



**Corporation of the Town of Ingersoll  
Council Agenda  
Regular Meeting of Council  
Town Centre, Council Chambers  
Monday, August 10, 2015, 5:30 p.m.**

**Call to Order**

**Disclosures of Pecuniary Interest**

**Council Training Session 5:30 pm**

- 1) [Ingersoll Committee of Adjustment Orientation](#) – Eric Gilbert, County Planner

**Consideration of By-Law**

- 1) [By-Law 15-4821](#) – Being a by-law to appoint a Committee of Adjustment

**Presentation 6:00 pm**

- 1) Millards Chartered Accountants - Auditors Presentation
  - a. [2014 Auditors Report](#)

**Minutes of Council Meetings**

- 1) [Minutes of Regular Council Meeting on July 13, 2015](#)

**Correspondence – Note and File**

- 1) [Association of Ontario Road Supervisors](#) – Congratulations to Doug Wituik
- 2) [Oxford County Museum School](#) – Invite to attend the unveiling of a mural portraying early urban education
- 3) [Alexandra Hospital Ingersoll](#) Media release, July 24, 2015
- 4) [Haldimand County](#) – RE: Vacancy Rebate Program
- 5) [Community School Alliance](#) – Call for members to the Community School Alliance
- 6) [Havelock-Belmont-Methuen](#) – Resolution RE: Opposition of the Sale of Hydro One
- 7) [Randy Pettapiece, MPP Perth - Wellington](#) – Resolution for Fairness in Provincial Infrastructure Funds

**Accounts**

[Disbursement Sheets – July 2015](#)

**Resolution – Committee of the Whole (Councillor Van Kooten-Bossence)**

**Monthly Staff Reports**

- 1) Clerk's Report [C-057-15](#)
- 2) Economic Development Report [D-047-15](#)
- 3) Fire Services Report [F-044-15](#)
- 4) Operations Report [OP-062-15](#)
- 5) Parks & Recreation Report [R-053-15](#)
- 6) Treasury Report [T-048-15](#)
- 7) Planning Status Tables Report [P-043-15](#)

**Special Staff Reports**

- 1) Parks Facility Relocation Consideration [A-049-15](#)
- 2) Funding assistance for Athlete competing at National Level [C-058-15](#)
- 3) 2014 Election Accessibility Report [C-059-15](#)
- 4) 401 Auto RV Canada – Request for Exemption from the Sign By-law [C-060-15](#)
- 5) Proposed Parking Restrictions in Oxford Village [OP-063-15](#)
- 6) Proposed Parking Restrictions on King Street East [OP-064-15](#)
- 7) Ontario Community Infrastructure Fund (OCIF) – Second Intake [OP-065-15](#)
- 8) Ingersoll Recreational Trails Ad Hoc Committee [R-054-15](#)
- 9) Ingersoll Multi Use Recreation Centre Ad Hoc Committee [R-055-15](#)
- 10) Operating Budget Variance Report for the 2nd Quarter [T-049-15](#)
- 11) 2014 Audited Financial Statements and Auditors' Report [T-050-15](#)

**Committee of Adjustment Public Meeting 7:00 pm**

- 1) Minor Variance Application File No. A-01-15, Randy Ferguson - 138 King St. E,
  - a. Community and Strategic [Planning Report – CASPO 2015-162](#)

**Zone Change Application Public Meeting**

- 1) Zone Change Application, File No. ZN 6-15-02, Colin Riddell – 236 Victoria St.
  - a. Community and Strategic [Planning Report – CASPO 2015-158](#)

**Petitions, Delegations and Presentations**

- 1) [Natasha Wreford, Tracey Roberts and Jessica Lillie Delegation](#) RE: Oxford Village Subdivision Concerns

## Petitions

- a. [Parking Restrictions](#)
- b. [Speed Limit](#)

**Correspondence & Resolutions**

- 1) [Solar Power Network](#) – Request for resolution in support for projects
- 2) [Canadian Cancer Society](#) – Grant request to cover expenses incurred for Relay for Life in Ingersoll invoiced from the Town
- 3) [Ingersoll Harvest Festival Committee](#) – Request to host Fireworks display in Victoria Park on August 22, 2015
- 4) [Ingersoll Creative Arts Centre](#) – Request to amend [By-Law 88-3335](#) being a by-law authorizing the execution of an agreement between the Town and the Ingersoll Creative Arts Centre
- 5) [Tim Lobzun](#) - The Oxford County Sustainability Draft Plan and the Importation of waste the purpose of land filling
- 6) [Lion's Club](#) – Request to host a Beer Tent for Streetfest
- 7) [Kiwanis Club](#) – Request for letter of support to host a beer tent during the Rural Urban Night

**Consideration of By-Laws**

- 1) [By-Law 15-4822](#) – A By-law to amend Zoning By-law Number 04-4160, as amended (ZN 6-15-02 Colin Riddell, 236 Victoria St.)
- 2) [By-Law 15-4823](#) – Amendment to the Taxi By-law
- 3) [By-Law 15-4824](#) – To provide for the administration and enforcement of the Building Code Act within the Town of Ingersoll
- 4) [By-Law 15-4825](#) – To adopt and confirm all actions and proceedings of the Council for the Town of Ingersoll at the Council meeting held on August 10, 2015.

**Notice of Motion**

**Upcoming Council Meeting**

**Regular Meeting of Council**  
Monday, September 14, 2015, 6:00 p.m.  
Town Centre, Council Chambers

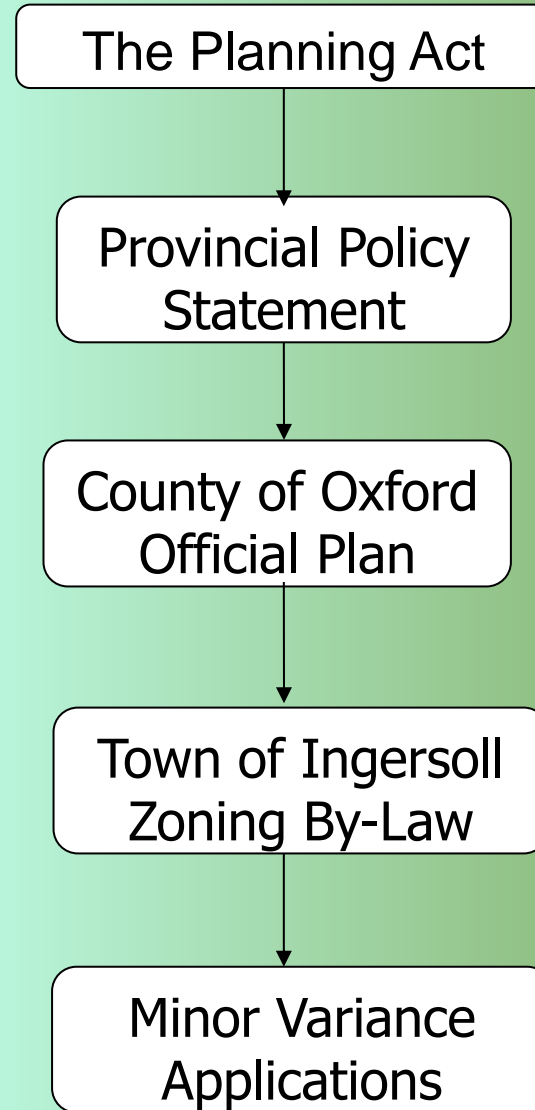
**Resolution for Adjournment**

# Town of Ingersoll Committee of Adjustment Training Session



August 10, 2015

# Planning Hierarchy for the Committee of Adjustment



# Planning Act

- Section 44 of the *Planning Act R.S.O. 1990, Chapter P.13* enables a municipality to appoint a Committee of Adjustment.
- Committee of Adjustment may be comprised of lay-members, Councillors, or a mix of both.
- Section 45 of the *Planning Act* defines the powers of the Committee of Adjustment that authorizes varying the provisions of the Zoning By-Law in respect of the land, building or structure or the use thereof.

# Planning Act

The Planning Act also provides for the Committee of Adjustment to deal with the following matters:

- Applications to allow the extension or enlargement of a legal non-conforming use;
- Applications to allow a change in use of a building or land from a legal non-conforming use to a more compatible non-conforming use.
- A *legal non-conforming use* is a use or structure which was legally established prior to the passing the Zoning By-Law, but does not meet current zoning and building regulations.

# Planning Act- Committee Operations

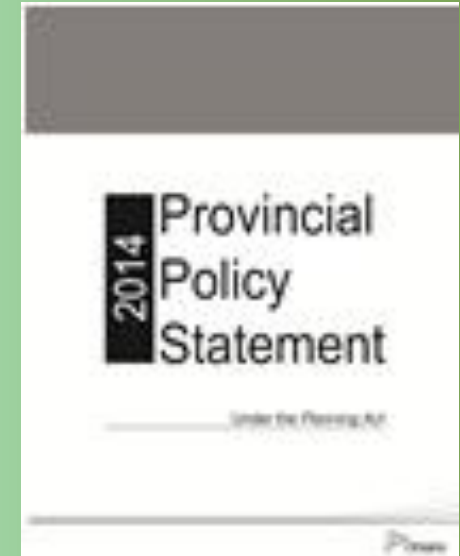
The Planning Act sets out the following operational rules for the Committee of Adjustment:

- Members who are also Councillors must be appointed annually;
- Where a Committee is composed of more than 3 members, 3 members constitutes a quorum;
- Vacancy or absence of a member does not impair the powers of the Committee or of the remaining members;
- The Committee shall elect one member to the position of Chair and when the Chair is absent, may appoint another member as Acting-Chair;
- The Secretary-Treasurer shall keep on file the minutes and record of all applications and decisions of the Committee and all official business of the Committee in accordance with the requirements of the Municipal Act.



# 2014 Provincial Policy Statement

- Issued under the authority of Section 3 of the Planning Act
- Came into effect April 30, 2014
- Section 3 of the Planning Act requires that planning decisions shall be 'consistent with' policy statements issued under the Act
- Where there is inconsistency between local policies and the PPS, the PPS prevails



# Provincial Policy Statement

The PPS contains policies addressing:

- Development and Land Use patterns;
- Employment Areas;
- Housing
  - Supply
  - Intensification
  - Affordability
- Parks and Open Space;
- Infrastructure and Public Services;
- Energy and Air Quality;
- Natural Heritage;
- Water;
- Agriculture;
- Mineral and Petroleum;
- Cultural Heritage and Archeology;
- Natural Hazards; and
- Man-made Hazards.

# Oxford County Official Plan

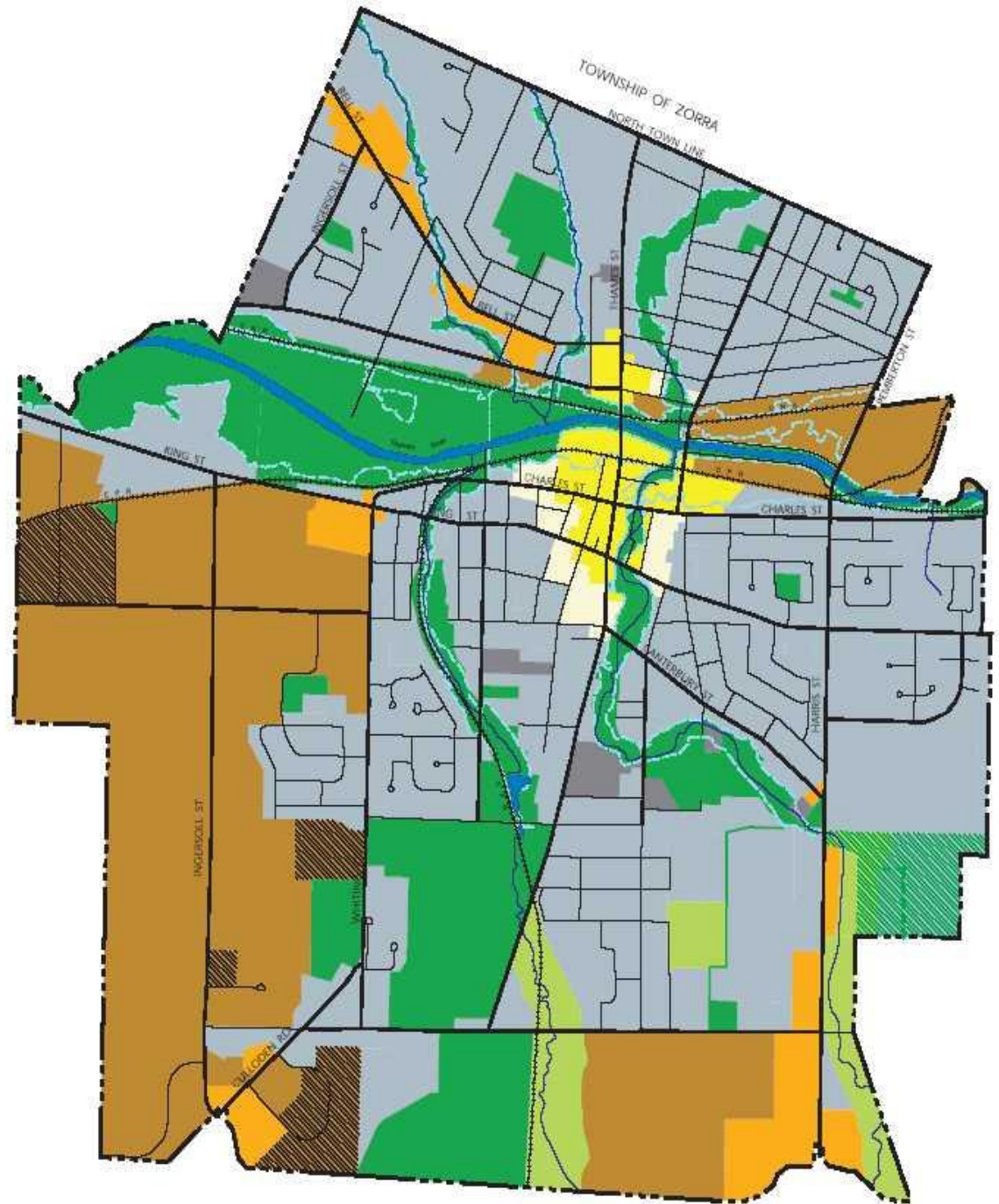
- Contains land use planning policies that apply County-wide including agricultural and aggregate policies as well as specific policies for settlement areas, including Ingersoll
- Settlement area policies include specific land use designations, which govern land use
- Chapter 9- Town of Ingersoll Land Use Policies provides specific direction for development within the Town

# Chapter 9 Ingersoll Land Use Policies

- Municipal Development Strategy
- Full range of uses
  - Residential - low, medium and high density
  - Economic Development and Employment Areas
    - Central Area
    - Shopping Centres
    - Service Commercial
    - Regional Commercial Nodes
    - Business Parks
    - Traditional Industrial
  - Community Facilities and Minor Institutional Uses
  - Parkland
  - Transportation

# Town of Ingersoll Land Use Plan

Official Plan  
Schedule  
"I-1"



# Town of Ingersoll Zoning By-Law 04-4160

- Zoning implements Official Plan policies
- Property zoning is done through the Town of Ingersoll's Zoning By-Law 04-4160
- Zoning By-Law 04-4160 passed by Town Council on April 13, 2004
- Typically there are one or more zones for each major land use category: residential, industrial, commercial, agriculture, aggregate, environmental protection, open space

# Minor Variance Application

An application for Minor Variance can be filed for the following forms of relief:

- Minor variation from the zone provisions on a property;
- Minor variation in the use provisions of a specific zone as it applies to a property;
- Enlargement or extension of a building or structure associated with a legal non-conforming use on a property; and
- Minor changes in the use of a building or land from a legal non-conforming use to a more compatible use.

# Minor Variance Application Process

1. Applicant consults with Town Building staff and/or County Planning staff to determine whether a minor variance is required.
2. Applicant applies for Minor Variance to Town of Ingersoll Clerk's Department (includes complete application, processing fee and any supporting information).
3. Application is reviewed for completeness by Clerk's Department in consultation with Development Planner.
4. Application is circulated to relevant commenting agencies, including the County's Community & Strategic Planning Office.
5. Public Meeting is scheduled by Clerk's Department. Notice of meeting is provided to every owner of land within 60 metres (200 ft.) of the area to which the application applies at least 10 days before the day of the hearing on an application (Ont. Reg. 200/96).



# Minor Variance Application Process Cont'd

6. A sign is posted clearly visible and legible from a public highway identifying the time and date the Public Meeting, explanation of the application and contact information.
7. Report prepared by Development Planner is provided to Committee at least 3 days prior to meeting.
8. A Public Meeting is held before the Committee of Adjustment.
9. A decision is rendered by the Committee at the meeting, that in the event the application is approved may include conditions.
10. The Committee may grant a minor variance request for such time and subject to such conditions as the Committee considers advisable and are set out in the decision.
11. Once a decision is rendered by the Committee, the Clerk's Department provides a written Notice of Decision to all parties within 10 days of the decision by the Committee.

# Minor Variance Application Process Cont'd

11. The applicant and parties may then appeal the Committee's decision to the Ontario Municipal Board within 20 days of the date on the Notice of Decision.
12. If no appeal is received within the 20 days, the decision of the Committee is final and binding.
13. If an appeal is received within 20 days, the Town Clerk shall forward the appeal to the Ontario Municipal Board.
14. Once the hearing has been held by the Ontario Municipal Board, the decision of the Board is final and binding.

# Planning Act: Four Tests of a Minor Variance

- In assessing a minor variance, the Committee is bound by the Planning Act to apply 4 tests:
  - Is the variance requested:
    1. In keeping with the policies and intent of the Official Plan?
    2. In keeping with the intent and purpose of the zoning by-law?
    3. Desirable for the use and development of the property?
    4. Is it minor in nature?
- The planning report prepared by the Planner assesses each minor variance request in accordance with these 4 tests and makes a recommendation to the Committee.
- The planning report will also set out recommended conditions for the Committee's consideration.

# Determining Desirability of a Minor Variance

Chapter 10 of the Official Plan sets out the following criteria to assess the test of desirability:

- Whether the constraints and/or restrictions to meeting the By-Law due to physical or inherent conditions or a site are involved;
- Whether alternative designs of the proposal which may be in conformity with the By-Law are not feasible;
- The effect of the application on adjacent land owners, residents and community have been considered;
- The approval of the variance would not create an undesirable precedent; and
- Compliance with the standards of the By-Law would be unreasonable and impose undue hardship on the applicant.

# The Committee of Adjustment as A Quasi-Judicial Body

# Rules of Natural Justice

- The rules of natural justice are to ensure that all applications receive a fair hearing.
- The Committee of Adjustment is a quasi-judicial body
  - *Quasi-judicial* means that it is similar to a minor court of law.
  - In doing so, Committee members when considering an application are obligated to conduct themselves in a similar manner to judges.
- It is incumbent upon the Committee to demonstrate no bias or prejudice is present towards interested parties regarding the application.
- Each member is not to discuss details of the application prior to the Public Meeting amongst each other, or with the applicant.

# Rules of Natural Justice (cont.)

- A member must familiarize themselves with the application prior to the Public Meeting and form an opinion, but they shall not to express their opinion in public prior to the meeting.
- All members are to declare any pecuniary interest on an application prior to the Public Meeting.
- Members are to hear all the evidence and take into consideration the arguments of the interested parties to validly participate in the decision of the application.
- Members shall avoid private conversations during the meeting with one of the parties without the other party's knowledge.

# Decisions of the Committee of Adjustment

- Decision on application is based substantially on evidence submitted at the Public Meeting.
- Reasons for decisions on Minor Variances must be provided as the decision may be appealed to the Ontario Municipal Board.
- Once a decision on a Minor Variance is final and binding it is applicable in perpetuity and is transferrable between ownership.



# Questions?

## **Eric Gilbert** **Community and Strategic Planning Office**

Phone: (519) 539-9800

Email: [egilbert@oxfordcounty.ca](mailto:egilbert@oxfordcounty.ca)





**Corporation of the Town of Ingersoll  
By-Law 15-4821**

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**Being a by-law to appoint a committee of adjustment**

**WHEREAS** it is deemed expedient to appoint a Committee of Adjustment, as provided for in Section 44(1) of the Planning Act, R.S.O. 1990, c. P.13, as amended;

**AND WHEREAS** Section 44 (3) of the Planning Act, R.S.O. 1990, c. P.12, as amended states that the members of the committee who are not members of a municipal council shall hold office for the term of the council that appointed them and the members of the committee who are members of a municipal council shall be appointed annually;

**AND WHEREAS** the Council of the Corporation of the Town of Ingersoll deems it advisable to establish a Committee of Adjustment;

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

- (1) The Committee of Adjustment for the Corporation of the Town of Ingersoll shall have all statutory duties listed under Sections 44 and 45 of the Planning Act, R.S.O. 1990, Chapter P.13, as amended.
- (2) All members of Council shall be appointed to the Committee of Adjustment for a term to expire December 31, 2015.
- (3) The Mayor shall serve as Chairperson of the Committee of Adjustment and in their absence the Deputy Mayor shall serve as Chairperson.
- (4) A quorum, consisting of three (3) members appointed to this Committee, is required before a meeting of the Committee can begin.
- (5) In the conduct of Committee business, all members of the Committee shall have equal voting rights, including the Chairperson and shall abide by the Council Procedure By-law established for the conduct of meetings.
- (6) That any by-law inconsistent with this by-law shall be hereby repealed.

**READ** a first and second time in Open Council this 10th day of August, 2015.

**READ** a third time in Open Council and passed this 10th day of August, 2015.

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**Edward (Ted) Comiskey, Mayor**

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**Michael Graves, Clerk**

The Corporation of the Town of Ingersoll

**Report to the Councillors**

December 31, 2014

July 29, 2015

To the Councillors  
**The Corporation of the Town of Ingersoll**

Our audit of the financial statements of The Corporation of the Town of Ingersoll (the Town) for the year ended December 31, 2014 is complete and we have issued a report on these financial statements without qualification.

The report to the councillors been prepared to facilitate communication with those charged with governance, as required by Canadian Auditing Standards. These standards require that we communicate with those charged with governance regarding various matters including:

- Auditor responsibilities in relation to the financial statement audit
- Planned scope and timing of the audit
- Auditor independence
- Significant findings from the audit, including:
  - qualitative aspects of accounting practices
  - difficulties encountered during the audit
  - matters discussed with management
  - other matters relevant to the financial reporting process

We express our appreciation for the cooperation and assistance received from the management and the Finance Department of the Town during the course of our audit.

If you have any particular comments or concerns, please do not hesitate to contact me.

Yours very truly,

**MILLARD, ROUSE & ROSEBRUGH LLP**



Cameron Johnston CPA, CA, LPA  
Partner

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# Introduction

This report summarizes significant matters that we believe should be brought to your attention for the Town. We emphasize that the audit and this report would not necessarily identify all matters that may be of interest to the committee.

This report has been prepared solely for the purpose of assisting the councillors in the discharge of its oversight responsibility and should not be used for any other purpose. We disclaim any obligation to any other party that may rely upon this report.

# Audit Scope and Responsibility

## INDEPENDENT AUDITORS' REPORT

### To the Members of Council, Inhabitants and Ratepayers of The Corporation of the Town of Ingersoll

We have audited the accompanying consolidated financial statements of The Corporation of the Town of Ingersoll which comprise the consolidated statement of financial position as at December 31, 2014, and the consolidated statements of operations, change in net financial assets (debt) and cash flows for the year then ended, and a summary of significant accounting policies and other explanatory information.

#### **Town Management's Responsibility for the Consolidated Financial Statements**

Management is responsible for the preparation and fair presentation of these consolidated financial statements in accordance with Canadian public sector accounting standards, and for such internal control as Town management determines is necessary to enable the preparation of consolidated financial statements that are free from material misstatement, whether due to fraud or error.

#### **Auditors' Responsibility**

Our responsibility is to express an opinion on these consolidated financial statements based on our audit. We conducted our audit in accordance with Canadian generally accepted auditing standards. Those standards require that we comply with ethical requirements and plan and perform the audit to obtain reasonable assurance about whether the consolidated financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the consolidated financial statements. The procedures selected depend on the auditors' judgement, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by Town management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

#### **Opinion**

In our opinion, the consolidated financial statements present fairly, in all material respects, the financial position of The Corporation of the Town of Ingersoll as at December 31, 2014, and the results of its operations, its changes in net assets and its cash flows for the year then ended in accordance with Canadian public sector accounting standards.

## **Independence**

As external auditors of the Town, we are required to be independent in accordance with Provincial professional requirements. These standards require that we disclose to the Finance Committee all relationships that, in our professional judgement, may reasonably be thought to bear on our independence. We provided a letter to management at the commencement of our audit, which confirms our independence with respect to the Town.

We confirm that we are not aware of any relationship or non-audit services that would impair our independence for purposes of expressing an opinion on the financial statements.



# Responsibility of Management

## **Preparation of financial statements**

The preparation of the financial statements, including the accompanying notes, is the responsibility of management. This includes the preparation of the financial statements in accordance with Canadian public sector accounting standards.

Management is responsible for selecting the significant accounting policies used in the preparation of the financial statements, for applying judgement in preparing accounting estimates contained in the financial statements, and for preparing or obtaining documentation supporting amounts and disclosures in the financial statements. In addition, management is responsible for assessing the impact of any misstatements detected during the preparation and audit of the financial statements, individually and in aggregate, on the fair presentation of amounts and disclosures contained in the financial statements and determining if such adjustments should be recorded.

## **Management's representations**

The transactions and estimates reflected in the accounts and in the financial statements are within the direct control of management. Accordingly, the fairness of the representations made through the financial statements is an implicit and integral part of management's responsibility.

Throughout the course of our audit, we obtain representations from management in the form of answers to our audit enquiries. We also obtained a formal representation letter from management at the conclusion of the audit.

# Reportable Matters

CPA Canada has specified matters that should be brought to the attention of management. The following summarizes the matters to be communicated.

## **Significant accounting principles and policies**

Significant accounting principles and policies are disclosed in the notes to the financial statements. Within the context of the audit, management has represented to us that there have not been any material changes in the accounting principles and policies during the year.

We have not noted any significant unusual transactions.

## **Materiality**

Millard, Rouse & Rosebrugh LLP planned the audit with the objective of having reasonable assurance of detecting misstatements that would be material to the financial statements taken as a whole. As required by audit standards, materiality was utilized during the conduct of the audit and the evaluation of any misstatements identified.

## **Misstatements and significant audit adjustments**

Misstatements represent audit findings for which we do not agree with the amount, classification, presentation or disclosure of items in the financial statements.

A misstatement may arise from an error or from fraud and other irregularities. An error refers to an unintentional misstatement in financial statements, including an omission of amount or disclosure.

Fraud and other irregularities refer to an intentional misstatement in financial statements, including an omission of amount or disclosure, or to a misstatement arising from theft of the entity's assets.

In conducting our procedures, we may identify misstatements that require adjustments to the recorded amounts. These audit adjustments are discussed with management, who in consultation with us, determine if an adjustment should be recorded.

During the course of our audit, we did not discover any misstatements arising from fraud or other irregularities.

**Internal controls**

Management is responsible for the design and operation of an effective system of internal control that provides reasonable assurance that the accounting systems provide timely, accurate and reliable financial information, as well as safeguard the assets of the Town.

Through our role as auditors of your financial statements we possess an understanding of the Town and its operating environment, including internal control. However, a financial statement audit is not designed to provide assurance on internal control. Professional standards do require us to communicate to management significant deficiencies and material weaknesses in internal control that have come to our attention in the course of performing the audit.

During the course of our audit, we did not discover any significant deficiencies in internal control.

**Illegal acts**

Our inquiries of management and our testing of financial records did not reveal any illegal or possible illegal acts. However, please be aware that improper conduct is usually carefully and often elaborately concealed and therefore, the probability of detecting such acts is not high. Management is also asked in the formal letter of representations to disclose if they are aware of any illegal or possible illegal acts.

**Fraud and illegal acts**

Our inquiries of management did not reveal any fraud or illegal acts.

**Difficulties**

We did not encounter any difficulties in the performance of the audit. We have had no disagreements with management, and have resolved all auditing, accounting and presentation issues to our satisfaction.

**Cooperation during the Audit**

We report that we have received excellent cooperation from staff and management of the Town. To our knowledge, we were provided with complete access to all necessary accounting records and other documentation. Issues identified as a result of our audit work, whether in amounts for the financial statements or disclosure, were discussed with management and issues have been resolved to our satisfaction. There were no limitations placed on the scope of our audit.

# Current Accounting and Reporting Developments

We continually monitor the potential impact of new accounting pronouncements on the accounting practices of The Corporation of the Town of Ingersoll.

## **Financial Instruments**

Public Sector Accounting Standards are changing for the disclosure related to financial instruments. This change will be effective for year ends beginning on or after April 1, 2016.

## **Contaminated Sites**

Effective for fiscal year ends beginning after April 1, 2014, a municipality will be required to inventory and value the liability for cleaning up contaminated sites.

A liability for remediation will need to be recognized when, as at the financial reporting date:

1. An environmental standard exists;
2. Contamination exceeds the environmental standard;
3. The government:
  - a. Is directly responsible; or
  - b. Accepts responsibility;
4. It is expected that future economic benefits will be given up; and
5. A reasonable estimate of the amount can be made.



**Corporation of the Town of Ingersoll  
Regular Council Meeting Minutes  
Town Centre, Council Chambers  
Monday, July 13, 2015, 6:00 p.m.**

**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

Iryna Koval, 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 Tapley, Reporter, Ingersoll Times

John Payne, Associate Producer, Rogers TV

**Call to Order**

Mayor Comiskey opens this meeting of Council at 6:00 p.m.

**Disclosures of Pecuniary Interest**

None Declared

**Minutes of Council Meeting**

**Moved by Deputy Mayor Freeman; seconded by Councillor Bowman**

**C15-07-235 THAT** the minutes of the Regular Council meeting held on June 8, 2015 and the minutes of the Special Council meeting held on June 22, 2015 be adopted.

**CARRIED**

**Correspondence – Note & File**

**Moved by Councillor Petrie; seconded by Councillor Lesser**

**C15-07-236 THAT** the Note and File Correspondence items 1 through 9 be received as information.

**CARRIED**

**Accounts - Resolution**

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

**C15-07-237 THAT** the Disbursement Sheets for the month of June, 2015 be received as information.

**CARRIED**

**Monthly Staff Reports**

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

**C15-07-238 THAT** Council do now go into Committee of the Whole.

Council in Committee of the Whole, Councillor Lesser in the Chair.

**CARRIED**

While in Committee of the Whole Council discussed the Monthly Staff Reports and began consideration of some of the Special Staff Reports as indicated in this agenda.

**Moved by Councillor Franklin; seconded by Councillor Lesser**

**C15-07-239 THAT** the monthly staff reports be received as information.

**CARRIED**

**Moved by Councillor Lesser; seconded by Councillor Petrie**

**C15-07-240 THAT** Council directs staff to refer to budget the request for \$12,500 for 2016 and \$12,500 for 2017 as funds for the 150 celebration of Canada Day in Ingersoll.

**CARRIED**

**Special Staff Reports**

**Moved by Deputy Mayor Freeman; seconded by Councillor Bowman**

**C15-07-241 THAT** the Council of the Corporation of the Town of Ingersoll receives Report A-047-15 as information;

**AND FURTHER THAT** Council chooses Option 2 to come forward as a by-law for consideration.

**CARRIED**

**Moved by Deputy Mayor Freeman; seconded by Councillor Bowman**

**C15-07-242 THAT** the Council for the Town of Ingersoll receives Report OP-061-15 as information;

**AND FURTHER** Council directs staff to seek input from the public then bring the application back to Council for consideration with conditions.

**CARRIED**

**Moved by Councillor Franklin; seconded by Councillor Lesser**

**VERBAL RESOLUTION THAT** the Committee do now rise out of Committee of the Whole.

**CARRIED**

### Public Meeting 7:00pm

Mayor Comiskey opens the Public meeting for the following Zone Change Application at 7:16pm

1) Robert Pike Zone Change Application, 51 King St. E., ZN 6-15-01

Mayor Comiskey excuses himself from the meeting and leaves the Chair. Deputy Mayor Freeman takes the Chair at 7:17pm.

Eric Gilbert give a review of the application and gives a review of his report.

Murray Borndahl, Solicitor on behalf of the Applicant – Speaks briefly to the application and explains that the applicants son (Sean Pike) will be conducting business and gave some information about Sean’s background. Mr. Borndahl speaks to what an asset the establishment will be to the Town and states that there will be a second story apartment above the business that Sean will be living in. Mr. Borndahl states that he endorses the Planning Report.

There were no comments or questions from the public.

Several members of Council congratulated Shawn Pike and wished him great success.

**Moved by Deputy Mayor Freeman; seconded by Councillor Bowman**

**C15-07-243 THAT** the Council of the Town of Ingersoll approves the Zone Change application submitted by Robert Pike, for lands known municipally as 51 King Street East, to amend the zoning from the “Special Entrepreneurial Zone (EC-1)” to a modified Special Entrepreneurial Zone (EC-6)”, to facilitate the development of an eating

establishment consisting of a catering business, including special provisions to permit a minimum of 3 off-street parking spaces.

**CARRIED**

### **Petitions, Delegations and Presentations**

- 1) Oxford County Community Sustainability Steering Committee, Jason Smith, Bryan Smith, and Peter Crocket CAO of Oxford County

**Moved by Councillor Petrie; seconded by Councillor Lesser**

**C15-07-244 THAT** the Council for the Town of Ingersoll receives the presentation from Jason Smith, Bryan Smith, and Peter Crockett on behalf of the Oxford County Community Sustainability Steering Committee as information.

**CARRIED**

### **Special Staff Reports Con't...**

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

**VERBAL THAT** Council do now go into Committee of the Whole. Council in Committee of the Whole, Councillor Lesser in the Chair.

**CARRIED**

While in Committee of the Whole Council discussed the remaining Special Staff Reports.

**Moved by Councillor Petrie; seconded by Councillor Lesser**

**C15-07-245 THAT** Council authorizes Staff to transfer the SureStart program in its entirety and the Memorandum of Understanding with the Woodstock and Area Small Business Enterprise Centre to the Oxford Small Business Support Centre effective October 1, 2015.

**CARRIED**

**Moved by Councillor Petrie; seconded by Councillor Lesser**

**C15-07-246 THAT** the Council of the Town of Ingersoll receives Report A-048-15 as information and further gives consideration to the by-law authorizing the Municipality to enter into the proposed post-retirement employment contract for Director of Parks and Recreation.

**CARRIED**

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

**C15-07-247 THAT** the Council for the Town of Ingersoll receives report C-054-15 as information;



**AND FURTHER THAT** Council directs staff to ensure that the amount posted to the election reserve for the second half of the year be reduced by \$1,200 and that staff be directed to enter into an agreement with Datafix for the provision of Voterview.

**CARRIED**

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

**C15-07-248 THAT** the Council for the Town of Ingersoll receives report C-055-15 as information;

**AND FURTHER THAT** Council directs staff to bring forward an amendment to Taxi By-law 09-4486 to add the following words to clause 2 of Schedule 'B':

*"and that the owner of the Taxi/Limousine company has been shown a copy of the driver's abstract and the owner confirms that they are prepared to insure the driver."*

**CARRIED**

**Moved by Councillor Franklin; seconded by Councillor Lesser**

**C15-07-249 THAT** the Council for the Town of Ingersoll receives Report No.C-056-15 as information.

**CARRIED**

**Moved by Deputy Mayor Freeman; seconded by Councillor Bowman**

**C15-07-250 THAT** the Council for the Town of Ingersoll receives Report D-046-15 as information;

**AND FURTHER** directs staff to move the VMS cannons to the Victoria Park entrance;

**AND FURTHER** directs the Treasurer to transfer \$10,000 from the Recreation Admin Reserve for the relocation of the cannons.

**CARRIED**

**Moved by Councillor Petrie; seconded by Councillor Lesser**

**C15-07-251 THAT** the Council for the Town of Ingersoll receives Report F-043-15 as information.

**CARRIED**

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

**C15-07-252 THAT** the Council for the Town of Ingersoll received Report OP-058-15 be received as information;

**AND THAT** staff be directed to inform the Thames Valley District School Board that the Town does not support the lowering of the speed limits to 30 km/h in the Town's public school zones;

**AND FURTHER THAT** an amendment to the Traffic By-law be brought forward to Council at a future Council meeting to incorporate an all way stop for the intersection of Catherine Street and George Street;

**AND THAT** staff be directed to inform the residents of King Street East that Council is considering no parking on King Street East at a future meeting of Council and that any concerns be directed to staff.

**CARRIED**

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

**C15-07-253 THAT** the Council of the Town of Ingersoll receives Report OP-059-15 as information;

**AND FURTHER THAT** the Building By-law be brought forth for Council consideration at the Regular Council meeting in August;

**AND THAT** the Fees and Charges By-law be brought forth for amendment at the Regular Council meeting in August to add the Planning and Engineering Fees identified in this report.

**CARRIED**

**Moved by Councillor Franklin; seconded by Councillor Lesser**

**C15-07-254 THAT** the Council for the Town of Ingersoll receives Report OP-060-15 as information;

**AND THAT** staff be directed to have 132 Thames Street South placed on the market at the list price of \$190,000.

**CARRIED**

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

**C15-07-255 THAT** Council authorizes staff to utilize \$6,500 from the Fitness Equipment Reserve Fund to replace two Recumbent Bikes in the Weight Room at Victoria Park Community Centre.

**CARRIED**

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

**C15-07-256 THAT** the Council for the Town of Ingersoll receives Report T-047-15 as information;

**AND FURTHER** approves staff to proceed with an offer of Optional Critical Illness Insurance to full time / permanent employees and implement provided ten (10) or more employees wish to participate, with the Town's benefit provider.

**CARRIED**

**Moved by Councillor Franklin; seconded by Councillor Lesser**

**C15-07-257 THAT** Council do not rise out of Committee of the Whole.

**CARRIED**

**Moved by Deputy Mayor Freeman; seconded by Councillor Bowman**

**C15-07-258 THAT** Council do hereby adopt, ratify and confirm all resolutions passed in the Committee of the Whole as if each resolution was adopted, ratified and confirmed by separate resolution of Council.

**CARRIED**

### **Consideration By-Laws**

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

**C15-07-259 THAT** the mover have leave to introduce and go into Committee of the Whole on the following by- laws:

- 1) By-Law 15-4817 – To provide for certain Retirement Benefits to Permanent Full-Time Non-Union Retired Employees (Option 2)
- 2) By-Law 15-4818 – To amend the Zoning By-law (Pike Zoning Amendment)
- 3) By-Law 15-4819 – To authorize the execution of an agreement with Bonnie Ward
- 4) By-Law 15-4820 – To adopt and confirm all actions and proceedings of the Council of the Town of Ingersoll at the Council meetings held on July 13, 2015.

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

**CARRIED**

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

**C15-07-260** THAT the Committee do now rise out of Committee of the Whole.

**CARRIED**

**Moved by Councillor Franklin; seconded by Councillor Lesser**

**C15-07-261** THAT By-laws 15-4817 through to By-law 15-4820 be now read a third time, passed, signed and sealed and that this constitutes the third reading of the by-laws.

**CARRIED**

### Notice of Motion

None

### Upcoming Council Meetings

**Regular Meeting of Council**  
Monday, August 10, 2015, 6:00 p.m.  
Town Centre, Council Chambers

### Adjournment

**Moved by Deputy Mayor Freeman; seconded by Councillor Bowman**

**C15-07-262** THAT the Council for the Town of Ingersoll adjourns the July 13, 2015 Regular Meeting of Council at 8:55 p.m.

**CARRIED**

---

Edward (Ted) Comiskey, Mayor

---

Michael Graves, Clerk



**SIGN-IN LIST  
FOR**

**Public Meeting – July 13, 2015**  
Robert Pike, 51 King St. E.  
File No. ZN 6 15 01

NAME	ADDRESS	Phone Number	Email Address
Example JohnDoe	130 Oxford Street, Ingersoll, N5C 2V5	519-485-0129	info@ingersoll.ca
PLEASE PRINT Bryan Sera	70 Glenn Ave, Sweabury N4S 7V6	519-456 - 5270	info@oxfordsocial justice.com
PLEASE PRINT Howard DeJong	166 McKeand St Ingersoll Ont N5C 3K9	519-485 -0430	howarddejong1@gmail.com
PLEASE PRINT Bob Pike	236 OXFORD ST INL N5C 2V9	485-4272	
PLEASE PRINT SEAN Pike	236 Oxford St, N5C 2V9	226-926-2714	seanpike79@hotmail
PLEASE PRINT Rick Eus	163 KING SOLOMON ST N5C 1P4	519 608 3764	rickeus@sympatico.ca
PLEASE PRINT			
PLEASE PRINT			
PLEASE PRINT			
PLEASE PRINT			



**ASSOCIATION OF ONTARIO ROAD SUPERVISORS**

PROMOTING KNOWLEDGE. PURSUING EXCELLENCE.

July 17, 2015

Town of Ingersoll  
130 Oxford St., 2<sup>nd</sup> Fl.  
Ingersoll, ON N5C 2V5

Attention: Mayor Ted Comiskey and Council

Re: Doug Wituik CRS-I

Dear Mayor and Council Members:

On behalf of the Association of Ontario Road Supervisors (AORS), I would like to congratulate your employee, **Doug Wituik** for his recent **Certified Road Supervisor - Intermediate** certification. As well, thank you for supporting your employee and we encourage you to publicly acknowledge this achievement.

AORS has been serving public works professionals since 1961. In 1996 AORS was granted – by Provincial Legislation – the exclusive right to use the designation ‘Certified Road Supervisor’ (CRS). The four levels of Certification – Associate, CRS, Intermediate and Senior – have mandatory experience and education criteria established by the AORS Education Committee and Certification Board. Certified individuals may publicize their credential by using initials after their names and we would certainly encourage your employee to do so.

Certification is important for your Municipality because it increases corporate ‘professionalism’, accountability and morale. Certified Road Supervisors use their broad base of knowledge to make confident decisions and therefore serve Council and public more effectively.

AORS is committed to the training and development of experienced, reliable and efficient personnel for the construction and maintenance of public roads in rural and urban municipalities across Ontario.

Thank you again for supporting AORS and for helping us meet our objectives.

Yours truly,

John Maheu, M.A.Sc., P.Eng.  
Executive Director

cc. Doug Wituik CRS-I

RECEIVED

JUL 23 2015

TOWN OF INGERSOLL  
CLERK'S DEPARTMENT

# OXFORD COUNTY MUSEUM SCHOOL

P.O. Box 232  
130 Oxford St, Ingersoll, Ontario N5C 2V5  
519-926-0206  
[info@museumschool.ca](mailto:info@museumschool.ca)

---

*Friends of the Oxford County Museum School  
cordially invite you to the  
official unveiling  
of a mural  
portraying early rural education,  
by artist Dace Berg.*

*Saturday August 22, 2015  
at the Oxford County Museum School.*

*This event will immediately follow  
the Town Criers' competition  
commencing at 2:00 pm at our site.*

*Our schoolhouse is adjacent to the  
Ingersoll Cheese and Agriculture Museum,  
290 Harris Street, Ingersoll.*

*This event is being held in conjunction with Harvest Fest.*

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**MEDIA RELEASE**

**July 24, 2015**

## **Show your heart! Help keep other hearts strong!**

### **Cardiac Rehabilitation Unit seeking sponsors and participants for Walk of Life**

The **Oxford County Cardiac Rehabilitation Unit (OCCRU)** helps people with various cardiac issues, including transplant, heart attack or stent placement, return to more active living. At present, the Unit's ability to help all those who need its important services is limited by funding for staffing and hours.

Alexandra Hospital Ingersoll is the site of the program clinic, which serves people across Oxford County. At any time there are 50 clients actively involved in the rehab program, with an age range of 30 to 80 years old.

"Besides exercise guidelines, each person receives an individualized program that could include a medical evaluation, diet review, lifestyle education, full medication review, and smoking cessation assistance, if required," says Amy Ellis, an OCCRU kinesiologist. "Everyone is monitored and supported throughout their recovery."

The clinic is open for exercise and consultation, Mondays and Wednesdays, from 12 noon to 6 pm. To be able to extend hours and services to more people, sponsors are being sought for the OCCRU who value this critical, free service. This will be long-term relationship where the sponsor will benefit from showing their support to helping people with cardiac issues.

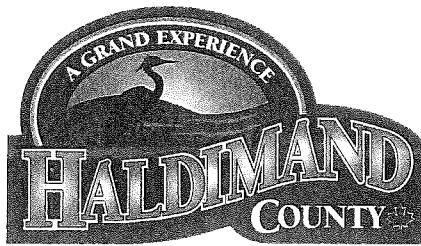
#### **Walk of Life: Saturday, September 26, 10:00 am**

Everyone can support the OCCRU by participating in the annual **Walk of Life**, to be held again this year at Victoria Park, on Saturday, September 26. Money raised at the Walk of Life goes to ensuring that the present level of service is maintained.

In past years, **Walk of Life** participants consisted mainly of recovering heart attack patients, but more community support will ensure the long-term viability and growth of the program.

***To become an OCCRU Sponsor or to register for the Walk of Life, please contact Judy Winter - 519-485-1700 Ext 8298***





July 10, 2015

The Honourable Charles Sousa  
Minister of Finance  
7 Queen's Park Crescent, 7<sup>th</sup> Floor  
Toronto, ON M7A 1Y7

And

The Honourable Ted McMeekin  
Minister of Municipal Affairs  
777 Bay Street, 17<sup>th</sup> Floor  
Toronto, ON M5G 2E5

Dear Sirs:

RE: Vacancy Rebate Program

Please be advised that on June 22, 2015, Haldimand County Council adopted the following resolution:

*WHEREAS a Vacancy Rebate Program, as defined under Section 364 of The Municipal Act and Ontario Regulation 325/01, allows for property tax relief to be granted to eligible business properties when vacant for a minimum of 90 consecutive days;*

*AND WHEREAS Haldimand County does not believe that the Provincial legislation intended that local taxpayers bear the cost of a business/collective bargaining strategy when such "vacancy" is caused by a labour disruption, such as an employee lockout/strike;*

*AND WHEREAS a recent interim decision by the Assessment Review Board to allow for a vacancy tax rebate under these circumstances is precedent setting, unless overturned on appeal;*

*NOW THEREFORE BE IT RESOLVED THAT the Minister of Finance and Minister of Municipal Affairs be requested to review this legislation from a public policy perspective, to ensure that businesses are not eligible for a reduced property tax burden if the claimed "vacancy" is a result of a labour disruption;*

AND THAT a copy of this resolution be forwarded to the following for their support:

- M.P.P. Toby Barrett
- Association of Municipalities of Ontario (and for circulation to all member municipalities)
- City of Toronto
- Municipal Finance Officers Association
- Ontario Municipal Tax and Revenue Association
- Association of Municipal Managers, Clerks and Treasurers
- Municipal Property Assessment Corporation
- Ontario Federation of Labour
- Canadian Labour Congress

Should you require further information, please contact Karen General, General Manager, Corporate Services at 905-318-5932 x 6321.

Yours truly,



Evelyn Eichenbaum  
Clerk

EE/tc

cc M.P.P. Toby Barrett  
Association of Municipalities of Ontario  
City of Toronto  
Municipal Finance Officers Association  
Ontario Municipal Tax and Revenue Association  
Association of Municipal Managers, Clerks and Treasurers  
Municipal Property Assessment Corporation  
Ontario Federation of Labour  
Canadian Labour Congress  
Mark Merritt, Treasurer, Haldimand County  
Karen General

## Community Schools Alliance



399 Ridout St. N.

London, Ontario

N6A 2P1

[www.communityschoolsalliance.ca](http://www.communityschoolsalliance.ca)

An open letter to all elected municipal officials and staff:

The Community Schools Alliance continues to advocate for a closer working relationship between school boards and municipal councils. Both represent the same taxpayers, both **should** regard our schools as critically important components of our public infrastructure and both **should** work together to ensure our communities are well served by those schools.

For several years the Community Schools Alliance has spoken out about changes that are needed to protect our schools and to protest changes that threaten them.

We believe some recent initiatives of the Ontario government are good ones.

- The announcement of the Premier's Advisory Group on Community Hubs (<http://www.ontario.ca/communityhubs>) to develop a framework for adapting existing public assets, including schools, to become community hubs is a step forward.
- Recent changes to the Grant for Student Needs, the 'funding formula' for schools, has been amended to change the qualifications required for schools to be deemed 'isolated' and therefore to qualify for special 'top-up' grants. Unfortunately, top-up grants for non-isolated schools are being phased out.
- A new Community Planning and Partnerships Guideline that encourages the formation of more facility partnerships by ensuring more transparent communications with community organizations has been introduced.

More changes are needed and the Community Schools Alliance is committed to advocating for those changes. To better enable us to do this work, the Community Schools Alliance has made changes of its own. A new constitution has been adopted (you can see it on our website <http://www.communityschoolsalliance.ca>) and a new executive has been elected. The names of our executive members are listed below.

To be effective with our advocacy, we need research, resources and your support. Please consider becoming a member of the Community Schools Alliance as an organization, as individuals or both. [An application form for membership with a membership fee schedule is available here.](#) The initial membership fee will cover the

period until August, 2016.

[Please join us !](#)

**The greater our numbers, the stronger our voice!**

Yours truly,



Doug Reycraft  
Chair, Community Schools Alliance

**Executive Members**

Mayor Alan Barfoot  
Georgian Bluffs

Councillor Carol Lowery  
Temagami

Councillor James Collard  
Niagara-on-the-Lake

Warden Gerry Marshall  
Simcoe County

Warden Denis Doyle  
Frontenac County

Councillor Don Murray  
Huron-Kinloss

Deputy Mayor Patricia Greig  
Northern Bruce Peninsula

Councillor Marcus Ryan  
Zorra

Mayor Lucy Kloosterhuis  
Oliver Paipoonge

Mayor Brian Smith  
Wasaga Beach

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July 31, 2015

To Municipal Councils in the Province of Ontario

**Re: Opposed to the Sale of Hydro One**

The Council of the Township of Havelock-Belmont-Methuen has resolved their support for the resolution passed by the County of Peterborough calling on the Provincial Government to halt the sale of any part of Hydro One; to maintain Hydro One as a wholly owned public asset for the benefit of all Ontarians; and to strengthen Hydro One by investing in the next generation of workers and upgrading aging infrastructure.

Members of Council offer their full support for the following resolution passed by the County of Peterborough and have directed that their support be circulated to all municipalities in the Province of Ontario:

*WHEREAS the public electricity system in Ontario is a critical asset to the economy and generates significant revenue for municipal and provincial governments and gives Ontario a competitive advantage; and*

*WHEREAS experience in other jurisdictions shows that privatization typically means consumers pay more for electricity; and*

*WHEREAS some Ontario municipalities have examined possible sales or mergers of their local distribution companies, and have decided not to sell to Hydro One or the private sector; and*

*WHEREAS the privatization, partial or whole, of electricity will lead to higher rates and less control; and*

*WHEREAS the sale of shares in Hydro One will provide a short-term financial gain for the province in exchange for a much larger long-term financial loss; and*

*WHEREAS the Province of Ontario has no mandate from voters to sell any part of Hydro One and that such mandate should only be pursued through a public referendum asking Ontarians for their vote of Yes or No with regards to the sale of any part of Hydro One;*

*NOW THEREFORE be it resolved that The Corporation of the County of Peterborough call on the provincial government to:*


- Halt the sale of any part of Hydro One, and maintain Hydro One as a wholly public asset for the benefit of all Ontarians;*
- Strengthen Hydro One by investing in the next generation of workers and upgrading aging infrastructure;*

*AND BE IT FURTHER resolved that the County of Peterborough communicate this resolution to the Premier, with copies to the Minister of Finance, the Minister of Energy, area MPP's and the Association of Municipalities of Ontario;*

*AND BE IT FURTHER resolved that The Corporation of the County of Peterborough work through the Association of Municipalities of Ontario (AMO) and the Electricity Distributors Association to express their opposition to the privatization of Hydro One.*

Thank you for your consideration and support in this matter.

On behalf of the Council of the Township of Havelock-Belmont-Methuen,



Glenn Girven  
Clerk

Cc    The Premier of Ontario  
      The Minister of Finance  
      The Minister of Energy  
      M.P.P. Jeff Leal  
      Association of the Municipalities of Ontario



**Randy Pettapiece, MPP**  
Perth-Wellington

Perth-Wellington Constituency Office  
Stratford, Ontario

RECEIVED

JUL 23 2015

TOWN OF INGERSOLL  
CLERK'S DEPARTMENT

July 21, 2015

Michael Graves  
Clerk  
Town of Ingersoll  
130 Oxford St  
2nd Floor  
Ingersoll, ON N5C 2V5

Dear Mr. Graves:

**Re: Resolution for Fairness in Provincial Infrastructure Funds**

I am writing to inform you of my upcoming private member's resolution in the Ontario legislature and to formally request your support. It reads as follows:

*That, in the opinion of this House, the government should guarantee that government-held ridings and opposition-held ridings be given equal and transparent consideration on infrastructure funding, and that when funding decisions are made, should guarantee that all MPPs, whether in government or opposition, be given fair and equal advance notice of the official announcement.*

The basis for my resolution is simple: When municipalities apply for provincial infrastructure funding, you should expect that your application would be evaluated based on merit. You should expect that it would be evaluated promptly, based on well-defined and transparent criteria. Finally, you should expect that the decision to approve your application would never depend on your MPP's political stripe.

There is, after all, no such thing as Liberal, PC or NDP infrastructure money; there is only *public* money. That money comes from taxes that we all pay; everyone in the province should expect a similar quality of infrastructure and services, regardless of where they live.

Because municipalities rely on provincial partnerships to fund critical infrastructure projects, the consequences of provincial funding decisions can be far-reaching. The provincial government must respect this partnership and ensure that government and opposition-held ridings are given equal consideration when it comes to infrastructure investment decisions. Too often, however, there is at least a persistent perception that public infrastructure dollars have, in at least some cases, been directed according to politics and not according to need.

.../2



Having served as a municipal councillor, I know that the process to apply for infrastructure funding is a major—and sometimes frustrating—undertaking. It often entails significant red tape and investments of staff time and resources. Before making those investments, municipalities need some assurance that, based on clear criteria, your application has a reasonable chance of success. You also need to know that your MPP will advocate on your behalf and, most importantly, decision-makers will be receptive to that advocacy no matter if the MPP serves in government or opposition.

The final section of my resolution deals with infrastructure announcements themselves. These announcements must, I believe, be depoliticized in order to address the perception that opposition-held ridings are disadvantaged—or worse yet, being punished—for voting against the government.

**If your municipality supports the intent of my resolution, I would encourage you to consider passing a formal resolution to support it.** If your Council decides to proceed in this way, I would appreciate receiving a copy of your resolution as soon as possible. Debate on this resolution is scheduled for October 8, 2015.

I would appreciate your views on this matter, and your own experience in your municipality concerning access to provincial infrastructure funds. If you have any feedback on this issue, or if you require any additional information, please don't hesitate to contact me at 519-272-0660 or by email: [randy.pettapiececo@pc.ola.org](mailto:randy.pettapiececo@pc.ola.org).

Thank you very much for your consideration.

Sincerely,

A handwritten signature in blue ink that reads "Randy Pettapiece". The signature is fluid and cursive, with the first name "Randy" being more prominent than the last name "Pettapiece".

Randy Pettapiece, MPP  
Perth-Wellington



**Town of Ingersoll**  
**Monthly Cheque Disbursements**  
**July 2015**

<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>
<b>AL'S TIRE INGERSOLL</b>						
	75,127	44631 01-5000-6050-41530	EQUIP REPAIRS & MAINT	TIRE REPAIR	\$33.05	
	75,127	44631 01-0000-0200-00325	HST RECEIVABLE100%	TIRE REPAIR	\$4.30	
	75,127	44631 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	TIRE REPAIR	\$0.00	\$37.35
<b>AQUAM</b>						
	75,132	44632 01-5100-6060-40270	NEW EQUIPMENT	NEW POOL EQUIPMENT	\$516.98	
	75,132	44632 01-0000-0200-00325	HST RECEIVABLE100%	NEW POOL EQUIPMENT	\$67.21	
	75,132	44632 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	NEW POOL EQUIPMENT	\$0.00	\$584.19
<b>AUTOFORM CONTRACTING LTD</b>						
	75,197	44633 10-0000-3242-80100	PRIME CONTRACT	PC3 - RELEASE OF HOLDBACK	\$63.96	
	75,197	44633 01-4500-4220-80000	MATERIALS-SIDEWALK REPAIRS	PC3 - RELEASE OF HOLDBACK	\$60.55	
	75,197	44633 10-0000-3232-80100	PRIME CONTRACT	PC3 - RELEASE OF HOLDBACK	\$108.40	
	75,197	44633 01-0000-2020-00650	ACCOUNTS PAYABLE-HOLDBACKS	PC3 - RELEASE OF HOLDBACK	\$13,231.94	
	75,197	44633 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	PC3 - RELEASE OF HOLDBACK	\$1,487.24	
	75,197	44633 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	PC3 - RELEASE OF HOLDBACK	\$0.00	\$14,952.09
<b>EMPLOYEE REIMBURSEMENT</b>						
	75,146	44634 01-5200-6090-40620	MILEAGE	MILEAGE - JUNE 2015	\$61.26	
	75,146	44634 01-0000-0200-00325	HST RECEIVABLE100%	MILEAGE - JUNE 2015	\$7.96	
	75,146	44634 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	MILEAGE - JUNE 2015	\$0.00	\$69.22
<b>EMPLOYEE REIMBURSEMENT</b>						
	75,166	44635 01-0000-0250-60250	GC11-101 - BRICKWOOD BLVD & MAPLE LANE C	MILEAGE - JUNE	\$37.88	
	75,166	44635 01-0000-0250-60816	GC14-668-CULLODEN-SAN.SEWR	MILEAGE - JUNE	\$37.93	
	75,166	44635 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	MILEAGE - JUNE	\$4.19	
	75,166	44635 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	MILEAGE - JUNE	\$4.19	
	75,166	44635 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	MILEAGE - JUNE	\$0.00	\$84.19
<b>R.J.BURNSIDE &amp; ASSOCIATES</b>						
	75,161	44636 10-0000-3259-80000	MATERIALS-BRIDGE HENDERSON @ CATHERINE	HENDERSON CREEK - PROF SERV	\$25,406.42	
	75,161	44636 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	HENDERSON CREEK - PROF SERV	\$2,806.27	
	75,161	44636 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	HENDERSON CREEK - PROF SERV	\$0.00	\$28,212.69
<b>BOARD MEMBER REIMBURSEMENT</b>						
	75,228	44637 01-3230-4000-40610	MEETINGS & CONFERENCES	MAY EXPENSES	\$729.54	
	75,228	44637 01-3230-4000-40630	STAFF TRAINING	MAY EXPENSES	\$234.14	
	75,228	44637 01-3230-4000-40620	MILEAGE	MAY EXPENSES	\$155.61	
	75,228	44637 01-3230-4000-41020	PROMOTION & MEALS	MAY EXPENSES	\$50.00	
	75,228	44637 01-3230-4000-41020	PROMOTION & MEALS	MAY EXPENSES	\$7.11	
	75,228	44637 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	MAY EXPENSES	\$80.58	
	75,228	44637 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	MAY EXPENSES	\$25.86	
	75,228	44637 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	MAY EXPENSES	\$17.19	
	75,228	44637 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	MAY EXPENSES	\$0.79	
	75,228	44637 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	MAY EXPENSES	\$0.00	\$1,300.82
<b>CAMPBELL'S</b>						
	75,129	44638 01-5000-6050-40200	OFFICE SUPPLIES	PENCILS, PENS, SHARPIES	\$8.84	
	75,129	44638 01-0000-0200-00325	HST RECEIVABLE100%	PENCILS, PENS, SHARPIES	\$1.15	
	75,129	44638 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	PENCILS, PENS, SHARPIES	\$0.00	\$9.99
	75,169	44638 01-4000-4000-40200	OFFICE SUPPLIES	WHITE OUT, BINDER	\$19.82	
	75,169	44638 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	WHITE OUT, BINDER	\$2.19	
	75,169	44638 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	WHITE OUT, BINDER	\$0.00	\$22.01
<b>CANADIAN NATIONAL RAILWAYS</b>						
	75,192	44639 01-4500-4161-80000	MATERIALS-SAFETY DEVICES, RR CROSSING	SIGNAL & GATE MAINT - JUNE	\$770.00	
	75,192	44639 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	SIGNAL & GATE MAINT - JUNE	\$0.00	\$770.00
<b>CANADIAN RED CROSS-MISSISSAUGA</b>						
	75,217	44640 01-3000-4000-40630	STAFF TRAINING	FIRST RESPONDER TRAINING	\$81.53	
	75,217	44640 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	FIRST RESPONDER TRAINING	\$0.00	\$81.53
<b>CANPAR TRANSPORT L.P.</b>						
	75,138	44641 01-0100-4000-41100	RECEPTIONS & PUBLIC MEETINGS	DELIVERY OF POETRY AWARDS	\$13.00	
	75,138	44641 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	DELIVERY OF POETRY AWARDS	\$1.44	
	75,138	44641 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	DELIVERY OF POETRY AWARDS	\$0.00	\$14.44
<b>CANSEL - TORONTO*****</b>						
	75,163	44642 01-4000-4000-40220	TELEPHONE	GPS SURVEY SYSTEM SERVICE FEE	\$264.58	
	75,163	44642 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	GPS SURVEY SYSTEM SERVICE FEE	\$29.22	
	75,163	44642 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	GPS SURVEY SYSTEM SERVICE FEE	\$0.00	\$293.80
<b>CERVUS EQUIPMENT</b>						
	75,185	44643 01-4500-4230-46383	938300 T3-09 PETERBILT D TRUCK	REPAIRS TO TRUCK#3	\$206.13	
	75,185	44643 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	REPAIRS TO TRUCK#3	\$22.77	
	75,185	44643 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	REPAIRS TO TRUCK#3	\$0.00	\$228.90
<b>COLEMAN EQUIPMENT INC.</b>						
	75,193	44644 01-4500-4230-46394	939400 NEW HOLLAND TRACTOR	FILTERS	\$190.62	
	75,193	44644 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	FILTERS	\$21.05	
	75,193	44644 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	FILTERS	\$0.00	\$211.67
<b>COMMISSIONAIRES</b>						
	75,221	44645 01-1000-4240-41505	PARKING ENFORCEMENT CONTRACT	PKG ENFORCEMENT MAY10-23	\$751.80	
	75,221	44645 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	PKG ENFORCEMENT MAY10-23	\$83.04	
	75,221	44645 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	PKG ENFORCEMENT MAY10-23	\$0.00	\$834.84

	75,222	44645	01-1000-4240-41505	PARKING ENFORCEMENT CONTRACT	PKG ENFORCEMENT MAY24-JUN6	\$751.80	
	75,222	44645	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	PKG ENFORCEMENT MAY24-JUN6	\$83.04	
	75,222	44645	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	PKG ENFORCEMENT MAY24-JUN6	\$0.00	\$834.84
DANCE SEWER CLEANING INC.							
	75,196	44646	01-4500-4123-80000	MATERIALS-ROADSIDE MAINT, CATCHBASINS	CATCH BASIN CAMERA	\$895.49	
	75,196	44646	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	CATCH BASIN CAMERA	\$98.91	
	75,196	44646	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	CATCH BASIN CAMERA	\$0.00	\$994.40
D&D COMMERCIAL PROPERTY MAINTENANCE							
	75,158	44647	01-0000-2000-00763	DEPOSITS - CONTRACTORS	PKG LOT TENDER DEPOSIT RET'D	\$2,500.00	
	75,158	44647	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	PKG LOT TENDER DEPOSIT RET'D	\$0.00	\$2,500.00
DIAMOND SOFTWARE INC.							
	75,143	44648	01-1300-4000-40630	STAFF TRAINING	MGMT RPTR/SMARTLIST TRAINING	\$725.04	
	75,143	44648	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	MGMT RPTR/SMARTLIST TRAINING	\$80.09	
	75,143	44648	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	MGMT RPTR/SMARTLIST TRAINING	\$0.00	\$805.13
	75,144	44648	01-1300-4000-41570	COMPUTER CONSULTING & SOFTWARE	TIME ENTRY SOFTWARE INSTALL'N	\$773.38	
	75,144	44648	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	TIME ENTRY SOFTWARE INSTALL'N	\$85.42	
	75,144	44648	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	TIME ENTRY SOFTWARE INSTALL'N	\$0.00	\$858.80
	75,225	44648	01-1300-4000-41570	COMPUTER CONSULTING & SOFTWARE	SCRIPT FOR CASH RECEIPT IMPORT	\$1,546.75	
	75,225	44648	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	SCRIPT FOR CASH RECEIPT IMPORT	\$170.85	
	75,225	44648	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	SCRIPT FOR CASH RECEIPT IMPORT	\$0.00	\$1,717.60
	75,226	44648	01-1300-4000-41570	COMPUTER CONSULTING & SOFTWARE	SCRIPT IMPLEMENTATION	\$96.67	
	75,226	44648	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	SCRIPT IMPLEMENTATION	\$10.68	
	75,226	44648	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	SCRIPT IMPLEMENTATION	\$0.00	\$107.35
EASY WAY CLEANING PRODUCTS LIM							
	75,174	44649	01-2000-4025-40210	JANITORIAL SUPPLIES	TLT PPR, PPR TWLS	\$58.86	
	75,174	44649	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	TLT PPR, PPR TWLS	\$6.50	
	75,174	44649	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	TLT PPR, PPR TWLS	\$0.00	\$65.36
ELGIN CONSTRUCTION							
	75,199	44650	10-0000-3259-80100	PRIME CONTRACT	PC1 - CATHERINE ST	\$19,059.47	
	75,199	44650	01-0000-0250-60858	C15-710-CATHERINE-SAN SEWR	PC1 - CATHERINE ST	\$79,118.62	
	75,199	44650	01-0000-0250-60859	C15-711-CATHERINE-WTR MAIN	PC1 - CATHERINE ST	\$55,417.15	
	75,199	44650	10-0000-3261-80100	PRIME CONTRACT	PC1 - CATHERINE ST	\$19,579.74	
	75,199	44650	01-0000-0250-60824	GC14-676-MUTUAL-NEW WTRMN	PC1 - CATHERINE ST	\$107,264.43	
	75,199	44650	01-0000-2020-00650	ACCOUNTS PAYABLE-HOLDBACKS	PC1 - CATHERINE ST	\$0.00	\$27,606.60
	75,199	44650	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	PC1 - CATHERINE ST	\$27,926.33	
	75,199	44650	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	PC1 - CATHERINE ST	\$0.00	\$280,759.14
EMPLOYEE REIMBURSEMENT							
	75,167	44651	01-4000-4000-40620	MILEAGE	MILEAGE - JUNE	\$21.40	
	75,167	44651	10-0000-3261-80010	LABOUR & BURDEN	MILEAGE - JUNE	\$21.88	
	75,167	44651	01-0000-0250-60858	C15-710-CATHERINE-SAN SEWR	MILEAGE - JUNE	\$19.46	
	75,167	44651	01-0000-0250-60859	C15-711-CATHERINE-WTR MAIN	MILEAGE - JUNE	\$13.13	
	75,167	44651	10-0000-3255-80010	LABOUR & BURDEN	MILEAGE - JUNE	\$5.83	
	75,167	44651	01-0000-0250-60824	GC14-676-MUTUAL-NEW WTRMN	MILEAGE - JUNE	\$8.26	
	75,167	44651	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	MILEAGE - JUNE	\$2.36	
	75,167	44651	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	MILEAGE - JUNE	\$2.42	
	75,167	44651	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	MILEAGE - JUNE	\$2.14	
	75,167	44651	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	MILEAGE - JUNE	\$1.45	
	75,167	44651	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	MILEAGE - JUNE	\$0.65	
	75,167	44651	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	MILEAGE - JUNE	\$0.92	
	75,167	44651	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	MILEAGE - JUNE	\$0.00	\$99.90
EURO-EX CONSTRUCTION							
	75,200	44652	01-0000-0250-60816	GC14-668-CULLODEN-SAN.SEWR	PC1 - SOUTH END SERVICING	\$117,045.29	
	75,200	44652	10-0000-3268-80100	PRIME CONTRACT	PC1 - SOUTH END SERVICING	\$6,095.05	
	75,200	44652	01-0000-0250-60250	GC11-101 - BRICKWOOD BLVD & MAPLE LANE C	PC1 - SOUTH END SERVICING	\$136,676.43	
	75,200	44652	10-0000-3264-80100	PRIME CONTRACT	PC1 - SOUTH END SERVICING	\$9,599.71	
	75,200	44652	01-0000-2020-00650	ACCOUNTS PAYABLE-HOLDBACKS	PC1 - SOUTH END SERVICING	\$0.00	\$26,521.50
	75,200	44652	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	PC1 - SOUTH END SERVICING	\$26,828.68	
	75,200	44652	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	PC1 - SOUTH END SERVICING	\$0.00	\$269,723.66
BOARD MEMBER REIMBURSEMENT							
	75,229	44653	01-3230-4000-40610	MEETINGS & CONFERENCES	MAY EXPENSES	\$729.54	
	75,229	44653	01-3230-4000-41020	PROMOTION & MEALS	MAY EXPENSES	\$52.76	
	75,229	44653	01-3230-4000-40630	STAFF TRAINING	MAY EXPENSES	\$351.20	
	75,229	44653	01-3230-4000-40620	MILEAGE	MAY EXPENSES	\$155.61	
	75,229	44653	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	MAY EXPENSES	\$80.58	
	75,229	44653	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	MAY EXPENSES	\$5.83	
	75,229	44653	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	MAY EXPENSES	\$38.80	
	75,229	44653	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	MAY EXPENSES	\$17.19	
	75,229	44653	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	MAY EXPENSES	\$0.00	\$1,431.51
FASTENAL CANADA ***							
	75,116	44654	01-5000-6050-41700	BLDG REPAIRS AND MAINT	NUTS & BOLTS	\$112.90	
	75,116	44654	01-0000-0200-00325	HST RECEIVABLE100%	NUTS & BOLTS	\$14.68	
	75,116	44654	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	NUTS & BOLTS	\$0.00	\$127.58
	75,123	44654	01-5000-6050-41700	BLDG REPAIRS AND MAINT	NUTS & BOLTS	\$38.74	
	75,123	44654	01-0000-0200-00325	HST RECEIVABLE100%	NUTS & BOLTS	\$5.04	
	75,123	44654	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	NUTS & BOLTS	\$0.00	\$43.78
	75,179	44654	01-4500-4160-80000	MATERIALS-SAFETY DEVICES, SIGNS, GUIDE RAIL	MACHINE SCREWS	\$8.21	
	75,179	44654	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	MACHINE SCREWS	\$0.91	
	75,179	44654	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	MACHINE SCREWS	\$0.00	\$9.12
	75,180	44654	01-4500-4160-80000	MATERIALS-SAFETY DEVICES, SIGNS, GUIDE RAIL	HARDWARE	\$32.20	

	75,180	44654	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	HARDWARE	\$3.55	
	75,180	44654	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	HARDWARE	\$0.00	\$35.75
FILION WAKELY THORUP ANGELETTI							
	75,134	44655	01-3220-4000-42900	MISCELLANEOUS EXPENSE	LEGAL SERVICES	\$452.83	
	75,134	44655	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	LEGAL SERVICES	\$50.02	
	75,134	44655	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	LEGAL SERVICES	\$0.00	\$502.85
THE FIRST AID ZONE							
	75,223	44656	01-5100-6060-40320	FIRST AID SAFETY SUPPLIES	GLOVES, ICE PACKS, SHIELDS	\$272.12	
	75,223	44656	01-0000-0200-00325	HST RECEIVABLE100%	GLOVES, ICE PACKS, SHIELDS	\$35.38	
	75,223	44656	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	GLOVES, ICE PACKS, SHIELDS	\$0.00	\$307.50
FORM & BUILD SUPPLY ***							
	75,194	44657	01-4500-4220-80000	MATERIALS-SIDEWALK REPAIRS	SIDEWALK SUPPLIES	\$350.57	
	75,194	44657	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	SIDEWALK SUPPLIES	\$38.73	
	75,194	44657	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	SIDEWALK SUPPLIES	\$0.00	\$389.30
GLASSFORD MOTORS LTD							
	75,119	44658	01-5000-6050-41510	VEHICLE REPAIRS & MAINT	REPAIR OF FLATBED	\$52.50	
	75,119	44658	01-0000-0200-00325	HST RECEIVABLE100%	REPAIR OF FLATBED	\$6.83	
	75,119	44658	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	REPAIR OF FLATBED	\$0.00	\$59.33
GRA - HAM ENERGY							
	75,117	44659	01-5000-6050-41470	VEHICLE FUEL	FUEL	\$681.00	
	75,117	44659	01-0000-0200-00325	HST RECEIVABLE100%	FUEL	\$88.53	
	75,117	44659	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	FUEL	\$0.00	\$769.53
	75,128	44659	01-5000-6050-41470	VEHICLE FUEL	DIESEL FUEL - 1240.8L	\$1,140.29	
	75,128	44659	01-0000-0200-00325	HST RECEIVABLE100%	DIESEL FUEL - 1240.8L	\$148.24	
	75,128	44659	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	DIESEL FUEL - 1240.8L	\$0.00	\$1,288.53
	75,218	44659	01-3000-4000-41470	VEHICLE FUEL	VEHICLE FUEL - 101.1L	\$105.54	
	75,218	44659	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	VEHICLE FUEL - 101.1L	\$11.66	
	75,218	44659	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	VEHICLE FUEL - 101.1L	\$0.00	\$117.20
GRAND & TOY OFFICE PRODUCTS							
	75,137	44660	01-0900-4000-41030	STAFF CHRISTMAS PARTY	COFFEE	\$164.90	
	75,137	44660	01-0900-4000-41030	STAFF CHRISTMAS PARTY	COFFEE	\$1.02	
	75,137	44660	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	COFFEE	\$0.11	
	75,137	44660	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	COFFEE	\$0.00	\$166.03
EMPLOYEE REIMBURSEMENT							
	75,168	44661	01-3400-4000-40620	MILEAGE	MILEAGE - JUNE	\$176.03	
	75,168	44661	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	MILEAGE - JUNE	\$19.45	
	75,168	44661	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	MILEAGE - JUNE	\$0.00	\$195.48
HILLSIDE KENNELS							
	75,153	44662	01-3600-4000-41560	CONTRACTS	ANIMAL CONTROL - JUNE	\$1,099.01	
	75,153	44662	01-3600-4000-41557	VETERINARY SERVICES	ANIMAL CONTROL - JUNE	\$191.31	
	75,153	44662	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	ANIMAL CONTROL - JUNE	\$121.39	
	75,153	44662	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	ANIMAL CONTROL - JUNE	\$21.13	
	75,153	44662	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	ANIMAL CONTROL - JUNE	\$0.00	\$1,432.84
HOT,COLD & FREEZING							
	75,176	44663	01-4500-4100-41550	MAINTENANCE CONTRACTS	2ND QTR HVAC MAINTENANCE	\$152.64	
	75,176	44663	01-2000-4025-41550	MAINTENANCE CONTRACTS	2ND QTR HVAC MAINTENANCE	\$152.64	
	75,176	44663	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	2ND QTR HVAC MAINTENANCE	\$16.86	
	75,176	44663	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	2ND QTR HVAC MAINTENANCE	\$16.86	
	75,176	44663	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	2ND QTR HVAC MAINTENANCE	\$0.00	\$339.00
HUNTER STEEL SALES							
	75,205	44664	01-4500-4220-80000	MATERIALS-SIDEWALK REPAIRS	WIRE MESH	\$30.53	
	75,205	44664	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	WIRE MESH	\$3.37	
	75,205	44664	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	WIRE MESH	\$0.00	\$33.90
HURON TRACTOR LTD							
	75,118	44665	01-5000-6050-41530	EQUIP REPAIRS & MAINT	RIDER PARTS	\$746.80	
	75,118	44665	01-0000-0200-00325	HST RECEIVABLE100%	RIDER PARTS	\$97.08	
	75,118	44665	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	RIDER PARTS	\$0.00	\$843.88
THE INFORMATION PROFESSIONALS							
	75,133	44666	01-1000-4000-41500	CONTRACTED SERVICES	RECORD RETENTIN UPDATE	\$305.28	
	75,133	44666	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	RECORD RETENTIN UPDATE	\$33.72	
	75,133	44666	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	RECORD RETENTIN UPDATE	\$0.00	\$339.00
INGERSOLL RENT-ALL ***							
	75,122	44667	01-5000-6050-41530	EQUIP REPAIRS & MAINT	SPOOL OF TRIMMER STRING	\$79.05	
	75,122	44667	01-0000-0200-00325	HST RECEIVABLE100%	SPOOL OF TRIMMER STRING	\$10.28	
	75,122	44667	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	SPOOL OF TRIMMER STRING	\$0.00	\$89.33
	75,139	44667	01-5000-6050-40270	NEW EQUIPMENT	TRIMMER ATTACHMENT	\$299.95	
	75,139	44667	01-0000-0200-00325	HST RECEIVABLE100%	TRIMMER ATTACHMENT	\$38.99	
	75,139	44667	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	TRIMMER ATTACHMENT	\$0.00	\$338.94
	75,140	44667	01-4500-4000-41650	SMALL TOOLS & SAFETY EQUIP	STARTER ROPE	\$6.11	
	75,140	44667	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	STARTER ROPE	\$0.67	
	75,140	44667	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	STARTER ROPE	\$0.00	\$6.78
	75,141	44667	01-4500-4000-41650	SMALL TOOLS & SAFETY EQUIP	LABOUR CHARGES TO FIX RECOIL	\$21.83	
	75,141	44667	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	LABOUR CHARGES TO FIX RECOIL	\$2.41	
	75,141	44667	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	LABOUR CHARGES TO FIX RECOIL	\$0.00	\$24.24
	75,142	44667	01-4500-4220-80000	MATERIALS-SIDEWALK REPAIRS	CONCRETE DISC	\$17.81	
	75,142	44667	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	CONCRETE DISC	\$1.96	
	75,142	44667	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	CONCRETE DISC	\$0.00	\$19.77
LAFARGE CANADA INC							
	75,203	44668	01-4500-4220-80000	MATERIALS-SIDEWALK REPAIRS	CONCRETE	\$865.47	

	75,203	44668	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	CONCRETE	\$95.60	
	75,203	44668	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	CONCRETE	\$0.00	\$961.07
LONG & McQUADE	75,149	44669	01-5200-6090-40500	SPECIAL EVENTS	RELAY PIANO RENTAL	\$14.00	
	75,149	44669	01-0000-0200-00325	HST RECEIVABLE100%	RELAY PIANO RENTAL	\$1.82	
	75,149	44669	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	RELAY PIANO RENTAL	\$0.00	\$15.82
EMPLOYEE REIMBURSEMENT	75,207	44670	01-0000-0250-60721	C14-573-PARK AV-SURVEY/DESIGN	MILEAGE - JUNE	\$51.31	
	75,207	44670	10-0000-3270-80010	LABOUR & BURDEN	MILEAGE - JUNE	\$13.37	
	75,207	44670	01-0000-0250-60009	CTY-SAN-MUTUAL-CHARLES E-THAMES RIVER	MILEAGE - JUNE	\$34.53	
	75,207	44670	10-0000-3265-80010	LABOUR & BURDEN	MILEAGE - JUNE	\$41.82	
	75,207	44670	01-0000-0250-60250	GC11-101 - BRICKWOOD BLVD & MAPLE LANE C	MILEAGE - JUNE	\$6.81	
	75,207	44670	10-0000-3261-80010	LABOUR & BURDEN	MILEAGE - JUNE	\$1.46	
	75,207	44670	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	MILEAGE - JUNE	\$5.66	
	75,207	44670	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	MILEAGE - JUNE	\$1.48	
	75,207	44670	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	MILEAGE - JUNE	\$3.81	
	75,207	44670	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	MILEAGE - JUNE	\$4.62	
	75,207	44670	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	MILEAGE - JUNE	\$0.75	
	75,207	44670	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	MILEAGE - JUNE	\$0.16	
	75,207	44670	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	MILEAGE - JUNE	\$0.00	\$165.78
TIM LOVETT INSTALLATIONS INC.	75,124	44671	01-5100-4100-41700	BLDG REPAIRS AND MAINT	REPAIR GROUND FAULT	\$150.55	
	75,124	44671	01-0000-0200-00325	HST RECEIVABLE100%	REPAIR GROUND FAULT	\$19.57	
	75,124	44671	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	REPAIR GROUND FAULT	\$0.00	\$170.12
LWR AUTOMOTIVE	75,186	44672	01-4500-4000-41650	SMALL TOOLS & SAFETY EQUIP	STOCK & PARTS FOR TRUCK#6	\$19.07	
	75,186	44672	01-4500-4230-46386	938603 T6-00 VOLVO D TRUCK	STOCK & PARTS FOR TRUCK#6	\$19.20	
	75,186	44672	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	STOCK & PARTS FOR TRUCK#6	\$2.11	
	75,186	44672	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	STOCK & PARTS FOR TRUCK#6	\$2.13	
	75,186	44672	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	STOCK & PARTS FOR TRUCK#6	\$0.00	\$42.51
LYRECO CANADA INC.	75,151	44673	01-1000-4000-40200	OFFICE SUPPLIES	ENVELOPES	\$263.30	
	75,151	44673	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	ENVELOPES	\$29.09	
	75,151	44673	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	ENVELOPES	\$0.00	\$292.39
CUSTOMER REFUND	75,156	44674	01-3400-4000-01135	COMM - BUILDING PERMITS	PERMIT FEE RET'D FOR 1 TENT	\$80.00	
	75,156	44674	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	PERMIT FEE RET'D FOR 1 TENT	\$0.00	\$80.00
MCNAIN COMMUNICATIONS	75,159	44675	01-1002-4000-41530	EQUIPMENT REPAIRS & MAINTENANCE	PHONE CASE - TREASURER	\$50.86	
	75,159	44675	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	PHONE CASE - TREASURER	\$5.62	
	75,159	44675	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	PHONE CASE - TREASURER	\$0.00	\$56.48
	75,160	44675	01-1002-4000-41530	EQUIPMENT REPAIRS & MAINTENANCE	NEW PHONE - TREASURER	\$320.51	
	75,160	44675	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	NEW PHONE - TREASURER	\$35.41	
	75,160	44675	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	NEW PHONE - TREASURER	\$0.00	\$355.92
MENTOR SAFETY CONSULTANTS INC.	75,162	44676	01-3400-4000-40630	STAFF TRAINING	WORKING @ HEIGHTS TRAINING - 2	\$356.16	
	75,162	44676	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	WORKING @ HEIGHTS TRAINING - 2	\$39.34	
	75,162	44676	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	WORKING @ HEIGHTS TRAINING - 2	\$0.00	\$395.50
MINISTER OF FINANCE - EHT ***	75,135	44677	01-0000-2100-00720	EMPLOYER HEALTH TAX (13135)	JUNE EHT PREMIUM	\$7,537.95	
	75,135	44677	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	JUNE EHT PREMIUM	\$0.00	\$7,537.95
MISTER SAFETY SHOES (FORMERLY	75,178	44678	01-4500-4123-80000	MATERIALS-ROADSIDE MAINT, CATCHBASINS	CHEST WADERS	\$213.64	
	75,178	44678	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	CHEST WADERS	\$23.60	
	75,178	44678	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	CHEST WADERS	\$0.00	\$237.24
NEOPOST CANADA LTD ***	75,152	44679	01-1000-4000-40230	POSTAGE	POSTAGE MACH LEASE AUG-OCT	\$830.36	
	75,152	44679	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	POSTAGE MACH LEASE AUG-OCT	\$91.72	
	75,152	44679	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	POSTAGE MACH LEASE AUG-OCT	\$0.00	\$922.08
OLDE BAKERY CAFE	75,130	44680	01-5100-6060-40420	PROGRAM SUPPLIES	BIRTHDAY CAKE	\$15.00	
	75,130	44680	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	BIRTHDAY CAKE	\$0.00	\$15.00
	75,131	44680	01-5100-6060-40420	PROGRAM SUPPLIES	BIRTHDAY CAKES	\$30.00	
	75,131	44680	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	BIRTHDAY CAKES	\$0.00	\$30.00
OLDE TYME TAXI	75,201	44681	01-1001-4000-41560	CONTRACTS	PARA CONTRACT - JUNE	\$3,600.87	
	75,201	44681	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	PARA CONTRACT - JUNE	\$397.74	
	75,201	44681	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	PARA CONTRACT - JUNE	\$0.00	\$3,998.61
ONTARIO SOUTHLAND RAILWAY INC.	75,195	44682	01-4500-4161-80000	MATERIALS-SAFETY DEVICES, RR CROSSING	FLASHING LT MAINT - JUNE	\$2,970.90	
	75,195	44682	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	FLASHING LT MAINT - JUNE	\$0.00	\$2,970.90
ORCO SIGNS	75,219	44683	01-3000-4000-42900	MISCELLANEOUS EXPENSE	FIRE RESCUE STICKERS	\$45.18	
	75,219	44683	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	FIRE RESCUE STICKERS	\$4.99	
	75,219	44683	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	FIRE RESCUE STICKERS	\$0.00	\$50.17
OXFORD COUNTY ***	75,204	44684	01-4500-5012-80000	MATERIALS - DEBRIS & LITTER PICK UP	LANDFILL WASTE	\$61.00	
	75,204	44684	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	LANDFILL WASTE	\$0.00	\$61.00
	75,232	44684	01-0000-2020-00635	DUE TO COUNTY - DEVEL. CHGS.	2ND QTR DEVELOPMENT CHGS	\$234,278.70	

OXFORD TROPHIES	75,232	44684	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	2ND QTR DEVELOPMENT CHGS	\$0.00	\$234,278.70
	75,148	44685	01-5200-6090-40420	PROGRAM SUPPLIES	SCHOOL AWARD	\$15.00	
	75,148	44685	01-0000-0200-00325	HST RECEIVABLE100%	SCHOOL AWARD	\$1.95	
	75,148	44685	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	SCHOOL AWARD	\$0.00	\$16.95
PARDY PLUMBING & HEATING LTD	75,172	44686	01-2000-4030-41700	BLDG REPAIRS & MAINTENANCE	REPAIR FAUCET & URINAL	\$333.93	
	75,172	44686	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	REPAIR FAUCET & URINAL	\$36.88	
	75,172	44686	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	REPAIR FAUCET & URINAL	\$0.00	\$370.81
P M HYDRAULICS ***	75,184	44687	01-4500-4230-46388	938800 T8-09 PETERBILT D TRUCK	PARTS FOR SWEEPER & TRUCK#8	\$26.57	
	75,184	44687	01-4500-4230-46395	939500 ELGIN SWEEPER	PARTS FOR SWEEPER & TRUCK#8	\$307.44	
	75,184	44687	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	PARTS FOR SWEEPER & TRUCK#8	\$2.93	
	75,184	44687	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	PARTS FOR SWEEPER & TRUCK#8	\$33.95	
	75,184	44687	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	PARTS FOR SWEEPER & TRUCK#8	\$0.00	\$370.89
EMPLOYEE REIMBURSEMENT	75,145	44688	01-5200-6170-40620	MILEAGE	MILEAGE - JUNE 2015	\$19.12	
	75,145	44688	01-0000-0200-00325	HST RECEIVABLE100%	MILEAGE - JUNE 2015	\$2.48	
	75,145	44688	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	MILEAGE - JUNE 2015	\$0.00	\$21.60
PUROLATOR COURIER LTD	75,202	44689	01-1000-4000-40240	COURIER CHARGES	COURIER TO SIFTON	\$12.24	
	75,202	44689	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	COURIER TO SIFTON	\$1.35	
	75,202	44689	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	COURIER TO SIFTON	\$0.00	\$13.59
REGIS AUTO PARTS	75,188	44690	01-4500-4230-46387	938700 T7-08 DODGE 3500	OIL FILTERS	\$7.01	
	75,188	44690	01-4500-4230-46382	938200 T2-07 DODGE 3500	OIL FILTERS	\$7.01	
	75,188	44690	01-4500-4230-46390	939000 T10-09 DODGE 2500	OIL FILTERS	\$7.00	
	75,188	44690	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	OIL FILTERS	\$0.78	
	75,188	44690	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	OIL FILTERS	\$0.78	
	75,188	44690	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	OIL FILTERS	\$0.78	
	75,188	44690	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	OIL FILTERS	\$0.00	\$23.36
	75,189	44690	01-4500-4230-46389	938900 T9-13 CHEV SIERRA	OIL FILTER	\$9.82	
	75,189	44690	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	OIL FILTER	\$1.08	
	75,189	44690	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	OIL FILTER	\$0.00	\$10.90
	75,190	44690	01-4500-4230-46397	939700 SIDEWALK TRACTOR	OIL FILTER	\$16.82	
	75,190	44690	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	OIL FILTER	\$1.86	
	75,190	44690	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	OIL FILTER	\$0.00	\$18.68
RELIANCE HOME COMFORT	75,220	44691	01-3200-4100-40340	WATER AND SEWAGE	WATER HEATER RENTAL	\$49.75	
	75,220	44691	01-0000-0200-00325	HST RECEIVABLE100%	WATER HEATER RENTAL	\$6.47	
	75,220	44691	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	WATER HEATER RENTAL	\$0.00	\$56.22
R. RUSSELL CONSTRUCTION	75,198	44692	01-0000-0250-60721	C14-573-PARK AV-SURVEY/DESIGN	PC1 - MUTUAL / PARK	\$59,264.38	
	75,198	44692	10-0000-3270-80100	SALARIES FULL TIME--PARK AVENUE STORM SEV	PC1 - MUTUAL / PARK	\$18,886.72	
	75,198	44692	01-0000-0250-60009	CTY-SAN-MUTUAL-CHARLES E-THAMES RIVER	PC1 - MUTUAL / PARK	\$139,262.93	
	75,198	44692	01-0000-2020-00650	ACCOUNTS PAYABLE-HOLDBACKS	PC1 - MUTUAL / PARK	\$0.00	\$21,402.35
	75,198	44692	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	PC1 - MUTUAL / PARK	\$21,650.24	
	75,198	44692	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	PC1 - MUTUAL / PARK	\$0.00	\$217,661.92
SHERK, MELISSA	75,120	44693	01-5000-4000-42900	MISCELLANEOUS EXPENSE	BALLOONS FOR PAN AM GAMES	\$90.00	
	75,120	44693	01-0000-0200-00325	HST RECEIVABLE100%	BALLOONS FOR PAN AM GAMES	\$11.70	
	75,120	44693	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	BALLOONS FOR PAN AM GAMES	\$0.00	\$101.70
	75,121	44693	01-5100-6060-40420	PROGRAM SUPPLIES	BIRTHDAY BALLOONS	\$65.00	
	75,121	44693	01-0000-0200-00325	HST RECEIVABLE100%	BIRTHDAY BALLOONS	\$8.45	
	75,121	44693	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	BIRTHDAY BALLOONS	\$0.00	\$73.45
WARREN SINCLAIR CONSTRUCTION *	75,208	44694	01-0000-2000-00755	BUILDING PERMITS - DEPOSIT	DAMAGE DEPOSIT 2009-62	\$420.90	
	75,208	44694	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	DAMAGE DEPOSIT 2009-62	\$0.00	\$420.90
	75,209	44694	01-0000-2000-00755	BUILDING PERMITS - DEPOSIT	DAMAGE DEPOSIT 2010-229	\$604.50	
	75,209	44694	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	DAMAGE DEPOSIT 2010-229	\$0.00	\$604.50
	75,210	44694	01-0000-2000-00755	BUILDING PERMITS - DEPOSIT	DAMAGE DEPOSIT 2011-224	\$920.90	
	75,210	44694	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	DAMAGE DEPOSIT 2011-224	\$0.00	\$920.90
	75,211	44694	01-0000-2000-00755	BUILDING PERMITS - DEPOSIT	DAMAGE DEPOSIT 2011-225	\$1,000.00	
	75,211	44694	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	DAMAGE DEPOSIT 2011-225	\$0.00	\$1,000.00
	75,212	44694	01-0000-2000-00755	BUILDING PERMITS - DEPOSIT	DAMAGE DEPOSIT 2012-149	\$762.70	
	75,212	44694	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	DAMAGE DEPOSIT 2012-149	\$0.00	\$762.70
	75,213	44694	01-0000-2000-00755	BUILDING PERMITS - DEPOSIT	DAMAGE DEPOSIT 2013-56	\$604.50	
	75,213	44694	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	DAMAGE DEPOSIT 2013-56	\$0.00	\$604.50
	75,214	44694	01-0000-2000-00755	BUILDING PERMITS - DEPOSIT	DAMAGE DEPOSIT 2013-136	\$525.40	
	75,214	44694	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	DAMAGE DEPOSIT 2013-136	\$0.00	\$525.40
	75,215	44694	01-0000-2000-00755	BUILDING PERMITS - DEPOSIT	DAMAGE DEPOSIT 2013-4	\$169.45	
	75,215	44694	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	DAMAGE DEPOSIT 2013-4	\$0.00	\$169.45
	75,216	44694	01-0000-2000-00755	BUILDING PERMITS - DEPOSIT	DAMAGE DEPOSIT 2012-188	\$841.80	
	75,216	44694	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	DAMAGE DEPOSIT 2012-188	\$0.00	\$841.80
SKILVEN PUBLICATIONS INC.	75,183	44695	01-4500-4160-80000	MATERIALS-SAFETY DEVICES, SIGNS, GUIDE RAIL	SAFETY AWARENESS POSTERS	\$212.63	
	75,183	44695	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	SAFETY AWARENESS POSTERS	\$23.48	
	75,183	44695	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	SAFETY AWARENESS POSTERS	\$0.00	\$236.11
SOAK IT UP INC							

	75,147	44696	01-5200-4100-41550	MAINTENANCE CONTRACTS	MAT & MOP RENTAL	\$32.00	
	75,147	44696	01-0000-0200-00325	HST RECEIVABLE100%	MAT & MOP RENTAL	\$4.16	
	75,147	44696	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	MAT & MOP RENTAL	\$0.00	\$36.16
	75,170	44696	01-2000-4015-41540	RENTAL	MAT RENTAL - CARR'S WLKWY	\$11.00	
	75,170	44696	01-0000-0200-00325	HST RECEIVABLE100%	MAT RENTAL - CARR'S WLKWY	\$1.43	
	75,170	44696	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	MAT RENTAL - CARR'S WLKWY	\$0.00	\$12.43
	75,171	44696	01-2000-4025-41540	RENTAL	MAT RENTAL - TC	\$29.00	
	75,171	44696	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	MAT RENTAL - TC	\$3.21	
	75,171	44696	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	MAT RENTAL - TC	\$0.00	\$32.21
ST.JOHN AMBULANCE							
	75,230	44697	01-5000-4000-42900	MISCELLANEOUS EXPENSE	FAMILY BIKE RIDE VOLUNTEERS	\$100.00	
	75,230	44697	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	FAMILY BIKE RIDE VOLUNTEERS	\$0.00	\$100.00
SUN LIFE OF CANADA							
	75,136	44698	01-0000-2100-00716	HEALTH CARE PAYABLE	JULY GROUP PREMIUM	\$41,855.90	
	75,136	44698	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	JULY GROUP PREMIUM	\$0.00	\$41,855.90
SUPERIOR ELECTRIC MOTORS INC							
	75,181	44699	01-4500-4230-46395	939500 ELGIN SWEEPER	RPR ELEC MTR ON SWEEPER	\$180.27	
	75,181	44699	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	RPR ELEC MTR ON SWEEPER	\$19.91	
	75,181	44699	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	RPR ELEC MTR ON SWEEPER	\$0.00	\$200.18
SWAN DUST CONTROL							
	75,182	44700	01-4500-4100-41540	RENTAL	MAT RENTAL - PW	\$20.66	
	75,182	44700	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	MAT RENTAL - PW	\$2.28	
	75,182	44700	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	MAT RENTAL - PW	\$0.00	\$22.94
THAMESFORD PIZZA							
	75,150	44701	01-5100-6060-40420	PROGRAM SUPPLIES	BIRTHDAY & PRESCHOOL PIZZA	\$173.67	
	75,150	44701	01-5100-6090-40420	PROGRAM SUPPLIES	BIRTHDAY & PRESCHOOL PIZZA	\$23.23	
	75,150	44701	01-0000-0200-00325	HST RECEIVABLE100%	BIRTHDAY & PRESCHOOL PIZZA	\$22.58	
	75,150	44701	01-0000-0200-00325	HST RECEIVABLE100%	BIRTHDAY & PRESCHOOL PIZZA	\$3.02	
	75,150	44701	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	BIRTHDAY & PRESCHOOL PIZZA	\$0.00	\$222.50
TREMBLETT'S YOUR INDEPENDENT G							
	75,154	44702	01-5100-6090-40420	PROGRAM SUPPLIES	IND'T - VPCC - JUNE 2015	\$35.89	
	75,154	44702	01-5100-6060-40420	PROGRAM SUPPLIES	IND'T - VPCC - JUNE 2015	\$25.44	
	75,154	44702	01-0000-0200-00325	HST RECEIVABLE100%	IND'T - VPCC - JUNE 2015	\$4.38	
	75,154	44702	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	IND'T - VPCC - JUNE 2015	\$0.00	\$65.71
TURNER, FLEISCHER ARCHITECTS I							
	75,157	44703	01-3400-4000-01135	COMM - BUILDING PERMITS	PERMIT 2014-50 REFUND	\$477.00	
	75,157	44703	01-3400-4000-01136	COMM - PLUMBING PERMITS	PERMIT 2014-50 REFUND	\$61.20	
	75,157	44703	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	PERMIT 2014-50 REFUND	\$0.00	\$538.20
TYCO INTEGRATED FIRE & SECURIT							
	75,175	44704	01-2000-4015-41550	MAINTENANCE CONTRACTS	ANNUAL TEST & INSPECTION	\$738.00	
	75,175	44704	01-0000-0200-00325	HST RECEIVABLE100%	ANNUAL TEST & INSPECTION	\$95.94	
	75,175	44704	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	ANNUAL TEST & INSPECTION	\$0.00	\$833.94
UNION GAS							
	75,173	44705	01-2000-4010-40350	NATURAL GAS	GAS - CARNEGIE BLDG	\$59.00	
	75,173	44705	01-0000-0200-00325	HST RECEIVABLE100%	GAS - CARNEGIE BLDG	\$7.67	
	75,173	44705	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	GAS - CARNEGIE BLDG	\$0.00	\$66.67
EMPLOYEE REIMBURSEMENT							
	75,164	44706	01-3400-4000-40620	MILEAGE	MILEAGE - MAY	\$20.42	
	75,164	44706	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	MILEAGE - MAY	\$2.26	
	75,164	44706	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	MILEAGE - MAY	\$0.00	\$22.68
	75,165	44706	01-3400-4000-40620	MILEAGE	MILEAGE - JUNE	\$60.78	
	75,165	44706	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	MILEAGE - JUNE	\$6.72	
	75,165	44706	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	MILEAGE - JUNE	\$0.00	\$67.50
WALMSLEY BROS LTD							
	75,206	44707	01-0000-0250-60851	C15-703-264 WONHAM S-WTRMN	ALPHALT	\$160.82	
	75,206	44707	01-0000-0250-60851	C15-703-264 WONHAM S-WTRMN	ALPHALT	\$330.58	
	75,206	44707	01-0000-0250-60851	C15-703-264 WONHAM S-WTRMN	ALPHALT	\$348.45	
	75,206	44707	01-0000-0250-60834	C14-686-278 THAMES S-WTR SERVICE	ALPHALT	\$423.49	
	75,206	44707	01-4500-4130-80000	MATERIALS-HARDTOP MAINT, PATCHING & SPR.	ALPHALT	\$178.70	
	75,206	44707	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	ALPHALT	\$17.77	
	75,206	44707	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	ALPHALT	\$36.51	
	75,206	44707	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	ALPHALT	\$38.48	
	75,206	44707	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	ALPHALT	\$46.78	
	75,206	44707	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	ALPHALT	\$19.74	
	75,206	44707	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	ALPHALT	\$0.00	\$1,601.32
WARD, BONNIE - (PETTY CASH)							
	75,224	44708	01-5100-6090-40420	PROGRAM SUPPLIES	PETTY CASH JUNE2-JULY9	\$100.46	
	75,224	44708	01-5100-6090-40420	PROGRAM SUPPLIES	PETTY CASH JUNE2-JULY9	\$15.00	
	75,224	44708	01-5100-4000-42900	MISCELLANEOUS EXPENSE	PETTY CASH JUNE2-JULY9	\$5.75	
	75,224	44708	01-0000-0200-00325	HST RECEIVABLE100%	PETTY CASH JUNE2-JULY9	\$13.06	
	75,224	44708	01-0000-0200-00325	HST RECEIVABLE100%	PETTY CASH JUNE2-JULY9	\$0.75	
	75,224	44708	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	PETTY CASH JUNE2-JULY9	\$0.00	\$135.02
WASTE MANAGEMENT							
	75,191	44709	01-4500-4100-41550	MAINTENANCE CONTRACTS	GARBAGE BIN SERVICE - JUNE	\$559.61	
	75,191	44709	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	GARBAGE BIN SERVICE - JUNE	\$61.81	
	75,191	44709	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	GARBAGE BIN SERVICE - JUNE	\$0.00	\$621.42
SUBSIDY PAYMENT							
	75,231	44710	01-0000-0090-99999	SUSPENSE - CLEARING	RESPIRE CARE - 35.5 HRS	\$390.50	
	75,231	44710	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	RESPIRE CARE - 35.5 HRS	\$0.00	\$390.50

EMPLOYEE REIMBURSEMENT								
	75,227	44711	01-3230-4000-41020	PROMOTION & MEALS	MAY/JUNE EXPENSES	\$19.95		
	75,227	44711	01-3230-4000-41520	COMMUNICATION	MAY/JUNE EXPENSES	\$56.93		
	75,227	44711	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	MAY/JUNE EXPENSES	\$6.29		
	75,227	44711	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	MAY/JUNE EXPENSES	\$0.00		\$83.17
SUSAN WOLFE - PETTY CASH								
	75,155	44712	01-5200-4100-40210	JANITORIAL SUPPLIES	PETTY CASH MAY21 - JULY3	\$43.96		
	75,155	44712	01-5200-6090-40420	PROGRAM SUPPLIES	PETTY CASH MAY21 - JULY3	\$139.46		
	75,155	44712	01-5200-6090-40500	SPECIAL EVENTS	PETTY CASH MAY21 - JULY3	\$89.90		
	75,155	44712	01-5200-6090-40550	FUND RAISING	PETTY CASH MAY21 - JULY3	\$13.75		
	75,155	44712	01-5200-6090-40610	MEETINGS & CONFERENCES	PETTY CASH MAY21 - JULY3	\$181.48		
	75,155	44712	01-5200-6090-42900	MISCELLANEOUS EXPENSE	PETTY CASH MAY21 - JULY3	\$18.99		
	75,155	44712	01-5200-6290-40420	PROGRAM SUPPLIES	PETTY CASH MAY21 - JULY3	\$48.48		
	75,155	44712	01-0000-0200-00325	HST RECEIVABLE100%	PETTY CASH MAY21 - JULY3	\$57.10		
	75,155	44712	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	PETTY CASH MAY21 - JULY3	\$0.00		\$593.12
WOODSTOCK, CITY OF ***								
	75,177	44713	01-4500-4000-40630	STAFF TRAINING	TRENCHING - STAFF TRAINING	\$381.37		
	75,177	44713	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	TRENCHING - STAFF TRAINING	\$42.12		
	75,177	44713	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	TRENCHING - STAFF TRAINING	\$0.00		\$423.49
ABC RECREATION LTD ***								
	75,422	44714	10-0000-3551-80000	MATERIALS-VICTORIA PK ACCESS PLAYGRND	VIC PARK ACCESS PLAYGROUND	\$249,999.85		
	75,422	44714	01-0000-0200-00325	HST RECEIVABLE100%	VIC PARK ACCESS PLAYGROUND	\$32,499.98		
	75,422	44714	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	VIC PARK ACCESS PLAYGROUND	\$0.00		\$282,499.83
ACAPULCO ***								
	75,419	44715	01-5100-4100-41710	CHEMICALS	ACID, CHLORINE, BICARB	\$1,180.10		
	75,419	44715	01-0000-0200-00325	HST RECEIVABLE100%	ACID, CHLORINE, BICARB	\$153.41		
	75,419	44715	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	ACID, CHLORINE, BICARB	\$0.00		\$1,333.51
AFFORDABLE PORTABLES								
	75,374	44716	01-5000-6030-41540	RENTAL	PORTABLE WSHRM - JUNE	\$135.00		
	75,374	44716	01-0000-0200-00325	HST RECEIVABLE100%	PORTABLE WSHRM - JUNE	\$17.55		
	75,374	44716	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	PORTABLE WSHRM - JUNE	\$0.00		\$152.55
AIR LIQUIDE								
	75,247	44717	01-4500-4160-80000	MATERIALS-SAFETY DEVICES, SIGNS, GUIDE RAIL	NITROGEN GAS	\$106.97		
	75,247	44717	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	NITROGEN GAS	\$11.82		
	75,247	44717	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	NITROGEN GAS	\$0.00		\$118.79
AKIRA STUDIO LTD								
	75,294	44718	01-1002-4000-41530	EQUIPMENT REPAIRS & MAINTENANCE	WEBSITE MAINTENANCE	\$305.28		
	75,294	44718	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	WEBSITE MAINTENANCE	\$33.72		
	75,294	44718	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	WEBSITE MAINTENANCE	\$0.00		\$339.00
	75,308	44718	01-0000-2375-00740	BUILD INGERSOLL GROUP "BIG" DEPOSIT	DISCOVER INGERSOLL WEBSITE	\$610.56		
	75,308	44718	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	DISCOVER INGERSOLL WEBSITE	\$67.44		
	75,308	44718	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	DISCOVER INGERSOLL WEBSITE	\$0.00		\$678.00
	75,446	44718	01-5200-6195-41000	ADVERTISING	WEBSITE SUPPORT - JUNE	\$95.00		
	75,446	44718	01-0000-0200-00325	HST RECEIVABLE100%	WEBSITE SUPPORT - JUNE	\$12.35		
	75,446	44718	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	WEBSITE SUPPORT - JUNE	\$0.00		\$107.35
AL'S TIRE INGERSOLL								
	75,259	44719	01-5000-6050-41530	EQUIP REPAIRS & MAINT	TIRE REPAIR	\$22.02		
	75,259	44719	01-0000-0200-00325	HST RECEIVABLE100%	TIRE REPAIR	\$2.86		
	75,259	44719	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	TIRE REPAIR	\$0.00		\$24.88
	75,285	44719	01-5000-6050-41530	EQUIP REPAIRS & MAINT	TIRE - RIDING MOWER	\$141.49		
	75,285	44719	01-0000-0200-00325	HST RECEIVABLE100%	TIRE - RIDING MOWER	\$18.39		
	75,285	44719	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	TIRE - RIDING MOWER	\$0.00		\$159.88
ARMOR PRO AUDIO								
	75,420	44720	01-5000-6020-41700	BLDG REPAIRS & MAINT	MICROPHONE & CABLE	\$146.90		
	75,420	44720	01-0000-0200-00325	HST RECEIVABLE100%	MICROPHONE & CABLE	\$19.10		
	75,420	44720	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	MICROPHONE & CABLE	\$0.00		\$166.00
BACKYARD BY DESIGN								
	75,375	44721	01-5000-6050-41720	HORTICULTURAL SUPPLIES	POTTING SOIL	\$78.16		
	75,375	44721	01-0000-0200-00325	HST RECEIVABLE100%	POTTING SOIL	\$10.16		
	75,375	44721	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	POTTING SOIL	\$0.00		\$88.32
	75,376	44721	01-5000-6050-41720	HORTICULTURAL SUPPLIES	FERTILIZER	\$31.44		
	75,376	44721	01-0000-0200-00325	HST RECEIVABLE100%	FERTILIZER	\$4.09		
	75,376	44721	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	FERTILIZER	\$0.00		\$35.53
BAIN, JAMES PLUMBING								
	75,331	44722	01-3000-4000-41700	BLDG REPAIRS & MAINTENANCE	TOILET REPLACEMENT	\$252.11		
	75,331	44722	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	TOILET REPLACEMENT	\$27.85		
	75,331	44722	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	TOILET REPLACEMENT	\$0.00		\$279.96
	75,339	44722	01-3000-4000-41700	BLDG REPAIRS & MAINTENANCE	TOILET REPLACEMENT	\$250.02		
	75,339	44722	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	TOILET REPLACEMENT	\$27.62		
	75,339	44722	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	TOILET REPLACEMENT	\$0.00		\$277.64
EMPLOYEE REIMBURSEMENT								
	75,324	44723	01-3000-4000-40500	SPECIAL EVENTS	ICE CREAM SCOOPS, WATER	\$9.45		
	75,324	44723	01-3000-4000-40500	SPECIAL EVENTS	ICE CREAM SCOOPS, WATER	\$12.21		
	75,324	44723	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	ICE CREAM SCOOPS, WATER	\$1.35		
	75,324	44723	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	ICE CREAM SCOOPS, WATER	\$0.00		\$23.01
BELL CANADA ***								
	75,441	44724	01-1000-4000-40220	TELEPHONE	BELL PHONE LINES - JUNE	\$737.97		
	75,441	44724	01-2000-4025-40220	TELEPHONE	BELL PHONE LINES - JUNE	\$141.54		
	75,441	44724	01-1001-4000-40220	TELEPHONE	BELL PHONE LINES - JUNE	\$68.82		

	75,441	44724	01-1001-4000-40220	TELEPHONE	BELL PHONE LINES - JUNE	\$61.32	
	75,441	44724	01-1002-4000-40220	TELEPHONE	BELL PHONE LINES - JUNE	\$222.20	
	75,441	44724	01-3000-4000-40220	TELEPHONE	BELL PHONE LINES - JUNE	\$219.35	
	75,441	44724	01-4500-4000-40220	TELEPHONE	BELL PHONE LINES - JUNE	\$227.71	
	75,441	44724	01-5000-6020-40220	TELEPHONE	BELL PHONE LINES - JUNE	\$180.24	
	75,441	44724	01-5000-6050-40220	TELEPHONE	BELL PHONE LINES - JUNE	\$63.55	
	75,441	44724	01-5100-4000-40220	TELEPHONE	BELL PHONE LINES - JUNE	\$616.51	
	75,441	44724	01-5100-4000-40220	TELEPHONE	BELL PHONE LINES - JUNE	\$186.86	
	75,441	44724	01-5200-6090-40220	TELEPHONE	BELL PHONE LINES - JUNE	\$445.60	
	75,441	44724	01-6200-4000-40220	TELEPHONE	BELL PHONE LINES - JUNE	\$54.94	
	75,441	44724	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	BELL PHONE LINES - JUNE	\$189.32	
	75,441	44724	01-0000-0200-00325	HST RECEIVABLE100%	BELL PHONE LINES - JUNE	\$202.08	
	75,441	44724	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	BELL PHONE LINES - JUNE	\$0.00	\$3,618.01
BRAD'S LOCK & KEY ***							
	75,346	44725	01-2000-4015-41700	BLDG REPARIS & MAINTENANCE	REPAIR TO W EXTERIOR DOOR	\$137.45	
	75,346	44725	01-0000-0200-00325	HST RECEIVABLE100%	REPAIR TO W EXTERIOR DOOR	\$17.87	
	75,346	44725	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	REPAIR TO W EXTERIOR DOOR	\$0.00	\$155.32
	75,347	44725	01-2000-4025-41700	BLDG REPAIRS & MAINT	REPAIR TO W EXTERIOR DOOR	\$96.67	
	75,347	44725	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	REPAIR TO W EXTERIOR DOOR	\$10.68	
	75,347	44725	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	REPAIR TO W EXTERIOR DOOR	\$0.00	\$107.35
BRAGG, JEFF							
	75,343	44726	01-2000-4015-41550	MAINTENANCE CONTRACTS	CARR'S WLKWY CLEANING	\$600.00	
	75,343	44726	01-0000-0200-00325	HST RECEIVABLE100%	CARR'S WLKWY CLEANING	\$78.00	
	75,343	44726	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	CARR'S WLKWY CLEANING	\$0.00	\$678.00
EMPLOYEE REIMBURSEMENT							
	75,318	44727	01-7000-4000-40630	STAFF TRAINING	EXPENSES MAY - JULY	\$625.29	
	75,318	44727	01-7000-4000-41300	TRADE SHOWS	EXPENSES MAY - JULY	\$52.87	
	75,318	44727	01-7000-4000-41020	PROMOTION & MEALS	EXPENSES MAY - JULY	\$3.67	
	75,318	44727	01-7000-4000-40620	MILEAGE	EXPENSES MAY - JULY	\$124.49	
	75,318	44727	01-0000-0200-00310	G.S.T. REBATE RECEIVABLE	EXPENSES MAY - JULY	\$0.18	
	75,318	44727	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	EXPENSES MAY - JULY	\$13.75	
	75,318	44727	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	EXPENSES MAY - JULY	\$0.00	\$820.25
BYRNES COMMUNICATIONS							
	75,298	44728	40-8000-6900-40990	ADVERTISING - RADIO	FATHER'S DAY RADIO AD	\$507.78	
	75,298	44728	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	FATHER'S DAY RADIO AD	\$56.09	
	75,298	44728	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	FATHER'S DAY RADIO AD	\$0.00	\$563.87
CANADIAN RED CROSS-MISSISSAUGA							
	75,414	44729	01-5100-6060-41450	LEADERSHIP	WSI RECERTS	\$110.00	
	75,414	44729	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	WSI RECERTS	\$0.00	\$110.00
CANADIAN TIRE ASSOCIATE STORE							
	75,234	44730	01-5000-6050-41700	BLDG REPAIRS AND MAINT	LIGHT BULBS	\$9.99	
	75,234	44730	01-0000-0200-00325	HST RECEIVABLE100%	LIGHT BULBS	\$1.30	
	75,234	44730	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	LIGHT BULBS	\$0.00	\$11.29
	75,235	44730	01-5200-6090-40550	FUND RAISING	FUEL FOR BBQ	\$47.94	
	75,235	44730	01-0000-0200-00325	HST RECEIVABLE100%	FUEL FOR BBQ	\$6.23	
	75,235	44730	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	FUEL FOR BBQ	\$0.00	\$54.17
	75,236	44730	01-5100-4100-41700	BLDG REPAIRS AND MAINT	HOSE, BRUSH, GLUE	\$88.96	
	75,236	44730	01-0000-0200-00325	HST RECEIVABLE100%	HOSE, BRUSH, GLUE	\$11.56	
	75,236	44730	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	HOSE, BRUSH, GLUE	\$0.00	\$100.52
	75,237	44730	01-5000-6050-41510	VEHICLE REPAIRS & MAINT	ANTIFREEZE	\$19.77	
	75,237	44730	01-0000-0200-00325	HST RECEIVABLE100%	ANTIFREEZE	\$2.57	
	75,237	44730	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	ANTIFREEZE	\$0.00	\$22.34
	75,238	44730	01-5000-6020-41700	BLDG REPAIRS & MAINT	PAINT	\$59.98	
	75,238	44730	01-0000-0200-00325	HST RECEIVABLE100%	PAINT	\$7.80	
	75,238	44730	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	PAINT	\$0.00	\$67.78
	75,239	44730	01-5000-6020-41700	BLDG REPAIRS & MAINT	PAINT SUPPLIES	\$19.86	
	75,239	44730	01-0000-0200-00325	HST RECEIVABLE100%	PAINT SUPPLIES	\$2.58	
	75,239	44730	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	PAINT SUPPLIES	\$0.00	\$22.44
	75,240	44730	01-5100-4100-41700	BLDG REPAIRS AND MAINT	DRILL BITS, SCREWS	\$29.88	
	75,240	44730	01-0000-0200-00325	HST RECEIVABLE100%	DRILL BITS, SCREWS	\$3.88	
	75,240	44730	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	DRILL BITS, SCREWS	\$0.00	\$33.76
CANADA BROKERLINK (ONTARIO)							
	75,323	44731	01-3000-4000-40500	SPECIAL EVENTS	FIRE FIT INSURANCE	\$540.00	
	75,323	44731	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	FIRE FIT INSURANCE	\$0.00	\$540.00
CANTERBURY FOLK FESTIVAL							
	75,300	44732	01-0000-2375-00740	BUILD INGERSOLL GROUP "BIG" DEPOSIT	BUILDER'S GROUP ADVERTISING	\$500.00	
	75,300	44732	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	BUILDER'S GROUP ADVERTISING	\$0.00	\$500.00
CEDAR SIGNS							
	75,373	44733	01-5000-6050-41010	GRAPHICS & PRINTING	SIGN POSTS	\$783.43	
	75,373	44733	01-0000-0200-00325	HST RECEIVABLE100%	SIGN POSTS	\$101.85	
	75,373	44733	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	SIGN POSTS	\$0.00	\$885.28
CHECKERS CLEANING SUPPLY							
	75,408	44734	01-5100-4100-40210	JANITORIAL SUPPLIES	DISINFECTANT, SOAP	\$195.52	
	75,408	44734	01-0000-0200-00325	HST RECEIVABLE100%	DISINFECTANT, SOAP	\$25.42	
	75,408	44734	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	DISINFECTANT, SOAP	\$0.00	\$220.94
CHUBB SECURITY SYSTEMS							
	75,295	44735	01-6200-4100-41700	BLDG REPAIRS & MAINTENANCE	ALARM SYSTEM REPAIRS	\$1,405.50	
	75,295	44735	01-0000-0200-00325	HST RECEIVABLE100%	ALARM SYSTEM REPAIRS	\$182.72	
	75,295	44735	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	ALARM SYSTEM REPAIRS	\$0.00	\$1,588.22



COMMISSIONAIRES	75,349	44736 01-1000-4240-41505	PARKING ENFORCEMENT CONTRACT	PKG ENFORCEMENT JUN7-20	\$751.80	
	75,349	44736 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	PKG ENFORCEMENT JUN7-20	\$83.04	
	75,349	44736 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	PKG ENFORCEMENT JUN7-20	\$0.00	\$834.84
DIRECTOR OF FAMILY RESPONSIBL	75,286	44737 01-0000-2100-00718	FAMILY SERVICES	CASE 648113 - JULY	\$192.00	
	75,286	44737 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	CASE 648113 - JULY	\$0.00	\$192.00
	75,287	44737 01-0000-2100-00718	FAMILY SERVICES	CASE 1005697 - JULY	\$2,255.92	
	75,287	44737 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	CASE 1005697 - JULY	\$0.00	\$2,255.92
DRIFTWOOD THEATRE GROUP	75,296	44738 01-6200-4000-40500	SPECIAL EVENTS	HAMLET PERFORMANCE	\$1,750.00	
	75,296	44738 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	HAMLET PERFORMANCE	\$0.00	\$1,750.00
EMPLOYEE REIMBURSEMENT	75,410	44739 01-5100-6070-40620	MILEAGE	MILEAGE - MARCH	\$31.06	
	75,410	44739 01-0000-0200-00325	HST RECEIVABLE100%	MILEAGE - MARCH	\$4.04	
	75,410	44739 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	MILEAGE - MARCH	\$0.00	\$35.10
	75,411	44739 01-5100-6070-40620	MILEAGE	MILEAGE - APRIL	\$26.76	
	75,411	44739 01-0000-0200-00325	HST RECEIVABLE100%	MILEAGE - APRIL	\$3.48	
	75,411	44739 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	MILEAGE - APRIL	\$0.00	\$30.24
	75,412	44739 01-5100-6070-40620	MILEAGE	MILEAGE - MAY	\$26.76	
	75,412	44739 01-0000-0200-00325	HST RECEIVABLE100%	MILEAGE - MAY	\$3.48	
	75,412	44739 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	MILEAGE - MAY	\$0.00	\$30.24
	75,413	44739 01-5100-6070-40620	MILEAGE	MILEAGE - JUNE	\$13.38	
	75,413	44739 01-0000-0200-00325	HST RECEIVABLE100%	MILEAGE - JUNE	\$1.74	
	75,413	44739 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	MILEAGE - JUNE	\$0.00	\$15.12
E.O.N. ASSOCIATION	75,306	44740 01-6200-4000-41000	ADVERTISING	DAYTRIPPER EON CO-OP AD	\$169.58	
	75,306	44740 01-0000-0200-00325	HST RECEIVABLE100%	DAYTRIPPER EON CO-OP AD	\$22.05	
	75,306	44740 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	DAYTRIPPER EON CO-OP AD	\$0.00	\$191.63
ERTH HOLDINGS INC.	75,248	44741 01-4000-4410-41530	EQUIP REPAIRS & MAINTENANCE	CMU TESTING - SPRING 2015	\$2,212.82	
	75,248	44741 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	CMU TESTING - SPRING 2015	\$244.42	
	75,248	44741 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	CMU TESTING - SPRING 2015	\$0.00	\$2,457.24
	75,270	44741 01-4000-4000-41530	EQUIPMENT REPAIRS & MAINT	STREET LT MAINTENANCE - JUNE	\$1,310.57	
	75,270	44741 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	STREET LT MAINTENANCE - JUNE	\$144.76	
	75,270	44741 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	STREET LT MAINTENANCE - JUNE	\$0.00	\$1,455.33
	75,271	44741 01-4000-4410-41530	EQUIP REPAIRS & MAINTENANCE	REPAIRS TO STREET LIGHT	\$127.20	
	75,271	44741 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	REPAIRS TO STREET LIGHT	\$14.05	
	75,271	44741 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	REPAIRS TO STREET LIGHT	\$0.00	\$141.25
	75,272	44741 01-4000-4410-41530	EQUIP REPAIRS & MAINTENANCE	SUPPORT FOR NOVACS UPGRADES	\$290.02	
	75,272	44741 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	SUPPORT FOR NOVACS UPGRADES	\$32.03	
	75,272	44741 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	SUPPORT FOR NOVACS UPGRADES	\$0.00	\$322.05
FASTENAL CANADA ***	75,368	44742 01-5000-6050-40210	JANITORIAL SUPPLIES	HAND CLEANER	\$73.30	
	75,368	44742 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	HAND CLEANER	\$8.09	
	75,368	44742 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	HAND CLEANER	\$0.00	\$81.39
	75,430	44742 01-4500-4000-41650	SMALL TOOLS & SAFETY EQUIP	WASHERS & BOLTS	\$39.93	
	75,430	44742 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	WASHERS & BOLTS	\$4.41	
	75,430	44742 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	WASHERS & BOLTS	\$0.00	\$44.34
	75,431	44742 01-4500-4000-41650	SMALL TOOLS & SAFETY EQUIP	BOLTS	\$32.33	
	75,431	44742 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	BOLTS	\$3.57	
	75,431	44742 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	BOLTS	\$0.00	\$35.90
FIREFIT OF CANADA	75,326	44743 01-3000-4000-40500	SPECIAL EVENTS	FIREFIT HOST INVOICE	\$6,614.40	
	75,326	44743 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	FIREFIT HOST INVOICE	\$730.60	
	75,326	44743 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	FIREFIT HOST INVOICE	\$0.00	\$7,345.00
	75,327	44743 01-3000-4000-40500	SPECIAL EVENTS	FIREFIT HOST DEPOSIT	\$2,480.96	
	75,327	44743 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	FIREFIT HOST DEPOSIT	\$274.04	
	75,327	44743 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	FIREFIT HOST DEPOSIT	\$0.00	\$2,755.00
FIREFIGHTER SERVICES OF ONTARI	75,332	44744 01-3000-4000-40630	STAFF TRAINING	FITNESS TRAINING - RECRUITS	\$688.91	
	75,332	44744 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	FITNESS TRAINING - RECRUITS	\$76.09	
	75,332	44744 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	FITNESS TRAINING - RECRUITS	\$0.00	\$765.00
FIRESERVICE MANAGEMENT LTD	75,330	44745 01-3000-4000-41530	EQUIP REPAIRS & MAINTENANCE	TURN OUT GEAR CLEANING	\$171.98	
	75,330	44745 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	TURN OUT GEAR CLEANING	\$19.00	
	75,330	44745 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	TURN OUT GEAR CLEANING	\$0.00	\$190.98
FLORAL OCCASIONS ***	75,246	44746 01-0100-4000-41100	RECEPTIONS & PUBLIC MEETINGS	FLOWERS FOR POETRY NIGHT	\$54.03	
	75,246	44746 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	FLOWERS FOR POETRY NIGHT	\$5.97	
	75,246	44746 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	FLOWERS FOR POETRY NIGHT	\$0.00	\$60.00
FOREST CITY FIRE PROTECTION	75,275	44747 01-5000-6040-41550	MAINTENANCE CONTRACTS	FIRE ALARM PANEL REPLACEMENT	\$558.00	
	75,275	44747 10-0000-3553-80000	MATERIALS - SR CTR FIRE PANEL REPL	FIRE ALARM PANEL REPLACEMENT	\$11,575.00	
	75,275	44747 01-0000-0200-00325	HST RECEIVABLE100%	FIRE ALARM PANEL REPLACEMENT	\$72.54	
	75,275	44747 01-0000-0200-00325	HST RECEIVABLE100%	FIRE ALARM PANEL REPLACEMENT	\$1,504.75	
	75,275	44747 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	FIRE ALARM PANEL REPLACEMENT	\$0.00	\$13,710.29
FORM & BUILD SUPPLY ***	75,253	44748 01-5000-6020-41700	BLDG REPAIRS & MAINT	SELF LEVELING CAULKING	\$99.51	

	75,253	44748	01-5000-6040-41700	BLDG REPAIRS & MAINT	SELF LEVELING CAULKING	\$99.51	
	75,253	44748	01-5100-4100-41700	BLDG REPAIRS AND MAINT	SELF LEVELING CAULKING	\$99.51	
	75,253	44748	01-0000-0200-00325	HST RECEIVABLE100%	SELF LEVELING CAULKING	\$12.94	
	75,253	44748	01-0000-0200-00325	HST RECEIVABLE100%	SELF LEVELING CAULKING	\$12.94	
	75,253	44748	01-0000-0200-00325	HST RECEIVABLE100%	SELF LEVELING CAULKING	\$12.94	
	75,253	44748	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	SELF LEVELING CAULKING	\$0.00	\$337.35
GLASSFORD MOTORS LTD							
	75,283	44749	01-5000-6050-41510	VEHICLE REPAIRS & MAINT	FUEL PUMP - 2001 DODGE FLATBED	\$774.48	
	75,283	44749	01-0000-0200-00325	HST RECEIVABLE100%	FUEL PUMP - 2001 DODGE FLATBED	\$100.68	
	75,283	44749	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	FUEL PUMP - 2001 DODGE FLATBED	\$0.00	\$875.16
GRA - HAM ENERGY							
	75,258	44750	01-5000-6050-41470	VEHICLE FUEL	FUEL - 103.5L	\$104.33	
	75,258	44750	01-0000-0200-00325	HST RECEIVABLE100%	FUEL - 103.5L	\$13.56	
	75,258	44750	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	FUEL - 103.5L	\$0.00	\$117.89
	75,282	44750	01-5000-6050-41470	VEHICLE FUEL	FUEL - DIESEL & REGULAR	\$463.17	
	75,282	44750	01-0000-0200-00325	HST RECEIVABLE100%	FUEL - DIESEL & REGULAR	\$60.21	
	75,282	44750	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	FUEL - DIESEL & REGULAR	\$0.00	\$523.38
	75,338	44750	01-3000-4000-41470	VEHICLE FUEL	REGULAR FUEL - 55.0L	\$56.92	
	75,338	44750	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	REGULAR FUEL - 55.0L	\$6.29	
	75,338	44750	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	REGULAR FUEL - 55.0L	\$0.00	\$63.21
	75,405	44750	01-5000-6050-41470	VEHICLE FUEL	FUEL - DIESEL & GASOLINE	\$398.83	
	75,405	44750	01-0000-0200-00325	HST RECEIVABLE100%	FUEL - DIESEL & GASOLINE	\$51.85	
	75,405	44750	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	FUEL - DIESEL & GASOLINE	\$0.00	\$450.68
	75,424	44750	01-4500-4230-41440	DIESEL FUEL CLR - LIC VEH	CLEAR DIESEL - 396.7L	\$362.91	
	75,424	44750	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	CLEAR DIESEL - 396.7L	\$40.08	
	75,424	44750	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	CLEAR DIESEL - 396.7L	\$0.00	\$402.99
	75,425	44750	01-4500-4230-41420	FUEL- GASOLINE	REGULAR GASOLINE - 1379.3L	\$1,542.53	
	75,425	44750	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	REGULAR GASOLINE - 1379.3L	\$170.38	
	75,425	44750	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	REGULAR GASOLINE - 1379.3L	\$0.00	\$1,712.91
	75,426	44750	01-4500-4230-41460	DIESEL FUEL CLRED - UNLIC VEH	COLOURED DIESEL - 1221.8L	\$1,030.70	
	75,426	44750	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	COLOURED DIESEL - 1221.8L	\$113.84	
	75,426	44750	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	COLOURED DIESEL - 1221.8L	\$0.00	\$1,144.54
	75,435	44750	01-4500-4230-46431	VEHICLE MAINTENANCE	MOTOR OIL	\$693.39	
	75,435	44750	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	MOTOR OIL	\$76.59	
	75,435	44750	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	MOTOR OIL	\$0.00	\$769.98
	75,436	44750	01-4500-4230-41460	DIESEL FUEL CLRED - UNLIC VEH	COLOURED DIESEL	\$912.65	
	75,436	44750	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	COLOURED DIESEL	\$100.81	
	75,436	44750	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	COLOURED DIESEL	\$0.00	\$1,013.46
	75,437	44750	01-4500-4230-41420	FUEL- GASOLINE	REGULAR GAS	\$322.15	
	75,437	44750	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	REGULAR GAS	\$35.59	
	75,437	44750	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	REGULAR GAS	\$0.00	\$357.74
GUNN'S HILL ARTISAN CHEESE LTD							
	75,305	44751	01-6200-4000-40440	GIFT SHOP SUPPLIES	CHEESE FOR RESALE	\$142.10	
	75,305	44751	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	CHEESE FOR RESALE	\$0.00	\$142.10
EMPLOYEE REIMBURSEMENT							
	75,452	44752	01-5200-4100-40620	MILEAGE	MILEAGE - JUNE	\$123.29	
	75,452	44752	01-0000-0200-00325	HST RECEIVABLE100%	MILEAGE - JUNE	\$16.03	
	75,452	44752	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	MILEAGE - JUNE	\$0.00	\$139.32
HOT,COLD & FREEZING							
	75,252	44753	01-5000-6040-41530	EQUIPMENT REPAIRS & MAINT	REPAIR HEATER IN STAIRWELL	\$394.92	
	75,252	44753	01-0000-0200-00325	HST RECEIVABLE100%	REPAIR HEATER IN STAIRWELL	\$51.34	
	75,252	44753	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	REPAIR HEATER IN STAIRWELL	\$0.00	\$446.26
	75,309	44753	01-2000-4015-41550	MAINTENANCE CONTRACTS	2ND QTR HVAC MAINTENANCE	\$18.75	
	75,309	44753	01-5000-6020-41550	MAINTENANCE CONTRACTS	2ND QTR HVAC MAINTENANCE	\$125.00	
	75,309	44753	01-5000-6040-41550	MAINTENANCE CONTRACTS	2ND QTR HVAC MAINTENANCE	\$125.00	
	75,309	44753	01-5100-4100-41550	MAINTENANCE CONTRACTS	2ND QTR HVAC MAINTENANCE	\$227.50	
	75,309	44753	01-6200-4100-41700	BLDG REPAIRS & MAINTENANCE	2ND QTR HVAC MAINTENANCE	\$18.74	
	75,309	44753	01-5200-4100-41550	MAINTENANCE CONTRACTS	2ND QTR HVAC MAINTENANCE	\$125.00	
	75,309	44753	01-3000-4100-41550	MAINTENANCE CONTRACTS	2ND QTR HVAC MAINTENANCE	\$76.32	
	75,309	44753	01-3200-4100-41550	MAINTENANCE CONTRACTS	2ND QTR HVAC MAINTENANCE	\$100.00	
	75,309	44753	01-0000-0200-00325	HST RECEIVABLE100%	2ND QTR HVAC MAINTENANCE	\$2.44	
	75,309	44753	01-0000-0200-00325	HST RECEIVABLE100%	2ND QTR HVAC MAINTENANCE	\$16.25	
	75,309	44753	01-0000-0200-00325	HST RECEIVABLE100%	2ND QTR HVAC MAINTENANCE	\$16.25	
	75,309	44753	01-0000-0200-00325	HST RECEIVABLE100%	2ND QTR HVAC MAINTENANCE	\$29.58	
	75,309	44753	01-0000-0200-00325	HST RECEIVABLE100%	2ND QTR HVAC MAINTENANCE	\$2.44	
	75,309	44753	01-0000-0200-00325	HST RECEIVABLE100%	2ND QTR HVAC MAINTENANCE	\$16.25	
	75,309	44753	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	2ND QTR HVAC MAINTENANCE	\$8.43	
	75,309	44753	01-0000-0200-00325	HST RECEIVABLE100%	2ND QTR HVAC MAINTENANCE	\$13.00	
	75,309	44753	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	2ND QTR HVAC MAINTENANCE	\$0.00	\$920.95
	75,447	44753	01-5200-4100-41700	BLDG REPAIRS AND MAINT	MAKE UP AIR IN GYM REPAIR	\$120.00	
	75,447	44753	01-0000-0200-00325	HST RECEIVABLE100%	MAKE UP AIR IN GYM REPAIR	\$15.60	
	75,447	44753	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	MAKE UP AIR IN GYM REPAIR	\$0.00	\$135.60
HR DOWNLOADS INC							
	75,250	44754	01-0900-4000-40880	CONSULTING FEES	HR DOWNLOAD MEMBERSHIP	\$4,665.29	
	75,250	44754	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	HR DOWNLOAD MEMBERSHIP	\$515.31	
	75,250	44754	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	HR DOWNLOAD MEMBERSHIP	\$0.00	\$5,180.60
HURON TRACTOR LTD							
	75,284	44755	01-5000-6050-41530	EQUIP REPAIRS & MAINT	LOCKING PIN FOR TRACTOR	\$25.00	
	75,284	44755	01-0000-0200-00325	HST RECEIVABLE100%	LOCKING PIN FOR TRACTOR	\$3.25	

INGERSOLL HOME CENTRE LTD	75,284	44755 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	LOCKING PIN FOR TRACTOR	\$0.00	\$28.25
	75,377	44756 01-5000-6050-41700	BLDG REPAIRS AND MAINT	LIGHT BULBS, LUMBER	\$106.90	
	75,377	44756 01-0000-0200-00325	HST RECEIVABLE100%	LIGHT BULBS, LUMBER	\$13.90	
	75,377	44756 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	LIGHT BULBS, LUMBER	\$0.00	\$120.80
	75,378	44756 01-5000-6050-41720	HORTICULTURAL SUPPLIES	GARDEN FORK	\$21.99	
	75,378	44756 01-0000-0200-00325	HST RECEIVABLE100%	GARDEN FORK	\$2.86	
	75,378	44756 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	GARDEN FORK	\$0.00	\$24.85
	75,379	44756 01-5000-6050-41700	BLDG REPAIRS AND MAINT	TOILET REPAIRS	\$16.49	
	75,379	44756 01-0000-0200-00325	HST RECEIVABLE100%	TOILET REPAIRS	\$2.14	
	75,379	44756 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	TOILET REPAIRS	\$0.00	\$18.63
	75,380	44756 01-5000-6050-41700	BLDG REPAIRS AND MAINT	DOOR KNOB	\$11.99	
	75,380	44756 01-0000-0200-00325	HST RECEIVABLE100%	DOOR KNOB	\$1.56	
	75,380	44756 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	DOOR KNOB	\$0.00	\$13.55
	75,381	44756 01-5000-6050-41700	BLDG REPAIRS AND MAINT	LIGHT BULBS	\$4.99	
	75,381	44756 01-0000-0200-00325	HST RECEIVABLE100%	LIGHT BULBS	\$0.65	
	75,381	44756 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	LIGHT BULBS	\$0.00	\$5.64
	75,382	44756 01-5000-6050-41720	HORTICULTURAL SUPPLIES	TROWELS, TRANSPLANTER	\$11.07	
	75,382	44756 01-0000-0200-00325	HST RECEIVABLE100%	TROWELS, TRANSPLANTER	\$1.44	
	75,382	44756 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	TROWELS, TRANSPLANTER	\$0.00	\$12.51
	75,383	44756 01-5000-6050-41720	HORTICULTURAL SUPPLIES	WASP SPRAY	\$56.97	
	75,383	44756 01-0000-0200-00325	HST RECEIVABLE100%	WASP SPRAY	\$7.41	
	75,383	44756 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	WASP SPRAY	\$0.00	\$64.38
	75,384	44756 01-5000-6050-41700	BLDG REPAIRS AND MAINT	PAINT SUPPLIES	\$68.90	
	75,384	44756 01-0000-0200-00325	HST RECEIVABLE100%	PAINT SUPPLIES	\$8.96	
	75,384	44756 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	PAINT SUPPLIES	\$0.00	\$77.86
	75,385	44756 01-5000-6050-41700	BLDG REPAIRS AND MAINT	SUPPLIES FOR BENCHES	\$153.85	
	75,385	44756 01-0000-0200-00325	HST RECEIVABLE100%	SUPPLIES FOR BENCHES	\$20.00	
	75,385	44756 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	SUPPLIES FOR BENCHES	\$0.00	\$173.85
	75,386	44756 01-5000-6050-41700	BLDG REPAIRS AND MAINT	SOCKET ADAPTER	\$7.49	
	75,386	44756 01-0000-0200-00325	HST RECEIVABLE100%	SOCKET ADAPTER	\$0.97	
	75,386	44756 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	SOCKET ADAPTER	\$0.00	\$8.46
	75,387	44756 01-5000-6050-41700	BLDG REPAIRS AND MAINT	DRYWALL SUPPLIES FOR SHOP	\$14.14	
	75,387	44756 01-0000-0200-00325	HST RECEIVABLE100%	DRYWALL SUPPLIES FOR SHOP	\$1.84	
	75,387	44756 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	DRYWALL SUPPLIES FOR SHOP	\$0.00	\$15.98
	75,388	44756 10-0000-3268-80000	MATERIALS-CULLODEN RD RECONSTRUCTION	STAKES FOR LAYOUT - CULLODEN	\$366.34	
	75,388	44756 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	STAKES FOR LAYOUT - CULLODEN	\$40.46	
	75,388	44756 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	STAKES FOR LAYOUT - CULLODEN	\$0.00	\$406.80
	75,389	44756 01-5100-4100-41700	BLDG REPAIRS AND MAINT	HOSE NOZZLES, STAIN/RUST RMVR	\$42.46	
	75,389	44756 01-0000-0200-00325	HST RECEIVABLE100%	HOSE NOZZLES, STAIN/RUST RMVR	\$5.52	
	75,389	44756 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	HOSE NOZZLES, STAIN/RUST RMVR	\$0.00	\$47.98
	75,390	44756 01-5200-6090-42900	MISCELLANEOUS EXPENSE	PATIO PLANTER BOXES	\$643.68	
	75,390	44756 01-0000-0200-00325	HST RECEIVABLE100%	PATIO PLANTER BOXES	\$83.68	
	75,390	44756 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	PATIO PLANTER BOXES	\$0.00	\$727.36
	75,391	44756 01-5200-6090-42900	MISCELLANEOUS EXPENSE	PATIO PLANTER BOXES	\$133.07	
	75,391	44756 01-0000-0200-00325	HST RECEIVABLE100%	PATIO PLANTER BOXES	\$17.30	
	75,391	44756 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	PATIO PLANTER BOXES	\$0.00	\$150.37
	75,392	44756 01-5200-6090-42900	MISCELLANEOUS EXPENSE	PATIO PLANTER BOXES	\$29.38	
	75,392	44756 01-0000-0200-00325	HST RECEIVABLE100%	PATIO PLANTER BOXES	\$3.82	
	75,392	44756 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	PATIO PLANTER BOXES	\$0.00	\$33.20
	75,393	44756 01-5200-6090-42900	MISCELLANEOUS EXPENSE	PATIO PLANTER BOXES	\$29.38	
	75,393	44756 01-0000-0200-00325	HST RECEIVABLE100%	PATIO PLANTER BOXES	\$3.82	
	75,393	44756 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	PATIO PLANTER BOXES	\$0.00	\$33.20
	75,394	44756 01-5200-4100-40270	NEW EQUIPMENT	PATIO PLANTERS	\$98.42	
	75,394	44756 01-0000-0200-00325	HST RECEIVABLE100%	PATIO PLANTERS	\$12.79	
	75,394	44756 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	PATIO PLANTERS	\$0.00	\$111.21
	75,396	44756 01-5200-4100-41530	EQUIP REPAIRS & MAINT	PATIO TABLE TOPS	\$29.46	
	75,396	44756 01-0000-0200-00325	HST RECEIVABLE100%	PATIO TABLE TOPS	\$3.83	
	75,396	44756 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	PATIO TABLE TOPS	\$0.00	\$33.29
	75,397	44756 01-5200-6090-41705	SKATE PARK REPAIRS AND MAINT	PLYWOOD, STAKES	\$91.55	
	75,397	44756 01-0000-0200-00325	HST RECEIVABLE100%	PLYWOOD, STAKES	\$11.90	
	75,397	44756 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	PLYWOOD, STAKES	\$0.00	\$103.45
	75,398	44756 01-5200-6090-40610	MEETINGS & CONFERENCES	STAKES FOR PAN AM	\$15.00	
	75,398	44756 01-0000-0200-00325	HST RECEIVABLE100%	STAKES FOR PAN AM	\$1.95	
	75,398	44756 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	STAKES FOR PAN AM	\$0.00	\$16.95
	75,399	44756 01-5200-4100-41700	BLDG REPAIRS AND MAINT	BATTERIES FOR TOILETS	\$12.79	
	75,399	44756 01-0000-0200-00325	HST RECEIVABLE100%	BATTERIES FOR TOILETS	\$1.66	
	75,399	44756 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	BATTERIES FOR TOILETS	\$0.00	\$14.45
	75,400	44756 01-4500-4220-80000	MATERIALS-SIDEWALK REPAIRS	BURLAP	\$54.54	
	75,400	44756 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	BURLAP	\$6.03	
	75,400	44756 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	BURLAP	\$0.00	\$60.57
	75,401	44756 01-4500-4220-80000	MATERIALS-SIDEWALK REPAIRS	SUPPLIES FOR SIDEWALKS	\$92.29	
	75,401	44756 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	SUPPLIES FOR SIDEWALKS	\$10.19	
	75,401	44756 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	SUPPLIES FOR SIDEWALKS	\$0.00	\$102.48
INGERSOLL RENT-ALL ***						
	75,406	44757 01-5000-6050-41540	RENTAL	AUGER RENTAL	\$66.00	
	75,406	44757 01-0000-0200-00325	HST RECEIVABLE100%	AUGER RENTAL	\$8.58	
	75,406	44757 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	AUGER RENTAL	\$0.00	\$74.58
	75,429	44757 01-4500-4000-41650	SMALL TOOLS & SAFETY EQUIP	RUBBER BUFFER	\$11.97	

	75,429	44757	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	RUBBER BUFFER	\$1.32	
	75,429	44757	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	RUBBER BUFFER	\$0.00	\$13.29
	75,432	44757	01-4500-4230-46409	940900 LAWN MOWER/WEED CUTTERS	REPAIRS TO 2 STRING TRIMMERS	\$41.67	
	75,432	44757	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	REPAIRS TO 2 STRING TRIMMERS	\$4.60	
INGERSOLL ROTARY CLUB	75,432	44757	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	REPAIRS TO 2 STRING TRIMMERS	\$0.00	\$46.27
	75,307	44758	01-0100-4000-41020	PROMOTION & MEALS	ROTARY GOLF TOURNAMENT	\$270.16	
	75,307	44758	01-7000-4000-41020	PROMOTION & MEALS	ROTARY GOLF TOURNAMENT	\$135.08	
	75,307	44758	01-5000-4000-42900	MISCELLANEOUS EXPENSE	ROTARY GOLF TOURNAMENT	\$132.74	
	75,307	44758	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	ROTARY GOLF TOURNAMENT	\$29.84	
	75,307	44758	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	ROTARY GOLF TOURNAMENT	\$14.92	
	75,307	44758	01-0000-0200-00325	HST RECEIVABLE100%	ROTARY GOLF TOURNAMENT	\$17.26	
	75,307	44758	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	ROTARY GOLF TOURNAMENT	\$0.00	\$600.00
INGERSOLL SENIORS ACTIVITY CEN	75,456	44759	01-5000-6040-41140	INGERSOLL SENIOR CENTRE PROGRAM	ANNUAL GRANT - SR. CTR.	\$36,000.00	
	75,456	44759	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	ANNUAL GRANT - SR. CTR.	\$0.00	\$36,000.00
INGERSOLL SUPPORT SERVICES INC	75,415	44760	01-0000-0090-99910	TAXES - CLEARING	REFUND OF PROPERTY TAX	\$1,685.96	
	75,415	44760	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	REFUND OF PROPERTY TAX	\$0.00	\$1,685.96
INSIGHT CANADA	75,293	44761	01-1002-4000-40410	LICENCES, TAGS, ETC.	2008 LICENSING UPGRADES	\$1,739.45	
	75,293	44761	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	2008 LICENSING UPGRADES	\$192.13	
	75,293	44761	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	2008 LICENSING UPGRADES	\$0.00	\$1,931.58
D.H. JUTZI LIMITED	75,262	44762	01-5000-6020-41550	MAINTENANCE CONTRACTS	WATER TREATMENT	\$375.00	
	75,262	44762	01-0000-0200-00325	HST RECEIVABLE100%	WATER TREATMENT	\$48.75	
	75,262	44762	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	WATER TREATMENT	\$0.00	\$423.75
KIWANIS OF INGERSOLL	75,418	44763	01-0100-4000-41000	ADVERTISING	RURAL URBAN FLYER AD	\$50.00	
	75,418	44763	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	RURAL URBAN FLYER AD	\$0.00	\$50.00
LAFARGE CANADA INC	75,427	44764	01-4500-4220-80000	MATERIALS-SIDEWALK REPAIRS	CONCRETE - 6.25 M3	\$1,324.16	
	75,427	44764	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	CONCRETE - 6.25 M3	\$146.26	
	75,427	44764	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	CONCRETE - 6.25 M3	\$0.00	\$1,470.42
	75,428	44764	01-0000-0250-60962	GC15-814-113 METCALF-DRIVEWAY	CONCRETE - 5 M3	\$295.61	
	75,428	44764	01-4500-4220-80000	MATERIALS-SIDEWALK REPAIRS	CONCRETE - 5 M3	\$666.02	
	75,428	44764	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	CONCRETE - 5 M3	\$32.65	
	75,428	44764	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	CONCRETE - 5 M3	\$73.57	
	75,428	44764	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	CONCRETE - 5 M3	\$0.00	\$1,067.85
LAW ENGINEERING (LONDON) INC	75,249	44765	10-0000-3270-80000	MATERIALS-PARK AVENUE-PARK AVENUE STORM	PRE-CONSTRUCTION MEETING	\$177.06	
	75,249	44765	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	PRE-CONSTRUCTION MEETING	\$19.56	
	75,249	44765	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	PRE-CONSTRUCTION MEETING	\$0.00	\$196.62
	75,273	44765	01-0000-0250-60250	GC11-101 - BRICKWOOD BLVD & MAPLE LANE C	COMPACTION TESTING	\$1,233.33	
	75,273	44765	01-0000-0250-60816	GC14-668-CULLODEN-SAN.SEWR	COMPACTION TESTING	\$1,233.33	
	75,273	44765	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	COMPACTION TESTING	\$136.23	
	75,273	44765	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	COMPACTION TESTING	\$136.23	
	75,273	44765	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	COMPACTION TESTING	\$0.00	\$2,739.12
	75,274	44765	01-0000-0250-60858	C15-710-CATHERINE-SAN SEWR	SANITARY COMPACTION TESTING	\$2,080.48	
	75,274	44765	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	SANITARY COMPACTION TESTING	\$229.81	
	75,274	44765	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	SANITARY COMPACTION TESTING	\$0.00	\$2,310.29
LONDON CIVIC EMPLOY,LOCAL 107	75,288	44766	01-0000-2100-00707	CUPE 107 UNION DUES (12100)	UNION DUES - JULY	\$1,374.03	
	75,288	44766	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	UNION DUES - JULY	\$0.00	\$1,374.03
TIM LOVETT INSTALLATIONS INC.	75,301	44767	01-6200-4100-41700	BLDG REPAIRS & MAINTENANCE	LIGHT BULB REPLACEMENTS	\$73.54	
	75,301	44767	01-0000-0200-00325	HST RECEIVABLE100%	LIGHT BULB REPLACEMENTS	\$9.56	
	75,301	44767	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	LIGHT BULB REPLACEMENTS	\$0.00	\$83.10
LPL PLUMBING	75,267	44768	01-5000-6040-41700	BLDG REPAIRS & MAINT	REPAIR TOILETS, REMOVE SINK	\$335.95	
	75,267	44768	01-0000-0200-00325	HST RECEIVABLE100%	REPAIR TOILETS, REMOVE SINK	\$43.67	
	75,267	44768	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	REPAIR TOILETS, REMOVE SINK	\$0.00	\$379.62
	75,268	44768	01-5100-4100-41700	BLDG REPAIRS AND MAINT	REPAIR LEAK IN KITCHEN	\$257.73	
	75,268	44768	01-0000-0200-00325	HST RECEIVABLE100%	REPAIR LEAK IN KITCHEN	\$33.50	
	75,268	44768	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	REPAIR LEAK IN KITCHEN	\$0.00	\$291.23
	75,371	44768	01-5000-6050-41700	BLDG REPAIRS AND MAINT	TOILET - CENT PK WSHRM	\$877.19	
	75,371	44768	01-0000-0200-00325	HST RECEIVABLE100%	TOILET - CENT PK WSHRM	\$114.03	
	75,371	44768	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	TOILET - CENT PK WSHRM	\$0.00	\$991.22
	75,372	44768	01-5000-6050-41700	BLDG REPAIRS AND MAINT	GE PARK WASHROOM REPAIR	\$542.06	
	75,372	44768	01-0000-0200-00325	HST RECEIVABLE100%	GE PARK WASHROOM REPAIR	\$70.47	
	75,372	44768	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	GE PARK WASHROOM REPAIR	\$0.00	\$612.53
EMPLOYEE REIMBURSEMENT	75,291	44769	01-1002-4000-40620	MILEAGE	MILEAGE - MAY	\$47.46	
	75,291	44769	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	MILEAGE - MAY	\$5.24	
	75,291	44769	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	MILEAGE - MAY	\$0.00	\$52.70
	75,292	44769	01-1002-4000-40620	MILEAGE	MILEAGE - JUNE	\$42.60	
	75,292	44769	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	MILEAGE - JUNE	\$4.70	
	75,292	44769	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	MILEAGE - JUNE	\$0.00	\$47.30
MCCABE PROMOTIONAL ADVERT.							

	75,445	44770 01-5100-6090-40500	SPECIAL EVENTS	T-SHIRTS - SPECIAL EVENTS	\$193.96	
	75,445	44770 01-5200-6090-40500	SPECIAL EVENTS	T-SHIRTS - SPECIAL EVENTS	\$193.96	
	75,445	44770 01-0000-0200-00325	HST RECEIVABLE100%	T-SHIRTS - SPECIAL EVENTS	\$25.21	
	75,445	44770 01-0000-0200-00325	HST RECEIVABLE100%	T-SHIRTS - SPECIAL EVENTS	\$25.21	
MCKIM HARDWARE	75,445	44770 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	T-SHIRTS - SPECIAL EVENTS	\$0.00	\$438.34
	75,350	44771 01-2000-4025-40210	JANITORIAL SUPPLIES	DUSTER REFILLS	\$21.35	
	75,350	44771 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	DUSTER REFILLS	\$2.36	
	75,350	44771 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	DUSTER REFILLS	\$0.00	\$23.71
	75,351	44771 01-2000-4025-40210	JANITORIAL SUPPLIES	BROOM	\$13.22	
	75,351	44771 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	BROOM	\$1.46	
	75,351	44771 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	BROOM	\$0.00	\$14.68
	75,352	44771 01-4000-4000-41650	SMALL TOOLS & SAFETY EQUIP	CHAIN FOR TRAFFIC COUNTERS	\$12.94	
	75,352	44771 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	CHAIN FOR TRAFFIC COUNTERS	\$1.43	
	75,352	44771 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	CHAIN FOR TRAFFIC COUNTERS	\$0.00	\$14.37
	75,353	44771 01-2000-4025-41700	BLDG REPAIRS & MAINT	NAILS & CAULKING	\$4.32	
	75,353	44771 01-4000-4000-40205	SURVEY SUPPLIES	NAILS & CAULKING	\$4.60	
	75,353	44771 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	NAILS & CAULKING	\$0.48	
	75,353	44771 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	NAILS & CAULKING	\$0.51	
	75,353	44771 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	NAILS & CAULKING	\$0.00	\$9.91
	75,354	44771 01-3000-4000-41530	EQUIP REPAIRS & MAINTENANCE	BATTERIES, BLUE, ELEC CNCTR	\$63.00	
	75,354	44771 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	BATTERIES, BLUE, ELEC CNCTR	\$6.96	
	75,354	44771 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	BATTERIES, BLUE, ELEC CNCTR	\$0.00	\$69.96
	75,355	44771 01-3000-4000-41530	EQUIP REPAIRS & MAINTENANCE	ROD, LOCK NUTS, WASHERS	\$3.48	
	75,355	44771 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	ROD, LOCK NUTS, WASHERS	\$0.38	
	75,355	44771 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	ROD, LOCK NUTS, WASHERS	\$0.00	\$3.86
	75,356	44771 01-6200-4100-41700	BLDG REPAIRS & MAINTENANCE	PAINT ROLLERS	\$8.47	
	75,356	44771 01-0000-0200-00325	HST RECEIVABLE100%	PAINT ROLLERS	\$1.10	
	75,356	44771 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	PAINT ROLLERS	\$0.00	\$9.57
	75,357	44771 01-6200-4000-41400	DISPLAYS	PAINT FOR KITCHEN DISPLAY	\$16.14	
	75,357	44771 01-0000-0200-00325	HST RECEIVABLE100%	PAINT FOR KITCHEN DISPLAY	\$2.10	
	75,357	44771 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	PAINT FOR KITCHEN DISPLAY	\$0.00	\$18.24
	75,358	44771 01-6200-4000-41530	EQUIP REPAIRS & MAINTENANCE	REPAIR ITEMS FOR TRACTORS	\$35.26	
	75,358	44771 01-0000-0200-00325	HST RECEIVABLE100%	REPAIR ITEMS FOR TRACTORS	\$4.58	
	75,358	44771 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	REPAIR ITEMS FOR TRACTORS	\$0.00	\$39.84
	75,359	44771 01-6200-4000-41400	DISPLAYS	PAINT FOR DISPLAY	\$16.14	
	75,359	44771 01-0000-0200-00325	HST RECEIVABLE100%	PAINT FOR DISPLAY	\$2.10	
	75,359	44771 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	PAINT FOR DISPLAY	\$0.00	\$18.24
	75,360	44771 01-6200-4000-41400	DISPLAYS	PAINT FOR MUSEUM DISPLAY	\$17.84	
	75,360	44771 01-0000-0200-00325	HST RECEIVABLE100%	PAINT FOR MUSEUM DISPLAY	\$2.32	
	75,360	44771 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	PAINT FOR MUSEUM DISPLAY	\$0.00	\$20.16
	75,361	44771 01-4500-4100-41700	BLDG REPAIRS & MAINTENANCE	FAUCET	\$21.61	
	75,361	44771 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	FAUCET	\$2.39	
	75,361	44771 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	FAUCET	\$0.00	\$24.00
	75,362	44771 01-4500-4000-41650	SMALL TOOLS & SAFETY EQUIP	RUST REMOVER	\$50.62	
	75,362	44771 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	RUST REMOVER	\$5.59	
	75,362	44771 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	RUST REMOVER	\$0.00	\$56.21
	75,363	44771 01-4500-4100-41700	BLDG REPAIRS & MAINTENANCE	FAUCET	\$43.23	
	75,363	44771 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	FAUCET	\$4.77	
	75,363	44771 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	FAUCET	\$0.00	\$48.00
	75,364	44771 01-4500-4000-41650	SMALL TOOLS & SAFETY EQUIP	RAKE, 2 BROOMS	\$103.26	
	75,364	44771 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	RAKE, 2 BROOMS	\$11.40	
	75,364	44771 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	RAKE, 2 BROOMS	\$0.00	\$114.66
	75,365	44771 01-4500-4230-46381	938100 T1-14 DODGE RAM	BLACK PAINT	\$11.23	
	75,365	44771 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	BLACK PAINT	\$1.25	
	75,365	44771 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	BLACK PAINT	\$0.00	\$12.48
	75,366	44771 01-4500-4160-80000	MATERIALS-SAFETY DEVICES, SIGNS, GUIDE RAIL	PAINT MACHINE SUPPLIES	\$17.35	
	75,366	44771 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	PAINT MACHINE SUPPLIES	\$1.92	
	75,366	44771 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	PAINT MACHINE SUPPLIES	\$0.00	\$19.27
	75,457	44771 01-5200-4100-41700	BLDG REPAIRS AND MAINT	NUTS & BOLTS	\$2.06	
	75,457	44771 01-0000-0200-00325	HST RECEIVABLE100%	NUTS & BOLTS	\$0.27	
	75,457	44771 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	NUTS & BOLTS	\$0.00	\$2.33
	75,458	44771 01-5000-6050-41700	BLDG REPAIRS AND MAINT	BLADES, TAP PARTS	\$9.92	
	75,458	44771 01-0000-0200-00325	HST RECEIVABLE100%	BLADES, TAP PARTS	\$1.29	
	75,458	44771 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	BLADES, TAP PARTS	\$0.00	\$11.21
MILLCREEK PRINTING INC	75,322	44772 01-3000-4000-40500	SPECIAL EVENTS	FIRE FIT PROGRAMS	\$457.92	
	75,322	44772 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	FIRE FIT PROGRAMS	\$50.58	
	75,322	44772 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	FIRE FIT PROGRAMS	\$0.00	\$508.50
	75,329	44772 01-3000-4000-41010	GRAPHICS & PRINTING	BUSINESS CARDS	\$19.31	
	75,329	44772 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	BUSINESS CARDS	\$2.14	
	75,329	44772 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	BUSINESS CARDS	\$0.00	\$21.45
	75,342	44772 01-0100-4000-41100	RECEPTIONS & PUBLIC MEETINGS	POETRY BOOK - 5 COPIES	\$27.69	
	75,342	44772 01-0000-0200-00325	HST RECEIVABLE100%	POETRY BOOK - 5 COPIES	\$3.60	
	75,342	44772 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	POETRY BOOK - 5 COPIES	\$0.00	\$31.29
MINISTRY OF FINANCE - M.T.O. *	75,243	44773 01-1000-4240-01627	VIOLATIONS - M.O.T.	COURT COSTS - JUNE	\$41.25	
	75,243	44773 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	COURT COSTS - JUNE	\$0.00	\$41.25
	75,320	44773 01-1000-4240-01627	VIOLATIONS - M.O.T.	COURT COSTS - MAY	\$16.50	

	75,320	44773	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	COURT COSTS - MAY	\$0.00	\$16.50
MINISTRY OF FINANCE (OPP)***							
	75,416	44774	01-3200-4000-40450	OPP CONTRACTED SERVICES	OPP SERVICES - JULY	\$234,711.00	
	75,416	44774	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	OPP SERVICES - JULY	\$0.00	\$234,711.00
MISTER SAFETY SHOES (FORMERLY							
	75,443	44775	01-5200-4100-40290	UNIFORMS AND CLOTHING	SAFETY BOOTS	\$221.24	
	75,443	44775	01-0000-0200-00325	HST RECEIVABLE100%	SAFETY BOOTS	\$28.76	
	75,443	44775	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	SAFETY BOOTS	\$0.00	\$250.00
	75,444	44775	01-5200-4100-40290	UNIFORMS AND CLOTHING	INSOLES, PANTS	\$79.90	
	75,444	44775	01-0000-0200-00325	HST RECEIVABLE100%	INSOLES, PANTS	\$10.39	
	75,444	44775	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	INSOLES, PANTS	\$0.00	\$90.29
EMPLOYEE REIMBURSEMENT							
	75,404	44776	01-5100-6070-40290	UNIFORMS AND CLOTHING	UNIFORM SHOES	\$53.13	
	75,404	44776	01-0000-0200-00325	HST RECEIVABLE100%	UNIFORM SHOES	\$6.91	
	75,404	44776	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	UNIFORM SHOES	\$0.00	\$60.04
ONTARIO RECREATION FACILITIES							
	75,367	44777	01-5000-4000-41000	ADVERTISING	FUSION MANAGER AD	\$400.00	
	75,367	44777	01-0000-0200-00325	HST RECEIVABLE100%	FUSION MANAGER AD	\$52.00	
	75,367	44777	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	FUSION MANAGER AD	\$0.00	\$452.00
ORCO SIGNS							
	75,261	44778	01-5000-6050-41010	GRAPHICS & PRINTING	PARK BYLAW SIGNS	\$192.00	
	75,261	44778	01-0000-0200-00325	HST RECEIVABLE100%	PARK BYLAW SIGNS	\$24.96	
	75,261	44778	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	PARK BYLAW SIGNS	\$0.00	\$216.96
	75,299	44778	01-7000-4000-41010	GRAPHICS & PRINTING	TOWN BANNERS - FIRE 150 ANNIV	\$172.99	
	75,299	44778	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	TOWN BANNERS - FIRE 150 ANNIV	\$19.11	
	75,299	44778	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	TOWN BANNERS - FIRE 150 ANNIV	\$0.00	\$192.10
	75,369	44778	01-5000-6050-41010	GRAPHICS & PRINTING	PARK BY-LAW SIGN	\$48.00	
	75,369	44778	01-0000-0200-00325	HST RECEIVABLE100%	PARK BY-LAW SIGN	\$6.24	
	75,369	44778	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	PARK BY-LAW SIGN	\$0.00	\$54.24
ORKIN CANADA CORP.							
	75,302	44779	01-6200-4100-41700	BLDG REPAIRS & MAINTENANCE	PEST CONTROL	\$131.00	
	75,302	44779	01-0000-0200-00325	HST RECEIVABLE100%	PEST CONTROL	\$17.03	
	75,302	44779	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	PEST CONTROL	\$0.00	\$148.03
OXFORD COMMUNITY FOUNDATION							
	75,417	44780	01-0000-0090-99999	SUSPENSE - CLEARING	WARDEN'S GOLF TOURNAMENT	\$5,780.00	
	75,417	44780	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	WARDEN'S GOLF TOURNAMENT	\$0.00	\$5,780.00
OXFORD COUNTY ***							
	75,244	44781	01-1000-4240-01626	VIOLATIONS - COURT	COURT COSTS - JUNE	\$15.00	
	75,244	44781	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	COURT COSTS - JUNE	\$0.00	\$15.00
	75,251	44781	01-1000-4000-40820	PLANNING ACT EXPENSES	2ND QTR PLANNING EXPENSES	\$369.45	
	75,251	44781	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	2ND QTR PLANNING EXPENSES	\$0.00	\$369.45
	75,321	44781	01-1000-4240-01626	VIOLATIONS - COURT	COURT COSTS - MAY	\$6.00	
	75,321	44781	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	COURT COSTS - MAY	\$0.00	\$6.00
OXFORD FEED SUPPLY LTD							
	75,255	44782	01-5100-4100-41710	CHEMICALS	CHLORINE, MURIATIC ACID	\$192.00	
	75,255	44782	01-5100-4100-41710	CHEMICALS	CHLORINE, MURIATIC ACID	\$70.00	
	75,255	44782	01-0000-0200-00325	HST RECEIVABLE100%	CHLORINE, MURIATIC ACID	\$24.96	
	75,255	44782	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	CHLORINE, MURIATIC ACID	\$0.00	\$286.96
	75,433	44782	01-4500-4220-80000	MATERIALS-SIDEWALK REPAIRS	BURLAP	\$88.17	
	75,433	44782	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	BURLAP	\$9.74	
	75,433	44782	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	BURLAP	\$0.00	\$97.91
	75,434	44782	01-4500-4220-80000	MATERIALS-SIDEWALK REPAIRS	GRASS SEED	\$241.17	
	75,434	44782	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	GRASS SEED	\$26.64	
	75,434	44782	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	GRASS SEED	\$0.00	\$267.81
PARKS & RECREATION ONTARIO ***							
	75,289	44783	01-5000-4000-41000	ADVERTISING	FUSION MGR POSITION AD	\$207.96	
	75,289	44783	01-0000-0200-00325	HST RECEIVABLE100%	FUSION MGR POSITION AD	\$27.03	
	75,289	44783	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	FUSION MGR POSITION AD	\$0.00	\$234.99
PARKSMART INC.							
	75,348	44784	01-1000-4240-41505	PARKING ENFORCEMENT CONTRACT	PKG TICKET PROCESSING - JUNE	\$467.08	
	75,348	44784	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	PKG TICKET PROCESSING - JUNE	\$51.59	
	75,348	44784	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	PKG TICKET PROCESSING - JUNE	\$0.00	\$518.67
PITA PIT							
	75,325	44785	01-3000-4000-40500	SPECIAL EVENTS	LUNCH FOR FIREFIT VOLUNTEERS	\$806.88	
	75,325	44785	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	LUNCH FOR FIREFIT VOLUNTEERS	\$89.12	
	75,325	44785	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	LUNCH FOR FIREFIT VOLUNTEERS	\$0.00	\$896.00
EMPLOYEE REIMBURSEMENT							
	75,453	44786	01-5200-6195-40270	NEW EQUIPMENT	CAMERAS, CARDS, TELEFOTO LENS	\$1,038.91	
	75,453	44786	01-0000-0200-00325	HST RECEIVABLE100%	CAMERAS, CARDS, TELEFOTO LENS	\$135.06	
	75,453	44786	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	CAMERAS, CARDS, TELEFOTO LENS	\$0.00	\$1,173.97
PROGRESSIVE WASTE SOLUTIONS							
	75,269	44787	01-5200-4100-41550	MAINTENANCE CONTRACTS	WASTE SERVICE - JUNE	\$191.00	
	75,269	44787	01-5000-6020-41550	MAINTENANCE CONTRACTS	WASTE SERVICE - JUNE	\$219.30	
	75,269	44787	01-5100-4100-41550	MAINTENANCE CONTRACTS	WASTE SERVICE - JUNE	\$219.30	
	75,269	44787	01-5000-6050-41550	MAINTENANCE CONTRACTS	WASTE SERVICE - JUNE	\$219.30	
	75,269	44787	01-5000-6040-41550	MAINTENANCE CONTRACTS	WASTE SERVICE - JUNE	\$219.30	
	75,269	44787	01-0000-0200-00325	HST RECEIVABLE100%	WASTE SERVICE - JUNE	\$24.83	
	75,269	44787	01-0000-0200-00325	HST RECEIVABLE100%	WASTE SERVICE - JUNE	\$28.51	
	75,269	44787	01-0000-0200-00325	HST RECEIVABLE100%	WASTE SERVICE - JUNE	\$28.51	

	75,269	44787	01-0000-0200-00325	HST RECEIVABLE100%	WASTE SERVICE - JUNE	\$28.51	
	75,269	44787	01-0000-0200-00325	HST RECEIVABLE100%	WASTE SERVICE - JUNE	\$28.51	
	75,269	44787	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	WASTE SERVICE - JUNE	\$0.00	\$1,207.07
	75,334	44787	01-3000-4000-41550	MAINTENANCE CONTRACTS	WASTE PICK UP - JULY	\$145.01	
	75,334	44787	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	WASTE PICK UP - JULY	\$16.02	
	75,334	44787	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	WASTE PICK UP - JULY	\$0.00	\$161.03
REGIS AUTO PARTS							
	75,328	44788	01-3000-4000-41530	EQUIP REPAIRS & MAINTENANCE	ANTIFREEZE, CABLE TIES	\$27.09	
	75,328	44788	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	ANTIFREEZE, CABLE TIES	\$2.99	
	75,328	44788	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	ANTIFREEZE, CABLE TIES	\$0.00	\$30.08
	75,370	44788	01-5000-6050-41530	EQUIP REPAIRS & MAINT	FAN BELT FOR KUBOTA	\$15.19	
	75,370	44788	01-0000-0200-00325	HST RECEIVABLE100%	FAN BELT FOR KUBOTA	\$1.97	
	75,370	44788	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	FAN BELT FOR KUBOTA	\$0.00	\$17.16
RELIANCE HOME COMFORT							
	75,256	44789	01-5100-4100-41550	MAINTENANCE CONTRACTS	HOT WATER HEATER RENTAL	\$384.94	
	75,256	44789	01-0000-0200-00325	HST RECEIVABLE100%	HOT WATER HEATER RENTAL	\$50.04	
	75,256	44789	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	HOT WATER HEATER RENTAL	\$0.00	\$434.98
ROGERS (WIRELESS)							
	75,319	44790	01-1300-4000-40220	TELEPHONE EXPENSE	ROGERS BILLING - JUNE	\$69.99	
	75,319	44790	01-4500-4000-40220	TELEPHONE	ROGERS BILLING - JUNE	\$54.49	
	75,319	44790	01-5000-6020-40220	TELEPHONE	ROGERS BILLING - JUNE	\$94.15	
	75,319	44790	01-5200-6090-40220	TELEPHONE	ROGERS BILLING - JUNE	\$53.85	
	75,319	44790	01-1002-4000-40220	TELEPHONE	ROGERS BILLING - JUNE	\$449.47	
	75,319	44790	01-0100-4000-40220	TELEPHONE	ROGERS BILLING - JUNE	\$144.80	
	75,319	44790	01-5200-6090-40220	TELEPHONE	ROGERS BILLING - JUNE	\$206.44	
	75,319	44790	01-0900-4000-40220	TELEPHONE	ROGERS BILLING - JUNE	\$91.13	
	75,319	44790	01-5000-6050-40220	TELEPHONE	ROGERS BILLING - JUNE	\$19.55	
	75,319	44790	01-5000-6050-40220	TELEPHONE	ROGERS BILLING - JUNE	\$62.54	
	75,319	44790	01-5000-6020-40220	TELEPHONE	ROGERS BILLING - JUNE	\$52.25	
	75,319	44790	01-5000-6050-40220	TELEPHONE	ROGERS BILLING - JUNE	\$19.75	
	75,319	44790	01-5000-6050-40220	TELEPHONE	ROGERS BILLING - JUNE	\$20.05	
	75,319	44790	01-5000-6050-40220	TELEPHONE	ROGERS BILLING - JUNE	\$19.55	
	75,319	44790	01-5000-6050-40220	TELEPHONE	ROGERS BILLING - JUNE	\$19.55	
	75,319	44790	01-5000-6050-40220	TELEPHONE	ROGERS BILLING - JUNE	\$19.55	
	75,319	44790	01-5000-6050-40220	TELEPHONE	ROGERS BILLING - JUNE	\$19.55	
	75,319	44790	01-5000-6050-40220	TELEPHONE	ROGERS BILLING - JUNE	\$19.55	
	75,319	44790	01-5000-6050-40220	TELEPHONE	ROGERS BILLING - JUNE	\$19.55	
	75,319	44790	01-5000-6050-40220	TELEPHONE	ROGERS BILLING - JUNE	\$19.55	
	75,319	44790	01-5000-4000-40220	TELEPHONE	ROGERS BILLING - JUNE	\$54.05	
	75,319	44790	01-0100-4000-40220	TELEPHONE	ROGERS BILLING - JUNE	\$52.97	
	75,319	44790	01-4500-4000-40220	TELEPHONE	ROGERS BILLING - JUNE	\$84.58	
	75,319	44790	01-0100-4000-40220	TELEPHONE	ROGERS BILLING - JUNE	\$53.17	
	75,319	44790	01-1002-4000-40220	TELEPHONE	ROGERS BILLING - JUNE	\$451.15	
	75,319	44790	01-1000-4000-40220	TELEPHONE	ROGERS BILLING - JUNE	\$61.72	
	75,319	44790	01-3000-4000-40220	TELEPHONE	ROGERS BILLING - JUNE	\$19.89	
	75,319	44790	01-3000-4000-40220	TELEPHONE	ROGERS BILLING - JUNE	\$61.61	
	75,319	44790	01-4000-4000-40220	TELEPHONE	ROGERS BILLING - JUNE	\$54.60	
	75,319	44790	01-4000-4000-40220	TELEPHONE	ROGERS BILLING - JUNE	\$57.24	
	75,319	44790	01-4000-4000-40220	TELEPHONE	ROGERS BILLING - JUNE	\$107.98	
	75,319	44790	01-7000-4000-40220	TELEPHONE	ROGERS BILLING - JUNE	\$64.67	
	75,319	44790	01-4000-4000-40220	TELEPHONE	ROGERS BILLING - JUNE	\$69.55	
	75,319	44790	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	ROGERS BILLING - JUNE	\$215.36	
	75,319	44790	01-0000-0200-00325	HST RECEIVABLE100%	ROGERS BILLING - JUNE	\$95.25	
	75,319	44790	01-5200-6090-40220	TELEPHONE	ROGERS BILLING - JUNE	\$52.05	
	75,319	44790	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	ROGERS BILLING - JUNE	\$0.00	\$2,992.05
	75,440	44790	01-4500-4150-80000	MATERIALS-WINTER CONTROL, PLOWING, SANIT	ON CALL PHONES - PW	\$39.79	
	75,440	44790	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	ON CALL PHONES - PW	\$4.39	
	75,440	44790	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	ON CALL PHONES - PW	\$0.00	\$44.18
RPC							
	75,340	44791	01-3000-4000-41530	EQUIP REPAIRS & MAINTENANCE	AIR TESTING	\$244.22	
	75,340	44791	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	AIR TESTING	\$26.98	
	75,340	44791	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	AIR TESTING	\$0.00	\$271.20
SHAW DIRECT							
	75,341	44792	01-3000-4000-40300	UTILITIES	SATELLITE - JULY	\$107.86	
	75,341	44792	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	SATELLITE - JULY	\$11.91	
	75,341	44792	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	SATELLITE - JULY	\$0.00	\$119.77
SHOPPERS DRUG MART							
	75,421	44793	01-5100-4100-41700	BLDG REPAIRS AND MAINT	EPSOM SALTS	\$10.99	
	75,421	44793	01-0000-0200-00325	HST RECEIVABLE100%	EPSOM SALTS	\$1.43	
	75,421	44793	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	EPSOM SALTS	\$0.00	\$12.42
	75,450	44793	01-5200-6090-40420	PROGRAM SUPPLIES	SHOPPERS - JUNE - FUSION	\$9.45	
	75,450	44793	01-5200-6090-40420	PROGRAM SUPPLIES	SHOPPERS - JUNE - FUSION	\$3.98	
	75,450	44793	01-5200-6090-40610	MEETINGS & CONFERENCES	SHOPPERS - JUNE - FUSION	\$19.96	
	75,450	44793	01-5200-6090-40610	MEETINGS & CONFERENCES	SHOPPERS - JUNE - FUSION	\$21.92	
	75,450	44793	01-5200-6090-40610	MEETINGS & CONFERENCES	SHOPPERS - JUNE - FUSION	\$53.10	
	75,450	44793	01-0000-0200-00325	HST RECEIVABLE100%	SHOPPERS - JUNE - FUSION	\$0.52	
	75,450	44793	01-0000-0200-00325	HST RECEIVABLE100%	SHOPPERS - JUNE - FUSION	\$2.85	
	75,450	44793	01-0000-0200-00325	HST RECEIVABLE100%	SHOPPERS - JUNE - FUSION	\$6.90	
	75,450	44793	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	SHOPPERS - JUNE - FUSION	\$0.00	\$118.68
SIMPLISTIC LINES INC.							
	75,407	44794	01-5000-6050-41740	LAND MAINTENANCE & IMPROVEMENTS	PAINT FOR LINES	\$1,443.33	

	75,407	44794	01-0000-0200-00325	HST RECEIVABLE100%	PAIN FOR LINES	\$187.63	
	75,407	44794	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	PAIN FOR LINES	\$0.00	\$1,630.96
SOAK IT UP INC							
	75,257	44795	01-5100-4100-41550	MAINTENANCE CONTRACTS	MAT RENTAL SERVICE	\$305.80	
	75,257	44795	01-0000-0200-00325	HST RECEIVABLE100%	MAT RENTAL SERVICE	\$39.75	
	75,257	44795	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	MAT RENTAL SERVICE	\$0.00	\$345.55
	75,263	44795	01-5000-6020-41550	MAINTENANCE CONTRACTS	MAT & MOP RENTAL	\$122.00	
	75,263	44795	01-0000-0200-00325	HST RECEIVABLE100%	MAT & MOP RENTAL	\$15.86	
	75,263	44795	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	MAT & MOP RENTAL	\$0.00	\$137.86
	75,264	44795	01-5000-6020-41550	MAINTENANCE CONTRACTS	MOP & MAT RENTAL	\$122.00	
	75,264	44795	01-0000-0200-00325	HST RECEIVABLE100%	MOP & MAT RENTAL	\$15.86	
	75,264	44795	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	MOP & MAT RENTAL	\$0.00	\$137.86
	75,265	44795	01-5000-6020-41550	MAINTENANCE CONTRACTS	MAT & MOP RENTAL	\$122.00	
	75,265	44795	01-0000-0200-00325	HST RECEIVABLE100%	MAT & MOP RENTAL	\$15.86	
	75,265	44795	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	MAT & MOP RENTAL	\$0.00	\$137.86
	75,266	44795	01-5000-6020-41550	MAINTENANCE CONTRACTS	MAT & MOP SERVICE	\$122.00	
	75,266	44795	01-0000-0200-00325	HST RECEIVABLE100%	MAT & MOP SERVICE	\$15.86	
	75,266	44795	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	MAT & MOP SERVICE	\$0.00	\$137.86
	75,304	44795	01-6200-4100-41700	BLDG REPAIRS & MAINTENANCE	MUSEUM MAT RENTAL	\$18.00	
	75,304	44795	01-0000-0200-00325	HST RECEIVABLE100%	MUSEUM MAT RENTAL	\$2.34	
	75,304	44795	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	MUSEUM MAT RENTAL	\$0.00	\$20.34
	75,344	44795	01-2000-4015-41540	RENTAL	MAT RENTAL CARR'S WLKWY	\$11.00	
	75,344	44795	01-0000-0200-00325	HST RECEIVABLE100%	MAT RENTAL CARR'S WLKWY	\$1.43	
	75,344	44795	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	MAT RENTAL CARR'S WLKWY	\$0.00	\$12.43
	75,345	44795	01-2000-4025-41540	RENTAL	MAT RENTAL - TOWN CENTRE	\$29.00	
	75,345	44795	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	MAT RENTAL - TOWN CENTRE	\$3.21	
	75,345	44795	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	MAT RENTAL - TOWN CENTRE	\$0.00	\$32.21
	75,448	44795	01-5200-4100-41550	MAINTENANCE CONTRACTS	MAT & MOP RENTAL	\$32.00	
	75,448	44795	01-0000-0200-00325	HST RECEIVABLE100%	MAT & MOP RENTAL	\$4.16	
	75,448	44795	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	MAT & MOP RENTAL	\$0.00	\$36.16
SOUTHWESTERN ONTARIO YFC							
	75,233	44796	01-2000-4010-40330	HYDRO	CARNEGIE BLDG - JAN-MAY	\$394.99	
	75,233	44796	01-2000-4010-40350	NATURAL GAS	CARNEGIE BLDG - JAN-MAY	\$1,401.96	
	75,233	44796	01-2000-4010-40340	WATER AND SEWAGE	CARNEGIE BLDG - JAN-MAY	\$303.57	
	75,233	44796	01-0000-0200-00325	HST RECEIVABLE100%	CARNEGIE BLDG - JAN-MAY	\$57.90	
	75,233	44796	01-0000-0200-00325	HST RECEIVABLE100%	CARNEGIE BLDG - JAN-MAY	\$182.25	
	75,233	44796	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	CARNEGIE BLDG - JAN-MAY	\$0.00	\$2,340.67
SPECTRUM COMMUNICATIONS LTD.							
	75,335	44797	01-3000-4000-41520	COMMUNICATION	RADIO REPAIR	\$139.51	
	75,335	44797	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	RADIO REPAIR	\$15.41	
	75,335	44797	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	RADIO REPAIR	\$0.00	\$154.92
	75,449	44797	01-5200-6090-41530	EQUIP REPAIRS & MAINT	WALKIE REPAIRS	\$191.69	
	75,449	44797	01-0000-0200-00325	HST RECEIVABLE100%	WALKIE REPAIRS	\$24.92	
	75,449	44797	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	WALKIE REPAIRS	\$0.00	\$216.61
STAPLES ***							
	75,245	44798	01-5100-4000-40200	OFFICE SUPPLIES	LAMINATING POUCHES, GLUE STIX	\$136.25	
	75,245	44798	01-0000-0200-00325	HST RECEIVABLE100%	LAMINATING POUCHES, GLUE STIX	\$17.71	
	75,245	44798	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	LAMINATING POUCHES, GLUE STIX	\$0.00	\$153.96
STONETOWN SUPPLY SERVICES(ING)							
	75,260	44799	01-5000-6050-40210	JANITORIAL SUPPLIES	PAPER TOWEL, TOILET PAPER	\$141.97	
	75,260	44799	01-0000-0200-00325	HST RECEIVABLE100%	PAPER TOWEL, TOILET PAPER	\$18.46	
	75,260	44799	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	PAPER TOWEL, TOILET PAPER	\$0.00	\$160.43
	75,303	44799	01-6200-4100-40210	JANITORIAL SUPPLIES	PAPER HAND TOWELS	\$21.79	
	75,303	44799	01-0000-0200-00325	HST RECEIVABLE100%	PAPER HAND TOWELS	\$2.83	
	75,303	44799	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	PAPER HAND TOWELS	\$0.00	\$24.62
	75,333	44799	01-3000-4100-40210	JANITORIAL SUPPLIES	PAPER PROD, LYSOL, STRIPPER	\$148.32	
	75,333	44799	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	PAPER PROD, LYSOL, STRIPPER	\$16.38	
	75,333	44799	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	PAPER PROD, LYSOL, STRIPPER	\$0.00	\$164.70
	75,451	44799	01-5200-4100-40210	JANITORIAL SUPPLIES	TOILET TISSUE, AIR FRESHENERS	\$128.85	
	75,451	44799	01-0000-0200-00325	HST RECEIVABLE100%	TOILET TISSUE, AIR FRESHENERS	\$16.75	
	75,451	44799	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	TOILET TISSUE, AIR FRESHENERS	\$0.00	\$145.60
	75,455	44799	01-5000-6020-40210	JANITORIAL SUPPLIES	PPR PROD, RAGS, GLOVES, ETC.	\$31.22	
	75,455	44799	01-5100-4100-40210	JANITORIAL SUPPLIES	PPR PROD, RAGS, GLOVES, ETC.	\$623.38	
	75,455	44799	01-5000-6050-40210	JANITORIAL SUPPLIES	PPR PROD, RAGS, GLOVES, ETC.	\$113.56	
	75,455	44799	01-0000-0200-00325	HST RECEIVABLE100%	PPR PROD, RAGS, GLOVES, ETC.	\$4.06	
	75,455	44799	01-0000-0200-00325	HST RECEIVABLE100%	PPR PROD, RAGS, GLOVES, ETC.	\$81.04	
	75,455	44799	01-0000-0200-00325	HST RECEIVABLE100%	PPR PROD, RAGS, GLOVES, ETC.	\$14.76	
	75,455	44799	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	PPR PROD, RAGS, GLOVES, ETC.	\$0.00	\$868.02
SWAN DUST CONTROL							
	75,423	44800	01-4500-4100-41540	RENTAL	MAT RENTAL - PW	\$20.66	
	75,423	44800	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	MAT RENTAL - PW	\$2.28	
	75,423	44800	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	MAT RENTAL - PW	\$0.00	\$22.94
THAMESFORD PIZZA							
	75,442	44801	01-5200-6090-40420	PROGRAM SUPPLIES	PIZZA - LEON'S MOVIE NIGHT	\$44.25	
	75,442	44801	01-0000-0200-00325	HST RECEIVABLE100%	PIZZA - LEON'S MOVIE NIGHT	\$5.75	
	75,442	44801	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	PIZZA - LEON'S MOVIE NIGHT	\$0.00	\$50.00
TILLSONBURG FIRE & RESCUE SERV							
	75,336	44802	01-3000-4000-41520	COMMUNICATION	DISPATCH FEES - 2ND QTR	\$10,140.00	
	75,336	44802	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	DISPATCH FEES - 2ND QTR	\$0.00	\$10,140.00



	75,337	44802	01-3000-4000-41520	COMMUNICATION	DISPATCH FEES - 1ST QTR	\$11,115.00	
	75,337	44802	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	DISPATCH FEES - 1ST QTR	\$0.00	\$11,115.00
TYCO INTEGRATED FIRE & SECURIT							
	75,276	44803	10-0000-3538-80000	MATERIALS - SPRINKLER SYS REPL	REPL WITH SIDE SPRINKLER	\$13,263.00	
	75,276	44803	01-0000-0200-00325	HST RECEIVABLE100%	REPL WITH SIDE SPRINKLER	\$1,724.19	
	75,276	44803	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	REPL WITH SIDE SPRINKLER	\$0.00	\$14,987.19
	75,277	44803	01-5000-6040-41550	MAINTENANCE CONTRACTS	FIRE & SECURITY MONITORING	\$323.00	
	75,277	44803	01-0000-0200-00325	HST RECEIVABLE100%	FIRE & SECURITY MONITORING	\$41.99	
	75,277	44803	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	FIRE & SECURITY MONITORING	\$0.00	\$364.99
	75,278	44803	01-5000-6020-41550	MAINTENANCE CONTRACTS	FIRE & SECURITY MONITORING	\$323.00	
	75,278	44803	01-0000-0200-00325	HST RECEIVABLE100%	FIRE & SECURITY MONITORING	\$41.99	
	75,278	44803	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	FIRE & SECURITY MONITORING	\$0.00	\$364.99
	75,279	44803	01-5000-6050-41550	MAINTENANCE CONTRACTS	FIRE & SECURITY MONITORING	\$323.00	
	75,279	44803	01-0000-0200-00325	HST RECEIVABLE100%	FIRE & SECURITY MONITORING	\$41.99	
	75,279	44803	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	FIRE & SECURITY MONITORING	\$0.00	\$364.99
	75,280	44803	01-5100-4100-41550	MAINTENANCE CONTRACTS	FIRE & SECURITY MONITORING	\$323.00	
	75,280	44803	01-0000-0200-00325	HST RECEIVABLE100%	FIRE & SECURITY MONITORING	\$41.99	
	75,280	44803	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	FIRE & SECURITY MONITORING	\$0.00	\$364.99
	75,281	44803	01-5000-6020-41550	MAINTENANCE CONTRACTS	REPAIR SECURITY SYSTEM	\$313.00	
	75,281	44803	01-0000-0200-00325	HST RECEIVABLE100%	REPAIR SECURITY SYSTEM	\$40.69	
	75,281	44803	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	REPAIR SECURITY SYSTEM	\$0.00	\$353.69
	75,290	44803	01-5200-4100-41550	MAINTENANCE CONTRACTS	SECURITY & FIRE MONITORING	\$323.00	
	75,290	44803	01-0000-0200-00325	HST RECEIVABLE100%	SECURITY & FIRE MONITORING	\$41.99	
	75,290	44803	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	SECURITY & FIRE MONITORING	\$0.00	\$364.99
SUBSIDY PAYMENT							
	75,454	44804	01-0000-0090-99999	SUSPENSE - CLEARING	RESPITE CARE - 37.5 HRS	\$412.50	
	75,454	44804	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	RESPITE CARE - 37.5 HRS	\$0.00	\$412.50
WOODSTOCK PRINT & LITHO							
	75,297	44805	01-7000-4000-41010	GRAPHICS & PRINTING	BROCHURE GUIDE	\$1,329.20	
	75,297	44805	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	BROCHURE GUIDE	\$146.82	
	75,297	44805	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	BROCHURE GUIDE	\$0.00	\$1,476.02
WRC PURIFYING ***							
	75,439	44806	01-4500-4100-41700	BLDG REPAIRS & MAINTENANCE	WATER SOFTENER REPAIRS	\$1,410.94	
	75,439	44806	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	WATER SOFTENER REPAIRS	\$155.85	
	75,439	44806	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	WATER SOFTENER REPAIRS	\$0.00	\$1,566.79
ROYAL BANK VISA							
	75,460	EFT0000	01-6200-4000-40420	PROGRAM SUPPLIES	VISA - JUNE 2015 - GILLIES	\$26.68	
	75,460	EFT0000	01-0000-0200-00325	HST RECEIVABLE100%	VISA - JUNE 2015 - GILLIES	\$2.23	
	75,460	EFT0000	01-6200-4000-41020	PROMOTION & MEALS	VISA - JUNE 2015 - GILLIES	\$30.80	
	75,460	EFT0000	01-0000-0200-00325	HST RECEIVABLE100%	VISA - JUNE 2015 - GILLIES	\$4.00	
	75,460	EFT0000	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	VISA - JUNE 2015 - GILLIES	\$0.00	\$63.71
ROYAL BANK VISA							
	75,310	EFT0000	01-7000-4000-41020	PROMOTION & MEALS	VISA - JUNE 2015 - K BROWN	\$6.19	
	75,310	EFT0000	01-7000-4000-41020	PROMOTION & MEALS	VISA - JUNE 2015 - K BROWN	\$6.38	
	75,310	EFT0000	01-7000-4000-41020	PROMOTION & MEALS	VISA - JUNE 2015 - K BROWN	\$7.62	
	75,310	EFT0000	01-7000-4000-41020	PROMOTION & MEALS	VISA - JUNE 2015 - K BROWN	\$6.19	
	75,310	EFT0000	01-7000-4000-41300	TRADE SHOWS	VISA - JUNE 2015 - K BROWN	\$9.21	
	75,310	EFT0000	01-7000-4000-41020	PROMOTION & MEALS	VISA - JUNE 2015 - K BROWN	\$30.00	
	75,310	EFT0000	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	VISA - JUNE 2015 - K BROWN	\$0.68	
	75,310	EFT0000	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	VISA - JUNE 2015 - K BROWN	\$0.71	
	75,310	EFT0000	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	VISA - JUNE 2015 - K BROWN	\$0.84	
	75,310	EFT0000	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	VISA - JUNE 2015 - K BROWN	\$0.68	
	75,310	EFT0000	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	VISA - JUNE 2015 - K BROWN	\$1.02	
	75,310	EFT0000	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	VISA - JUNE 2015 - K BROWN	\$0.00	\$69.52
ROYAL BANK VISA							
	75,403	EFT0000	01-3000-4000-41510	VEHICLE REPAIRS & MAINTENANCE	VISA - JUNE 2015 - HOLMES	\$134.19	
	75,403	EFT0000	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	VISA - JUNE 2015 - HOLMES	\$14.82	
	75,403	EFT0000	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	VISA - JUNE 2015 - HOLMES	\$0.00	\$149.01
ROYAL BANK VISA							
	75,314	EFT0000	01-5100-6090-40270	NEW EQUIPMENT	VISA - JUNE 2015 - WARD	\$127.09	
	75,314	EFT0000	01-5100-4000-01498	MISCELLANEOUS-RECOVERIES	VISA - JUNE 2015 - WARD	\$81.88	
	75,314	EFT0000	01-5100-4100-40270	NEW EQUIPMENT	VISA - JUNE 2015 - WARD	\$79.98	
	75,314	EFT0000	01-5100-6090-40420	PROGRAM SUPPLIES	VISA - JUNE 2015 - WARD	\$117.55	
	75,314	EFT0000	01-5000-4000-42900	MISCELLANEOUS EXPENSE	VISA - JUNE 2015 - WARD	\$68.83	
	75,314	EFT0000	01-0000-0200-00325	HST RECEIVABLE100%	VISA - JUNE 2015 - WARD	\$19.78	
	75,314	EFT0000	01-0000-0200-00325	HST RECEIVABLE100%	VISA - JUNE 2015 - WARD	\$16.52	
	75,314	EFT0000	01-0000-0200-00325	HST RECEIVABLE100%	VISA - JUNE 2015 - WARD	\$10.40	
	75,314	EFT0000	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	VISA - JUNE 2015 - WARD	\$0.00	\$522.03
ROYAL BANK VISA							
	75,311	EFT0000	01-1001-4000-41550	MAINTENANCE CONTRACTS	VISA - JUNE 2015 - J BROWN	\$641.23	
	75,311	EFT0000	01-1002-4000-40270	NEW EQUIPMENT	VISA - JUNE 2015 - J BROWN	\$130.96	
	75,311	EFT0000	01-1002-4000-40270	NEW EQUIPMENT	VISA - JUNE 2015 - J BROWN	\$26.19	
	75,311	EFT0000	01-1002-4000-41530	EQUIPMENT REPAIRS & MAINTENANCE	VISA - JUNE 2015 - J BROWN	\$25.32	
	75,311	EFT0000	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	VISA - JUNE 2015 - J BROWN	\$14.47	
	75,311	EFT0000	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	VISA - JUNE 2015 - J BROWN	\$2.90	
	75,311	EFT0000	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	VISA - JUNE 2015 - J BROWN	\$2.79	
	75,311	EFT0000	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	VISA - JUNE 2015 - J BROWN	\$0.00	\$843.86
ROYAL BANK VISA							
	75,402	EFT0000	01-1000-4000-40610	MEETINGS AND CONFERENCES	VISA - JUNE 2015 - GRAVES	\$787.62	

	75,402 EFT0000	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	VISA - JUNE 2015 - GRAVES	\$87.00	
	75,402 EFT0000	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	VISA - JUNE 2015 - GRAVES	\$0.00	\$874.62
ROYAL BANK VISA						
	75,313 EFT0000	01-4500-4160-80000	MATERIALS-SAFETY DEVICES, SIGNS, GUIDE RAIL	VISA - JUNE 2015 - WITUIK	\$156.50	
	75,313 EFT0000	01-4500-4160-80000	MATERIALS-SAFETY DEVICES, SIGNS, GUIDE RAIL	VISA - JUNE 2015 - WITUIK	\$35.82	
	75,313 EFT0000	01-4500-4230-46381	938100 T1-14 DODGE RAM	VISA - JUNE 2015 - WITUIK	\$270.16	
	75,313 EFT0000	01-4500-4160-80000	MATERIALS-SAFETY DEVICES, SIGNS, GUIDE RAIL	VISA - JUNE 2015 - WITUIK	\$254.39	
	75,313 EFT0000	01-4500-4000-40630	STAFF TRAINING	VISA - JUNE 2015 - WITUIK	\$122.01	
	75,313 EFT0000	01-0000-0200-00310	G.S.T. REBATE RECEIVABLE	VISA - JUNE 2015 - WITUIK	\$7.83	
	75,313 EFT0000	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	VISA - JUNE 2015 - WITUIK	\$3.96	
	75,313 EFT0000	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	VISA - JUNE 2015 - WITUIK	\$29.84	
	75,313 EFT0000	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	VISA - JUNE 2015 - WITUIK	\$28.10	
	75,313 EFT0000	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	VISA - JUNE 2015 - WITUIK	\$13.48	
	75,313 EFT0000	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	VISA - JUNE 2015 - WITUIK	\$0.00	\$922.09
ROYAL BANK VISA						
	75,459 EFT0000	01-5200-6090-40420	PROGRAM SUPPLIES	VISA - JUNE 2015 - J SMITH	\$230.00	
	75,459 EFT0000	01-5200-6090-40420	PROGRAM SUPPLIES	VISA - JUNE 2015 - J SMITH	\$25.98	
	75,459 EFT0000	01-5200-6195-41000	ADVERTISING	VISA - JUNE 2015 - J SMITH	\$30.08	
	75,459 EFT0000	01-5200-6195-41000	ADVERTISING	VISA - JUNE 2015 - J SMITH	\$2.96	
	75,459 EFT0000	01-5200-6195-41310	WORKSHOPS/GUEST SPEAKERS	VISA - JUNE 2015 - J SMITH	\$10.00	
	75,459 EFT0000	01-5200-6195-41000	ADVERTISING	VISA - JUNE 2015 - J SMITH	\$60.10	
	75,459 EFT0000	01-5200-6090-40270	NEW EQUIPMENT	VISA - JUNE 2015 - J SMITH	\$39.58	
	75,459 EFT0000	01-5200-6090-40270	NEW EQUIPMENT	VISA - JUNE 2015 - J SMITH	\$33.85	
	75,459 EFT0000	01-5200-6090-40550	FUND RAISING	VISA - JUNE 2015 - J SMITH	\$240.00	
	75,459 EFT0000	01-5200-6090-41500	CONTRACTED SERVICES	VISA - JUNE 2015 - J SMITH	\$7.99	
	75,459 EFT0000	01-5200-6195-40630	STAFF TRAINING	VISA - JUNE 2015 - J SMITH	\$127.10	
	75,459 EFT0000	01-5200-6090-40630	STAFF TRAINING	VISA - JUNE 2015 - J SMITH	\$127.10	
	75,459 EFT0000	01-0000-0200-00325	HST RECEIVABLE100%	VISA - JUNE 2015 - J SMITH	\$29.90	
	75,459 EFT0000	01-0000-0200-00325	HST RECEIVABLE100%	VISA - JUNE 2015 - J SMITH	\$3.38	
	75,459 EFT0000	01-0000-0200-00325	HST RECEIVABLE100%	VISA - JUNE 2015 - J SMITH	\$31.20	
	75,459 EFT0000	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	VISA - JUNE 2015 - J SMITH	\$0.00	\$999.22
ROYAL BANK VISA						
	75,315 EFT0000	01-1300-4000-40610	MEETINGS & CONFERENCES	VISA - JUNE 2015 - MCANDREW	\$966.72	
	75,315 EFT0000	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	VISA - JUNE 2015 - MCANDREW	\$106.78	
	75,315 EFT0000	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	VISA - JUNE 2015 - MCANDREW	\$0.00	\$1,073.50
ROYAL BANK VISA						
	75,312 EFT0000	01-4000-4000-41650	SMALL TOOLS & SAFETY EQUIP	VISA - JUNE 2015 - LAWSON	\$96.50	
	75,312 EFT0000	01-4000-4000-40610	MEETINGS & CONFERENCES	VISA - JUNE 2015 - LAWSON	\$1,020.45	
	75,312 EFT0000	01-0000-0200-00310	G.S.T. REBATE RECEIVABLE	VISA - JUNE 2015 - LAWSON	\$4.83	
	75,312 EFT0000	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	VISA - JUNE 2015 - LAWSON	\$112.71	
	75,312 EFT0000	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	VISA - JUNE 2015 - LAWSON	\$0.00	\$1,234.49
ROYAL BANK VISA						
	75,316 EFT0000	01-1002-4000-41530	EQUIPMENT REPAIRS & MAINTENANCE	VISA - JUNE 2015 - TIGERT	\$101.76	
	75,316 EFT0000	01-3000-4000-40630	STAFF TRAINING	VISA - JUNE 2015 - TIGERT	\$4,476.06	
	75,316 EFT0000	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	VISA - JUNE 2015 - TIGERT	\$11.24	
	75,316 EFT0000	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	VISA - JUNE 2015 - TIGERT	\$0.00	\$4,589.06
			DISTRIBUTION TOTALS:		\$1,929,635.34	\$1,929,635.34



**DEPARTMENT:** Clerk's Department

**REPORT NO:** C-057-15

**COUNCIL MEETING DATE:** August 10, 2015

**SUBJECT:** Clerk's Department Monthly Report

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### **Closed Session Reporting**

Nothing to report at this time.

### **Upcoming Legislation**

AMCTO has submitted excellent comments on the Municipal Elections Act and have made recommendations for changes. Their comments can be found at:

[http://www.amcto.com/imis15/content/GOVT\\_RELATIONS\\_ISSUES/AMCTO\\_MEA\\_Submission.aspx](http://www.amcto.com/imis15/content/GOVT_RELATIONS_ISSUES/AMCTO_MEA_Submission.aspx)

### **ATTACHMENTS**

Monthly Statistics

Prepared by: Michael Graves, Clerk

Approved by: William Tigert, Chief Administrative Officer

## **Attachment A: Monthly Statistics**

### **A. Marriage Licenses**

Total – 45 (Total Revenue: \$4500.00)

In-Town - 8

Out-of-Town – 37

### **B. Civil Weddings**

Ceremonies Held in June: 4

Ceremony Booked in June: 6

Ceremonies Booked To Date in 2015: 20

### **C. Burial Permits**

Total: 29 (Total Revenue: \$125.00)

In-Town: 4 (currently no cost)

Out-of-Town: 25 (\$5.00/permit)

### **D. Commissioners Oaths**

Total – 8 (Total Revenue: \$130.00) (\$15.00/commission) plus 1 x\$10 certified true copy

### **E. Paratransit Tickets**

Total – 250 (Revenue: \$750.00) (\$3.00/ticket)

### **F. Parking Passes**

Total – 1 (Revenue: \$30.00)

Day Parking Permits: 1 (\$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: 0 (Total Cost: \$60.00 each) = \$0.00

Certificates Ordered: 0

**H. Transient Traders Licenses**

Total: 0 (Revenue: \$0)

**I. Lottery Licences**

Total: 0 (Revenue: \$0)

**J. Lunch Wagon Permits**

Total: 0 (Revenue: \$0).



**DEPARTMENT:** Economic Development

**REPORT NO:** D-047-15

**COUNCIL MEETING DATE:** August 10, 2015

**TITLE:** Economic Development Monthly Staff Report

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**Department Activities:**

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

- 1. Economic Development** – To provide a half year update on activities to date we would like to provide a summary of the inquiries we have been tracking.

11 Incoming Inquiries

6 Industrial Inquiries – Average space requirement of 30+ acres

4 Commercial Inquiries – Average space requirement of approx. 6000 sq feet.

Shows attended:

SIAL Food Show – Booth as part of Oxford Connection – 4 contacts

NPE Orlando – As part of SOMA – 22 Meetings

Shows attended by partners with shared resources:

SAE (Auto) Detroit – SOMA attended event

MIPIM France – Booth in conjunction with the Province – 20 contacts

Big M Detroit – 6 Meetings

Brazil Food Show – contact details not yet circulated

Sweets and Snacks Expo – contact details not yet circulated

As an update, Ingersoll is currently in good condition in industrial buildings, with minimal vacancy at this time. We have also seen the clearing of 14 acres of long term vacant industrial land for future development, as well as the considerable renovation of the former Ingersoll Fasteners building.

We continue to work hard to complete the Community Improvement Plan as soon as possible in order to assist in attracting additional commercial investment. In the first half of 2015, we had the sale of the former KFC building, as well as a

number of renovations to our commercial buildings. Unfortunately, we also saw the loss of a couple of national chain stores as well. This continues to be an area of focus for our economic vitality.

The second half of the year has a number of trade show events, as well as the Japan Mission, as major focus items for the industrial development sector.

## 2. Information Technology

### **Joe Penny Timesheet Software**

Staff attended training with Treasury Department. Departments have been working with Diamond Municipal Solutions to trouble shoot different issues. Implementation of software is expected to go forward mid August.

### **Help Desk Statistics**

Opened Calls – 100

Closed Calls – 99

Total Calls Still Open - 15

### **Website Statistics - July**

Unique Visits: 6,194

Pages Viewed: 21,756

## 3. Museum – Staff continue to work on seasonal projects and initiatives. Some highlights of ongoing projects include:

**Exhibits:** "Dear Sadie" World War One display from the Archives of Ontario is currently on view at the museum. The exhibit has been greatly supplemented with items from our museum collection and includes a walk-in trench experience.

**Collections:** The museum has been offered a variety of items from the Ingersoll branch of Canada Post. The Ingersoll Fire Department has also sent a collection of their early records to the museum.

**Sports Hall of Fame:** Nominations for the Sports Hall of Fame continue to be accepted until August 14, 2015. Forms are available online at the Town's website or at the museum.

**Summer Staff:** Summer staff have successfully completed two weeks of summer camp at the museum; one more remains. Other projects staff are working on include researching WW1 veterans and revamping the labels for the cheese factory building.

**Research:** Staff continue to assist a number of people with family history research. Recent research requests have been primarily from out of town and out of province people.

**Ingersoll Harvest Festival:** The Ingersoll Harvest Festival runs between August 19 and 23, with plenty of action happening at the museum on the weekend including the Canadian Model T demonstration team, the Town Crier Competition (the oldest of its kind in North America), historical displays and demonstrations, Sunday morning church service and breakfast, and much more.

Prepared by: Kale Brown, Director of Economic Development

Approved by: William Tigert, Chief Administrative Officer





**DEPARTMENT: Ingersoll Fire & Emergency Services**

**REPORT NO: F-044-15**

**COUNCIL MEETING DATE: August 10, 2015**

**TITLE: July Month End Report**

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### **FIRE CALLS**

During the month of June the following represents the breakdown of fire responses by type:

- 4 – Assembly
- 2 – Institutional
- 5 – Residential
- 1 – Commercial
- 2 – Industrial
- 4 – Vehicles/M.V.C.
- 6 – Rubbish/Dumpster
- 1 – Carbon Monoxide
- 1 – Miscellaneous Property
- 1 – Rescue
- 1 – Public Assist for a list assist

There was \$3,000 dollar loss to a residential building along with \$1,000 loss to the contents.

## **TRAINING**

This month's training consisted of pump operations and water supply. Firefighters were challenged with different hose lays and had to demonstrate their ability to set the proper pump discharge pressure and flow rates. Firefighter's also reviewed the process of charging a sprinkler system using the tower.

Firefighters also trained on evolutions involved in Structure Fires. Scenarios included forcible entry (breaching doors), transitional fire attacks on a second floor, vent-enter-search (search and rescue) techniques, and advancing hose lines to a second floor for fire control using the Fire Department Training Tower.

Aerial Operations which included, set up and take down, and pumping operations were practiced. Department personnel are trained to operate, inspect, and maintain fire apparatus in accordance with departmental operating guidelines, Ministry of Transportation guidelines, and the Ontario Highway Traffic Act.

Technical Rope Rescue training consisted of using the tower to review lowering a rescuer to a patient and converting the system to a haul system. All training was to NFPA 1006 and following the departments standard operating procedures..

## **TRAFFIC ACTIVITY**

Traffic Infractions for the month are as followed:

- 1 – Fully paid totaling \$10.00
- 1 – Partially paid totaling \$15.00
- 1 – Service Fees totaling \$16.00

## **FIRE PREVENTION INSPECTIONS**

The following represents the breakdown of fire prevention inspections by building class.

- 1 – Residential
- 4 – Business & Personal
- 1 – Assembly
- 3 – Mercantile

## **PUBLIC EDUCATION**

During the opening of Tremblett's Independent Grand Opening of the store the fire department participated with an information booth and fire truck attending the opening distributing public education materials.

## **BY-LAW ENFORCEMENT**

By-Law enforcement investigations are conducted upon receipt of request or complaint. The following investigations conducted this month are broken down under by-law number and the number of investigations for that bylaw:

1 – Regulating & Restricting Dogs – Bylaw #09-3989

1 – Animal Control – Bylaw #01-3990

2 – No Permit Sign – Bylaw #08-4432

3 – Traffic – Bylaw #06-4327

There are two ongoing by-law investigations and five by-laws resolved at this time.

## **OTHER ACTIVITIES**

- The Ingersoll Fire Fighters Association hosted the Fire Fit Competitions bringing competitors from all over Ontario as well as Quebec and the U.S. The weekend was a huge success and a great time was had by all.
- Captain Shane Johnson attended the Ontario Fire College taking his Instructor Level 1 course.
- The Fire Department participated in the Grand Opening at Tremblett's Independent Grocery Store.

Prepared by: John Holmes, Fire Chief/CEMC

Approved by: William Tigert, Chief Administrative Officer



**DEPARTMENT: Operations**

**REPORT NO: OP-062 -15**

**COUNCIL MEETING DATE: August 10, 2015**

**TITLE: Operations Report for July, 2015**

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### **A. Town Engineer**

Continue to work on the draft plan of subdivision for Sifton Properties – Harrisview Phase II and Paul Florica – Cloverridge South. Sifton has signed a Site Alteration Agreement for Phase II, so grading of the area should start around the middle of August. Have completed the Subdivision Agreement for Oak Country Homes for Clover Ridge North Phase II and it is now with the Developer. Have completed the Subdivision Agreement for the Schout Group-Kirwin Subdivision and it is also with the Developer.

Engineering Services responded to 126 requests for locates or re-locates during July. This included emergency locates.

### **B. Engineering**

The construction work on Mutual Street and Park Avenue is complete. The County has given residents and businesses permission to connect to the sanitary sewers.

Construction is continuing on Catherine St. the old culvert has been removed and the new one in place. The Town did not need the Water Taking Permit as the water level of the creek was so low they just used water by pass and that has been removed and the creek is flowing freely. The armour stone walls are in place on both sides of the creek to protect the banks and the area is to be graded and hydro seeded in the next couple of weeks. New watermain has been installed on Catherine from Mutual Street to Thames Street but only live from Mutual Street to the culvert. All new sanitary is in place and all residential and commercial has been switched over. Bell Canada and Rogers to be on site the first week of August to relocate systems under the new culvert.

Construction is continuing in South Ingersoll. Culloden/Whiting Street the sanitary sewers are complete up to Clark Road and curb is expected on August 5th followed by asphalt and sidewalks.

Sanitary and Storm Sewers are completed on Brickwood. Curb work is expected August 5<sup>th</sup> followed by asphalt and sidewalk. Once this work is complete work will begin on Maple Lane.

The sanitary sewers are complete on Old Whiting with storm and water services beginning the week of August 3<sup>rd</sup>.

Mutual Street watermain has been replaced and awaiting sub contractors for concrete and asphalt replacement.

Respectfully Submitted  
Sandra Lawson, P.Eng.  
Town Engineer

**CHIEF BUILDING OFFICIAL AND FACILITIES MANAGER**

**Facilities Management**

Carnegie Building

The quote from Hot Cold and Freezing was received to replace the boiler at the Carnegie Library. The standard efficiency boiler costs \$6,970.00 +HST and the high efficiency costing \$11,890.00 +HST.

**By-Law Enforcement**

Total Complaints to date	52
Total # of letters sent	29
Total # closed to date	20
Currently waiting for compliance	18
To be investigated	14

**Complaint Summary**

Property Standards	39
Building without permit	2
Zoning	3
Parking	3
Fencing	5
Swimming Pool	4
By-Law complaints in July	7
Fencing	3
Property Standards	12
Weeds & Tall Grasses	6

Derelict Vehicles	2
Garbage	4
Swimming Pool Fence	2

**Note:** Numbers won't add up to total number of complaints, as one complaint may have had 2 aspects to it or we may have stumbled upon something else at time of inspection.

**Building Department**

**July 2015 Permits – 13** building permits for construction valued at \$ 1,109,386.00 were issued for the month of July.

- a. Total permits fees collected **\$9,462.00**
- b. Single and Multi-Unit for July– **4** single family dwellings & **2** Multi-Units (0 units)
- c. **Total Single & Multi units permits over year to date (2015);**  
  - **19 Single Family Dwelling permits**
  - **5 Multi-Unit permits (13 Units)**
- d. Total July Sewer Permits – **2**
- e. July Permit Comparison Summary and Permit Reports as follows:

**TOWN OF INGERSOLL Permit Summary From 7/1/2015 to 7/31/2015**

Building Code Category	Total		New Structures		Add/Reno/UseCh		Demolitions		Signs		Other	
	Value	#	Value	#	Value	#	Value	#	Value	#	Value	#
Accessory Residential	\$19,400	6	\$19,400	6	\$0	0	\$0	0	\$0	0	\$0	0
Residential	\$1,024,986	6	\$1,024,986	6	\$0	0	\$0	0	\$0	0	\$0	0
Agricultural	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0
Commercial	\$65,000	1	\$0	0	\$65,000	1	\$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
<b>TOTALS</b>	<b>\$1,109,386</b>	<b>13</b>	<b>\$1,044,386</b>	<b>12</b>	<b>\$65,000</b>	<b>1</b>	<b>\$0</b>	<b>0</b>	<b>\$0</b>	<b>0</b>	<b>\$0</b>	<b>0</b>

## Permit Comparison Summary from 7/1/2015 to 7/31/2015

Category	Previous Year						Current Year					
	#	Building	Muni Dev.	Muni Levy	County	Value	#	Building	Muni Dev.	Muni Levy	County	Value
Accessory (Residential)	11	\$1,610.80	\$0.00	\$0.00	\$0.00	\$106,618	6	\$614.40	\$0.00	\$0.00	\$0.00	\$19,400
Commercial	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0	1	\$643.00	\$0.00	\$0.00	\$0.00	\$65,000
Agricultural	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0
Institutional	2	\$650.00	\$0.00	\$0.00	\$0.00	\$185,000	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	9	\$12,801.80	\$23,407.00	\$0.00	\$99,321.00	\$1,878,663	6	\$8,204.60	\$20,922.00	\$0.00	\$87,264.00	\$1,024,986

	Previous Year	Current Year
Total Permits Issued	22	13
Total Dwelling Units Created	5	4
Total Permit Value	\$2,170,281.00	\$1,109,386.00
Total Permit Fees	\$15,062.60	\$9,462.00

Respectfully Submitted,  
 Shannon Vanderydt  
 Chief Building Official

### **MAINTENANCE**

#### Basin Cleaning

- Catch basin cleaning is ongoing with operators staying on schedule. The entire basin inventory will likely be cleaned by mid September. Deficiencies have been recorded and repairs will be made accordingly.

#### Asphalt Repairs

- Asphalt repairs including manhole repairs and catch basin repairs will be the departments focus continuing into late August.

#### Sidewalk Repairs

- Side walk repairs have been shelved so crews can concentrate on asphalt road repairs. The remaining repairs identified by the annual sidewalk inspection will be completed in September until leaf drop.

#### Grass Mowing

- All roadsides were cut once with the tractor mower. Summer students cut grass around bridges, guardrails and Town boulevards. Late June and early July rains made keeping up with grass along shoulders and road allowances a challenge.

#### Asphalt preservation

- 32,492 m<sup>2</sup> of road was treated with a product called Reclamite July 9, 2015. Treated roads were Clarke, Hwy 19 to Culloden, Thames South, Clarke to Ontario Southland Rail, Holcroft between Thames and Wellington, Noxon between Wellington and Thames, Thames from Noxon to Dufferin. Reclamite

contains components of asphalt cement that are absorbed by the road surface and then bonds with the existing cement. The product reduces the amount of fine aggregate loss, and reduces cracking. Reclamite has been used in Europe for over 25 years and is used extensively in the USA.

- The department once again entered the Counties crack sealing tender. Between 3-4000 metres of cracks have been identified. There is no timeline right now when the winning bidder will begin.
- The Public Works Department is committed to asphalt preservation. Keeping good roads good early on in a pavements life reduces the amount of dollars required to maintain the road in the future.

Respectfully Submitted,  
Doug Wituik,  
Public Works Manager





**DEPARTMENT: Parks & Recreation**

**REPORT NO: R-053-15**

**COUNCIL MEETING DATE: August 10, 2015**

**TITLE: 2015 August Monthly Report**

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1. Parks & Recreation Department Upcoming Meetings & Special Events:

**Open House – Jason Smith, Fusion Youth Centre Manager**

Wednesday, September 2, 2015 – 2 pm to 8 pm – Presentations – 4 pm

**Oxford Trails Council Meeting**

Monday, September 14, 2015 – 12 noon

County of Oxford – Administration Building

**Ingersoll Safe Cycling Committee Meeting**

Wednesday, September 9<sup>th</sup>, 2015 – 6:30 pm – Town Hall

**Off Leash Dog Park Committee Meeting**

To be Determined

2. 2015 August Additional Work Projects:

- Tender – Upgrades & Renovations to Victoria Park Main Ball Diamond;
- Quote – WGD Architects – Facility Condition Assessment – VPCC & Seniors Centre;
- Health & Safety Training – HR Downloads Training;
- Request for Proposals for a Community Magazine, which would include Parks and Recreation programs and services;
- 2015 Fall Edition of the Parks & Recreation Program Guide;
- Job Posting & Recruitment – Fusion Youth Centre Manager;
- Volunteer Recruitment – Canada 150<sup>th</sup> Celebration Committee;

### 3. Fusion Highlights

- The SureStart Program is running a Summer Business Camp for ages 10-14 for August 17-22;
- In the month of June there were a total of 1146 youth visits who attended Fusion programs;
- For the month of June there was a total of 390 youth visits in the Skate Park
- On July 11 – 4 youth performed at the Canterbury Folk Festival . They sang songs that they recorded at Fusion;
- Lions Club International Day – July 17<sup>th</sup>. 30 exchange students visited Fusion for the night and participated in a variety of activities
- The Rap Music Camp. – July 24<sup>th</sup> 30 Brazilian exchange students visited Fusion and participated in a recording session, Nutrition program & a Coffee House
- Fusion provided the big screen and projector for the Playright Movie Night. Although the weather didn't cooperate, we were able to successfully live stream the ribbon-cutting;
- Renewed TVDSB Partnership Agreement;
- Rob and Jessi Tremblett presented Fusion with a \$5,000 cheque from Loblaw Canada Foundation.

#### **Important Upcoming Dates:**

- Youth Business Camp Youth are at the Ingersoll Kiwanis Famers Market August 22, 2015 from 8am-noon. Come down to the Market and buy some of the products our youth will produce during business camp.

Prepared by: Bonnie Ward, Director of Parks & Recreation

Approved by: William Tigert, Chief Administrative Officer



**DEPARTMENT: Treasury Department**

**REPORT NO: T-048-15**

**COUNCIL MEETING DATE: August 10th, 2015**

**TITLE: Treasury Department Monthly Report**

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Mayor Comiskey and Members of Council:

**Department Activities and Information for the month of July**

1. Consolidated financial statements and Financial Information Return have been completed.
2. In the process of the JOEPENNY electronic timesheet implementation with Go-Live scheduled for August 2015. Finance and IT departments have been busy importing data and configuring the system. Training of managers at all town's locations have been successfully completed.
3. Generated and distributed 2015 final tax bills.
4. Planning is underway for the 2016 budget.
5. Finance and Property Tax Statistics:

236	2015 Property Tax Title Changes YTD
0	Properties registered for tax sales (3 plus years in arrears, potential sale by tender in 2016)
0	Properties to be sold by tax sale in 2015
\$672,665	Property Taxes Outstanding July 31, 2015
\$17,930	Revenue - Treasurer Certificates, Title Changes, Other
\$49,223	Interest Earned
\$101,728	Interest on Overdue Taxes

Prepared by: Iryna Koval, Director of Finance, Treasurer  
Approved by: William Tigert, Chief Administrative Officer

## TOWN of INGERSOLL - Development Applications Status

### DRAFT PLANS of SUBDIVISION and CONDOMINIUM

FILE No. (Related Files)	Owner/Applicant	Legal Description / Address	Purpose	Appln. Received	Agency Circulation	Town Public Meeting(s)	County Public Mtg	County Council Decision	Draft Plan Lapsing Date	Phases & (Regstn. Dates)	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	May 17/12	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	June 28/12	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	July 5/13	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	July 5/13	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 - west of Harris St	Create 132 SF Resid. Lots, 3 TH Blocks, 2 Comm Blocks, 1 Park Block, 4 walkway blocks	Apr 11/14	Apr 17/14 and Oct 18/14	Mtg #1: Nov 10/14 Mtg #2 - May 11/15	May 27/15	Draft Plan Approved	June 10/18		Pending Final Approval/ Registration	Harrisview - Phase 2; Nov 10/14 - Town Council decision to "defer" to allow developer to address Envt'l Impact Study issues for woodland. March 26/15 - Revised E.I.S. and revised Draft Plan submitted for review.
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	June 9/14	Aug 11/14	Aug 13/14	Denied	n/a	Dev. Agmt. for Phase 2 - pending Final Approval	Pending Final Approval	Application to amend Draft Plan conditions was not approved. However, as of May 30/15, the Draft Plan file remains "approved" with pending registration of next phase of development.



# TOWN of INGERSOLL - Development Applications Status

## Minor Variances / Permission

File (related files)	Owner/Applicant	Address	Purpose	Appl. Received	Public Meeting(s)	Committee Decision	Notice of Decision	Final Notice	STATUS	Comments
A-01/15	Randy Ferguson	138 King St. E	Permit reduced rear yard depth for attached garage	July 9/15	August 10/15	Pending			In circulation	Scheduled for August 10 Committee of Adjustment Meeting

# TOWN of INGERSOLL - Development Applications Status

## SITE PLAN CONTROL

File	Owner/Applicant	Address	Purpose	Appln. 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 & additional Storm Water Management info
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	pending...	pending ...			Agency circulation under way; awaiting new information re SWM issues
SPA-001/15	Autrans Canada Inc	17 Underwood	Proposed 23416 sq ft warehouse addition.	June 4/15	June 6/15	pending	pending...			
SP6-15-02	Ingrox Limited	98 Thames St N.	Proposed mini-warehouse addition (two buildings 333.8 sq m )	July 29/15	July 31/15	pending	pending			





**DEPARTMENT: Chief Administrative Officer**

**REPORT NO: A-049-15**

**COUNCIL DATE: August 10<sup>th</sup>, 2015**

**TITLE: Parks Facility Relocation Consideration**

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**OBJECTIVE:** To seek Council direction on consideration of divesting current Ingersoll Road facility and relocation to new facility on Pemberton grounds with Public Works.

**BACKGROUND:** The Mayor has suggested that the Town look at selling the facility currently used by the Parks Department for property maintenance and relocate to a new facility on a shared site with the current Public Works Department.

The consideration would be that the property on Ingersoll Road could be sold and the Municipality would realize potential tax revenue from an occupied industrial use.

There is likely sufficient land available at the Pemberton site to accommodate a Parks facility without negatively impacting the current uses.

**ANALYSIS:** The Parks' facility was purchased in 2007 for \$420,000.00. Provided that the property could be sold for this amount or more, and that based on current assessment it would generate approximately \$7,700.00 in Town taxes, relocation might be financial advantageous to the Town.

Based on some recent construction activity within the Town, it is plausible under carefully controlled parameters, that a new facility with lot and site works, including full servicing and parking amenities could be built for significantly less than the anticipated selling price. As noted this would have to be strictly administered project management as previously an estimate for a replacement facility in Victoria Park was proposed for \$679,000.00. Without controls there would be little gain in sale and relocation.

Should Council wish to consider this option a more detailed report will be submitted with recommendations for the 2016 budget consideration? If Council does not wish to pursue, as it will be a time consuming with some costs and potential service inconvenience, than Council should advise at this stage.

Should the building be sold for purchase price or more this would allow the municipality to realize any net gain from sale beyond replacement costs along with any tax revenue generated from private ownership.

For a reference a new facility was built at the corner of Ingersoll Road and Clark by a landscaping company, this type of facility could be modeled for use by Parks.

This will be no small endeavour and will require staff time and resources to manage the process successfully.

**INTERDEPARTMENTAL IMPLICATIONS:** There will be a number of departmental implications:

1. Economic Development will have to market the current facility and sell within a reasonable time frame at purchase price or greater value to make financial feasibility, while ensuring that the building is put to use to generate industrial taxes.
2. Parks and Recreation will have to deal with the logistical implications of moving their operations to a new facility, less centralized to the service areas of responsibility.
3. Public Works will have to modify the utilization of their site based on the area that will be need by the Parks facility. This may include the relocation of materials such as soil and gravel as well as fencing and driveways.
4. The CAO along with the Town Engineer and CBO with input from Parks, designing and pricing a suitable facility at reasonable costs.
5. Treasury working with the CAO and with Council approval may request exemptions from the tendering and purchasing policy.

**FINANCIAL IMPLICATIONS:** The anticipated implications are that the Town would be able to realize a net positive gain by selling the current Parks facility to the private sector, thereby realizing the required funding to relocate the facility to other Town owned lands.

The goal would be to cover all costs of relocation and provide additional revenues to the Town on an annual basis.

**RECOMMENDATION:** That the Council of the Corporation of the Town of Ingersoll receives Report A-049-15 for information.

And further provides direction to staff to prepare a more detailed report with budget considerations for Council as part of the 2016 budget process.

Prepared by: William J. Tigert, Chief Administrative Officer



**DEPARTMENT: Clerk's Department**

**REPORT NO: C- 058-15**

**COUNCIL MEETING DATE: Aug. 10, 2015**

**TITLE: Request for funding assistance for Athlete competing at National Level**

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### **OBJECTIVE**

To discuss the possibility of granting funds to an athlete competing at the National level.

### **BACKGROUND**

Previously Council has made grants to individual athletes that have been successful enough to compete at the National level. The most recent grants were to athletes competing at the World Games and Nationals. Both athletes were granted \$200.

Recently Council has been made aware that Hillary Elliott a resident of Ingersoll competed at that Pan Am Games.

### **ANALYSIS**

Ideally these requests would come up during the grant process but from time to time they come up mid-year. In those cases it has been common for Council to still grant an amount to athletes that are competing at a National level.

### **INTERDEPARTMENTAL IMPLICATIONS**

N/A

### **FINANCIAL IMPLICATIONS**

This will be a minor financial impact to the Clerk's budget.

### **RECOMMENDATION**

**THAT** Council of the Town of Ingersoll grants \$\_\_\_\_\_ to Hillary Elliott to support her athletic pursuits of competing at the National level.

Prepared by: Michael Graves, Clerk

Approved by: William Tigert, Chief Administrative Officer



**DEPARTMENT: Clerk's Department**

**REPORT NO: C-059-15**

**COUNCIL MEETING DATE: Aug. 10, 2015**

**TITLE: 2014 Election Accessibility Report**

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## **OBJECTIVE**

To report to Council regarding the accessibility steps taken during the 2014 election.

## **BACKGROUND**

This report is to provide information to council and the public as required by the Municipal Elections Act regarding the steps taken in the 2014 municipal election for the identification, removal and prevention of barriers that affect electors and candidates with disabilities.

## **ANALYSIS**

### Identification of Barriers

The following actions were taken to identify barriers that affect electors and candidates with disabilities:

1. Reviewed and assessed past election administration practices to identify potential issues of accessibility for candidates and electors to develop measures to mitigate or minimize impacts.
2. Assessed voting equipment and election plan to ensure it met the needs of the electorate
3. Assessed past Election process in order to determine accessibility requirements for electors voting in person.

### Removal and Prevention of Barriers

The following actions were undertaken to remove and prevent barriers that affect electors and candidates with disabilities:

## Communications and Information

1. Ensured candidates and voters were aware that all communications and information for candidates and electors were available in alternate formats upon request.
2. Posted all information to municipality's website
3. Provided information on the availability of the publication "A Candidates Guide to Accessible Elections" produced jointly by the AMCTO and Province.
4. Provided elections staff information relating to accessible customer service.
5. Utilized radio advertisements

## Voting Locations

1. Utilized the accessible Municipal Office and J.C. Herbert Room as the voting location to ensure full accessibility
2. Provided one central voting location on voting day which was physically accessible
3. Created a flow through system of voting that ensured voters were not lined up very long.
4. Additional election assistants hired to assist voters with specific needs, ensure site accessibility.
5. Provided appropriate signage at voting locations.
6. Permitted service animals and support persons in all voting locations.
7. Provided seating areas throughout voting locations.
8. Ensured designated or reserved parking for persons with disabilities at each voting location.
9. Ensure that all signs used large print in order to improve visibility.

## Voting Actions:

1. Established voting booths on tables which were low and wide enough for easy access to enable the use of a wheelchair or scooter to allow the voter to vote independently and secretly; also provided seating for both elector and support person.
2. Posted a large copy of the ballot at the voting booth for easier reading and utilized pictures to demonstrate the instructions to complete the ballot.
1. Permitted an elector who needed assistance in voting to have such assistance. For example, a support person may make the mark on the ballot for someone with a disability, or may read the ballot aloud for them.
2. Provided extended advance voting opportunities, utilizing alternate voting method (vote-by-mail).
3. Promoted advance voting opportunity for all electors, including those with disabilities.
4. Provided vote anywhere in the municipality using vote-by-mail.
5. If elector was unable to attend the office to be added to the voters list, staff delivered and picked up the appropriate forms.

## Staff Training Actions:

1. Staff training incorporated provisions to meet accessible customer service standards
2. Provided reference materials
3. Monitored elector's concerns and ensured their needs were met.
4. Directed election staff to observe electors during discussions with them, and if it appeared that the voter was having difficulty understanding, ensured that the voter was able to clearly see the speaker
5. Checked the access doors frequently to offer assistance and watch for electors unable to easily enter the building

## Voting Methods Utilized

### Vote-by-mail

1. This method provides for easy voting for voters with any disabilities.
2. This system offers anytime, anywhere voting during the voting period (i.e. allows voters to fill out their ballots in the privacy and convenience of their own home and to vote when they wish).
3. This method offers the option of hand delivering the ballot (in addition to using mail service) in an after hours drop box that is available 24 hours/7 days a week.
4. This method removes potential obstacles such as inclement weather, family commitments, work commitments and transportation.
5. This method allows for a longer voting period.

In conclusion this report outlines initiatives undertaken to improve accessibility to the municipal election process. Staff will continue to examine improvements for the next election process. Staff feel that the needs of the electors and candidates with disabilities were addressed for the 2014 Municipal Election utilizing the above noted measures and voting methods. Staff recommend utilizing the vote-by-mail system for the 2018 election, along with the above accessibility initiatives.

## **INTERDEPARTMENTAL IMPLICATIONS**

N/A

## **FINANCIAL IMPLICATIONS**

N/A

## **RECOMMENDATION**

**THAT** Council of the Town of Ingersoll receives report C-059-15 – 2014 Election Accessibility Report as information.

Prepared by: Michael Graves, Clerk

Approved by: William Tigert, Chief Administrative Officer



**DEPARTMENT:** Clerk's Department

**REPORT NO:** C-060-15

**COUNCIL MEETING DATE:** August 10, 2015

**TITLE:** 401 Auto RV Canada Inc. – 325 Ingersoll Street South - Request for Exemption from By-law 82-3079

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**OBJECTIVE:** To consider the request for exemption to the requirements of the Sign by-law regarding area a fascia sign.

## **BACKGROUND**

We have received a request from Jeff Barron, Permit Coordinator for Pride Signs on behalf of 401 Auto RV Canada Inc. at 325 Ingersoll Street South. The subject property already has three fascia signs that are allowed due to the size of the property. The applicant is requesting a variance to allow a sign that is not facing a street or public lane.

Section 7 says:

Commercial Sign, sub section 7.1 – General Conditions: One fascia, ground, multiple-faced projecting or pylon sign may be erected for each place of business in a commercial/industrial area, or for every 25 feet (7.6m) or fraction thereof, of continuous frontage facing a street or public lane.

## **ANALYSIS**

In this case the Camp Mart sign proposed on the North elevation does not face a street. The Art rendering is attached. As indicated by the applicant the location is quite remote in an industrial zone.

## **SUMMARY**

Due to the large size of this property, and the distance between this sign and any other properties, as well as being in an industrial zone, staff recommend that Council approve the exemption as requested.

## **INTERDEPARTMENTAL IMPLICATIONS**

None

## **FINANCIAL IMPLICATIONS**

N/A

## **RECOMMENDATION**

**THAT** report C-060-15 be received as information;

**AND FURTHER THAT** Council agrees with the recommendations of the report;

**AND FURTHER THAT** the Council hereby approved the request for exemption from clause 7.1 of sign by-law 82-3079 to allow for an additional sign on the north face of the property at 325 Ingersoll Street South.

## **ATTACHMENTS**

Aerial depicting sign location

Elevation showing additional panel

Prepared by: Michael Graves, Clerk  
Approved by: William Tigert, CAO



August, 6, 2015

SENT VIA EMAIL

Mr. Michael Graves  
**Town of Ingersoll**  
130 Oxford Street  
Ingersoll, ON, N5C 2V5

Dear Michael:

**RE: 401 Auto RV Canada Inc. – 325 Ingersoll Street South – Sign Variance Request**

Please accept this letter as notice of our client's intent to seek relief from your Sign Bylaw 82-3079, Section 7 – Commercial Sign, sub section 7.1 – General Conditions: One fascia, ground, multiple-faced projecting or pylon sign may be erected for each place of business in a commercial/industrial area, or for every 25 feet (7.6m) or fraction thereof, of continuous frontage facing a street or public lane..."

We are proposing one fascia sign (CAMP MART letters) on the North elevation which does not face a street. An art rendering is attached for your reference. The other three proposed signs all face onto a street so a variance is not needed for those.

The proposed signage is part of the rebranding and revitalization of an existing business. The new signs will be replacing existing signs which are now outdated. The location is quite remote with other industrial businesses surrounding it. The proposed sign will not adversely affect the adjacent properties as the site is located in a General Industrial zone but is of a retail use. The signage proposal is in keeping with our client's new branding image and will be used at all their locations in Canada.

If the signs are within 400m of the highway and are visible, MTO will allow them up to 20% of the wall area. On the storefront elevation, 2 signs are proposed and will take-up approximately 11% of the total wall area. Both the side elevations will have 1 sign each and will take-up approximately 3% of the total wall area. The signage would be in compliance with MTO, if required. If the sign on the North elevation is approved with Council, in addition to obtaining a sign permit with the Town of Ingersoll, Pride Signs will obtain the proper approvals from MTO as well.

Our client is excited about its rebranding and looks forward to continuing its contribution to the success of the Ingersoll Community.

Thank you for your consideration of our request, and should you have any further questions or comments, please do not hesitate to contact me.

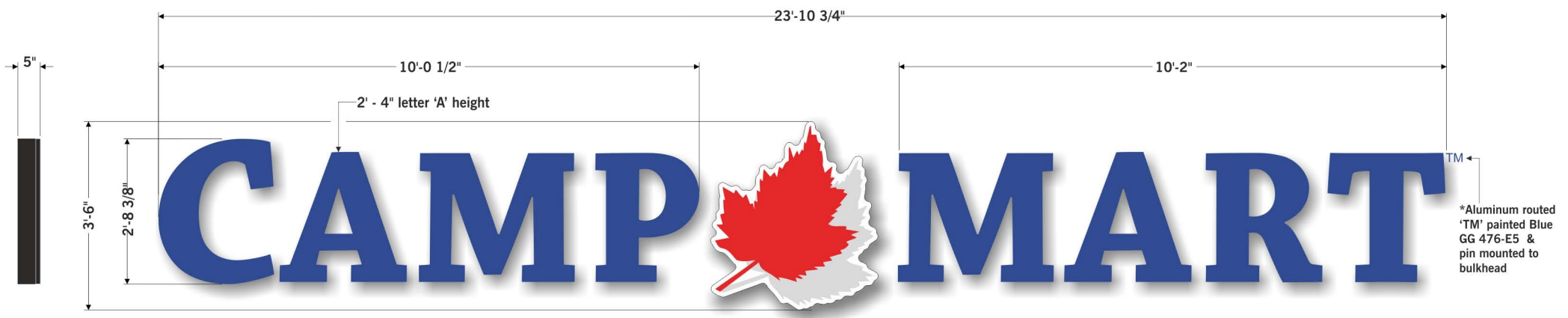


Jeff Barron  
Permit Coordinator

**LED Illuminated Channel Letters - 3 Required**

Scale: 3/8" = 1' - 0"

**Sign Area = 7.77m<sup>2</sup> EACH**



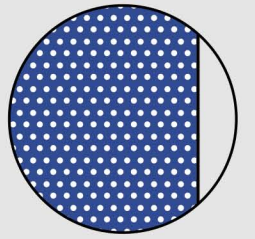
**Material Specifications**

- 5" Black pre-finished aluminum coil letter returns
  - 3/16" White LD 2447 acrylic faces w/ perforated vinyl applied to 1st surface
  - Perforated Black Arlon 122 painted Blue GG 476-E5
  - 1" Black trimcap
  - White LED illumination
- \*Extra LED required for perforated vinyl illumination
- \*Red A9324T / Grey 9011T applied to leaf logo face

Drawing No.  
**401A-CL000325.120A1**

( PL ) ( PA )  
**35.82 m 2.67 sq.m**

**Perforated Vinyl Detail**



**Note:** Letters emit light through perforations allowing letters to appear white during evening hours

**Electrical Requirements**

**120V**

Graphic rendition is representative of specific signage. Colour / dimensional / material details should be verified using reference drawing specifications. Pride Signs Ltd. is not responsible for inherent variations caused by display and /or print variations.

**existing 401 Service Centre Canada sign would be removed**



ELEVATION ONE



ELEVATION TWO



ELEVATION THREE

**SITE CHECK REQUIRED.**

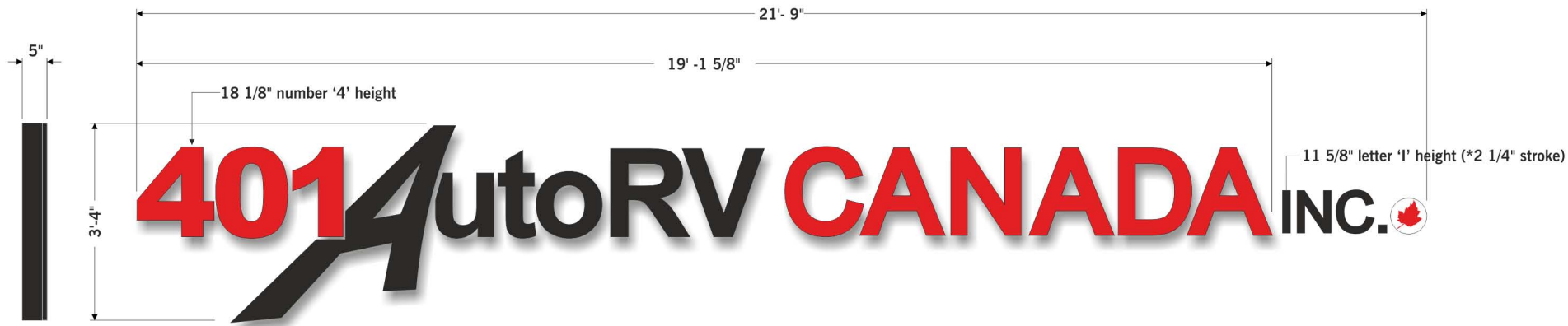
- Preliminary Artwork
- Approved for Production

CLIENT APPROVAL

REVISION DATES:

LED Illuminated Channel Letters - 1 Required  
 Scale: 3/8" = 1' - 0"

Sign Area = 6.73m<sup>2</sup>

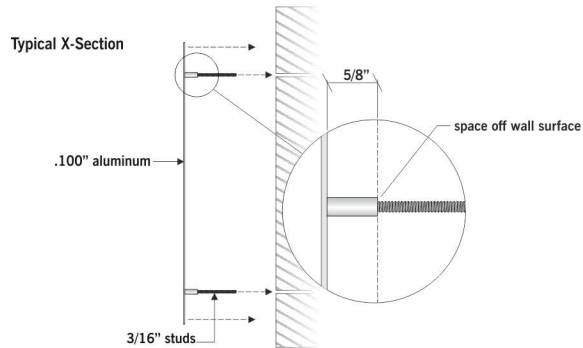


**Material Specifications**

- '401 Auto RV' / CANADA
  - 5" Black pre-finished aluminum coil letter returns
  - 3/16" White LD 2447 acrylic faces w/ perforated Black Arlon 122 vinyl applied to 1st surface / \*Red A9324T applied to '401' / CANADA
  - 1" Black trimcap
  - White LED illumination

\*Extra LED required for perforated vinyl illumination

- 'Inc' / Corporate HQ (non-illuminated)
  - .100 Aluminum routed text painted Black & pin mounted to bulkhead
  - Routed aluminum disc painted white w/ Red A9324T vinyl leaf graphic applied to 1st surface

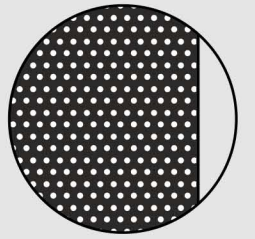


ELEVATION ONE

Drawing No.  
 401A-CL000325.120B1

( PL ) ( PA )  
 30.75 m 1.32 sq.m

Perforated Vinyl Detail



Note: Letters emit light through perforations allowing letters to appear white during evening hours

Electrical Requirements

120V

Graphic rendition is representative of specific signage. Colour / dimensional / material details should be verified using reference drawing specifications. Pride Signs Ltd. is not responsible for inherent variations caused by display and /or print variations.

SITE CHECK REQUIRED.

- Preliminary Artwork
- Approved for Production

CLIENT APPROVAL  
 REVISION DATES:



**PRIDE SIGNS**



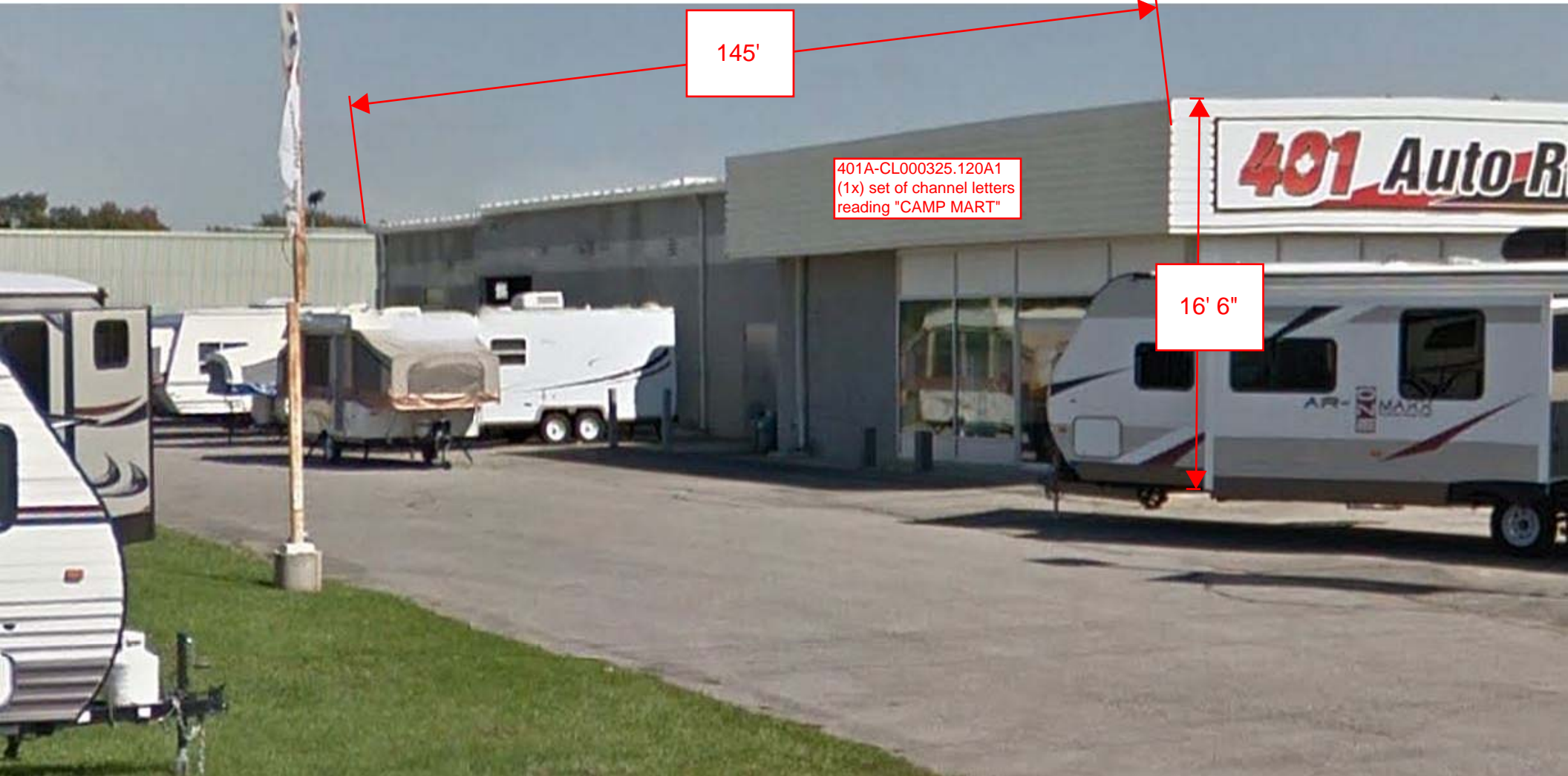
THIS ARTWORK IS THE PROPERTY OF PRIDE SIGNS LTD. AND MAY NOT BE USED IN WHOLE OR IN PART WITHOUT WRITTEN CONSENT FROM PRIDE SIGNS LTD. ©2015

255 PINEBUSH ROAD CAMBRIDGE ONTARIO CANADA TEL: 519.622.4040 FAX: 519.622.4031 WWW.PRIDESIGNS.COM

Ingersoll, On



DRAWN BY: B. Hardy  
 DATE: July 8, 2015



145'

401A-CL000325.120A1  
(1x) set of channel letters  
reading "CAMP MART"

16' 6"

401 Auto R

AR-70 MASS

Existing 401  
Service Centre  
Canada sign  
would be removed

145'

401A-CL000325.120A1  
(1x) set of channel letters  
reading "CAMP MART"

16' 6"



Existing 401 Auto  
RV Canada sign  
would be removed

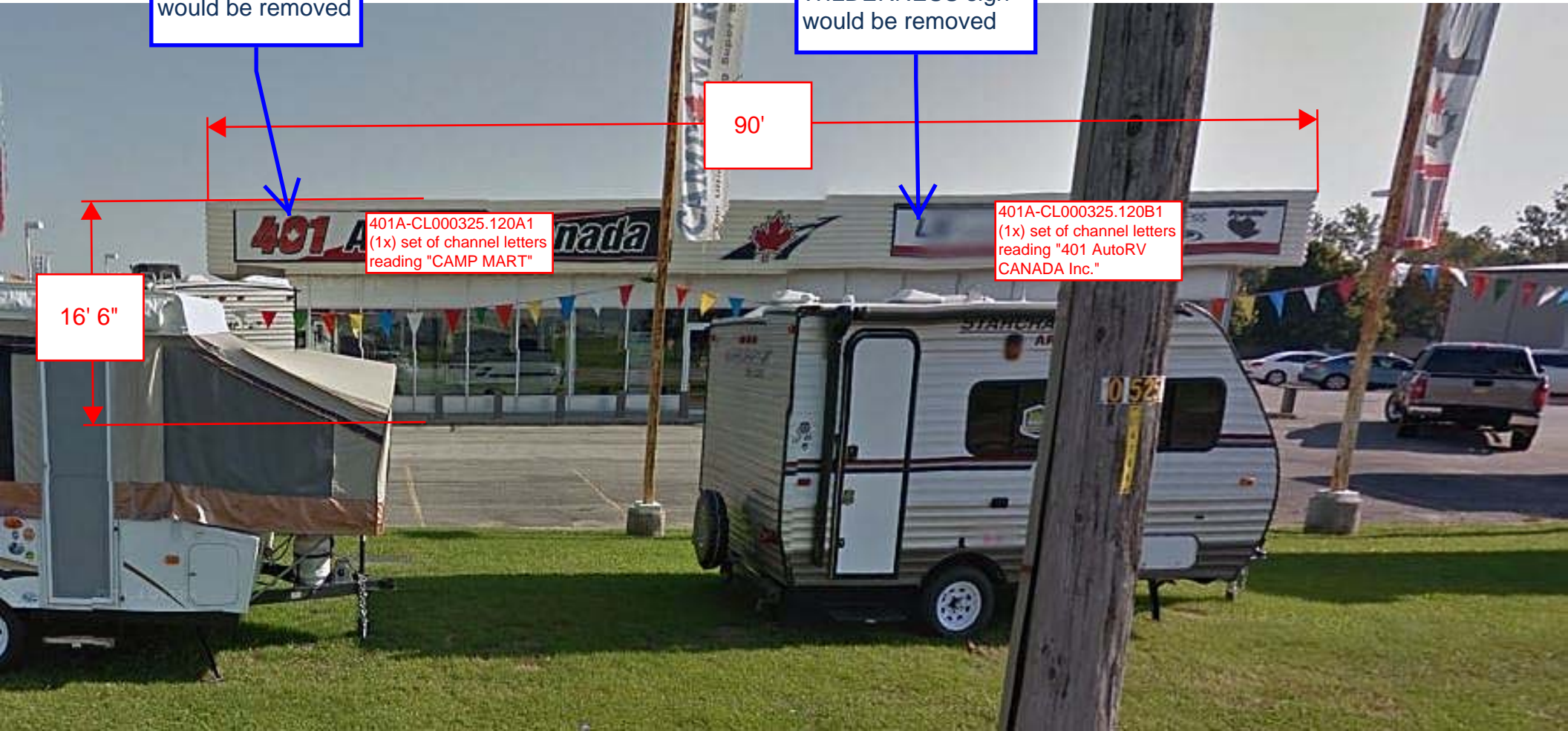
Existing LS Tractor,  
STARCRAFT,  
WILDERNESS sign  
would be removed

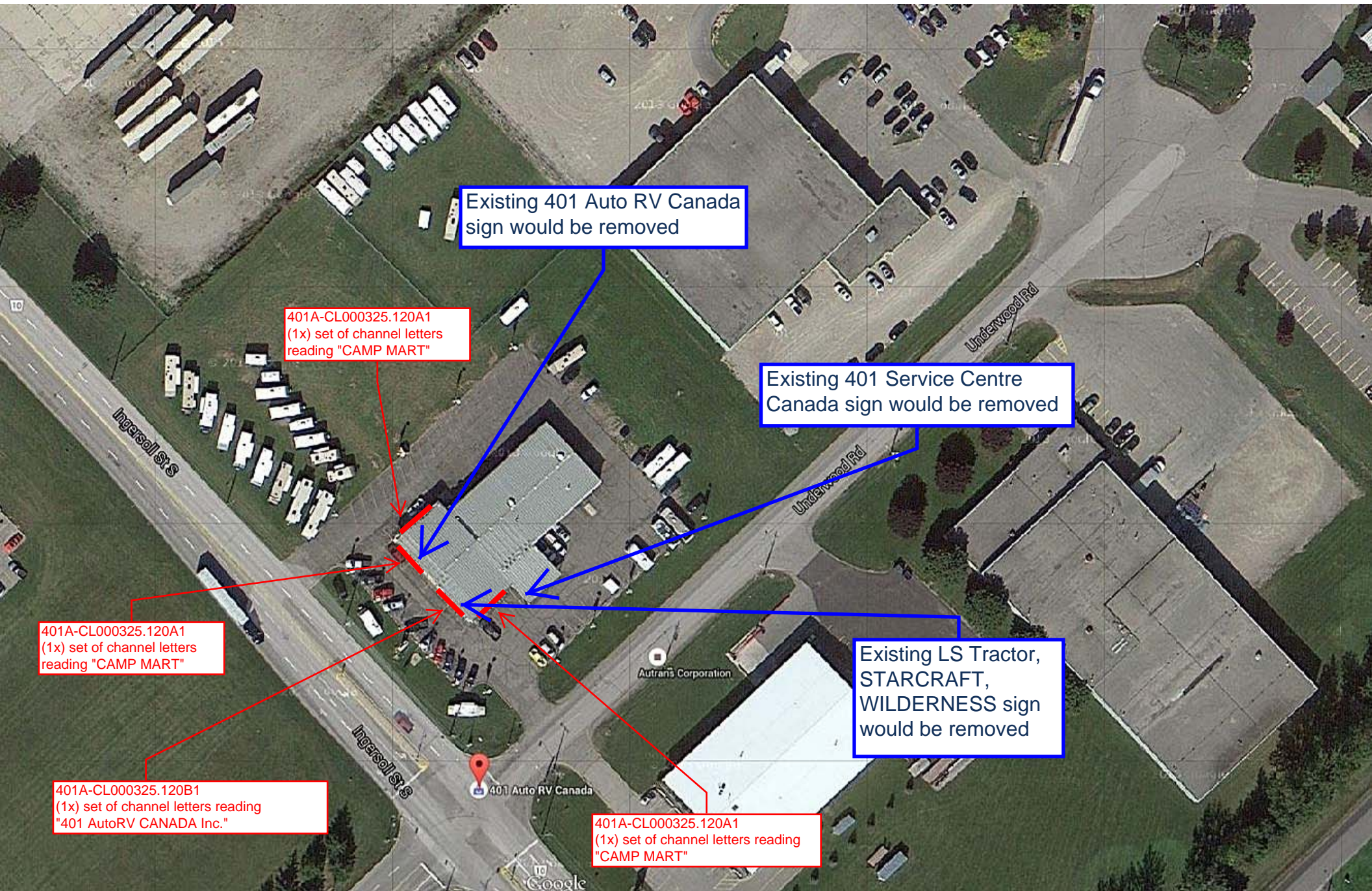
90'

16' 6"

401A-CL000325.120A1  
(1x) set of channel letters  
reading "CAMP MART"

401A-CL000325.120B1  
(1x) set of channel letters  
reading "401 AutoRV  
CANADA Inc."





Existing 401 Auto RV Canada sign would be removed

401A-CL000325.120A1  
(1x) set of channel letters reading "CAMP MART"

Existing 401 Service Centre Canada sign would be removed

401A-CL000325.120A1  
(1x) set of channel letters reading "CAMP MART"

Existing LS Tractor, STARCRAFT, WILDERNESS sign would be removed

401A-CL000325.120B1  
(1x) set of channel letters reading "401 AutoRV CANADA Inc."

401A-CL000325.120A1  
(1x) set of channel letters reading "CAMP MART"







**DEPARTMENT: Operations**

**REPORT NO: OP-063-15**

**COUNCIL MEETING DATE: August 10, 2015**

**TITLE: Proposed Parking Restrictions in Oxford Village**

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## **OBJECTIVE**

For Council to consider parking restrictions on David Street, Fuller Drive, Lewis Lane, McMillan Court, Moffat Avenue, Owen Street, Simon Street, Walker Road and Winders Trail.

## **BACKGROUND**

Over the last several years with the buildup of the Oxford Village Subdivision, the Town has receive numerous requests to deal with street congestion, speed and access on a number of streets in the subdivision. The Transportation Management Committee has reviewed the situation at a number of their meetings and requested traffic and speed counts, installation of children playing signage, police presence and parking restrictions.

As a result of these requests Town staff has installed Children Playing Signs at both ends of Owen Street and done two sequential years of traffic and speed counts in May of 2014 and 2015 on Owen Street. Even though the results of the speed counts show that the average speed ranges from 40 km/hr to 50 km/hr (the speed limit is 50 km/hr), the majority being 43 km/hr, police enforcement was done. The results of the police enforcement showed that there was very little speeding on Owen Street but no compliance with stop signs.

Traffic and speed counts were also done on David Street, Fuller Drive and Winders Trail. While there was no indication of speeding on Fuller and Winders Trail, there was indication of speeding on David Street and the OPP has been asked to step up enforcement on this street.

Parking restrictions is a very passionate subject so a flyer was distributed to the 317 residents of Oxford Village with proposed changes to the parking by-law for David

Street, Fuller Drive, Lewis Lane, McMillan Court, Moffat Avenue, Owen Street, Simon Street, Walker Road and Winders Trail that residents could comment on.

The complaints that the Town received were from residents that were concerned about emergency vehicle access, garbage pickup, winter maintenance and vehicle access on many of the streets when two vehicles are parked on the road across from each. This reduced the width of the road to one lane and caused vehicles to have to weave in and out around park cars. This was not only difficult for vehicles and bicyclists but it had the potential to slow down emergency vehicles in the subdivision. At this time Owen Street is the only access street into the majority of the subdivision and handles an average of 1075 vehicles a day, making the unsafe experience of weaving a regular occurrence.

Staff was recommending that parking be removed completely from David Street, Lewis Lane and Walker Road and remove parking on the side of the road with a sidewalk on the remaining streets.

## **ANALYSIS**

The Town received 63 responses (Appendix 1) to the flyer, which is approximately 20%. Responses were received from every street in the survey area. When reviewing the safety considerations and comments from the residents there are three options that Council could consider.

### **OPTION 1- Status Quo with Designated Parking Prohibitions**

There are a number of safety concerns that are covered by the Traffic & Parking By-law (4327-06) as well as guidelines that should be implemented on a number of streets in the survey area. Part III – Section 2 “Parking Prohibited” of the bylaw identifies three areas where parking is prohibited – (a)(3) in front of a public or private driveway; (5) within 3 metres of a fire hydrant or (7) within 9 metres of an intersection not controlled by traffic signal or traffic control devices. These restrictions are a consequence of blocking a driveway access, blocking firefighting or reducing sight lines for safe vehicle and bicycle movements. Other areas that should be considered for safety consideration are parking restrictions on the hill on David and Owen Streets and the inside of the curve on David Street or the curves on McMillan Court and Winders Trail. These situations present limited sight lines for passing vehicles and bicyclist if parked on the curve or hill. Also no parking should be considered in front of Community Mailboxes so the Canada Post employees and every resident can access the mailboxes.

There are 23 responses that have agreed with this option (10 from David Street, 2 Owen Street, 3 McMillian, 4 Simon Street and 4 Winders Trail).

While this option provides the greatest amount of parking opportunities, there is still the potential for vehicles to be park across from each other and create only a signal lane of traffic and the unsafe weaving of traffic. Owen and David Streets also being ‘Share the

Road' streets on the Cycling Master Plan causes added safety concerns for cyclists with the potential for a single lane of traffic. This option is shown on the map as Appendix 2.

### **OPTION 2 – Parking on side with sidewalk (south side of David) and Designated Parking Prohibitions**

A number of responses have commented that driveways have limited parking on the side of the street with sidewalks. While this is true some of the cons with allowing parking on the side of the street with the sidewalk create potential conflicts with passengers exiting the car and pedestrians, strollers, animals and small children on bicycles. With parking only on one side however does provide the roadway with enough room for two vehicles to pass in each direction and cyclists to 'Share the Road'. This option is shown on the map as Appendix 3.

There are 29 responses that have agreed with this option (10 from David Street, 1 from Stonegate, 1 from Fuller Drive, 1 from Oakdale Place, 1 from Woodview Court, 1 from Gayfer Place, 1 from Owen Street, 1 from Moffat Street and 12 from Walker Road).

### **OPTION 3 – Parking on side without sidewalk (south side of David) except for Walker Road and Designated Parking Prohibitions**

This option does not give the residents with sidewalks in front of their houses the added parking in front of their house but across the road, the exception would be Walker Road as the side of Walker Road with no sidewalk only allows for two parking spaces because of the intersection with other streets, community mailbox and fire hydrant on that side of the street. It does provide greater safety for the elimination of conflicts between pedestrians and small children on bicycles on the sidewalk and parked vehicles and it still provides adequate roadway for two vehicles to pass in each direction and cyclists to 'Share the Road'. This option is shown on the map as Appendix 4.

There are 31 responses that have agreed with this option (10 from David Street, 1 from Stonegate, 1 from Oakdale Place, 1 from Woodview Court, 1 from Gayfer Place, 1 from Winders Trail, 4 from Fuller Drive and 12 from Walker Road).

Of the 63 responses 10 were in favour of the parking restrictions as outlined in the flyer (1 from David Street, 2 Oakdale, 1 from Woodview Court, 4 from Fuller, 1 Oakdale Place and 1 from Moffat Street). Since the flyer's proposed parking restrictions was considered in the three options, these parking restrictions were not considered an option.

## **FINANCIAL IMPLICATIONS**

Any of the three options will have operational costs for the installation of the signs. The selection of the option will determine the number of signs that will need to be installed. A sign is about \$65 to manufacture and install and will be funded from the Public Works Operating Budget.

## **RECOMMENDATION**

That report Number OP-063-15 be received as information;

And further that Option 1- Status Quo with Designated Parking Prohibitions be the preferred parking solution and that the by-law be brought forward at the next regular Council meeting.

And further that Option 2- Parking on side with sidewalk (south side of David) with Designated Parking Prohibitions be the preferred parking solution and that the by-law be brought forward at the next regular Council meeting.

And further that Option 3- Parking on side without sidewalk (south side of David) except for Walker Road with Designated Parking Prohibitions be the preferred parking solution and that the by-law be brought forward at the next regular Council meeting.

## **ATTACHMENTS**

Appendix 1: Listing of Residents Comments

Letters from Residents

Petitions from Walker Road

Appendix 2: Option 1- Status Quo with Designated Parking Prohibitions

Appendix 3: Option 2- Parking on side with sidewalk (south side of David) with Designated Parking Prohibitions

Appendix 4: Option 3- Parking on side without sidewalk (south side of David) except for Walker Road with Designated Parking Prohibitions

Prepared by: Sandra Lawson P.Eng., Town Engineer

Approved by: William Tigert, Chief Administrative Officer

## APPENDIX 1 – RESIDENTS COMMENTS

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### 6 Stonegate

As a resident of Oxford Village, I am all for the restrictions you have laid out. I do, however, have a concern that removing cars from David and Simon will result in them parking on the nearby courts (Stonegate, where I live, Beynon and Norsworthy).

These residents chose cul de sac homes for a REASON....not to have vehicles whizzing in, turning around, and parking as our kids are on bikes or playing ball, etc.

The courts WILL get the unwanted overflow, so I think you need to include that in your decisions too.

### 3, 5, 7, 23 David Street

First off, I believe everybody is generally happy that you're thinking about safety however I don't think any of the residents of David Street will accept this proposal as it stands.

This proposal gave me the chance to meet and shake hands with 95% of all my neighbors on David Street and discuss with them this flawed proposal. Discussion topics about this flawed proposal were primarily about, **the potential of speeding to be increased with removed cars from the road side and the likely hood that accidents (including but not limited to human and pet death) could be caused by your proposal.**

The second most discussed flaw with your proposal was: Where would family and elderly visitors park when visiting family on the impacted streets? It would seem that everybody would be parking in the adjacent courts. **Which would cause potential conflicts with available parking with these residents and also increase the chance of accidents between cars and people with more people crossing streets with no cross walks / stop signs and any other traffic safety measures in place. All and all this proposal "misses the mark" as it relates to the overall safety of the families of Ingersoll which live on the impacted streets and more thought must be given as it relates to these proposed changes.**

As I'm sure you are already aware, consideration must be given to the following modifications rather than what is currently proposed:

- Reduced speed limits in surrounding areas (My wife signed a petition last night about this)
- Stop signs placed in strategic areas
- Parking on one side of street only restrictions
- Speed bumps placed in certain areas

Once again thank you for considering our safety and we look forward to the next proposal.

## APPENDIX 1 – RESIDENTS COMMENTS

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### 9 David Street

Please tell me where this study originated. First of all I would like voice my displeasure in regards to the total ban on parking on David Street. Although no one from this household parks on the street I am wondering if I have visitors where they will park their vehicles. The following are my concerns 1. What are the safety issues. 2. What are the traffic congestion issues. 3. Displaced parking, people will have to park somewhere and with this will increase pedestrian traffic crossing the streets. 4. Banning parking on the street may increase vehicle speeds. David Street has ample width to accommodate parking on at least one side of the street. I oppose banning parking on both sides of the street. I recommend parking on one side of the street. I look forward to your response to my concerns.

### 11 David Street

Thank you for your notice regarding proposed changes to the parking by-law in the "Oxford Village" subdivision.

We built our house and have lived at 11 David Street for 14 years and we will be affected by the proposed changes. In many ways we agree with a proposal to ease congestion and primarily to increase safety. Our street has become extremely busy as our community has grown and many people use David Street as a short-cut between Harris and King Streets. There are many times when David Street is very congested with cars, recreational vehicles or utility trailers.

We do have some concerns about the proposal. We are a three vehicle family, we have 3 grown children living at home at the present time. We can manage our own parking without having to park on the road so that isn't a problem. The problem arises when we have visitors and overnight guests. We assume that through the proposal we will have to park or have our guests park elsewhere. Our house faces into Woodview Court and our solution would be to park there, along with our neighbours who may also need extra parking. In our opinion this then becomes a safety issue for the residents of Woodview Court or the other courts in the area (Oakdale, Gayfer) if their court becomes congested with cars. Many children living in our area like to ride their bikes around the courts, play road hockey or basketball at the ends of their driveways. The court is a safer place to play where parents can keep an eye on their children and where there is very little traffic to worry about. With extra cars parked on the court there will be less space to play safely.

There are many school buses that drive in our area throughout the school year. Due to boundary restrictions and arranged bus stops, some parents are forced to drive their children to their bus stops. Many parents park on David street and wait to see their children get on or off the bus safely. This causes a lot of congestion and makes it unsafe for children and drivers alike during peak driving times. Where will those drivers be required to park when waiting for a school bus?

Another concern would be an increase of extra cars in driveways that just park across the sidewalk because selfishly they do not want to park on another street. This is

## APPENDIX 1 – RESIDENTS COMMENTS

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unsafe, disrespectful and very frustrating for anyone using the sidewalk, especially those with a stroller, with a little child on a tricycle, or an elderly person forced to step onto the road to get around a vehicle. In the winter the snow makes it more difficult trying to maneuver around a car and high snow banks.

A concern we have had over the last couple of years as the community has grown is the speed in which cars are driving down David Street. We realize it is a convenient cut-through but drivers are driving too fast! This includes drivers of delivery vehicles, Town of Ingersoll vehicles, Oxford County vehicles, Police vehicles , School buses and Post Office vehicles.

Why aren't there speed limit signs on David Street? It has become a primary access road over the past couple of years. If the No Parking signs are going to be posted in the proposed areas, we would also like to see speed limit signs posted in high traffic areas such as David Street as well.

Finally, what about King Street between Simon and David Streets? Why hasn't it been included in this proposal? Most of the houses on King Street have very adequate driveways and space for many cars and yet there are often cars parked on both sides of the street. Many times the street is reduced to one lane which makes it very unsafe in an emergency situation. We would like to see King Street included in this proposal.

Thank you for the opportunity to express our concerns regarding this parking proposal. As taxpayers we would appreciate the serious consideration from the Town Council when reviewing all aspects of this proposal.

### **14 David Street**

Letter

### **16 David Street**

Now, I am writing in regards to the many concerns that I personally have with the motion of the change in the parking by-law for the streets of:

DAVID ST., FULLER DR., LEWIS LN., MCMILLAN CRT., MOFFAT AVE., OWEN ST., SIMON ST., WALKER RD., AND WINDERS TRAIL.

By removing parking from these areas, I feel that the amount of traffic and speed of traffic, would increase, due to the lack of parked vehicles and create more of an unsafe condition.

With parked vehicles in place, one has to be wary of these vehicles and the people around them and thereby slow down!

PLEASE, re-consider this motion to change this by-law.

It will create a serious condition which will result in needless accidents when people back or drive into their driveways being approached by fast moving traffic

## APPENDIX 1 – RESIDENTS COMMENTS

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### **27 David Street**

I am writing with concern about removing parking on both sides of the road on David St. I live at number 27 and am unsure why this initiative was started and would appreciate further information and transparency about this concern. More specifically I am interested in solutions that the council is considering for when I have visitors come to my house and where they can park there cars as there is not room in my driveway. Has it been considered that if parking is to be removed on David St could it be removed on only one side of the street?

I have tremendous concerns around completely removing parking from David street and many of the other streets listed. These are residential areas where guests and owners require and benefit from street parking. While I understand congestion and safety as issues, I don't feel that completely removing parking is an ideal or necessary solution. Perhaps council could consider removing parking from one side of the street but not both. We pay a lot of taxes in Ingersoll that are not reflective of other communities of similar and/or larger sizes, and I am disappointed at these suggestions being put forward to such a significant extent.

In addition to my thoughts expressed in my previous email, I also realized that the proposed parking changes are going to deeply affect the park on David street. There is currently no parking lot for people to use the park, and while there is an entrance off of McMillan, it is not easily accessible for strollers. so removing street parking completely is going to impact the use of our park. Lastly, I would be interested in the evidence suggesting that removing parking is safer, as anecdotally, speed along Simon and David street appear to be a much bigger problem. Similar communities have decreased speed limits to 40km, or have investigated the possibility of speed bumps. I am hopeful that there has to be a solution other than the ones proposed.

### **30 David Street**

Doesn't see a concern with parking on David Street. Most people park in their driveways unless there is company. Most traffic is turning off David Street onto Owen Street. Need another access into that neighbourhood. Traffic cuts through on David Street from King to Harris and uses David Street as a speedway. Need speed bumps to slow down the traffic.

### **31 David Street**

I reside at 31 David Street. I just received the Town's notice that the consideration is to remove parking on David Street completely. Congestion and safety is cited as the reason.

You obviously don't live up here nor have you spent any considerable time on David Street.



## APPENDIX 1 – RESIDENTS COMMENTS

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Without cars on the side of the road David Street is a speedway!!! The only barrier moderating the speed of motorists is cars parked on the side of the road.

Virtually all the families in this neighbourhood are two vehicle families. With the sidewalks, only two vehicles fit in the driveways.

If you eliminate street parking, where do you propose our visiting family members and guests and visitors will park?

You will leave no option but outright civil disobedience or even worse, parking in the boulevard portion of the driveways right across the sidewalks.

That will present even greater problems.

David Street has a number of active young children on it. It needs the status quo to keep the speedsters slowed down.

### **32 David Street**

Letter

### **34 David**

I reside at 34 David Street. I just received the Town's notice that the consideration is to remove parking on David Street completely. Congestion and safety is cited as the reason.

You obviously don't live up here nor have you spent any considerable time on David Street.

Without cars on the side of the road David Street is a speedway!!! The only barrier moderating the speed of motorists is cars parked on the side of the road.

Virtually all the families in this neighbourhood are two vehicle families. With the sidewalks, only two vehicles fit in the driveways.

If you eliminate street parking, where do you propose our visiting family members and guests and visitors will park?

You will leave no option but outright civil disobedience or even worse, parking in the boulevard portion of the driveways right across the sidewalks.

That will present even greater problems.

David Street has a number of active young children on it. It needs the status quo to keep the speedsters slowed down.

## APPENDIX 1 – RESIDENTS COMMENTS

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This is Ingersoll. Pishaw on the impatient hurried drivers that complain about having to slow down or heaven forbid wait 5 secs for a passing motorist coming the other way or an exuberant child chasing a road hockey ball or basketball.

Keep the parking on both sides of the street of this family oriented street!

### **41 David Street**

We live in Oxford Village on David Street and have been here since we built our house in 2003.

As a resident in the area of the proposed parking by-law changes, I can assure you that there is absolutely no parking issue at all on our street or any other street in the subdivision. What is of issue is the following:

1. Speed. This is a HUGE problem on David, Owen and Simon and always has been.
2. People who don't stop at stop signs. Happens all the time and is completely unacceptable and dangerous for the residents, their children and pets.
3. No access to development south of David (down Owen and beyond). There was always supposed to be multiple access points. We live at the top of David and Owen and the volume is horrendous. In an emergency, this is downright dangerous.
4. Similar to above, construction and truck traffic volume is too large. If there was other access points, trucks could be diverted off of David Street. Quite honestly, after 12 years, we are done with all the construction traffic.

Thanks for allowing me to provide feedback.

### **42 David Street**

Bad idea. Do not agree with removing the parking

### **44 David Street**

We are writing to you in regards to the consideration of changing the parking by-law. We live on David Street, and do not know WHY one would even consider of removing the parking on this street. We have 3 exits from David Street, one from Harris Street, One from King Street and One from Simon Street. Which leads me to ask WHY if you are considering this parking by-law for David Street, is it not being considered for Simon Street and the cul-de-sacs that are off of Simon Street? I walk David Street many times throughout the day, morning, afternoon and evening, there is NEVER any more than 6-8 cars parked on the street ( either side) at any one time. The people that live on David Street and the many of streets that are mentioned in your letter have minimum of 2 cars, some have more since we have young adults that live at home with significant others that visit more often than not, and where are these individuals expected to park? Yes

## APPENDIX 1 – RESIDENTS COMMENTS

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you say parking will be on the opposite side of the streets that have parking on one side, do you not think that this limited parking spaces will be full at all times with the people that live on those streets? There will NOT be any room for extra parking from any of us David Street residents. There is NO parking on Harris Street and No parking on King Street, where will our young adult children, or even other family members park when they come to see their family on David Street? With this said, tell me what other subdivision in Ingersoll has these parking restrictions? There are many subdivisions that have only one way in and one way out, take a look at the cars parked on the roads in these subdivisions, ( lots!), is there a parking by-law in any of them? As for safety, do you not think cars would drive faster than what they already do when they have the whole road to use? At least the few cars that are parked on the road on David street slows the speeders down. I think having a road with NO parking just gives the drivers more reign to pass, or drive as fast as they want, because now they do not need to look out for parked cars, nor do they need to worry about kids jumping out from behind parked cars, which to me is just an accident waiting to happen. I understand that kids that live in a subdivision are not trained well to obey the roads like kids that are brought up on busier streets. ( My kids were brought up on Whiting Street and they are taught that the road is dangerous), families with kids need to teach their children the importance of any road. As for kids playing on the road, this again with the parking by-law would just give the kids more room to play their road hockey and be in the way of traffic, which again does not teach children that they need to be aware of parked cars and travelling cars. Removing the parking from streets whether it be one side of the street or both sides of a street, just opens up the possibilities for both car drivers and children to have a free reign of doing what they do and making it more dangerous for all!. Tell me, how many accidents have there been on David Street alone that would warrant this NO Parking on either side of this street? Enough to remove the parking totally? There are many more safety issues in this town that need to be considered before removing the full parking privileges from David Street and the rest. Unlimited Parking is what a subdivision offers as a way of life, this is part of the reason families move into a subdivision. I trust this change in parking by-law will be reconsidered, and we on David Street will be able to remain parking on the street when need be.

### **45 David**

We received the above notice regarding the removal of parking on various streets in the 'Oxford Village' neighborhood.

I have zero issues with this proposal however I would like to make some additional suggestions to improve safety on these roads.

I currently reside on David Street and would like to see at least one or two stop signs placed on this busy road. Ideally, it would be nice to have a three-way stop at the Owen/David intersection. Also, I would suggest that the speed limit be reduced on this street and ultimately have signs indicating this.

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It is a very long stretch and unfortunately many drivers travel at too fast of a speed in this area. There are many children and pets along this street. There is a school and park not very far way either.

Please consider this suggestion. I have lived on this road for more than 11 years and fortunately nobody has ever been hurt. However there have been many 'close calls'. Perhaps these suggestions could further minimize any future 'close calls'.

### **51 David Street**

Letter

### **55 David Street**

As long time residents on David St. we must strongly oppose the proposed parking changes for David St. Our main concern is that there would be no place for company to park, nor would there be street parking for the times that we park our vehicles on the street to allow for clearing snow from our driveway.

There are a number of alternatives that you & council will hopefully explore before making any lasting decisions.

- 1) Lower the speed limit to 40 kph with a higher police/radar presence.
- 2) Allow parking on one side only...possibly the south side because of the numerous fire hydrants located on the north side of our street.
- 3) Extend Fuller St. to the west to Harris St/ Plank Line. This can be done by either mutual sale of land or expropriation. This option should have been explored long before the development of the Winders Trail/ Moffat St. area.

When we moved into our home in 2006 we had to wait for 7 years for the final coat of asphalt, the reason being...heavy truck traffic would deteriorate the surface of the road. We are still seeing increased heavy truck traffic due to the residential development in the Winders Trail/Moffat St. area.

An alternative access street to those areas would greatly lessen the traffic on David St.

### **58 David Street**

We are residents of David St and received the notice about proposed parking changes on our street. I would like to voice our opinion and encourage the parking not to be removed on both sides of David. I realize this is a very busy street but removing it from both sides will only make other streets busier and more congested. We are at 58 David and if there was no parking on our street any of our visitors would have to park in the crescent just down from us or on Simon. These streets then would become very busy with all other residents of David using them. I have lived here for 4 years and the only time I have seen a back up of traffic due to parking on our street was due to very large construction vehicles impeding the flow of traffic.

Other busy streets in town (eg whiting, Clark, king) still have parking and traffic flows fine.

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Please reconsider removing both sides and make David only one side of parking.  
Thank you for your consideration.

### **61 David Street**

As requested, I'd like to provide my feedback and concerns about the proposed parking changes for my neighborhood. I recently built a new home at 61 David Street. Your memo indicates a safety issue with the amount of cars that are currently on the streets, which indeed can cause an issue with normal traffic congestion and emergency vehicles needing access.

That being said, the design of that new subdivision can cause an even bigger concern with Owen Street being the only access back there. I would think if the town is concerned about cars on these streets, they should be more concerned about all those families needing another access in case of an Emergency on Owen Street and it needs to be closed down. I'm sure you are already aware of this problem, but yet homes continue to be built back there and more lots opened up. I think it's a suitable option to allow parking on only one side, makes perfect sense because of the street width. However, the proposed changes for David, which is the widest street out of all of them, you are proposing to eliminate both sides, which doesn't make any sense. Where are our friends and family supposed to park when they come and visit? Eliminating the parking on both sides of David in my opinion is an unacceptable decision. It's not considered a main Street, even though it does carry a lot of traffic. I'd be fine with allowing parking on only one side, but I'd be more interested in hearing what you plan on doing for a second route for access on the south side of Owen. That could potentially be a much bigger problem that needs to be resolved.

Thank-You for the opportunity to address this proposal.

### **Fuller Drive**

I am a resident of Ingersoll living on Fuller Street. I do have a few concerns with the parking change.

\* I feel the major issue with street congestion and too many cars is there is only one entrance into the neighbourhood. There is dump trucks coming down my street all day long, as well as people trying to get out of the neighbourhood. A few weeks ago there was a fire call at the corner of Fuller and Owen street. There were two fire trucks and all the volunteer firefighter parked on the road. It was very difficult to get into the neighbourhood.....my concern is what if someone had a medical emergency at that time..it would have been a disaster. I don't feel it is safe for all of us living up here to only have one way out. I have three small children and it is a major concern to me. It may also be nice to have a service road for all of the big equipment coming down here to keep our kids and families safe from being hurt by a huge dump truck zooming down the road several times a day.

\* I'm concerned with all the parking being moved to the south side of the street. We live on the north side of Fuller Street and we also have a sidewalk on this side of the road.

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This means our driveways are very short only being able to fit one car. I'm concerned that it will be very difficult to have company come to my house with limited one side parking.

\*my last concern is if we do have a change in the parking rules is our beautiful street now going to be littered with no parking signs everywhere? I want to keep our street looking clean and beautiful.

### **49 Fuller Drive**

Okay with parking on one side of Fuller Street but need second access out of subdivision onto David Street.

### **56 Fuller**

I was just advised of the proposed changes to current parking in the area of David Street to Winders Trail. I agree that parking needs to be restricted in the area to avoid the congestion however the areas proposed for no parking are a concern. The streets are adequately wide enough to accommodate parking on at least one side of the street. No parking signs appropriately placed before stop signs would seem sufficient to accommodate the safety & congestion concerns.

What is the feasibility of putting speed bumps in on Fuller Drive and Owen Street? Both streets have become a speedway with many vehicles ignoring the stop signs on Owen/Fuller Drive and Lewis Lane/Fuller Drive. I'm sure we could raise the funds from concerned residents if it is an issue, however the fact that my taxes have jumped from \$4,500 to over \$6,000 in 2 years should cover it.

### **61 Fuller Drive**

I was pleased to receive your notice of July 15<sup>th</sup> indicating that Town Council is prepared to deal with the parking situation in Clover Ridge.

I decided to respond to your request for feedback and have taken the liberty of adding some photos taken recently which depict the situation.

You and I have spoken before about the safety issue that exists, particularly on Owen Drive. My wife and I witnessed two fire trucks making their way down Owen Drive late one evening a couple of weeks ago as they responded to an emergency at 58 Fuller Drive. Although the street parking did restrict them to one lane, the situation could have been more dangerous were it not for the fact that many residents on that street were likely away on vacation. As it turned out, one of the trucks remained at the foot of Owen Drive and appeared to restrict northbound traffic. Once summer is over and schools re-open, street parking(both sides)seems to double. Of course the situation will only get worse as construction begins on the Walker Road extension.

Also, the many recreational and commercial vehicles parked in driveways make it difficult for drivers to see cars backing out of driveways and young children dashing out onto the street. I'm guessing that is part of the reason that street parking has become so popular and some even consider it OK to park on the boulevard, not only on Owen but throughout the rest of the sub-division.

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I do hope that Council does pass the recommended restrictions and moves to have the necessary signage installed. Most importantly, those restrictions need to be strictly enforced.

### **4 Simon Street**

I just received notification in my door this evening regarding the proposal for parking removal in our subdivision and requesting feedback.

We have lived on Simon street since for 13 years (3<sup>rd</sup> house built on the street) I have never experience parking congestion and am very surprised by this notice. I personally don't feel this is necessary to implement a parking restriction and feel this would only add unnecessary cost. There has however been an increase in volume of traffic, but again the parking of cars on our street is very minimal and therefore visibility is not an issue. I do **not** feel that adding parking restrictions would increase safety in this situation.

I do however strongly think adding another exit to the Owen street exit would decrease overall subdivision volume of traffic and would significantly increase safety from that perspective (as I am aware of a few close calls/near misses...fortunately these have not resulted in significant injury or death...yet) and think it would also increase safety from an emergency exit perspective, as there is currently limited access with only one exit road for that area of the subdivision. I am sure you are aware of the recent house fire that occurred on Harris street when this became very evident that another exit for the number of current homes occupied by families was affected is critical to their safety.

### **16 Simon Street**

My name is Patti Forrington. I am a relatively new Ingersoll resident. My family and I moved to Ingersoll (Simon Street) approximately two years ago. Personally, we have not experienced any congestion due to street parking in our area. We ourselves are frequent walkers, as are many of our neighbours. We do not have any safety concerns related to congestion caused by street parking. Compared to London (our previous place of residence), our neighbourhood streets are wide and by all accounts, safe.

In light of our experience and observations, we do not see the necessity of the proposed changes. We suspect that removing all on-street parking on David Street, will actually have an adverse effect on Simon Street, as the cars that normally park on David, will have no choice but to move to the other streets in the area, such a Simon. Thereby, causing parking congestion on a street that is not congested at this time.

We hope that this feedback is helpful.

### **18 Simon Street**

I received a notice in my mail box this morning regarding parking changes in our neighbourhood

As a resident of 14 years on Simon St in Ingersoll I have noticed no such congestion on this streets or any other streets in the neighbourhood. The problem you speak of is non

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existent and I am concerned that the town would be spending money at this time to solve a problem that just isn't there.

As I look down Simon St. there are absolutely no cars parked on either side of the street. How has it been shown that this problem exists?

I have seen traffic counters in the neighbourhood recently. These devices do not predict congestion but only traffic density which has increased due to the additional property development in the area.

I am quite sure that the neighbourhood will not be served by these measures and I am strongly opposed to them. I have already this morning talked with several neighbours who are also against these measures.

### **20 Simon Street**

Not in favour of no parking on Simon. Not looking as a problem.

### **5 Winders Trail**

We believe there should be parking on every street in Clover Ridge Sub Division.

Parking should be on the side of the street that doesn't have a sidewalk.

For David Street, parking on both sides since it has sidewalks on both sides.

Owen Street should be no parking on either side of the road at the hill to 50 feet at the top and bottom. This area should also not be a bus stop/ bus turn around area.

Walker road should be finished as soon as possible, (within the year), to allow for multiple ways of travel to the 90+ homes that live off of Owen Street.

### **7 Winders Trail**

We live on Winders Trail at house number 7 and have the following concerns relating to the proposed parking changes:

1. If parking is removed entirely from Walker Road where will the people who currently park there go? It does not take much to conclude that they will naturally begin parking on Winders across the street from our house. This means that any company we have would have no place to park.
2. Will there be exemptions made for contractors/service companies/moving vehicles? It seems ill conceived to remove parking when you consider the access needs of these types of vehicles.
3. There is no mention in the letter of whether this will be a weekday only bylaw or everyday (weekends included). I know in some municipalities Sunday parking is allowed - will that be the case here?
4. Why has the town gone to such drastic measures before attempting to enforce less draconian restrictions on parking? It seems to us that the safety of all



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those involved could be preserved simply by preventing parking on both sides of a street or close to corners/stop signs.

5. It is no secret that many of the water lines in the area are in need of replacement - when this happens if it involves tearing up the sidewalks where are people supposed to park while the new sidewalk cures if not on the street?

### **23 Winders Trail**

I am writing you in regards to the parking letter sent out. In all due respect, I feel that parking is not a major issue in this subdivision. There are more important issues that need to be resolved first. By taking away parking in a new subdivision it not only creates more tension between neighbours because of lack of parking, it isn't fair to put parking only on the side without sidewalks. Those residents have 4 parking spots in their driveway and the side with sidewalks have two. This also limits those who want to have visitors over, those doing their driveways, and allows contractors to fill up whatever parking spots there are left. From what I see, no one is abusing the parking on the street as there are not very many cars that do it unless someone has visitors. Maybe the focus should be more on the speed of the drivers and building a new road. The parked cars only help reduce the speed not cause more of an issue.

### **49 Winders Trail**

Sorry for becoming a pest - - but we just received a notice in the mail concerning the possibility of changes in the parking by-laws for the streets in and around this community, which has created another question:

3) Why???

If it ain't broke, don't fix it.....

### **151 Winders Trail**

This email is regarding the notice about changing the parking by-law. I'm just curious why the town feels that restricting parking is any solution to the negligent planning of the Clover Ridge subdivision. While I agree that the measures Owen street residents have taken to prevent speeding by parking along both sides of the street is a huge safety concern. I don't see restricting parking in the entire subdivision as a viable solution to our major safety concerns with regards to one access road. Residents of Clover Ridge have been pleading with the town to come up with solutions. I have made one call to the OPP and one call to a landscaping business this week alone with regards to speeding and careless driving concerns. We need the speed limit to be reduced and we NEED another access road. But mostly, we need our planners and town representatives to use some common sense when deciding on plans for subdivisions. In previous conversations, I was told that you would keep in touch with me with regards to bringing up my concerns at your meetings. Yet, I haven't heard anything from you. I can promise you, that this notice has frustrated many many people in this area. I would think that the town would be concerned about the tax payers and their opinions. I have already

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pointed out that another road will not ease the speeding concerns as another road only means more houses so more cars. I implore you to seek a speed reduction in this subdivision. I think there is certainly a valid reason for it.

### **9 McMillan Court**

Hi, I'm opposed to changes to parking on David, Owen, McMillan and the other streets mentioned in the flyer the town provided.

The problem is not parking, it is access, as I'm sure you know. This town seems to have no solutions and likes to pass the buck on numerous issues in Oxford Village.

You NEED to put Walker Rd through and not continuously postpone this. Do not blame the builders, this is a town problem and the town must deal with it, now, not next year, or the next.

If u remove parking on Owen, you are opening up even more safety issues. I live on McMillan Court, and am constantly appalled by the speed of people driving through to the Winders Trail area. If people could not park on Owen, then this street will become a freeway. We all know it. It's time to do something about it and use our excessive property taxes towards something reasonable and necessary!

Continuing to ignore this access problem in the village could result in accidents. This area is filled with young families with small children. If anyone is injured as a result of this poor access and heel dragging by the town, it will be on your shoulders.

As far as parking anywhere in the Village, the town has zoned this area for detached homes, most with 2 car garages, where are visitors expected to park? Again, the town penalizes taxpayers for no reason. Who has complained about parking on McMillan ? No one! You cannot treat all streets/ crescents and courts the same "to be fair and equitable." That's crap. McMillan stays as is. There are NO parking issues here.

Thank you for your time. I expect action on this issue- access, not parking!!!

### **12 McMillan**

We received your information on the possible changes. We do agree with some of the changes because of the safety issues. The curves are very dangerous when driving with oncoming traffic and parked cars.

We live on McMillan on the side with no sidewalk. We already have a hard time getting out of our driveway with cars parked on our side with the curve. If you only can park on this side we will have more issues. Also, they already park on my front yard because of the circle.

Will there be marked spots for our driveway exit? I do think that parking in the court will be more dangerous.

### **25 McMillan**

After reading the notice we received about changing the parking bylaw on our street, we felt that we needed to relay our opinion, especially being new to the neighbourhood and to Ingersoll.

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We moved to 25 McMillan Court in February of this year. It is a very quiet street and court, there are no congestion or parking issues to report. It appears that since we have the sidewalk on our side we will lose the parking in front of our house.

The biggest issue with allowing parking on the south side of McMillan is when driving to the end of the court where we live, having cars parked up to and around the curve and beyond leaves the driver blind coming around the corner to children playing in or crossing the street, even people opening car doors. This will cause problems and congestion!!

Eliminating parking on one side of our street is just unnecessary, there are no issues, no congestion. We actually received a notice in our mailbox of our neighbour having a backyard wedding in August and letting us know that there will be extra vehicles for that one day and night. Everyone is courteous! Parking in front of our houses shouldn't be an issue on a very quiet street. A busy thoroughway like David Street is a totally different situation.

We just hope that if this unnecessary bylaw passes, it doesn't create hard feelings on a very easy-going street!!!

### **11 Moffat Avenue**

We would very much appreciate the parking be removed on the south side as that would really increase visibility of the sidewalk. There is a lot of children on this road and visibility is important.

### **Moffat Avenue**

Sandra, my husband and I are very happy that council is considering a change in the parking by-law in our neighborhood. I would also like council to consider the fact that we have two transport trucks that park in their driveways on Owen St and Winders Trail on a regular basis. Most towns and cities do not allow this.

### **4 Owen Street**

I don't have any problems with the proposed changes, but I was wondering how and why this has become an issue. Was it proposed by a resident in this area?

Were there any accidents or near misses being reported due to people parking too much on the streets? Were driveways being blocked? Or were there problems with cars trying to squeeze between vehicles parked on both sides?

### **12 Owen Street**

Letter

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### 19 Owen Street

I am writing in response to the notice I received about the parking restrictions in our subdivision. I am not in agreement with what I feel is a "smoke and mirrors" attempt by the town to make it look like they are addressing the issues plaguing this subdivision. Firstly, the notice says these restrictions would be put into place to "ease on street congestion and increase safety". If anything, I feel this will decrease safety on Owen Street, the street I happen to live on. The way cars speed down our street is incredible. Even though not done on purpose, the cars that are parked on the street in fact slow the repeat offenders down as they have to maneuver around or wait their turn to proceed. There are many studies done in other cities (readily available through a Google search) that show a wider, more open street does the very opposite of what intended. People see a straight, wide open opportunity and their speed increases. And Owen Street is a very straight street. Also, with cars lined up all along one side of the street it will block the view of residents trying to back out of their driveways quite badly. The way drivers fly up the hill from Fuller on their way to David is unbelievable. Add to that a driver's vision blocked trying to back up and it is an accident waiting to happen. Secondly, removing parking completely on David Street is absurd. The driveways on David St will only hold two cars as there is a sidewalk on both sides of the street. Do these residents not have visitors? Or a teenage child in the house that also drives? Where are they to park? I see this being solved in one of three ways; vehicles blocking the pedestrian sidewalk, lining their way up the closest side street or parking on a front lawn. Parking a vehicle in a driveway blocking a sidewalk is most certainly not increasing safety. There are so many children in this subdivision who ride their bikes, parents out for walks with youngsters in strollers, older residents out with canes/walkers who will then have to go closer to the road (with which most cars are not paying attention to their speed) to make it around these obstacles. Lastly, will these restrictions ever actually be enforced? I made a call to the town hall not long ago to ask about no parking enforcement in a school zone only to be told it was "out of the enforcement area". In a school zone. So the town would spend both time and money on signage installation to possibly not be enforced and no ticket revenue earned.

Please reconsider these restrictions and focus on the actual issues in this subdivision. The speed with which vehicles are driven in this residential area and the second access to the 172 houses currently serviced by Owen Street. Yes, Walker Road. I have submitted a Freedom of Information request to obtain the results of the traffic counter that was placed across my street not long ago but to have not received those results as of yet. I'm sure the number of vehicles is astronomical for one street. If the town's want is to increase safety, Walker Road would be an excellent place to start. Whether the developer's responsibility or not, it is the town's responsibility to hold them accountable on behalf of the residents. Please look after the residents already paying you our taxes before trying to get more revenue through the 22 just approved lots.

Thank you very much for your time and consideration,

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### **27 Owen Street**

As a comment, if parking is removed from the street on one side, the parking should be on the same side as the sidewalk to account for the major users of on street parking being those whose homes have restricted parking due to the sidewalk.

In general, I do not believe that safety is impacted by parking rather, it is more impacted by volume of traffic on a single entrance to the subdivision. People are parking on the street deliberately to slow down the often relentless speeding traffic.

### **1 Oakdale Place**

I propose parking on one side only alternating every half month. We had it in Brantford and it works well to alleviate bottle necks but allows for people to have guests over and give them room to park.

This would not affect me as much as my friends and neighbours. I do agree though that the parking situation on David is currently a problem as a driver.

### **8 Oakdale Place**

My 2c. I feel it would be a mistake to remove parking from both sides of any street in our neighborhood. Having parking available on at least one side of a street is very important for the convenience of the home owners. Removing parking entirely makes things very inconvenient for family gatherings and for trailer owners, and I believe also tends to have a detrimental effect on property values. It is not my feeling that traffic on David Street is heavy enough to warrant the complete removal of parking, as it is mainly used only by residents. I rarely pass more than one other car, if that, on my way in and out in the morning and evening. Removing parking will also force guests to park on other streets for family gatherings etc.

Thanks for your attention

### **9 Oakdale Place**

You have my full support regarding parking amendments to the David Street, Fuller Drive, Lewis Lane, McMillan Court, Moffat Avenue, Owen Street, Simon Street, Walker Road and Winders Trail parking by-law.

Perhaps you could look at amending the by-law regarding recreational vehicles (boats, trailers, etc) parked in driveways on these streets as many residents park their rec vehicle in their driveways ALL summer and, therefore, park their vehicles on the streets ALL summer because they don't have room for they car or truck. Not only are these vehicles hideous (it's like I live in a campground), it's virtually impossible to see around these vehicles and many protrude onto the sidewalk.

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Something has to be done to clean up this neighbourhood which was once the pride of this community. Safety is a key concern as visibility around vehicles is compromised.

### 5 Woodview Court

I am a resident of Ingersoll at 5 Woodview Court (off of David in Oxford Village), and received notification of the consideration for a change to the parking by-laws in our area.

I have a bit of a mixed opinion on this decision, and would like to provide some feedback. As with any decision to be made, rather than just criticize the decision, I would prefer to review the situation from my perspective, and propose a possible solution. I don't know if this proposal can be ammended at this point, but thought it would be best to provide this type of input.

From my perspective here are some of the pros towards making the changes to the by-law for parking on David Street: Eliminating parking on the street improves the safety on this street. I have witnessed this myself in two ways: 1) When thre are cars parked on the inner curve of David street, it makes it difficult for me to see cars coming when I turn left on to Woodview court, and 2) I have two children aged 10 and 12 who occasionally ride their bikes on this street to get to friends' houses or to the park. Having cars on the street only makes it more difficult to navigate down the road safely as it gives less space and requires you to venture away from the curve to go around parked vehicles. The second issue I have with having vehicles constantly parked on the road is the unsightly mess it leaves on the road, and this often degrades the asphalt. You can always tell where cars are consistently parked by looking for the spots of oil. To be honest, the majority of people that park on the road in this area do this out of convenience. Each one of these houses has at least enough space to park two vehicles in their driveway (if they don't have a boat or trailer in one spot), and has a double car garage to park two more vehicles (if it's not full of junk). All winter long there are few cars parked on the road. Why should it be different the rest of the year?

Now for some of the cons from my perspective regarding the impact that this change will impose. If there is no parking on David, the people who live on those streets are going to find other places to park extra vehicles they may have or for visitors vehicles. In our area that will no doubt end up being the courts that come off of David street. While I have no issue with cars parking at the end of our court, there is probably only enough space to park a handful of cars. This may result in people parking between houses or in the middle of the court. This is dangerous as there often isn't enough space to park on the curb between some houses, and I don't think it is good practice to park in the middle on a regular basis (sooner or later someone will back out of their drive without paying close attention and hit a parked car, or a child playing in the court will be hurt). This also take the unsightly oil drippings and puts them on to the courts.

In simple terms, the difficulty of this decision from my perspective is the following: I would prefer the cars be off David Street as long as this doesn't result in the cars

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parking on my court. A complete ban of parking on David Street will not do this and I think that options for additional parking needs to be considered as long as they are safe.

When it comes to parking on David Street, I would propose the following:

1) Ultimately, parking should only be allowed on David Street in designated areas where it is considered safer to park. To me this would be only on the East and South part of David, away from intersections, and should only be designated parts of this side of the street. No parking should be allowed on the inner curve of the street as it restricts the view to oncoming traffic. No parking should be allowed on either side of the street within two car lengths of any intersection to provide visibility and make the intersection safe. That eliminates most of the parking on the North or West side of David Street. It would probably be good to not have parking on any part of David on both sides as this restricts space on the road, so allowing only specified areas on one side may be the best solution, and better than an all out ban.

2) Overnight parking should not be allowed. It may not be already, I am unsure. If this is not already the case it will force people to create enough parking for the vehicles they own, and give them fewer reasons to park them on the road.

The fact of the matter is there is plenty of available parking on driveways and in garages in this area. Many houses can park 6 normal sized vehicles, and if they have visitors, they should talk to their neighbours if they need extra parking. I understand there is occasionally the need for extra parking, and I think it is a good idea to provide some options on David Street. If there are no options on David, the courts will end up with the overflow. There really should be few excuses for the number of vehicles consistently parked on the road on David Street. I frequently see the same vehicles parked on the road with empty spots in their driveways. People need to make some adjustments to their habits to help keep things safer.

I hope this will help with any decision that is made.

### **6 Woodview Court**

We received the Notice re: proposed changes to the parking by-law for David Street, and other streets in the “Oxford Village” subdivision and appreciate the opportunity to provide our feedback/concerns. While our street is not included in the list of streets affected by the parking changes; we will no doubt be directly impacted by the proposal of no parking on David Street.

We chose to build our home at 6 Woodview Court (July 2000) precisely because it was a small court with no traffic and no congestion, and the court provided a safe place for our children (who were young at the time). We value the fact that there are only a few houses on the court and that it is a quiet place to live.

We are aware and concerned with the parking congestion on David Street and the fact that it seems to have become a short-cut between King and Harris Streets; having seen cars speed around the bend (near the park) is rather frightening, especially with all the

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children, families in the area. We would hope that the Town will also address the issue of speeding cars using David Street.

Our concern with the proposed parking changes is that if parking is eliminated on both sides of David Street then all those cars, trailers and trucks will end up parking on adjacent side streets, like Woodview Court, Gayfer or Oakdale Place. This will have a huge impact on our court as vehicles will line up and park in the middles of the court – like a Walmart parking lot, or they will park close to the entrance – creating a bottle neck of cars, or park between our driveways – causing congestion and obstruction on the court. The increase of additional vehicles from David Street will make it unsafe for backing up or manoeuvring around.

In the winter, our court (being a small circular street) does not get snow-plowed out until after all the main streets – like David Street. After a major snow storm, our court has often been left for a week or more before it is fully plowed out (or sometimes it does not even get plowed). Sometimes the snow plow will do just a quick ‘circle around’ of the court creating a huge snow pile right in the middle of the court. There is already limited space on the court for the plow to manoeuvre and/or dump the snow. So, having more vehicles parked alongside or in the middle of the court, from residents of, or guests/visitors of, David Street, will no doubt cause havoc for the snow plow and will only further delay the clearing of the court causing undue congestion and frustration for the residents of Woodview Court.

It’s a fact that we all have cars, at least 2 if not 3 or more vehicles (Five households on the Court have residents working out of town in Mississauga, London and Stratford) – we need our cars to get to/from work and we need to park our cars (we are fortunate to have large driveways but homes on David Street have smaller driveways with a sidewalk). So, it is a fact that residents and visitors will need to park on the street. Eliminating parking on both sides of David Street will not solve the problem of congestion and safety; in fact it will only shift the problem: the street congestion and concern for safety to the small side streets, namely Woodview Court, Gayfer and Oakdale Place.

As a resident of Woodview Court, we are opposed to eliminating parking on both sides of David Street. A reasonable compromise would be to allow parking on at least one side of David Street, which is the same provision the Town is providing to residents of the other streets listed (Fuller, McMillan, Moffat, Owen, Simon and Winders Trail) in the Notice.

Thank you for the opportunity to provide our input.

**3 Keith Mabee Blvd**

Letter



## APPENDIX 1 – RESIDENTS COMMENTS

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### **Walker Street**

Petition (11 residences)

Letter (9 residences)

### **10 Gayfer Place**

Should allow parking on one side of David Street so people don't park on the cul-de-sac.

## APPENDIX 1 – RESIDENTS COMMENTS

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14 David Street  
Ingersoll, Ontario  
N5C4E4

July 24, 2015

Dear Ms. Lawson,

We recently received notice from your office regarding the proposed by-law changes within the Oxford Village subdivision. We are a family of four that have lived in the area for over 13 years, on the corner of David Street and Woodview Court, and feel we will be negatively affected by the proposed changes. We do recognize the need for some alterations to the roadways and traffic being discussed. However we are not certain the proposed changes are the most suitable options.

Our road has definitely become busier with the continued development in the area. We are a thru-way for drivers bypassing Harris to gain access to King St. With the increased volume over the years, the speed of drivers is increasing as well. Removing the ability to park on the street will from our observations, allow people to drive faster.

We love to see our children and neighbouring children play road hockey, basketball, and ride their bikes and scooters around the neighbourhood. We teach our kids how to ride safely. Being an avid cyclist who trains daily on our local roads, I understand the risks. Therefore, instead of removing the ability to park on the roads, our family and many of our neighbours would prefer to see the following changes instead:

1. Posted speed limit signs – 40 km/hr
2. Notification signs for Children Playing
3. No change to the parking by-law

As I stated, this is a developing area. Many children live in this area and are often found outside playing in the streets. This neighbourhood proves to be a safe place to live, and we love it here. With the increase of traffic volume and speed, and opening the road up even more, I am afraid we are opening ourselves up even more to potential accidents. Let's not worry about getting people home faster, lets worry about getting people home safely.

## APPENDIX 1 – RESIDENTS COMMENTS

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July 20, 2015

Mr. Ted Comiskey  
Mayor of Ingersoll  
130 Oxford Street  
Ingersoll, ON  
N5C 2V5

Dear Mayor Comiskey,

My name is [redacted]. My husband, [redacted], and I have resided at 32 David Street for the past 12 years. We are lifelong residents of Ingersoll. I returned here after college to settle and start a family. We have 2 daughters, who are 2 and 4 years old.

I am writing to you to voice my concerns regarding the parking restrictions in Oxford Village and specifically eliminating parking completely on David St. To my knowledge, the concern for these restrictions is congestion and safety.

To start, I don't see how our neighbourhood is much different than that of any other subdivision in town. It is a neighbourhood filled with families. Families have gatherings and celebrations. Where would you propose our guests to park if there is no parking available whatsoever on David Street? Where should my elderly grand-mother park when she comes for Christmas or to visit her great grand-daughters? She has limited mobility and wouldn't be able to visit us if she couldn't park in front of my house. How will the families in our neighbourhood celebrate birthday parties, post-baseball game festivities or any type of gathering when there is no parking available for your guests?

On our street, there are sidewalks on both sides of the street, allowing every house only two parking spaces in their driveway. Like most residents, we have two vehicles in our family already, restricting any visitors we may have to park on the road. Additionally, we also have a recreational trailer. The elimination of street parking would make summertime very difficult with having to find additional storage for our trailer as well.

My husband and I drove down Holcroft Street yesterday (July 19, 2015) and on one city block, there were 12 cars parked in total on either side of the road. Is it just our neighbourhood being targeted for parking restrictions? Or can other town residents expect their parking to be eliminated in similar neighbourhoods like Woodhatch or Harrisview? I don't see how it would be necessary to put restrictions on residential streets. There will always be children playing in family neighbourhoods and there will always be traffic.

We need to be vigilant as drivers. We must teach our children to be aware of their surroundings and to play safe at all times. Eliminating our parking is not the answer.

## APPENDIX 1 – RESIDENTS COMMENTS

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There are other solutions for congestion and safety. In order to slow traffic, 4-way stops could be introduced at a minimal expense. This would allow pedestrians and children to have a safer and more visible location to cross at. Furthermore, speed bumps could be installed if speeding cars are considered an issue.

The vehicular congestion on Owen Street is due to the fact that there is not a secondary exit for the homes south of Fuller Drive. We pay some of the highest property taxes in the county. Would our property taxes not go towards the completion of the infrastructure that is required to support our neighbourhood? We have lived here for 12 years and there have always been indications that there were to be roads out to Clark Road and an additional street connecting back to David Street. By completing the subdivision, congestion would disperse. Removing parking will not change the number of cars going through the subdivision and therefore will not ease congestion.

Please don't eliminate our parking. You will be cutting us off from our families and friends by making it difficult for them to visit us. This is a family neighbourhood where families live, laugh and love. Please don't turn us into a big city subdivision with rules and restrictions on parking and its residents.

When you campaigned to become town council, you said you would be our voice. I am asking you now to do as you said and to be the voice of the residents of Oxford Village. Please stand up for the citizens of Oxford Village and oppose a parking ban. There are several viable solutions to the issues facing our neighbourhood. In our humble opinion, removing our parking is not the answer.

We thank you for your time and consideration and look forward to hearing from you.

Sincerely,

32 David Street  
Ingersoll, ON  
N5C 4E5

## APPENDIX 1 - RESIDENTS COMMENTS

TO SANDRA LAWSON P. ENG.

I LIVE AT 51 DAVID ST. INGERSOLL MY CONCERN IS IF THEY DECIDE TO REMOVE PARKING ON BOTH SIDES OF DAVID ST. AND SURROUNDING STREETS<sup>IT</sup> WILL PUT EVERYONE IN DANGER. YOU GOT KIDS ON THERE BICYCLES, ROLLER BOARDS, ROLLER SKATES AND WHAT EVER ELSE KIDS WILL TRY LIKE CROSSING THE STREET, PEOPLE TRYING TO GET OUT OF THEIR DRIVEWAY. WITH THERE VEHICLE. THIS WILL MAKE IT A DRAG STRIP. ITS BAD ENOUGH NOW. NOBODY WANTS TO SLOW DOWN ANYMORE.

IF YOU DO THE SPEED LIMIT NOW PEOPLE IS PUSHING YOU TO GO ALOT FASTER. I THINK THE SPEED LIMIT SHOULD BE LOWER THEN 50KM IN THIS AREA. PEOPLE IS IN A HURRY AND GOING NO PLACE

51 DAVID ST  
INGERSOLL ON  
NSC-466

## APPENDIX 1 – RESIDENTS COMMENTS

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July 30, 2015

Delivered via email [slawson@ingersoll.ca](mailto:slawson@ingersoll.ca)

Dear Ms. Lawson

This letter is response to your memo of July 15, 2015.

I am aware of several residents in the immediate area voicing concern over the second access road, as well as speeding. The OPP has been monitoring the area more closely and I have noticed a significant improvement already. I am now aware of any head way on the 2<sup>nd</sup> access road. This road should have been in place way before the town allowed so many towns to be built below Owen Street. It would appear the proposed plan may be retaliation to the residents in this area voicing concern over the access road. As mentioned in your memo the purpose to changing the parking by-law is to ease street congestion and increase safety. Congestion will be reduced on Owen Street if there was a second access road. Any congestion there maybe is mostly created by residents that live in the immediate area who need to park! We do not have traffic in this area travelling through the subdivision that a main artery would. With speeding in the area already a concern the proposed changes will allow motorist to have a wider pathway to race up and down our streets therefore creating unsafe streets. Limiting parking to one side of the street will not improve safety.

Imposing parking restrictions on the entire Oxford Village Subdivision is unrealistic for the following reasons:

- Most driveways can only accommodate 2 parked vehicles due to the sidewalk running through their driveways. Vehicles cannot block the sidewalk and like others we are forced to park on the road frequently because of the sidewalk.
- Traffic will continue to be of high volume on Owen Street since there continues to be no alternative access road. I am not aware of any update on when this second road access will open.
- This is a residential area which means there are visitors on regular basis where are they to park? At the 401 commuter lot.
- When our house was purchased it was in our sale agreement that homeowners could not park RV's, and trailers in their driveways this has never been enforced and it appears to have created extra vehicles parked on the streets.
- Most families these days have their children living at home longer therefore extra vehicles to park. We have 2 children living in our house that are adults and they have vehicles. I am not aware of a by-law saying we can have a certain number of adults and licensed vehicles in our possession per household.
- Our family has lived here for over 10 years and it has never irritated me that I needed to yield to ongoing traffic, children retrieving their balls in the street, and cats crossing etc. We live in a subdivision where families live, not on a freeway.

## APPENDIX 1 – RESIDENTS COMMENTS

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- The proposal to have no parking on David is absolutely ridiculous, where would they park? How would the mail truck stop to put our mail in the super box? There are sidewalks on both sides of this street and this street has been there for several years with no issues.

We have driven around the area and have noticed that there are some parking restrictions on main streets, narrow streets from being built many decades ago. But the majority of them have no parking restrictions.

**We are definitively against changing the parking by-law as proposed in your memo of July 15<sup>th</sup>. Let's put our tax dollars to good use and get a second access road to the residents below Owen Street.**

12 Owen Street  
Ingersoll, ON

## APPENDIX 1 – RESIDENTS COMMENTS

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July 27,2015

To Sandra Lawson:

I received a notice about parking in the south-east of Ingersoll. The David Street area. I have lived on Keith Mabee Blvd. for 3 1/2 years and have not seen "street congestion" of such a magnitude to justify making David St. no parking. We have never had a problem getting out on to David Street and I rarely see cars parked along it. All of the streets in this area appear to be 3 car widths wide to allow for parking. I see no reason to remove parking completely from any of these streets. These are not arterial roads.

The town has known for at least 5 years that another road needs to be built into the newer area being developed to relieve rush hour traffic on David and Owen Streets. Perhaps a temporary stop should be placed on any more development until a more sensible solution is found. The home owners in Ingersoll are paying some of the highest municipal taxes in Ontario. I think we deserve better than just a bandaid solution as there are more streets and homes being built in this area as we speak. Putting up "no parking" signs does not solve the problem, it will create more. Remove parking completely and our residential streets will become racetracks.

3 Keith Mabee Blvd  
Ing.,On N5C4G6

RECEIVED  
JUL 27 2015

TOWN OF INGERSOLL



# APPENDIX 1 – RESIDENTS COMMENTS

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July 20, 2015

Town of Ingersoll,  
Town Council,  
130 Oxford St.,  
Ingersoll, Ont.  
N5C 2V5

Attention: Sandra Lawson, P. Eng.

Dear Mrs. Lawson:

The attached list of residents of Walker Road, Ingersoll would like to ask the town council to reconsider the “no parking” notice received in the mail.

All the driveways are short and most families have two cars, therefore making it difficult to have visitors with the “no parking bylaw” which town council is considering.

Please consider allowing parking on one side of Walker Road as most of the subdivision has this convenience.

Thank you for allowing us an opportunity to express our concerns and we will await your decision.

104 walker Rd

106 Walker Rd.

108 walker RD

108 walker RD.

110 Walker Rd

100 walker Rd

98 Walker Rd

98 Walker Rd.

# APPENDIX 1 – RESIDENTS COMMENTS

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98 Walker Rd.

92 Walker Rd

94 Walker Rd

94 WALKER RD

102 Walker Rd

97 Walker Rd

97 Walker Rd

99 Walker Rd

.....

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# APPENDIX 1 – RESIDENTS COMMENTS

July 27, 2015.

Sandra Lawson, P. Eng.  
Town Engineer  
130 Oxford Street  
2<sup>nd</sup> Floor  
Ingersoll, ON N5C 2V5



RE: "Proposed changes to the Town Parking Bylaw- Oxford Village- Amended"

(Cloveridge)

Dear Ms. Lawson:

Please allow this letter to formally outline the concerns of several residents in the Oxford Village community whom you will find listed on the reverse of this letter. Our concerns are regarding the proposed changes to a parking bylaw in our area. We do not believe the proposed changes will improve safety or ease congestion as was indicated in the notice dated July 15, 2015.

As a resident of the Oxford Village community, I'm sure you are well aware that the reasons for congestion, and therefore safety, are a direct result of having no throughway at Walker Road and not due to parking in the area. Residents on the East side of Walker Road have already lost two parking spaces; the sidewalk is only on the east side. At the very least, we request that you consider allowing parking on one side of Walker Road.

As with many other residents, we have elderly visitors including who would potentially have to park two blocks away. During the winter months, this would certainly compromise their safety.

Although the proposed changes claim to improve safety, the ease by which cars can move through streets (without any other cars parked on the street to increase caution), it becomes highly likely that cars will increase their speed through Oxford Village. This is particularly true of the streets where you are proposing to eliminate all parking, such as Walker Road where we reside. There are many children on Walker Road and the thought that reduced parking would make it easier for someone to speed through the area is worrisome.

Alternatively, on the streets where there is only parking on one side, there will be reduced visibility for those entering or exiting a driveway. This reduced visibility makes it difficult to see others (especially small children) who are on the street or sidewalk.

Ingersoll is, and always has been, a pleasant place to live. We have always felt that Oxford Village is a welcoming area and one that attracts new residents to Ingersoll. With the proposed changes to parking, there is certainly a possibility that there will be growing distention among neighbours who are vying for extremely limited parking spots in front of or near their homes. Attracting new residents to our town should be a priority of the Town of Ingersoll and the proposed changes to the parking bylaws seem counterproductive to this priority. Furthermore, it does not get at the root of the issue of a through road. It simply provides a makeshift solution to a bigger problem.

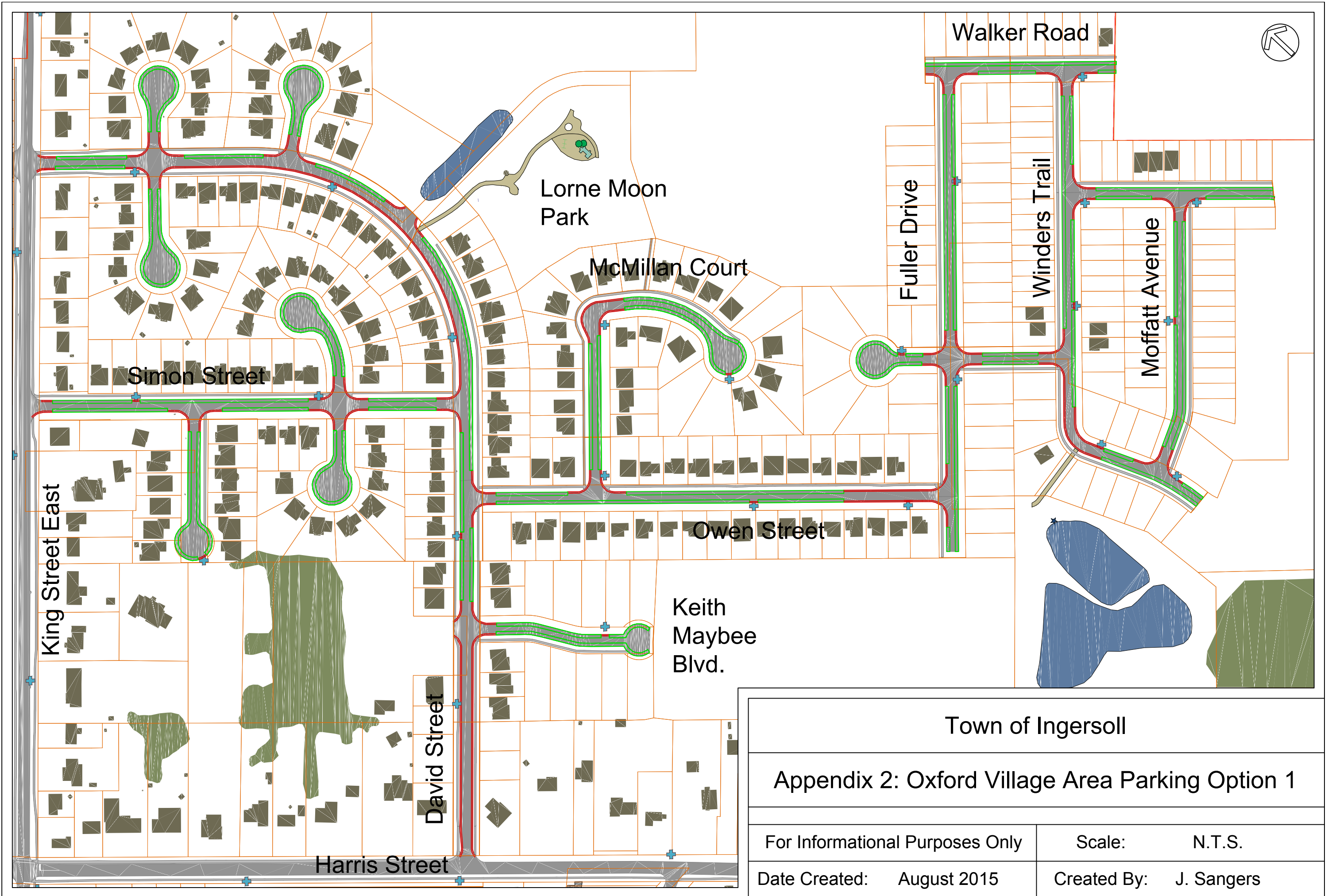
We feel that not enough has been done to seek alternative solutions to the problem and request that you provide council and residents with a report that outlines other solutions you considered and indicate why the proposed parking bylaw is the most effective solution.

*Please see reverse.*

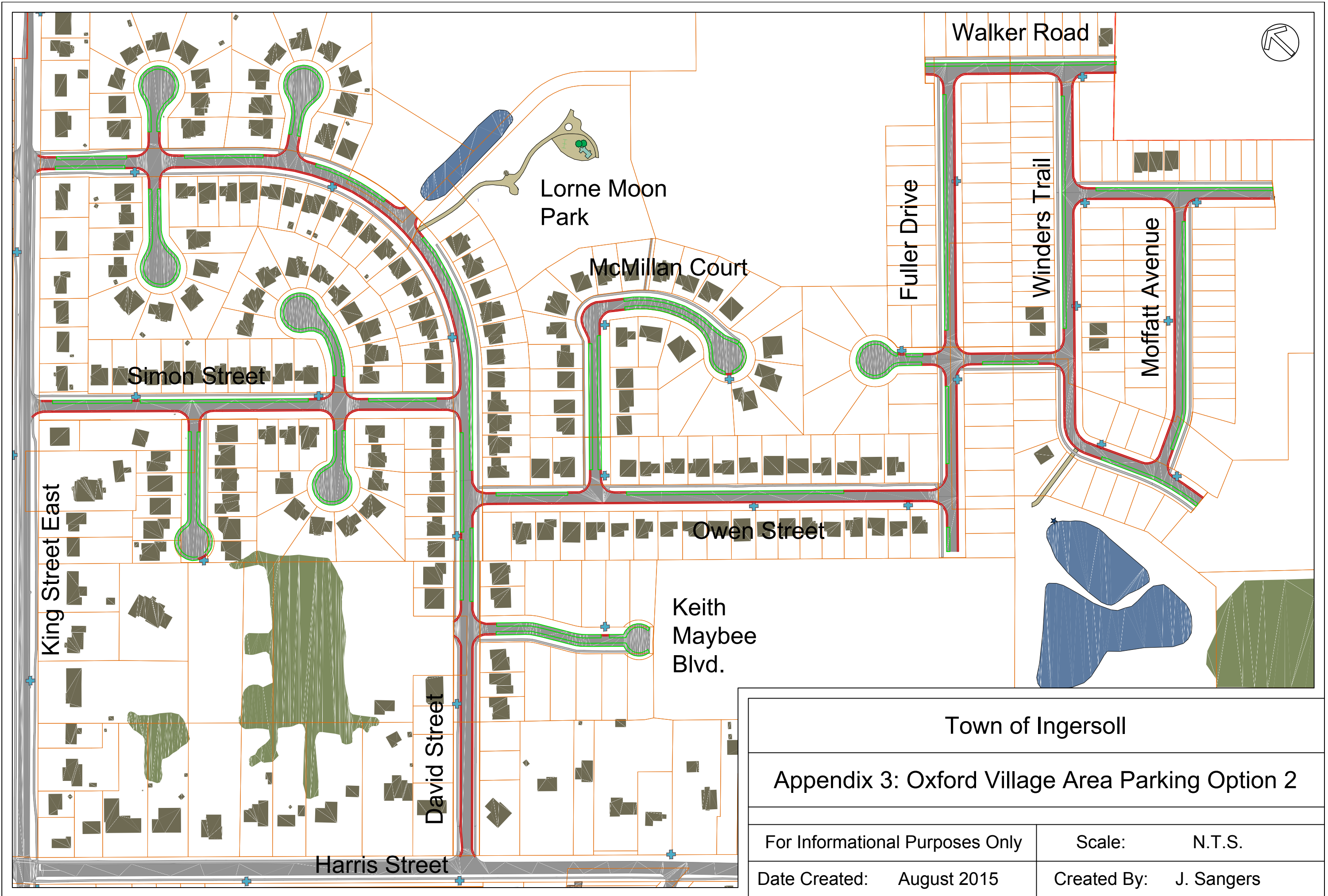
## APPENDIX 1 – RESIDENTS COMMENTS

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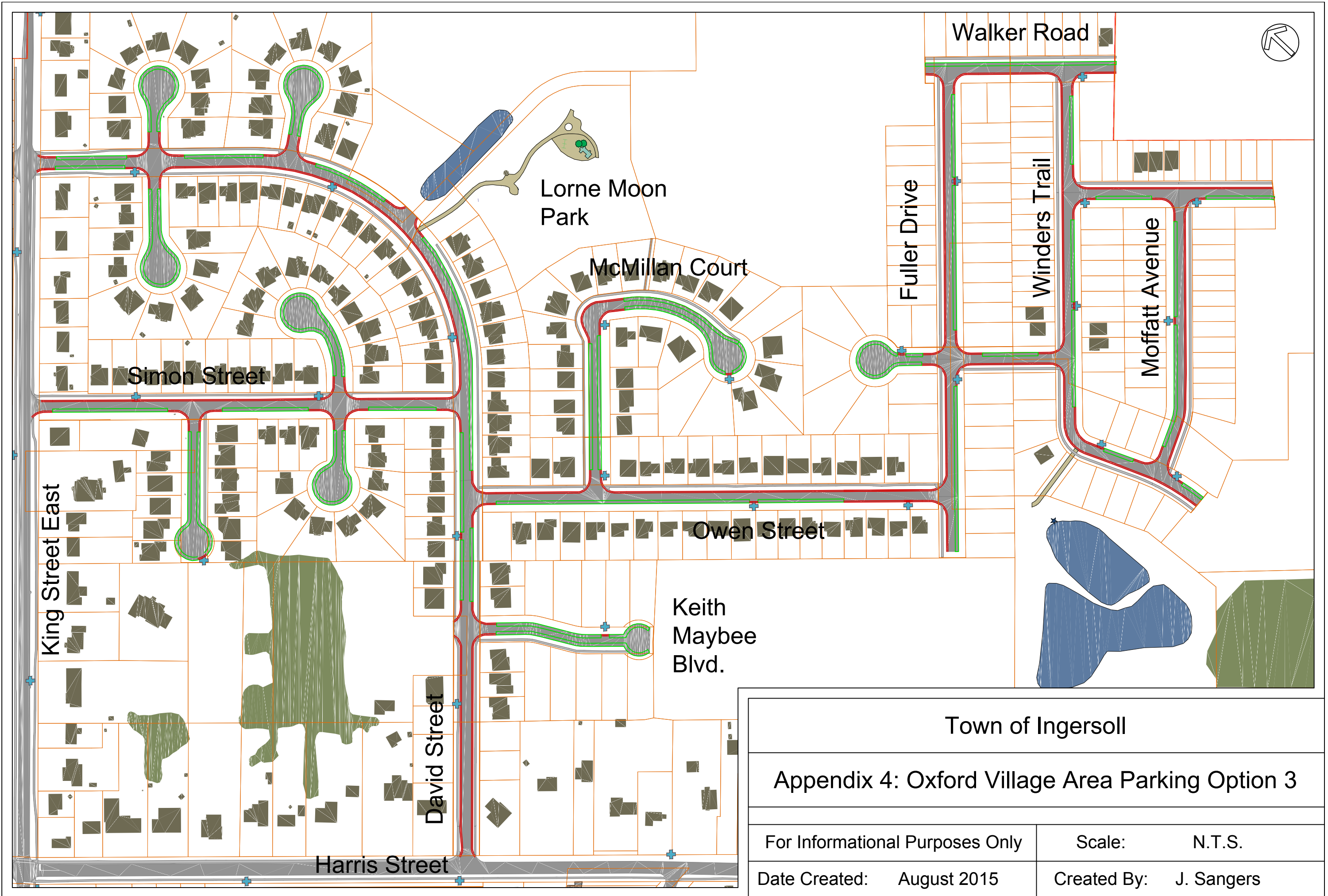
100 Walker Road  
106 Walker Road  
98 Walker Road  
102 Walker Road  
92 Walker Road  
94 Walker Road  
108 Walker Road  
96 Walker Road  
104 Walker Road



Town of Ingersoll	
Appendix 2: Oxford Village Area Parking Option 1	
For Informational Purposes Only	Scale: N.T.S.
Date Created: August 2015	Created By: J. Sangers



Town of Ingersoll	
Appendix 3: Oxford Village Area Parking Option 2	
For Informational Purposes Only	Scale: N.T.S.
Date Created: August 2015	Created By: J. Sangers



Town of Ingersoll	
Appendix 4: Oxford Village Area Parking Option 3	
For Informational Purposes Only	Scale: N.T.S.
Date Created: August 2015	Created By: J. Sangers



**DEPARTMENT: Operations**

**REPORT NO: OP-064-15**

**COUNCIL MEETING DATE: August 10, 2015**

**TITLE: Proposed Parking Restrictions on King Street East**

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## **OBJECTIVE**

For Council to consider parking restrictions on King Street East from Harris Street east to the Town boundary.

## **BACKGROUND**

At the Council meeting of July 13, 2015 staff presented a report on the requests that staff had received about people parking on King Street East from Harris Street east to the Town limits. Presently there is parking allowed on both sides of the road. People are concerned about safety when parking is happening on both sides of the road across from each other. This reduces the lane width of the street to a single lane and King Street handles a great deal of traffic entering and leaving the Town. King Street from Harris Street west to the downtown core has no parking on both sides and staff are recommending that this section of King Street should also be signed no parking. Staff on July 16, 2015 distributed 107 flyers outlining the proposed parking restrictions asking residents for their comments.

## **ANALYSIS**

King Street is an arterial roadway having an average of 1800 - 2000 vehicles a day. King Street is also one of the 'Share the Route' streets identified on the Cycling Master Plan and parked car pose an additional danger to cyclist when traveling on a busy street. King Street also has the addition of community mailboxes that will limit parking.

The complaints that the Town received were from residents that were concerned about emergency vehicle access and vehicle safety on the street when two vehicles are parked on the road across from each. This reduces the width of the roadway to one lane and caused vehicles to have to weave in and out around park cars. This is not only difficult for vehicles and bicyclists but it has the potential to slow down emergency vehicles as well.



The Town received about eight (8) responses (Appendix 1) to the flyer, which is approximately 7%. Of the responses four on in favour of the ban, two would like to see parking remain on one side and two are not in favour of the ban.

King Street East is classified as an arterial roadway with a large volume of traffic. The definition of an arterial roadway is the movement of traffic safely without restriction from collector roadways to major arterials and freeways. The remainder of King Street has no parking on both sides except for the designated spots in the downtown core. As well, the other arterial and some collector roadways in the Town also have no parking on both sides (Harris Street, Ingersoll Street, Thames Street South, Victoria Street, Bell Street, Canterbury Street, Clark Road, Holcroft Street, Wellington Street, North Town Line and Mutual Street. The majority of the homes on King Street East have ample parking for a number of vehicles because of their setback from the street. For these reasons staff is recommending that parking be banned on both sides of the road.

### **FINANCIAL IMPLICATIONS**

The operational cost for a no parking sign is about \$65 to manufacture and install and will be funded from the Public Works Operating Budget.

### **RECOMMENDATION**

That report Number OP-064-15 be received as information;

And further that parking be banned from both sides of King Street East from Harris Street east to the Town boundary and that the by-law be brought forward at the next regular Council meeting.

### **ATTACHMENTS**

Appendix 1 – List of Residents Comments

Prepared by: Sandra Lawson P.Eng., Town Engineer

Approved by: William Tigert, Chief Administrative Officer

**229½ King Street East**

Opposed to no parking on King Street East. Doesn't see the present situation as a problem.

**240 King Street East**

Forty years as a resident on King Street and is in full agreement with the parking ban.

**262 King Street East**

Not in favour of removing both sides of parking. Would like to look at only one side of parking removed.

**264 King Street East**

Just some concerns on the matter of considering a change in the parking by-law for King Street East. Removing parking on both sides of the street from Harris to the town limits would just encourage speed that is already a problem. Cars go very fast down there now and this definitely would make it very dangerous for everyone living and walking on that stretch. A concern for children and parents. I would like it to remain parking on both sides, it does slow people down till they get out of town. If this is not an option then I would prefer to have parking on one side at least.

**268 King Street East**

WE WOULD FULLY SUPPORT YOUR MOTION TO BAN PARKING ON BOTH SIDES OF KING ST E FROM HARRIS TO THE TOWN LIMITS.

**269 King Street East**

I am submitting my total support and approval to the considered by-law enforcing the no-parking on King St East.

I am a resident at 269King St East and it has become more and more of an issue within the last year. My neighbours have 2 or 3 families living in the same house and EVERY DAY have taken the habit of parking their vehicles on the road, more often than not, in front of my property as far as MY driveway.

This by-law will be a welcomed solution to this ongoing issue.

**271 King Street East**

I have received notice that the town is currently considering changing the parking by-law for King St. East. They are proposing to remove parking on BOTH sides of the street.

**We feel this is totally unrealistic!**

We have a few concerns that I would like to bring forward.

- There are only a few houses that will be affected greatly because they have very limited driveway space capacity compared to the other homes that have large driveways that would hold 6 or more vehicles. So those few homes affected are left with NO Space for their visitors to park. Our driveway only holds room for 3 vehicles.
- We have a family of 5 adults which live in this house and include 2 of our children who need a vehicle to drive back and forth to work. Where are they to park? There is no bus system available in this town so we are all dependant on vehicles for transportation.
- Without parking in front of our house, we will be inconvenienced in the fact that we can no longer host family functions or invite friends over because they have no where to park.
- Since we have moved here 2 years ago, we have noticed the high rate of vehicles speeding coming and going down Karn Road. We have noticed that when there are cars parked out front, it tends to slow them down by giving them a visual cue.
- And now since we have to cross Karn Road to collect our mail starting August 17, 2015 this creates a Safety concern for the residence of our neighbourhood with cars travelling at a high rate of speed coming and going out of town.
- Another concern would be that people would be forced to park on their front lawns which in turn would destroy/kill the grass in turn causing less curb appeal.
- Without parking in front of the house, it would affect the potential resale of the house due to limited parking. People would realize they can't have visitors. It also could impact families long term if they have kids...where would they park when they have jobs....no busses in this town.

If we knew this Parking by-law was going to be on the Agenda before we purchased the house on 271 King St. East, we would have Not bought this house because it does not fit our families needs. It leads us to question if this changes, do we need to consider other options.

#### **Possible Resolutions**

- Create a By-law which prohibits Double Parking on King Street East.
- Move the boulevard back to the sidewalks to allow parking.
- Potential of a 4 way Stop at the intersection where David and Rossiter cross King St East.

### **9 Woodview Court**

We also suggest that if parking should be banned anywhere, King Street East should be the alternative. This will cut down on the weave pattern needed to navigate it and make it an easier drive to the corner of Harris and King.



**DEPARTMENT: Operations**

**REPORT NO: OP-065-15**

**COUNCIL MEETING DATE: August 10, 2015**

**TITLE: Ontario Community Infrastructure Fund (OCIF) – Second Intake**

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## **OBJECTIVE**

To obtain Council's approval for the submittal of an Expression of Interest (EOI) for the Tunis Street project to the Ontario Community Infrastructure Fund (OCIF) – second intake.

## **BACKGROUND**

The Province is again inviting municipalities of under 100,000 to apply for infrastructure funding under the OCIF program. The Town was already informed that it was successful in receiving grant funding under the first intake for the Catherine Street project.

The program has a two stage project selection process. First, eligible applicants may submit an Expression of Interest (EOI) for pre-screening. This EOI must be submitted with a Council Resolution no later than 5 pm EST on September 11, 2015. Provincial funding that may be requested is flexible up to a maximum of 90% of total project costs or \$2 million, whichever is lower. Applicants that are successful in the pre-screening process will be given the opportunity to submit a full application in October 2015. This application must include the Town's Asset Management Plan.

## **ANALYSIS**

Staff is recommended that the Reconstruction of Tunis Street be submitted to the program. This project has been identified as the top project in our Asset Management Plan and has been identified in the Capital Plan for the last 15 years.

## **FINANCIAL IMPLICATIONS**

The total project cost for the Town portion of the construction is \$1,200,000. The OCIF program will contribute up to 90% to a maximum of \$2 million. Staff is recommending we apply for 90% or \$1,080,000 with the remaining \$120,000 coming from the Engineering Reserves.

## **RECOMMENDATION**

THAT report Number OP-065-15 be received as information;

AND FURTHER THAT Council authorizes staff to submit an Expression of Interest to the Ontario Community Infrastructure Fund for the reconstruction of Tunis Street Project up to the maximum of 90% of the total project costs being \$1,200,000.

Prepared by: Sandra Lawson P.Eng., Town Engineer

Approved by: William Tigert, Chief Administrative Officer



**DEPARTMENT: Parks & Recreation**

**REPORT NO: R-054-15**

**COUNCIL MEETING DATE: August 10, 2015**

**TITLE: Ingersoll Recreational Trails Ad Hoc Committee**

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## **OBJECTIVE**

To seek Council's approval to establish a Recreational Trails Ad Hoc Committee.

## **BACKGROUND**

In 2002 an Ingersoll Recreational Trails Non-Profit Corporation was established. Over a period of 6 years the committee undertook and completed the following objectives:

- Developed a Town of Ingersoll Recreational Trails Master Plan;
- Constructed a 4.5 km main trail known today as the Thomas Ingersoll Scenic Trail;
- Community Participation in the naming of the Thomas Ingersoll Scenic Trail and logo design;
- Created Trail Signage and a Promotional Material.

In 2009 the Ingersoll Recreational Trails Non-Profit Organization disbanded and all financial assets were transferred to the Town of Ingersoll.

There is currently \$25,687.28 in a Trail Reserve Account.

## **ANALYSIS**

The Town of Ingersoll has recently established Strategic Priorities for the next four years. One of the priorities was to develop a trail along the Thames River Waterfront from Thames Street to Ingersoll Street with park amenities that would encourage people towards the waterfront.

To achieve this strategy along with other goals and objectives staff is recommending that the Town establish an Ingersoll Recreational Trails Ad Hoc Committee similar to the Ingersoll Safe Cycling Committee.

Once the committee is established it is important that Strategic Priorities are established. Some possible goals of the committee could include:

- Review of the current Recreational Trails Master Plan for updates, changes and new trail development;
- Establish priorities for trail development (short and long term);
- Work with private land owners and the Upper Thames Conservation Authority to develop a trail and park amenities along the Thames River Waterfront;
- Create new promotional material, update Trail Signage and utilize social media to promote local and County of Oxford Trails;
- Work in partnership with the County of Oxford and the Oxford County Trails Committee in trail development;
- Work in partnership with the Ingersoll Safe Cycling Committee in trail development;
- To foster and establish community partnerships (Walking Clubs, Nature Club, Service Clubs, County of Oxford Health Department etc) and encourage volunteer participation.
- Develop and maintain relationships with national, provincial and regional trail organizations;
- To foster and develop funding sources for trail design and construction.

Upon Council's approval staff will seek volunteers and host an initial meeting in October 2015.

## **INTERDEPARTMENTAL IMPLICATIONS**

It is recommended that a representative from the Engineering Department and the Economic Development & Tourism Department be on the Committee to provide expertise in trail development/ engineering, negotiations with private land owners and tourism and marketing initiatives.

Staff is also recommending that two Council representatives be appointed to the Committee.

## **FINANCIAL IMPLICATIONS**

### **Capital Budgets**

Future Capital Budgets may include new trail design and construction for Council's consideration and approval.

### **Operating Budgets**

Staff will be incorporating funds into the 2016 Operating Budget (similar to the Ingersoll Safe Cycling Committee) to assist with the operational goals of the



Committee i.e. Trail Promotional Material, Signage,  
Special Events etc.

Current Reserves for Trail Development/Amenities - \$25,687.28

**RECOMMENDATION**

**THAT** Council of the Corporation of the Town of Ingersoll receives this report as information;

**AND FURTHER THAT** Council approves the creation of an Ingersoll Recreation Trails Ad Hoc Committee;

**AND FURTHER THAT** two Council representatives be appointed to the Committee along with staff from the Parks and Recreation Department, Engineering Department and Economic and Tourism Department.

Prepared by: Bonnie Ward, Director of Parks & Recreation

Approved by: William Tigert, Chief Administrative Officer



**DEPARTMENT: Parks & Recreation**

**REPORT NO: R-055-15**

**COUNCIL MEETING DATE: August 10, 2015**

**TITLE: Ingersoll Multi Use Recreation Centre Ad Hoc Committee**

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## **OBJECTIVE**

To seek Council's approval to establish an Ingersoll Multi Use Recreation Centre Ad Hoc Committee.

## **BACKGROUND**

Over the past several years there has been public and user group interest in replacing the Ingersoll & District Memorial Arena.

The Ingersoll & District Memorial Arena was originally constructed in 1959. In 2002 the arena was renovated with mechanical, electrical, accessibility upgrades and cosmetic enhancements.

In 2014, WGD Architects was engaged by the Town of Ingersoll to undertake a Facility Condition Assessment of the Arena. The Facility Condition Assessment estimated that the Arena would require approximately \$2,450,000 in upgrades in the next 15 years.

During the 2015 Capital Budget deliberations it was the decision of Council to be "reactive" with building and equipment repairs versus "proactive". Council approved a \$100,000 Arena reserve to be used for emergency repairs.

## **ANALYSIS**

The Town of Ingersoll has recently established Strategic Priorities for the next four years. One of the priorities was the building of a new indoor and outdoor space which would include a new arena, possibly a new soccer field and community gathering space.

To achieve this strategy along with specific goals and objectives staff is recommending that the Town establish a Multi Use Recreation Centre Ad Hoc Committee.

Once the committee is established it is important that a Terms of Reference for the Committee be brought back to Council for approval.

Strategic priorities for this Ad Hoc Committee could include:

- Undertake a Community Facility Needs Study (Public, User Group Consultation);
- Review all Town of Ingersoll Parks & Recreation Facility Condition Assessments and Facility Leases;
- Engage the services of an Architectural Firm to prepare conceptual drawings, estimated costs and phasing options;
- Land Acquisition;
- Infrastructure funding (available grants, budget impacts)
- Community fundraising target and capital campaign launch;

Upon Council's approval of the establishment of the Multi Use Recreation Centre Ad Hoc Committee staff will seek community volunteers and host an initial meeting in October 2015.

In November of 2014 PlayRight Playgrounds Ingersoll restructured their By-Laws to incorporate two new Directors to focus on special projects i.e. Ingersoll Multi Use Recreation Centre. It is the intent of PlayRight to assist the Town in the capital fundraising for this project. These two Directors would act as our "Community Champions" to spearhead a community fundraising campaign.

Staff in recommending that the Ad Hoc Committee consist of 10 to 12 people and be comprised of two Council representatives, CAO, Director of Parks and Recreation, PlayRight Special Project Directors, Representatives from User Facility Users Groups and community volunteers.

## **INTERDEPARTMENTAL IMPLICATIONS**

Various Departments would be involved over the next several years to assist the Ad Hoc Committee in achieving their goals and objectives.

## **FINANCIAL IMPLICATIONS**

2016 - Capital Budget for the Facility Needs Study – Approx \$30,000

2016 - Professional Fees for Architectural Firm – Approx. \$50,000

2018 - Land Acquisition - \$1 – 1.5M

Facility Build - \$ 10 M

## **RECOMMENDATION**

**THAT** Council of the Corporation of the Town of Ingersoll receives this report as information;

**AND FURTHER THAT** Council approves the creation of a Multi Use Recreation Centre Ad Hoc Committee;

**AND FURTHER THAT** two Council representatives be appointed to the Committee along with the CAO and Director of Parks and Recreation.

## **ATTACHMENTS**

None

Prepared by: Bonnie Ward, Director of Parks & Recreation

Approved by: William Tigert, Chief Administrative Officer



**DEPARTMENT: Treasury**

**REPORT NO: T-049-15**

**COUNCIL MEETING DATE: August 10, 2015**

**TITLE: Operating Budget Variance Report for the 2<sup>nd</sup> Quarter Ended June 30, 2015**

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## **OBJECTIVE**

To provide Council with a financial review of operations for the 2<sup>nd</sup> quarter of 2015.

## **BACKGROUND**

A review of the Town's financial operations for the first six months of 2015 was completed to ensure that actuals are within budget. By identifying variances early in the year corrective actions can be taken to minimize the impact by year end.

## **ANALYSIS**

The attached report is intended to provide details on the interim operating results for each department. The report was reviewed and variances were investigated.

Some of the more significant variances include the following:

Unfavourable variance in recoveries from the County. Timing issue because the Town has yet to invoice the County for the services rendered in the first six months of the year.

Favourable variance in salaries, wages and benefits for various departments. The attached report reflects the activity on a cash basis. The budget salary and wages comparison figures are 6/12<sup>th</sup> of the annual amount and do not reflect the seasonal nature for part time wages and timing of pay periods. As such there have been no accrual adjustments for the last seven days of June for salary employees and four days of June for hourly employees. The variance is also due to the salary gap of the new HR position that has not been filled in the first part of the year. Other savings in wages / benefits due to temporary vacant positions in Treasury, Clerks and Building departments.

Favourable variance in Public Work's materials is mainly attributable to timing of expenditures. Historically road's maintenance is done during the period of June - September. The Treasury department yet to receive major invoices for materials and supplies.

Unfavourable variance in Public Work's winter control activities. As of June 30 2015, PW Operations has a winter control deficit of approximately \$57,000 and has consumed 89% of this year's annual budget. Should this variance materialize at the end of the year, it can be offset by the funding from a \$60,000 reserve that was established at the end of 2013.

Detailed comments have been provided for each department in the attached report. The comments are based on departmental input and Treasury review.

### **INTERDEPARTMENTAL IMPLICATIONS**

The report was circulated to all departments for review and comments.

### **FINANCIAL IMPLICATIONS**

Outlined in the attached report.

### **RECOMMENDATION**

That Council receive for information the Operating Budget Variance Report for the 2<sup>nd</sup> Quarter Ended June 30, 2015

### **ATTACHMENTS**

Operating Budget Variance Report for the 2nd Quarter Ended June 30, 2015

Prepared by: Iryna Koval, Director of Finance, Treasurer

Approved by: William Tigert, Chief Administrative Officer

**THE CORPORATION OF THE TOWN OF  
INGERSOLL**

**Operating Budget Variance Report for the 2nd Quarter  
Ended June 30, 2015**

**Town of Ingersoll**  
**2nd Quarter Ended June 30, 2015**

**Reserves**

RESERVES-WORKING CAPITAL	192,278
RESERVES - LEGAL FEES	197,762
RESERVES - FIRE	247,223
RESERVES-ADMIN EQUIP/PROGRAMMING	65,636
RESERVES-MUSEUM	221,212
RESERVES - FINANCE	1,336,938
RESERVES-POLICE SERVICE BOARD	1,467
RESERVES-OXFORD N PK LOT PAVING LANE	35,929
RESERVES-CLERKS OPERATIONAL	36,343
RESERVES - HEALTH RECRUITMENT	12,500
CAPITAL CONTINGENCY RESERVE	624,252
RESERVES-ELECTION	26,882
RESERVES-BUILDING INSPECTION	9,710
RESERVES - 130 OXFORD FACILITY	80,098
RESERVES-PUBLIC BUILDINGS GENERAL	203,344
RESERVES-PW MACHINERY/EQUIP	505,007
RESERVES-REPLACEMENT TREES	8,283
RESERVES-ENGINEERING GENERAL	2,268,406
RESERVES-MUSEUM ARTIFACT DONATIONS	1,100
RESERVES RECREATION-ICE FEE INCREASE	283,175
RESERVES - DEVELOPMENT	27,721
RESERVES - PARKS - TRAILS	25,687
RESERVES-SQUASH CLUB	327
RESERVES-I.T. HARDWARE	63,877
RESERVES-PARKS-EQUIPMENT	13,989
RESERVES-PARKS-FACILITIES	99,204
RESERVES-RECREATION-VPCC FACILITY	12,250
RESERVES-PARKS-DOG PARK	5,000
RESERVES-SPORTS HALL OF FAME	10,244
RESERVES-NEW FITNESS EQUIP	5,674
RESERVES-RECREATION ADMIN FUTURE USE	53,942
RESERVES-FUSION - TECHNOLOGY REPLACEMENT	13,750
RESERVES-POLICE FACILITY	73,025
RESERVES-UNFINANCED INDUSTRIAL LAND	(2,316,328)
	<u>4,445,905</u>



**Town of Ingersoll**  
**2nd Quarter Ended June 30, 2015**

**Summary All Departments by Revenue/Expense Grouping**

	YTD Actual		YTD Budget	Variance YTD
	2014	2015	2015	2015 Budget vs Actual
				fav (unfav)
<b>CLERKS ADMIN &amp; COUNCIL</b>	137,392	98,234	99,112	878
<b>CHIEF ADMINISTRATIVE OFFICER</b>	82,735	120,153	164,296	44,143
<b>CLERKS</b>				
ADMINISTRATION	95,952	204,521	242,831	38,310
ANIMAL CONTROL	(3,969)	(2,753)	426	3,179
PARKING	8,443	7,039	11,070	4,031
PARATRANSIT	19,364	30,037	34,541	4,504
DOWNTOWN IMPROVEMENT	--	--	--	--
INFORMATION TECHNOLOGY	178,972	128,062	142,749	14,687
<b>TREASURY</b>				
ADMINISTRATION	23,865	335,776	454,915	119,139
TAXATION	(6,384,366)	(6,556,249)	(6,654,555)	(98,306)
<b>BUILDING INSPECTION</b>				
INSPECTION	9,417	8,763	28,026	19,263
PROPERTY STANDARDS	--	30,461	11,988	(18,473)
TOWN CENTRE	25,527	53,852	65,862	12,010
PUBLIC BUILDINGS - OTHER	(2,932)	12,999	37,749	24,750
<b>FIRE</b>				
ADMINISTRATION	355,110	387,128	478,101	90,973
FACILITY	36,415	34,918	9,262	(25,656)
<b>POLICE</b>				
ADMINISTRATION	1,582,325	1,422,065	1,399,122	(22,943)
FACILITY	(63,602)	(32,340)	2,608	34,948
<b>ENGINEERING</b>				
ADMINISTRATION	142,147	828,819	878,725	49,906
EQUIPMENT	(1,403)	875	4	(871)
STREET LIGHTING	89,363	96,270	100,502	4,232
TRAFFIC SIGNALS	9,472	10,811	9,585	(1,226)
<b>PUBLIC WORKS</b>				
ADMINISTRATION & EQUIPMENT	89,011	144,471	200,564	56,093
FACILITY	0	30,058	0	(30,058)
BRIDGES & CULVERTS	2,427	1,333	4,973	3,641
ROADSIDE MAINTENANCE	79,086	77,267	73,294	(3,973)
SURFACE MAINTENANCE	69,517	73,103	71,120	(1,983)
ROADS, SIDEWALKS & PARKING LOTS	146,614	89,272	97,646	8,374
WINTER CONTROL	375,303	377,557	320,244	(57,313)
ENVIRONMENTAL SERVICES	102,316	97,917	21,389	(76,528)
<b>PARKS AND ARENA</b>				
ADMINISTRATION	77,159	78,892	79,088	196
ARENA	76,088	224,722	217,613	(7,109)
PARKS	156,417	188,155	239,302	51,147
PARKS PROGRAMS	(3,275)	(2,655)	(4,332)	(1,677)
CAMI PARKS / SUZUKI HOUSE	52,699	55,002	91,706	36,704
<b>VICTORIA PARK COMMUNITY CENTRE</b>				
ADMINISTRATION	(10,602)	(1,104)	11,287	12,391
AQUATICS	36,425	25,203	58,422	33,219
FITNESS	45,842	45,056	53,074	8,018
GENERAL PROGRAMS	(28,442)	(18,145)	13,440	31,585
FACILITY	184,152	200,744	253,397	52,653
<b>YOUTH CENTRE</b>				
FACILITY	42,768	45,587	49,668	4,081
TECHNOLOGY PROGRAMS	13,052	16,345	38,478	22,133
GENERAL PROGRAMS	150,986	154,608	169,898	15,290
CAREER & SKILLS PROGRAM	(26,952)	(81,817)	(3,762)	78,055
<b>MUSEUMS</b>				
FACILITY	5,621	7,983	10,286	2,303
PROGRAMS	44,584	38,512	62,704	24,192
<b>ECONOMIC DEVELOPMENT</b>	29,626	109,147	125,389	16,242
<b>CAPITAL FUND REQUIREMENT</b>	747,000			0
	<u>(1,202,350)</u>	<u>(803,347)</u>	<u>(228,193)</u>	<u>575,154</u>

**Town of Ingersoll**  
**2nd Quarter Ended June 30, 2015**

**Summary All Departments by Revenue/Expense Grouping**

	YTD Actual		YTD Budget	Variance YTD
	2014	2015	2015	2015 Budget vs Actual
				fav (unfav)
<b>REVENUE</b>				
SALE OF GOODS OR SERVICES	(64,970)	(86,335)	(88,914)	(2,579)
PERMITS/LICENSES	(100,042)	(71,112)	(77,076)	(5,964)
ICE RENTAL	(104,965)	(101,092)	(113,274)	(12,182)
RENT / LEASES	(149,472)	(112,305)	(107,034)	5,271
USER FEES	(138,306)	(104,001)	(93,474)	10,527
MEMBERSHIPS	(67,243)	(67,893)	(62,052)	5,841
RECOVERIES	(25,888)	(16,295)	(11,906)	4,389
COUNTY RECOVERY	(55,482)	(55,482)	(209,263)	(153,781)
TAXATION	(6,527,508)	(6,720,359)	(6,729,555)	(9,196)
INTEREST / DIVIDENDS	(354,686)	(209,015)	(199,515)	9,500
GRANTS / SUBSIDIES / REBATES	(298,809)	(151,348)	(130,806)	20,542
PROGRAM REVENUES	(154,318)	(160,597)	(140,898)	19,699
DONATIONS / FUNDRAISING	(64,579)	(82,904)	(56,700)	26,204
	<u>(8,170,272)</u>	<u>(7,938,739)</u>	<u>(8,020,965)</u>	<u>(82,226)</u>
<b>EXPENSE</b>				
SALARIES, WAGES & BENEFITS	2,794,127	2,788,355	3,176,291	387,936
ADMINISTRATIVE EXPENSE	57,061	35,193	44,856	9,663
OPERATING EXPENSE	74,834	60,725	80,292	19,567
COMMUNICATIONS	43,446	30,739	48,636	17,897
INSURANCE EXPENSE	90,165	98,487	102,502	4,015
UTILITIES - HYDRO	217,209	219,244	245,248	26,004
UTILITIES - NATURAL GAS	72,896	76,169	83,896	7,727
UTILITIES - WATER	27,039	29,913	29,940	27
SUPPLIES	21,862	22,853	30,678	7,825
PROGRAM EXPENSES	48,382	35,918	61,506	25,588
MEETINGS, CONFERENCES, TRAINING	52,370	41,674	61,254	19,580
FUEL / TRANSPORTATION COSTS	67,704	52,944	60,978	8,034
PROFESSIONAL FEES	75,490	17,732	28,282	10,550
CONTRACTED SERVICES	80,881	75,305	60,654	(14,651)
PROPERTY TAX REFUNDS & ADJUSTMENTS	143,142	164,110	75,000	(89,110)
MARKETING & PROMOTION	64,224	37,919	65,202	27,283
GRANTS TO VOLUNTEER ORGANIZATIONS	50,000	50,200	96,000	45,800
REPAIRS & MAINTENANCE	16,258	24,111	31,422	7,311
LAND MAINTENANCE & IMPROVEMENT	9,647	23,348	22,200	(1,148)
EQUIP REPAIRS & MAINTENANCE	55,337	67,543	78,276	10,733
BLDG REPAIRS & MAINTENANCE	42,491	46,186	53,202	7,016
SNOW REMOVAL AND SANDING	55,694	37,151	41,680	4,529
MAINTENANCE CONTRACTS	74,908	67,301	65,664	(1,637)
LAND SALE EXPENSES	5,868	1,800	4,998	3,198
MATERIALS - PUBLIC WORKS	250,283	169,838	251,117	81,279
PW EQUIP CHARGEOUT NET OF COSTS	(217,999)	(207,449)	51,660	259,109
EQUIPMENT USAGE	244,968	242,281	9,897	(232,384)
TRANSFER TO BIA	37,500	38,147	38,148	2
TRANSFERS TO CEMETERY BOARD	25,000	23,847	47,694	23,847
	<u>4,580,789</u>	<u>4,371,583</u>	<u>5,047,173</u>	<u>675,590</u>
<b>NET OPERATING REVENUE</b>	<u>(3,589,483)</u>	<u>(3,567,156)</u>	<u>(2,973,792)</u>	<u>593,364</u>
<b>OTHER</b>				
O.P.P. CONTRACT	1,586,442	1,414,983	1,408,266	(6,717)
OMPF - ONT MUN PARTNER GRANT	(336,250)	(269,000)	(268,998)	2
TRANSFER FROM RESERVES & RES FUNDS	0	--	(63,424)	(63,424)
TRANSFER TO RESERVES & RES FUNDS	25,707	1,219,893	1,226,143	6,251
RESERVE FUND - GAS TAX SUBSIDIES	(15,726)	0	0	0
DEBENTURE PAYMENT	379,960	397,934	443,612	45,678
CAPITAL FUND REQUIREMENT	747,000	0	0	0
	<u>2,387,134</u>	<u>2,763,809</u>	<u>2,745,599</u>	<u>(18,210)</u>
	<u>(1,202,350)</u>	<u>(803,347)</u>	<u>(228,193)</u>	<u>575,154</u>

**Town of Ingersoll**  
**2nd Quarter Ended June 30, 2015**

<b>DEPARTMENT: MAYOR &amp; COUNCIL</b>	<b>YTD Actual</b>		<b>YTD Budget</b>	<b>Variance YTD</b>
	<b>2014</b>	<b>2015</b>	<b>2015</b>	<b>2015 Budget vs Actual fav (unfav)</b>
<b>REVENUE</b>				
USER FEES	--	(271)	--	271
	<u>0</u>	<u>(271)</u>	<u>0</u>	<u>271</u>
<b>EXPENSE</b>				
SALARIES, WAGES & BENEFITS	73,436	79,539	77,940	(1,599)
ADMINISTRATIVE EXPENSE	1,393	627	276	(351)
COMMUNICATIONS	2,031	1,829	2,290	461
PROGRAM EXPENSES	268	3,607	2,604	(1,003)
MEETINGS, CONFERENCES, TRAINING	4,225	8,465	5,250	(3,215)
FUEL / TRANSPORTATION COSTS	--	41	498	457
MARKETING & PROMOTION	4,367	4,398	10,254	5,856
	<u>137,392</u>	<u>98,505</u>	<u>99,112</u>	<u>607</u>
<b>NET OPERATING (REVENUE) EXPENSE</b>	<u>137,392</u>	<u>98,234</u>	<u>99,112</u>	<u>878</u>
<b>OTHER</b>				
	<u>--</u>	<u>--</u>	<u>0</u>	<u>0</u>
	<u><u>137,392</u></u>	<u><u>98,234</u></u>	<u><u>99,112</u></u>	<u><u>878</u></u>

**NOTES**

No significant variances projected at this time

**Town of Ingersoll**  
**2nd Quarter Ended June 30, 2015**

DEPARTMENT: CHIEF ADMINISTRATIVE OFFICER	YTD Actual		YTD Budget	Variance YTD 2015 Budget vs Actual
	2014	2015	2015	fav (unfav)
<b>REVENUE</b>	--	--	--	--
<b>EXPENSE</b>				
SALARIES, WAGES & BENEFITS	41,899	82,045	114,594	32,549
ADMINISTRATIVE EXPENSE	--	46	126	80
OPERATING EXPENSE	--	--	252	252
COMMUNICATIONS	214	269	500	231
PROGRAM EXPENSES	655	2,753	576	(2,177)
MEETINGS, CONFERENCES, TRAINING	(389)	1,057	1,500	443
FUEL / TRANSPORTATION COSTS	--	15	498	483
PROFESSIONAL FEES	39,054	32,394	42,500	10,106
MARKETING & PROMOTION	1,302	1,575	3,750	2,175
	82,735	120,153	164,296	44,143
<b>NET OPERATING (REVENUE) EXPENSE</b>	82,735	120,153	164,296	44,143
<b>OTHER</b>	--	--	--	--
	82,735	120,153	164,296	44,143

**NOTES**

A surplus in the salaries and wages accounts primarily due to the salary gapping of the HR Coordinator that has not been filled in the first part of the year.

A surplus in the professional fees account due to the timing of landfill legal costs.

**Town of Ingersoll**  
**2nd Quarter Ended June 30, 2015**

DEPARTMENT: <b>CLERKS</b>		YTD Actual		YTD Budget	Variance YTD 2015 Budget vs Actual
		2014	2015	2015	fav (unfav)
ACTIVITY: <b>ADMINISTRATION</b>					
<b>REVENUE</b>					
	SALE OF GOODS OR SERVICES	(33)	(1)	(12)	(11)
	PERMITS/LICENSES	(9,333)	(11,096)	(9,300)	1,796
	USER FEES	(6,210)	(4,200)	(3,780)	420
	RECOVERIES	--	--	(2,004)	(2,004)
	LAND SALES	(64,004)	--	(498)	(498)
		<u>(79,580)</u>	<u>(15,297)</u>	<u>(15,594)</u>	<u>(297)</u>
<b>EXPENSE</b>					
	SALARIES, WAGES & BENEFITS	133,460	128,286	144,780	16,494
	ADMINISTRATIVE EXPENSE	13,378	10,942	14,382	3,440
	OPERATING EXPENSE	7,485	5,772	6,996	1,224
	COMMUNICATIONS	3,608	3,874	3,125	(749)
	PROGRAM EXPENSES	6,457	2,029	3,186	1,157
	MEETINGS, CONFERENCES, TRAINING	2,973	2,791	2,802	11
	FUEL / TRANSPORTATION COSTS	591	163	600	437
	PROFESSIONAL FEES	1,390	2,105	2,502	397
	CONTRACTED SERVICES	--	320	1,998	1,678
	MARKETING & PROMOTION	286	3,037	3,954	917
	GRANTS TO VOLUNTEER ORGANIZATIONS	--	50,200	60,000	9,800
	EQUIP REPAIRS & MAINTENANCE	36	--	102	102
	LAND SALE EXPENSES	5,868	1,800	4,998	3,198
		<u>175,532</u>	<u>211,319</u>	<u>249,425</u>	<u>38,106</u>
<b>NET OPERATING (REVENUE) EXPENSE</b>		<u>95,952</u>	<u>196,021</u>	<u>233,831</u>	<u>37,810</u>
<b>OTHER</b>					
	TRANSFER TO RESERVES & RES FUNDS	--	8,500	9,000	500
		<u>--</u>	<u>8,500</u>	<u>9,000</u>	<u>500</u>
		<u>95,952</u>	<u>204,521</u>	<u>242,831</u>	<u>38,310</u>

**NOTES**

A surplus in the salaries and wages accounts primarily due to the timing of the part time position.

**Town of Ingersoll**  
**2nd Quarter Ended June 30, 2015**

DEPARTMENT: CLERKS		YTD Actual		YTD Budget	Variance YTD
		2014	2015	2015	2015 Budget vs Actual fav (unfav)
ACTIVITY:	ANIMAL CONTROL				
<b>REVENUE</b>					
	PERMITS/LICENSES	(9,550)	(8,570)	(6,000)	2,570
		<u>(9,550)</u>	<u>(8,570)</u>	<u>(6,000)</u>	<u>2,570</u>
<b>EXPENSE</b>					
	PROGRAM EXPENSES	--	--	24	24
	CONTRACTED SERVICES	5,581	5,817	6,150	333
	MARKETING & PROMOTION	--	--	252	252
		<u>5,581</u>	<u>5,817</u>	<u>6,426</u>	<u>609</u>
<b>NET OPERATING (REVENUE) EXPENSE</b>		<u>(3,969)</u>	<u>(2,753)</u>	<u>426</u>	<u>3,179</u>
<b>OTHER</b>					
		--	--	--	--
		<u>(3,969)</u>	<u>(2,753)</u>	<u>426</u>	<u>3,179</u>

**NOTES**

No significant variances projected at this time

**Town of Ingersoll**  
**2nd Quarter Ended June 30, 2015**

DEPARTMENT: CLERKS		YTD Actual		YTD Budget	Variance YTD
		2014	2015	2015	2015 Budget vs Actual fav (unfav)
ACTIVITY: PARKING					
<b>REVENUE</b>					
USER FEES		(1,889)	(2,066)	(3,606)	(1,540)
		<u>(1,889)</u>	<u>(2,066)</u>	<u>(3,606)</u>	<u>(1,540)</u>
<b>EXPENSE</b>					
ADMINISTRATIVE EXPENSE		--	--	126	126
UTILITIES - HYDRO		99	--	--	--
FUEL / TRANSPORTATION COSTS		--	--	48	48
CONTRACTED SERVICES		10,232	9,105	14,250	5,145
EQUIP REPAIRS & MAINTENANCE		--	--	252	252
		<u>10,332</u>	<u>9,105</u>	<u>14,676</u>	<u>5,571</u>
<b>NET OPERATING (REVENUE) EXPENSE</b>		<u>8,443</u>	<u>7,039</u>	<u>11,070</u>	<u>4,031</u>
<b>OTHER</b>					
		<u>--</u>	<u>--</u>	<u>--</u>	<u>--</u>
		<u>8,443</u>	<u>7,039</u>	<u>11,070</u>	<u>4,031</u>

**NOTES**

No significant variances projected at this time

**Town of Ingersoll**  
**2nd Quarter Ended June 30, 2015**

DEPARTMENT: CLERKS		YTD Actual		YTD Budget	Variance YTD
		2014	2015	2015	2015 Budget vs Actual fav (unfav)
ACTIVITY:	PARATRANSIT				
<b>REVENUE</b>					
	SALE OF GOODS OR SERVICES	(6,255)	(5,862)	(6,498)	(636)
		(6,255)	(5,862)	(6,498)	(636)
<b>EXPENSE</b>					
	SALARIES, WAGES & BENEFITS	4,149	15,172	17,184	2,012
	COMMUNICATIONS	511	625	415	(210)
	CONTRACTED SERVICES	18,140	16,940	21,264	4,324
	MARKETING & PROMOTION	--	--	426	426
	MAINTENANCE CONTRACTS	2,820	3,162	3,750	588
		25,619	35,899	43,039	7,140
<b>NET OPERATING (REVENUE) EXPENSE</b>		19,364	30,037	36,541	6,504
<b>OTHER</b>					
	TRANSFER FROM RESERVES & RES FUNDS	--	--	(2,000)	(2,000)
		--	--	(2,000)	(2,000)
		19,364	30,037	34,541	4,504

**NOTES**

No significant variances projected at this time



**Town of Ingersoll**  
**2nd Quarter Ended June 30, 2015**

DEPARTMENT: CLERKS		YTD Actual		YTD Budget	Variance YTD
		2014	2015	2015	2015 vs Actual fav (unfav)
ACTIVITY:	INFORMATION TECHNOLOGY				
<b>REVENUE</b>					
		--	--	0	0
<b>EXPENSE</b>					
	SALARIES, WAGES & BENEFITS	78,139	78,157	80,394	2,237
	ADMINISTRATIVE EXPENSE	24,587	1,363	222	(1,141)
	OPERATING EXPENSE	15,593	11,736	13,326	1,590
	COMMUNICATIONS	2,774	1,551	1,875	324
	PROGRAM EXPENSES	177	180	150	(30)
	MEETINGS, CONFERENCES, TRAINING	--	--	5,502	5,502
	FUEL / TRANSPORTATION COSTS	465	296	600	304
	CONTRACTED SERVICES	24,728	--	--	--
	MARKETING & PROMOTION	--	152	150	(2)
	EQUIP REPAIRS & MAINTENANCE	655	976	2,502	1,526
	MAINTENANCE CONTRACTS	31,855	20,152	24,528	4,376
		<u>178,972</u>	<u>114,562</u>	<u>129,249</u>	<u>14,687</u>
<b>NET OPERATING (REVENUE) EXPENSE</b>		<u>178,972</u>	<u>114,562</u>	<u>129,249</u>	<u>14,687</u>
<b>OTHER</b>					
	TRANSFER TO RESERVES & RES FUNDS	--	13,500	13,500	--
		<u>--</u>	<u>13,500</u>	<u>13,500</u>	<u>0</u>
		<u>178,972</u>	<u>128,062</u>	<u>142,749</u>	<u>14,687</u>

**NOTES**

No significant variances projected at this time

**Town of Ingersoll**  
**2nd Quarter Ended June 30, 2015**

<b>DEPARTMENT: TREASURY</b>				<b>Variance YTD 2015 Budget vs Actual</b>
<b>ACTIVITY: ADMINISTRATION</b>	<b>YTD Actual</b>		<b>YTD Budget</b>	
	<b>2014</b>	<b>2015</b>	<b>2015</b>	<b>fav (unfav)</b>
<b>REVENUE</b>				
SALE OF GOODS OR SERVICES	(6,410)	(7,040)	(6,000)	1,040
USER FEES	(27,692)	(8,050)	(1,848)	6,202
RECOVERIES	--	(4,200)	--	4,200
INTEREST / DIVIDENDS	(354,686)	(209,015)	(199,515)	9,500
GRANTS / SUBSIDIES / REBATES	--	(2,825)	--	2,825
	<u>(388,788)</u>	<u>(231,130)</u>	<u>(207,363)</u>	<u>23,767</u>
<b>EXPENSE</b>				
SALARIES, WAGES & BENEFITS	217,855	209,845	241,266	31,421
ADMINISTRATIVE EXPENSE	1,662	2,674	4,308	1,634
OPERATING EXPENSE	17	546	126	(420)
INSURANCE EXPENSE	90,165	98,487	102,502	4,015
PROGRAM EXPENSES	2,050	2,045	1,398	(647)
MEETINGS, CONFERENCES, TRAINING	1,480	717	2,598	1,881
FUEL / TRANSPORTATION COSTS	--	30	252	222
PROFESSIONAL FEES	(24,453)	(24,883)	(25,000)	(117)
CONTRACTED SERVICES	17,187	9,835	10,548	713
MARKETING & PROMOTION	287	1,555	750	(805)
EQUIP REPAIRS & MAINTENANCE	191	127	498	371
TRANSFER TO BIA	37,500	38,147	38,148	2
TRANSFERS TO CEMETERY BOARD	25,000	23,847	47,694	23,847
	<u>368,942</u>	<u>362,972</u>	<u>425,088</u>	<u>62,116</u>
<b>NET OPERATING (REVENUE) EXPENSE</b>	<u>(19,846)</u>	<u>131,842</u>	<u>217,725</u>	<u>85,883</u>
<b>OTHER</b>				
OMPF - ONT MUN PARTNER GRANT	(336,250)	(269,000)	(268,998)	2
TRANSFER FROM RESERVES & RES FUNDS	--	--	(12,424)	(12,424)
TRANSFER TO RESERVES & RES FUNDS	--	75,000	75,000	--
DEBENTURE PAYMENT	379,960	397,934	443,612	45,678
	<u>43,710</u>	<u>203,934</u>	<u>237,190</u>	<u>33,256</u>
	<u>23,865</u>	<u>335,776</u>	<u>454,915</u>	<u>119,139</u>

**NOTES**

A surplus in the salaries and wages accounts primarily due to the timing of recruitment of the Treasurer.

A surplus in the transfers to Cemetery Board will balance at the year end.

**Town of Ingersoll**  
**2nd Quarter Ended June 30, 2015**

DEPARTMENT: TREASURY	YTD Actual		YTD Budget	Variance YTD 2015 Budget vs Actual
ACTIVITY: TAXATION	2014	2015	2015	fav (unfav)
<b>REVENUE</b>				
TAXATION	(6,527,508)	(6,720,359)	(6,729,555)	(9,196)
	<u>(6,527,508)</u>	<u>(6,720,359)</u>	<u>(6,729,555)</u>	<u>(9,196)</u>
<b>EXPENSE</b>				
PROPERTY TAX REFUNDS & ADJUSTMENTS	143,142	164,110	75,000	(89,110)
	<u>143,142</u>	<u>164,110</u>	<u>75,000</u>	<u>(89,110)</u>
<b>NET OPERATING (REVENUE) EXPENSE</b>	<u>(6,384,366)</u>	<u>(6,556,249)</u>	<u>(6,654,555)</u>	<u>(98,306)</u>
<b>OTHER</b>				
	--	--	--	--
	<u>(6,384,366)</u>	<u>(6,556,249)</u>	<u>(6,654,555)</u>	<u>(98,306)</u>

**NOTES**

A deficit in the Property Tax Refunds accounts is due to timing and will balance at the year end

**Town of Ingersoll**  
**2nd Quarter Ended June 30, 2015**

<b>DEPARTMENT: BUILDING</b>	<b>YTD Actual</b>		<b>YTD Budget</b>	<b>Variance YTD 2015 Budget vs Actual</b>
<b>ACTIVITY: INSPECTION</b>	<b>2014</b>	<b>2015</b>	<b>2015</b>	<b>fav (unfav)</b>
<b>REVENUE</b>				
PERMITS/LICENCES	(80,808)	(51,046)	(61,452)	(10,406)
USER FEES	(1,755)	(1,353)	(3,504)	(2,151)
	<u>(82,563)</u>	<u>(52,399)</u>	<u>(64,956)</u>	<u>(12,557)</u>
<b>EXPENSE</b>				
SALARIES, WAGES & BENEFITS	86,194	53,345	85,176	31,831
ADMINISTRATIVE EXPENSE	175	701	498	(203)
OPERATING EXPENSE	309	--	498	498
COMMUNICATIONS	598	355	252	(103)
PROGRAM EXPENSES	135	968	264	(704)
MEETINGS, CONFERENCES, TRAINING	1,874	663	2,310	1,647
FUEL / TRANSPORTATION COSTS	1,455	1,210	1,800	590
CONTRACTED SERVICES	793	3,676	1,998	(1,678)
MARKETING & PROMOTION	447	244	186	(58)
	<u>91,981</u>	<u>61,162</u>	<u>92,982</u>	<u>31,820</u>
<b>NET OPERATING (REVENUE) EXPENSE</b>	<u>9,417</u>	<u>8,763</u>	<u>28,026</u>	<u>19,263</u>
<b>OTHER</b>	<u>--</u>	<u>--</u>	<u>0</u>	<u>0</u>
	<u>9,417</u>	<u>8,763</u>	<u>28,026</u>	<u>19,263</u>

**NOTES**

A deficit in permits & licences revenues is mainly due to seasonal fluctuations. The main building permits are issued in June, July, August and September.

A surplus in the wages & benefits accounts is due to allocation issues between the Property Standards and Building Inspections. The variance is partially offset by the deficit (\$18K) in the wages & benefits accounts in the Property Standards department. The remainder is attributable to the timing of recruitment of the CBO.

**Town of Ingersoll**  
**2nd Quarter Ended June 30, 2015**

DEPARTMENT: BUILDING	YTD Actual		YTD Budget	Variance YTD
	2014	2015	2015	2015 Budget vs Actual fav (unfav)
ACTIVITY: PROPERTY STANDARDS				
REVENUE	0	0	0	0
EXPENSE				
SALARIES, WAGES & BENEFITS	--	30,461	11,988	(18,473)
	0	30,461	11,988	(18,473)
NET OPERATING (REVENUE) EXPENSE	0	30,461	11,988	(18,473)
OTHER				
	--	--	0	0
	--	30,461	11,988	(18,473)

**NOTES**

A deficit in the wages & benefits accounts is due to allocation issues between the Property Standards and Building Inspections. The variance is partially offset by the surplus in the wages & benefits accounts in the Building Inspections department.

**Town of Ingersoll**  
**2nd Quarter Ended June 30, 2015**

DEPARTMENT: BUILDING	YTD Actual		YTD Budget	Variance YTD 2015 Budget vs Actual
	2014	2015	2015	fav (unfav)
ACTIVITY: TOWN CENTRE				
<b>REVENUE</b>				
COUNTY RECOVERY	(55,482)	(55,482)	(48,564)	6,918
	<u>(55,482)</u>	<u>(55,482)</u>	<u>(48,564)</u>	<u>6,918</u>
<b>EXPENSE</b>				
SALARIES, WAGES & BENEFITS	32,806	44,268	38,898	(5,370)
OPERATING EXPENSE	893	1,006	1,422	416
COMMUNICATIONS	708	708	765	57
UTILITIES - HYDRO	17,222	18,728	25,105	6,377
UTILITIES - NATURAL GAS	7,353	8,917	10,780	1,863
UTILITIES - WATER	3,419	4,054	3,940	(114)
MEETINGS, CONFERENCES, TRAINING	--	178	--	(178)
CONTRACTED SERVICES	--	1,200	600	(600)
REPAIRS & MAINTENANCE	348	348	408	60
LAND MAINTENANCE & IMPROVEMENT	60	120	324	204
EQUIP REPAIRS & MAINTENANCE	707	91	5,256	5,165
BLDG REPAIRS & MAINTENANCE	10,524	8,226	7,500	(726)
SNOW REMOVAL AND SANDING	625	577	800	223
MAINTENANCE CONTRACTS	6,343	6,414	4,128	(2,286)
	<u>81,009</u>	<u>94,834</u>	<u>99,926</u>	<u>5,092</u>
<b>NET OPERATING (REVENUE) EXPENSE</b>	<u>25,527</u>	<u>39,352</u>	<u>51,362</u>	<u>12,010</u>
<b>OTHER</b>				
TRANSFER TO RESERVES & RES FUNDS	--	14,500	14,500	--
	<u>--</u>	<u>14,500</u>	<u>14,500</u>	<u>0</u>
	<u>25,527</u>	<u>53,852</u>	<u>65,862</u>	<u>12,010</u>

**NOTES**

No significant variances projected at this time

**Town of Ingersoll**  
**2nd Quarter Ended June 30, 2015**

DEPARTMENT: BUILDING	YTD Actual		YTD Budget	Variance YTD 2015 Budget vs Actual
	2014	2015	2015	fav (unfav)
ACTIVITY: PUBLIC BUILDINGS - OTHER				
<b>REVENUE</b>				
RENT / LEASES	(20,674)	(18,465)	(10,986)	7,479
	<u>(20,674)</u>	<u>(18,465)</u>	<u>(10,986)</u>	<u>7,479</u>
<b>EXPENSE</b>				
SALARIES, WAGES & BENEFITS	5,184	5,639	17,364	11,725
OPERATING EXPENSE	--	--	3,126	3,126
UTILITIES - HYDRO	1,719	1,413	2,505	1,092
UTILITIES - NATURAL GAS	2,069	2,228	1,984	(244)
UTILITIES - WATER	371	368	550	182
REPAIRS & MAINTENANCE	132	132	276	144
LAND MAINTENANCE & IMPROVEMENT	--	--	252	252
EQUIP REPAIRS & MAINTENANCE	498	120	852	732
BLDG REPAIRS & MAINTENANCE	3,235	1,289	2,262	973
SNOW REMOVAL AND SANDING	550	1,143	640	(503)
MAINTENANCE CONTRACTS	3,985	4,132	3,924	(208)
	<u>17,742</u>	<u>16,464</u>	<u>33,735</u>	<u>17,271</u>
<b>NET OPERATING (REVENUE) EXPENSE</b>	<u>(2,932)</u>	<u>(2,001)</u>	<u>22,749</u>	<u>24,750</u>
<b>OTHER</b>				
TRANSFER TO RESERVES & RES FUNDS	--	15,000	15,000	--
	<u>--</u>	<u>15,000</u>	<u>15,000</u>	<u>0</u>
	<u>(2,932)</u>	<u>12,999</u>	<u>37,749</u>	<u>24,750</u>

**NOTES**

No significant variances projected at this time

**Town of Ingersoll**  
**2nd Quarter Ended June 30, 2015**

<b>DEPARTMENT: FIRE</b>	<b>YTD Actual</b>		<b>YTD Budget</b>	<b>Variance YTD 2015 Budget vs Actual</b>
<b>ACTIVITY: ADMINISTRATION</b>	<b>2014</b>	<b>2015</b>	<b>2015</b>	<b>fav (unfav)</b>
<b>REVENUE</b>				
SALE OF GOODS OR SERVICES	(125)	(17,142)	(8,550)	8,592
USER FEES	(150)	(722)	(498)	224
RECOVERIES	(568)	(150)	--	150
DONATIONS / FUNDRAISING	(1,500)	--	--	--
	<u>(2,343)</u>	<u>(18,014)</u>	<u>(9,048)</u>	<u>8,966</u>
<b>EXPENSE</b>				
SALARIES, WAGES & BENEFITS	294,232	279,054	334,656	55,602
ADMINISTRATIVE EXPENSE	146	605	1,968	1,363
OPERATING EXPENSE	12,341	10,069	10,248	179
COMMUNICATIONS	12,087	1,781	20,271	18,490
UTILITIES - HYDRO	6,974	7,453	7,173	(280)
UTILITIES - NATURAL GAS	2,890	2,732	2,541	(191)
UTILITIES - WATER	821	906	710	(196)
PROGRAM EXPENSES	7,094	(10,570)	654	11,224
MEETINGS, CONFERENCES, TRAINING	11,274	5,849	7,854	2,005
FUEL / TRANSPORTATION COSTS	3,115	2,193	3,018	825
MARKETING & PROMOTION	2,905	2,718	1,830	(888)
EQUIP REPAIRS & MAINTENANCE	3,297	5,387	6,666	1,279
BLDG REPAIRS & MAINTENANCE	279	8,400	1,026	(7,374)
MAINTENANCE CONTRACTS	--	565	534	(31)
	<u>357,453</u>	<u>317,142</u>	<u>399,149</u>	<u>82,007</u>
<b>NET OPERATING (REVENUE) EXPENSE</b>	<u>355,110</u>	<u>299,128</u>	<u>390,101</u>	<u>90,973</u>
<b>OTHER</b>				
TRANSFER TO RESERVES & RES FUNDS	--	88,000	88,000	--
	<u>--</u>	<u>88,000</u>	<u>88,000</u>	<u>0</u>
	<u>355,110</u>	<u>387,128</u>	<u>478,101</u>	<u>90,973</u>

**NOTES**

A surplus in the wages & benefits accounts is due to timing, the RRSP for volunteer fire fighters and overtime premiums will be payed out at the end of the year.

A surplus of \$18K in the communications accounts due to the timing of invoicing for dispatch services.

A deficit in the building repairs and maintenance accounts due to coding error. The amount to be moved to the facility maintenance.



**Town of Ingersoll**  
**2nd Quarter Ended June 30, 2015**

DEPARTMENT: FIRE	YTD Actual		YTD Budget	Variance YTD
	2014	2015	2015	2015 Budget vs Actual fav (unfav)
ACTIVITY: FACILITY				
<b>REVENUE</b>				
INTERNAL (REVENUE) EXPENSE	--	--	(32,466)	(32,466)
	<u>0</u>	<u>--</u>	<u>(32,466)</u>	<u>(32,466)</u>
<b>EXPENSE</b>				
SALARIES, WAGES & BENEFITS	32,780	32,636	35,400	2,764
OPERATING EXPENSE	2,502	1,392	2,058	666
PROGRAM EXPENSES	--	--	126	126
FUEL / TRANSPORTATION COSTS	--	--	60	60
REPAIRS & MAINTENANCE	--	--	24	24
LAND MAINTENANCE & IMPROVEMENT	--	--	24	24
EQUIP REPAIRS & MAINTENANCE	24	--	2,748	2,748
SNOW REMOVAL AND SANDING	229	--	400	400
MAINTENANCE CONTRACTS	880	890	888	(2)
	<u>36,415</u>	<u>34,918</u>	<u>41,728</u>	<u>6,810</u>
<b>NET OPERATING (REVENUE) EXPENSE</b>	<u>36,415</u>	<u>34,918</u>	<u>9,262</u>	<u>(25,656)</u>
<b>OTHER</b>				
	<u>--</u>	<u>--</u>	<u>--</u>	<u>--</u>
	<u><u>36,415</u></u>	<u><u>34,918</u></u>	<u><u>9,262</u></u>	<u><u>(25,656)</u></u>

**NOTES**

No significant variances projected at this time

**Town of Ingersoll**  
**2nd Quarter Ended June 30, 2015**

<b>DEPARTMENT: POLICE</b>	<b>YTD Actual</b>		<b>YTD Budget</b>	<b>Variance YTD 2015 Budget vs Actual</b>
<b>ACTIVITY: ADMINISTRATION</b>	<b>2014</b>	<b>2015</b>	<b>2015</b>	<b>fav (unfav)</b>
<b>REVENUE</b>				
SALE OF GOODS OR SERVICES	(5,823)	(6,280)	(7,314)	(1,034)
PERMITS/LICENSES	(350)	(400)	(324)	76
USER FEES	(2,532)	(1,418)	(1,248)	170
RECOVERIES	(492)	(164)	(1,974)	(1,810)
GRANTS / SUBSIDIES / REBATES	(34,683)	(27,975)	(44,004)	(16,029)
	<u>(43,880)</u>	<u>(36,237)</u>	<u>(54,864)</u>	<u>(18,627)</u>
<b>EXPENSE</b>				
SALARIES, WAGES & BENEFITS	31,771	36,986	31,944	(5,042)
ADMINISTRATIVE EXPENSE	--	--	48	48
OPERATING EXPENSE	630	318	354	36
COMMUNICATIONS	320	321	378	57
PROGRAM EXPENSES	2,169	3,613	5,400	1,787
MEETINGS, CONFERENCES, TRAINING	4,023	1,518	4,824	3,306
FUEL / TRANSPORTATION COSTS	191	50	600	550
MARKETING & PROMOTION	404	511	1,674	1,163
EQUIP REPAIRS & MAINTENANCE	--	--	498	498
MAINTENANCE CONTRACTS	254	--	--	--
	<u>39,763</u>	<u>43,319</u>	<u>45,720</u>	<u>2,401</u>
<b>NET OPERATING (REVENUE) EXPENSE</b>	<u>(4,117)</u>	<u>7,082</u>	<u>(9,144)</u>	<u>(16,226)</u>
<b>OTHER</b>				
O.P.P. CONTRACT	1,586,442	1,414,983	1,408,266	(6,717)
	<u>1,586,442</u>	<u>1,414,983</u>	<u>1,408,266</u>	<u>(6,717)</u>
	<u><u>1,582,325</u></u>	<u><u>1,422,065</u></u>	<u><u>1,399,122</u></u>	<u><u>(22,943)</u></u>

**NOTES**

A deficit in the grants & subsidies accounts is due to timing.

**Town of Ingersoll**  
**2nd Quarter Ended June 30, 2015**

<b>DEPARTMENT: POLICE</b>	<b>YTD Actual</b>		<b>YTD Budget</b>	<b>Variance YTD 2015 Budget vs Actual</b>
<b>ACTIVITY: FACILITY</b>	<b>2014</b>	<b>2015</b>	<b>2015</b>	<b>fav (unfav)</b>
<b>REVENUE</b>				
RENT / LEASES	(74,729)	(52,500)	(52,500)	--
INTERNAL (REVENUE) EXPENSE	--	--	32,466	32,466
	<u>(74,729)</u>	<u>(52,500)</u>	<u>(20,034)</u>	<u>32,466</u>
<b>EXPENSE</b>				
UTILITIES - HYDRO	8,068	9,072	8,110	(962)
UTILITIES - NATURAL GAS	1,247	1,488	1,439	(49)
UTILITIES - WATER	1,022	1,149	1,170	21
BLDG REPAIRS & MAINTENANCE	154	677	4,248	3,571
SNOW REMOVAL AND SANDING	286	--	--	--
MAINTENANCE CONTRACTS	350	100	--	(100)
	<u>11,127</u>	<u>12,485</u>	<u>14,967</u>	<u>2,482</u>
<b>NET OPERATING (REVENUE) EXPENSE</b>	<u>(63,602)</u>	<u>(40,015)</u>	<u>(5,067)</u>	<u>34,948</u>
<b>OTHER</b>				
TRANSFER TO RESERVES & RES FUNDS	--	7,675	7,675	--
	<u>--</u>	<u>7,675</u>	<u>7,675</u>	<u>0</u>
	<u>(63,602)</u>	<u>(32,340)</u>	<u>2,608</u>	<u>34,948</u>

**NOTES**

A surplus in the internal (revenue) expense accounts is due to timing and will balance at the end of the year.

**Town of Ingersoll**  
**2nd Quarter Ended June 30, 2015**

DEPARTMENT: ENGINEERING	YTD Actual		YTD Budget	Variance YTD 2015 Budget vs Actual
	2014	2015	2015	fav (unfav)
ACTIVITY: ADMINISTRATION				
<b>REVENUE</b>				
USER FEES	(775)	(974)	(402)	572
RECOVERIES	(22,258)	(1,106)	(5,000)	(3,894)
	<u>(23,033)</u>	<u>(2,079)</u>	<u>(5,402)</u>	<u>(3,323)</u>
<b>EXPENSE</b>				
SALARIES, WAGES & BENEFITS	147,676	136,275	190,020	53,745
ADMINISTRATIVE EXPENSE	8,750	8,006	3,738	(4,268)
OPERATING EXPENSE	597	585	1,086	501
COMMUNICATIONS	5,561	4,956	3,948	(1,008)
PROGRAM EXPENSES	1,541	536	1,050	514
MEETINGS, CONFERENCES, TRAINING	10,493	4,862	10,002	5,140
FUEL / TRANSPORTATION COSTS	1,480	1,251	984	(267)
PROFESSIONAL FEES	--	8,056	4,650	(3,406)
CONTRACTED SERVICES	--	(500)	--	500
MARKETING & PROMOTION	3,349	--	1,836	1,836
EQUIP REPAIRS & MAINTENANCE	816	629	1,098	469
EQUIPMENT USAGE	643	630	102	(528)
	<u>180,906</u>	<u>165,286</u>	<u>218,514</u>	<u>53,228</u>
<b>NET OPERATING (REVENUE) EXPENSE</b>	<u>157,873</u>	<u>163,207</u>	<u>213,112</u>	<u>49,905</u>
<b>OTHER</b>				
TRANSFER TO RESERVES & RES FUNDS	--	665,613	665,613	1
RESERVE FUND - GAS TAX SUBSIDIES	(15,726)	--	--	--
	<u>(15,726)</u>	<u>665,613</u>	<u>665,613</u>	<u>1</u>
	<u>142,147</u>	<u>828,819</u>	<u>878,725</u>	<u>49,906</u>

**NOTES**

A surplus in the wages & benefits accounts is due to timing and allocation for capital projects.

**Town of Ingersoll**  
**2nd Quarter Ended June 30, 2015**

DEPARTMENT: ENGINEERING	YTD Actual		YTD Budget	Variance YTD 2015 Budget vs Actual
	2014	2015	2015	fav (unfav)
ACTIVITY: EQUIPMENT				
REVENUE	0	0	0	0
EXPENSE				
EQUIP REPAIRS & MAINTENANCE	(1,403)	(1,626)	(2,496)	(871)
	(1,403)	(1,626)	(2,496)	(871)
NET OPERATING (REVENUE) EXPENSE	(1,403)	(1,626)	(2,496)	(871)
OTHER				
TRANSFER TO RESERVES & RES FUNDS	--	2,500	2,500	--
	--	2,500	2,500	0
	(1,403)	875	4	(871)

**NOTES**

No significant variances projected at this time

**Town of Ingersoll**  
**2nd Quarter Ended June 30, 2015**

DEPARTMENT: ENGINEERING	YTD Actual		YTD Budget	Variance YTD 2015 Budget vs Actual
	2014	2015	2015	fav (unfav)
ACTIVITY: STREET LIGHTING				
REVENUE	--	--	--	--
EXPENSE				
UTILITIES - HYDRO	83,116	84,061	95,000	10,939
EQUIP REPAIRS & MAINTENANCE	6,247	12,210	5,502	(6,708)
	<u>89,363</u>	<u>96,270</u>	<u>100,502</u>	<u>4,232</u>
NET OPERATING (REVENUE) EXPENSE	<u>89,363</u>	<u>96,270</u>	<u>100,502</u>	<u>4,232</u>
OTHER	--	--	--	--
	<u><u>89,363</u></u>	<u><u>96,270</u></u>	<u><u>100,502</u></u>	<u><u>4,232</u></u>

**NOTES**

A surplus in the utilities accounts is due to higher than budgeted energy savings.

100% of this year's budget in street lights maintenance has been consumed. However, the majority of maintenance work is under warranty and the Town should recover some money from Erie Thames Powerlines near the end of the year which will be used to offset the deficit.

**Town of Ingersoll**  
**2nd Quarter Ended June 30, 2015**

DEPARTMENT: ENGINEERING	YTD Actual		YTD Budget	Variance YTD 2015 Budget vs Actual
	2014	2015	2015	fav (unfav)
ACTIVITY: TRAFFIC SIGNALS				
REVENUE	--	--	--	--
EXPENSE				
UTILITIES - HYDRO	2,462	2,645	2,085	(560)
EQUIP REPAIRS & MAINTENANCE	7,011	8,166	7,500	(666)
	<u>9,472</u>	<u>10,811</u>	<u>9,585</u>	<u>(1,226)</u>
NET OPERATING (REVENUE) EXPENSE	<u>9,472</u>	<u>10,811</u>	<u>9,585</u>	<u>(1,226)</u>
OTHER	--	--	--	--
	<u>9,472</u>	<u>10,811</u>	<u>9,585</u>	<u>(1,226)</u>

**NOTES**

No significant variances projected at this time

**Town of Ingersoll**  
**2nd Quarter Ended June 30, 2015**

<b>DEPARTMENT: PUBLIC WORKS</b>	<b>YTD Actual</b>		<b>YTD Budget</b>	<b>Variance YTD 2015 Budget vs Actual</b>
<b>ACTIVITY: ADMINISTRATION &amp; EQUIPMENT</b>	<b>2014</b>	<b>2015</b>	<b>2015</b>	<b>fav (unfav)</b>
<b>REVENUE</b>				
SALE OF GOODS OR SERVICES	(2,283)	(512)	(1,002)	(490)
USER FEES	(390)	(44)	(150)	(106)
RECOVERIES	(71)	(225)	(2,004)	(1,779)
COUNTY RECOVERY	--	--	(81,400)	(81,400)
GRANTS / SUBSIDIES / REBATES	--	--	(840)	(840)
	<u>(2,743)</u>	<u>(781)</u>	<u>(85,396)</u>	<u>(84,615)</u>
<b>EXPENSE</b>				
SALARIES, WAGES & BENEFITS	201,305	167,223	224,322	57,099
ADMINISTRATIVE EXPENSE	87	575	744	169
OPERATING EXPENSE	9,924	5,160	12,654	7,494
COMMUNICATIONS	4,095	1,785	3,423	1,638
UTILITIES - HYDRO	3,934	--	3,750	3,750
UTILITIES - NATURAL GAS	7,719	--	7,700	7,700
UTILITIES - WATER	628	--	675	675
PROGRAM EXPENSES	374	727	336	(391)
MEETINGS, CONFERENCES, TRAINING	10,627	8,042	5,226	(2,816)
FUEL / TRANSPORTATION COSTS	49,459	37,631	37,008	(623)
CONTRACTED SERVICES	--	21	--	(21)
MARKETING & PROMOTION	557	460	450	(10)
REPAIRS & MAINTENANCE	231	--	228	228
BLDG REPAIRS & MAINTENANCE	6,261	--	3,750	3,750
MAINTENANCE CONTRACTS	3,427	--	3,498	3,498
PW EQUIP CHARGEOUT NET OF COSTS	(217,999)	(207,449)	51,660	259,109
EQUIPMENT USAGE	11,126	6,076	(200,214)	(206,290)
	<u>91,755</u>	<u>20,252</u>	<u>155,210</u>	<u>134,958</u>
<b>NET OPERATING (REVENUE) EXPENSE</b>	<u>89,011</u>	<u>19,471</u>	<u>69,814</u>	<u>50,343</u>
<b>OTHER</b>				
TRANSFER TO RESERVES & RES FUNDS	--	125,000	130,750	5,750
	<u>--</u>	<u>125,000</u>	<u>130,750</u>	<u>5,750</u>
	<u>89,011</u>	<u>144,471</u>	<u>200,564</u>	<u>56,093</u>

**NOTES**

The Town has yet to invoice the County for PW services. To be invoiced in August.

A surplus in the wages & benefits accounts is due to the allocation of wages by activity. The budgeted allocation is not representative of actual results. The surplus is offset by deficits in various PW activities.



**Town of Ingersoll**  
**2nd Quarter Ended June 30, 2015**

DEPARTMENT: PUBLIC WORKS	YTD Actual		YTD Budget	Variance YTD 2015 Budget vs Actual
	2014	2015	2015	fav (unfav)
ACTIVITY: FACILITY				
<b>REVENUE</b>				
	0	0	0	0
<b>EXPENSE</b>				
SALARIES, WAGES & BENEFITS	--	7,124	--	(7,124)
COMMUNICATIONS	--	2,011	--	(2,011)
UTILITIES - HYDRO	--	4,082	--	(4,082)
UTILITIES - NATURAL GAS	--	7,022	--	(7,022)
UTILITIES - WATER	--	690	--	(690)
REPAIRS & MAINTENANCE	--	186	--	(186)
BLDG REPAIRS & MAINTENANCE	--	4,709	--	(4,709)
MAINTENANCE CONTRACTS	--	4,236	--	(4,236)
	0	30,058	0	(30,058)
<b>NET OPERATING (REVENUE) EXPENSE</b>	0	30,058	0	(30,058)
<b>OTHER</b>				
	--	--	0	0
	--	30,058	--	(30,058)

**NOTES**

No 2015 budget. This department has been created to track actual results. Starting 2016 we will be budgeting for this department.

**Town of Ingersoll**  
**2nd Quarter Ended June 30, 2015**

DEPARTMENT: PUBLIC WORKS	YTD Actual		YTD Budget	Variance YTD 2015 Budget vs Actual
	2014	2015	2015	fav (unfav)
ACTIVITY: BRIDGES & CULVERTS				
REVENUE	--	--	--	--
EXPENSE				
SALARIES, WAGES & BENEFITS	1,992	1,098	1,542	444
MATERIALS - PUBLIC WORKS	222	--	3,000	3,000
EQUIPMENT USAGE	214	235	431	196
	2,427	1,333	4,973	3,641
NET OPERATING (REVENUE) EXPENSE	2,427	1,333	4,973	3,641
OTHER				
	--	--	0	0
	2,427	1,333	4,973	3,641

**NOTES**

No significant variances projected at this time

**Town of Ingersoll**  
**2nd Quarter Ended June 30, 2015**

DEPARTMENT: PUBLIC WORKS	YTD Actual		YTD Budget	Variance YTD 2015 Budget vs Actual
	2014	2015	2015	fav (unfav)
ACTIVITY: ROADSIDE MAINTENANCE				
REVENUE	--	--	--	--
EXPENSE				
SALARIES, WAGES & BENEFITS	34,755	29,758	32,739	2,981
MATERIALS - PUBLIC WORKS	25,765	28,157	18,892	(9,265)
EQUIPMENT USAGE	18,565	19,352	21,663	2,311
	<u>79,086</u>	<u>77,267</u>	<u>73,294</u>	<u>(3,973)</u>
NET OPERATING (REVENUE) EXPENSE	<u>79,086</u>	<u>77,267</u>	<u>73,294</u>	<u>(3,973)</u>
OTHER	--	--	--	--
	<u>79,086</u>	<u>77,267</u>	<u>73,294</u>	<u>(3,973)</u>

**NOTES**

No significant variances projected at this time

**Town of Ingersoll**  
**2nd Quarter Ended June 30, 2015**

DEPARTMENT: PUBLIC WORKS	YTD Actual		YTD Budget	Variance YTD 2015 Budget vs Actual
	2014	2015	2015	fav (unfav)
ACTIVITY: SURFACE MAINTENANCE				
REVENUE	--	--	--	--
EXPENSE				
SALARIES, WAGES & BENEFITS	38,653	39,925	23,079	(16,846)
MATERIALS - PUBLIC WORKS	12,469	7,252	69,435	62,183
EQUIPMENT USAGE	18,395	25,926	26,106	180
	<u>69,517</u>	<u>73,103</u>	<u>118,620</u>	<u>45,517</u>
NET OPERATING (REVENUE) EXPENSE	<u>69,517</u>	<u>73,103</u>	<u>118,620</u>	<u>45,517</u>
OTHER				
TRANSFER FROM RESERVES & RES FUNDS	--	--	(47,500)	(47,500)
	--	--	<u>(47,500)</u>	<u>(47,500)</u>
	<u>69,517</u>	<u>73,103</u>	<u>71,120</u>	<u>(1,983)</u>

**NOTES**

A deficit in the wages & benefits accounts is due to the allocation of wages by activity. The budgeted allocation is not representative of actual results. The deficit is offset by the surplus in PW Admin.

Favourable variance in materials is mainly attributable to timing of expenditures. Historically road's maintenance is done during the period of June - September. The Treasury department yet to receive major invoices for materials.

**Town of Ingersoll**  
**2nd Quarter Ended June 30, 2015**

<b>DEPARTMENT: PUBLIC WORKS</b>	<b>YTD Actual</b>		<b>YTD Budget</b>	<b>Variance YTD 2015 Budget vs Actual</b>
<b>ACTIVITY: ROADS, SIDEWALKS &amp; PARKING LOTS</b>	<b>2014</b>	<b>2015</b>	<b>2015</b>	<b>fav (unfav)</b>
<b>REVENUE</b>	--	--	--	--
<b>EXPENSE</b>				
SALARIES, WAGES & BENEFITS	26,460	29,965	23,602	(6,363)
UTILITIES - HYDRO	102	201	210	9
LAND MAINTENANCE & IMPROVEMENT	--	--	2,502	2,502
SNOW REMOVAL AND SANDING	27,129	18,541	12,000	(6,541)
MATERIALS - PUBLIC WORKS	84,539	31,382	48,742	17,360
EQUIPMENT USAGE	8,384	9,184	10,590	1,406
	<u>146,614</u>	<u>89,272</u>	<u>97,646</u>	<u>8,374</u>
<b>NET OPERATING (REVENUE) EXPENSE</b>	<u>146,614</u>	<u>89,272</u>	<u>97,646</u>	<u>8,374</u>
<b>OTHER</b>	--	--	0	0
	<u>146,614</u>	<u>89,272</u>	<u>97,646</u>	<u>8,374</u>

**NOTES**

A deficit in the wages & benefits accounts is due to the allocation of wages by activity. The budgeted allocation is not representative of actual results. The deficit is offset by the surplus in PW Admin.

PW Operations has consumed 100% of the annual winter control budget for parking lots. The PW Manager is working on finding efficiencies in other areas to offset the shortfall without impacting services.

Favourable variance in materials is mainly attributable to timing of expenditures. Historically road's maintenance is done during the period of June - September. The Treasury department yet to receive major invoices for materials and supplies.

**Town of Ingersoll**  
**2nd Quarter Ended June 30, 2015**

DEPARTMENT: PUBLIC WORKS	YTD Actual		YTD Budget	Variance YTD 2015 Budget vs Actual
	2014	2015	2015	fav (unfav)
ACTIVITY: WINTER CONTROL				
REVENUE	--	--	--	--
EXPENSE				
SALARIES, WAGES & BENEFITS	109,930	110,427	104,085	(6,342)
CONTRACTED SERVICES	--	26,238	--	(26,238)
MATERIALS - PUBLIC WORKS	126,486	99,472	108,648	9,176
EQUIPMENT USAGE	138,886	141,419	107,511	(33,908)
	<u>375,303</u>	<u>377,557</u>	<u>320,244</u>	<u>(57,313)</u>
NET OPERATING (REVENUE) EXPENSE	<u>375,303</u>	<u>377,557</u>	<u>320,244</u>	<u>(57,313)</u>
OTHER	--	--	--	--
	<u><u>375,303</u></u>	<u><u>377,557</u></u>	<u><u>320,244</u></u>	<u><u>(57,313)</u></u>

**NOTES**

A deficit in the wages & benefits accounts is due to the allocation of wages by activity. The budgeted allocation is not representative of actual results. The deficit is offset by the surplus in PW Admin.

A deficit in contracted services is due to the discrepancy in the budgeted vs actual allocation of the winter maintenance of sidewalks. The expenses budgeted in Materials however actual invoices have been properly coded to Contracted services. It is recommended to retain the actual results in Contracted services for proper presentation.

PW Operations has consumed 100% of the annual winter control budget. The PW Manager is working on finding efficiencies in other areas to offset the shortfall without impacting services.

**Town of Ingersoll**  
**2nd Quarter Ended June 30, 2015**

<b>DEPARTMENT: PUBLIC WORKS</b>	<b>YTD Actual</b>		<b>YTD Budget</b>	<b>Variance YTD 2015 Budget vs Actual</b>
<b>ACTIVITY: ENVIRONMENTAL SERVICES</b>	<b>2014</b>	<b>2015</b>	<b>2015</b>	<b>fav (unfav)</b>
<b>REVENUE</b>				
SALE OF GOODS OR SERVICES	(4,024)	(2,948)	(6,642)	(3,695)
RECOVERIES	--	--	(48)	(48)
COUNTY RECOVERY	--	--	(79,299)	(79,299)
	<u>(4,024)</u>	<u>(2,948)</u>	<u>(85,989)</u>	<u>(83,042)</u>
<b>EXPENSE</b>				
SALARIES, WAGES & BENEFITS	56,338	57,212	58,888	1,676
OPERATING EXPENSE	445	620	1,248	628
PROGRAM EXPENSES	--	--	36	36
MARKETING & PROMOTION	--	--	2,598	2,598
MATERIALS - PUBLIC WORKS	802	3,575	2,400	(1,175)
EQUIPMENT USAGE	48,754	39,457	43,708	4,251
	<u>106,340</u>	<u>100,864</u>	<u>108,878</u>	<u>8,014</u>
<b>NET OPERATING (REVENUE) EXPENSE</b>	<u>102,316</u>	<u>97,917</u>	<u>22,889</u>	<u>(75,028)</u>
<b>OTHER</b>				
TRANSFER FROM RESERVES & RES FUNDS	--	--	(1,500)	(1,500)
	<u>--</u>	<u>--</u>	<u>(1,500)</u>	<u>(1,500)</u>
	<u>102,316</u>	<u>97,917</u>	<u>21,389</u>	<u>(76,528)</u>

**NOTES**

The Town has yet to invoice the County for PW services.

**Town of Ingersoll**  
**2nd Quarter Ended June 30, 2015**

DEPARTMENT: <b>PARKS AND ARENA</b>	YTD Actual		YTD Budget	Variance YTD 2015 Budget vs Actual
	2014	2015	2015	fav (unfav)
ACTIVITY: <b>ADMINISTRATION</b>				
<b>REVENUE</b>				
DONATIONS / FUNDRAISING	--	(108)	--	108
	--	(108)	--	108
<b>EXPENSE</b>				
SALARIES, WAGES & BENEFITS	57,945	56,839	56,634	(205)
ADMINISTRATIVE EXPENSE	--	62	36	(26)
OPERATING EXPENSE	--	--	48	48
COMMUNICATIONS	305	276	350	74
PROGRAM EXPENSES	738	2,004	3,324	1,320
MEETINGS, CONFERENCES, TRAINING	--	1,437	750	(687)
FUEL / TRANSPORTATION COSTS	252	446	150	(296)
MARKETING & PROMOTION	17,918	12,686	12,498	(188)
EQUIP REPAIRS & MAINTENANCE	--	--	48	48
	<u>77,159</u>	<u>73,749</u>	<u>73,838</u>	<u>89</u>
<b>NET OPERATING (REVENUE) EXPENSE</b>	<u>77,159</u>	<u>73,642</u>	<u>73,838</u>	<u>196</u>
<b>OTHER</b>				
TRANSFER TO RESERVES & RES FUNDS	--	5,250	5,250	--
	--	5,250	5,250	0
	<u>77,159</u>	<u>78,892</u>	<u>79,088</u>	<u>196</u>

**NOTES**

No significant variances projected at this time



**Town of Ingersoll**  
**2nd Quarter Ended June 30, 2015**

<b>DEPARTMENT: PARKS AND ARENA</b>	<b>YTD Actual</b>		<b>YTD Budget</b>	<b>Variance YTD 2015 Budget vs Actual</b>
<b>ACTIVITY: ARENA</b>	<b>2014</b>	<b>2015</b>	<b>2015</b>	<b>fav (unfav)</b>
<b>REVENUE</b>				
SALE OF GOODS OR SERVICES	(9,768)	(10,608)	(13,002)	(2,394)
ICE RENTAL	(104,965)	(101,092)	(113,274)	(12,182)
RENT / LEASES	(5,619)	(496)	(4,098)	(3,602)
USER FEES	(4,294)	(4,202)	(3,678)	524
	<u>(124,647)</u>	<u>(116,398)</u>	<u>(134,052)</u>	<u>(17,654)</u>
<b>EXPENSE</b>				
SALARIES, WAGES & BENEFITS	120,922	100,292	101,766	1,474
ADMINISTRATIVE EXPENSE	--	132	198	66
OPERATING EXPENSE	2,219	2,930	2,526	(404)
COMMUNICATIONS	1,351	1,469	875	(594)
UTILITIES - HYDRO	32,898	29,272	31,040	1,768
UTILITIES - NATURAL GAS	10,568	8,784	9,779	995
UTILITIES - WATER	3,003	3,188	3,710	522
SUPPLIES	4,563	4,257	6,546	2,289
MEETINGS, CONFERENCES, TRAINING	--	--	876	876
FUEL / TRANSPORTATION COSTS	1,413	970	1,638	668
MARKETING & PROMOTION	--	--	252	252
REPAIRS & MAINTENANCE	1,073	747	3,198	2,451
EQUIP REPAIRS & MAINTENANCE	7,709	7,798	8,298	500
BLDG REPAIRS & MAINTENANCE	4,793	9,791	7,788	(2,003)
SNOW REMOVAL AND SANDING	4,440	3,560	6,720	3,160
MAINTENANCE CONTRACTS	5,782	7,324	5,850	(1,474)
	<u>200,735</u>	<u>180,515</u>	<u>191,060</u>	<u>10,545</u>
<b>NET OPERATING (REVENUE) EXPENSE</b>	<u>76,088</u>	<u>64,117</u>	<u>57,008</u>	<u>(7,109)</u>
<b>OTHER</b>				
TRANSFER TO RESERVES & RES FUNDS	--	160,605	160,605	--
	<u>--</u>	<u>160,605</u>	<u>160,605</u>	<u>0</u>
	<u>76,088</u>	<u>224,722</u>	<u>217,613</u>	<u>(7,109)</u>

**NOTES**

The largest portion of the net deficit is comprised of a shortfall in ice rental and other revenues. The budgeted revenues are 6/12th of the annual amounts and do not reflect the seasonal nature of the Arena operations. The revenues will increase with the start of hokey season.

**Town of Ingersoll**  
**2nd Quarter Ended June 30, 2015**

DEPARTMENT: <b>PARKS AND ARENA</b>	YTD Actual		YTD Budget	Variance YTD 2015 Budget vs Actual
	2014	2015	2015	fav (unfav)
ACTIVITY: <b>PARKS</b>				
<b>REVENUE</b>				
USER FEES	(44,712)	(21,387)	(10,398)	10,989
RECOVERIES	(500)	(8,700)	(252)	8,448
GRANTS / SUBSIDIES / REBATES	--	--	(1,752)	(1,752)
	<u>(45,212)</u>	<u>(30,087)</u>	<u>(12,402)</u>	<u>17,685</u>
<b>EXPENSE</b>				
SALARIES, WAGES & BENEFITS	111,659	120,351	154,020	33,669
ADMINISTRATIVE EXPENSE	8	26	102	76
OPERATING EXPENSE	3,113	3,455	3,726	271
COMMUNICATIONS	1,492	1,479	2,085	606
UTILITIES - HYDRO	4,113	5,546	7,085	1,539
UTILITIES - NATURAL GAS	7,207	7,777	6,699	(1,078)
UTILITIES - WATER	2,439	2,648	3,435	787
PROGRAM EXPENSES	903	912	2,352	1,440
MEETINGS, CONFERENCES, TRAINING	--	437	750	313
FUEL / TRANSPORTATION COSTS	7,379	6,050	7,500	1,450
MARKETING & PROMOTION	1,360	--	2,652	2,652
REPAIRS & MAINTENANCE	6,821	7,737	5,652	(2,085)
LAND MAINTENANCE & IMPROVEMENT	9,260	21,747	16,602	(5,145)
EQUIP REPAIRS & MAINTENANCE	12,535	17,566	12,498	(5,068)
BLDG REPAIRS & MAINTENANCE	3,174	2,230	5,550	3,320
SNOW REMOVAL AND SANDING	2,590	--	720	720
MAINTENANCE CONTRACTS	1,888	1,780	1,776	(4)
	<u>175,941</u>	<u>199,742</u>	<u>233,204</u>	<u>33,462</u>
<b>NET OPERATING (REVENUE) EXPENSE</b>	<u>130,730</u>	<u>169,655</u>	<u>220,802</u>	<u>51,147</u>
<b>OTHER</b>				
TRANSFER TO RESERVES & RES FUNDS	25,687	18,500	18,500	--
	<u>25,687</u>	<u>18,500</u>	<u>18,500</u>	<u>0</u>
	<u>156,417</u>	<u>188,155</u>	<u>239,302</u>	<u>51,147</u>

**NOTES**

A surplus in the wages & benefits accounts is due to the seasonal nature for part time wages and timing of pay periods.

**Town of Ingersoll**  
**2nd Quarter Ended June 30, 2015**

DEPARTMENT: PARKS AND ARENA	YTD Actual		YTD Budget	Variance YTD 2015 Budget vs Actual
	2014	2015	2015	fav (unfav)
ACTIVITY: PARKS PROGRAMS				
<b>REVENUE</b>				
SALE OF GOODS OR SERVICES	(10,719)	(12,703)	(8,250)	4,453
USER FEES	26	30	(3,780)	(3,810)
	<u>(10,694)</u>	<u>(12,673)</u>	<u>(12,030)</u>	<u>643</u>
<b>EXPENSE</b>				
SALARIES, WAGES & BENEFITS	5	--	--	--
OPERATING EXPENSE	--	--	174	174
COMMUNICATIONS	--	--	24	24
SUPPLIES	6,308	10,018	7,500	(2,518)
PROGRAM EXPENSES	200	--	--	--
MARKETING & PROMOTION	906	--	--	--
	<u>7,419</u>	<u>10,018</u>	<u>7,698</u>	<u>(2,320)</u>
<b>NET OPERATING (REVENUE) EXPENSE</b>	<u>(3,275)</u>	<u>(2,655)</u>	<u>(4,332)</u>	<u>(1,677)</u>
<b>OTHER</b>				
	<u>--</u>	<u>--</u>	<u>--</u>	<u>--</u>
	<u>(3,275)</u>	<u>(2,655)</u>	<u>(4,332)</u>	<u>(1,677)</u>

**NOTES**

No significant variances projected at this time

**Town of Ingersoll**  
**2nd Quarter Ended June 30, 2015**

DEPARTMENT: PARKS AND ARENA	YTD Actual		YTD Budget	Variance YTD 2015 Budget vs Actual
ACTIVITY: CAMI PARKS / SUZUKI HOUSE	2014	2015	2015	fav (unfav)
<b>REVENUE</b>				
RENT / LEASES	(4,292)	(5,020)	(4,650)	370
USER FEES	--	--	(10,002)	(10,002)
	<u>(4,292)</u>	<u>(5,020)</u>	<u>(14,652)</u>	<u>(9,632)</u>
<b>EXPENSE</b>				
SALARIES, WAGES & BENEFITS	8,541	12,088	15,198	3,110
UTILITIES - HYDRO	21,724	22,133	18,290	(3,843)
UTILITIES - NATURAL GAS	3,824	4,582	4,243	(339)
UTILITIES - WATER	3,970	5,295	3,775	(1,520)
GRANTS TO VOLUNTEER ORGANIZATIONS	--	--	36,000	36,000
REPAIRS & MAINTENANCE	135	165	5,802	5,637
LAND MAINTENANCE & IMPROVEMENT	327	266	1,998	1,732
EQUIP REPAIRS & MAINTENANCE	6,727	3,043	4,350	1,307
BLDG REPAIRS & MAINTENANCE	2,953	1,457	3,000	1,543
SNOW REMOVAL AND SANDING	6,590	4,050	7,200	3,150
MAINTENANCE CONTRACTS	2,200	2,945	2,502	(443)
	<u>56,992</u>	<u>56,022</u>	<u>102,358</u>	<u>46,336</u>
<b>NET OPERATING (REVENUE) EXPENSE</b>	<u>52,699</u>	<u>51,002</u>	<u>87,706</u>	<u>36,704</u>
<b>OTHER</b>				
TRANSFER TO RESERVES & RES FUNDS	--	4,000	4,000	--
	<u>--</u>	<u>4,000</u>	<u>4,000</u>	<u>--</u>
	<u>52,699</u>	<u>55,002</u>	<u>91,706</u>	<u>36,704</u>

**NOTES**

A deficit in User Fees is due to timing. Ingersoll Soccer Club will pay for the use of soccer fields in October.

A surplus in Grants is due to timing. The town issued a chq to the Seniors Centre in July.

**Town of Ingersoll**  
**2nd Quarter Ended June 30, 2015**

<b>DEPARTMENT: VICTORIA PARK COMMUNITY CENTRE</b>				<b>Variance YTD 2015 Budget vs Actual fav (unfav)</b>
<b>ACTIVITY:</b>	<b>YTD Actual</b>		<b>YTD Budget</b>	
<b>ADMINISTRATION</b>	<b>2014</b>	<b>2015</b>	<b>2015</b>	
<b>REVENUE</b>				
SALE OF GOODS OR SERVICES	(1,235)	(1,043)	--	1,043
USER FEES	(433)	(345)	(252)	93
MEMBERSHIPS	(66,206)	(67,450)	(61,050)	6,400
RECOVERIES	(264)	(60)	--	60
	<u>(68,139)</u>	<u>(68,898)</u>	<u>(61,302)</u>	<u>7,596</u>
<b>EXPENSE</b>				
SALARIES, WAGES & BENEFITS	47,894	55,919	57,984	2,065
ADMINISTRATIVE EXPENSE	5,344	6,444	9,792	3,348
OPERATING EXPENSE	31	383	300	(83)
COMMUNICATIONS	4,235	3,859	4,165	306
SUPPLIES	--	513	--	(513)
PROGRAM EXPENSES	33	27	48	21
MEETINGS, CONFERENCES, TRAINING	--	539	48	(491)
FUEL / TRANSPORTATION COSTS	--	--	48	48
MARKETING & PROMOTION	--	109	102	(7)
EQUIP REPAIRS & MAINTENANCE	--	--	102	102
	<u>57,537</u>	<u>67,794</u>	<u>72,589</u>	<u>4,795</u>
<b>NET OPERATING (REVENUE) EXPENSE</b>	<u>(10,602)</u>	<u>(1,104)</u>	<u>11,287</u>	<u>12,391</u>
<b>OTHER</b>				
	<u>--</u>	<u>--</u>	<u>0</u>	<u>0</u>
	<u>(10,602)</u>	<u>(1,104)</u>	<u>11,287</u>	<u>12,391</u>

**NOTES**

No significant variances projected at this time

**Town of Ingersoll**  
**2nd Quarter Ended June 30, 2015**

DEPARTMENT: VICTORIA PARK COMMUNITY CENTRE	YTD Actual		YTD Budget	Variance YTD 2015 Budget vs Actual
ACTIVITY: AQUATICS	2014	2015	2015	fav (unfav)
<b>REVENUE</b>				
RENT / LEASES	(9,094)	(7,655)	(6,012)	1,643
USER FEES	(13,028)	(15,655)	(15,000)	655
MEMBERSHIPS	--	--	--	--
PROGRAM REVENUES	(75,154)	(88,755)	(72,108)	16,647
	<u>(97,276)</u>	<u>(113,290)</u>	<u>(94,968)</u>	<u>18,820</u>
<b>EXPENSE</b>				
SALARIES, WAGES & BENEFITS	127,466	131,722	143,010	11,288
OPERATING EXPENSE	1,616	1,993	3,234	1,241
SUPPLIES	1,421	1,477	3,000	1,523
PROGRAM EXPENSES	1,588	3,273	2,658	(615)
MEETINGS, CONFERENCES, TRAINING	1,464	--	1,194	1,194
FUEL / TRANSPORTATION COSTS	146	27	192	165
MARKETING & PROMOTION	--	--	102	102
	<u>133,701</u>	<u>138,492</u>	<u>153,390</u>	<u>14,898</u>
<b>NET OPERATING (REVENUE) EXPENSE</b>	<u>36,425</u>	<u>25,203</u>	<u>58,422</u>	<u>33,717</u>
<b>OTHER</b>				
	<u>--</u>	<u>--</u>	<u>--</u>	<u>--</u>
	<u>36,425</u>	<u>25,203</u>	<u>58,422</u>	<u>33,717</u>

**NOTES**

A surplus in the wages & benefits accounts is due to the seasonal nature for part time wages and timing of pay periods.

**Town of Ingersoll**  
**2nd Quarter Ended June 30, 2015**

DEPARTMENT: VICTORIA PARK COMMUNITY CENTRE		YTD Actual		YTD Budget	Variance YTD 2015 Budget vs Actual
ACTIVITY:	FITNESS	2014	2015	2015	fav (unfav)
<b>REVENUE</b>					
	USER FEES	(8,546)	(9,027)	(9,720)	(693)
	PROGRAM REVENUES	(2,854)	(2,090)	(1,998)	92
	DONATIONS / FUNDRAISING	(20)	--	--	--
		<u>(11,420)</u>	<u>(11,117)</u>	<u>(11,718)</u>	<u>(601)</u>
<b>EXPENSE</b>					
	SALARIES, WAGES & BENEFITS	54,200	48,300	53,778	5,478
	OPERATING EXPENSE	146	739	576	(163)
	SUPPLIES	125	10	774	764
	PROGRAM EXPENSES	--	--	252	252
	MEETINGS, CONFERENCES, TRAINING	730	943	738	(205)
	FUEL / TRANSPORTATION COSTS	153	--	276	276
	CONTRACTED SERVICES	686	714	750	36
	MARKETING & PROMOTION	--	325	150	(175)
	EQUIP REPAIRS & MAINTENANCE	1,202	1,142	3,498	2,356
		<u>57,242</u>	<u>52,173</u>	<u>60,792</u>	<u>8,619</u>
	<b>NET OPERATING (REVENUE) EXPENSE</b>	<u>45,822</u>	<u>41,056</u>	<u>49,074</u>	<u>8,018</u>
<b>OTHER</b>					
	TRANSFER TO RESERVES & RES FUNDS	20	4,000	4,000	--
		<u>20</u>	<u>4,000</u>	<u>4,000</u>	<u>--</u>
		<u>45,842</u>	<u>45,056</u>	<u>53,074</u>	<u>8,018</u>

**NOTES**

A surplus in the wages & benefits accounts is due to the seasonal nature for part time wages and timing of pay periods.

**Town of Ingersoll**  
**2nd Quarter Ended June 30, 2015**

DEPARTMENT: VICTORIA PARK COMMUNITY CENTRE		YTD Actual		YTD Budget	Variance YTD 2015 Budget vs Actual
ACTIVITY:	PROGRAMS	2014	2015	2015	fav (unfav)
<b>REVENUE</b>					
	USER FEES	(25,712)	(33,616)	(24,678)	8,938
	GRANTS / SUBSIDIES / REBATES	--	--	(3,462)	(3,462)
	PROGRAM REVENUES	(73,575)	(62,177)	(58,014)	4,163
		<u>(99,287)</u>	<u>(95,793)</u>	<u>(86,154)</u>	<u>9,639</u>
<b>EXPENSE</b>					
	SALARIES, WAGES & BENEFITS	60,442	69,508	87,204	17,696
	OPERATING EXPENSE	89	510	750	240
	SUPPLIES	3,470	2,606	4,056	1,450
	PROGRAM EXPENSES	3,856	2,955	4,824	1,869
	MEETINGS, CONFERENCES, TRAINING	653	--	348	348
	FUEL / TRANSPORTATION COSTS	65	54	414	360
	CONTRACTED SERVICES	2,057	1,800	1,746	(54)
	MARKETING & PROMOTION	215	215	252	37
		<u>70,845</u>	<u>77,648</u>	<u>99,594</u>	<u>21,946</u>
<b>NET OPERATING (REVENUE) EXPENSE</b>		<u>(28,442)</u>	<u>(18,145)</u>	<u>13,440</u>	<u>31,585</u>
<b>OTHER</b>					
		<u>--</u>	<u>--</u>	<u>--</u>	<u>--</u>
		<u>(28,442)</u>	<u>(18,145)</u>	<u>13,440</u>	<u>31,585</u>

**NOTES**

A surplus in the wages & benefits accounts is due to the seasonal nature for part time wages and timing of pay periods.



**Town of Ingersoll**  
**2nd Quarter Ended June 30, 2015**

DEPARTMENT: VICTORIA PARK COMMUNITY CENTRE		YTD Actual		YTD Budget	Variance YTD 2015 Budget vs Actual
ACTIVITY:	FACILITY	2014	2015	2015	fav (unfav)
<b>REVENUE</b>					
	SALE OF GOODS OR SERVICES	(1,322)	(1,207)	(1,500)	(293)
	RENT / LEASES	(4,588)	(904)	(300)	604
		<u>(5,910)</u>	<u>(2,111)</u>	<u>(1,800)</u>	<u>311</u>
<b>EXPENSE</b>					
	SALARIES, WAGES & BENEFITS	85,555	94,467	113,562	19,095
	OPERATING EXPENSE	4,923	4,186	5,922	1,736
	UTILITIES - HYDRO	27,499	27,474	35,685	8,211
	UTILITIES - NATURAL GAS	23,756	26,073	32,340	6,267
	UTILITIES - WATER	9,955	9,950	10,610	660
	SUPPLIES	487	501	750	249
	MEETINGS, CONFERENCES, TRAINING	--	--	150	150
	MARKETING & PROMOTION	--	--	102	102
	REPAIRS & MAINTENANCE	7,413	8,748	13,002	4,254
	EQUIP REPAIRS & MAINTENANCE	7,372	8,552	12,198	3,646
	BLDG REPAIRS & MAINTENANCE	5,812	3,710	9,876	6,166
	SNOW REMOVAL AND SANDING	6,590	4,020	8,000	3,980
	MAINTENANCE CONTRACTS	10,699	11,174	9,000	(2,174)
		<u>190,062</u>	<u>198,855</u>	<u>251,197</u>	<u>52,342</u>
<b>NET OPERATING (REVENUE) EXPENSE</b>		<u>184,152</u>	<u>196,744</u>	<u>249,397</u>	<u>52,653</u>
<b>OTHER</b>					
	TRANSFER TO RESERVES & RES FUNDS	--	4,000	4,000	--
		<u>--</u>	<u>4,000</u>	<u>4,000</u>	<u>--</u>
		<u>184,152</u>	<u>200,744</u>	<u>253,397</u>	<u>52,653</u>

**NOTES**

A surplus in the wages & benefits accounts is due to the seasonal nature for part time wages and timing of pay periods.

**Town of Ingersoll**  
**2nd Quarter Ended June 30, 2015**

DEPARTMENT: YOUTH CENTRE		YTD Actual		YTD Budget	Variance YTD 2015 Budget vs Actual
ACTIVITY:	FACILITY	2014	2015	2015	fav (unfav)
<b>REVENUE</b>					
	RENT / LEASES	(18,778)	(17,637)	(17,940)	(303)
	RECOVERIES	--	1,129	(624)	(1,753)
		<u>(18,778)</u>	<u>(16,508)</u>	<u>(18,564)</u>	<u>(2,056)</u>
<b>EXPENSE</b>					
	SALARIES, WAGES & BENEFITS	30,025	30,956	35,226	4,270
	OPERATING EXPENSE	4,106	2,499	1,800	(699)
	UTILITIES - HYDRO	6,393	6,318	7,835	1,517
	UTILITIES - NATURAL GAS	5,165	5,499	4,851	(648)
	UTILITIES - WATER	664	708	700	(8)
	FUEL / TRANSPORTATION COSTS	286	231	162	(69)
	REPAIRS & MAINTENANCE	--	370	228	(142)
	EQUIP REPAIRS & MAINTENANCE	1,400	2,232	4,098	1,866
	BLDG REPAIRS & MAINTENANCE	4,947	4,773	5,700	927
	SNOW REMOVAL AND SANDING	4,155	4,100	3,600	(500)
	MAINTENANCE CONTRACTS	4,405	4,409	4,032	(377)
		<u>61,546</u>	<u>62,095</u>	<u>68,232</u>	<u>6,137</u>
<b>NET OPERATING (REVENUE) EXPENSE</b>		<u>42,768</u>	<u>45,587</u>	<u>49,668</u>	<u>4,081</u>
<b>OTHER</b>					
		<u>--</u>	<u>--</u>	<u>--</u>	<u>--</u>
		<u>42,768</u>	<u>45,587</u>	<u>49,668</u>	<u>4,081</u>

**NOTES**

A surplus in the wages & benefits accounts is due to the seasonal nature for part time wages and timing of pay periods.

**Town of Ingersoll**  
**2nd Quarter Ended June 30, 2015**

<b>DEPARTMENT: YOUTH CENTRE</b>	<b>YTD Actual</b>		<b>YTD Budget</b>	<b>Variance YTD 2015 Budget vs Actual</b>
<b>ACTIVITY: TECHNOLOGY PROGRAMS</b>	<b>2014</b>	<b>2015</b>	<b>2015</b>	<b>fav (unfav)</b>
<b>REVENUE</b>				
SALE OF GOODS OR SERVICES	(10,038)	(12,129)	(25,500)	(13,371)
RENT / LEASES	(11,400)	(9,500)	(9,750)	(250)
RECOVERIES	(1,204)	(1,204)	--	1,204
GRANTS / SUBSIDIES / REBATES	(15,566)	--	--	--
PROGRAM REVENUES	--	--	(126)	(126)
DONATIONS / FUNDRAISING	(19,085)	(21,417)	(14,898)	6,519
	<u>(57,293)</u>	<u>(44,250)</u>	<u>(50,274)</u>	<u>(6,024)</u>
<b>EXPENSE</b>				
SALARIES, WAGES & BENEFITS	65,263	54,203	78,096	23,893
ADMINISTRATIVE EXPENSE	582	996	600	(396)
OPERATING EXPENSE	2,020	1,415	2,256	841
SUPPLIES	797	--	1,002	1,002
PROGRAM EXPENSES	--	--	306	306
MEETINGS, CONFERENCES, TRAINING	--	--	126	126
FUEL / TRANSPORTATION COSTS	--	16	282	266
CONTRACTED SERVICES	1,437	100	1,152	1,052
MARKETING & PROMOTION	--	--	480	480
EQUIP REPAIRS & MAINTENANCE	245	115	702	587
	<u>70,345</u>	<u>56,844</u>	<u>85,002</u>	<u>28,158</u>
<b>NET OPERATING (REVENUE) EXPENSE</b>	<u>13,052</u>	<u>12,595</u>	<u>34,728</u>	<u>22,133</u>
<b>OTHER</b>				
TRANSFER TO RESERVES & RES FUNDS	--	3,750	3,750	--
	<u>--</u>	<u>3,750</u>	<u>3,750</u>	<u>--</u>
	<u>13,052</u>	<u>16,345</u>	<u>38,478</u>	<u>22,133</u>

**NOTES**

A deficit in sale of goods and services is due to a shortfall in electronics recycling revenues.

A surplus in the wages & benefits accounts is due to the seasonal nature for part time wages and timing of pay periods.

**Town of Ingersoll**  
**2nd Quarter Ended June 30, 2015**

<b>DEPARTMENT: YOUTH CENTRE</b>	<b>YTD Actual</b>		<b>YTD Budget</b>	<b>Variance YTD 2015 Budget vs Actual</b>
<b>ACTIVITY: GENERAL PROGRAMS</b>	<b>2014</b>	<b>2015</b>	<b>2015</b>	<b>fav (unfav)</b>
<b>REVENUE</b>				
SALE OF GOODS OR SERVICES	(5,508)	(5,121)	(2,748)	2,373
RENT / LEASES	(249)	(90)	(750)	(660)
USER FEES	(30)	--	(78)	(78)
MEMBERSHIPS	(1,037)	(444)	(1,002)	(558)
RECOVERIES	(531)	(1,615)	--	1,615
GRANTS / SUBSIDIES / REBATES	(8,189)	(7,875)	(16,200)	(8,325)
PROGRAM REVENUES	(2,009)	(2,398)	(6,576)	(4,179)
DONATIONS / FUNDRAISING	(43,844)	(57,593)	(39,954)	17,639
	<u>(61,398)</u>	<u>(75,134)</u>	<u>(67,308)</u>	<u>7,826</u>
<b>EXPENSE</b>				
SALARIES, WAGES & BENEFITS	200,613	207,347	209,208	1,861
ADMINISTRATIVE EXPENSE	572	1,784	3,768	1,984
OPERATING EXPENSE	1,582	2,726	2,376	(350)
COMMUNICATIONS	2,997	2,976	2,750	(226)
SUPPLIES	2,778	1,874	4,998	3,124
PROGRAM EXPENSES	1,737	4,509	8,874	4,365
MEETINGS, CONFERENCES, TRAINING	1,028	1,843	1,626	(217)
FUEL / TRANSPORTATION COSTS	203	410	1,002	592
CONTRACTED SERVICES	40	40	48	8
MARKETING & PROMOTION	719	50	426	376
REPAIRS & MAINTENANCE	103	5,678	1,752	(3,926)
EQUIP REPAIRS & MAINTENANCE	10	506	378	(128)
	<u>212,384</u>	<u>229,742</u>	<u>237,206</u>	<u>7,464</u>
<b>NET OPERATING (REVENUE) EXPENSE</b>	<u>150,986</u>	<u>154,608</u>	<u>169,898</u>	<u>15,290</u>
<b>OTHER</b>				
	<u>--</u>	<u>--</u>	<u>--</u>	<u>--</u>
	<u>150,986</u>	<u>154,608</u>	<u>169,898</u>	<u>15,290</u>

**NOTES**

No significant variances projected at this time

**Town of Ingersoll**  
**2nd Quarter Ended June 30, 2015**

DEPARTMENT: YOUTH CENTRE	YTD Actual		YTD Budget	Variance YTD 2015 Budget vs Actual
	2014	2015	2015	fav (unfav)
ACTIVITY: CAREER & SKILLS PROGRAM				
<b>REVENUE</b>				
GRANTS / SUBSIDIES / REBATES	(95,713)	(110,122)	(55,308)	54,814
	<u>(95,713)</u>	<u>(110,122)</u>	<u>(55,308)</u>	<u>54,814</u>
<b>EXPENSE</b>				
SALARIES, WAGES & BENEFITS	47,662	22,013	35,316	13,303
ADMINISTRATIVE EXPENSE	228	59	1,248	1,189
OPERATING EXPENSE	4,173	--	2,376	2,376
SUPPLIES	363	--	498	498
PROGRAM EXPENSES	3,685	3,867	7,434	3,567
MEETINGS, CONFERENCES, TRAINING	674	87	1,002	915
FUEL / TRANSPORTATION COSTS	371	800	2,172	1,372
PROFESSIONAL FEES	--	--	750	750
MARKETING & PROMOTION	11,606	1,480	750	(730)
	<u>68,761</u>	<u>28,305</u>	<u>51,546</u>	<u>23,241</u>
<b>NET OPERATING (REVENUE) EXPENSE</b>	<u>(26,952)</u>	<u>(81,817)</u>	<u>(3,762)</u>	<u>78,055</u>
<b>OTHER</b>				
	<u>--</u>	<u>--</u>	<u>--</u>	<u>--</u>
	<u>(26,952)</u>	<u>(81,817)</u>	<u>(3,762)</u>	<u>78,055</u>

**NOTES**

Timing variance in revenues. The Trillium grant was received earlier than budgeted.

A surplus in the wages & benefits accounts is due to the seasonal nature for part time wages and timing of pay periods.

**Town of Ingersoll**  
**2nd Quarter Ended June 30, 2015**

DEPARTMENT: MUSEUMS	YTD Actual		YTD Budget	Variance YTD 2015 Budget vs Actual
	2014	2015	2015	fav (unfav)
ACTIVITY: FACILITY				
<b>REVENUE</b>				
	--	--	--	--
<b>EXPENSE</b>				
OPERATING EXPENSE	--	17	102	85
UTILITIES - HYDRO	887	847	1,375	528
UTILITIES - NATURAL GAS	1,099	1,067	1,540	473
UTILITIES - WATER	748	958	665	(293)
LAND MAINTENANCE & IMPROVEMENT	--	1,215	498	(717)
EQUIP REPAIRS & MAINTENANCE	--	276	252	(24)
BLDG REPAIRS & MAINTENANCE	358	924	2,502	1,578
SNOW REMOVAL AND SANDING	2,510	1,160	1,600	440
MAINTENANCE CONTRACTS	19	19	252	233
	<u>5,621</u>	<u>6,483</u>	<u>8,786</u>	<u>2,303</u>
<b>NET OPERATING (REVENUE) EXPENSE</b>	<u>5,621</u>	<u>6,483</u>	<u>8,786</u>	<u>2,303</u>
<b>OTHER</b>				
TRANSFER TO RESERVES & RES FUNDS	--	1,500	1,500	--
	--	<u>1,500</u>	<u>1,500</u>	--
	<u>5,621</u>	<u>7,983</u>	<u>10,286</u>	<u>2,303</u>

**NOTES**

No significant variances projected at this time

**Town of Ingersoll**  
**2nd Quarter Ended June 30, 2015**

<b>DEPARTMENT: MUSEUMS</b>	<b>YTD Actual</b>		<b>YTD Budget</b>	<b>Variance YTD 2015 Budget vs Actual</b>
<b>ACTIVITY: PROGRAMS</b>	<b>2014</b>	<b>2015</b>	<b>2015</b>	<b>fav (unfav)</b>
<b>REVENUE</b>				
SALE OF GOODS OR SERVICES	(1,426)	(3,741)	(1,398)	2,343
RENT / LEASES	(50)	(39)	(48)	(9)
USER FEES	(184)	(700)	(852)	(152)
GRANTS / SUBSIDIES / REBATES	(1,474)	(800)	(8,490)	(7,690)
PROGRAM REVENUES	(726)	(5,177)	(2,076)	3,101
DONATIONS / FUNDRAISING	(130)	(2,562)	(498)	2,064
	<u>(3,989)</u>	<u>(13,019)</u>	<u>(13,362)</u>	<u>(343)</u>
<b>EXPENSE</b>				
SALARIES, WAGES & BENEFITS	38,433	39,933	53,166	13,233
ADMINISTRATIVE EXPENSE	141	150	570	420
OPERATING EXPENSE	78	2,587	630	(1,957)
COMMUNICATIONS	238	269	310	41
SUPPLIES	1,550	1,597	1,554	(43)
PROGRAM EXPENSES	4,201	1,726	8,376	6,650
MEETINGS, CONFERENCES, TRAINING	75	125	402	277
FUEL / TRANSPORTATION COSTS	--	--	348	348
CONTRACTED SERVICES	--	--	150	150
MARKETING & PROMOTION	3,796	1,910	4,830	2,920
REPAIRS & MAINTENANCE	--	--	852	852
EQUIP REPAIRS & MAINTENANCE	61	235	876	641
MAINTENANCE CONTRACTS	--	--	1,002	1,002
	<u>48,574</u>	<u>48,531</u>	<u>73,066</u>	<u>24,535</u>
<b>NET OPERATING (REVENUE) EXPENSE</b>	<u>44,584</u>	<u>35,512</u>	<u>59,704</u>	<u>24,192</u>
<b>OTHER</b>				
TRANSFER TO RESERVES & RES FUNDS	--	3,000	3,000	--
	<u>--</u>	<u>3,000</u>	<u>3,000</u>	<u>--</u>
	<u>44,584</u>	<u>38,512</u>	<u>62,704</u>	<u>24,192</u>

**NOTES**

A surplus in the wages & benefits accounts is due to the seasonal nature for part time wages and timing of pay periods.

**Town of Ingersoll**  
**2nd Quarter Ended June 30, 2015**

<b>DEPARTMENT: ECONOMIC DEVELOPMENT</b>	<b>YTD Actual</b>		<b>YTD Budget</b>	<b>Variance YTD 2015 Budget vs Actual fav (unfav)</b>
	<b>2014</b>	<b>2015</b>	<b>2015</b>	
<b>REVENUE</b>				
GRANTS / SUBSIDIES / REBATES	(143,184)	(1,751)	(750)	1,001
	(143,184)	(1,751)	(750)	1,001
<b>EXPENSE</b>				
SALARIES, WAGES & BENEFITS	88,486	89,978	92,262	2,284
ADMINISTRATIVE EXPENSE	9	--	2,106	2,106
OPERATING EXPENSE	--	81	102	21
COMMUNICATIONS	322	346	835	489
PROGRAM EXPENSES	10,521	10,757	7,254	(3,503)
MEETINGS, CONFERENCES, TRAINING	1,166	2,121	5,376	3,255
FUEL / TRANSPORTATION COSTS	680	1,060	828	(232)
PROFESSIONAL FEES	57,827	61	2,880	2,819
MARKETING & PROMOTION	13,801	6,494	14,496	8,002
	172,811	110,898	126,139	15,241
<b>NET OPERATING (REVENUE) EXPENSE</b>	29,626	109,147	125,389	16,242
<b>OTHER</b>	--	--	--	--
	29,626	109,147	125,389	16,242

**NOTES**

No significant variances projected at this time



**TOWN OF INGERSOLL**

**Continuity of Capital Projects  
Period ending June 30, 2015**

				2015 Revenues				2015 Expense		Total 2015	2015	Balance	Unexpended Capital Finance	Unfinanced Capital Outlay
Status	Dec 31, 2014	01561	01575	01655	01650	40880	80000-80100	Expense	Budget	12/31/15				
		Ontario	Federal	Others	Donations	Consultants	Expense							
<b>General Government:</b>														
10-0000-3066	Carnegie Library	2014	-					2,070		2,070	50,000	2,070		
10-0000-3650	Industrial Park	Open	-		(24,900)							(24,900)	2,070	
			<b>(0)</b>	<b>-</b>	<b>-</b>	<b>(24,900)</b>		<b>2,070</b>	<b>-</b>	<b>2,070</b>	<b>50,000</b>	<b>(22,830)</b>		
<i>Public Buildings:</i>														
10-0000-3110	Retrofit Upgrades - Lights Town Centre	Open	-								5,000			
10-0000-3113	Carrs Wilky - HVAC Modifications	2013	-								16,000			
10-0000-3117	OPP Fire Panel Upgrade	2014	-				10,263	10,263		20,000	10,263		10,263	
10-0000-3118	Town Centre - Automation system	2015	-							80,000				
10-0000-3119	Town Centre - Boiler replacement	2015	-							50,000				
10-0000-3120	Town Centre - Backflow preventer	2015	-							16,000				
10-0000-3121	Town Centre - Windows	2015	-							32,000				
			<b>(0)</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>10,263</b>	<b>10,263</b>	<b>219,000</b>	<b>10,263</b>	<b>10,263</b>		
<b>Protection:</b>														
<i>Fire:</i>														
10-0000-3159	Fire Burn Building	2015	-			(10,000)				10,000		(10,000)	(10,000)	
			<b>-</b>	<b>-</b>	<b>-</b>	<b>(10,000)</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>10,000</b>	<b>(10,000)</b>	<b>(10,000)</b>		
<b>Transportation Services:</b>														
<i>Roadways:</i>														
10-0000-3228	Tunis St Rec	Open	-				2,180	2,180		10,000	2,180		2,180	
10-0000-3244	Royland Cres Reconstruction - topcoat	Open	(185,379)				2,165	2,165	222,000	(183,214)		(183,214)	(183,214)	
10-0000-3253	King E Hall-Harris major rehab	2013	(0)				41	41			41		41	
10-0000-3255	Etna/Centre/Tunis Reconstruction	2013	-				5,024	5,024		5,000	5,024		5,024	
10-0000-3257	William St Recon	2013	0							25,000	0		0	
10-0000-3259	Bridge Rehab - Henderson Creek	2014	-	(273,695)			42,259	42,259	560,000	(231,436)		(231,436)	(231,436)	
10-0000-3261	Catherine St Recon (less culvert)	2014	-	(273,695)			65,998	65,998	546,000	(207,696)		(207,696)	(207,696)	
10-0000-3262	Whiting St Major Reconst (Hol-Clark)	2014	0				2,955	2,955		2,955		2,955	2,955	
10-0000-3263	Upgrade Printer, Scanner for Eng	2014	-				19,050	19,050	20,000	19,050		19,050	19,050	
10-0000-3264	Brickwood Blvd Maple Lane Recon	2015	-				9,114	9,114	326,000	9,114		9,114	9,114	
10-0000-3265	Pavement Preservation Program	2015	-	(70,498)			1,599	1,599	196,000	(68,899)		(68,899)	(68,899)	
10-0000-3266	Clark Rd W Reconstruction	2015	-				8,675	8,675	390,000	8,675		8,675	8,675	
10-0000-3267	Old Whiting Reconstruction	2015	-				3,597	3,597	105,000	3,597		3,597	3,597	
10-0000-3268	Culloden Rd Reconstruction	2015	-				7,825	7,825	452,000	7,825		7,825	7,825	
10-0000-3269	Bridge Rehab	2015	-						100,000					
10-0000-3270	Park Ave	2015	-				1,011	1,011	50,000	1,011		1,011	1,011	
10-0000-3271	Concession St (Wellington to Centre)	2015	-				546	546	5,000	546		546	546	
			<b>(185,379)</b>	<b>(617,887)</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>172,040</b>	<b>172,040</b>	<b>3,012,000</b>	<b>(631,226)</b>	<b>(631,226)</b>		
<i>Equipment:</i>														
10-0000-3412	Replace Radio System	2015	-				6,958	6,958	12,000	6,958		6,958	6,958	
10-0000-3413	Replace Truck #2	2015	-						52,000					
			<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>6,958</b>	<b>6,958</b>	<b>64,000</b>	<b>6,958</b>	<b>6,958</b>		
<i>Street Lighting:</i>														
10-0000-3249	Streetlight Augmentation	2013	-							10,000				
			<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>10,000</b>	<b>-</b>	<b>-</b>		
<i>Sidewalks:</i>														
10-0000-3232	Charles St W	Open	(0)				88,718	88,718	157,000	88,718		88,718	88,718	
10-0000-3242	Sidewalk Restoration Program	Open	(0)				10	10	50,000	10		10	10	
			<b>(0)</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>88,728</b>	<b>88,728</b>	<b>207,000</b>	<b>88,728</b>	<b>88,728</b>		
<b>Rec Facilities</b>														
10-0000-3536	Fusion - kitchen renovation	2013	(7,340)				9,870	9,870			2,530		2,530	
10-0000-3537	Fusion - miscellaneous projects	2013	(2,912)								(2,912)		(2,912)	
10-0000-3545	Spreenkler Replacement - Arena	2015	-						50,000					
10-0000-3546	Grading/drainage - New rear property	2015	-						10,000					
10-0000-3547	Resurface Ice Pit	2015	-						12,000					
			<b>(10,252)</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>9,870</b>	<b>9,870</b>	<b>72,000</b>	<b>(382)</b>	<b>(382)</b>		
<b>Parks:</b>														
10-0000-3549	Replace 2001 Dodge Flatbed	2015	-						7,000					
10-0000-3550	Reconstruction of Sports Fields	2015	-						30,000					
10-0000-3551	Victoria Park Assessible Playground	2015	-						40,000					
			<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>77,000</b>	<b>-</b>	<b>-</b>	<b>-</b>		
<b>VPCC and Other:</b>														
10-0000-3552	Facility Condition assessment	2015	-						8,000					
10-0000-3553	Replacement Fire panel - Senior Centre	2015	-						15,000					

**TOWN OF INGERSOLL**

**Continuity of Capital Projects  
Period ending June 30, 2015**

	Status	Dec 31, 2014	2015 Revenues				2015 Expense			Total 2015 Expense	2015 Budget	Balance 12/31/15
			01561 Ontario	01575 Federal	01655 Others	01650 Donations	40880 Consultants	80000-80100 Expense				
<b>Museum</b>												
10-0000-3610 Relocation of Kirwin Barn	2015	-	-	-	-	-	-	-	-	-	23,000	-
10-0000-3611 Accessible Washrooms	2015	-	-	(10,886)	-	-	-	8,900	8,900	8,000	(1,986)	(1,986)
		-	-	(10,886)	-	-	-	8,900	8,900	58,000	(1,986)	
<b>Economic Dev:</b>												
10-0000-3657 Town Entrance Signs	2015	(0)	-	-	-	-	-	-	-	25,000	(0)	(0)
		(0)	-	-	-	-	-	-	-	25,000	(0)	(0)
<b>GRAND TOTAL</b>		<b>(195,630)</b>	<b>(617,887)</b>	<b>(10,886)</b>	<b>(24,900)</b>	<b>(10,000)</b>	<b>2,070</b>	<b>296,758</b>	<b>298,828</b>	<b>3,827,000</b>	<b>(560,476)</b>	

Unexpended Capital Finance	Unfinanced Capital Outlay
(1,986)	
(0)	
<b>(731,042)</b>	<b>170,567</b>
<b>(560,476)</b>	



**DEPARTMENT: Treasury**

**REPORT NO: T-050-15**

**COUNCIL MEETING DATE: August 10<sup>th</sup>, 2015**

**TITLE: 2014 Audited Financial Statements and Auditors' Report**

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## **OBJECTIVE**

To present the 2014 Audited Consolidated Financial Statements and Auditors' Report to Council and request that the surplus be allocated to the Finance Reserve.

## **BACKGROUND**

As per the Municipal Act a municipality shall prepare annual financial statements in accordance with Canadian public sector accounting standards. A municipality shall appoint an auditor licensed under the Public Accounting Act who is responsible to annually audit the accounts and transactions and express an opinion on the financial statements. The following financial statements meet this requirement.

The Auditors' Report to the councilors been prepared to facilitate communication with those charged with governance, as required by Canadian Auditing Standards. These standards require that the auditor communicate various matters including:

- Auditor responsibilities in relation to the financial statement audit
- Planned scope and timing of the audit
- Auditor independence
- Significant findings from the audit, including:
  - qualitative aspects of accounting practices
  - difficulties encountered during the audit
  - matters discussed with management
  - other matters relevant to the financial reporting process

## **ANALYSIS**

The accounting standards used in preparing the financial statements are set by the Public Sector Accounting Board (PSAB). The PSAB standards differ from what is

primarily a cash basis method that the Town uses in its budget process. This is common among most municipalities. The financial statements are also consolidated which means that the amounts not only include the Town's operation but also the BIA, Ingersoll Rural Cemetery Boards and a portion of ERTH Corporation.

With the audit now being completed the ending surplus has been finalized at \$813,584. Please refer to Appendix A for a summary of the year-end variances and explanations.

The reconciliation of the financial statement surplus to the Town's results is as follows:

**Town of Ingersoll  
2014 Financial Statements  
Budget to PSAB Reconciliation**

Ending surplus per general ledger	\$813,584
Budgeted items which are not PSAB revenue or expense	
Net reserve transactions	2,054,053
Levy contribution to capital	747,000
Principal repayment of debt	607,173
PSAB Adjustments not reflected in operating budget	
Capital fund revenue	144,367
Capital fund expensed not capitalized	(41,956)
Amortization of tangible capital assets	(2,624,941)
Assets donated	2,140,429
Loss on disposal of assets	(319,244)
Increase in equity of ERTH Corporation	531,557
Increase in employee benefits payable	<u>(418,148)</u>
Town 2014 annual surplus using PSAB basis	3,633,873
BIA and Cemetery annual surplus using PSAB basis	<u>29,222</u>
2014 Consolidated annual surplus per audited financial statements	<u><u>\$3,663,095</u></u>

**INTERDEPARTMENTAL IMPLICATIONS**

None

## **FINANCIAL IMPLICATIONS**

Explained in Appendix A

## **RECOMMENDATION**

That the 2014 Audited Consolidated Financial Statements be received as information and the 2014 surplus of \$813,584 be moved to the Finance Reserve to fund outstanding property tax appeals.

## **ATTACHMENTS**

2014 Year-end operating budget variances by Department  
2014 Audited Financial Statements  
2014 Auditors' Report to Council

Prepared by: Iryna Koval, Director of Finance, Treasurer  
Approved by: William Tigert, Chief Administrative Officer

**ATTACHMENT A:**

**2014 Year-End Operating Budget Variance Summary by Department**

				Variance 2014 Budget vs Actual fav (unfav)
		Actual 2014	Budget 2014	
<b>CLERKS ADMIN &amp; COUNCIL</b>		256,423	276,372	19,949
<b>CHIEF ADMINISTRATIVE OFFICER</b>		320,747	358,720	37,973
<b>CLERKS</b>				
	ADMINISTRATION	324,344	375,560	51,216
	ANIMAL CONTROL	3,533	6,350	2,817
	PARKING	19,652	13,450	(6,202)
	PARATRANSIT	63,211	64,700	1,489
	DOWNTOWN IMPROVEMENT	--	--	--
	INFORMATION TECHNOLOGY	305,684	338,573	32,889
<b>TREASURY</b>				
	ADMINISTRATION	543,467	702,876	159,409
	TAXATION	(12,601,374)	(12,625,034)	(23,660)
<b>BUILDING INSPECTION</b>				
	INSPECTION	49,479	61,230	11,751
	PROPERTY STANDARDS	2,150	0	(2,150)
	TOWN CENTRE	130,110	115,713	(14,397)
	PUBLIC BUILDINGS - OTHER	37,541	36,706	(835)
<b>FIRE</b>				
	ADMINISTRATION	939,290	950,892	11,602
	FACILITY	15,201	16,672	1,471
<b>POLICE</b>				
	ADMINISTRATION	3,022,891	3,221,321	198,430
	FACILITY	(9,650)	5,820	15,470
<b>ENGINEERING</b>				
	ADMINISTRATION	618,527	553,222	(65,305)
	STREET LIGHTING	228,304	248,000	19,696
	TRAFFIC SIGNALS	17,565	23,000	5,435
<b>PUBLIC WORKS</b>				
	ADMINISTRATION & EQUIPMENT	339,811	424,670	84,859
	FACILITY	185	0	(185)
	BRIDGES & CULVERTS	24,657	24,657	0
	ROADSIDE MAINTENANCE	203,713	239,955	36,242
	SURFACE MAINTENANCE	238,488	370,208	131,720
	ROADS, SIDEWALKS & PARKING LOTS	345,480	304,515	(40,965)
	WINTER CONTROL	474,627	462,650	(11,977)
	ENVIRONMENTAL SERVICES	76,577	121,030	44,453
<b>PARKS AND ARENA</b>				
	ADMINISTRATION	162,988	163,346	358
	ARENA	147,622	169,462	21,840
	PARKS	419,593	426,885	7,292
	PARKS PROGRAMS	21,122	21,426	304
	CAMI PARKS / SUZUKI HOUSE	132,994	153,102	20,108
<b>VICTORIA PARK COMMUNITY CENTRE</b>				
	ADMINISTRATION	29,248	(25,520)	(54,768)
	AQUATICS	118,585	142,553	23,968
	FITNESS	104,329	114,608	10,279
	GENERAL PROGRAMS	23,969	10,198	(13,771)
	FACILITY	439,324	467,178	27,854
<b>YOUTH CENTRE</b>				
	FACILITY	91,802	98,944	7,142
	TECHNOLOGY PROGRAMS	50,455	62,907	12,453
	GENERAL PROGRAMS	375,161	359,665	(15,496)
<b>MUSEUMS</b>				
	FACILITY	12,270	16,100	3,830
	PROGRAMS	96,454	124,803	28,349
<b>ECONOMIC DEVELOPMENT</b>		222,868	255,515	32,647
<b>CAPITAL FUND REQUIREMENT</b>		747,000	747,000	0
		(813,584)	--	813,584

## **ATTACHMENT A Cont'd**

### 1) Public Works

The net result for all activities is a surplus of \$244,145. The net surplus is largely attributed to \$121k savings in material for roads patching. As well as line-by-line small favourable variances for admin activities totaling \$84k and a road side maintenance surplus of \$36k.

### 2) Police

A surplus of \$213,900 is largely due to savings in contracted OPP cost of \$180k and a \$13k increase in lease revenue.

### 3) Treasury

The net result for 2014 is a surplus of \$135,749. This is largely due to higher than budgeted revenues \$57k including interest on overdue property taxes and other misc. fees. As well as dividends received from EARTH (\$68k) that were not budgeted.

### 4) Clerks

The overall budget variance surplus for the Clerks operations is \$82,209. This is primarily due to lower than anticipated admin expenses:

- Photocopier - \$34k
- Planning Act related - \$22k
- Information Technology \$33k

### 5) Parks and Arena

The net result for 2014 is a surplus of \$49,902. This is primarily due to a \$22k surplus from Arena operations as a result of increased revenues from ice rental and a \$20k salaries savings from Cami parks operation.

### 6) Engineering

The net results for 2014 is a deficit of \$40,174. This is made up of an unfavourable variance in salaries of \$77k offset by savings in street lighting of \$19k (hydro and maintenance).

### 7) Chief Administrative Officer

A surplus of \$39,973 is made up of salary and fringe benefits savings totaling \$22.5k as well as other miscellaneous line-by-line variances totaling \$15.5k.

### 8) Economic development

A surplus of \$32,647 is due to savings in marketing and promotion \$11k and small line-by-line variances totaling \$26k.

### 9) Museums

The overall net result is a surplus of \$32,179. This is largely due to savings in museums program operating expense including wages, marketing and promotion.

#### 10)Mayor and Council

A surplus of \$19,949 is primarily due to lower than budgeted marketing, promotion and meeting expenses during 2014.

#### 11)Fire

A surplus of \$13,073 is mainly due to savings in salaries and wages of \$21k offset by unfavourable variances in equipment maintenance, utilities and program expenses totaling \$17k.

#### 12)Victoria Park Community Center

The overall budget variance deficit is \$6,438. This is made up of a \$54k deficit in admin expenses mainly due to a decrease in membership revenue of \$50k. This deficit is offset by savings in salaries and wages for aquatics, fitness and facility management totaling \$59k.

#### 13)Building Inspection

The net result for 2014 is a small deficit of \$5,632 which is attributed to higher than budgeted Town hall repair and maintenance expenses.

#### 14)Youth Center

The net result for 2014 is a small surplus of \$4,099. Overall revenues for all activities were down \$79k:

- technology programs \$27k
- general programs \$15k
- career and skills \$37k

These deficits were offset by savings in salaries, materials and supplies and other admin expenses.



**The Corporation of the  
Town of Ingersoll**  
Consolidated Financial Statements  
For the year ended December 31, 2014

**The Corporation of the Town of Ingersoll  
Consolidated Financial Statements  
For the year ended December 31, 2014**

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## INDEPENDENT AUDITORS' REPORT

### To the Members of Council, Inhabitants and Ratepayers of The Corporation of the Town of Ingersoll

We have audited the accompanying consolidated financial statements of The Corporation of the Town of Ingersoll which comprise the consolidated statement of financial position as at December 31, 2014, and the consolidated statements of operations, change in net financial assets and cash flows for the year then ended, and a summary of significant accounting policies and other explanatory information.

#### Town Management's Responsibility for the Consolidated Financial Statements

Management is responsible for the preparation and fair presentation of these consolidated financial statements in accordance with Canadian public sector accounting standards, and for such internal control as Town management determines is necessary to enable the preparation of consolidated financial statements that are free from material misstatement, whether due to fraud or error.

#### Auditors' Responsibility

Our responsibility is to express an opinion on these consolidated financial statements based on our audit. We conducted our audit in accordance with Canadian generally accepted auditing standards. Those standards require that we comply with ethical requirements and plan and perform the audit to obtain reasonable assurance about whether the consolidated financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the consolidated financial statements. The procedures selected depend on the auditors' judgment, including the assessment of the risks of material misstatement of the consolidated financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the consolidated financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by Town management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

#### Opinion

In our opinion, the consolidated financial statements present fairly, in all material respects, the consolidated financial position of The Corporation of the Town of Ingersoll as at December 31, 2014, and the consolidated results of its operations, its consolidated changes in net assets and its consolidated cash flows for the year then ended in accordance with Canadian public sector accounting standards.



July 29, 2015  
Brantford, Ontario

CHARTERED PROFESSIONAL ACCOUNTANTS  
Licensed Public Accountants

**The Corporation of the Town of Ingersoll**  
**Consolidated Statement of Financial Position**

For the year ended December 31

**2014**

2013

**Financial Assets**

Cash and Cash Equivalents	\$ 6,272,177	\$ 2,404,685
Taxes Receivable	1,204,384	1,401,129
Accounts Receivable	929,711	992,704
Land for Resale (Note 1)	1,919,129	1,919,129
Investment in Government Business Enterprise (Note 2)	10,144,869	9,613,312
	<b>20,470,270</b>	16,330,959

**Liabilities**

Accounts Payable and Accrued Liabilities	1,951,901	1,750,639
Employee Benefits Liability (Note 3)	6,824,392	6,406,244
Deferred Revenue (Note 4)	1,638,832	1,739,041
Net Long-Term Debt (Note 5)	6,988,153	5,889,325
	<b>17,403,278</b>	15,785,249

**Net Financial Assets**

	<b>3,066,992</b>	545,710
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**Non-financial Assets**

Tangible Capital Assets (Note 6)	62,340,292	61,192,477
Prepaid Expenses and Inventories of Supplies	173,619	179,621
	<b>62,513,911</b>	61,372,098

**Accumulated Surplus (Note 7)**

	\$ 65,580,903	\$ 61,917,808
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**Contingent Liabilities (Note 11)**

\_\_\_\_\_  
Treasurer

\_\_\_\_\_  
Mayor

The accompanying summary of significant accounting policies and notes are an integral part of these financial statements

**The Corporation of the Town of Ingersoll**  
**Consolidated Statement of Operations**

For the year ended December 31	Budget 2014	<b>2014</b>	2013
<b>Revenue</b>			
Taxation	\$ 12,626,034	\$ <b>12,601,374</b>	\$ 12,248,686
Government Grants - Federal (Note 8)	545,804	<b>651,492</b>	335,581
Government Grants - Provincial (Note 8)	1,106,879	<b>1,135,894</b>	1,280,555
Municipal Transfers	391,895	<b>391,420</b>	434,667
User fees and service charges	1,202,155	<b>1,082,246</b>	1,083,367
Increase from government business enterprise (Note 2)	-	<b>531,557</b>	130,660
Other (Note 9)	2,835,936	<b>3,412,486</b>	1,617,195
	<u>18,708,703</u>	<u><b>19,806,469</b></u>	<u>17,130,711</u>
<b>Expenses</b>			
General Government	2,573,577	<b>2,518,251</b>	2,496,930
Protection Services	4,480,836	<b>4,343,054</b>	3,898,476
Transportation Services	4,618,930	<b>4,032,652</b>	3,987,730
Environmental Services	237,449	<b>644,364</b>	597,653
Health Services	117,800	<b>117,252</b>	115,585
Recreational and Cultural Services	4,105,646	<b>4,092,619</b>	4,199,055
Planning and Development	525,216	<b>395,182</b>	580,121
	<u>16,659,454</u>	<u><b>16,143,374</b></u>	<u>15,875,550</u>
<b>Annual Surplus</b>	<u>2,049,249</u>	<u><b>3,663,095</b></u>	<u>1,255,161</u>
<b>Accumulated Surplus, beginning of year</b>	<u>61,917,808</u>	<u><b>61,917,808</b></u>	<u>60,662,647</u>
<b>Accumulated Surplus, end of year</b>	<u>\$ 63,967,057</u>	<u>\$ <b>65,580,903</b></u>	<u>\$ 61,917,808</u>

The accompanying summary of significant accounting policies and notes are an integral part of these financial statements

**The Corporation of the Town of Ingersoll**  
**Consolidated Statement of Change in Net Financial Assets**

For the year ended December 31	Budget 2014	<b>2014</b>	2013
Annual surplus	\$ 2,049,249	\$ <b>3,663,095</b>	\$ 1,255,161
Acquisition of tangible capital assets	(3,780,000)	<b>(4,093,810)</b>	(3,131,304)
Amortization of tangible capital assets	2,300,000	<b>2,626,750</b>	2,557,386
Loss (gain) on disposal of tangible capital assets	200,000	<b>36,566</b>	-59,614
Proceeds on sale of tangible capital assets	-	<b>282,679</b>	57,855
	<u>\$ 769,249</u>	<u>\$ <b>2,515,280</b></u>	<u>\$ <b>679,484</b></u>
Consumption of prepaid expenses and inventory of supplies	\$ -	\$ <b>6,002</b>	\$ <b>12,533</b>
<b>Net change in net financial assets</b>	769,249	<b>2,521,282</b>	692,017
<b>Net financial assets, beginning of year</b>	545,710	<b>545,710</b>	(146,307)
<b>Net financial assets, end of year</b>	<u>\$ 1,314,959</u>	<u>\$ <b>3,066,992</b></u>	<u>\$ <b>545,710</b></u>

The accompanying summary of significant accounting policies and notes are an integral part of these financial statements

**The Corporation of the Town of Ingersoll**  
**Consolidated Statement of Cash Flows**

For the year ended December 31

2014

2013

**Operating Transactions**

Annual surplus	\$ 3,663,095	\$ 1,255,161
Items not involving cash		
Change in net equity - ERTH Corporation	(531,557)	(130,660)
Amortization	2,626,750	2,557,386
(Gain) loss on disposal of tangible capital assets	36,566	(59,614)
Changes in non-cash operating balances		
Taxes receivable	196,745	(74,434)
Accounts receivable	62,993	(319,235)
Long-term receivable	-	553,135
Prepaid expenses and inventories of supplies	6,002	12,533
Accounts payable and accrued liabilities	201,262	491,162
Employee benefits liability	418,148	369,836
Deferred Revenue	(100,209)	250,393
	<b>6,579,795</b>	<b>4,905,663</b>

**Capital Transactions**

Acquisition of tangible capital assets	(4,093,810)	(3,131,304)
Proceeds on sale of tangible capital assets	282,679	57,855
	<b>(3,811,131)</b>	<b>(3,073,449)</b>

**Financing transactions**

Proceeds from issuance of long-term debt	1,706,000	2,015,000
Repayment of long-term debt	(607,172)	(887,089)
Increase (decrease) in short-term promissory note	-	(1,535,000)
	<b>1,098,828</b>	<b>(407,089)</b>

<b>Net change in cash and cash equivalents</b>	<b>3,867,492</b>	<b>1,425,125</b>
<b>Cash and cash equivalents, beginning of year</b>	<b>2,404,685</b>	<b>979,560</b>
<b>Cash and cash equivalents, end of year</b>	<b>\$ 6,272,177</b>	<b>\$ 2,404,685</b>

The accompanying summary of significant accounting policies and notes are an integral part of these financial statements

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**The Corporation of the Town of Ingersoll**  
**Summary of Significant Accounting Policies**  
**December 31, 2014**

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**Management's  
Responsibility for the  
Financial Statements**

The consolidated financial statements of the Corporation of the Town of Ingersoll are the responsibility of management. They have been prepared in accordance with Canadian generally accepted accounting principles established by the Public Sector Accounting Board of CPA Canada. The Corporation of the Town of Ingersoll is a municipality in the Province of Ontario and operates under the provisions of the Community Charter. The Corporation of the Town of Ingersoll provides municipal services such as fire, public works, planning, parks, recreation and other general government services.

**Basis of Consolidation**

The consolidated statements reflect the assets, liabilities, revenue and expenses of all municipal organizations, committees and boards which are owned or controlled by the Corporation of the Town of Ingersoll.

A government partnership exists where the municipality has shared control over the board or entity. The municipality's pro-rata share of the assets, liabilities, revenues, and expenses are reflected in the financial statements using the proportionate consolidation method. All inter-entity transactions and balances have been eliminated. The following entity has been proportionately consolidated:

Ingersoll Rural Cemetery Board	87.5%
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The investment in a government business enterprise is accounted for using the modified equity basis of accounting. Under this method, the government business enterprise's accounting policies, which follow Canadian generally accepted accounting principles for publicly accountable enterprises, are not adjusted to conform with Public Sector Accounting Standards and inter-entity transactions and balances are not eliminated. The following government business enterprise is reflected in the consolidated financial statements:

ERTH Corporation

**Cash and Cash  
Equivalents**

Management considers all highly liquid investments with maturity of three months or less at acquisition to be cash equivalents.



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**The Corporation of the Town of Ingersoll**  
**Summary of Significant Accounting Policies**  
**December 31, 2014**

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**Tangible Capital**

**Assets**

Tangible capital assets are recorded at cost less accumulated amortization. Cost includes all costs directly attributable to acquisition or construction of the tangible capital asset including transportation costs, installation costs, design and engineering fees, legal fees and site preparation costs. Contributed tangible capital assets are recorded at fair value at the time of the donation, with a corresponding amount recorded as revenue. Amortization is recorded on a straight line basis over the estimated life of the tangible capital asset commencing the year subsequent when the asset is available for productive use as follows:

Land Improvements	20 to 25 years
Facilities	25 to 100 years
Infrastructure	11 to 80 years
Vehicles, machinery and equipment	5 to 20 years

**County and School Board**

The Corporation of the Town of Ingersoll collects taxation revenue on behalf of the school boards and the County of Oxford. Such levies, other revenues, expenses, assets and liabilities with respect to the operations of these entities are not reflected in these financial statements.

**Trust Funds**

Trust funds held in trust by the Corporation of the Town of Ingersoll, and their related operations, are not included in these financial statements. The financial activity and position of the trust funds are reported separately.

**Deferred Revenue**

Funds received for specific purposes which are externally restricted by legislation, regulation or agreement and are not available for general municipal purposes are accounted for as deferred revenue on the consolidated statement of financial position. The revenue is recognized in the consolidated statement of operations in the year in which it is used for the specific purpose.

**Government Transfers**

Government transfers, which include legislative grants, are recognized in the financial statements in the period in which events giving rise to the transfers occur, providing the transfers are authorized, any eligibility criteria have been met, and reasonable estimates of the amount can be made.

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**The Corporation of the Town of Ingersoll**  
**Summary of Significant Accounting Policies**  
**December 31, 2014**

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**Retirement Benefits and  
Other Employee  
Benefit Plans**

The Corporation of the Town of Ingersoll's contributions due during the period to its multi-employer defined benefit plan are expensed as incurred. The costs of other retirement benefits that accumulate over the period of service provided by employees are determined using the projected benefit method prorated on services based on management's best estimate.

**Revenue Recognition**

Taxes are recognized as revenue in the year they are levied. Taxation revenue recognized each year is adjusted for estimates for expected supplementary taxes, appeals and non-collectible taxes.

Conditional grant revenue is recognized to the extent the conditions imposed on it have been fulfilled. Unconditional grant revenue is recognized when monies are receivable.

Grants for the acquisition of tangible capital assets are recognized in the period in which eligible expenditures are made.

Sales of services and other revenue are recognized on an accrual basis.

**Use of Estimates**

The preparation of financial statements in accordance with PSAB requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities at the date of the financial statements, and the reported amounts of revenues and expenses during the reporting period. Actual results could differ from management's best estimates as additional information becomes available in the future.

**The Corporation of the Town of Ingersoll**  
**Notes to Consolidated Financial Statements**  
**December 31, 2014**

**1. Land for Resale**

The Land for resale is zoned for commercial purposes. The land is recorded at net realizable value which is less than cost.

**2. Investment in Government Business Enterprise**

ERTH Corporation is a corporation incorporated under the laws of the Province of Ontario. The Corporation of the Town of Ingersoll owns 38.91% (2013 - 37.51%) of the outstanding shares. The investment in ERTH Corporation is comprised of the following:

	<b>2014</b>	<b>2013</b>
Promissory note receivable	\$ 4,543,500	\$ 4,543,500
Class A shares	1	1
Class B shares	4,543,499	4,543,499
Share of equity earnings	<b>1,057,869</b>	526,312
	<b>\$ 10,144,869</b>	<b>\$ 9,613,312</b>

The promissory note receivable from ERTH Corporation is unsecured and bears interest at 7.25% (2013 - 7.25%). The term of the note is undefined but no principal repayments are expected within the next twelve months. Interest received in the year and included in other income is \$329,404 (2013 - \$329,404). During the year, ERTH Corporation declared and paid dividends totaling \$175,000 (2013 - \$Nil). The proportionate share of these dividends received by the Corporation of the Town of Ingersoll and included in the municipality's share of retained earnings was \$68,092 (2013 - \$Nil). During the year, ERTH Corporation reclassified redeemable class 'B' shares to share capital and the accumulated accreted amount of interest of \$276,425 (2013 - \$Nil) was reclassified to shareholders' equity. The proportionate share of this transaction included in the municipality's share of retained earnings was \$107,557 (2013 - \$Nil). The following summarizes the financial position and operations of ERTH Corporation which have been reported in these financial statements using the modified equity method:

	<b>2014</b>	<b>2013</b>
Share of equity earnings, beginning of year	<b>\$ 526,312</b>	\$ 395,652
Share in net income 38.91% (2013 - 37.51%)	<b>472,449</b>	130,660
Share in reclassified redeemable class 'B' shares 38.91% (2013 - 37.51%)	<b>107,557</b>	-
Change in ownership 38.91% (2013 - 37.51%)	<b>19,643</b>	-
Less: Dividends	<b>68,092</b>	-
Increase from government business enterprise	<b>531,557</b>	130,660
Share of equity earnings, end of year	<b>\$ 1,057,869</b>	<b>\$ 526,312</b>

**The Corporation of the Town of Ingersoll**  
**Notes to Consolidated Financial Statements**  
**December 31, 2014**

**2. Investment in Government Business Enterprise (continued)**

	<b>2014</b>	<b>2013</b>
Financial position		
Current	\$ 18,916,750	\$ 19,945,893
Capital	35,522,905	34,340,702
Regulatory and other assets	16,821,679	13,612,315
Total Assets	\$ 71,261,334	\$ 67,898,910
Liabilities		
Current	\$ 23,301,458	\$ 22,229,255
Long-term debt	29,042,713	27,655,685
Regulatory and other liabilities	3,769,903	5,353,344
Total Liabilities	\$ 56,114,074	\$ 55,238,284
Net assets	\$ 15,147,260	\$ 12,660,626
Results of Operations		
Revenue	\$ 79,024,677	\$ 74,948,373
Expenses	77,810,467	74,599,955
Net income (loss) for the year	\$ 1,214,210	\$ 348,418
Corporation of the Town of Ingersoll's share 38.91% (2013 - 37.51%)	\$ 472,449	\$ 130,660
	<b>2014</b>	<b>2013</b>
Retained earnings, beginning of year	\$ 1,403,124	\$ 1,054,706
Net income	1,214,210	348,418
Reclassified redeemable class 'B' shares	276,425	-
Less: Dividends	175,000	-
Retained earnings, end of year	\$ 2,718,759	\$ 1,403,124
Corporation of the Town of Ingersoll's share 38.91% (2013 - 37.51%)	\$ 1,057,869	\$ 526,312

**The Corporation of the Town of Ingersoll**  
**Notes to Consolidated Financial Statements**  
**December 31, 2014**

**3. Employee Benefits Liability**

	Sick Leave Benefits	Post Employment Benefits	Total 2014	Total 2013
Employee Benefit Liability	<b>\$ 60,355</b>	<b>\$ 6,764,037</b>	<b>\$ 6,824,392</b>	<b>\$ 6,406,244</b>

Post-Employment Benefits

The Corporation of the Town of Ingersoll provides life insurance, dental and health care benefits to certain employee groups. These benefits vary, with some groups receiving benefits after retirement until the members reach 65 years of age, where other groups receive the benefits for life. The values are based on actuarial valuation and management estimates as at December 31, 2014. Significant assumptions used in the actuarial valuation are as follows:

	<u>2014</u>	2013
Discount Rate	4.5%	4.5%
Rate of compensation increase	3.0%	3.0%
Healthcare cost increase	6.0%	6.0%

The benefit obligation continuity is as follows:

Accrued benefit obligation, January 1	<b>\$ 6,341,227</b>	\$ 5,939,379
Current period benefit cost	<b>257,143</b>	241,245
Retirement interest expenditure	<b>288,380</b>	270,233
Benefits paid	<b>(122,713)</b>	(109,630)
Liability for post-retirement benefits	<b>\$ 6,764,037</b>	\$ 6,341,227

Post retirement benefits expense is as follows:

Current period benefit cost	<b>\$ 257,143</b>	\$ 241,245
Retirement interest expense	<b>288,380</b>	270,233
Post-retirement benefits expense	<b>\$ 545,523</b>	\$ 511,478

No reserves or reserve funds have been established to provide for this past service liability.

Sick Leave Benefits

The Corporation of the Town of Ingersoll provides paid sick leave that can be carried forward up to a maximum defined by the employee group and may become entitled to cash payment when they leave the Town's employment. The Town has established a reserve to provide for past service liability in the amount of \$60,355 (2013 - \$65,017).

Pension Agreements

The Corporation of the Town of Ingersoll makes contributions to the Ontario Municipal Employees Retirement System (OMERS) which is a multi-employer plan, on behalf of all permanent, full-time members of its staff. The plan is a defined benefit plan which specifies the amount of the retirement benefit to be received by the employees based on their length of service and rates of pay. The Corporation of the Town of Ingersoll paid \$352,212 (2013 - \$405,277) for employer contributions. The OMERS pension plan has a deficit. If actuarial surpluses are not available to offset the existing deficit and subsidize future contributions, increases in contributions will be required in the future.

**The Corporation of the Town of Ingersoll**  
**Notes to Consolidated Financial Statements**  
**December 31, 2014**

**4. Deferred Revenue**

	Opening Balance	Contributions Received	Externally Restricted Investment Income	Revenue Recognized	Ending Balance
Federal Gas Tax	\$ 572,767	\$ 361,330	\$ 8,071	\$ (600,300)	\$ 341,868
Development Charges	320,922	194,246	4,958	(36,224)	483,902
Recreational Land	70,491	1,800	817	(29,152)	43,956
Provincial Gas Tax	532,659	31,451	6,875	(4,268)	566,717
Other	242,202	-	-	(39,813)	202,389
	<u>\$ 1,739,041</u>	<u>\$ 588,827</u>	<u>\$ 20,721</u>	<u>\$ (709,757)</u>	<u>\$ 1,638,832</u>

**5. Net Long Term Debt**

	<u>2014</u>	<u>2013</u>
Long term liabilities issued by the County of Oxford for which the Town of Ingersoll has assumed responsibility for repayment.	<u>\$ 6,988,153</u>	<u>\$ 5,889,325</u>

Principal repayments relating to net long term debt of \$6,988,153 outstanding are due as follows:

	Principal Repayments
2015	\$ 704,377
2016	716,744
2017	729,590
2018	742,935
2019	659,373
Thereafter	<u>3,435,134</u>
	<u>\$ 6,988,153</u>

The above long-term liabilities have maturity dates and interest rates ranging from 2015 to 2025 and 3.16% to 4.75% respectively.

**The Corporation of the Town of Ingersoll**  
**Notes to Consolidated Financial Statements**  
**December 31, 2014**

**6. Tangible Capital Assets**

2014

	Land		Facilities	Machinery and		Total
	Land	Improvements		Equipment	Infrastructure	
Cost, beginning of year	\$ 3,683,812	\$ 3,991,259	\$ 15,699,058	\$ 6,228,253	\$ 65,453,364	\$ 95,055,746
Additions	-	163,208	101,088	339,809	3,489,705	4,093,810
Disposals	(162,014)	(199,845)	-	(708,479)	(478,274)	(1,548,612)
Cost, end of year	\$ 3,521,798	\$ 3,954,622	\$ 15,800,146	\$ 5,859,583	\$ 68,464,795	\$ 97,600,944
Accumulated Amortization, beginning of year	\$ -	\$ 2,546,851	\$ 5,623,155	\$ 3,000,274	\$ 22,692,989	\$ 33,863,269
Amortization	-	114,743	387,102	431,482	1,693,423	2,626,750
Disposals	-	(197,162)	-	(708,479)	(323,726)	(1,229,367)
Accumulated Amortization, end of year	\$ -	\$ 2,464,432	\$ 6,010,257	\$ 2,723,277	\$ 24,062,686	\$ 35,260,652
Net carrying amount, end of year	\$ 3,521,798	\$ 1,490,190	\$ 9,789,889	\$ 3,136,306	\$ 44,402,109	\$ 62,340,292

The net book value of tangible capital assets not being amortized because they are under construction or development or have been removed from service is \$125,697 (2013 - \$1,599,439). During the year, contributed capital assets of \$2,140,429 (2013 - \$227,240) were recognized in the financial statements. The Corporation of the Town of Ingersoll holds various historical treasures pertaining to the cheese factory museum. These items are not recognized as tangible capital assets in the financial statements because a reasonable estimate of the future benefits associated with such property cannot be made.

2013

	Land		Facilities	Vehicles, Machinery and		Total
	Land	Improvements		Equipment	Infrastructure	
Cost, beginning of year	\$ 3,683,812	\$ 3,979,169	\$ 15,688,596	\$ 5,768,700	\$ 63,214,726	\$ 92,335,003
Additions	-	29,428	35,622	799,008	6,013,851	6,877,909
Disposals	-	(17,338)	(25,160)	(339,455)	(3,775,213)	(4,157,166)
Cost, end of year	\$ 3,683,812	\$ 3,991,259	\$ 15,699,058	\$ 6,228,253	\$ 65,453,364	\$ 95,055,746
Accumulated Amortization, beginning of year	\$ -	\$ 2,444,108	\$ 5,238,421	\$ 2,912,808	\$ 21,122,866	\$ 31,718,203
Amortization	-	118,366	384,734	393,299	1,660,987	2,557,386
Disposals	-	(15,623)	-	(305,833)	(90,864)	(412,320)
Accumulated Amortization, end of year	\$ -	\$ 2,546,851	\$ 5,623,155	\$ 3,000,274	\$ 22,692,989	\$ 33,863,269
Net carrying amount, end of year	\$ 3,683,812	\$ 1,444,408	\$ 10,075,903	\$ 3,227,979	\$ 42,760,375	\$ 61,192,477

**The Corporation of the Town of Ingersoll**  
**Notes to Consolidated Financial Statements**  
**December 31, 2014**

**7. Accumulated Surplus**

The Corporation of the Town of Ingersoll segregates its accumulated surplus in the following categories:

	2014	2013
Investment in tangible capital assets	\$ <b>62,340,292</b>	\$ 61,192,477
Current Funds	<b>(3,812,523)</b>	(6,496,617)
Reserves and Reserve Funds		
Working Funds	<b>192,278</b>	192,278
Capital and current purposes	<b>3,297,449</b>	3,729,813
Industrial development	<b>242,930</b>	92,789
Investment in Government Business	<b>10,144,869</b>	9,613,312
Unfunded employee benefits liability	<b>(6,824,392)</b>	(6,406,244)
	<b>\$ 65,580,903</b>	\$ 61,917,808

The investment in tangible capital assets represents amounts already spent and invested in infrastructure and other non-financial assets.

**8. Government Transfers**

	Budget 2014	2014	2013
<b>Federal</b>			
Operating			
Conditional	\$ 22,804	\$ <b>51,192</b>	\$ 15,477
Capital			
Federal Gas Tax Revenue	523,000	<b>600,300</b>	320,104
	\$ 545,804	\$ <b>651,492</b>	\$ 335,581
<b>Provincial</b>			
Operating			
Ontario Municipal Partnership Fund	\$ 672,500	\$ <b>672,500</b>	\$ 791,100
Conditional	434,379	<b>463,394</b>	489,455
	\$ 1,106,879	\$ <b>1,135,894</b>	\$ 1,280,555



**The Corporation of the Town of Ingersoll**  
**Notes to Consolidated Financial Statements**  
**December 31, 2014**

**9. Other Income**

	Budget		
	2014	<b>2014</b>	2013
Penalties and interest on taxation	\$ 180,000	\$ <b>201,682</b>	\$ 213,668
Other fines and penalties	18,200	<b>5,909</b>	28,625
Investment Income	40,300	<b>49,242</b>	37,922
Licences, permits and rents	345,813	<b>381,993</b>	301,582
Donations	125,798	<b>156,820</b>	292,392
Donated assets	2,037,584	<b>2,140,429</b>	227,240
Sales of publications and other	71,285	<b>58,932</b>	1,951
Gain (loss) on disposal of tangible capital assets	(318,244)	<b>(36,566)</b>	59,614
Interest - GBE (Note 2)	329,400	<b>329,404</b>	329,404
Dividends	-	<b>68,092</b>	-
Development Charges	-	<b>36,224</b>	107,797
Other	5,800	<b>20,325</b>	17,000
	<b>\$ 2,835,936</b>	<b>\$ 3,412,486</b>	<b>\$ 1,617,195</b>

**10. Expenses by Object**

	Budget		
	2014	<b>2014</b>	2013
Salaries, Wages and Employee Benefits	\$ 6,448,118	\$ <b>6,743,497</b>	\$ 6,608,381
Materials	3,550,189	<b>2,861,953</b>	2,978,793
Contracted Services	4,052,155	<b>3,566,379</b>	3,463,973
Rent and Financial Expenses	35,023	<b>29,238</b>	31,377
Interest on Long-term Debt	214,484	<b>257,910</b>	168,238
Contributions to Others	57,685	<b>57,647</b>	67,402
Amortization	2,301,800	<b>2,626,750</b>	2,557,386
	<b>\$16,659,454</b>	<b>\$ 16,143,374</b>	<b>\$ 15,875,550</b>

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**The Corporation of the Town of Ingersoll**  
**Notes to Consolidated Financial Statements**  
**December 31, 2014**

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**11. Contingent Liabilities**

A significant ratepayer of the Municipality has appealed to the Assessment Review Board (ARB) with respect to the taxation years between 2009 to 2012. These appeals could potentially result in a reduction of taxes which would be distributed between the town, county and school boards. As there is considerable uncertainty surrounding both the hearing process and the potential settlement of reduction in taxation revenue, an estimated amount of \$398,000 (2013 - \$100,000) has been recognized at this time.

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**12. Funds Held in Trust**

The trust funds administered by the municipality amounting to \$ 253,878 (2013 - \$247,733) have not been included in the consolidated financial statements. Certain assets have been conveyed or assigned to the Corporation of the Town of Ingersoll to be administered as directed by agreement or statute. The Corporation of the Town of Ingersoll holds the assets for the benefit of and stand in fiduciary relationship to the beneficiaries. The following trust funds and assets are excluded from the Corporation of the Town of Ingersoll's financial statements:

	<u>2014</u>	<u>2013</u>
Carroll	\$ 5,000	\$ 5,000
Cemetery Care and Maintenance	245,278	239,133
W.J. Bickerton	3,600	3,600
	<u>\$ 253,878</u>	<u>\$ 247,733</u>

---

### **13. Segmented Information**

The Corporation of the Town of Ingersoll is a diversified municipal government institution that provides a wide range of services to its citizens. Distinguishable functional segments have been separately disclosed in the segmented information. The nature of the segments and the activities they encompass are as follows:

#### **General Government**

This category relates to the revenues and expenses of the operations of the Municipality itself and cannot be directly attributed to a specific segment.

#### **Protection to Persons and Property**

Protection is comprised of police services, fire protection and protective inspection. The police services work to ensure the safety and protection of the citizens and their property. The fire department is responsible to provide fire suppression service, fire prevention programs, training and education. Protective inspection provides services related to the enforcement of building and construction codes.

#### **Transportation**

Transportation is responsible for the maintenance and upkeep of the Municipality's roads, winter control, street lighting and sidewalks.

#### **Environmental**

Environmental services provide waste disposal services for the Municipality's citizens.

#### **Health**

Health services relate to maintaining the Municipality's cemetery.

#### **Recreation and Cultural Services**

This service area provides services meant to improve the health and development of the Municipality's citizens through recreational programs, youth centres and museum services.

#### **Planning and Development**

This service area is responsible for the economic development of the Municipality and its merchants.

The accounting policies of the segments are the same as those described in the summary of significant accounting policies. In measuring and reporting segment revenue from transaction with other segments, inter-segment transfers have been measured on the basis of the actual cost of services provided.

The Corporation of the Town of Ingersoll

Notes to Consolidated Financial Statements

December 31, 2014

13. Segmented Information

For the year ended December 31, 2014	General government	Protection to to persons and property	Transportation	Environmental	Health services	Recreation and cultural services	Planning and development	2014 Total
<b>Revenue</b>								
Taxation	\$ 12,601,374	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 12,601,374
Grants	872,612	120,395	800,610	114,621	-	184,179	86,389	2,178,806
User fees and service charges	60,023	20,159	76,379	-	23,392	879,426	22,867	1,082,246
Other	896,440	283,155	1,798,597	6,792	16,135	327,755	15,520	3,344,394
	<u>14,430,449</u>	<u>423,709</u>	<u>2,675,586</u>	<u>121,413</u>	<u>39,527</u>	<u>1,391,360</u>	<u>124,776</u>	<u>19,206,820</u>
<b>Expenses</b>								
Salaries and wages	1,511,475	833,413	1,480,697	110,956	90,632	2,529,911	186,413	6,743,497
Goods and services	799,980	3,195,276	1,080,193	86,939	24,817	1,120,990	207,022	6,515,217
Interest	35,857	-	210,889	-	-	11,164	-	257,910
Amortization	172,687	118,088	1,903,618	-	1,803	430,554	-	2,626,750
	<u>2,519,999</u>	<u>4,146,777</u>	<u>4,675,397</u>	<u>197,895</u>	<u>117,252</u>	<u>4,092,619</u>	<u>393,435</u>	<u>16,143,374</u>
Income from government business enterprise	599,649	-	-	-	-	-	-	599,649
Net surplus (deficit)	<u>\$ 12,510,099</u>	<u>\$ (3,723,068)</u>	<u>\$ (1,999,811)</u>	<u>\$ (76,482)</u>	<u>\$ (77,725)</u>	<u>\$ (2,701,259)</u>	<u>\$ (268,659)</u>	<u>\$ 3,663,095</u>

The Corporation of the Town of Ingersoll

Notes to Consolidated Financial Statements  
December 31, 2013

13. Segmented Information

For the year ended December 31, 2013	General government	Protection to to persons and property	Transportation	Environmental	Health services	Recreation and cultural services	Planning and development	2013 Total
<b>Revenue</b>								
Taxation	\$ 12,248,686	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 12,248,686
Grants	931,050	100,580	513,112	110,241	0	147,324	248,496	2,050,803
User fees and service charges	37,377	67,099	49,390	0	26,417	869,476	33,608	1,083,367
Other	632,818	211,916	523,244	5,949	5,485	237,783	-	1,617,195
	<u>13,849,931</u>	<u>379,595</u>	<u>1,085,746</u>	<u>116,190</u>	<u>31,902</u>	<u>1,254,583</u>	<u>282,104</u>	<u>17,000,051</u>
<b>Expenses</b>								
Salaries and wages	1,348,860	1,011,886	1,340,313	119,926	84,266	2,571,871	131,259	6,608,381
Goods and services	953,456	2,787,836	948,747	195,794	29,580	1,177,270	448,862	6,541,545
Interest	32,367	-	123,205	-	-	12,666	-	168,238
Amortization	162,247	98,754	1,575,465	281,933	1,739	437,248	-	2,557,386
	<u>2,496,930</u>	<u>3,898,476</u>	<u>3,987,730</u>	<u>597,653</u>	<u>115,585</u>	<u>4,199,055</u>	<u>580,121</u>	<u>15,875,550</u>
Income from government business enterprise	<u>130,660</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>130,660</u>
Net surplus (deficit)	<u>\$ 11,483,661</u>	<u>\$ (3,518,881)</u>	<u>\$ (2,901,984)</u>	<u>\$ (481,463)</u>	<u>\$ (83,683)</u>	<u>\$ (2,944,472)</u>	<u>\$ (298,017)</u>	<u>\$ 1,255,161</u>

The Corporation of the Town of Ingersoll

**Report to the Councillors**

December 31, 2014

July 29, 2015

To the Councillors  
**The Corporation of the Town of Ingersoll**

Our audit of the financial statements of The Corporation of the Town of Ingersoll (the Town) for the year ended December 31, 2014 is complete and we have issued a report on these financial statements without qualification.

The report to the councillors been prepared to facilitate communication with those charged with governance, as required by Canadian Auditing Standards. These standards require that we communicate with those charged with governance regarding various matters including:

- Auditor responsibilities in relation to the financial statement audit
- Planned scope and timing of the audit
- Auditor independence
- Significant findings from the audit, including:
  - qualitative aspects of accounting practices
  - difficulties encountered during the audit
  - matters discussed with management
  - other matters relevant to the financial reporting process

We express our appreciation for the cooperation and assistance received from the management and the Finance Department of the Town during the course of our audit.

If you have any particular comments or concerns, please do not hesitate to contact me.

Yours very truly,

**MILLARD, ROUSE & ROSEBRUGH LLP**



Cameron Johnston CPA, CA, LPA  
Partner

## **Contents**

Introduction	1
Audit Scope and Responsibility	2
Independence	3
Responsibility of Management	4
Reportable Matters	5
Current Accounting and Reporting Developments	7



# Introduction

This report summarizes significant matters that we believe should be brought to your attention for the Town. We emphasize that the audit and this report would not necessarily identify all matters that may be of interest to the committee.

This report has been prepared solely for the purpose of assisting the councillors in the discharge of its oversight responsibility and should not be used for any other purpose. We disclaim any obligation to any other party that may rely upon this report.

# Audit Scope and Responsibility

## INDEPENDENT AUDITORS' REPORT

### To the Members of Council, Inhabitants and Ratepayers of The Corporation of the Town of Ingersoll

We have audited the accompanying consolidated financial statements of The Corporation of the Town of Ingersoll which comprise the consolidated statement of financial position as at December 31, 2014, and the consolidated statements of operations, change in net financial assets (debt) and cash flows for the year then ended, and a summary of significant accounting policies and other explanatory information.

#### **Town Management's Responsibility for the Consolidated Financial Statements**

Management is responsible for the preparation and fair presentation of these consolidated financial statements in accordance with Canadian public sector accounting standards, and for such internal control as Town management determines is necessary to enable the preparation of consolidated financial statements that are free from material misstatement, whether due to fraud or error.

#### **Auditors' Responsibility**

Our responsibility is to express an opinion on these consolidated financial statements based on our audit. We conducted our audit in accordance with Canadian generally accepted auditing standards. Those standards require that we comply with ethical requirements and plan and perform the audit to obtain reasonable assurance about whether the consolidated financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the consolidated financial statements. The procedures selected depend on the auditors' judgement, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by Town management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

#### **Opinion**

In our opinion, the consolidated financial statements present fairly, in all material respects, the financial position of The Corporation of the Town of Ingersoll as at December 31, 2014, and the results of its operations, its changes in net assets and its cash flows for the year then ended in accordance with Canadian public sector accounting standards.

## **Independence**

As external auditors of the Town, we are required to be independent in accordance with Provincial professional requirements. These standards require that we disclose to the Finance Committee all relationships that, in our professional judgement, may reasonably be thought to bear on our independence. We provided a letter to management at the commencement of our audit, which confirms our independence with respect to the Town.

We confirm that we are not aware of any relationship or non-audit services that would impair our independence for purposes of expressing an opinion on the financial statements.

# Responsibility of Management

## **Preparation of financial statements**

The preparation of the financial statements, including the accompanying notes, is the responsibility of management. This includes the preparation of the financial statements in accordance with Canadian public sector accounting standards.

Management is responsible for selecting the significant accounting policies used in the preparation of the financial statements, for applying judgement in preparing accounting estimates contained in the financial statements, and for preparing or obtaining documentation supporting amounts and disclosures in the financial statements. In addition, management is responsible for assessing the impact of any misstatements detected during the preparation and audit of the financial statements, individually and in aggregate, on the fair presentation of amounts and disclosures contained in the financial statements and determining if such adjustments should be recorded.

## **Management's representations**

The transactions and estimates reflected in the accounts and in the financial statements are within the direct control of management. Accordingly, the fairness of the representations made through the financial statements is an implicit and integral part of management's responsibility.

Throughout the course of our audit, we obtain representations from management in the form of answers to our audit enquiries. We also obtained a formal representation letter from management at the conclusion of the audit.

# Reportable Matters

CPA Canada has specified matters that should be brought to the attention of management. The following summarizes the matters to be communicated.

## **Significant accounting principles and policies**

Significant accounting principles and policies are disclosed in the notes to the financial statements. Within the context of the audit, management has represented to us that there have not been any material changes in the accounting principles and policies during the year.

We have not noted any significant unusual transactions.

## **Materiality**

Millard, Rouse & Rosebrugh LLP planned the audit with the objective of having reasonable assurance of detecting misstatements that would be material to the financial statements taken as a whole. As required by audit standards, materiality was utilized during the conduct of the audit and the evaluation of any misstatements identified.

## **Misstatements and significant audit adjustments**

Misstatements represent audit findings for which we do not agree with the amount, classification, presentation or disclosure of items in the financial statements.

A misstatement may arise from an error or from fraud and other irregularities. An error refers to an unintentional misstatement in financial statements, including an omission of amount or disclosure.

Fraud and other irregularities refer to an intentional misstatement in financial statements, including an omission of amount or disclosure, or to a misstatement arising from theft of the entity's assets.

In conducting our procedures, we may identify misstatements that require adjustments to the recorded amounts. These audit adjustments are discussed with management, who in consultation with us, determine if an adjustment should be recorded.

During the course of our audit, we did not discover any misstatements arising from fraud or other irregularities.

**Internal controls**

Management is responsible for the design and operation of an effective system of internal control that provides reasonable assurance that the accounting systems provide timely, accurate and reliable financial information, as well as safeguard the assets of the Town.

Through our role as auditors of your financial statements we possess an understanding of the Town and its operating environment, including internal control. However, a financial statement audit is not designed to provide assurance on internal control. Professional standards do require us to communicate to management significant deficiencies and material weaknesses in internal control that have come to our attention in the course of performing the audit.

During the course of our audit, we did not discover any significant deficiencies in internal control.

**Illegal acts**

Our inquiries of management and our testing of financial records did not reveal any illegal or possible illegal acts. However, please be aware that improper conduct is usually carefully and often elaborately concealed and therefore, the probability of detecting such acts is not high. Management is also asked in the formal letter of representations to disclose if they are aware of any illegal or possible illegal acts.

**Fraud and illegal acts**

Our inquiries of management did not reveal any fraud or illegal acts.

**Difficulties**

We did not encounter any difficulties in the performance of the audit. We have had no disagreements with management, and have resolved all auditing, accounting and presentation issues to our satisfaction.

**Cooperation during the Audit**

We report that we have received excellent cooperation from staff and management of the Town. To our knowledge, we were provided with complete access to all necessary accounting records and other documentation. Issues identified as a result of our audit work, whether in amounts for the financial statements or disclosure, were discussed with management and issues have been resolved to our satisfaction. There were no limitations placed on the scope of our audit.

# Current Accounting and Reporting Developments

We continually monitor the potential impact of new accounting pronouncements on the accounting practices of The Corporation of the Town of Ingersoll.

## **Financial Instruments**

Public Sector Accounting Standards are changing for the disclosure related to financial instruments. This change will be effective for year ends beginning on or after April 1, 2016.

## **Contaminated Sites**

Effective for fiscal year ends beginning after April 1, 2014, a municipality will be required to inventory and value the liability for cleaning up contaminated sites.

A liability for remediation will need to be recognized when, as at the financial reporting date:

1. An environmental standard exists;
2. Contamination exceeds the environmental standard;
3. The government:
  - a. Is directly responsible; or
  - b. Accepts responsibility;
4. It is expected that future economic benefits will be given up; and
5. A reasonable estimate of the amount can be made.



**Community and Strategic Planning**

P. O. Box 1614, 21 Reeve Street  
Woodstock Ontario N4S 7Y3

Phone: 519-539-9800 • Fax: 519-421-4712

Web site: [www.oxfordcounty.ca](http://www.oxfordcounty.ca)

Our File: **A01-15**

**APPLICATION FOR MINOR VARIANCE**

**TO:** Town of Ingersoll Committee of Adjustment  
**MEETING:** August 10<sup>th</sup>, 2015  
**REPORT NUMBER:** 2015-162

**OWNER:** Randy Ferguson  
138 King Street East, Ingersoll, N5C 1G9

**VARIANCE REQUESTED:**

Relief from the provisions of **Section 6.2, Table 6.2 - Zone Provisions - Rear Yard, Minimum Depth**, to reduce the required rear yard depth from 7.5 m (24.6 ft) to 4.6 m (15 ft) to allow for the construction of an attached garage.

**LOCATION:**

The subject lands are described as Part Lots 7 & 8, Plan 279, Part 2 of Reference Plan 41R-3084, in the Town of Ingersoll. The lands are located on the south side of King Street East, lying between Hall Street and Princess Park Road, and municipally known as 138 King Street East.

**BACKGROUND INFORMATION:**

COUNTY OF OXFORD OFFICIAL PLAN:

Schedule "I-1"	Town of Ingersoll Land Use Plan	Residential
Schedule "I-2"	Town of Ingersoll Residential Density Plan	Low Density Residential

TOWN OF INGERSOLL ZONING BY-LAW: Residential Type 1 Zone (R1)

SURROUNDING USES: surrounding uses are predominantly low density residential.



**COMMENTS:**(a) Purpose of the Application:

The applicant proposes to obtain relief from the above noted provision of the Town of Ingersoll Zoning By-law to facilitate the construction of an attached garage to an existing single detached dwelling. The proposed addition will be located on the west side of the existing dwelling and requires a 4.6 m (15 ft) rear yard depth in order to maintain the existing basement access on the exterior of the dwelling. The subject property measures approximately 660 m<sup>2</sup> (7,104 ft<sup>2</sup>) and contains a single detached dwelling measuring approximately 195 m<sup>2</sup> (2,099 ft<sup>2</sup>) and two accessory structures which are proposed to be removed to facilitate the proposed addition.

Plate 1, Location Map (with Existing Zoning and Parcel Lines), shows the location of the subject lands and the current zoning in the immediate vicinity.

Plate 2, 2010 Air Photo, shows the location of the subject lands and surrounding properties.

Plate 3, Applicant's Sketch, shows the dimensions of the property and the location of the dwelling and proposed attached garage.

Plate 4, Proposed Building Elevation, illustrates the front and rear elevations of the proposed attached garage.

(b) Agency Comments

The application was circulated to relevant agencies considered to have interest in the application.

The Town of Ingersoll Chief Building Official has indicated no concerns with the proposal.

Public notice was mailed to surrounding property owners on July 30<sup>th</sup>, 2015. At the time of writing this report, no comments or concerns have been received from the public.

(c) Intent and Purpose of the Official Plan:

The subject lands are designated 'Low Density Residential' according to the Town of Ingersoll Residential Density Plan, as contained in the County Official Plan. Low Density Residential districts are those lands that are primarily developed or planned for low-rise, low-density housing forms including single detached dwellings, semi-detached, duplex and converted dwellings, street-fronting townhouses, low density cluster development and low-rise apartments. The construction of an attached garage on a single detached dwelling conforms with the relevant policies of the Official Plan.

(d) Intent and Purpose of the Zoning By-law:

The property is zoned 'Residential Type 1 (R1)' in the Town of Ingersoll Zoning By-law. The 'R1' zone provisions require a 7.5 m (24.6 ft) rear yard depth for single detached dwellings. This provision is intended to ensure adequate area exists for drainage, access for building maintenance, and to maintain sufficient private amenity space for the occupants of the property.

The existing dwelling and proposed attached garage will comply with all other relevant provisions of the 'R1' zone.

Staff are satisfied that the proposed rear yard depth maintains the general purpose and intent of the Zoning By-law as the new addition will not compromise the existing private amenity area on the property and sufficient space will be maintained to allow for access around the buildings for maintenance purposes. Further, the proposed relief would not appear to have any significant impact on the abutting property to the south.

(e) Desirable Development/Use:

It is the opinion of this office that the applicant's proposal to obtain relief from the Town's Zoning By-law to permit a reduced rear yard depth of 4.6 m (15 ft) is minor in nature.

Further, staff are satisfied that the requested relief will not negatively impact the neighbouring property owners and will provide adequate space for maintenance and access to the rear of the property.

In light of the foregoing, it is the opinion of this Office that the requested relief maintains the general intent of the Official Plan and Zoning By-law, is minor in nature and can be given favourable consideration.

**RECOMMENDATION:**

That the Town of Ingersoll Committee of Adjustment **approve** Application File A01-15, submitted by Randy Ferguson for lands described as Part Lots 7 & 8, Plan 279, Part 2 of Reference Plan 41R-3084 in the Town of Ingersoll as it relates to:

1. Relief from the provisions of **Section 6.2, Table 6.2 - Zone Provisions - Rear Yard, Minimum Depth**, to reduce the rear yard depth from 7.5 m (24.6 ft) to 4.6 m (15 ft) to allow for the construction of an attached garage.

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

The proposed relief is a minor variance from the provisions of the Town of Ingersoll Zoning By-law in that the relief is not anticipated to affect neighbouring properties and adequate space is available for maintenance, drainage, grading and access;

The proposed relief is desirable for the appropriate development and use of the land as the said relief will allow only for the construction of an attached garage of similar proportions and setbacks as development in the immediate neighbourhood;

The proposed relief maintains the general intent and purpose of the Town of Ingersoll Zoning By-law as the development generally maintains setbacks from the street and is in-keeping with similar development in the immediate area; and

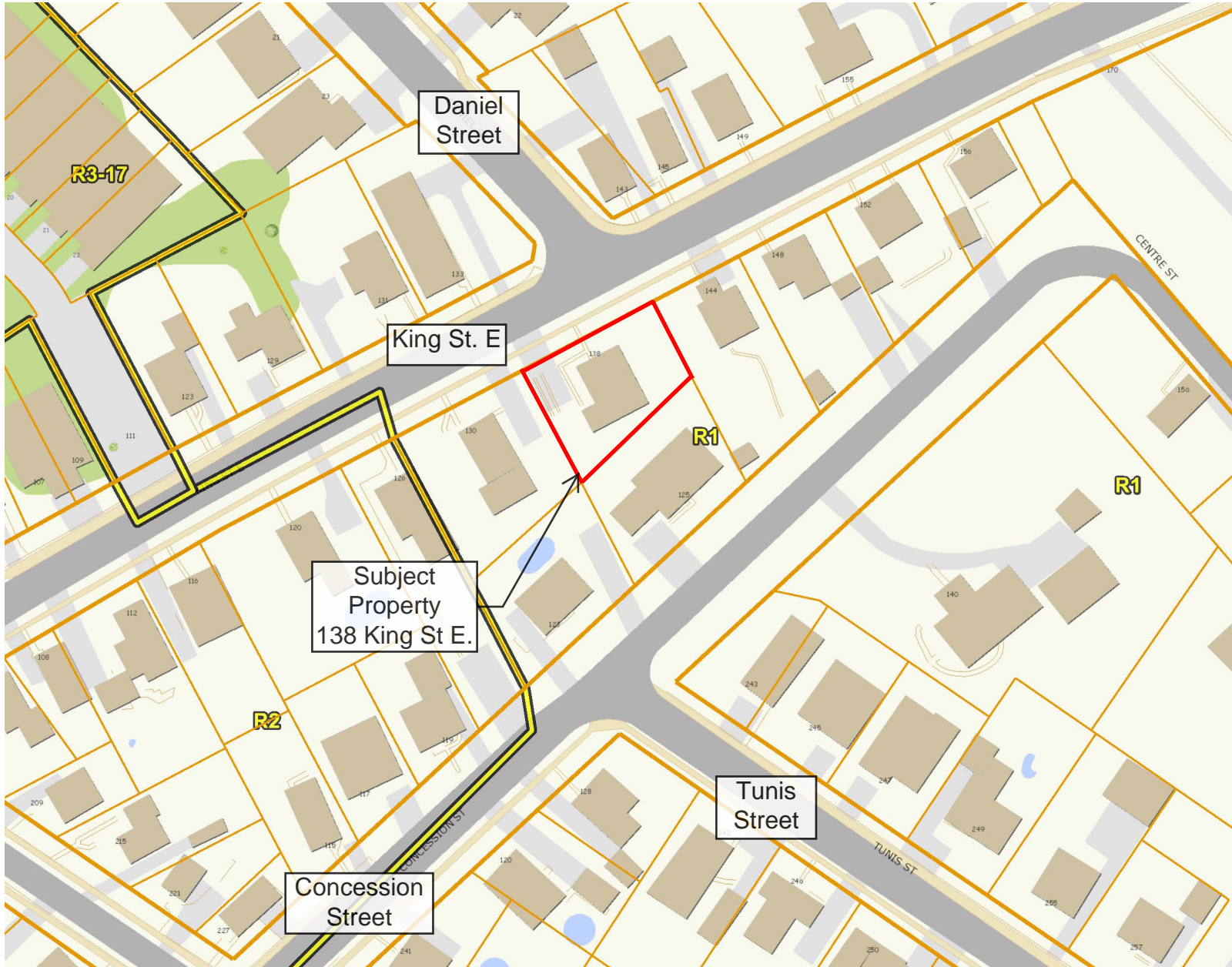
The relief maintains the intent and purpose of the Official Plan as the addition is a permitted form of development contemplated by the Official Plan.

Authored by: *original signed by*

Flavia Craciun, Student Planner

Approved by: *original signed by*

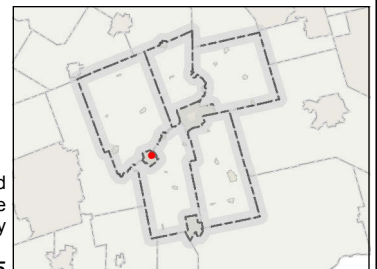
Gordon K. Hough, MCIP, RPP, Director



**Legend**

- Parcel Lines**
  - Property Boundary
  - Assessment Boundary
  - Unit
  - Road
  - Municipal Boundary
- Environmental Protection/Flood Overlay**
  - ▨ Flood Fringe
  - ▨ Floodway
  - ▨ Environmental Protection (EP1)
  - ▨ Environmental Protection (EP2)
- Zoning Floodlines/Regulation Limit**
  - ◆ 100 Year Flood Line
  - ▲ 30 Metre Setback
  - Conservation Authority Regulation Limit
  - Regulatory Flood And Fill Lines
- ▨ Zoning (Displays 1:16000 to 1:500)

**Notes**



0 31 61 Meters

NAD\_1983\_UTM\_Zone\_17N



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

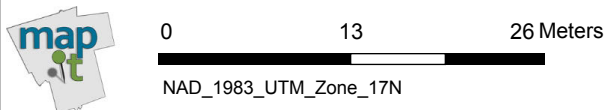
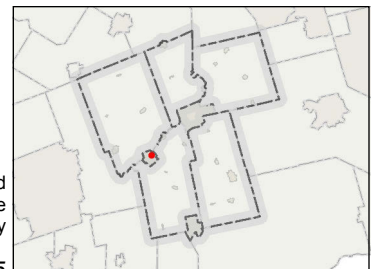
July 9, 2015



**Legend**

- Parcel Lines**
  - Property Boundary
  - Assessment Boundary
  - Unit
  - Road
  - Municipal Boundary
- Environmental Protection/Flood Overlay**
  - ▨ Flood Fringe
  - ▨ Floodway
  - ▨ Environmental Protection (EP1)
  - ▨ Environmental Protection (EP2)
- Zoning Floodlines/Regulation Limit**
  - ◆ 100 Year Flood Line
  - ▲ 30 Metre Setback
  - Conservation Authority Regulation Limit
  - Regulatory Flood And Fill Lines
- ▣ Zoning (Displays 1:16000 to 1:500)

**Notes**



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

July 9, 2015

Plate 3 - Applicant's Sketch  
 A-01/15; Randy Ferguson  
 Part Lot 7 & 8, Plan 279, Part 2 of 41M-3084, Town of Ingersoll, 138 King Street E

PROPERTY REPORT

Schedule A - Plan  
 OF PART OF  
**LOTS 7 and 8 ( SOUTH OF KING STREET )**  
**BLOCK 54**  
**REGISTERED PLAN 279**  
**TOWN OF INGERSOLL**  
**COUNTY OF OXFORD**  
 SCALE: 1" = 20'



**2000**  
**BAKER & BENEDICT SURVEYING INC.**

THIS PLAN MUST BE READ IN CONJUNCTION WITH AN ATTACHED LETTER.  
 THIS REPORT WAS PREPARED FOR *LORI & ALEX HEIMANN*  
 THIS PLAN HAS NOT BEEN PREPARED FOR REGISTRATION PURPOSES.  
 THIS REPORT CAN BE UPDATED BY THIS OFFICE, HOWEVER  
 ADDITIONAL PRINTS OF THIS ORIGINAL REPORT CANNOT BE ISSUED  
 SUBSEQUENT TO THE DATE OF CERTIFICATION.

ASSOCIATION OF ONTARIO  
 LAND SURVEYORS  
 PLAN SUBMISSION FORM  
**1300039**

THIS PLAN IS NOT VALID  
 UNLESS IT IS AN EMBOSSED  
 ORIGINAL COPY  
 ISSUED BY THE SURVEYOR  
 in accordance with  
 Regulation 1026, Section 29(3).

**SURVEYOR'S CERTIFICATE**

- I CERTIFY THAT:
1. THIS SURVEY AND PLAN ARE CORRECT AND IN ACCORDANCE WITH THE SURVEYS ACT, THE SURVEYORS ACT, AND THE REGISTRY ACT AND THE REGULATIONS MADE UNDER THEM.
  2. THIS SURVEY WAS COMPLETED ON THE 29th DAY OF MAY, 2000

2000 JUNE 05  
 DATE  
  
 PAUL J. BENEDICT,  
 ONTARIO LAND SURVEYOR

BEARINGS ARE ASTRONOMIC AND ARE REFERRED TO THAT PART OF THE SOUTHERLY LIMIT OF KING STREET AS SHOWN ON DEPOSITED PLAN 41R - 3087, HAVING A BEARING OF N 62°18'50" E.

- ⊕ DENOTES FOUND SURVEY MONUMENT (837 UNLESS OTHERWISE NOTED)
- ⊙ DENOTES PLANTED SURVEY MONUMENT
- SIB DENOTES STANDARD IRON BAR
- RIB DENOTES 0.04" Ø ROUND IRON BAR
- IB DENOTES IRON BAR
- WIT DENOTES WITNESS
- meas DENOTES MEASURED
- P1 DENOTES REGISTERED PLAN No. 279
- P2 DENOTES DEPOSITED PLAN 41R-3087

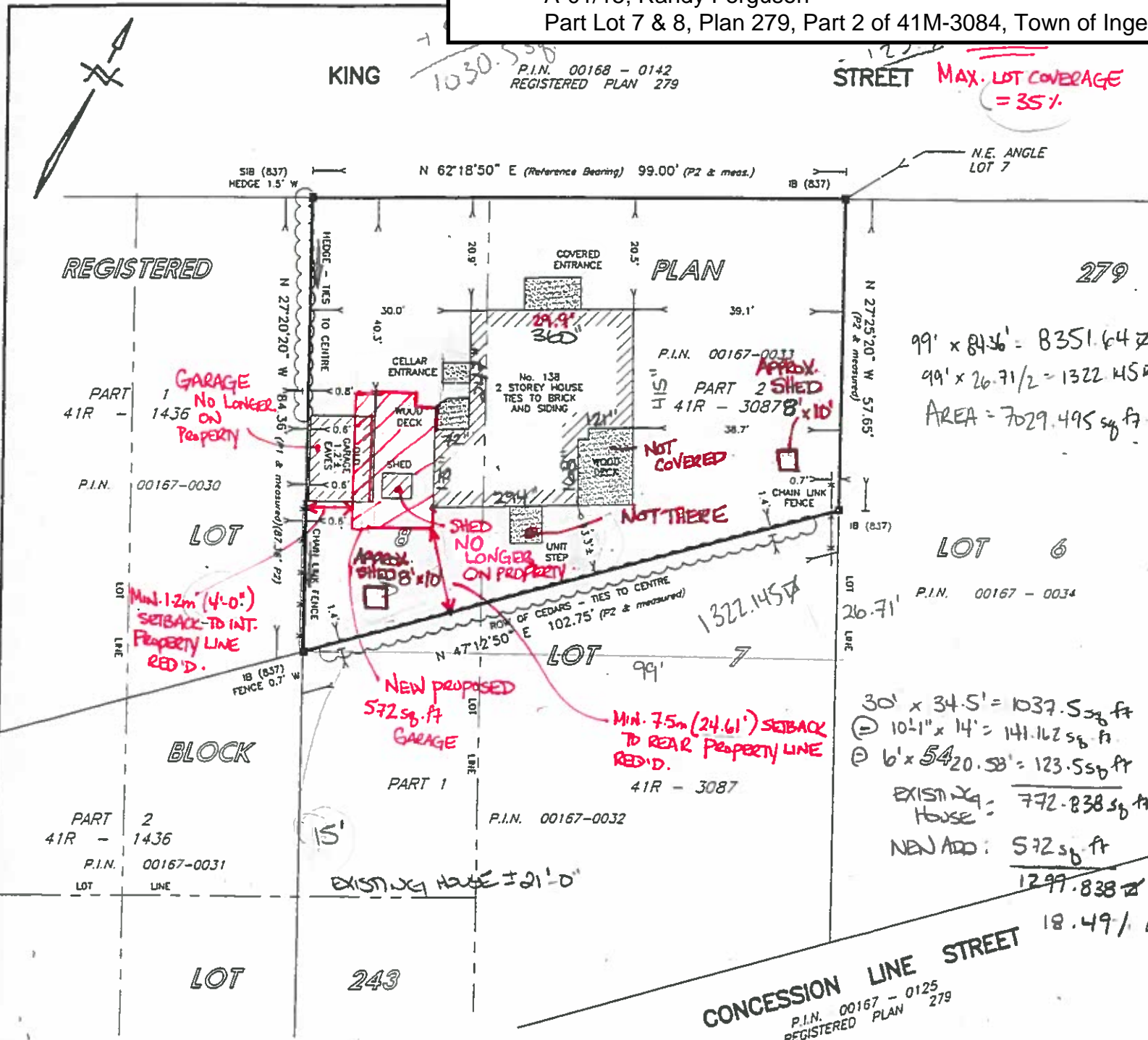
**BAKER & BENEDICT SURVEYING INC. ©**  
 ONTARIO LAND SURVEYORS  
 WOODSTOCK - ONTARIO  
 TEL: (519) 537 6212  
 DRAWN BY : P.J. BENEDICT  
 CHECKED BY : P.J.B.  
 DATE : 2000 MAY 30  
 JOB NO. :  
**S-00-8812**

**STREET MAX. LOT COVERAGE = 35%**

99' x 84.5' = 8351.64 ♂  
 99' x 26.71/2 = 1322.45 ♂  
 AREA = 7029.495 sq ft

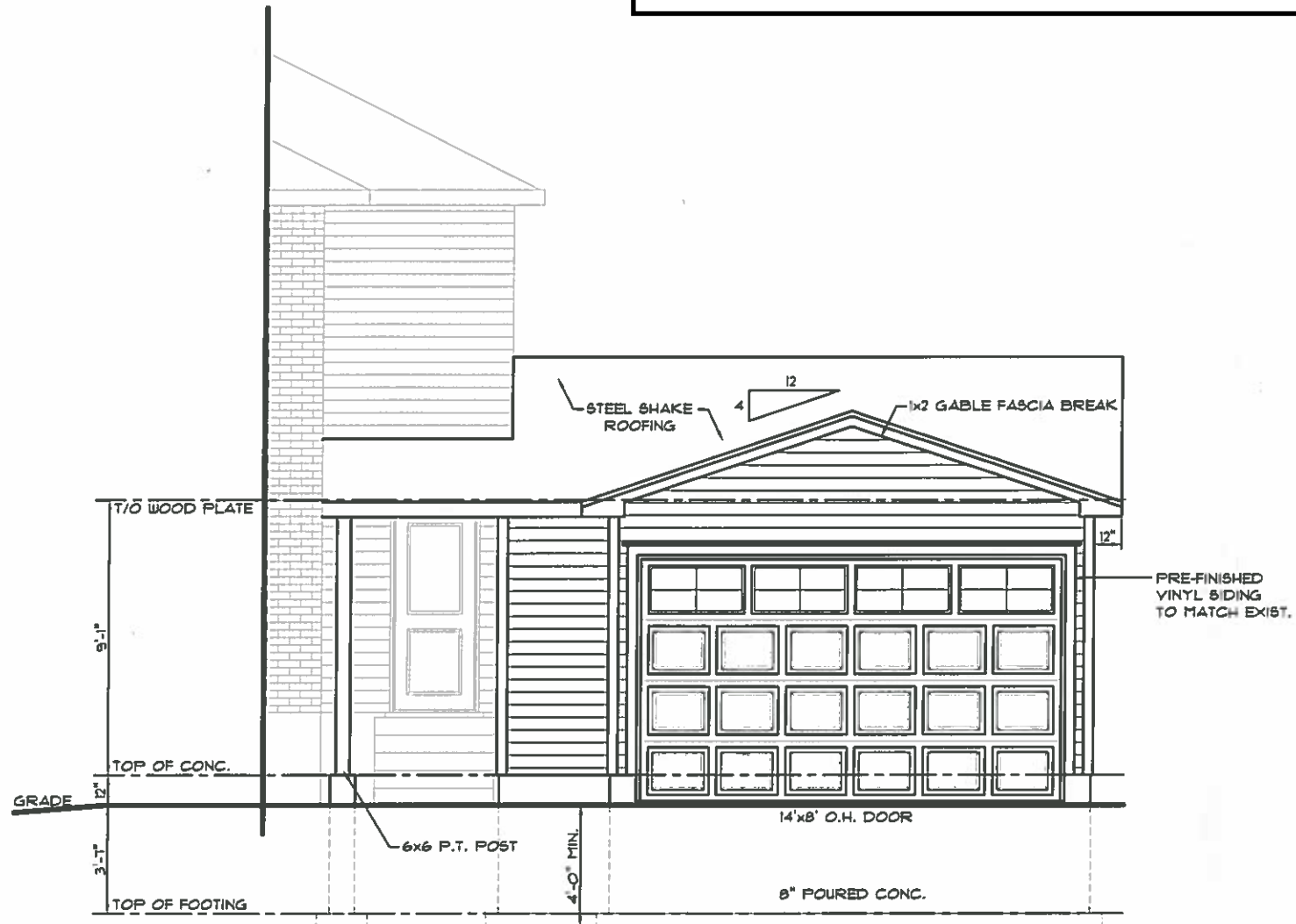
30' x 34.5' = 1037.5 sq ft  
 ⊕ 10'-1" x 14' = 141.162 sq ft  
 ⊕ 6' x 54' = 324 sq ft  
 EXISTING House = 772.838 sq ft  
 NEW ADD: 572 sq ft  
 1299.838 ♂

**CONCESSION LINE STREET 18.49% LOT COVERAGE**

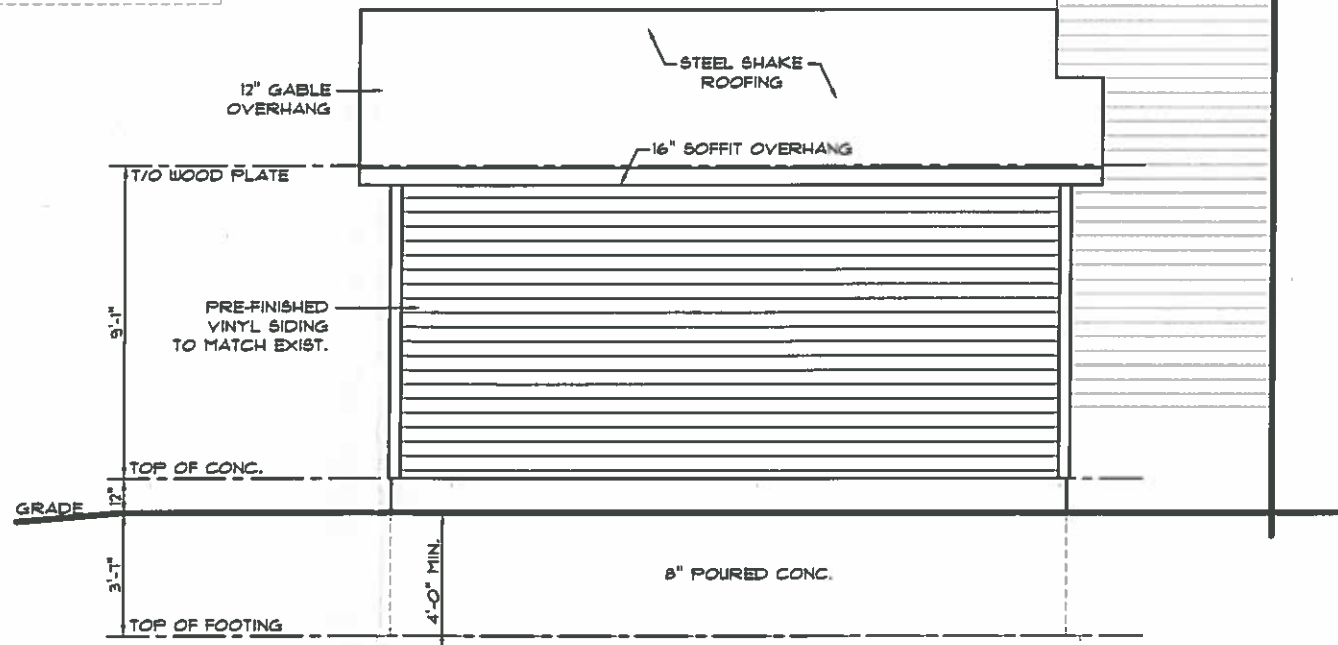


IMPERIAL: DISTANCES SHOWN ON THIS PLAN ARE IN FEET AND CAN BE CONVERTED TO METRES BY MULTIPLYING BY 0.3048

Plate 4 - Proposed Building Elevation  
 A-01/15; Randy Ferguson  
 Part Lot 7 & 8, Plan 279, Part 2 of 41R-3084, Town of Ingersoll- 138 King St. E



**FRONT ELEVATION**  
 SCALE: 3/16"=1'-0"



**REAR ELEVATION**  
 SCALE: 3/16"=1'-0"

- GENERAL NOTES**
- CONTRACTOR TO CHECK & VERIFY ANY DISCREPANCIES BEFORE CONSTRUCTION BEGINS.
  - DRAWINGS ARE TO BE READ AND NOT TO BE SCALED.
  - ALL CONSTRUCTION MATERIALS & EQUIP. TO ADHERE TO LATEST EDITION OF O.B.C. & LOCAL BY-LAW.
  - ALL FOOTINGS TO BEAR ON UNDISTURBED SOIL TO LOCAL FROST LEVELS (4'-0" MIN. BELOW GRADE).
  - REFER TO PLANS, X-SECTIONS & DETAILS FOR ALL TYP. CONSTRUCTION DETAILS AND NOTES.
  - 1/2" TH. CONC. REBAR COVERAGE
  - MIN. CONC. STRENGTH (28 DAYS) - 30 MPa (3000 psi)
  - STEEL STRENGTH - 400 MPa (60 ksi)
  - ASSUMED SOIL BEARING CAPACITY - 3000 psf
  - CONSTRUCTION SEQUENCING: BACKFILL INTERIOR OF BUILDING & COMPACTED SAND BACKFILL TO BE PLACED IN 15 (300x) LIFTS EVENLY AROUND STRUCTURE. COMPACT BACKFILL TO 95% STANDARD PROCTOR.
  - ROOF TRUSSES & GIRDERS DESIGNED BY TRUSS MANF.
  - PROVIDE TEMPORARY BRACING FOR ALL COLLING UNTL FINAL BRACING INSTALLATION COMPLETE.

- DESIGN NOTES**
- DESIGN DATA LOCATION: WOODSTOCK
- GROUND SNOW LOAD: 1.3 KPa (27.1 psf)  
 SPECIFIED SNOW LOAD: 1.48 KPa (30.5 psf)  
 DEAD LOAD: 0.48 KPa (10 psf)  
 WIND LOAD (WS): 0.44 KPa (9.2 psf)
- 1/2" PERIMETER EXPANSION JOINT FOR POURED CONC. SLABS  
 1/4" CONTROL JOINTS @ 30' o.c. E.W. IN POURED CONC. SLABS  
 ALL WOOD NO. 2 SPRUCE OR BETTER  
 ALL BOLTS GALVANIZED STEEL

**ADDITIONS TO EXISTING BUILDINGS 2.11.10**

COMPONENT	ADDITIONS
CEILING WITH ATTIC SPACE*	8.81 (R50)
MINIMUM RSI-VALUE (R-VALUE)	
CEILING WITHOUT ATTIC SPACE*	5.46 (R31)
MINIMUM RSI-VALUE (R-VALUE)	
EXPOSED FLOOR*	5.46 (R31)
MINIMUM RSI-VALUE (R-VALUE)	
WALLS ABOVE GRADE*	4.23 (R24)
MINIMUM RSI-VALUE (R-VALUE)	
BASEMENT WALLS*	3.52 (R20)
MINIMUM RSI-VALUE (R-VALUE)	
EDGE OF BELOW GRADE SLAB EQUAL OR LESS THAN 600mm (23 3/4") BELOW GRADE	1.76 (R10)
MINIMUM RSI-VALUE (R-VALUE)**	
HEATED SLAB OR SLAB EQUAL OR LESS THAN 600mm (23 3/4") BELOW GRADE	1.76 (R10)
MINIMUM RSI-VALUE (R-VALUE)**	
WINDOWS AND SLIDING GLASS DOORS	1.8
MAXIMUM U-VALUE (W/m <sup>2</sup> K)**	
SKYLIGHTS	2.8
MAXIMUM U-VALUE (W/m <sup>2</sup> K)**	

- NOTES:**
- 1) THE VALUES LISTED ARE MINIMUM RSI-VALUES FOR THERMAL INSULATION COMPONENT ONLY. RSI-VALUES EXPRESSED IN (m<sup>2</sup>K)/W.
  - 2) U-VALUES IS THE OVERALL COEFFICIENT OF HEAT TRANSFER EXPRESSED IN W/m<sup>2</sup>K.
  - 3) THE BUILDING NEED NOT CONFORM TO MINIMUM EFFICIENCY REQUIREMENTS FOR HRV'S, DOMESTIC HOT WATER HEATERS AND SPACE HEATING EQUIPMENT REQUIRED IN ARTICLE 2.11.3 OR 2.11.3.

PROPOSED ADDITION FOR  
 RANDY FERGUSON  
 138 KING STREET INGERSOLL

**djDESIGN**  
 Architectural • HVAC

Phone: (519) 875-7591 318 Huron Street  
 Fax: (519) 839-8071 Woodstock, ON N4S 4G3  
 Email: info@djdesign.ca www.djdesign.ca  
 A Division of DJ Property Management Inc.

THE UNDERSIGNED HAS REVIEWED AND TAKES RESPONSIBILITY FOR THIS DESIGN AND HAS THE QUALIFICATIONS AND MEETS THE REQUIREMENTS SET OUT IN THE ONTARIO BUILDING CODE TO DESIGN THE WORK SHOWN.

**QUALIFICATION INFORMATION**  
 REQUIRED UNDER DESIGN IS 8-1(1) UNDER DIV. C. 3.19.1 OF THE BUILDING CODE

DEREK JUKEMA 21159  
 NAME BCN

**ELEVATIONS**

SCALE	AS SHOWN
Drawn by: KL	A-1
Designed by: KL	
Checked by: ATW	
Date: APRIL 22, 2015	
Project No. 15-013 as 1561-0103	

VISIT OUR WEBSITE www.djdesign.ca TO REGISTER FOR AND USE OUR FREE REFERRAL SERVICE

To: Mayor and Members of Ingersoll Town Council

From: Eric Gilbert, Development Planner, Community and Strategic Planning

## Application for Zone Change ZN 6-15-02 - Colin Riddell

### REPORT HIGHLIGHTS

---

- Applicant proposes to permit an enlargement of an existing oversized accessory building, and to recognize the structure as a permitted use.
- The accessory building is a 3 bay private garage that was originally constructed in 1964, and enlarged in 2003. The total size of the structure including the proposed addition is 245.1 m<sup>2</sup> (2,638 ft<sup>2</sup>).
- Planning staff recommend approval of this application as it maintains the general intent of the Official Plan, and will recognize the long-standing use of the structure.

### DISCUSSION

---

#### Background

OWNER: Colin Riddell, 238 Victoria St. Ingersoll ON N5C 2N1

LOCATION:

The subject property is described as Part Lots 5 & 6, Part Park Lot 3, Block 83, Plan 279, in the Town of Ingersoll. The property is located on the north side of Victoria Street and east side of McKeand Street, and is municipally known as #236 Victoria Street.

OFFICIAL PLAN:

Schedule "I-1" Town of Ingersoll Land Use Plan Residential & Open Space

Schedule "I-2" Town of Ingersoll Residential Density Plan Low Density Residential

TOWN OF INGERSOLL ZONING BY-LAW NO. 04-4160:

Existing Zoning: Low Density Residential Type 2 Zone (R2)

Requested Zoning: Special Low Density Residential Type 2 Zone (R2-xx).

PROPOSAL:

The purpose of the application is to rezone the subject site to increase the allowable maximum lot coverage for an existing 3-bay garage in order to construct a 70.6 m<sup>2</sup> (760 ft<sup>2</sup>) building addition. According to the application, the existing garage has a ground floor area of 174.5 m<sup>2</sup> (1,878 ft<sup>2</sup>).

Information provided by the owner indicates the existing 3-bay garage (circa.1964) was expanded in 2003, under Zoning By-law No. 81-3045. At that time, the by-law limited accessory structures to a maximum of 10% of the lot area. Under the current Zoning By-law No. 04-14610, this enlarged structure is considered to be a “legal non-complying” structure because its ground floor area exceeds the current by-law’s accessory use provisions which limit such structures to 10% of the lot area or 100 sq.m. (1,076.4 sq.ft) of ground floor area, whichever is the lesser.

The subject property has a lot area of 6,339 sq.m. (1.56 ac) and contains only the detached 3-bay garage. While a building permit was issued by the Town in 2009 for a new single detached dwelling, the Town revoked that building permit at the owners request later that year due to concerns with soil conditions in the location of the proposed new home. The subject property was enlarged in 2010, via consent application #B53/09, in order to allow the owner to construct a new single detached dwelling elsewhere on the enlarged lot. Since 2010, no building permit has been issued for a new dwelling on the subject site. Therefore, according to the application, the only building and use of the property is the private garage and related outdoor storage of vehicles and trailers. The owner resides on the adjacent residential lot (#238 Victoria St), being a residential lot retained via Consent application #B53/09 (C. Riddell & M. Cartmale).

A minor variance in 2014 (A-02/14) was submitted by the applicant to the Town Committee of Adjustment but was refused.

Plate 1 – Location Map (with Existing Zoning and Parcel Lines), shows the location of the subject property, as well as the existing zoning in the immediate vicinity.

Plate 2 - 2010 Air Photo (depicting western portion of subject site), depicts an aerial view of the subject property, and the location of the existing accessory building.

Plate 3 – Applicant’s Sketch, represents building elevations for the proposed addition to the existing accessory building.

Plate 4 - Applicant’s Floor Plan, shows the floor plan for the proposed addition.

## **Application Review**

### 2014 Provincial Policy Statement

The 2014 Provincial Policy Statement (PPS) provides policy direction on matters of Provincial interest related to land use planning and development. Under Section 3 of the Planning Act, where a municipality is exercising its authority affecting a planning matter, such decisions “shall be consistent with” all policy statements issued under the Act.

Section 1.1.1 provides that healthy, liveable and safe communities are sustained by: promoting efficient development and land use patterns which sustain the financial well-being of the Province and municipalities over the long term, accommodating an appropriate range and mix of



residential, employment (including industrial, commercial and institutional uses), recreational and open space uses to meet long-term needs and avoiding development and land use patterns which may cause environmental or public health and safety concerns.

### Official Plan

The subject lands are designated Open Space and Low Density Residential in the Official Plan.

The permitted uses of the Open Space designation include active and passive recreational uses such as hiking/cycling, parks, conservation areas, enjoyment of the environmental in its natural state, and structures that are accessory or ancillary to the Open Space use, such as accessory residences, golf course structures, swimming pools, or structures that are integral to the recreational use of the land. The Official Plan includes detailed development review criteria for proposals within the Open Space designation, however, the development proposed by this application will be located entirely outside of the area designated for open space use.

The Official Plan states that Low Density Residential areas are those lands that are primarily developed or planned for a variety of low-rise, low density housing forms including single detached, semi-detached, duplex, converted dwellings, quadraplexes, townhouses, and low density cluster development. In these areas, it is intended that there will be a mixing and integration of different forms of housing to achieve a low overall density of use.

### TOWN OF INGERSOLL ZONING BY-LAW NO. 04-4160

The subject property is zoned 'Residential Type 2 (R2)' in the Town Zoning By-Law No. 04-4160. Permitted uses include single detached, semi-detached, converted and duplex dwellings and group homes. A detached garage is not a main permitted use listed under Section 7.1.

Accessory uses and structures are governed by the provisions of Section 5.1. Under Section 5.1.1.2 accessory uses, buildings and structures may develop provided that "... the principal use, building or structure is specifically permitted by this By-law and is already established on the same lot." In addition to limits on building height, locational restrictions and minimum yard setbacks, which are not requested to be varied, the maximum ground floor area of 100 sq.m. or 10% of the lot area, whichever is the lesser, is considered by the Town to be the acceptable community standard for accessory structures on residentially zoned lots with existing homes.

The applicant is afforded the designation of "legal non-complying" for the existing 3-bay garage under the current (2004) Zoning By-law because that structure was developed and lawfully enlarged via building permit #2003-084, when the provisions of the previous (1981) zoning by-law applied. In 2004, Town Council applied a more stringent set of performance standards to regulate accessory uses, buildings and structures with the intent to address concerns and conflicts related to potential impacts of such structures and uses on the neighbours of larger residential lots that could accommodate very large detached accessory structures if only the maximum 10% Lot Area provision continued to apply.

### AGENCY COMMENTS

The application was circulated to various agencies considered to have an interest in the proposal.

The Town Chief Building Official provided the following comment:

*“The existing structure and proposed addition are not accessory to any principal use and are non-conforming. If recognized as a principal use, the detached accessory building will not comply with the R2 Zone Provisions.*

*Building Staff reiterate Section 5.1.1.1 of the Zoning By-Law - that accessory uses and structures are not to be used for any occupation for gain or profit”.*

Oxford County Public Works Department, and the Town Engineer indicated they do not have any concerns with the application.

### Public Consultation

Notices of the zone change application were provided to the public and surrounding property owners on July 14, 2015, and July 21, 2015. One phone call was received from a neighbouring property owner, who did not object to the proposal but requested additional information.

### **Planning Analysis**

The applicant proposes to obtain zoning appropriate to facilitate an addition to an existing accessory structure. The applicant proposes a 70.6 m<sup>2</sup> (760 ft<sup>2</sup>) addition to an existing 3 bay private garage. The addition will be in the form of an additional bay on the southern limit of the accessory structure. According to assessment records, the accessory structure was constructed in 1964, with an addition occurring in 2003. The applicant is now seeking to recognize the accessory structure as a permitted use on the subject lands, and to permit the proposed addition. The total size of the structure is larger than what is permitted, and the accessory structure has been constructed without a principal use.

From a planning perspective, the rationale for limiting the size of accessory structures on residential properties is to ensure that adequate amenity area is provided on the property, to minimize the impact of such structures on neighbouring properties, and to ensure that accessory buildings are clearly secondary to the primary use of the property (being the permitted residential use).

Planning staff are satisfied, that in this particular instance, the applicant’s request for a larger accessory building than what is permitted is appropriate. The existing structure is situated in a low area well separated from the existing dwellings on McKeand Street and due to the topography of this area, is not readily visible from the residential properties. The addition will not impede a possible building envelope for a future single detached dwelling. The structure presently functions as an accessory structure to the applicant’s residence, located immediately to the south at 238 Victoria Street. The building will be constructed on the southern side of the accessory structure and is not expected to impact on any adjacent properties or drainage patterns. Although the building is nearly 2.5 times larger than what is typically permitted, it is noted that the proposed lot coverage for the accessory building represents 3.9% of total lot coverage, significantly less than the 10% maximum.

Generally, it is not considered appropriate to permit accessory structures prior to the establishment of the principal permitted use of the lot but in this case the structure was constructed in 1964 and has been used in that fashion presumably since it was constructed. The property is appropriately zoned for its intended residential use, and the proposed enlargement of the accessory structure will not preclude the establishment of a single detached dwelling in the

future. Planning staff recommend that the accessory structure be recognized as a permitted use in the amending by-law.

In light of the foregoing, Planning staff are satisfied that the application can be given favourable consideration.

## **RECOMMENDATION**

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That the Council of the Town of Ingersoll approve the Zone Change application submitted by Colin Riddell, for lands known municipally as 236 Victoria Street, to amend the zoning from “Low Density Residential Type 2 Zone (R2)” to a “Special Low Density Residential Type 2 Zone (R2-19)”, to facilitate an addition to an existing accessory structure with a total lot coverage of 245.1 m<sup>2</sup> (2,638 ft<sup>2</sup>).

## **SIGNATURES**

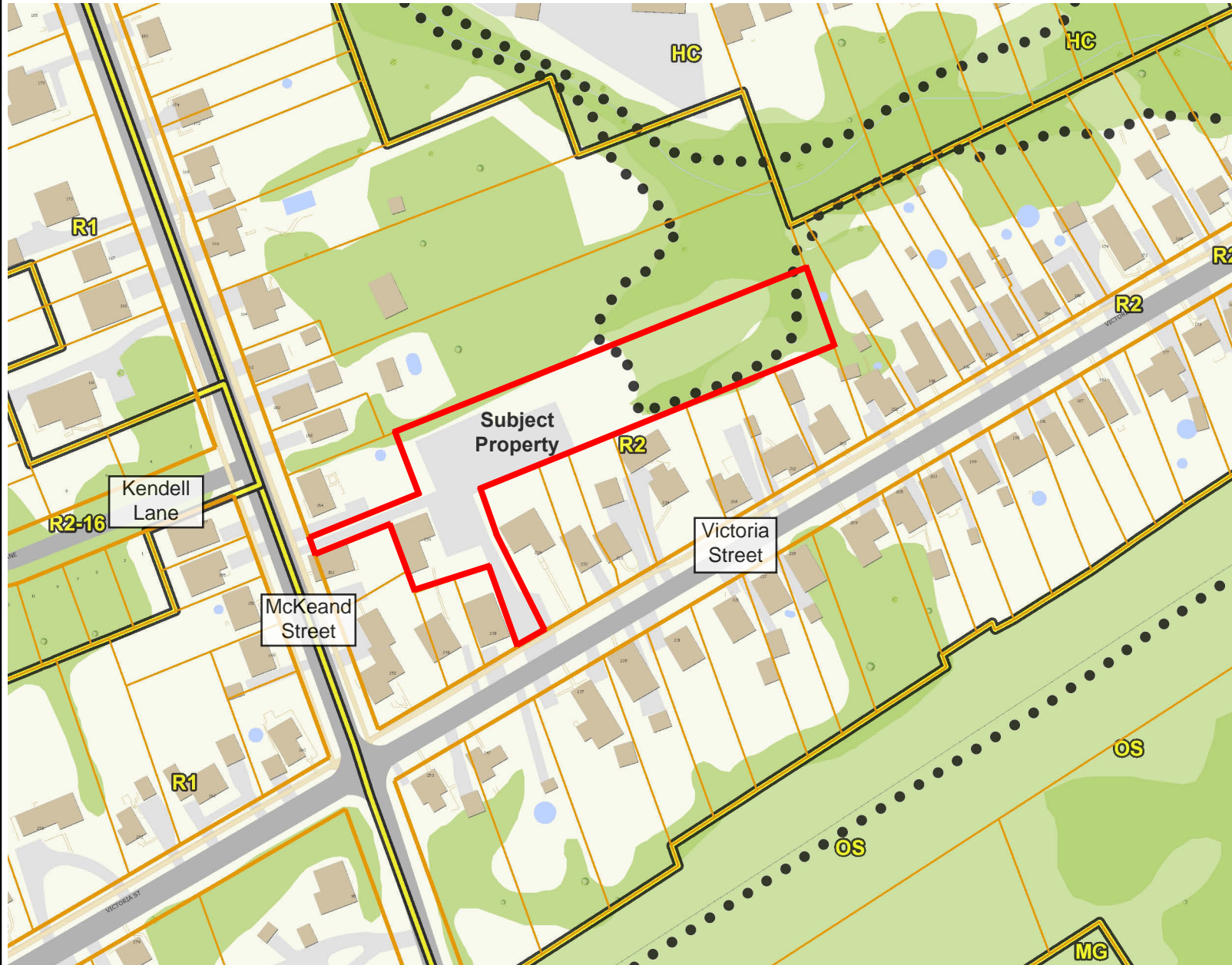
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**Authored by:**

Eric Gilbert, MCIP RPP, M. Sc.,  
Development Planner

**Approved for  
submission:**

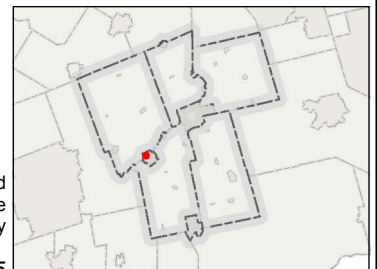
Gordon K. Hough, MCIP RPP  
Director



**Legend**

- Parcel Lines**
  - Property Boundary
  - Assessment Boundary
  - Unit
  - Road
  - Municipal Boundary
- Environmental Protection/Flood Overlay**
  - Flood Fringe
  - Floodway
  - Environmental Protection (EP1)
  - Environmental Protection (EP2)
- Zoning**
- Floodlines/Regulation Limit**
  - 100 Year Flood Line
  - 30 Metre Setback
  - Conservation Authority Regulation Limit
  - Regulatory Flood And Fill Lines
- Zoning (Displays 1:16000 to 1:500)

**Notes**



0 54 107 Meters

NAD\_1983\_UTM\_Zone\_17N



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

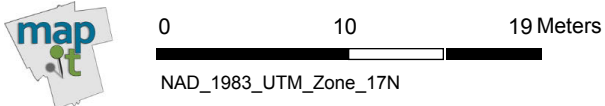
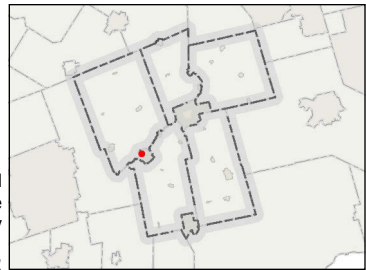
July 9, 2015



**Legend**

- Civic Address
- Parcel Lines
  - Property Boundary
  - - - Assessment Boundary
  - Unit
  - Road
  - - - Municipal Boundary

**Notes**



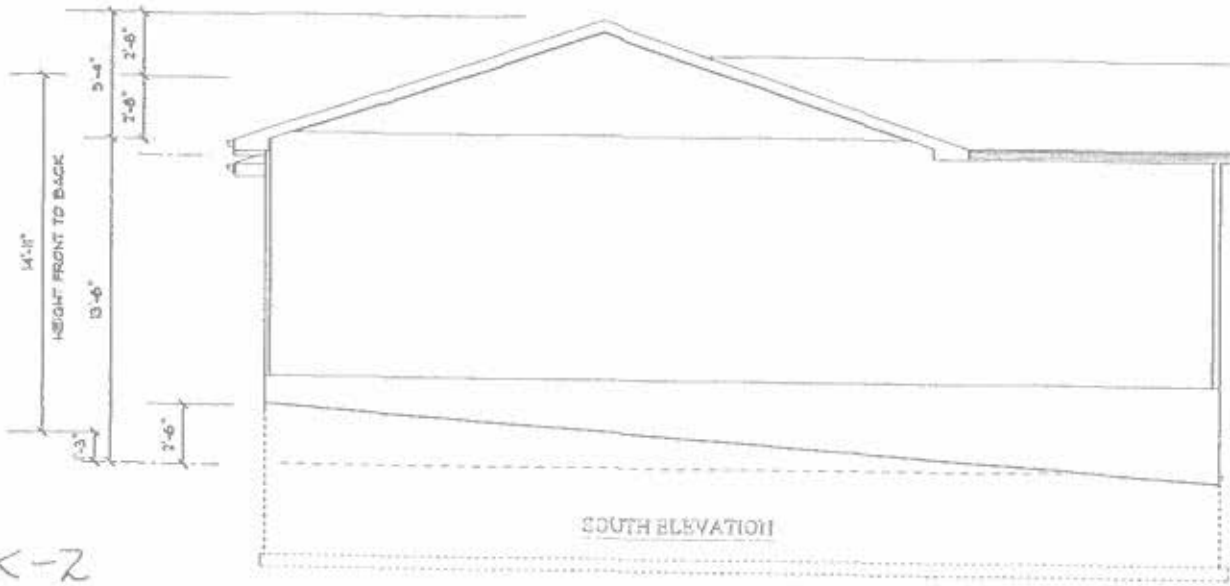
This map is a user generated static output from an Internet mapping site and is for reference only. Data layers that appear on this map may or may not be accurate, current, or otherwise reliable. This is not a plan of survey

November 4, 2014

Plate 3 - Applicant's Sketch  
File No.: ZN 6-15-02- Colin Riddell  
Part Lots 5 & 6, Part Park Lot 3, Block 83, Plan 279, Town of Ingersoll- 238 Victoria Street



DRAFT



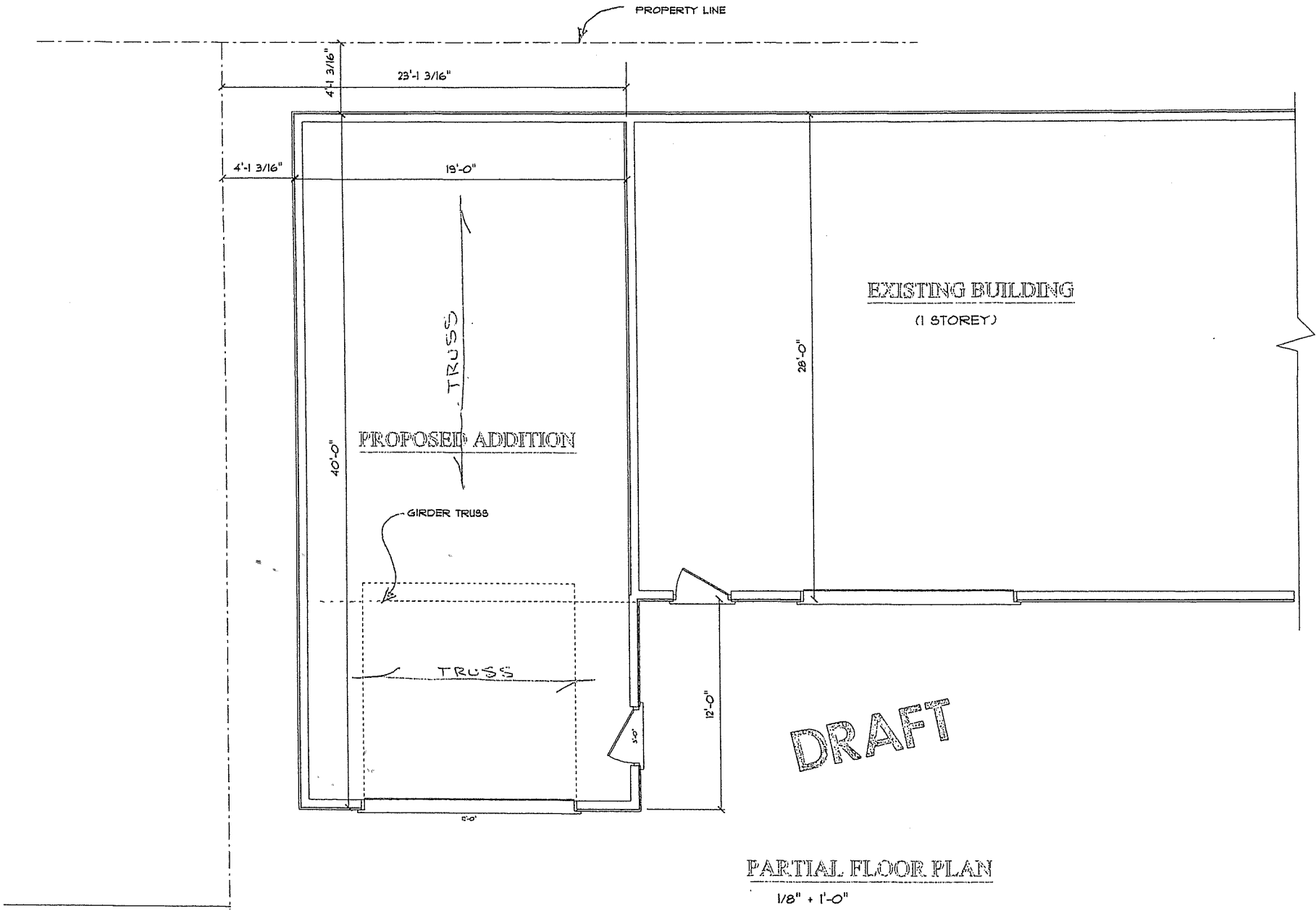
SK-2

13'-6"

**CONSOLT** - Construction Solutions Technology  
Design \* Specifications \* Construction Consultation  
Underwriter Inspection  
Greg F. Clemens FCSC, RSW, CCCA, MAATD.  
13 North Town Line E. - Ingersoll - Ontario N5C 3T1  
(519) 485-2429 Email: gfclemens@rogers.com

DRAFT COLIN RIDDELL

Plate 4 - Applicant's Floor Plan  
 File No.: ZN 6-15-02- Colin Riddell  
 Part Lots 5 & 6, Part Park Lot 3, Block 83, Plan 279, Town of Ingersoll- 238 Victoria Street



SK-1

**CONSULT** – Construction Solutions Technology  
 Design \* Specifications \* Construction Consultation  
 ---Underwater Inspection---  
 Greg F. Clemens FCSC., RSW., CCCA., MAATO.  
 13 North Town Line E. - Ingersoll - Ontario N5C 3T1  
 (519) 485-2429 Email: gcllemens@rogers.com  
 201417 COLIN RIDDLELL

From: **Natasha Wreford** <[natasha.wreford@gmail.com](mailto:natasha.wreford@gmail.com)>  
Date: Mon, Aug 3, 2015 at 9:34 PM  
Subject: Delegation Status Request for August 10, 2015  
To: [mgraves@ingersoll.ca](mailto:mgraves@ingersoll.ca)

To the Mayor and Council of the Town of Ingersoll,

I am a resident of Owen Street in Ingersoll and along with Tracy Roberts also of Owen Street and Jessica Lillie of Winder's Trail am seeking delegation status for the upcoming council meeting on August 10<sup>th</sup>.

We would like to address council for two issues affecting our subdivision. The first being the proposed parking restrictions and second the speed with which vehicles travel through it.

It has been proposed by a letter dropped off at residences to remove parking completely from both David Street and Walker Road and restrict parking in other areas to only one side of the road. Attached is a petition started late last week by a group of volunteers to oppose the proposed restrictions on behalf of the residents here who feel strongly about this issue. To date of this letter there are 126 signatures with only about half of the subdivision reached. At the meeting on August 10<sup>th</sup>, a completed petition will be presented.

Also attached is a petition asking the Town of Ingersoll to lower the speed limit in the subdivision from 50 km/h to 40 km/h. To date of this letter, there are 88 signatures with only approximately one third of the subdivision being reached. There are many issues plaguing the Oxford Village subdivision and we feel the speed is one of the most important issues that needs to be addressed. With more than 1200 vehicles driving down Owen Street alone on a day it is for the safety of the residents of the entire area to ask for the limit be lowered.

Thank you for your consideration and I look forward to discussing these topics further with you on August 10<sup>th</sup>.

Natasha Wreford  
19 Owen Street  
Ingersoll, Ontario  
[519-303-0369](tel:519-303-0369)



# PETITION

TO: MAYOR AND COUNCIL  
TOWN OF INGERSOLL

**Reason(s) and Nature of Petition:**

This petition from the residents of the Town of Ingersoll is to oppose the parking limitations in Oxford Village we were made aware of by a letter delivered on July 16, 2015. We find these limitations unreasonable.  
A number of houses on these streets have room for only two vehicles in their driveways. When those residents, particularly on David Street where there will be no parking allowed at all, have visitors or more than two drivers living in the same residence there will be nowhere for these individuals to park. In turn, those residents and visitors will take to parking on the side streets causing more traffic, turning around in others' driveways, etc. For those living on the streets where parking will be allowed on one side, that side of the street will be lined from beginning to end with cars causing a significant decrease in sight lines to exit the driveways. Also, on Owen Street having a wide open street will only add to the speeding problem, not help it. The limitations presented for cul-de-sacs not needed and again, will significantly decrease parking room there, adding to issues on through streets.

Dated this 28<sup>th</sup> day of July 20 15

NAME (print)	ADDRESS	SIGNATURE
Natasha Wreford	19 Owen St	N. Wreford
Susan Wolfe	17 Owen St	S. Wolfe
Vita Williamson	15 Owen St.	V. Williamson
Ross Heald	13 Owen St	R. Heald
ERIN HEATHEN	13 Owen St	Erin Heathen
Melissa Sherk	11 Owen St	M. Sherk
DAVID SHERK	11 OWEN ST	D. Sherk
Innis Stephenson	9 Owen St	I. Stephenson
John Graham	7 Owen St	John Graham
Sheila Graham	7 Owen St.	Sheila Graham
Jenn Wolfe	3 Owen	J. Wolfe
BARB GIBSON-LOUCKS	6 OWEN ST	B. Gibson-Loucks
Self Loucks	6 OWEN ST	B. Gibson-Loucks
Jenn Stephenson	9 Owen St	J. Stephenson
Magali Salami	10 Owen St	M. Salami
Kevin Chute	12 Owen St	K. Chute
Shelley Wiley	12 Owen St	S. Wiley
Craig Blomfield	14 Owen St.	C. Blomfield
Derek Vanderbolt	155 Winders Trail	D. Vanderbolt
Christa Vanderbolt	155 Winders Trail	C. Vanderbolt

**NOTE:**

- Persons signing petition must be property owners or tenants residing within the boundaries of the Town (provided the matter being petitioned is a local Town matter).
- Spouses sign petition separately.
- Petition must be filed with Clerk Administrator, Municipal Offices.

Reply to: Natasha Wreford 19 Owen St Ingersoll

519-303-0369  
(Name/Address/Tel.No.)



# PETITION

TO: MAYOR AND COUNCIL  
TOWN OF INGERSOLL

Reason(s) and Nature of Petition:

This petition from the residents of the Town of Ingersoll is to oppose the parking limitations in Oxford Village we were made aware of by a letter delivered on July 16, 2015. We find these limitations unreasonable. A number of houses on these streets have room for only two vehicles in their driveways. When those residents, particularly on David Street where there will be no parking allowed at all, have visitors or more than two drivers living in the same residence there will be nowhere for these individuals to park. In turn, those residents and visitors will take to parking on the side streets causing more traffic, turning around in others' driveways, etc. For those living on the streets where parking will be allowed on one side, that side of the street will be lined from beginning to end with cars causing a significant decrease in sight lines to exit the driveways. Also, on Owen Street having a wide open street will only add to the speeding problem, not help it. The limitations presented for cul-de-sacs not needed and again, will significantly decrease parking room there, adding to issues on through streets.

Dated this 28 day of July 20 15

NAME (print)	ADDRESS	SIGNATURE
ROBERT McCARROLL	40 David	[Signature]
Gregory L...	49 David	[Signature]
Mike L...	34 David	[Signature]
Courtney Ganzmann	32 David St	C. Ganzmann
[Signature]	30 David St	[Signature]
[Signature]	28 David St	[Signature]
Carlo Capaldi	14 David St.	[Signature]
Wendy Capaldi	14 David St.	[Signature]
[Signature]	1 Oakdale Pl.	[Signature]
Tammy Dunn	16 Oakdale Pl.	[Signature]
Don Hemmings	16 Oakdale Place	[Signature]
Jenn Bennett	5 David	Jenn Bennett
Becky Jones	7 David	[Signature]
Jim McManus	11 David St	[Signature]
PAUL MABEE	13 DAVID ST.	[Signature]
Diana Mabee	13 David St	[Signature]
Mark Wilgen	15 David St	Mark Wilgen
Jill BAIRD	17. DAVID ST	[Signature]
Michelle Soetemans	61 David St.	Michelle Soetemans
Kyle Soetemans	61 David St.	Kyle Soetemans

NOTE:

- Persons signing petition must be property owners or tenants residing within the boundaries of the Town (provided the matter being petitioned is a local Town matter).
- Spouses sign petition separately.
- Petition must be filed with Clerk Administrator, Municipal Offices.

Reply to: Natasha Wreford 19 Owen St (Name/Address/Tel.No.)  
Ingersoll 519-303-0367



# PETITION

Parking

TO: MAYOR AND COUNCIL  
TOWN OF INGERSOLL

**Reason(s) and Nature of Petition:**

This petition from the residents of the Town of Ingersoll is to oppose the parking limitations in Oxford Village we were made aware of by a letter delivered on July 16, 2015. We find these limitations unreasonable. A number of houses on these streets have room for only two vehicles in their driveways. When those residents, particularly on David Street where there will be no parking allowed at all, have visitors or more than two drivers living in the same residence there will be nowhere for these individuals to park. In turn, those residents and visitors will take to parking on the side streets causing more traffic, turning around in others' driveways, etc. For those living on the streets where parking will be allowed on one side, that side of the street will be lined from beginning to end with cars causing a significant decrease in sight lines to exit the driveways. Also, on Owen Street having a wide open street will only add to the speeding problem, not help it. The limitations presented for cul-de-sacs not needed and again, will significantly decrease parking room there, adding to issues on through streets.

Dated this 29 day of July 20 15

NAME (print)	ADDRESS	SIGNATURE
Jennifer Rupert	9 McMillan Crt.	J. Rupert
J.P. Goullons	9 McMillan Crt.	J.P. Goullons
Susan West	13 McMillan Crt.	Susan West
Ben West	13 McMillan Crt.	Ben West
John West	14 McMillan Crt.	John West
Danny Wilson	16 McMillan Crt.	Danny Wilson
Sally Hoskin	11 McMillan Crt.	Sally Hoskin
Nancy Phillips	8 McMillan Crt.	Nancy Phillips
Serena White	23 McMillan Crt.	Serena White
John Ager	29 McMillan	John Ager
Cynthia Tavernor	4 McMillan Crt.	Cynthia Tavernor
JEFF TAVERNER	4 McMillan Crt.	Jeff Tavernor
RACHEL HOOGKAMP	7 McMillan Crt.	Rachel Hoogkamp
DANIEL HOOGKAMP	7 McMillan Crt.	Daniel Hoogkamp
LINDA RUPERT	23 GYNTHIA	Linda Rupert
Sue Cole	10 McMillan Crt.	Sue Cole
BRUCE STATHAM	25 McMillan Crt.	Bruce Statham
Monika Michalozuk	17 McMillan Court.	Monika Michalozuk
Amanda Overholt	21 McMillan Crt.	Amanda Overholt
Meagan Corbett	2 McMillan Crt.	Meagan Corbett

**NOTE:**

- Persons signing petition must be property owners or tenants residing within the boundaries of the Town (provided the matter being petitioned is a local Town matter).
- Spouses sign petition separately.
- Petition must be filed with Clerk Administrator, Municipal Offices.

Reply to: Natasha Wreford 19 Owen St (Name/Address/Tel.No.)  
519-303-0369



# PETITION

TO: MAYOR AND COUNCIL  
TOWN OF INGERSOLL

**Reason(s) and Nature of Petition:**

This petition from the residents of the Town of Ingersoll is to oppose the parking limitations in Oxford Village we were made aware of by a letter delivered on July 16, 2015. We find these limitations unreasonable. A number of houses on these streets have room for only two vehicles in their driveways. When those residents, particularly on David Street where there will be no parking allowed at all, have visitors or more than two drivers living in the same residence there will be nowhere for these individuals to park. In turn, those residents and visitors will take to parking on the side streets causing more traffic, turning around in others' driveways, etc. For those living on the streets where parking will be allowed on one side, that side of the street will be lined from beginning to end with cars causing a significant decrease in sight lines to exit the driveways. Also, on Owen Street having a wide open street will only add to the speeding problem, not help it. The limitations presented for cul-de-sacs not needed and again, will significantly decrease parking room there, adding to issues on through streets.

Dated this 28 day of July 20 15

NAME (print)	ADDRESS	SIGNATURE
Mike Hutchinson	31 Owen Street	Mike Hutch
Tracy Munro	31 Owen Street	Tracy Munro
Debra Kish	23 Owen St.	Debra Kish
Debra Kish	23 Owen St.	Debra Kish
Mary Ann Kish	23 Owen St.	Mary Ann Kish
KRISTA BYRNE	20 Owen St	Krista Byrne
Tracy Roberts	29 Owen St	Tracy Roberts
DON BYRNE	20 OWEN ST	Don Byrne
Bob Cleford	20 Owen St	Bob Cleford
Janel Wills	31 David St	Janel Wills
Gareth Roberts	29 Owen St.	Gareth Roberts
Mike + Patty Bando	18 Owen St	Patty Bando
C. CONSTANTINOU	26 OWEN ST	C. Constantinou
DAVID KAPTOR	45 FULLER DR	David Kaptor
Kendra Costa	33 Owen St	Kendra Costa
Leather Campbell	35 Owen St.	Leather Campbell
Aurthney Capliner	14 Owen St	Aurthney Capliner

**NOTE:**

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- Petition must be filed with Clerk Administrator, Municipal Offices.

Reply to: Natascha Wreford 19 Owen St (Name/Address/Tel.No.)

519303-0369

# PETITION

TO: MAYOR AND COUNCIL  
TOWN OF INGERSOLL

**Reason(s) and Nature of Petition:**

This petition from the residents of the Town of Ingersoll is to oppose the parking limitations in Oxford Village we were made aware of by a letter delivered on July 16, 2015. We find these limitations unreasonable. A number of houses on these streets have room for only two vehicles in their driveways. When those residents, particularly on David Street where there will be no parking allowed at all, have visitors or more than two drivers living in the same residence there will be nowhere for these individuals to park. In turn, those residents and visitors will take to parking on the side streets causing more traffic, turning around in others' driveways, etc. For those living on the streets where parking will be allowed on one side, that side of the street will be lined from beginning to end with cars causing a significant decrease in sight lines to exit the driveways. Also, on Owen Street having a wide open street will only add to the speeding problem, not help it. The limitations presented for cul-de-sacs not needed and again, will significantly decrease parking room there, adding to issues on through streets.

Dated this 28 day of July 20 15

NAME (print)	ADDRESS	SIGNATURE
Jamie Lillie	23 Winders Trail	<i>Jamie Lillie</i>
Jessica Lillie	23 Winders Trail	<i>Jessica Lillie</i>
Rui DA COSTA	43 David St.	<i>Rui da Costa</i>
Nicole Queneel	43 David St	<i>Nicole Queneel</i>
SANDRA PATERSON	41 DAVID ST	<i>Sandra Paterson</i>
Danielle Sparkes	21 Winders Trail	<i>Danielle Sparkes</i>
Adm Sparkes	21 Winders Trail	<i>Adm Sparkes</i>
Ernesto Gallo	24 Winders Tr.	<i>Ernesto Gallo</i>
Cony Gallo	24 Winders TR	<i>Cony Gallo</i>
Nikki Walters	163 Winders trail	<i>Nikki Walters</i>
CARMEN NGH	149 Albert St	<i>Carmen NGH</i>
JARRET WALTERS	163 WINDERS TRAIL	<i>Jarret Walters</i>
Shari Dennison	5 Winders Trail	<i>Shari Dennison</i>
Linda Guetter	43 " "	<i>Linda Guetter</i>
FRANCO CANTERNA	47 Winders TRAIL	<i>Franco Canterna</i>
MARIA SIKAL	165 WINDERS TRAIL	<i>Maria Sikal</i>
DAVE SIKAL	165 WINDERS TRAIL	<i>Dave Sikal</i>
Bru Woodcock	18 Winders Trail	<i>Bru Woodcock</i>
Ryan McMurphy	38 WINDERS TRAIL	<i>Ryan McMurphy</i>
Anne Cross	106 Walker Rd.	<i>Anne Cross</i>

**NOTE:**

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- Spouses sign petition separately.
- Petition must be filed with Clerk Administrator, Municipal Offices.

Reply to: Natasha Wretford 19 Owen St Ingersoll (Name/Address/Tel.No.)  
519-303-0369



# PETITION

TO: MAYOR AND COUNCIL  
TOWN OF INGERSOLL

**Reason(s) and Nature of Petition:**

This petition from the residents of the Town of Ingersoll is for the speed limit decrease request in the Oxford Village, Clover Ridge and Pyne Hall subdivisions which includes; David Street, Simon Street, Norsworthy Lane, Beynon Court, Gayfer Place, Oakdale Place, Keith Maybee Boulevard, Owen Street, McMillan Court, Fuller Drive, Lockety Court, Lewis Lane, Winders Trail, Moffatt Avenue and Walker Road. Currently the speed limit is 50km/hr which is too high for a residential subdivision. We request the speed limit be decreased to 40 km/hr to put the safety of the families living in the area first. The residents are asking the Town of Ingersoll to be proactive in lowering the speed limits, not reactive when someone is injured. This is particularly important as David and Owen Streets is the only point of entry into a large number of houses, causing a significant increase in traffic.

Dated this 28<sup>th</sup> day of July 20 15

NAME (print)	ADDRESS	SIGNATURE
Natasha Wreford	19 Owen Street	<i>Natasha Wreford</i>
Susan Wolfe	17 Owen Street	<i>Susan Wolfe</i>
Vita Williamson	15 Owen St.	<i>Vita Williamson</i>
<i>[Signature]</i>	13 Owen St	<i>[Signature]</i>
ERIK HEATHER	13 Owen St	<i>Erik Heather</i>
Melissa Sherk	11 Owen St	<i>Melissa Sherk</i>
DAVID STERK	11 Owen St	<i>David Sterk</i>
Innis Stephenson	9 Owen St	<i>Innis Stephenson</i>
John Graham	7 Owen St	<i>John Graham</i>
Sheila Graham	7 Owen St.	<i>Sheila Graham</i>
Jenn Weber	3 Owen St.	<i>Jenn Weber</i>
BARBARA CARSON - LOUCRS	6 OWEN ST	<i>Barbara Carson</i>
Self Loucra	6 OWEN ST	<i>Barbara Carson</i>
Jenn Stephenson	9 Owen St	<i>Jenn Stephenson</i>
Jazali Salami	10 Owen St	<i>Jazali Salami</i>
Keon Chute	12 Owen St	<i>Keon Chute</i>
Shelley Wilby	12 Owen St	<i>Shelley Wilby</i>
Craig Blomfield	14 Owen St.	<i>Craig Blomfield</i>
Derek Vanderbolt	155 Winders Trail	<i>Derek Vanderbolt</i>
Christa Vanderbolt	155 Winders Trail	<i>Christa Vanderbolt</i>

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- Petition must be filed with Clerk Administrator, Municipal Offices.

Reply to: Natasha Wreford 19 Owen St Ingersoll

519-303-0369  
(Name/Address/Tel.No.)



# PETITION

Speed

TO: MAYOR AND COUNCIL  
TOWN OF INGERSOLL

**Reason(s) and Nature of Petition:**

This petition from the residents of the Town of Ingersoll is for the speed limit decrease request in the Oxford Village, Clover Ridge and Pyne Hall subdivisions which includes; David Street, Simon Street, Norsworthy Lane, Beynon Court, Gayfer Place, Oakdale Place, Keith Maybee Boulevard, Owen Street, McMillan Court, Fuller Drive, Lockey Court, Lewis Lane, Winders Trail, Moffatt Avenue and Walker Road. Currently the speed limit is 50km/hr which is too high for a residential subdivision. We request the speed limit be decreased to 40 km/hr to put the safety of the families living in the area first. The residents are asking the Town of Ingersoll to be proactive in lowering the speed limits, not reactive when someone is injured. This is particularly important as David and Owen Streets is the only point of entry into a large number of houses, causing a significant increase in traffic.

Dated this 29 day of July 20 15

NAME (print)	ADDRESS	SIGNATURE
Jennifer Rupert	9 McMillan Ct	J Rupert
JP Gullons	9 McMillan Ct	J P Gullons
Mary Miller	8 McMillan Ct	Mary Miller
Serena White	13 McMillan Ct.	S White
Danny Wilson	16 McMillan Ct	Danny Wilson
John Ager	29 McMillan	John Ager
John Rupert	14 McMillan Court	John Rupert
JEFF TAVENOR	4 McMILLAN CRT	Jeff Tavenor
Cynthia Tavenor	4 Mcmillan crt	Cynthia Tavenor
Rachel Hoogkamp	7 McMillan Ct	Rachel Hoogkamp
DANIEL HOOEKAMP	7 McMILLAN CRT	Daniel Hoogkamp
Merike Michalozoff	17 McMillan CRT	Merike Michalozoff
Amanda Overholt	21 McMillan Ct	Amanda Overholt
Meagan Corbett	2 Mcmillan Ct.	Meagan Corbett
Matthew Williams	2 Mcmillan Ct	Matthew Williams

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Reply to: Natasha Wretford 19 Owen St (Name/Address/Tel.No.)  
 519 303-0369

# PETITION

TO: MAYOR AND COUNCIL  
TOWN OF INGERSOLL

Reason(s) and Nature of Petition:

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Dated this 28 day of July 2015

NAME (print)	ADDRESS	SIGNATURE
Mike Hutchinson	31 Owen Street	Mike Hulet
Tracey Munro	31 Owen Street	Tracey Munro
Jean Kish	23 Owen Street	Jean Kish
Derek Kish	23 Owen Street	Derek Kish
Mary Ann Kish	23 Owen St.	Mary Ann Kish
KRISTA BYRNE	20 Owen St	Krista Byrne
Tracy Roberts	21 Owen St	Tracy Roberts
DON BYRNE	20 OWEN ST	Don Byrne
Bob Clford	20 Owen St	Bob Clford
Janet Mills	31 David St	Janet Mills
Garrett Roberts	29 Owen st	Garrett Roberts
Patty Mike Baudin	18 Owen St	Patty Baudin
C. CONSTANTINOU	26 OWEN ST	C. Constantinou
DAVID KAPITUR	45 FULLER ST.	David Kapitur
Kendra Costa	33 Owen St.	Kendra Costa
Heather Campbell	35 Owen st.	Heather Campbell
g. B. ...	16 Owen St.	g. B. ...
Courtney Copling	14 OWEN ST	Courtney Copling

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Reply to: Natasha Wreford 19 Owen St (Name/Address/Tel.No.)  
Ingersoll 519-303-0369

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TO: MAYOR AND COUNCIL  
TOWN OF INGERSOLL

Reason(s) and Nature of Petition:

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Dated this 28 day of July 20 15

NAME (print)	ADDRESS	SIGNATURE
Jamie Lillie	23 Winder Trail	[Signature]
Jessica Lillie	23 Winders Trail	[Signature]
Rui DA Costa	43 David St.	[Signature]
Nicole Quesnel	43 David St	[Signature]
SANDRA PATERSON	41 DAVID ST	[Signature]
Ally Fisher	21 Winders trail	[Signature]
Tristano Gallo	94 Winders trail	[Signature]
Cony Gallo	24 Winder TR	[Signature]
Nikki Walkers	1163 Winders Trail	[Signature]
GEMEN NIGH	149 ALBERT ST	[Signature]
JARET WALTERS	163 WINDERS TRAIL	[Signature]
Christina Verspeeten	62 Winder Trail	[Signature]
Linda Guetter	43 " "	[Signature]
FRANK GUETTER	49 WINDERS TRAIL	[Signature]
Runcan Cross	106 Walker Rd.	[Signature]
Peter Black	99 Walker Rd	[Signature]
Julie Van manen	11 Winders Trail	[Signature]
MARIA SIKAL	165 WINDERS TRAIL	[Signature]
DAVE SIKAL	165 WINDERS TRAIL	[Signature]
Ryan McMurray	38 WINDERS TRAIL	[Signature]

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Reply to: Natasha Wretford 19 Owen (Name/Address/Tel.No.)

519-303-0369





# SOLAR POWER NETWORK®

42 Wellington Street East, 4th Floor | Toronto, ON M5E 1C7 | tel : 416.479.0333 | [www.solarpowernetwork.ca](http://www.solarpowernetwork.ca)

August 6, 2015

ATTN;  
Ted Comiskey, Mayor  
Council, Town of Ingersoll

Solar Power Network (SPN) is a thoroughly Ontarian company specializing in the installation of solar panels on unused commercial, industrial, and institutional rooftops.

SPN is seeking re-confirmation of support for a solar rooftop project for which we were successful in receiving an IESO/OPA Contract at the following location in the Town of Ingersoll:

- 30 Samnah Cres, Glassford Chrysler Motors

This site has previously received council endorsement on October 15, 2013. The IESO announced Contract award for this site on December 19, 2014, at which point the initial endorsement had surpassed its lifespan. Therefore, as an additional contractual step, we are required to obtain a re-confirmation of support to uphold the previous resolutions by means of the new support resolution form attached.

I am providing the pre-populated resolution template form required, and also confirming that the project has not changed in scope, size or any other way since the initial resolution was adopted. For your reference, I have also attached a copy of the previous resolution.

Please let me know if you require any additional information.

Thank you for your assistance and support of our green energy efforts.

Sincerely,

Raubia Elahi  
Partner Relations Manager  
Solar Power Network

# TOWN OF INGERSOLL

Town Centre  
130 Oxford Street, 2nd Floor  
Ingersoll, Ontario N5C 2V5



Phone: (519) 485-0120  
Fax: (519) 485-3543  
[www.ingersoll.ca](http://www.ingersoll.ca)

October 17, 2013

Solar Power Network  
Attn: Melissa Clark  
42 Wellington Street East, 4<sup>th</sup> floor  
Toronto ON M5E 1C7

Dear Ms. Clark:

The Council for the Town of Ingersoll passed the following resolution at their regular council meeting on October 15, 2013:

**Moved by Councillor Lesser; seconded by Deputy Mayor Freeman**

**C13-10-248 THAT the Council for the Town of Ingersoll receives the request from The Solar Power Network regarding a resolution of support of rooftop solar initiatives;**

**AND FURTHER THAT the Council for the Town of Ingersoll supports the following:**

**WHEREAS capitalized terms not defined herein have the meanings ascribed thereto in the FIT Rules, Version 3.0;**

**AND WHEREAS the Province's FIT Program encourages the construction and operation of rooftop solar generation projects (the "Projects");**

**AND WHEREAS one or more Projects may be constructed and operated in the Town of Ingersoll;**

**AND WHEREAS, pursuant to the rules, Version 3.0, applications whose Projects receive formal support of Local Municipalities will be awarded Priority Points, which may result in these Applicants being offered a FIT Contract prior to other persons applying for FIT Contracts;**

**NOW THEREFORE BE IT RESOLVED THAT Council of the Town of Ingersoll supports the construction and operation of the Projects anywhere in the Town of Ingersoll.**

This resolution's sole purpose is to enable the participants in the FIT Program to receive Priority Points under the FIT Program and may not be used for the purpose of any other form of municipal approval in relations to the Application of Projects or any other purpose.

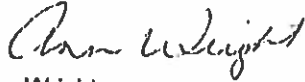


This resolution shall expire twelve (12) months after its adoption by Council.

**CARRIED**

We trust that you will find this satisfactory. Should you have any question you may contact our office.

Sincerely,

A handwritten signature in cursive script, appearing to read "Ann Wright".

Ann Wright  
Deputy Clerk

FIT-GMZN020

## **INSTRUCTIONS: TEMPLATE: MUNICIPAL COUNCIL SUPPORT RESOLUTION (BLANKET) - NOTICE TO PROCEED (Sections 2.4(d)(vii) of the FIT Contract, Version 3.1)**

---

Capitalized terms not defined herein have the meanings ascribed to them in the FIT Contract.

### **INSTRUCTIONS SPECIFIC TO THE TEMPLATE: MUNICIPAL COUNCIL SUPPORT RESOLUTION (BLANKET) - NOTICE TO PROCEED (THE "TEMPLATE")**

1. Where a Prior Resolution (as defined in the Template) was passed in respect of a Project and a Municipal Council Support Resolution is required as per the FIT Contract Cover Page, a New Resolution must be provided to the IESO for the purposes of achieving Notice to Proceed ("NTP") under Section 2.4(d)(vii) of the FIT Contract, Version 3.1.
2. Local municipal councils have the option of drafting the New Resolution (as defined in the Template) on the council or equivalent governing body letterhead or submitting a completed Template.
3. Words in between square brackets (i.e. "[" and "]") are immaterial to the intent of the Template and may be modified to follow standard procedure of the issuing body. Wording not contained within square brackets must not be changed in order for the New Resolution to be acceptable for the purposes of achieving NTP. No additional wording (aside from completing the blanks) may be added.
4. All information provided in the New Resolution must be consistent with the information contained in the Prior Resolution. The Local Municipality named in the New Resolution must be the Local Municipality in which the Project is located. The Renewable Fuel type named in the New Resolution must be the same as that contained on the Supplier's FIT Contract Cover Page.
5. No Prior Resolution related to the Project will be accepted for the purposes of achieving NTP.
6. The entirety of the Template (all blanks) must be completed and it must be signed by authorized individual(s). There should be no delegation of authority contained in the New Resolution.
7. This instruction page is not required to be submitted to the IESO.

**TEMPLATE: MUNICIPAL COUNCIL SUPPORT RESOLUTION (BLANKET) - NOTICE TO PROCEED**

**(Section 2.4(d)(vii) of the FIT Contract, Version 3.1)**

---

Resolution NO: \_\_\_\_\_

Date: \_\_\_\_\_

[WHEREAS] capitalized terms not defined herein have the meanings ascribed to them in the FIT Contract, Version 3.1;

[AND WHEREAS] the Province's FIT Program encourages the construction and operation of  
\_\_\_\_\_ Rooftop Solar PV \_\_\_\_\_ generation projects (the "Projects");

[AND WHEREAS] one or more Projects may be subject to FIT Contracts and may be constructed and operated in  
\_\_\_\_\_ Town of Ingersoll \_\_\_\_\_ ("Local Municipality");

[AND WHEREAS] in accordance with the FIT Rules, Version 3.0, the Council of the Local Municipality ("Council") had previously indicated, by a resolution, its support for Projects in the Local Municipality (the "Prior Resolution");

[AND WHEREAS] Council now indicates, by a resolution dated no earlier than June 10, 2015, Council's continued support for the construction and operation of the Projects anywhere in the Local Municipality (the "New Resolution");

[AND WHEREAS], pursuant to the FIT Contract, where a New Resolution is received in respect of the Projects in the Local Municipality, Suppliers will be recognized as fulfilling the requirements under Section 2.4(d)(vii) of the FIT Contract, which may result in Suppliers being offered Notice to Proceed in accordance with the terms of their respective FIT Contract(s);

**[NOW THEREFORE BE IT RESOLVED THAT]:**

Council of the \_\_\_\_\_ Town of Ingersoll \_\_\_\_\_ supports the construction and operation of the Projects  
anywhere in the \_\_\_\_\_ Town of Ingersoll \_\_\_\_\_ .

This resolution's sole purpose is to enable Suppliers to achieve Notice to Proceed under their FIT Contracts and may not be used for the purpose of any other form of municipal approval in relation to a FIT Contract or Project or for any other purpose.

This resolution shall expire twelve (12) months after its adoption by Council.

\_\_\_\_\_  
Title:

\_\_\_\_\_  
Title:

*(signature lines for elected representatives.)*

FIT Contract ID #: \_\_\_\_\_



Canadian Cancer Society  
Société canadienne du cancer

Mayor's Office

JUL 20 2015

RECEIVED

July 15, 2015

Mayor Ted Comiskey  
Town of Ingersoll  
130 Oxford Street  
2<sup>nd</sup> Floor  
Ingersoll, ON N5C 2V5

Dear Mayor Comiskey:

We are writing to request a grant from the Town of Ingersoll to cover the expenses incurred for Relay For Life in Ingersoll this past June.

Relay For Life in Ingersoll celebrated its 13<sup>th</sup> anniversary this year, and has raised over \$1.3 million to fight back against cancer. These funds have helped to provide research dollars that have helped the people of Ingersoll in the treatment of their cancer, provide prevention and early detection information, as well as support to those living with cancer and their families. The Canadian Cancer Society is extremely appreciative to the community of Ingersoll and all it has done to help us achieve this remarkable total!

While these dollars are impressive, the Canadian Cancer Society does everything it can to minimize costs wherever possible so that more dollars go to our mission. We have received the attached invoice (#IVC14050) which is for the rental of tables, chairs and stage as well as the set up and tear down of the stage for a total of \$418.10. We truly appreciate the use of this equipment to help make this event such a success. We respectfully request that the expenses from the Town of Ingersoll be covered by a grant. We can then put more money to support the eradication of cancer, in turn creating a healthier community.

Thank you for your consideration of our request and for your years of support to eradicate cancer. Together, we will beat cancer!

Sincerely,

A handwritten signature in blue ink that reads "Janis Cunningham".

Janis Cunningham  
Manager

JUN 23 2015

<b>INVOICE</b>	IVC14050
Type	
Date	6/16/15
Page	1



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

**Bill to:**

CANADIAN CANCER SOCIETY  
 C/O LIZ WISMER-VAN MEER  
 #3-65 SPRINGBANK AVE N  
 WOODSTOCK ON N4S 8V8

**Remit to:**

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

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

Purchase Order ID		Customer ID	Salesperson ID			
		CANAD00024		LOCAL DELIVERY		Net 30
Quantity	Item Number	Description	U Of M	Discount	Unit Price	Ext. Price
1.00	PARKS & REC	TABLES, CHAIRS AND STAGE RENTAL	Each	\$0.00	\$100.00	\$100.00
6.00	PARKS & REC	SET UP AND TEAR DOWN OF STAGE 3 HOURS X 2 @ \$45.00	Each	\$0.00	\$45.00	\$270.00

<b>Subtotal</b>	\$370.00
<b>Less Discount</b>	\$0.00
<b>Tax</b>	\$48.10
<b>Total</b>	\$418.10

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

# INGERSOLL HARVEST FESTIVAL



Council, Town of Ingersoll  
130 Oxford Street, 2<sup>nd</sup> Floor  
Ingersoll, ON  
N5C 2V5

RE: Fireworks at the Ingersoll Harvest Festival

Dear Members of Council:

On behalf of the Ingersoll Harvest Fest Committee, we are requesting permission to host a fireworks display in Victoria Park on Saturday, August 22<sup>nd</sup>, 2015. The proposed event would be held at dusk and would be open to all members of the community.

The proposed fireworks display would be put on by North Star Fireworks Entertainment Inc., who will cover the insurance for the display, as well as ensure that all proper permits have been obtained. The proposed cost for the display would be up to, but no more than, \$5,000.00.

As the cost for the fireworks display is above the current budget set for the Harvest Festival, we are requesting Council's assistance in funding the display to the cost of \$5,000.00. Any money remaining in the festival budget after final expenses are tallied will be used to reimburse the cost of the fireworks display.

In order for us to put on this community fireworks display, the Ingersoll Harvest Festival Committee is requesting assistance with this endeavor.

Thanking you in advance,

Yours sincerely,

  
Members of the Ingersoll Harvest Festival Committee



[www.creativeartscentre.com](http://www.creativeartscentre.com) [creative.arts@on.aibn.com](mailto:creative.arts@on.aibn.com) 519.485.4691

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June 8th, 2015

Town of Ingersoll  
Attention: Michael Graves  
130 Oxford Street  
Ingersoll ON N5C 2V5

Re: Request for By-Law Amendment

Dear Michael,

I am writing to you regarding the agreement between the Town of Ingersoll and the Ingersoll Creative Arts Centre (By-law no. 88-3335 - dated March 1988), and I am requesting an amendment by the Town to this by-law. Our Arts Centre wishes to have the Bylaw include the use of the parking area adjacent to and north of our building.

Our Centre hosts five art forms and has approximately 300 members - we are a very busy facility. Occasionally parking has become an issue for our members and our guests during our studio time (which conflicts with other activities in Victoria Park), our workshops (we often have guest artists from many kilometres away), and our art exhibitions. We are proposing to use pylons and signs, at the time of these activities, to restrict the use of parking to members and guests of ICAC. Of course, when we do not require the parking, the pylons and signage will not be in place.

If you require any other information, please contact me.

Keri Axon

Chair of the Board of Directors  
Ingersoll Creative Arts Centre

CORPORATION OF THE TOWN OF INGERSOLL

BY-LAW NO. 88-3335

A by-law authorizing the execution of an agreement between the Town of Ingersoll and the Ingersoll Creative Arts Centre.

WHEREAS the Town of Ingersoll is the owner of land known as Victoria and Centennial Parks;

AND WHEREAS "Scouts Canada", with the permission of the Ingersoll Parks Board, placed and maintained buildings in the said parks;

AND WHEREAS "Scouts Canada" have transferred ownership of the said buildings to the Ingersoll Creative Arts Centre;

AND WHEREAS the Ingersoll creative Arts Centre is prepared to enter into an agreement defining their responsibilities with respect to the joint use of the said parks;

NOW THEREFORE the Town of Ingersoll enacts as follows:

- (1) The Mayor and Clerk are hereby authorized and directed to execute an agreement dated December 9, 1987 with the Creative Arts Centre.
- (2) That a copy of the said agreement shall be annexed to and form part of this by-law.
- (3) That By-Law No. 82-3081 and By-Law No. 82-3082 be revoked effective December 9, 1987.

READ a first and second time this 9th day of March 1988.

READ a third time and passed this 9th day of March 1988.

  
\_\_\_\_\_  
Douglas Harris, Mayor

  
\_\_\_\_\_  
G. R. Staples, Clerk



THIS AGREEMENT made in duplicate the 9th day of December 1987.

B E T W E E N:

THE CORPORATION OF THE TOWN OF INGERSOLL

hereinafter called the "Town" of the First Part

- and -

INGERSOLL CREATIVE ARTS CENTRE

hereinafter called the "C.A.C." of the Second Part

WHEREAS the Town is the owner of the lands known as Victoria and Centennial Parks in the Town of Ingersoll in the County of Oxford and Province of Ontario;

AND WHEREAS, with the permission of the Town, Scouts Canada Ingersoll District Council has placed and maintained buildings in said parks, and with the approval of the Town, the said buildings have been transferred to the Ingersoll Creative Arts Centre;

AND WHEREAS it is deemed desirable by the parties hereto that the relationship between them be more clearly defined with respect to the continued joint use of the parks and related facilities by the C.A.C. and other users of the parks;

NOW THEREFORE the parties hereto hereby covenant and agree as follows:

- (1) That the parks and all facilities, including permanent installations, will remain the property of the Town, with the exception of the C.A.C. buildings, which will remain the property of the C.A.C.
- (2) That the Town and members of the public and organizations as the Town may permit from time to time shall have the use of the parks' facilities with the exception of C.A.C. buildings, at such time as the Town may from time to time permit.
- (3) That the C.A.C. will maintain and keep in repair the buildings for the proper and reasonable use of same and will generally operate said facilities in good order as would a reasonably careful owner. All changes and improvements for the better use of said facilities by the C.A.C. will be carried out after consultation and agreement with the Town.
- (4) That the C.A.C. will maintain in force all times such public liability insurance coverage as the Town may require from time to time in order to protect the Town with respect to any activity carried on by the C.A.C. in the parks and will provide the Town with proof of said coverage.

- (5) That the C.A.C. will save harmless the Town from all claims and demands for injury or loss of life or damage to property or otherwise occurring within the parks and arising out of use and occupancy thereof by the C.A.C.
- (6) That the C.A.C. will pay any taxes or assessments which may be made or levied against the parks or facilities therein resulting from the use and occupancy thereof by the C.A.C.
- (7) That the C.A.C. will observe whatever by-laws of the Town are in force from time to time relating to parks in general or Victoria and Centennial Parks in particular.
- (8) That the C.A.C. will obtain the prior consent of proper officials of the Town before engaging in any special events or activities in the parks which deviate from its normal daily routine.
- (9) That the C.A.C. agrees to lease that portion of Victoria and/or Centennial Park from year to year commencing the 1st day of December 1987 at an annual rental of ONE DOLLAR (\$1.00) per year payable in advance.
- (10) That the said buildings be used solely for Creative Art purposes and shall not be used, rented or sublet in excess of seven days in any calendar year to any other person, firm, group or corporation without the permission in writing by the Town following an application in writing by the C.A.C.
- (11) It is further agreed that, if at any time the C.A.C. desires to sell the buildings, the Town be given a first option to purchase same upon such terms and conditions as may be agreed upon at that time and that Scouts Canada Ingersoll District Council be given the second option to purchase.
- (12) That this agreement will be in effect commencing on the 1st day of December 1987.
- (13) Either party hereto may cancel this agreement or any renewal thereof upon six month's written notice to the other party.

IN WITNESS WHEREOF the parties hereto have hereunto set their hands and seals.

SIGNED, SEALED AND DELIVERED )

In the presence of )

THE CORPORATION OF THE TOWN OF  
INGERSOLL

*Douglas Harris*  
Douglas Harris, Mayor

*G. R. Staples*  
G. R. Staples, Clerk

INGERSOLL CREATIVE ARTS COUNCIL

*Patricia Gibson*  
President

*Norma Huggins*  
Secretary



August 5, 2015

To: Members of Council for Ingersoll, Zorra, Southwest Oxford, Woodstock, Tillsonburg, Blandford-Blenheim, Norwich, East Zorra Tavistock and Oxford County.

Regarding: The Oxford County Sustainability Draft Plan and the Importation of waste for the purpose of land filling.

Way back in March 2015 in the lead up to the current draft form of the Sustainability plan the following statement was posted by the committee as an example of the determination to support the motion that the banning of imported waste in to Oxford County by the County representative for Ingersoll.

*“Ensure there is no more capacity for waste disposal in Oxford than what Oxford residents and businesses generate in waste”*<

The Sustainability Plan March 2015

That statement was rather encouraging to some of us that although we participated in the workshops and online consultation of the plan had some reservations about the value of the Sustainability Plan in protecting us from out of County waste.

I would like to request that as part of each councils suggestions to the Final Sustainability plan the respective council members consider the above statement be included and their respective County Council members be directed to ensure the statement is included in the Final Sustainability plan

Further – I would also like each council to consider, forthwith, a request to County Staff that the meeting at which the Final Sustainability Plan is presented for the approval by Oxford County Council, that the resolution that that County staff was tasked with, to complete with the necessary changes to the Official plan unanimously by County Council before a crowd of two hundred concerned residents, in regards to banning the establishment of private landfills for the primary purpose of imported waste be presented to County Council for their consideration.

Thanking You in Advance

Tim Lobzun

65 King Street West

Ingersoll, Ontario

N5C2J7

519-485-4382

[timlobzun@yahoo.com](mailto:timlobzun@yahoo.com)



Attention Ingersoll Town Council

Aug 5, 2015

The Ingersoll Lions Club in co-operation with OPAL and the BIA would like to have a Beer Tent just south of the Gazebo on Sept 12th . The event will be called "Streetfest 2015". All proceeds from the Bar will go to Community Service Work.

Yours Truly  
Lion Charlie Hulet

President  
Ingersoll Lions Club 0



## Kiwanis Club of Ingersoll

June 11, 2015

The Corporation of the Town of Ingersoll  
130 Oxford Street  
Ingersoll, Ontario  
N5C 3V3

Attn: Micheal Graves

Dear Micheal,

The Kiwanis Club of Ingersoll will be hosting its annual Rural Urban fundraising event at the Ingersoll District Memorial Centre on Wednesday, August 19, 2015.

During the social time, beginning at 5:30 P.M., hors d'oeuvres will be available followed by a full course dinner featuring BBQ roast beef and pork with all the trimmings at 6:30 P.M.

The club will be purchasing a liquor license and beverages will served by S.I.P. trained personnel. We are hopeful that approximately 450 people will attend the event.

Please find enclosed an application for the erection of a "Banner" at the Thames Street location near the centre of the main business area.

Sincerely

Kristy Van Kooten-Bossence  
158 Margaret St  
Ingersoll, ON N5C3G5  
519-859-5097  
[kristyoh@hotmail.com](mailto:kristyoh@hotmail.com)  
Rural Urban Committee Chairperson

The Kiwanis Club of Ingersoll  
P.O. Box 11  
Ingersoll, ON N5C 3K1

Serving the Community  
and Area since 1921

Charitable Trust  
11898 4038 RR0001



**Corporation of the Town of Ingersoll  
By-Law 15-4822**

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**A By-law to amend Zoning By-law Number 04-4160, as amended  
(ZN 6-15-02 Colin Riddell, 236 Victoria St.)**

**WHEREAS** the Municipal Council of the Corporation of the Town of Ingersoll deems it advisable to amend By-law Number 04-4160, as amended.

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

1. That Schedule "A" to By-law Number 04-4160, as amended, is hereby amended by changing to "R2-19" the zone symbol of the lands so designated "R2-19" on Schedule "A" attached hereto.
2. That Section 11.3 to By-Law Number 04-4160, as amended, is hereby amended by adding the following subsection at the end thereof.

"7.3.19 LOCATION: 236 VICTORIA ST, R2-19

7.3.19.1 Notwithstanding any provision of this By-law to the contrary, no *person* shall within any R2-19 Zone *use any lot, or erect, alter or use any building or structure* for any purpose except the following:

*all uses permitted* in Section 7.1 to this By-law;  
*an accessory building.*

7.3.19.2 Notwithstanding any provisions of this By-law to the contrary, no *person* shall within any R2-19 Zone *use any lot, or erect, alter or use any building or structure* except in accordance with the following provisions:

7.3.19.2.1 PROVISIONS FOR ACCESSORY BUILDING

7.3.19.2.1.1 Notwithstanding any provision of this By-law to the contrary, an *accessory building* may be established on those lands zoned R2-19 prior to the establishment of the main *use*.

7.3.19.2.1.2 LOT COVERAGE

Maximum **246 m<sup>2</sup> (2,648 ft<sup>2</sup>)**

7.3.19.2.1.3 YARD & HEIGHT PROVISIONS FOR ACCESSORY BUILDING

In accordance with Table 5.1.1.4 - Regulations for Accessory Structures

7.3.19.3 That all the provisions of the R2 Zone in Section 7.2 to of this By-Law, as amended, shall apply, and further that all other provisions of this By-Law, as amended, that are consistent with the provisions herein contained shall continue to apply mutatis mutandis."

3. This By-Law comes into force in accordance with Sections 34(21) and (30) of the Planning Act, R.S.O. 1990, as amended.

**READ** a first and second time in Open Council this 10th day of August, 2015.

**READ** a third time in Open Council and passed this 10th day of August, 2015.

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**Edward (Ted) Comiskey, Mayor**

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**Michael Graves, Clerk**

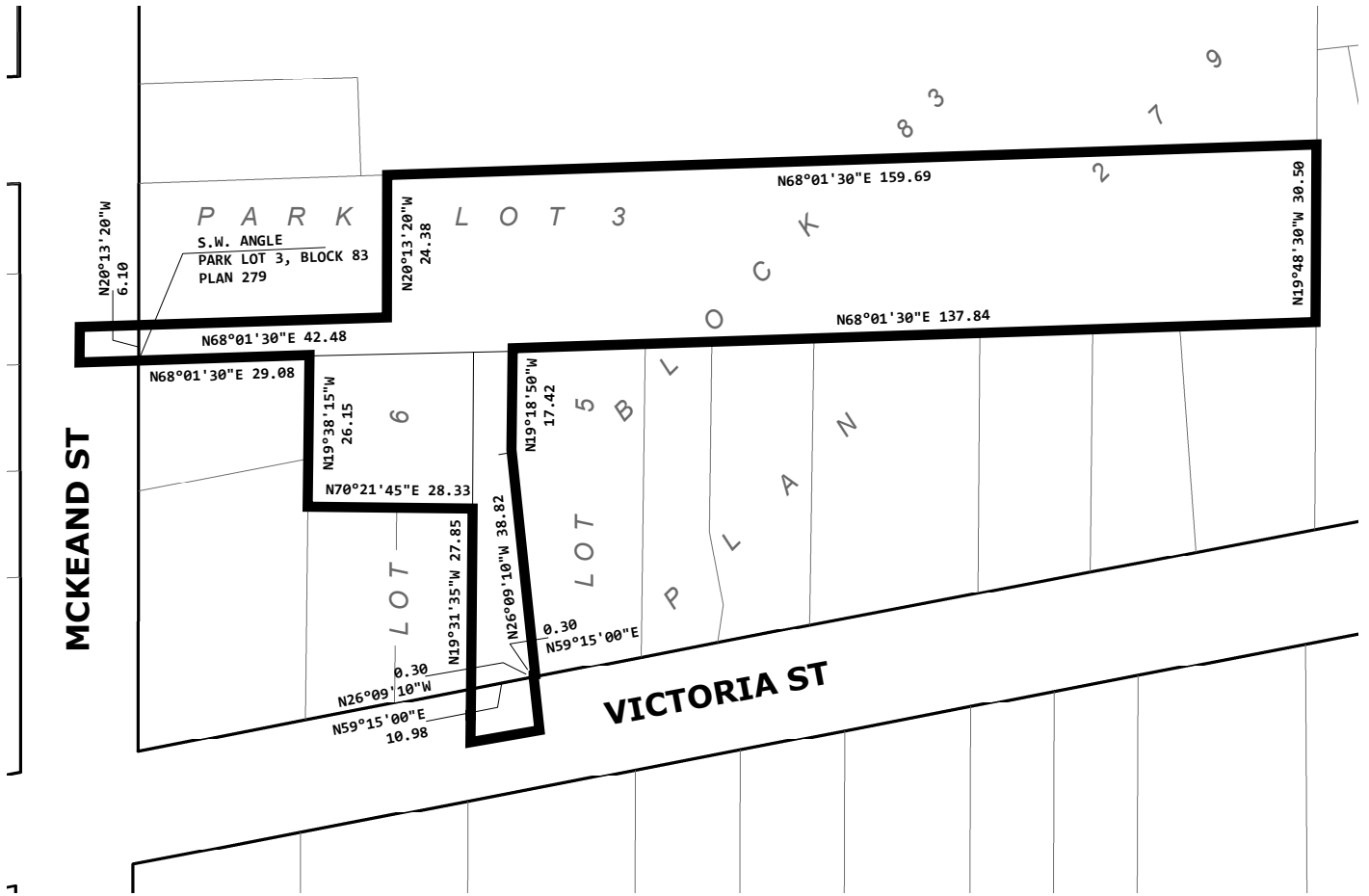
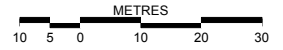



# SCHEDULE "A"

TO BY-LAW No. 15 4822

PT OF LOTS 5 & 6, AND PT OF PARK LOT 3, BLK 83, PLAN 279  
( PART OF PART 1 REFERENCE PLAN 41R-8360  
AND PART 1 REFERENCE PLAN 41R-8549 )

TOWN OF INGERSOLL



 AREA OF ZONE CHANGE TO R2-19  
NOTE: ALL DIMENSIONS IN METRES

THIS IS SCHEDULE "A"  
TO BY-LAW No. 15-4822, PASSED  
THE 10th DAY OF July, 2015

\_\_\_\_\_  
MAYOR  
  
\_\_\_\_\_  
CLERK



**Corporation of the Town of Ingersoll  
By-Law 15-4823**

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**A by-law to amend By-law No. 09-4486, a by-law to govern, regulate and licence Taxi Drivers and Owners.**

**WHEREAS** By-Law No. 09-4486 is a by-law to govern, regulate and licence Taxi Drivers and Owners;

**AND WHEREAS** Council desires to amend By-Law No. 09-4486 (Schedule "B" Clause 2);

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

- (1) That Section 3.5 of By-Law No. 09-4486 Licence-issue-requirements be amended to add:

***"and that the owner of the Taxi/Limousine company has been shown a copy of the driver's abstract and the owner confirms that they are prepared to insure the driver"***

**READ** a first and second time in Open Council this 10th day of August, 2015.

**READ** a third time in Open Council and passed this 10th day of August, 2015.

**THE CORPORATION OF THE TOWN OF INGERSOLL**

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**Edward (Ted) Comiskey, Mayor**

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**Michael Graves, Clerk**



**Corporation of the Town of Ingersoll  
By-Law 15-4824**

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Being a By-law to provide for the administration and enforcement of the Building Code Act within the Town of Ingersoll

**WHEREAS** Section 7 of the Building Code Act, S.O. 1992, c.23, as amended, empowers council to pass By-laws respecting permits for construction, demolition, occupancy, change of use, sewage systems and conditional permits and respecting inspections and the charging of permit fees and other related matters;

**AND WHEREAS**, Section 3(1) of the Building Code Act, S.O. 1992, c.23, as amended, provides that the council of each municipality is responsible for the enforcement of the Building Code Act, 1992 in the municipality, except as otherwise provided in the Act;

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

**Short Title**

This By-law may be cited as the “Building By-law”.

**1.1 Definitions**

In this By-law the following definitions shall apply. Words shown in ***bold italicized script*** in this By-law shall have the meaning as defined in the following definitions:

Act means the Building Code Act, S.O. 1992, c. 23, as amended.

Applicant means the owner of a building or property who applies for a ***permit*** or any authorized agent to apply for a ***permit*** on the owner’s behalf or any person or corporation empowered by statute to cause the ***construction*** or ***demolition*** of a ***building*** or ***buildings*** and anyone acting under the authority of that person or corporation.

Architect means the holder of a license, certificate of practice or temporary license under the Architect’s Act as defined in the ***Building Code***.

Authorized Agent means a person(s) who has been authorized in writing to act on the owner’s behalf for matters relating to an application for a ***permit***.

Building means a building as defined in section 1(1) of the ***Act***.

Building Code means regulations made under section 34 of the ***Act***.

Chief Building Official means the Chief Building Official appointed by a By-law of the Corporation of the Town of Ingersoll for the purpose of enforcement of the ***Act***.

Construct means construct as defined in subsection 1(1) of the ***Act***.

Corporation means The Corporation of the Town of Ingersoll.

Demolish means demolish as defined in subsection 1(1) of the **Act**.

Inspector means the person appointed as such by by-law by the Corporation for the purposes of enforcement of the **Act**.

Owner means the registered owner of the land or property and includes a lessee, mortgagee in possession and the person in charge of the property.

Permit means permission or authorization in writing by the **Chief Building Official** to perform work, to change the use of a **building** or part thereof, or to occupy a building or part thereof, as regulated by the **Act** and the **Building Code**.

Permit Holder means the **owner** to whom the **permit** has been issued or where the permit has been transferred, the transferee, and shall be the person who assumes the primary responsibility for compliance with the **Act** and the **Building Code**.

Professional Engineer or “engineer” means a person who holds a license or a temporary license under the Professional Engineer’s Act, as defined in the **Building Code**.

Registered Code Agency means a registered code agency as defined in subsection 1(1) of the **Act**.

Sewage System means sewage system as defined in subsection 1(1) of the **Act**.

Work means the **construction** or **alteration**, **addition** or **demolition** of a **building** or part thereof.

## 1.2 Additional Definitions

Any words, phrases or terms not defined in this By-Law, that is defined in the **Act** or **Building Code** shall have the meaning ascribed to it in the **Act** or the **Building Code**. Should a word or term not be defined in the **Act** or the **Building Code**, it shall have the meaning that is commonly assigned to it in the context in which it is used, taking into account the specialized use of terms by the various trades and professions to which the terminology applies.

## 2. PERMITS

### 2.1 Classes of Permits (The Act, Section 7(a))

The classes of **permits** set out in schedule “A” of this By-Law are hereby established

### 2.2 Application Requirements for a Permit

1. To obtain a **permit**, the **owner** or an **authorized agent**, shall file an application in writing by completing a prescribed form available at the offices of the municipality or from the Building Code website ([www.obc.mah.gov.on.ca](http://www.obc.mah.gov.on.ca)). Forms prescribed by the municipality under Clause 7(f) of the Act shall be those forms authorized by the **Chief Building Official** as further set out in Schedule C to this By-law.

### 2.3 Information submitted to the Chief Building Official

Every application for a **permit** shall be submitted to the **Chief Building Official** and shall contain the following information:

- 1) Where application is made for a **building permit** under Subsection 8(1) of the **Act**, the application shall:
  - i. Use the provincial application form, “Application for a Permit to Construct or Demolish”;
  - ii. Be accompanied by the plans and specifications prescribed by this By-law, resolution or regulation made under clause 7(1)(b) of the **Act**, and any associated information or approvals required to demonstrate compliance with any applicable law as set out in Div. A-1.4.1.3 of the **Building Code**;
  - iii. Include complete plans and specifications, documents and other information as required by Article 1.3.1.3 (5), Division C of the **Building Code**;
  - iv. Identify and describe in detail the **work** and occupancy to be covered by the **permit** for which application is made;
  - v. Describe the land on which the **work** is to be done by a description that will readily identify and locate the building lot;
  - vi. Include completed forms set out in the Schedules to this By-law and plans where deemed required by the **Chief Building Official**, for the **work** to be covered by the **permit**;
  - vii. Be accompanied by all fees that are required, under Schedule ‘A’ of this By-law, resolution or regulation made under clause 7(1)(c) of the **Act**;
  - viii. State the names, addresses, telephone numbers, fax numbers and email addresses of the owner and of the architect, engineer, designer, contractor or constructor, where applicable;
  - ix. Be accompanied by a signed acknowledgement of the **owner** that they have retained an **Architect** or **Professional Engineer** to carry out field review of the **construction** where required by the **Building Code**. This written acknowledgement shall be completed by filling out a “Commitment to General Review Form” and submitting it to the **Chief Building Official** as part of the **permit** application and prior to the issuance of a **permit**;
  - x. Be accompanied by a signed acknowledgement of the **Architect(s)**, **Professional Engineer(s)** and/or other professionals as appropriate that they have been retained by the owner to carry out field review of the **construction** where required by the **Building Code**. This written acknowledgement shall be completed by filling out a “Commitment to General Review Form” and submitting it to the **Chief Building Official** as part of the **permit** application and prior to the issuance of a **permit**;
  - xi. For new single detached, duplex or semi-detached dwellings, except where waived by the **Chief Building Official**, be accompanied by:
    - a. In the case of land in respect of which an accepted area or subdivision grading plan has been filed with the Town **Engineer**, a lot grading plan bearing the signature and seal of the subdivider’s **Professional Engineer** who is

responsible for the overall subdivision grading certifying thereon that the lot grading plan conforms with the accepted area or subdivision grading plan filed with the Town **Engineer**;

- b. In the case of land in respect of which no accepted area or subdivision grading plan has been filed with the Town **Engineer**, a lot grading plan bearing the signature and seal of a **Professional Engineer**, or a Landscape **Architect** (a member of the Ontario Association of Landscape Architects) or an Ontario Land Surveyor who certifies thereon that the drainage scheme depicted by the plan will be compatible with the existing drainage patterns;
  - c. In the case of land to be developed and where Section 51 of the Planning Act applies, or where Site Plan approval would otherwise be required, a geotechnical report, signed and sealed by a **Professional Engineer**, confirming areas of imported (non-native) soils and the presence of methane, if any;
- xii. For single detached, duplex, triplex, semi-detached, or row townhouse buildings intended to be continuously occupied during the winter season, include a completed Energy Efficiency Design Summary Form,
  - xiii. Be signed by the **owner** or his or her **authorized agent** who shall certify the truth of the contents of the application.
- 2) Where application is made for a **demolition permit** under Subsection 8(1) of the **Act**, the application shall:
- i. Use the provincial application form, "Application for a Permit to Construct or Demolish";
  - ii. Include complete plans and specifications, documents and other information as required under Article 1.3.1.3(5)-Division C of the Building Code and as described in this By-law for the **work** to be covered by the **permit**;
  - iii. Be accompanied by proof satisfactory to the **Chief Building Official** that arrangements have been made with the proper authorities where applicable for the disconnection and plugging of all water, sewer, gas, electric, telephone or other utilities and services on the form authorized by the **Chief Building Official**, and
  - iv. be accompanied by all fees that are required, under Schedule 'A' of this By-law, resolution or regulation made under Clause 7(1) (c) of the **Act**.
- 3) Where application is made for a conditional **permit** under Subsection 8(3) of the **Act**, the application shall:
- i. Use the provincial application form, "Application for a Permit to Construct or Demolish";
  - ii. Include complete plans and specifications, documents and other information as required under Article 1.3.1.3(5)-Division C

of the Building Code and as described in this By-law for the **work** to be covered by the **permit**,

- iii. Contain such other information, plans and specifications concerning the complete project as the **Chief Building Official** may require;
  - iv. State in writing to the **Chief Building Official** the reasons why the applicant believes that unreasonable delays in **construction** would occur if a conditional **permit** is not granted;
  - v. State the necessary approvals which must be obtained in respect of the proposed **building** and the date or time by which such approvals will be obtained;
  - vi. State the time in which plans and specifications of the complete building will be filed with the **Chief Building Official**, if a complete **permit** application has not already been made;
  - vii. Shall enter into a conditional **permit** agreement with the **Corporation** of this By-law. In the event that the conditions have not been satisfied beyond the date that is prescribed in said agreement, the agreement shall be considered as expired, and a request for an extension shall be made by the permit holder. In the event that an extension is required the conditional fee shall be paid at the time the extension request is made. No building inspections shall be conducted if there are outstanding conditional **permit** fees;
  - viii. Be accompanied by a security deposit as prescribed by the **Chief Building Official**. The security shall be used in the event the building may need to be removed and the site restored to its original condition. The security amount shall be refunded upon the issuance of a full **permit**;
  - ix. Be accompanied by all fees that are required, under Schedule 'A' of this By-law, resolution or regulation made under Clause 7(1)(c) of the **Act**, and
  - x. Note that the **Chief Building Official** is authorized to execute, on behalf of the **Corporation**, conditional **permits** as provided for pursuant to Section 15.21 (3) of the **Act**. The issuance of conditional **permits** is at the sole discretion of the **Chief Building Official**.
- 4) Where application is made for a change of use **permit** issued under Subsection 10(1) of the **Act**, the application shall be submitted to the **Chief Building Official** and shall:
- i. Use the provincial application form "Application for a permit to construct or demolish",
  - ii. Describe the **building** in which the occupancy is to be changed by a description that will readily identify and locate the **building**;

- iii. Identify and describe in detail the current and proposed occupancies of the building or part of a **building** for which the application is made;
  - iv. Include plans and specifications which show the current and proposed occupancy of all parts of the **building** and which contain sufficient information to establish compliance with the requirements of the **Building Code**, including floor plans, details of wall, ceiling and roof assemblies identifying required fire resistance ratings and load bearing capacities and details of the existing sewage system, if any;
  - v. Be accompanied by the required fee as contained in Schedule 'A' of this By-law;
  - vi. State the name, address, telephone number, fax number and email address of the owner; and
  - vii. Be signed by the owner or his or her authorized agent (who produces written authorization) and who shall certify the truth of the contents of the application.
- 5) Where application is made for a transfer of **permit** under the **Act**, the application shall:
- i. Use the Transfer of Building Permit Application Form authorized by the **Chief Building Official** to include the names and addresses of the previous and new **owner**, the date the ownership change took place, a description of the **permit** that is being transferred, and legal documentation confirming proof of new ownership;
  - ii. Include the required fee as contained in Schedule 'A' of this By-law;
  - iii. Include a written statement from the new owner agreeing to responsibility for all conditions of approval upon which the **permit** was issued; and
  - iv. Include, where applicable, proof of engagement from the design professional(s) to undertake a field review.
- 6) Where application is made for occupancy of an unfinished building as provided for in Subsection 1.3.3 -Division C of the Building Code, the application shall include:
- i. Description of the part of the building for which occupancy is requested;
  - ii. Provide plans showing portion(s) of the floor area(s) to be occupied complete with location(s) of temporary exits as applicable;
  - iii. Where required by Section 2.3 the **Building Code**, be accompanied by a signed statement of the **architect** or **professional engineer**, or both undertaking to provide a general review of the **construction** of the **building**. Copies of all written reports shall be submitted to the **Chief Building**



**Official** stating the status of the **building** or part thereof as required by Section 2.4.3.1.(2) of the **Building Code**; and

## 2.4 Revisions to Permits

No person shall make a material change or cause a material change to be made to a plan, specification, document or other information on the basis of which a **permit** was issued without notifying, filing details with and obtaining the authorization of the **Chief Building Official**. Substantial changes may constitute a revised submission and additional fees would be charged as per Schedule 'A'.

## 2.5 Revocation of Permit

1. Prior to revoking a **permit** under section 8(10) of the **Act**, the **Chief Building Official** may serve a notice by personal service or registered mail to the last known address to the **permit holder**, and, following a 30 day period from the date of service, may revoke the **permit** without further notice and all submitted plans, specifications, documents and other information may be disposed of or, or upon the written request of the **applicant**, returned to the **applicant**.
2. A **permit holder** may within 30 days from the date of service of a notice under Section 2.4 request in writing that the **Chief Building Official** defer the revocation by stating reasons why the **permit** should not be revoked. The **Chief Building Official** having regard to any changes to the **Act**, **Building Code** or other applicable law may allow the one-time deferral, applicable to a period of no later than twelve (12) months from the date the **permit** was issued, in writing.
3. A request for deferral shall be accompanied by the non-refundable fee set out in Schedule "A" of this By-law.

## 2.6 Incomplete Application

1. Where the **Chief Building Official** determines that an application is incomplete, the **Chief Building Official** may refuse to accept the application or may commence to process the application if the **applicant** acknowledges that the application is incomplete.
2. Where an **applicant** declares or acknowledges that the application is incomplete, the **Corporation** shall not be bound by the timelines prescribed by the **Building Code** within which a **permit** must be issued or refused, until such time as the application is deemed to be complete.
3. An application shall be deemed to be incomplete according to Section 2.4.1.1.B (5) of the **Building Code** where any requirements set out in Section 2.3 of this By-law have not been complied with and the **Corporation** shall not be obliged to issue a **permit**.

## 2.7 Inactive or Abandoned Permit Application

1. Where an application for a **permit** remains incomplete or inactive for six months after it is made, the application may be deemed by the **Chief Building Official** to have been abandoned and notice thereof shall be given to the **applicant**. If an application is deemed to be abandoned, a new application must be filed for any **work** proposed in the abandoned application and the fees as set out in Schedule 'A' are paid. An inactive **permit** application may also include an application where information is outstanding, six months or more after it is made, in such a manner that a full or partial **permit** cannot be issued.

2. Where an application is deemed abandoned, all submitted plans, specifications and documents shall be disposed of, or upon the written request of the **applicant**, returned to the **applicant**.

## 2.8 Plans and Specifications

1. Sufficient information shall be submitted with each application for a **permit to enable the Chief Building Official** to determine whether or not the proposed **construction, demolition**, change of use or transfer of **permit** will conform to the **Act**, the **Building Code** and must be accompanied by two (2) complete sets of the plans and specifications as described in this By-law and Schedule “D” of this By-law in order for an application to be deemed as complete.
2. Plans shall be drawn to scale (min. 1:75 or 3/16"=1'-0") on paper, electronic media approved by the **Corporation**, or other durable material approved by the **Corporation**, and shall be legible. Free hand drawings are not permitted to be submitted.
3. Site plans shall be referenced to an up-to-date survey unless otherwise exempted by the **Chief Building Official** and, when required to demonstrate compliance with the Act, the Building Code or other applicable law, a copy of the survey shall be submitted to the Chief Building Official. Site plans shall show:
  - i. lot size and the dimensions of property lines and setbacks to any existing or proposed buildings;
  - ii. Existing and finished ground levels or grades;
  - iii. Natural features including water courses, streams and topographic features;
  - iv. public utilities and existing streets and street names;
  - v. Existing rights-of-way, easements and municipal services;
  - vi. Proposed fire access routes, and existing fire hydrant locations, if applicable, and any information or documentation required to determine compliance with fire access requirements of the **Building Code** and water supply requirements for fire suppression;
  - vii. Scale bar; and
  - viii. North marker indicated.

## 2.9 As Constructed Plans

The **Chief Building Official** may require a set of **as constructed plans** of a **building** or any class of **buildings** be filed with the **Chief Building Official** on completion of the **construction** under such conditions as may be prescribed in the **Building Code** (the **Act**, Section 7(1) (g)), and may include a plan of survey showing the location of the **building(s)**.

## 3. FEES (The Act, Section 7(c))

### 3.1 Fees Payable Upon Application

1. Fees for any required **permit** shall be as set out in Schedule ‘A’ of this By-law and are due and payable in full upon submission of an

application for a **permit**. Applications shall not be considered to be complete until all permit fees have been paid.

2. In the event where fees are due as a result of revisions, after a **permit** has been issued, no building inspections associated with the said revisions shall be carried out until such time as the outstanding fees have been paid in full.

### 3.2 Valuation

Where the amount of a fee to be paid, as part of a **permit** application, is to be based upon the class of **permit**, floor area and/or value of the proposed **construction**, the **Chief Building Official** or a designate, shall determine the appropriate class or type or category based on Schedule 'A' and the associated fees that determination shall be final. Despite the above the **Chief Building Official** may place a valuation on the cost of the proposed structural work as contained in Schedule 'A' of this By-law and where disputed by the applicant, the applicant shall pay the required fee under protest and, within six months of completion of the project, shall submit an audited statement of the actual costs. Where the **Chief Building Official**, in his/her sole discretion, agrees that the audited costs are less than the valuation, the **Chief Building Official** may issue a partial refund that reflects the difference between the two amounts.

### 3.3 Additional Fees

Where an application for a **permit** is subject to additional user fees prescribed by the **Corporation**, the fees so prescribed shall be paid in addition to the fees set out in Schedule 'A' to this By-law prior to the issuance of the **permit** (e.g. development charges).

### 3.4 Additional Inspection Fees

An additional inspection fee as set out in Schedule 'A' to this By-law shall apply and shall be paid on or prior to each additional inspection being undertaken on any **building** where:

1. Any of the prescribed notice requirements under the **Building Code** or the additional notices required under this By-law have not been complied with by a **permit holder**;
2. More than two inspections are required due to **construction** being incomplete or not in compliance with the **Building Code**;
3. A **building** is occupied prior to the notice under Section 14 of the **Act** **Chief Building Official**; or
4. An inspection as requested to confirm that outstanding items have been completed or corrected in respect to a deficient **permit**.

### 3.5 Re-examination Fee and Alternative Solution Fee

1. If there are changes to plans, contractors or professional services, a new plans review may, at the discretion of the **Chief Building Official**, be required and the **Chief Building Official** may require the issuance of a further **permit** and / or payment of a re-examination fees as set out in Schedule 'A' to this By-law.

2. Where an **applicant** submits an **alternative solution** to a material, system or design, an examination fee shall apply as set out in Schedule 'A' to this By-law.

### 3.6 Annual Fee Adjustment

1. Council may adjust the building permit fees for any or all classes of permits in this by-law once annually in accordance with the "*Consumer Price Index*" as published by Statistics Canada. Such adjustment to the fees shall not require an amendment to this By-Law nor require a public meeting.
2. Council may adjust the building permit fees for any or all classes of permits in this by-law in the first two years to increase the building reserve. Such adjustment to the fees shall not require an amendment to this By-Law nor require a public meeting.

### 3.7 Refunds (The Act, Section 7(1)(d))

1. In the case of withdrawal or abandonment of an application, or abandonment of **construction**, or refusal to issue a **permit**, and upon the written request by the **applicant**, the **Chief Building Official** shall determine the amount of *paid permit* fees that may be refunded to the **applicant**, if any, in accordance with Schedule B of this By-law.
2. Refunds may be adjusted in accordance with Section 3.2 of this By-law.
3. No refund shall be made where the fee is equal to or less than \$100.00.
4. Any authorized refund shall be returned to the **owner** named on the **permit** application, unless the **owner** advises the **Chief Building Official** in writing and prior to the release of the refund, of a change in name, in which case the refund shall be returned to the person then authorized to receive it.

## 4. NOTICE REQUIREMENTS FOR INSPECTIONS (The Act, Section 10.2)

### 4.1. Prescribed Notices

The owner or an **authorized agent** shall notify the **Chief Building Official** at least two complete business days prior to each stage of **construction** for which notice in advance is required in Section 1.3.5.1.(2) (a) to (o) of Division C, of the **Building Code**.

### 4.2. Additional Notices

The owner or an authorized agent shall notify the **Chief Building Official** at least two complete business day prior to the additional mandatory stages of **construction** listed in Clauses 1.3.5.2.(1) (a), (b), (c), (e), (g), (h) and (j) of Division C, of the **Building Code**.

### 4.3. Notice Prior to Occupancy

The **permit holder** shall notify the **Chief Building Official** requesting an occupancy **permit** be issued, for certain buildings of residential occupancy in accordance with Article 1.3.3.4, Division C of the **Building Code**.

#### 4.4. When Notice Deemed Effective

A Notice pursuant to this By-law is not effective until the notice is actually received by the **Chief Building Official** or his/her designate by voice mail, by email or other means of electronic transfer deemed acceptable by the **Corporation**, or where the notice is given in person or orally, or in writing and is acknowledged by the **Chief Building Official** or his/her designate. Where notice is received by voice mail, by email or electronic transfer, the notice shall be deemed to be effective if received on a business day or on the first business day following a weekend or statutory holiday.

#### 4.5. Time period for Conducting Inspections

Upon receipt of proper notice, the **Chief Building Official** or a building inspector shall, no later than two (2) business days as per Article 1.3.5.3, Division C of the **Building Code**, after receipt of the notice, undertake a site inspection for notices to which Articles 1.3.5.1 and 1.3.5.2, Division C of the **Building Code** apply, except where the notice relates to matters described in clauses 1.3.5.1.(2)(k) or (i), the site inspection shall be conducted no later than five (5) days after the receipt of notice.

### 5. REGISTERED CODE AGENCIES (The Act, Section 15.15)

#### 5.1. Registered Code Agency Hired by the Corporation

Where the **Corporation** enters into an agreement with a **Registered Code Agency**, the **Chief Building Official** is authorized under Section 4.1 (3) of the **Act** and Division 3, Section 3.7 of the **Building Code** to enter into a service agreement with a **Registered Code Agency** to perform one or more of the functions prescribed in Section 15.15 of the **Act** in respect of the **construction** or **demolition** of a **building** or class of **buildings**.

### 6. AUTHORIZATION OF ALTERNATIVE SOLUTIONS AND EQUIVALENTS

1. Where an **alternative solution** for an equivalent material, system or **building** design is proposed in either an application for a **permit**, or in a material change to a plan, specification, document or other information on the basis of which a **permit** is issued, the **applicant** shall submit:
  - i. A detailed submission or application satisfactory to the **Chief Building Official** or **Registered Code Agency**, if applicable;
  - ii. A description of the proposed location(s) where the **alternative solution** is proposed to be installed;
  - iii. A description of the proposed material, system or **building** design for which authorization is sought;
  - iv. A description of all applicable provisions of the **Building Code** in contravention;
  - v. Supporting documentation, past performance or tests described in Article 2.1.1.2. of the **Building Code** or other evaluation demonstrating that the proposed material, system or **building** design will provide the level of performance required by Article 1.2.1.1. of Division A of the **Building Code**; and
  - vi. Payment of the required fee as set out in Section 3.5 and Schedule 'A' to this By-law.

2. The **Chief Building Official** or **Registered Code Agency** may accept or reject any proposed **alternative solution** and/or may impose conditions or limitations on their use.
3. **Alternative solutions** which are accepted under Section 8 of this By-law shall be applicable only to the location as described in the application and are not transferrable to any other **building permit**.

## 7. OFFENCES AND PENALTIES

Every person who contravenes any provision of this By-law is guilty of an offence and on conviction is liable to a fine as provided in section 36 of the *Building Code Act, 1992*, S.O. 1992, c.23, as amended.

## 8. VALIDITY

In the event that any provision of this By-law is declared by a court of competent jurisdiction to be invalid, the same shall not affect the validity of the remaining provisions of this By-law.

## 9. INTERPRETATION AND IMPLEMENTATION

1. Schedules A, B, C, and D attached hereto shall form part of this By-law.
2. This By-law comes into force on the 1<sup>st</sup> of September 2015.
3. By-law 05-4245, as amended, of the Corporation of the Town of Ingersoll is hereby repealed.

**READ** a first and second time in Open Council this 10th day of August, 2015.

**READ** a third time in Open Council and passed this 10th day of August, 2015.

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**Edward (Ted) Comiskey, Mayor**

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**Michael Graves, Clerk**

## **SCHEDULES TO BY-LAW NUMBER 15-4824**

- 1. Schedule A – Permit and Miscellaneous Fees**
- 2. Schedule B – Refunds**
- 3. Schedule C - Forms**
- 4. Schedule D – Plans and Specifications**

## Schedule A – Permit and Miscellaneous Fees

<b>SCHEDULE A - Proposed Building Permit Fee Schedule - Ingersoll</b>		
1	Class of Permit	Fees
2	<b>Group C</b> , Low, Medium Density Residential	\$2,000.00 base fee + \$0.62/sqft for projects > 2,000/sqft
3	<b>Group C</b> , High Density Residential	\$4,100.00 base fee + \$0.62/sqft for projects > 2,000/sqft
4	<b>Group C</b> , Major/Minor Alterations	\$150.00 + \$0.62 sqft
5	<b>Group C</b> , Pools/Decks/Sheds/Tents	\$150.00
6	<b>Groups A, B, D, E</b> , Commercial	\$4,000.00 base fee + \$0.76/sqft for projects > 2,500sqft
7	<b>Group F</b> , Industrial	\$2,900.00 base fee + \$0.76/sqft for projects > 2,500sqft
8	<b>Groups A, B, D, E &amp; F</b> Major Alterations	\$3,200.00 base fee + \$0.76/sqft for projects > 2,500sqft
9	<b>Group C</b> , Demolitions	\$150.00
10	<b>Groups A, B, D, E &amp; F</b> Demolitions	\$1,800.00
11	<b>Groups A, B, D, E &amp; F</b> Minor Alterations	\$2,100.00
12	Other Permits: renew, moving building, sign, solar panels	\$150.00
13	Solid Fuel Applicances	\$150.00
14	Farm Buildings	\$1,900.00
15	Designated Structures	\$150.00
16	Change of Use	\$1,000.00
17	Standalone Plumbing - Residential	\$150.00
18	Standalone Plumbing - Non-res	\$150.00
19	Connection to Sewer	\$60.00
20	Connection to Water	\$60.00
21	Standalone HVAC	\$150.00
22	Additional Fees	
23	Additional Inspection Fees	\$50.00 / additional inspection
24	Plan Re-examination Fees	\$50.00/hr (min. fee of \$150.00)
25	Transfer of Permit	\$150.00
26	Extension fee	\$150.00
27	Construction without a permit	200% of the base fee
28	Hourly Rate	Inspector \$50/hr CBO \$75/hr
29	Miscellaneous - Charges	For classes of permits not described or included in this schedule, a reasonable permit fee shall be determined by the Chief Building Official



## Schedule B – Refunds

Pursuant to Section 3.7 of this By-law, the fees that may be refunded shall be a percentage of the fees payable calculated by the **Chief Building Official** or a designate as follows:

1. 80% if administrative functions only have been performed;
2. 70% if administrative and zoning functions only have been performed;
3. 45% if administrative, zoning and plans examination functions have been performed;
4. 35% if the permit has been issued and no field inspections have been performed subsequent to permit issuance;
5. 5% shall additionally be deducted for each field inspection that has been performed after the permit has been issued.
6. No refund shall be made for an amount less than \$100.00.

See also Section 3.2 of this By-law for adjustments related to a valuation.

## Schedule C – Forms

Pursuant to Section 2 of this By-law, the following forms shall be those used for the administration and enforcement of the **Act** and the **Building Code**:

1. Application for a Permit to Construct or Demolish
2. Building Permit
3. Partial Building Permit
4. Demolition Permit
5. Conditional Permit
6. Change of Use Permit
7. Sewage System Permit
8. Structural Sign Permit
9. Occupancy Permit
10. Transfer Permit
11. Acknowledgement of Incomplete Application
12. Commitment to General Review Form by Architect and Engineer
13. Energy Efficiency Design Summary Form
14. Alternative Solution Submission Form
15. Order to Comply
16. Order Not to Cover or Enclose
17. Order to Uncover
18. Stop Work Order
19. Order Requiring Tests and Samples

## **Schedule D– Plans and Specifications**

Site Plan

Site Servicing Plan

Lot Grading Plan

Foundation Plan

Floor Plan (each Floor)

Elevations

Framing Plans

Sections & Details

Reflected Ceiling Plan

Plumbing Plans

HVAC Plan

Electrical Plan

The Chief Building Official may specify that not all the above-mentioned plans are required to accompany an application for permit.

This information is in addition to any information specified in this By-Law.



**Corporation of the Town of Ingersoll  
By-Law 15-4825**

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**A bylaw to adopt and confirm all actions and proceedings of the Council of the Town of Ingersoll at the Council meeting held on August 10, 2015.**

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

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

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

1. **THAT** all actions and proceedings of the Council of The Corporation of the Town of Ingersoll at the meeting held on August 10, 2015 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. **AND FURTHER THAT** this by-law shall become effective and shall come into force after third reading of the by-law.

**READ** a first and second time in Open Council this 10th day of August, 2015.

**READ** a third time in Open Council and passed this 10th day of August, 2015.

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**Edward (Ted) Comiskey, Mayor**

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**Michael Graves, Clerk**