



**Corporation of the Town of Ingersoll
Council Agenda
Regular Meeting of Council
Town Centre, Council Chambers
Monday, March 9, 2015, 5:30 p.m.**

Call to Order

Disclosures of Pecuniary Interest

Closed Session 5:30 p.m.

- 1) Section 239 (2) (f) Advice that is subject to Solicitor-Client Privilege

Petitions, Delegations and Presentations

- 1) Elizabeth Cormier, Solicitor from Patton Cormier & Associates presentation regarding Oak County Homes and the Construction and Completion of Walker Road

Minutes of Council Meetings

- 1) Minutes of Regular Council Meeting on [February 9, 2015](#)
- 2) Minutes of Special Council Meeting on [February 18, 2015](#)
- 3) Minutes of Special Council Meeting on [March 3, 2015](#)
- 4) Minutes of Special Council Meeting on [March 5, 2015](#)

Correspondence – Note and File

- 1) [Rodolphe Collinet, CEO Group, Carmeuse Coordinator Centre](#), Belgium – Letter regarding Mayor, Deputy Mayor and CAO's trip to Belgium to discuss Walkers proposed Landfill
- 2) [Letter of Support from Suzanne Crellin, Bryan Smith, Reed Elliot and Mike Farlow](#)
- 3) [UTRCA Approved Agenda, Minutes and Reports](#)
- 4) [Ontario Human Rights Commission](#) – Letter re: Applying a human rights lens in zoning, licensing and municipal decision-making
- 5) [Ministry of Agriculture, Food and Rural Affairs](#) – 2015 Premier's for Agri-Food Innovation Excellence program

Accounts

[Disbursement Sheets – February 2015](#)

Resolution – Committee of the Whole (Councillor Bowman)

Monthly Staff Reports

- | | |
|----------------------------------|---------------------------|
| 1) Clerk's Report | C-039-15 |
| 2) Economic Development Report | D-038-15 |
| 3) Fire Services Report | F-038-15 |
| 4) Operations Report | OP-038-15 |
| 5) Parks & Recreation Report | R-038-15 |
| 6) Treasury Report | T-039-15 |
| 7) Planning Status Tables Report | P-038-15 |

Special Staff Reports

- | | |
|---|---------------------------|
| 1) Proposed Public Meeting on Train Whistling | OP-040-15 |
| 2) Ontario Community Infrastructure Fund – Catherine Street Project | OP-042-15 |
| 3) Naming of Streets in the Town of Ingersoll | OP-043-15 |

- 4) Parks & Recreation Program Guide [R-039-15](#)
- 5) Fusion Youth Centre's Entrepreneurship Program- Sure Start [R-040-15](#)
- 6) Development Charge Indexing [T-040-15](#)
- 7) 2014 Council Remuneration & Expense Report [T-041-15](#)

Petitions, Delegations and Presentations

- 1) Paul Michiels and Gord Hough, County of Oxford - Vacant Land Presentation

Correspondence & Resolutions

Consideration of By-Laws

- 1) [By-Law 15-4792](#) - To dedicate certain 0.3 metre (1 foot) reserves (Daniel St.)
- 2) [By-Law 15-4793](#) - To authorize the execution of an Agreement related to funding provided by the Province under the Ontario Community Infrastructure Fund-Application-Based Component
- 3) [By-Law 15-4794](#) - To authorize the execution of a Partnership Agreement between the Town of Ingersoll and the County of Oxford related to funding provided by the Province of Ontario to the Municipality under the Ontario Community Infrastructure Fund-Application-Based Component
- 4) [By-Law 15-4795](#) - To authorize the Clerk and Deputy Clerk to perform the Civil Marriage Solemnization Service for the Town for Ingersoll (Michael Graves and Ann Wright)
- 5) [By-Law 15-4796](#) - To re-appointment Ann Wright, Tricia Smith and Edna Caron as a Deputy Division Registrars for the Town of Ingersoll
- 6) [By-Law 15-4797](#) - To authorize the execution of a Lease Agreement between Her Majesty the Queen in a Right of Ontario as Represented by the Minister of Economic Development, Employment and Infrastructure (132 Thames St. S.)
- 7) [By-Law 15-4798](#) - To adopt and confirm all actions and proceedings of the Council of the Town of Ingersoll at the Council meetings held on February 18, March 3, March 5, and March 9, 2015

Notice of Motion

Upcoming Council Meeting

Special Meeting of Council

Thursday, March 12, 2015, 6:00 p.m.
Public Meeting for 2015 Budget Begins at 7:00 p.m.
Town Centre, Council Chambers

We will be following our regular procedures for delegation status for the Public Meeting. We welcome residents who wish to ask questions or make comments regarding the 2015 Budget, to submit in writing by Tuesday, March 10, 2015 by noon to the Clerk's Department detailing your questions and comments so that staff and Council have time to properly respond. Questions and/or comments in writing can be submitted at the Town Hall Office or via email to clerks@ingersoll.ca. Delegations will be limited to a maximum time of 5 minutes.

Regular Meeting of Council

Monday, April 13, 2015, 6:00 p.m.
Town Centre, Council Chambers

Closed Session

- 1) Minutes of February 9, 2015 Closed Session
- 2) Section 239 (2) (c) Proposed or Pending Disposition of Land

Adjournment



**Corporation of the Town of Ingersoll
Regular Council Meeting Minutes
Town Centre, Council Chambers
Monday, February 9, 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

Jim Brown, Director of Finance/Treasurer

John Holmes, Fire Chief

Kale Brown, Director of Economic Development

Sandra Lawson, Town Engineer

Bonnie Ward, Director of Parks and Recreation

John Brown, I.T. Manager

Media:

John Tapley, Reporter, Ingersoll Times

John Payne, Associate Producer, Rogers TV

Megan McPhaden, 104.7 Heart FM

Call to Order

Mayor Comiskey welcomes the general public and opens this meeting of Council at 6:19 p.m.

Disclosures of Pecuniary Interest

None Declared

Minutes of Council Meeting

Moved by Councillor Petrie; seconded by Councillor Lesser

C15-02-039 THAT the minutes of the Regular Council meeting held on January 12, 2015; and the minutes of the Special Council meetings held on January 19, 2015; January 26, 2015 and February 03, 2015 be adopted.

CARRIED

Correspondence – Note & File

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

C15-02-040 THAT the Note and File Correspondence item (1) be received as information.

CARRIED

Accounts - Resolution

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

C15-02-041 THAT the Disbursement Sheets for the month of January 2015 be received as information.

CARRIED

Monthly Staff Reports

Moved by Deputy Mayor Freeman; seconded by Councillor Bowman

C15-02-042 THAT Council do now go into Committee of the Whole.

Council in Committee of the Whole, Councillor Van Kooten-Bossence in the Chair. While in Committee of the Whole Council discussed the Monthly Staff Reports and Special Staff Reports.

CARRIED

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

C15-02-043 THAT Council do now rise out of Committee of the Whole.

CARRIED

Moved by Councillor Franklin; seconded by Councillor Lesser

C15-02-044 THAT the monthly staff reports be received as information.

CARRIED

Special Staff Reports

Moved by Councillor Lesser; seconded by Councillor Petrie

C15-02-045 THAT the Council for the Town of Ingersoll receives Administration Report A-030-15 on the parking/traffic issues affecting Mid-Town Motors.

CARRIED

Moved by Councillor Bowman; seconded by Deputy Mayor Freeman

C15-02-046 THAT the Council for the Town of Ingersoll receives the report regarding Waste Management Option for Council Solid Waste;

AND THAT Council advise County Council that the Town of Ingersoll would prefer Option 4 being weekly collection of garbage and recycling and a savings of \$312,593.

CARRIED

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

C15-02-047 THAT the Council for the Town of Ingersoll receives the report on a revised permanent non-union employee vacation policy;

AND FURTHER THAT Council adopts the new Vacation Policy for Permanent Non-Union Employees with direction to Management for full implementation.

CARRIED

Moved by Deputy Mayor Freeman; seconded by Councillor Bowman

C15-02-048 THAT the Council for the Town of Ingersoll receives the Clerk's Report C-033-15 as information;

AND FURTHER THAT Council refers the report to Budget discussions.

CARRIED

Moved by Councillor Franklin; seconded by Councillor Lesser

C15-02-049 THAT the Council for the Town of Ingersoll receives Report D-034-15 be received as information;

AND FURTHER THAT Council direct staff to present the final report to any other groups in Oxford County which are currently working on sustainability initiatives including the Community Sustainability Steering Committee and the Go 100% Renewable coordinators;

AND FURTHER THAT Council direct staff to post the full report to the Town of Ingersoll website for any comments from residents.

CARRIED

Moved by Councillor Lesser; seconded by Councillor Petrie

C15-02-050 THAT the Council for the Town of Ingersoll receives Report D-035-15 as information.

CARRIED

Moved by Councillor Petrie; seconded by Councillor Lesser

C15-02-051 THAT the Council for the Town of Ingersoll receives Operations Report OP-036-15 as information;

AND FURTHER THAT Council directs staff to make the changes noted in this report to the Traffic and Parking By-Law;

AND FURTHER THAT the changes be completed as soon as possible;

AND FURTHER THAT the Clerk provides notice of the changes in an appropriate manner.

CARRIED

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

C15-02-052 THAT Council for the Town of Ingersoll receives Operations Report OP-037-15 as information and bring back a framework for a public meeting.

CARRIED

Moved by Mayor Comiskey; seconded by Councillor Franklin

C15-02-053 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

Petitions, Delegations & Presentations

Moved by Deputy Mayor Freeman; seconded by Councillor Bowman

C15-02-054 THAT the Council for the Town of Ingersoll receives the presentation from Bryan Smith on behalf of Oxford Coalition for Social Justice as information.

CARRIED

Moved by Councillor Franklin; seconded by Councillor Lesser

C15-02-055 THAT the Council for the Town of Ingersoll receives the delegation from OPAL regarding the Zero Waste Challenge and House Hold Waste Audit as information.

CARRIED

Moved by Councillor Lesser; seconded by Councillor Petrie

C15-02-056 THAT the Council for the Town of Ingersoll receives the delegation from Fred Ditchfield regarding By-Law & Municipal Finances as information;

CARRIED

Correspondence & Resolutions

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

C15-02-057 THAT the Council for the Town of Ingersoll approves the request from the Oxford County Public Health & Emergency Services Department regarding delivery of the West Nile Virus Program within the municipality;

AND FURTHER THAT Council direct staff to complete the letter of authorization to be forwarded to Peter Heywood of Oxford County Public Health & Emergency Services by February 27, 2015.

CARRIED

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

C15-02-058 THAT the Council for the Town of Ingersoll approve the request from the Oxford County Cycling Advisory Committee for the appointment of a member of Council to the Oxford County Cycling Advisory Committee;

AND FURTHER THAT Council appoints Deputy Mayor Fred Freeman to the Oxford County Cycling Advisory Committee.

CARRIED

Consideration By-Laws

Moved by Deputy Mayor Freeman; seconded by Councillor Bowman

C15-02-059 That the mover have leave to introduce and go into Committee of the Whole on the following by- laws:

- 1) By-Law 15-4788 – To Appoint Michael Graves a Division Registrar
- 2) By-Law 15-4789 – Fees & Charges By-Law
- 3) By-Law 15-4790 – To Amend By-Law No. 06-4327 the Traffic & Parking By-Law

- 4) By-Law 15-4791 – To adopt and confirm all actions and proceedings of the Council of the Town of Ingersoll at the Council meetings held on January 12, 2015, January 19, 2015, January 26, February 3, 2015, February 7, 2015 and February 9, 2015

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

CARRIED

Moved by Councillor Franklin; seconded by Councillor Lesser

C15-02-060 THAT The Committee do now rise out of Committee of the Whole.

CARRIED

Moved by Councillor Lesser; seconded by Councillor Petrie

C15-02-061 THAT by-laws 15-4788 through to By-law 15-4791 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

Moved by Councillor Petrie; seconded by Councillor Lesser

C15-02-062 THAT the Council for the Town of Ingersoll approve the following motion at the February 9th Regular meeting of Council;

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

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

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

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

CARRIED

Upcoming Council Meetings

Special Meeting of Council

Wednesday, February 18, 2015, 6:00 p.m.
Town Centre, Council Chambers

Regular Meeting of Council

Monday, March 9, 2015, 6:00 p.m.
Town Centre, Council Chambers

Closed Session

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

C15-02-063 THAT Council do now go into Committee of the Whole at 9:37 p.m. for a Closed Meeting pursuant to Section 239 (2) of the Municipal Act, 2001, as amended to discuss the following matters:

- 1) Minutes of January 12, 2015 Closed Session
- 2) Section 239 (2) (b) Personnel Matters about an Identifiable Individual
- 3) Section 239 (2) (b) Personnel Matters about an Identifiable Individual
- 4) Section 239 (2) (f) Advice that is subject to Solicitor-Client Privilege

CARRIED

Consideration of Closed Session

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

C15-02-064 THAT Council do now rise out of Committee of the Whole at 10:20 p.m. from Closed Session.

CARRIED

Moved by Councillor Petrie; seconded by Councillor Lesser

C15-02-065 THAT the Closed Session Minutes of January 12, 2015 be adopted.

CARRIED

Adjournment

On motion Council adjourned at 10:25 p.m.

Edward (Ted) Comiskey, Mayor

Michael Graves, Clerk



**Corporation of the Town of Ingersoll
Special Council Meeting Minutes
Town Centre, Council Chambers
Wednesday, February 18, 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/Acting Clerk

Jim Brown, Director of Finance/Treasurer

Sandra Lawson, Town Engineer

Doug Wituik, Manager of Public Works

Call to Order

Mayor Comiskey welcomes the general public and opens this meeting of Council at 6:00 p.m.

Disclosures of Pecuniary Interest

None declared

2015 Budget Deliberations

- 1) Public Works Department
- 2) Engineering Department
- 3) Grants to Organizations Requests

Special Reports

Moved by Councillor Franklin; seconded by Councillor Lesser

C15-02-066 THAT Council do now go into Committee of the Whole.

Council in Committee of the Whole, Councillor Van Kooten-Bossence in the Chair.

CARRIED

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

C15-02-067 THAT the Committee do now rise out of Committee of the Whole.

CARRIED

Moved by Councillor Lesser; seconded by Councillor Franklin

C15-02-068 THAT the Council for the Town of Ingersoll receives report A-038-15 as information and consideration, providing direction to staff on any items that further information or investigation is required.

CARRIED

Moved by Councillor Petrie; seconded by Councillor Lesser

C15-02-069 THAT the Council for the Town of Ingersoll receives report C-038-15 as information;

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

AND FURTHER THAT the Council hereby approves the request for exemption from clause 7.4(b) of Sign By-Law 82-3079 to allow for a 75 square meter sign at 300 Ingersoll Street.

CARRIED

Upcoming Council Meetings

Regular Meeting of Council
Monday, March 9, 2015, 6:00 p.m.
Town Centre, Council Chambers

Adjournment

On motion Council adjourned at 9:30 p.m.

Edward (Ted) Comiskey, Mayor

Michael Graves, Clerk



**Corporation of the Town of Ingersoll
Special Council Meeting Minutes
Town Centre, Council Chambers
Tuesday, March 3, 2015, 7:00 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

Jim Brown, Director of Finance/Treasurer

Call to Order

Mayor Comiskey welcomes the general public and opens this meeting of Council at 7:08 p.m.

Disclosures of Pecuniary Interest

None declared

2015 Budget Deliberations

- 1) Updated Budget Report
- 2) 2014 Reserve and Reserve Fund Continuity
- 3) Grants to Organizations Requests
- 4) Potential Budget Reductions

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

C15-03-070 THAT staff bring back a report evaluating the cost savings of closing the Fusion Centre on Mondays and compare that to the cost savings of closing on Saturdays.

CARRIED

Special Report

1) 2015 Capital Budget Approval T-038-15

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

C15-03-071 THAT the Council for the Town of Ingersoll receives the 2014 Reserve, Reserve Fund Continuity, and Report T-038-15 as information:

AND FURTHER THAT Council approve the proposed 2015 Capital Budget.

CARRIED

2) Junior Engineering Technologist and Asset Management Assistant OP-044-15

This item was deferred to a subsequent meeting.

Upcoming Council Meetings

Special Meeting of Council
Thursday, March 5, 2015, 6:00 p.m.
Town Centre, Council Chambers

Regular Meeting of Council
Monday, March 9, 2015, 6:00 p.m.
Town Centre, Council Chambers

Adjournment

On motion Council adjourned at 9:35 p.m.

Edward (Ted) Comiskey, Mayor

Michael Graves, Clerk



**Corporation of the Town of Ingersoll
Special Council Meeting Minutes
Town Centre, Council Chambers
Thursday, March 5, 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

Ann Wright, Deputy Clerk

Jim Brown, Director of Finance/Treasurer

Media:

John Tapley, Reporter, Ingersoll Times

Call to Order

Mayor Comiskey welcomes the general public and opens this meeting of Council at 6:02 p.m.

Disclosures of Pecuniary Interest

None declared

2015 Budget Deliberations

Moved by Councillor Lesser; seconded by Deputy Mayor Freeman

VERBAL RESOLUTION THAT the Council for the Town of Ingersoll approves a 2.5% increase in the average residential tax levy.

Mayor Comiskey requests a recorded vote:

YEAS	RECORDED VOTE 2015	NAYS
✓	Councillor Michael Bowman	
✓	Councillor Reagan Franklin	
✓	Deputy Mayor Fred Freeman	
✓	Councillor Gordon Lesser	
	Councillor Brian Petrie	✓
✓	Councillor Kristy Van Kooten-Bossence	
	Mayor Ted Comiskey	✓
5	TOTALS	2

CARRIED 5:2

Upcoming Council Meetings

Regular Meeting of Council

Monday, March 9, 2015, 6:00 p.m.
Town Centre, Council Chambers

Special Meeting of Council

Thursday, March 12, 2015, 6:00 p.m.

Public Meeting for 2015 Budget Begins at 7:00 p.m.

Town Centre, Council Chambers

We will be following our regular procedures for delegation status for the Public Meeting. We welcome residents who wish to ask questions or make comments regarding the 2015 Budget, to submit in writing by Tuesday, March 10, 2015 by noon to the Clerk's Department detailing your questions and comments so that staff and Council have time to properly respond. Questions and/or comments in writing can be submitted at the Town Hall Office or via email to clerks@ingersoll.ca. Delegations will be limited to a maximum time of 5 minutes.

Adjournment

On motion Council adjourned at 7:44 p.m.

Edward (Ted) Comiskey, Mayor

Michael Graves, Clerk

February 12th, 2015

Mr. Edward Comiskey
Mayor of Ingersoll
Town of Ingersoll
130 Oxford Street, 2nd Floor
Ingersoll, ON N5C 2V5

Dear Mayor Comiskey,

We were very pleased to welcome you, Mr. Freeman and Mr. Tigert, in our premises of Louvain-la-Neuve.

It was a great opportunity to freely and respectfully discuss our understanding and your concerns about the Walker project in Beachville.

We would like to summarize our position in this letter.

Carmeuse North America was approached by Walker in the context of Walker's search for a good location for a landfill in Southern Ontario. As such a land use is very different from our core business, the topic was extensively discussed. Ultimately, the Carmeuse Group established four conditions for the North American management to move forward with this project:

- 1) there is a local/regional proven need for the landfill;
- 2) we have to partner with a top class operator having proven high capabilities in managing similar projects in similar conditions;
- 3) there should be no impact on our activities;
- 4) the project must respect all applicable environmental regulations.

Before we entered into a contract with Walker, these four conditions were addressed and supported by a visit to Walker's other landfill site. Inasmuch as all conditions were met, Carmeuse entered into a contract with Walker in 2012.

As explained, Carmeuse is not driving the process. Rather, it is up to Walker and the Provincial Authorities to manage the authorization process and to ensure that Walker addresses all environmental concerns.

Having said that, we also heard and understand your concerns related to air and water potential impacts and we will forward these concerns to Walker and follow up on their response.

Carmeuse will address the long- term management of the landfill with Walker. Specifically, Carmeuse shall seek assurances that Walker cannot sell the landfill to another operator without ensuring that any successor would satisfy the conditions mentioned above.

Lastly, we confirm our willingness to pursue our contacts and will ask our North American Team to make sure that regular contacts are organized with you and your Team in order to keep a good level of mutual understanding.

In the meantime, we remain, sincerely yours,



Rodolphe Collinet
CEO Group

Dear Mayor Comiskey and Ingersoll Council,

Our environmental research organization is endorsing your recent activities with regards to the opposition of the Walker Industries/Carmeuse Lime 'Southwestern Landfill Proposal'.

We very much appreciate Ingersoll's law team sending a letter to the Ministry of the Environment and Climate Change, the letter makes it clear that Ingersoll will use all legal means to oppose the siting of a private landfill on Ingersoll's border.

We also thoroughly endorse the trip planned for the Mayor, Deputy Mayor, and CAO from the Town of Ingersoll to Belgium, to appeal to Carmeuse Lime to cancel their agreement with Walker Industries.

With best wishes for a safe journey, and a favourable conclusion – the stopping of the Southwestern mega-landfill.

Sincerely,

Suzanne Crellin
Bryan Smith
Reed Elliott
Mike Farlow

November 3, 2014

**NOTICE OF
BOARD OF DIRECTORS' MEETING**

DATE: TUESDAY, NOVEMBER 25, 2014

**TIME: Following Source Protection Authority Meeting
starting at 9:30 a.m.**

**LOCATION: WATERSHED CONSERVATION CENTRE
BOARDROOM**

AGENDA:		TIME
1.	Approval of Agenda	9:50am
2.	Declaration of Conflicts of Interest	
3.	Confirmation of Payment as Required Through Statutory Obligations	
4.	Minutes of the Previous Meeting - Tuesday, October 28, 2014	
5.	Business Arising from the Minutes	
6.	Closed Session – In Camera	9:55am
	(a) Statement of Claims Update (Report attached)(Document #Lands & Facilities 325)(10 minutes)	
	(b) Glengowan Update (30 minutes)	10:05am
7.	Delegation – none	
8.	Presentation	
9.	(a) For Your Information Report (Report attached)	10:35am
	(b) Fanshawe Pioneer Village Report (Verbal)(S.Johnson)(Verbal)(5 minutes)	

10. Business for Approval

- (a) Board of Directors and Hearing Committee 2015 Meeting Schedule (Report attached)(Document #Admin 387) (5 minutes) 10:40am
- (b) Conservation Area Annual Fee Schedule (Report attached)(Document # CAs 1193) (J.Howley)(5 minutes) 10:45am
- (c) Provincial Offences Officer Designation (Report attached)(Document #CAs 1131) (J.Howley)(5 minutes) 10:50am
- (d) West London Dykes Master Repair Plan - Revised 2014 Consultant - Consultation Proposal – First Nations (Report attached)(Document #Flood Control 399)(Rick Goldt)(5 minutes) 10:55am

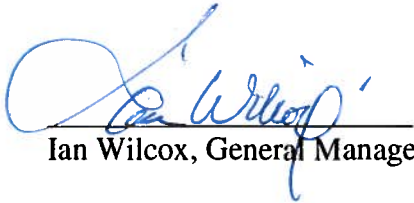
11. Business for Information

- (a) Administration and Enforcement – Section 28 (Report attached)(Document #ENVP1800) (M.Snowsell/K.Winfield/C.Ramsey) (5 minutes) 11:00am
- (b) Statement of Operations & Surplus – Oct 31, 2014 (Report attached)(L.Trottier) 11:05am
- (c) 2015 Draft Budget Revision - Levy (Report attached)(Document #File Centre 111286)(I.Wilcox)(5 minutes) 11:10am
- (d) Low Tender Award West London Dykes Interim Repairs (Report attached)(Document #Flood Control 398)(R.Goldt)(5 minutes) 11:15am
- (e) Orr Dam Stop Logs Fabrication (Report attached)(Document #Flood Control 400)(R.Goldt)(5 minutes) 11:20am
- (f) Proposals to be received Feasibility Study of Management Alternatives – London Dykes (Report attached) 11:25am

(Document #Flood Control 401)
(R.Goldt)(5 minutes)

- (g) Pittock Dam Operations Building Replacement 11:30am
Design- Consultant Award (Report attached)
(Document #Flood Control 402)
(R.Goldt)(5 mintues)
12. Other Business (Including Chair and General Manager's 11:35am
Comments)
13. Adjournment 11:40am

Christmas Social/Luncheon



Ian Wilcox, General Manager

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

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

MINUTES
BOARD OF DIRECTORS' MEETING
TUESDAY, NOVEMBER 25, 2014

J.McKelvie, Chair of the Upper Thames River Conservation Authority called the Board of Directors' meeting to order at 9:50 a.m. in the Watershed Conservation Centre Boardroom. The following members and staff were in attendance.

Members Present:	M.Blackie	N.Manning
	R.Chowen	R.Monteith
	S.Clark	J.Northcott
	R.Forbes	C.Mott
	B.French	J.McKelvie
	J.Jackson	A.Ralph
	D.Lazenby	G.Way

Regrets: H.McDermid

Solicitor: G.Inglis

Staff:	J.Brick	A.Shivas
	R.Goldt	S.Shivas
	C.Harrington	M.Snowsell
	T.Hollingsworth	J.Skrypnyk
	J.Howley	C.Tasker
	S.Johnson	L.Trottier
	B.Mackie	I.Wilcox
	C.Quinlan	K.Winfield

The Chair welcomed the members and staff to the Board of Directors' meeting.

1. Approval of Agenda

The Chair requested the agenda be amended by moving Agenda Items 9(b) and 10(c) before Agenda Item 6 – Closed Session – In Camera.

R.Chowen moved – C.Mott seconded:-

“RESOLVED that the UTRCA Board
of Directors approve the agenda as amended.”

CARRIED.

2. Declaration of Conflicts of Interest

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

3. Confirmation of Payment as Required
Through Statutory Obligations

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

4. Minutes of the Previous Meeting
- October 28, 2014

T.Jackson moved –N.Manning seconded:-

“RESOLVED that the UTRCA Board of Directors approve the Board minutes dated October 28, 2014 as posted on the Members’ web-site.”

CARRIED.

5. Business Arising from the Minutes – None

6. Closed Session – In Camera

There being property and legal matters to discuss in Closed Session.

N.Manning moved – S.Clark seconded:-

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

CARRIED.

7. Progress Reported

- (a) Legal matters relating to Statements of Claim were discussed.

N.Manning moved – G.Way seconded:-

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

CARRIED.

- (b) Property matters relating to the Glengowan Land Assessment Project were discussed.

S.Clark moved – M.Blackie seconded:-

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

CARRIED.

8. Delegation – There were no delegations

9. (a) For Your Information

The report was presented to the members for their information. The members inquired whether there are safety procedures in place for students attending Authority programs in or near water courses.

I.Wilcox stated although he is confident appropriate safety measures are in place, he will pursue this matter with staff.

(b) Fanshawe Pioneer Village

S.Johnson advised the members tickets are sold out for the ‘Dickens’ Dinner’ and there are only a few tickets still available for ‘Visit with St. Nicholas’. Approximately 2,000 students will attend the Village’s school program running from November 27th till December 17th.

She advised the members that although the Village will meet its year-end attendance targets it will face a year-end financial deficit. She will know the amount once she has reviewed the November 30th Financial Statements.

She referred to the next Strategic Plan for the Village. She noted over the past year the Board of Directors have developed a new vision, mission and values for the Organization, and for the past three months developed the Strategic direction. All documents were approved at the November Board meeting. She outlined the next step in the process involving community consultation.

The members entered into a brief discussion regarding the 2014 financial deficit. S.Johnson advised the members there are several scenarios she will review to better understand why this occurred and rectify the situation for the future.

I.Wilcox reminded the members of the impact the Village’s financial position has on the Authority.

10. Business for Approval

(a) Board of Directors and Hearing Committee 2015 Meeting Schedule
(Report attached)(Document # Admin 387)

The report was presented for consideration.

C.Mott moved – R.Monteith seconded:-

“RESOLVED that the Board of Directors
and Hearing Committee 2015 Meeting Schedule
be approved as presented.”

CARRIED.

(b) Conservation Area Annual Fee Schedule
(Report attached)(Document #CAs1193)

The report was presented to the members for consideration. The members entered into a discussion regarding the proposed fee increases as outlined in the report. J. Howley outlined the rationale for the recommendations.

Following a discussion regarding the report, it was suggested that supporting documentation outlining the market and competitive rates, operational costs versus revenue, etc. would be helpful information when considering proposed fee increases.

The General Manager thanked the member for their input and noted the suggestion would be taken under advisement.

(c) Provincial Offences Officer Designation

(Report attached)(Document #CAs 1131)

J.Howley introduced Justin Skrypnyk, Assistant Superintendent, Pittcock Conservation Area and outlined his success in completing the Provincial Offences Designation course.

R.Chowen moved – A.Ralph seconded:-

“RESOLVED that the Board of Directors approve the recommendation as outlined in the report to designate Justin Skrypnyk as a Provincial Offences Act Officer.”

CARRIED.

- (d) West London Dykes Master Repair Plan
- Revised 2014 Consultant
(Report attached)(Document #Flood Control 399)

R.Goldt presented the attached report for the members’ consideration. Following a brief discussion,

C.Mott moved – S.Clark seconded:-

“RESOLVED that the Board of Directors approve the recommendation as outlined in the attached report.”

CARRIED.

11. Business for Information

- (a) Administration and Enforcement – Section 28
(Report attached)(Document #ENVP 1950)

The attached report was presented to the members for information.

G.Way moved – R.Forbes seconded:-

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

CARRIED.

- (b) Statement of Operations and Surplus – October 31, 2014

The attached report was presented for the members’ information.

T.Jackson moved – G.Way seconded:-

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

CARRIED.

- (c) 2015 Draft Budget Revision – Levy
(Report attached)(Document #File Centre 111286)

The attached report was presented for the members' information.

T.Jackson moved – G.Way seconded:-

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

CARRIED.

- (d) Low Tender Award
West London Dykes Interim Repairs
(Report attached)(Document #Flood Control 398)
- (e) Orr Dam Stop Logs Fabrication
(Report attached)(Document #Flood Control 400)
- (f) Proposals to be Received
Feasibility Study of Management Alternatives – London Dykes
(Report attached)(Document #Flood Control 401)
- (f)(i) Supplementary
For Information – Consultant Award
- Feasibility Study of Management Alternatives
For the London Dykes
(Document attached)(Document #Flood Control 413)
- (g) For Information – Pittock Dam Operations
Building Replacement Design – Consultant Award
(Document attached)(Document #Flood Control 402)

The above noted reports were presented to the members for information.

T.Jackson moved – G.Way seconded:-

“RESOLVED that the Reports 11(d) to 11(g) inclusive be accepted as presented.”

CARRIED.

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

I.Wilcox advised the members the Authority is hosting 'Showcasing Water Innovation in the Thames River', a technical symposium on December 2nd and 3rd. Approximately 45 delegates will be in attendance.

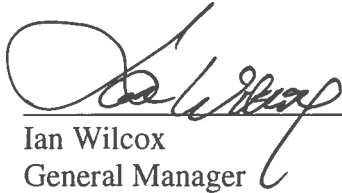
He noted this is the last Board meeting of the year. On January 27th the Authority is scheduling an "Orientation Workshop" for both new and outgoing members. The 2015 Draft Budget will be further discussed at the workshop. On February 19th the Authority is scheduling the Annual General Meeting for both new and outgoing members.

J.McKelvie advised the members that she, M.Blackie, S.Clark, and R.Chowen attended the recent A.D.Latornell Symposium held in Alliston, Ontario. She complimented J.Brick on his presentation at the symposium, noting it was well received by the delegates in attendance. She

also advised the members that Jack McKee, an UWO MSc student working out of the UTRCA won the Poster Competition.

13. Adjournment

There being no further business to discuss the meeting was adjourned at 11:45 a.m. on a motion by J.Northcott.



Ian Wilcox
General Manager
/ses
Att.

J.McKelvie, Authority Chair



The GM GREEN program included a field trip for the students to local drinking water and wastewater treatment facilities, including the CAMI Assembly Wastewater Treatment Plant in Ingersoll.

GM GREEN Education Program

This year, GM celebrates a milestone anniversary of its signature watershed education program, GM Global Rivers Environmental Education Network (GREEN). For the 25th year, company employees are wading into waterways across the U.S. and Canada with about 9,000 students.

The GREEN program began in 1984 when a group of concerned high school students wanted to investigate water quality from the Huron River in Ann Arbor, Michigan, believed to be linked to an illness in the community. Their teacher contacted Dr. William Stapp, a University of Michigan professor. Dr. Stapp helped plan the first Earth Day in 1970 and many consider him to be the founder of environmental education. Together, they developed GREEN. GM became a financial and volunteer contributor in 1989.

Through the years, GM has matched 142,000 students with more than 3,000 employees to collect, test and analyze water samples. The findings are used to develop sustainable action plans addressing water quality issues in their communities. GREEN sharpens problem-solving skills, improves knowledge of science and the environment, and encourages community involvement.

This year, GM Canada is bringing the GREEN program north of the border. Partnering with the UTRCA and the Thames Valley District School Board, approximately 100 students from Algonquin Public School (Woodstock) and Harrisfield Public School (Ingersoll) are participating in the pilot program.

The program began with a tour of the Woodstock Wastewater Treatment Plant, a municipal well water treatment facility, and the CAMI Assembly Wastewater Treatment Plant. During the tour, students learned how water is treated before it comes out of

their taps as well as after it leaves their homes so that it is safe to reenter the local waterways. This field trip started the students' investigation into the environmental conditions in their community.

A second field trip in October had students conducting a hands-on investigation of a local creek. Students monitored water chemistry, calculated stream velocity, identified and catalogued aquatic organisms, and classified habitat quality. This field trip is followed up in November with an in-class session to further interpret the water quality and habitat results, and begin looking at project ideas to improve local environmental conditions. Over the winter months, students will focus on a local environmental issue that they can positively influence, and will develop a project to implement in the spring with the help of all project partners.

Contact: Brad Hertner, Community Partnership Specialist



The students' second field trip took them to a local waterway to assess parameters such as stream velocity, water quality and habitat.

First Naturalization Event for the Mill Pond Stewards

More than 30 people from the Dorchester community helped plant 107 native trees and shrubs at Dreamland (Dorchester Mill Pond) on Saturday, November 8. This event was the first



Cold, rainy weather didn't stop the Millpond Stewards from planting more than 100 native trees and shrubs.

naturalization project for the Mill Pond Stewards, a newly formed group that is working with the Mill Pond Committee and the Municipality of Thames Centre to improve the health, cleanliness and beauty of the "Gem of Thames Centre." The trees and shrubs planted included tulip tree, red maple, nannyberry, ninebark, dogwood and more.

Contact: Linda Smith, Community Partnership Specialist

Landowners' Conservation Behaviours and Attitudes

Resources management professionals in southwestern Ontario have expressed concern about the fate of conservation lands on the landscape as agricultural land prices have increased to unprecedented levels and commodity prices have fluctuated in recent years. Jeff Brick, UTRCA Coordinator of Hydrology and Regulatory Services, recently researched conservation behaviours and attitudes in the Upper Thames and Grand River watersheds, as part of his Master of Public Administration at Western University.

Using data from a survey administered in the spring of 2013, Jeff's study assessed 3,227 survey respondents, as well as a more detailed statistical analysis on a subset of 627 respondents considered to be farmers. For this study, farmers were defined as those respondents who reported owning 100 acres of land or more, with at least 50% of their income coming from farm receipts.

Analysis of the information provided by the 627 farm respondents found that farmers with larger land holdings exhibit more conservation oriented behaviour. Interestingly, there was no statistical relationship found between farm size and farm respondent's attitudes about conservation. The study found that farmers that have owned their land for a longer period of time exhibit more conservation oriented behaviour and a stronger conservation ethic. It was also determined that farmers with higher debt loads tend to have lower conservation ethic scores, and older farmers exhibit more conservation oriented behaviour than younger farmers.

The study provides a significant amount of data about rural landowners across the study area. One interesting and, perhaps, troubling finding relates to the formal education level of younger farmers. The 3,227 respondents report relatively high levels of formal education and the same is found for the 627 farmer

respondents. However, when the responses for farmers are further analysed, it is found that less than 50% of farmers under the age of 40 have completed a high school education. This finding varies significantly from the education level that is found in the aggregated data and in the general social sciences literature.

The study provides insights into the farm and rural landowner residents in the Upper Thames and Grand River watersheds. These insights can be used to refine existing extension programming or guide new programs in the study area and perhaps even beyond.

Some caution does need to be exercised when interpreting the findings. For example, while the survey may be capturing a recent shift in agriculture economics, it does represent a snap shot in time and commodity prices have retreated somewhat since the spring of 2013. The 18% response rate was very good for the non-targeted survey method that was used, but the results may still be influenced by non-response bias. Also, the concept of conservation in this study was focused on physical conservation lands such as wetlands, trees and fallow lands. Soil conservation best management practices were not considered.



The study focused on farmers' conservation behaviours and attitudes.

The study has allowed for the creation of a rich data base of information that is relatively current. The data should be further analysed to isolate categories of landowners and the varying attitudes and behaviours that these categories exhibit. The study would also benefit greatly from secondary analysis such as a follow up study to explore non-response bias.

Funding for the study was provided by the Social Sciences Research Council. Research partners included Professor Van Lance, University of New Brunswick; Professor Wolfgang Haider, University of Toronto; Ryan Trenholm, Simon Fraser University; and Professor Robert Young, Western University. The UTRCA and GRCA assisted with survey implementation.

Contact: Jeff Brick, Coordinator, Hydrology & Regulatory Services



The Thames River Clear Water Revival (TRCWR) was established in 2011, after efforts by the City of London to gather support for an updated water management plan for the river. The Steering Committee includes representatives from the following First Nations, agencies and municipalities:

- Aamjiwnaang First Nation
- Caldwell First Nation
- Chippewas of the Thames First Nation
- Delaware Nation - Moravian of the Thames
- Oneida Nation of the Thames
- Walpole Island First Nation (Bkejwanong Territory)
- Environment Canada
- Ontario Ministry of Agriculture, Food and Rural Affairs
- Ontario Ministry of Environment and Climate Change
- Ontario Ministry of Natural Resources and Forestry
- Lower Thames Valley Conservation Authority
- Upper Thames River Conservation Authority
- City of London

Chippewas of Kettle and Stony Point First Nation and Munsee-Delaware Nation have also been invited to participate.

The Committee's first project is to develop a Water Management Plan (WMP) for the Thames River, focusing on issues related to water quantity and quality. The Ministry of the Environment and Climate Change's Showcasing Water Innovation (SWI) program has provided funding for several WMP projects, including:

- Thames River water quality assessment
- Developing and demonstrating innovative BMPs to account for changes in climate
- Merging rain gauge and weather radar data to estimate precipitation
- Upper Thames River stream flow statistics
- Digital elevation mapping
- Hydraulic modeling using GIS, digital elevation mapping and survey data

The SWI projects are wrapping up this fall. A technical symposium in early December will present these projects, as well as information on First Nations Traditional Ecological Knowledge, rural landowner behaviours and attitudes, and low impact development (LID).

Go to www.thamesrevival.ca for more information on the Thames River Clear Water Revival.

Contact: Tara Tchir, Project Manager, Thames River Water Management Plan

High School Students Learn about LID

On October 31, the Thames Valley District School Board held its annual Secondary Student Environmental Symposium. Approximately 200 keen high school students attended, each participating in three of the 24 workshop sessions. The venue for the symposium was the Thames Valley Education Centre in London.

UTRCA Community Education staff held two sessions of a workshop featuring Low Impact Development (LID) for managing urban stormwater. The workshop was designed to build knowledge of LID and apply that information to the actual Education Centre site.

Students learned about the ability of LID to reduce aquatic pollution, flooding and erosion, as well as improve groundwater recharge. They looked at a variety of functional landscape features and urban design elements that could be utilized in a LID stormwater plan.



Secondary students at the TVDSB Environmental Symposium.

After covering LID 101, students were given a map and put to the task of calculating the impervious surfaces at the Education Centre. The impervious surfaces added up to almost 2 ha which is equivalent in size to the average woodlot in the area! Using the annual rainfall, they calculated the volume of water these surfaces contribute directly to the Thames River each year, and were surprised to learn it is equivalent to approximately 37,000 bathtubs full of untreated water. Then it was time to develop an LID plan that would manage the rainfall more like nature does, by allowing it to soak into the ground rather than running off into storm sewers. The students drew their plans directly onto the maps provided and indicated they would follow up by reporting to their teachers and environmental clubs.

The workshop reviews were very positive and we look forward to reaching out to more students through presentations and providing opportunities for design and implementation.

Contact: Joanna John, Community Education Specialist

Source Protection Plan

The Source Protection Committee (SPC) is preparing to consult on an Amended Proposed Source Protection Plan (SPP) and Updated Assessment Reports (AR). The Proposed SPP was submitted to the Ministry of the Environment and Climate Change (MOECC) for approval in December 2012. All three ARs for the region had previously been approved by MOECC.

Since submitting those documents, the SPC and staff have been working on updates to both the SPP and ARs. For the Upper

Thames River Source Protection Area, the updates include a nitrate Issues Contributing Area (ICA) for Woodstock wells and the completion of the Tier 3 Water Budget and Water Quantity Risk Assessment. The ICA will allow the County of Oxford to manage the activities that contribute nitrate to the drinking water source so that these productive well fields continue to provide safe drinking water for the City of Woodstock. The Water Budget concluded that there is no significant or moderate risk to drink water quantity in the Upper Thames. The Assessment Report has been updated to reflect this additional technical work. Revisions to the SPP have also been made to reflect this work. Minor changes to policies have been completed to improve clarity and consistency in the policy wording in the SPP. In June 2014 we received comments on the proposed SPP from the MOE, which have also been incorporated into the Amended Proposed SPP.

In December and January, the SPC will be consulting on the Amended Proposed SPP and Updated ARs for the Upper Thames, Lower Thames and St Clair Region Source Protection Areas. The documents will be posted on the Source Protection Web Site (www.sourcewaterprotection.on.ca) as well as being available at the Conservation Authority offices. Notices will be placed in newspapers, posted on the web site and sent to municipalities, First Nations, policy implementers and those who may be engaged in significant drinking water threats affected by policies in the SPP. Open houses will be held at each of the CA offices. Details on the open houses will be included in the notices. Following consultation and consideration of any comments received, the SPP and AR will be submitted to the MOECC for approval.

In anticipation of the approval of the first SPP for the Thames-Sydenham and Region, municipalities are busy preparing for implementation. Depending on the approval of the SPP, it is possible that the SPP would be in effect in late 2015 or early 2016. Funding provided by the Province has assisted the municipalities with their preparations for implementation.

Contact: Chris Tasker, Source Protection Project Manager

Keep in Touch!

There are lots of ways to keep up with UTRCA projects and events. Check out the UTRCA channels on YouTube and Flickr - you can find the links on our homepage at www.thamesriver.on.ca. There are many great videos and photo albums to view.

There are also links on our website to our social media feeds on Facebook and @UTRCAMarketing on Twitter.

If you like this FYI newsletter, go to www.thamesriver.on.ca and sign up to have a notification emailed to you when the FYI is posted on our website.

Our events page lists upcoming events and activities. We also have an extensive listing of websites on our "links" page, to take you to other Conservation Authorities, our member municipalities, other government agencies, and many other partners.

Our website is quite large and it's ever-expanding! If you can't find the information you're looking for, don't hesitate to drop us a line.

Contact: Eleanor Heagy, Communication Specialist

On the Agenda

The next UTRCA Board of Directors meeting will be November 25, 2014. Agendas and approved board meeting minutes are posted at www.thamesriver.on.ca; click on "Publications."

- Board of Directors and Hearing Committee 2015 Meeting Schedule
- Conservation Area Annual Fee Schedule
- Provincial Offences Officer Designation
- West London Dykes Master Repair Plan – Revised 2014 – Consultation Proposal – First Nations
- Administration and Enforcement – Section 28
- Statement of Operations & Surplus – October 31, 2014
- General Levy Adjustment - Operating Reserve
- Low Tender Award West London Dykes Interim Repairs
- Orr Dam Stop Logs Fabrication
- Feasibility Study of Management Alternatives – London Dykes
- Pittock Dam Operations Building Replacement Design – Consultant Award

Contact: Susan Shivas, Executive Assistant



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To: UTRCA Board of Directors
From: Ian Wilcox, General Manager
Date: November 1, 2014
Subject: 2015 Board of Director
and Hearing Committee Meetings

Agenda #: 10(a)

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RCA_PO.Administration:387.1

The 2015 Board of Director meetings will be scheduled at 9:30 a.m. as follows:

January 27 th (Orientation Session)	June 23rd
**February 19th (Annual General Meeting)	August 25th
March 24th	September 22nd
April 28th	October 27th
May 26th	November 24 th

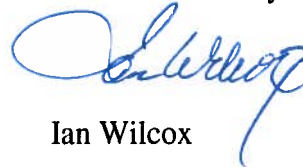
Hearing Committee meetings will be at the call of the Chair.

Prepared by:



Susan Shivas
/ses

Recommended by:



Ian Wilcox

To: UTRCA Board of Directors
From: Jennifer Howley – Coordinator, Conservation Areas
Date: November 7, 2014 **Agenda #:** 10 (b)
Subject: 2015 Proposed Conservation Area Fee Schedule **Filename:** ::ODM\GRPWISE\UT_MAIN.UT
RCA_PO.CAs:1193.1

Recommendation:

That the Board of Directors approves the proposed fee changes for the 2015 operating season and that the fees are applicable to all user groups that visit our Conservation Areas.

Background:

In late October, the Conservation Areas Unit met to review the Admission Fee Schedule for the 2015 operating season. Following the same structure as in the past, the session was facilitated by Steve Sauder. Any changes proposed were based on the following criteria:

1. Market analysis of similar local and regional recreational opportunities, both public and private.
2. The cost associated with operating our Conservation Areas, meeting regulated mandates and maintaining a high level of customer service.
3. Review of marketing, customer service, advertising and promotional plan to determine the cost of implementing new initiatives and the potential revenue generated.
4. Review of customer comment cards and day to day feedback from patrons and seasonal staff.

After considering the above criteria, staff is proposing a series of minimal fee increases. A majority of our fees continue to be on the high side when compared to similar facilities; however, operational costs continue to rise and, therefore, an increase is necessary. Nightly camping fees continue to be in line with other organizations offering similar facilities and therefore these rates were not impacted.

Similar to past years, capital investment in our Conservation Areas was limited in 2014. Staff continue to watch expenses while making minor improvements to our various facilities. Cosmetic improvements to washrooms, signs, and maintenance on our drinking water systems were the focus for 2014.

Please refer to the table below for the proposed fee changes for 2015.

Recommended and Prepared by:



Jennifer Howley
Coordinator Conservation Areas

Proposed Fee Changes for 2015

Note: These charts only include those fees proposing to change. Fees include HST.

	2014 Fees	2015 – Proposed Fees
DAYUSE FEES		
Pedestrian/Cyclist seasonal – child	\$27.50	\$28
Bus	\$85	\$90
NIGHTLY CAMPING FEES		
Change Cancellation Fee	\$8	\$10
SEASONAL CAMPING FEES		
Seasonal 30 amp	\$2110	\$2220
Seasonal 30 amp – waterfront	\$2295	\$2410
Seasonal 30 amp – premium	\$2875	\$3020
Seasonal 15 amp	\$2025	\$2125
Seasonal without electricity	\$1535	\$1565
Seasonal non-electric – waterfront	\$1600	\$1632
Additional Seasons Vehicle Pass	\$85	\$90
WATER CRAFT FEES		
Dry Dock monthly	\$88	\$90
Dry Dock day	\$10	\$15
STORAGE FEES		
Trailer storage	\$200	\$220
Shed/Deck only	\$80	\$100
SEWAGE FEES		
Sewage disposal – weekly	\$300	\$375
Sewage disposal – bi weekly	\$225	\$250
Sewage disposal – non camper		\$40**

**new fee for 2015

To: UTRCA Board of Directors
From: Jennifer Howley Coordinator Conservation Areas
Date: November 6, 2014 **Agenda #:** 10(c)
Subject: Provincial Offences Officer Designation – **Filename:** ::ODMA\GRPWISE\UT_MAIN.UT
Justin Skrypnyk (Assistant Superintendent, RCA_PO.CAs:1113.1
Pittock Conservation Area)

Recommendation:

That the Board of Directors designate Justin Skrypnyk as a Provincial Offences Act Officer for the purpose of enforcing the Trespass to Property Act and the Conservation Authority Regulations on UTRCA property, as a requirement of the position of Assistant Superintendent at Pittock Conservation Area.

Background:

The Board of Directors appoints as Provincial Offences Act Officers those full time staff whose responsibilities include performing regulatory enforcement duties associated with Section 29 of the Conservation Authorities Act and other relevant regulations. Prior to the appointment, the individual being considered must have proof of a clear criminal record (immediately prior to the appointment) as well as proof of training in the POA process. Typically, staff provides proof of completing the MNR Park Warden Training or equivalent.

Justin Skrypnyk, Assistant Superintendent – Pittock Conservation Area successfully completed the Conservation Authority Compliance Training on October 16 , 2014 at YMCA Geneva Park in Orillia. Justin is a graduate of Western University with a double major in criminology and sociology. He joined the Conservation Area Unit in April 2011 as a seasonal security officer and became the Park Operation Technician in December 2011 – both positions being held at Fanshawe CA. In the spring of 2014, Justin became the Assistant Superintendent at Pittock CA. As part of the designation requirement, Justin has provided us with proof of a clear criminal record.

As indicated, designation under the Provincial Offences Act is subject to approval of the UTRCA Board of Directors.

Recommended and Prepared by:



Jennifer Howley
Coordinator Conservation Areas

To: UTRCA Board of Directors

**From: Jeff Brick, Coordinator Hydrology and
Regulatory Services**

Date: November 13, 2014

Agenda #: 10(d)

**Subject: For Approval – West London Dyke Master
Repair Plan – Revised 2014 Consultant
Consultation Proposal – First Nations**

**Filename: ::ODMA\GRPWISE\UT_MAIN.UT
RCA_PO.FloodControl:399.1**

Recommendations:

- 1. That a budget increase to \$35,000 from \$25,000 for the West London Dyke Master Repair Plan MEA Class EA Approach 2 be approved.**
- 2. That the Stantec Consulting Ltd. estimate of \$31,400 + HST dated November 10, 2014, increased from \$18,600 + HST approved in 2013 to update First Nations consultation and develop additional information towards completion of the West London Dyke Master Repair Plan Class EA, be approved.**

Background:

At the April 2013 Board meeting a recommendation was reviewed and approved to adopt the West London Dyke Master Repair Plan as a guideline document for future planning. The planning process for the Plan had followed the Municipal Class EA Schedule B, Approach 1 process.

In September 2013 the Board received and approved a recommendation to change the EA approach to Approach 2 under the Municipal Class EA. The recommendation was brought forward after staff discussions with the City of London led to the opportunity to revise the direction of the Plan. The change would permit project phases in the future to be undertaken without needing to pursue individual Class EAs for each phase. At that time it was also decided to include and complete the Plan with updated flood level information being developed through climate change studies and new floodlines under review by UTRCA.

To date, the Approach 2 of the Master Repair Plan has not been completed with a final public consultation for the primary reason that review of City studies related to the Authority's interest in updating flood lines were not satisfactorily concluded and the Authority's own hydrologic studies were delayed. Additional considerations related to First Nations consultation also need to be updated. While contact was made and correspondence exchanged in 2011 with First Nations, protocol and procedures have since changed as directed by the Province. With this in mind, the City and Authority have agreed to update consultation with First Nations on the project and then complete the Master Plan Class EA. The additional efforts to consult with First Nations have been estimated by Stantec Consultants undertaking the project for the Authority.

It is now expected that the final public consultation under Approach 2 may be able to be completed in between March and June 2015. Stantec has submitted a revised proposal and estimate of \$31,400 + HST to carry out the additional First Nations consultation update. Additional cost is also included to provide

additional conceptual cross sections requested by the City and allow for revised consultant per diem due to the project delays. The additional cost over that proposed in 2013 (\$18,600) is primarily based on the possible First Nations consultations required through Stantec's experience with infrastructure projects. The costs may vary depending on the number of meetings required. The revised estimate is appropriate for the revised project scope.

Budget:

An increase to the WECEI approved budget in 2014 as carry over from 2013 for the change to Approach 2 has been granted by the Ministry of Natural Resources and Forestry from \$25,000 to \$35,000.

As the completion of the project based on the Stantec estimate will now carry on beyond the MNR fiscal year ending April 1, 2015, it will be necessary to request additional funding in 2015. Additional funds can be requested at that time. The City of London is aware that the project may extend into the MNR fiscal year 2015-16 and would be at some risk of funding however dyke studies to date have successfully received funding.

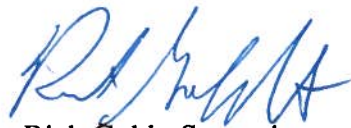
If there are any questions please contact either of the undersigned.

Recommended by:

Prepared by:



Jeff Brick, Coordinator
Hydrology and Regulatory Services



Rick Goldt, Supervisor
Water Control Structures

To: Chair and Members of the UTRCA Board of Directors
From: Jeff Brick, Coordinator – Hydrology & Regulatory Services
Date: November 13, 2014 **Agenda #:** 11(a)
Subject: Administration and Enforcement – Sect. 28 Status Report – **Filename:** Document
Development, Interference of Wetlands and Alteration to **ENVP 1905**
Shorelines and Watercourses Regulation

This report is provided to the Board as a summary of staff activity related to the Conservation Authority's *Development, Interference of Wetlands and Alterations to Shorelines and Watercourses Regulation* (Ont. Reg. 157/06 made pursuant to Section 28 of the Conservation Authorities Act). The summary covers the period from October 15 to November 12, 2014.

Application #70/14

Lisa Campion and Scott McIntosh

Lot 26, Concession EMR – Township of Perth South

- proposed farm garage construction.
- plans prepared by Mth Contracting Ltd. in accordance with elevation survey prepared by MTE – OLS Ltd.
- staff approved and permit issued October 27, 2014.

Application #118/14

Township of Perth South

Sparling Drain

- proposed maintenance of 2000 metres of municipal drain
- UTRCA permit and DFO Class C authorization issued September 26, 2014

Application #123/14

Union Gas Limited

Perth Road 163 – Township of Perth South

- proposed NPS 4 inch gas pipeline installation undercrossing the Barnett and Nairn Municipal Drains.
- plans prepared by Union Gas Limited including hydro-fracture contingency plans as installation will be via high pressure directional drilling.
- staff approved and permit issued October 17, 2014.

Application #124/14

Tim Lee and Melanie Camara

34 Duke Street – City of London

-approval required for construction of rear yard accessory structures within Coves Special Policy Area

-staff approved and permit issued October 21, 2014

Application #126/14

Philip Holst

Part Lot 28, Concession 1 – Township of South-West Oxford

-proposed wetland pond rehabilitation project.

-plans prepared by Ducks Unlimited Canada and Stewardship Oxford.

-staff approved and permit issued October 27, 2014.

Application #127/14

Upper Thames River Conservation Authority

Part Lot 2, Concession 14 – Township of Perth South

-proposed removal of old stream gauge station.

-plans prepared by UTRCA staff in accordance with site-specific mitigation measures.

-staff approved and permit issued October 30, 2014.

Application #128/14

Bert Clifford

Part Lot 7, Concession 9 Gore – Township of Perth South

-proposed removal of 3 small sheds and construction of new, larger permanent maintenance building as well as construction of a seasonal residence cabin at Camp Bimini.

-plans prepared by GB Architect Inc. in accordance with locations and mitigation measures agreed to on site between UTRCA staff and representatives of the Camp.

-staff approved and permit issued October 30, 2014.

Application #129/14

Union Gas Limited

Lovey's Street East and Borden Court – Township of East Zorra-Tavistock

-proposed NPS 1 1/4 inch gas pipeline installation undercrossing the Ross Smith Municipal Drains.

-plans prepared by Union Gas Limited including hydro-fracture contingency plans as installation will be via high pressure directional drilling.

-staff approved and permit issued November 4, 2014.

Application #130/14

Barbara Kittmer

164 Paul Street – City of London

-approval required for construction of house addition

-drawings prepared by DC Buck Engineering

-staff approved and permit issued November 11, 2014

Application #131/14

Ryan Vandervliet

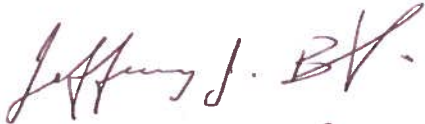
170 Paul Street – City of London

-permit required for construction of house addition

-drawings prepared by DC Buck Engineering

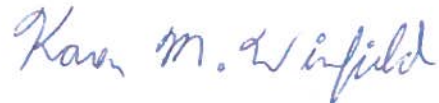
-staff approved and permit issued November 5, 2014

Reviewed by:



Jeff Brick, Coordinator
Hydrology & Regulatory Services

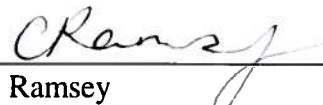
Prepared by:



Karen Winfield
Land Use Regulations Officer



Mark Snowsell
Land Use Regulations Officer



Cari Ramsey
Env. Regulations Technician

11 (b)

Upper Thames River Conservation Authority
Statement of Operations & Surplus
For The Period Ending October 31, 2014

	2014 Budget	2014 Actual	2013 Actual
Revenue			
Municipal general levy	2,501,120.00	2,501,120.00	2,401,273.00
Dam / Flood control / Levy-incl.Capital revenue	1,219,585.00	1,429,586.00	1,386,070.00
Specific project funding-incl. Op. & Cap. Mtce Levy	101,600.00	277,323.00	353,328.61
Provincial transfer - M.N.R. Section 39	351,425.00	351,020.00	351,020.00
Provincial sources	1,100,194.00	1,377,668.64	1,647,862.99
Federal program funding	136,939.00	414,636.67	327,184.64
Conservation areas	2,849,610.00	2,942,403.01	2,759,813.47
Direct land & asset management	1,028,213.00	994,733.56	965,389.93
Direct fees for service	1,761,037.00	1,843,307.58	1,837,009.98
Donations / sponsorships	252,488.00	327,470.20	358,271.02
Interest income	40,000.00	65,482.38	54,327.69
Total Revenue	11,342,211.00	12,524,751.04	12,441,551.33
Mission Cost Centre Expenditures			
Community partnerships	797,500.00	786,085.66	714,920.60
Flood Control	1,452,570.00	2,112,595.29	1,681,589.19
Environmental planning	639,533.00	602,718.55	532,863.66
Soil conservation	784,741.00	445,157.00	459,353.36
Forestry	803,184.00	700,620.58	658,111.54
Environmental monitoring	242,869.00	195,575.31	171,426.75
Research	719,093.00	637,284.50	586,332.71
Recreation	3,592,018.00	3,156,229.04	3,017,298.67
Environmentally significant areas	429,147.00	401,028.04	494,671.89
Lands & facilities	965,752.00	768,765.48	966,615.03
Source water protection-utrca/scrca/ltvca	680,371.00	584,385.24	1,067,121.10
Source Protection -Implementation	261,653.00	12,446.94	0.00
Other	0.00	14,519.41	17,569.90
Total Expenditures	11,368,431.00	10,417,411.04	10,367,874.40
Excess (deficiency) of revenue over expenditures	(26,220.00)	2,107,340.00	2,073,676.93
Net surplus (deficit) in Service Cost Centres	(103,129.00)	134,683.32	86,277.95
Benefits	0.00	77,248.31	32,979.96
	(103,129.00)	211,931.63	119,257.91
Appropriations (to) from reserves and reserve funds	129,346.00	(186,720.41)	329,994.00
Net surplus (deficit) for the year	(3.00)	\$2,132,551.22	2,522,928.84


L.J. TROTTER, Supervisor
 Finance & Accounting

To: UTRCA Board of Directors

From: Ian Wilcox, General Manager

Date: November 12, 2014

Agenda #: 11 (c)

Subject: 2015 Draft Budget Revision- Levy

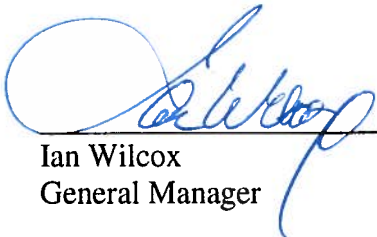
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286.1**

A resolution was passed at the October 2014 Board of Directors' meeting to budget an additional \$25,000 from levy for a UTRCA Operating Reserve. Overall this additional funding moved the levy from a 5.3% levy increase to an average 5.9% increase. The new levy rates for each municipality are provided below for your information.

2015 Municipal Levy Increase			
Municipality	% Increase	\$ Increase	Total Request
West Perth	4.3	\$3,481	\$83,548
South Huron	5.2	\$348	\$7,075
St. Marys	4.9	\$4,007	\$85,290
Oxford County	5.1	\$37,117	\$771,200
London	5.9	\$159,634	\$2,885,492
Perth East	6.2	\$2,744	\$46,949
Perth South	6.3	\$2,206	\$37,026
Thames Centre	6.6	\$7,158	\$114,896
Middlesex Centre	7.0	\$5,230	\$79,911
Stratford	8.6	\$26,085	\$329,855
Lucan/ Biddulph	9.4	\$875	\$10,172
Total	5.9	\$248,885	\$4,451,414

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

Prepared by:



Ian Wilcox
General Manager

To: UTRCA Board of Directors
From: Jeff Brick, Coordinator Hydrology and Regulatory Services
Date: November 9, 2014 **Agenda #:** 11(d)
Subject: For Information – Low Tender Award **Filename:** ::ODMA\GRPWISE\UT_MAIN.UT
West London Dyke 2014 Interim Repairs RCA_PO.FloodControl:398.1

Purpose

Purchasing policy requires staff to inform the Board of tenders if the lowest tender is accepted.

Background

Projects for Interim Repairs to the West London Dyke were identified in the 20 Capital Repair Plan. The 2014 Interim Repair was on the 2014 Board of Directors approved list (Feb 2014) of Water and Erosion Control Infrastructure (WECI) projects. These interim repairs are necessary to maintain the function of the dyke while planning continues for reconstruction.

Tenders were requested in August 2014 from six contractors that were pre-qualified in 2012 for three years. The tenders were evaluated by Stantec Consultants under a previously approved three year contract for annual inspections and engineering services. Three bids were submitted as follows:

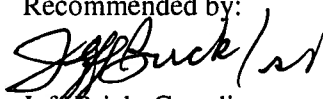
Contractor:	Base Bid:	Provisional Items Bid:
Ro-Buck Contracting Ltd.	\$75,600+HST	\$42,700+HST
Jarlian Construction Inc.	\$126,600+HST	\$106,600 + HST
Clearwater Structures Inc.	\$132,390+HST	\$89,050+ HST

A Contingency Allowance of \$15,000 as required was also allowed for in each Base Bid. The tender was awarded to Ro-Buck Contracting Ltd. for \$75,600 + HST. The tender also included Provisional work items (railings and curbing) primarily based on previous experience. The WECI budget for 2014 was increased to \$200,000 over past years to account for potentially harsher winter and spring conditions earlier in 2014. The lowest bid, including Contingency Allowance and Provisional Items, would be able to be accommodated in the budget.

The repair project was completed in October. The Contingency Allowance was exceeded and a small amount of provisional costs were only incurred related to railing repairs. The contractor cost was \$80,502 + HST. Total costs once final consultant invoices and some UTRCA costs are accounted for are expected to total approximately \$120,000+HST, similar to the 2013 repair program.

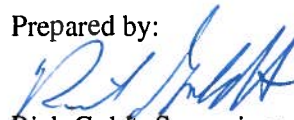
If there are any questions please contact staff.

Recommended by:



Jeff Brick, Coordinator
Hydrology and Regulatory Services

Prepared by:



Rick Goldt, Supervisor
Water Control Structures

To: UTRCA Board of Directors
From: Jeff Brick, Coordinator, Hydrology and Regulatory Services
Date: November 9, 2014 **Agenda #:** Supplementary 11(e)
Subject: For Information – Tender Award: **Filename:** ::ODMA\GRPWISE\UT_MAIN
 RT Orr Dam Stop Logs Fabrication .UTRCA_PO.FloodControl:400
 .1

Report Purpose:

This report follows up on the August 25, 2014 information provided to the Board noting Tenders received and the award to the lowest bidder at that time. The lowest tender, JR Robertson Industrial Metal Service Ltd., was awarded the work but could not meet the specified Canadian Welding Board (CWB) W 47.2 certification requirements for aluminum structural welding as specified. Due also to inconsistencies in other bids, a second tender was subsequently released in September and new bids were received.

Report on the RFQ Process:

Five CWB certified fabricators were invited to submit tenders for the 2nd Request for Quotation. Bids were received from:


Earl S. Ross Inc.	\$56,810.75
Dielco Industrial Contractors Ltd.	\$59,414.16
Abuma Manufacturing Ltd.	\$141,332.55
Lor-Don Ltd.	\$150,885.00

The above bids included HST.

Earl S. Ross Inc. was initially awarded the contract however they could not provide the securities for payments and performance of the work and maintain the fabrication schedule specified. Dielco Industrial Contractors Ltd. was subsequently awarded the contract as next lowest tender at a cost of \$59,414.16 including HST. This amount is lower than the lowest tender reported in the August 25, 2014 report. Dielco provided the required securities.

Please contact the undersigned if there are any questions.

Recommended by:


 Jeff Brick, Coordinator
 Hydrology and Regulatory Services

Prepared by:


 Rick Goldt, Supervisor
 Water Control Structures

To: UTRCA Board of Directors
From: Jeff Brick, Coordinator, Hydrology and Regulatory Services
Date: November 11, 2014 **Agenda #:** 11(f)
Subject: For Information – Proposals to be received: **Filename:** ::ODMA\GRPWISE\UT_MAIN
Feasibility Study of Management Alternatives .UTRCA_PO.FloodControl:401
for the London Dykes .1

Report Purpose

UTRCA purchasing policy requires Board approval if other than the lowest cost proposal is recommended for acceptance by staff. A request for proposals was released in early October and proposals are due November 12. The proposal submission period was lengthened due to significant consultant interest in the study. Six consultants with the potential depth of resources and experience to undertake the study were requested to submit proposals.

The results of the review process are planned to be compiled by staff and presented at the Board meeting on November 25, 2014. If the lowest proposal is recommended, this report will remain as an information report. If staff are recommending a proposal bid cost other than the lowest, this report will be moved to the “for approval” part of the agenda.

Background

This study was included in the 2014 - 20 Year Capital Repair Plan and list of projects approved by the Board (Feb 2014) for the 2014 WECI submission.

The UTRCA, through agreement with the City of London, is responsible for major maintenance of the London Dyke system. Since the early 1980’s limited rehabilitation and monitoring efforts have been undertaken. In recent years (since 2003) with capital repair funding restored by the Province, efforts have increased due to the nature of the aging infrastructure of the protective works for the London Dykes.

There are seven developed flood plain areas along the Thames River within the City of London protected by approximately 5.1 km of dykes (incl. West London Dyke – 2.83 km.). The dyke locations are shown in Fig 1 (last page). The dykes under this study are:

- Front St. Dyke partially decommissioned (located on Thames River, South Branch)
- Ada-Jacqueline Dyke (South Branch) supports a flood plain planning Special Policy Area
- Nelson–Clarence Dyke (South Branch)
- Broughdale Dyke (North Branch Thames River)
- Riverview-Evergreen Dyke (Main Branch Thames River)
- Coves Dyke (Main Branch), supports a floodplain planning SPA
- Byron Dyke (Main Branch)

This study follows on the results of a Stability Review Study by AECOM Ltd. completed in 2012 which evaluated the stability of the dykes in the City of London. That study included a stability review for the West London Dyke, produced draft technical guidelines for dyke design, and provided

preliminary alternatives and costs for future management alternatives. The West London Dyke is not included in this study.

One main outcome of the AECOM study was an overview of potential alternatives for future management and general feasibility of typical options for the dykes. The following table (excluding Front Street) provides a summary of the evaluations. Preliminary best alternatives suggested are shown in bold type.

Dyke	Opportunity 1 - Maintain Dyke in Existing Condition	Opportunity 2 - Redesign/Regrade Dyke Slopes	Opportunity 3 - Reconstruct Dyke in Existing Location	Opportunity 4 - Reconstruct Dyke in New Location or Abandon Dyke
Ada-Jacqueline	Low-Moderate	Moderate	Moderate	Low
Broughdale	Low-Moderate	High	Low-Moderate	Low
Byron	Low	Moderate-High	Low	High (Abandon)
Clarence-Nelson	Low	Moderate	Moderate	High (New Location)
Coves	Moderate-High	High	Low	Low
Riverview-Evergreen	Low	High	Moderate	Low

For future dyke maintenance, consideration of standards, guidelines, and best practices are important in ensuring the flood protection capability of the London Dyke system. Comparably, emphasis on dam safety is increasing nationally and provincially, and public safety standards have been furthered at different levels of government and peer organizations. Standards for dyke safety are less certain and have to date not been as comprehensive as standards advocated for dams. For this study, the application of the draft dyke safety guidelines recently developed by AECOM for UTRCA and the City will be applied.

The study involves the preliminary engineering investigation of alternatives which may include repairing, raising, protection, relocation, abandonment, or removal. These alternatives follow up on the basic alternatives and recommendations of the AECOM stability review. The study will develop more accurate engineering estimates of benefits of flood risk reduction and overall costs of various management alternatives. The study will make recommendations on the best options to implement in the future and direct next phases that may require Class EA activities and subsequently design and implementation of the preferred options for each dyke.

The study will be supported by existing 2009-10 baseline surveys, the 2012 Dyke Stability review, preliminary property evaluations by the City, borehole monitoring data since 2012, new (2014) flood line mapping, and flood risk and damage assessments by the Authority. General information from 2008 – 2011 City of London climate change vulnerability assessments may complement the overall damage assessment methods.

Consultant proposals will be received as a two envelope submission; Part A being the technical proposal and Part B being the cost proposal. All Part A proposals will be reviewed, scored, and ranked. Technical proposals ranked the highest and of comparable quality will be selected for Part B review. Scoring of both Parts will be considered in the selection of a preferred consultant.

Budget:

The initial 2014 WECE project estimate has been reduced to better match the 2014 MNR fiscal year end (April 1, 2015) requirements for expenditure claims. The change is as a result of increasing the study period and delays in supplying the necessary background technical information as is the case for the

West London Dyke Master Repair Plan work (See For Approval report). The WECE budget for 2014 has been reduced to \$200,000 from \$330,000. A 2015 WECE budget submission for the remaining funding will be considered once the project is underway. The City of London is aware that a further WECE application will be required in 2015 and that the study will need to continue in 2015.

Please contact staff if there are any questions.

Recommended by:

Prepared by:

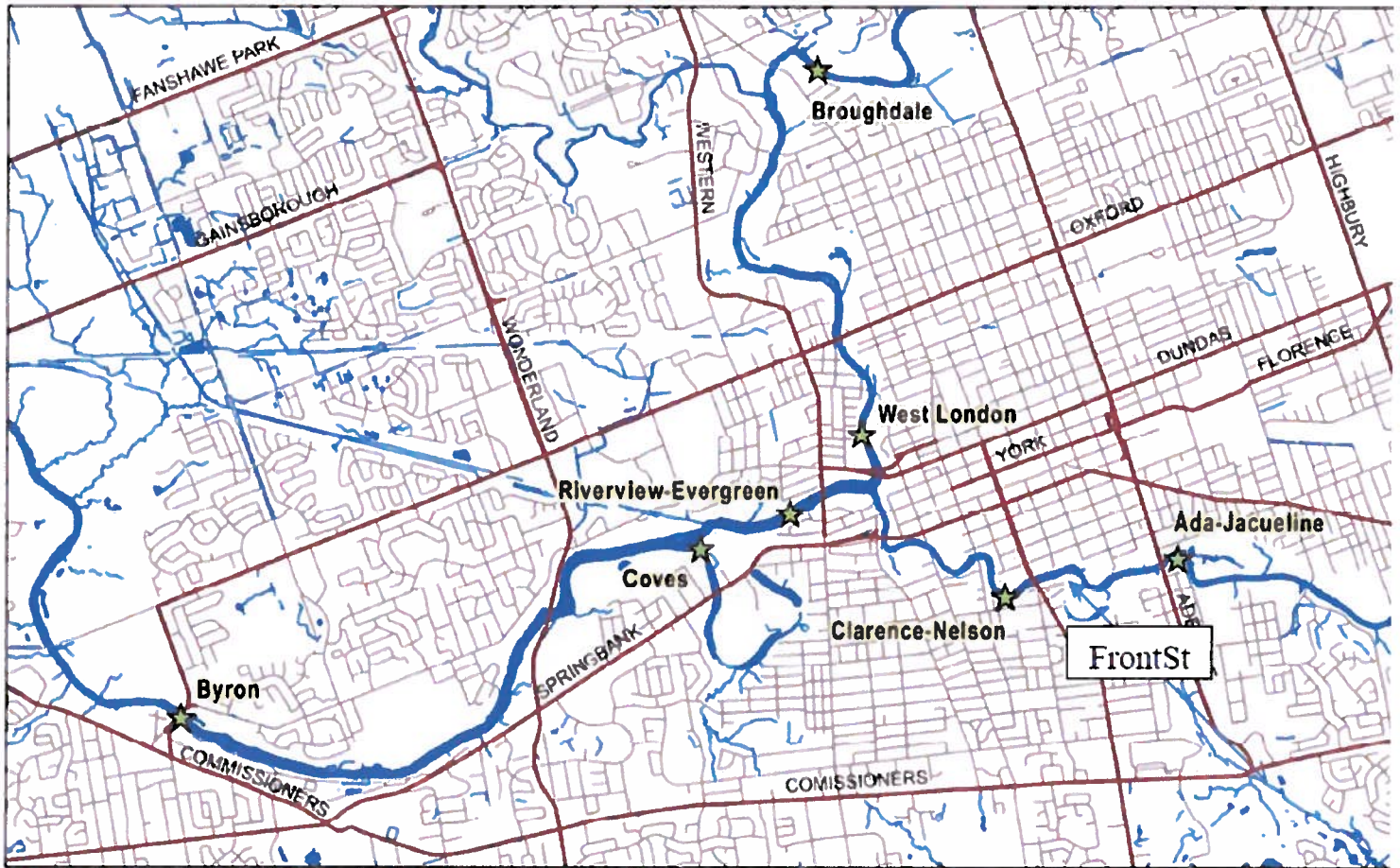


Jeff Brick, Coordinator
Hydrology and Regulatory Services



Rick Goldt, Supervisor
Water Control Structures

Fig 1. London Dyke Locations



To: UTRCA Board of Directors
From: Jeff Brick, Coordinator, Hydrology and Regulatory Services
Date: November 24, 2014 **Agenda #:** 11(f) Supplement
Subject: For Information – Consultant Award - **Filename:** ::ODMA\GRPWISE\UT_MAIN
Feasibility Study of Management Alternatives .UTRCA_PO.FloodControl:413
for the London Dykes .1

Report Purpose

Purchasing policy requires staff to inform the Board of tenders if the lowest tender is accepted.

Background

This study was included in the 2014 - 20 Year Capital Repair Plan and list of projects approved by the Board (Feb 2014) for the 2014 WECI submission. Further background information about the project is contained the November 11, 2014 Memo on the same project, report item 11 (f).

Report on the RFP Process:

A request for proposals was released in early October and proposals were received November 12. Six consultants with the potential depth of resources and experience to undertake the study were requested to submit proposals. Three proposals were received responding with work plan proposals (Part A) and cost proposals (Part B) for this project as requested. If Part A proposals are highly ranked or preferred then Part B financial proposals are reviewed. In this case, the Part A proposals of two consultants were suitable with the AECOM proposal generally favoured over Dillon's and therefore Part B was opened for both consultants. A third proposal submitted by Stantec, while generally sound in engineering matters, was considered conditional related to proposing a direction otherwise described in the Terms of Reference and their Part B was not further considered. The Base cost bids were as follows:

AECOM Canada Ltd. – London	\$254,534 + HST
DILLON Consulting Limited – London	\$362,529 + HST

Both firms also provided costs that were identified in the Terms of Reference as Contingency (fixed lump sum \$20,000) and Provisionary for potential related investigations (surveys, flood modeling). With Contingency and Provisional costs the full bids were:

AECOM`	\$337,539 + HST
DILLON	\$418,879 + HST

AECOM was the preferred consultant based on the evaluation of Part A and Part B proposals. AECOM and their subconsultant's involvement with the prior stability review study was reflected in their thorough description of tasks and appropriate allocation of costs. AECOM was awarded the project at an upset limit of \$337,539 + HST.

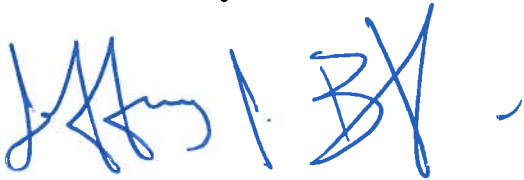
Budget:

As previously reported, a 2015 WECI increased budget submission for the remaining project funding will be considered once the project is underway and expenditures to the end of the MNR fiscal year end of March 2015 can be estimated. The City of London is aware that a further WECI application will be required in 2015 and that the study will need to continue in 2015.

UTRCA costs of \$40,000 have been identified to support specific components of the project where UTRCA supporting studies are important to support consultant's work. Authority work will be carried out to identify and recommend future detailed natural environment studies through Subject Lands Status Reports for the dykes, model the effects of dyke alternatives on flood levels, and assess the change in flood damage and risk to life with various dyke management alternatives. Authority costs are claimable to the funding sources for this project.

Please contact staff if there are any questions.

Recommended by:



Jeff Brick, Coordinator
Hydrology and Regulatory Services

Prepared by:



Rick Goldt, Supervisor
Water Control Structures

To: UTRCA Board of Directors
From: Jeff Brick, Coordinator Hydrology and Regulatory Services
Date: November 13, 2014 **Agenda #:** 11(g)
Subject: For Information – Pittock Dam Operations **Filename:** ::ODMA\GRPWISE\UT_MAIN.UT
Building Replacement Design RCA_PO.FloodControl:402.1
– Consultant Award

Purpose

Purchasing policy requires staff to inform the Board of tenders if the lowest tender is accepted. The contract for the Pittock Operations Building Replacement Design was awarded to the lowest cost proposal from BM Ross and Associates for \$39,270+HST.

Background

A project for Pittock Dam Operations Building Replacement Design was identified in the 20 Capital Repair Plan. The 2014 project was on the 2014 Board of Directors approved list (Feb 2014) of Water and Erosion Control Infrastructure (WECI) projects.

The Pittock Dam Operating Building houses water level monitoring equipment and provides entry to the tunnel and equipment at lower levels within the dam. The building is slated for replacement due to a number of factors. The building was erected to house equipment after construction of the dam, provide a covered access to the inside of the dam, and to bring to the dam some operations control from the original control building south of the dam. The building no longer meets the needs of the Authority and needs to be reconstructed to be a stronger building overall, for future equipment needs, to add equipment hoist capabilities and particularly to address Health and Safety considerations such as potential rescue services within the dam.

The project will evaluate various preliminary alternatives for structure replacement against design objectives and costs. Final designs will proceed based on a preferred alternative. General cost estimates to accommodate potential public access over the dam will also be developed.

Report on the Proposal Process

Nine consultants were invited to submit proposals. Part “A” and Part “B” proposals were received from BM Ross and Associates, AECOM Ltd, and MTE Engineering. Proposal review was undertaken by reviewing Part A technical proposals of each consultant and then Part B cost proposal if the technical proposals were satisfactory.

Part A review indicated that AECOM had a slightly stronger technical proposal. As all 3 consultant’s proposals fairly comprehensively addressed the Terms of Reference, Part “B” Cost proposals were also reviewed. Review found that the BM Ross cost proposal while being the lowest cost also provided the most cost effective distribution of effort relative to project needs, matched their technical proposal more closely, and provided a good median of effort required for the project.

The Part B cost proposals were received as follows:

Consultant:	Proposal Cost
BM Ross Associates Ltd.(Goderich)	\$39,270 + HST
MTE Engineering Ltd. (Stratford)	\$40,500 + HST
AECOM Consulting Ltd. (London)	\$53,054 + HST

Project Budget:

The project budget submitted for WECI funding was \$40,000. The design project will continue into the 2015 - 16 MNR fiscal year and will therefore be subject to further WECI budget approval with a 2015 application to extend funding. Pittock Dam ranks sufficiently high relative to WECI criteria that obtaining additional funding is very likely.

Part of the design project is to determine the extent of MNR approval required relative to the Lakes and Rivers Improvement Act. This will be determined during the study. The work plan allows for time to obtain approvals if necessary however the cost is unknown at this time beyond initial enquiry. The structure design may also call for additional general repair works to support the design. Additional work such as asphalt or embankment repair may require geotechnical input during final design. A Contingency Allowance has been set at \$8,000 to cover potential additional costs of approvals and geotechnical input to complete the design with which to proceed to tender in 2016. The Contingency may be required during the latter part of the project and will be included in the WECI application for the 2015-16 MNR fiscal year.

If there are any questions please contact staff.

Recommended by:



Jeff Brick, Coordinator
Hydrology and Regulatory Services

Prepared by:



Rick Goldt, Supervisor
Water Control Structures



VIA Email

February 26, 2015

Dear Colleagues,

Re: Applying a human rights lens in zoning, licensing and municipal decision-making

As new and returning mayors, councillors and elected officials, you play a central role in ensuring that municipal processes and decisions respect the human rights of all community members. The Ontario Human Rights Commission (OHRC) has worked for several years with governments, experts and community partners to increase human rights compliance in housing, land use and licensing. I'm writing to share some positive developments in these areas, and to point out some OHRC resources that can help you make your community more inclusive.

In 2014, Toronto and Smiths Falls removed minimum separation distance (MSD) and other zoning restrictions for group homes, as part of human rights settlements with the Dream Team, a mental health consumer-survivor group. This follows similar moves by Sarnia in 2011 and Kitchener in 2012. In each case, there was no planning justification for MSDs. In fact, Toronto's own external planning expert recommended they be removed because they contravened the *Human Rights Code*.

Over the past few years, several other municipalities have recognized their human rights obligations by preventing or removing zoning, licensing and other barriers to housing and services (such as methadone clinics) that are needed by *Code*-identified groups.

The Ministry of Municipal Affairs and Housing has also reinforced the requirement to meet *Human Rights Code* obligations in municipal work by adding human rights language to two key resources:

- Section 3 of the *Municipal Councillor's Guide 2014* [www.mah.gov.on.ca/AssetFactory.aspx?did=4965] now refers to *Code* protections
- Section 4.6 of the 2014 Provincial Policy Statement under the *Planning Act* [www.mah.gov.on.ca/Page10679.aspx] now states that the PPS shall be implemented in a way that is consistent with the *Code* and the *Charter of Rights and Freedoms*.

Also in 2014, several Ontario planning schools and organizations added human rights content to courses and ongoing professional education. We continue to work with them to ensure that new graduates and practicing planners incorporate human rights principles in their work.

The OHRC provides several tools to help elected officials, staff and advocates improve human rights in housing, planning, licensing and other municipal decisions.

- Our municipal guides, *In the zone: Housing, human rights and municipal planning* [www.ohrc.on.ca/en/zone-housing-human-rights-and-municipal-planning]; and *Room for everyone: human rights and rental housing licensing* [www.ohrc.on.ca/en/room-everyone-human-rights-and-rental-housing-licensing] identify human rights risks and best practices in zoning and licensing.
- Our *Neighbourhood housing tip sheet* [www.ohrc.on.ca/en/neighbourhood-housing-tip-sheet-fact-sheet] offers suggestions for responding to community concerns about affordable supportive and rental housing, including discriminatory opposition that is based on stereotypes, assumptions and misinformation about people or the impact on the neighbourhood.
- Municipalities can also spread the message about human rights in housing by sharing our landlord and tenant brochures, fact sheet on fair rental housing ads, and *Policy on human rights and rental housing* with community members and organizations.

These publications are available in both English and French on our website at www.ohrc.on.ca/en/social_areas/housing. To order printed copies, email us at communications@ohrc.on.ca.

Municipalities are the level of government that is closest to the daily lives of people across Ontario. The decisions you make can have an immediate impact on the human rights of your residents. I challenge you to look at your planning, bylaws and decision-making processes, and to apply a human rights lens to help your neighbourhoods and communities be supportive, welcoming places for everyone to call home.

If you would like more information on human rights, municipal decision-making and housing, please contact Jacquelin Pegg at 416-326-9863 or via email at jacquelin.pegg@ohrc.on.ca.

Yours truly,



Barbara Hall, B.A., LL.B., Ph.D. (hon.)
Chief Commissioner

Ministry of Agriculture,
Food and Rural Affairs

Ministère de l'Agriculture,
de l'Alimentation et
des Affaires rurales



Office of the Minister

77 Grenville Street, 11th Floor
Toronto, Ontario M7A 1B3
Tel: (416) 326-3074
Fax: (416) 326-3083

Bureau du ministre

77, rue Grenville, 11^e étage
Toronto (Ontario) M7A 1B3
Tél. : (416) 326-3074
Télééc. : (416) 326-3083

February 6, 2015

His Worship Ted Comiskey
Mayor
Town of Ingersoll
130 Oxford Street, 2nd Floor
Ingersoll, Ontario
N5C 2V5

Dear Mayor Comiskey:

I am pleased to share news with you regarding the 2015 Premier's Award for Agri-Food Innovation Excellence program and to encourage you to share this information in your municipality.

The Premier's Award for Agri-Food Innovation Excellence program was created to recognize and foster the spirit of innovation that thrives in Ontario's agricultural sector. It encourages the development of rural communities, farms, agri-food processors and agri-food organizations by adding value to existing products, creating jobs and driving economic growth.

Each year the program recognizes up to 45 award winning innovations across the province valued at \$5,000 each. In addition, there is a Premier's Award valued at \$75,000, a Minister's Award valued at \$50,000, and three Leaders in Innovation awards valued at \$25,000 each. All award recipients receive a plaque, a gate sign and use of the Premier's Award program wordmark.

Primary producers, processors or agri-food organizations are invited to submit applications between February 6, 2015 and April 10, 2015. Details on eligibility, innovation categories, assessment criteria, the application and selection processes can be found in the enclosed 2015 Program Guidebook and Application Form or at www.ontario.ca/agrifoodinnovation.

I ask that you encourage outstanding agriculture and agri-food innovators to submit an application by the **deadline** of 5:00 p.m. on April 10, 2015. Should you require additional information please contact the Agricultural Information Contact Centre at 1-877-424-1300 or www.ag.info.omafra@ontario.ca.

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I have also enclosed a copy of a brochure that highlights the recipients of the 2014 program for the Premier's Award for Agri-Food Innovation Excellence.

I look forward to learning about agri-food innovations in your municipality.

Sincerely,

A handwritten signature in black ink, appearing to read 'J. Leal', with a stylized flourish at the end.

Jeff Leal
Minister of Agriculture, Food and Rural Affairs

Enclosure

Town of Ingersoll
Monthly Cheque Disbursements
February 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>
2015 TANKARD						
	73,177	41563 01-1000-4000-41130	GRANTS TO VOLUNTEER ORGANIZATIONS	CIVIC LUNCHEON	\$2,000.00	
	73,177	41563 01-0000-0100-00100	BANK	CIVIC LUNCHEON	\$0.00	\$2,000.00
407 ETR						
	73,251	43593 01-4500-4131-80000	MATERIALS-HARDTOP MAINT, SWEEPING, FLUSH	TOLL CHARGES FOR SWEEPER	\$16.03	
	73,251	43593 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	TOLL CHARGES FOR SWEEPER	\$0.00	\$16.03
A & M TRUCK PARTS LTD.						
	73,248	43594 01-4500-4150-80000	MATERIALS-WINTER CONTROL, PLOWING, SAND	ALTERNATOR	\$162.82	
	73,248	43594 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	ALTERNATOR	\$17.98	
	73,248	43594 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	ALTERNATOR	\$0.00	\$180.80
ACAPULCO ***						
	73,209	43595 01-5100-4100-41530	EQUIP REPAIRS & MAINT	REPAIR POOL CHEM CONTROLLER	\$349.76	
	73,209	43595 01-0000-0200-00325	HST RECEIVABLE100%	REPAIR POOL CHEM CONTROLLER	\$45.47	
	73,209	43595 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	REPAIR POOL CHEM CONTROLLER	\$0.00	\$395.23
	73,287	43595 01-5100-4100-41700	BLDG REPAIRS AND MAINT	SADDLE CLAMP	\$97.46	
	73,287	43595 01-0000-0200-00325	HST RECEIVABLE100%	SADDLE CLAMP	\$12.67	
	73,287	43595 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	SADDLE CLAMP	\$0.00	\$110.13
AKIRA STUDIO LTD						
	73,221	43596 01-1002-4000-41550	MAINTENANCE CONTRACTS	WEBSITE QUARTERLY MAINT	\$305.28	
	73,221	43596 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	WEBSITE QUARTERLY MAINT	\$33.72	
	73,221	43596 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	WEBSITE QUARTERLY MAINT	\$0.00	\$339.00
AL'S TIRE INGERSOLL						
	73,255	43597 01-4500-4230-46402	940200 LEAF MACHINE	TIRE REPAIR NEW	\$230.46	
	73,255	43597 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	TIRE REPAIR NEW	\$25.45	
	73,255	43597 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	TIRE REPAIR NEW	\$0.00	\$255.91
ARCTIC RAD & AIR SERVICE						
	73,256	43598 01-4500-4151-80000	MATERIALS-WINTER CONTROL, SNOW REMOVA	OIL - 12 CANS	\$82.43	
	73,256	43598 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	OIL - 12 CANS	\$9.10	
	73,256	43598 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	OIL - 12 CANS	\$0.00	\$91.53
A.M.C.T.O. ***						
	73,210	43599 01-1300-4000-40600	MEMBERSHIP FEES	2015 MEMBERSHIP - MCANDREW	\$376.51	
	73,210	43599 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	2015 MEMBERSHIP - MCANDREW	\$41.59	
	73,210	43599 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	2015 MEMBERSHIP - MCANDREW	\$0.00	\$418.10
BICKLE'S ORCHARD PARK FARMS						
	73,284	43600 01-5000-6051-40420	PROGRAM SUPPLIES	EMPIRE APPLES	\$162.00	
	73,284	43600 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	EMPIRE APPLES	\$0.00	\$162.00
BMA MANAGEMENT CONSULTING INC						
	73,191	43601 01-1300-4000-41500	CONTRACTED SERVICES	MUNICIPAL STUDY	\$1,017.60	
	73,191	43601 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	MUNICIPAL STUDY	\$112.40	
	73,191	43601 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	MUNICIPAL STUDY	\$0.00	\$1,130.00
BRAGG, JEFF						
	73,225	43602 01-2000-4035-41750	LOT SNOW REMOVAL & SANDING--DOWNTOWN	SNOW REMOVAL, CARRS, TC, ETC	\$178.08	
	73,225	43602 01-2000-4025-41750	LOT SNOW REMOVAL & SANDING	SNOW REMOVAL, CARRS, TC, ETC	\$178.08	
	73,225	43602 01-2000-4015-41750	LOT SNOW REMOVAL & SANDING	SNOW REMOVAL, CARRS, TC, ETC	\$175.00	
	73,225	43602 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	SNOW REMOVAL, CARRS, TC, ETC	\$19.67	
	73,225	43602 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	SNOW REMOVAL, CARRS, TC, ETC	\$19.67	
	73,225	43602 01-0000-0200-00325	HST RECEIVABLE100%	SNOW REMOVAL, CARRS, TC, ETC	\$22.75	
	73,225	43602 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	SNOW REMOVAL, CARRS, TC, ETC	\$0.00	\$593.25
	73,226	43602 01-2000-4025-41550	MAINTENANCE CONTRACTS	CUSTODIAL RELIEF - JAN 9	\$86.50	
	73,226	43602 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	CUSTODIAL RELIEF - JAN 9	\$9.55	
	73,226	43602 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	CUSTODIAL RELIEF - JAN 9	\$0.00	\$96.05
BUTTERWORTH'S SERVICE CENTRE						
	73,300	43603 01-4500-4230-46387	938700 T7-08 DODGE 3500	MANIFOLD REPAIR - TRUCK 7	\$1,257.01	
	73,300	43603 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	MANIFOLD REPAIR - TRUCK 7	\$138.84	
	73,300	43603 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	MANIFOLD REPAIR - TRUCK 7	\$0.00	\$1,395.85
CAMPBELL'S						
	73,206	43604 01-5200-6090-40200	OFFICE SUPPLIES	LOG BOOK	\$20.49	
	73,206	43604 01-0000-0200-00325	HST RECEIVABLE100%	LOG BOOK	\$2.66	
	73,206	43604 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	LOG BOOK	\$0.00	\$23.15
	73,207	43604 01-1300-4000-40200	OFFICE SUPPLIES	T4ENVELOPES, HI-LITERS	\$99.05	
	73,207	43604 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	T4ENVELOPES, HI-LITERS	\$10.94	
	73,207	43604 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	T4ENVELOPES, HI-LITERS	\$0.00	\$109.99
	73,220	43604 01-5000-6050-40200	OFFICE SUPPLIES	PLANNER, CALCULATOR	\$26.24	
	73,220	43604 01-0000-0200-00325	HST RECEIVABLE100%	PLANNER, CALCULATOR	\$3.41	
	73,220	43604 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	PLANNER, CALCULATOR	\$0.00	\$29.65
	73,240	43604 01-4500-4000-40200	OFFICE SUPPLIES	SHARPIE MARKERS	\$12.24	
	73,240	43604 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	SHARPIE MARKERS	\$1.35	
	73,240	43604 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	SHARPIE MARKERS	\$0.00	\$13.59
CANSEL - TORONTO*****						

	73,219	43605	01-4000-4000-40220	TELEPHONE	GPS MONTHLY SERVICE	\$264.58	
	73,219	43605	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	GPS MONTHLY SERVICE	\$29.22	
CAREY'S PRODUCE	73,219	43605	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	GPS MONTHLY SERVICE	\$0.00	\$293.80
	73,282	43606	01-5000-6051-40420	PROGRAM SUPPLIES	LEEKs, POTATOES, RUTABAGA,SLAW	\$627.50	
	73,282	43606	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	LEEKs, POTATOES, RUTABAGA,SLAW	\$0.00	\$627.50
CARGILL LIMITED	73,257	43607	01-4500-4150-80000	MATERIALS-WINTER CONTROL, PLOWING, SAND	ROAD SALT - 73.8 MT	\$4,846.88	
	73,257	43607	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	ROAD SALT - 73.8 MT	\$535.37	
	73,257	43607	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	ROAD SALT - 73.8 MT	\$0.00	\$5,382.25
CARLETON UNIFORMS INC.	73,278	43608	01-3000-4000-40290	UNIFORMS & CLOTHING	UNIFORM PANTS & SHIRTS	\$982.49	
	73,278	43608	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	UNIFORM PANTS & SHIRTS	\$108.53	
	73,278	43608	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	UNIFORM PANTS & SHIRTS	\$0.00	\$1,091.02
BURSARY RECIPIENT	73,275	43609	01-5200-6195-41036	PARTICIPANT INCENTIVES	SURE START BURSARY	\$1,000.00	
	73,275	43609	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	SURE START BURSARY	\$0.00	\$1,000.00
CERVUS EQUIPMENT PETERBILT WOO	73,234	43610	01-4500-4150-80000	MATERIALS-WINTER CONTROL, PLOWING, SAND	AIR VALVE TRAILER MODULATOR	\$204.07	
	73,234	43610	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	AIR VALVE TRAILER MODULATOR	\$22.54	
	73,234	43610	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	AIR VALVE TRAILER MODULATOR	\$0.00	\$226.61
CHUBB SECURITY SYSTEMS	73,227	43611	01-2000-4025-41550	MAINTENANCE CONTRACTS	FIRE ALARM INSPECTION - JAN20	\$539.33	
	73,227	43611	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	FIRE ALARM INSPECTION - JAN20	\$59.57	
	73,227	43611	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	FIRE ALARM INSPECTION - JAN20	\$0.00	\$598.90
	73,228	43611	01-2000-4025-41550	MAINTENANCE CONTRACTS	MONITORING FEB-APR 2015	\$112.02	
	73,228	43611	01-0000-0200-00325	HST RECEIVABLE100%	MONITORING FEB-APR 2015	\$14.56	
	73,228	43611	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	MONITORING FEB-APR 2015	\$0.00	\$126.58
COCA-COLA BOTTLING COMPANY	73,288	43612	01-5000-6020-40430	CANTEEN SUPPLIES	POP, WATER, POWERADE	\$530.60	
	73,288	43612	01-5000-6020-40430	CANTEEN SUPPLIES	POP, WATER, POWERADE	\$84.80	
	73,288	43612	01-0000-0200-00325	HST RECEIVABLE100%	POP, WATER, POWERADE	\$68.98	
	73,288	43612	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	POP, WATER, POWERADE	\$0.00	\$684.38
CULLIGAN	73,213	43613	01-0100-4000-41110	COMMITTEE & COUNCL MEETINGS	WATER DELIVERY	\$47.11	
	73,213	43613	01-0100-4000-41110	COMMITTEE & COUNCL MEETINGS	WATER DELIVERY	\$2.54	
	73,213	43613	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	WATER DELIVERY	\$0.29	
	73,213	43613	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	WATER DELIVERY	\$0.00	\$49.94
DANCE SEWER CLEANING INC.	73,224	43614	01-0000-0250-60817	GC14-669-CLARK W-SAN.SEWR	HYDRO EXCAVATION - CLARK W	\$1,709.57	
	73,224	43614	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	HYDRO EXCAVATION - CLARK W	\$188.83	
	73,224	43614	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	HYDRO EXCAVATION - CLARK W	\$0.00	\$1,898.40
DIAMOND SOFTWARE INC.	73,297	43615	01-1300-4000-41500	CONTRACTED SERVICES	cheque stub adjustment	\$235.57	
	73,297	43615	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	cheque stub adjustment	\$26.03	
	73,297	43615	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	cheque stub adjustment	\$0.00	\$261.60
EASY WAY CLEANING PRODUCTS LIM	73,229	43616	01-2000-4025-40210	JANITORIAL SUPPLIES	VACUUM REPAIR, BRUSH ROLLER	\$108.91	
	73,229	43616	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	VACUUM REPAIR, BRUSH ROLLER	\$12.03	
	73,229	43616	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	VACUUM REPAIR, BRUSH ROLLER	\$0.00	\$120.94
	73,230	43616	01-2000-4025-40210	JANITORIAL SUPPLIES	PPR PROD, VINEGAR, SOAP, ETC	\$133.22	
	73,230	43616	01-0000-0200-00325	HST RECEIVABLE100%	PPR PROD, VINEGAR, SOAP, ETC	\$17.32	
	73,230	43616	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	PPR PROD, VINEGAR, SOAP, ETC	\$0.00	\$150.54
ERTH HOLDINGS INC.	73,190	43617	01-4000-4410-41530	EQUIP REPAIRS & MAINTENANCE	REPAIRS TO POLE AT 35 KING W	\$122.11	
	73,190	43617	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	REPAIRS TO POLE AT 35 KING W	\$13.49	
	73,190	43617	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	REPAIRS TO POLE AT 35 KING W	\$0.00	\$135.60
FASTENAL CANADA ***	73,239	43618	01-4500-4230-46391	939100 1987 Champion Grader	LOCK WASHER FOR GRADER	\$1.49	
	73,239	43618	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	LOCK WASHER FOR GRADER	\$0.16	
	73,239	43618	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	LOCK WASHER FOR GRADER	\$0.00	\$1.65
	73,241	43618	01-4500-4160-80000	MATERIALS-SAFETY DEVICES, SIGNS, GUIDE RAIL	BOLTS, WASHERS, NUTS FOR STOCK	\$256.66	
	73,241	43618	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	BOLTS, WASHERS, NUTS FOR STOCK	\$28.35	
	73,241	43618	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	BOLTS, WASHERS, NUTS FOR STOCK	\$0.00	\$285.01
	73,242	43618	01-4500-4150-80000	MATERIALS-WINTER CONTROL, PLOWING, SAND	BOLTS & NUTS	\$23.05	
	73,242	43618	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	BOLTS & NUTS	\$2.54	
	73,242	43618	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	BOLTS & NUTS	\$0.00	\$25.59
	73,272	43618	01-5200-4100-41700	BLDG REPAIRS AND MAINT	LIGHT BULBS	\$78.86	
	73,272	43618	01-0000-0200-00325	HST RECEIVABLE100%	LIGHT BULBS	\$10.25	
	73,272	43618	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	LIGHT BULBS	\$0.00	\$89.11
EMPLOYEE REIMBURSEMENT	73,269	43619	01-5200-6170-41530	EQUIP REPAIRS & MAINT	LONG&MCQUADE DRUM REPAIRS	\$114.85	
	73,269	43619	01-0000-0200-00325	HST RECEIVABLE100%	LONG&MCQUADE DRUM REPAIRS	\$14.93	
	73,269	43619	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	LONG&MCQUADE DRUM REPAIRS	\$0.00	\$129.78
FLORAL OCCASIONS ***							

	73,183	43620 01-0100-4000-41160	HONOURS & AWARDS	FLORAL ARRANGEMENT - STAFF	\$45.03	
	73,183	43620 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	FLORAL ARRANGEMENT - STAFF	\$4.97	
	73,183	43620 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	FLORAL ARRANGEMENT - STAFF	\$0.00	\$50.00
	73,184	43620 01-0100-4000-41160	HONOURS & AWARDS	BLOOMING PLANT - STAFF	\$45.03	
	73,184	43620 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	BLOOMING PLANT - STAFF	\$4.97	
	73,184	43620 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	BLOOMING PLANT - STAFF	\$0.00	\$50.00
	73,185	43620 01-0100-4000-41160	HONOURS & AWARDS	BLOOMING PLANT - STAFF	\$45.03	
	73,185	43620 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	BLOOMING PLANT - STAFF	\$4.97	
	73,185	43620 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	BLOOMING PLANT - STAFF	\$0.00	\$50.00
GIANT TIGER						
	73,276	43621 01-5200-6090-40500	SPECIAL EVENTS	GIANT TIGER - JAN 16 2015 STMT	\$5.64	
	73,276	43621 01-5200-6090-40460	NUTRITION PURCHASES	GIANT TIGER - JAN 16 2015 STMT	\$3.82	
	73,276	43621 01-0000-0200-00325	HST RECEIVABLE100%	GIANT TIGER - JAN 16 2015 STMT	\$0.73	
	73,276	43621 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	GIANT TIGER - JAN 16 2015 STMT	\$0.00	\$10.19
GRA - HAM ENERGY						
	73,197	43622 01-3000-4000-41470	VEHICLE FUEL	VEHICLE FUEL - 49.4L	\$37.35	
	73,197	43622 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	VEHICLE FUEL - 49.4L	\$4.12	
	73,197	43622 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	VEHICLE FUEL - 49.4L	\$0.00	\$41.47
	73,198	43622 01-3000-4000-41470	VEHICLE FUEL	VEHICLE FUEL - 87.4L	\$68.39	
	73,198	43622 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	VEHICLE FUEL - 87.4L	\$7.56	
	73,198	43622 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	VEHICLE FUEL - 87.4L	\$0.00	\$75.95
EMPLOYEE REIMBURSEMENT						
	73,265	43623 01-3400-4000-40620	MILEAGE	MILEAGE - JANUARY	\$58.36	
	73,265	43623 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	MILEAGE - JANUARY	\$6.44	
	73,265	43623 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	MILEAGE - JANUARY	\$0.00	\$64.80
HICKS MORLEY HAMILTON STEWART						
	73,193	43624 01-0900-4000-40710	LEGAL FEES	CUPE AGREEMENT	\$216.24	
	73,193	43624 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	CUPE AGREEMENT	\$23.89	
	73,193	43624 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	CUPE AGREEMENT	\$0.00	\$240.13
	73,194	43624 01-0900-4000-40710	LEGAL FEES	OVERTIME POLICY	\$1,383.94	
	73,194	43624 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	OVERTIME POLICY	\$152.86	
	73,194	43624 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	OVERTIME POLICY	\$0.00	\$1,536.80
HOT,COLD & FREEZING						
	73,231	43625 01-2000-4025-41700	BLDG REPAIRS & MAINT	INSTALL BAG FILTERS FOR MVA	\$1,258.77	
	73,231	43625 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	INSTALL BAG FILTERS FOR MVA	\$139.04	
	73,231	43625 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	INSTALL BAG FILTERS FOR MVA	\$0.00	\$1,397.81
	73,271	43625 01-5200-4100-41700	BLDG REPAIRS AND MAINT	BOILER/KITCHEN SERVICE CALL	\$160.00	
	73,271	43625 01-0000-0200-00325	HST RECEIVABLE100%	BOILER/KITCHEN SERVICE CALL	\$20.80	
	73,271	43625 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	BOILER/KITCHEN SERVICE CALL	\$0.00	\$180.80
HUNTER STEEL SALES						
	73,254	43626 01-4500-4160-80000	MATERIALS-SAFETY DEVICES, SIGNS, GUIDE RAIL	STEEL - ANGLE & TUBE	\$149.59	
	73,254	43626 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	STEEL - ANGLE & TUBE	\$16.52	
	73,254	43626 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	STEEL - ANGLE & TUBE	\$0.00	\$166.11
IDEAL SUPPLY COMPANY LTD						
	73,295	43627 01-5000-6040-41700	BLDG REPAIRS & MAINT	LIGHT BULBS	\$113.55	
	73,295	43627 01-0000-0200-00325	HST RECEIVABLE100%	LIGHT BULBS	\$14.76	
	73,295	43627 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	LIGHT BULBS	\$0.00	\$128.31
INGENIOUS SOFTWARE						
	73,201	43628 01-3000-4000-40410	LICENCES, TAGS, ETC.	PDF WRITER FOR FIRE PAD	\$166.00	
	73,201	43628 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	PDF WRITER FOR FIRE PAD	\$18.34	
	73,201	43628 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	PDF WRITER FOR FIRE PAD	\$0.00	\$184.34
INGERSOLL GLASS & MIRROR ***						
	73,270	43629 01-5200-4100-41690	VANDALISM REPAIRS	WINDOW REPAIR IN GAME ROOM	\$263.01	
	73,270	43629 01-0000-0200-00325	HST RECEIVABLE100%	WINDOW REPAIR IN GAME ROOM	\$34.19	
	73,270	43629 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	WINDOW REPAIR IN GAME ROOM	\$0.00	\$297.20
KARRYS BROS. LTD						
	73,223	43630 01-5100-6090-40420	PROGRAM SUPPLIES	CANDY FOR PROGRAM & AQUATICS	\$682.58	
	73,223	43630 01-0000-0200-00325	HST RECEIVABLE100%	CANDY FOR PROGRAM & AQUATICS	\$88.74	
	73,223	43630 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	CANDY FOR PROGRAM & AQUATICS	\$0.00	\$771.32
	73,286	43630 01-5000-6020-40430	CANTEEN SUPPLIES	SLUSH, CHOC BARS, CANDY	\$273.82	
	73,286	43630 01-5000-6020-40430	CANTEEN SUPPLIES	SLUSH, CHOC BARS, CANDY	\$65.22	
	73,286	43630 01-0000-0200-00325	HST RECEIVABLE100%	SLUSH, CHOC BARS, CANDY	\$35.60	
	73,286	43630 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	SLUSH, CHOC BARS, CANDY	\$0.00	\$374.64
LETTUCE ALIVE						
	73,290	43631 01-5000-6051-40420	PROGRAM SUPPLIES	110 HEADS BOSTON LETTUCE	\$117.00	
	73,290	43631 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	110 HEADS BOSTON LETTUCE	\$0.00	\$117.00
EMPLOYEE REIMBURSEMENT						
	73,216	43632 01-4000-4000-40630	STAFF TRAINING	MEALS - ATTENDING OGRA COURSE	\$12.58	
	73,216	43632 01-4000-4000-40630	STAFF TRAINING	MEALS - ATTENDING OGRA COURSE	\$37.00	
	73,216	43632 01-4000-4000-40630	STAFF TRAINING	MEALS - ATTENDING OGRA COURSE	\$151.03	
	73,216	43632 01-0000-0200-00310	G.S.T. REBATE RECEIVABLE	MEALS - ATTENDING OGRA COURSE	\$0.63	
	73,216	43632 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	MEALS - ATTENDING OGRA COURSE	\$16.69	
	73,216	43632 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	MEALS - ATTENDING OGRA COURSE	\$0.00	\$217.93
	73,217	43632 01-4000-4000-40290	UNIFORMS & CLOTHING	WORK JACKET & BOOTS	\$315.18	
	73,217	43632 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	WORK JACKET & BOOTS	\$34.82	

	73,217	43632	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	WORK JACKET & BOOTS	\$0.00	\$350.00
	73,218	43632	01-4000-4000-40630	STAFF TRAINING	HOTEL - OGRA COURSE	\$585.12	
	73,218	43632	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	HOTEL - OGRA COURSE	\$64.63	
	73,218	43632	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	HOTEL - OGRA COURSE	\$0.00	\$649.75
	73,267	43632	01-4000-4000-40620	MILEAGE	MILEAGE - JANUARY	\$177.49	
	73,267	43632	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	MILEAGE - JANUARY	\$19.61	
LPL PLUMBING	73,267	43632	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	MILEAGE - JANUARY	\$0.00	\$197.10
	73,285	43633	01-5000-6020-41700	BLDG REPAIRS & MAINT	REPAIR LEAK	\$85.15	
	73,285	43633	01-0000-0200-00325	HST RECEIVABLE100%	REPAIR LEAK	\$11.07	
	73,285	43633	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	REPAIR LEAK	\$0.00	\$96.22
	73,289	43633	01-5000-6040-41700	BLDG REPAIRS & MAINT	REPAIR LEAK IN KITCHEN	\$221.76	
	73,289	43633	01-0000-0200-00325	HST RECEIVABLE100%	REPAIR LEAK IN KITCHEN	\$28.83	
	73,289	43633	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	REPAIR LEAK IN KITCHEN	\$0.00	\$250.59
EMPLOYEE REIMBURSEMENT	73,180	43634	01-1002-4000-40620	MILEAGE	MILEAGE - OCT 2014	\$35.98	
	73,180	43634	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	MILEAGE - OCT 2014	\$3.98	
	73,180	43634	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	MILEAGE - OCT 2014	\$0.00	\$39.96
	73,181	43634	01-1002-4000-40620	MILEAGE	MILEAGE - NOVEMBER 2014	\$29.56	
	73,181	43634	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	MILEAGE - NOVEMBER 2014	\$3.27	
	73,181	43634	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	MILEAGE - NOVEMBER 2014	\$0.00	\$32.83
	73,182	43634	01-1002-4000-40620	MILEAGE	MILEAGE - DECEMBER 2014	\$28.40	
	73,182	43634	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	MILEAGE - DECEMBER 2014	\$3.14	
	73,182	43634	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	MILEAGE - DECEMBER 2014	\$0.00	\$31.54
	73,205	43634	01-1002-4000-40620	MILEAGE	MILEAGE - JANUARY	\$27.82	
	73,205	43634	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	MILEAGE - JANUARY	\$3.07	
	73,205	43634	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	MILEAGE - JANUARY	\$0.00	\$30.89
EMPLOYEE REIMBURSEMENT	73,292	43635	01-5100-6060-40620	MILEAGE	MILEAGE - JANUARY	\$10.51	
	73,292	43635	01-0000-0200-00325	HST RECEIVABLE100%	MILEAGE - JANUARY	\$1.37	
	73,292	43635	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	MILEAGE - JANUARY	\$0.00	\$11.88
MINISTER OF FINANCE	73,268	43636	01-3400-4000-40600	MEMBERSHIP FEES	BLDG INSP - ANNUAL REGISTRAT'N	\$210.00	
	73,268	43636	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	BLDG INSP - ANNUAL REGISTRAT'N	\$0.00	\$210.00
MINISTER OF FINANCE - EHT ***	73,277	43637	01-0000-2100-00720	EMPLOYER HEALTH TAX (13135)	EHT - JANUARY 2015 PREMIUMS	\$10,641.93	
	73,277	43637	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	EHT - JANUARY 2015 PREMIUMS	\$0.00	\$10,641.93
MINISTRY OF FINANCE - M.T.O. *	73,186	43638	01-1000-4240-01627	VIOLATIONS - M.O.T.	DECEMBER COURT COSTS	\$49.50	
	73,186	43638	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	DECEMBER COURT COSTS	\$0.00	\$49.50
	73,187	43638	01-1000-4240-01627	VIOLATIONS - M.O.T.	NOVEMBER COURT COSTS	\$41.25	
	73,187	43638	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	NOVEMBER COURT COSTS	\$0.00	\$41.25
MINISTRY OF FINANCE (OPP)***	73,212	43639	01-3200-4000-40450	OPP CONTRACTED SERVICES	OPP SERVICES - JANUARY	\$234,711.00	
	73,212	43639	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	OPP SERVICES - JANUARY	\$0.00	\$234,711.00
MOTION INDUSTRIES (CANADA) INC	73,250	43640	01-4500-4230-46402	940200 LEAF MACHINE	PARTS FOR LEAF MACHINE	\$119.89	
	73,250	43640	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	PARTS FOR LEAF MACHINE	\$13.25	
	73,250	43640	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	PARTS FOR LEAF MACHINE	\$0.00	\$133.14
NETWORK TELECOM	73,215	43641	01-5000-6020-41700	BLDG REPAIRS & MAINT	REPLACE EMERGENCY PHONE	\$235.00	
	73,215	43641	01-0000-0200-00325	HST RECEIVABLE100%	REPLACE EMERGENCY PHONE	\$30.55	
	73,215	43641	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	REPLACE EMERGENCY PHONE	\$0.00	\$265.55
OXFORD CTY FIRE DEPART ASSOC.	73,200	43642	01-3000-4000-40600	MEMBERSHIP FEES	2015 MEMBERSHIP DUES	\$120.00	
	73,200	43642	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	2015 MEMBERSHIP DUES	\$0.00	\$120.00
OLDE BAKERY CAFE	73,293	43643	01-5100-6060-40420	PROGRAM SUPPLIES	BIRTHDAY CAKE	\$15.00	
	73,293	43643	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	BIRTHDAY CAKE	\$0.00	\$15.00
	73,294	43643	01-5100-6060-40420	PROGRAM SUPPLIES	BIRTHDAY CAKES	\$30.00	
	73,294	43643	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	BIRTHDAY CAKES	\$0.00	\$30.00
ONTARIO ASSOC. OF FIRE CHIEFS	73,199	43644	01-3000-4000-40600	MEMBERSHIP FEES	2015 MEMBERSHIP DUES	\$249.31	
	73,199	43644	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	2015 MEMBERSHIP DUES	\$27.54	
	73,199	43644	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	2015 MEMBERSHIP DUES	\$0.00	\$276.85
ONTARIO SOUTHLAND RAILWAY INC.	73,233	43645	01-4500-4161-80000	MATERIALS-SAFETY DEVICES, RR CROSSING	FLASING LT MAINT - JAN	\$2,970.90	
	73,233	43645	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	FLASING LT MAINT - JAN	\$0.00	\$2,970.90
ONTARIO ASSOCIATION OF FIRE TR	73,195	43646	01-3000-4000-40600	MEMBERSHIP FEES	2015 MEMBERSHIP DUES	\$150.00	
	73,195	43646	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	2015 MEMBERSHIP DUES	\$0.00	\$150.00
OXFORD COUNTY ***	73,188	43647	01-1000-4240-01626	VIOLATIONS - COURT	COURT COSTS - DECEMBER	\$18.00	
	73,188	43647	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	COURT COSTS - DECEMBER	\$0.00	\$18.00
	73,189	43647	01-1000-4240-01626	VIOLATIONS - COURT	COURT COST - NOVEMBER	\$15.00	

	73,189	43647 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	COURT COST - NOVEMBER	\$0.00	\$15.00
	73,192	43647 01-1300-4000-42900	MISCELLANEOUS EXPENSE	LEGAL FOR DEBENTURE ISSUE	\$2,661.63	
	73,192	43647 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	LEGAL FOR DEBENTURE ISSUE	\$0.00	\$2,661.63
PARDY PLUMBING & HEATING LTD						
	73,281	43648 01-2000-4025-41550	MAINTENANCE CONTRACTS	REPAIRS TO LIBRARY TOILET	\$188.26	
	73,281	43648 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	REPAIRS TO LIBRARY TOILET	\$20.79	
	73,281	43648 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	REPAIRS TO LIBRARY TOILET	\$0.00	\$209.05
PARKS & RECREATION ONTARIO ***						
	73,222	43649 01-5100-6090-40600	MEMBERSHIP FEES	2015 HIGH FIVE REG'N FEES	\$200.00	
	73,222	43649 01-5100-6060-40600	MEMBERSHIP FEES	2015 HIGH FIVE REG'N FEES	\$200.00	
	73,222	43649 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	2015 HIGH FIVE REG'N FEES	\$0.00	\$400.00
PETERBILT OF ONTARIO INC						
	73,246	43650 01-4500-4230-46388	938800 T8-09 PETERBILT D TRUCK	REPAIRS TO TRUCK 8	\$327.31	
	73,246	43650 01-0000-0200-00325	HST RECEIVABLE100%	REPAIRS TO TRUCK 8	\$42.55	
	73,246	43650 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	REPAIRS TO TRUCK 8	\$0.00	\$369.86
PUROLATOR COURIER LTD						
	73,232	43651 01-3400-4000-40240	COURIER CHARGES	COURIER - JANUARY 8-9	\$27.40	
	73,232	43651 01-4000-4000-40240	COURIER CHARGES	COURIER - JANUARY 8-9	\$28.62	
	73,232	43651 01-4500-4230-46393	939300 2011 CAT FRONT END LOADER	COURIER - JANUARY 8-9	\$24.90	
	73,232	43651 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	COURIER - JANUARY 8-9	\$3.03	
	73,232	43651 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	COURIER - JANUARY 8-9	\$3.16	
	73,232	43651 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	COURIER - JANUARY 8-9	\$2.75	
	73,232	43651 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	COURIER - JANUARY 8-9	\$0.00	\$89.86
REALTAX INC						
	73,261	43652 01-0000-0090-99910	TAXES - CLEARING	FARM DEBT TAX REGISTRATION	\$407.04	
	73,261	43652 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	FARM DEBT TAX REGISTRATION	\$44.96	
	73,261	43652 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	FARM DEBT TAX REGISTRATION	\$0.00	\$452.00
	73,262	43652 01-0000-0090-99910	TAXES - CLEARING	FARM DEBT TAX REGISTRATION	\$407.04	
	73,262	43652 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	FARM DEBT TAX REGISTRATION	\$44.96	
	73,262	43652 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	FARM DEBT TAX REGISTRATION	\$0.00	\$452.00
	73,263	43652 01-0000-0090-99910	TAXES - CLEARING	FARM DEBT TAX REGISTRATION	\$407.04	
	73,263	43652 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	FARM DEBT TAX REGISTRATION	\$44.96	
	73,263	43652 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	FARM DEBT TAX REGISTRATION	\$0.00	\$452.00
	73,264	43652 01-0000-0090-99910	TAXES - CLEARING	FARM DEBT TAX REGISTRATION	\$407.04	
	73,264	43652 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	FARM DEBT TAX REGISTRATION	\$44.96	
	73,264	43652 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	FARM DEBT TAX REGISTRATION	\$0.00	\$452.00
	73,298	43652 01-0000-0090-99910	TAXES - CLEARING	FINAL TAX SALE NOTICE	\$239.14	
	73,298	43652 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	FINAL TAX SALE NOTICE	\$26.41	
	73,298	43652 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	FINAL TAX SALE NOTICE	\$0.00	\$265.55
	73,299	43652 01-1300-4000-41500	CONTRACTED SERVICES	FARM DEBT REALIZATION	\$407.04	
	73,299	43652 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	FARM DEBT REALIZATION	\$44.96	
	73,299	43652 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	FARM DEBT REALIZATION	\$0.00	\$452.00
RIETTA'S DECOR & DESIGN CENTRE						
	73,196	43653 01-3200-4100-41700	BLDG REPAIRS & MAINTENANCE	PAINT	\$135.94	
	73,196	43653 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	PAINT	\$15.02	
	73,196	43653 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	PAINT	\$0.00	\$150.96
	73,252	43653 01-4500-4000-41700	BLDG REPAIRS & MAINTENANCE	PAINT & BRUSHES	\$146.71	
	73,252	43653 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	PAINT & BRUSHES	\$16.20	
	73,252	43653 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	PAINT & BRUSHES	\$0.00	\$162.91
	73,253	43653 01-4500-4000-41700	BLDG REPAIRS & MAINTENANCE	PAINT BRUSHES & REFILLS	\$16.26	
	73,253	43653 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	PAINT BRUSHES & REFILLS	\$1.80	
	73,253	43653 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	PAINT BRUSHES & REFILLS	\$0.00	\$18.06
EMPLOYEE REIMBURSEMENT						
	73,266	43654 01-3400-4000-40620	MILEAGE	MILEAGE - JANUARY	\$136.16	
	73,266	43654 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	MILEAGE - JANUARY	\$15.04	
	73,266	43654 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	MILEAGE - JANUARY	\$0.00	\$151.20
SOAK IT UP INC						
	73,203	43655 01-2000-4015-41540	RENTAL	MAT RENTAL CARR'S WALKWAY	\$11.00	
	73,203	43655 01-0000-0200-00325	HST RECEIVABLE100%	MAT RENTAL CARR'S WALKWAY	\$1.43	
	73,203	43655 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	MAT RENTAL CARR'S WALKWAY	\$0.00	\$12.43
	73,204	43655 01-2000-4025-41540	RENTAL	MAT RENTAL TOWN CENTRE	\$29.00	
	73,204	43655 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	MAT RENTAL TOWN CENTRE	\$3.21	
	73,204	43655 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	MAT RENTAL TOWN CENTRE	\$0.00	\$32.21
	73,214	43655 01-5000-6020-41550	MAINTENANCE CONTRACTS	MAT SERVICE - ARENA	\$122.00	
	73,214	43655 01-0000-0200-00325	HST RECEIVABLE100%	MAT SERVICE - ARENA	\$15.86	
	73,214	43655 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	MAT SERVICE - ARENA	\$0.00	\$137.86
	73,273	43655 01-5200-4100-41550	MAINTENANCE CONTRACTS	MATS & MOPS	\$32.00	
	73,273	43655 01-0000-0200-00325	HST RECEIVABLE100%	MATS & MOPS	\$4.16	
	73,273	43655 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	MATS & MOPS	\$0.00	\$36.16
STONETOWN SUPPLY SERVICES(ING)						
	73,202	43656 01-3000-4100-40210	JANITORIAL SUPPLIES	PPR PROD, LYSOL, BWL CLEANER	\$161.11	
	73,202	43656 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	PPR PROD, LYSOL, BWL CLEANER	\$17.79	
	73,202	43656 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	PPR PROD, LYSOL, BWL CLEANER	\$0.00	\$178.90
	73,258	43656 01-4500-4150-80000	MATERIALS-WINTER CONTROL, PLOWING, SAND	VINYL SHINE RESTORER	\$54.99	
	73,258	43656 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	VINYL SHINE RESTORER	\$6.08	

	73,258	43656	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	VINYL SHINE RESTORER	\$0.00	\$61.07
	73,259	43656	01-4500-4000-41650	SMALL TOOLS & SAFETY EQUIP	WIPES & PAPER TOWELS	\$91.99	
	73,259	43656	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	WIPES & PAPER TOWELS	\$10.16	
BURSARY RECIPIENT	73,259	43656	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	WIPES & PAPER TOWELS	\$0.00	\$102.15
	73,274	43657	01-5200-6195-41036	PARTICIPANT INCENTIVES	SURE START BURSARY	\$1,000.00	
SUN LIFE OF CANADA	73,274	43657	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	SURE START BURSARY	\$0.00	\$1,000.00
	73,260	43658	01-0000-2100-00716	HEALTH CARE PAYABLE	FEBRUARY PREMIUMS	\$44,929.12	
SWAN DUST CONTROL	73,260	43658	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	FEBRUARY PREMIUMS	\$0.00	\$44,929.12
	73,243	43659	01-4500-4000-41540	RENTAL	PUBLIC WORKS MAT RENTAL	\$20.66	
	73,243	43659	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	PUBLIC WORKS MAT RENTAL	\$2.28	
TAB	73,243	43659	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	PUBLIC WORKS MAT RENTAL	\$0.00	\$22.94
	73,296	43660	01-1000-4000-40270	NEW EQUIPMENT	FILE FOLDERS - RECORDS MGMT	\$971.59	
	73,296	43660	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	FILE FOLDERS - RECORDS MGMT	\$107.32	
TETRA-CHEM INDUSTRIES LTD.	73,296	43660	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	FILE FOLDERS - RECORDS MGMT	\$0.00	\$1,078.91
	73,235	43661	01-4500-4150-80000	MATERIALS-WINTER CONTROL, PLOWING, SANC	WINDSHIELD WASHER FLUID	\$447.74	
	73,235	43661	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	WINDSHIELD WASHER FLUID	\$49.46	
TOROMONT INDUSTRIES LTD	73,235	43661	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	WINDSHIELD WASHER FLUID	\$0.00	\$497.20
	73,236	43662	01-4500-4130-80000	MATERIALS-HARDTOP MAINT, PATCHING & SPR.	ADAPTER - REPLACEMENT PART	\$40.27	
	73,236	43662	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	ADAPTER - REPLACEMENT PART	\$4.44	
	73,236	43662	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	ADAPTER - REPLACEMENT PART	\$0.00	\$44.71
	73,237	43662	01-4500-4151-80000	MATERIALS-WINTER CONTROL, SNOW REMOVA	FILTERS & ELEMENTS - TR 12	\$430.01	
	73,237	43662	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	FILTERS & ELEMENTS - TR 12	\$47.49	
	73,237	43662	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	FILTERS & ELEMENTS - TR 12	\$0.00	\$477.50
	73,238	43662	01-4500-4230-46393	939300 2011 CAT FRONT END LOADER	FILTERS & ELEMENTS - TR 13	\$376.04	
	73,238	43662	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	FILTERS & ELEMENTS - TR 13	\$41.54	
TURNERS FARM MARKET	73,238	43662	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	FILTERS & ELEMENTS - TR 13	\$0.00	\$417.58
	73,283	43663	01-5000-6051-40420	PROGRAM SUPPLIES	TOMATOES, CUCS, BEETS, CARROTS	\$575.00	
WARD, BONNIE - (PETTY CASH)	73,283	43663	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	TOMATOES, CUCS, BEETS, CARROTS	\$0.00	\$575.00
	73,279	43664	01-5100-6090-40420	PROGRAM SUPPLIES	PETTY CASH - SEPT 25-JAN26	\$68.06	
	73,279	43664	01-5100-6090-40420	PROGRAM SUPPLIES	PETTY CASH - SEPT 25-JAN26	\$12.95	
	73,279	43664	01-5000-6051-40420	PROGRAM SUPPLIES	PETTY CASH - SEPT 25-JAN26	\$13.13	
	73,279	43664	01-5000-6051-40420	PROGRAM SUPPLIES	PETTY CASH - SEPT 25-JAN26	\$12.50	
	73,279	43664	01-5100-4000-42900	MISCELLANEOUS EXPENSE	PETTY CASH - SEPT 25-JAN26	\$8.01	
	73,279	43664	01-5100-6070-40420	PROGRAM SUPPLIES	PETTY CASH - SEPT 25-JAN26	\$5.98	
	73,279	43664	01-0000-0200-00325	HST RECEIVABLE100%	PETTY CASH - SEPT 25-JAN26	\$8.85	
	73,279	43664	01-0000-0200-00325	HST RECEIVABLE100%	PETTY CASH - SEPT 25-JAN26	\$1.71	
	73,279	43664	01-0000-0200-00325	HST RECEIVABLE100%	PETTY CASH - SEPT 25-JAN26	\$1.04	
	73,279	43664	01-0000-0200-00325	HST RECEIVABLE100%	PETTY CASH - SEPT 25-JAN26	\$0.78	
WHITECREST MUSHROOMS	73,279	43664	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	PETTY CASH - SEPT 25-JAN26	\$0.00	\$133.01
	73,291	43665	01-5000-6051-40420	PROGRAM SUPPLIES	CANNERY ITEMS	\$77.00	
WORKPLACE SAFETY & INS. BOARD	73,291	43665	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	CANNERY ITEMS	\$0.00	\$77.00
	73,301	43666	01-0000-2100-00708	WSIB PAYABLE	JANUARY WSIB PREMIUMS	\$15,607.70	
XEROX CANADA LTD.	73,301	43666	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	JANUARY WSIB PREMIUMS	\$0.00	\$15,607.70
	73,178	43667	01-1002-4000-40250	PHOTOCOPIER	2014 COPIER USAGE - ADMIN	\$706.12	
	73,178	43667	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	2014 COPIER USAGE - ADMIN	\$78.00	
	73,178	43667	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	2014 COPIER USAGE - ADMIN	\$0.00	\$784.12
	73,179	43667	01-1002-4000-40250	PHOTOCOPIER	2014 COPIER USAGE - PW	\$34.94	
	73,179	43667	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	2014 COPIER USAGE - PW	\$3.86	
	73,179	43667	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	2014 COPIER USAGE - PW	\$0.00	\$38.80
	73,280	43667	01-1002-4000-40250	PHOTOCOPIER	VPCC COPY USAGE OCT27-JAN27	\$1,246.41	
	73,280	43667	01-0000-0200-00325	HST RECEIVABLE100%	VPCC COPY USAGE OCT27-JAN27	\$162.03	
CARRIER TRUCK CENTERS	73,280	43667	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	VPCC COPY USAGE OCT27-JAN27	\$0.00	\$1,408.44
	73,302	43668	10-0000-3400-80000	MATERIALS- REPLACE TRUCK #4	NEW TRUCK 4 - INTERNATIONAL	\$201,739.34	
	73,302	43668	10-0000-3400-01010	PROCEEDS FROM TRADE IN--REPL TRUCK #4	NEW TRUCK 4 - INTERNATIONAL	\$0.00	\$20,352.01
	73,302	43668	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	NEW TRUCK 4 - INTERNATIONAL	\$22,283.16	
	73,302	43668	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	NEW TRUCK 4 - INTERNATIONAL	\$0.00	\$2,247.99
ROYAL BANK OF CANADA, THE	73,302	43668	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	NEW TRUCK 4 - INTERNATIONAL	\$0.00	\$201,422.50
	73,303	43669	01-0900-4000-40710	LEGAL FEES	EUROS FOR BELGIUM TRIP	\$738.60	
ACAPULCO ***	73,303	43669	01-0000-0100-00100	BANK	EUROS FOR BELGIUM TRIP	\$0.00	\$738.60
	73,353	43670	01-5100-4100-41710	CHEMICALS	ACID, CHLORINE TABLETS	\$1,093.58	
	73,353	43670	01-0000-0200-00325	HST RECEIVABLE100%	ACID, CHLORINE TABLETS	\$142.17	

	73,353	43670 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	ACID, CHLORINE TABLETS	\$0.00	\$1,235.75
ADVANTAGE FITNESS SALES INC.	73,315	43671 01-5100-6070-41530	EQUIP REPAIRS & MAINT	REPAIRS TO WT RM EQUIPMENT	\$447.78	
	73,315	43671 01-0000-0200-00325	HST RECEIVABLE100%	REPAIRS TO WT RM EQUIPMENT	\$58.21	
	73,315	43671 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	REPAIRS TO WT RM EQUIPMENT	\$0.00	\$505.99
AIR LIQUIDE	73,379	43672 01-4500-4160-80000	MATERIALS-SAFETY DEVICES, SIGNS, GUIDE RAIL	SANDING DISC	\$36.89	
	73,379	43672 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	SANDING DISC	\$4.07	
	73,379	43672 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	SANDING DISC	\$0.00	\$40.96
	73,380	43672 01-4500-4160-80000	MATERIALS-SAFETY DEVICES, SIGNS, GUIDE RAIL	GAS CYLINDERS	\$264.58	
	73,380	43672 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	GAS CYLINDERS	\$29.22	
	73,380	43672 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	GAS CYLINDERS	\$0.00	\$293.80
AKIRA STUDIO LTD	73,451	43673 01-5200-6195-41000	ADVERTISING	WEBSITE SUPPORT & MAINT	\$95.00	
	73,451	43673 01-0000-0200-00325	HST RECEIVABLE100%	WEBSITE SUPPORT & MAINT	\$12.35	
	73,451	43673 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	WEBSITE SUPPORT & MAINT	\$0.00	\$107.35
AL'S TIRE INGERSOLL	73,313	43674 01-5000-6050-41530	EQUIP REPAIRS & MAINT	WINTER TIRES INST ON TRACTOR	\$186.97	
	73,313	43674 01-0000-0200-00325	HST RECEIVABLE100%	WINTER TIRES INST ON TRACTOR	\$24.30	
	73,313	43674 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	WINTER TIRES INST ON TRACTOR	\$0.00	\$211.27
ASSOC. OF MUNICIPAL.ONTARIO	73,474	43675 01-0100-4000-41000	ADVERTISING	E-FILE AD BY RESOLUTION	\$366.34	
	73,474	43675 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	E-FILE AD BY RESOLUTION	\$40.46	
	73,474	43675 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	E-FILE AD BY RESOLUTION	\$0.00	\$406.80
BELL CANADA ***	73,464	43676 01-1000-4000-40220	TELEPHONE	BELL PHONE LINES - JAN	\$743.35	
	73,464	43676 01-2000-4025-40220	TELEPHONE	BELL PHONE LINES - JAN	\$141.54	
	73,464	43676 01-1001-4000-40220	TELEPHONE	BELL PHONE LINES - JAN	\$66.53	
	73,464	43676 01-1001-4000-40220	TELEPHONE	BELL PHONE LINES - JAN	\$57.17	
	73,464	43676 01-1002-4000-40220	TELEPHONE	BELL PHONE LINES - JAN	\$188.31	
	73,464	43676 01-3000-4000-40220	TELEPHONE	BELL PHONE LINES - JAN	\$210.73	
	73,464	43676 01-4500-4000-40220	TELEPHONE	BELL PHONE LINES - JAN	\$233.48	
	73,464	43676 01-5000-6020-40220	TELEPHONE	BELL PHONE LINES - JAN	\$181.25	
	73,464	43676 01-5000-6050-40220	TELEPHONE	BELL PHONE LINES - JAN	\$70.15	
	73,464	43676 01-5100-4000-40220	TELEPHONE	BELL PHONE LINES - JAN	\$571.33	
	73,464	43676 01-5100-4000-40220	TELEPHONE	BELL PHONE LINES - JAN	\$178.00	
	73,464	43676 01-5200-6090-40220	TELEPHONE	BELL PHONE LINES - JAN	\$428.97	
	73,464	43676 01-6200-4000-40220	TELEPHONE	BELL PHONE LINES - JAN	\$50.98	
	73,464	43676 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	BELL PHONE LINES - JAN	\$181.25	
	73,464	43676 01-0000-0200-00325	HST RECEIVABLE100%	BELL PHONE LINES - JAN	\$192.45	
	73,464	43676 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	BELL PHONE LINES - JAN	\$0.00	\$3,495.49
BFI CANADA	73,309	43677 01-3000-4100-41550	MAINTENANCE CONTRACTS	GARBAGE PICK UP - FEB	\$145.01	
	73,309	43677 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	GARBAGE PICK UP - FEB	\$16.02	
	73,309	43677 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	GARBAGE PICK UP - FEB	\$0.00	\$161.03
	73,346	43677 01-5200-4100-41550	MAINTENANCE CONTRACTS	GARBAGE SERVICE - FEB	\$191.00	
	73,346	43677 01-5000-6020-41550	MAINTENANCE CONTRACTS	GARBAGE SERVICE - FEB	\$219.30	
	73,346	43677 01-5100-4100-41550	MAINTENANCE CONTRACTS	GARBAGE SERVICE - FEB	\$219.30	
	73,346	43677 01-5000-6050-41550	MAINTENANCE CONTRACTS	GARBAGE SERVICE - FEB	\$219.30	
	73,346	43677 01-5000-6040-41550	MAINTENANCE CONTRACTS	GARBAGE SERVICE - FEB	\$219.30	
	73,346	43677 01-0000-0200-00325	HST RECEIVABLE100%	GARBAGE SERVICE - FEB	\$24.83	
	73,346	43677 01-0000-0200-00325	HST RECEIVABLE100%	GARBAGE SERVICE - FEB	\$28.51	
	73,346	43677 01-0000-0200-00325	HST RECEIVABLE100%	GARBAGE SERVICE - FEB	\$28.51	
	73,346	43677 01-0000-0200-00325	HST RECEIVABLE100%	GARBAGE SERVICE - FEB	\$28.51	
	73,346	43677 01-0000-0200-00325	HST RECEIVABLE100%	GARBAGE SERVICE - FEB	\$28.51	
	73,346	43677 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	GARBAGE SERVICE - FEB	\$0.00	\$1,207.07
BRAD'S LOCK & KEY ***	73,350	43678 01-5000-6020-41700	BLDG REPAIRS & MAINT	KEYS CUT	\$110.00	
	73,350	43678 01-0000-0200-00325	HST RECEIVABLE100%	KEYS CUT	\$14.30	
	73,350	43678 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	KEYS CUT	\$0.00	\$124.30
	73,370	43678 01-5000-6020-41700	BLDG REPAIRS & MAINT	REPAIR DOOR HANDLE	\$93.00	
	73,370	43678 01-0000-0200-00325	HST RECEIVABLE100%	REPAIR DOOR HANDLE	\$12.09	
	73,370	43678 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	REPAIR DOOR HANDLE	\$0.00	\$105.09
BRAGG, JEFF	73,479	43679 01-2000-4015-41550	MAINTENANCE CONTRACTS	JANITORIAL - CARR'S WLKWY	\$600.00	
	73,479	43679 01-0000-0200-00325	HST RECEIVABLE100%	JANITORIAL - CARR'S WLKWY	\$78.00	
	73,479	43679 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	JANITORIAL - CARR'S WLKWY	\$0.00	\$678.00
PAUL BROWN & SONS EXCAVATING L	73,378	43680 01-4500-4151-80000	MATERIALS-WINTER CONTROL, SNOW REMOVA	SNOW REMOVAL DOWNTOWN	\$1,251.66	
	73,378	43680 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	SNOW REMOVAL DOWNTOWN	\$138.25	
	73,378	43680 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	SNOW REMOVAL DOWNTOWN	\$0.00	\$1,389.91
CAMPBELL'S	73,454	43681 01-5200-6090-40200	OFFICE SUPPLIES	ENVELOPES, TOC DIVIDERS	\$37.05	
	73,454	43681 01-0000-0200-00325	HST RECEIVABLE100%	ENVELOPES, TOC DIVIDERS	\$4.82	
	73,454	43681 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	ENVELOPES, TOC DIVIDERS	\$0.00	\$41.87

CANADIAN NATIONAL RAILWAYS						
73,393	43682	01-4500-4161-80000	MATERIALS-SAFETY DEVICES, RR CROSSING	SIGNAL W/ GATE MAINT - JAN	\$770.00	
73,393	43682	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	SIGNAL W/ GATE MAINT - JAN	\$0.00	\$770.00
CANADIAN TIRE ASSOCIATE STORE						
73,357	43683	01-5000-6050-41700	BLDG REPAIRS AND MAINT	SHOVELS	\$81.98	
73,357	43683	01-0000-0200-00325	HST RECEIVABLE100%	SHOVELS	\$10.66	
73,357	43683	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	SHOVELS	\$0.00	\$92.64
73,358	43683	01-5000-6020-41700	BLDG REPAIRS & MAINT	TOILET HANDLES	\$23.06	
73,358	43683	01-0000-0200-00325	HST RECEIVABLE100%	TOILET HANDLES	\$3.00	
73,358	43683	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	TOILET HANDLES	\$0.00	\$26.06
73,359	43683	01-5000-6050-41700	BLDG REPAIRS AND MAINT	SHOVEL, NOZZLE, LOCKS	\$77.97	
73,359	43683	01-0000-0200-00325	HST RECEIVABLE100%	SHOVEL, NOZZLE, LOCKS	\$10.14	
73,359	43683	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	SHOVEL, NOZZLE, LOCKS	\$0.00	\$88.11
73,360	43683	01-5000-6050-41700	BLDG REPAIRS AND MAINT	EXCHANGE OF HOSES	\$21.00	
73,360	43683	01-0000-0200-00325	HST RECEIVABLE100%	EXCHANGE OF HOSES	\$2.73	
73,360	43683	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	EXCHANGE OF HOSES	\$0.00	\$23.73
73,361	43683	01-5000-6050-41700	BLDG REPAIRS AND MAINT	HOSE, NOZZLE	\$28.98	
73,361	43683	01-0000-0200-00325	HST RECEIVABLE100%	HOSE, NOZZLE	\$3.77	
73,361	43683	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	HOSE, NOZZLE	\$0.00	\$32.75
73,362	43683	01-5100-4100-41700	BLDG REPAIRS AND MAINT	ANCHORS, RINGS	\$22.95	
73,362	43683	01-0000-0200-00325	HST RECEIVABLE100%	ANCHORS, RINGS	\$2.98	
73,362	43683	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	ANCHORS, RINGS	\$0.00	\$25.93
73,363	43683	01-5000-6020-41530	EQUIPMENT REPAIRS & MAINTENANCE	10W30 OIL	\$4.69	
73,363	43683	01-0000-0200-00325	HST RECEIVABLE100%	10W30 OIL	\$0.61	
73,363	43683	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	10W30 OIL	\$0.00	\$5.30
73,364	43683	01-5100-4100-41700	BLDG REPAIRS AND MAINT	CLNR, FELT PADS, WALL ANCHOR	\$17.96	
73,364	43683	01-0000-0200-00325	HST RECEIVABLE100%	CLNR, FELT PADS, WALL ANCHOR	\$2.33	
73,364	43683	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	CLNR, FELT PADS, WALL ANCHOR	\$0.00	\$20.29
73,365	43683	01-5200-4100-41700	BLDG REPAIRS AND MAINT	PAINT BRUSHES, DRIVER SET	\$27.49	
73,365	43683	01-0000-0200-00325	HST RECEIVABLE100%	PAINT BRUSHES, DRIVER SET	\$3.57	
73,365	43683	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	PAINT BRUSHES, DRIVER SET	\$0.00	\$31.06
73,366	43683	01-5000-6020-41700	BLDG REPAIRS & MAINT	BATTERIES	\$12.79	
73,366	43683	01-0000-0200-00325	HST RECEIVABLE100%	BATTERIES	\$1.66	
73,366	43683	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	BATTERIES	\$0.00	\$14.45
73,367	43683	01-5100-4100-41700	BLDG REPAIRS AND MAINT	CLEANER, ADHESIVE	\$12.85	
73,367	43683	01-0000-0200-00325	HST RECEIVABLE100%	CLEANER, ADHESIVE	\$1.67	
73,367	43683	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	CLEANER, ADHESIVE	\$0.00	\$14.52
CARGILL LIMITED						
73,421	43684	01-4500-4150-80000	MATERIALS-WINTER CONTROL, PLOWING, SAND	ROAD SALT	\$4,857.38	
73,421	43684	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	ROAD SALT	\$536.53	
73,421	43684	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	ROAD SALT	\$0.00	\$5,393.91
73,422	43684	01-4500-4150-80000	MATERIALS-WINTER CONTROL, PLOWING, SAND	ROAD SALT	\$2,503.56	
73,422	43684	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	ROAD SALT	\$276.53	
73,422	43684	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	ROAD SALT	\$0.00	\$2,780.09
73,423	43684	01-4500-4150-80000	MATERIALS-WINTER CONTROL, PLOWING, SAND	ROAD SALT	\$7,547.47	
73,423	43684	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	ROAD SALT	\$833.66	
73,423	43684	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	ROAD SALT	\$0.00	\$8,381.13
CARSWELL						
73,475	43685	01-1000-4000-40260	SUBSCRIPTIONS & PUBLICATIONS	EMPLOYMENT STANDARDS MANUAL	\$93.95	
73,475	43685	01-0000-0200-00310	G.S.T. REBATE RECEIVABLE	EMPLOYMENT STANDARDS MANUAL	\$4.70	
73,475	43685	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	EMPLOYMENT STANDARDS MANUAL	\$0.00	\$98.65
COMMITTEE MEMBER REIMBURSEMENT						
73,322	43686	01-6200-4000-40440	GIFT SHOP SUPPLIES	MATERIALS - 12 SKITTLES GAMES	\$327.08	
73,322	43686	01-0000-0200-00325	HST RECEIVABLE100%	MATERIALS - 12 SKITTLES GAMES	\$42.52	
73,322	43686	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	MATERIALS - 12 SKITTLES GAMES	\$0.00	\$369.60
CHECKERS CLEANING SUPPLY						
73,340	43687	01-5100-4100-40210	JANITORIAL SUPPLIES	GARBAGE BAGS, DISINFECTANT	\$395.22	
73,340	43687	01-0000-0200-00325	HST RECEIVABLE100%	GARBAGE BAGS, DISINFECTANT	\$51.38	
73,340	43687	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	GARBAGE BAGS, DISINFECTANT	\$0.00	\$446.60
COMMISSIONAIRES						
73,304	43688	01-1000-4240-41505	PARKING ENFORCEMENT CONTRACT	PKG ENFORCEMENT DEC21-JAN3	\$300.72	
73,304	43688	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	PKG ENFORCEMENT DEC21-JAN3	\$33.22	
73,304	43688	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	PKG ENFORCEMENT DEC21-JAN3	\$0.00	\$333.94
73,311	43688	01-1000-4240-41505	PARKING ENFORCEMENT CONTRACT	PKG ENFORCEMENT JAN 4-17	\$751.80	
73,311	43688	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	PKG ENFORCEMENT JAN 4-17	\$83.04	
73,311	43688	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	PKG ENFORCEMENT JAN 4-17	\$0.00	\$834.84
D&D COMMERCIAL PROPERTY MAINTENANCE						
73,395	43689	01-4500-4221-41500	CONTRACTED SERVICES	SIDEWALK CLRG -NORTH SIDE- JAN	\$9,223.53	
73,395	43689	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	SIDEWALK CLRG -NORTH SIDE- JAN	\$1,018.79	
73,395	43689	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	SIDEWALK CLRG -NORTH SIDE- JAN	\$0.00	\$10,242.32
COMMITTEE MEMBER REIMBURSEMENT						
73,318	43690	01-3230-4000-40600	MEMBERSHIP FEES	2015 MEMBERSHIP	\$1,073.57	
73,318	43690	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	2015 MEMBERSHIP	\$118.58	
73,318	43690	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	2015 MEMBERSHIP	\$0.00	\$1,192.15
73,319	43690	01-3230-4000-41520	COMMUNICATION	INTERNET - DEC & JAN	\$105.72	

	73,319	43690 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	INTERNET - DEC & JAN	\$11.68	
DIAMOND SOFTWARE INC.	73,319	43690 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	INTERNET - DEC & JAN	\$0.00	\$117.40
	73,493	43691 01-1002-4000-41550	MAINTENANCE CONTRACTS	DIAMOND SUPPORT	\$96.67	
	73,493	43691 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	DIAMOND SUPPORT	\$10.68	
DIRECTOR OF FAMILY RESPONSIBIL	73,493	43691 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	DIAMOND SUPPORT	\$0.00	\$107.35
	73,511	43692 01-0000-2100-00718	FAMILY SERVICES	CASE 648113 - FEBRUARY	\$192.00	
	73,511	43692 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	CASE 648113 - FEBRUARY	\$0.00	\$192.00
	73,512	43692 01-0000-2100-00718	FAMILY SERVICES	CASE 1005697 - FEBRUARY	\$2,255.92	
DRENNAN REFRIGERATION INC.	73,512	43692 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	CASE 1005697 - FEBRUARY	\$0.00	\$2,255.92
	73,339	43693 01-5000-6020-41530	EQUIPMENT REPAIRS & MAINTENANCE	INSPECTION, TIMER	\$288.66	
	73,339	43693 01-0000-0200-00325	HST RECEIVABLE100%	INSPECTION, TIMER	\$37.53	
DRIFTWOOD THEATRE GROUP	73,339	43693 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	INSPECTION, TIMER	\$0.00	\$326.19
	73,500	43694 01-6200-4000-40500	SPECIAL EVENTS	2013 TOURING PARTNER FEE	\$1,500.00	
DUFFERIN CONSTRUCTION COMPANY	73,500	43694 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	2013 TOURING PARTNER FEE	\$0.00	\$1,500.00
	73,394	43695 01-4500-4130-80000	MATERIALS-HARDTOP MAINT, PATCHING & SPR.	COLD MIX	\$788.04	
EASY WAY CLEANING PRODUCTS LIM	73,394	43695 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	COLD MIX	\$87.04	
	73,394	43695 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	COLD MIX	\$0.00	\$875.08
	73,480	43696 01-2000-4025-40210	JANITORIAL SUPPLIES	VAC BAGS, VINEGAR, TLT PPR	\$67.28	
	73,480	43696 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	VAC BAGS, VINEGAR, TLT PPR	\$7.44	
EDPRO ENERGY GROUP INC ***	73,480	43696 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	VAC BAGS, VINEGAR, TLT PPR	\$0.00	\$74.72
	73,330	43697 01-5000-6020-41590	EQUIPMENT FUEL	PROPANE - 4 CYL	\$74.56	
	73,330	43697 01-0000-0200-00325	HST RECEIVABLE100%	PROPANE - 4 CYL	\$9.69	
	73,330	43697 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	PROPANE - 4 CYL	\$0.00	\$84.25
	73,331	43697 01-5000-6020-41590	EQUIPMENT FUEL	PROPANE - 3 CYL	\$56.55	
	73,331	43697 01-0000-0200-00325	HST RECEIVABLE100%	PROPANE - 3 CYL	\$7.35	
	73,331	43697 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	PROPANE - 3 CYL	\$0.00	\$63.90
	73,332	43697 01-5000-6020-41590	EQUIPMENT FUEL	PROPANE - 3 CYL	\$57.42	
	73,332	43697 01-0000-0200-00325	HST RECEIVABLE100%	PROPANE - 3 CYL	\$7.46	
	73,332	43697 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	PROPANE - 3 CYL	\$0.00	\$64.88
	73,333	43697 01-5000-6020-41590	EQUIPMENT FUEL	PROPANE - 3 CYL	\$56.55	
	73,333	43697 01-0000-0200-00325	HST RECEIVABLE100%	PROPANE - 3 CYL	\$7.35	
ERTH HOLDINGS INC.	73,333	43697 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	PROPANE - 3 CYL	\$0.00	\$63.90
	73,374	43698 01-4000-4410-41530	EQUIP REPAIRS & MAINTENANCE	RPR X-WALK BUTTON KING/THAMES	\$366.34	
	73,374	43698 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	RPR X-WALK BUTTON KING/THAMES	\$40.46	
	73,374	43698 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	RPR X-WALK BUTTON KING/THAMES	\$0.00	\$406.80
	73,375	43698 01-4000-4400-41530	EQUIPMENT REPAIRS & MAINT	STREET LT MAINT - JANUARY	\$2,209.35	
	73,375	43698 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	STREET LT MAINT - JANUARY	\$244.04	
FALLS WHOLESAL LIMITED	73,375	43698 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	STREET LT MAINT - JANUARY	\$0.00	\$2,453.39
	73,373	43699 01-5000-6020-40430	CANTEEN SUPPLIES	SLUSH & CUPS	\$448.48	
	73,373	43699 01-0000-0200-00325	HST RECEIVABLE100%	SLUSH & CUPS	\$58.30	
FASTENAL CANADA ***	73,373	43699 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	SLUSH & CUPS	\$0.00	\$506.78
	73,382	43700 01-4500-4150-80000	MATERIALS-WINTER CONTROL, PLOWING, SAND	BOLTS	\$18.70	
	73,382	43700 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	BOLTS	\$2.07	
	73,382	43700 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	BOLTS	\$0.00	\$20.77
	73,383	43700 01-4500-4150-80000	MATERIALS-WINTER CONTROL, PLOWING, SAND	NYLON LOCK NUTS & BOLTS	\$64.61	
	73,383	43700 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	NYLON LOCK NUTS & BOLTS	\$7.13	
	73,383	43700 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	NYLON LOCK NUTS & BOLTS	\$0.00	\$71.74
	73,384	43700 01-4500-4150-80000	MATERIALS-WINTER CONTROL, PLOWING, SAND	BOLTS & WASHERS	\$66.50	
	73,384	43700 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	BOLTS & WASHERS	\$7.35	
	73,384	43700 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	BOLTS & WASHERS	\$0.00	\$73.85
	73,385	43700 01-4500-4000-41650	SMALL TOOLS & SAFETY EQUIP	FASTENERS FOR STOCK	\$234.62	
	73,385	43700 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	FASTENERS FOR STOCK	\$25.91	
	73,385	43700 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	FASTENERS FOR STOCK	\$0.00	\$260.53
	73,487	43700 01-3000-4000-41700	BLDG REPAIRS & MAINTENANCE	LIGHT BULBS	\$70.49	
	73,487	43700 01-3200-4100-41700	BLDG REPAIRS & MAINTENANCE	LIGHT BULBS	\$69.27	
	73,487	43700 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	LIGHT BULBS	\$7.78	
	73,487	43700 01-0000-0200-00325	HST RECEIVABLE100%	LIGHT BULBS	\$9.01	
GRA - HAM ENERGY	73,487	43700 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	LIGHT BULBS	\$0.00	\$156.55
	73,312	43701 01-5000-6050-41470	VEHICLE FUEL	UNLEADED FUEL - 170.8L	\$132.88	
	73,312	43701 01-0000-0200-00325	HST RECEIVABLE100%	UNLEADED FUEL - 170.8L	\$17.27	
	73,312	43701 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	UNLEADED FUEL - 170.8L	\$0.00	\$150.15
	73,316	43701 01-5000-6050-41470	VEHICLE FUEL	UNLEADED FUEL - 271.9L	\$208.17	
	73,316	43701 01-0000-0200-00325	HST RECEIVABLE100%	UNLEADED FUEL - 271.9L	\$27.06	
	73,316	43701 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	UNLEADED FUEL - 271.9L	\$0.00	\$235.23

	73,386	43701 01-4500-4230-41420	FUEL- GASOLINE	UNLEADED FUEL - 435.4L	\$380.59	
	73,386	43701 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	UNLEADED FUEL - 435.4L	\$42.04	
	73,386	43701 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	UNLEADED FUEL - 435.4L	\$0.00	\$422.63
	73,387	43701 01-4500-4230-41440	DIESEL FUEL CLR - LIC VEH	CLEAR DIESEL - 1510.9L	\$1,459.08	
	73,387	43701 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	CLEAR DIESEL - 1510.9L	\$161.16	
	73,387	43701 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	CLEAR DIESEL - 1510.9L	\$0.00	\$1,620.24
	73,388	43701 01-4500-4230-41460	DIESEL FUEL CLRED - UNLIC VEH	COLOURED DIESEL - 519.6L	\$464.77	
	73,388	43701 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	COLOURED DIESEL - 519.6L	\$51.33	
	73,388	43701 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	COLOURED DIESEL - 519.6L	\$0.00	\$516.10
	73,389	43701 01-4500-4230-41440	DIESEL FUEL CLR - LIC VEH	CLEAR DIESEL - 1299.4L	\$1,175.50	
	73,389	43701 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	CLEAR DIESEL - 1299.4L	\$129.84	
	73,389	43701 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	CLEAR DIESEL - 1299.4L	\$0.00	\$1,305.34
	73,390	43701 01-4500-4230-41460	DIESEL FUEL CLRED - UNLIC VEH	COLOURED DIESEL - 707.9L	\$589.97	
	73,390	43701 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	COLOURED DIESEL - 707.9L	\$65.17	
	73,390	43701 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	COLOURED DIESEL - 707.9L	\$0.00	\$655.14
	73,391	43701 01-4500-4230-41420	FUEL- GASOLINE	UNLEADED FUEL - 591.1L	\$486.62	
	73,391	43701 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	UNLEADED FUEL - 591.1L	\$53.75	
	73,391	43701 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	UNLEADED FUEL - 591.1L	\$0.00	\$540.37
	73,417	43701 01-4500-4230-41440	DIESEL FUEL CLR - LIC VEH	CLEAR DIESEL - 2417.6L	\$2,187.08	
	73,417	43701 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	CLEAR DIESEL - 2417.6L	\$241.57	
	73,417	43701 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	CLEAR DIESEL - 2417.6L	\$0.00	\$2,428.65
	73,418	43701 01-4500-4230-41440	DIESEL FUEL CLR - LIC VEH	COLOURED DIESEL - 1074.2L	\$895.25	
	73,418	43701 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	COLOURED DIESEL - 1074.2L	\$98.89	
	73,418	43701 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	COLOURED DIESEL - 1074.2L	\$0.00	\$994.14
	73,488	43701 01-3000-4000-41470	VEHICLE FUEL	VEHICLE FUEL - 166.3L	\$139.28	
	73,488	43701 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	VEHICLE FUEL - 166.3L	\$15.38	
	73,488	43701 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	VEHICLE FUEL - 166.3L	\$0.00	\$154.66
	73,492	43701 01-5000-6050-41470	VEHICLE FUEL	FUEL - 304.4L	\$250.53	
	73,492	43701 01-0000-0200-00325	HST RECEIVABLE100%	FUEL - 304.4L	\$32.57	
	73,492	43701 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	FUEL - 304.4L	\$0.00	\$283.10
GREEN LEA						
	73,424	43702 01-4500-4150-80000	MATERIALS-WINTER CONTROL, PLOWING, SAND	CHECK VALVES	\$35.00	
	73,424	43702 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	CHECK VALVES	\$3.87	
	73,424	43702 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	CHECK VALVES	\$0.00	\$38.87
EMPLOYEE REIMBURSEMENT						
	73,450	43703 01-5200-6195-40620	MILEAGE	MILEAGE - JAN 2015	\$152.92	
	73,450	43703 01-0000-0200-00325	HST RECEIVABLE100%	MILEAGE - JAN 2015	\$19.88	
	73,450	43703 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	MILEAGE - JAN 2015	\$0.00	\$172.80
EMPLOYEE REIMBURSEMENT						
	73,457	43704 01-5200-4100-40620	MILEAGE	MILEAGE - JAN 2015	\$54.48	
	73,457	43704 01-0000-0200-00325	HST RECEIVABLE100%	MILEAGE - JAN 2015	\$7.08	
	73,457	43704 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	MILEAGE - JAN 2015	\$0.00	\$61.56
HILLSIDE KENNELS						
	73,498	43705 01-3600-4000-41560	CONTRACTS	ANIMAL CONTROL - JAN	\$1,872.38	
	73,498	43705 01-3600-4000-41557	VETERINARY SERVICES	ANIMAL CONTROL - JAN	\$174.52	
	73,498	43705 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	ANIMAL CONTROL - JAN	\$206.82	
	73,498	43705 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	ANIMAL CONTROL - JAN	\$19.28	
	73,498	43705 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	ANIMAL CONTROL - JAN	\$0.00	\$2,273.00
HOT,COLD & FREEZING						
	73,483	43706 01-2000-4015-41530	EQUIP REPAIRS & MAINTENANCE	RESET CODES FOR FURNACE	\$120.00	
	73,483	43706 01-0000-0200-00325	HST RECEIVABLE100%	RESET CODES FOR FURNACE	\$15.60	
	73,483	43706 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	RESET CODES FOR FURNACE	\$0.00	\$135.60
HURON TRACTOR LTD						
	73,491	43707 01-5000-6050-41530	EQUIP REPAIRS & MAINT	REPAIRS TO TRACTOR	\$298.65	
	73,491	43707 01-0000-0200-00325	HST RECEIVABLE100%	REPAIRS TO TRACTOR	\$38.83	
	73,491	43707 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	REPAIRS TO TRACTOR	\$0.00	\$337.48
INFORMATION NETWORK SYSTEMS						
	73,307	43708 01-1300-4000-41530	EQUIP REPAIRS & MAINT	UNJAM FOLDING MACHINE	\$127.20	
	73,307	43708 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	UNJAM FOLDING MACHINE	\$14.05	
	73,307	43708 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	UNJAM FOLDING MACHINE	\$0.00	\$141.25
INGERSOLL DISTRICT CHAMBER ***						
	73,326	43709 01-7000-4000-41000	ADVERTISING	AGM DINNER SPONSOR	\$500.00	
	73,326	43709 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	AGM DINNER SPONSOR	\$0.00	\$500.00
	73,327	43709 01-7000-4000-40600	MEMBERSHIP FEES	2015 MEMBERSHIP FEES	\$198.43	
	73,327	43709 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	2015 MEMBERSHIP FEES	\$21.92	
	73,327	43709 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	2015 MEMBERSHIP FEES	\$0.00	\$220.35
	73,446	43709 01-7000-4000-40610	MEETINGS & CONFERENCES	CHAMBER AGM DINNER	\$36.02	
	73,446	43709 01-0100-4000-40610	MEETINGS & CONFERENCES	CHAMBER AGM DINNER	\$72.05	
	73,446	43709 01-5000-4000-40610	MEETINGS AND CONFERENCES	CHAMBER AGM DINNER	\$35.40	
	73,446	43709 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	CHAMBER AGM DINNER	\$3.98	
	73,446	43709 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	CHAMBER AGM DINNER	\$7.95	
	73,446	43709 01-0000-0200-00325	HST RECEIVABLE100%	CHAMBER AGM DINNER	\$4.60	
	73,446	43709 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	CHAMBER AGM DINNER	\$0.00	\$160.00
INGERSOLL GLASS & MIRROR ***						
	73,352	43710 01-5100-4100-41700	BLDG REPAIRS AND MAINT	REPAIR WINDOW	\$646.92	

	73,352	43710 01-0000-0200-00325	HST RECEIVABLE100%	REPAIR WINDOW	\$84.10	
	73,352	43710 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	REPAIR WINDOW	\$0.00	\$731.02
	73,490	43710 01-5000-6020-41700	BLDG REPAIRS & MAINT	REPLACE BROKEN GLASS	\$165.00	
	73,490	43710 01-0000-0200-00325	HST RECEIVABLE100%	REPLACE BROKEN GLASS	\$21.45	
	73,490	43710 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	REPLACE BROKEN GLASS	\$0.00	\$186.45
INGERSOLL HOME CENTRE LTD						
	73,438	43711 01-4500-4160-80000	MATERIALS-SAFETY DEVICES, SIGNS, GUIDE RAIL	2X4 STAKES	\$28.98	
	73,438	43711 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	2X4 STAKES	\$3.20	
	73,438	43711 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	2X4 STAKES	\$0.00	\$32.18
	73,439	43711 01-5000-6050-41700	BLDG REPAIRS AND MAINT	PLUMBING SUPPLIES	\$2.88	
	73,439	43711 01-0000-0200-00325	HST RECEIVABLE100%	PLUMBING SUPPLIES	\$0.37	
	73,439	43711 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	PLUMBING SUPPLIES	\$0.00	\$3.25
	73,440	43711 01-5200-4100-41700	BLDG REPAIRS AND MAINT	BATT FOR SOAP DISP, LT BULBS	\$20.77	
	73,440	43711 01-0000-0200-00325	HST RECEIVABLE100%	BATT FOR SOAP DISP, LT BULBS	\$2.70	
	73,440	43711 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	BATT FOR SOAP DISP, LT BULBS	\$0.00	\$23.47
	73,441	43711 01-5200-4100-41700	BLDG REPAIRS AND MAINT	TORCH KIT, MEASURING TAPE	\$27.18	
	73,441	43711 01-0000-0200-00325	HST RECEIVABLE100%	TORCH KIT, MEASURING TAPE	\$3.53	
	73,441	43711 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	TORCH KIT, MEASURING TAPE	\$0.00	\$30.71
	73,442	43711 01-5200-4100-41700	BLDG REPAIRS AND MAINT	LT BULBS	\$4.86	
	73,442	43711 01-0000-0200-00325	HST RECEIVABLE100%	LT BULBS	\$0.63	
	73,442	43711 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	LT BULBS	\$0.00	\$5.49
	73,443	43711 01-5200-4100-41700	BLDG REPAIRS AND MAINT	THERMOSTAT, WIRE, AAA BATT	\$54.38	
	73,443	43711 01-0000-0200-00325	HST RECEIVABLE100%	THERMOSTAT, WIRE, AAA BATT	\$7.07	
	73,443	43711 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	THERMOSTAT, WIRE, AAA BATT	\$0.00	\$61.45
	73,444	43711 01-5200-4100-41700	BLDG REPAIRS AND MAINT	CEILING TILE REPAIR	\$11.99	
	73,444	43711 01-0000-0200-00325	HST RECEIVABLE100%	CEILING TILE REPAIR	\$1.56	
	73,444	43711 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	CEILING TILE REPAIR	\$0.00	\$13.55
INGERSOLL RENT-ALL ***						
	73,419	43712 01-4500-4160-80000	MATERIALS-SAFETY DEVICES, SIGNS, GUIDE RAIL	HAMMER & CARBIDE BITS	\$27.98	
	73,419	43712 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	HAMMER & CARBIDE BITS	\$3.09	
	73,419	43712 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	HAMMER & CARBIDE BITS	\$0.00	\$31.07
	73,420	43712 01-4500-4151-80000	MATERIALS-WINTER CONTROL, SNOW REMOVA	BOBCAT - CORE SNOW REMOVAL	\$290.42	
	73,420	43712 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	BOBCAT - CORE SNOW REMOVAL	\$32.08	
	73,420	43712 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	BOBCAT - CORE SNOW REMOVAL	\$0.00	\$322.50
	73,458	43712 01-5200-4100-41540	RENTAL	ROTARY HAMMER RENTAL- YTLC	\$53.90	
	73,458	43712 01-0000-0200-00325	HST RECEIVABLE100%	ROTARY HAMMER RENTAL- YTLC	\$7.01	
	73,458	43712 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	ROTARY HAMMER RENTAL- YTLC	\$0.00	\$60.91
INSIGHT CANADA						
	73,494	43713 01-1002-4000-40270	NEW EQUIPMENT	BACK UP TAPES	\$2,480.97	
	73,494	43713 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	BACK UP TAPES	\$274.04	
	73,494	43713 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	BACK UP TAPES	\$0.00	\$2,755.01
	73,501	43713 01-1002-4000-40270	NEW EQUIPMENT	RAM NX74005	\$402.29	
	73,501	43713 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	RAM NX74005	\$44.43	
	73,501	43713 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	RAM NX74005	\$0.00	\$446.72
KARRYS BROS. LTD						
	73,348	43714 01-5000-6020-40430	CANTEEN SUPPLIES	CANDY, GUM, FRENCH FRIES	\$227.24	
	73,348	43714 01-5000-6020-40430	CANTEEN SUPPLIES	CANDY, GUM, FRENCH FRIES	\$123.51	
	73,348	43714 01-0000-0200-00325	HST RECEIVABLE100%	CANDY, GUM, FRENCH FRIES	\$29.54	
	73,348	43714 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	CANDY, GUM, FRENCH FRIES	\$0.00	\$380.29
	73,489	43714 01-5000-6020-40430	CANTEEN SUPPLIES	CANDY, CHIPS, CHOC BARS	\$252.21	
	73,489	43714 01-0000-0200-00325	HST RECEIVABLE100%	CANDY, CHIPS, CHOC BARS	\$32.79	
	73,489	43714 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	CANDY, CHIPS, CHOC BARS	\$0.00	\$285.00
LEVACS						
	73,336	43715 01-0100-4000-41160	HONOURS & AWARDS	COMMEMORATIVE PLAQUE	\$61.06	
	73,336	43715 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	COMMEMORATIVE PLAQUE	\$6.74	
	73,336	43715 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	COMMEMORATIVE PLAQUE	\$0.00	\$67.80
LIFESAVING SOCIETY						
	73,317	43716 01-5100-6060-41450	LEADERSHIP	BRONZE MED & FIRST AID	\$216.90	
	73,317	43716 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	BRONZE MED & FIRST AID	\$0.00	\$216.90
LONDON CIVIC EMPLOY,LOCAL 107						
	73,513	43717 01-0000-2100-00707	CUPE 107 UNION DUES (12100)	FEBRUARY UNION DUES	\$1,374.03	
	73,513	43717 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	FEBRUARY UNION DUES	\$0.00	\$1,374.03
LWR AUTOMOTIVE						
	73,334	43718 01-5100-4100-41700	BLDG REPAIRS AND MAINT	SILICONE	\$16.04	
	73,334	43718 01-0000-0200-00325	HST RECEIVABLE100%	SILICONE	\$2.09	
	73,334	43718 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	SILICONE	\$0.00	\$18.13
	73,408	43718 01-4500-4230-46386	938603 T6-00 VOLVO D TRUCK	DIESEL EXHAUST FLUID	\$33.70	
	73,408	43718 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	DIESEL EXHAUST FLUID	\$3.73	
	73,408	43718 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	DIESEL EXHAUST FLUID	\$0.00	\$37.43
	73,409	43718 01-4500-4150-80000	MATERIALS-WINTER CONTROL, PLOWING, SANC	LIGHTS	\$22.37	
	73,409	43718 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	LIGHTS	\$2.47	
	73,409	43718 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	LIGHTS	\$0.00	\$24.84
	73,410	43718 01-4500-4150-80000	MATERIALS-WINTER CONTROL, PLOWING, SANC	LIGHT	\$22.37	
	73,410	43718 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	LIGHT	\$2.47	
	73,410	43718 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	LIGHT	\$0.00	\$24.84

	73,411	43718 01-4500-4230-46382	938200 T2-07 DODGE 3500	BATTERY FOR TRUCK 2	\$143.73	
	73,411	43718 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	BATTERY FOR TRUCK 2	\$15.87	
	73,411	43718 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	BATTERY FOR TRUCK 2	\$0.00	\$159.60
	73,412	43718 01-4500-4150-80000	MATERIALS-WINTER CONTROL, PLOWING, SANI	WIRE	\$44.75	
	73,412	43718 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	WIRE	\$4.95	
	73,412	43718 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	WIRE	\$0.00	\$49.70
	73,413	43718 01-4500-4151-80000	MATERIALS-WINTER CONTROL, SNOW REMOVA	LIGHT & WIRE	\$34.80	
	73,413	43718 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	LIGHT & WIRE	\$3.85	
	73,413	43718 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	LIGHT & WIRE	\$0.00	\$38.65
	73,414	43718 01-4500-4151-80000	MATERIALS-WINTER CONTROL, SNOW REMOVA	QUICK DISCONNECT	\$20.33	
	73,414	43718 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	QUICK DISCONNECT	\$2.25	
	73,414	43718 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	QUICK DISCONNECT	\$0.00	\$22.58
	73,415	43718 01-4500-4151-80000	MATERIALS-WINTER CONTROL, SNOW REMOVA	GREASE	\$33.48	
	73,415	43718 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	GREASE	\$3.70	
	73,415	43718 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	GREASE	\$0.00	\$37.18
	73,416	43718 01-4500-4230-46386	938603 T6-00 VOLVO D TRUCK	DIESEL EXHAUST FLUID	\$33.70	
	73,416	43718 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	DIESEL EXHAUST FLUID	\$3.73	
	73,416	43718 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	DIESEL EXHAUST FLUID	\$0.00	\$37.43
LYRECO CANADA INC.						
	73,497	43719 01-0100-4000-40200	OFFICE SUPPLIES	BINDERS, DIVIDERS, FILE BOXES	\$128.26	
	73,497	43719 01-1000-4000-40200	OFFICE SUPPLIES	BINDERS, DIVIDERS, FILE BOXES	\$92.65	
	73,497	43719 01-1000-4000-40200	OFFICE SUPPLIES	BINDERS, DIVIDERS, FILE BOXES	\$56.84	
	73,497	43719 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	BINDERS, DIVIDERS, FILE BOXES	\$14.16	
	73,497	43719 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	BINDERS, DIVIDERS, FILE BOXES	\$10.24	
	73,497	43719 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	BINDERS, DIVIDERS, FILE BOXES	\$0.00	\$302.15
MCCABE PROMOTIONAL ADVERT.						
	73,355	43720 01-5000-6020-40290	UNIFORMS & CLOTHING	STAFF HOODED SWEATSHIRTS	\$198.64	
	73,355	43720 01-0000-0200-00325	HST RECEIVABLE100%	STAFF HOODED SWEATSHIRTS	\$25.82	
	73,355	43720 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	STAFF HOODED SWEATSHIRTS	\$0.00	\$224.46
MCKIM HARDWARE						
	73,427	43721 01-5200-4100-41700	BLDG REPAIRS AND MAINT	REPAIR TO SINK AERATORS	\$13.59	
	73,427	43721 01-0000-0200-00325	HST RECEIVABLE100%	REPAIR TO SINK AERATORS	\$1.77	
	73,427	43721 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	REPAIR TO SINK AERATORS	\$0.00	\$15.36
	73,428	43721 01-2000-4025-40210	JANITORIAL SUPPLIES	CLEANSER, BAKING SODA	\$4.79	
	73,428	43721 01-2000-4025-40210	JANITORIAL SUPPLIES	CLEANSER, BAKING SODA	\$5.08	
	73,428	43721 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	CLEANSER, BAKING SODA	\$0.56	
	73,428	43721 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	CLEANSER, BAKING SODA	\$0.00	\$10.43
	73,429	43721 01-2000-4025-40210	JANITORIAL SUPPLIES	BAKING SODA	\$4.79	
	73,429	43721 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	BAKING SODA	\$0.00	\$4.79
	73,430	43721 01-2000-4030-41700	BLDG REPAIRS & MAINTENANCE	5 KEYS CUT, SHOP VAC BRUSH	\$8.65	
	73,430	43721 01-4500-4000-41650	SMALL TOOLS & SAFETY EQUIP	5 KEYS CUT, SHOP VAC BRUSH	\$6.48	
	73,430	43721 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	5 KEYS CUT, SHOP VAC BRUSH	\$0.95	
	73,430	43721 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	5 KEYS CUT, SHOP VAC BRUSH	\$0.72	
	73,430	43721 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	5 KEYS CUT, SHOP VAC BRUSH	\$0.00	\$16.80
	73,431	43721 01-3000-4000-41530	EQUIP REPAIRS & MAINTENANCE	UTILITY BLADES, ELECT. TAPE	\$10.03	
	73,431	43721 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	UTILITY BLADES, ELECT. TAPE	\$1.11	
	73,431	43721 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	UTILITY BLADES, ELECT. TAPE	\$0.00	\$11.14
	73,432	43721 01-3000-4000-41510	VEHICLE REPAIRS & MAINTENANCE	FUEL STABILIZER	\$5.44	
	73,432	43721 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	FUEL STABILIZER	\$0.61	
	73,432	43721 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	FUEL STABILIZER	\$0.00	\$6.05
	73,433	43721 01-3200-4100-41700	BLDG REPAIRS & MAINTENANCE	AIR FRESHENER, FLOOD LT BULBS	\$9.95	
	73,433	43721 01-0000-0200-00325	HST RECEIVABLE100%	AIR FRESHENER, FLOOD LT BULBS	\$1.29	
	73,433	43721 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	AIR FRESHENER, FLOOD LT BULBS	\$0.00	\$11.24
	73,434	43721 01-4500-4160-80000	MATERIALS-SAFETY DEVICES, SIGNS, GUIDE RAIL	PAINT BRUSHES - PARK BENCHES	\$11.51	
	73,434	43721 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	PAINT BRUSHES - PARK BENCHES	\$1.27	
	73,434	43721 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	PAINT BRUSHES - PARK BENCHES	\$0.00	\$12.78
	73,435	43721 01-4500-4160-80000	MATERIALS-SAFETY DEVICES, SIGNS, GUIDE RAIL	PAINT FOR BENCHES	\$42.53	
	73,435	43721 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	PAINT FOR BENCHES	\$4.70	
	73,435	43721 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	PAINT FOR BENCHES	\$0.00	\$47.23
	73,436	43721 01-4500-4000-41700	BLDG REPAIRS & MAINTENANCE	AA BATTERIES	\$11.77	
	73,436	43721 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	AA BATTERIES	\$1.30	
	73,436	43721 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	AA BATTERIES	\$0.00	\$13.07
	73,437	43721 01-4500-4000-41700	BLDG REPAIRS & MAINTENANCE	VACUUM BAGS	\$20.75	
	73,437	43721 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	VACUUM BAGS	\$2.29	
	73,437	43721 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	VACUUM BAGS	\$0.00	\$23.04
MISTER SAFETY SHOES (FORMERLY						
	73,452	43722 01-5200-4100-40290	UNIFORMS AND CLOTHING	SAFETY BOOTS - HENDERSON	\$179.95	
	73,452	43722 01-0000-0200-00325	HST RECEIVABLE100%	SAFETY BOOTS - HENDERSON	\$23.39	
	73,452	43722 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	SAFETY BOOTS - HENDERSON	\$0.00	\$203.34
OAKWOOD TRANSPORT						
	73,425	43723 01-4500-4230-46384	938400 T4-02 STERLING D TRUCK	REPAIRS TO TRUCK 4	\$235.89	
	73,425	43723 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	REPAIRS TO TRUCK 4	\$26.06	
	73,425	43723 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	REPAIRS TO TRUCK 4	\$0.00	\$261.95
OLDE BAKERY CAFE						
	73,449	43724 01-5100-6060-40420	PROGRAM SUPPLIES	BIRTHDAY CAKE	\$15.00	

	73,449	43724 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	BIRTHDAY CAKE	\$0.00	\$15.00
OLDE TYME TAXI						
	73,335	43725 01-1001-4000-41560	CONTRACTS	PARA CONTRACT - JANUARY	\$3,563.22	
	73,335	43725 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	PARA CONTRACT - JANUARY	\$393.58	
	73,335	43725 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	PARA CONTRACT - JANUARY	\$0.00	\$3,956.80
O.M.E.R.S. ***						
	73,510	43726 01-0000-2100-00704	OMERS (15000)	FEBRUARY OMERS CONTRIBUTIONS	\$55,981.08	
	73,510	43726 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	FEBRUARY OMERS CONTRIBUTIONS	\$0.00	\$55,981.08
ZONE 4 OAPSB						
	73,320	43727 01-3230-4000-40600	MEMBERSHIP FEES	2015 ZONE 4 MEMBERSHIP	\$50.00	
	73,320	43727 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	2015 ZONE 4 MEMBERSHIP	\$0.00	\$50.00
ONTARIO BIA ASSOCIATION						
	73,324	43728 40-8000-4000-40600	MEMBERSHIP FEES	2015 MEMBERSHIP FEES	\$208.61	
	73,324	43728 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	2015 MEMBERSHIP FEES	\$23.04	
	73,324	43728 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	2015 MEMBERSHIP FEES	\$0.00	\$231.65
ONTARIO HISTORICAL SOCIETY						
	73,509	43729 01-6200-4000-40600	MEMBERSHIP FEES	2015 MEMBERSHIP & SUBSCRIPTION	\$72.86	
	73,509	43729 01-0000-0200-00310	G.S.T. REBATE RECEIVABLE	2015 MEMBERSHIP & SUBSCRIPTION	\$3.64	
	73,509	43729 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	2015 MEMBERSHIP & SUBSCRIPTION	\$0.00	\$76.50
ORCO SIGNS						
	73,325	43730 01-7000-4000-41010	GRAPHICS & PRINTING	TANKARD WELCOME SIGNS	\$198.43	
	73,325	43730 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	TANKARD WELCOME SIGNS	\$21.92	
	73,325	43730 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	TANKARD WELCOME SIGNS	\$0.00	\$220.35
OXFORD COUNTY ***						
	73,310	43731 01-3000-4000-40630	STAFF TRAINING	DEFIB TRAINING - 2014	\$575.00	
	73,310	43731 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	DEFIB TRAINING - 2014	\$0.00	\$575.00
	73,405	43731 01-4500-5012-80000	MATERIALS - DEBRIS & LITTER PICK UP	WASTE TO LANDFILL	\$254.00	
	73,405	43731 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	WASTE TO LANDFILL	\$0.00	\$254.00
	73,505	43731 01-1000-4000-40820	PLANNING ACT EXPENSES	4TH QTR PLANNING EXPENSES	\$246.57	
	73,505	43731 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	4TH QTR PLANNING EXPENSES	\$0.00	\$246.57
OXFORD FEED SUPPLY LTD						
	73,369	43732 01-5100-4100-41710	CHEMICALS	CHLORINE	\$26.00	
	73,369	43732 01-5100-4100-41710	CHEMICALS	CHLORINE	\$20.00	
	73,369	43732 01-0000-0200-00325	HST RECEIVABLE100%	CHLORINE	\$3.38	
	73,369	43732 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	CHLORINE	\$0.00	\$49.38
PARKSMART INC.						
	73,308	43733 01-1000-4240-41505	PARKING ENFORCEMENT CONTRACT	PKG TICKET PROCESSING - JAN	\$519.74	
	73,308	43733 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	PKG TICKET PROCESSING - JAN	\$57.41	
	73,308	43733 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	PKG TICKET PROCESSING - JAN	\$0.00	\$577.15
PLAYPOWER LT CANADA INC						
	73,306	43734 01-5000-6050-41700	BLDG REPAIRS AND MAINT	PICNIC TABLES	\$2,607.52	
	73,306	43734 01-0000-0200-00325	HST RECEIVABLE100%	PICNIC TABLES	\$338.98	
	73,306	43734 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	PICNIC TABLES	\$0.00	\$2,946.50
P M HYDRAULICS ***						
	73,406	43735 01-4500-4150-80000	MATERIALS-WINTER CONTROL, PLOWING, SANC	ADAPTERS, FITTINGS	\$448.48	
	73,406	43735 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	ADAPTERS, FITTINGS	\$49.53	
	73,406	43735 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	ADAPTERS, FITTINGS	\$0.00	\$498.01
	73,407	43735 01-4500-4150-80000	MATERIALS-WINTER CONTROL, PLOWING, SAND	CLAMPS & HOSES	\$475.39	
	73,407	43735 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	CLAMPS & HOSES	\$52.51	
	73,407	43735 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	CLAMPS & HOSES	\$0.00	\$527.90
EMPLOYEE REIMBURSEMENT						
	73,372	43736 01-5100-6090-40420	PROGRAM SUPPLIES	SUPPL FR CDN TIRE/DOLLAR STORE	\$30.18	
	73,372	43736 01-0000-0200-00325	HST RECEIVABLE100%	SUPPL FR CDN TIRE/DOLLAR STORE	\$3.92	
	73,372	43736 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	SUPPL FR CDN TIRE/DOLLAR STORE	\$0.00	\$34.10
REGIS AUTO PARTS						
	73,397	43737 01-4500-4230-46391	939100 1987 Champion Grader	OIL FILTER	\$14.86	
	73,397	43737 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	OIL FILTER	\$1.64	
	73,397	43737 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	OIL FILTER	\$0.00	\$16.50
	73,398	43737 01-4500-4230-46391	939100 1987 Champion Grader	OIL & FUEL FILTERS	\$252.03	
	73,398	43737 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	OIL & FUEL FILTERS	\$27.84	
	73,398	43737 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	OIL & FUEL FILTERS	\$0.00	\$279.87
	73,399	43737 01-4500-4230-46402	940200 LEAF MACHINE	AIR & OIL FILTERS FOR LEAF MAC	\$165.19	
	73,399	43737 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	AIR & OIL FILTERS FOR LEAF MAC	\$18.24	
	73,399	43737 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	AIR & OIL FILTERS FOR LEAF MAC	\$0.00	\$183.43
	73,400	43737 01-4500-4000-41650	SMALL TOOLS & SAFETY EQUIP	LIGHT BULB	\$12.98	
	73,400	43737 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	LIGHT BULB	\$1.44	
	73,400	43737 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	LIGHT BULB	\$0.00	\$14.42
	73,401	43737 01-4500-4000-41650	SMALL TOOLS & SAFETY EQUIP	EXCHANGE LIGHT BULB	\$27.71	
	73,401	43737 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	EXCHANGE LIGHT BULB	\$3.06	
	73,401	43737 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	EXCHANGE LIGHT BULB	\$0.00	\$30.77
	73,402	43737 01-4500-4230-46386	938603 T6-00 VOLVO D TRUCK	FUEL FILTER TRUCK 6	\$127.99	
	73,402	43737 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	FUEL FILTER TRUCK 6	\$14.14	
	73,402	43737 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	FUEL FILTER TRUCK 6	\$0.00	\$142.13
RELIANCE HOME COMFORT						
	73,354	43738 01-5100-4100-41550	MAINTENANCE CONTRACTS	WATER HEATER RENTAL	\$384.94	

	73,354	43738	01-0000-0200-00325	HST RECEIVABLE100%	WATER HEATER RENTAL	\$50.04	
RESURFICE CORP ***	73,354	43738	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	WATER HEATER RENTAL	\$0.00	\$434.98
	73,344	43739	01-5000-6020-41530	EQUIPMENT REPAIRS & MAINTENANCE	SQUEEGIE & BULB FOR OLYMPIA	\$80.73	
	73,344	43739	01-0000-0200-00325	HST RECEIVABLE100%	SQUEEGIE & BULB FOR OLYMPIA	\$10.49	
	73,344	43739	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	SQUEEGIE & BULB FOR OLYMPIA	\$0.00	\$91.22
	73,345	43739	01-5000-6020-41530	EQUIPMENT REPAIRS & MAINTENANCE	BLADE SHARPENING	\$137.50	
	73,345	43739	01-0000-0200-00325	HST RECEIVABLE100%	BLADE SHARPENING	\$17.88	
	73,345	43739	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	BLADE SHARPENING	\$0.00	\$155.38
RIETTA'S DECOR & DESIGN CENTRE	73,404	43740	01-4500-4000-41700	BLDG REPAIRS & MAINTENANCE	PAINT & ROLLERS	\$35.17	
	73,404	43740	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	PAINT & ROLLERS	\$3.88	
	73,404	43740	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	PAINT & ROLLERS	\$0.00	\$39.05
	73,461	43740	01-5200-4100-41700	BLDG REPAIRS AND MAINT	PAINT	\$102.46	
	73,461	43740	01-0000-0200-00325	HST RECEIVABLE100%	PAINT	\$13.32	
	73,461	43740	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	PAINT	\$0.00	\$115.78
	73,463	43740	01-5200-4100-41700	BLDG REPAIRS AND MAINT	PAINT	\$86.30	
	73,463	43740	01-0000-0200-00325	HST RECEIVABLE100%	PAINT	\$11.22	
	73,463	43740	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	PAINT	\$0.00	\$97.52
ROCK SOLID DESIGNS	73,371	43741	01-5000-6020-41750	LOT SNOW REMOVAL & SANDING	SALT, SAND & SNOW REMOVAL	\$1,360.00	
	73,371	43741	01-5000-6040-41750	LOT SNOW REMOVAL & SANDING	SALT, SAND & SNOW REMOVAL	\$1,600.00	
	73,371	43741	01-5100-4100-41750	LOT SNOW REMOVAL & SANDING	SALT, SAND & SNOW REMOVAL	\$1,600.00	
	73,371	43741	01-5200-4100-41750	LOT SNOW REMOVAL & SANDING	SALT, SAND & SNOW REMOVAL	\$1,655.00	
	73,371	43741	01-0000-0200-00325	HST RECEIVABLE100%	SALT, SAND & SNOW REMOVAL	\$176.80	
	73,371	43741	01-0000-0200-00325	HST RECEIVABLE100%	SALT, SAND & SNOW REMOVAL	\$208.00	
	73,371	43741	01-0000-0200-00325	HST RECEIVABLE100%	SALT, SAND & SNOW REMOVAL	\$208.00	
	73,371	43741	01-0000-0200-00325	HST RECEIVABLE100%	SALT, SAND & SNOW REMOVAL	\$215.15	
	73,371	43741	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	SALT, SAND & SNOW REMOVAL	\$0.00	\$7,022.95
	73,376	43741	01-4500-4200-41750	SNOW REMOVAL	DT LOTS - SNOW RMVL - JAN	\$7,667.62	
	73,376	43741	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	DT LOTS - SNOW RMVL - JAN	\$846.93	
	73,376	43741	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	DT LOTS - SNOW RMVL - JAN	\$0.00	\$8,514.55
	73,495	43741	01-6200-4100-41750	LOT SNOW REMOVAL AND SANDING	SNOW PLOWING - JAN	\$930.00	
	73,495	43741	01-0000-0200-00325	HST RECEIVABLE100%	SNOW PLOWING - JAN	\$120.90	
	73,495	43741	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	SNOW PLOWING - JAN	\$0.00	\$1,050.90
ROGERS (WIRELESS)	73,445	43742	01-4500-4000-40220	TELEPHONE	ROGERS WIRELESS PHONES-JAN	\$54.60	
	73,445	43742	01-5200-6090-40220	TELEPHONE	ROGERS WIRELESS PHONES-JAN	\$52.05	
	73,445	43742	01-5000-6020-40220	TELEPHONE	ROGERS WIRELESS PHONES-JAN	\$52.05	
	73,445	43742	01-5200-6090-40220	TELEPHONE	ROGERS WIRELESS PHONES-JAN	\$52.65	
	73,445	43742	01-1002-4000-40220	TELEPHONE	ROGERS WIRELESS PHONES-JAN	\$53.48	
	73,445	43742	01-0100-4000-40220	TELEPHONE	ROGERS WIRELESS PHONES-JAN	\$185.56	
	73,445	43742	01-5200-6090-40220	TELEPHONE	ROGERS WIRELESS PHONES-JAN	\$61.15	
	73,445	43742	01-0900-4000-40220	TELEPHONE	ROGERS WIRELESS PHONES-JAN	\$53.37	
	73,445	43742	01-5000-6050-40220	TELEPHONE	ROGERS WIRELESS PHONES-JAN	\$19.55	
	73,445	43742	01-5000-6050-40220	TELEPHONE	ROGERS WIRELESS PHONES-JAN	\$54.25	
	73,445	43742	01-5000-6020-40220	TELEPHONE	ROGERS WIRELESS PHONES-JAN	\$53.35	
	73,445	43742	01-5000-6050-40220	TELEPHONE	ROGERS WIRELESS PHONES-JAN	\$19.55	
	73,445	43742	01-5000-6050-40220	TELEPHONE	ROGERS WIRELESS PHONES-JAN	\$19.55	
	73,445	43742	01-5000-6050-40220	TELEPHONE	ROGERS WIRELESS PHONES-JAN	\$19.55	
	73,445	43742	01-5000-6050-40220	TELEPHONE	ROGERS WIRELESS PHONES-JAN	\$19.55	
	73,445	43742	01-5000-6050-40220	TELEPHONE	ROGERS WIRELESS PHONES-JAN	\$19.55	
	73,445	43742	01-5000-6050-40220	TELEPHONE	ROGERS WIRELESS PHONES-JAN	\$19.55	
	73,445	43742	01-5000-6050-40220	TELEPHONE	ROGERS WIRELESS PHONES-JAN	\$19.55	
	73,445	43742	01-5000-4000-40220	TELEPHONE	ROGERS WIRELESS PHONES-JAN	\$52.05	
	73,445	43742	01-0100-4000-40220	TELEPHONE	ROGERS WIRELESS PHONES-JAN	\$52.97	
	73,445	43742	01-4500-4000-40220	TELEPHONE	ROGERS WIRELESS PHONES-JAN	\$53.88	
	73,445	43742	01-0100-4000-40220	TELEPHONE	ROGERS WIRELESS PHONES-JAN	\$52.97	
	73,445	43742	01-1002-4000-40220	TELEPHONE	ROGERS WIRELESS PHONES-JAN	\$66.20	
	73,445	43742	01-1000-4000-40220	TELEPHONE	ROGERS WIRELESS PHONES-JAN	\$55.31	
	73,445	43742	01-3000-4000-40220	TELEPHONE	ROGERS WIRELESS PHONES-JAN	\$19.89	
	73,445	43742	01-3000-4000-40220	TELEPHONE	ROGERS WIRELESS PHONES-JAN	\$53.48	
	73,445	43742	01-4000-4000-40220	TELEPHONE	ROGERS WIRELESS PHONES-JAN	\$54.09	
	73,445	43742	01-4000-4000-40220	TELEPHONE	ROGERS WIRELESS PHONES-JAN	\$54.29	
	73,445	43742	01-4000-4000-40220	TELEPHONE	ROGERS WIRELESS PHONES-JAN	\$53.98	
	73,445	43742	01-7000-4000-40220	TELEPHONE	ROGERS WIRELESS PHONES-JAN	\$58.86	
	73,445	43742	01-4000-4000-40220	TELEPHONE	ROGERS WIRELESS PHONES-JAN	\$57.04	
	73,445	43742	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	ROGERS WIRELESS PHONES-JAN	\$108.29	
	73,445	43742	01-0000-0200-00325	HST RECEIVABLE100%	ROGERS WIRELESS PHONES-JAN	\$69.44	
	73,445	43742	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	ROGERS WIRELESS PHONES-JAN	\$0.00	\$1,691.65
SHAW DIRECT	73,486	43743	01-3000-4000-40300	UTILITIES	SATELLITE - FEB	\$107.86	
	73,486	43743	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	SATELLITE - FEB	\$11.91	
	73,486	43743	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	SATELLITE - FEB	\$0.00	\$119.77
SHOPPERS DRUG MART							

	73,455	43744 01-5200-4100-40210	JANITORIAL SUPPLIES	SHOPPERS - JAN 2015 - FUSION	\$13.98	
	73,455	43744 01-5200-6090-40420	PROGRAM SUPPLIES	SHOPPERS - JAN 2015 - FUSION	\$6.49	
	73,455	43744 01-5200-6090-40420	PROGRAM SUPPLIES	SHOPPERS - JAN 2015 - FUSION	\$10.57	
	73,455	43744 01-0000-0200-00325	HST RECEIVABLE100%	SHOPPERS - JAN 2015 - FUSION	\$1.82	
	73,455	43744 01-0000-0200-00325	HST RECEIVABLE100%	SHOPPERS - JAN 2015 - FUSION	\$0.84	
SOAK IT UP INC	73,455	43744 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	SHOPPERS - JAN 2015 - FUSION	\$0.00	\$33.70
	73,328	43745 01-6200-4100-41700	BLDG REPAIRS & MAINTENANCE	MUSEUM MAT	\$18.00	
	73,328	43745 01-0000-0200-00325	HST RECEIVABLE100%	MUSEUM MAT	\$2.34	
	73,328	43745 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	MUSEUM MAT	\$0.00	\$20.34
	73,349	43745 01-5100-4100-41550	MAINTENANCE CONTRACTS	MAT SERVICE	\$257.35	
	73,349	43745 01-0000-0200-00325	HST RECEIVABLE100%	MAT SERVICE	\$33.46	
	73,349	43745 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	MAT SERVICE	\$0.00	\$290.81
	73,453	43745 01-5200-4100-41550	MAINTENANCE CONTRACTS	MATS & MOPS	\$32.00	
	73,453	43745 01-0000-0200-00325	HST RECEIVABLE100%	MATS & MOPS	\$4.16	
	73,453	43745 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	MATS & MOPS	\$0.00	\$36.16
	73,481	43745 01-2000-4015-41540	RENTAL	MAT RENTAL - CARR'S WLKWY	\$11.00	
	73,481	43745 01-0000-0200-00325	HST RECEIVABLE100%	MAT RENTAL - CARR'S WLKWY	\$1.43	
	73,481	43745 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	MAT RENTAL - CARR'S WLKWY	\$0.00	\$12.43
	73,482	43745 01-2000-4025-41540	RENTAL	MAT RENTAL - TOWN CENTRE	\$29.00	
	73,482	43745 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	MAT RENTAL - TOWN CENTRE	\$3.21	
	73,482	43745 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	MAT RENTAL - TOWN CENTRE	\$0.00	\$32.21
	73,496	43745 01-6200-4100-41700	BLDG REPAIRS & MAINTENANCE	MUSEUM MAT RENTAL	\$18.00	
	73,496	43745 01-0000-0200-00325	HST RECEIVABLE100%	MUSEUM MAT RENTAL	\$2.34	
	73,496	43745 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	MUSEUM MAT RENTAL	\$0.00	\$20.34
SPORTS TURF ASSOCIATION						
	73,314	43746 01-5000-6050-40600	MEMBERSHIP FEES	2015 MEMBERSHIP - CAPERN	\$197.00	
	73,314	43746 01-0000-0200-00325	HST RECEIVABLE100%	2015 MEMBERSHIP - CAPERN	\$25.61	
	73,314	43746 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	2015 MEMBERSHIP - CAPERN	\$0.00	\$222.61
STAPLES ***						
	73,338	43747 01-5100-4000-40200	OFFICE SUPPLIES	PAPER, NOTE PADS, GLUE STICKS	\$222.35	
	73,338	43747 01-0000-0200-00325	HST RECEIVABLE100%	PAPER, NOTE PADS, GLUE STICKS	\$28.90	
	73,338	43747 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	PAPER, NOTE PADS, GLUE STICKS	\$0.00	\$251.25
STAPLES ADVANTAGE						
	73,337	43748 01-0100-4000-41110	COMMITTEE & COUNCL MEETINGS	COFFEE K-CUPS	\$165.12	
	73,337	43748 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	COFFEE K-CUPS	\$0.00	\$165.12
	73,484	43748 01-3400-4000-40200	OFFICE SUPPLIES	POCKET FILE FOLDERS	\$100.32	
	73,484	43748 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	POCKET FILE FOLDERS	\$11.08	
	73,484	43748 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	POCKET FILE FOLDERS	\$0.00	\$111.40
	73,499	43748 01-1000-4000-40200	OFFICE SUPPLIES	ENVELOPES	\$342.93	
	73,499	43748 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	ENVELOPES	\$0.00	\$342.93
STEVE'S ELECTRIC ***						
	73,342	43749 01-5000-6020-41700	BLDG REPAIRS & MAINT	REPAIR LIGHTS	\$486.64	
	73,342	43749 01-0000-0200-00325	HST RECEIVABLE100%	REPAIR LIGHTS	\$63.26	
	73,342	43749 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	REPAIR LIGHTS	\$0.00	\$549.90
	73,343	43749 01-5000-6020-41700	BLDG REPAIRS & MAINT	REPAIR LIGHTS	\$74.00	
	73,343	43749 01-0000-0200-00325	HST RECEIVABLE100%	REPAIR LIGHTS	\$9.62	
	73,343	43749 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	REPAIR LIGHTS	\$0.00	\$83.62
STEWART OVERHEAD DOOR CO. LTD						
	73,351	43750 01-5000-6020-41700	BLDG REPAIRS & MAINT	REPAIR LIFT GATE	\$1,649.00	
	73,351	43750 01-0000-0200-00325	HST RECEIVABLE100%	REPAIR LIFT GATE	\$214.37	
	73,351	43750 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	REPAIR LIFT GATE	\$0.00	\$1,863.37
STONETOWN SUPPLY SERVICES(ING)						
	73,356	43751 01-5100-4100-40210	JANITORIAL SUPPLIES	PAPER TOWELS	\$74.62	
	73,356	43751 01-0000-0200-00325	HST RECEIVABLE100%	PAPER TOWELS	\$9.70	
	73,356	43751 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	PAPER TOWELS	\$0.00	\$84.32
	73,456	43751 01-5200-4100-40210	JANITORIAL SUPPLIES	PAPER PROD, HAND SOAP	\$203.47	
	73,456	43751 01-0000-0200-00325	HST RECEIVABLE100%	PAPER PROD, HAND SOAP	\$26.45	
	73,456	43751 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	PAPER PROD, HAND SOAP	\$0.00	\$229.92
	73,460	43751 01-5200-4100-40210	JANITORIAL SUPPLIES	FLOOR FINISH, HAIR NET DISP	\$250.99	
	73,460	43751 01-0000-0200-00325	HST RECEIVABLE100%	FLOOR FINISH, HAIR NET DISP	\$32.63	
	73,460	43751 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	FLOOR FINISH, HAIR NET DISP	\$0.00	\$283.62
	73,462	43751 01-5200-4100-40270	NEW EQUIPMENT	BABY CHANGE TABLE	\$326.33	
	73,462	43751 01-0000-0200-00325	HST RECEIVABLE100%	BABY CHANGE TABLE	\$42.42	
	73,462	43751 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	BABY CHANGE TABLE	\$0.00	\$368.75
	73,485	43751 01-3000-4100-40210	JANITORIAL SUPPLIES	WINDOW CLNR, LYSOL, RM DEOD	\$59.54	
	73,485	43751 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	WINDOW CLNR, LYSOL, RM DEOD	\$6.58	
	73,485	43751 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	WINDOW CLNR, LYSOL, RM DEOD	\$0.00	\$66.12
STRADA SIGN SUPPLY INC.						
	73,426	43752 01-4500-4160-80000	MATERIALS-SAFETY DEVICES, SIGNS, GUIDE RAIL	ORANGE FLAGS	\$530.68	
	73,426	43752 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	ORANGE FLAGS	\$58.62	
	73,426	43752 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	ORANGE FLAGS	\$0.00	\$589.30
SWAN DUST CONTROL						
	73,392	43753 01-4500-4000-41540	RENTAL	MAT RENTAL - PW	\$20.66	
	73,392	43753 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	MAT RENTAL - PW	\$2.28	

DOUG TARRY LTD	73,392	43753 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	MAT RENTAL - PW	\$0.00	\$22.94
	73,323	43754 01-0000-2000-00755	BUILDING PERMITS - DEPOSIT	REFUND DEPOSIT 12-171	\$1,000.00	
THAMESFORD PIZZA	73,323	43754 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	REFUND DEPOSIT 12-171	\$0.00	\$1,000.00
	73,459	43755 01-5200-6090-40420	PROGRAM SUPPLIES	PIZZA - LEON'S MOVIE NIGHT	\$44.25	
	73,459	43755 01-0000-0200-00325	HST RECEIVABLE100%	PIZZA - LEON'S MOVIE NIGHT	\$5.75	
TOROMONT INDUSTRIES LTD	73,459	43755 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	PIZZA - LEON'S MOVIE NIGHT	\$0.00	\$50.00
	73,396	43756 01-4500-4130-80000	MATERIALS-HARDTOP MAINT, PATCHING & SPR	PINS & RETAINERS	\$65.41	
	73,396	43756 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	PINS & RETAINERS	\$7.23	
TREMBLETT'S YOUR INDEPENDENT G	73,396	43756 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	PINS & RETAINERS	\$0.00	\$72.64
	73,368	43757 01-5200-6090-40420	PROGRAM SUPPLIES	IND'T - JAN 2015 - FUSION	\$175.70	
	73,368	43757 01-5200-6090-40460	NUTRITION PURCHASES	IND'T - JAN 2015 - FUSION	\$92.01	
	73,368	43757 01-5200-6090-40610	MEETINGS & CONFERENCES	IND'T - JAN 2015 - FUSION	\$50.84	
	73,368	43757 01-0000-0200-00325	HST RECEIVABLE100%	IND'T - JAN 2015 - FUSION	\$1.40	
	73,368	43757 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	IND'T - JAN 2015 - FUSION	\$0.00	\$319.95
	73,447	43757 01-5100-4000-42900	MISCELLANEOUS EXPENSE	IND'T - JAN 2015 - VPCC	\$20.03	
	73,447	43757 01-5100-6060-40420	PROGRAM SUPPLIES	IND'T - JAN 2015 - VPCC	\$31.86	
	73,447	43757 01-0000-0200-00325	HST RECEIVABLE100%	IND'T - JAN 2015 - VPCC	\$2.85	
TUNNOCK CONSULTING LTD.	73,447	43757 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	IND'T - JAN 2015 - VPCC	\$0.00	\$54.74
	73,478	43758 01-3400-4000-41500	CONTRACTED SERVICES	PROG INV #1 - PERMIT FEE STUDY	\$656.35	
	73,478	43758 01-4000-4000-40810	STUDIES & SURVEYS	PROG INV #1 - PERMIT FEE STUDY	\$870.05	
	73,478	43758 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	PROG INV #1 - PERMIT FEE STUDY	\$72.50	
	73,478	43758 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	PROG INV #1 - PERMIT FEE STUDY	\$96.10	
VIKING CIVES LTD.	73,478	43758 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	PROG INV #1 - PERMIT FEE STUDY	\$0.00	\$1,695.00
	73,381	43759 01-4500-4150-80000	MATERIALS-WINTER CONTROL, PLOWING, SAND	BLADE KIT FOR TRUCK 6	\$3,134.21	
	73,381	43759 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	BLADE KIT FOR TRUCK 6	\$346.19	
WALKER, CINDY	73,381	43759 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	BLADE KIT FOR TRUCK 6	\$0.00	\$3,480.40
	73,321	43760 40-0000-0200-00265	BIA - ACCOUNTS RECEIVABLE-FACADE LOANS	FACADE LOAN	\$500.00	
WASTE MANAGEMENT	73,321	43760 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	FACADE LOAN	\$0.00	\$500.00
	73,403	43761 01-4500-4000-41550	MAINTENANCE CONTRACTS	GARBAGE PICK UP - FEBRUARY	\$493.75	
	73,403	43761 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	GARBAGE PICK UP - FEBRUARY	\$54.54	
WILLOW PUBLISHING CO.	73,403	43761 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	GARBAGE PICK UP - FEBRUARY	\$0.00	\$548.29
	73,448	43762 01-5100-6070-41000	ADVERTISING	AD IN PATIENT SERV DIRECTORY	\$325.00	
	73,448	43762 01-0000-0200-00325	HST RECEIVABLE100%	AD IN PATIENT SERV DIRECTORY	\$42.25	
WOOD WYANT INC.	73,448	43762 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	AD IN PATIENT SERV DIRECTORY	\$0.00	\$367.25
	73,341	43763 01-5100-4100-41530	EQUIP REPAIRS & MAINT	PARTS FOR FLOOR MACHINE	\$453.19	
	73,341	43763 01-0000-0200-00325	HST RECEIVABLE100%	PARTS FOR FLOOR MACHINE	\$58.91	
WORKPLACE SAFETY & INS. BOARD	73,341	43763 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	PARTS FOR FLOOR MACHINE	\$0.00	\$512.10
	73,514	43764 01-0000-2100-00708	WSIB PAYABLE	2014 MUSEUM ADJUSTMENT	\$247.34	
WSC IMAGE PROFESSIONALS	73,514	43764 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	2014 MUSEUM ADJUSTMENT	\$0.00	\$247.34
	73,329	43765 40-8000-6900-41010	GRAPHICS & PRINTING	ROLL UP BANNER FOR BIA	\$162.76	
	73,329	43765 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	ROLL UP BANNER FOR BIA	\$17.98	
XEROX CANADA LTD.	73,329	43765 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	ROLL UP BANNER FOR BIA	\$0.00	\$180.74
	73,502	43766 01-1002-4000-40250	PHOTOCOPIER	ENGINEERING COPIER USAGE	\$92.54	
	73,502	43766 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	ENGINEERING COPIER USAGE	\$10.22	
	73,502	43766 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	ENGINEERING COPIER USAGE	\$0.00	\$102.76
	73,503	43766 01-1002-4000-40250	PHOTOCOPIER	ARENA COPIER USAGE	\$22.29	
	73,503	43766 01-0000-0200-00325	HST RECEIVABLE100%	ARENA COPIER USAGE	\$2.90	
	73,503	43766 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	ARENA COPIER USAGE	\$0.00	\$25.19
	73,504	43766 01-1002-4000-40250	PHOTOCOPIER	FIRE HALL COPIER USAGE	\$36.33	
	73,504	43766 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	FIRE HALL COPIER USAGE	\$4.01	
ROYAL BANK VISA	73,504	43766 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	FIRE HALL COPIER USAGE	\$0.00	\$40.34
	73,508 EFT0000	01-6200-4000-41400	DISPLAYS	VISA - JAN 2015 - GILLIES	\$15.82	
	73,508 EFT0000	01-6200-4000-41400	DISPLAYS	VISA - JAN 2015 - GILLIES	\$27.60	
	73,508 EFT0000	01-6200-4100-41700	BLDG REPAIRS & MAINTENANCE	VISA - JAN 2015 - GILLIES	\$13.27	
	73,508 EFT0000	01-0000-0200-00325	HST RECEIVABLE100%	VISA - JAN 2015 - GILLIES	\$2.06	
	73,508 EFT0000	01-0000-0200-00325	HST RECEIVABLE100%	VISA - JAN 2015 - GILLIES	\$3.59	
	73,508 EFT0000	01-0000-0200-00325	HST RECEIVABLE100%	VISA - JAN 2015 - GILLIES	\$1.73	
	73,508 EFT0000	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	VISA - JAN 2015 - GILLIES	\$0.00	\$64.07
ROYAL BANK VISA	73,467 EFT0000	01-5100-4000-01498	MISCELLANEOUS-RECOVERIES	VISA - JAN 2015 - WARD	\$67.05	
	73,467 EFT0000	01-0000-0200-00325	HST RECEIVABLE100%	VISA - JAN 2015 - WARD	\$5.26	

	73,467 EFT0000	01-5000-4000-42900	MISCELLANEOUS EXPENSE	VISA - JAN 2015 - WARD	\$12.00	
ROYAL BANK VISA	73,467 EFT0000	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	VISA - JAN 2015 - WARD	\$0.00	\$84.31
	73,469 EFT0000	01-3000-4000-41610	FIRE FIGHTING EQUIPMENT	VISA - JAN 2015 - HOLMES	\$86.79	
ROYAL BANK VISA	73,469 EFT0000	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	VISA - JAN 2015 - HOLMES	\$0.00	\$86.79
	73,471 EFT0000	01-3400-4000-40260	SUBSCRIPTIONS & PUBLICATIONS	VISA - JAN 2015 - SMALE	\$215.00	
	73,471 EFT0000	01-0000-0200-00310	G.S.T. REBATE RECEIVABLE	VISA - JAN 2015 - SMALE	\$10.75	
ROYAL BANK VISA	73,471 EFT0000	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	VISA - JAN 2015 - SMALE	\$0.00	\$225.75
	73,466 EFT0000	01-4500-4150-80000	MATERIALS-WINTER CONTROL, PLOWING, SAND	VISA - JAN 2015 - WITUIK	\$121.50	
	73,466 EFT0000	01-4500-4000-40630	STAFF TRAINING	VISA - JAN 2015 - WITUIK	\$18.01	
	73,466 EFT0000	01-4500-4000-40630	STAFF TRAINING	VISA - JAN 2015 - WITUIK	\$585.12	
	73,466 EFT0000	01-4500-4230-46381	938100 T1-14 DODGE RAM	VISA - JAN 2015 - WITUIK	\$50.87	
	73,466 EFT0000	01-4500-4000-41700	BLDG REPAIRS & MAINTENANCE	VISA - JAN 2015 - WITUIK	\$50.00	
	73,466 EFT0000	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	VISA - JAN 2015 - WITUIK	\$13.42	
	73,466 EFT0000	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	VISA - JAN 2015 - WITUIK	\$1.99	
	73,466 EFT0000	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	VISA - JAN 2015 - WITUIK	\$64.63	
	73,466 EFT0000	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	VISA - JAN 2015 - WITUIK	\$5.62	
ROYAL BANK VISA	73,466 EFT0000	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	VISA - JAN 2015 - WITUIK	\$0.00	\$911.16
	73,465 EFT0000	01-5200-6090-40610	MEETINGS & CONFERENCES	VISA - JAN 2015 - J SMITH	\$79.52	
	73,465 EFT0000	01-5200-6090-40610	MEETINGS & CONFERENCES	VISA - JAN 2015 - J SMITH	\$20.47	
	73,465 EFT0000	01-5200-6090-40270	NEW EQUIPMENT	VISA - JAN 2015 - J SMITH	\$479.67	
	73,465 EFT0000	01-0100-4000-41160	HONOURS & AWARDS	VISA - JAN 2015 - J SMITH	\$40.00	
	73,465 EFT0000	01-0100-4000-41160	HONOURS & AWARDS	VISA - JAN 2015 - J SMITH	\$36.02	
	73,465 EFT0000	01-0100-4000-41160	HONOURS & AWARDS	VISA - JAN 2015 - J SMITH	\$135.08	
	73,465 EFT0000	01-0100-4000-41160	HONOURS & AWARDS	VISA - JAN 2015 - J SMITH	\$36.02	
	73,465 EFT0000	01-0100-4000-41160	HONOURS & AWARDS	VISA - JAN 2015 - J SMITH	\$36.02	
	73,465 EFT0000	01-5200-6090-40420	PROGRAM SUPPLIES	VISA - JAN 2015 - J SMITH	\$126.10	
	73,465 EFT0000	01-5200-6090-41500	CONTRACTED SERVICES	VISA - JAN 2015 - J SMITH	\$7.99	
	73,465 EFT0000	01-0000-0090-99999	SUSPENSE - CLEARING	VISA - JAN 2015 - J SMITH	\$0.00	\$83.29
	73,465 EFT0000	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	VISA - JAN 2015 - J SMITH	\$3.98	
	73,465 EFT0000	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	VISA - JAN 2015 - J SMITH	\$14.92	
	73,465 EFT0000	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	VISA - JAN 2015 - J SMITH	\$3.98	
	73,465 EFT0000	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	VISA - JAN 2015 - J SMITH	\$3.98	
	73,465 EFT0000	01-0000-0200-00325	HST RECEIVABLE100%	VISA - JAN 2015 - J SMITH	\$16.39	
ROYAL BANK VISA	73,465 EFT0000	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	VISA - JAN 2015 - J SMITH	\$0.00	\$956.85
	73,472 EFT0000	01-4000-4000-40600	MEMBERSHIP FEES	VISA - JAN 2015 - LAWSON	\$117.02	
	73,472 EFT0000	01-4000-4000-40630	STAFF TRAINING	VISA - JAN 2015 - LAWSON	\$457.92	
	73,472 EFT0000	01-4500-4000-40610	MEETINGS & CONFERENCES	VISA - JAN 2015 - LAWSON	\$564.77	
	73,472 EFT0000	01-4000-4000-40610	MEETINGS & CONFERENCES	VISA - JAN 2015 - LAWSON	\$564.77	
	73,472 EFT0000	01-4500-4160-80000	MATERIALS-SAFETY DEVICES, SIGNS, GUIDE RAIL	VISA - JAN 2015 - LAWSON	\$315.07	
	73,472 EFT0000	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	VISA - JAN 2015 - LAWSON	\$12.93	
	73,472 EFT0000	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	VISA - JAN 2015 - LAWSON	\$50.58	
	73,472 EFT0000	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	VISA - JAN 2015 - LAWSON	\$62.38	
	73,472 EFT0000	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	VISA - JAN 2015 - LAWSON	\$62.38	
	73,472 EFT0000	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	VISA - JAN 2015 - LAWSON	\$34.80	
ROYAL BANK VISA	73,472 EFT0000	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	VISA - JAN 2015 - LAWSON	\$0.00	\$2,242.62
	73,470 EFT0000	01-1001-4000-41550	MAINTENANCE CONTRACTS	VISA - JAN 2015 - J BROWN	\$607.97	
	73,470 EFT0000	01-1002-4000-40270	NEW EQUIPMENT	VISA - JAN 2015 - J BROWN	\$9.34	
	73,470 EFT0000	01-1002-4000-40270	NEW EQUIPMENT	VISA - JAN 2015 - J BROWN	\$45.20	
	73,470 EFT0000	01-1002-4000-40270	NEW EQUIPMENT	VISA - JAN 2015 - J BROWN	\$573.30	
	73,470 EFT0000	01-1002-4000-40270	NEW EQUIPMENT	VISA - JAN 2015 - J BROWN	\$1,082.78	
	73,470 EFT0000	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	VISA - JAN 2015 - J BROWN	\$63.32	
ROYAL BANK VISA	73,470 EFT0000	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	VISA - JAN 2015 - J BROWN	\$0.00	\$2,381.91
	73,473 EFT0000	01-0900-4000-40630	STAFF TRAINING	VISA - JAN 2015 - TIGERT	\$646.18	
	73,473 EFT0000	01-0100-4000-40630	STAFF TRAINING	VISA - JAN 2015 - TIGERT	\$2,625.41	
	73,473 EFT0000	01-0900-4000-40630	STAFF TRAINING	VISA - JAN 2015 - TIGERT	\$89.55	
	73,473 EFT0000	01-0900-4000-41020	PROMOTION & MEALS	VISA - JAN 2015 - TIGERT	\$36.99	
	73,473 EFT0000	01-0900-4000-41020	PROMOTION & MEALS	VISA - JAN 2015 - TIGERT	\$91.58	
	73,473 EFT0000	01-0900-4000-41020	PROMOTION & MEALS	VISA - JAN 2015 - TIGERT	\$20.50	
	73,473 EFT0000	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	VISA - JAN 2015 - TIGERT	\$71.37	
	73,473 EFT0000	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	VISA - JAN 2015 - TIGERT	\$289.99	
	73,473 EFT0000	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	VISA - JAN 2015 - TIGERT	\$9.89	
	73,473 EFT0000	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	VISA - JAN 2015 - TIGERT	\$4.09	
	73,473 EFT0000	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	VISA - JAN 2015 - TIGERT	\$10.12	
ROYAL BANK VISA	73,473 EFT0000	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	VISA - JAN 2015 - TIGERT	\$0.00	\$3,895.67
	73,506 EFT0000	01-1000-4000-40400	MARRIAGE LICENSES	VISA - JAN 2015 - GRAVES	\$4,800.00	
	73,506 EFT0000	01-0900-4000-41020	PROMOTION & MEALS	VISA - JAN 2015 - GRAVES	\$63.96	
	73,506 EFT0000	01-0900-4000-41020	PROMOTION & MEALS	VISA - JAN 2015 - GRAVES	\$10.65	

	73,506 EFT0000	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	VISA - JAN 2015 - GRAVES	\$7.06	
ROYAL BANK VISA	73,506 EFT0000	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	VISA - JAN 2015 - GRAVES	\$0.00	\$4,881.67
	73,468 EFT0000	01-7000-4000-41020	PROMOTION & MEALS	VISA - JAN 2015 - K BROWN	\$11.87	
	73,468 EFT0000	01-7000-4000-41020	PROMOTION & MEALS	VISA - JAN 2015 - K BROWN	\$11.45	
	73,468 EFT0000	01-7000-4000-40620	MILEAGE	VISA - JAN 2015 - K BROWN	\$5.84	
	73,468 EFT0000	01-7000-4000-40620	MILEAGE	VISA - JAN 2015 - K BROWN	\$24.58	
	73,468 EFT0000	01-7000-4000-40610	MEETINGS & CONFERENCES	VISA - JAN 2015 - K BROWN	\$141.45	
	73,468 EFT0000	01-7000-4000-40620	MILEAGE	VISA - JAN 2015 - K BROWN	\$4.05	
	73,468 EFT0000	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	VISA - JAN 2015 - K BROWN	\$1.31	
	73,468 EFT0000	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	VISA - JAN 2015 - K BROWN	\$1.26	
	73,468 EFT0000	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	VISA - JAN 2015 - K BROWN	\$15.62	
	73,468 EFT0000	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	VISA - JAN 2015 - K BROWN	\$0.45	
	73,468 EFT0000	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	VISA - JAN 2015 - K BROWN	\$0.00	\$217.88
			DISTRIBUTION TOTALS:		<u>\$767,024.28</u>	<u>\$767,024.28</u>



DEPARTMENT: Clerk's Department

REPORT NO: C-039-15

COUNCIL MEETING DATE: March 09, 2015

SUBJECT: Clerk's Department Monthly Report

CLOSED SESSION

At this time we have nothing to report.

UPCOMING LEGISLATION

Bill 31, *Transportation Statute Amendment Act (Making Ontario's Roads Safer)* passed its second reading at the end of February, and was referred to the Standing Committee on General Government. Amongst other things, Bill 31 would provide municipalities with new tools to collect unpaid fines for *Provincial Offences Act* violations.

Ombudsman Report

On January 27, 2015, the Ombudsman for the Province of Ontario submitted the third annual report on investigations of closed municipal meetings. The Ombudsman serves as the investigator for municipalities that have not appointed a meeting investigator.

The Ontario Ombudsman's 2013-2014 annual report on municipal meeting investigations can be found online and a hard copy is available in the clerk's office for review. The annual report provides information about meeting investigations in 2013 to 2014, and includes themes observed through investigations and complaints, recommendations for best practices, and references to the *Public Sector and MPP Accountability and Transparency Act*, which has received Royal Assent, but has not yet been proclaimed.

ATTACHMENTS

Monthly Statistics

Prepared by: Michael Graves, Clerk

Approved by: William Tigert, Chief Administrative Officer

Attachment A: Monthly Statistics

A. Marriage Licenses

Total – 7 (Total Revenue: \$630.00)

In-Town - 2

Out-of-Town – 5

B. Civil Weddings

Ceremonies Held in February: 1

Ceremony Booked in February: 3

Ceremonies Booked To Date in 2015: 4

C. Burial Permits

Total: 22 (Total Revenue: \$100.00)

In-Town: 2 (currently no cost)

Out-of-Town: 20 (\$5.00/permit)

D. Commissioners Oaths

Total – 21 (Total Revenue: \$210.00) (\$10.00/commission)

E. Paratransit Tickets

Total – 404 (Revenue: \$1212.00) (\$3.00/ticket)

F. Parking Passes

Total – 2 (Revenue: \$60.00)

Day Parking Permits: 0 (\$30.00/month)

Evening Parking Permits: 2 (\$30.00/month) – Winter Ban in Effect

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

G. Plaques Ordered

Commemorative Plaques: 0 (Total Cost: \$45.00 each) = \$0.00

Certificates Ordered: 0

H. Transient Traders Licenses

Total: 0 (Revenue: \$0.00)

I. Lottery Licences

Total: 1 (Revenue: \$249.65)

J. Lunch Wagon Permits

Total: 0 (Revenue: \$0.00)



Economic Development Department Report D-038 /15

TO: Mayor Comiskey and Members of Council
FROM: Kale Brown, Director of Economic Development
DATE: March 9, 2015
SUBJECT: Economic Development Monthly Staff Update

Department Activities:

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

- 1. Tourism and Events** – Preparation is well underway for the events and promotion of the Town of Ingersoll this summer. In February we hosted the booth at the Men's Tankard but now attention will turn towards warmer weather events which we are sure are right around the corner.
- 2. Economic Development** – February was an excellent month for the Town of Ingersoll and our future with the announcement of further large industrial investments.

General Motors has announced an additional \$560 million investment package for the CAMI Assembly plant. This investment will prepare the facility for the manufacturing of the next generation Chevrolet Equinox through \$190mn invested directly at the facility and \$370mn in supplier tooling investments.

With this latest investment, the total commitment from GM in Ingersoll in the last two years alone rises to \$810mn.

We would like to congratulate all the staff at GM CAMI for this clear recognition of their hard work over the last number of years.

- 3. Information Technology** – Security Breach YTLC - IT Staff were informed by Fusion staff that there was a way to get around our desktop security in the YTLC. When exploited before the login this would give the user local admin privileges on the machine. To date, we believe there was little that could be done on the machines or the network but we will continue to monitor for any indications of compromises in the network

integrity associated with this breach. This exploit has been rectified on the YTLC machines.

Help Desk Statistics

Opened Calls: 103
Closed Calls: 97
Total Calls Still Open: 20

Website Statistics - February

Unique Visits: 5098
Pages Viewed: 21842

- 4. **Ingersoll Website** - The website has seen increased activity and functionality since the redesign in 2014 and the inclusion of our e-alert system. When an e-alert is sent out from our vendors site (MailChimp), it is also posted to Tour Ingersoll twitter account and the Town of Ingersoll Facebook page. We encourage residents or businesses to sign up for automated email notifications through the website. There is a link on the very bottom of the page called "E-Alert".

There are presently 5 alerts that residents and other agencies can subscribe to. Each alert is divided into campaigns (specific subjects). Percentages and actual numbers can be seen for each individual campaign. The data below shows the present status of the alerts and number of subscribers.

Alert	Subscribers	Opened	Clicks
Job Opportunities	99	71.5%	42.6%
Council Agendas and Minutes	38	52.3%	34.2%
Tenders and Quotes	87	52.9%	28.6%
New Releases (Residents or Business)	29	59.9%	40%
Public Notices	39	63.3%	38%

The page invites those signing up to see what the town does with the information and the other requirements of Canadian Anti-Spam Legislation (CASL).

The site most visited to date is our Business Directory at 1442 clicks followed by the Victoria Park Community Centre at 1089 clicks. The attached heat map below shows the areas on these pages most frequently visited. The Victoria Park Page the links followed primarily are the Fusion Centre and the Program Guide. With the Business Directory, it is Available Property and the category arts. There is also a large amount of activity in the letter links on the directory page.

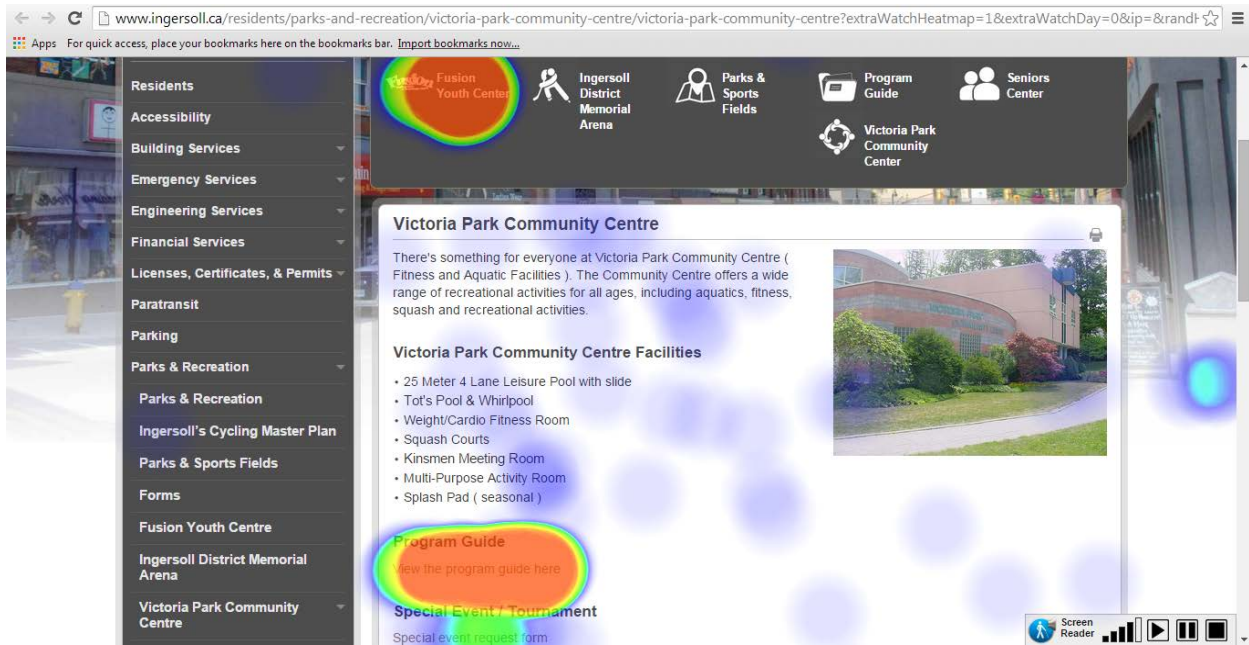


Image 1: VPCC Heat Map

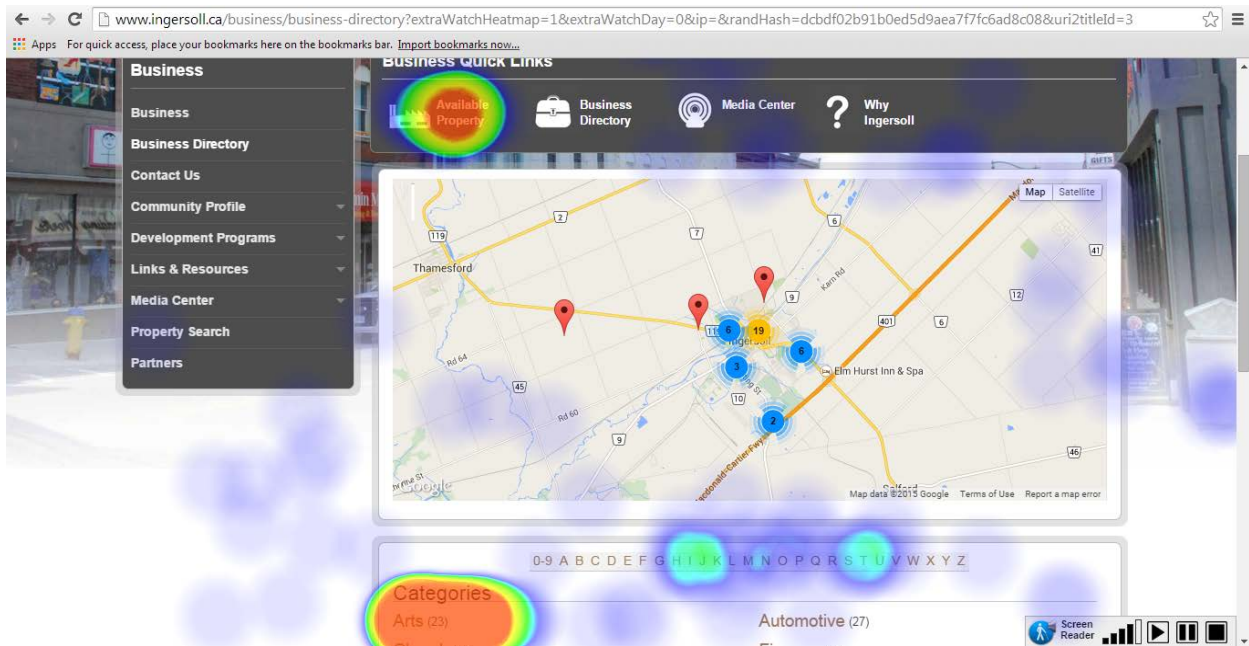


Image 2: Business Directory Heat Map

- Museum** – In February, the Museum hosted 82 members of the Winter Beater car cruise which visited the museum as part of a larger tour and took advantage of the items on offer in the Museum gift shop.

Work is also underway on the preliminary design and location for a pavilion structure to be created from some of the beams of the Kirwin Barn. Once the design and location are

finalized, the museum will be bringing forward a report to Council to present the proposal and get a resolution to proceed with the project. This proposal is thought to be an asset not only to the Museum programming but also to the wider user groups who visit the Centennial Park area.

Looking forward, the museum is focused on a number of operational items including re-organizing, cataloguing and updating collection records during the period of renovation work in March. Operations are expected to begin ramping up for the summer season following the renovation work as the museum is already booking dates for a number of tour bus companies.

As a reminder, you can always keep informed of events by following the museum updates at www.facebook.com/touringersoll and our events calendar at www.ingersoll.ca for more details and information.

Prepared by: Kale Brown, Director of Economic Development

Approved by: William Tigert, Chief Administrative Officer

INGERSOLL FIRE & EMERGENCY SERVICES



**FEBRUARY
2015**

**REPORT #F-038/15
APPROVAL DATE: March 9, 2015**

MONTH END STATISTICAL REPORT

FEBRUARY 2015

ALARM TYPE		YEAR TO DATE	RESPONSE CLASSIFICATION	YEAR TO DATE
911	10	17	ASSEMBLY OCCUPANCY	4
TELEPHONE TO DISPATCH		0	INSTITUTIONAL	2
MONITOR CO.	4	7	RESIDENTIAL	5
ADMINISTRATION OFFICE	2	6	PROFESSIONAL BUSINESS	0
VERBAL REPORT TO HALL		1	COMMERCIAL	0
RADIO		0	INDUSTRIAL	4
C.A.C.C., O.P.P., O.C.P.S.	11	18	VEHICLES/M.V.A.	2
			RUBBISH / DUMPSTER etc.	0
			MEDICAL	9
			CARBON MONOXIDE	3
			MISC. PROPERTY	0
			RESCUE	0
			PUBLIC HAZARD	0
			MUTUAL AID	0
			PUBLIC ASSIST	0
TOTAL	27	49	TOTAL	27

MONTHLY STATISTICS	2015	2014
DOLLAR LOSS TO BUILDINGS (EST.)	\$0	\$0
DOLLAR LOSS TO CONTENTS (EST.)	\$500	\$0
DOLLAR LOSS TO VEHICLES (EST.)	\$0	\$0

YEAR TO DATE STATISTICS	2015	2014
DOLLAR LOSS TO BUILDINGS (EST.)	\$0	\$30,000
DOLLAR LOSS TO CONTENTS (EST.)	\$500	\$15,000
DOLLAR LOSS TO VEHICLES (EST.)	\$3,000	\$0

	2015	2014
NUMBER OF CALLS THIS MONTH	27	14
NUMBER OF CALLS YEAR TO DATE	49	33
TOTAL MAN-HOURS THIS MONTH	156	90
TOTAL YEAR TO DATE MAN-HOURS	289	306

INGERSOLL FIRE & EMERGENCY SERVICES
STAFF PRACTICE
2015

DATE	TIME	ATTENDANCE
February 4, 2015	19:00 HRS - 22:00 HRS	
SUBJECT:	Outside Tour of GM CAMI and its surroundings,	
OBJECTIVES:	To become familiar with the building and landscape area for fire responses.	
TRAINERS:		

DATE	TIME	ATTENDANCE
February 11, 2015	19:00 HRS – 22:00 HRS	
SUBJECT:	Rope Rescue.	
OBJECTIVES:	Ingersoll hosted the Mutual Aid Meeting.	
TRAINERS:		

DATE	TIME	ATTENDANCE
February 18, 2015	19:00 HRS – 22:00 HRS	
SUBJECT:	Inside Tour of GM CAMI	
OBJECTIVES:	To become familiar with the inside of the building area for fire responses.	
TRAINERS:		

TRAFFIC ACTIVITY REPORT (FEBRUARY)

	Number	Amount
Fully Paid	24	\$750.00
Partially Paid	8	\$120.00
Not Paid	0	\$0
Service Fees	-----	\$128.00
Total	32	\$998.00

INGERSOLL FIRE & EMERGENCY SERVICES
FIRE PREVENTION INSPECTION ACTIVITIES

**FEBRUARY
2015**

INSPECTIONS		FOLLOW UP-INSPECTIONS		THIS MONTHS TOTALS	YEAR TO DATE
RESIDENTIAL	5	RESIDENTIAL	5	10	23
ASSEMBLY	6	ASSEMBLY		6	8
INSTITUTIONAL		INSTITUTIONAL		0	0
BUSINESS & PERSONAL SERVICES	2	BUSINESS & PERSONAL SERVICES		2	4
MERCANTILE	1	MERCANTILE		1	3
INDUSTRIAL	1	INDUSTRIAL		1	3
TOTAL	15	TOTAL	5	20	41

PUBLIC EDUCATION ACTIVITIES

GROUP	DEMO/TRAINING	TOUR	TALK	VIDEO	GUEST
EDUCATION THIS MONTH					
EDUCATION YEAR TO DATE					79

PUBLIC ACTIVITY INFORMATION

PROMOTIONS/ACTIVITIES	CURRENT MONTH	TOTAL YEAR TO DATE
Fire Safety Information Distributed		32
Promotions in the Community		0
Emergency Preparedness Pamphlets		0

BY-LAW ENFORCEMENT

2015

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

	Total for Month	Total Year to Date
Complaints Reported by Town Staff		0
Complaints Reported by Concerned Citizens	1	1
# of Notice of Violation Letters Sent		0
Tickets Issued	1	1

OTHER ACTIVITIES

- Attended a 401 response protocol meeting in Woodstock.



OPERATIONS
REGULAR MEETING OF COUNCIL
February Report # OP-038-15

Approval Date March 9, 2015

Mayor Comiskey and Members of Council

A. Town Engineer

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

Presented the engineering and public works department budgets to Council. Discussions with the County on the capital budget for the upcoming construction season.

Attended the Joint Municipal Coordinating Committee(JMCC) meeting on the Landfill and the County Health Unit's Air Quality Study on February 11, 2015.

Continued to work on gathering information for the Fees Study for the consultant.

Attended the OGRA/ROMA conference from February 22 – 25, 2015. Attended a meeting with all my colleagues from across the province to discuss issues of mutual interest as well as attended sessions on Winter Web App, Open Tendering for Municipal Projects and the Municipal Class Environmental Assessment.

B. Engineering

The Engineering department has spent the month working on upcoming capital projects for 2015. A public meeting with the County for the South Ingersoll Capital project was held on March 3, 2015. The public meeting for the Catherine Street Bridge and Reconstruction project is scheduled for April 15, 2015 from 4 – 7 pm.

Engineering Services responded to 34 requests for locates or re-locates during February. This included emergency locates.

Respectfully Submitted
Sandra Lawson, P.Eng.
Town Engineer

C. Chief Building Official and Facilities Manager

Facilities Management

Carnegie Building – Designated Substance Report (DSR) evaluation – the building evaluation has been completed and samples have been sent to the lab. Report pending receipt of testing results back to the consultant – expected within 2 – 3 weeks.

Carr’s Walkway - Heating issues - At the time of this report the Tenants are reporting problems with the heat stopping and starting erratically. Upon Further investigation it was found that the thermostat serving the 1st floor has begun to fail and is in need of replacement. Quotation for work has been requested by the HVAC maintenance contractor.

Building Department

Building Permit Fees Study – Worksheets have been completed and sent back to the consultant. A preliminary draft of the report for the Building Permit Fees component of the Fees study project should be available by the end of March.

Stale Permit Project – investigation progressing - (see Special Report OP-39-15)

February 2015 Permits – 6 building permits for construction valued at **\$594,406.00** were issued for the month of February.

- a. Total permits fees collected **\$4,948.80**
- b. Single and Multi-Unit for February– **3** single family dwellings & **0** Multi-Units
- c. **Total Single & Multi units permits over year to date (2015);**
- **5 Single Family Dwelling permits**
- **0 Multi-Unit permits**
- d. Total February Sewer Permits – 0
- e. February Permit Comparison Summary and Permit Reports as follows:

Permit Comparison Summary from 2/1/2015 to 2/28/2015

Category	Previous Year						Current Year					
	#	Building	Muni Dev.	Muni Levy	County	Value	#	Building	Muni Dev.	Muni Levy	County	Value
Accessory (Residential)	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0
Commercial	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0
Agricultural	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0
Institutional	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0
Industrial	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0	2	\$130.00	\$0.00	\$0.00	\$0.00	\$18,000
Residential	6	\$7,698.00	\$16,085.00	\$0.00	\$60,330.00	\$1,018,460	4	\$4,818.80	\$10,266.00	\$0.00	\$42,825.00	\$576,406

	Previous Year	Current Year
Total Permits Issued	6	6
Total Dwelling Units Created	5	3
Total Permit Value	\$1,018,460.00	\$594,406.00
Total Permit Fees	\$7,698.00	\$4,948.80

TOWN OF INGERSOLL Permit Summary From 2/1/2015 to 2/28/2015

Building Code Category	Total		New Structures		Add/Reno/UseCh		Demolitions		Signs		Other	
	Value	#	Value	#	Value	#	Value	#	Value	#	Value	#
Accessory Residential	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0
Residential	\$576,406	4	\$567,406	3	\$0	0	\$0	0	\$0	0	\$9,000	1
Agricultural	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0
Commercial	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0
Industrial	\$18,000	2	\$0	0	\$10,000	1	\$0	0	\$8,000	1	\$0	0
Institutional	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0
TOTALS	\$594,406	6	\$567,406	3	\$10,000	1	\$0	0	\$8,000	1	\$9,000	1

Respectfully Submitted,
 Brad Smale,
 Chief Building Official/Facilities Manager

MAINTENANCE

Winter Control

Events for February	2012	2013	2014	2015
Roads	12	14	17	21
Sidewalks	7	12	19	17
Snow Loading	1	1	1	3

Sidewalk Plowing

- Considerable time was spent plowing and applying material to sidewalks in February. The cold temperatures, snowfall, melting and refreezing when the sun is present required the machines to be out to keep the sidewalks safe and passable. Contrary to public opinion it is necessary to be out on the sidewalks applying material and scraping regardless of whether it is snowing or not.

Equipment Repairs

- There have been a number of repairs necessary on the snow equipment due to the extreme cold and amount of use this February. Crews have done a great job maintaining their plows in between snow events.

Road Repairs

- There can be a 12 degree temperature increase on the roads when the sun is shining regardless of air temperature. Because of this temperature swing potholes are appearing as melted water seeps into the cracks and refreezes. Crews have been patching streets as necessary. I would encourage anyone who has seen a pot hole that has not been filled to call the Public Works Department or email and we will ensure it is filled.

Tree Trimming and Removal

- The annual tree trimming and removal contract has begun with Tabor Brothers Tree Service winning the tender. A final total of removals and trims will be available for next month's report.

ADMINISTRATION

- I would like to congratulate John VanLeeuwen a 9 year Town employee who was the successful candidate for the position of Lead Hand February 2nd.
- High school student Remy Weir started his high school co-op semester with the Department February 23rd and is fitting in well with the crew.

Respectfully Submitted,
Doug Wituik,
Public Works Manager

**TOWN OF INGERSOLL
PARKS & RECREATION
2015 MARCH MONTHLY REPORT**

*Report No. R- 038-15
Approval Date: March 9th, 2015*

Members of Council:

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

Oxford Trails Council Meeting

Monday, April 13, 2015 – 12 noon – County Building

Ingersoll Safe Cycling Committee

Committee Meeting - Wednesday, April 1, 2015 – 7 pm – Town Hall

Family Bike Ride – 5 km, 10 km & 20 km

Sunday, May 24, 2015 - Registration Starts at 12:30 pm – Free (Donations)

- Bike Ride Starts at 1:30 pm
- Location: Victoria Park

Pirated Cove Pool Party - VPCC

Friday, March 20, 2015 – 6pm to 8 pm

Fusion – Kitchen Ribbon Cutting/ Grand Opening

Friday March 27, 2015 4pm

Fusion – Hanover Tour

Monday, March 30, 2015 – 2:30 pm – Fusion

Town Wide, Thames River Clean Up Day

Saturday, April 18, 2015 – 9 am to 1 pm – Fire Hall

Free BBQ – 12 noon to 1 pm

Rain Date – Saturday, April 25th, 2015

Ingersoll PlayRight Meeting

Tuesday, April 28, 2015 – 5:30 pm - VPCC

2. 2015 March Additional Work Projects:

- Coordination of Workplace Violence & Harassment Training for all full time Parks and Recreation Union employees – Tuesday, March 3, 2015;
- Coordination & Implementation of March Break Day Camp – March 16 to 20, 2015;
- Preparation of the 2015 Spring/Summer Program Guide;
- Safe Cycling Committee – Planning of the Family Bike Ride, Submission of the Bicycle Friendly Communities Award Program and attendance at the Ontario Bike Summit – March 31 & April 1st, 2015;
- Planning of the Pan Am Games Torch Relay Celebration – Thursday, June 18, 2015;
- Health & Safety Training – HR Downloads Training;

- Off Leash Dog Park Committee – Working with committee to develop criteria to evaluate proposed sites, conduct site reviews of public/private lands and plan future public meeting;
 - Ingersoll PlayRight – Working with committee to develop strategic plan and working relationship in the development of a new multi-use recreation centre;
 - Attendance at Parks and Recreation Conference – week of March 23rd, 2015;
 - Implementation of new 2015 rates and fees for Department programs.
3. Family Day activities were an overwhelming success with over 500 people enjoying free public swimming and skating.
4. Part time Summer Day Camp employment applications are due on or before April 17th, 2015. Parks Department applications closed on February 13, 2015 – over 30 applications were received.
5. Fusion Highlights
- All Fusion staff have recently attended Youth Mental Health training from the Canadian Mental Health Association of Oxford;
 - In the month of February as of Feb 23 there were a total of 798 youth visits;
 - On Feb 10, 2015 staff from the City of Markham toured Fusion;
 - Youth For Christ is now running their Breakfast Club on Saturday morning at Fusion;
 - The Ingersoll Rotary Club VIVO Music program is running very well with 14 students registered in the program;
 - The Ingersoll Harvest Run Committee has been re-branded as “Run Ingersoll, Sprint into Summer” and the run will be held on a new date June 14, 2015 at 9am;
 - Ingersoll Youth Advisory Committee is once again selling Rain Barrels. People can purchase online and with pick up on April 18 1-4pm;
 - Kitchen Renovation was completed at the end of December 2014 and is now in full operation. The “Ribbon Cutting” is scheduled for March 27, 2015 at 4 pm;
 - Staff is applying to Foodland Ontario for funds for Fusion cooking programs;
 - Attended YouthREX a Community Youth eXchange project (Research, Collaborate, Evaluate and Celebrate) launch in Toronto. Project funded by Ministry of Children and Youth Services

Respectfully submitted,

Bonnie Ward, Director
Parks and Recreation



DEPARTMENT: TREASURY DEPARTMENT

REPORT NO: T-039-15

COUNCIL MEETING DATE: March 9th, 2015

TITLE: TREASURY DEPARTMENT MONTHLY REPORT

Mayor Comiskey and Members of Council:

Department Activities and Information for the month of February

1. The 2015 budget process is still underway with two budget session with Council having taken place in February.
2. February 28th was the first property tax instalment due date for 2015 which always causes increased activity in the Finance department.
3. Attended a meeting of Oxford County Treasurer's with the main item of discussion being the possible reduction in the multi-residential tax ratio. It was decided that analysis will be done this year with a possible implementation taking place in 2016.
4. In process of finalizing 2014 yearend financial results and preparing 2014 financial statements, FIR and reconciling asset management transactions.
5. Finance and Property Tax Statistics:

46	2015 Property Tax Title Changes YTD
\$1,070,214	Property Taxes Outstanding February 28, 2015
3	Properties registered for tax sales (3 plus years in arrears, potential sale by tender in 2016)
1	Property to be sold by tax sale 2015

Prepared by: Jim Brown, Director of Finance, Treasurer

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-001/14	879784 Ontario Inc./ McKenzie Builders Group Inc	45 Winders Trail	Increase Lot Coverage to 36% (from 35%) to allow new SF Dwg	June 19/14	July 17/14	GRANTED	July 18/14	Aug 6/14	File Closed	No appeals
A-002/14	Colin Riddell	236 Victoria St	Enlarge existing 3-bay 174.5 sq.m. garage to max. 245.1 sq.m.	Sept 30/14	Nov 13/14	NOT GRANTED	Nov 25/14	pending...	20-day appeal period	Garage is only use on property. Related to Land Divison consent for severance files #B-110/07 and #B-53/09.

SITE PLAN CONTROL

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

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

TOWN of INGERSOLL - Development Applications Status

DRAFT PLANS of SUBDIVISION and CONDOMINIUM

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

TOWN of INGERSOLL - Development Applications Status

ZONE CHANGE

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



DEPARTMENT: Operations

REPORT NO: OP-040-15

COUNCIL MEETING DATE: March 9, 2015

TITLE: Proposed Public Meeting on Train Whistling

OBJECTIVE

To provide an agenda for a possible public meeting on train whistling at grade crossings in Ingersoll.

BACKGROUND

As the result of Report OP-037-15 "Cessation of Train Whistling at Specific Railway Grade Crossings" at the Council Meeting of February 9, 2015, Council requested a report on a possible public meeting to deal with train whistling. This report provides a possible agenda for the public meeting.

ANALYSIS

The proposed agenda would be as follows:

Agenda

Welcome and Introductions

Jeff Willsie – Ontario Southland Railway – Jeff will speak about his operation and the requirements of the railway in regards to whistling

Sandra Lawson – Town of Ingersoll – Sandra will speak about the requirements of the municipality for the elimination of whistling at grade crossings and the time and costs associated with the process.

Sandra Lawson – Options available

Questions & Answer Period

In reviewing previous Council agenda's, Council did defer Clerk's Report C-113-05 "Elimination of Train Whistles" to a public meeting. A public meeting was held on November 14, 2005, where the Mayor and Council heard from the public that it was to everyone's benefit to continue with train whistles. That while train whistles are a nuisance and have a negative effect on the quality of life for the residents, it was necessary to weigh these impacts against the safety feature of the whistle and the number of lives that may be saved or have been saved by this unwanted noise pollution. As a result of the public meeting at the regular Council meeting of November 14, 2005, Council elected to take no further action on the elimination of train whistles in the Town of Ingersoll.

FINANCIAL IMPLICATIONS

There are no financial implications associated with this report.

An option that Council could consider to offset the costs of the safety audit and capital improvements needed to implement anti-whistling would be to implement a local improvement fee to any resident within a certain distance of the railway line.

RECOMMENDATION

That report Number OP-40-15 be received as information and further that staff be directed to set up a public meeting with the agenda as identified in this report.

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

Approved by: William Tigert, CAO



DEPARTMENT: OPERATIONS

REPORT NO: OP-042-15

COUNCIL MEETING DATE: March 9, 2015

TITLE: Ontario Community Infrastructure Fund (OCIF) – Application Based-Catherine Street Project

OBJECTIVE

To obtain Council's approval to enter into an agreement with the Province of Ontario to receive grant funding for the Catherine Street Bridge and Road Reconstruction project and a partnership agreement with the County of Oxford as a partner in the project.

BACKGROUND

In September 2014, the Town submitted an Expression of Interest (EOI) to the Province of Ontario under the Ontario Community Infrastructure Fund (OCIF) for grant funding for the Catherine Street Bridge and Road Reconstruction Project. This project consisted of complete road reconstruction from Thames St North to Mutual Street with replacement of storm, sanitary and water infrastructure. It also included the replacement of the Catherine Street Bridge Culvert over the Henderson Creek.

On November 6, 2014, the Town was informed that it was successful in its EOI and had moved onto the next phase, the application process. The Town submitted its application for the grant funding on December 18, 2014.

On February 17, 2015 the Town was informed that it was successful in receiving grant funding for the Catherine Street project. The Town will receive the full requested funding for the project.

ANALYSIS

As part of the conditions for receiving this funding the Town must sign an agreement with the Province of Ontario. This agreement must be signed and sealed by the Town and received by the province no later than March 13, 2015. Also since this is a joint project with the County of Oxford, the Town is also required to enter into a partnership agreement with the County which must be executed no later than ten (10) business days after the signing of the Agreement. There are two by-laws before Council tonight,

one to enter into the agreement with the Province and one to enter into an agreement with the County.

FINANCIAL IMPLICATIONS

The Town has received grant funding from the OCIF for the Catherine Street Bridge and Road Reconstruction Project of \$995,253. The total project cost is \$1,727,499 of which \$110,584 is from the Town and \$621,662 is from the County of Oxford.

RECOMMENDATION

That report Number OP-42-15 be received as information.

And that Council passes a by-law to authorize the execution of an Agreement with the Province of Ontario for the Ontario Community Infrastructure Fund-Application Based Component;

And that Council passes a by-law to authorize the execution of a Partnership Agreement with the County of Oxford for the Catherine Street Bridge Road Reconstruction Project.

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



DEPARTMENT: Operations

REPORT NO: OP-043-15

COUNCIL MEETING DATE: March 9, 2015

TITLE: Naming of Streets in the Town of Ingersoll

OBJECTIVE

To seek Council approval for the process of naming of streets in new subdivisions.

BACKGROUND

For the last several subdivisions names for streets have been taken from a list of people killed in action during the war, as engraved on the cenotaph outside Town Centre (see attached list).

ANALYSIS

The Schout Group has approached Town staff in obtaining two street names for their Kirwin subdivision. Previously the developer has been given the list of proposed street names, that come from the people killed in action during the war, and select their street name from that list. If the developer didn't want to select a name from the list, then they approached Council for approval of the name.

Staff is recommending that we formalize this process of selecting street names as:

Developers can select street names from the approved list or if they wish to chose their own name, that name must be approved by Council.

FINANCIAL IMPLICATIONS

There are no financial implications with this report.

RECOMMENDATION

That report Number OP-043-15 be received as information.

And that the list of Proposed Street Names be approved;

And that the procedure for determining street names in new developments as identified in this report be approved.

ATTACHMENTS

Proposed Street Names

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

Proposed Street Names – (Killed in Action) – WWI or WWII			
<u>Name</u>	<u>Used</u>	<u>Name of Street</u>	<u>Subdivision</u>
Herric Adair			
E. Adair			
R. Adam			
A. Alway			
J. T. Atkins			
A. Barrow			
B. Barrow			
W. A. Barrow			
P. Barton			
C. Bennett	Assigned	Bennett Lane	Clover Ridge
J. Boles	Used	Boles Street	
G. Booth			
B. Borthwick			
C. Bowman			
H. B. Bowman			
L. T. Bowman			
A. Brookfield			
G. Brothwick			
J. Brown			
H. Burden			
Reg Butler			
Ken Campbell			
R. Carey			
C. Carradice			
F. A. Cash			
J. T. E. Chalk			
W. A. Chamber			
R. Chambers			
J. A. Chambers			
Gordon Chamberlain	Used	Chamberlain Ave	Sifton (formerly Van Ryswyck)
W. Chatfield	Used	Chatfield St.	Sifton (formerly Van Ryswyck)
Lawrence Chatfield	Used	Chatfield St.	Sifton (formerly Van Ryswyck)
Robert Clark	Used	Clark Road	
G. Cline			
J. H. Cole			
Bertram Cole			
H. Cook			
G. T. Cooper			
V. A. Couch			
D. A. Court			
W. Cox			
V. Crouch			
T. Cussons			
Robert Douglas			
T. E. Edwards			
R. G. Ellis			
R. English			
D. Etringer			

J. Fuller	Used	Fuller Drive	Pyne Hall, Clover Ridge North
P. Furlong			
A. Gair			
R. S. Galpin			
John Gayfer	Used	Gayfer Place	Mapleridge Meadows
A. George	Used	George Street	
O. Gerber			
H. B. Glidden			
G. Hackaberry			
Fred Haines	Used	Haines Street	
Bryon Haley	Assigned	Haley's Court	Clover Ridge (formerly Pyne Hall)
J. Hall	Used	Hall Street	
A. Hardwick			
A. J. Harrison			
W. Hartfield			
R. C. Haycock			
H. Heald			
Cecil Henderson	Used	Henderson Court	Festival Securities
T. Henderson	Used	Henderson Court	Festival Securities
Jack Hollingshead	Used	Hollingshead Rd.	Sifton (formerly Van Ryswyck)
E. Hollingshead	Used	Hollingshead Rd.	Sifton (formerly Van Ryswyck)
H. C. Holmes			
Fred Horning			
B. W. Houston			
William Houston			
D. Hughes			
P. Hunt			
H. J. Huntley			
A. Jeavons			
Donald Jenvey			
J. F. Johnson	Used	George Johnson Blvd	
F. J. Kay			
P. Keen			
J. M. Kerr	Used	Kerr Crescent	Highland on Haines
N. Kettlewell			
J. K. Kirkpatrick			
Charles Lambert			
A. Land			
J. A. Langdown			
J. S. Leatham			
J. G. Lee			
D. A. Lees			
J. Levick			
Charles Lewis	Used	Lewis Lane	Clover Ridge
J. A. Livens			
G. Lloyd			
Gerald Lockey	Used	Lockey Court	Clover Ridge
D. Lucas			
K. Mabee	Used	Keith Mabee Boulevard	Camdon
T. Mack			

C. E. Macmillan	N/A		
J. Macmillan	N/A		
J. Macmillan	N/A		
J. F. H. Manser			
E. Martin			
H. Mason	Used	Mason Drive	
J. S. McCoy			
Albert McCreary	Used	McCreary Road	Oak Country
H. McDermott			
Ken McKee			
J. McPherson			
Joe McMillan	Used	McMillan Court	Pyne Hall
Jack McMillan	Used	McMillan Court	Pyne Hall
E. Meatherall			
D. Minard	Assigned	Minard Way	Clover Ridge
J. M. Minard	Assigned	Minard Way	Clover Ridge
A. E. Minler			
Howard Moffat	Used	Moffat Ave.	Clover Ridge
R. Moggagh			
George Mole			
G. Montgomery			
F. B. Morgan			
L. H. Morgan			
W. Morrison			
R. Mortimer			
G. Naven			
V. Neill			
J. Neill			
M. Neill			
W. Neill			
G. Newburn			
W. S. Newman			
William Nickolson			
G. Niven			
E. C. Norsworthy	Used	Norsworthy Lane	Oxford Village
A. J. Norsworthy	Used	Norsworthy Lane	Oxford Village
Brock Owen	Used	Owen Street	Pyne Hall
E. W. Parker			
E. C. Parker			
H. Parker			
I. Rawlinson			
A. Redfearn			
R. Redhead			
W. H. Rice			
J. Roache			
W. Roberts			
G. M. Robinson			
F. M. Robinson			
S. Robinson			
R. Roche			

W. Rowlinson			
W. R. Russel			
W. Scourfield	Used	Scourfield Drive	Oak Country (Ph. V)
Les Scourfield	Used	Scourfield Drive	Oak Country (Ph. V)
G. W. Servent			
I. Shillington			
H. E. Shipton			
H. Smith			
H. J. Smith			
P. Smith			
Rusty Smith			
F. Southcombe			
W. Spellat			
William Spittall			
A Stanley			
W. Stanley			
O. Stevens			
A. W. Stevens			
William Stone	Assigned	Stone Rd.	Clover Ridge
D. Stringer			
S. Strowbridges			
G. Sutherland			
Robert Swallow			
G. F. Tackaberry			
W. B. Tait			
V. L. Taylor	Used	Taylor Street	
J. H. Thomas	Used	Thomas Street	
William Wade			
L. P. Waite			
W. Waite			
Robert Walker	Used	Walker Road	Clover Ridge
William Walker	Used	Walker Road	Clover Ridge & Clover Ridge N
C. V. White			
E. G. Wilson	Used	Wilson Street	
H. Wilson	Used	Wilson Street	
H. F. Wilson	Used	Wilson Street	
H. D. Wilson	Used	Wilson Street	
Sam Wilson	Used	Wilson Street	
W. Wilson	Used	Wilson Street	
Bruce Winders	Used	Winders Trail	Clover Ridge
Doug Wolstenholme			
F. Wright			
W. L. Wright			
J. C. Wright			
H. S. Wright			
H. G. Wright			
B. Zavitz			



DEPARTMENT: Parks & Recreation Department

REPORT NO: R-039-15

COUNCIL MEETING DATE: March 9, 2015

TITLE: Parks & Recreation Program Guide

OBJECTIVE

To seek Council's direction on the future content and design of the Parks & Recreation Program Guide.

BACKGROUND

Prior to the spring of 2007 the Parks and Recreation Department produced and published its own Program Guide. The guide consisted of only Department programs and a one page community groups & services listing. The inside back cover was dedicated to the promotion of the Senior's Activity Centre.

In the spring of 2007 the Parks and Recreation Department stopped publishing its own program guide and became a major stakeholder in a private publication known as the "Here in Ingersoll" magazine.

The Here In Ingersoll magazine contained Parks and Recreation program information as well as community interest stories, non-profit community groups advertisements, private ad's, community contacts and special events.

In the fall of 2014 the Town became aware that the "Here in Ingersoll" magazine was no longer being published.

In order to advertize the Town's 2015 Winter Programs department staff created a publication "in house". Three quotes were obtained to have the program information printed and distributed to the community.

At the time of preparing this report staff was working on the production of the 2015 Spring and Summer Program Guide to be distributed to the community the week of March 2nd, 2015.

Staff at VPCC and Fusion has the ability and skill to create *camera ready* pages to be taken to a private printer for publication.

ANALYSIS

The “Here in Ingersoll” magazine was a valuable asset to the community and has been missed by those who participated in its publication. Several non-profit community organizations utilized this publication to advertise their community programs and services.

The magazine featured several community “good news” stories in each edition that supported the promotion of community special events.

The magazine also provided a venue for private businesses to advertise their products and services in the community.

Staff is seeking direction from Council regarding the future publication of the Parks and Recreation Program Guide.

The following three options are presented for Council’s consideration:

Option 1

The Town creates and publishes its own Parks & Recreation Program Guide three (3) times per year. The publication would only include Parks & Recreation information and a community groups and services listing.

Option 2

The Town create and publish a Program Guide that includes Parks & Recreation Program information, community groups and services listing as well as an additional 4 to 8 pages for non-profit community groups to advertise their programs and services (Pages must be in multiples of 4). These additional pages could also be purchased by other municipal departments to advertise their services or special events i.e. Fire Department - Fire Prevention Week, Engineering Department – Spring Clean Up, Museum – Down on the Farm, Harvest Fest etc.

The non-profit community groups and municipal departments would be charged the full staffing cost for page layout and a percentage of the printing and distribution costs.

Option 3

The Town *Call for Proposal* to see if there is a private publisher who would be interested in partnering with the Town to publish a similar magazine to the `Here in Ingersoll` with editorial, community group advertisements, private ad's and the promotion of community special events.

The Town would be a major stakeholder and guarantee a specific number of *camera ready* pages per publication, commit to a minimum of three publications per year and require specific distribution areas.

INTERDEPARTMENTAL IMPLICATIONS

None

FINANCIAL IMPLICATIONS

Option 1

The 2015 Winter Guide was completely produced *in house* by department staff. The guide was a total of 20 pages (including front and back covers). The cost to print 8,000 copies was \$4,072 plus taxes. The cost to mail the guide to every household, apartment and farm in Ingersoll, Beachville and Thamesford was \$1,462 plus taxes.

The total cost for printing and mailing was \$5,534 plus taxes.

As a cost savings in 2015 the Department is proposing that we reduce the number of publications to three per year – Winter, Spring/Summer and Fall. Preparing the guide *in house* is considerable less expensive than having a private publisher prepare the page layouts.

The proposed 2015 Advertising and Promotion budget for the entire Department is \$25,000. The 2014 Advertising and Promotion budget was approved at \$32,000.

Option 2

If the Town were to continue to publish the guide and offer 4 to 8 pages to non-profit community groups the Department would charge these groups advertising space. The advertising cost would include the full staffing cost to prepare the ad layout and a percentage of the printing and distribution costs.

Option 3

If a private publisher were to come forward with interest to publish a similar magazine as the Here in Ingersoll the Town would negotiate a price for *camera ready* pages as a major stakeholder.

RECOMMENDATION

THAT Council direct staff to proceed with option 3 and *Call for Proposal* to see if there is a private publisher who is interested in producing a community publication that is similar to the former Here in Ingersoll magazine.

ATTACHMENTS

None

Prepared by: Bonnie Ward, Director of Parks & Recreation

Approved by: William Tigert, CAO



DEPARTMENT: Parks and Recreation

REPORT NO: R-040-15

COUNCIL MEETING DATE: Monday, March 9, 2015

TITLE

Fusion Youth Centre's Entrepreneurship Program- SureStart

OBJECTIVE

The objective of this report is to seek council's support and permission to seek alternative funding sources for the continuation of the Entrepreneurship Training Program (SureStart) offered at the Fusion Youth Centre (Fusion) beyond September 2015. This would be on the premise that 100% of the program operation costs would be fully funded by outside funding sources.

BACKGROUND

Since 2008 Fusion has successfully operated the Entrepreneurship training program in Ingersoll and throughout Oxford County. The first 2 years was funded under the Youth Entrepreneurship Partnership Program with the Ministry of Economic Development and Trade (now the Ministry of Economic Development, Employment and Infrastructure) and most recently the past 4 years funded through the Ontario Trillium Foundation, which funding officially ends September 2015. Over the last 6 years Fusion has developed a comprehensive Entrepreneurship program which has benefited many local youth developing their Entrepreneurial skill set and assisting them in launching their business ideas. This program now called SureStart has been developed and delivered by Fusion and has operated out of the Youth Centre since inception in 2008. The average annual operating costs for the program have been \$125,000 (fully funded by outside sources). This cost includes employing 2 full time contract staff, with 5-8% of the program revenue going towards Fusion's General Program net expenditures for administrative support.

In 2011 the Town of Ingersoll signed a collaborative agreement with Community Employment Services (CES), who is a collaborative partner and referral agency to the program. CES has indicated that Fusion's SureStart program has a vital role to play in

Oxford County, filling the skills gap by delivering self-employment and entrepreneurship training for youth ages 14-29. The SureStart program has been successful in achieving its objectives over the past year. We are one of the only programs in Oxford County offering Entrepreneurship training for ages 14-29. Presently we're working closely with the Woodstock and Area Small Business Enterprise Centre, Ontario Works and the Oxford Small Business Support Centre.

The main outcome of the SureStart program is to Enhance Economic Opportunities for Youth in Ingersoll and Oxford County. The SureStart program objectives are to build a stronger and better skilled youth work force focused on the strengths of entrepreneurial skills, small business training, practical hands on experience and direct links to the business community, creating long term systematic change and transformation. Driven by today's knowledge based economy. We achieve this goal through providing network opportunities for businesses and youth, entrepreneurship conferences, workshop training, business development sessions, entrepreneurship exploration, one-on-one business supports and through assisting youth in launching their business idea.

ANALYSIS

Over the past 6 years SureStart at Fusion has grown, developed and taken on more formal integration throughout Oxford County and has truly become a key component to business development training in Ingersoll and Oxford County. It has easily become the prominent source of training for youth 14-29 in self-employment and entrepreneurship training in Oxford County. Many agencies rely on the SureStart program as we take referrals from over 5 local agencies. Highlighted below are the participant numbers for the SureStart Program for 2014.

Program Statistics 2014 Participants Reached

SureStart Entrepreneurial Training Program	YEAR 4 (2014)
Referrals	28
Networking	43
Conference	150
Workshop – Self Management Workshop	0
Workshop – Entrepreneurship Exploration Training	27
Workshop – Business Planning Workshop	19

Developing businesses	9
Businesses launched	6
Volunteer hours	156

After much evaluation and development the SureStart program is fully developed and implemented throughout Ingersoll and Oxford County. During our 4th year of OTF funding we have developed a more robust program that includes attraction strategies, a comprehensive service delivery model, partnership table, and benchmarking measures. This targeted approach allows us to quantify and demonstrate the value added impact to Ingersoll and Oxford County beyond the often reported qualitative stories. This change in evaluative measures positions SureStart well as a competitive candidate for future funding dollars. Unique to SureStart is the mobile training platform. No other business training initiative in the County adjusts the workshop location based on the geographic needs of the participants. In this manner SureStart is a leader in addressing the transportation barriers unique to rural areas. Without the opportunity for youth based, mobile, client centred approach to entrepreneurship development there is certain possibility that we will support the out-migration of our future business owners.

SureStart has had active representation on the Oxford Workforce Development Partnership, which Fusion is part of its strategic plan seeking to cultivate entrepreneurship. SureStart was identified as a leading opportunity for young people to engage in business support services and foster the retention of young talent in Oxford County. SureStart is listed on the Community Employment Website as being their leading partner in entrepreneurship training.

We believe that through the outcomes of the SureStart program we are contributing to overall local economy by building a better workforce in hopes that new business would be launched. Please refer to **Appendix A** for details on SureStart's program logic model.

We know there is a need in Ingersoll and Oxford County for Entrepreneurial and self-employment training based on research done in the region. The following statistics has been pulled from Labour Development Strategies and Reports complete recently in the region.

- There are a total of 7,806 business in Oxford County 60% of which are "indeterminate" in nature suggesting no regular payroll. This typically suggests the self-employed or cottage industries within a community¹.
- Overall there was a decline of 71 businesses or 0.9% over the 5 year period to December 2009. The largest loss in business count occurred in agriculture and,

¹ Oxford County Labour Force Development Strategy Pg. 39-40 www.workforcedevelopment.ca/oxford-labour-force-strategy

despite the fact that this industry is dominated by the self-employed, most of the business losses occurred in those businesses with employees².

- 1,509 people were surveyed who were either self-employed or considering self-employment options and were asked if they would consider attending workshops or seminars on business and/or entrepreneurship training. From those surveyed, 32%-38% were very interested, while 35%-44% were somewhat interested and 18%-33% not interested³.

We believe that the SureStart program over the years has demonstrated its impact and need here in Ingersoll and throughout Oxford County, and the importance SureStart has on our local economy. Although operating an entrepreneurship training program is not typical of a municipal youth centre running recreation programs, we believe that the overall impact this program has on the economics of the community justify working outside our traditional mandate at the Youth Centre.

INTERDEPARTMENTAL IMPLICATIONS

Fusion and the Town's Economic Development Department could play a role working together on program deliverables and outcomes specific to Ingersoll. This could be explored in further detail if Council approves the continuation of the SureStart program.

FINANCIAL IMPLICATIONS

There would be no cost to the Town of Ingersoll to continue to operate the SureStart program beyond September 2015, as the expectation would be to secure 100% funding from outside sources for all associated program costs. Based on the funding we apply for, we can typically request (within reason) that 10-12% of the revenue go back to Fusion's General Operations for administrative support. All funding applications and/or funding opportunities would be reported back to Council for approval prior to securing any additional funding to continue the program. New costs to operate the SureStart program after September 2015 would roughly be \$85,000 annually based on employing one full time contact staff and all related program costs. If funding is not secured for the continuation of SureStart by September 2015 the program will be suspended until such time funding is available.

Currently we have a letter of intent submitted to the Ministry of Economic Development, Employment, and Infrastructure which simply states our interest in applying for funds. We are also currently in conversations with the Woodstock and Area Small Business Enterprise Centre (WASBEC) in assisting the delivery of the Starter Company program funded through the Ministry, which would include roughly \$35,000 in funding annually. Should council choose to proceed with the continuation of SureStart and we are invited to write a full application for funding, or develop a Memorandum of Understanding with WASBEC, we will bring back a staff report to council seeking approval to move forward with any type of funding or application.

² Oxford County Labour Force Development Strategy Pg. 41 www.workforcedevelopment.ca/oxford-labour-force-strategy

³ Entrepreneurial Climate Study Pg. 21 www.sbcreport.ca

Recognizing that the funding landscape for potential youth program funding over the next few years is heavily weighted towards Youth Entrepreneurship training we believe it is in the best interest of Fusion and the youth in Oxford County to continue with the program.

RECOMMENDATION

THAT Council approve the continuation of the SureStart program at the Fusion Youth Centre, with 100% of program related costs coming from outside sources.

AND FURTHER THAT Staff will report back to Council all funding applications and/or funding opportunities for approval prior to securing any additional funding to continue the program.

ATTACHMENTS

Appendix A: SureStart Program Logic Model Outcomes and Pathway

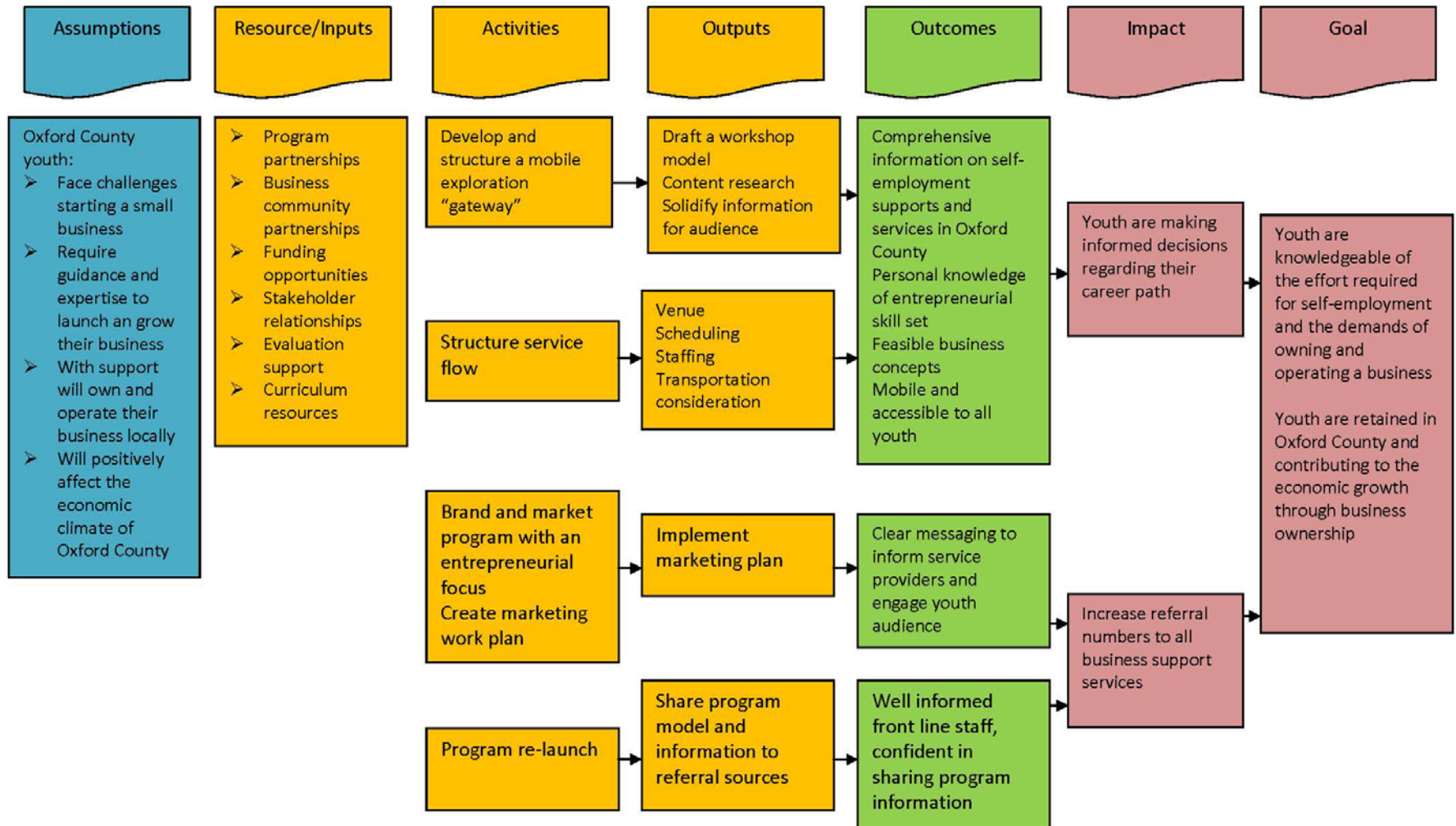
Prepared by: Bonnie Ward, Director of Parks and Recreation
Jason Smith, Manger of Fusion Youth Centre

Approved by: William Tigert, CAO

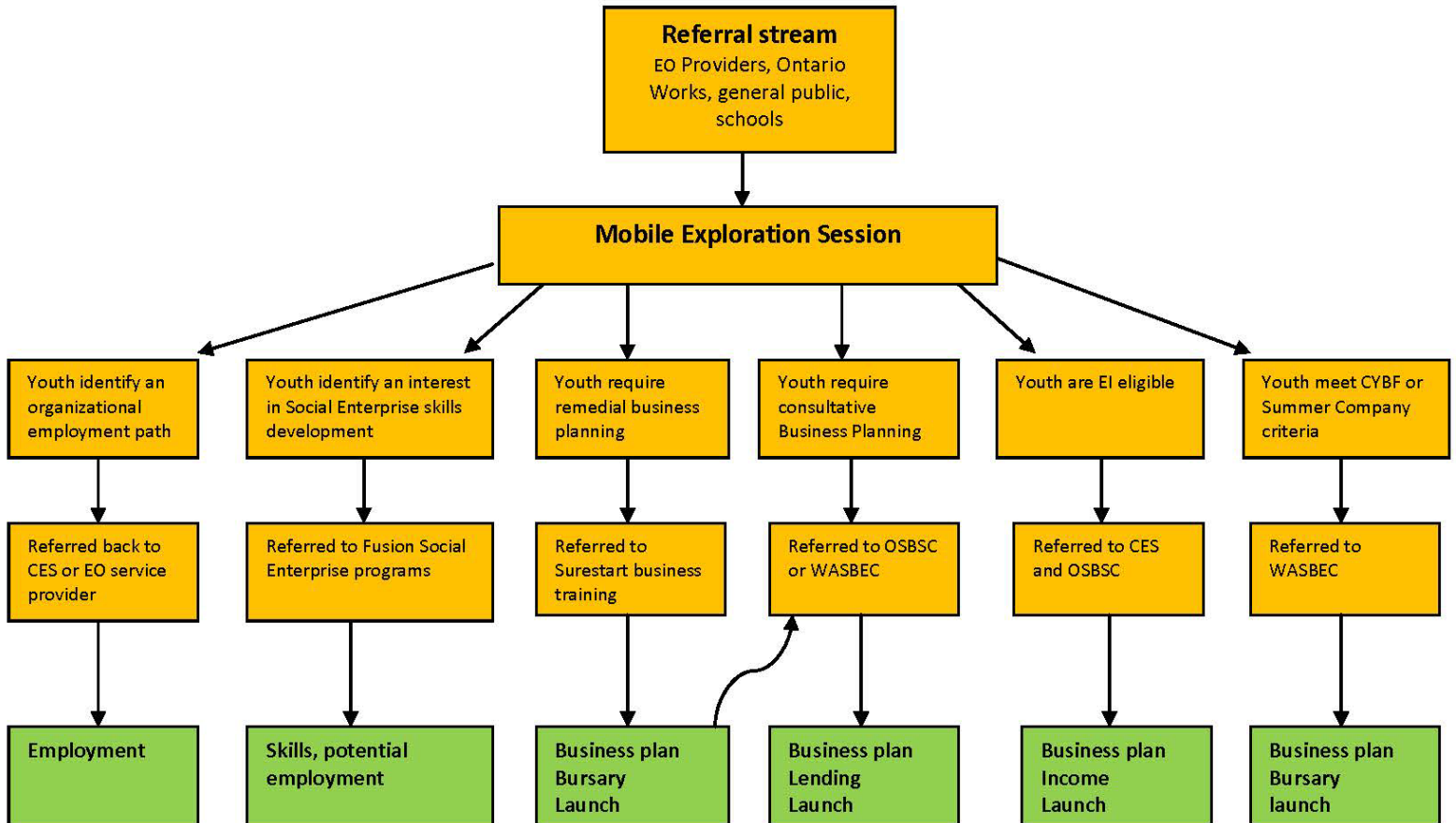
Appendix A

SureStart Logic Model and Pathway

SURESTART EXPLORATION LOGIC MODEL



Oxford County Entrepreneurial Pathway



Goal: youth are retained in Oxford County and contributing to the economic growth through business ownership and employment.



DEPARTMENT: Treasury

REPORT NO: T-040-15

COUNCIL MEETING DATE: March 9, 2015

TITLE: Development Charge Indexing

OBJECTIVE

To adjust the Town's Development Charges for inflation as prescribed in the Development Charges By-law.

BACKGROUND

The Development Charges By-law #14-4760 section 15 states that the development charges may be adjusted annually on April 1st of each year in accordance with the most recent twelve month change in the Statistics Canada Quarterly "Construction Price Statistics". The index is a measure of the building construction price increases and by applying the index to development charges is a means to ensure the funds collected reflect the cost to construct future capital assets.

ANALYSIS

The 2014 4th quarter annual index in the Construction Price Statistics has increased 1.9%. The following are the Town's current and the proposed rates with the indexing applied.

	Singles	Rows & Other	Apartments	
	& Semis	Multiples	Large	Small
Current Charge	\$3,422	\$2,532	\$1,842	\$1,381
Proposed	\$3,487	\$2,580	\$1,877	\$1,407

INTERDEPARTMENTAL IMPLICATIONS

None

FINANCIAL IMPLICATIONS

The rate increase is an inflationary adjustment to support the needs as identified in the Development Charge Study. It is not new money to fund any additional needs.

RECOMMENDATION

That the Council for the Town of Ingersoll approved the Development Charge indexing of 1.9% effective April 1, 2015 in accordance with the Development Charges By-law #14-4760.

ATTACHMENT

None.

Prepared by: Jim Brown, Director of Finance, Treasurer
Approved by: William Tigert, CAO



DEPARTMENT: Treasury

REPORT NO: T-041-15

COUNCIL MEETING DATE: March 9, 2015

TITLE: 2014 Council Remuneration & Expense Report

OBJECTIVE

To provide Council with the 2014 Council Remuneration and Expenses Report for the year ended December 31, 2014 as required under the Municipal Act.

BACKGROUND

In accordance with subsection 284(1) of the Municipal Act 2001, *"The Treasurer of a municipality shall in each year on or before March 31 provide to the council of the municipality an itemized statement on remuneration and expenses paid in the previous year to,*

(a) each member of council in respect of his or her services as a member of council or any other body, including a local board, to which the member has been appointed by council or on which the member holds office by virtue of being a member of council;

(b) each member of council in respect of his or her services as an officer or employee of the municipality or other body described in clause (a); and

(c) each person, other than a member of council, appointed by the municipality to serve as a member of any body, including a local board, in respect of his or her services as a member of the body."

ANALYSIS

Remuneration was paid as per 2014 Council Remuneration By-law 14-4750.

INTERDEPARTMENTAL IMPLICATIONS

None

FINANCIAL IMPLICATIONS

None.

RECOMMENDATION

That Report No. T-041-15 regarding Council Remuneration and Expenses for the year ended December 31, 2014 for the Town of Ingersoll be received for information.

ATTACHMENTS

2014 Council Remuneration and Expense Report

Prepared by: Jim Brown, Director of Finance, Treasurer

Approved by: William Tigert, CAO

Town of Ingersoll
Statement of Remuneration and Expenses
For the period ending December 31, 2014
(in accordance with Section 284(1) of the *Municipal Act*)

	Town of Ingersoll				Police Services Board		Cemetery Board	Committee of Adjustment Honourarium	2014 Total Remuneration	
	Salary	Benefits	Travel & Expenses	Conferences & Seminars	Honourariums & Wages	Conferences, Seminars & Exp			Salaries & Wages	Benefits & Expenses
	(1)	(2)	(2)	(2)	(1)	(2)	(1)	(1)	(1)	(2)
Ted Comiskey	\$28,241	\$5,730	\$3,970	\$3,073	\$2,810	\$2,016			\$31,051	\$14,788
Fred Freeman	\$20,663	\$6,295	\$2,245	\$2,197	\$2,810	\$130			\$23,473	\$10,867
Cathy Mott	\$12,094	\$1,874	\$736				\$360		\$12,454	\$2,609
Dave McLeod	\$12,094	\$43	\$40						\$12,094	\$83
Gord Lesser	\$13,193	\$5,409	\$1,012	\$1,702					\$13,193	\$8,123
Kristy Van Kooten-Bossence	\$13,193	\$6,483	\$110						\$13,193	\$6,593
John Fortner	\$12,094	\$0	\$1,003						\$12,094	\$1,003
Michael Bowman	\$1,099	\$477	\$53						\$1,099	\$530
Reagan Franklin	\$1,099	\$0							\$1,099	\$0
Brian Petrie	\$1,099	\$0							\$1,099	\$0
Ann Campbell					\$5,317	\$1,492			\$5,317	\$1,492
Terry Bushell					\$2,930	\$1,177			\$2,930	\$1,177
David McKenzie					\$2,930	\$0		\$100	\$3,030	
Sherri Dayman					\$2,030	\$648			\$2,030	\$648
John Chouinard								\$50	\$50	
Dave Phillips								\$100	\$100	
Nancy Phillips								\$100	\$100	
	\$114,869	\$26,310	\$9,169	\$6,973	\$18,827	\$5,463	\$360	\$350	\$134,406	\$47,915



**Corporation of the Town of Ingersoll
By-Law 15-4792**

A bylaw to dedicate certain 0.3 metre (1 foot) reserves, being part of Lot 201, Block 51, Registered Plan 279 designated as Part 14, Plan 41R-4671 and being all of PIN 00168-0295 and Part of Lot 201, Block 51, Registered Plan 279 designated as Part 15, Plan 41R-4671 and being all of PIN 00168—0296; as part of the public highway system.

WHEREAS Section 27 (1) of The Municipal Act, 2001, S.O., 2001, c. 25 authorizes a municipality to pass by-law in respect of a highway over which it has jurisdiction;

AND WHEREAS the lands affected by this By-law were conveyed to and accepted by the Corporation of the Town of Ingersoll as reserves;

AND WHEREAS the Corporation of the Town of Ingersoll now wishes to dedicate the lands as public highway;

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

1. **THAT** the lands described as Part of lot 201, Block 51, Registered Plan 279 designated as Part 14, Plan 41R-4671 being all of PIN 00168-0295 is hereby dedicated as part of the public highway system known as Daniel Street;
2. **AND FURTHER THAT** the lands described as Part of Lot 201, Block 51, Registered Plan 279 designated as Part 15, Plan 41R-4671 being all of PIN 00168-0296 is hereby dedicated as part of the public highway system known as Daniel Street;
3. **AND FURTHER THAT** By-law 12-4693 is hereby repealed.

READ a first and second time in Open Council this 9th day of March, 2015.

READ a third time in Open Council and passed this 9th day of March, 2015.

Edward (Ted) Comiskey, Mayor

Michael Graves, Clerk



**Corporation of the Town of Ingersoll
By-Law 15-4793**

A by-law to authorize the execution of an Agreement with Her Majesty the Queen in right of the Province of Ontario represented by the Minister of Agriculture, Food and Rural Affairs for the Province of Ontario and the Town of Ingersoll related to funding provided by the Province of Ontario to the Municipality under the Ontario Community Infrastructure Fund-Application-Based Component

WHEREAS the Town of Ingersoll is desirous of entering into an agreement with the Minister of Agriculture, Food and Rural Affairs related to funding provided by the Province of Ontario under Ontario Community Infrastructure Fund-Application-Based Component

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

- (1) **THAT** the Mayor and the Chief Financial Officer/Treasurer are hereby authorized to execute an agreement with Her Majesty the Queen in right of the Province of Ontario and to affix the seal of The Corporation of the Town of Ingersoll hereto.
- (2) **AND FURTHER THAT** a copy of the said agreement shall be annexed to and form part of this by-law.

READ a first and second time in Open Council this 9th day of March, 2015.

READ a third time in Open Council and passed this 9th day of March, 2015.

Edward (Ted) Comiskey, Mayor

Michael Graves, Clerk

ONTARIO COMMUNITY INFRASTRUCTURE FUND – APPLICATION-BASED COMPONENT

BETWEEN:

HER MAJESTY THE QUEEN IN RIGHT OF ONTARIO
as represented by the Minister of Agriculture, Food and Rural Affairs

(“Ontario”)

– and –

THE CORPORATION OF THE TOWN OF INGERSOLL

(the “Recipient”)

WHEREAS the Government of Ontario has created the Ontario Community Infrastructure Fund to: (1) provide stable funding to help small communities address critical core infrastructure needs in relation to roads, bridges, water and wastewater; (2) further strengthen municipal asset management practices within small communities; and (3) help small communities use a broad range of financing tools to address infrastructure challenges and provide long-term support for rehabilitation and repair of core infrastructure for those in most need;

AND WHEREAS the Ontario Community Infrastructure Fund is composed of two (2) components: (1) the Application-Based Component; and (2) the Formula-Based Component;

AND WHEREAS an applicant under the Application-Based Component of the Ontario Community Infrastructure Fund may choose to partner with another municipality or Local Service Board in order to undertake a project;

AND WHEREAS the Recipient has decided to carry out the Project with a Partner;

AND WHEREAS the Recipient and the Partner have agreed to enter into a Partnership Agreement;

AND WHEREAS the Recipient has applied to the Application-Based Component of the Ontario Community Infrastructure Fund for funding to assist the Recipient in carrying out the Project and Ontario wishes to provide funding for the Project;

AND WHEREAS the Recipient is eligible to receive funding under the Application-Based Component of the Ontario Community Infrastructure Fund to undertake a Project;

NOW THEREFORE, in accordance with the principles set out above, the mutual covenants and agreements herein and for other good and valuable consideration, the receipt and sufficiency of which is expressly acknowledged, the Parties hereby agree as follows:

SECTION 1 INTERPRETATION

1.1 Definitions. For the purposes of this Agreement, the following terms shall have the following meanings described below.

“Aboriginal Group” includes the Indian, Inuit and Métis peoples of Canada or any other group holding Aboriginal or treaty rights under section 35 of the *Constitution Act, 1982*.

“Adjust the Funds” means Ontario's right to adjust, without limitation, liability, costs or penalty any Funds provided to the Recipient in respect of the Project under this Agreement.

“Agreement” means this agreement between Ontario and the Recipient, including all Schedules attached hereto.

“Arm's Length” has the meaning given to it under the *Income Tax Act (Canada)* as in effect on the Effective Date of this Agreement.

“Auditor General” means the Auditor General of Ontario.

“BPSAA” means the *Broader Public Sector Accountability Act, 2010 (Ontario)*.

“Business Day” means any day on which the Government of Ontario offices are generally open for business in the Province of Ontario.

“Communications Protocol” means the protocol set out under Schedule “F” of this Agreement.

“Conflict of Interest” includes any and all circumstances where the Recipient or any Person who has the capacity to influence the Recipient's decisions has outside commitments, relationships or financial interests that could, or could be seen to, interfere with the Recipient's objective, unbiased and impartial judgment relating to the Project or this Agreement.

“Consultant” means any third-party consultant, engineer, contractor, project manager, architect or other service provider, as the case may be, the Recipient retains to undertake any part of the work related to the Project.

“Contract” means a contract between the Recipient and a third party at Arm's Length whereby the latter agrees to provide a good or service for the Project in return for financial consideration that may be claimed as an Eligible Cost.

“Crown Agency” means a Crown Agency as defined in the *Crown Agency Act (Ontario)*.

“Effective Date” means the date set out at Part B.1 of Schedule “B” of this Agreement.

“Eligible Costs” means the costs described in Part D.1 of Schedule “D” of this Agreement.

“End of Funds Date” means the date set out in Part C.3 of Schedule “C” of this Agreement.

“Event of Default” has the meaning given to it in section 15 of this Agreement.

“Expiration Date” means the date set out in Part B.4 of Schedule “B” of this Agreement.

“FIPPA” means the *Freedom of Information and Protection of Privacy Act (Ontario)*.

“First Nation” means a band, as defined under section 2(1) of the *Indian Act* (Canada).

“Fiscal Year” means the period beginning April 1st in any year and ending on March 31st of the following year.

“Funds” means the total amount of funding Ontario is providing in Canadian currency to the Recipient under this Agreement, subject to the terms and conditions of this Agreement.

“Indemnified Party” means Her Majesty the Queen in Right of Ontario, Her Ministers, directors, officers, agents, appointees and employees.

“Ineligible Costs” means the costs described under Part D.2 of Schedule “D” of this Agreement.

“Maximum Funds” means the amount set out under Part C.1 of Schedule “C” of this Agreement.

“Minister” means the Minister of Agriculture, Food and Rural Affairs.

“Ontario” means Her Majesty the Queen in Right of Ontario, as represented by the Minister of Agriculture, Food and Rural Affairs or any other Minister who may have authority to administer this Agreement, unless the context indicates otherwise.

“Parties” means Ontario and the Recipient.

“Partner” means County of Oxford.

“Partnership Agreement” means a legally binding agreement between the Recipient and the Partner.

“Party” means either Ontario or the Recipient, as the case may be.

“Project” means the project described in Schedule “A” of this Agreement.

“Project Completion Date” means the date set out in Part B.3 of Schedule “B” of this Agreement.

“PSSDA” means the *Public Sector Salary Disclosure Act, 1996* (Ontario).

“Reports” means the reports set out in section 13 of this Agreement and set out in Schedule “G” of this Agreement.

“Requirements of Law” means all applicable statutes, codes, acts, ordinances, orders, approvals, decrees, injunctions, by-laws, rules, regulations, official plans, permits, licenses, authorizations, directions and agreements with all authorities that now or at any time hereafter may relate to the Recipient, the Project and this Agreement. Without limiting the generality of the foregoing, if the Recipient is subject to the *BPSAA*, the *PSSDA* or any other type of broader public sector accountability statutes, the *BPSAA*, the *PSSDA* and other type of broader public sector accountability statutes are deemed to be Requirements of Law.

“Substantial Completion” has the same meaning as “substantially performed”, as defined under section 2(1) of the *Construction Lien Act* (Ontario).

“Term” means the period of time beginning on the Effective Date of this Agreement and ending on the Expiration Date or the termination of this Agreement, whichever is shorter.

- 1.2 Reference To Statute Or Regulation.** Any reference to a statute is to such statute and to the regulations made pursuant to such statute as such statute and regulations may at any time be amended or modified and in effect and to any statute or regulations that may be passed that have the effect of supplanting or superseding such statute or regulations.
- 1.3 Singular/Plural And Gender Terms.** Each definition in this Agreement using a singular capitalized term or other word or phrase shall also apply to the plural form and such term, word or phrase and *vice versa*. All references to the masculine gender shall include reference to the feminine or neuter gender and *vice versa* in each case as the context may permit or require.
- 1.4 Pronouns.** Each use in this Agreement of a neuter pronoun shall be deemed to include the masculine and feminine variations thereof and *vice versa* and a singular pronoun shall be deemed to include a reference to the plural pronoun and *vice versa* in each case as the context may permit or require.
- 1.5 Sections And Other Headings.** The section and other headings contained in this Agreement are for reference purposes only and shall not affect the meaning or interpretation of this Agreement.
- 1.6 Recitals.** The recitals to this Agreement do not form a part of the Agreement.
- 1.7 Accounting Terms, Calculations And Submission Of Financial Data.** All accounting terms not defined in this Agreement shall have the meanings usually ascribed to them. All calculations will be made and all financial data to be submitted will be prepared in accordance with the applicable accepted accounting principles in effect in Ontario.

SECTION 2 THE AGREEMENT

- 2.1 The Agreement.** The Agreement includes this document and the following Schedules attached to this document, as such Schedules may be amended from time to time in accordance with this Agreement.

Schedule

"A"	Project Description
"B"	Operational Requirements Under The Agreement
"C"	Financial Information For The Project
"D"	Eligible And Ineligible Costs
"E"	Aboriginal Consultation Requirements
"F"	Communications Protocol
"G"	Reporting Requirements
"H"	Mandatory Terms and Conditions To Be Included In Partnership Agreement

- 2.2 Conflict.** In the event of a conflict between any of the documents that form part of this Agreement, the conflict shall be resolved in the following descending order:

- (a) This document; and
- (b) The Schedules attached to this document.

- 2.3 *Expiration Date Of Agreement.*** This Agreement shall expire on the Expiration Date, unless amended or terminated prior to this date in accordance with this Agreement.

SECTION 3

GENERAL ROLES AND RESPONSIBILITIES OF THE PARTIES UNDER THE AGREEMENT

- 3.1 *Provision Of Funds.*** Ontario agrees, subject to the terms and conditions of this Agreement to provide up to the Maximum Funds to the Recipient in accordance with Schedule "C" of this Agreement. The Recipient is solely responsible for securing any additional funding, if needed, to complete the Project. The Recipient must have such funding or have secured access to the funding prior to commencing the Project. Ontario may require proof that funding has been secured for the Project before providing any Funds under this Agreement.
- 3.2 *Ontario's Role Under Agreement Strictly Limited To Providing Funds.*** The Recipient acknowledges and agrees that Ontario's role is strictly limited to providing Funds and that Ontario will have no other involvement in the Project or its subsequent maintenance and operation. Ontario is not a manager, decision-maker nor an advisor to the Recipient in relation to the Project. Notwithstanding the generality of the foregoing and without limitation, the fact that Ontario may conduct performance reviews and/or audits as provided for hereinafter or issues directions under the terms and conditions of this Agreement shall not be construed by the Recipient as Ontario having a management, decision-making or advisory role. The Recipient further agrees that the Recipient will not seek to include Ontario as a decision-maker, advisor or manager of the Project through recourse to a third party, court, tribunal or arbitrator.
- 3.4 *Funds Limited To Specific Project.*** The Recipient shall only use the Funds being provided under this Agreement towards Project, as described in Schedule "A" of this Agreement. The Recipient further agrees that it will not make any changes to the Project, as described in Schedule "A" of this Agreement, without first obtaining Ontario's prior written consent.
- 3.5 *Responsibility For Project.*** The Recipient acknowledges and agrees that the Recipient, as opposed to Ontario, is solely responsible for the undertaking, implementation, completion, operation and/or maintenance of the Project. The Recipient further agrees that the Recipient will not seek to hold Ontario responsible for the undertaking, implementation, completion, operation and/or maintenance of the Project through recourse to a third party, court, tribunal or arbitrator.
- 3.6 *Partnership Agreement.*** The Recipient:
- (a) Shall enter into a Partnership Agreement with its Partner that includes all of the terms and conditions set out under Schedule "H" of this Agreement within ten (10) Business Days of the date that the Recipient signs this Agreement;
 - (b) Shall provide Ontario a copy of the Partnership Agreement within twenty (20) Business Days of the date the Recipient signs this Agreement;
 - (c) Shall take direction from Ontario in terms of enforcing the terms and conditions of the Partnership Agreement; and
 - (d) Acknowledges and agrees that any steps that it takes in relation to fulfilling a direction from Ontario to enforce the terms and conditions of the Partnership Agreement is done for the benefit of Ontario.

- 3.7 Project Completion.** The Project shall be Substantially Completed by the Project Completion Date.
- 3.8 Asset Retention.** The Recipient shall comply with Part B.6 of Schedule “B” of this Agreement as it relates to the retention of any assets purchased, rehabilitated or built with Funds being provided under this Agreement.
- 3.9 Behavior Of Recipient.** The Recipient shall carry out any Project in an economical and business-like manner, in accordance with the terms and conditions of this Agreement, subject to any reasonable amendments Ontario may agree to or require from time to time in writing.
- 3.10 Ontario Not Responsible For Recipient Obtaining Permits Or Approvals.** For greater certainty, the Parties acknowledge and agree that the entering into this Agreement does not in any way obligate any regulatory authority established under an Act of the Ontario Legislature to issue any type of approval, license, permit or similar authorization that the Recipient may need or want in relation to the Project or to meet any terms or conditions under this Agreement
- 3.11 Ontario May Impose Additional Conditions On The Recipient.** Ontario may impose, at any time, such additional terms or conditions on the Recipient in terms of the Recipient’s operations that relate to the use of any Funds which Ontario, acting reasonably, considers appropriate for the proper expenditure and management of the Funds. For greater certainty, any additional terms or conditions Ontario may impose shall be supplements to the existing terms and conditions of this Agreement as opposed to amendments to the terms and conditions of this Agreement.

SECTION 4 FUNDS

- 4.1 Use Of Funds.** Any Funds being provided under this Agreement shall only be used for the payment of Eligible Costs for the Project.
- 4.2 Deposit Of Funds In Interest-Bearing Account At Canadian Financial Institution.** The Recipient shall deposit and retain any Funds being provided under this Agreement in an interest-bearing account in the name of the Recipient at a Canadian financial institution in Canada.
- 4.3 Interest Earned By Recipient.** The Recipient shall report to Ontario the amount of any interest earned on any Funds provided to the Recipient under this Agreement in accordance with Reports set out under Schedule “G” of this Agreement. The Recipient shall, unless otherwise directed by Ontario, only use any interest earned on the Funds for Eligible Costs for the Project.
- 4.4 Cost Must Be An Eligible Cost.** For a cost to be considered an Eligible Cost and therefore eligible to be paid from the Funds being provided under this Agreement, the cost must be specifically set out under Part D.1 of Schedule “D” of this Agreement.
- 4.5 Ineligible Costs Shall Not Be Covered Under Agreement.** Any costs set out in Part D.2 of Schedule “D” of this Agreement are Ineligible Costs and shall not be eligible to be paid from the Funds being provided under this Agreement.

- 4.6 Ontario May Declare Costs To Be Eligible.** Despite section 4.4 of this Agreement, but subject to section 4.5 of this Agreement, costs not specifically set out in Part D.1 of Schedule "D" of this Agreement may be deemed in writing to be an Eligible Cost by Ontario, in its sole and absolute discretion on a case-by-case basis.
- 4.7 New Information.** In the event of new information, errors, omissions or other circumstances affecting the determination of the amount of any Funds being provided under this Agreement, Ontario may, in its sole and absolute discretion, Adjust the Funds being provided under this Agreement.
- 4.8 Repayment Of Funds.** The Recipient shall repay Funds to Ontario where:
- (a) The Recipient has used the Funds for a purpose not agreed to by Ontario;
 - (b) The Recipient still has Funds under its charge, management or control upon the expiry or termination of this Agreement; and
 - (c) The Recipient receives an overpayment by Ontario and is notified by Ontario of said overpayment,
- within twenty (20) Business Days of receiving a written demand from Ontario, after which the outstanding amount may be subject to interest charges in accordance with section 16.17 of this Agreement. Where the Recipient receives an overpayment and has not received a notice from Ontario in regards to that overpayment, the Recipient shall notify Ontario of the overpayment within twenty (20) Business Days of becoming aware of the overpayment.
- 4.9 Insufficient Funds Provided By Legislature.** If, in the opinion of the Minister, the Ontario Legislature does not provide sufficient funds to continue the Funds for any Fiscal Year which this Agreement is in effect, Ontario may immediately, without any liability, cost or penalty and without any prejudice to any other rights or remedies Ontario has under this Agreement or at law or equity, terminate this Agreement.
- 4.10 Ontario May Adjust The Funds.** Despite any other provision in this Agreement, Ontario may Adjust the Funds being provided under this Agreement without liability, cost or penalty.
- 4.11 Funds Are Part Of Social Or Economic Program.** The Recipient acknowledges and agrees that any Funds provided under this Agreement is for the administration of social or economic programs or the provision of direct or indirect support to members of the public in connection with social or economic policy.

SECTION 5 PAYMENT UNDER AGREEMENT

- 5.1 Eligibility Of Costs Or Expenses.** In order for a cost or expense to be eligible to be paid from the Funds being provided under this Agreement, the cost or expense:
- (a) Must be reasonable;
 - (b) Must be directly related to the Project;
 - (c) Must be an Eligible Cost;
 - (d) Must not be an Ineligible Cost; and
 - (e) Must, subject to sections 4.4 and 4.5 of this Agreement, have been incurred on or after August 18, 2014 and prior to the Project Completion Date.

5.2 Payment Of Funds. Subject to all terms and conditions of this Agreement, Ontario shall pay any Funds to the Recipient in accordance with Schedule “C” of this Agreement.

5.3 Conditions Precedent For Payment Of Funds. Despite section 5.2 and Part C.4 of Schedule “C” of this Agreement, Ontario may withhold the payment of any Funds to the Recipient without liability, costs or penalty until the Recipient has met the following conditions precedent:

- (a) The Recipient has provided evidence that the insurance required by section 8.1 of this Agreement or the Partnership Agreement has been obtained within ten (10) Business Days of Ontario’s request;
- (b) The Recipient has provided Ontario with any requested information within ten (10) Business Days of Ontario’s request; and
- (c) The Recipient has not or is not meeting any duty to consult with Aboriginal Groups requirements set out under this Agreement.

5.4 Withholding Payment Of Funds. Ontario may, in its sole and absolute discretion, withhold the payment of any Funds to the Recipient under this Agreement without liability, costs or penalty where:

- (a) Ontario is of the opinion that the Project is not progressing in accordance with how other projects of a similar size and scope would progress under similar circumstances; and
- (b) Ontario is of the opinion that the Recipient or its Partner is, without limitation, not in compliance with any other agreements that the Recipient or its Partner has entered into with Her Majesty the Queen in Right of Ontario where Ontario may be providing financial assistance to the Recipient or its Partner, directly or indirectly, under that agreement. Where Ontario withholds the payment of any Funds to the Recipient, the following shall apply:
 - (i) Ontario has complete and absolute discretion to determine whether the Recipient or its Partner is in compliance with the terms or conditions of any other funding agreements, such as the Municipal Infrastructure Investment Initiative and the Small, Rural and Northern Municipal Infrastructure Fund, whereby the Recipient or its Partner is receiving, directly or indirectly, funding from Ontario;
 - (ii) Ontario shall continue to withhold any payments of any Funds to the Recipient under this Agreement until the Recipient or its Partner has come into compliance with the terms and conditions of any other agreement whereby the Recipient or its Partner receives, directly or indirectly, funding from Ontario; and
 - (iii) Ontario agrees that it will act reasonably when applying this section 5.4 of the Agreement and shall promptly notify the Recipient or its Partner of any determinations made by Ontario with respect to the application of this section 5.4 of the Agreement.

SECTION 6**RECIPIENT'S REPRESENTATIONS, WARRANTIES, COVENANTS, ACKNOWLEDGEMENTS AND AGREEMENTS**

- 6.1 *Recipient's Representations, Warranties And Covenants.*** The Recipient represents, warrants and covenants that:
- (a) It validly exists as a legal entity, and will continue to exist for the Term of the Agreement, with full power to perform and observe all of the terms and conditions of this Agreement and that it will continue to validly exist until the Expiration Date of this Agreement;
 - (b) It has the authority and any necessary approvals to enter into this Agreement and to carry out its terms and conditions and that it is not bound by any other agreement that would in any way interfere with Ontario's rights under this Agreement;
 - (c) Where applicable, it has passed the requisite by-laws to undertake any Project in which Funds are directed;
 - (d) It is conducting its business in accordance with all Requirements of Law and it shall continue to conduct its business in accordance with all Requirements of Law until the Expiration Date of this Agreement;
 - (e) It has all permits, approvals, licenses, certificates or other similar documents that are required to carry out any Project to which Funds are directed or that it will apply for all permits, approvals, licenses, certificates or other similar documents before carrying out the Project; and
 - (f) All information provided to Ontario in relation to any Funds being provided under this Agreement remains true, correct and complete as of the date this Agreement is signed in every material respect, except as set out to the contrary herein.
- 6.2 *Governance.*** The Recipient represents, warrants and covenants that it has and shall maintain until the Expiration Date of this Agreement all legally necessary instruments to:
- (a) Establish a code of conduct and ethical responsibilities for the Recipient;
 - (b) Establish procedures to ensure the ongoing effective functioning and continuance of the Recipient until the Expiration Date of this Agreement;
 - (c) Establish decision-making mechanism;
 - (d) Provide for the prudent and effective management of any Funds being provided under this Agreement;
 - (e) Establish procedures to enable the timely identification of risks that would interfere with the Recipient meetings its obligations under this Agreement and strategies to address the identified risks;
 - (f) Establish procedures to enable the preparation and delivery of all reports under this Agreement; and
 - (g) Be responsible for other matters as the Recipient considers necessary to ensure that the Recipient carries out its obligations under this Agreement.
- 6.3 *Additional Covenants.*** The Recipient undertakes to advise Ontario within five (5) Business Days of the occurrence during the Term of this Agreement of any actions, suits or other proceedings which could or would prevent compliance with the terms and conditions of this Agreement.
- 6.4 *Recipient Shall Provide Proof Of Compliance Upon Ontario's Request.*** The Recipient shall, upon receiving a written notice from Ontario, provide to Ontario with proof of the matters referred to in sections 6.1 to 6.3 of this Agreement within the time period set out in

the notice. Despite section 5.2 and Part C.4 of Schedule “C” of this Agreement, and without limiting the generality of section 5.3 of this Agreement, Ontario may withhold the payment of any Funds under this Agreement without liability, costs or penalty until the Recipient provides Ontario with proof of its compliance with the matters referred to in sections 6.1 to 6.3 of this Agreement. Ontario may also, despite anything else in this Agreement and without limiting any remedies Ontario may have under this Agreement, at law or equity, Adjust the Funds if the Recipient is not in compliance with the matters referred to in sections 6.1 to 6.3 of this Agreement at any time during the Term of this Agreement.

SECTION 7 CONFLICT OF INTEREST AND CONFIDENTIALITY

- 7.1 *No Conflicts Of Interest.*** The Recipient shall ensure that any Person associated with the Project in whatever capacity carries out the administration of any Funds in all its aspects without an actual, potential or perceived Conflict of Interest.
- 7.2 *Disclosure Of Conflict Of Interest Situations.*** The Recipient shall:
- (a) Disclose to Ontario, without delay, any situation that a reasonable person would interpret as an actual, potential or perceived Conflict of Interest; and
 - (b) Comply with any terms and conditions that Ontario may impose as a result of the disclosure.
- 7.3 *Ontario Bound By FIPPA.*** The Recipient acknowledges that the provisions of the *FIPPA* and its regulations bind Ontario.

SECTION 8 INSURANCE

- 8.1 *Recipient Shall Have Insurance.*** The Recipient shall put in effect and maintain until the Expiration Date of this Agreement at its own expense all necessary insurance that would be considered appropriate by a reasonable for the Project, including Commercial General Liability Insurance, for third party bodily injury, personal injury and property damage to an inclusive limit of not less than the amount indicated in Part B.2 of Schedule “B” of this Agreement per occurrence with insurers with an A.M. Best rating of B+ or equivalent. The Recipient’s Commercial General Liability Insurance policy shall include:
- (a) The Indemnified Party as an additional insured with respect to liability arising in the course of performance of the Recipient’s obligations under, or otherwise in connection with, the Agreement;
 - (b) A cross-liability clause;
 - (c) Contractual Liability coverage;
 - (d) Products and Completed Operations Liability coverage;
 - (e) Employers Liability;
 - (f) Tenants Legal Liability (for premises/building leases only);
 - (g) Non-Owned automobile coverage with blanket contractual and physical damage coverage for hired automobiles; and
 - (h) A thirty (30) day written notice of cancellation, termination or material change clause.

- 8.2 Ontario To Have Priority Right On Any Proceeds Of Insurance Policy.** The Recipient acknowledges and agrees that Ontario shall have a priority over any other Person, including the Recipient, to use or enjoy the benefits of the proceeds from the insurance required under section 8.1 of this Agreement to pay any claim, suits, judgments, demands, expenses, actions, causes of action and losses, including, without limitation, reasonable legal expenses and any claim for a lien made pursuant to the *Construction Lien Act* (Ontario) and for any and all liability for damages to property and injury to persons, including death, that may be brought against Ontario as a result of this Agreement.

SECTION 9 LIMITATION OF LIABILITY AND INDEMNIFICATION

- 9.1 Exclusion Of Liability.** In no event shall Ontario be liable for any general, compensatory, incidental, special or consequential damages, or any loss of use, revenue or profit by the Recipient or the Recipient's officers, servants, employees and agents arising out of or in any way related to this Agreement.
- 9.2 Recipient To Indemnify Ontario.** The Recipient shall indemnify and hold harmless the Indemnified Party from and against all suits, judgments, claims, demands, expenses, actions, causes of action and losses, including, without limitation, reasonable legal expenses and any claim for lien made pursuant to the *Construction Lien Act* (Ontario), and for any and all liability for damages to property and injury to persons, including death, which the Indemnified Party may incur, otherwise than by reason of their own gross negligence or wilful misconduct, as a result of or arising out of or in relation to any breach by the Recipient of the terms of this Agreement, or the Recipient's own negligence or wilful misconduct, as a result of or arising out of or in relation to:
- (a) The performance of this Agreement or the breach of the terms of this Agreement by the Recipient, its officers, servants, employees and agents, or by a third party and any of its officers, employees servants or agents;
 - (b) The ongoing operation, maintenance and repair of the Project; or
 - (c) Any omission or other wilful or negligent act of the Recipient, a third party or their respective employees, officers, servants or agents.
- 9.3 Further Indemnification Of Ontario.** The Recipient further agrees to indemnify and hold harmless the Indemnified Party from any general, compensatory, incidental, indirect, special or consequential damage or any loss of use, revenue or profit which the Indemnified Party may incur or related in any way to this Agreement or the Project in tort, contract or otherwise other than by reason of their own gross negligence or wilful misconduct, as a result of or arising out or in relation to:
- (a) The performance of this Agreement or any breach of the terms and conditions of this Agreement by the Recipient, its officers, servants, agents, employees and Consultants or by a third party and any of its officers, servants, agents or employees where the third party entered into a Contract with the Recipient in relation to the Project;
 - (b) The ongoing operation, maintenance and repair of the Project; or
 - (c) Any omission or negligent act or misconduct of the Recipient its officers, servants, agents, employees and Consultants or by a third party and any of its officers, servants, agents or employees where the third party entered into a Contract with the Recipient in relation to the Project.

9.4 Further Indemnification Requirements. The following are additional requirements related to the Recipient's indemnification of Ontario:

- (a) The Recipient shall, at its own expense, to the extent requested by Ontario, participate in or conduct the defence of any proceedings against any Indemnified Party and any negotiations for their settlement;
- (b) Ontario may elect to participate in or conduct the defence of any proceeding by providing notice to the Recipient of such election without prejudice to any other rights or remedies that Ontario has under this Agreement, at law or in equity. Each Party participating in the defence shall do so by actively participating with the other's counsel;
- (c) The Recipient shall not enter into a settlement of any proceeding against an Indemnified Party unless the Recipient has obtained the prior written approval of Ontario. If the Recipient is requested by Ontario to participate in or conduct the defence of any proceeding, Ontario will cooperate with and assist the Recipient to the fullest extent possible in the proceeding and any related settlement negotiations; and
- (d) If Ontario conducts the defence of any proceedings, the Recipient shall cooperate with and assist Ontario to the fullest extent possible in the proceedings and any related settlement negotiations.

9.5 Recipient To Require Third Parties To Indemnify Ontario. The Recipient shall use all reasonable efforts to ensure that all third parties that the Recipient enters into a Contract with indemnify and hold harmless the Indemnified Party from and against all suits, judgments, claims, demands, expenses actions, causes of action and losses, including, without limitation, reasonable legal expenses and any claim for lien made pursuant to the *Construction Lien Act* (Ontario), and for any and all liability for damages to property and injury to persons, including death, which the Indemnified Party may incur, otherwise than by reason of their own negligence or wilful misconduct, as a result of or arising out of or in relation to any breach by the Recipient of the terms of this Agreement, or the Recipient's own negligence or wilful misconduct, as a result of or arising out of or in relation to:

- (a) The performance of this Agreement or the breach of the terms of this Agreement by the Recipient, its officers, servants, employees and agents, or by a third party and any of its officers, employees servants or agents;
- (b) The ongoing operation, maintenance and repair of the Project; or
- (c) Any omission or other wilful or negligent act of the Recipient, a third party or their respective employees, officers, servants or agents.

The Recipient shall also use commercially reasonable efforts to ensure that the terms and conditions set out under section 9.4 of this Agreement are included in any Contracts that the Recipient enters into with any third party. The Recipient further agrees to take and implement any reasonable direction from Ontario in relation to the enforcement or assertion of this section 9.5 of the Agreement as against any third party.

9.6 Recipient To Limit Heads Of Damage As Against Ontario In Contracts With Third Parties. The Recipient shall use commercially reasonable efforts to include in the Recipient's Contracts with any third party a provision that provides notwithstanding anything else, and in no event whatsoever, shall Ontario be liable to the third party for any incidental, indirect, special or consequential damage or any loss of use, revenue or profit which the Indemnified Party may incur as a result of anything under or related in any way to this Agreement or the Project in tort, contract or otherwise. The Recipient agrees to take

and implement any reasonable direction from Ontario in relation to the enforcement of this section 9.6 of the Agreement as against any third party.

SECTION 10 ACQUISITION OF GOODS AND SERVICES

- 10.1 Acquisition.** Despite anything else contained in this Agreement, the Recipient shall ensure that all goods and services purchased with any Funds being provided under this Agreement are purchased or acquired in a fair and transparent manner and at competitive prices that are no greater than fair market value after deducting trade discounts and/or any other discounts available to the Recipient.
- 10.2 Ontario Not Responsible For Claims Under Tender/Bidding Process.** Without limiting the generality of section 9.1 of this Agreement, Ontario shall not be responsible for any claim arising from the tender and bidding process in relation to any Project in which Funds are directed.
- 10.3 Competitive Procurement Process.** The Recipient shall acquire and manage its equipment, services and supplies, including any construction component, required for any Project in which Funds are directed through a transparent and fair process that promotes the best value for the Funds expended. Without limiting the generality of the foregoing, where the Recipient is a municipal entity to which the *Municipal Act, 2001* (Ontario) is applicable, the Recipient shall follow its procurement policies as required under the *Municipal Act, 2001* (Ontario). Where the Recipient is a Local Services Board or any other entity not covered by the *Municipal Act, 2001* (Ontario), the Recipient shall ensure that for equipment, services and supplies, the estimated costs of which exceed twenty-five thousand dollars (\$25,000.00), the Recipient obtains at least three (3) written quotes unless Ontario gives prior written approval. The requirement for a competitive process under this section 10.2 of the Agreement may be waived with prior written approval by Ontario, if:
- (a) The equipment, services or supplies the Recipient is purchasing is specialized and is not readily available; or
 - (b) The Recipient has researched the market for a similar purchase within the last two (2) years and knows prevailing market costs for the equipment, services or supplies purchased.
- 10.4 BPSAA.** For the purposes of clarity, if the Recipient is subject to the BPSAA and there is a conflict between any of the requirements of this Agreement and the requirements of the BPSAA, the BPSAA shall apply.
- 10.5 Contracts.** The Recipient shall ensure that all Contracts:
- (a) Are consistent with this Agreement;
 - (b) Do not conflict with this Agreement;
 - (c) Incorporate the relevant provisions of this Agreement to the fullest extent possible;
 - (d) Are managed in a way that is transparent, competitive and consistent with value for money principles
 - (e) Require that any third parties thereto comply with all Requirements of Law; and
 - (f) Authorize Ontario to collect, use and disclose in accordance with the Requirements of Law information and data gathered by the third party in connection with Project, perform audits of the third party and monitor the Project as Ontario sees fit.

- 10.6 *Costs Of Contracts Not Awarded In Compliance With This Section May Be Deemed Ineligible.*** If Ontario determines that the Recipient has awarded a Contract in a manner that is not in compliance with this section 10 of the Agreement, Ontario may, upon written notification to the Recipient, deem the costs associated with the Contract as being ineligible for payment from the Funds.
- 10.7 *Recipient To Keep Records Of Contracts.*** The Recipient shall keep and maintain proper and accurate accounts and records, including, but not limited to, all Contracts, invoices, statements, receipts and vouchers in relation to the Project for a period of at least seven (7) years after the Term of this Agreement.
- 10.8 *Trade Agreements.*** If the Recipient is subject to any provincial or federal trade agreements to which Ontario is a party, the Recipient shall comply with the applicable requirements of such trade agreements. In particular, and without limitation, if the Recipient is subject to Annex 502.4 of the *Agreement on Internal Trade*, the Recipient shall comply with all applicable requirements of Annex 502.4. In the event of any conflict between the requirements of any other provisions of this section 10 of the Agreement and the requirements of Annex 502.4, the requirements of Annex 502.4 shall apply to the extent of the conflict.

SECTION 11 ABORIGINAL CONSULTATION

- 11.1 *Provision Of Funds Dependent Upon Ontario Meeting Its Duty To Consult Obligations.*** The Recipient hereby acknowledges and agrees that the provision of any Funds under this Agreement is strictly conditional upon Ontario satisfying any obligation it may have to consult with and, if required, accommodate any Aboriginal Group with an interest in the Project in which Funds are directed in order for the Project to proceed.
- 11.2 *Recipient Ontario's Delegate For Purposes Of Consultation With Aboriginal Groups.*** By entering into this Agreement, Ontario delegates the procedural aspects of any consultation obligations Ontario may have with any Aboriginal Group in relation to the Project to the Recipient as set out in Schedule "E" of this Agreement. The Recipient, by signing this Agreement, acknowledges that Ontario has delegated the procedural aspects of any consultation obligations Ontario may have with any Aboriginal Group in relation to the Project and accepts said delegation and agrees to act diligently as Ontario's delegate so as to preserve the Honour of the Crown in relation to any consultation obligations Ontario may have in relation to the Project.
- 11.3 *Recipient's Obligations In Relation To Consultations.*** The Recipient shall:
- (a) Be responsible for consulting with any Aboriginal Group that has an interest in the Project on behalf of Ontario in accordance with Schedule "E" of this Agreement;
 - (b) Take directions from Ontario in relation to consulting with any Aboriginal Group with an interest in the Project as well as any other directions Ontario may issue in relation to consultations, including suspending or terminating the Project; and
 - (c) Provide a detailed description of any actions it took in relation to consultation with any Aboriginal Group with an interest in the Project, as set out under Schedule "A" of this Agreement.

- 11.4 Recipient Shall Not Start Construction On The Project Until Recipient Provides Evidence To Ontario That Notice Of The Project Has Been Given To Identified Aboriginal Groups as Directed by Ontario.** The Recipient shall not commence or allow any third party to commence construction on any aspect of the Project for forty-five (45) Business Days, or such other time as Ontario may direct, after it has provided Ontario with written evidence that the Recipient has sent notice about the Project to the Aboriginal Groups identified in accordance with Schedule “E” of this Agreement.

SECTION 12 COMMUNICATIONS

- 12.1 Recipient To Follow Communications Protocol.** The Recipient shall follow the Communications Protocol set out under Schedule “F” of this Agreement.

SECTION 13 REPORTS

- 13.1 Reports.** The Recipient shall submit the Reports set out in Schedule “G” of this Agreement in accordance with the dates set out for each of those Reports set out in Schedule “G” of the Agreement. The Recipient shall follow such reasonable administrative procedures as Ontario may specify from time to time.
- 13.2 Additional Reports Upon Request.** The Recipient shall, upon Ontario's request in writing, collect such information and provide such additional reports as Ontario may specify from time to time during the Term of this Agreement. The Recipient shall provide any additional reports within ten (10) Business Days of the request, unless the request provides otherwise.
- 13.3 Compliance Attestation.** The Recipient shall provide a compliance attestation that is signed by the Recipient's Administrative Officer/Clerk or Treasurer for any reports required under sections 13.1 and 13.2 of this Agreement.

SECTION 14 RECORDS, INSPECTION, AUDITS AND THE PROVISION OF INFORMATION

- 14.1 Recipient's Obligations Under Agreement.** The Recipient:
- (a) Shall keep and maintain all financial records, receipts, invoices and other financially-related documents relating to any Funds or otherwise in relation to the Project in a manner consistent with generally accepted accounting principles and clerical practices, and shall maintain such records and keep them available for review by Ontario for a period of seven (7) years from the Expiration Date of this Agreement; and
 - (b) Shall maintain all non-financial documents and records relating to any Funds or otherwise to the Project, including any records it receives about the people it serves, in a confidential manner consistent with all Requirements of Law.
- 14.2 Ontario May Inspect Recipient's Premises And Projects' Premises At Any Time.** Ontario reserves the right to inspect the Recipient's premises and any premises of the Project at any time as it relates to the provision of any Funds under this Agreement.

Without limiting the generality of the foregoing, the Recipient hereby authorizes Ontario, its employees and agents, including the Auditor General, to, upon twenty-four (24) hours' written notice and during normal business hours, enter the Recipient's premises to review the status of the Project and to copy any financial records, invoices and other financially-related documents, including all Contracts the Recipient has entered into in relation to the Project.

14.3 Audits. Ontario may, at its own expense, conduct audits of the Project. Ontario may require the assistance of an external auditor to carry out an audit. If so, Ontario shall be responsible for retaining the external auditor.

14.4 Auditor General. The Auditor General may, at the Auditor General's cost, conduct an audit with respect to the use of any Funds under this Agreement. For the purposes of facilitating such an audit, the Recipient shall release to Ontario upon request and in a timely manner, for the purpose of releasing to the Auditor General:

- (a) All records held by the Recipient, or by agents or contractors of the Recipient relating to this Agreement and/or the use of the Funds; and
- (b) Such further information and explanations as the Auditor General, or anyone acting on behalf of the Auditor General, may request relating to any part of this Agreement or the use of the Funds.

14.5 Information. The Recipient shall supply to Ontario, within ten (10) Business Days of receiving a written request, such information in respect of this Agreement or the Project as Ontario requests unless the request provides otherwise.

14.6 Provision Of Information Is A True Condition Precedent. If, in the opinion of Ontario, any of the information requirements of this Agreement are not met, Ontario may in its sole and absolute discretion, and despite section 5.2 and Part C.4 of Schedule "C" of this Agreement, require the information as a condition precedent to the payment of any Funds under this Agreement without liability, costs or penalty.

SECTION 15 DEFAULT AND TERMINATION

15.1 Events Of Default. Ontario may, acting in a reasonable manner, without liability, cost or penalty and without prejudice to any other rights or remedies of Ontario under this Agreement or at law or in equity, terminate this Agreement immediately upon giving written notice to the Recipient where:

- (a) In the opinion of Ontario:
 - (i) The Recipient has provided false or misleading information to Ontario;
 - (ii) The Recipient breaches a material term or condition of this Agreement, where materiality is to be determined by Ontario, in its sole and absolute discretion, acting reasonably;
 - (iii) The Recipient breaches a material term or condition of any other funding agreement it has with Ontario, where materiality is to be determined by Ontario, in its sole and absolute discretion, acting reasonably;
 - (iv) The Recipient is unable to continue with the Project or the Recipient is likely to discontinue the Project;
 - (v) A material adverse change occurs such that the viability of a Recipient as a going concern is threatened;

- (b) The Recipient makes an assignment, proposal, compromise, or arrangement for the benefit of creditors, or is petitioned into bankruptcy, or files for the appointment of a receiver; or
- (c) The Recipient ceases to operate.

15.2 Remedies On Default. Despite any other rights Ontario has under this Agreement, if an Event of Default has occurred, Ontario shall have the following remedies:

- (a) Ontario shall not have to provide any further Funds under this Agreement;
- (b) Ontario may, at its option, terminate this Agreement immediately after any notice period expires or may, in its sole and absolute discretion, Adjust the Funds, including a demand to return all Funds provided under this Agreement;
- (c) Ontario may avail itself of any of its legal remedies that it may deem appropriate.

15.3 Additional Remedies. In addition to the remedies described in section 15.2 of this Agreement, Ontario may commence such legal action or proceedings as it, in its sole and absolute discretion, may deem expedient, without any additional notice under this Agreement. The rights and remedies of Ontario hereunder are cumulative and in addition to, and not in substitution for, all other rights or remedies otherwise available to Ontario at law, equity or under statute.

15.4 Waiver Of Event Of Default Must Be In Writing. Ontario may, in its sole and absolute discretion, at any time, waive any above-mentioned Event of Default which may have occurred provided that no such waiver shall extend to, or be taken in any manner whatsoever to affect, any subsequent Event of Default or the right to remedies resulting therefrom, and that no such waiver shall be, or shall be deemed to constitute, a waiver of such Event of Default unless such waiver is in writing from Ontario. Ontario may also impose conditions on any waiver it provides under this section 15.4 of the Agreement.

15.5 Ontario's Discretion To Terminate Agreement. Despite anything else contained in this Agreement, Ontario may, without liability, cost or penalty and without prejudice to any other rights or remedies Ontario may have under this Agreement or at law or in equity terminate this Agreement at any time upon one hundred and eighty (180) days' notice to the Recipient, provided it acts reasonably in doing so.

15.6 Termination Of Agreement For Circumstances Beyond The Control Of A Party. Neither Party shall be liable for damages caused by delay or failure to perform its obligations under this Agreement where such delay or failure is caused by an event beyond its reasonable control. Should the event last more than ninety (90) Business Days, this Agreement shall terminate and the process set out under section 15.5 of this Agreement shall be followed, with any necessary modifications.

15.7 Date of Termination. In the event of termination pursuant to this section 15 of the Agreement, the effective date of termination shall be the last day of the notice period, the last day of any subsequent notice period or immediately, whichever applies.

SECTION 16
GENERAL PROVISIONS

- 16.1 Terms Binding.** The Recipient shall take all reasonable measures to ensure that its officers, directors, partners, employees, agents, third party contractors shall be bound to observe all of the terms and conditions of this Agreement, including, but not limited to all of the covenants, representations and warranties set out herein.
- 16.2 Representatives May Bind Parties.** The Parties represent and warrant that their respective representatives have the authority to legally bind them to the extent permissible by the Requirements of Law.
- 16.3 Further Assurances.** The Parties agree to do or cause to be done all acts or things necessary to implement and carry into effect this Agreement to its full extent.
- 16.4 Agreement Binding.** This Agreement shall enure to the benefit of and be binding upon the Parties, their successors, executors, administrators, heirs and their permitted assigns.
- 16.5 Waivers In Writing.** If a Party fails to comply with any term of the Agreement, that Party may only rely on a waiver of the other Party if the other Party has provided a written waiver in accordance with the notice provisions set out in section 16.19 of this Agreement. Any waiver must refer to a specific failure to comply and shall not have the effect of waiving any subsequent failures to comply. For greater certainty, where Ontario chooses to waive a term or condition of the Agreement, such waiver shall only be binding if provided by a person who indicates in writing that he or she has specific authority to provide such a waiver.
- 16.6 Tolerance Of Indulgence Of Breach Not A Waiver.** Any failure by Ontario to insist in one or more instances upon strict performance by the Recipient of any of the terms or conditions of this Agreement shall not be construed as a waiver by Ontario of its rights to require strict performance of any such terms or conditions, and the obligations of the Recipient with respect to such performance shall continue in full force and effect.
- 16.7 Time Is Of The Essence.** In the performance and observance of the terms and conditions of this Agreement, time is of the essence and no extension or variation of this Agreement shall operate as a waiver of this provision.
- 16.8 Severability.** If any term or condition of this Agreement, or the application thereof to the Parties or to any persons or circumstances, is to any extent invalid or unenforceable, the remainder of the Agreement, and the application of such term or condition to the Parties, persons or circumstances other than those to which it is held invalid or unenforceable, shall not be affected thereby.
- 16.9 No Assignment Of Agreement.** The Recipient shall not assign this Agreement to any other person unless Ontario agrees to the assignment in writing. Ontario may impose any terms or conditions.
- 16.10 No Amendment.** This Agreement shall not be varied or amended except by a document in writing, dated and signed on behalf of the Parties.

- 16.11 *Joint Authorship Of Agreement.*** The Parties shall be considered joint authors of this Agreement and no provision herein shall be interpreted against one Party by the other Party because of authorship. No Party shall seek to avoid a provision herein because of its authorship through recourse to a third party, court, tribunal or arbitrator.
- 16.12 *Parties Independent.*** The Recipient acknowledges that it is not an agent, joint venturer, partner or employee of Ontario and the Recipient shall not take any actions that could establish or imply such a relationship.
- 16.13 *Recipient Cannot Represent Ontario.*** The provision of any Funds to the Recipient pursuant to this Agreement is for the sole purpose of, and is limited to, allowing the Recipient to carry out the Project. The Recipient represents, warrants and agrees that under no circumstances shall it enter into any contract or commitment in the name of or on behalf of Ontario. The Recipient acknowledges and agrees that it is not by the terms and conditions of this Agreement or otherwise granted any right or authority to assume or to create any obligations or responsibility, express or implied, on behalf of or in the name of Ontario, to act as an agent of Ontario or to bind Ontario in any manner whatsoever other than as specifically provided under this Agreement.
- 16.14 *Consultants.*** Ontario acknowledges and recognizes that, in connection with the carrying out the Project, the Recipient may engage one or more Consultants. Ontario acknowledges and agrees that the Recipient shall have the sole authority and responsibility for such employees, agents or Consultants, including the hiring and termination. The Recipient acknowledges and agrees that the Recipient shall be responsible for all acts and actions of the Recipient's employees, agents and Consultants and that all such acts and actions shall be treated as actions of the Recipient for the purposes of this Agreement.
- 16.15 *Lobbyists And Agent Fees.*** The Recipient represents and warrants:
- (a) Any person hired by the Recipient to speak or correspond with any employee or other person representing Ontario concerning any matter relating to any Funds under this Agreement or any benefit hereunder is registered, if required to register, pursuant to the *Lobbyists Registration Act, 1998*;
 - (b) It has not and will not make a payment or other compensation to any legal entity that is contingent upon or is calculated upon the provision of any Funds hereunder or negotiating the whole or any part of the terms and/or conditions of this Agreement; and
 - (c) No money from the Government of Ontario was used to lobby or otherwise secure the provision of any Funds hereunder.
- 16.16 *Debt Owning To Her Majesty The Queen In Right Of Ontario.*** Any payment that the Recipient is required to make under this Agreement shall constitute a debt due and owing to Her Majesty the Queen in Right of Ontario and the Recipient shall pay the amount to Ontario immediately upon written demand unless Ontario directs otherwise.
- 16.17 *Her Majesty The Queen In Right Of Ontario May Charge Interest.*** Her Majesty the Queen in Right of Ontario may charge the Recipient interest on any monies owing by the Recipient at the then current interest rate charged by the Province of Ontario on accounts receivable.
- 16.18 *Set-Off By Ontario.*** In the event that the Recipient is indebted to Her Majesty the Queen in Right of Ontario under this Agreement, Ontario may set-off that debt against any

amounts payable to the Recipient by Her Majesty the Queen in Right of Ontario. This right of set-off is in addition to any rights of set-off it has under the *Financial Administration Act* (Ontario) or the *Financial Administration Act* (Canada).

16.19 Notice And Service Of Documents Under Agreement. Notices shall be in writing and shall be delivered by postage-prepaid mail, personal delivery, facsimile transmission or Email transmission and shall be addressed to Ontario and the Recipient respectively, as set out in Part B.5 of Schedule “B” of this Agreement.

Notice shall be deemed to have been received:

- (a) In the case of postage-prepaid mail, five (5) Business Days after such notice is mailed; or
- (b) In the case of personal delivery, facsimile transmission or Email transmission, one (1) Business Day after such notice is delivered to the other Party.

In the event of a postal disruption, notices shall be given by personal delivery, facsimile transmission or Email transmission. Unless the Parties expressly agree in writing to additional methods of notices, notices may only be provided by the method(s) contemplated in this section 16.19 of the Agreement.

The Parties agree that for the purposes of this section 16.19 of the Agreement, the name(s) of the individuals may be changed without amending the Agreement through the Party making the change providing written notice to the other Party of said change.

16.20 Governing Law. This Agreement and the rights, obligations and relations of the Parties shall be governed by and construed in accordance with the laws of the Province of Ontario and the applicable federal laws of Canada. Any actions or proceedings in connection with this Agreement shall be conducted in Ontario.

16.21 Agreement Executed In Counterparts. This Agreement may be executed in any number of counterparts, each of which shall be deemed an original, but all of which together, shall constitute one and the same agreement.

16.22 Entire Agreement. This Agreement, including its Schedules, embodies the entire Agreement between the Parties with respect to the subject matter contained in the Agreement and supersedes all prior oral or written representations or agreements. No prior document, discussion, negotiation, provision undertaking or agreement in relation to the subject matter of this Agreement has any legal effect. No representation or warranty, whether express, implied or otherwise, has been made by Ontario to the Recipient except as expressly set out in this Agreement.

16.23 Survival. The provisions of this Agreement that by their nature survive the expiration or early termination of this Agreement shall so survive. Without limiting the generality of the foregoing, the provisions that shall survive the termination or expiration of this Agreement for a period of seven (7) years from the Expiration Date or termination of this Agreement, whichever occurs first, include: sections 1, 3 to 6, 9, 11 and 13 to 15; subsections 2.2, 16.5, 16.6, 16.8, 16.10 to 16.12, and 16.16 to 16.23; Parts B.5 and B.6 of Schedule “B” of this Agreement and Schedules “E” and “F”; along with all cross-referenced provisions within the foregoing sections, subsections and Schedules.

IN WITNESS WHEREOF the Parties have executed this Agreement on the dates set out below.

HER MAJESTY THE QUEEN IN RIGHT OF ONTARIO,
as represented by the Minister of Agriculture, Food and Rural Affairs

Name:	George Borovilos	Date	
Title:	Assistant Deputy Minister (A)		

I have the authority to bind the Crown pursuant to delegated authority.

THE CORPORATION OF THE TOWN OF INGERSOLL

Name:		Date	
Title:			

AFFIX
CORPORATE
SEAL

Name:		Date	
Title:			

I/We have the authority to bind the Recipient.

SCHEDULE "A"
PROJECT DESCRIPTION

The project will reconstruct the bridge culvert at Catherine & George Streets in Ingersoll, ON and includes widening of Catherine St. including the installation of sidewalks, curbs and gutter. Additionally storm, sanitary sewers and watermains will be upgraded and some utilities will be relocated.

Output: Asset has been renewed and meets any relevant conditions and regulatory approvals.

Outcomes: Increased traffic safety and flow; Minimize incidence of breakages, failures and contamination by these water/sewer/storm systems.

**SCHEDULE “B”
OPERATIONAL REQUIREMENTS UNDER THE AGREEMENT**

PART B.1 – EFFECTIVE DATE OF AGREEMENT

B.1.1 Effective Date Of Agreement. This Agreement is effective as of March 1, 2015.

PART B.2 – INSURANCE REQUIREMENTS

B.2.1 Insurance Requirements. The Recipient shall have no less than two million dollars (\$2,000,000.00) in general commercial liability insurance per occurrence.

PART B.3 – PROJECT COMPLETION DATE

B.3.1 Project Completion Date. The Project shall be Substantially Completed by December 31, 2016.

PART B.4 – EXPIRATION DATE

B.4.1 Expiration Date Of Agreement. Unless this Agreement is terminated earlier, this Agreement shall expire on March 31, 2018.

PART B.5 – NOTICE AND CONTACT

B.5.1 Notice And Contact Information. Notices under this Agreement shall be sent in accordance to the following:

<p>To Ontario: Ministry of Agriculture, Food and Rural Affairs Rural Programs Branch 1 Stone Road West, 4NW Guelph, Ontario N1G 4Y2</p> <p>Attention: Program Manager, Ontario Community Infrastructure Fund Telephone: 1-877-424-1300 Fax: 519-826-3398 Email: OCIF@ontario.ca</p>	<p>To Recipient: Town of Ingersoll 130 Oxford Street, 2nd floor Ingersoll, Ontario N5C 2V5</p> <p>Attention: Sandra Lawson, Town Engineer Telephone: 519-485-0120 Fax: 519-485-3543 Email: slawson@ingersoll.ca</p>
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Any Notice not sent in accordance with the above shall be deemed to not constitute proper Notice under the Agreement.

PART B.6 – ASSET RETENTION PERIOD

B.6.1 Recipient To Notify Ontario Before Disposal Of Assets Purchased With Funds Under Agreement. The Recipient shall notify the Ministry of Agriculture, Food and Rural Affairs in writing of any disposal of assets purchased by the Funds at least one hundred and eighty (180) Business Days in advance of the disposition. The Recipient shall not dispose of any assets purchased, constructed, rehabilitated or improved by the Funds without the prior written consent of Ontario.

B.6.2 Asset Retention Period. The Recipient shall retain any asset purchased, rehabilitated or built with Funds under this Agreement for a period of five (5) years from the date that the Project is completed.

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**SCHEDULE “C”
FINANCIAL INFORMATION FOR THE PROJECT**

PART C.1 – MAXIMUM FUNDS

C.1.1 Ontario’s Maximum Funds Under Agreement. Subject to the terms and conditions of this Agreement, Ontario shall provide the Recipient with an amount up to Nine Hundred and Ninety Five Thousand, Two Hundred and Fifty-Three Dollars (\$ 995,253.00) in Funds for Eligible Costs for the Project.

Project’s Estimated Total Net Eligible Costs (Original budget from application):
\$ 1,727,499.00

Percentage of Provincial Support

The Percentage of Provincial Support is fixed at Fifty-Eight Percent (58%) for the Term of the Agreement.

The percentage noted above is rounded to a whole number. Note that for payment purposes the percentage is calculated to 10 decimal places and is based on the Maximum Funds against the Project’s Estimated Total Net Eligible Costs as provided above.

“Total Net Eligible Costs” means all direct costs that are, in Ontario’s sole and absolute discretion, properly and reasonably incurred no earlier than August 18, 2014 and prior to the Project Completion Date by the Recipient under a contract for goods or services necessary for the implementation of the Project, as more particularly described in part D.1 – Eligible Costs of this Schedule “B”, less any HST rebate or any other rebates the Recipient has received, will receive or is eligible to receive from any government source.

PART C.2 – HOLDBACK

C.2.1 Holdback. Ontario may hold back up to twenty-five (25) percent from any payment of any Funds under this Agreement. Ontario may retain this holdback until it has approved the Recipient’s Final Report, upon after which Ontario shall pay the holdback to the Recipient.

PART C.3 – END OF FUNDS DATE

C.3.1 End of Funds Date. Despite anything else contained in this Agreement, Ontario shall not provide any Funds to the Recipient for the Project after March 31, 2018.

PART C.4 – PAYMENT OF FUNDS

C.4.1 Payment Of Funds. Ontario shall pay, subject to the terms and conditions of the Agreement, to the Recipient the Funds in accordance with the following:

MILESTONE PAYMENT SCHEDULE

Project Milestone Payment	Recipient Expected Completion Date
Milestone 1: Agreement Execution	March 13, 2015
Milestone 2: Submission and Acceptance of Revised Budget Report (Submitted after 70% of the Project costs are awarded)	April 30, 2015
Milestone 3: Submission and Acceptance of Final Report	November 30, 2016

MILESTONE PAYMENT	AMOUNT	REQUIRED DOCUMENTATION
Subject to the terms and conditions of the Agreement:	-	-
Milestone 1: Execution of the Agreement by both Parties.	An amount up to fifty-five percent (55%) of the Maximum Funds	An executed Agreement and a Council by-law / Board resolution authorizing the Recipient's entry into the Agreement. This Agreement shall be received by Ontario no later than March 13, 2015.

<p>Milestone 2: Upon receipt and acceptance by Ontario of required reports.</p> <p>If there is a variance between the date noted in Recipient Expected Completion Date for Milestone 2 (noted above) and the actual date Milestone 2 will be requested by the Recipient, notification must be provided as soon as possible to Ontario.</p>	<p>Provided it is not a negative figure, an amount up to seventy-five percent (75%) of either</p> <p>(i) The Maximum Funds, less the amount paid at Milestone 1;</p> <p style="text-align: center;">or</p> <p>(i) An amount calculated by multiplying the percentage of Maximum Funds against the Recipient's Revised Total Net Eligible Costs, less the amount paid at Milestone 1.</p>	<p>Construction Contract Award Report</p> <p>Revised Budget Report</p> <p>Progress Report</p>
<p>Milestone 3: Upon receipt and acceptance by Ontario of the Final Report and no later than March 5, 2017.</p> <p>Note that the Project must be Substantially Completed no later than the Project Completion Date noted in Schedule B.3.1.</p> <p>If there is a variance between the date noted in Recipient Expected Completion Date for Milestone 3 (noted above) and the actual date Milestone 3 will be requested by the Recipient, notification must be provided as soon as possible to Ontario.</p>	<p>Using the same method of calculation as in Milestone 2,</p> <p>(i) The balance of the Funds, if any, to the limit of the Maximum Funds</p> <p style="text-align: center;">or</p> <p>(ii) The balance, if any, of the Funds calculated by multiplying the Percentage of Provincial Support against the Recipient's Total Net Eligible Costs as certified in the Final Report,</p> <p>whichever aggregate amount is smaller.</p>	<p>Final Report</p>

Part C.5 – Limit On Ontario’s Contribution Under Agreement

C.5.1 Limit On Provincial Contribution Under Agreement. Despite anything else contained in this Agreement, Ontario’s total contribution toward the Project shall not exceed ninety percent (90%) of the Project’s total Eligible Costs.

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**SCHEDULE “D”
ELIGIBLE AND INELIGIBLE COSTS**

PART D.1 – ELIGIBLE COSTS

D.1.1 Eligible Costs. Subject to the terms and conditions of this Agreement and Part D.2 of this Schedule “D” of the Agreement, Eligible Costs shall only include all direct and incremental costs that are attributable to the development and implementation of the Project and are in Ontario’s sole and absolute discretion, properly and reasonably incurred as well as necessary for the Project. Eligible Costs must also be actual, verifiable cash outlays to third party vendors that are documented through invoices, receipts or other records that is acceptable to Ontario.

Without limiting the generality of the foregoing, Eligible Costs shall only include the following:

- (a) The capital costs of constructing, rehabilitating, replacing or improving, in whole or in part, the tangible core infrastructure asset noted in the Project Description in Schedule A;
- (b) All planning and assessment costs, such as the costs of environmental planning, surveying, engineering, architectural supervision, testing and management consulting services;
- (c) The costs for permits, approvals, licences and other authorizing documents, as well as inspections and other fees directly attributable to obtaining a permit, approval, license or other authorizing document, provided those costs are directly attributable to the construction and implementation of Project,
- (d) The costs for consulting with an Aboriginal Group, including the Recipient's legal fees, provided they are reasonable, on matters pertaining to the Project, including the translation of documents into languages spoken by the affected Aboriginal Group, but does not include any capacity-building funding unless specifically approved by Ontario in writing prior to being incurred;
- (e) The costs of Project-related signage, lighting, Project markings and utility adjustments;
- (f) The costs of joint communication activities, such as press releases, press conferences, translation and road signage recognition, as described in Schedule “G” of this Agreement; and
- (g) Other costs that are, in Ontario’s sole and absolute discretion, direct, incremental and necessary for the successful implementation of the Project, provided those costs have been approved by Ontario in writing prior to being incurred.

PART D.2 – INELIGIBLE COSTS

D.2.1 Ineligible Costs. The following costs are Ineligible Costs and are therefore ineligible for funding under this Agreement:

- (a) Costs incurred prior to August 18, 2014 of this Agreement or after the Project Completion Date;
- (b) Costs associated with the acquisition or leasing of:
 - (i) Land,
 - (ii) Buildings,
 - (iii) Equipment,
 - (iv) Other facilities, and

- (v) Obtaining easements, including costs or expenses for surveys, and includes real estate fees and other related costs;
- (c) Financial charges, legal fees, other than those association with consultation with Aboriginal Groups (provided such legal fees are reasonable), loan and interest payments
- (d) The value of any goods and services which are received through donations or in kind;
- (e) Employee wages and benefits, overhead costs as well as other direct or indirect operating, maintenance and administrative costs incurred by the Recipient for the Project, and more specifically, but without limiting the generality of the foregoing, costs relating to services delivered directly by permanent employees of the Recipient;
- (f) Meal, hospitality or incidental costs or expenses of Consultants;
- (g) Costs associated with completing Expressions of Interest and/or applications for the Ontario Community Infrastructure Fund or the Building Canada Fund – Small Communities Fund; and
- (h) Any costs of accommodation for any Aboriginal Group.

D.2.2 Harmonized Sales Tax. Any portion of the Harmonized Sales Tax that is refundable by the Canada Revenue Agency as an input tax credit or as a rebate shall be deemed to be an Ineligible Cost. Any portion of the Provincial Sales Tax that is refundable by the respective provincial tax authority shall be deemed to be an Ineligible Cost.

D.2.3 Costs Of Non-Arm's Length Parties. The costs or expenses of goods or services acquired from parties that are not Arm's Length from the Recipient must be valued at the cost of the supplying entity and shall not include any mark up for profit, return on investment or overhead costs and shall not exceed fair market value. Ontario may not consider the eligibility of any of these costs unless access is provided to the relevant records of the supplying entity.

SCHEDULE “E”
ABORIGINAL CONSULTATION REQUIREMENTS

PART E.1 – PURPOSE AND DEFINITIONS

E.1.1 Purpose. This Schedule sets out the responsibilities of Ontario and the Recipient in relation to consultation with Aboriginal Groups on the Project, and to delegate procedural aspects of consultation from Ontario to the Recipient.

E.1.2 Definitions. For the purposes of this Schedule:

“Section 35 Duty” means any duty Ontario may have to consult and, if required, accommodate Aboriginal Groups in relation to the Project flowing from section 35 of the *Constitution Act, 1982*.

PART E.2 – RESPONSIBILITIES OF ONTARIO

E.2.1 Ontario’s Responsibilities. Ontario is responsible for:

- (a) Determining the Aboriginal Groups to be consulted in relation to the Project, if any, and advising the Recipient of same;
- (b) The preliminary and ongoing assessment of the depth of consultation required with the Aboriginal Groups;
- (c) Delegating, at its discretion, procedural aspects of consultation to the Recipient pursuant to this Schedule;
- (d) Directing the Recipient to take such actions, including without limitation suspension as well as termination of the Project, as Ontario may require;
- (e) Satisfying itself, where it is necessary to do so, that the consultation process in relation to the Project has been adequate and the Recipient is in compliance with this Schedule; and
- (f) Satisfying itself, where any Aboriginal or treaty rights and asserted rights of Aboriginal Groups require accommodation, that Aboriginal Groups are appropriately accommodated in relation to the Project.

PART E.3 – RESPONSIBILITIES OF THE RECIPIENT

E.3.1 Recipient’s Responsibilities. The Recipient is responsible for:

- (a) Giving notice to the Aboriginal Groups regarding the Project as directed by Ontario, if such notice has not already been given by the Recipient or Ontario;
- (b) Immediately notifying Ontario of contact by any Aboriginal Groups regarding the Project and advising of the details of the same;
- (c) Informing the Aboriginal Groups about the Project and providing to the Aboriginal Groups a full description of the Project unless such description has been previously provided to them;

- (c) Following up with the Aboriginal Groups in an appropriate manner to ensure that Aboriginal Groups are aware of the opportunity to express comments and concerns about the Project, including any concerns regarding adverse impacts on hunting, trapping, fishing, plant harvesting or on burial grounds or archaeological sites of cultural significance to the Aboriginal Groups, and immediately advising Ontario of the details of the same;
- (d) Informing the Aboriginal Groups of the regulatory and approval processes that apply to the Project of which the Recipient is aware after reasonable inquiry;
- (e) Maintaining the Aboriginal Groups on the Recipient's mailing lists of interested parties for environmental assessment and other purposes and providing to the Aboriginal Groups all notices and communications that the Recipient provides to interested parties and any notice of completion;
- (f) Making all reasonable efforts to build a positive relationship with the Aboriginal Groups in relation to the Project;
- (g) Providing the Aboriginal Groups with reasonable opportunities to meet with appropriate representatives of the Recipient and meeting with the Aboriginal Groups to discuss the Project, if requested;
- (h) If appropriate, providing reasonable financial assistance to Aboriginal Groups to permit effective participation in consultation processes for the Project, but only after consulting with Ontario;
- (i) Considering comments provided by the Aboriginal Groups regarding the potential impacts of the Project on Aboriginal or treaty rights or asserted rights, including adverse impacts on hunting, trapping, fishing, plant harvesting or on burial grounds or archaeological sites of cultural significance to an Aboriginal Group, or on other interests, or any other concerns or issues regarding the Project;
- (j) Answering any reasonable questions to the extent of the Recipient's ability and receiving comments from the Aboriginal Groups, notifying Ontario of the nature of the questions or comments received and maintaining a chart showing the issues raised by the Aboriginal Groups and any responses the Recipient has provided;
- (k) Where an Aboriginal Group asks questions regarding the Project directly of Ontario, providing Ontario with the information reasonably necessary to answer the inquiry, upon Ontario's request;
- (l) Subject to paragraph (o) below, where appropriate, discussing with the Aboriginal Groups potential accommodation, including mitigation of potential impacts on Aboriginal or treaty rights, asserted rights or associated interests regarding the Project and reporting to Ontario any comments or questions from the Aboriginal Groups that relate to potential accommodation or mitigation of potential impacts;
- (m) Consulting regularly with Ontario during all discussions with Aboriginal Groups regarding accommodation measures, if applicable, and presenting to Ontario the results of such discussions prior to implementing any applicable accommodation measures;

- (n) Complying with Ontario's direction to take any actions, including without limitation, suspension or termination of the Project, as Ontario may require; and
- (o) Providing in any contracts with Third Parties for the Recipient's right and ability to respond to direction from Ontario as Ontario may provide.

E.3.2 Acknowledgement By Recipient. The Recipient hereby acknowledges that, notwithstanding section 11.2 of the Agreement, Ontario, any provincial ministry having an approval role in relation to the Project, or any responsible regulatory body, official, or provincial decision-maker, may participate in the matters and processes enumerated therein as they deem necessary.

E.3.3 Recipient Shall Keep Records And Share Information. The Recipient shall carry out the following functions in relation to record keeping, information sharing and reporting to Ontario:

- (a) Provide to Ontario, upon request, complete and accurate copies of all documents provided to the Aboriginal Groups in relation to the Project;
- (b) Keep reasonable business records of all its activities in relation to consultation and provide Ontario with complete and accurate copies of such records upon request;
- (c) Provide Ontario with timely notice of any Recipient mailings to, or Recipient meetings with, the representatives of any Aboriginal Group in relation to the Project;
- (d) Immediately notify Ontario of any contact by any Aboriginal Groups regarding the Project and provide copies to Ontario of any documentation received from Aboriginal Groups;
- (e) Advise Ontario in a timely manner of any potential adverse impact of the Project on Aboriginal or treaty rights or asserted rights of which it becomes aware;
- (f) Immediately notify Ontario if any Aboriginal archaeological resources are discovered in the course of the Project;
- (g) Provide Ontario with summary reports or briefings on all of its activities in relation to consultation with Aboriginal Groups, as may be requested by Ontario; and
- (h) If applicable, advise Ontario if the Recipient and an Aboriginal Group propose to enter into an agreement directed at mitigating or compensating for any impacts of the Project on Aboriginal or treaty rights or asserted rights.

E.3.4 Recipient Shall Assist Ontario. The Recipient shall, upon request lend assistance to Ontario by filing records and other appropriate evidence of the activities undertaken both by Ontario and by the Recipient in consulting with Aboriginal Groups in relation to the Project, attending any regulatory or other hearings, and making both written and oral submissions, as appropriate, regarding the fulfillment of Aboriginal consultation responsibilities by Ontario and by the Recipient, to the relevant regulatory or judicial decision-makers.

PART E.4 – NO IMPLICIT ACKNOWLEDGEMENT

E.4.1 *No Acknowledgment Of Duty To Consult Obligations.* Nothing in this Schedule shall be construed as an admission, acknowledgment, agreement or concession by Ontario or the Recipient, that a Section 35 Duty applies in relation to the Project, nor that any responsibility set out herein is, under the Constitution of Canada, necessarily a mandatory aspect or requirement of any Section 35 Duty, nor that a particular aspect of consultation referred to in section 1.2 hereof is an aspect of the Section 35 Duty that could not have lawfully been delegated to the Recipient had the Parties so agreed.

PART E.5 – GENERAL

E.5.1 *No Substitution.* This Schedule shall be construed consistently with but does not substitute for any requirements or procedures in relation to Aboriginal consultation or the Section 35 Duty that may be imposed by a ministry, board, agency or other regulatory decision-maker acting pursuant to laws and regulations. Such decision-makers may have additional obligations or requirements. Nonetheless, the intent of Ontario is to promote coordination among provincial ministries, boards and agencies with roles in consulting with Aboriginal Groups so that the responsibilities outlined in this Agreement may be fulfilled efficiently and in a manner that avoids, to the extent possible, duplication of effort by Aboriginal Groups, the Recipient, Ontario, and provincial ministries, boards, agencies and other regulatory decision-makers.

PART E.6 – NOTICE AND CONTACT

E.6.1 *Notices In Relation To Schedule.* All notices to Ontario pertaining to this Schedule shall be in writing and shall be sent to the person identified under Part B.5 of Schedule B.

SCHEDULE “F” COMMUNICATIONS PROTOCOL

PART F.1 – INTRODUCTION

F.1.1 Purpose of Communications Protocol. This Communications Protocol (Protocol) outlines the respective responsibilities and the working relationship between the Parties to this Agreement as they relate to all communications by the Parties regarding funding received in relation to the Project.

F.1.2 Application of Communications Protocol. This Protocol applies to all communications activities related to any funding the Recipient receives under this Agreement. Communications activities may include, but are not limited to:

- Project signage
- Media events and announcements, including news conferences, public announcements, official events or ceremonies, news releases
- Printed materials
- Websites
- Photo compilations
- Award programs
- Awareness campaigns

PART F.2 – PROJECT SIGNAGE

F.2.1 Project Signage: If the Recipient installs a sign at the site of a Project, the Recipient shall, at Ontario's request, provide acknowledgement of the provincial contribution to the Project. Sign design, content and installation guidelines will be provided by Ontario.

F.2.2 Permanent Plaque. Where the Recipient decides to install a permanent plaque or other suitable marker with respect to a Project, it must recognize the provincial contribution to the Project and be approved by Ontario prior to installation.

F.2.3 Installation of Signage. The Recipient is responsible for the production and installation of Project signage, unless otherwise agreed upon in writing prior to the installation of the signage.

PART F.3 – MEDIA EVENTS

F.3.1 Requesting Media Events. The Recipient or Ontario may request a media event, announcement or recognition of key milestones related to Project. In requesting a media event or an announcement, the Party requesting the event will provide at least twenty (20) Business Days' notice to the other Party of its intention to undertake such an event. The event will take place at a date and location that is mutually agreed to by the Parties. The Parties will have the opportunity to participate in such events through a designated representative. Each participant will choose its designated representative.

F.3.2 Approval Of Communications. All joint communications material related to media events and announcements must be approved by Ontario and recognize the funding provided by Ontario.

F.3.3 Media Events. Media events and announcements include but are not limited to:

- News conferences
- Public announcements
- Official events or ceremonies
- News releases

PART F.4 – PRINTED MATERIALS, WEBSITE, PHOTO COMPILATIONS, AWARD PROGRAMS AND AWARENESS CAMPAIGNS

F.4.1 Messaging About Project. With prior consultation with Ontario, the Recipient may include messaging in its own communications products and activities with regards to the Project. When undertaking such activities, the Recipient shall provide the opportunity for Ontario to participate and shall recognize the funding provided by Ontario.

PART F.5 – ISSUES MANAGEMENT

F.5.1 Sharing Information. The Recipient shall share information promptly with Ontario should significant emerging media, Project or stakeholder issues relating to a Project arise. Ontario will advise Recipients, when appropriate, about media inquiries concerning the Project.

PART F.6 – COMMUNICATING SUCCESS STORIES

F.6.1 Communicating About Project. The Recipient agrees to communicate with Ontario for the purposes of collaborating on communications activities and products including but not limited to success stories and features relating to the Project.

F.6.2 Ontario's Right To Publicize Information About Project. The Recipient acknowledges and agrees that Ontario may publicize information about the Project. Ontario agrees it will use reasonable efforts to consult with the Recipient about Ontario's publication about the Project prior to making it.

PART F.7 - DISCLAIMER

F.7.1 Disclaimer. If the Recipient publishes any material of any kind relating to the Project or the Ontario Community Infrastructure Fund, the Recipient shall indicate in the material that the views expressed in the material are the views of the Recipient and do not necessarily reflect Ontario's views.

**SCHEDULE “G”
REPORTING REQUIREMENTS**

PART G.1 – REPORTS REQUIREMENTS

The following Reports are to be provided in full in the corresponding format provided hereafter and with such content as is satisfactory to Ontario:

	Name of Report and Details Required	Due Date
1.	Construction Contract Award Report - a Report from council including a resolution or other municipal document recognizing the awarding of the Project tender(s)	Within fifteen (15) Business Days of a council resolution, the Recipient Expected Completion Date in Part C.4.1 of Schedule “C”
2.	Revised Budget Report must be based on tenders awarded to complete the project. The Recipient shall use the form set out in Part G.2 of Schedule “G” of the Agreement.	Within fifteen (15) Business Days of a council resolution, the Recipient Expected Completion Date in Part C.4.1 of Schedule “C” and no later than June 30, 2016.
3.	Progress Report - The Recipient shall use the form set out in Part G.3 of Schedule “G” of the Agreement.	Twice a year by January 15 and July 15 for the Term of the Agreement or until sixty (60) Business Days after the Project Completion Date. A Progress Report is also required as part of the submission for Milestone Two (2).
4.	Final Report - including statement of final incurred eligible expenses validated by invoices and/or payment certificates. The Recipient shall use the form set out Part G.4 of Schedule “G” of the Agreement.	Within sixty (60) Business Days of the completion of the Project or no later than March 5, 2017.
5.	Other Reports or information as may be directed by Ontario from time to time, if any	On or before a date directed by Ontario.

SCHEDULE “G” Continued

PART G.2 – REVISED BUDGET REPORT

REVISED BUDGET REPORT

This report will contain a revised budget for the entire Project based on Total Net Eligible Expenses after the construction has been tendered. This report should not be submitted until at least seventy percent (70%) of the Project costs have been awarded and shall be submitted no later than June 30, 2016.

REVISED TOTAL PROJECT COSTS

	ORIGINAL BUDGET (From Application)	REVISED BUDGET	VARIANCE
Total	\$	\$	\$
Less Any Actual or Potential Tax Rebates	\$	\$	\$
REVISED TOTAL NET ELIGIBLE COSTS	\$	\$	\$

VARIANCE EXPLANATION

In cases where revised costs have a variance of 15% or more than the original budget, please provide an explanation.

PROJECT CERTIFICATION

As the payment certifier or chief financial officer for _____, I hereby certify that the revised Project Budget figures set out above are true to the best of my knowledge, information and belief and are based upon actual awards of at least 70% of the Project costs.

Signature:	
Name:	
Title:	
Phone Number:	
Date:	

SCHEDULE “G” Continued

Other Progress to date

Include any communications events, and communications sent/received (oral or written) from any Aboriginal groups, please include dates, where applicable or available

Variance from original approved project (if any)

Do you need to adjust your Project Description based on Project progress? If so, explain why and by when?

Attestation:

I, (name of person who can bind the Recipient), confirm that my municipality/local services board is in compliance with the terms and conditions found in the Agreement for this Project (Project Name and Project number).

Name: _____

Title: _____

Date: _____

SCHEDULE “G” continued

PART G.4 – FINAL REPORT



Ontario

FINAL REPORT

Attach Payment certificate(s) (these may include unpaid holdbacks) and other third party invoices incurred for the Project. Where applicable, indicate any portion of the costs on such invoices which are Ineligible Costs as per section D.2 of Schedule “D”.

File No.:	Project Title:
Date:	Recipient Name:

Final Reports are to be completed and submitted to OMAFRA within sixty (60) Business Days of the completion of the Project or as otherwise specified in the Agreement. Please contact your Project Analyst should you have any questions filling in this report.

Section 1. Project Details

Dates	Forecasted in Application	Actual
Construction Start Date		
Construction End Date		

Was the Project completed as per your application and Schedule “A” or by any amending agreement??

Yes No If No, please provide details on any variances below

Project Variances (if applicable)

In reading the description provided in Schedule “A” of the Agreement or in any subsequent amendments, has your Project experienced any variances either in its scope, budget or schedule? Please identify any other information with respect to the Project that may have changed or may have been altered. Ensure that you provide a rationale for any variances from the approved Project Description.

SCHEDULE "G" continued

Section 2. Financial Information

Budget Item	Budgeted Cost	Actual Cost
GROSS ELIGIBLE COST	\$	\$
Less HST Rebate	\$	\$
TOTAL NET ELIGIBLE COST*	\$	\$
Total Interest Earned on Funds		\$

For all invoices attached please provide a chart showing the following columns:

Work Description	Invoice #	Invoice Date	Invoice Period		Vendor	Total Amount (A)	HST	HST Rebated (B)	Net Eligible Cost (A-B)
			From	To					
TOTAL									\$

Section 3. Project Benefits and Impact Questions

The following questions must be completed with the results of your project. The questions outlined in sections 3, 4 and 5 will help assess the impact of the Project and client satisfaction with program delivery.

SCHEDULE "G" continued

Project Benefits and Impacts

1. What was the primary objective of your Project?			
<input type="checkbox"/> Address urgent public health and safety issues. <input type="checkbox"/> Maintain public health and safety over the long-term. <input type="checkbox"/> Address barriers to economic growth.			
2. As detailed in your asset management plan (AMP), what was the priority of the Project you just completed with this funding?			
<input type="checkbox"/> Over due to be completed? <input type="checkbox"/> Due to be completed this year? <input type="checkbox"/> Due to be completed in the next year? <input type="checkbox"/> Due to be completed in the next 2-5 years? <input type="checkbox"/> Due to be completed in the next 5+ years? <input type="checkbox"/> Was not detailed in plan, Please specify: _____			
3. Please indicate which of the following benefits you have experienced or anticipate for your municipality/local services board as a result of the Project. Provide details where possible.			
	At project completion	Anticipated (1-2 years out)	Details
Addressed urgent public health and safety issues.	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	
Highest priority items in AMP addressed earlier than planned.	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	
Improved economic infrastructure that was identified as a barrier to growth.	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	
Other? Please specify: _____	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	
4. Please indicate the impact of this Project funding on your AMP. Provide details where possible.			
	At project completion	Anticipated (1-2 years out)	Details
Revised targets for levels of service	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	
Improved ability to be more sustainable in financing the remaining AMP	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	
New measures or modified measures for this asset with respect to health and safety, longevity, etc.)	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	
Other? Please specify: _____	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	

SCHEDULE “G” continued

Section 4. Other Benefits / Information

Please provide any other information which demonstrates the success of the Project and its impact on other stakeholders, rural communities and the province of Ontario.

Section 5. Client Satisfaction Survey

Based on your project experience with Ontario, please indicate with an “X” in the appropriate box for your response.

1. Please indicate the extent to which you agree or disagree with the following statements.	Strongly Agree	Agree	Neither Agree nor Disagree	Disagree	Strongly Disagree
	1	2	3	4	5
a. Once my Project was approved, I received all the information needed to proceed to the next step of the Project.					
b. The report forms were easy to understand and complete.					
c. I was able to reach appropriate Ontario staff without difficulty.					
d. OMAFRA staff was knowledgeable.					
e. I received consistent advice from Ontario staff.					
f. Ontario staff was courteous.					

2. Overall, how satisfied were you with the amount of time it took to get the service that you required?	Very satisfied	Satisfied	Neither satisfied nor dissatisfied	Dissatisfied	Very dissatisfied

3. Overall, how satisfied were you with the service you received while implementing your Project?	Very satisfied	Satisfied	Neither satisfied nor dissatisfied	Dissatisfied	Very dissatisfied

4. To what extent did the availability of this funding assistance influence your decision to undertake the Project?	To a great extent	Somewhat	Very little	Not at all

SCHEDULE “G” continued

Section 6. Aboriginal Duty to Consult

Please provide particulars as to how the requirements have been met under Schedule “E” of the Agreement.

Please indicate:

Declaration required for the Project:

Confirmation provided to Ontario indicating that there has been no communication from any Aboriginal Groups and that there were no items of cultural significance to Aboriginal Groups discovered with respect to the Project. Yes No

Declaration required for Project with additional Duty to Consult requirements, as identified by Ontario

Notice about the Project, as well as a full Project description, was provided to identified Aboriginal Groups making them aware of the opportunity to express comments and concerns with respect to the following: Yes No

- the Project;
- adverse impacts on hunting, trapping, fishing and plant harvesting; and
- any burial grounds or archaeological sites of cultural significance.

A copy of this correspondence to identified Aboriginal Groups was provided to Ontario. Yes No

Ontario was made aware of any issue(s) identified by any Aboriginal Groups. Yes No

A copy of any correspondence/information between the recipient and any Aboriginal Groups was forwarded to Ontario. Yes No

SCHEDULE “G” continued

Section 7. Confidentiality, Certification and Signature

Confidentiality

Information submitted in this Final Report to Ontario will be subject to the *Freedom of Information and Protection of Privacy Act*. Any information submitted in confidence should be clearly marked “CONFIDENTIAL” by the Recipient. Inquiries about confidentiality should be directed to the Rural Programs Branch.

Certification

I certify that:

1. The Project as described in the Agreement has been completed;
2. The Recipient is in compliance with all of the terms and conditions of the Agreement for the Project;
3. Any interest earned (as noted in Section 2) has been used for Eligible Costs associated with the Project or has been or will be remitted to the Ministry; and
4. There have been no overpayments by Ontario or any other organization or government in relation to the Project.

The official noted below warrants that these statements are true as of the date indicated.

<i>NAME OF AUTHORIZED OFFICIAL:</i>	
<i>TITLE:</i>	
<i>DATE:</i>	

SCHEDULE “H”
MANDATORY TERMS AND CONDITIONS TO BE INCLUDED IN PARTNERSHIP AGREEMENT

PART H.1 – MANDATORY TERMS AND CONDITIONS

- H.1 Partner Terms and Conditions.** The Partnership Agreement shall contain provisions that address, at a minimum, the following:
- (a) The Partner's full legal name, address, location of records, and contact person;
 - (b) Incorporates by reference all the terms and conditions of this Agreement *mutatis mutandis*, including a term whereby the Partner agrees to indemnify the Indemnified Parties in a manner consistent with section 9 of this Agreement and a further term whereby the Partner agrees that it will have and maintain for the Term of the Partnership Agreement, at its own cost and expense, insurance consistent with section 8 of the Agreement;
 - (c) Sets out the amount of the respective contributions of the Partner and the Recipient to complete the Project, as described in Schedule “A” of this Agreement;
 - (d) Sets out the administration, management and audit arrangements that the Recipient and Partner will undertake to complete the Project, including the distribution of any Funds received by the Recipient from Ontario under this Agreement between them on a *pro rata* basis;
 - (e) Describes the respective roles and responsibilities of the Recipient and the Partner, including financial roles and responsibilities, reporting and accounting obligations, in a manner consistent with this Agreement; and
 - (f) Requires the Partner to disclose to Ontario that it has applied for, will receive or has received other contributions for this Project at any time.



**Corporation of the Town of Ingersoll
By-Law 15-4794**

A bylaw to authorize the execution of a Partnership Agreement between The Corporation of the Town of Ingersoll and the Corporation of the County of Oxford as required by Her Majesty the Queen in right of the Province of Ontario represented by the Minister of Agriculture, Food and Rural Affairs for the Province of Ontario related to funding provided by the Province of Ontario to the Municipality under the Ontario Community Infrastructure Fund-Application-Based Component

WHEREAS the Town of Ingersoll is desirous of entering into a partnership agreement with the County of Oxford as required by Her Majesty the Queen in right of the Province of Ontario represented by the Minister of Agriculture, Food and Rural Affairs for the Province of Ontario related to funding provided by the Province of Ontario under Ontario Community Infrastructure Fund-Application-Based Component

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

1. That the Mayor and the Clerk are hereby authorized to execute a partnership agreement with The Corporation of the County of Oxford and to affix the seal of the Corporation of the Town of Ingersoll hereto;
2. That a copy of the said agreement shall be annexed to and form part of this by-law;
3. 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 9th day of March, 2015.

READ a third time in Open Council and passed this 9th day of March, 2015.

Edward (Ted) Comiskey, Mayor

Michael Graves, Clerk

**ONTARIO COMMUNITY INFRASTRUCTURE FUND – APPLICATION-BASED
COMPONENT PARTNERSHIP AGREEMENT**

BETWEEN:

THE CORPORATION OF THE TOWN OF INGERSOLL
(the “**Applicant**”)

– and –

COUNTY OF OXFORD
(the “**Partner**”)

WHEREAS the Government of Ontario has created the Ontario Community Infrastructure Fund to: (1) provide stable funding to help small communities address critical core infrastructure needs in relation to roads, bridges, water and wastewater; (2) further strengthen municipal asset management practices within small communities; and (3) help small communities use a broad range of financing tools to address infrastructure challenges and provide long-term support for rehabilitation and repair of core infrastructure for those most in need;

AND WHEREAS the Ontario Community Infrastructure Fund is composed of two (2) components: (1) the Application-Based Component; and (2) the Formula-Based Component;

AND WHEREAS the Applicant applied to the Application-Based Component of the Ontario Community Infrastructure Fund for funding to assist the Applicant in carrying out the Project;

AND WHEREAS the Applicant indicated in its application to the Application-Based Component of the Ontario Community Infrastructure Fund that it was going to carry out the Project with the Partner;

AND WHEREAS the Applicant is eligible to receive funding under the Application-Based Component of the Ontario Community Infrastructure Fund to undertake the Project;

AND WHEREAS Ontario approved the Applicant for funding to undertake the Project under the Application-Based Component of the Ontario Community Infrastructure Fund;

AND WHEREAS the Funding Agreement requires the Applicant to have a Partnership Agreement in place that sets out the relationship between the Applicant and its Partner;

AND WHEREAS the Partner has reviewed and accepts the terms and conditions set out in the Funding Agreement and acknowledges and agrees that it is a partner to the Applicant for the purposes of carrying out the Project;

AND WHEREAS the Parties want to enter into this Partnership Agreement;

AND WHEREAS the Parties agree to their respective roles, responsibilities, administrative requirements, management functions and financial contributions with respect to the Project, as set out herein;

NOW THEREFORE, in accordance with the principles set out above, the mutual covenants and agreements herein and for other good and valuable consideration, the receipt and sufficiency of which is expressly acknowledged, the Parties hereby agree as follows:

SECTION 1 INTERPRETATION

1.1 Definitions. For the purposes of this Agreement, the following terms shall have the following meanings described below.

“Agreement” means this Partnership Agreement and includes all schedules attached hereto.

“Applicant Contribution” means the amount set out in Part A.1 of Schedule “A” of this Agreement.

“Business Day” means any day on which the Government of Ontario offices are generally open for business in the Province of Ontario.

“Effective Date” means the date set out in Part A.2 of Schedule “A” of this Agreement.

“Event of Default” has the meaning given to it in section 8 of this Agreement.

“Expiration Date” means the date set out in Part A.3 of Schedule “A” of this Agreement.

“Funding Agreement” means the agreement that the Applicant entered into with Ontario, which is attached hereto as Schedule “B” to this Agreement.

“Funds” means the total amount of funding Ontario is providing in Canadian currency to the Applicant under the Funding Agreement.

“Indemnified Party” means Her Majesty the Queen in Right of Ontario, Her Ministers, directors, officers, agents, appointees and employees.

“Maximum Funds” means the amount set out under Part C.1 of Schedule “C” of the Funding Agreement, which is attached as Schedule “B” to this Agreement.

“Ontario” means Her Majesty the Queen in Right of Ontario, as represented by the Minister of Agriculture, Food and Rural Affairs.

“Partner Contribution” means the amount set out under Part A.4 of Schedule “A” of this Agreement.

“Parties” means the Applicant and the Partner.

“Project” means the undertaking described in Schedule “A” of the Funding Agreement, which is attached as Schedule “B” to this Partnership Agreement.

“Project Completion Date” means the date set out in Part B.3 of Schedule “B” of the Funding Agreement, which is attached as Schedule “B” to this Partnership Agreement.

“Requirements of Law” means all applicable statutes, regulations, by-laws, ordinances, codes, official plans, rules, approvals, permits, licenses, authorizations, orders, decrees, injunctions, directions and agreements with all authorities that now or at any time hereafter may relate to the Recipient, the Project, the Funds and this Agreement. Without limiting the generality of the foregoing, if the Recipient is subject to the *BPSAA*, the *PSSDA* or any other type of broader public sector accountability legislative provisions, the *BPSAA*, the *PSSDA* and other type of broader public sector accountability legislative provisions are deemed to be a Requirement of Law.

“Term” means the period beginning on the Effective Date of this Agreement and ending on the Expiration Date or the termination of this Agreement, whichever is shorter.

1.2 Reference To Statute Or Regulation. Any reference to a statute is to such statute and to the regulations made pursuant to such statute as such statute and regulations may at any time be amended or modified and in effect and to any statute or regulations that may be passed that have the effect of supplanting or superseding such statute or regulations.

1.3 Singular/Plural And Gender Terms. Each definition in this Agreement using a singular capitalized term or other word or phrase shall also apply to the plural form and such term, word or phrase and *vice versa*. All references to the masculine gender shall include reference to the feminine or neuter gender and *vice versa* in each case as the context may permit or require.

1.4 Pronouns. Each use in this Agreement of a neuter pronoun shall be deemed to include the masculine and feminine variations thereof and *vice versa* and a singular pronoun shall be deemed to include a reference to the plural pronoun and *vice versa* in each case as the context may permit or require.

1.5 Sections And Other Headings. The section and other headings contained in this Agreement are for reference purposes only and shall not affect the meaning or interpretation of this Agreement.

1.6 Recitals. The recitals to this Agreement do not form a part of the Agreement.

1.7 Accounting Terms, Calculations And Submission Of Financial Data. All accounting terms not defined in this Agreement shall have the meanings usually ascribed to them. All calculations will be made and all financial data to be submitted will be prepared in accordance with the applicable accepted accounting principles in effect in Ontario.

SECTION 2 THE AGREEMENT

2.1 *The Agreement.* The Agreement includes this document and the following Schedules attached to this document as such Schedules may be amended from time to time in accordance with this Agreement.

Schedule

- "A" Operational Requirements Under The Agreement
- "B" The Funding Agreement

2.2 *Conflict Between Funding Agreement And This Agreement.* In the event of a conflict between this Agreement and the Funding Agreement, the conflict shall be resolved in favour of the provisions set out in the Funding Agreement.

2.3 *Conflict Within This Agreement.* Subject to section 2.2 of this Agreement, in the event of a conflict between any of the documents that form part of this Agreement, the conflict shall be resolved in the following descending order:

- (a) This document; and
- (b) The Schedules attached to this document.

2.4 *Expiration Date Of Agreement.* This Agreement shall expire on the Expiration Date, unless amended or terminated prior to this date in accordance with this Agreement.

SECTION 3 PARTNER BOUND BY FUNDING AGREEMENT

3.1 *Partner Bound By Funding Agreement.* The Partner acknowledges and agrees that it is bound by the same terms and conditions that the Applicant is bound by under the Funding Agreement in relation to the Project.

3.2 *Breach Of Funding Agreement Means Breach Of This Agreement.* The Partner acknowledges and agrees that any breach of a term or condition of the Funding Agreement by the Partner shall be deemed to be a breach of this Agreement.

3.3 *Ontario May Direct Applicant In Regards To Partner.* The Partner acknowledges and agrees that Ontario has the authority to direct the Applicant to require the Partner to undertake certain actions under the Funding Agreement. The Partner further agrees that where the Applicant indicates to the Partner that Ontario is requiring the Applicant to direct the Partner to undertake an action the Partner shall undertake that action within the time specified by the Applicant.

SECTION 4
LIMITATION ON ONTARIO'S LIABILITY FOR AUTHORSHIP AGREEMENT

- 4.1 *Ontario Provided Agreement As Service To Parties And Is Not Meant To Be Nor Is It Legal Advice.*** The Parties acknowledge and agree that Ontario provided this Agreement to the Parties as a service and that the contents of this Agreement are not meant to be nor is legal advice to the Parties in terms of how they should govern their relationship in relation to the Project.
- 4.2 *Acknowledgment Of Review Of Agreement.*** The Parties acknowledge and agree that they have:
- (a) Fully reviewed and understand the contents of this Agreement.
- 4.3 *Ontario Not Liable For Authorship Of Agreement.*** Despite anything else contained within this Agreement and without limiting any provision that deals with any potential liabilities that Ontario may have in regards to the Project under this Agreement or the Funding Agreement, the Parties agree that Ontario shall not be held liable in any respect for any damages whatsoever arising out of the decision of the Parties to use this Agreement to govern their relationship in regards to the Project.

SECTION 5
APPLICANT'S ROLES AND RESPONSIBILITIES UNDER AGREEMENT

- 5.1 *Applicant to Receive Funding From Ontario For Purposes Of Carrying Out This Agreement.*** The Applicant shall be responsible for receiving and managing all funding under the Funding Agreement for the purposes of carrying out this Agreement.
- 5.2 *Applicant To Provide Funding For Project.*** The Applicant shall provide the Applicant's Contribution for the Project.
- 5.3 *Administration, Management And Audit Requirements.*** The Applicant shall complete all administration, management and audit requirements under the Funding Agreement. For greater certainty, the Applicant may retain the services of a third party to undertake any administration, management or audit requirements under the Funding Agreement on its behalf.
- 5.4 *Reporting And Accounting Requirements.*** The Applicant shall be responsible for completing all reporting and accounting requirements under the Funding Agreement.
- 5.5 *Communications With Ontario Regarding Project.*** The Applicant shall be solely responsible for any and all communications with Ontario regarding the Project.
- 5.6 *Amendments To Funding Agreement.*** The Applicant shall be solely responsible for requesting any amendments to the Funding Agreement.

SECTION 6
PARTNER'S ROLES AND RESPONSIBILITIES UNDER THE AGREEMENT

- 6.1 *Partner To Provide Funding For Project.*** The Partner shall provide the Partner's Contribution for the Project.
- 6.2 *Disclosure Of Funding For Project.*** The Partner shall disclose to the Applicant and to Ontario within ten (10) Business Days that it has applied for, received or will receive any other money for the Project. This disclosure shall include the source of the money as well as the amount of money that the Partner is eligible to receive.
- 6.3 *Administration, Management And Audit Requirements.*** The Partner shall provide any and all necessary information to the Applicant within the time indicated by the Applicant in order to allow the Applicant to meet its requirements under section 5.3 of this Agreement.
- 6.4 *Reporting And Accounting Requirements.*** The Partner shall provide any and all necessary information to the Applicant within the time indicated by the Applicant in order to allow the Applicant to meet its requirements under section 5.4 of this Agreement.
- 6.5 *Indemnification.*** Without limiting any provision of this Agreement or the Funding Agreement, the Partner hereby agrees to indemnify and hold harmless the Indemnified Parties and the Applicant from and against any and all liability, loss, costs, damages and expenses (including legal, expert and consultant fees), causes of action, actions, claims, demands, lawsuits or other proceedings, by whomever made, sustained, incurred, brought or prosecuted in any way arising out of or in connection with the Project or otherwise in connection with this Agreement or the Funding Agreement unless caused by the willful misconduct of the Indemnified Parties or the Applicant.
- 6.6 *Insurance Requirements.*** Without limiting any provision of this Agreement or the Funding Agreement, the Partner shall:
- (a) Maintain for the Term of this Agreement and the Funding Agreement, at its own cost and expense with insurers having a A.M Best rating of B+ or greater or the equivalent, all the necessary and appropriate insurance that a prudent person carrying out a project similar to the Project would maintain, including commercial general liability insurance on an occurrence basis for third party bodily injury, personal injury and property damage to an inclusive limit of not less than the amount set out in Part A.5 of Schedule "A" of this Agreement per occurrence. The policy shall include the following:
 - (i) The Applicant and the Indemnified Parties as additional insureds with respect to liability arising in the course of the performance of the Applicant and the Partner's obligations under, or otherwise in connection with this Agreement or the Funding Agreement,
 - (ii) A cross liability and severability of interest clause,
 - (iii) Contractual liability coverage, and
 - (iv) Thirty (30) days' written notice of cancellation, termination or material change;
 - (b) Provide:
 - (i) The Applicant or Ontario with Certificates of Insurance, or such other proof as may be requested by the Applicant or Ontario that confirms the

insurance coverage required under this section 6.6 of the Agreement is in place within the time period specified by the Applicant or Ontario; and

- (c) Provide the Indemnified Parties with a right of “First Call” or priority over any other person, including the Applicant, to use or enjoy the benefits of the proceeds from the insurance policy required under this section 6.6 of the Agreement to pay any suits, judgments, claims, demands, expenses, actions, causes of action and losses (including without limitation, reasonable legal expenses and any claim for lien made pursuant to the *Construction Lien Act* (Ontario) and for any and all liability damages to property and injury to persons (including death)) that may be brought against the Indemnified Parties as a result of this Agreement or the Funding Agreement.

6.7 *Amendment Of This Agreement.* The Partner acknowledges and agrees that this Agreement may have to be amended as a result of amendments to the Funding Agreement. The Partner further agrees that it will not unreasonably withhold its consent to any amendment that the Applicant seeks to this Agreement in order to reflect amendments that have been made to the Funding Agreement.

6.8 *Location Of Project Records.* The location of where the Partner’s records for the Project are located is set out in Part A.6 of Schedule “A” of this Agreement.

SECTION 7 RESPONSIBILITIES OF BOTH PARTIES UNDER THE AGREEMENT

7.1 *Completing The Project.* Without limiting any other term or condition in the Funding Agreement or this Agreement, the Parties agree that they are responsible for completing the Project by the Project Completion Date set out in Part B.3 of Schedule “B” of the Funding Agreement, which is attached to this Agreement as Schedule “B”.

7.2 *Provision Of Additional Funding To Complete The Project.* Without limiting any other term or condition in the Funding Agreement or this Agreement, the Parties agree that they are responsible for providing any additional funding that is required to complete the Project in the event that the Maximum Funds Ontario is providing, as set out under Part C.1 of Schedule “C” of the Funding Agreement, which is attached to this Agreement as Schedule “B”, as well as the Applicant’s Contribution, as set out under Part A.1 of Schedule “A” of this Agreement, and the Partner’s Contribution, as set out under Part A.4 of Schedule “A” of this Agreement, are not sufficient to complete the Project.

7.3 *Determination Of Provision Of Additional Funding To Complete The Project.* In the event that the Parties are required to provide additional funding to complete the Project, as required under section 7.2 of this Agreement, the Parties agree that that additional funding shall be provided based on each Party’s original percentage of contribution toward the Project.

SECTION 8 DEFAULT AND TERMINATION

- 8.1 Events Of Default.** A Party to this Agreement may, acting in a reasonable manner, terminate this Agreement immediately upon giving written notice to the other Party where:
- (a) In the opinion of the Party providing notice:
 - (i) The other Party has provided false or misleading information;
 - (ii) The other Party breaches a material term or condition of this Agreement, where materiality is to be determined by the Party providing notice, acting reasonably;
 - (iii) The other Party is unable to continue with the Project or the other Party is likely to discontinue the Project;
 - (iv) A material adverse change occurs such that the viability of the other Party as a going concern is threatened;
 - (b) The other Party makes an assignment, proposal, compromise, or arrangement for the benefit of creditors, or is petitioned into bankruptcy, or files for the appointment of a receiver; or
 - (c) The other Party ceases to operate.
- 8.2 Remedies On Default.** Despite any other rights the Parties may have under this Agreement, if an Event of Default has occurred, the Party providing notice of the Event of Default may terminate this Agreement immediately after any notice period expires.
- 8.3 Additional Remedies.** In addition to the remedies described in section 8.2 of this Agreement, the Party providing notice of the Event of Default may commence such legal action or proceedings as it, in its sole and absolute discretion, may deem expedient, without any additional notice under this Agreement. The rights and remedies of the Party providing notice of the Event of Default are cumulative and in addition to, and not in substitution for, all other rights or remedies otherwise available to the Party providing notice of the Event of Default at law, equity or under statute.
- 8.4 Waiver Of Event Of Default Must Be In Writing.** The Party providing notice of an Event of Default may, in its sole and absolute discretion, at any time, waive any above-mentioned Event of Default which may have occurred provided that no such waiver shall extend to, or be taken in any manner whatsoever to affect, any subsequent Event of Default or the right to remedies resulting therefrom, and that no such waiver shall be, or shall be deemed to constitute, a waiver of such Event of Default unless such waiver is in writing from the Party providing notice of the Event of Default. The Party providing notice of the Event of Default may also impose conditions on any waiver it provides under this section 8.4 of the Agreement.
- 8.5 Date of Termination.** In the event of termination pursuant to this section 8 of the Agreement, the effective date of termination shall be the last day of the notice period, the last day of any subsequent notice period or immediately, whichever applies.
- 8.6 Termination Of Agreement Does Not Eliminate Obligations Under Funding Agreement.** For greater certainty, a termination of this Agreement does not eliminate any of the obligations that the Parties may have under the Funding Agreement.

SECTION 9 GENERAL PROVISIONS

- 9.1 Terms Binding.** The Parties shall take all reasonable measures to ensure that its officers, directors, partners, employees, agents, third party contractors shall be bound to observe all of the terms and conditions of this Agreement, including, but not limited to all of the covenants, representations and warranties set out herein.
- 9.2 Representatives May Bind Parties.** The Parties represent and warrant that their respective representatives have the authority to legally bind them to the extent permissible by the Requirements of Law.
- 9.3 Further Assurances.** The Parties agree to do or cause to be done all acts or things necessary to implement and carry into effect this Agreement to its full extent.
- 9.4 Agreement Binding.** This Agreement shall enure to the benefit of and be binding upon the Parties, their successors, executors, administrators, heirs and their permitted assigns.
- 9.5 Waivers In Writing.** If a Party fails to comply with any term of the Agreement, that Party may only rely on a waiver of the other Party if the other Party has provided a written waiver in accordance with the notice provisions set out in section 9.12 of this Agreement. Any waiver must refer to a specific failure to comply and shall not have the effect of waiving any subsequent failures to comply. For greater certainty, where Ontario chooses to waive a term or condition of the Agreement, such waiver shall only be binding if provided by a person who indicates in writing that he or she has specific authority to provide such a waiver.
- 9.6 Tolerance Of Indulgence Of Breach Not A Waiver.** Any failure by one Party to insist in one or more instances upon strict performance by the other Party of any of the terms or conditions of this Agreement shall not be construed as a waiver by the non-defaulting Party of its rights to require strict performance of any such terms or conditions, and the obligations of the Recipient with respect to such performance shall continue in full force and effect.
- 9.7 Time Is Of The Essence.** In the performance and observance of the terms and conditions of this Agreement, time is of the essence and no extension or variation of this Agreement shall operate as a waiver of this provision.
- 9.8 Severability.** If any term or condition of this Agreement, or the application thereof to the Parties or to any persons or circumstances, is to any extent invalid or unenforceable, the remainder of the Agreement, and the application of such term or condition to the Parties, persons or circumstances other than those to which it is held invalid or unenforceable, shall not be affected thereby.
- 9.9 No Assignment Of Agreement.** No Party shall assign this Agreement to any other person unless the other Party agrees to the assignment in writing. The non-assigning Party may impose any terms or conditions on any consent provided under this section 9.9 of the Agreement.

9.10 No Amendment. This Agreement shall not be varied or amended except by a document in writing, dated and signed on behalf of the Parties.

9.11 Joint Authorship Of Agreement. The Parties shall be considered joint authors of this Agreement and no provision herein shall be interpreted against one Party by the other Party because of authorship. No Party shall seek to avoid a provision herein because of its authorship through recourse to a third party, court, tribunal or arbitrator.

9.12 Notice And Service Of Documents Under Agreement. Notices shall be in writing and shall be delivered by postage-prepaid mail, personal delivery, facsimile transmission or Email transmission and shall be addressed to Ontario and the Recipient respectively, as set out in Part A.6 of Schedule "A" of this Agreement.

Notice shall be deemed to have been received:

- (a) In the case of postage-prepaid mail, five (5) Business Days after such notice is mailed; or
- (b) In the case of personal delivery, facsimile transmission or Email transmission, one (1) Business Day after such notice is delivered to the other Party.

In the event of a postal disruption, notices shall be given by personal delivery, facsimile transmission or Email transmission. Unless the Parties expressly agree in writing to additional methods of notices, notices may only be provided by the method(s) contemplated in this section 9.12 of the Agreement.

The Parties agree that for the purposes of this section 9.12 of the Agreement, the name(s) of the individuals may be changed without amending the Agreement through the Party making the change providing written notice to the other Party of said change.

9.13 Governing Law. This Agreement and the rights, obligations and relations of the Parties shall be governed by and construed in accordance with the laws of the Province of Ontario and the applicable federal laws of Canada. Any actions or proceedings in connection with this Agreement shall be conducted in Ontario.

9.14 Agreement Executed In Counterparts. This Agreement may be executed in any number of counterparts, each of which shall be deemed an original, but all of which together, shall constitute one and the same agreement.

9.15 Entire Agreement. This Agreement, including its Schedules, embodies the entire Agreement between the Parties with respect to the subject matter contained in the Agreement and supersedes all prior oral or written representations or agreements. No prior document, discussion, negotiation, provision, undertaking or agreement in relation to the subject matter of this Agreement has any legal effect. No representation or warranty, whether express, implied or otherwise, has been made by one Party to the other Party except as expressly set out in this Agreement.

9.16 Survival. The provisions of this Agreement that by their nature survive the expiration or early termination of this Agreement shall so survive.

IN WITNESS WHEREOF the Parties have executed this Agreement on the dates set out below.

THE CORPORATION OF THE TOWN OF INGERSOLL

Name:
Title:

Date

I have the authority to bind the Applicant.

COUNTY OF OXFORD

Name:
Title:

Date

Name:
Title:

Date

I/We have the authority to bind the Partner.

SCHEDULE “A”
OPERATIONAL REQUIREMENTS UNDER THE AGREEMENT

PART A.1 – APPLICANT’S CONTRIBUTION

A.1.1 Applicant’s Contribution To Project. The Applicant’s Contribution to the Project shall be \$110,584.00.

PART A.2 – EFFECTIVE DATE

A.2.1 Effective Date Of Agreement. The Effective Date of this Agreement is March 11, 2015.

PART A.3 – EXPIRATION DATE

A.3.1 Expiration Date Of Agreement. The Expiration Date of this Agreement is March 31, 2018.

PART A.4 – PARTNER CONTRIBUTION

A.4.1 Partner Contribution. The Partner’s Contribution to the Project shall be \$621,662.00.

PART A.5 – PARTNER INSURANCE REQUIREMENTS

A.5.1 Partner Insurance Requirements. The Partner shall have no less than two million dollars (\$2,000,000.00) in general commercial liability insurance per occurrence.

PART A.6 – NOTICE AND CONTACT INFORMATION

A.6.1 Notice and Contact Information. Notices under this Agreement shall be sent in accordance to the following:

The Town of Ingersoll
130 Oxford Street
2nd Floor
Ingersoll, ON
N5C 2V5
Attn: Sandra Lawson, Town Engineer

County of Oxford
21 Reeve Street
P.O. Box 1614
Woodstock, ON
N4S 7Y3
Attn: Rob Walton, Director of Public Works

Any notice not sent in accordance with the above shall be deemed to not constitute proper notice under this Agreement.

A.6.2 Location Of Project Records. The Partner’s Project records are located at 130 Oxford Street, 2nd Floor, Ingersoll, ON N5C 2V5.

SCHEDULE "B"
THE FUNDING AGREEMENT



**Corporation of the Town of Ingersoll
By-Law 15-4795**

Being a bylaw to authorize the Clerk and Deputy Clerk to perform the Civil Marriage Solemnization Service for the Town for Ingersoll

WHEREAS Ontario Regulation 285/04 provides the Clerk or designate of a local municipality with the authority to solemnize marriages under the authority of a licence;

AND WHEREAS the Council of the Corporation of the Town of Ingersoll considers it desirable to continue to perform civil marriage solemnization services;

NOW THEREFORE the Council of The Corporation of the Town of Ingersoll enacts the following as a By-law:

- 1) **THAT** the Council for the Corporation of the Town of Ingersoll recognizes that Michael Graves, is authorized to solemnize marriages for as long as he holds the position of Clerk, as set out under Ontario Regulation 285/04 and the *Marriage Act*, R.S.O. 1990, Chapter M. 3 for the Province of Ontario;
- 2) **THAT** the Council of the Corporation of the Town of Ingersoll does hereby further support the Clerk delegating the authority to perform civil marriage solemnization services to Ann Wright as provided for under the *Municipal Act*, 2001, S.O.2001, c.24 Section 228 (4) & (5);
- 3) **THAT** Ann Wright is hereby authorized to continue to solemnize civil marriages as long as she holds the position of Deputy Clerk at the Town of Ingersoll.
- 4) **AND FURTHER THAT** by-law 10-4590 be rescinded.

READ a first and second time in Open Council this 9th day of March, 2015.

READ a third time in Open Council and passed this 9th day of March, 2015.

Edward (Ted) Comiskey, Mayor

Michael Graves, Clerk



**Corporation of the Town of Ingersoll
By-Law 15-4796**

**Being a by-law to re-appointment Ann Wright, Tricia Smith and Edna Caron as a
Deputy Division Registrars for the Town of Ingersoll**

WHEREAS Chapter V.4, Section 38(4), R.S.O 1990 of the *Vital Statistics Act* provides that a Division Registrar may, with the approval of the Registrar General, appoint one or more Deputy Division Registrars to act for him or her and any such Deputy while so acting has all the powers and duties of the Division Registrar who appointed the Deputy;

AND WHEREAS Chapter M.3, Section 11(3) R.S.O. 1990 of the *Marriage Act* provides that an issuer may, with the approval in writing of the Minister or of the Head of Council of the Municipality of which he or she is Clerk, appoint in writing one or more deputies to act for him or her, and any such deputy while so acting has the power of the issuer appointing him or her;

AND WHEREAS the Municipal Council of the Town of Ingersoll has previously appointed Ann Wright, Tricia Smith and Edna Caron as Deputy Division Registrars upon approval of the Registrar General, to exercise all the authority, powers and rights and shall perform all the duties and obligations which by Statute or By-laws are or may be conferred or imposed upon the Division Registrar and Issuers of Marriage Licenses;

NOW THEREFORE the Council for the Town of Ingersoll deems it necessary and expedient to reappoint Ann Wright, Tricia Smith and Edna Caron as a Deputy Division Registrars.

READ a first and second time in Open Council this 9th day of March, 2015.

READ a third time in Open Council and passed this 9th day of March, 2015.

Edward (Ted) Comiskey, Mayor

Michael Graves, Clerk



**Corporation of the Town of Ingersoll
By-Law 15-4797**

A bylaw to authorize the execution of a Lease Agreement between Her Majesty the Queen in a Right of Ontario as Represented by the Minister of Economic Development, Employment and Infrastructure (132 Thames St. S.)

WHEREAS the Town of Ingersoll entered into an Agreement for the lease of 132 Thames St. S. on the 18th day of March 2005;

AND WHEREAS the Corporation of the Town of Ingersoll is desirous of entering into a further agreement with Her Majesty the Queen in Right of Ontario as Represented by the Minister of Economic Development, Employment and Infrastructure to lease the premises located at 132 Thames Street South, Ingersoll.

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

1. **THAT** the Mayor and the Clerk are hereby authorized to execute an agreement with Her Majesty The Queen in Right of Ontario as Represented by the Minister of Economic Development, Employment and Infrastructure and to affix the seal of the Corporation of the Town of Ingersoll hereto;
2. **THAT** a copy of the said agreement shall be annexed to and form part of this by-law;
3. **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 9th day of March, 2015.

READ a third time in Open Council and passed this 9th day of March, 2015.

Edward (Ted) Comiskey, Mayor

Michael Graves, Clerk

SECOND LEASE EXTENSION AND AMENDING AGREEMENT

THIS AGREEMENT made in triplicate as of May 1, 2015.

B E T W E E N:

THE CORPORATION OF THE TOWN OF INGERSOLL

(the "Landlord")

OF THE FIRST PART

- and -

**HER MAJESTY THE QUEEN IN RIGHT OF ONTARIO AS
REPRESENTED BY THE MINISTER OF ECONOMIC
DEVELOPMENT, EMPLOYMENT AND
INFRASTRUCTURE**

(the "Tenant")

OF THE SECOND PART

WHEREAS:

- A. By a lease dated March 18, 2005 (the "Original Lease"), the Landlord leased to Her Majesty the Queen in right of Ontario as represented by the Chair of the Management Board of Cabinet (the "Chair") the premises more particularly described as a portion of the ground floor, comprising a rentable area of approximately four hundred eight and one half (408.5) square feet (the "Rentable Area of the Premises"), in the building municipally known as 132 Thames Street South (the "Building"), in the Town of Ingersoll, in the Province of Ontario, as outlined on the plan attached to the Original Lease as Schedule "B" thereto (the "Premises") for a term of five (5) years, commencing on May 1, 2005 and expiring on April 30, 2010 (the "Original Term"), in addition to other terms and conditions as set out therein.
- B. By Order-in-Council No. 1487/2005, approved and ordered September 21, 2005, all of the powers and duties of the Chair relating to real property matters of the Government of Ontario pursuant to the *Ministry of Government Services Act*, R.S.O. 1990, c.M.25, as amended, were transferred and assigned to the Minister of Public Infrastructure Renewal (the "MPIR").
- C. By Order-in-Council No. 1617/2008, approved and ordered September 17, 2008, all the powers and duties of the MPIR relating to real property matters of the Government of Ontario pursuant to the *Ministry of Government Services Act*, R.S.O. 1990, c.M.25, as amended, were transferred and assigned to the Minister of Energy and Infrastructure (the "MEI").
- D. Pursuant to the terms of the Original Lease, the MEI was entitled to extend the Original Term for one (1) further term of five (5) years.
- E. The MEI exercised its first right to extend the Original Term by a Lease Extension and Amending Agreement (the "First Lease Extension and Amending Agreement") with an extension term commencing on May 1, 2010 and expiring on April 30, 2015 (the "First Extension Term").
- F. By Order-in-Council No. 1320/2010, approved and ordered September 15, 2010, all the powers and duties of MEI relating to real property matters of the Government of Ontario pursuant to the *Ministry of Government Services Act*, R.S.O. 1990, c.M.25, as amended, were transferred and assigned to the Minister of Infrastructure (now known as the "Minister of Economic Development, Employment and Infrastructure") (the "Minister").

- G. Ontario Infrastructure and Lands Corporation ("OILC") has been delegated the Minister's authorities and responsibilities with respect to real property in the name of the Minister subject to certain conditions by Delegation of Authority of Ontario Infrastructure and Lands Corporation under the Ministry of Infrastructure Act, 2011 dated June 6, 2011.
- H. The Tenant has now exercised its second right to extend the Original Term in accordance with the terms of the Original Lease, as amended and extended, with a second extension term commencing on May 1, 2015 and expiring on April 30, 2020 (the "Second Extension Term"), in addition to other terms and conditions as set out herein.
- I. The Original Lease, as amended and extended, provides that any extensions shall be upon the same terms and conditions of the Original Lease, as amended and extended, except for the amount of the Annual Rent which shall be determined by mutual agreement.
- J. The Landlord and the Tenant have agreed on the amount of the Annual Rent for the Second Extension Term.
- K. The Original Lease, the First Lease Extension and Amending Agreement and this second lease extension and amending agreement (the "Second Lease Extension and Amending Agreement") are hereinafter collectively referred to as the "Lease", except as specifically set out herein.

NOW THEREFORE THIS AGREEMENT WITNESSES that in consideration of the mutual promises hereinafter set forth and other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged by the parties hereto, the parties hereto agree as follows:

1. CONFIRMATION OF RECITALS

The parties hereto confirm that the foregoing recitals are true in substance and in fact.

2. EXTENSION OF LEASE

The parties hereto agree that:

- (a) The Lease is hereby extended for the Second Extension Term.
- (b) The Second Extension Term shall commence on May 1, 2015 and expire on April 30, 2020.

3. RENT FOR THE SECOND EXTENSION TERM

- (a) The Annual Rent payable for the period from May 1, 2015 up to and including April 30, 2016 shall be Six Thousand, Seven Hundred Thirty-Two Dollars and Eight Cents (\$6,732.08) per annum (based on a rate of Sixteen Dollars and Forty-Eight Cents (\$16.48) per square foot of the Rentable Area of the Premises per annum), payable in equal monthly instalments of Five Hundred Sixty-One Dollars and One Cent (\$561.01) each on the first day of each month during the said period, the first of such monthly instalments to be due and payable on May 1, 2015.
- (b) The Annual Rent payable for the period from May 1, 2016 up to and including April 30, 2017 shall be Six Thousand, Eight Hundred Thirty-Four Dollars and Twenty-One Cents (\$6,834.21) per annum (based on a rate of Sixteen Dollars and Seventy-Three Cents (\$16.73) per square foot of the Rentable Area of the Premises per annum), payable in equal monthly instalments of Five Hundred Sixty-Nine Dollars and Fifty-Two Cents (\$569.52) each on the first day of each month during the said period, the first of such monthly instalments to be due and payable on May 1, 2016.
- (c) The Annual Rent payable for the period from May 1, 2017 up to and including April 30, 2018 shall be Six Thousand, Nine Hundred Thirty-Six Dollars and Thirty-Three Cents (\$6,936.33) per annum (based on a rate of Sixteen Dollars and Ninety-Eight Cents (\$16.98) per square foot of the Rentable Area of the Premises per annum), payable in equal monthly instalments of Five Hundred Seventy-Eight Dollars and Three Cents

(\$578.03) each on the first day of each month during the said period, the first of such monthly instalments to be due and payable on May 1, 2017.

- (d) The Annual Rent payable for the period from May 1, 2018 up to and including April 30, 2019 shall be Seven Thousand, Thirty-Eight Dollars and Forty-Six Cents (\$7,038.46) per annum (based on a rate of Seventeen Dollars and Twenty-Three Cents (\$17.23) per square foot of the Rentable Area of the Premises per annum), payable in equal monthly instalments of Five Hundred Eighty-Six Dollars and Fifty-Four Cents (\$586.54) each on the first day of each month during the said period, the first of such monthly instalments to be due and payable on May 1, 2018.
- (e) The Annual Rent payable for the period from May 1, 2019 up to and including April 30, 2020 shall be Seven Thousand, One Hundred Forty-Four Dollars and Sixty-Seven Cents (\$7,144.67) per annum (based on a rate of Seventeen Dollars and Forty-Nine Cents (\$17.49) per square foot of the Rentable Area of the Premises per annum), payable in equal monthly instalments of Five Hundred Ninety-Five Dollars and Thirty-Nine Cents (\$595.39) each on the first day of each month during the said period, the first of such monthly instalments to be due and payable on May 1, 2019.

4. AMENDMENT OF LEASE

The extension contemplated in Section 2 of this Second Lease Extension and Amending Agreement is subject to all the covenants and conditions contained in the Original Lease, as amended, renewed and extended from time to time, save and except that:

- (a) The Tenant shall pay to the Landlord all applicable Sales Taxes assessed on the Rent payable by the Tenant to the Landlord under this Lease. The Sales Taxes shall not be deemed to be Additional Rent under this Lease, but may be recovered by the Landlord as though they were Additional Rent.
- (b) The Landlord and the Tenant agree that the Tenant shall be granted two (2) further options to extend the term of the Lease for five (5) years each (each a "Further Extension Term"). Each Further Extension Term shall be upon the same terms and conditions of the Original Lease, as extended, renewed or amended, as the case may be, except that there shall be no further right of extension beyond the last Further Extension Term and except for the Annual Rent, which shall for each Further Extension Term be based upon: (i) the Rentable Area of the Premises, and (ii) the Market Rental as of the date which is six (6) months prior to the commencement of the respective Further Extension Term. The Annual Rent for each Further Extension Term shall be determined by mutual agreement as of the date which is six (6) months prior to the expiry of the Second Extension Term or the respective Further Extension Term, as the case may be, or failing such agreement, by arbitration in accordance with Section 6.14 of the Original Lease.

The Tenant shall give written notice to the Landlord of its extension of the Lease at least six (6) months prior to the end of the Second Extension Term or the respective Further Extension Term, as the case may be.

- (c) The Original Lease is amended as follows:
 - (i) Paragraph (f) of the Summary, as amended, is deleted in its entirety and replaced with the following address for the Landlord for the purposes of delivering notices in accordance with Section 6.17 of the Original Lease:

The Corporation of the Town of Ingersoll
130 Oxford Street, 2nd Floor
Ingersoll, Ontario, N5C 2V5
Attention: Michael Graves
Telephone: 519-485-0120
Fax: 519-485-3543

- (ii) Paragraph (g) of the Summary, as amended, of the Summary is deleted in its entirety and replaced with the following address for the Tenant for the purposes of delivering notices in accordance with Section 6.17 of the Original Lease:



Ontario Infrastructure and Lands Corporation
One Stone Road West, 4th Floor
Guelph, Ontario N1G 4Y2
Attention: Vice President, Asset Management
Fax: (519) 826-3330

With a copy to:

Ontario Infrastructure and Lands Corporation
777 Bay Street, Suite 900
Toronto, Ontario M5G 2C8
Attention: Director, Legal Services (Real Estate and Leasing)
Fax: (416) 326-2854

And an additional copy to:

CBRE Limited
Global Corporate Services
18 King Street East, Suite 1100
Toronto, Ontario M5C 1C4
Attention: Director, Lease Administration – Ontario Infrastructure and Lands Corporation
Fax: (416) 775-3989

- (iii) In the Definitions section of the Original Lease, the definitions of “Landlord’s Taxes” and “Sales Taxes” shall be deleted in their entirety and replaced with the following:

“**Landlord’s Taxes**” means all taxes, rates, duties, levies and assessments whatsoever whether municipal, provincial, federal or harmonized, charged upon the Building and the Lands, or upon the Landlord on account thereof, including all taxes, rates, duties, levies, impost charges and assessments for local improvements, education and schools and all taxes, grants or assessments which may in future be levied in lieu of “Landlord’s Taxes” as hereinbefore defined, and including any local improvement charges or levies directly or indirectly related to the development of the Building. Landlord’s Taxes include, without limitation, Realty Taxes, business taxes of the Landlord, corporation taxes, capital taxes, excise taxes, Sales Taxes, income taxes, Commercial Concentration Tax, or any other taxes or assessments levied against the Landlord, the Building, the Lands, or the Rent.”

“**Sales Taxes**” means all business transfer, multi-usage sales, sales, goods and services, harmonized sales, use, consumption, value-added or other similar taxes imposed by the Government of Canada and/or Ontario upon the Landlord, or the Tenant, or in respect of this Lease, or the payments made by the Tenant hereunder or the goods and services provided by the Landlord hereunder including, without limitation, the rental of the Premises and the provision of administrative services to the Tenant hereunder.”

- (iv) Section 6.17, Notices, shall be deleted in its entirety and replaced with the following:

Section 6.17
Notices

Any notice required or contemplated by any provision of this Lease shall be given in writing addressed in the case of notice to the Landlord to the address set out in Paragraph (f) of the Summary and in the case of notice to the Tenant to the address set out in Paragraph (g) of the Summary, and delivered personally or by facsimile or mailed by either registered or signature mail and postage prepaid enclosed in a sealed envelope. The time of giving of notice by either registered or signature mail shall be conclusively deemed to be the fifth (5th) Business Day

after the day of such mailing. Such notice, if personally delivered or if delivered by facsimile, shall be conclusively deemed to have been given and received at the time of such delivery. The parties hereto acknowledge and agree that notwithstanding anything to the contrary in the Electronic Commerce Act, 2000, S.O. 2000, c.17, as amended from time to time, any notice, statement, demand, request or other instrument which may be or is required to be given under this Lease or at law may not be validly delivered by way of electronic communication, save as specifically provided in this Section 6.17.

Either party may at any time during the Term by giving notice to the other party (in the manner provided above) change the address of the party giving such notice, and thereafter the address as set out in Paragraph (f) or (g) of the Summary, as the case may be, shall be deemed to be the address so changed.”

- (v) The Landlord agrees that upon the request of the Tenant, the Landlord, and any Person hired by the Landlord: (i) to do work on the Premises; or (ii) who requires access to the Premises to do any work, whether to the Premises or otherwise, shall undergo security screening checks in compliance with Ontario Government policies. The Landlord further agrees that any Person hired by the Landlord to supply janitorial services to the Building shall be reputable and all of its employees shall be bonded.
- (d) All sections, clauses or provisions of the Lease which obligate the Tenant to pay interest to the Landlord for any reason whatsoever are hereby amended to delete the obligation of the Tenant to pay interest to the Landlord, in order to conform with the Tenant's obligation to comply with the Financial Administration Act, R.S.O. 1990, c.F.12, as amended.
- (e) The Landlord and the Tenant shall have the right to cancel the Lease with such date of cancellation to be effective at any time after the Commencement Date, by giving the other party no less than six (6) months' prior written notice of cancellation.

5. GENERAL

- (a) The Landlord and the Tenant hereby mutually covenant and agree that during the Second Extension Term they shall perform and observe all of the covenants, provisos and obligations on their respective parts to be performed pursuant to the terms of the Original Lease as amended and extended hereby.
- (b) The Lease shall be binding upon and enure to the benefit of the parties hereto and their respective heirs, executors, administrators, successors and assigns, subject to the express restrictions contained therein.
- (c) The Landlord and any of its successors, administrators, permitted assigns, directors, officers, employees, agents, servants, and representatives shall not engage in any activity where such activity creates a conflict of interest, actual or potential, in the sole opinion of the Tenant, with the Lease or the exercise of any of the rights or obligations of the Landlord hereunder. The Landlord shall disclose to the Tenant in writing and without delay any actual or potential situation that may be reasonably interpreted as either a conflict of interest or a potential conflict of interest.

For clarification, a “conflict of interest” means, in relation to the performance of its contractual obligations pursuant to the Lease, the Landlord's other commitments, relationships or financial interests (a) could or could be seen to exercise an improper influence over the objective, unbiased and impartial exercise of its independent judgement, or (b) could or could be seen to compromise, impair or be incompatible with the effective performance of its contractual obligations pursuant to the Lease.

- (d) Capitalized expressions used herein, unless separately defined herein, have the same meaning as defined in the Original Lease as amended and extended

- (e) The provisions of this Second Lease Extension and Amending Agreement shall be interpreted and governed by the laws of the Province of Ontario.
- (f) The Landlord acknowledges and agrees that the commercial and financial information in this Second Lease Extension and Amending Agreement is subject to the Freedom of Information and Protection of Privacy Act, R.S.O. 1990, c.F.31, as amended.

EXECUTED by each of the parties hereto under seal on the date written below.

**SIGNED, SEALED AND
DELIVERED**

Dated this ___ day of _____, 20__.

**THE CORPORATION OF THE TOWN
OF INGERSOLL**

Per: _____

Name:

Title:

Authorized Signing Officer

Per: _____

Name:

Title:

Authorized Signing Officer

Dated this ___ day of _____, 20__.

**HER MAJESTY THE QUEEN IN
RIGHT OF ONTARIO AS
REPRESENTED BY THE MINISTER
OF ECONOMIC DEVELOPMENT,
EMPLOYMENT AND
INFRASTRUCTURE, AS
REPRESENTED BY ONTARIO
INFRASTRUCTURE AND LANDS
CORPORATION**

Per: _____

Name:

Title:

Authorized Signing Officer





**Corporation of the Town of Ingersoll
By-Law 15-4798**

A bylaw to adopt and confirm all actions and proceedings of the Council of the Town of Ingersoll at the Council meetings held on February 18, March 3, March 5, and March 9, 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 meetings held on February 18, March 3, March 5, and March 9, 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 9th day of March, 2015.

READ a third time in Open Council and passed this 9th day of March, 2015.

Edward (Ted) Comiskey, Mayor

Michael Graves, Clerk