497.91
	72,424	41552	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	LAND SALE LEGAL EXPENSE	\$165.45
	72,424	41552	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	LAND SALE LEGAL EXPENSE	\$0.00
ABC RECREATION LTD ***						
	72,067	42997	01-5100-4100-41530	EQUIP REPAIRS & MAINT	DUMPING PAIL	\$291.95
	72,067	42997	01-0000-0200-00325	HST RECEIVABLE100%	DUMPING PAIL	\$37.95
	72,067	42997	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	DUMPING PAIL	\$0.00
ACAPULCO ***						
	72,161	42998	01-5100-4100-41530	EQUIP REPAIRS & MAINT	REPAIR POOL VAC	\$481.01
	72,161	42998	01-0000-0200-00325	HST RECEIVABLE100%	REPAIR POOL VAC	\$62.53
	72,161	42998	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	REPAIR POOL VAC	\$0.00
	72,162	42998	01-5100-4100-41710	CHEMICALS	CHLORINE, ACID, BI-CARB	\$1,317.90
	72,162	42998	01-0000-0200-00325	HST RECEIVABLE100%	CHLORINE, ACID, BI-CARB	\$171.33
	72,162	42998	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	CHLORINE, ACID, BI-CARB	\$0.00
ACCULINE PAVEMENT MARKINGS						
	72,128	42999	10-0000-3262-80100	PRIME CONTRACT	LINE PAINTING HOLCROFT - CLARK	\$968.00
	72,128	42999	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	LINE PAINTING HOLCROFT - CLARK	\$106.92
	72,128	42999	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	LINE PAINTING HOLCROFT - CLARK	\$0.00
ARCTIC RAD & AIR SERVICE						
	72,034	43000	01-5000-6050-41510	VEHICLE REPAIRS & MAINT	DEGREASER	\$59.00
	72,034	43000	01-0000-0200-00325	HST RECEIVABLE100%	DEGREASER	\$7.67
	72,034	43000	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	DEGREASER	\$0.00
EMPLOYEE REIMBURSEMENT						
	72,035	43001	01-5000-6020-40290	UNIFORMS & CLOTHING	WORK PANTS & BOOTS	\$214.98
	72,035	43001	01-0000-0200-00325	HST RECEIVABLE100%	WORK PANTS & BOOTS	\$27.95
	72,035	43001	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	WORK PANTS & BOOTS	\$0.00
AVONDALE RESTAURANT EQUIPMENT						
	72,171	43002	10-0000-3536-80100	PRIME CONTRACT	EQUIPMENT FOR KITCHEN	\$23,139.44
	72,171	43002	01-0000-0200-00325	HST RECEIVABLE100%	EQUIPMENT FOR KITCHEN	\$3,008.13
	72,171	43002	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	EQUIPMENT FOR KITCHEN	\$0.00
	72,173	43002	10-0000-3537-80000	MATERIALS - FUSION GENERAL CAPITAL	YOUTH CAFE TABLE BASES	\$240.00
	72,173	43002	01-0000-0200-00325	HST RECEIVABLE100%	YOUTH CAFE TABLE BASES	\$31.20
	72,173	43002	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	YOUTH CAFE TABLE BASES	\$0.00
	72,174	43002	10-0000-3537-80000	MATERIALS - FUSION GENERAL CAPITAL	SMALL EQUIPMENT FOR KITCHEN	\$8,923.35
	72,174	43002	01-5200-6090-40270	NEW EQUIPMENT	SMALL EQUIPMENT FOR KITCHEN	\$1,327.43
	72,174	43002	01-0000-0200-00325	HST RECEIVABLE100%	SMALL EQUIPMENT FOR KITCHEN	\$1,160.03
	72,174	43002	01-0000-0200-00325	HST RECEIVABLE100%	SMALL EQUIPMENT FOR KITCHEN	\$172.57
	72,174	43002	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	SMALL EQUIPMENT FOR KITCHEN	\$0.00
BENNETT SIGNS						
	72,024	43003	01-5200-4100-41700	BLDG REPAIRS AND MAINT	SIGNS FOR PARKING LOT - 5	\$175.00
	72,024	43003	01-0000-0200-00325	HST RECEIVABLE100%	SIGNS FOR PARKING LOT - 5	\$22.75
	72,024	43003	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	SIGNS FOR PARKING LOT - 5	\$0.00
BICKLE'S ORCHARD PARK FARMS						
	72,131	43004	01-5000-6051-40420	PROGRAM SUPPLIES	EMPIRE APPLES	\$234.00
	72,131	43004	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	EMPIRE APPLES	\$0.00
EMPLOYEE REIMBURSEMENT						
	72,179	43005	01-5200-6090-40620	MILEAGE	MILEAGE - OCT 2014	\$161.52
	72,179	43005	01-0000-0200-00325	HST RECEIVABLE100%	MILEAGE - OCT 2014	\$21.00
	72,179	43005	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	MILEAGE - OCT 2014	\$0.00
	72,183	43005	01-5200-6090-40500	SPECIAL EVENTS	PROPS FROM STRATFORD FESTIVAL	\$461.16
	72,183	43005	01-0000-0200-00325	HST RECEIVABLE100%	PROPS FROM STRATFORD FESTIVAL	\$59.95
	72,183	43005	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	PROPS FROM STRATFORD FESTIVAL	\$0.00
BOWMAN, MIKE						
	72,145	43006	01-0000-2000-00745	REFUNDABLE ELECTION DEPOSIT	ELECTION NOMINATION REFUND	\$100.00
	72,145	43006	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	ELECTION NOMINATION REFUND	\$0.00
BRODERICK, CAREY						
	72,146	43007	01-0000-2000-00745	REFUNDABLE ELECTION DEPOSIT	ELECTION NOMINATION REFUND	\$100.00
	72,146	43007	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	ELECTION NOMINATION REFUND	\$0.00
BROOKS & MUIR SURVEYING						
	72,127	43008	10-0000-3244-80100	PRIME CONTRACT	PROPERTY BAR REPLACEMENT	\$4,321.75
	72,127	43008	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	PROPERTY BAR REPLACEMENT	\$477.36

EMPLOYEE REIMBURSEMENT	72,127	43008	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	PROPERTY BAR REPLACEMENT	\$0.00	\$4,799.11
	72,125	43009	01-4000-4000-40620	MILEAGE	MILEAGE - OCTOBER 2014	\$17.02	
	72,125	43009	10-0000-3252-80010	LABOUR & BURDEN	MILEAGE - OCTOBER 2014	\$7.78	
	72,125	43009	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	MILEAGE - OCTOBER 2014	\$1.88	
	72,125	43009	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	MILEAGE - OCTOBER 2014	\$0.86	
	72,125	43009	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	MILEAGE - OCTOBER 2014	\$0.00	\$27.54
BUTTERWORTH'S SERVICE CENTRE	72,037	43010	01-5000-6050-41510	VEHICLE REPAIRS & MAINT	REPAIR TRUCK	\$261.89	
	72,037	43010	01-0000-0200-00325	HST RECEIVABLE100%	REPAIR TRUCK	\$34.05	
	72,037	43010	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	REPAIR TRUCK	\$0.00	\$295.94
CAMPBELL'S	72,075	43011	01-0100-4000-40790	ELECTION EXPENSES	ENVELOPES FOR ELECTION	\$37.00	
	72,075	43011	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	ENVELOPES FOR ELECTION	\$4.09	
	72,075	43011	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	ENVELOPES FOR ELECTION	\$0.00	\$41.09
	72,109	43011	01-4500-4000-40200	OFFICE SUPPLIES	PENS, DRY ERASE SET, NOTEBOOKS	\$31.75	
	72,109	43011	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	PENS, DRY ERASE SET, NOTEBOOKS	\$3.51	
	72,109	43011	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	PENS, DRY ERASE SET, NOTEBOOKS	\$0.00	\$35.26
CANADIAN RED CROSS-MISSISSAUGA	72,032	43012	01-5100-6060-41450	LEADERSHIP	FIRST AID MANUALS	\$495.00	
	72,032	43012	01-5100-6060-41450	LEADERSHIP	FIRST AID MANUALS	\$24.75	
	72,032	43012	01-0000-0200-00310	G.S.T. REBATE RECEIVABLE	FIRST AID MANUALS	\$24.75	
	72,032	43012	01-0000-0200-00325	HST RECEIVABLE100%	FIRST AID MANUALS	\$3.22	
	72,032	43012	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	FIRST AID MANUALS	\$0.00	\$547.72
CAN-TARIO BRICK & STONE	72,198	43013	01-5200-4100-41700	BLDG REPAIRS AND MAINT	MULCH	\$38.95	
	72,198	43013	01-0000-0200-00325	HST RECEIVABLE100%	MULCH	\$5.06	
	72,198	43013	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	MULCH	\$0.00	\$44.01
CAPER, LENORE	72,160	43014	01-5000-6110-41500	CONTRACTED SERVICES	NEW LT DISPLAY & LED UPDATES	\$675.00	
	72,160	43014	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	NEW LT DISPLAY & LED UPDATES	\$0.00	\$675.00
LENORE CAPER, PETTY CASH	72,130	43015	01-3400-4000-40200	OFFICE SUPPLIES	PETTY CASH - AUG - OCT	\$7.11	
	72,130	43015	01-3400-4000-40240	COURIER CHARGES	PETTY CASH - AUG - OCT	\$10.18	
	72,130	43015	01-4000-4000-42900	MISCELLANEOUS EXPENSE	PETTY CASH - AUG - OCT	\$1.04	
	72,130	43015	01-3400-4000-40240	COURIER CHARGES	PETTY CASH - AUG - OCT	\$11.99	
	72,130	43015	01-4000-4000-42900	MISCELLANEOUS EXPENSE	PETTY CASH - AUG - OCT	\$0.90	
	72,130	43015	01-3400-4000-40200	OFFICE SUPPLIES	PETTY CASH - AUG - OCT	\$5.99	
	72,130	43015	01-4000-4000-42900	MISCELLANEOUS EXPENSE	PETTY CASH - AUG - OCT	\$0.90	
	72,130	43015	01-3400-4000-40240	COURIER CHARGES	PETTY CASH - AUG - OCT	\$15.68	
	72,130	43015	01-3400-4000-40240	COURIER CHARGES	PETTY CASH - AUG - OCT	\$20.35	
	72,130	43015	01-4500-4000-40200	OFFICE SUPPLIES	PETTY CASH - AUG - OCT	\$4.83	
	72,130	43015	01-4500-4230-46390	939000 T10-09 DODGE 2500	PETTY CASH - AUG - OCT	\$23.00	
	72,130	43015	01-3400-4000-40240	COURIER CHARGES	PETTY CASH - AUG - OCT	\$10.18	
	72,130	43015	01-4000-4000-42900	MISCELLANEOUS EXPENSE	PETTY CASH - AUG - OCT	\$1.80	
	72,130	43015	01-4000-4000-40200	OFFICE SUPPLIES	PETTY CASH - AUG - OCT	\$12.71	
	72,130	43015	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	PETTY CASH - AUG - OCT	\$0.79	
	72,130	43015	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	PETTY CASH - AUG - OCT	\$1.12	
	72,130	43015	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	PETTY CASH - AUG - OCT	\$0.11	
	72,130	43015	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	PETTY CASH - AUG - OCT	\$1.32	
	72,130	43015	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	PETTY CASH - AUG - OCT	\$0.10	
	72,130	43015	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	PETTY CASH - AUG - OCT	\$0.67	
	72,130	43015	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	PETTY CASH - AUG - OCT	\$0.10	
	72,130	43015	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	PETTY CASH - AUG - OCT	\$1.73	
	72,130	43015	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	PETTY CASH - AUG - OCT	\$2.25	
	72,130	43015	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	PETTY CASH - AUG - OCT	\$0.54	
	72,130	43015	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	PETTY CASH - AUG - OCT	\$1.12	
	72,130	43015	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	PETTY CASH - AUG - OCT	\$0.20	
	72,130	43015	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	PETTY CASH - AUG - OCT	\$1.40	
	72,130	43015	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	PETTY CASH - AUG - OCT	\$0.00	\$138.11
CAREY'S PRODUCE	72,132	43016	01-5000-6051-40420	PROGRAM SUPPLIES	CABBAGE, PEPPERS	\$571.50	
	72,132	43016	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	CABBAGE, PEPPERS	\$0.00	\$571.50
CARRIER TRUCK CENTERS	72,077	43017	01-3000-4000-41510	VEHICLE REPAIRS & MAINTENANCE	F242670001 SHORT PAYMENT	\$18.98	
	72,077	43017	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	F242670001 SHORT PAYMENT	\$2.10	
	72,077	43017	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	F242670001 SHORT PAYMENT	\$0.00	\$21.08
COCA-COLA BOTTLING COMPANY	72,033	43018	01-5000-6020-40430	CANTEEN SUPPLIES	POP, POWERADE, WATER	\$505.75	
	72,033	43018	01-5100-4100-40430	CANTEEN SUPPLIES	POP, POWERADE, WATER	\$114.00	
	72,033	43018	01-0000-0200-00325	HST RECEIVABLE100%	POP, POWERADE, WATER	\$71.31	
	72,033	43018	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	POP, POWERADE, WATER	\$0.00	\$691.06
COMISKEY, TED ***	72,141	43019	01-0000-2000-00745	REFUNDABLE ELECTION DEPOSIT	ELECTION NOMINATION REFUND	\$200.00	
	72,141	43019	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	ELECTION NOMINATION REFUND	\$0.00	\$200.00
COMMISSIONAIRES	72,094	43020	01-1000-4240-41505	PARKING ENFORCEMENT CONTRACT	PKG ENFORCEMENT SEPT28-OCT11	\$751.80	
	72,094	43020	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	PKG ENFORCEMENT SEPT28-OCT11	\$83.04	
	72,094	43020	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	PKG ENFORCEMENT SEPT28-OCT11	\$0.00	\$834.84

CRIPPS, DAVID	72,147	43021	01-0000-2000-00745	REFUNDABLE ELECTION DEPOSIT	ELECTION NOMINATION REFUND	\$100.00	
	72,147	43021	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	ELECTION NOMINATION REFUND	\$0.00	\$100.00
DATASOLUTIONS	72,121	43022	01-5200-6090-40200	OFFICE SUPPLIES	COLOUR RIBBON - MMBRSHPCARDS	\$214.00	
	72,121	43022	01-0000-0200-00325	HST RECEIVABLE100%	COLOUR RIBBON - MMBRSHPCARDS	\$27.82	
	72,121	43022	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	COLOUR RIBBON - MMBRSHPCARDS	\$0.00	\$241.82
DRENNAN REFRIGERATION INC.	72,036	43023	01-5000-6020-41700	BLDG REPAIRS & MAINT	PRESSURE RELIEF VALVES REPL	\$968.59	
	72,036	43023	01-0000-0200-00325	HST RECEIVABLE100%	PRESSURE RELIEF VALVES REPL	\$125.92	
	72,036	43023	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	PRESSURE RELIEF VALVES REPL	\$0.00	\$1,094.51
EMPLOYEE REIMBURSEMENT	72,124	43024	01-4000-4000-40620	MILEAGE	MILEAGE - OCT 2014	\$42.79	
	72,124	43024	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	MILEAGE - OCT 2014	\$4.73	
	72,124	43024	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	MILEAGE - OCT 2014	\$0.00	\$47.52
ELM HURST	72,199	43025	01-5200-6195-41107	NETWORKING & KNOWLEDGE SHARING	START IN OXFORD	\$4,160.42	
	72,199	43025	01-0000-0200-00325	HST RECEIVABLE100%	START IN OXFORD	\$540.86	
	72,199	43025	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	START IN OXFORD	\$0.00	\$4,701.28
EUS, RICK	72,148	43026	01-0000-2000-00745	REFUNDABLE ELECTION DEPOSIT	ELECTION NOMINATION REFUND	\$100.00	
	72,148	43026	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	ELECTION NOMINATION REFUND	\$0.00	\$100.00
FASTENAL CANADA ***	72,061	43027	01-5000-6050-41700	BLDG REPAIRS AND MAINT	BOLT	\$1.29	
	72,061	43027	01-0000-0200-00325	HST RECEIVABLE100%	BOLT	\$0.17	
	72,061	43027	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	BOLT	\$0.00	\$1.46
	72,062	43027	01-5000-6050-41700	BLDG REPAIRS AND MAINT	CABLE TIES - 4000	\$296.38	
	72,062	43027	01-0000-0200-00325	HST RECEIVABLE100%	CABLE TIES - 4000	\$38.53	
	72,062	43027	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	CABLE TIES - 4000	\$0.00	\$334.91
	72,092	43027	01-3000-4000-40630	STAFF TRAINING	CUP BRUSH FOR TRAINING CENTRE	\$24.09	
	72,092	43027	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	CUP BRUSH FOR TRAINING CENTRE	\$2.66	
	72,092	43027	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	CUP BRUSH FOR TRAINING CENTRE	\$0.00	\$26.75
	72,111	43027	01-4500-4150-80000	MATERIALS-WINTER CONTROL, PLOWING, SAN	LOCK WASHERS, HEX CAP SCREWS	\$9.06	
	72,111	43027	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	LOCK WASHERS, HEX CAP SCREWS	\$1.00	
	72,111	43027	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	LOCK WASHERS, HEX CAP SCREWS	\$0.00	\$10.06
	72,112	43027	01-4500-4150-80000	MATERIALS-WINTER CONTROL, PLOWING, SAN	PIN ANCHORS	\$103.11	
	72,112	43027	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	PIN ANCHORS	\$11.39	
	72,112	43027	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	PIN ANCHORS	\$0.00	\$114.50
	72,113	43027	01-4500-4150-80000	MATERIALS-WINTER CONTROL, PLOWING, SAN	WASHERS & SCREWS	\$28.23	
	72,113	43027	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	WASHERS & SCREWS	\$3.12	
	72,113	43027	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	WASHERS & SCREWS	\$0.00	\$31.35
	72,114	43027	01-4500-4150-80000	MATERIALS-WINTER CONTROL, PLOWING, SAN	HEX CAP SCREWS	\$22.52	
	72,114	43027	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	HEX CAP SCREWS	\$2.49	
	72,114	43027	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	HEX CAP SCREWS	\$0.00	\$25.01
	72,185	43027	01-5200-4100-41700	BLDG REPAIRS AND MAINT	REPAIR OUTSIDE BENCH	\$21.59	
	72,185	43027	01-0000-0200-00325	HST RECEIVABLE100%	REPAIR OUTSIDE BENCH	\$2.81	
	72,185	43027	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	REPAIR OUTSIDE BENCH	\$0.00	\$24.40
	72,186	43027	01-5200-4100-41530	EQUIP REPAIRS & MAINT	REPURPOSED STOOLS	\$23.59	
	72,186	43027	01-0000-0200-00325	HST RECEIVABLE100%	REPURPOSED STOOLS	\$3.07	
	72,186	43027	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	REPURPOSED STOOLS	\$0.00	\$26.66
	72,187	43027	01-5200-4100-41530	EQUIP REPAIRS & MAINT	SCREWS FOR LOUNGE TABLES	\$14.11	
	72,187	43027	01-0000-0200-00325	HST RECEIVABLE100%	SCREWS FOR LOUNGE TABLES	\$1.83	
	72,187	43027	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	SCREWS FOR LOUNGE TABLES	\$0.00	\$15.94
	72,188	43027	01-5200-4100-41530	EQUIP REPAIRS & MAINT	SCREWS FOR LOUNGE TABLES	\$10.93	
	72,188	43027	01-0000-0200-00325	HST RECEIVABLE100%	SCREWS FOR LOUNGE TABLES	\$1.42	
	72,188	43027	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	SCREWS FOR LOUNGE TABLES	\$0.00	\$12.35
AMANDA'S FERNLEA FLOWERS	72,074	43028	01-0100-4000-41160	HONOURS & AWARDS	FRUIT BASKET - EMPLOYEE BABY	\$47.83	
	72,074	43028	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	FRUIT BASKET - EMPLOYEE BABY	\$5.28	
	72,074	43028	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	FRUIT BASKET - EMPLOYEE BABY	\$0.00	\$53.11
FORTNER, JOHN F.	72,143	43029	01-0000-2000-00745	REFUNDABLE ELECTION DEPOSIT	ELECTION NOMINATION REFUND	\$100.00	
	72,143	43029	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	ELECTION NOMINATION REFUND	\$0.00	\$100.00
FRANKLIN REAGAN WARNICK	72,154	43030	01-0000-2000-00745	REFUNDABLE ELECTION DEPOSIT	ELECTION NOMINATION REFUND	\$100.00	
	72,154	43030	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	ELECTION NOMINATION REFUND	\$0.00	\$100.00
FREEMAN, FRED	72,144	43031	01-0000-2000-00745	REFUNDABLE ELECTION DEPOSIT	NOMINATION FEE REFUND	\$100.00	
	72,144	43031	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	NOMINATION FEE REFUND	\$0.00	\$100.00
G & L PRINTING SERVICES	72,136	43032	01-5000-6100-41000	ADVERTISING	PROMOTIONAL POSTCARDS	\$1,988.00	
	72,136	43032	01-0000-0200-00325	HST RECEIVABLE100%	PROMOTIONAL POSTCARDS	\$258.44	
	72,136	43032	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	PROMOTIONAL POSTCARDS	\$0.00	\$2,246.44
GIANT TIGER	72,191	43033	01-5200-6090-40460	NUTRITION PURCHASES	OCT 1 - 15 GROCERY PURCHASES	\$38.81	
	72,191	43033	01-5200-6090-40500	SPECIAL EVENTS	OCT 1 - 15 GROCERY PURCHASES	\$12.12	
	72,191	43033	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	OCT 1 - 15 GROCERY PURCHASES	\$0.00	\$50.93
GLASSFORD MOTORS LTD	72,097	43034	01-4500-4230-46384	938400 T4-02 STERLING D TRUCK	DRIVE CLEAN TEST - TRUCK# 4	\$80.14	

	72,097	43034	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	DRIVE CLEAN TEST - TRUCK# 4	\$8.85	
	72,097	43034	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	DRIVE CLEAN TEST - TRUCK# 4	\$0.00	\$88.99
GLENDON, JON							
	72,178	43035	01-5200-6195-41107	NETWORKING & KNOWLEDGE SHARING	PHOTOGRAPHY FOR YOUTH CONF	\$100.00	
	72,178	43035	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	PHOTOGRAPHY FOR YOUTH CONF	\$0.00	\$100.00
GONDER, JIM							
	72,138	43036	01-5000-6100-40500	SPECIAL EVENTS	MUSICAL PERFORMANCE - NOV 21	\$50.00	
	72,138	43036	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	MUSICAL PERFORMANCE - NOV 21	\$0.00	\$50.00
GRA - HAM ENERGY							
	72,069	43037	01-5000-6050-41470	VEHICLE FUEL	FUEL - 89.9L	\$90.62	
	72,069	43037	01-0000-0200-00325	HST RECEIVABLE100%	FUEL - 89.9L	\$11.78	
	72,069	43037	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	FUEL - 89.9L	\$0.00	\$102.40
	72,093	43037	01-3000-4000-41470	VEHICLE FUEL	VEHICLE FUEL - 36.7L	\$37.64	
	72,093	43037	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	VEHICLE FUEL - 36.7L	\$4.16	
	72,093	43037	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	VEHICLE FUEL - 36.7L	\$0.00	\$41.80
	72,100	43037	01-4500-4230-41440	DIESEL FUEL CLR - LIC VEH	CLEAR DIESEL - 770.3L	\$798.75	
	72,100	43037	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	CLEAR DIESEL - 770.3L	\$88.23	
	72,100	43037	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	CLEAR DIESEL - 770.3L	\$0.00	\$886.98
	72,101	43037	01-4500-4230-41460	DIESEL FUEL CLRED - UNLIC VEH	COLOURED DIESEL - 1068.3L	\$1,031.66	
	72,101	43037	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	COLOURED DIESEL - 1068.3L	\$113.96	
	72,101	43037	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	COLOURED DIESEL - 1068.3L	\$0.00	\$1,145.62
	72,102	43037	01-4500-4230-41420	FUEL- GASOLINE	UNLEADED FUEL - 843.2L	\$960.15	
	72,102	43037	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	UNLEADED FUEL - 843.2L	\$106.05	
	72,102	43037	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	UNLEADED FUEL - 843.2L	\$0.00	\$1,066.20
	72,103	43037	01-4500-4230-41460	DIESEL FUEL CLRED - UNLIC VEH	COLOURED DIESEL - 595.8L	\$593.56	
	72,103	43037	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	COLOURED DIESEL - 595.8L	\$65.56	
	72,103	43037	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	COLOURED DIESEL - 595.8L	\$0.00	\$659.12
BURSARY RECIPIENT							
	72,177	43038	01-5200-6195-41036	PARTICIPANT INCENTIVES	SURESTART PRGRM BURSARY	\$1,000.00	
	72,177	43038	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	SURESTART PRGRM BURSARY	\$0.00	\$1,000.00
EMPLOYEE REIMBURSEMENT							
	72,182	43039	01-5200-6195-40630	STAFF TRAINING	MILEAGE & EXPENSES - OCT 2014	\$5.31	
	72,182	43039	01-5200-6195-41107	NETWORKING & KNOWLEDGE SHARING	MILEAGE & EXPENSES - OCT 2014	\$3.00	
	72,182	43039	01-5200-6090-40500	SPECIAL EVENTS	MILEAGE & EXPENSES - OCT 2014	\$114.68	
	72,182	43039	01-5200-6195-40620	MILEAGE	MILEAGE & EXPENSES - OCT 2014	\$327.82	
	72,182	43039	01-0000-0200-00325	HST RECEIVABLE100%	MILEAGE & EXPENSES - OCT 2014	\$0.69	
	72,182	43039	01-0000-0200-00325	HST RECEIVABLE100%	MILEAGE & EXPENSES - OCT 2014	\$0.39	
	72,182	43039	01-0000-0200-00325	HST RECEIVABLE100%	MILEAGE & EXPENSES - OCT 2014	\$14.91	
	72,182	43039	01-0000-0200-00325	HST RECEIVABLE100%	MILEAGE & EXPENSES - OCT 2014	\$42.62	
	72,182	43039	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	MILEAGE & EXPENSES - OCT 2014	\$0.00	\$509.42
EMPLOYEE REIMBURSEMENT							
	72,123	43040	01-3400-4000-40620	MILEAGE	MILEAGE - OCT 2014	\$131.30	
	72,123	43040	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	MILEAGE - OCT 2014	\$14.50	
	72,123	43040	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	MILEAGE - OCT 2014	\$0.00	\$145.80
HANSFORD, BRUCE							
	72,068	43041	01-5000-6050-41740	LAND MAINTENANCE & IMPROVEMENTS	TREE REMOVAL - VIC PARK	\$1,050.00	
	72,068	43041	01-0000-0200-00325	HST RECEIVABLE100%	TREE REMOVAL - VIC PARK	\$136.50	
	72,068	43041	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	TREE REMOVAL - VIC PARK	\$0.00	\$1,186.50
EMPLOYEE REIMBURSEMENT							
	72,175	43042	01-5200-4100-41700	BLDG REPAIRS AND MAINT	LUMBER	\$150.00	
	72,175	43042	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	LUMBER	\$0.00	\$150.00
	72,180	43042	01-5200-4100-40620	MILEAGE	MILEAGE - OCT 2014	\$190.19	
	72,180	43042	01-0000-0200-00325	HST RECEIVABLE100%	MILEAGE - OCT 2014	\$24.73	
	72,180	43042	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	MILEAGE - OCT 2014	\$0.00	\$214.92
HOT,COLD & FREEZING							
	72,022	43043	01-5200-4100-41700	BLDG REPAIRS AND MAINT	REPAIR TO ART ROOM HEAT	\$283.69	
	72,022	43043	01-0000-0200-00325	HST RECEIVABLE100%	REPAIR TO ART ROOM HEAT	\$36.88	
	72,022	43043	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	REPAIR TO ART ROOM HEAT	\$0.00	\$320.57
	72,118	43043	01-2000-4015-41700	BLDG REPARIS & MAINTENANCE	FURNACE MOTOR NOT RUNNING	\$645.82	
	72,118	43043	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	FURNACE MOTOR NOT RUNNING	\$71.33	
	72,118	43043	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	FURNACE MOTOR NOT RUNNING	\$0.00	\$717.15
HUNTER STEEL SALES							
	72,025	43044	01-5000-6110-40420	PROGRAM SUPPLIES	METAL FOR NEW LIGHT DISPLAYS	\$104.78	
	72,025	43044	01-0000-0200-00325	HST RECEIVABLE100%	METAL FOR NEW LIGHT DISPLAYS	\$13.62	
	72,025	43044	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	METAL FOR NEW LIGHT DISPLAYS	\$0.00	\$118.40
INFORMATION NETWORK SYSTEMS							
	72,030	43045	01-1000-4000-40200	OFFICE SUPPLIES	MAIL MACHINE INK CARTRIDGE	\$293.07	
	72,030	43045	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	MAIL MACHINE INK CARTRIDGE	\$32.37	
	72,030	43045	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	MAIL MACHINE INK CARTRIDGE	\$0.00	\$325.44
INGERSOLL DISTRICT CHAMBER ***							
	72,021	43046	01-0100-4000-41020	PROMOTION & MEALS	CHAMBER AWARDS - FREEMAN	\$76.54	
	72,021	43046	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	CHAMBER AWARDS - FREEMAN	\$8.46	
	72,021	43046	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	CHAMBER AWARDS - FREEMAN	\$0.00	\$85.00
	72,038	43046	40-8000-4000-40610	MEETINGS & CONFERENCES	CHAMBER AWARDS EVENT	\$76.54	
	72,038	43046	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	CHAMBER AWARDS EVENT	\$8.46	
	72,038	43046	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	CHAMBER AWARDS EVENT	\$0.00	\$85.00
	72,072	43046	01-7000-4000-40610	MEETINGS & CONFERENCES	CHAMBER OF COMM AWARDS	\$76.54	
	72,072	43046	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	CHAMBER OF COMM AWARDS	\$8.46	
	72,072	43046	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	CHAMBER OF COMM AWARDS	\$0.00	\$85.00

	72,073	43046	01-0100-4000-41110	COMMITTEE & COUNCL MEETINGS	AWARDS OF EXCELLENCE TKCT	\$76.54	
	72,073	43046	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	AWARDS OF EXCELLENCE TKCT	\$8.46	
	72,073	43046	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	AWARDS OF EXCELLENCE TKCT	\$0.00	\$85.00
INGERSOLL HOME CENTRE LTD							
	72,078	43047	01-4500-4123-80000	MATERIALS-ROADSIDE MAINT, CATCHBASINS	KNIFE & CABLE TIES	\$34.95	
	72,078	43047	01-0000-0200-00325	HST RECEIVABLE100%	KNIFE & CABLE TIES	\$4.54	
	72,078	43047	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	KNIFE & CABLE TIES	\$0.00	\$39.49
	72,080	43047	01-5100-4100-41700	BLDG REPAIRS AND MAINT	PAINT, BRUSHES	\$32.25	
	72,080	43047	01-0000-0200-00325	HST RECEIVABLE100%	PAINT, BRUSHES	\$4.19	
	72,080	43047	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	PAINT, BRUSHES	\$0.00	\$36.44
	72,082	43047	01-3000-4000-40630	STAFF TRAINING	VINYL SIDING - TRAINING CENTRE	\$60.89	
	72,082	43047	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	VINYL SIDING - TRAINING CENTRE	\$6.72	
	72,082	43047	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	VINYL SIDING - TRAINING CENTRE	\$0.00	\$67.61
INGERSOLL RENT-ALL ***							
	72,059	43048	01-5000-6050-41530	EQUIP REPAIRS & MAINT	ENGINE REPAIRS	\$51.00	
	72,059	43048	01-0000-0200-00325	HST RECEIVABLE100%	ENGINE REPAIRS	\$6.63	
	72,059	43048	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	ENGINE REPAIRS	\$0.00	\$57.63
	72,060	43048	01-5000-6050-41530	EQUIP REPAIRS & MAINT	STRING TRIMMER REPAIRS	\$80.27	
	72,060	43048	01-0000-0200-00325	HST RECEIVABLE100%	STRING TRIMMER REPAIRS	\$10.44	
	72,060	43048	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	STRING TRIMMER REPAIRS	\$0.00	\$90.71
	72,110	43048	01-4500-4220-80000	MATERIALS-SIDEWALK REPAIRS	ELECTRIC BREAKER - SIDEWALKS	\$62.68	
	72,110	43048	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	ELECTRIC BREAKER - SIDEWALKS	\$6.93	
	72,110	43048	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	ELECTRIC BREAKER - SIDEWALKS	\$0.00	\$69.61
INGERSOLL ROTARY CLUB							
	72,203	43049	40-8000-6900-42005	CHRISTMAS PARADE	CHRISTMAS PARADE DONATION	\$2,500.00	
	72,203	43049	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	CHRISTMAS PARADE DONATION	\$0.00	\$2,500.00
IRELAND, CHRIS							
	72,155	43050	01-0000-2000-00745	REFUNDABLE ELECTION DEPOSIT	ELECTION NOMINATION REFUND	\$100.00	
	72,155	43050	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	ELECTION NOMINATION REFUND	\$0.00	\$100.00
A. M. JENSEN LIMITED							
	72,040	43051	01-6200-4000-40440	GIFT SHOP SUPPLIES	CHEESE FOR RESALE	\$129.12	
	72,040	43051	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	CHEESE FOR RESALE	\$0.00	\$129.12
	72,041	43051	01-6200-4000-40440	GIFT SHOP SUPPLIES	CHEESE FOR RESALE	\$69.85	
	72,041	43051	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	CHEESE FOR RESALE	\$0.00	\$69.85
EMPLOYEE REIMBURSEMENT							
	72,048	43052	01-6200-4000-40500	SPECIAL EVENTS	PUMPKINFEST SUPPLIES	\$52.23	
	72,048	43052	01-0000-0200-00325	HST RECEIVABLE100%	PUMPKINFEST SUPPLIES	\$3.63	
	72,048	43052	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	PUMPKINFEST SUPPLIES	\$0.00	\$55.86
JOE JOHNSON EQUIPMENT INC							
	72,115	43053	01-4500-4230-46395	939500 ELGIN SWEEPER	REPAIRS TO SWEEPER	\$110.94	
	72,115	43053	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	REPAIRS TO SWEEPER	\$12.25	
	72,115	43053	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	REPAIRS TO SWEEPER	\$0.00	\$123.19
	72,116	43053	01-4500-4230-46426	942600 PRESSURE WASHER	BUSHING FOR SWEEPER	\$145.29	
	72,116	43053	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	BUSHING FOR SWEEPER	\$16.05	
	72,116	43053	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	BUSHING FOR SWEEPER	\$0.00	\$161.34
	72,117	43053	01-4500-4230-46395	939500 ELGIN SWEEPER	REPAIRS TO SWEEPER	\$798.61	
	72,117	43053	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	REPAIRS TO SWEEPER	\$88.21	
	72,117	43053	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	REPAIRS TO SWEEPER	\$0.00	\$886.82
K&H DISTRIBUTING							
	72,137	43054	01-5000-6100-41500	CONTRACTED SERVICES	FIREWORKS DISPLAY - NOV 21	\$4,000.00	
	72,137	43054	01-0000-0200-00325	HST RECEIVABLE100%	FIREWORKS DISPLAY - NOV 21	\$520.00	
	72,137	43054	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	FIREWORKS DISPLAY - NOV 21	\$0.00	\$4,520.00
KARRYS BROS. LTD							
	72,066	43055	01-5000-6020-40430	CANTEEN SUPPLIES	CANDY CANES, HOT CHOC, CANDY	\$205.50	
	72,066	43055	01-5000-6020-40430	CANTEEN SUPPLIES	CANDY CANES, HOT CHOC, CANDY	\$115.83	
	72,066	43055	01-5000-6100-40420	PROGRAM SUPPLIES	CANDY CANES, HOT CHOC, CANDY	\$570.73	
	72,066	43055	01-0000-0200-00325	HST RECEIVABLE100%	CANDY CANES, HOT CHOC, CANDY	\$26.72	
	72,066	43055	01-0000-0200-00325	HST RECEIVABLE100%	CANDY CANES, HOT CHOC, CANDY	\$74.20	
	72,066	43055	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	CANDY CANES, HOT CHOC, CANDY	\$0.00	\$992.98
LAFARGE CANADA INC							
	72,104	43056	01-4500-4220-80000	MATERIALS-SIDEWALK REPAIRS	CONCRETE FOR SIDEWALK REPAIRS	\$277.80	
	72,104	43056	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	CONCRETE FOR SIDEWALK REPAIRS	\$30.69	
	72,104	43056	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	CONCRETE FOR SIDEWALK REPAIRS	\$0.00	\$308.49
	72,105	43056	01-4500-4220-80000	MATERIALS-SIDEWALK REPAIRS	CONCRETE FOR SIDEWALK REPAIRS	\$464.03	
	72,105	43056	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	CONCRETE FOR SIDEWALK REPAIRS	\$51.25	
	72,105	43056	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	CONCRETE FOR SIDEWALK REPAIRS	\$0.00	\$515.28
	72,106	43056	01-4500-4123-80000	MATERIALS-ROADSIDE MAINT, CATCHBASINS	CONC - SIDEWALK/CURB REPAIRS	\$369.39	
	72,106	43056	01-4500-4220-80000	MATERIALS-SIDEWALK REPAIRS	CONC - SIDEWALK/CURB REPAIRS	\$189.27	
	72,106	43056	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	CONC - SIDEWALK/CURB REPAIRS	\$40.80	
	72,106	43056	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	CONC - SIDEWALK/CURB REPAIRS	\$20.91	
	72,106	43056	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	CONC - SIDEWALK/CURB REPAIRS	\$0.00	\$620.37
EMPLOYEE REIMBURSEMENT							
	72,129	43057	01-4000-4000-40620	MILEAGE	MILEAGE - OCTOBER 2014	\$63.21	
	72,129	43057	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	MILEAGE - OCTOBER 2014	\$6.99	
	72,129	43057	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	MILEAGE - OCTOBER 2014	\$0.00	\$70.20
LESSER, GORD							
	72,149	43058	01-0000-2000-00745	REFUNDABLE ELECTION DEPOSIT	ELECTION NOMINATION REFUND	\$100.00	
	72,149	43058	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	ELECTION NOMINATION REFUND	\$0.00	\$100.00
LIKINS, TRACY- PETTY CASH							

	72,156	43059	01-5200-6195-41107	NETWORKING & KNOWLEDGE SHARING	PITCH COMPETITION WINNERS	\$750.00	
	72,156	43059	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	PITCH COMPETITION WINNERS	\$0.00	\$750.00
LOBZUN TIM							
	72,142	43060	01-0000-2000-00745	REFUNDABLE ELECTION DEPOSIT	ELECTION NOMINATION REFUND	\$200.00	
	72,142	43060	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	ELECTION NOMINATION REFUND	\$0.00	\$200.00
LONDON FIRE EQUIPMENT LTD ***							
	72,163	43061	01-5000-6050-41550	MAINTENANCE CONTRACTS	ANNUAL FIRE INSPECTION	\$113.50	
	72,163	43061	01-0000-0200-00325	HST RECEIVABLE100%	ANNUAL FIRE INSPECTION	\$14.76	
	72,163	43061	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	ANNUAL FIRE INSPECTION	\$0.00	\$128.26
	72,164	43061	01-5100-4100-41550	MAINTENANCE CONTRACTS	ANNUAL FIRE INSPECTION	\$526.00	
	72,164	43061	01-0000-0200-00325	HST RECEIVABLE100%	ANNUAL FIRE INSPECTION	\$68.38	
	72,164	43061	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	ANNUAL FIRE INSPECTION	\$0.00	\$594.38
	72,165	43061	01-5000-6020-41550	MAINTENANCE CONTRACTS	ANNUAL FIRE INSPECTION	\$1,090.85	
	72,165	43061	01-0000-0200-00325	HST RECEIVABLE100%	ANNUAL FIRE INSPECTION	\$141.81	
	72,165	43061	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	ANNUAL FIRE INSPECTION	\$0.00	\$1,232.66
	72,166	43061	01-5000-6040-41550	MAINTENANCE CONTRACTS	ANNUAL FIRE INSPECTION	\$809.80	
	72,166	43061	01-0000-0200-00325	HST RECEIVABLE100%	ANNUAL FIRE INSPECTION	\$105.27	
	72,166	43061	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	ANNUAL FIRE INSPECTION	\$0.00	\$915.07
LPL PLUMBING							
	72,064	43062	01-5100-4100-41700	BLDG REPAIRS AND MAINT	SHOWER CARTRIDGE & REPAIR	\$244.88	
	72,064	43062	01-0000-0200-00325	HST RECEIVABLE100%	SHOWER CARTRIDGE & REPAIR	\$31.84	
	72,064	43062	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	SHOWER CARTRIDGE & REPAIR	\$0.00	\$276.72
	72,065	43062	01-5000-6040-41700	BLDG REPAIRS & MAINT	REPAIR LEAK	\$126.81	
	72,065	43062	01-0000-0200-00325	HST RECEIVABLE100%	REPAIR LEAK	\$16.48	
	72,065	43062	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	REPAIR LEAK	\$0.00	\$143.29
M & M MEAT SHOPS ***							
	72,192	43063	01-5200-6090-40460	NUTRITION PURCHASES	CHICKEN BREAST SLICES	\$23.38	
	72,192	43063	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	CHICKEN BREAST SLICES	\$0.00	\$23.38
EMPLOYEE REIMBURSEMENT							
	72,157	43064	01-1002-4000-40620	MILEAGE	MILEAGE - OCT 2014	\$35.98	
	72,157	43064	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	MILEAGE - OCT 2014	\$3.98	
	72,157	43064	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	MILEAGE - OCT 2014	\$0.00	\$39.96
	72,158	43064	01-1002-4000-40620	MILEAGE	MILEAGE - SEPT 2014	\$31.32	
	72,158	43064	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	MILEAGE - SEPT 2014	\$3.46	
	72,158	43064	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	MILEAGE - SEPT 2014	\$0.00	\$34.78
	72,159	43064	01-1002-4000-40620	MILEAGE	MILEAGE - AUGUST 2014	\$35.79	
	72,159	43064	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	MILEAGE - AUGUST 2014	\$3.95	
	72,159	43064	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	MILEAGE - AUGUST 2014	\$0.00	\$39.74
MAXXAM ANALYTICS INC							
	72,091	43065	01-3000-4000-41530	EQUIP REPAIRS & MAINTENANCE	AIR TESTING	\$295.10	
	72,091	43065	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	AIR TESTING	\$32.60	
	72,091	43065	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	AIR TESTING	\$0.00	\$327.70
MCCABE PROMOTIONAL ADVERT.							
	72,049	43066	01-5100-6060-40290	UNIFORMS AND CLOTHING	LIFEGUARD SHIRTS & JACKETS	\$384.74	
	72,049	43066	01-0000-0200-00325	HST RECEIVABLE100%	LIFEGUARD SHIRTS & JACKETS	\$50.02	
	72,049	43066	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	LIFEGUARD SHIRTS & JACKETS	\$0.00	\$434.76
	72,050	43066	01-5100-4000-40290	UNIFORMS AND CLOTHING	GOLF SHIRTS - REC ADMIN STAFF	\$212.52	
	72,050	43066	01-0000-0200-00325	HST RECEIVABLE100%	GOLF SHIRTS - REC ADMIN STAFF	\$27.63	
	72,050	43066	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	GOLF SHIRTS - REC ADMIN STAFF	\$0.00	\$240.15
	72,051	43066	01-5100-4000-40290	UNIFORMS AND CLOTHING	GOLF SHIRTS, SW SHIRTS, JACKET	\$251.38	
	72,051	43066	01-5100-4100-40290	UNIFORMS AND CLOTHING	GOLF SHIRTS, SW SHIRTS, JACKET	\$135.54	
	72,051	43066	01-5000-6020-40290	UNIFORMS & CLOTHING	GOLF SHIRTS, SW SHIRTS, JACKET	\$151.51	
	72,051	43066	01-0000-0200-00325	HST RECEIVABLE100%	GOLF SHIRTS, SW SHIRTS, JACKET	\$32.68	
	72,051	43066	01-0000-0200-00325	HST RECEIVABLE100%	GOLF SHIRTS, SW SHIRTS, JACKET	\$17.62	
	72,051	43066	01-0000-0200-00325	HST RECEIVABLE100%	GOLF SHIRTS, SW SHIRTS, JACKET	\$19.70	
	72,051	43066	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	GOLF SHIRTS, SW SHIRTS, JACKET	\$0.00	\$608.43
EMPLOYEE REIMBURSEMENT							
	72,140	43067	01-5100-6060-40620	MILEAGE	MILEAGE - OCTOBER 2014	\$41.10	
	72,140	43067	01-0000-0200-00325	HST RECEIVABLE100%	MILEAGE - OCTOBER 2014	\$5.34	
	72,140	43067	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	MILEAGE - OCTOBER 2014	\$0.00	\$46.44
MCSWIGGAN, STEPHEN							
	72,150	43068	01-0000-2000-00745	REFUNDABLE ELECTION DEPOSIT	ELECTION NOMINATION REFUND	\$100.00	
	72,150	43068	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	ELECTION NOMINATION REFUND	\$0.00	\$100.00
MENNIE, PETER							
	72,135	43069	01-5000-6100-40500	SPECIAL EVENTS	MAGICIAN - NOV 21	\$600.00	
	72,135	43069	01-0000-0200-00325	HST RECEIVABLE100%	MAGICIAN - NOV 21	\$78.00	
	72,135	43069	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	MAGICIAN - NOV 21	\$0.00	\$678.00
MILLCREEK PRINTING INC							
	72,047	43070	01-6010-4000-41000	ADVERTISING	OCT ART & CULTURE CALENDAR	\$763.95	
	72,047	43070	01-0000-0200-00325	HST RECEIVABLE100%	OCT ART & CULTURE CALENDAR	\$99.31	
	72,047	43070	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	OCT ART & CULTURE CALENDAR	\$0.00	\$863.26
	72,076	43070	01-1001-4000-41010	GRAPHICS & PRINTING	PRINTING OF PARA TICKETS	\$607.35	
	72,076	43070	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	PRINTING OF PARA TICKETS	\$67.09	
	72,076	43070	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	PRINTING OF PARA TICKETS	\$0.00	\$674.44
MINISTER OF FINANCE - EHT ***							
	72,084	43071	01-0000-2100-00720	EMPLOYER HEALTH TAX (13135)	OCTOBER PREMIUM	\$7,598.24	
	72,084	43071	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	OCTOBER PREMIUM	\$0.00	\$7,598.24
MINISTRY OF FINANCE (OPP)***							
	72,027	43072	01-3200-4000-40450	OPP CONTRACTED SERVICES	OPP SERVICES - OCTOBER	\$264,407.00	

MOTT, CATHY	72,027	43072	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	OPP SERVICES - OCTOBER	\$0.00	\$264,407.00
	72,151	43073	01-0000-2000-00745	REFUNDABLE ELECTION DEPOSIT	ELECTION NOMINAITON REFUND	\$100.00	
NETWORK TELECOM	72,151	43073	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	ELECTION NOMINAITON REFUND	\$0.00	\$100.00
	72,031	43074	01-5000-6020-41700	BLDG REPAIRS & MAINT	REPAIR PHONE LINES	\$95.00	
	72,031	43074	01-0000-0200-00325	HST RECEIVABLE100%	REPAIR PHONE LINES	\$12.35	
	72,031	43074	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	REPAIR PHONE LINES	\$0.00	\$107.35
OLDE BAKERY CAFE	72,052	43075	01-0100-4000-40790	ELECTION EXPENSES	ELECTION SUPPER	\$241.68	
	72,052	43075	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	ELECTION SUPPER	\$26.70	
	72,052	43075	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	ELECTION SUPPER	\$0.00	\$268.38
	72,063	43075	01-5100-6060-40420	PROGRAM SUPPLIES	BIRTHDAY CAKES	\$45.00	
	72,063	43075	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	BIRTHDAY CAKES	\$0.00	\$45.00
	72,071	43075	01-6200-4000-40500	SPECIAL EVENTS	COOKIES FOR PUMPKINFEST	\$50.00	
	72,071	43075	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	COOKIES FOR PUMPKINFEST	\$0.00	\$50.00
	72,139	43075	01-5100-6060-40420	PROGRAM SUPPLIES	BIRTHDAY CAKES	\$30.00	
	72,139	43075	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	BIRTHDAY CAKES	\$0.00	\$30.00
	72,193	43075	01-5200-6090-40500	SPECIAL EVENTS	800 COOKIES FOR HAUNTED HOUSE	\$300.00	
	72,193	43075	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	800 COOKIES FOR HAUNTED HOUSE	\$0.00	\$300.00
ONTARIO SOUTHLAND RAILWAY INC.	72,096	43076	01-4500-4161-80000	MATERIALS-SAFETY DEVICES, RR CROSSING	FLASHING LT MAINTENANCE	\$2,970.90	
	72,096	43076	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	FLASHING LT MAINTENANCE	\$0.00	\$2,970.90
ORKIN CANADA CORP.	72,044	43077	01-6200-4100-41700	BLDG REPAIRS & MAINTENANCE	PEST CONTROL FOR MUSEUM	\$123.50	
	72,044	43077	01-0000-0200-00325	HST RECEIVABLE100%	PEST CONTROL FOR MUSEUM	\$16.06	
	72,044	43077	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	PEST CONTROL FOR MUSEUM	\$0.00	\$139.56
OXFORD COUNTY ***	72,029	43078	01-1000-4000-40820	PLANNING ACT EXPENSES	3RD QTR PLANNING EXPENSES	\$685.72	
	72,029	43078	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	3RD QTR PLANNING EXPENSES	\$0.00	\$685.72
PA SHOP SALES & RENTALS	72,194	43079	01-5200-6090-40500	SPECIAL EVENTS	SPEAKERS FOR HAUNTED HOUSE	\$61.75	
	72,194	43079	01-0000-0200-00325	HST RECEIVABLE100%	SPEAKERS FOR HAUNTED HOUSE	\$8.03	
	72,194	43079	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	SPEAKERS FOR HAUNTED HOUSE	\$0.00	\$69.78
	72,197	43079	01-5200-6090-40500	SPECIAL EVENTS	HAUNTED HOUSE AUDIO	\$666.00	
	72,197	43079	01-0000-0200-00325	HST RECEIVABLE100%	HAUNTED HOUSE AUDIO	\$86.58	
	72,197	43079	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	HAUNTED HOUSE AUDIO	\$0.00	\$752.58
PETRIE, BRIAN	72,152	43080	01-0000-2000-00745	REFUNDABLE ELECTION DEPOSIT	ELECTION NOMINATION REFUND	\$100.00	
	72,152	43080	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	ELECTION NOMINATION REFUND	\$0.00	\$100.00
EMPLOYEE REIMBURSEMENT	72,176	43081	01-5200-6290-40420	PROGRAM SUPPLIES	HARD DRIVES, EARPIECES,COURIER	\$161.48	
	72,176	43081	01-5200-6170-40420	PROGRAM SUPPLIES	HARD DRIVES, EARPIECES,COURIER	\$14.97	
	72,176	43081	01-5200-6270-40240	COURIER CHARGES	HARD DRIVES, EARPIECES,COURIER	\$23.37	
	72,176	43081	01-5200-6270-40240	COURIER CHARGES	HARD DRIVES, EARPIECES,COURIER	\$11.65	
	72,176	43081	01-0000-0200-00325	HST RECEIVABLE100%	HARD DRIVES, EARPIECES,COURIER	\$20.99	
	72,176	43081	01-0000-0200-00325	HST RECEIVABLE100%	HARD DRIVES, EARPIECES,COURIER	\$1.95	
	72,176	43081	01-0000-0200-00325	HST RECEIVABLE100%	HARD DRIVES, EARPIECES,COURIER	\$3.04	
	72,176	43081	01-0000-0200-00325	HST RECEIVABLE100%	HARD DRIVES, EARPIECES,COURIER	\$1.51	
	72,176	43081	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	HARD DRIVES, EARPIECES,COURIER	\$0.00	\$238.96
	72,181	43081	01-5200-6290-40620	MILEAGE	MILEAGE - OCT 2014	\$19.12	
	72,181	43081	01-5200-6090-40620	MILEAGE	MILEAGE - OCT 2014	\$66.90	
	72,181	43081	01-0000-0200-00325	HST RECEIVABLE100%	MILEAGE - OCT 2014	\$2.48	
	72,181	43081	01-0000-0200-00325	HST RECEIVABLE100%	MILEAGE - OCT 2014	\$8.70	
	72,181	43081	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	MILEAGE - OCT 2014	\$0.00	\$97.20
PRECISION CURB CUTTING LTD.	72,026	43082	01-4500-4220-80000	MATERIALS-SIDEWALK REPAIRS	CURB CUTS	\$143.48	
	72,026	43082	01-4500-4220-80000	MATERIALS-SIDEWALK REPAIRS	CURB CUTS	\$122.11	
	72,026	43082	01-4500-4220-80000	MATERIALS-SIDEWALK REPAIRS	CURB CUTS	\$537.29	
	72,026	43082	01-4500-4220-80000	MATERIALS-SIDEWALK REPAIRS	CURB CUTS	\$265.59	
	72,026	43082	01-0000-0250-60769	GC14-621-224 KING W-CURB CUT	CURB CUTS	\$152.64	
	72,026	43082	01-0000-0250-60725	GC14-577-99 VICTORIA-CURB CUT	CURB CUTS	\$280.86	
	72,026	43082	01-0000-0250-60612	GC13-464-JURA LANE-CURB CUT	CURB CUTS	\$167.90	
	72,026	43082	01-0000-0250-60802	GC14-654-179 CHERRY-CURB CUT	CURB CUTS	\$183.17	
	72,026	43082	01-0000-0250-60754	GC14-606-64 INKERMAN-CURB CUT	CURB CUTS	\$85.48	
	72,026	43082	01-0000-0250-60759	GC14-611-234 VICTORIA-CURB CUT	CURB CUTS	\$167.90	
	72,026	43082	01-0000-0250-60791	GC14-643-230 VICTORIA-CURB CUT	CURB CUTS	\$64.11	
	72,026	43082	01-0000-0250-60801	GC14-653-12 CEDAR-CURB CUT	CURB CUTS	\$183.17	
	72,026	43082	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	CURB CUTS	\$15.85	
	72,026	43082	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	CURB CUTS	\$13.49	
	72,026	43082	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	CURB CUTS	\$59.35	
	72,026	43082	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	CURB CUTS	\$29.34	
	72,026	43082	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	CURB CUTS	\$16.86	
	72,026	43082	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	CURB CUTS	\$31.02	
	72,026	43082	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	CURB CUTS	\$18.55	
	72,026	43082	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	CURB CUTS	\$20.23	
	72,026	43082	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	CURB CUTS	\$9.44	
	72,026	43082	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	CURB CUTS	\$18.55	
	72,026	43082	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	CURB CUTS	\$7.08	

	72,026	43082	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	CURB CUTS	\$20.23	
	72,026	43082	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	CURB CUTS	\$0.00	\$2,613.69
PUROLATOR COURIER LTD							
	72,095	43083	01-3000-4000-41530	EQUIP REPAIRS & MAINTENANCE	AIR TESTING	\$22.03	
	72,095	43083	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	AIR TESTING	\$2.44	
	72,095	43083	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	AIR TESTING	\$0.00	\$24.47
F.L.RAVIN LIMITED							
	72,200	43084	01-5200-6195-41107	NETWORKING & KNOWLEDGE SHARING	START IN OXFORD - GLENDALE BUS	\$225.00	
	72,200	43084	01-0000-0200-00325	HST RECEIVABLE100%	START IN OXFORD - GLENDALE BUS	\$29.25	
	72,200	43084	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	START IN OXFORD - GLENDALE BUS	\$0.00	\$254.25
REGIS AUTO PARTS							
	72,053	43085	01-3000-4100-41530	EQUIP REPAIRS & MAINTENANCE	AERIAL REPAIRS	\$19.39	
	72,053	43085	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	AERIAL REPAIRS	\$2.14	
	72,053	43085	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	AERIAL REPAIRS	\$0.00	\$21.53
	72,054	43085	01-3000-4000-41510	VEHICLE REPAIRS & MAINTENANCE	LAMP & PLUG FOR AERIAL	\$11.01	
	72,054	43085	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	LAMP & PLUG FOR AERIAL	\$1.22	
	72,054	43085	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	LAMP & PLUG FOR AERIAL	\$0.00	\$12.23
	72,055	43085	01-3000-4100-41530	EQUIP REPAIRS & MAINTENANCE	FUSE FOR BOBCAT	\$2.95	
	72,055	43085	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	FUSE FOR BOBCAT	\$0.33	
	72,055	43085	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	FUSE FOR BOBCAT	\$0.00	\$3.28
	72,098	43085	01-4500-4230-46384	938400 T4-02 STERLING D TRUCK	WIPER MOTOR	\$123.88	
	72,098	43085	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	WIPER MOTOR	\$13.69	
	72,098	43085	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	WIPER MOTOR	\$0.00	\$137.57
	72,099	43085	01-4500-4230-46383	938300 T3-09 PETERBILT D TRUCK	LIGHT REPLACEMENT- TRUCK# 3	\$25.12	
	72,099	43085	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	LIGHT REPLACEMENT- TRUCK# 3	\$2.78	
	72,099	43085	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	LIGHT REPLACEMENT- TRUCK# 3	\$0.00	\$27.90
RESQTECH SYSTEMS INC ***							
	72,056	43086	01-3000-4000-41510	VEHICLE REPAIRS & MAINTENANCE	AERIAL WATERWAY SEAL REPAIRS	\$6,410.88	
	72,056	43086	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	AERIAL WATERWAY SEAL REPAIRS	\$708.12	
	72,056	43086	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	AERIAL WATERWAY SEAL REPAIRS	\$0.00	\$7,119.00
	72,057	43086	01-3000-4000-41510	VEHICLE REPAIRS & MAINTENANCE	AERIAL REPAIRS	\$542.51	
	72,057	43086	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	AERIAL REPAIRS	\$59.93	
	72,057	43086	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	AERIAL REPAIRS	\$0.00	\$602.44
RESURFICE CORP ***							
	72,168	43087	01-5000-6020-41530	EQUIPMENT REPAIRS & MAINTENANCE	OLYMPIA PART	\$134.85	
	72,168	43087	01-0000-0200-00325	HST RECEIVABLE100%	OLYMPIA PART	\$17.53	
	72,168	43087	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	OLYMPIA PART	\$0.00	\$152.38
RIETTA'S DECOR & DESIGN CENTRE							
	72,195	43088	01-5200-4100-41530	EQUIP REPAIRS & MAINT	PAINT HALLWAYS AT FUSION	\$126.52	
	72,195	43088	01-0000-0200-00325	HST RECEIVABLE100%	PAINT HALLWAYS AT FUSION	\$16.45	
	72,195	43088	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	PAINT HALLWAYS AT FUSION	\$0.00	\$142.97
ROCK SOLID DESIGNS							
	72,122	43089	10-0000-3252-80100	PRIME CONTRACT	CLEAN OUT WHITING CREEK	\$305.28	
	72,122	43089	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	CLEAN OUT WHITING CREEK	\$33.72	
	72,122	43089	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	CLEAN OUT WHITING CREEK	\$0.00	\$339.00
EMPLOYEE REIMBURSEMENT							
	72,126	43090	01-3400-4000-40620	MILEAGE	MILEAGE - OCTOBER 2014	\$296.15	
	72,126	43090	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	MILEAGE - OCTOBER 2014	\$32.71	
	72,126	43090	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	MILEAGE - OCTOBER 2014	\$0.00	\$328.86
SOAK IT UP INC							
	72,023	43091	01-5200-4100-41550	MAINTENANCE CONTRACTS	MOPS, MATS	\$32.00	
	72,023	43091	01-0000-0200-00325	HST RECEIVABLE100%	MOPS, MATS	\$4.16	
	72,023	43091	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	MOPS, MATS	\$0.00	\$36.16
	72,042	43091	01-6200-4100-41700	BLDG REPAIRS & MAINTENANCE	MUSEUM MAT	\$18.00	
	72,042	43091	01-0000-0200-00325	HST RECEIVABLE100%	MUSEUM MAT	\$2.34	
	72,042	43091	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	MUSEUM MAT	\$0.00	\$20.34
	72,043	43091	01-6200-4100-41700	BLDG REPAIRS & MAINTENANCE	MUSEUM MAT	\$18.00	
	72,043	43091	01-0000-0200-00325	HST RECEIVABLE100%	MUSEUM MAT	\$2.34	
	72,043	43091	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	MUSEUM MAT	\$0.00	\$20.34
	72,119	43091	01-2000-4015-41540	RENTAL	CARRS MAT RENTAL	\$11.00	
	72,119	43091	01-0000-0200-00325	HST RECEIVABLE100%	CARRS MAT RENTAL	\$1.43	
	72,119	43091	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	CARRS MAT RENTAL	\$0.00	\$12.43
	72,120	43091	01-2000-4025-41540	RENTAL	MAT RENTAL - TOWN CENTRE	\$29.00	
	72,120	43091	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	MAT RENTAL - TOWN CENTRE	\$3.21	
	72,120	43091	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	MAT RENTAL - TOWN CENTRE	\$0.00	\$32.21
	72,167	43091	01-5000-6020-40210	JANITORIAL SUPPLIES	MAT SERVICE	\$122.00	
	72,167	43091	01-0000-0200-00325	HST RECEIVABLE100%	MAT SERVICE	\$15.86	
	72,167	43091	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	MAT SERVICE	\$0.00	\$137.86
	72,202	43091	01-5200-4100-41550	MAINTENANCE CONTRACTS	MAT SERVICE	\$32.00	
	72,202	43091	01-0000-0200-00325	HST RECEIVABLE100%	MAT SERVICE	\$4.16	
	72,202	43091	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	MAT SERVICE	\$0.00	\$36.16
STEVENS EXHIBIT DESIGN GROUP							
	72,190	43092	01-5200-6195-41000	ADVERTISING	EMPEROR DISPLAY GRAPHIC	\$331.65	
	72,190	43092	01-0000-0200-00325	HST RECEIVABLE100%	EMPEROR DISPLAY GRAPHIC	\$43.11	
	72,190	43092	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	EMPEROR DISPLAY GRAPHIC	\$0.00	\$374.76
ST. MARY'S CATHOLIC HIGH SCHOO							
	72,201	43093	01-5200-6195-41107	NETWORKING & KNOWLEDGE SHARING	START IN OXFORD - BUS & SUPPLY	\$151.63	
	72,201	43093	01-5200-6195-41107	NETWORKING & KNOWLEDGE SHARING	START IN OXFORD - BUS & SUPPLY	\$82.00	
	72,201	43093	01-0000-0200-00325	HST RECEIVABLE100%	START IN OXFORD - BUS & SUPPLY	\$19.71	

STONETOWN SUPPLY SERVICES(ING)	72,201	43093	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	START IN OXFORD - BUS & SUPPLY	\$0.00	\$253.34
	72,058	43094	01-3000-4100-40210	JANITORIAL SUPPLIES	HAND SOAP, RM DEO, BWL CLNR	\$49.24	
	72,058	43094	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	HAND SOAP, RM DEO, BWL CLNR	\$5.44	
	72,058	43094	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	HAND SOAP, RM DEO, BWL CLNR	\$0.00	\$54.68
	72,189	43094	01-5200-4100-40210	JANITORIAL SUPPLIES	PPR PROD, GARB BAGS, URINAL PK	\$175.79	
	72,189	43094	01-0000-0200-00325	HST RECEIVABLE100%	PPR PROD, GARB BAGS, URINAL PK	\$22.85	
	72,189	43094	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	PPR PROD, GARB BAGS, URINAL PK	\$0.00	\$198.64
	72,196	43094	01-5200-4100-40210	JANITORIAL SUPPLIES	PAPER PROD, CLNRS, AIR FRESHNR	\$200.80	
	72,196	43094	01-0000-0200-00325	HST RECEIVABLE100%	PAPER PROD, CLNRS, AIR FRESHNR	\$26.10	
	72,196	43094	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	PAPER PROD, CLNRS, AIR FRESHNR	\$0.00	\$226.90
SUN LIFE OF CANADA	72,083	43095	01-0000-2100-00716	HEALTH CARE PAYABLE	NOVEMBER PREMIUMS	\$37,867.45	
	72,083	43095	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	NOVEMBER PREMIUMS	\$0.00	\$37,867.45
SUN MEDIA - CALGARY SUN	72,045	43096	01-4500-4000-41000	ADVERTISING	LEAF PICK UP AD	\$170.96	
	72,045	43096	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	LEAF PICK UP AD	\$18.88	
	72,045	43096	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	LEAF PICK UP AD	\$0.00	\$189.84
	72,046	43096	01-6010-4000-40230	POSTAGE	ARTS & CULTURE FLYERS	\$300.00	
	72,046	43096	01-0000-0200-00325	HST RECEIVABLE100%	ARTS & CULTURE FLYERS	\$39.00	
	72,046	43096	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	ARTS & CULTURE FLYERS	\$0.00	\$339.00
	72,087	43096	01-0100-4000-40790	ELECTION EXPENSES	ELECTION AD - OXF REVIEW	\$221.84	
	72,087	43096	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	ELECTION AD - OXF REVIEW	\$24.50	
	72,087	43096	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	ELECTION AD - OXF REVIEW	\$0.00	\$246.34
	72,088	43096	01-0100-4000-40790	ELECTION EXPENSES	ELECTION AD - ING TIMES	\$170.96	
	72,088	43096	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	ELECTION AD - ING TIMES	\$18.88	
	72,088	43096	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	ELECTION AD - ING TIMES	\$0.00	\$189.84
	72,089	43096	40-8000-6900-41000	ADVERTISING	BIA MOONLIGHT MADNESS	\$76.32	
	72,089	43096	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	BIA MOONLIGHT MADNESS	\$8.43	
	72,089	43096	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	BIA MOONLIGHT MADNESS	\$0.00	\$84.75
	72,090	43096	01-0100-4000-40790	ELECTION EXPENSES	ELECTION AD - ON LINE	\$30.53	
	72,090	43096	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	ELECTION AD - ON LINE	\$3.37	
	72,090	43096	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	ELECTION AD - ON LINE	\$0.00	\$33.90
SWAN DUST CONTROL	72,107	43097	01-4500-4000-41540	RENTAL	MAT RENTAL - PUBLIC WORKS	\$20.66	
	72,107	43097	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	MAT RENTAL - PUBLIC WORKS	\$2.28	
	72,107	43097	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	MAT RENTAL - PUBLIC WORKS	\$0.00	\$22.94
	72,108	43097	01-4500-4000-41540	RENTAL	MAT RENTAL - PW	\$20.66	
	72,108	43097	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	MAT RENTAL - PW	\$2.28	
	72,108	43097	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	MAT RENTAL - PW	\$0.00	\$22.94
TABOR BROS & SONS LTD ***	72,086	43098	01-3000-4000-40500	SPECIAL EVENTS	CRANE FOR SHIPPING CONTAINER	\$396.86	
	72,086	43098	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	CRANE FOR SHIPPING CONTAINER	\$43.84	
	72,086	43098	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	CRANE FOR SHIPPING CONTAINER	\$0.00	\$440.70
THAMES RIVER MELON FARMS	72,039	43099	01-6200-4000-40500	SPECIAL EVENTS	400 PUMPKINS - PUMPKINFEST	\$800.00	
	72,039	43099	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	400 PUMPKINS - PUMPKINFEST	\$0.00	\$800.00
	72,134	43099	01-5000-6051-40420	PROGRAM SUPPLIES	SQUASH, LEEKS, PIE PUMPKINS	\$594.00	
	72,134	43099	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	SQUASH, LEEKS, PIE PUMPKINS	\$0.00	\$594.00
TRIPLE H PAVING STONES INC.	72,170	43100	10-0000-3537-80000	MATERIALS - FUSION GENERAL CAPITAL	PATIO AT YOUTH CENTRE	\$4,075.00	
	72,170	43100	01-0000-0200-00325	HST RECEIVABLE100%	PATIO AT YOUTH CENTRE	\$529.75	
	72,170	43100	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	PATIO AT YOUTH CENTRE	\$0.00	\$4,604.75
TURNERS FARM MARKET	72,133	43101	01-5000-6051-40420	PROGRAM SUPPLIES	CAULI, PARSNIPS,CARROTS, TURNP	\$795.50	
	72,133	43101	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	CAULI, PARSNIPS,CARROTS, TURNP	\$0.00	\$795.50
VANKOOTEN-BOSSE,KRISTY	72,153	43102	01-0000-2000-00745	REFUNDABLE ELECTION DEPOSIT	ELECTION NOMINATION REFUND	\$100.00	
	72,153	43102	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	ELECTION NOMINATION REFUND	\$0.00	\$100.00
WOODSTOCK TELECOM LTD.	72,184	43103	01-5200-4100-41530	EQUIP REPAIRS & MAINT	JACKS FOR NEW CANTEEN/LOUNGE	\$150.00	
	72,184	43103	01-0000-0200-00325	HST RECEIVABLE100%	JACKS FOR NEW CANTEEN/LOUNGE	\$19.50	
	72,184	43103	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	JACKS FOR NEW CANTEEN/LOUNGE	\$0.00	\$169.50
WORKPLACE SAFETY & INS. BOARD	72,085	43104	01-0000-2100-00708	WSIB PAYABLE	OCTOBER PREMIUM	\$8,396.24	
	72,085	43104	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	OCTOBER PREMIUM	\$0.00	\$8,396.24
ZOGICS	72,169	43105	01-5100-4100-40210	JANITORIAL SUPPLIES	DISINFECTANT WIPES	\$724.09	
	72,169	43105	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	DISINFECTANT WIPES	\$0.00	\$724.09
AIR LIQUIDE	72,411	43106	01-4500-4230-46431	VEHICLE MAINTENANCE	GAS CYLINDERS, WIRE	\$78.23	
	72,411	43106	01-4500-4160-80000	MATERIALS-SAFETY DEVICES, SIGNS, GUIDE RA	GAS CYLINDERS, WIRE	\$13.37	
	72,411	43106	01-4500-4000-41650	SMALL TOOLS & SAFETY EQUIP	GAS CYLINDERS, WIRE	\$22.81	
	72,411	43106	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	GAS CYLINDERS, WIRE	\$8.65	
	72,411	43106	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	GAS CYLINDERS, WIRE	\$1.48	
	72,411	43106	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	GAS CYLINDERS, WIRE	\$2.53	
	72,411	43106	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	GAS CYLINDERS, WIRE	\$0.00	\$127.07
AKIRA STUDIO LTD	72,348	43107	01-5200-6195-41000	ADVERTISING	WEBSITE SUPPORT NOV 2014	\$95.00	

	72,348	43107	01-0000-0200-00325	HST RECEIVABLE100%	WEBSITE SUPPORT NOV 2014	\$12.35	
	72,348	43107	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	WEBSITE SUPPORT NOV 2014	\$0.00	\$107.35
	72,431	43107	01-0000-2375-00740	BUILD INGERSOLL GROUP "BIG" DEPOSIT	FACEBOOK CAMPAIGN	\$610.56	
	72,431	43107	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	FACEBOOK CAMPAIGN	\$67.44	
AL'S TIRE INGERSOLL	72,431	43107	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	FACEBOOK CAMPAIGN	\$0.00	\$678.00
	72,406	43108	01-4500-4230-46382	938200 T2-07 DODGE 3500	TIRES FOR TRUCK# 2	\$1,648.37	
	72,406	43108	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	TIRES FOR TRUCK# 2	\$182.07	
ASPIRIA	72,406	43108	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	TIRES FOR TRUCK# 2	\$0.00	\$1,830.44
	72,430	43109	01-1000-4000-40860	EMPLOYEE ASSISTANCE PROGRAM	EAP PROGRAM FEE & SERVICES	\$5,545.92	
	72,430	43109	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	EAP PROGRAM FEE & SERVICES	\$612.58	
AVONDALE RESTAURANT EQUIPMENT	72,430	43109	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	EAP PROGRAM FEE & SERVICES	\$0.00	\$6,158.50
	72,354	43110	10-0000-3536-80000	MATERIALS	HAND SINKS	\$573.00	
	72,354	43110	01-0000-0200-00325	HST RECEIVABLE100%	HAND SINKS	\$74.49	
BELL CANADA ***	72,354	43110	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	HAND SINKS	\$0.00	\$647.49
	72,328	43111	01-1000-4000-40220	TELEPHONE	BELL PHONE CHARGES - OCT	\$740.81	
	72,328	43111	01-2000-4025-40220	TELEPHONE	BELL PHONE CHARGES - OCT	\$141.54	
	72,328	43111	01-1001-4000-40220	TELEPHONE	BELL PHONE CHARGES - OCT	\$67.55	
	72,328	43111	01-1001-4000-40220	TELEPHONE	BELL PHONE CHARGES - OCT	\$57.17	
	72,328	43111	01-1002-4000-40220	TELEPHONE	BELL PHONE CHARGES - OCT	\$188.31	
	72,328	43111	01-3000-4000-40220	TELEPHONE	BELL PHONE CHARGES - OCT	\$211.75	
	72,328	43111	01-4500-4000-40220	TELEPHONE	BELL PHONE CHARGES - OCT	\$208.67	
	72,328	43111	01-5000-6020-40220	TELEPHONE	BELL PHONE CHARGES - OCT	\$189.04	
	72,328	43111	01-5000-6050-40220	TELEPHONE	BELL PHONE CHARGES - OCT	\$74.47	
	72,328	43111	01-5100-4000-40220	TELEPHONE	BELL PHONE CHARGES - OCT	\$572.33	
	72,328	43111	01-5100-4000-40220	TELEPHONE	BELL PHONE CHARGES - OCT	\$178.00	
	72,328	43111	01-5200-6090-40220	TELEPHONE	BELL PHONE CHARGES - OCT	\$434.73	
	72,328	43111	01-6200-4000-40220	TELEPHONE	BELL PHONE CHARGES - OCT	\$52.70	
	72,328	43111	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	BELL PHONE CHARGES - OCT	\$178.45	
	72,328	43111	01-0000-0200-00325	HST RECEIVABLE100%	BELL PHONE CHARGES - OCT	\$195.14	
BELL-CAMP MANUFACTURING INC.	72,328	43111	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	BELL PHONE CHARGES - OCT	\$0.00	\$3,490.66
	72,269	43112	01-3000-4000-40500	SPECIAL EVENTS	SANDBLAST DOOR	\$132.29	
	72,269	43112	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	SANDBLAST DOOR	\$14.61	
BFI CANADA	72,269	43112	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	SANDBLAST DOOR	\$0.00	\$146.90
	72,210	43113	01-3000-4100-41550	MAINTENANCE CONTRACTS	GARBAGE PICK UP - NOV	\$145.01	
	72,210	43113	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	GARBAGE PICK UP - NOV	\$16.02	
	72,210	43113	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	GARBAGE PICK UP - NOV	\$0.00	\$161.03
	72,232	43113	01-5200-4100-41550	MAINTENANCE CONTRACTS	GARBAGE PICK UP SERVICE- NOV	\$191.00	
	72,232	43113	01-5000-6020-41550	MAINTENANCE CONTRACTS	GARBAGE PICK UP SERVICE- NOV	\$219.30	
	72,232	43113	01-5100-4100-41550	MAINTENANCE CONTRACTS	GARBAGE PICK UP SERVICE- NOV	\$219.30	
	72,232	43113	01-5000-6050-41550	MAINTENANCE CONTRACTS	GARBAGE PICK UP SERVICE- NOV	\$219.30	
	72,232	43113	01-5000-6040-41550	MAINTENANCE CONTRACTS	GARBAGE PICK UP SERVICE- NOV	\$219.30	
	72,232	43113	01-0000-0200-00325	HST RECEIVABLE100%	GARBAGE PICK UP SERVICE- NOV	\$24.83	
	72,232	43113	01-0000-0200-00325	HST RECEIVABLE100%	GARBAGE PICK UP SERVICE- NOV	\$28.51	
	72,232	43113	01-0000-0200-00325	HST RECEIVABLE100%	GARBAGE PICK UP SERVICE- NOV	\$28.51	
	72,232	43113	01-0000-0200-00325	HST RECEIVABLE100%	GARBAGE PICK UP SERVICE- NOV	\$28.51	
EMPLOYEE REIMBURSEMENT	72,232	43113	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	GARBAGE PICK UP SERVICE- NOV	\$0.00	\$1,207.07
	72,338	43115	01-5200-6090-40420	PROGRAM SUPPLIES	CHRISTMAS DECORATIONS	\$195.97	
	72,338	43115	01-0000-0200-00325	HST RECEIVABLE100%	CHRISTMAS DECORATIONS	\$25.48	
BUTTERWORTH'S SERVICE CENTRE	72,338	43115	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	CHRISTMAS DECORATIONS	\$0.00	\$221.45
	72,391	43116	01-4500-4230-46387	938700 T7-08 DODGE 3500	DIAGNOSE EXHAUST TR#7	\$97.69	
	72,391	43116	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	DIAGNOSE EXHAUST TR#7	\$10.79	
CANADIAN TIRE ASSOCIATE STORE	72,391	43116	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	DIAGNOSE EXHAUST TR#7	\$0.00	\$108.48
	72,246	43117	01-5000-6050-41530	EQUIP REPAIRS & MAINT	WIPER BLADE	\$10.99	
	72,246	43117	01-0000-0200-00325	HST RECEIVABLE100%	WIPER BLADE	\$1.43	
	72,246	43117	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	WIPER BLADE	\$0.00	\$12.42
	72,247	43117	01-5000-6020-41700	BLDG REPAIRS & MAINT	GREASE	\$7.99	
	72,247	43117	01-0000-0200-00325	HST RECEIVABLE100%	GREASE	\$1.04	
	72,247	43117	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	GREASE	\$0.00	\$9.03
	72,248	43117	01-5000-6050-41530	EQUIP REPAIRS & MAINT	GREASE GUN	\$18.39	
	72,248	43117	01-0000-0200-00325	HST RECEIVABLE100%	GREASE GUN	\$2.39	
	72,248	43117	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	GREASE GUN	\$0.00	\$20.78
	72,249	43117	01-5100-4100-41700	BLDG REPAIRS AND MAINT	WINDEX, PAINT ROLLER & TRAY	\$26.15	
	72,249	43117	01-0000-0200-00325	HST RECEIVABLE100%	WINDEX, PAINT ROLLER & TRAY	\$3.40	
	72,249	43117	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	WINDEX, PAINT ROLLER & TRAY	\$0.00	\$29.55
	72,250	43117	01-5000-6050-41530	EQUIP REPAIRS & MAINT	GAS CAN NOZZLE	\$4.66	
	72,250	43117	01-0000-0200-00325	HST RECEIVABLE100%	GAS CAN NOZZLE	\$0.61	
	72,250	43117	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	GAS CAN NOZZLE	\$0.00	\$5.27
	72,251	43117	01-5100-4100-41700	BLDG REPAIRS AND MAINT	OUTDOOR WINDEX	\$18.78	
	72,251	43117	01-0000-0200-00325	HST RECEIVABLE100%	OUTDOOR WINDEX	\$2.44	

	72,251	43117	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	OUTDOOR WINDEX	\$0.00	\$21.22
	72,252	43117	01-5000-6050-41700	BLDG REPAIRS AND MAINT	CUTTERS	\$19.98	
	72,252	43117	01-0000-0200-00325	HST RECEIVABLE100%	CUTTERS	\$2.60	
	72,252	43117	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	CUTTERS	\$0.00	\$22.58
	72,253	43117	01-5100-4100-41700	BLDG REPAIRS AND MAINT	BITS, PVC/ABS SOLVENT	\$40.00	
	72,253	43117	01-0000-0200-00325	HST RECEIVABLE100%	BITS, PVC/ABS SOLVENT	\$5.20	
	72,253	43117	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	BITS, PVC/ABS SOLVENT	\$0.00	\$45.20
	72,254	43117	01-5000-6020-41530	EQUIPMENT REPAIRS & MAINTENANCE	OIL	\$4.99	
	72,254	43117	01-0000-0200-00325	HST RECEIVABLE100%	OIL	\$0.65	
	72,254	43117	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	OIL	\$0.00	\$5.64
	72,255	43117	01-5100-4100-41700	BLDG REPAIRS AND MAINT	WALL PLUGS, BRACKET	\$16.79	
	72,255	43117	01-0000-0200-00325	HST RECEIVABLE100%	WALL PLUGS, BRACKET	\$2.18	
	72,255	43117	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	WALL PLUGS, BRACKET	\$0.00	\$18.97
	72,256	43117	01-5000-6020-41700	BLDG REPAIRS & MAINT	TOILET FLAPPER	\$3.99	
	72,256	43117	01-0000-0200-00325	HST RECEIVABLE100%	TOILET FLAPPER	\$0.52	
	72,256	43117	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	TOILET FLAPPER	\$0.00	\$4.51
	72,257	43117	01-5000-6050-41700	BLDG REPAIRS AND MAINT	LED LIGHTS	\$55.96	
	72,257	43117	01-0000-0200-00325	HST RECEIVABLE100%	LED LIGHTS	\$7.27	
	72,257	43117	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	LED LIGHTS	\$0.00	\$63.23
	72,258	43117	01-5000-6050-41530	EQUIP REPAIRS & MAINT	COMPRESSOR HOSE	\$82.27	
	72,258	43117	01-0000-0200-00325	HST RECEIVABLE100%	COMPRESSOR HOSE	\$10.70	
	72,258	43117	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	COMPRESSOR HOSE	\$0.00	\$92.97
	72,259	43117	01-5000-6050-41530	EQUIP REPAIRS & MAINT	COUPLING & PLUG-COMPRESSOR	\$29.94	
	72,259	43117	01-0000-0200-00325	HST RECEIVABLE100%	COUPLING & PLUG-COMPRESSOR	\$3.89	
	72,259	43117	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	COUPLING & PLUG-COMPRESSOR	\$0.00	\$33.83
CANPAR TRANSPORT L.P.							
	72,327	43118	01-5200-6090-40500	SPECIAL EVENTS	HARVEST RUN PRIZE SHIPPING	\$20.50	
	72,327	43118	01-0000-0200-00325	HST RECEIVABLE100%	HARVEST RUN PRIZE SHIPPING	\$2.67	
	72,327	43118	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	HARVEST RUN PRIZE SHIPPING	\$0.00	\$23.17
CANSEL - TORONTO*****							
	72,384	43119	01-4000-4000-40220	TELEPHONE	MONTHLY GPS SERVICE CHARGE	\$529.15	
	72,384	43119	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	MONTHLY GPS SERVICE CHARGE	\$58.45	
	72,384	43119	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	MONTHLY GPS SERVICE CHARGE	\$0.00	\$587.60
CAPERN, LENORE							
	72,304	43120	01-5000-6100-41500	CONTRACTED SERVICES	COORDINATE SANTA'S VILLAGE	\$3,849.30	
	72,304	43120	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	COORDINATE SANTA'S VILLAGE	\$0.00	\$3,849.30
CERVUS EQUIPMENT PETERBILT WOO							
	72,409	43121	01-4500-4230-46383	938300 T3-09 PETERBILT D TRUCK	CIRCUIT BREAKER	\$36.37	
	72,409	43121	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	CIRCUIT BREAKER	\$4.02	
	72,409	43121	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	CIRCUIT BREAKER	\$0.00	\$40.39
CHAMBERLAIN, MARY							
	72,280	43122	40-8000-6900-40570	MIDNIGHT MADNESS	MUSICAL PERFORMANCE	\$25.00	
	72,280	43122	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	MUSICAL PERFORMANCE	\$0.00	\$25.00
CHECKERS CLEANING SUPPLY							
	72,233	43123	01-5100-4100-40210	JANITORIAL SUPPLIES	DISINFECTANTS, GLASS CLEANER	\$32.41	
	72,233	43123	01-0000-0200-00325	HST RECEIVABLE100%	DISINFECTANTS, GLASS CLEANER	\$4.21	
	72,233	43123	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	DISINFECTANTS, GLASS CLEANER	\$0.00	\$36.62
ELECTION WORKER							
	72,418	43124	01-0100-4000-40790	ELECTION EXPENSES	WORKING THE ELECTION	\$125.00	
	72,418	43124	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	WORKING THE ELECTION	\$0.00	\$125.00
COCA-COLA BOTTLING COMPANY							
	72,221	43125	01-5000-6020-40430	CANTEEN SUPPLIES	JUICE, POP, WATER, POWERADE	\$359.03	
	72,221	43125	01-5100-4100-40430	CANTEEN SUPPLIES	JUICE, POP, WATER, POWERADE	\$125.77	
	72,221	43125	01-0000-0200-00325	HST RECEIVABLE100%	JUICE, POP, WATER, POWERADE	\$51.18	
	72,221	43125	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	JUICE, POP, WATER, POWERADE	\$0.00	\$535.98
COMMISSIONAIRES							
	72,262	43126	01-1000-4240-41505	PARKING ENFORCEMENT CONTRACT	PKG ENFORCEMENT - OCT12-25	\$751.80	
	72,262	43126	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	PKG ENFORCEMENT - OCT12-25	\$83.04	
	72,262	43126	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	PKG ENFORCEMENT - OCT12-25	\$0.00	\$834.84
COUNTRY 107.3 FM							
	72,295	43127	01-0100-4000-40790	ELECTION EXPENSES	RADIO ADVERTISING	\$250.33	
	72,295	43127	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	RADIO ADVERTISING	\$27.65	
	72,295	43127	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	RADIO ADVERTISING	\$0.00	\$277.98
CULLIGAN							
	72,300	43128	01-0100-4000-41020	PROMOTION & MEALS	WATER DELIVERY - OCT	\$47.11	
	72,300	43128	01-0100-4000-41020	PROMOTION & MEALS	WATER DELIVERY - OCT	\$2.54	
	72,300	43128	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	WATER DELIVERY - OCT	\$0.29	
	72,300	43128	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	WATER DELIVERY - OCT	\$0.00	\$49.94
ELECTION WORKER							
	72,416	43129	01-0100-4000-40790	ELECTION EXPENSES	WORKING THE ELECTION	\$150.00	
	72,416	43129	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	WORKING THE ELECTION	\$0.00	\$150.00
ELECTION WORKER							
	72,415	43130	01-0100-4000-40790	ELECTION EXPENSES	WORKING THE ELECTION	\$150.00	
	72,415	43130	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	WORKING THE ELECTION	\$0.00	\$150.00
EMPLOYEE REIMBURSEMENT							
	72,235	43131	01-3230-4000-41520	COMMUNICATION	INTERNET - NOV	\$52.86	
	72,235	43131	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	INTERNET - NOV	\$5.84	
	72,235	43131	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	INTERNET - NOV	\$0.00	\$58.70
DIRECTOR OF FAMILY RESPONSIBL							

	72,309	43132	01-0000-2100-00718	FAMILY SERVICES	CASE 648113 - NOVEMBER	\$192.00	
	72,309	43132	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	CASE 648113 - NOVEMBER	\$0.00	\$192.00
	72,310	43132	01-0000-2100-00718	FAMILY SERVICES	CASE 1005697	\$2,100.00	
	72,310	43132	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	CASE 1005697	\$0.00	\$2,100.00
DOMINION EQUIPMENT & CHEMICAL							
	72,343	43133	01-5200-4100-41530	EQUIP REPAIRS & MAINT	SQUEEGEES FOR FLOOR MACHINE	\$33.60	
	72,343	43133	01-0000-0200-00325	HST RECEIVABLE100%	SQUEEGEES FOR FLOOR MACHINE	\$4.37	
	72,343	43133	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	SQUEEGEES FOR FLOOR MACHINE	\$0.00	\$37.97
DUFFERIN CONSTRUCTION COMPANY							
	72,213	43134	01-4500-4130-80000	MATERIALS-HARDTOP MAINT, PATCHING & SP	PC4 - RELEASE OF HOLDBACK	\$24.85	
	72,213	43134	01-4500-4130-80000	MATERIALS-HARDTOP MAINT, PATCHING & SP	PC4 - RELEASE OF HOLDBACK	\$6.50	
	72,213	43134	10-0000-3246-80100	PRIME CONTRACT	PC4 - RELEASE OF HOLDBACK	\$0.75	
	72,213	43134	10-0000-3236-80100	PRIME CONTRACT	PC4 - RELEASE OF HOLDBACK	\$147.52	
	72,213	43134	01-0000-2020-00650	ACCOUNTS PAYABLE-HOLDBACKS	PC4 - RELEASE OF HOLDBACK	\$10,204.69	
	72,213	43134	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	PC4 - RELEASE OF HOLDBACK	\$1,146.99	
	72,213	43134	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	PC4 - RELEASE OF HOLDBACK	\$0.00	\$11,531.30
EASY WAY CLEANING PRODUCTS LIM							
	72,231	43135	01-5000-6020-40210	JANITORIAL SUPPLIES	DISINFECTANT & DISPENSER	\$169.95	
	72,231	43135	01-0000-0200-00325	HST RECEIVABLE100%	DISINFECTANT & DISPENSER	\$22.09	
	72,231	43135	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	DISINFECTANT & DISPENSER	\$0.00	\$192.04
	72,377	43135	01-2000-4025-40210	JANITORIAL SUPPLIES	TOILET PAPER, PAPER TOWEL	\$85.52	
	72,377	43135	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	TOILET PAPER, PAPER TOWEL	\$9.45	
	72,377	43135	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	TOILET PAPER, PAPER TOWEL	\$0.00	\$94.97
EDPRO ENERGY GROUP INC ***							
	72,215	43136	01-5000-6020-41590	EQUIPMENT FUEL	PROPANE CYLINDERS - 4	\$86.04	
	72,215	43136	01-0000-0200-00325	HST RECEIVABLE100%	PROPANE CYLINDERS - 4	\$11.19	
	72,215	43136	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	PROPANE CYLINDERS - 4	\$0.00	\$97.23
	72,216	43136	01-5000-6020-41590	EQUIPMENT FUEL	PROPANE CYLINDERS - 4	\$87.44	
	72,216	43136	01-0000-0200-00325	HST RECEIVABLE100%	PROPANE CYLINDERS - 4	\$11.37	
	72,216	43136	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	PROPANE CYLINDERS - 4	\$0.00	\$98.81
	72,217	43136	01-5000-6020-41590	EQUIPMENT FUEL	PROPANE CYLINDERS - 3	\$67.71	
	72,217	43136	01-0000-0200-00325	HST RECEIVABLE100%	PROPANE CYLINDERS - 3	\$8.80	
	72,217	43136	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	PROPANE CYLINDERS - 3	\$0.00	\$76.51
	72,218	43136	01-5000-6020-41590	EQUIPMENT FUEL	PROPANE CYLINDERS - 3	\$64.98	
	72,218	43136	01-0000-0200-00325	HST RECEIVABLE100%	PROPANE CYLINDERS - 3	\$8.45	
	72,218	43136	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	PROPANE CYLINDERS - 3	\$0.00	\$73.43
	72,219	43136	01-5000-6020-41590	EQUIPMENT FUEL	PROPANE CYLINDERS - 4	\$84.84	
	72,219	43136	01-0000-0200-00325	HST RECEIVABLE100%	PROPANE CYLINDERS - 4	\$11.03	
	72,219	43136	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	PROPANE CYLINDERS - 4	\$0.00	\$95.87
ELECTION WORKER							
	72,420	43137	01-0100-4000-40790	ELECTION EXPENSES	WORKING THE ELECTION	\$125.00	
	72,420	43137	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	WORKING THE ELECTION	\$0.00	\$125.00
ERTH HOLDINGS INC.							
	72,382	43138	01-4000-4410-41530	EQUIP REPAIRS & MAINTENANCE	CROSSWALK REPAIR	\$318.28	
	72,382	43138	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	CROSSWALK REPAIR	\$35.16	
	72,382	43138	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	CROSSWALK REPAIR	\$0.00	\$353.44
	72,383	43138	01-4000-4400-41530	EQUIPMENT REPAIRS & MAINT	STREET LT MAINT - OCT	\$668.28	
	72,383	43138	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	STREET LT MAINT - OCT	\$73.81	
	72,383	43138	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	STREET LT MAINT - OCT	\$0.00	\$742.09
FASTENAL CANADA ***							
	72,225	43139	01-5000-6110-40420	PROGRAM SUPPLIES	CABLE TIES	\$172.01	
	72,225	43139	01-0000-0200-00325	HST RECEIVABLE100%	CABLE TIES	\$22.36	
	72,225	43139	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	CABLE TIES	\$0.00	\$194.37
	72,266	43139	01-5000-6110-40270	NEW EQUIPMENT	CABLE TIES	\$129.02	
	72,266	43139	01-0000-0200-00325	HST RECEIVABLE100%	CABLE TIES	\$16.77	
	72,266	43139	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	CABLE TIES	\$0.00	\$145.79
FLORAL OCCASIONS ***							
	72,278	43140	01-7000-4000-41020	PROMOTION & MEALS	BUTTERWORTHS - CONGRATULATION	\$45.03	
	72,278	43140	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	BUTTERWORTHS - CONGRATULATION	\$4.97	
	72,278	43140	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	BUTTERWORTHS - CONGRATULATION	\$0.00	\$50.00
	72,282	43140	40-8000-6950-41430	STREET DECORATIONS	DOWNTOWN HOLIDAY DECORATIONS	\$165.36	
	72,282	43140	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	DOWNTOWN HOLIDAY DECORATIONS	\$18.27	
	72,282	43140	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	DOWNTOWN HOLIDAY DECORATIONS	\$0.00	\$183.63
	72,346	43140	01-5200-4100-41700	BLDG REPAIRS AND MAINT	CHRISTMAS GARLAND	\$100.00	
	72,346	43140	01-0000-0200-00325	HST RECEIVABLE100%	CHRISTMAS GARLAND	\$13.00	
	72,346	43140	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	CHRISTMAS GARLAND	\$0.00	\$113.00
FUNNELL, LARRY							
	72,380	43141	01-2000-4015-41550	MAINTENANCE CONTRACTS	CLEANING CARR'S WLKWAY - NOV	\$600.00	
	72,380	43141	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	CLEANING CARR'S WLKWAY - NOV	\$0.00	\$600.00
GRA - HAM ENERGY							
	72,207	43142	01-3000-4000-41470	VEHICLE FUEL	REGULAR GASOLINE - 56.9L	\$58.37	
	72,207	43142	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	REGULAR GASOLINE - 56.9L	\$6.45	
	72,207	43142	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	REGULAR GASOLINE - 56.9L	\$0.00	\$64.82
	72,224	43142	01-5000-6050-41470	VEHICLE FUEL	FUEL - 207.6L	\$209.26	
	72,224	43142	01-0000-0200-00325	HST RECEIVABLE100%	FUEL - 207.6L	\$27.20	
	72,224	43142	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	FUEL - 207.6L	\$0.00	\$236.46
	72,260	43142	01-3000-4000-41470	VEHICLE FUEL	REGULAR GASOLINE - 88L	\$89.55	
	72,260	43142	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	REGULAR GASOLINE - 88L	\$9.89	
	72,260	43142	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	REGULAR GASOLINE - 88L	\$0.00	\$99.44

	72,263	43142	01-5000-6050-41470	VEHICLE FUEL	FUEL - 223L	\$223.00	
	72,263	43142	01-0000-0200-00325	HST RECEIVABLE100%	FUEL - 223L	\$28.99	
	72,263	43142	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	FUEL - 223L	\$0.00	\$251.99
	72,396	43142	01-4500-4230-41460	DIESEL FUEL CLRED - UNLIC VEH	COLOURED DIESEL - 1800.7L	\$1,775.59	
	72,396	43142	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	COLOURED DIESEL - 1800.7L	\$196.12	
	72,396	43142	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	COLOURED DIESEL - 1800.7L	\$0.00	\$1,971.71
	72,397	43142	01-4500-4230-41440	DIESEL FUEL CLR - LIC VEH	CLEAR DIESEL - 1008.7L	\$1,066.49	
	72,397	43142	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	CLEAR DIESEL - 1008.7L	\$117.80	
	72,397	43142	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	CLEAR DIESEL - 1008.7L	\$0.00	\$1,184.29
	72,398	43142	01-4500-4230-41420	FUEL- GASOLINE	UNLEADED GAS - 388.6L	\$414.81	
	72,398	43142	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	UNLEADED GAS - 388.6L	\$45.82	
	72,398	43142	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	UNLEADED GAS - 388.6L	\$0.00	\$460.63
HILLSIDE KENNELS							
	72,298	43143	01-3600-4000-41560	CONTRACTS	ANIMAL CONTOL - OCT 2014	\$1,088.83	
	72,298	43143	01-3600-4000-41557	VETERINARY SERVICES	ANIMAL CONTOL - OCT 2014	\$455.17	
	72,298	43143	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	ANIMAL CONTOL - OCT 2014	\$120.27	
	72,298	43143	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	ANIMAL CONTOL - OCT 2014	\$50.28	
	72,298	43143	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	ANIMAL CONTOL - OCT 2014	\$0.00	\$1,714.55
HM PIPE PRODUCTS INC							
	72,412	43144	01-4500-4123-80000	MATERIALS-ROADSIDE MAINT, CATCHBASINS	BASIN RISERS	\$676.70	
	72,412	43144	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	BASIN RISERS	\$74.75	
	72,412	43144	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	BASIN RISERS	\$0.00	\$751.45
HOT,COLD & FREEZING							
	72,350	43145	01-5200-4100-41700	BLDG REPAIRS AND MAINT	RAD REPAIR IN MUSIC ROOM	\$112.50	
	72,350	43145	01-0000-0200-00325	HST RECEIVABLE100%	RAD REPAIR IN MUSIC ROOM	\$14.63	
	72,350	43145	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	RAD REPAIR IN MUSIC ROOM	\$0.00	\$127.13
	72,374	43145	01-2000-4025-41700	BLDG REPAIRS & MAINT	BOILER REPAIR	\$473.18	
	72,374	43145	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	BOILER REPAIR	\$52.27	
	72,374	43145	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	BOILER REPAIR	\$0.00	\$525.45
	72,375	43145	01-2000-4025-41700	BLDG REPAIRS & MAINT	OPENED HEAT VALVES	\$152.64	
	72,375	43145	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	OPENED HEAT VALVES	\$16.86	
	72,375	43145	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	OPENED HEAT VALVES	\$0.00	\$169.50
	72,376	43145	01-2000-4025-41700	BLDG REPAIRS & MAINT	REPAIR BOILER & THERMOSTAT	\$275.94	
	72,376	43145	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	REPAIR BOILER & THERMOSTAT	\$30.48	
	72,376	43145	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	REPAIR BOILER & THERMOSTAT	\$0.00	\$306.42
ELECTION WORKER							
	72,421	43146	01-0100-4000-40790	ELECTION EXPENSES	WORKING THE ELECTION	\$125.00	
	72,421	43146	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	WORKING THE ELECTION	\$0.00	\$125.00
INGERSOLL DISTRICT CHAMBER ***							
	72,279	43147	40-8000-6900-41130	GRANTS TO VOLUNTARY ORG	AWARD OF EXCELLENCE SPONSOR	\$250.00	
	72,279	43147	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	AWARD OF EXCELLENCE SPONSOR	\$0.00	\$250.00
INGERSOLL HOME CENTRE LTD							
	72,315	43148	01-5200-4100-41700	BLDG REPAIRS AND MAINT	DRAIN FLOOR COVERS	\$7.19	
	72,315	43148	01-0000-0200-00325	HST RECEIVABLE100%	DRAIN FLOOR COVERS	\$0.93	
	72,315	43148	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	DRAIN FLOOR COVERS	\$0.00	\$8.12
	72,316	43148	01-5200-4100-41700	BLDG REPAIRS AND MAINT	BATTERIES FOR URINALS	\$13.59	
	72,316	43148	01-0000-0200-00325	HST RECEIVABLE100%	BATTERIES FOR URINALS	\$1.77	
	72,316	43148	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	BATTERIES FOR URINALS	\$0.00	\$15.36
	72,317	43148	01-5200-6090-40500	SPECIAL EVENTS	FUEL FOR THANKSGIVING DINNER	\$19.12	
	72,317	43148	01-0000-0200-00325	HST RECEIVABLE100%	FUEL FOR THANKSGIVING DINNER	\$2.49	
	72,317	43148	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	FUEL FOR THANKSGIVING DINNER	\$0.00	\$21.61
	72,318	43148	01-5200-4100-41700	BLDG REPAIRS AND MAINT	DESK LAMP BULB	\$3.19	
	72,318	43148	01-0000-0200-00325	HST RECEIVABLE100%	DESK LAMP BULB	\$0.41	
	72,318	43148	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	DESK LAMP BULB	\$0.00	\$3.60
	72,319	43148	01-5200-4100-41530	EQUIP REPAIRS & MAINT	REPURPOSED LOUNGE STOOLS	\$24.78	
	72,319	43148	01-0000-0200-00325	HST RECEIVABLE100%	REPURPOSED LOUNGE STOOLS	\$3.22	
	72,319	43148	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	REPURPOSED LOUNGE STOOLS	\$0.00	\$28.00
	72,320	43148	01-5200-6090-40500	SPECIAL EVENTS	DECK SCREWS - HAUNTED HOUSE	\$12.52	
	72,320	43148	01-0000-0200-00325	HST RECEIVABLE100%	DECK SCREWS - HAUNTED HOUSE	\$1.63	
	72,320	43148	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	DECK SCREWS - HAUNTED HOUSE	\$0.00	\$14.15
	72,321	43148	01-5200-6090-40500	SPECIAL EVENTS	ADHESIVE - HAUNTED HOUSE	\$19.17	
	72,321	43148	01-0000-0200-00325	HST RECEIVABLE100%	ADHESIVE - HAUNTED HOUSE	\$2.49	
	72,321	43148	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	ADHESIVE - HAUNTED HOUSE	\$0.00	\$21.66
	72,322	43148	01-5200-6090-40500	SPECIAL EVENTS	HAUNTED HOUSE SUPPLIES	\$33.55	
	72,322	43148	01-0000-0200-00325	HST RECEIVABLE100%	HAUNTED HOUSE SUPPLIES	\$4.36	
	72,322	43148	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	HAUNTED HOUSE SUPPLIES	\$0.00	\$37.91
	72,323	43148	01-5200-6090-40500	SPECIAL EVENTS	BATTERIES - HAUNTED HOUSE	\$11.99	
	72,323	43148	01-0000-0200-00325	HST RECEIVABLE100%	BATTERIES - HAUNTED HOUSE	\$1.56	
	72,323	43148	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	BATTERIES - HAUNTED HOUSE	\$0.00	\$13.55
	72,324	43148	01-5200-6090-40500	SPECIAL EVENTS	DECK SCREWS - HAUNTED HOUSE	\$6.46	
	72,324	43148	01-0000-0200-00325	HST RECEIVABLE100%	DECK SCREWS - HAUNTED HOUSE	\$0.84	
	72,324	43148	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	DECK SCREWS - HAUNTED HOUSE	\$0.00	\$7.30
	72,325	43148	01-5200-4100-41700	BLDG REPAIRS AND MAINT	ART WORK MOUNTED IN LOUNGE	\$22.93	
	72,325	43148	01-0000-0200-00325	HST RECEIVABLE100%	ART WORK MOUNTED IN LOUNGE	\$2.98	
	72,325	43148	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	ART WORK MOUNTED IN LOUNGE	\$0.00	\$25.91
	72,326	43148	01-5200-4100-41700	BLDG REPAIRS AND MAINT	TVS MOUNTED IN LOUNGE	\$10.39	
	72,326	43148	01-0000-0200-00325	HST RECEIVABLE100%	TVS MOUNTED IN LOUNGE	\$1.35	
	72,326	43148	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	TVS MOUNTED IN LOUNGE	\$0.00	\$11.74
	72,437	43148	01-5000-6050-41700	BLDG REPAIRS AND MAINT	ELECTRICAL TAPE	\$10.97	

	72,437	43148	01-0000-0200-00325	HST RECEIVABLE100%	ELECTRICAL TAPE	\$1.43	
	72,437	43148	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	ELECTRICAL TAPE	\$0.00	\$12.40
	72,438	43148	01-5000-6050-41700	BLDG REPAIRS AND MAINT	DOOR CATCH	\$6.69	
	72,438	43148	01-0000-0200-00325	HST RECEIVABLE100%	DOOR CATCH	\$0.87	
	72,438	43148	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	DOOR CATCH	\$0.00	\$7.56
	72,439	43148	01-5000-6050-41700	BLDG REPAIRS AND MAINT	ANTI FREEZE	\$37.52	
	72,439	43148	01-0000-0200-00325	HST RECEIVABLE100%	ANTI FREEZE	\$4.88	
	72,439	43148	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	ANTI FREEZE	\$0.00	\$42.40
	72,440	43148	01-5000-6100-40420	PROGRAM SUPPLIES	LED LIGHTS	\$59.75	
	72,440	43148	01-0000-0200-00325	HST RECEIVABLE100%	LED LIGHTS	\$7.77	
J-AAR EXCAVATING	72,440	43148	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	LED LIGHTS	\$0.00	\$67.52
	72,270	43149	01-0000-0250-60248	GC11-99 WHITING ST FROM HOLCROFT TO CL/	PC3 - WHITING ST	\$1,083.66	
	72,270	43149	01-0000-0250-60248	GC11-99 WHITING ST FROM HOLCROFT TO CL/	PC3 - WHITING ST	\$19.55	
	72,270	43149	10-0000-3262-80100	PRIME CONTRACT	PC3 - WHITING ST	\$140.06	
	72,270	43149	01-0000-2020-00650	ACCOUNTS PAYABLE-HOLDBACKS	PC3 - WHITING ST	\$42,911.66	
	72,270	43149	10-0000-3262-80100	PRIME CONTRACT	PC3 - WHITING ST	\$4,350.18	
	72,270	43149	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	PC3 - WHITING ST	\$5,357.57	
	72,270	43149	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	PC3 - WHITING ST	\$0.00	\$53,862.68
	72,271	43149	01-0000-0250-60247	GC11-98 HOLCROFT STREET - WONHAM ST SO	PC9 - HOLCROFT ST	\$19,523.15	
	72,271	43149	01-0000-0250-60586	C13-438-HOLCROFT-NEW WTR MN	PC9 - HOLCROFT ST	\$441.86	
	72,271	43149	10-0000-3252-80100	PRIME CONTRACT	PC9 - HOLCROFT ST	\$5,324.66	
	72,271	43149	10-0000-3252-80100	PRIME CONTRACT	PC9 - HOLCROFT ST	\$454.29	
	72,271	43149	01-0000-2020-00650	ACCOUNTS PAYABLE-HOLDBACKS	PC9 - HOLCROFT ST	\$158,090.29	
	72,271	43149	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	PC9 - HOLCROFT ST	\$20,305.19	
A. M. JENSEN LIMITED	72,271	43149	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	PC9 - HOLCROFT ST	\$0.00	\$204,139.44
	72,287	43150	01-6200-4000-40440	GIFT SHOP SUPPLIES	CHEESE FOR RESALE	\$94.16	
D.H. JUTZI LIMITED	72,287	43150	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	CHEESE FOR RESALE	\$0.00	\$94.16
	72,333	43151	01-5000-6020-41550	MAINTENANCE CONTRACTS	WATER TREATMENT - OCT	\$375.00	
	72,333	43151	01-0000-0200-00325	HST RECEIVABLE100%	WATER TREATMENT - OCT	\$48.75	
KARRYS BROS. LTD	72,333	43151	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	WATER TREATMENT - OCT	\$0.00	\$423.75
	72,223	43152	01-5000-6020-40430	CANTEEN SUPPLIES	CANDY, CHOC BARS, DRINK MIX	\$74.98	
	72,223	43152	01-5100-6060-40420	PROGRAM SUPPLIES	CANDY, CHOC BARS, DRINK MIX	\$79.33	
	72,223	43152	01-5100-6090-40420	PROGRAM SUPPLIES	CANDY, CHOC BARS, DRINK MIX	\$788.15	
	72,223	43152	01-0000-0200-00325	HST RECEIVABLE100%	CANDY, CHOC BARS, DRINK MIX	\$118.74	
	72,223	43152	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	CANDY, CHOC BARS, DRINK MIX	\$0.00	\$1,061.20
	72,337	43152	01-5000-6020-40430	CANTEEN SUPPLIES	CANDY, FRIES, GUM	\$263.60	
	72,337	43152	01-5000-6020-40430	CANTEEN SUPPLIES	CANDY, FRIES, GUM	\$250.58	
	72,337	43152	01-0000-0200-00325	HST RECEIVABLE100%	CANDY, FRIES, GUM	\$34.27	
LAFARGE CANADA INC	72,337	43152	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	CANDY, FRIES, GUM	\$0.00	\$548.45
	72,407	43153	01-0000-0250-60782	C14-634-11 WINDERS-BRKN WTRMN	CONCRETE	\$233.03	
	72,407	43153	01-4500-4123-80000	MATERIALS-ROADSIDE MAINT, CATCHBASINS	CONCRETE	\$233.03	
	72,407	43153	01-0000-0250-60797	C14-649-122 MERRIT-BRKN WTRMN	CONCRETE	\$233.03	
	72,407	43153	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	CONCRETE	\$25.74	
	72,407	43153	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	CONCRETE	\$25.74	
	72,407	43153	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	CONCRETE	\$25.74	
	72,407	43153	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	CONCRETE	\$0.00	\$776.31
LANGS BUS LINES LIMITED							
	72,276	43154	01-7000-4000-41020	PROMOTION & MEALS	BUS FOR CONESTOGA ORIENTATION	\$86.50	
	72,276	43154	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	BUS FOR CONESTOGA ORIENTATION	\$9.55	
	72,276	43154	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	BUS FOR CONESTOGA ORIENTATION	\$0.00	\$96.05
LEVACS							
	72,299	43155	01-0100-4000-41160	HONOURS & AWARDS	ANNIVERSARY PLAQUE	\$61.06	
	72,299	43155	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	ANNIVERSARY PLAQUE	\$6.74	
	72,299	43155	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	ANNIVERSARY PLAQUE	\$0.00	\$67.80
LONDON CIVIC EMPLOY,LOCAL 107							
	72,308	43156	01-0000-2100-00707	CUPE 107 UNION DUES (12100)	NOVEMBER UNION DUES	\$1,456.80	
	72,308	43156	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	NOVEMBER UNION DUES	\$0.00	\$1,456.80
LONDON FIRE EQUIPMENT LTD ***							
	72,339	43157	01-5200-4100-41700	BLDG REPAIRS AND MAINT	ANNUAL MAINTENANCE	\$611.00	
	72,339	43157	01-0000-0200-00325	HST RECEIVABLE100%	ANNUAL MAINTENANCE	\$79.43	
	72,339	43157	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	ANNUAL MAINTENANCE	\$0.00	\$690.43
LPL PLUMBING							
	72,228	43158	01-5200-4100-41700	BLDG REPAIRS AND MAINT	REPAIR URINAL	\$75.00	
	72,228	43158	01-0000-0200-00325	HST RECEIVABLE100%	REPAIR URINAL	\$9.75	
	72,228	43158	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	REPAIR URINAL	\$0.00	\$84.75
LWR AUTOMOTIVE							
	72,220	43159	01-5000-6050-41700	BLDG REPAIRS AND MAINT	CABLE TIES	\$63.03	
	72,220	43159	01-0000-0200-00325	HST RECEIVABLE100%	CABLE TIES	\$8.19	
	72,220	43159	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	CABLE TIES	\$0.00	\$71.22
	72,264	43159	01-5000-6110-40270	NEW EQUIPMENT	CABLE TIES	\$63.03	
	72,264	43159	01-0000-0200-00325	HST RECEIVABLE100%	CABLE TIES	\$8.19	
	72,264	43159	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	CABLE TIES	\$0.00	\$71.22
	72,265	43159	01-5000-6050-41530	EQUIP REPAIRS & MAINT	AIR TOOL OIL	\$7.14	
	72,265	43159	01-0000-0200-00325	HST RECEIVABLE100%	AIR TOOL OIL	\$0.93	

	72,265	43159	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	AIR TOOL OIL	\$0.00	\$8.07
	72,402	43159	01-4500-4230-46402	940200 LEAF MACHINE	BATTERY - LEAF MACHINE	\$138.95	
	72,402	43159	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	BATTERY - LEAF MACHINE	\$15.36	
	72,402	43159	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	BATTERY - LEAF MACHINE	\$0.00	\$154.31
	72,403	43159	01-4500-4230-46388	938800 T8-09 PETERBILT D TRUCK	RELAY - TR# 8	\$5.08	
	72,403	43159	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	RELAY - TR# 8	\$0.56	
	72,403	43159	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	RELAY - TR# 8	\$0.00	\$5.64
	72,405	43159	01-4500-4000-41650	SMALL TOOLS & SAFETY EQUIP	CABLE TIES	\$21.38	
	72,405	43159	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	CABLE TIES	\$2.36	
	72,405	43159	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	CABLE TIES	\$0.00	\$23.74
LYRECO CANADA INC.							
	72,332	43160	01-1000-4000-40200	OFFICE SUPPLIES	PAPER, THERMAL ROLLS, STAPLER	\$153.07	
	72,332	43160	01-5100-4000-40200	OFFICE SUPPLIES	PAPER, THERMAL ROLLS, STAPLER	\$182.82	
	72,332	43160	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	PAPER, THERMAL ROLLS, STAPLER	\$16.90	
	72,332	43160	01-0000-0200-00325	HST RECEIVABLE100%	PAPER, THERMAL ROLLS, STAPLER	\$23.77	
	72,332	43160	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	PAPER, THERMAL ROLLS, STAPLER	\$0.00	\$376.56
M & M MEAT SHOPS ***							
	72,226	43161	01-5000-6020-40430	CANTEEN SUPPLIES	SAUSAGES	\$16.18	
	72,226	43161	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	SAUSAGES	\$0.00	\$16.18
	72,342	43161	01-5200-6090-40500	SPECIAL EVENTS	PEACH DRINK & CHICKEN SLICES	\$17.91	
	72,342	43161	01-5200-6090-40460	NUTRITION PURCHASES	PEACH DRINK & CHICKEN SLICES	\$12.99	
	72,342	43161	01-0000-0200-00325	HST RECEIVABLE100%	PEACH DRINK & CHICKEN SLICES	\$2.33	
	72,342	43161	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	PEACH DRINK & CHICKEN SLICES	\$0.00	\$33.23
MCCANN PAVING INC							
	72,211	43162	01-0000-2020-00650	ACCOUNTS PAYABLE-HOLDBACKS	PC 6 - RELAEASE OF HOLDBACK	\$4,625.37	
	72,211	43162	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	PC 6 - RELAEASE OF HOLDBACK	\$519.88	
	72,211	43162	10-0000-3246-80100	PRIME CONTRACT	PC 6 - RELAEASE OF HOLDBACK	\$81.42	
	72,211	43162	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	PC 6 - RELAEASE OF HOLDBACK	\$0.00	\$5,226.67
MCKIM HARDWARE							
	72,273	43163	40-8000-6900-40570	MIDNIGHT MADNESS	CANDY CANES	\$183.66	
	72,273	43163	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	CANDY CANES	\$20.28	
	72,273	43163	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	CANDY CANES	\$0.00	\$203.94
	72,330	43163	01-5200-6090-40500	SPECIAL EVENTS	DUCT TAPE FOR HAUNTED HOUSE	\$13.23	
	72,330	43163	01-0000-0200-00325	HST RECEIVABLE100%	DUCT TAPE FOR HAUNTED HOUSE	\$1.72	
	72,330	43163	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	DUCT TAPE FOR HAUNTED HOUSE	\$0.00	\$14.95
	72,358	43163	01-5000-6110-40420	PROGRAM SUPPLIES	PAINT	\$66.19	
	72,358	43163	01-0000-0200-00325	HST RECEIVABLE100%	PAINT	\$8.60	
	72,358	43163	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	PAINT	\$0.00	\$74.79
	72,359	43163	01-2000-4025-40210	JANITORIAL SUPPLIES	TERRY TOWELS, CARPET CLNR	\$20.31	
	72,359	43163	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	TERRY TOWELS, CARPET CLNR	\$2.24	
	72,359	43163	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	TERRY TOWELS, CARPET CLNR	\$0.00	\$22.55
	72,360	43163	01-2000-4025-40210	JANITORIAL SUPPLIES	BATTERIES, DUSTER REFILLS	\$21.04	
	72,360	43163	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	BATTERIES, DUSTER REFILLS	\$2.33	
	72,360	43163	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	BATTERIES, DUSTER REFILLS	\$0.00	\$23.37
	72,361	43163	01-3400-4000-40270	NEW EQUIPMENT	HOT GLUE GUN KIT	\$15.72	
	72,361	43163	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	HOT GLUE GUN KIT	\$1.74	
	72,361	43163	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	HOT GLUE GUN KIT	\$0.00	\$17.46
	72,362	43163	01-2000-4025-41700	BLDG REPAIRS & MAINT	HACKSAW & SCREWS	\$11.05	
	72,362	43163	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	HACKSAW & SCREWS	\$1.22	
	72,362	43163	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	HACKSAW & SCREWS	\$0.00	\$12.27
	72,363	43163	01-3000-4000-41700	BLDG REPAIRS & MAINTENANCE	LT SWITCH, PLATE, CONNECTOR	\$12.04	
	72,363	43163	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	LT SWITCH, PLATE, CONNECTOR	\$1.33	
	72,363	43163	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	LT SWITCH, PLATE, CONNECTOR	\$0.00	\$13.37
	72,364	43163	01-3000-4000-41510	VEHICLE REPAIRS & MAINTENANCE	BOLTS FOR AERIAL 1, CABLE	\$8.85	
	72,364	43163	01-3000-4000-41700	BLDG REPAIRS & MAINTENANCE	BOLTS FOR AERIAL 1, CABLE	\$7.16	
	72,364	43163	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	BOLTS FOR AERIAL 1, CABLE	\$0.98	
	72,364	43163	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	BOLTS FOR AERIAL 1, CABLE	\$0.80	
	72,364	43163	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	BOLTS FOR AERIAL 1, CABLE	\$0.00	\$17.79
	72,365	43163	01-2000-4025-40210	JANITORIAL SUPPLIES	CLEAR BAGS	\$6.08	
	72,365	43163	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	CLEAR BAGS	\$0.67	
	72,365	43163	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	CLEAR BAGS	\$0.00	\$6.75
	72,366	43163	01-3200-4100-41700	BLDG REPAIRS & MAINTENANCE	AIR FRESHENER, LT BULBS	\$9.95	
	72,366	43163	01-0000-0200-00325	HST RECEIVABLE100%	AIR FRESHENER, LT BULBS	\$1.29	
	72,366	43163	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	AIR FRESHENER, LT BULBS	\$0.00	\$11.24
	72,367	43163	01-4500-4230-46402	940200 LEAF MACHINE	FOAM SEALANT - LEAF MACHINE	\$25.93	
	72,367	43163	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	FOAM SEALANT - LEAF MACHINE	\$2.86	
	72,367	43163	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	FOAM SEALANT - LEAF MACHINE	\$0.00	\$28.79
	72,368	43163	01-4500-4160-80000	MATERIALS-SAFETY DEVICES, SIGNS, GUIDE RA	ADHESIVE	\$8.89	
	72,368	43163	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	ADHESIVE	\$0.99	
	72,368	43163	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	ADHESIVE	\$0.00	\$9.88
	72,369	43163	01-4500-4000-41700	BLDG REPAIRS & MAINTENANCE	RAKES, SOFTENER SALT	\$100.62	
	72,369	43163	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	RAKES, SOFTENER SALT	\$11.11	
	72,369	43163	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	RAKES, SOFTENER SALT	\$0.00	\$111.73
	72,370	43163	01-4500-4000-41700	BLDG REPAIRS & MAINTENANCE	BLACK PAINT	\$34.46	
	72,370	43163	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	BLACK PAINT	\$3.80	
	72,370	43163	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	BLACK PAINT	\$0.00	\$38.26
	72,371	43163	01-4500-4000-41700	BLDG REPAIRS & MAINTENANCE	BATTERIES/DUCT TAPE	\$17.70	
	72,371	43163	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	BATTERIES/DUCT TAPE	\$1.95	
	72,371	43163	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	BATTERIES/DUCT TAPE	\$0.00	\$19.65

	72,372	43163	01-4500-4220-80000	MATERIALS-SIDEWALK REPAIRS	PLASTIC	\$17.29	
	72,372	43163	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	PLASTIC	\$1.91	
	72,372	43163	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	PLASTIC	\$0.00	\$19.20
	72,373	43163	01-4500-4000-41700	BLDG REPAIRS & MAINTENANCE	TOILET FLAPPER, BATTERY	\$23.67	
	72,373	43163	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	TOILET FLAPPER, BATTERY	\$2.61	
	72,373	43163	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	TOILET FLAPPER, BATTERY	\$0.00	\$26.28
MCKINNON CUSTOM FRAMING & ART							
	72,414	43164	01-0100-4000-41010	GRAPHICS & PRINTING	COUNCIL PHOTOS	\$605.47	
	72,414	43164	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	COUNCIL PHOTOS	\$66.88	
	72,414	43164	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	COUNCIL PHOTOS	\$0.00	\$672.35
MINISTRY OF FINANCE - M.T.O. *							
	72,292	43165	01-1000-4240-01627	VIOLATIONS - M.O.T.	COURT COSTS - OCT 2014	\$90.75	
	72,292	43165	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	COURT COSTS - OCT 2014	\$0.00	\$90.75
MUNICIPAL WORLD LTD							
	72,294	43166	01-0100-4000-40790	ELECTION EXPENSES	ELECTION BOXES & SEALS	\$161.30	
	72,294	43166	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	ELECTION BOXES & SEALS	\$17.82	
	72,294	43166	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	ELECTION BOXES & SEALS	\$0.00	\$179.12
ELECTION WORKER							
	72,417	43167	01-0100-4000-40790	ELECTION EXPENSES	WORKING THE ELECTION	\$150.00	
	72,417	43167	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	WORKING THE ELECTION	\$0.00	\$150.00
NESBITT COULTER ***							
	72,422	43168	01-1000-4000-45900	LAND SALE EXPENSES	LAND SALE LEGAL EXPENSE	\$1,526.40	
	72,422	43168	01-1000-4000-45900	LAND SALE EXPENSES	LAND SALE LEGAL EXPENSE	\$155.10	
	72,422	43168	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	LAND SALE LEGAL EXPENSE	\$168.60	
	72,422	43168	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	LAND SALE LEGAL EXPENSE	\$0.00	\$1,850.10
OAKWOOD TRANSPORT							
	72,388	43169	01-4500-4230-46383	938300 T3-09 PETERBILT D TRUCK	REPAIRS TO TRUCK 3	\$1,094.91	
	72,388	43169	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	REPAIRS TO TRUCK 3	\$120.94	
	72,388	43169	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	REPAIRS TO TRUCK 3	\$0.00	\$1,215.85
OLDE BAKERY CAFE							
	72,347	43170	01-5200-6090-40610	MEETINGS & CONFERENCES	MEETING WITH UNITED WAY	\$35.00	
	72,347	43170	01-0000-0200-00325	HST RECEIVABLE100%	MEETING WITH UNITED WAY	\$4.55	
	72,347	43170	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	MEETING WITH UNITED WAY	\$0.00	\$39.55
OLDE TYME TAXI							
	72,303	43171	01-1001-4000-41560	CONTRACTS	PARA TAXI CONTRACT - OCT	\$4,480.41	
	72,303	43171	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	PARA TAXI CONTRACT - OCT	\$494.89	
	72,303	43171	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	PARA TAXI CONTRACT - OCT	\$0.00	\$4,975.30
	72,344	43171	01-5200-6195-40625	PRGM PARTICIPANT TRANSPORTATION	SURESTART PRESENT TO ROTARY	\$36.00	
	72,344	43171	01-0000-0200-00325	HST RECEIVABLE100%	SURESTART PRESENT TO ROTARY	\$4.68	
	72,344	43171	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	SURESTART PRESENT TO ROTARY	\$0.00	\$40.68
O.M.E.R.S. ***							
	72,307	43172	01-0000-2100-00704	OMERS (15000)	NOVEMBER OMERS PREMIUMS	\$56,828.30	
	72,307	43172	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	NOVEMBER OMERS PREMIUMS	\$0.00	\$56,828.30
O'NEIL, PAT							
	72,275	43173	01-6200-4000-41020	PROMOTION & MEALS	HORSES FOR CHRISTMAS PARADE	\$300.00	
	72,275	43173	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	HORSES FOR CHRISTMAS PARADE	\$0.00	\$300.00
ORCO SIGNS							
	72,283	43174	40-8000-6900-40570	MIDNIGHT MADNESS	MOONLIGHT MADNESS SIGN INSERTS	\$122.11	
	72,283	43174	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	MOONLIGHT MADNESS SIGN INSERTS	\$13.49	
	72,283	43174	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	MOONLIGHT MADNESS SIGN INSERTS	\$0.00	\$135.60
ORGANIC EXPRESS BLOWER							
	72,385	43175	01-0000-0250-60248	GC11-99 WHITING ST FROM HOLCROFT TO CL/	MULCH AND SEED MIX	\$2,184.28	
	72,385	43175	01-0000-0250-60247	GC11-98 HOLCROFT STREET - WONHAM ST SO	MULCH AND SEED MIX	\$39,726.39	
	72,385	43175	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	MULCH AND SEED MIX	\$241.26	
	72,385	43175	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	MULCH AND SEED MIX	\$4,387.99	
	72,385	43175	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	MULCH AND SEED MIX	\$0.00	\$46,539.92
OXFORD COUNTY ***							
	72,274	43176	01-6200-4000-41000	ADVERTISING	CHEESE MUSEUM VIDEO PRODUCTION	\$250.00	
	72,274	43176	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	CHEESE MUSEUM VIDEO PRODUCTION	\$0.00	\$250.00
	72,288	43176	01-1600-4090-42400	PRINCIPLE - DEBT REPAYMENT	DEBENTURE 5114-2009	\$31,901.76	
	72,288	43176	01-1600-4090-42500	INTEREST - DEBT REPAYMENT	DEBENTURE 5114-2009	\$7,657.26	
	72,288	43176	01-0000-2550-00921	DEBENTURE PAYABLE-CMHC 2009	DEBENTURE 5114-2009	\$31,901.76	
	72,288	43176	10-0000-0200-00275	AMOUNTS TO BE RECOVERED IN FUTURE YEAF	DEBENTURE 5114-2009	\$0.00	\$31,901.76
	72,288	43176	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	DEBENTURE 5114-2009	\$0.00	\$39,559.02
	72,289	43176	01-1600-4090-42400	PRINCIPLE - DEBT REPAYMENT	DEBENTURE 5113-2009A	\$96,301.05	
	72,289	43176	01-1600-4090-42500	INTEREST - DEBT REPAYMENT	DEBENTURE 5113-2009A	\$51,793.27	
	72,289	43176	01-0000-2550-00921	DEBENTURE PAYABLE-CMHC 2009	DEBENTURE 5113-2009A	\$96,301.05	
	72,289	43176	10-0000-0200-00275	AMOUNTS TO BE RECOVERED IN FUTURE YEAF	DEBENTURE 5113-2009A	\$0.00	\$96,301.05
	72,289	43176	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	DEBENTURE 5113-2009A	\$0.00	\$148,094.32
	72,290	43176	01-0000-2550-00940	DEBT-HARRIS ST CTY BL5193-2010	5215-2010 LAI	\$11,166.52	
	72,290	43176	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	5215-2010 LAI	\$0.00	\$11,166.52
	72,293	43176	01-1000-4240-01626	VIOLATIONS - COURT	COURT COSTS - OCT 2014	\$33.00	
	72,293	43176	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	COURT COSTS - OCT 2014	\$0.00	\$33.00
	72,394	43176	01-4500-5000-40270	NEW EQUIPMENT	40 SMALL & 40 LG BLUE BOXES	\$400.00	
	72,394	43176	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	40 SMALL & 40 LG BLUE BOXES	\$0.00	\$400.00
	72,395	43176	01-4500-5000-41010	GRAPHICS & PRINTING	2500 BAG TAGS	\$4,850.00	
	72,395	43176	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	2500 BAG TAGS	\$0.00	\$4,850.00
OXFORD FEED SUPPLY LTD							
	72,227	43177	01-5000-6050-41720	HORTICULTURAL SUPPLIES	8 TINE FORK	\$89.99	

	72,386	43185	01-4000-4000-40220	TELEPHONE	DATA FOR GPS UNITS - NOV	\$52.91	
	72,386	43185	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	DATA FOR GPS UNITS - NOV	\$5.85	
	72,386	43185	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	DATA FOR GPS UNITS - NOV	\$0.00	\$58.76
	72,413	43185	01-4500-4150-80000	MATERIALS-WINTER CONTROL, PLOWING, SAN	ON CALL PW PHONES	\$39.79	
	72,413	43185	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	ON CALL PW PHONES	\$4.39	
	72,413	43185	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	ON CALL PW PHONES	\$0.00	\$44.18
ROGERS PAYMENT CENTRE							
	72,297	43186	01-0100-4000-40220	TELEPHONE	COUNCILLOR INTERNET - NOV	\$47.82	
	72,297	43186	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	COUNCILLOR INTERNET - NOV	\$5.28	
	72,297	43186	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	COUNCILLOR INTERNET - NOV	\$0.00	\$53.10
ROOKE, PAUL ***							
	72,381	43187	01-2000-4025-41740	LAND MAINT & IMPROVEMENTS	GRASS CUTTING - OCT & NOV	\$40.00	
	72,381	43187	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	GRASS CUTTING - OCT & NOV	\$0.00	\$40.00
SAFEDESIGN APPAREL LTD							
	72,206	43188	01-3000-4000-41610	FIRE FIGHTING EQUIPMENT	TURN OUT GEAR	\$1,873.33	
	72,206	43188	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	TURN OUT GEAR	\$206.92	
	72,206	43188	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	TURN OUT GEAR	\$0.00	\$2,080.25
	72,208	43188	01-3000-4000-41610	FIRE FIGHTING EQUIPMENT	2 PAIR GLOVES	\$210.56	
	72,208	43188	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	2 PAIR GLOVES	\$23.26	
	72,208	43188	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	2 PAIR GLOVES	\$0.00	\$233.82
SCANDIA ISP INTERNET INC							
	72,284	43189	01-7000-4000-40810	STUDIES & SURVEYS	WEDDING GRP WEB HOSTING	\$60.75	
	72,284	43189	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	WEDDING GRP WEB HOSTING	\$6.71	
	72,284	43189	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	WEDDING GRP WEB HOSTING	\$0.00	\$67.46
SCHAUS DECORATING & DESIGN							
	72,272	43190	01-3200-4100-41700	BLDG REPAIRS & MAINTENANCE	BLINDS - OPP STATION	\$1,113.59	
	72,272	43190	01-0000-0200-00325	HST RECEIVABLE100%	BLINDS - OPP STATION	\$144.77	
	72,272	43190	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	BLINDS - OPP STATION	\$0.00	\$1,258.36
SHAW DIRECT							
	72,268	43191	01-3000-4000-40300	UTILITIES	SATELLITE - NOV 9 - DEC 8	\$104.80	
	72,268	43191	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	SATELLITE - NOV 9 - DEC 8	\$11.58	
	72,268	43191	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	SATELLITE - NOV 9 - DEC 8	\$0.00	\$116.38
SHOPPERS DRUG MART							
	72,340	43192	01-5200-6090-40500	SPECIAL EVENTS	SHOPPERS - OCT 2014 - FUSION	\$7.00	
	72,340	43192	01-5200-6090-40500	SPECIAL EVENTS	SHOPPERS - OCT 2014 - FUSION	\$23.18	
	72,340	43192	01-0000-0200-00325	HST RECEIVABLE100%	SHOPPERS - OCT 2014 - FUSION	\$3.01	
	72,340	43192	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	SHOPPERS - OCT 2014 - FUSION	\$0.00	\$33.19
SOAK IT UP INC							
	72,285	43193	01-6200-4100-41700	BLDG REPAIRS & MAINTENANCE	MUSEUM MAT RENTAL	\$18.00	
	72,285	43193	01-0000-0200-00325	HST RECEIVABLE100%	MUSEUM MAT RENTAL	\$2.34	
	72,285	43193	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	MUSEUM MAT RENTAL	\$0.00	\$20.34
	72,286	43193	01-6200-4100-41700	BLDG REPAIRS & MAINTENANCE	MUSEUM MAT RENTAL	\$18.00	
	72,286	43193	01-0000-0200-00325	HST RECEIVABLE100%	MUSEUM MAT RENTAL	\$2.34	
	72,286	43193	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	MUSEUM MAT RENTAL	\$0.00	\$20.34
	72,334	43193	01-5100-4100-41550	MAINTENANCE CONTRACTS	MAT SERVICE	\$257.35	
	72,334	43193	01-0000-0200-00325	HST RECEIVABLE100%	MAT SERVICE	\$33.46	
	72,334	43193	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	MAT SERVICE	\$0.00	\$290.81
	72,349	43193	01-5200-4100-41550	MAINTENANCE CONTRACTS	MATS, MOPS, MOP HANDLE	\$32.00	
	72,349	43193	01-0000-0200-00325	HST RECEIVABLE100%	MATS, MOPS, MOP HANDLE	\$4.16	
	72,349	43193	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	MATS, MOPS, MOP HANDLE	\$0.00	\$36.16
	72,378	43193	01-2000-4025-41540	RENTAL	MAT RENTAL - TOWN CENTRE	\$29.00	
	72,378	43193	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	MAT RENTAL - TOWN CENTRE	\$3.21	
	72,378	43193	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	MAT RENTAL - TOWN CENTRE	\$0.00	\$32.21
	72,379	43193	01-2000-4015-41540	RENTAL	MAT RENTAL - CARR'S WLKWY	\$11.00	
	72,379	43193	01-0000-0200-00325	HST RECEIVABLE100%	MAT RENTAL - CARR'S WLKWY	\$1.43	
	72,379	43193	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	MAT RENTAL - CARR'S WLKWY	\$0.00	\$12.43
SPECTRUM COMMUNICATIONS LTD.							
	72,205	43194	01-3000-4000-41520	COMMUNICATION	TOWER REPAIR	\$686.88	
	72,205	43194	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	TOWER REPAIR	\$75.87	
	72,205	43194	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	TOWER REPAIR	\$0.00	\$762.75
STAPLES ***							
	72,234	43195	01-5100-4000-40200	OFFICE SUPPLIES	PLANNER, CALENDARS, BUS CARDS	\$249.25	
	72,234	43195	01-0000-0200-00325	HST RECEIVABLE100%	PLANNER, CALENDARS, BUS CARDS	\$32.40	
	72,234	43195	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	PLANNER, CALENDARS, BUS CARDS	\$0.00	\$281.65
STAPLES ADVANTAGE							
	72,387	43196	01-4000-4000-40200	OFFICE SUPPLIES	2 HIGH BACK MEMORY CHAIRS	\$335.80	
	72,387	43196	01-4500-4000-40200	OFFICE SUPPLIES	2 HIGH BACK MEMORY CHAIRS	\$111.94	
	72,387	43196	01-3400-4000-40200	OFFICE SUPPLIES	2 HIGH BACK MEMORY CHAIRS	\$111.94	
	72,387	43196	01-4000-4000-40200	OFFICE SUPPLIES	2 HIGH BACK MEMORY CHAIRS	\$111.93	
	72,387	43196	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	2 HIGH BACK MEMORY CHAIRS	\$37.09	
	72,387	43196	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	2 HIGH BACK MEMORY CHAIRS	\$12.36	
	72,387	43196	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	2 HIGH BACK MEMORY CHAIRS	\$12.36	
	72,387	43196	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	2 HIGH BACK MEMORY CHAIRS	\$12.36	
	72,387	43196	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	2 HIGH BACK MEMORY CHAIRS	\$0.00	\$745.78
ST. CLEMENTS GROUP							
	72,357	43197	01-7000-4000-40809	PROV FUNDED TECH STUDY	CCREST - 18TH PAYMENT	\$10,358.34	
	72,357	43197	01-0000-0200-00325	HST RECEIVABLE100%	CCREST - 18TH PAYMENT	\$1,346.58	
	72,357	43197	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	CCREST - 18TH PAYMENT	\$0.00	\$11,704.92
STEVE'S ELECTRIC ***							

	72,345	43198	01-5200-4100-41700	BLDG REPAIRS AND MAINT	REPAIR TO OUTDOOR LT & SWITCH	\$801.35	
	72,345	43198	01-0000-0200-00325	HST RECEIVABLE100%	REPAIR TO OUTDOOR LT & SWITCH	\$104.17	
	72,345	43198	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	REPAIR TO OUTDOOR LT & SWITCH	\$0.00	\$905.52
STONETOWN SUPPLY SERVICES(INJ)							
	72,209	43199	01-3000-4100-40210	JANITORIAL SUPPLIES	PPR TWL, TLT PPR, LYSOL SPRAY	\$109.67	
	72,209	43199	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	PPR TWL, TLT PPR, LYSOL SPRAY	\$12.11	
	72,209	43199	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	PPR TWL, TLT PPR, LYSOL SPRAY	\$0.00	\$121.78
	72,229	43199	01-5100-4100-40210	JANITORIAL SUPPLIES	WSHRM CLNR, BUFF PADS	\$87.39	
	72,229	43199	01-0000-0200-00325	HST RECEIVABLE100%	WSHRM CLNR, BUFF PADS	\$11.36	
	72,229	43199	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	WSHRM CLNR, BUFF PADS	\$0.00	\$98.75
	72,267	43199	01-5000-6020-40210	JANITORIAL SUPPLIES	PAPER PRODUCTS, HAND SANITIZR	\$88.50	
	72,267	43199	01-5100-4100-40210	JANITORIAL SUPPLIES	PAPER PRODUCTS, HAND SANITIZR	\$160.96	
	72,267	43199	01-0000-0200-00325	HST RECEIVABLE100%	PAPER PRODUCTS, HAND SANITIZR	\$11.50	
	72,267	43199	01-0000-0200-00325	HST RECEIVABLE100%	PAPER PRODUCTS, HAND SANITIZR	\$20.92	
	72,267	43199	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	PAPER PRODUCTS, HAND SANITIZR	\$0.00	\$281.88
SUN MEDIA - CALGARY SUN							
	72,425	43200	01-1000-4000-41000	ADVERTISING	COMM DEV ASSIST PRGM AD	\$172.99	
	72,425	43200	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	COMM DEV ASSIST PRGM AD	\$19.11	
	72,425	43200	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	COMM DEV ASSIST PRGM AD	\$0.00	\$192.10
	72,426	43200	01-1000-4000-41000	ADVERTISING	COMM DEV ASSIST PRGM AD	\$137.38	
	72,426	43200	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	COMM DEV ASSIST PRGM AD	\$15.17	
	72,426	43200	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	COMM DEV ASSIST PRGM AD	\$0.00	\$152.55
SWAN DUST CONTROL							
	72,222	43201	01-5000-6100-41500	CONTRACTED SERVICES	MAT RENTAL - SANTA'S VILLAGE	\$647.00	
	72,222	43201	01-0000-0200-00325	HST RECEIVABLE100%	MAT RENTAL - SANTA'S VILLAGE	\$84.11	
	72,222	43201	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	MAT RENTAL - SANTA'S VILLAGE	\$0.00	\$731.11
	72,410	43201	01-4500-4000-41540	RENTAL	MAT RENTAL	\$20.66	
	72,410	43201	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	MAT RENTAL	\$2.28	
	72,410	43201	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	MAT RENTAL	\$0.00	\$22.94
TAB							
	72,296	43202	01-1000-4000-40270	NEW EQUIPMENT	FINAL PYMT + ANNUAL MAINT FEE	\$2,089.13	
	72,296	43202	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	FINAL PYMT + ANNUAL MAINT FEE	\$230.76	
	72,296	43202	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	FINAL PYMT + ANNUAL MAINT FEE	\$0.00	\$2,319.89
THAMESFORD PIZZA							
	72,341	43203	01-5200-6090-40420	PROGRAM SUPPLIES	LEON'S MOVIE NIGHT	\$44.25	
	72,341	43203	01-0000-0200-00325	HST RECEIVABLE100%	LEON'S MOVIE NIGHT	\$5.75	
	72,341	43203	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	LEON'S MOVIE NIGHT	\$0.00	\$50.00
ELECTION WORKER							
	72,419	43204	01-0100-4000-40790	ELECTION EXPENSES	WORKING THE ELECTION	\$125.00	
	72,419	43204	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	WORKING THE ELECTION	\$0.00	\$125.00
TOROMONT INDUSTRIES LTD							
	72,389	43205	01-4500-4230-46393	939300 2011 CAT FRONT END LOADER	REPAIRS TO TRUCK 13	\$212.77	
	72,389	43205	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	REPAIRS TO TRUCK 13	\$23.50	
	72,389	43205	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	REPAIRS TO TRUCK 13	\$0.00	\$236.27
TREMBLETT'S YOUR INDEPENDENT G							
	72,291	43206	01-5000-6020-40430	CANTEEN SUPPLIES	IND'T - OCT 2014 - PARKS & REC	\$24.00	
	72,291	43206	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	IND'T - OCT 2014 - PARKS & REC	\$0.00	\$24.00
	72,329	43206	01-5200-6090-40500	SPECIAL EVENTS	IND'T - OCT 2014 - FUSION	\$138.65	
	72,329	43206	01-5200-6090-40460	NUTRITION PURCHASES	IND'T - OCT 2014 - FUSION	\$80.19	
	72,329	43206	01-5200-6090-40420	PROGRAM SUPPLIES	IND'T - OCT 2014 - FUSION	\$16.37	
	72,329	43206	01-0000-0200-00325	HST RECEIVABLE100%	IND'T - OCT 2014 - FUSION	\$0.40	
	72,329	43206	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	IND'T - OCT 2014 - FUSION	\$0.00	\$235.61
	72,331	43206	01-5100-4000-42900	MISCELLANEOUS EXPENSE	IND'T - OCT 2014 - VPCC	\$63.40	
	72,331	43206	01-0000-0200-00325	HST RECEIVABLE100%	IND'T - OCT 2014 - VPCC	\$5.60	
	72,331	43206	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	IND'T - OCT 2014 - VPCC	\$0.00	\$69.00
PROPERTY OWNER REIMBURSEMENT							
	72,313	43207	01-0000-0090-99910	TAXES - CLEARING	REFUND DUPLICATE TAX PAYMENT	\$650.00	
	72,313	43207	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	REFUND DUPLICATE TAX PAYMENT	\$0.00	\$650.00
WALMSLEY BROS LTD							
	72,408	43208	01-4500-4130-80000	MATERIALS-HARDTOP MAINT, PATCHING & SP	ASPHALT HL3	\$551.15	
	72,408	43208	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	ASPHALT HL3	\$60.88	
	72,408	43208	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	ASPHALT HL3	\$0.00	\$612.03
WASTE MANAGEMENT							
	72,393	43209	01-4500-4000-41550	MAINTENANCE CONTRACTS	GARBAGE PICK UP - OCT & NOV	\$970.36	
	72,393	43209	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	GARBAGE PICK UP - OCT & NOV	\$107.19	
	72,393	43209	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	GARBAGE PICK UP - OCT & NOV	\$0.00	\$1,077.55
WATTSWORTH ANALYSIS INC.							
	72,212	43210	01-2000-4025-40330	HYDRO	ENERGY MGMT- OCT & NOV 2014	\$54.99	
	72,212	43210	01-5000-6020-40330	HYDRO	ENERGY MGMT- OCT & NOV 2014	\$62.79	
	72,212	43210	01-5000-6050-40330	HYDRO	ENERGY MGMT- OCT & NOV 2014	\$15.92	
	72,212	43210	01-5100-4100-40330	HYDRO	ENERGY MGMT- OCT & NOV 2014	\$80.38	
	72,212	43210	01-5000-6040-40330	HYDRO	ENERGY MGMT- OCT & NOV 2014	\$32.83	
	72,212	43210	01-3200-4100-40330	HYDRO	ENERGY MGMT- OCT & NOV 2014	\$17.67	
	72,212	43210	01-5200-4100-40330	HYDRO	ENERGY MGMT- OCT & NOV 2014	\$17.67	
	72,212	43210	01-4000-4400-40300	UTILITIES	ENERGY MGMT- OCT & NOV 2014	\$137.76	
	72,212	43210	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	ENERGY MGMT- OCT & NOV 2014	\$21.28	
	72,212	43210	01-0000-0200-00325	HST RECEIVABLE100%	ENERGY MGMT- OCT & NOV 2014	\$29.54	
	72,212	43210	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	ENERGY MGMT- OCT & NOV 2014	\$0.00	\$470.83
SUSAN WOLFE - PETTY CASH							

	72,314	43211	01-5200-4100-40350	NATURAL GAS	PETTY CASH - AUG 2-NOV 13	\$17.70	
	72,314	43211	01-5200-4100-41530	EQUIP REPAIRS & MAINT	PETTY CASH - AUG 2-NOV 13	\$16.02	
	72,314	43211	01-5200-6090-40240	COURIER CHARGES	PETTY CASH - AUG 2-NOV 13	\$3.58	
	72,314	43211	01-5200-6090-40420	PROGRAM SUPPLIES	PETTY CASH - AUG 2-NOV 13	\$98.72	
	72,314	43211	01-5200-6090-40500	SPECIAL EVENTS	PETTY CASH - AUG 2-NOV 13	\$115.46	
	72,314	43211	01-5200-6090-40500	SPECIAL EVENTS	PETTY CASH - AUG 2-NOV 13	\$150.00	
	72,314	43211	01-5200-6090-40550	FUND RAISING	PETTY CASH - AUG 2-NOV 13	\$43.89	
	72,314	43211	01-5200-6090-40550	FUND RAISING	PETTY CASH - AUG 2-NOV 13	\$19.00	
	72,314	43211	01-5200-6195-41107	NETWORKING & KNOWLEDGE SHARING	PETTY CASH - AUG 2-NOV 13	\$22.52	
	72,314	43211	01-5200-6290-40240	COURIER CHARGES	PETTY CASH - AUG 2-NOV 13	\$28.98	
	72,314	43211	01-0000-0200-00325	HST RECEIVABLE100%	PETTY CASH - AUG 2-NOV 13	\$2.30	
	72,314	43211	01-0000-0200-00325	HST RECEIVABLE100%	PETTY CASH - AUG 2-NOV 13	\$2.08	
	72,314	43211	01-0000-0200-00325	HST RECEIVABLE100%	PETTY CASH - AUG 2-NOV 13	\$0.47	
	72,314	43211	01-0000-0200-00325	HST RECEIVABLE100%	PETTY CASH - AUG 2-NOV 13	\$12.83	
	72,314	43211	01-0000-0200-00325	HST RECEIVABLE100%	PETTY CASH - AUG 2-NOV 13	\$15.01	
	72,314	43211	01-0000-0200-00325	HST RECEIVABLE100%	PETTY CASH - AUG 2-NOV 13	\$5.71	
	72,314	43211	01-0000-0200-00325	HST RECEIVABLE100%	PETTY CASH - AUG 2-NOV 13	\$2.93	
	72,314	43211	01-0000-0200-00325	HST RECEIVABLE100%	PETTY CASH - AUG 2-NOV 13	\$3.77	
	72,314	43211	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	PETTY CASH - AUG 2-NOV 13	\$0.00	\$560.97
WORK EQUIPMENT LTD.							
	72,392	43212	01-4500-4230-46397	939700 SIDEWALK TRACTOR	PARTS FOR TRACKLESS	\$151.32	
	72,392	43212	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	PARTS FOR TRACKLESS	\$16.72	
	72,392	43212	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	PARTS FOR TRACKLESS	\$0.00	\$168.04
XEROX CANADA LTD.							
	72,236	43213	01-1002-4000-40250	PHOTOCOPIER	COPIER USAGE - FIRE	\$46.15	
	72,236	43213	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	COPIER USAGE - FIRE	\$5.10	
	72,236	43213	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	COPIER USAGE - FIRE	\$0.00	\$51.25
	72,237	43213	01-1002-4000-40250	PHOTOCOPIER	COPIER USAGE - PW	\$22.04	
	72,237	43213	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	COPIER USAGE - PW	\$2.44	
	72,237	43213	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	COPIER USAGE - PW	\$0.00	\$24.48
	72,238	43213	01-1002-4000-40250	PHOTOCOPIER	COPIER USAGE - VPCC	\$1,179.85	
	72,238	43213	01-0000-0200-00325	HST RECEIVABLE100%	COPIER USAGE - VPCC	\$153.38	
	72,238	43213	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	COPIER USAGE - VPCC	\$0.00	\$1,333.23
	72,239	43213	01-1002-4000-40250	PHOTOCOPIER	COPIER USAGE - ADMIN	\$747.99	
	72,239	43213	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	COPIER USAGE - ADMIN	\$82.62	
	72,239	43213	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	COPIER USAGE - ADMIN	\$0.00	\$830.61
	72,277	43213	01-1002-4000-40250	PHOTOCOPIER	VPCC PHASER COPIES	\$4.01	
	72,277	43213	01-0000-0200-00325	HST RECEIVABLE100%	VPCC PHASER COPIES	\$0.52	
	72,277	43213	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	VPCC PHASER COPIES	\$0.00	\$4.53
	72,301	43213	01-1002-4000-40250	PHOTOCOPIER	ARENA COPIER COSTS	\$23.11	
	72,301	43213	01-0000-0200-00325	HST RECEIVABLE100%	ARENA COPIER COSTS	\$3.00	
	72,301	43213	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	ARENA COPIER COSTS	\$0.00	\$26.11
	72,302	43213	01-1002-4000-40250	PHOTOCOPIER	FIRE COPIER USAGE	\$107.92	
	72,302	43213	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	FIRE COPIER USAGE	\$11.92	
	72,302	43213	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	FIRE COPIER USAGE	\$0.00	\$119.84
ROYAL BANK VISA							
	72,245	EFT135	01-1300-4000-42900	MISCELLANEOUS EXPENSE	VISA - OCT 2014 - MCANDREW	\$12.00	
	72,245	EFT135	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	VISA - OCT 2014 - MCANDREW	\$0.00	\$12.00
ROYAL BANK VISA							
	72,306	EFT136	01-6200-4000-40420	PROGRAM SUPPLIES	VISA - OCT 2014 - GILLIES	\$9.99	
	72,306	EFT136	01-6200-4000-41020	PROMOTION & MEALS	VISA - OCT 2014 - GILLIES	\$60.64	
	72,306	EFT136	01-0000-0200-00325	HST RECEIVABLE100%	VISA - OCT 2014 - GILLIES	\$1.79	
	72,306	EFT136	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	VISA - OCT 2014 - GILLIES	\$0.00	\$72.42
ROYAL BANK VISA							
	72,241	EFT137	01-3000-4000-40630	STAFF TRAINING	VISA - OCT 2014 - HOLMES	\$209.25	
	72,241	EFT137	01-3000-4000-41610	FIRE FIGHTING EQUIPMENT	VISA - OCT 2014 - HOLMES	\$167.35	
	72,241	EFT137	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	VISA - OCT 2014 - HOLMES	\$0.00	\$376.60
ROYAL BANK VISA							
	72,428	EFT138	01-0900-4000-40610	MEETINGS & CONFERENCES	VISA - OCT 2014 - TIGERT	\$355.14	
	72,428	EFT138	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	VISA - OCT 2014 - TIGERT	\$39.23	
	72,428	EFT138	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	VISA - OCT 2014 - TIGERT	\$0.00	\$394.37
ROYAL BANK VISA							
	72,242	EFT139	01-5100-4000-01498	MISCELLANEOUS-RECOVERIES	VISA - OCT 2014 - WARD	\$91.25	
	72,242	EFT139	01-5100-6070-40420	PROGRAM SUPPLIES	VISA - OCT 2014 - WARD	\$101.08	
	72,242	EFT139	01-5100-6070-40630	STAFF TRAINING	VISA - OCT 2014 - WARD	\$35.40	
	72,242	EFT139	01-5100-6070-40420	PROGRAM SUPPLIES	VISA - OCT 2014 - WARD	\$55.00	
	72,242	EFT139	01-5100-6070-40420	PROGRAM SUPPLIES	VISA - OCT 2014 - WARD	\$91.08	
	72,242	EFT139	01-0000-0200-00325	HST RECEIVABLE100%	VISA - OCT 2014 - WARD	\$4.58	
	72,242	EFT139	01-0000-0200-00325	HST RECEIVABLE100%	VISA - OCT 2014 - WARD	\$13.14	
	72,242	EFT139	01-0000-0200-00325	HST RECEIVABLE100%	VISA - OCT 2014 - WARD	\$4.60	
	72,242	EFT139	01-0000-0200-00325	HST RECEIVABLE100%	VISA - OCT 2014 - WARD	\$7.15	
	72,242	EFT139	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	VISA - OCT 2014 - WARD	\$0.00	\$403.28
ROYAL BANK VISA							
	72,244	EFT140	01-3400-4000-40610	MEETINGS & CONFERENCES	VISA - OCT 2014 - SMALE	\$415.10	
	72,244	EFT140	01-0000-0090-99999	SUSPENSE - CLEARING	VISA - OCT 2014 - SMALE	\$0.00	\$44.24
	72,244	EFT140	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	VISA - OCT 2014 - SMALE	\$45.85	
	72,244	EFT140	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	VISA - OCT 2014 - SMALE	\$0.00	\$416.71
ROYAL BANK VISA							
	72,427	EFT141	01-0100-4000-40790	ELECTION EXPENSES	VISA - OCT 2014 - GRAVES	\$702.14	

	72,427	EFT141	01-1000-4000-40710	LEGAL FEES	VISA - OCT 2014 - GRAVES	\$146.94	
	72,427	EFT141	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	VISA - OCT 2014 - GRAVES	\$77.56	
	72,427	EFT141	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	VISA - OCT 2014 - GRAVES	\$16.23	
ROYAL BANK VISA	72,427	EFT141	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	VISA - OCT 2014 - GRAVES	\$0.00	\$942.87
	72,243	EFT142	01-4000-4000-40610	MEETINGS & CONFERENCES	VISA - OCT 2014 - LAWSON	\$1,289.24	
	72,243	EFT142	01-4000-4000-40600	MEMBERSHIP FEES	VISA - OCT 2014 - LAWSON	\$248.60	
	72,243	EFT142	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	VISA - OCT 2014 - LAWSON	\$142.40	
ROYAL BANK VISA	72,243	EFT142	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	VISA - OCT 2014 - LAWSON	\$0.00	\$1,680.24
	72,429	EFT143	01-1002-4000-40270	NEW EQUIPMENT	VISA - OCT 2014 - J BROWN	\$451.15	
	72,429	EFT143	01-1002-4000-40270	NEW EQUIPMENT	VISA - OCT 2014 - J BROWN	\$284.30	
	72,429	EFT143	01-1002-4000-40270	NEW EQUIPMENT	VISA - OCT 2014 - J BROWN	\$114.19	
	72,429	EFT143	01-1002-4000-40270	NEW EQUIPMENT	VISA - OCT 2014 - J BROWN	\$389.94	
	72,429	EFT143	01-1002-4000-40270	NEW EQUIPMENT	VISA - OCT 2014 - J BROWN	\$16.56	
	72,429	EFT143	01-1002-4000-40270	NEW EQUIPMENT	VISA - OCT 2014 - J BROWN	\$34.55	
	72,429	EFT143	01-1001-4000-41550	MAINTENANCE CONTRACTS	VISA - OCT 2014 - J BROWN	\$578.50	
	72,429	EFT143	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	VISA - OCT 2014 - J BROWN	\$49.83	
	72,429	EFT143	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	VISA - OCT 2014 - J BROWN	\$31.40	
	72,429	EFT143	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	VISA - OCT 2014 - J BROWN	\$12.62	
	72,429	EFT143	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	VISA - OCT 2014 - J BROWN	\$43.08	
	72,429	EFT143	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	VISA - OCT 2014 - J BROWN	\$3.81	
ROYAL BANK VISA	72,429	EFT143	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	VISA - OCT 2014 - J BROWN	\$0.00	\$2,009.93
	72,240	EFT144	01-5200-6290-40270	NEW EQUIPMENT	VISA - SEPT 2014 - J SMITH	\$99.98	
	72,240	EFT144	01-5200-6195-41036	PARTICIPANT INCENTIVES	VISA - SEPT 2014 - J SMITH	\$60.00	
	72,240	EFT144	01-5200-6090-40270	NEW EQUIPMENT	VISA - SEPT 2014 - J SMITH	\$172.24	
	72,240	EFT144	01-5200-6195-41000	ADVERTISING	VISA - SEPT 2014 - J SMITH	\$11.36	
	72,240	EFT144	01-5200-6195-41107	NETWORKING & KNOWLEDGE SHARING	VISA - SEPT 2014 - J SMITH	\$244.45	
	72,240	EFT144	01-5200-6090-41500	CONTRACTED SERVICES	VISA - SEPT 2014 - J SMITH	\$7.99	
	72,240	EFT144	01-5200-6090-40420	PROGRAM SUPPLIES	VISA - SEPT 2014 - J SMITH	\$624.05	
	72,240	EFT144	01-0000-0200-00325	HST RECEIVABLE100%	VISA - SEPT 2014 - J SMITH	\$13.00	
	72,240	EFT144	01-0000-0200-00325	HST RECEIVABLE100%	VISA - SEPT 2014 - J SMITH	\$22.39	
	72,240	EFT144	01-0000-0200-00325	HST RECEIVABLE100%	VISA - SEPT 2014 - J SMITH	\$1.48	
	72,240	EFT144	01-0000-0200-00325	HST RECEIVABLE100%	VISA - SEPT 2014 - J SMITH	\$81.13	
	72,240	EFT144	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	VISA - SEPT 2014 - J SMITH	\$0.00	\$1,338.07
	72,312	EFT144	10-0000-3536-80000	MATERIALS	VISA - OCT 2014 - J SMITH	\$1,209.83	
	72,312	EFT144	10-0000-3536-80000	MATERIALS	VISA - OCT 2014 - J SMITH	\$1,211.52	
	72,312	EFT144	01-0000-0200-00325	HST RECEIVABLE100%	VISA - OCT 2014 - J SMITH	\$104.80	
	72,312	EFT144	01-5200-6290-40270	NEW EQUIPMENT	VISA - OCT 2014 - J SMITH	\$215.00	
	72,312	EFT144	01-5200-6195-41107	NETWORKING & KNOWLEDGE SHARING	VISA - OCT 2014 - J SMITH	\$146.24	
	72,312	EFT144	01-5200-6195-41107	NETWORKING & KNOWLEDGE SHARING	VISA - OCT 2014 - J SMITH	\$20.00	
	72,312	EFT144	01-5200-6195-41107	NETWORKING & KNOWLEDGE SHARING	VISA - OCT 2014 - J SMITH	\$88.65	
	72,312	EFT144	01-5200-6090-40500	SPECIAL EVENTS	VISA - OCT 2014 - J SMITH	\$172.85	
	72,312	EFT144	01-5200-6290-40420	PROGRAM SUPPLIES	VISA - OCT 2014 - J SMITH	\$96.31	
	72,312	EFT144	01-5200-6090-41500	CONTRACTED SERVICES	VISA - OCT 2014 - J SMITH	\$7.99	
	72,312	EFT144	01-5200-6090-40500	SPECIAL EVENTS	VISA - OCT 2014 - J SMITH	\$62.40	
	72,312	EFT144	01-5200-6090-40500	SPECIAL EVENTS	VISA - OCT 2014 - J SMITH	\$29.74	
	72,312	EFT144	01-5200-6090-40500	SPECIAL EVENTS	VISA - OCT 2014 - J SMITH	\$84.96	
	72,312	EFT144	01-0000-0090-99999	SUSPENSE - CLEARING	VISA - OCT 2014 - J SMITH	\$0.00	\$2,000.00
	72,312	EFT144	01-0000-0200-00325	HST RECEIVABLE100%	VISA - OCT 2014 - J SMITH	\$27.95	
	72,312	EFT144	01-0000-0200-00325	HST RECEIVABLE100%	VISA - OCT 2014 - J SMITH	\$19.01	
	72,312	EFT144	01-0000-0200-00325	HST RECEIVABLE100%	VISA - OCT 2014 - J SMITH	\$11.52	
	72,312	EFT144	01-0000-0200-00325	HST RECEIVABLE100%	VISA - OCT 2014 - J SMITH	\$22.47	
	72,312	EFT144	01-0000-0200-00325	HST RECEIVABLE100%	VISA - OCT 2014 - J SMITH	\$12.52	
	72,312	EFT144	01-0000-0200-00325	HST RECEIVABLE100%	VISA - OCT 2014 - J SMITH	\$8.11	
	72,312	EFT144	01-0000-0200-00325	HST RECEIVABLE100%	VISA - OCT 2014 - J SMITH	\$11.04	
ROYAL BANK VISA	72,312	EFT144	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	VISA - OCT 2014 - J SMITH	\$0.00	\$1,562.91
	72,305	EFT145	01-1002-4000-40630	STAFF TRAINING	VISA - OCT 2014 - K BROWN	\$6,447.53	
	72,305	EFT145	01-7000-4000-41020	PROMOTION & MEALS	VISA - OCT 2014 - K BROWN	\$163.43	
	72,305	EFT145	01-7000-4000-41020	PROMOTION & MEALS	VISA - OCT 2014 - K BROWN	\$21.78	
	72,305	EFT145	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	VISA - OCT 2014 - K BROWN	\$18.05	
	72,305	EFT145	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	VISA - OCT 2014 - K BROWN	\$0.00	\$6,650.79
				DISTRIBUTION TOTALS:		\$1,292,154.39	\$1,292,154.39



DEPARTMENT: Chief Administrative Officer

REPORT NO: A-160-14

COUNCIL MEETING DATE: December 8, 2014

SUBJECT: Monthly Report - November

Union Negotiations

Union representatives continue to work on finalizing their review of the updated consolidated collective agreements. Once complete the associated changes will be fully implemented.

Meetings and Functions

1. Met with OPP Officer L. Narancsik to discuss security issues involving potential situations that could arise at the Town Hall. The officer provided a number of templates for consideration and staff will be reviewing them to determine timing of implementation and training.
2. The Engineer, Public Works Manager and I met with representatives of Canada Post to discuss the transition to neighbourhood mail boxes. Canada Post reviewed their rationale and process for location. They also reviewed their dispute and conflict resolution model. Staff were advised that they would be receiving documentation for review of proposed sites and would have an opportunity to raise concerns of municipal operations.
3. The Mayor and I met with County CAO Peter Crockett to discuss issues of mutual interest.
4. Attended a luncheon meeting hosted by Fanshawe College. A number of municipalities that have linkages to the college, or are in close proximity like Ingersoll were in attendance. The College reviewed their vision for growth and community activity and provided ideas of joint interest for municipalities to consider.
5. Attended the Chamber of Commerce Retailers breakfast that was held at the Masonic Lodge.
6. Participated in a County World Café, which is a stakeholder tool being used to help shape the County wide Sustainability Project.

7. Attended a Municipal Day Seminar in Mississauga where the focus of the day was on Privacy and Information issues and the impact that they have on municipalities. Presenters included the Acting Privacy Commissioner for the Province of Ontario and Senior Legal Counsel for the Office of the Ontario Ombudsman.
8. The majority of the last week of the month was in meetings with the Treasurer and each Department head reviewing the first drafts of the Operating and Capital budgets.
9. Met with the Town Engineer and Manager of Public Works to finalize the patrolling plan for the winter Control season so as to be able to meet the legislative requirements under the Provincial Standards
10. Attended both the Orientation Sessions for Councillors on November 17th and the Joint Municipal Coordinating Committee orientation on November 26th.

Submitted by: William Tigert, Chief Administrative Officer



DEPARTMENT: Clerk's Department

REPORT NO: C-161-14

COUNCIL MEETING DATE: December 08, 2014

SUBJECT: Clerk's Department Monthly Report

As detailed at the Council Orientation meeting we are now going to start including a reporting out structure for our closed meetings. From now on, when a closed session issue has been completed we will report in the Clerk's monthly report the particulars of what was dealt with so that the public can see what was previously dealt with in closed session.

As one other new item, we shall include an update to Council on any upcoming legislation that they should be aware of.

Closed Session Reporting

September 30, 2014

Council held a special meeting on September 30, 2014 and went into closed session under section 239 (2) (d) labour relations or employee negotiations to consider an item of Union Negotiations. Council considered a counter offer from their union in regards to the term of the contract and the conditions of contracting out that was accepted and formed part of By-law 14-4776 adopted on October 14, 2014.

September 8, 2014

Council went into Closed Session as a part of its regular meeting of September 8, 2014 under section 239 (2) (c) a proposed or pending acquisition or disposition of land by the municipality or local board to consider the possibility of acquiring land. Council also went into Closed Session under section 239 (2) (d) labour relations or employee negotiations to consider an item of Union Negotiations.

At the meeting Council considered the possibility of acquiring land along Charles Street to allow for the construction of a Sidewalk. Direction was given to staff to bring forward

a report in open Council in October to consider purchasing the land or other alternatives.

This item was considered by Open Council on October 14, 2014 under report OP-138-14 and the recommendation contained therein was adopted.

Under Union Negotiations Council considered a Counter Offer from the Union. A subsequent counter offer was submitted by the Union regarding the term of the contract and was considered at the September 30, 2014 Council meeting. Council accepted that revised offer and adopted By-law 14-4776 on October 14, 2014.

Upcoming Legislation

Bill 8, the *Public Sector and MPP Accountability and Transparency Act*, continued its steady passage through the legislature in November. Bill 8, the *Public Sector and MPP Accountability and Transparency Act* is a piece of legislation that gives the Ontario Ombudsman oversight authority over municipalities. First introduced at the beginning of July, the Bill currently being studied by the Standing Committee on General Government, prior to a third reading and royal assent.

A number of stakeholders, including Toronto Ombudsman Fiona Crean, and AMO have appeared before the committee to voice their concerns. AMO's reservations to the Bill were also communicated in a statement earlier this month, in which they affirmed that despite their support for the spirit of transparency and accountability that the Bill promotes, they have reservations that it will not be implemented in a cooperative or respectful manner.

Bill 39, the *Planning Statute Law Amendment Act*, includes a provision that may pave the road for municipalities to post electronic planning notices, rather than publishing them in print. On November 20, Bill 39 passed its second reading and was sent to the Standing Committee on General Government. Though the ultimate implications of the Bill are not clear, AMCTO will use this opportunity to advocate for eliminating the current planning notice paper publication requirement, an archaic regulation that places an unnecessary financial burden on municipalities.

ATTACHMENTS

Monthly Statistics

Prepared by: Michael Graves, Clerk

Approved by: William Tigert, Chief Administrative Officer

Attachment A: Monthly Statistics

A. Marriage Licenses

Total – 6 (Total Revenue: \$540.00)

In-Town - 1

Out-of-Town – 5

B. Civil Weddings

Ceremonies Held in November: 2

Ceremony Booked in November: 1

Ceremonies Booked To Date in 2014: 17

C. Burial Permits

Total: 21 (Total Revenue: \$70.00)

In-Town: 7 (currently no cost)

Out-of-Town: 14 (\$5.00/permit)

D. Commissioners Oaths

Total – 15 (Total Revenue: \$150.00) (\$10.00/commission)

E. Paratransit Tickets

Total – 287 (Revenue: \$861.00) (\$3.00/ticket)

F. Parking Passes

Total – 3 (Revenue: \$90.00)

Day Parking Permits: 3 (\$30.00/month)

Evening Parking Permits: 0 (\$30.00/month) – Winter Ban Not in Effect

24-Hour Parking Permits: 0 (\$45.00/month)

G. Plaques Ordered

Commemorative Plaques: 2 (Total Cost: \$45.00 each) = \$90.00

Certificates Ordered: 0

H. Transient Traders Licenses

Total: 0 (Revenue: \$0.00)

I. Lottery Licences

Total: 1 (Revenue: \$401.40)

J. Lunch Wagon Permits

Total: 0 (Revenue: \$0.00)



**Economic Development Department Report
D-162-14**

TO: Mayor Comiskey and Members of Council
FROM: Kale Brown, Director of Economic Development
DATE: December 8, 2014
SUBJECT: Economic Development Monthly Staff Update

Department Activities:

Recent activities in the Economic Development Office have been focused on the following key initiatives:

1. **BIA** – Moonlight madness was a snowy success this year, the BIA would like to thank all those who came down to participate and watch the lighting of the tree this year. If you are still looking for some gift ideas, see the BIA webpage or the facebook page for 25 great gift ideas to buy right here in downtown Ingersoll this year.
2. **SOMA** – the SOMA board is working to plan for the 2015 trade show events where we will participate and continue to market our community to industry for foreign direct investment. Through the SOMA partners and associated memberships we expect to have a presence at eight or more trade events in 2015.
3. **Ingersoll Builders Group** – The builders group has run a very successful Facebook and web campaign in each of the third and fourth quarters of 2014. Most recently, the advert *Keep calm and move to Ingersoll* reached over 54,265 people via Facebook and the Move to Ingersoll website received 770 clicks from the campaign. In total, the two Facebook campaigns they ran had 102,527 people reached and 1450 clicks through to the website. We congratulate the builders on a very successful year here in Ingersoll and we wish them all the best for 2015!
4. **Budgets and Planning** – Staff has prepared and reviewed operating and capital budgets with the Treasurer this month and continues to plan for the 2015 events.
5. **Museum and Events** – There have been a number of events taking place in the community in the month of November including Santa's village and the festival of lights down at the museum. However, lots more to come in December so please keep informed by following us at www.facebook.com/touringersoll and our events calendar at www.ingersoll.ca for more details and information.

6. Information Technology – Hewlett Packard announced a worldwide voluntary recall and replacement program for affected AC Power Cords. These were distributed with HP and Compaq Notebooks, docking stations. After investigation of the thirty plus adapters held by the town only one was required for recall. Residents can get more information on this program through the HP Website at the following address.
<https://h30652.www3.hp.com/>

Rebuild of the Fusion Game Machines to tighten the Security Policies on these machines to ensure no further local breaches of security can occur.

Helpdesk:

Tickets Closed in November - 65

Tickets Opened in November - 87

Current Tickets Still Open - 34

Website Visitors - 7213

Returning Visitors - 3,000

Page Views - 2:77 pages

Avg Visit Duration - 2:10 minutes

Prepared by: Kale Brown, Director of Economic Development

Approved by: William Tigert, Chief Administrative Officer

INGERSOLL FIRE & EMERGENCY SERVICES



**NOVEMBER
2014**

**REPORT #F-163/14
APPROVAL DATE: December 8, 2014**

MONTH END STATISTICAL REPORT

NOVEMBER 2014

ALARM TYPE		YEAR TO DATE	RESPONSE CLASSIFICATION	YEAR TO DATE
911	8	64	ASSEMBLY OCCUPANCY	12
TELEPHONE TO DISPATCH		0	INSTITUTIONAL	4
MONITOR CO.	3	28	RESIDENTIAL	17
ADMINISTRATION OFFICE	3	47	PROFESSIONAL BUSINESS	2
VERBAL REPORT TO HALL	2	9	COMMERCIAL	4
RADIO		0	INDUSTRIAL	9
C.A.C.C., O.P.P., O.C.P.S.	3	59	VEHICLES/M.V.A.	22
			RUBBISH / DUMPSTER etc.	27
			MEDICAL	29
			CARBON MONOXIDE	43
			MISC. PROPERTY	0
			RESCUE	3
			PUBLIC HAZARD	5
			MUTUAL AID	1
			PUBLIC ASSIST	9
TOTAL	19	207	TOTAL	207

MONTHLY STATISTICS	2014	2013
DOLLAR LOSS TO BUILDINGS (EST.)	\$0	\$0
DOLLAR LOSS TO CONTENTS (EST.)	\$0	\$0
DOLLAR LOSS TO VEHICLES (EST.)	\$0	\$0

YEAR TO DATE STATISTICS	2014	2013
DOLLAR LOSS TO BUILDINGS (EST.)	\$61,900	\$82,250
DOLLAR LOSS TO CONTENTS (EST.)	\$51,200	\$50,000
DOLLAR LOSS TO VEHICLES (EST.)	\$51,200	\$5,600

	2014	2013
NUMBER OF CALLS THIS MONTH	19	13
NUMBER OF CALLS YEAR TO DATE	207	200
TOTAL MAN-HOURS THIS MONTH	119	109
TOTAL YEAR TO DATE MAN-HOURS	1506	1505

INGERSOLL FIRE & EMERGENCY SERVICES
STAFF PRACTICE
2014

DATE	TIME	ATTENDANCE
November 5, 2014	19:00 HRS - 22:00 HRS	
SUBJECT:	Defib Recertification and Hose Testing.	
OBJECTIVES:	Maintains fire equipment to ensure a level of operational readiness so that equipment life is extended, safety is ensured and equipment operates properly.	
TRAINERS:	Oxford EMS, Ryan Baker	

DATE	TIME	ATTENDANCE
November 12, 2014	19:00 HRS – 22:00 HRS	
SUBJECT:	Rope Rescue	
OBJECTIVES:	Haul and Lowering Systems	
TRAINERS:	Ryan Baker	

DATE	TIME	ATTENDANCE
November 19, 2014	19:00 HRS – 22:00 HRS	
SUBJECT:	Defib Recertification, Blue Card Command Training, WHMIS Refresher	
OBJECTIVES:		
TRAINERS:	Oxford EMS, Ryan Baker	

TRAFFIC ACTIVITY REPORT (NOVEMBER)

	Number	Amount
Fully Paid	6	\$245.00
Partially Paid	5	\$75.00
Not Paid	0	\$0
Service Fees	-----	\$80.00
Total	11	\$400.00

**INGERSOLL FIRE & EMERGENCY SERVICES
FIRE PREVENTION INSPECTION ACTIVITIES**

**NOVEMBER
2014**

INSPECTIONS		FOLLOW UP-INSPECTIONS		THIS MONTHS TOTALS	YEAR TO DATE
RESIDENTIAL	8	RESIDENTIAL		8	85
ASSEMBLY	1	ASSEMBLY	1	2	27
INSTITUTIONAL		INSTITUTIONAL		0	6
BUSINESS & PERSONAL SERVICES	3	BUSINESS & PERSONAL SERVICES		3	23
MERCANTILE	1	MERCANTILE		1	16
INDUSTRIAL		INDUSTRIAL		0	17
TOTAL	13	TOTAL	1	14	174

PUBLIC EDUCATION ACTIVITIES

GROUP	DEMO/TRAINING	TOUR	TALK	VIDEO	GUEST
Home Daycare	Fire Hall Tour	X	X		23
TFT Global	Fire Extinguisher Training		X		13
EDUCATION THIS MONTH					36
EDUCATION YEAR TO DATE					4756

PUBLIC ACTIVITY INFORMATION

PROMOTIONS/ACTIVITIES	CURRENT MONTH	TOTAL YEAR TO DATE
Fire Safety Information Distributed	45	584
Promotions in the Community	1	22
Emergency Preparedness Pamphlets	0	100

BY-LAW ENFORCEMENT

2014

By-Law #	By-Law	Investigations this Month	Year to Date
#09-3989	Regulating & Restricting Dogs		21
#01-3990	Animal Control		2
#00-3924	Prohibit & Regulate the Sale & Setting off of Fireworks		0
#08-4432	No Permit Sign		16
#09-4510	Building Numbering		0
#04-4160	Zoning		0
#08-4431	Parking		2
#06-4327	Traffic By-Law		9
#01-3986	Property Standard		3
	Highway Traffic Act		0
#09-4495	Large Article Waste Disposal		1
#09-3633	Noise By-Law (Regulate or Prohibit)		9
#99-3874	Transient Traders (Hawkers & Peddlers By-Law)		1
#13-4726	Open Air Burn	1	8
#10-4550	Smoking By-Law		1
#03-4105	Standing Water		1
	TOTAL		74

	Total for Month	Total Year to Date
Complaints Reported by Town Staff		0
Complaints Reported by Concerned Citizens		18
# of Notice of Violation Letters Sent		0
Tickets Issued		4

OTHER ACTIVITIES

- Chief Holmes and Captain Baker attended an emergency management meeting;
- Fire Fighters participated in the Remembrance Day Service;
- The department received a \$10,000 donation from Enbridge Gas for enhancements to the training facility.



OPERATIONS
REGULAR MEETING OF COUNCIL
October Report # OP-164-14

Approval Date: December 8, 2014

Mayor Comiskey and Members of Council

A. Town Engineer

Continue to work on a number of site plan applications and subdivision agreements, as well as I met with a couple of developers to discuss pending and future applications.

I have been continuing to spend time dealing with the capital and operating budgets for all three departments. This included discussions with the Treasurer, CAO and the County.

I attended the Municipal Engineers Association (MEA) Workshop in Cambridge for three days. Seminars on Communication and dealing with the Media as well as Emergency Management, Municipal Class EA, Municipal Risk Management, Technical Writing, MOE Environmental Compliance Approval Process and the new Ontario Traffic Manual Book 18 on Cycling Facilities.

The Town was successful in moving onto Step 2 of the Ontario Community Infrastructure Fund (OCIF) – Application Base Program. This program will fund up to 90% of a capital project to a cap of \$2 million. The Town has applied for the Replacement of the Catherine Street Bridge Culvert and the reconstruction of Catherine Street from Thames Street to Mutual Street with the County of Oxford. The application is due December 19, 2014 and I have spent time this month preparing the lengthy application.

The Town has also received funding from the OCIF – Formula Based Program of \$70,498 that can be used towards eligible capital projects. This is a three year program that the Town will receive \$70,498 per year. I have spent time this month completing the report and the by-law to execute this agreement is before Council tonight.

B. Engineering

The Engineering department has spent the month updating the Town's specification, budget for 2015, completing as-built drawings for this year's construction and starting design for smaller 2015 County projects.

Engineering Services responded to 75 requests for locates or re-locates during November.

Respectfully Submitted
Sandra Lawson, P.Eng.
Town Engineer

CHIEF BUILDING OFFICIAL AND FACILITIES MANAGER

Facilities Management

1. **Carpet replacement tendered/awarded** – Work is to commence over the Christmas holidays (during the office closure) on the replacement of the Clerk/Finance Department common floor areas. Quotes were requested from 3 different local flooring contractors/installers, and 2 quotes were received. The work was awarded to Great Floors who had the lowest quoted price at \$6677.31 including HST.

Building Department

November 2014 Permits – 8 building permits for construction valued at **\$670,950.00** were issued for the month of November.

- a. Total permits fees collected **\$5,896.60**
- b. Single and Multi-Unit for November – **3** single family dwellings & **0** Multi-Units
- c. **Total Single & Multi units permits over year to date (2014);**
 - **49 Single Family Dwelling permits**
 - **4 Multi-Unit permits (13 units)**
- d. Total November Sewer Permits – 3
- e. November Permit Comparison Summary and Permit Reports as follows:

Permit Comparison Summary from 11/1/2014 to 11/30/2014

Category	Previous Year						Current Year					
	#	Building	Muni Dev.	Muni Levy	County	Value	#	Building	Muni Dev.	Muni Levy	County	Value
Accessory (Residential)	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0	1	\$80.00	\$0.00	\$0.00	\$0.00	\$15,000
Commercial	5	\$1,901.00	\$0.00	\$0.00	\$0.00	\$230,648	3	\$1,564.00	\$0.00	\$0.00	\$0.00	\$160,000
Agricultural	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0
Institutional	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0
Industrial	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0
Residential	7	\$2,003.60	\$0.00	\$0.00	\$0.00	\$167,400	4	\$4,342.60	\$10,266.00	\$0.00	\$42,825.00	\$495,950

	Previous Year	Current Year
Total Permits Issued	12	8
Total Dwelling Units Created	0	3
Total Permit Value	\$398,048.00	\$670,950.00
Total Permit Fees	\$3,904.60	\$5,986.60

TOWN OF INGERSOLL Permit Summary From 11/1/2014 to 11/30/2014

Building Code Category	Total		New Structures		Add/Reno/UseCh		Demolitions		Signs		Other	
	Value	#	Value	#	Value	#	Value	#	Value	#	Value	#
Accessory Residential	\$15,000	1	\$15,000	1	\$0	0	\$0	0	\$0	0	\$0	0
Residential	\$495,950	4	\$475,950	3	\$20,000	1	\$0	0	\$0	0	\$0	0
Agricultural	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0
Commercial	\$160,000	3	\$0	0	\$160,000	3	\$0	0	\$0	0	\$0	0
Industrial	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0
Institutional	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0
TOTALS	\$670,950	8	\$490,950	4	\$180,000	4	\$0	0	\$0	0	\$0	0

MAINTENANCE

Leaf Pick Up

Leaf collection was completed with some mechanical issues but was generally without issue.

Detours

Detours for Remembrance Day, Lighting of the Lights and the Santa Claus parade as well as a County detour for repairs on Harris Street kept crews busy moving signs around Town.

Winter Control

- The first real winter event of the new season arrived on November 19th, 15cm of accumulation and cold temperatures made conditions hazardous.
- Sidewalk plows were dispatched 4 times during the month.
- All trucks are now converted to full time snow plows.
- Snow fence installation has been delayed due to the corn crops not being harvested yet.

Respectfully Submitted,
Doug Wituik,
Public Works Manager

**TOWN OF INGERSOLL
PARKS AND RECREATION DEPARTMENT
MONTHLY REPORT – DECEMBER 2014**

Report No. R-165/14

Approval Date: December 8th, 2014

Members of Council:

- Parks & Recreation Department Upcoming Meetings & Special Events:

Safe Cycling Committee Meeting – First Wednesday of the Month
Wednesday, January 7, 2014 – 7 pm – VPCC

Ingersoll PlayRight
New Year’s Eve Family Funomenon – Ingersoll Arena
Wednesday, December 31, 2013 – 6 pm to 9:30 pm

Oxford Trails Council
Monday, January 5, 2015 – 12 noon – Oxford County Building

Santa’s Festival Village – Ingersoll Cheese & Agricultural Museum
November 21 to December 13, 2014
Fridays – 6pm to 9 pm & Saturdays – 4 pm to 9 pm

Festival of Lights – November 21 to January 5, 2015
Daily – 5 pm to 11 pm
Gateway to Festival of Lights – Ingersoll Cheese & Agricultural Museum
Centennial Park – Over 300 light displays in local parks and downtown
Ingersoll.

Fusion Christmas Dinner and Youth Awards - December 11, 2014
5:30pm – Awards - Christmas Dinner 6:30pm

Pan Am Games Torch Relay – Ingersoll Celebration
Planning Committee Meeting
Thursday, January 15, 2015 – 10:30 am – VPCC

Off Leash Dog Park Meeting
Tuesday, January 27, 2015 – 6:30 pm - VPCC

- **2014 November/December Additional Work Projects:**
 - Preparation of material and coordination of the 2015 Winter Parks & Recreation Program Guide;
 - Parks – Daily Maintenance;
 - Coordination and implementation of special events and promotion of Santa’s Festival Village;
 - Partnering with Ingersoll PlayRight in the planning of the New Year’s Eve Family Funomemon – Wednesday, December 31, 2013 – Ingersoll Arena.

- **2014 Christmas Public Skating/Swimming Schedule**

CHRISTMAS SKATE SCHEDULE
December 20th – January 3rd, 2014
FREE Tim Horton’s Public Skate

	Dec. 22nd	Dec 23rd	Dec. 29th	Dec. 30th	Jan. 2nd
Times	2:00-3:30pm	2:00-3:30pm	2:00-3:30pm	2:00-3:30pm	2:00-3:30pm

The Arena is closed December 24, 25, 26, 31, 2013 and January 1, 2014

CHRISTMAS SWIM SCHEDULE Dec. 23, 2013 – Jan. 5, 2014

	Monday Dec 22, 29	Tuesday Dec 23, 30	Friday Jan 2	Saturday Dec 27, Jan 3	Sunday Dec 28, Jan 4
Family		6:00-7:00pm	6:00-7:00pm		
Community	1:30-3:00pm 6:00-7:00pm	1:30-3:00pm 7:00-8:00pm	1:30-3:00pm 7:15-8:30pm	2:45-4:00pm	1:30-3:00pm

- **Santa’s Festival Village & Festival of Lights**
 - The Opening of Santa’s Village and the Festival of Lights was once again a resounding success. Several thousand people attended the amazing Fireworks Display and Santa’s Village;
 - On Saturday evening of the first weekend over 400 people visited Santa’s Village;
 - Special thanks is extended to Lenore Capern & Darlene Sutherland for coordinating Santa’s Village, Darryl Capern, Parks Manager, Brian Pye and Craig McDougall, Jessica Forbes, Park Maintenance for all their hard work and dedication in preparing for both events.

- **Fusion Highlights:**

- Fusion entered a float in the Rotary Santa Claus Parade and 22 youth participated;
- As of November 24, 2014 there were 1001 scanned youth visits;
- Staff and youth have recently painted 5 Christmas theme windows at local businesses around town;
- Fusion has launched a Youth VIP program where youth that are 16 years and older at Fusion are eligible to apply to our VIP program and are given more responsibility and greater leadership opportunities within the Centre;
- Fusion provided the sound system for Remembrance Day, Moonlight Madness, and Santa's Village Fireworks;
- Fusion also provided audio/video services for the Chamber of Commerce Awards of Excellence;
- The VIVO music program launched on November 4, 2014. Nine students registered into the music program that is operating on Tues & Thursdays from 4-6pm in partnership with Ingersoll Rotary Club;
- Fusion is working with Santa's Village again taking photos of Santa. Photos cost \$5 each and the Centre raises approximately \$1,800;
- Nine people from the Town of Hanover toured Fusion. Hanover is developing a Fusion Youth Centre Model in their community;
- The 9th Annual Haunted House had a record turnout with over 2,000 people attending. The Centre raised approximately \$8,000;
- Fusion received a \$1,000 grant from Oxford Community Foundation for our Fitness and Recreation programs;
- The kitchen renovation are progressing well.. We are anticipating a completion date of December 9. Ribbon cutting will be in February 2015;
- The SureStart Program coordinated an Oxford Youth Entrepreneurship Conference on October 22, 2014 at the Elmhurst Inn. One hundred and forty seven youth attended and the event was very successful;
- Fifteen youth recently attended the Entrepreneurship Exploration Session - 13 have signed up for the complete program;
- Nine youth have completed the SureStart Business Concept training – six participants will be submitting their business plans for review – one youth that has participated in previous training has started a successful business and received funding support from the Oxford Small Business Support Centre.

Prepared by: Bonnie Ward, Director of Parks & Recreation
Approved by: William Tigert, CAO



DEPARTMENT: TREASURY DEPARTMENT

REPORT NO: T-166-14

COUNCIL MEETING DATE: December 8th, 2014

TITLE: TREASURY DEPARTMENT MONTHLY REPORT

Mayor Comiskey and Members of Council:

Department Activities and Information for the month of November

1. The first draft of the 2015 budget is in the process of being finalized. During the month each department meet with the CAO and Treasurer to review their budget submissions. Revisions are being made with the plan to begin Council review early in the new year.
2. Notification of Ontario Municipal Partnership Fund (OMPF) funding was received. The 2015 amount will be \$538,000 a reduction of \$134,500 from last year. This is the third year of a four year process in the reallocation in unconditional funding. It is anticipated that a further \$100,000 reduction will occur next year.
3. Infrastructure funding through the Ontario Community Infrastructure Fund – Formula-based Component has been announced. The Town will receive \$70,498 per year for the next three years (2015 – 2017)
4. Received a \$76,286 mid-year credit on the OPP Policing Contract. This represents the difference in the estimate verse actual costs for the first six months of the 2014 contract.
5. The debenture issue of \$1,706,000 for the Royland/Elm/Cedar/Pine and Holcroft Reconstruction projects will be issued December 15, 2014.

6. Property Tax Statistics:

578 Property Title Changes 2014 Year to Date
 \$1,464,625 Property Taxes Outstanding
 3 Properties registered for tax sale (3 plus years in arrears, potential sale by tender in 2015)

		<u>Annual Budget</u>	<u>Nov. 30/14 YTD Actual</u>
Supplemental Taxation Revenue		<u>\$128,000</u>	<u>\$144,366</u>
Tax Adjustments/Refunds			
	<u># of Properties</u>	<u>Taxation Year</u>	
Vacancy Rebates	1	2014	\$102
	13	2013	56,683
	1	2012	2,271
	1	2010	12,495
	1	2009	<u>25,867</u>
			<u>\$60,000</u>
Section 357's			<u>\$94,418</u>
	5	2014	\$3,448
	1	2013	30
	1	2012	17
Assessment Review Board (ARB's)			
* still awaiting a decision on a multi-year appeal on a large industrial property			
	7	2014	26,036
	11	2013	9,500
	2	2012	416
	3	2011	420
Write Offs			
	2	2014	13,915
	2	2013	<u>113</u>
			<u>\$280,000</u>
			<u>\$53,895</u>

Prepared by: Jim Brown, Director of Finance, Treasurer



DEPARTMENT: Treasury

REPORT NO: T-167-14

COUNCIL MEETING DATE: December 8, 2014

TITLE: Cancellation, Reduction and Refund of Property Tax

OBJECTIVE

In accordance with Section 357 (1) of the Municipal Act, 2001 the attached list of refunds be approved by Council.

BACKGROUND

Property owners have a number of methods to seek reductions in in their property assessment. Of the methods Section 357 (1) of the Municipal Act, 2001 specifically identifies Council as having approval authority for the cancellation, reduction and refund of property taxes for specific situations with the following being the most common:

- Ceased to be liable to be taxed at rate it was taxed.
- The land became vacant during the year or prior year.
- Razed by fire, demolition or otherwise.
- Gross manifest error.
- Repairs/renovations preventing normal use for a period of 3 months.

The applications are received by the Town then forwarded to the Municipal Property Assessment Corporation for review and determination of assessment reduction. Approved refunds are shared with the County, School Boards and Business Improvement Area.

ANALYSIS

The following properties received refunds under Section 357 in 2014.

Number	Reason	Municipal	County	School
010-010-09100	pool removed	\$61.22	\$28.58	\$13.46
020-040-01600	garage removed	\$78.83	\$38.44	\$18.24
030-065-42700	building removed	\$3,330.99	\$1,562.54	\$3,897.50
030-070-12504	portion of land farmed	\$23.65	\$11.04	\$5.20
		<u>\$3,494.69</u>	<u>\$1,640.60</u>	<u>\$3,934.40</u>

INTERDEPARTMENTAL IMPLICATIONS

None.

FINANCIAL IMPLICATIONS

Tax adjustments are anticipated and are included in the approved budgeted expenditure.

RECOMMENDATION

THAT the Council for the Town of Ingersoll receives as information the Treasury Department Report T-167-14 titled Cancellation, Reduction, and Refund of Property Taxes.

AND FURTHER THAT Council approves the reduction of taxes on properties identified in this report pursuant to the Municipal Act 2001, Section 357 (1).

Prepared by: Jim Brown, Director of Finance, Treasurer

Approved by: William Tigert, CAO



DEPARTMENT: OPERATIONS

REPORT NO: OP 168 -14

COUNCIL MEETING DATE: December 8, 2014

TITLE: GPS Pilot Program with Frank Cowan Company and Operasoft

OBJECTIVE

To obtain Council's permission to partner with Frank Cowan Company and Operasoft to participate in a GPS pilot project.

BACKGROUND

One year ago Frank Cowan Company (FCC) and Operasoft partnered to offer Canadian municipalities access to an innovative weather monitoring program in an effort to provide a means to formally document actions as they relate to the weather – plowing, sanding, for example, to help in claims situations. To further expand on this risk management initiative, Frank Cowan Company is subsidizing GPS systems for a selected number of municipalities in Ontario. FCC believes that GPS technology will reduce the cost of claims for the following reasons:

- 1) Electronic documents will automatically record actions taken
- 2) Electronic documents will allow for quicker claims resolution thereby decreasing adjusting and legal expenses
- 3) Electronic documents will provide evidence in a Court that a municipality has met its duty of care

FCC believes that GPS technology will allow municipalities to increase operational efficiency by reducing road maintenance cost while ensuring regulatory compliance.

FCC and Operasoft have approached the Town of Ingersoll about participating in this pilot project.

ANALYSIS

The Town's Public Works staff is interested in participating in the GPS pilot program being offered by Frank Cowan Company and Operasoft. The program entails the use of three in-vehicle tablets, including the software and a 3G wireless connection; three GPS tracking devices, including telemetry fees and two SimpliCity user licenses for three years at no cost to the Town. This program will assist with the operational record keeping for the Minimum Maintenance requirements for snow clearing in the Town. It also can be used throughout the year to provide a work management system to record the work, such as pothole maintenance, crack sealing and sidewalk deficiencies that then can be inputted into the asset management plan. The GPS units will be installed by Public Works staff onto three plow vehicles and will be an active system that records information every 15 seconds, thereby providing data on where the vehicle was plowing, how the vehicle was plowing and what material the vehicle was using.

This year the Public Works Department installed a passive GPS system onto the Town's sidewalk plow as well as the new plow truck that will be delivered early in 2015 will also have the same passive GPS system on it. This system will only download data when it passes the control point which is located at the Public Works Centre (about every hour and a half to two hour time frame). Having the opportunity to analysis both GPS systems side by side over the three year period will give the Town the chance to compare both systems in real operational situations.

FINANCIAL IMPLICATIONS

For the first three years this program will have no costs to the municipality other than staff time to monitor the system, training and installation of the GPS units. Once the program is complete, staff will evaluate the benefits of the program based on the usage fees per month and the capital costs for the GPS units and tablets.

These usage fees would range from \$50 - \$65 per month depending on whether it is the software solution, GPS unit or tablet. The capital costs would be \$25 per GPS unit and \$199 per in-vehicle tablet.

The present system there are no usage costs and the capital costs were \$6000, which includes a onetime cost for the base unit and software. Any additional units are \$2000 per unit.

RECOMMENDATION

That report Number OP167-14 be received as information and further that Council approve the participation of the Town of Ingersoll in the GPS pilot program with Frank Cowan Company and Operasoft for a three year period at no cost to the Town.

Prepared by: Sandra Lawson, Town Engineer
Approved by: William Tigert, CAO



DEPARTMENT(S): Operations (Building Division) and Fire Services

REPORT NO: OP-169-14

COUNCIL MEETING DATE: Dec 8, 2014

TITLE: 1 Charles St. (Carnegie Library) – Property Maintenance and Life Safety Field Inspection

OBJECTIVE

To advise Council as to the current status of the Town-owned Building named above as it relates to the general minimum standards defined under the Property Standards By-Law for the Town of Ingersoll, and under the authority of the Ontario Building Code Act, and the Ontario Fire Protection and Prevention Act.

BACKGROUND

The Carnegie Library has been a publically owned and operated building since it was first constructed in and around 1910. Over the years the building was given to the Town by the County and was rededicated in its use to various incidental public interests. The building is currently occupied by a youth outreach operation and no rental fees are collected due to the not-for-profit status of this operation.

In the Condition Assessment Report conducted by WGD Architects and submitted to Council in October, significant deficiencies were identified – some of which appeared to be deficiencies which may pose an imminent risk to the occupants of this building as well as to the public space adjacent to the property. Upon the request of the CAO a field inspection by the Chief Building Official and the Fire Prevention Officer for the Town was conducted.

Below is a summary and analysis of the findings of the field inspection conducted on Oct. 31, 2014.

ANALYSIS (Building Code)

Upon completion of the non-invasive inspection of the building, the below items were identified as deficiencies with respect to public and occupant health and safety, itemized and listed in accordance with the Towns conditions for standards of maintenance and occupancy of buildings under the authority of the Property Standards and Maintenance by-law:

Exterior Property Areas

Accessory Buildings

- n/a

Fences

- n/a

Retaining Walls

- existing retaining wall structure along N.W. property line is in generally good condition
- top of retaining wall is not adequately guarded to prevent falls

Refuse Storage and Disposal

- no exterior refuse storage exists and property exterior is in good general order
- Interior refuse storage is not contained within appropriate areas (see Fire insp. Notes)

Structural

Walls, Beams, Columns and Foundation/Footings

- See Engineers assessment report re: Condition Assessment submitted Oct. 2014
- General maintenance required of structural foundation and exterior wall elements on East, West, and South sides (see Engineers report in condition assessment)
- Immediate repairs required include but are not limited to:
 - o Repair of weakened and deteriorated brick sills
 - o Repointing, tooling, and toothing of exterior brick walls
 - o Repair of brick arches and lintels
 - o Miscellaneous caulking/grouting and damp proofing for weather tightness throughout all exterior building elements
 - o Painting treating of exposed exterior wood details

Floor & Roof Slabs

- condition existing basement floor slab not inspected throughout entire building
- cavities beneath concrete floor slab and soils supporting the slab where detected in mechanical room (immediate risk to all floor-fixed, fuel-fired equipment)

Doors and Windows

- Some doors within means of egress/exits are unrated and hardware is missing (latches, closures, handles, etc...)
- Exterior exit door on West side, upper level is jammed (does not swing freely) and the hardware is obsolete (see Fire notes)
- Locking/latching mechanism for basement exit door on East side is currently bar latch - lacks compliant latch and closure hardware as an exit facility(see Fire notes)
- Exterior windows are a mix of plate glass and heat tempered, many show evidence of leakage, broken window panes and seals, etc... throughout

Roof and Roof Structures

- roofing eaves troughs and down spouting are damaged or absent (see Engineers report in condition assessment)
- roof parapet extensions and cornices are loose and generally unrestrained (see Engineers report in condition assessment)

Floors, Stairs, and Landings

- Stairs are uneven and damage exists to portions of both the upper and lower main stair (broken treads and risers)
- improper handrails orientation and height above risers
- Exterior ramping purportedly to provide barrier free access is non-compliant with OBC and AODA standards
- Guards for landing of exterior ramping is non-compliant

Exterior Surfaces

- See notes re: structural brick wall assembly above
- expansion joint absent between sidewalk and foundation wall on street-facing side

Interior Cladding and Finishes

- wood wainscoting on walls within stairway exit from basement (see Fire notes)
- storage of combustibles in exists (see Fire notes)
- numerous penetrations of fire protective surfaces on ceilings and walls within Mechanical Room
- boiler/mechanical room used as a storage room (see Fire notes)

Human Habitation and Occupancy Standards

- Building does not meet standards for accessibility of public buildings (AODA)

- Possible presence of designated (hazardous) substances in various locations throughout the building

Building Services, Systems and Facilities

Elevating Devices

- n/a

Heating, Ventilating and Mechanical Systems

- Boiler system is not maintained in accordance with manufactures specifications
- Boiler venting has been modified and is non-compliant with standards for fuel-fired heating appliances
- Vent termination location serving the gas fireplace insert in the basement was not found during the field inspection (suspect improper venting and termination)
- Insufficient mechanical ventilation system present within building (bathroom fans are providing only existing means of mechanical ventilation)

Plumbing and Drainage Systems

- No backflow prevention device present
- No premise isolation backflow prevention device present on the building water service
- Evidence of improper DWV plumbing in areas of exposed plumbing

Electrical Systems

- Existing electrical service panel and circuits appear to have been updated within the past 20 years
- Evidence of remaining improper wiring present throughout the building
- Emergency lighting/illuminated exit signage in various locations are malfunctioning or inoperable (see fire notes)
- Smoke alarms do not appear to be functionally interconnected
- CO detector in lower hallway is non-operable

ANALYSIS (Fire Protection and Prevention Act)

When the Carnegie building at 1 Charles street E. was inspected by the Ingersoll Fire & Emergency Services the following contraventions to the Ontario Fire Code were noted:

- Lack of inspection testing and maintenance of fire protection equipment.
- No records to support the inspection testing and maintenance of fire protection equipment
- Closure/door in a fire separation is damaged and needs to be replaced. (door at the top of the stairway from the basement)

- Closure/door in a fire separation (top of entrance stairway) was held open with a rope, does not have a self-closure, label to identify the fire-resistance rating is painted over which makes verifying it difficult.
- Interconnected smoke alarms do not work (one in the boiler room, one on the upper/main level). Battery operated smoke alarm in the meeting/lounge room in the basement does not operate due to improper installation of battery (installed backwards). When battery installed correctly operated intermittently.
- 2nd egress door on west side does not operate as required. Panic hardware needs to be replaced.
- Main entrance/means of egress needs proper fire separation from the lower level.
- Wood on the walls of the stairway from the basement creates a flame spread hazard.
- Emergency exit signs do not work and need to be replaced due to damage.
- Emergency lighting does not work as required.
- There is no fire safety plan.
- No occupant load posted.
- Storage in the boiler/service room.
- Obstructions in the stairway from to basement/ lower level.
- Excessive combustible material stored over the vestibule that cover the main exit stairway/lobby.

INTERDEPARTMENTAL IMPLICATIONS

As a result of conducting this field inspection by both the Fire Prevention Officer (FPO) and the Chief Building Official (CBO), both officers are duty-bound to undertake action to ensure that the risks to occupant health and safety in relation to this building as identified by the Property Standards By-law for Building Maintenance and by the Ontario Fire Code are remediated as soon as possible.

Until this remedial action is taken the building poses an immediate increase in risk to occupants and a significant financial liability to the Town

FINANCIAL IMPLICATIONS

Due to the fact that no income is generated by the operation of this facility, and to the off-setting risk of liability attributable to the deficiencies above noted and outlined by the Condition Assessment Report by WGD Architects, the Financial Implications of the condition of this building has an immediate impact upon capital budget if corrective repairs are taken.

The Facility Manager and the Town Engineer are in agreement that the estimates provided by WGD Architects within the Condition Assessment report of \$278,000 represent a fair estimate of the required cost for the works proposed as immediate capital needs. However the results of the field inspection by the CBO and the FPO of the Town of Ingersoll have added additional deficient life safety items – some of which need be addressed immediately – and can be expected to add additional costs not identified by the Condition Assessment. These additional costs could reasonably be expected to be approximately \$50,000 to \$100,000.

Should Council not take immediate action to end public occupancy of the facility, the Chief Building Official and The Fire Chief will be mandated to act and administer their respective legislation mandate, whereby the Town will be issued orders to comply.

RECOMMENDATION

THAT The Council of the Corporation of the Town of Ingersoll receives report numbered OP-169-14 as information:

AND FURTHER THAT the repairs identified by this report be undertaken and completed before any user group is allowed to inhabit the building.

AND FURTHER THAT the current tenants be advised to vacate the facilities immediately, within 48 hours of formal notice and seek alternative accommodation.

AND FURTHER THAT the Tenants be provided 30 days to locate alternative arrangement for the removal of all goods and chattels within the building, under the supervision and control of Town Staff.

ATTACHMENTS

Prepared by: Brad Smale, CBO/Facilities Manager
John Holmes, Fire Chief
Reviewed by: Sandra Lawson, Town Engineer
Approved by: William Tigert, CAO



DEPARTMENT: Chief Administrative Officer

REPORT NO: A-170-14

COUNCIL MEETING DATE: December 8, 2014

TITLE: Sifton Subdivision Development – Parkland Dedication Issue

OBJECTIVE: To provide information and receive direction from Council on the parkland dedication requirements for the Sifton Development, Harris St and Clark Road.

BACKGROUND: Sifton Properties are developing a substantial residential/commercial subdivision on the property that is bounded on the south by Clark and on the east by Harris.

Under the Planning Act and Ingersoll Town Policies developers are required to provide 5% dedication of parkland for residential development and 2% dedication for commercial development.

During the first phase of development, Council conveyed lands to the developer for the site and development of the storm water management facility. This was done on the condition that the developer would convey a corresponding land amount back to the Town in addition to any of the required parkland requirements.

Sifton is currently moving forward with the registration of the plan and the question and location of the parkland dedication needs to be determined by Council.

As Council is undoubtedly aware there is a sizable area of woodlot on the lands. There have been discussions and interest shown by the community to retain this wood lot in its entirety as a managed woodlot, perhaps developing walking trails.

Parkland dedication requirements based on the mix between residential and commercial is approximately 1.21 ha. The area to compensate for the storm water management facility is .77 ha. This represents a total of 1.98 ha of land due to the Town.

After the calculations, it leaves approximately 2.74 ha or 6.77 acres of woodlot that would be an over contribution of land, that Sifton would expect compensation.

In October a report was brought to Council that outlined issues that had been raised between the Developer and Town Administration.

At the end of October a meeting was held between representatives of the Town Administration and the Developer, to provide clarification around the issues.

Following the meeting, this email was sent to the developer. It was dated October 31st 2014 and hoped to summarize the conversation and identify the remaining issues to be resolved.

Good Morning

I first wanted to thank you for meeting with myself and Michael Graves on Tuesday of this week to discuss your development in the Town and the issues of parkland dedication and the woodlot ownership.

As we discussed there are some key issues that need to be resolved to our mutual satisfaction.

- 1. Although Council is considering accepting a portion of the woodlot as your parkland dedication, it has not yet decided definitely on this matter. There are a couple of other related issues that are intertwined with this before they can make a final decision.***
- 2. The question of the land swap needs to be ultimately determined. It is still the Municipalities belief that it entered into a good faith agreement to swap land from its parkland inventory for your storm water management facility, to be replaced by lands within Phase II of the development. All documentation and correspondence that we have sourced, including that supplied to us by you, would indicate that this is the case. Therefore on top of any required parkland dedication an equivalent amount of land as that of the SWMP would be expected. If you can provide documentation that determines otherwise we would be pleased if you would forward to us for review.***
- 3. Finally, if the balance of the woodlot cannot be acquired at a fair and reasonable price as determined by Council, and inconsideration of all other factors, the municipality might look to other options to meet its parkland dedication requirements as permitted by legislation and its own policies, ultimately to ensure that the woodlot would remain in one ownership, private or public.***

I trust that this summarizes our discussion clearly and look forward to your comments. As we discussed it would be advantageous to have something for our next regularly scheduled meeting of November 10th. To meet the timing of the agenda, it would have to be to us by 4:30 on November 5th.

William Tigert, Chief Administrative Officer

The Town has not yet received a response from Sifton on the correspondence.

ANALYSIS: Currently, the developer is being required, by another approval agency, to complete an updated and more comprehensive Environmental Impact Study to identify and provide buffering from the proposed development to the species at risk and the environmentally protected lands.

Staff are not able to say how and when this work will be completed. However, once done there will be a requirement for the County as the approval agency to make a determination on the proposed development. The question of parkland dedication should be resolved so as to not negatively forestall the approvals.

The time has come that Council must make some final decisions and provide direction to staff.

Staff believe that there are three options to consider as parkland dedication requirements in this development, the three options for consideration are;

1. A portion of the wood lot,
2. Another parcel of land within the subdivision or
3. Cash in lieu of any parkland dedication.

Should Council wish to take a portion of the woodlot as parkland dedication, then a secondary issue needs to be resolved;

1. Does the Town wish to enter into discussions to acquire the balance of the woodlot at a fair market value, or
2. Does the Town wish to leave the balance of the wood lot in the hands of private ownership.

Sifton would be able to sell any such block after the registration of the plan when the remnant woodlot becomes a separate parcel of land. The designation of the lands and zoning would remain as EP and existing use only. Any proposal to develop the woodlot would require an Official Plan and Re-Zoning application.

Should the Town wish to enter into direct negotiations through Staff for the acquisition of the residual woodlot, this then could be directed to a closed session under the provisions of the Municipal Act.

Staff would caution Council to refrain from detailed acquisition deliberations in open session so as to not weaken their negotiation options.

Should Council wish to not take the any of the woodlot as parkland dedication, they should immediately advise the Developer and indicate where they would like a parcel to be identified within the subdivision.

If Council would prefer to accept cash in lieu of any parkland dedication that decision should also be made and conveyed to the Developer immediately.

Staff are requesting that Council deliberate and provide clear direction both to Staff and the Developer as well as the County as approval agency, on its parkland dedication requirements for this subdivision.

INTERDEPARTMENTAL IMPLICATIONS: There are implications on the Parks and Recreation Department.

Should Council, decide to take a portion of the woodlot as parkland, with or without acquiring the balance of the lands, the Parks Department would have to develop a maintenance program.

Should the whole of the woodlot be acquired by the Town a utilization plan would likely be necessary to determine the acceptability of utilizing the woodlot for a trail venue recognizing the endangered species at risk and identified by the E.I.S.

With the maximum dedication allowance received, there would not be a mechanism to require the developer to assist with a usage plan of the woodlot.

The Director of Parks and Recreation has advised that a small playground with equipment within the subdivision is not required

FINANCIAL IMPLICATIONS: There will be costs ongoing for the Town should part or all of the woodlot be acquired. These will include the maintenance for the safety of any authorized use, or unauthorized use under the Occupier Owner Liability Act. It is general knowledge that the public do utilize the lands and are likely to continue to do so regardless of ownership.

Land Acquisition Costs would have to be budget for in 2015 and would be an additional cost for the 2015 levy.

Any development of a trail system would represent additional costs.

Acceptance of Cash in Lieu could be used on other recreational needs in the community, either now or at a later date.

RECOMMENDATION: THAT The Council of the Corporation of the Town of Ingersoll receive this report, numbered A-170-14 as information.

AND FURTHER THAT Council provides direction to Staff on the determination of the parkland dedication requirements and direct Staff to convey this decision to the Developer and the County in a timely fashion.

Prepared by:
William J. Tigert, Chief Administrative Officer



DEPARTMENT: Chief Administrative Officer

REPORT NO: A-171-14

COUNCIL MEETING DATE: December 8th, 2014

TITLE: Facilitated Strategic Priority Setting Exercise

OBJECTIVE: The objective of this report is to seek Council approval to organize a strategic priority setting exercise, involving the use of a sole sourced facilitator, Council and Senior Management.

BACKGROUND: The Town conducted and developed a Strategic Plan in 2010 which was to guide the decision making process and help to identify issues important to the Community over that term of Council.

The plan itself was well done and Staff do not believe it is necessary at this time to redo a full blown Strategic Plan. However it would be advisable in Staff's opinion, due to the change in Council and Staff composition to set some time aside and develop some strategic priorities for the coming term of Council.

Staff is proposing a series of facilitated Workshops to develop a list of Strategic Priorities.

Workshop One (Half Day) – This first workshop would be for Members of Council. The purpose would be for confirming current Strategic Plan components, including the vision and mission within the approved plan.

Then there would be a discussion led to discuss and identify a list of possible priorities.

A key element of this workshop would also be to develop what is not on the list for the current four year term of Council. These initiatives would be pursued in subsequent terms of Council.

Workshop Two (Full Day) – This workshop would be for Senior Management, in a full day session.

The focus on this session would be for staff to review and discuss the impacts of the Council Workshop results.

Then an exercise would be conducted to develop a “Wall of Work” for the Town. This would identify and help prioritize the year over year higher level projects and initiatives aligned with the Municipal strategic priorities.

Workshop Three (Half Day) – Would be a meeting of Council with Senior Staff to present and hopefully confirm the strategic priorities envisioned by the Council and analyzed by Staff.

From this then there would be drafted a final list of priorities for Council to use in drafting policies and budgets during the balance of the year and the remaining term of Council.

Staff is also requesting that Council authorize a sole sourcing approach. The Chief Administrative Officer has worked on a similar venture of priority setting in past employment and has worked with a firm that he feels confident in, and believes that the quality of the other projects he has been part of would compensate from a multi firm request for proposals.

ANALYSIS: Should Council approve of the sole sourcing approach, I would be seeking approval in principal at this stage and would provide Council another report in January, granting pre-budget approval and approving the project amount.

If Council is not comfortable with approval in principal, then Staff would suggest that a competitive Request for Proposals be circulated for the soliciting of other facilitators and for Council’s approval.

INTERDEPARTMENTAL IMPLICATIONS: The setting and the establishment of corporate goals and priorities will impact all Departments as staff work to align individual Work plans over the next term of Council.

FINANCIAL IMPLICATIONS: As noted previously within this report, should Council authorize in principal a sole sourcing approach, Staff will prepare a follow up report for Council consideration on both project budget and 2015 pre-budget approval for this project.

RECOMMENDATION: That the Council of the Corporation of the Town of Ingersoll receive this report for information.

And further that Council provides in principal approval for the sole sourcing of a strategic priorities goal setting exercise using AtFocus Inc.

And further that Staff prepare a follow up report for final approval including pre-budget approval and setting workshop dates for conducting the Strategic Priority Setting Exercise.

Prepared by: William J. Tigert, Chief Administrative Officer

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**Strategic Planning Experience
November 2014**

atfocus

AtFocus is a consulting firm (incorporated in 2002) that is dedicated to assisting organizations in focusing human and physical resources to those areas that address and achieve enterprise-wide continuous improvement. Our organization has been in business approximately 12 years. Our Firm specializes in the areas of:

- Strategic and Business Planning
- Client/Customer Relationship Management
- Facilitation and Change Management
- Quality service improvement, performance measurement and management

The majority of our consultants are considered senior consultants. They are all experienced with both public and private sector organizations. We are a “boutique” firm that focuses on staying in touch with our clients, and assisting them to successful outcomes. We work closely with our clients to form lasting supportive relationships. Prior to establishing AtFocus, the majority of our consultants, including our two founding Partners were with PricewaterhouseCoopers Consulting (now IBM).

We are committed to quality work and the ability to include each and every client as a positive reference of our capabilities, thus, our commitment to “on time”, “on budget”, high-quality deliverables, and to be available 24/7. Our commitment is simple; **we will do whatever it takes to bring you quality deliverables**. We pride ourselves on having our clients provide positive endorsements for our work and have enjoyed a very successful track record with our clients. Our Guiding Principles (established in 2002) are practices that we follow in each of our client assignments:

Commitment: As an organization we are committed to strategic and business planning, customer service and performance evaluation. These are our core offerings and practices in our firm.

Quality: Our clients are a testament to our dedication and commitment to quality work.

Flexibility: We have invested in the development of proven tools, yet we are prepared and often tailor these tools to the unique culture of the clients we serve.

Discipline: Our proven methodologies allow us to ensure that a consistent discipline is afforded to each of our assignments, while still recognizing their unique differentiation. We are outcome and results driven.

Rigour: Our approach to client assignments ensures that the proper rigour and detail is afforded to data collection, analysis and action planning.

Integrity: Our consultants are experienced, thorough and are sensitive to the business sector environments in which we work.

Our expertise is in the development of Strategic Plans, Business Plans and Action Plans. We understand how to ensure the process involves staff and stakeholders at the right time, at the right level. We know how to facilitate to consensus and have developed/written 14 Strategic Plans, approximately 25 Business Plans, and over 14 Customer Service Strategy Plans in the past 8 years. The table that follows provides a selection of our Strategic Planning projects.

Client	Strategic Planning	Stakeholder Client/Citizen Consultation	Facilitation Working With Staff	Presenting And Working With Council/Board
Science North - 2 Strategic Plans	X	X	X	X
Northern Cancer Foundation	X	X	X	X
Canadian Association Of Science Centres	X	X	X	X
Region of Peel – 3 Strategic Program Plans	X	----	X	----
City of Stratford	X	X	X	X
City of Toronto Public Health	Focus on strategic priorities and process to serve clients	----	X	X
Ontario Science Centre – 2 Strategic Plans	Strategic Plan and Service Delivery Strategy	X	X	X
Toronto Police Services	Focus on strategic priorities and process to serve clients	X	X	X
Ontario Energy Board	Identification of Strategic Priorities, Goals, Outcomes	----	X	X
Hydro Ottawa	X	X	X	X
City of Windsor	X	X	X	----
City of Vancouver	X	----	X	X
City of Mississauga	X	----	X	----
City of Regina	X	----	X	X
City of Richmond: Fire Services	X	X	X	----
City of Ottawa	X	----	X	X
Ontario Community Care Access Centers	Focus on strategic priorities and process to serve clients	X	X	X
Ministry of Community and Social Services	Focus on strategic priorities and process to serve clients	X	X	----
Ontario Government (6 Ministries)*	X	----	X	----

* Completed while at PwC Consulting by members of our team. Moosha Gulycz led each of the 6 projects.

We have selected 10 projects to expand upon from our previous table and to demonstrate our varied experience.

- **Science North:** For this project, we assisted in the development of the 2013-2018 Strategic Plan and 2013-2014 Business Plan. This involved conducting stakeholder consultation and research through web surveys and webinars, as well as the provision of advice to staff on social media input, market research and best practice research. In addition, we facilitated a series of Strategic Planning Workshops, drafted the Strategic Plan and provided Business Plan support and on-going advice on all aspects of business plan preparation. In 2009/10 we assisted Science North in refreshing their Strategic Plan. Working with the Executive Team, a Staff Planning Team and 10 Action Plan Teams, AtFocus assisted in the development of the Strategic Plan and provided advice and assistance for the annual Business Plan, developed professional staff values and designed an organizational structure to ensure Strategic Plan success. We trained approximately 20 people in change management, conducted process mapping and efficiency evaluations and facilitated the developed of an overall organizational performance scorecard. Our work involved the Executive Team, a Staff Planning Team, 10 Action Plan Teams and presenting to the Board. In addition our work included a research component during which we conducted customer exit interviews and various customer web surveys
- **Northern Cancer Foundation:** Working with the Northern Cancer Foundation (NCF) Board and staff, we created the NCF Strategic Plan; including development of the Vision, Purpose/Mission, Identity, Values, Decision Making Filter, Strategic Priorities and Goals. The project involved extensive community/stakeholder consultation involving one-on-one interviews and 7 different web surveys
- **Ontario Science Centre:** For this project, we assisted in the development of the 2011-2016 Strategic Plan. To develop the Strategic Plan we facilitated numerous planning sessions with the Strategic Planning Team which included the Executive Team, Directors and 4 Board members. The full Board and Executive Team were involved in reviewing the Strategic Plan. The research included staff surveys, a Board web survey, Board meetings/presentations and Executive Team interviews. The Strategic Plan included a Vision, Purpose, Values, Business Filters, Strategic Objectives, Key Areas of Focus, Goals, and Strategies
- **City of Mississauga:** For the City of Mississauga, AtFocus developed an Integrated Corporate Business Planning Process that included an integrated performance measurement system framework. We also assisted the City in the development of their first City Corporate 5 year Plan and 11 subsequent Service Area Plans. To complete this work, we facilitated planning sessions with the City Leadership Team, The City Extended Leadership Team (which includes all City Directors) and facilitated meetings, focus groups and interviews with over 200 staff City-wide. In addition, we deployed web surveys to over 450 staff and conducted 3 facilitated workshops (about 100 staff participated in total) using a specialized voting technology process.
- **City of Regina:** For the City of Regina, AtFocus developed the Corporate Strategic Planning Process and produced their first Corporate Strategic Plan including Mission, Values, Strategic Priorities, Key Areas of Focus and Outcomes. The process involved facilitating internal focus groups, as well as voting technology workshops to determine Corporate-wide values and gather work plans to identify strategic initiatives. To complete this work, we facilitated planning sessions with Council, the City Leadership Team, and

the City Senior Leadership Team. We also deployed a web survey to gather staff input. Over 175 performance measures (City-wide) were documented. Subsequently a Performance Management Program containing 4 overall measures and 8 corporate measurement programs was developed. We have continued our strategic planning work with the City and have developed 2 Strategy Boards with Corporate Services and the newly formed Operations Group

- **Ontario Energy Board:** For the Ontario Energy Board (OEB) we have facilitated 5 Strategy Building sessions over the past 2 years. 2 sessions with were the Board and 3 with over 40 Managers/Vice Presidents across the organization. We have validated/developed Vision, Values, Guiding Principles, Strategic Priorities, associated Actions and Outcomes
- **Hydro Ottawa:** For Hydro Ottawa, AtFocus has facilitated the Board's Strategic Planning process in 2005, 2006, 2007, and 2008 and for the Hydro Ottawa organization, we assisted the Holding Company with their Strategic Business Planning process, assisted in the development of their Strategic Plan and 3 Divisional Business Plans. The Plans included Strategic Areas of Focus and Performance Outcomes and Measures. This work involved facilitation of sessions with the Enterprise Executive Team (including off site 2 day strategic planning sessions twice a year), facilitation of Division Management Meetings and facilitation of the Corporate Support Team (including Communications, HR, IT, Risk Management, Legislative Requirements and Finance)
- **City of Stratford:** For this project, we assisted in the development of the 2014-2018 Strategic Plan Framework. To complete this work, we facilitated numerous planning session with the Corporate Leadership Team and Council. The research included staff surveys, a Council web survey, Executive Team interviews and community, stakeholder and citizen consultations. We developed a new Vision which included a focus on Tourism, Mission, Strategic Pillars, and a prioritized list of future initiatives/projects (e.g. Key Areas of Focus). In addition, we developed a Funding Logic Model and a Decision Making Filter
- **City of Windsor:** We worked with the City Leadership Team (CLT) to develop the first Corporate Strategic Plan for the City of Windsor, as well as an Integrated Planning Framework that integrated the Community Strategic Plan, City Council priorities and Council approved master plans in the Corporate Strategic Plan. In this assignment we facilitated a series of workshops with CLT to build the plan, developed a Corporate Strategic Plan "101" presentation, developed and deployed a web survey to gather staff input, conducted learning interviews with best practice municipalities, built a corporate project inventory and a decision making tool to assist with prioritizing projects
- **City of Richmond – Fire Services:** This assignment involved consultation, research and the development of a Strategic Plan. We conducted focus groups with internal stakeholders and developed a web survey that was deployed to the citizens of Richmond and to both internal and external stakeholders. Information gathered during consultation and research phases was used as input to the Strategic Plan. In addition, we facilitated planning workshops with senior officials to confirm the content for *The Fire Plan* and advised senior officials on communication tactics for Council and the general public

In addition to the above noted projects/clients, we have also worked with the following clients in the development of their Customer Service Strategy or Service Delivery Strategic Plan.

- Town of Oakville
- City of Hamilton
- Region of Waterloo
- Region of Peel
- York Region
- City of Vancouver
- City of Winnipeg
- City of Edmonton
- City of Calgary
- Strathcona County
- St. Catherine's
- City of Kitchener
- Prince George
- Town of Aurora
- LCBO

OUR TEAM

In our experience, in order to effectively develop a Strategic Plan, the consulting team must come to truly understand your organization, culture, services and priorities. As such, when developing Strategic Plans, we always maintain a small dedicated team that works closely with you and each other. This allows our consultants to immerse themselves and work closely and effectively with you. The following table provides introductory information on a selection of our consultants that specialize in Strategic Planning.

Consultant	Years Experience	Relevant Projects
Moosha Gulycz	20+ years of relevant experience	Has participated in 20+ Strategic Business Planning projects
Stan Brown	20+ years of relevant experience	Has participated in 15+ Strategic Business Planning projects
Robert McGrath	10+ years of relevant experience	Has participated in 13 Strategic Business Planning projects

We would be happy to provide additional information/details as required.

Moosha Gulycz
Partner, AtFocus



DEPARTMENT: Chief Administrative Officer

REPORT NO: A-172-14

COUNCIL MEETING DATE: December 8, 2014

TITLE: Kirwin, Pine, Royland, Elm and Cedar Servicing Costs

OBJECTIVE: To provide information and receive direction from Council.

BACKGROUND: The County is in the process of finalizing the costs for billing to residents for the installation of sanitary sewers on Kirwin, Pine, Royland, Elm and Cedar in the south area of Ingersoll. As previously discussed between staff, the current calculations result in a cost per single family residential property of **\$11,300** inclusive of the CSAP grant (i.e. that is what they pay - attachments will provide greater explanation on the program and its parameters).

Earlier this fall the Mayor on behalf of the residents asked that County Engineer staff look at options that could potentially lower the impacts on the affected property owners. The rationale was that other portions of the Town that were added by the same boundary adjustments were serviced previously for a lower per unit cost, approximately \$7,500 per lot. This work was done a number of years ago and construction costs have risen since that time. In hindsight it was suggested that a public meeting should have been held in advance of the proposed construction to identify potential costs to the affected residents and the reasons for those costs.

Due to the increased construction costs, the County in 2012 reviewed the CSAP grant program and approved in a new bylaw. This bylaw saw the cap raised for the program. The cap was the max a resident would be expected to pay for their water and sanitary sewer services. In 2014 the CSAP cap was \$13,260 for wastewater and \$10,080 for water. The bylaw also factored in an inflationary increase of 3% for each year from 2012 forward and the program was to be reviewed in three years (2015).

In discussions with County staff alternatives on lowering per household costs were discussed and evaluated, only one was identified. If the Town were to absorb more of the road construction costs and borne by its capital budget, household charges could be

lowered. This would deviate from the current process based on past practice where the County and the Town shared the road reconstruction costs based on each party's services.

This amount includes approximately \$144,000 of costs associated with reconstruction of the local roads. Should this amount be funded by the Town, the cost to residents would decrease to **\$10,000**.

County Staff have calculated the amount that would have to be financed through other means in order to decrease the amount owed by residents to \$9,000. To do so the Town would have to finance an additional \$114,400 on top of the \$144,000 attributable to local road reconstruction.

ANALYSIS: To assume these additional costs would mean 1.5 to 2.25 percent budgetary impact.

Additionally there is no rationale or methodology of assuming the additional \$114,400 costs to reduce the rate to \$9,000, even if Council were willing to upload the additional road construction costs to the rest of the Town's ratepayers.

This would also deviate from the long established cost sharing practices between the County and the Town on such construction projects. To do so would set a precedent on how project would be cost shared in the future.

The County wishes to receive direction from the Town so they can proceed with the billings on these completed works.

INTERDEPARTMENTAL IMPLICATIONS: Should Council wish to provide greater relief to these residential units, the funding will have to be budgeted for in 2015.

FINANCIAL IMPLICATIONS: As noted above, this could represent a significant impact on funding availability in 2015.

RECOMMENDATION: THAT The Council of the Corporation of the Town of Ingersoll receive the report numbered A-172-14 as information.

AND FURTHER THAT Council does not support the assuming of more of the construction costs than those calculated under the normal formula from the County.

AND FURTHER THAT the County proceed accordingly with invoicing the residents for the services provided.

Prepared by:
Sandra Lawson, Town Engineer
Jim Brown, Director of Finance, Treasurer
William Tigert Chief Administrative Officer

COUNTY OF OXFORD

BY-LAW NO. 5345-2012

BEING a By-law to establish program parameters and definitions for the Community Servicing Assistance Program and repeal By-law No. 4119-2001.

WHEREAS Section 9 of the *Municipal Act*, 2001, S.O. 2001 chapt.25, as amended, provides that a municipality has the capacity, rights, powers and privileges of a natural person for the purpose of exercising its authority.

AND WHEREAS Subsection 11(2) of the *Municipal Act*, 2001, S.O. 2001 chapt.25, as amended, provides that the County of Oxford, as an upper-tier municipality, may pass by-laws with respect to the financial management of the municipality and its local boards and for services and things that the municipality is authorized to provide.

AND WHEREAS Subsection 11(3) of the *Municipal Act*, 2001, S.O. 2001 chapt.25, as amended, provides that County of Oxford, as an upper-tier municipality, may pass by-laws respecting the matters within the spheres of jurisdiction outlined in that section.

AND WHEREAS Subsection 11(11) of the *Municipal Act*, 2001, S.O. 2001 chapt.25, as amended, prescribes that the County of Oxford, has exclusive jurisdiction over all matters pertaining to the production, treatment, storage and distribution of water, and the collection and treatment of sanitary sewage within the County of Oxford.

AND WHEREAS Section 391 of the *Municipal Act*, 2001, S.O. 2001 chapt.25, as amended, provides that the County of Oxford may impose fees or charges on persons for services or activities provided or done by the County or for the use of County property.

AND WHEREAS Council has adopted Public Works Report D-3 2012-24.

AND WHEREAS it is desirable and expedient to implement the recommendations of this report by by-law.

NOW THEREFORE the Council of the County of Oxford enacts as follows:

COMMUNITY SERVICING ASSISTANCE PROGRAM

1.0 Definitions

1.1 Community - a community means an existing non-serviced community and includes and/or excludes the following:

- a) **Includes** an **existing** community that has been selected by County Council for the program and has an approved Environmental Study Report (ESR).
- b) **Includes** an **existing** non-serviced community, where an ESR is not required, and which has been approved for inclusion in this program by resolution of County Council.
- c) **Excludes** all **proposed** residential development, proposed single lot development, severances, infilling, and all other non-serviced proposed residential construction requiring services. (Development charges and/or other fees may apply)
- d) **Excludes** all **proposed** Commercial, Industrial and Institutional development.
- e) **Excludes** all **replacement**, up-grading, maintenance works, modernization, and retrofits to existing community facilities.

1.2 Servicing - eligible servicing means the water supply and distribution facilities, and sanitary sewage collection and treatment facilities approved to receive funding and described as follows:

- a) Includes water supply and distribution facilities and/or sewage collection and treatment facilities to be constructed by the County or County approved contractor upon a county road allowance, municipal road allowance, municipal easement, or other public lands.
- b) Includes water supply and distribution facilities and/or sewage collection and treatment facilities that are not on private lands and are not storm sewers or municipal drains.

1.3 Assistance - means payment from the Community Servicing Assistance Program reserve as follows:

- a) Payment of a portion of the eligible construction costs of a water supply and/or distribution system and of a sewage collection and treatment facility designated for assistance under this reserve in accordance with Section 3.0 of this By-law.
- b) The percentage applicable to this program will be applied to all eligible construction costs; for the portion of the work on county or municipal property that services existing development; for the portion of the costs that apply to the existing development component of a larger construction project that includes facilities for future or proposed development.

Program - means the County Council approved Community Servicing Assistance Program managed by the Public Works and Corporate Services Departments of the County.

2.0 Reserve Established

- a) Funding for the program shall be derived from a flat yearly charge of \$10.00 for each existing water customer and a flat yearly charge of \$10.00 for each existing sewage customer to be applied to the Reserve for the Community Servicing Assistance Program.
- b) The amount and application of this charge will be reviewed every three years from the approval date of this By-law and may be amended by resolution of Council.

3.0 Assistance Funding

For each existing, previously non-serviced property, funding assistance for each water and/or sewer connection shall be 25% (the Percentage) of allowable costs, and the amount shall be drawn from the Reserve Application of assistance funding. Where the maximum cost is exceeded by the above calculation, the remaining amount shall be paid from the Community Servicing Assistance Program reserve to keep the cost to the resident at the maximum cost.

4.0 Maximum Charges for Connections

For each existing, previously non-serviced property, the maximum charge for the County portion of the cost to owners for connection to the County water and wastewater services shall be as follows:

- a) for 2012, the maximum cost for each residential or equivalent of a residential water service is \$9,500.00.
- b) for 2012 the maximum cost for each County residential or equivalent of a residential sewage collection service, \$12,500.00.
- c) there is no maximum cost (water or wastewater) for multiple use (more than one unit) or single use properties with water use that is greater than two times that of an average residential property. For these properties, the charges shall be calculated by a multiple of the residential charge based on actual or estimated water usage.
- d) the maximum costs will be indexed to account for inflation and for 2013; the maximum cost for a residential water service shall be \$9,785 and the maximum cost for a residential wastewater service shall be \$12,875.
- e) for 2014; the maximum costs will be \$10,080 for water and \$13,260 for wastewater.
- f) owners will, in addition to the above, be responsible for all costs for work on their private property.
- g) a review of these costs will be done every three years starting from the approval date of this By-law and may be amended by resolution of Council.
- h) the maximum costs for a water or wastewater service shall be set for the project when the tender is accepted pursuant to the requirements of the County Purchasing Policy.

5.0 Application of Assistance Funding

The County will pay from the Reserve the Percentage of the cost of construction contract and the contract administration charges that would otherwise be chargeable to the existing community as a cost for the provision of new services.

- a) The Public Works Department will be responsible for all calculations and for determination of what is eligible to be included in a project and what is excluded under the program.
- b) All disputes about what is eligible for Community Servicing Assistance Program funding or what costs are included in a particular construction contract will be resolved, in the first instance by the Director of Public Works, and should that not settle the dispute, by resolution of County Council.
- c) The cost of Environmental Study Reports will be paid by the Public Works Department as a planning expense and will not be added to the cost of a project.
- d) The portion of road and street upgrades, which may be part of a project, will not be included in the construction costs payable by the existing non-serviced property owner, and will be removed from the total project cost before the Community Servicing Assistance Program percentage is applied. The cost of road and street upgrades will be paid by the municipality that is responsible for the road or street.
- e) Where other forms of financial assistance may be available to reduce the cost of construction works also eligible for funding assistance under this program, the "other" financial assistance will be deducted first from the eligible construction contract cost before the Community Servicing Assistance Program is applied.

6.0 That By-law No. 4119-2001 be hereby repealed.

READ a first and second time this 11th day of April, 2012.

READ a third time and finally this 11th day of April, 2012.

"Donald E. McKay"

DONALD E. MCKAY, WARDEN

"M. R. Bragg"

M.R. BRAGG, CAO/DEPUTY CLERK



TO: M. Bragg, CAO

FROM: R. Walton, Director of Public Works
B. Smith, Public Works Services Coordinator
L. Buchner, Director of Corporate Services

SUBJECT: Community Servicing Assistance Program (CSAP) Review

RECOMMENDATION:

That County Council approve the recommendations of the CSAP Committee contained in Report D-3 2012-24, and that County Council direct that a by-law be raised at the April 11, 2012 County Council meeting to implement the recommendations.

PURPOSE:

This report provides County Council with the recommendation of the CSAP Committee as outlined in Report D-4 2012-18.

BACKGROUND:

Report D-4 2012-18 (enclosed as Attachment No. 1) was approved at the February 22, 2012 County Council meeting. Warden McKay and Councillors Lupton, Wearn and Mayberry were appointed to the Committee to review CSAP. At the meeting it was decided that all County Councillors would be invited to the committee meetings and that they could attend and participate at the meetings. Councillors Lessif and Sobeski did attend the meetings.

The committee met on March 8 and March 19, 2012. The history of CSAP, and the issues outlined in the previous reports were discussed. At the March 8 meeting, the committee discussed what impact inflation would have played if the monthly fee paid by residents, or the \$7,500 maximum cost per service, had been adjusted since 2001. Accordingly, direction was given to staff to consider a number of options in addition to those contained in Report D-4 2012-18. Attachment No. 2 is the expanded CSAP analysis considered at the March 19 meeting.

The matter was thoroughly discussed and debated by those present and the committee recommends that Scenario 5 be adopted into the new CSAP by-law. The highlighted changes to the program are as follows:

- 1) that the maximum cost per service for a single family home or equivalent for water will be increased from \$7,500 to \$9,500.
- 2) that the maximum cost per service for a single family home or equivalent for wastewater will be increased from \$7,500 to \$12,500.
- 3) that the maximum cost per service will be adjusted upward for inflation at the rate of 3% per year. The maximum cost per service that a particular community will pay will be set when the tender for a project is accepted by County Council.

4) that the CSAP by-law be reviewed by a committee set by Council every three years.

COMMENTARY:

It was anticipated that the by-law would be prepared for the March 28, 2012 meeting. Time did not allow for this and there is no billing by-law actually waiting for decision at this meeting. A by-law will be prepared for adoption at the April 11, 2012 meeting based on Council's decision on this report.

Staff are of the opinion that the issues with CSAP have been thoroughly reviewed and that the committee recommendation will allow changes to the program that will allow CSAP to continue in a sustainable manner.

"Robert Walton"

Robert Walton, P.Eng.
Director of Public Works

"Brenda Smith"

Brenda Smith
Public Works Services Coordinator

"Lynn Buchner"

Lynn Buchner
Director of Corporate Services

"M.R. Bragg"

M.R. Bragg
CAO

Dated: March 22, 2012

Attachment No. 1 Public Works Report D-4 2012-18
Attachment No. 2 Expanded CSAP Analysis

TO: M. Bragg, CAO

FROM: M. Maxwell, Water and Wastewater Project E.I.T.
D. Goudreau, Manager of Water Services
S. Shafai, Manager of Wastewater Services
L. Buchner, Director of Corporate Services
R. Walton, Director of Public Works

SUBJECT: Community Servicing Assistance Program (CSAP) Review

RECOMMENDATION:

That County Council receive Report D-4 2012-18, regarding the Community Servicing Assistance Program Review, as information;

And that County Council set up a committee of Warden McKay, Councillor Lupton, Councillor Wearn, Councillor Mayberry and County staff to prepare amendments to By-law No. 4119-2001 for the March 28, 2012 County Council meeting.

PURPOSE:

The purpose of this report is to provide an update to County Council on the Community Servicing Assistance Program as per Report D-10 2004-93, and to set up a committee to oversee amendments to By-law No. 4119-2001 for County Council approval.

BACKGROUND:

In June of 2001, County Council approved the "Water System Financing" By-law. By-law No. 4119-2001 (enclosed as Attachment No. 1) contained three programs as follows:

- | | |
|----------|---|
| Part 1 | -Community Servicing Assistance Program |
| Part II | -Existing Debt Financing Plan for Small Water Systems |
| Part III | -Annual Deficit Plan for Small Water Systems |

The requirement for Parts II and III of the by-law no longer exist due to the debts being repaid and the restructuring of the water rates. Accordingly, the amounts collected for these programs were removed from the water bills in 2009.

Part 1 of By-law No. 4119-2001, the CSAP Program, was developed to provide financial assistance to existing landowners where municipal water and sewers have been extended to replace private sewers. Each existing water customer pays \$10 per year and each existing wastewater customer pays \$10 per year into CSAP reserve. Grants are paid at the rate of 25% of eligible project costs. The CSAP by-law contains clauses capping the amount to be billed to the residential landowners at \$7,500 per water service and \$7,500 per sewer lateral.

In August of 2004, County Council approved Report D-10 2004-93 (enclosed as Attachment No. 2). At the time in question, the Embro and Innerkip servicing projects were in the study stages. At the time the costs being considered were well above \$10,000 per lot, so the cap of \$7,500 would have put pressure on the CSAP reserves. County Council agreed with the recommendation to tell the residents that the \$7,500 cap would not apply, but that a 25% grant would. The same message was conveyed to the residents when the Class EA for Princeton water and Mount Elgin wastewater were undertaken. Embro, Innerkip, Mount Elgin and Princeton are the main projects impacted by the cap in By-law No. 4119-2001, as the costs per residence for previous projects have been below \$7,500.

Attachment No. 3 is a CSAP analysis based on the existing reserve and estimated grants for known projects. Three different options were considered as follows:

- 1) Apply the CSAP by-law as written with a \$7,500 cap for both water and sewage.
- 2) Revise the CSAP by-law to remove the \$7,500 cap for sewage (i.e. 25% grant, no cap) but leave the \$7,500 cap for water.
- 3) Revise the CSAP by-law to remove the \$7,500 cap for both water and sewage.

The above is not an exhaustive list of options but does show Council a range of options and impact on the CSAP cash flow and reserve.

COMMENTARY:

For the previous water system extensions performed under the CSAP program or otherwise (Innerkip, Lakeside, Sweaburg, Tillsonburg), the costs per property have ranged from \$4,000 to \$5,500 per property. Most of these projects were either quite straightforward or had OSTAR grant money to reduce the impact on the residents. If Princeton water is billed out with no cap and 25% CSAP, the cost per property is estimated to be \$12,500 (after grant). Review of the CSAP files outlined the concerns for affordability of these projects and this is a concern for Princeton. When By-law No. 4119-2001 was considered, the scope of wastewater servicing considered did not take into account projects like Embro or Innerkip which require either treatment, or in these cases a transmission main to another system. Projects just involving sewer pipe extensions have been completed at a cost to residents of \$7,500 or less. The after grant costs per property for Embro, Innerkip and Mount Elgin are estimated to be \$14,000, \$11,000 and \$12,000 respectively.

Based on the history of CSAP and other grant programs such as OSTAR, there may be justification for having a cap for water projects.

The idea of the committee is to get political, technical and financial input on the issues prior to bringing a recommended by-law back to Council.

There is no urgency in amending By-law No. 4119-2001, except that the billing by-laws for Embro and Innerkip are planned for the second quarter of 2012.

“Robert Walton”

Robert Walton, P.Eng.
Director of Public Works

“Shahab Shafai”

Shahab Shafai
Manager of Wastewater Services

“Lynn Buchner”

Lynn Buchner
Director of Corporate Services

“Mark Maxwell”

Mark Maxwell, E.I.T.
Project Engineer in Training

“Michael Campbell” for

Deborah Goudreau, P.Eng.
Manager of Water Services

“M.R. Bragg”

M.R. Bragg
CAO

Attachment No. 1 By-law No. 4119-2001
Attachment No. 2 Report D-10 2004-93
Attachment No. 3 CSAP Analysis

THE CORPORATION OF THE COUNTY OF OXFORD

BY-LAW NO. 4119-2001

BEING a By-law to implement a Community Servicing Assistance Program, an Existing Debt Financing Plan for Small Water Systems, and an Annual Deficit Payment Plan for Small Water Systems.

WHEREAS, the County of Oxford Act, R.S.O. 1990, chapt. C.42, subsection 75 (1) gives to the County the sole responsibility for the supply and distribution of water and the financing thereof in the County and states that all the provisions of any general Act relating to the supply and distribution of water and the financing thereof, by a municipal corporation or a local board thereof, including the Local Improvement Act, apply with necessary modifications to the County.

AND WHEREAS, the County of Oxford Act, subsection 76 (1) gives to the County the sole responsibility for the collection and disposal of all sewage including the financing thereof in the County and states that all of the provisions of any general Act relating to the collection and disposal of such sewage and the financing thereof by a municipal corporation or a local board thereof, including the Local Improvement Act, apply with necessary modifications to the County.

AND WHEREAS, section 222 of the Municipal Act, R.S.O. 1990, chapt. M.45 provides that Council may pass a By-law requiring owners of buildings or classes of buildings in the municipality for which the County has responsibility to provide water and sewerage services to connect the said buildings or classes of buildings to the water supply system or the sewerage system so provided.

AND WHEREAS, Council has adopted Public Works Reports D-6 2001-52 and D-6 2001-54, May 13 2001,

AND WHEREAS, it is desirable and expedient to implement the recommendations of these reports by By-law.

NOW THEREFORE, the Council of The Corporation of the County of Oxford enacts as follows:

PART I COMMUNITY SERVICING ASSISTANCE PROGRAM

Definitions

1. **Community** - a community means an existing non-serviced community and includes and/or excludes the following:
 - 1 **Includes** an **existing** community that has been selected by County Council for the program and has an approved Environmental Study Report (ESR).
 - 2 **Includes** an **existing** non-serviced community, where an ESR is not required, and which has been approved for inclusion in this program by resolution of County Council.
 - 3 **Excludes** all **proposed** residential development, proposed single lot development, severances, infilling, and all other non-serviced proposed residential construction requiring services. (Development charges and /or other fees will cover this cost)
 - 4 **Excludes** all **proposed** Commercial, Industrial, and Institutional development.

THE CORPORATION OF THE
COUNTY OF OXFORD

BY-LAW NO. 4119-2001

- 5 **Excludes** all replacement, up-grading, maintenance works, modernization, and retrofits to existing community facilities.

Servicing - eligible servicing means the water supply and distribution facilities, and sanitary sewage collection and treatment facilities approved to receive funding and described as follows:

- 1 Includes water supply and distribution facilities and/or sewage collection and treatment facilities to be constructed by the County or County approved contractor upon a county road allowance, municipal road allowance, municipal easement, or other public lands.
- 2 Includes water supply and distribution facilities and/or sewage collection and treatment facilities that are not on private lands and are not storm sewers or municipal drains.

Assistance - means payment from the Community Servicing Assistance Program reserve fund as follows:

- 1 Payment of the percentage established by resolution of County Council of the eligible construction costs of a water supply and/or distribution system and of a sewage collection and treatment facility designated for assistance under this fund.
- 2 The percentage applicable to this program will be applied to all eligible construction costs; for the portion of the work on county or municipal property that services existing development; for the portion of the costs that apply to the existing development component of a larger construction project that includes facilities for future or proposed development.

Program - means the County Council approved Community Servicing Assistance Program managed by the Public Works and Corporate Services Departments of the County.

Reserve Fund established

2. Funding for the program shall be derived from a flat yearly charge of \$10.00 for each existing water customer and a flat yearly charge of \$10.00 for each existing sewage customer to be applied to the Reserve Fund for the Program.
3. The amount and application of this charge may be amended by resolution of Council.

Maximum charges for connections

4. For each existing, previously non-serviced property, the maximum charge for the County portion of the cost to owners for connection to the County water and wastewater services shall be as follows:
 - 1 maximum cost for each water service, \$7,500.00;
 - 2 maximum cost for County sewage collection service, \$7,500.00;

THE CORPORATION OF THE
COUNTY OF OXFORD

BY-LAW NO. 4119-2001

- 3 maximum cost for both connections, \$15,000.00;
- 4 owners will in addition to the above be responsible for all costs for work on private property.

Assistance funding

5. For each existing, previously non-serviced property, funding assistance for each water and/or sewer connection shall be 25% (the Percentage) of allowable costs, and the amount shall be drawn from the Reserve Fund.

Application of assistance funding

- 6(1) The County will pay from the Reserve Fund the Percentage of the cost of a construction contract and the contract administration charges that would otherwise be chargeable to the existing community as a cost for the provision of new services.
- (2) The Public Works Department will be responsible for all calculations and for determination of what is eligible to be included in a project and what is excluded under the program.
- (3) All disputes about what is eligible in a particular construction contract will be resolved, in the first instance by the Director of Public Works, and should that not settle the dispute, by resolution of County Council.
- (4) The cost of Environmental Study Reports will be paid by the Public Works Department as a planning expense and will not be added to the cost of a project.
- (5) The portion of road and street upgrades, which may be added to a project, will not be included in the construction costs payable by the existing non-serviced property owner, and will be removed from the total project cost before the Community Servicing Assistance Program Percentage is applied.
- (6) Where other forms of financial assistance may be available to reduce the cost of construction works also eligible for funding assistance under this program, the "other" financial assistance will be deducted first from the eligible construction contract cost before the Community Servicing Assistance Program is applied.

PART II EXISTING DEBT FINANCING PLAN FOR SMALL WATER SYSTEMS

Debt surcharge

7. To finance an existing debt (as of January 1, 2001 of \$1,348,004.00), payments shall be funded by the application of a surcharge against all water users in the County in the amount of \$8.00 per water customer per year for 10 years.

Adjustments

8. The amount of the debt surcharge may be adjusted by resolution of Council.

THE CORPORATION OF THE
COUNTY OF OXFORD

BY-LAW NO. 4119-2001

PART III ANNUAL DEFICIT PAYMENT PLAN FOR SMALL WATER SYSTEMS

Annual deficit surcharge

9. To finance the annual deficit incurred by the small water systems, payments shall be funded by the application of a surcharge against all water users in the County in the amount of \$10.00 per water customer per year.

Adjustments

10. The amount of the water surcharge may be adjusted by resolution of Council.

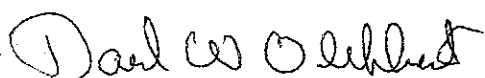
PART IV GENERAL

Short-Title and Commencement

11. This By-law may be cited as the "Water System Financing" By-law.
12. This by-law applies to the Public Works water and wastewater 2001 budget and beyond, and shall be in force and effect upon passage.

READ a first and second time this 13th day of June, 2001.

READ a third time and finally passed in Open Council this 13th day of June, 2001.



DAVID W. OLIPHANT, WARDEN



KENNETH J. WHITEFORD, CLERK



TO: M. Bragg, Acting CAO/Clerk

FROM: J. Braam, Water and Wastewater Services Manager
R. Walton, Director of Public Works

SUBJECT: COMMUNITY SERVICING ASSISTANCE PROGRAM (CSAP)

RECOMMENDATION:

1. That County Council direct staff to inform the residents of Innerkip and Embro, through the Class EA process, that at least a 25 percent Community Servicing Assistance Program grant will apply to the sewage projects in their community if a municipal system is the recommended option adopted by County Council; and
2. That County Council direct staff to prepare a further report on the Community Servicing Assistance Program to review the long term viability of the program.

PURPOSE

The purpose of this report is to obtain County Council approval of information that will be provided to the residents of Embro and Innerkip.

BACKGROUND

By-law 4119-2001 was passed on June 13, 2001. The by-law implemented CSAP and an annual deficit payment plan for small water systems. A copy of the by-law is appended as Attachment #1.

Report D-6 2001-52, dated May 9, 2001 contains all of the background material pertaining to the creation of CSAP. The report is appended as Attachment #2.

Attachment # 3 is a spreadsheet showing the magnitude of the currently anticipated projects for the CSAP.

CSAP currently has a \$10.00 per year contribution per water customer and a \$10.00 per year contribution per sewage customer. This generates approximately \$520,000.00 per year that is pooled in a reserve. At the end of 2003, the reserve has \$1,426,601.00, but \$863,000.00 is committed to projects that are under construction, or completed but waiting for final billing.

COMMENTARY

The reason for this report is to discuss the Innerkip and Embro Sewage Studies with Council. These projects have total costs of \$13,000.00 to \$15,000.00 per property before any CSAP grant. The \$7,500.00 cap on the cost per service in the existing CSAP by-law would commit the current funding arrangement for the next 15+ years. This does not take into account other projects that may come along.

Attachment No. 3 has a calculation at the bottom showing the number of years of CSAP funding that would be used to fund the anticipated projects. The magnitude of some of these projects, combined with the \$7,500.00 cap, make the cash flow unsustainable.

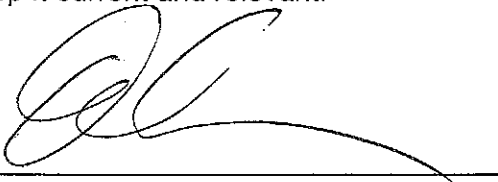
There are several issues that should be looked at in a detailed review of CSAP.

- 1) how should inflation be factored into the \$10.00 per year payment and the \$7,500.00 cap? Over time this rate may need to be adjusted.
- 2) should a \$7,500.00 cap apply when projects of \$15,000.00 per property are being contemplated?
- 3) how are the other funds for paying the small system stranded debt and the small system yearly deficits meeting their objectives? If one or both of these funds are not required in the future, can the funds be redirected to CSAP?

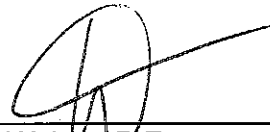
The urgency of recommendation no. 1 is to deal with meetings under the Class EA process in September. By making the commitment proposed in the recommendation, Council will give the landowners a reasonable commitment under which to consider the financial ramifications of the particular projects. If the \$7,500.00 cap eventually stays for these projects, the landowners will be in a better position than anticipated.

CSAP is a very successful program. However, as with all programs, a review is required to keep it current and relevant.

FOR



John Braam, P.Eng.
Water and Wastewater Services Manager



Robert Walton, P.Eng.
Director of Public Works



M.R. Bragg
Acting CAO/Clerk

Dated: August 6, 2004

Attachment No. 1 By-law No. 4119-2001
Attachment No. 2 Report D-6 2001-52
Attachment No. 3 Anticipated CSAP Projects

Attachment # 3 - CSAP Analysis

As at January 1, 2012

Scenario	1 cap of \$7,500 (W & WW)	2 cap of \$7,500 W (no cap WW)	3 no caps (W or WW)
Estimated CSAP Reserve balance	6,090,000	6,090,000	6,090,000
2012 Estimated Contribution	590,000	590,000	590,000
<u>Current CSAP Projects</u>			
Embryo sanitary project	3,375,000	1,500,000	1,500,000
Innerkip sanitary project	2,425,000	1,400,000	1,400,000
Princeton water project	1,870,000	1,870,000	900,000
Mt. Elgin	500,000	500,000	500,000
Ingersoll Sanitary Servicing	400,000	400,000	400,000
Tillsonburg Quaterline rd	100,000	100,000	100,000
Woodstock - North Pittock	205,000	205,000	205,000
Woodstock - Devonshire & Mill St	104,000	104,000	104,000
Total current requirements	8,979,000	6,079,000	5,109,000
Remaining CSAP Balance	(2,299,000)	601,000	1,571,000

notes:

balances are estimates and rounded to the nearest thousand

scenario 1: a cap on connection costs for water and wastewater of \$7,500 per service

scenario 2: a cap on connection costs for water of \$7,500 per service with no cap on wastewater service costs

scenario 3: no cap on connection costs for water and wastewater

Attachment No. 2 - Additional Scenarios Requested by the Committee
Reviewed at the March 19, 2012 meeting

CSAP Analysis
As at January 1, 2012

Scenario	1 cap of \$7,500 (W & WW)	2 cap of \$7,500 W (no cap WW)	3 no caps (W or WW)	4 cap of \$9,500 (W & WW)	5 cap of \$9,500 W cap of \$12,500 WW	6 cap of \$9,500 (W & WW)	7 cap of \$9,500 W cap of \$12,500 WW
Estimated CSAP Reserve balance	6,090,000	6,090,000	6,090,000	6,090,000	6,090,000	6,090,000	6,090,000
2012 Estimated Contribution	590,000	590,000	590,000	590,000	590,000	770,000	770,000
Current CSAP Projects							
Embros sanitary project	3,375,000	1,500,000	1,500,000	2,900,000	2,000,000	2,900,000	2,000,000
Innerkip sanitary project	2,425,000	1,400,000	1,400,000	1,800,000	1,400,000	1,800,000	1,400,000
Princeton water project	1,870,000	1,870,000	900,000	1,500,000	1,500,000	1,500,000	1,500,000
Mt. Elgin	500,000	500,000	500,000	500,000	500,000	500,000	500,000
Ingersoll Sanitary Servicing	400,000	400,000	400,000	400,000	400,000	400,000	400,000
Tillsonburg Quaterline rd	100,000	100,000	100,000	100,000	100,000	100,000	100,000
Woodstock - North Pittock	205,000	205,000	205,000	205,000	205,000	205,000	205,000
Woodstock - Devonshire & Mill St	104,000	104,000	104,000	104,000	104,000	104,000	104,000
Total current requirements	8,979,000	6,079,000	5,109,000	7,509,000	6,209,000	7,509,000	6,209,000
Remaining CSAP Balance	(2,299,000)	601,000	1,571,000	(829,000)	471,000	(649,000)	651,000

notes:

balances are estimates and rounded to the nearest thousand

scenario 1: a cap on connection costs for water and wastewater of \$7,500 per service

scenario 2: a cap on connection costs for water of \$7,500 per service with no cap on wastewater service costs

scenario 3: no cap on connection costs for water and wastewater

scenario 4: a cap on connection costs for water and wastewater of \$9,500 per service

scenario 5: a cap on connection costs for water of \$9,500 and wastewater of \$12,500 per service

scenario 6: a cap on connection costs for water and wastewater of \$9,500 per service (customer fee increase to 26.00 per year)

scenario 7: a cap on connection costs for water and wastewater of \$12,500 per service (customer fee increase to 26.00 per year)

COL Calculation on the 7,500 cap

increase since 2001 works out to about \$9200 to \$9400

COL Calculation on the \$20.00 Customer CSAP fund charge

increase since 2001 works out to about \$24.50 to \$25.00



DEPARTMENT: Clerk's Department

REPORT NO: C-173-14

COUNCIL MEETING DATE: Dec. 8, 2014

TITLE: Council Remuneration

OBJECTIVE: To discuss the possibility of reviewing Council remuneration and benefits for the 2014 – 2018 term of Council.

BACKGROUND: At the December 2, 2014 Council orientation meeting there were several questions regarding the benefit package for Councillors. In order to bring forward a report to Council in the New Year we would like to ensure we are providing the right information and this report is attempting to confirm what the report will compare.

ANALYSIS: Several of the issues related to the type of benefits covered and some of the issues really come down to Council remuneration. It would be the suggestion of staff that we compare ourselves to several other municipalities for Council remuneration and benefits and that that review should cover the types of comparison Council would like to review.

INTERDEPARTMENTAL IMPLICATIONS: N/A

FINANCIAL IMPLICATIONS: N/A

RECOMMENDATION

THAT Council of the Town of Ingersoll receive report No.C-173-14 and that staff be directed to review Council remuneration and benefits and bring forward a report comparing these in the New Year.

Prepared by: Michael Graves, Clerk

Approved by: William Tigert, Chief Administrative Officer



DEPARTMENT: Clerk's Department

REPORT NO: C- 174-14

COUNCIL MEETING DATE: Dec. 8, 2014

TITLE: Extension of Paratransit Contract

OBJECTIVE

To consider extending the paratransit contract.

BACKGROUND

The Town of Ingersoll entered into a contract with Old Tyme Taxi in 2012 to provide a paratransit service. Old Tyme Taxi has provided service to the Town for a number of years. Old Tyme Taxi has approached the town and offered to extend the contract for an additional two years.

ANALYSIS

The contract is set to expire at the end of the year. But Old Tyme Taxi is offering to extend the contract for an additional two.

Staff do not suggest going to tender as there are a very limited number of service providers within the town. As well, we have been very satisfied with the service provided by Old Tyme Taxi and therefore recommend Council proceed to extend the contract for a further two years.

INTERDEPARTMENTAL IMPLICATIONS

N/A

FINANCIAL IMPLICATIONS

No financial impact.

RECOMMENDATION

THAT Council of the Town of Ingersoll agrees to extend the contract with Old Tyme Taxi for the provision of a Paratransit service in the Town of Ingersoll for a further two years until December 31, 2016.

Prepared by: Michael Graves, Clerk

Approved by: William Tigert, Chief Administrative Officer



DEPARTMENT: Clerk's Department

REPORT NO: C-175-14

COUNCIL MEETING DATE: Dec. 8, 2014

TITLE: Extension of Animal Control Agreement

OBJECTIVE: To consider extending the animal control contract.

BACKGROUND: The Town of Ingersoll entered into a contract with Hillside Kennels in 2012 to provide animal control. Hillside provides services to a number of municipalities in the area and has for several years. Hillside has approached the town and offered to extend the contract for an additional two years for a modest sum.

ANALYSIS: The contract is set to expire at the end of the year. But Hillside is offering to extend the contract for an additional two years with only an increase in the callout fees from \$110 to \$115. This would result in additional costs of approximately \$300 per year.

Staff do not suggest going to tender as there are a very limited number of service providers in the area. As well our costs of tendering would obviously exceed the increase in contract costs proposed by Hillside. Lastly, we have been very satisfied with the service provided by Hillside and therefore recommend Council proceed to extend the contract for a further two years.

INTERDEPARTMENTAL IMPLICATIONS

N/A

FINANCIAL IMPLICATIONS

Minimal financial impact.

RECOMMENDATION

THAT Council of the Town of Ingersoll agrees to extend the contract with Hillside Kennels Animal Control Ltd. for the provision of Animal Control in the Town of Ingersoll for a further two years until December 31, 2016 with the only increase being in the callout fee going from \$110 to \$115.

Prepared by: Michael Graves, Clerk

Approved by: William Tigert, Chief Administrative Officer



DEPARTMENT: Clerk's Department

REPORT NO: C- 176-14

COUNCIL MEETING DATE: Dec. 8, 2014

TITLE: Confirmatory By-law

OBJECTIVE: To discuss the possibility of using a confirmation by-law.

BACKGROUND

The Municipal Act says at section 5 (3):

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. 2001, c. 25, s. 5 (3); 2006, c. 32, Sched. A, s. 5.

Section 9 of the Municipal Act is the Natural Person powers of the Act.

ANALYSIS

Council can only act by resolution or by-law. Normally by-laws are utilized where the act is of the form of legislation or regulation that will be ongoing beyond more than just one action (such as a fence by-law). Resolutions are typically used where the act is more one time in nature (ex. Bring back a report to Council regarding a specific item). However, there are times where the direction is technically done under the "natural person powers." As such that action should be made by by-law.

The effect of a confirmatory by-law (an example is attached) is to bring those directions into a by-law format without having to write a by-law for every single Council action.

This practice is done by virtually every other Municipality in our local area. Staff recommend that commencing with the new term of Council we enact a confirmatory by-law process. This resolution will of course only become legal when a confirmatory by-law is enacted.

INTERDEPARTMENTAL IMPLICATIONS

N/A

FINANCIAL IMPLICATIONS

No financial impact.

RECOMMENDATION

THAT Council of the Town of Ingersoll directs staff to start including a confirmatory by-law as a part of the Council agenda commencing with the first meeting of the 2014 term of Council.

Prepared by: Michael Graves, Clerk

Approved by: William Tigert, Chief Administrative Officer



DEPARTMENT: Clerk's Department

REPORT NO: C-177-14

COUNCIL MEETING DATE: Dec. 8, 2014

TITLE: Consideration of Committees and Boards

OBJECTIVE: To ask Council to consider the various Boards and Committees it needs to appoint for the next term of Council.

BACKGROUND

Staff are soon going to advertise for the appointment of various Boards and Committees. Staff would appreciate Council considering the various boards and committees it needs to appoint to complete its goals for the upcoming term of Council.

ANALYSIS

Attached to this report is the list of Boards and Committees that were appointed for the last term of Council. Council will soon be involved in strategic goal setting exercise that will help it to determine its collective goals for the 2014 – 2018 term of Council. Staff would like Council to start thinking about the committees and boards it feels it might need for the upcoming term in order to accomplish its goals.

In some cases Council may wish to eliminate some of the committees it had and in some cases it may feel the need to add committees. In virtually all cases Council will wish to give the committees specific mandates to accomplish in order to assist Council with its goals for the term.

One example for consideration is the Committee of Adjustment. For the last few years the committee has been a separate committee from Council. In most other municipalities within the County the Committee of Adjustment is Council itself and minor variance applications are heard by the Committee on the same evening as a Council meeting. This can assist council in understanding all of the planning issues facing various properties in town. As well given the number of minor variance applications

received in recent years (2 – 2014, 2 – 2013) these could be dealt with by Council relatively easy. This is of course a decision of Council but staff present it as one example of the type of considerations needed to determine the number and type of Boards and Committees needed for the coming term of Council.

There is only one appointment that needs to be dealt with by Council at this time and that is the appointment of someone to represent Council on the Upper Thames Conservation Authority. Council of the Town of Ingersoll makes their recommendation and passes the name on to the County of Oxford who passes the resolution appointing the members for the County. Therefore, as a part of the resolution below Council will need to choose someone to be their representative at UTRCA and advise Oxford County Council.

INTERDEPARTMENTAL IMPLICATIONS

Depending on the type of committees formed there could be an impact on various departments.

FINANCIAL IMPLICATIONS

The committees normally do not have much financial cost but there may be some costs related to the establishment of more committees. In the Committee of Adjustment example above, the potential to roll that committee in to Council would be a cost savings.

RECOMMENDATION

THAT Council of the Town of Ingersoll consider the various Boards and Committees it needs in order to accomplish the goals it wishes to accomplish during the upcoming term of Council and be prepared to discuss those types of committees during the Council strategic Goal Setting exercise.

AND FURTHER THAT Council of the Town of Ingersoll advise Oxford County Council that we would like to appoint A-177-14 to be the Town of Ingersoll representative on the Upper Thames Conservation Authority Board.

Prepared by: Michael Graves, Clerk

Approved by: William Tigert, Chief Administrative Officer



Office of the C.A.O./Clerk
P.O. Box 1614, 21 Reeve Street
Woodstock Ontario N4S 7Y3
Phone: 519-539-9800 • Fax: 519-421-4712
Web site: www.oxfordcounty.ca

October 31, 2014

MEMORANDUM

TO: Clerks of the Area Municipalities
Copy - Chief Administrative Officers

FROM: Brenda Tabor, County Clerk

SUBJECT: Appointments to Conservation Authorities

This is to advise that the appointment of County representatives to the four Conservation Authorities having jurisdiction in Oxford County will expire shortly.

Oxford County Council would appreciate it if your Council would recommend the name of your appointment(s) to the respective Conservation Authority. A copy of the required appointments is submitted for your information along with correspondence received from the Grand River Conservation Authority and the Upper Thames River Conservation Authority.

In accordance with the policy initiated by County Council in 1994, your Council is encouraged to recommend the name of an elected representative(s) in order to ensure greater liaison between the Authorities and County Council.

It would be appreciated if you could submit the names of Council's recommended appointments to me as soon as possible due to the fact the Authorities will be holding inaugural meetings in the near future.

Your co-operation is appreciated.

**Appointments to Conservation Authorities
2015, 2016, 2017 and 2018 Council Term**

Catfish Creek Conservation Authority (1)

Township of South-West Oxford..... 1

Grand River Conservation Authority (1)

Township of Blandford-Blenheim/
Township of East Zorra-Tavistock/
Township of Norwich..... 1

Long Point Region Conservation Authority (3)

Township of Norwich 1

Pending Final Confirmation of Change in Board Structure

Township of South-West Oxford..... 1

Town of Tillsonburg..... 1

Upper Thames River Conservation Authority (5)

City of Woodstock..... 1

Town of Ingersoll..... 1

Township of Zorra..... 1

Township of South-West Oxford/ Township of Norwich..... 1

Township of East Zorra-Tavistock/

Township of Blandford-Blenheim..... 1



400 Clyde Road, P.O. Box 729, Cambridge, ON N1R 5W6
Phone: 519-621-2761 Toll free: 866-900-4722 www.grandriver.ca

COUNTY OF OXFORD
CAO/CLERK'S OFFICE
RECEIVED

OCT 03 2014

September 30, 2014

Brenda J. Tabor, Clerk
County of Oxford
21 Reeve Street
Woodstock, ON N4S 3G1

REFER TO _____
FILE/EDMS: _____
FILE/EDMS: _____

Dear Ms. Tabor:

Re: Appointment of Members to Grand River Conservation Authority (GRCA)

Please note that the appointment of Bruce Banbury as the representative of the County of Oxford will expire November 30, 2014.

When making new appointments please be aware that Section 14(4) of the *Conservation Authorities Act*, R.S.O. 1990 (the Act) currently provides as follows:

"No member of an Authority shall be appointed to hold office for more than three years at any one time."

This does not preclude a municipality from re-appointing the same member for a further term. It is anticipated that the Act will be revised in the future to provide for members to be appointed for a four year term to coincide with the term of municipal councils.

We would also point out that Section 14(1) of the act reads in part:

"...each member shall hold office until the first meeting of the Authority after the term for which he or she was appointed has expired."

To ensure that our records are accurate we would appreciate if you would advise as to the effective and expiry dates of your new appointments.

We trust that this letter is self-explanatory however should you have any questions please do not hesitate to contact the undersigned.

Yours truly,

Keith Murch
Assistant CAO/Secretary-Treasurer
Grand River Conservation Authority

c.c. Bruce Banbury



COUNTY OF OXFORD
CAO/CLERK'S OFFICE
RECEIVED

OCT 03 2014

October 3, 2014

County of Oxford
21 Reeve Street, PO Box 1614
Woodstock, Ontario
N4S 7Y3

REFER TO _____
File/EDMS: _____
File/EDMS: _____

Attention: Brenda Tabor, Clerk

Dear Ms. Tabor:

According to our records the term of appointment of your representative(s) to the Upper Thames River Conservation Authority expires at the end of 2014. An Orientation session for the members is scheduled for January 27, 2015. Recognizing that this is a municipal election year, and that these types of appointments are normally made by the newly elected Council, there is a very narrow window available for the recruitment and appointment of your representative(s). We are therefore bringing the matter to your attention now so that arrangements for these appointments can be prepared.

Those municipalities entitled to appoint representatives individually are requested to proceed following the municipal elections, in accordance with their usual practice, advising the Authority by late November or early December of the names and addresses of their appointments. The attached list identifies those as the City of London, the City of Stratford, and the County of Oxford.

Those municipalities who have been grouped for the purpose of appointing representatives are also requested to proceed, following the municipal elections, in accordance with their usual practice. It is necessary for each member of the group to advise the Authority of the name and address of their joint representative, by late November or early December.

When contemplating the appointment of your representative; it would be beneficial if the candidate has a keen interest in environmental issues and is willing to act as an ambassador for the UTRCA in representing the Authority to its stakeholders. The role of a member is to promote and advocate for the UTRCA and its role in watershed management.

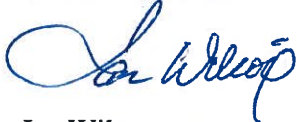
Also, consideration could be given to their ability to:

- Attend ten (10) Board of Directors meetings annually (no meetings in July and December) scheduled for the 4th Tuesday of each month from 9:30 a.m. to 11:30 a.m.
- Attend the Board meeting fully prepared to discuss, provide input and approve recommendations.
- Attend various other community events and workshops as a representative of the UTRCA (estimated at four per year).
- Provide input and ultimate approval of the Authority's annual budget.
- Approve the Authority's annual audit.

Also, please find enclosed a copy of the "UTRCA's Board of Directors' Policy Handbook" as background regarding roles and expectations for those interested in serving on the Board. The Handbook can also be found at <http://thamesriver.on.ca/about-us/boardofdirectors/>

Should you have any questions regarding this matter, please contact the undersigned.

Yours truly
UPPER THAMES RIVER CONSERVATION AUTHORITY



Ian Wilcox
General Manager

/ses

Att.

cc - City of Woodstock
 - Town of Ingersoll
 - Township of Blandford-Blenheim
 - Township of East Zorra-Tavistock - Township of South-West Oxford
 - Township of Norwich - Township of Zorra
 - Oxford Members

January, 2011- UTRCA 2011-14 Board of Directors

Municipality	Representative(s)	Term Expires
WOODSTOCK	Councillor Jim Northcott	November 30, 2014
INGERSOLL	Councillor Cathy Mott	November 30, 2014
ZORRA	Councillor Ron Forbes	November 30, 2014
S.W. OXFORD NORWICH	Councillor George Way	November 30, 2014
E.ZORRA TAVISTOCK BLANDFORD-BLENHEIM	Councillor Don Lazenby	November 30, 2014
WEST PERTH	Bill French	December, 2014
STRATFORD	Jane McKelvie	November 30, 2014
PERTH SOUTH ST. MARYS SOUTH HURON	Tony Jackson	November 30, 2014
MIDDLESEX CENTRE	Nancy Manning	December 31, 2014
THAMES CENTRE LUCAN BIDDULPH	Ray Chowen	November 30, 2014
PERTH EAST	Hugh McDermid	November, 2014
CITY OF LONDON	Councillor Joni Baechler Replaced by Councillor Russ Montelth The last 4 months in 2014 Stephen Clark Murray Blackie Allan Ralph	November 30, 2014



DEPARTMENT: Clerk's Department

REPORT NO: C-178-14

COUNCIL MEETING DATE: Dec. 8, 2014

TITLE: Meeting Investigator - 2014

OBJECTIVE: To appoint a meeting investigator for 2014 – 2018 term of Council.

BACKGROUND

Under the Municipal Act, we are required to appoint a meeting investigator to investigate complaints of improperly handling closed session meetings. If we do not appoint a meeting investigatory the Ontario Ombudsman becomes the default investigator.

In February 2013, Council entered into an agreement with Gregory Stewart a solicitor with the law firm of Donnelly & Murphy for the purposes of Meeting Investigation. We were joined by the majority of municipalities in the County of Oxford in appointing him as our investigator. Mr. Stewart does not charge an annual retainer but should we require an investigation his costs would remain at \$250/hour plus expenses.

ANALYSIS

To date, the Town has not received any formal requests for a closed meeting investigation. When Mr. Stewart was appointed in February 2013 it was after the County Clerk researched options for Closed Meeting Investigators. There are few options available at this time. Further complicating issues is the current bill before the legislature called the Public Sector and MPP Accountability and Transparency Act that may significantly broaden the powers of the Ombudsman to include the municipal sector. It is unknown at this time what effect this might have on our appointment but in the meantime we are required to appoint. Therefore staff recommend we appoint Mr. Stewart to act as our meeting investigator should the need arise for the current term of Council.

INTERDEPARTMENTAL IMPLICATIONS

N/A

FINANCIAL IMPLICATIONS

Only a financial impact to the Council budget should an investigation occur.

RECOMMENDATION

THAT Council of the Town of Ingersoll receive report No. C-178-14 and that a by-law be brought forward to enter into an agreement with Gregory Stewart of Donnelly & Murphy for the provision of Closed Meeting Investigation.

Prepared by: Michael Graves, Clerk

Approved by: William Tigert, Chief Administrative Officer

P. J. MURPHY, B.A., LL.B.*
pmurphy@dmlaw.ca
*Certified by the Law Society of Upper
Canada as a Specialist in Civil Litigation

G. F. STEWART, B.A., LL.B.
gstewart@dmlaw.ca

P.J. SMITH, B. Math, J.D.
psmith@dmlaw.ca

DONNELLY



MURPHY

M. J. DONNELLY, B.A., LL.B.
mdonnelly@dmlaw.ca

S. M. FEAGAN, B.A., B.Ed., M.A., LL.B.
sfeagan@dmlaw.ca

S.L. MULLEN, B.A., LL.B.
smullen@dmlaw.ca

OF COUNSEL
D. J. MURPHY Q.C.
dmurphy@dmlaw.ca

October 2, 2014

County of Oxford
P. O. Box 1614
21 Reeve Street
WOODSTOCK ON
N4S 7Y4

BY EMAIL

Attention: Brenda J. Tabor, Clerk

Dear Ms. Tabor:

Re: Meeting Investigation Agreement

I am in receipt of your email of September 24, 2014. I would be most pleased to continue to provide services as Closed Meeting Investigator for the interested parties.

As requested, I have enclosed herein a new version of the Municipal Meeting Investigator Agreement for your consideration.

Yours very truly,
DONNELLY MURPHY PC

Per:
Gregory F. Stewart
GFS/jbr
Encl.

Municipal Meeting Investigator Agreement

This Agreement dated this 1st day of January, 2015

B E T W E E N:

The County of Oxford, The Corporation of the Township of Blandford-Blenheim, The Corporation of the Township of East Zorra-Tavistock, The Corporation of the Town of Ingersoll, The Corporation of the Township of Norwich and The Corporation of the Township of South-West Oxford

(hereinafter referred to as the “Municipalities”)

- and -

Gregory F. Stewart

(hereinafter referred to as the “Independent Investigator”)

WHEREAS section 239.2 of the *Municipal Act*, S.O. 2001, c.25 (the “Act”) authorizes a Municipality to appoint an investigator to investigate in an independent manner any complaint as to whether the Municipality has complied with the Act or a Municipal procedural by-law in respect of a meeting (or part of a meeting) that was closed to the public;

AND WHEREAS the investigation of the relevant municipality or local board must be undertaken by an Investigator appointed by the municipality pursuant to Sections 9, 10, 11 and 239.2 of the Act or by an Ombudsman appointed pursuant to the *Ombudsman Act* if the municipality has not appointed an Investigator under the Act;

AND WHEREAS each of the Municipalities deems it desirable to appoint Gregory F. Stewart as the Investigator to investigate all requests received by each of the Municipalities after January 1, 2015 pursuant to the Act respecting any meeting of the Councils of the Municipalities, a local board or a committee of any of them;

AND WHEREAS the Independent Investigator has the skills and ability and is interested in acting as the Investigator for the Municipalities on the terms and conditions set out in this Agreement;

NOW THEREFORE, the parties agree as follows:

1.0 Appointment

1.1 Pursuant to the Act, the Municipalities each hereby appoint Gregory F. Stewart to provide the Investigator services, in accordance with the Act, for all requests for an investigation of the Council and Committees of the Municipalities and the Local Boards and/or their Committees. For the purposes of this Agreement, “committee” and “local board” shall have the meaning as defined Section 238 of the Act.

1.2 The Municipalities each hereby grant to the Independent Investigator those powers and duties outlined in Section 239.2 of the Act.

1.3 The Municipality that is the subject of an investigation shall provide to the Independent Investigator the following documents for the Municipality and for the Local Boards where applicable:

1.3.1 A certified copy of the municipal procedure by-law;

1.3.2 A certified copy of the municipal notice by-law, and;

1.3.3 A listing of the applicable Boards and Committees subject to this Agreement.

2.0 Services and Process

2.1 Every request for an investigation by a person shall include all of the following:

2.1.1 Be directed to the Clerk of the Municipality;

2.1.2 Be in writing;

2.1.3 Include the reasons for the request;

2.1.4 Be signed; and

2.1.5 Include an address and telephone number of the person making the request.

2.2 Upon receipt of a request for an investigation regarding a Meeting, it is agreed that the Clerk of the Municipality to be investigated shall forthwith forward the following documents to the Independent Investigator as appropriate.

2.2.1 The original request for an investigation;

2.2.2 A certified copy of the agenda with all relevant attachments relating to the Meeting;

2.2.3 A certified copy of the minutes of the Meeting;

2.2.4 A contact list for all members of the Council/Board/Committee for which the request is made and for all persons present at the Meeting;

- 2.2.5 Such other information or documentation that the Clerk of the Municipality deems relevant; and
- 2.2.6 Such other information or documentation that the Independent Investigator may from time to time deem relevant to the investigation.

2.3 Duties of the Independent Investigator shall be:

- 2.3.1 To conduct investigations from time to time as requested by the Municipalities upon receipt of a complaint in respect of meetings or part of meetings that are closed to the public to determine compliance with the Act;
- 2.3.2 To report in writing on such investigations to the Council of the requesting Municipality;
- 2.3.3 To proceed without undue delay and with due diligence to investigate a complaint and to consider time to be of the essence with any and all investigations;
- 2.3.4 To proceed to investigate a complaint independently of the Municipality and impartially;
- 2.3.5 To hear or obtain information from such persons as the Independent Investigator sees fit;
- 2.3.6 To preserve the confidentiality of all matters of the investigation that require secrecy save and except disclosure of such matters as in the Independent Investigator's opinion ought to be disclosed in order to establish grounds for report conclusions and/or recommendations;
- 2.3.7 If at any time during the course of an investigation it appears to the Investigator that there may be sufficient grounds for a report or recommendation that may adversely affect a municipality, a local board or any other individual person, the Investigator shall give him or her an opportunity to make representations respecting the adverse report or recommendation, either personally or by counsel;
- 2.3.8 To include in the written report whether the meeting (or portion thereof) in question was closed to the public contrary to the Act or Municipal Procedure by-law and to make appropriate recommendations to the Municipality in this regard and;
- 2.3.9 To dismiss a complaint deemed to be vexatious and prepare a report to this effect; and
- 2.4 Upon receipt by the Municipal Council/Committee/Local Board, the report of the Independent Investigator shall be a public record.

3.0 Fees

- 3.1 The Municipalities agree to pay fees and expenses of the Independent Investigator at a rate of \$250.00 per hour plus applicable taxes during such time as the Independent Investigator is performing the duties as described in this

Agreement. The Independent Investigator agrees such rate shall be charged only for such time that the Investigator is actively investigating a complaint and preparing and presenting the report with respect hereto.

- 3.2 The Independent Investigator shall be entitled to be reimbursed for mileage and other reasonable receipted expenses related to these duties. The Independent Investigator shall submit his invoice to the Municipality that is the subject of the investigation.

4.0 Term of the Agreement

- 4.1 The term of this Agreement is for a fixed four (4) year term commencing the first day of January, 2015 and ending on December 31, 2018 and be renewable.
- 4.2 The Independent Investigator shall provide the Municipality with a minimum of thirty (30) days notice prior to the end of the Agreement if the Investigator does not agree to renew the Agreement if such renewal were to be available.

5.0 Termination

- 5.1 This Agreement may be terminated by either Party on ninety (90) days written notice to the other Party, provided that any investigations commenced prior to the termination date shall be completed pursuant to this Agreement and the appointing by-law and all related fees shall be paid as set out in the Agreement.

6.0 Counterparts

- 6.1 This Agreement may be executed in any number of counterparts, each of which will be deemed to be an original and all of which taken together will be deemed to constitute one and the same instrument.

IN WITNESS WHEREOF the Parties have executed this Agreement.

THE COUNTY OF OXFORD

Warden

Clerk

We have authority to bind the County.

**THE CORPORATION OF THE
TOWNSHIP OF
BLANDFORD-BLENHEIM**

Mayor

Clerk
We have authority to bind the Corporation.

**THE CORPORATION OF THE
TOWNSHIP OF EAST
ZORRA-TAVISTOCK**

Mayor

Clerk
We have authority to bind the Corporation.

**THE CORPORATION OF THE TOWN
OF INGERSOLL**

Mayor

Clerk
We have authority to bind the Corporation.

**THE CORPORATION OF THE
TOWNSHIP OF NORWICH**

Mayor

Clerk

We have authority to bind the Corporation.

**THE CORPORATION OF THE
TOWNSHIP OF SOUTH-WEST
OXFORD**

Mayor

Clerk

We have authority to bind the Corporation.

**DONNELLY MURPHY LAWYERS
PROFESSIONAL CORPORATION**

Gregory F. Stewart

SITE PLAN CONTROL

File	Owner/Applicant	Address	Purpose	Appl. Received	Agency Circulation	Revised Dwgs Received	Decision	Agreement Registered on Title	Building Permit Issued	STATUS
SPA 002/13	Ontario Refrigeraton Services Inc.	450 Thomas St	Amend site plan (c. 2008) to enable expanded warehouse operation & recognize 1 new building, 1 bldg expansion & other works not prevoiusly approved	June 26/13	July 3/13	pending...	pending ...			Pending re-submission of revised drawings & addt'l SWM info
SPA 003/13	Warren Sinclair Construction Ltd.	175 Ingersoll St North	41 Townhouse units	July 4/13	July 4/13	Aug 28/13 & Oct 23/13	Approved	Mar 24/14	Apr 14/14	APPROVED & REGISTERED
SPA 004/13	Canadian Tire Corporation	98 Mutual St	Amend Site Plan to improve stormwater system and reconfigure parking area/spaces	Oct 24/13	Nov 7/13	Dec 18/13	Approved	Apr 3/14	May 5/14	APPROVED & REGISTERED
SPA-001/14	1002565 Ontario Inc. (Hydra Dyne Technologies)	55 Samnah Cres	Amend Site Plan (2012) to enlarge manufacturing plant by approx. 2934 sq.m.	May 2/14	May 16/14 and May 27/14	July 21/14	Approved	N/A		APPROVED

SPA-002/14	B. & E. Clayton Enterprises Inc.	90 Clark Rd West	Create new "Contractor's Yard and Shop"	May 23/14	Sept 9/14	Sept 26/14	Approved			APPROVED
SPA-003/14	Loblaw Properties Limited	273 King St W	Modify storm sewer services on site	June 16/14	June 20/14	July 21/14	Approved	N/A	N/A	APPROVED
SPA-004/14	Universal Vedic Ashram Inc.	37 William St	Convert former Princess Elizabeth Elem. School into Long Term Care Facility (19 beds) & Place of Worship w/ Assembly Hall	June 30/14	July 29/14					Agency circulation under way
SPA-005/14	Coilplus Canada Inc.	12 & 18 Underwood Rd	Enlarge west side of warehouse by 1,858 sq.m.	Aug 19/14	Sept 4/14		Approved			APPROVED

TOWN of INGERSOLL - Development Applications Status

DRAFT PLANS of SUBDIVISION and CONDOMINIUM

FILE No. (Related Files)	Owner/Applicant	Legal Description / Address	Purpose	Appln. Received	Town Public Meeting(s)	County Public Mtg	County Council Decision	Draft Plan Lapsing Date	STATUS	Comments
SB 12-02-6 (ZN 6-12-02)	Schout Group Inc.	Kirwin Drive at Clark Rd East	Create 45 SFD Residential lots and 1 Open Space block (SWM)	May 9/12	Nov 12/12	Nov 28/12	Approved with conditions	Dec 12/15	Pending Final Approval	No appeals; draft plan includes 2+ lots owned by Town but subject to P&S Agmt (not completed). Aug 2014 - Servicing drawings submitted for review...
SB 12-03-6 (OP 12-06-6 & ZN 6-12-03)	ATSA Corporation Inc.	228 Whiting St	Create 21 SF Residential Lots & 1 Open Spcae block	June 26/12	Dec 10/12	Jan 9/13	Approved with conditions	Jan 23/16	Pending Final Approval	No appeals; awaiting clearance of conditions...
SB 13-01-6 (OP13-06-6 & ZN6-13-01)	ATSA Corporation Inc.	38 Glenn Ave	Create 14 SF Residential lots & 5 part lots	June 27/13	Oct 15/13	Oct 23/13	Approved with conditions	Oct 23/16	Pending Final Approval	Related to SB 12-03-6 (both sites to match up with roads and lots)
SB 12-03-6-1 (Amendment)	ATSA Corporation Inc.	228 Whiting St	Red line amendments to reconfigure plan to match with SB13-01-6	June 27/13	Oct 15/13	Oct 23/13	Approved with modified conditions	Oct 23/16	Pending Final Approval	Red Line amendments to match this site with SB 13- 01-6
SB14-02-6 (ZN6-14-03)	Sifton Properties Ltd.	n/s Clarke Rd East	Create 128 SF Resid. Lots, 3 TH Blocks, 2 Comm Blocks, 1 Park Block	Apr 11/14	Nov 10/14	cancelled	Deferred		Pending Council decision(s)	Harrisview - Phase 2; May 2014 - Agency circ determined Traffic Impact Study (T.I.S.) required revisions. Sept 4/14 - Revised Traffic Impact Study received. Sept 25/14 - Town staff met with developer to discuss parkland issues. Oct 8/14 - Owner submits revised parkland proposal. Oct 17/14 - Owner submits revised Draft Plan; Oct 18/14 - 2nd Agency circulation Nov 10/14 - Town Council decision to "defer" to allow developer to address Env't'l Impact Study issues for woodland
32T-87004 (amendment)	Oak Country Homes Ltd.	Fuller Dr / Walker Rd	Amend DA Conditions to allow next 2 phases to proceed w/o Walker Rd southerly extension from David St	June 5/14	Aug 11/14	Aug 13/14	Denied		File Closed	May 6/14 - Initial inquiry by Agent. June 5/14 - Agent advises Town Dev. Agmt is not satisfactory to Owner and wants changes to D.A. conditions.

TOWN of INGERSOLL - Development Applications Status

ZONE CHANGE

Application File No. (Related Files)	Owner/Applicant	Legal Description / Address	Purpose of Application		Appln. Received	Public Meeting(s)	Council Decision date	Council Decision	STATUS	Comments
			From Zone	To Zone						
ZN6-14-03 (SB14-02-6)	Sifton Properties Ltd.	n/s Clark Rd East at w/s HARRIS St	Development (D * D-1), Residential Type 1 (R1) and Residential Type 3 (R3-16)	Residential Type 2 (R2), Residential Type 3 (R3) and Open Space (OS)	Apr 11/14	Nov 10/14	cancelled	Deferred	Pending new Public Meeting....	Related to Draft Plan of Subdivision - Harrisview Phase 2 (SB14-02-6). Nov 10/14 - Town Council decision to "defer" in order to allow developer to address Env't Impact Study issues related to woodland feature within draft plan.
ZN6-14-04; (B14-33-6)	Blayne and Brenda Wilson	12 Cedar St (severed lot)	Residential Type 1 (R1)	Special R1-xxx to allow detached garage as principal main use on severed lot.	May 14/14	July 14/14	Aug 11/14	Approved	File Closed.	July 14/14 - Council decision to Defer to allow owners to consider Temporary R1 zone (3 yr max) in lieu of permanent zoning that would allow detached accessory structure as principal main use on severed lot. Aug 11/14 - Council considers Clerk's 'supplementary' report re use of Temporary R1 zone and "approves in principle" Clerk's recommendation. Sept 8/14 - Amending By-law adopted [R1-13(T)].
ZN6-14-05; (B14-01-6)	Theresa Bushell	6 Royland Cres (severed lot)	Residential Type 1 (R1)	Special R1-xxx to establish 15m CPRail setback for new Dwg	July 23/14	Sept 8/14	Oct 14/14	Approved	File Closed	New R1-14 zone to apply only to west side (severed lot).

TOWN of INGERSOLL - Development Applications Status

Minor Variances / Permission

File (related files)	Owner/Applicant	Address	Purpose	Appln. Received	Public Meeting(s)	Committee Decision	Notice of Decision	Final Notice	STATUS	Comments
A-001/14	379784 Ontario Inc./ McKenzie Builders Group In	45 Winders Trail	Increase Lot Coverage to 36% (from 35%) to allow new SF Dwg	June 19/14	July 17/14	GRANTED	July 18/14	Aug 6/14	File Closed	No appeals
A-002/14	Colin Riddell	236 Victoria St	Enlarge existing 3-bay 174.5 sq.m. garage to max. 245.1 sq.m.	Sept 30/14	Nov 13/14	NOT GRANTED	Nov 25/14	pending...	20-day appeal period	Garage is only use on property. Related to Land Divison consent for severance files #B-110/07 and #B-53/09.



CREATIVE CONNECTIONS INC.



Mary-Anne Murphy
Cultural Coordinator



Mission



- Oxford Creative Connections Inc. is a not-for-profit arts and culture organization dedicated to advancing arts and culture in Oxford County. Our mission is to identify, support, develop and promote a broad range of arts and culture activities, making Oxford a better place to live, work, play and invest.

OCCI Board



- OCCI board consists of 11 volunteer leaders from each of the cultural sectors.
- 1 part-time staff, Cultural Coordinator
- Resource Staff – Matt Cowan, Meredith Maywood, Warden McKay, Linda Albright, planning team

Cultural Sectors Represented



- Performing Arts
- Literary Arts
- Visual Arts
- Heritage
- Natural Heritage and Horticulture
- Youth
- Festivals and Events
- Other culturally related businesses

Major Projects



- Oxford Arts and Culture Guide
- County-wide heritage project
- Oxford Creates Annual Art Show & Sale (Craigowan)
- Community Galleries
- Cultural database (website)
- Tillsonburg Cultural Improvement Alliance
- Creative Cocktails

Halls Creek Arts Festival



- Artists Alley – 60-100 artists
- Live music in a variety of genres
- Artist demonstrations throughout park
- Kids Corner
- Events at the Museum and the Creative Arts Centre
- Culinary area
- Authors area and much more

OCCI Sources of Funding - 2014



- \$23,500 - In-kind donations (Office, internet, long distance, facility rentals, storage space)
- \$2,000 – Membership
- Oxford County Council Funding - \$50,000
- Oxford Creates - \$2000
- Oxford Arts and Culture Guide \$7000
- Many volunteer hours (board and community)
- TCIA - \$50,000 – 2 year Ministry of Culture Grant

Funding Request



- We are asking Ingersoll Town Council for \$3000 in seed funding from the Community Development Fund.

Other Festival Funding



- This seed money will be used as leverage to apply for matching grants and sponsorship.
- OCCI funding, corporate sponsorship, other partners, grants, JCP funding, volunteers, etc.



Thank You!



**CORPORATION OF THE TOWN OF INGERSOLL
BY-LAW NO. 14-4778**

**A by-law to authorize the execution of a Loan Agreement between the
Town and property owner/authorized agent participating in the
Façade/Signage Improvement Program
(Cynthia Walker, Chocolatea located at 38 King St. E.,)**

WHEREAS the Town wishes to enter into a Loan Agreement with Cynthia Walker, for the Façade/Signage Improvement Program for signage located at 38 King Street East, Ingersoll, Ontario, business named Chocolatea;

AND WHEREAS the parties acknowledge the mutual advantage of the Improvement Program;

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

- 1) That the Mayor and the Clerk are hereby authorized to execute a Loan Agreement between:

Cynthia Walker and the Town of Ingersoll, in the amount of \$500.00 and to affix the seal of the Corporation of the Town of Ingersoll hereto.

- 2) That a copy of the said agreements shall be annexed in substantially the same form, to this by-law.

READ a first and second time in Open Council this 8th day of December 2014.

READ a third time in Open Council and passed this 8th day of December 2014.

THE CORPORATION OF THE TOWN OF INGERSOLL

Edward (Ted) Comiskey, Mayor

Michael Graves, Clerk

LOAN AGREEMENT

This Loan Agreement made in triplicate this day of , 2014.

BETWEEN:

The Corporation of the Town of Ingersoll (the "TOWN")

AND

Cynthia Walker, (the "OWNER")

WHEREAS the Owner has applied to the TOWN for a Façade / Signage Revitalization Loan for eligible exterior improvements to the property located at 38 King Street East, (the "PROPERTY") and the TOWN has agreed to make such a loan under By-Law No. 14-4778.

AND WHEREAS the Owner will be making improvements to the PROPERTY including the OWNER's approved matching-share improvements; and eligible exterior improvement.

LOAN AND REPAYMENT

IN CONSIDERATION of the TOWN making this loan to the OWNER, the OWNER and the TOWN hereby agree:

1. The TOWN will lend (with funds payable to the OWNER and the Owner's Contractors) and the Owner will repay in accordance with the Repayment Plan as described below:
2. Amount Borrowed: **\$500**
3. Interest Rate: **0%**
4. Term: **4 years** See Schedule "A" affixed hereto
5. Repayment Terms: On the annual anniversary date of the loan the OWNER agrees to repay the TOWN an amount equal to twenty five percent (25%) of the amount borrowed.
6. Forgiveness / Grant: If the OWNER(s) is not in default at the time of the final payment, the final payment will be forgiven.

USE OF PROCEEDS

1. The OWNER will use all of the proceeds of the loan to pay for eligible exterior improvements as approved on the Property (but not the OWNERS portion) as indicated on the approved loan application and the approved application, both on file with the Director of Economic Development for the TOWN.

MAINTENANCE AND DEFAULT OF MAINTENANCE

1. The OWNER agrees to maintain in good repair the improvements described herein and as indicated in the approved application. In the event that the OWNER fails to maintain in good repair the improvements (as determined by the BIA Board of Management or the Director of Economic Development) the TOWN may;
2. Serve on the OWNER a written Notice to Repair detailing the particulars of failure to maintain and the particulars of needs repairs; and,
3. Provide the OWNER not less than 30 days within which to effect such repairs.

INDEBTEDNESS FULLY DUE AND PAYABLE if and when;

1. The OWNER agrees that the entire amount owing to the TOWN shall be fully due and payable in the event that:
2. The OWNER sells transfers or otherwise disposes of the Property and the TOWN declines to approve the assumption of the loan by the new Owner;
3. The OWNER becomes bankrupt or insolvent;
4. The buildings on the PROPERTY is demolished;
5. The buildings on the PROPERTY are damaged by fire or otherwise and report of reconstruction is not commenced within 90 days;
6. The OWNER is in arrears on Realty Taxes or BIA levy with respect to the Property for more than 90 days;
7. The OWNER does not maintain the improvements as required in this Agreement, as determined by the BIA Board of Management or the Director of Economic Development;
8. The OWNER fails to pay for the eligible improvements or the approved OWNER's matching-share improvements and a Claim for Lien or other proceedings is commenced against the OWNER for payment of such claims;
9. Default occurs in payment required herein; and
10. Unauthorized alterations to the improvements are made.

AMENDMENTS TO APPLICATION

1. The approved application may be amended by the OWNER and the TOWN from time to time as they may agree.

DEMAND UPON DEFAULT OF PAYMENT OR MAINTENANCE

1. If any payment is not made as required or there is failure to comply with a Notice to Repair, the TOWN may, after 15 days default, demand payment in full of the entire amount owing as determined herein.

NOTICES

1. Any notice required to be given by either party to the other shall be deemed to be adequately given if:
 - a. In writing and signed by the party giving notice;
 - b. Served personally upon the other part or mailed by prepaid first class post (deemed delivered the 5th day after mailing to:

IN THE CASE OF THE TOWN TO:

Director of Economic Development
Town of Ingersoll
130 Oxford Street, 2nd Floor
Ingersoll, Ontario, N5C 2V5

Schedule "A"**LOAN AND REPAYMENT AMORTIZATION TABLE****The Applicant:**

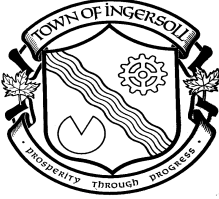
Cynthia Walker
211 Whiting Street
Ingersoll, ON N5C 3B6

Owner of:
Chocolatea
38 King St. E
Ingersoll, ON N5C 1G4

Signage Loan Amount Total: \$500.00

Payments Due:

1)	First Payment – December 8, 2015	\$125.00
2)	Second Payment – December 8, 2016	\$125.00
3)	Third Payment – December 8, 2017	\$125.00
4)	Fourth Payment – December 8, 2018	\$125.00



**CORPORATION OF THE TOWN OF INGERSOLL
BY-LAW NO. 14 -4779**

A by-law to authorize the execution of an Agreement with Her Majesty the Queen in right of the Province of Ontario represented by the Minister of Agriculture, Food and Rural Affairs for the Province of Ontario and the Town of Ingersoll related to funding provided by the Province of Ontario to the Municipality under the Ontario Community Infrastructure Fund-Formula-Based Component

WHEREAS the Town of Ingersoll is desirous of entering into an agreement with the Minister of Agriculture, Food and Rural Affairs related to funding provided by the Province of Ontario under Ontario Community Infrastructure Fund-Formula-Based Component

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

- (1) That the Mayor and the Chief Financial Officer/Treasurer are hereby authorized to execute an agreement with Her Majesty the Queen in right of the Province of Ontario and to affix the seal of The Corporation of the Town of Ingersoll hereto.
- (2) That a copy of the said agreement shall be annexed to and form part of this by-law.

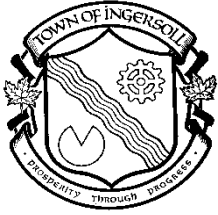
READ a first and second time in Open Council this 8th day of December, 2014.

READ a third time in Open Council and passed this 8th day of December, 2014.

THE CORPORATION OF THE TOWN OF INGERSOLL

Edward (Ted) Comiskey, Mayor

Michael Graves, Clerk



**CORPORATION OF THE TOWN OF INGERSOLL
BY-LAW NO. 14-4780**

**A By-law to adopt and confirm all actions and proceedings of the Council of the
Town of Ingersoll at the Council meeting held on December 8, 2014**

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 December 8, 2014 are hereby adopted.
2. 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.
3. 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.
4. 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.
5. 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 this 8th day of December, 2014.

READ a third time and finally passed this 8th day of December, 2014.

THE CORPORATION OF THE TOWN OF INGERSOLL

Edward (Ted) Comiskey, Mayor

Michael Graves, Clerk



**CORPORATION OF THE TOWN OF INGERSOLL
BY-LAW NO.14 -4781**

A by-law to authorize the execution of an Agreement with Her Majesty the Queen in right of the Province of Ontario represented by the Minister of Transportation for the Province of Ontario and the Town of Ingersoll related to funding provided by the Province of Ontario to the Municipality under the Dedicated Gas Tax Funds for Public Transportation Program

WHEREAS the Town of Ingersoll is desirous of entering into an agreement with the Minister of Transportation related to funding provided by the Province of Ontario under the Dedicated Gas Tax Funds for Public Transportation Program

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

- (1) That the Mayor and the Chief Financial Officer/Treasurer are hereby authorized to execute an agreement with Her Majesty the Queen in right of the Province of Ontario and to affix the seal of The Corporation of the Town of Ingersoll hereto.
- (2) That a copy of the said agreement shall be annexed to and form part of this by-law.

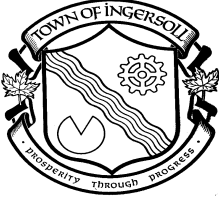
READ a first and second time in Open Council this 8th day of December, 2014.

READ a third time in Open Council and passed this 8th day of December, 2014.

THE CORPORATION OF THE TOWN OF INGERSOLL

Edward (Ted) Comiskey, Mayor

Michael Graves, Clerk



**THE CORPORATION OF THE TOWN OF INGERSOLL
BY-LAW NO. 14-4782**

A by-law to appoint a Closed Meeting Investigator

WHEREAS effective January 1, 2009, Section 239.1 of the *Municipal Act, 2001*, as amended permits a person to request an investigation of whether a municipality or local board has complied with Section 239 of the *Municipal Act 2001*, as amended, or a procedure by-law under subsection 238(2) in respect of a meeting or part of a meeting that was closed to the public;

AND WHEREAS the *Municipal Act, 2011*, s. 239.2 authorizes a municipality to appoint a meeting investigator who has the function to investigate in an independent manner;

AND WHEREAS Council of the Corporation of the County of Oxford has retained Gregory F. Stewart to provide a Closed Meeting Investigator Service to the County of Oxford and members of municipalities who wish to participate;

AND WHEREAS Council deems it expedient to pass a by-law to appoint Gregory F. Stewart, as the Closed Meeting Investigator for the Corporation of the Town of Ingersoll;

NOW THEREFORE THE COUNCIL OF THE CORPORATION OF THE TOWN OF INGERSOLL ENACTS AS FOLLOWS:

- 1) That pursuant to Sections 9, 10, 11 and 239.2 of the *Municipal Act, 2001*, as amended, Council hereby appoints Gregory F. Stewart as the Closed Meeting Investigator for the Corporation of the Town of Ingersoll in accordance with the terms and conditions of the agreement between The County of Oxford, The Corporation of the Town of Blandford-Blenheim, The Corporation of the Township of East Zorra-Tavistock, The Corporation of the Township of South-West Oxford, The Corporation of the Township of Norwich and Gregory F. Stewart.
- 2) That the appointment shall be for a term of four years commencing the 1st day of January 2015 and ending on the 31st day of December 2018, in accordance with the terms and conditions of the agreement attached to this by-law as Schedule "A".
- 3) That every request for an investigation shall be in accordance with the policies and processes that may be established by Council from time to time.
- 4) That this By-law shall come into force and take effect on the day of passing.

READ a first and second time in Open Council this 8th day of December 2014.

READ a third time and passed in Open Council this 8th day of December 2014.

Edward (Ted) Comiskey, Mayor

Michael Graves, Clerk

Municipal Meeting Investigator Agreement

This Agreement dated this 1st day of January, 2015

B E T W E E N:

The County of Oxford, The Corporation of the Township of Blandford-Blenheim, The Corporation of the Township of East Zorra-Tavistock, The Corporation of the Town of Ingersoll, The Corporation of the Township of Norwich and The Corporation of the Township of South-West Oxford

(hereinafter referred to as the “Municipalities”)

- and -

Gregory F. Stewart

(hereinafter referred to as the “Independent Investigator”)

WHEREAS section 239.2 of the *Municipal Act*, S.O. 2001, c.25 (the “Act”) authorizes a Municipality to appoint an investigator to investigate in an independent manner any complaint as to whether the Municipality has complied with the Act or a Municipal procedural by-law in respect of a meeting (or part of a meeting) that was closed to the public;

AND WHEREAS the investigation of the relevant municipality or local board must be undertaken by an Investigator appointed by the municipality pursuant to Sections 9, 10, 11 and 239.2 of the Act or by an Ombudsman appointed pursuant to the *Ombudsman Act* if the municipality has not appointed an Investigator under the Act;

AND WHEREAS each of the Municipalities deems it desirable to appoint Gregory F. Stewart as the Investigator to investigate all requests received by each of the Municipalities after January 1, 2015 pursuant to the Act respecting any meeting of the Councils of the Municipalities, a local board or a committee of any of them;

AND WHEREAS the Independent Investigator has the skills and ability and is interested in acting as the Investigator for the Municipalities on the terms and conditions set out in this Agreement;

NOW THEREFORE, the parties agree as follows:

1.0 Appointment

1.1 Pursuant to the Act, the Municipalities each hereby appoint Gregory F. Stewart to provide the Investigator services, in accordance with the Act, for all requests for an investigation of the Council and Committees of the Municipalities and the Local Boards and/or their Committees. For the purposes of this Agreement, “committee” and “local board” shall have the meaning as defined Section 238 of the Act.

1.2 The Municipalities each hereby grant to the Independent Investigator those powers and duties outlined in Section 239.2 of the Act.

1.3 The Municipality that is the subject of an investigation shall provide to the Independent Investigator the following documents for the Municipality and for the Local Boards where applicable:

1.3.1 A certified copy of the municipal procedure by-law;

1.3.2 A certified copy of the municipal notice by-law, and;

1.3.3 A listing of the applicable Boards and Committees subject to this Agreement.

2.0 Services and Process

2.1 Every request for an investigation by a person shall include all of the following:

2.1.1 Be directed to the Clerk of the Municipality;

2.1.2 Be in writing;

2.1.3 Include the reasons for the request;

2.1.4 Be signed; and

2.1.5 Include an address and telephone number of the person making the request.

2.2 Upon receipt of a request for an investigation regarding a Meeting, it is agreed that the Clerk of the Municipality to be investigated shall forthwith forward the following documents to the Independent Investigator as appropriate.

2.2.1 The original request for an investigation;

2.2.2 A certified copy of the agenda with all relevant attachments relating to the Meeting;

2.2.3 A certified copy of the minutes of the Meeting;

2.2.4 A contact list for all members of the Council/Board/Committee for which the request is made and for all persons present at the Meeting;

- 2.2.5 Such other information or documentation that the Clerk of the Municipality deems relevant; and
- 2.2.6 Such other information or documentation that the Independent Investigator may from time to time deem relevant to the investigation.

2.3 Duties of the Independent Investigator shall be:

- 2.3.1 To conduct investigations from time to time as requested by the Municipalities upon receipt of a complaint in respect of meetings or part of meetings that are closed to the public to determine compliance with the Act;
- 2.3.2 To report in writing on such investigations to the Council of the requesting Municipality;
- 2.3.3 To proceed without undue delay and with due diligence to investigate a complaint and to consider time to be of the essence with any and all investigations;
- 2.3.4 To proceed to investigate a complaint independently of the Municipality and impartially;
- 2.3.5 To hear or obtain information from such persons as the Independent Investigator sees fit;
- 2.3.6 To preserve the confidentiality of all matters of the investigation that require secrecy save and except disclosure of such matters as in the Independent Investigator's opinion ought to be disclosed in order to establish grounds for report conclusions and/or recommendations;
- 2.3.7 If at any time during the course of an investigation it appears to the Investigator that there may be sufficient grounds for a report or recommendation that may adversely affect a municipality, a local board or any other individual person, the Investigator shall give him or her an opportunity to make representations respecting the adverse report or recommendation, either personally or by counsel;
- 2.3.8 To include in the written report whether the meeting (or portion thereof) in question was closed to the public contrary to the Act or Municipal Procedure by-law and to make appropriate recommendations to the Municipality in this regard and;
- 2.3.9 To dismiss a complaint deemed to be vexatious and prepare a report to this effect; and
- 2.4 Upon receipt by the Municipal Council/Committee/Local Board, the report of the Independent Investigator shall be a public record.

3.0 Fees

- 3.1 The Municipalities agree to pay fees and expenses of the Independent Investigator at a rate of \$250.00 per hour plus applicable taxes during such time as the Independent Investigator is performing the duties as described in this

Agreement. The Independent Investigator agrees such rate shall be charged only for such time that the Investigator is actively investigating a complaint and preparing and presenting the report with respect hereto.

- 3.2 The Independent Investigator shall be entitled to be reimbursed for mileage and other reasonable receipted expenses related to these duties. The Independent Investigator shall submit his invoice to the Municipality that is the subject of the investigation.

4.0 Term of the Agreement

- 4.1 The term of this Agreement is for a fixed four (4) year term commencing the first day of January, 2015 and ending on December 31, 2018 and be renewable.
- 4.2 The Independent Investigator shall provide the Municipality with a minimum of thirty (30) days notice prior to the end of the Agreement if the Investigator does not agree to renew the Agreement if such renewal were to be available.

5.0 Termination

- 5.1 This Agreement may be terminated by either Party on ninety (90) days written notice to the other Party, provided that any investigations commenced prior to the termination date shall be completed pursuant to this Agreement and the appointing by-law and all related fees shall be paid as set out in the Agreement.

6.0 Counterparts

- 6.1 This Agreement may be executed in any number of counterparts, each of which will be deemed to be an original and all of which taken together will be deemed to constitute one and the same instrument.

IN WITNESS WHEREOF the Parties have executed this Agreement.

THE COUNTY OF OXFORD

Warden

Clerk
We have authority to bind the County.

**THE CORPORATION OF THE
TOWNSHIP OF
BLANDFORD-BLENHEIM**

Mayor

Clerk
We have authority to bind the Corporation.

**THE CORPORATION OF THE
TOWNSHIP OF EAST
ZORRA-TAVISTOCK**

Mayor

Clerk
We have authority to bind the Corporation.

**THE CORPORATION OF THE TOWN
OF INGERSOLL**

Mayor

Clerk
We have authority to bind the Corporation.

**THE CORPORATION OF THE
TOWNSHIP OF NORWICH**

Mayor

Clerk

We have authority to bind the Corporation.

**THE CORPORATION OF THE
TOWNSHIP OF SOUTH-WEST
OXFORD**

Mayor

Clerk

We have authority to bind the Corporation.

**DONNELLY MURPHY LAWYERS
PROFESSIONAL CORPORATION**

Gregory F. Stewart