



**Corporation of the Town of Ingersoll  
Council Agenda  
Regular Meeting of Council  
Town Centre, Council Chambers  
Monday, November 9, 2015, 6:00 p.m.**

**Call to Order**

**Disclosures of Pecuniary Interest**

**Minutes of Council Meetings**

- 1) [Minutes of Regular Council Meeting on October 13, 2015](#)
- 2) [Minutes of Special Council Meeting on October 21, 2015](#)

**Correspondence – Note and File**

- 1) [Unifor Local 88 – 12<sup>th</sup> Annual Christmas Toy Drive](#)
- 2) [Unifor Local 88 - Letter of appreciation](#) (Trans Pacific Partnership Trade Agreement and Auto Industry Resolution)
- 3) [Chief Clerk to the Queen on behalf of Her Majesty the Queen](#) – Letter of appreciation
- 4) [Taylor Rounds](#), recipient of the Thompson Memorial Scholarship Award – Letter of appreciation
- 5) [County of Oxford, Community and Strategic Planning](#) - Application for Official Plan Amendment
- 6) [Township of Zorra](#) – Call for a supporting resolution for the delegation of power to local municipalities and/or upper tier municipalities to carry out speed enforcement on non-provincial highways; and/or the reintroduction of municipally run photo radar programs
- 7) [Township of Puslinch](#) – Request for consideration of a resolution supporting Bill 100

**Accounts**

[Disbursement Sheets – October 2015](#)

**Resolution – Committee of the Whole (Councillor Petrie)**

**Monthly Staff Reports**

- 1) Clerk's Report [C-071-15](#)
- 2) Economic Development Report [D-053-15](#)
- 3) Fire Services Report [F-047-15](#)
- 4) Operations Report [OP-074-15](#)

- 5) Parks & Recreation Report [R-058-15](#)
- 6) Treasury Report [T-055-15](#)
- 7) Planning Status Tables Report [P-045-15](#)

### Special Staff Reports

- 1) Noise By-law Exemption Request MTO [C-072-15](#)
- 2) Topsoil [OP-075-15](#)
- 3) Truck Restrictions on Whiting Street [OP-076-15](#)
- 4) Assumption of Clover Ridge South Subdivision [OP-077-15](#)
- 5) Fusion's Entrepreneurship Partnerships grant approval [R-059-14](#)
- 6) Operating Budget Variance Report Ended October 31, 2015 [T-056-15](#)

### Petitions, Delegations and Presentations

- 1) [Steve McSwiggan – Presentation on behalf of OPAL](#)
- 2) [Howard DeJong – Presentation of behalf of OPAL RE: Capacity Loading](#)
- 3) Deputy Mayor Freeman - Boundry Adjustment Committee Update

### Correspondence & Resolutions

- 1) [Roman Wolyniuk, Solicitor](#) – Requesting that a lease agreement be prepared to allow the Town owned cannons to remain on the Victory Memorial School property once the property is purchased by his client, Amer Cengic

### Consideration of By-Laws

- 1) [By-Law 15-4844](#) – To amend Zoning By-law Number 04-4160, as amended (ZN6-15-03, INGROX, 50 Thames St., S)
- 2) [By-Law 15-4845](#) – To authorize the execution of a Loan Agreement between the Town and property owners participating in the Façade/Signage Revitalization Loan (Dawna Peat, Target Zone, 109 Thames St. S)
- 3) [By-Law 15-4846](#) - To amend By-law 06-4327, being a by-law to provide for the governing and regulation of traffic and parking in the Town of Ingersoll (Oxford Village)
- 4) [By-Law 15-4847](#) - To appoint a Deputy Division Registrar (Kelly Smith)
- 5) [By-Law 15-4848](#) - To amend smoking By-Law 10-4550
- 6) [By-Law 15-4849](#) – To authorize the execution of an agreement with Her Majesty the Queen in Right of Ontario as represented by the Minister of Economic Development, Employments and Infrastructure and the Town of Ingersoll – Fusion Youth Centre
- 7) [By-Law 15-4850](#) – To adopt and confirm all actions and proceedings of the Council for the Town of Ingersoll at the Council meeting held on November 9, 2015

### Notice of Motion

**Closed Session**

- 1) Minutes of October 13, 2015 Closed Session
- 2) Section 239 (2) (c) proposed or pending acquisition of land
- 3) Section 239 (2) (b) Personal matters about an identifiable individual

**Upcoming Council Meeting**

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

**Adjournment**



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

**PRESENT:**

**Council Members:**

Mayor Ted Comiskey

Deputy Mayor Fred Freeman

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

**Staff:**

William Tigert, CAO

Michael Graves, Clerk

Iryna Koval, Director of Finance/Treasurer

John Holmes, Fire Chief

Kale Brown, Director of Economic Development

Sandra Lawson, Town Engineer

Bonnie Ward, Director of Parks and Recreation

**Media:**

John Tapley, Reporter, Ingersoll Times

John Payne, Associate Producer, Rogers TV

**Call to Order**

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

**Disclosures of Pecuniary Interest**

None Declared

**Minutes of Council Meeting**

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

**C15-10-341 THAT** the minutes of the Regular Council meeting held on September 14, and September 28<sup>th</sup>, 2015 be adopted.

**CARRIED**

**Correspondence – Note & File**

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

**C15-10-342 THAT** the Note and File Correspondence items 1 through 5 be received as information.

**CARRIED**

**Accounts - Resolution**

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

**C15-10-343 THAT** the Disbursement Sheets for the month of September, 2015 be received as information.

**CARRIED**

**Monthly Staff Reports**

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

**C15-10-344 THAT** Council do now go into Committee of the Whole.

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

**CARRIED**

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

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

**C15-10-345 THAT** the monthly staff reports be received as information.

**CARRIED**

**Special Staff Reports**

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

**C15-10-346 THAT** the Council of the Corporation of the Town of Ingersoll receives Report A-050-15 as information.

**CARRIED**

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

**C15-10-347 THAT** the Council for the Town of Ingersoll receives report A-051-15 as information;

**AND THAT** Council approves the Zone Change application submitted by Ingrox Limited, for lands known municipally as 50 Thames St South, to amend the zoning from “Central Commercial Zone (CC)” to “Temporary Special Central Commercial Zone (CC-T)” to permit a tire manufacturing business (Class 2 Industrial Facility) in a portion of the existing building for a temporary period not to exceed 3 years.

**CARRIED**

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

**C15-10-348 THAT** the Council for the Town of Ingersoll receives Report C-065-15 as information.

**CARRIED**

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

**C15-10-349 THAT** the Council for the Town of Ingersoll grants \$200.00 to Samantha Fuller to support her athletic pursuits of competing at the National level.

**CARRIED**

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

**C15-10-350 THAT** the Council for the Town of Ingersoll receives report Number C-068-15 as information;

**AND THAT** staff be directed to bring forward an amending by-law with the wording changes recommended in the report.

**CARRIED**

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

**C15-10-351 THAT** the Council for the Town of Ingersoll receives Report C-069-15 as information;

**AND FURTHER THAT** Council approves the recommended dates for Regular Council meetings for 2016 as outlined in Report No. C-069-15.

**CARRIED**

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

**C15-10-352 THAT** the Council for the Town of Ingersoll receives report D-051-15 as information;

**AND THAT** Council authorizes the Mayor and EDO to travel and participate in the Korea/Japan Mission in November;

**AND FURTHER THAT** Council authorizes the EDO to travel and participate in the Area Development Consultants Forum in December on behalf of SOMA and the Town of Ingersoll.

**CARRIED**

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

**C15-10-353 THAT** the Council for the Town of Ingersoll receives report D-052-15 as information;

**AND FURTHER THAT** Council approves the request for an exemption from the provisions in the Property Boundary Fence By-law 13-4720 at 385 Thomas Street to allow a fence to be erected with no setback in the front yard of the property at 385 Thomas St. Ingersoll.

**CARRIED**

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

**C15-10-354 THAT** the Council for the Town of Ingersoll receives report Number OP-070-15 as information;

**AND THAT** staff bring forward a by-law at the next regular Council meeting to reduce the speed limit in Oxford Village from 50 km/hr to 40 km/hr;

**AND THAT** OPTION 1 – Status quo and Designated Parking Prohibitions be the preferred parking option and be by-lawed at the next regular Council meeting;

**AND FURTHER THAT** the purchase of 2 portable speed limit signs be put forward in the 2016 Operational Budget.

**CARRIED**

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

**C15-10-355 THAT** the Council for the Town of Ingersoll receives report Number OP-071-15 as information;

**AND FURTHER THAT** Council assumes the Underground Services for the Clover Ridge North Subdivision effective October 13, 2015 and that Engineering Services notify all parties involved with the subdivision agreement that the Town has assumed only the Underground Services.

**CARRIED**

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

**C15-10-356 THAT** the Council for the Town of Ingersoll receives report OP-072-15 as information;

**AND THAT** Council direct Staff to proceed with repointing and stabilizing of the parapet, by the removal of all unsound wood from the distinctive exterior wood detailing and make area safe for possible future restoration while maintaining the historical and architectural façade;

**AND FURTHER THAT** the estimated cost of \$10,424.25 be drawn from the reserve established for the Carnegie Building and that approval for closing of the sidewalk for 2 days is hereby granted with all necessary safety provisions incorporated.

**CARRIED**

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

**C15-10-357 THAT** the Council for the Town of Ingersoll receives report OP-073-15 as information;

**AND THAT** Staff be authorized to proceed with the repair of the floor at a cost of \$2,034.00 by Hazen Masonry;

**AND FURTHER THAT** Staff advise Paul Davies Plumbing Heating & Sheet Metal to proceed with the removal of the existing and supply and install of a high efficient boiler



for \$7,284.73. To be financed from the reserve established for the capital maintenance of the Carnegie Building.

**CARRIED**

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

**C15-10-358 THAT** the Council for the Town of Ingersoll receives report T-054-15 as information;

**AND THAT** Council directs Staff to forward these requests to the other Shareholders of ERTH Corporation requesting that they support these requests;

**AND FURTHER THAT** Staff send correspondence to the Board of Directors of ERTH requesting that they provide the information and make the necessary reporting changes to meet the needs of the Shareholders as required by the Shareholder agreement;

**AND FURTHER THAT** Council requests its representative on the Board, Mayor Comiskey, to bring these issues to the Board for discussion, resolution and respond to the Shareholders accordingly in a timely fashion.

**CARRIED**

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

**C15-10-359 THAT** the Committee do now rise out of Committee of the Whole.

**CARRIED**

**Moved by Mayor Comiskey; seconded by Councillor Franklin**

**C15-10-360 THAT** Council do hereby adopt, ratify and confirm all resolutions passed in the Committee of the Whole as if each resolution was adopted, ratified and confirmed by separate resolution of Council.

**CARRIED**

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

**C15-10-361 THAT** the Council for the Town of Ingersoll adjourns the October 13, 2015 Regular Meeting of Council at 7:00 p.m. to go into a Committee of Adjustment meeting

to consider a Minor Variance application submitted by Oxford Feed Supply for the lands located at 360 Harris Street.

**CARRIED**

### Committee of Adjustment Meeting

1) Minor Variance Application, File No. A-02-15, Oxford Feed Supply, 360 Harris Street

Mayor Comiskey opens the Committee of Adjustment meeting for the Zone Change Application, File No. A-02-15, submitted by Alec Saarloos of Oxford Feed Supply, for the lands located at 360 Harris Street in Ingersoll.

Andrea Hachler, County Planner does a review of the application and of the Community and Strategic Planning Report – CASPO 2015-215

No comments from the public

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

**C15-10-362 THAT** the Town of Ingersoll Committee of Adjustment approves Application File A 02-15, submitted by Oxford Feed Supply Ltd. for lands described as Part of Lot 19, Concession 1 (West Oxford), in the Town of Ingersoll as it relates to:

1. Relief from the provisions of Section 14.0, Table 14.2 - Zone Provisions - Front Yard, Minimum Depth, to reduce the required front yard depth from 15 m (49.2 ft) to 13.3 m (43.6 ft) to permit the construction of an awning on the front of the building.

**CARRIED**

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

**C15-10-363 THAT** the Committee adjourns the October 13, 2015 Committee of Adjustment Meeting for the Town of Ingersoll at 7:05 p.m.

**AND THAT** the regular meeting of Council be called back to order.

**CARRIED**

### Public Meeting

1) Zone Change Application, File No. ZN 6-15-04, Thames Valley District School Board (Amer Cengic)

Mayor Comiskey opens the Public meeting for the Zone Change Application, File No. ZN 6-15-04, submitted by Thames Valley District School Board, for the lands located at 210 Thames Street South in Ingersoll.

**Andrea Hachler**, County Planner does a review of the application and of the Community and Strategic Planning Report – CASPO 2015-196.

**Amer Cengic** is the applicant and outlined his goals. He hopes this application will bring additional people to downtown Ingersoll. He has instructed architects not to change façade. Plan to name apartments by school subject such as the math apartment, and the english apartment. He asked Council to please support our project.

**Tim Lobzun** – Asked how can we make sure that it's for seniors. He expressed concerns with a medical pharmacy of 774 square feet being rather small. We already have 4 pharmacies do we need another one. Will we lose one downtown? It would be nice to have a fence way through those two lots for a bike path. I just think that the application is probably a little premature. It would be nice to see some more of the details before we make a decision.

A member of the audience, asked to know the square footage of the apartments.

**Dennis Brolese** – responded that it was somewhere around 1000 square feet. It's been mentioned that this is premature but it's hard to specific

**Rick Eus** spoke and stated as part of the Architectural Conservatory branch of Ingersoll we are happy you are going to save the façade. We would be willing to offer our help and assistance

**Councillor Franklin** asks if the apartments will be rented or owned.

**Amer Cengic** responded rented.

**Councillor Petrie** stated that he appreciated the dedication to the façade and he wondered if the applicant would you consider heritage designation?

**Denis Brolese** – we would consider it but hard to commit to the here tonight it comes with a lot of regulations.

**Councillor Mike Bowman** asked if they will be self-contained units or a cafeteria. What is meant by a face lift?

**Amer Cengic** responded that they will be self-contained. They will be geared to seniors but can't really make it only for seniors. There is some paint that needs repairing and that is all we are really looking for on the outside of the building.

**Deputy Mayor Fred Freeman** stated I bet a bunch of these people are coming forward because they are interested in your project. We are thrilled that this is coming forward.

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

**C15-10-364 THAT** the Council of the Town of Ingersoll approves the Zone Change application submitted by Amer Cengic, for lands known municipally as 210 Thames St South, to amend the zoning from “Minor Institutional Zone (IN1)” to “Residential Type 2

Zone (R2)", "Entrepreneurial Zone (EC)", & "Special Entrepreneurial Zone (EC-xx)" to fulfill conditions of provisional consent and establish appropriate zoning for a 69 unit apartment dwelling and vacant lot to be used for parking purposes.

**CARRIED**

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

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

**C15-10-365 THAT** the Council for the Town of Ingersoll receives the delegation from Natasha Wreford and Jessica Lillie regarding Oxford Village reduction of speed to 40km per hour and the opposition to the proposed parking restrictions be received as information.

**CARRIED**

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

**C15-10-366 THAT** the Council for the Town of Ingersoll receives the presentation by Terry Goff on behalf of the Ingersoll Rotary Club as information.

**CARRIED**

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

**C15-10-367 THAT** the Council for the Town of Ingersoll receives the petition and correspondence against the Coil Plus Site Plan Amendment as information.

**CARRIED**

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

**C15-10-368 THAT** the Council for the Town of Ingersoll receives the delegation from Darren Pinter regarding the proposed Coil Plus Site Plan Amendment as information.

**CARRIED**

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

**C15-10-369 THAT** the Council for the Town of Ingersoll receives the update on Boundary Negotiations from Deputy Mayor Freeman on behalf of the Boundary Adjustment Committee as information.

**CARRIED**

### **Correspondence and Resolution**

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

**C15-10-370 THAT** the Council for the Town of Ingersoll receives the requests from David Cripps on behalf of PlayRight Playgrounds Ingersoll as information;

**AND THAT** Council supports the December 31, 2015 Ingersoll Family Funomenon and directs staff to provide the necessary partnership for the event;

**AND FURTHER THAT** Council grants permission to PlayRight Playgrounds Ingersoll to construct the outdoor ice rinks in Victoria Park on the outfield grass of the main ball diamond, and approves the requested signage.

**CARRIED**

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

**C15-10-371 THAT** the Council for the Town of Ingersoll receives the request from Habitat for Humanity to grant the cost of the Town's Development Charges in the amount of \$3,487.00 for the home being built at 128 Bell Street in Ingersoll.

**CARRIED**

### **Consideration By-Laws**

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

**C15-10-372 THAT** the mover have leave to introduce and go into Committee of the Whole on the following by- laws:

- 1) By-Law 15-4834 – To amend the Zoning By-Law (ZN 6-15-04, TVDSB)
- 2) By-Law 15-4835 – To appoint members of Council, citizens and certain employees to committees, local boards and to other positions
- 3) By-Law 15-4836 – To appoint an Ingersoll Economic Development Committee (EDC)

- 4) By-Law 15-4837 – To authorize the execution of a Lease Agreement for Town owned Agricultural lands between Dave Crane and the Town of Ingersoll (Part of Lot 19 and 20, Concession 2 in the Town of Ingersoll)
- 5) By-Law 15-4838 – To amend 15-4789 to establish fees and charges for certain Town services
- 6) By-Law 15-4839 – To enter into a lease agreement with Ingersoll Youth for Christ
- 7) By-Law 15-4840 – To prescribe standards for the Maintenance of Land in the Town of Ingersoll
- 8) By-Law 15-4841 – To adopt and confirm all actions and proceedings of the Council for the Town of Ingersoll at the Council meeting held on October 13, 2015.

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

**CARRIED**

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

**C15-10-373** THAT the Committee do now rise out of Committee of the Whole.

**CARRIED**

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

**C15-10-374** THAT By-laws 15-4834 through to By-law 15-4841 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 Deputy Mayor Freeman; seconded by Councillor Bowman**

**C15-10-375 WHEREAS** the Town of Ingersoll has by-laws to regulate travel trailers and derelict vehicles;

**AND WHEREAS** By-law enforcement normally acts on complaint basis;

**AND WHEREAS** there are a number of travel trailers, and derelict vehicles in front yards and driveways that can be a safety concern, are very unsightly and are not in conformity with the current by-laws;

**BE IT THEREFORE RESOLVED THAT** Council direct staff to proactively seek out trailers and derelict vehicles that contravene our by-laws and enforce our by-laws.

**AND THAT** the public be hereby notified that this type of enforcement is about to take place.

**DEFEATED**

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

**C15-10-376 WHEREAS** concerns have been raised regarding pedestrian safety in various subdivisions in the Town of Ingersoll;

**AND WHEREAS** safety is a paramount concern of Council;

**BE IT THEREFORE RESOLVED THAT** Council consider changing all residential roads to 40 km/hour with arterial roads remaining at 50 km/hour. Consideration to be given to this item after costing has been received and has been added to the 2016 budget deliberations.

**CARRIED**

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

**C15-10-377 THAT** Council moves to continue its meeting of October 13, 2015 beyond the 11:00 p.m. curfew established in clause 20.2 of procedure By-Law 15-4803.

**CARRIED**

### Upcoming Council Meetings

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

**Closed Session**

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

**C15-10-378 THAT** Council do now go into Committee of the Whole at 10:30 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 September 14 , and September 28, 2015 Closed Session
- 2) Section 239 (3.1) (1) for the purpose of educating members of Council
- 3) 3)Section 239 (2) (b) Personal matters about an identifiable individual

**CARRIED**

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

**C15-10-379 THAT** Council do now rise out of the Committee of the Whole from a Closed Session meeting at 11:46 p.m.

**CARRIED**

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

**C15-10-380 THAT** the Council for the Town of Ingersoll adopts the Closed Meeting Minutes for September 14, and September 28, 2015 as printed.

**CARRIED**

**Adjournment**

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

**C15-10-381 THAT** the Council for the Town of Ingersoll adjourns the October 13, 2015 Regular Meeting of Council at 11:47 p.m.

**CARRIED**

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Edward (Ted) Comiskey, Mayor

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Michael Graves, Clerk





**Corporation of the Town of Ingersoll  
Special Council Meeting Minutes  
Town Centre, Council Chambers  
Wednesday, October 21, 2015, 6:00 p.m.**

**PRESENT**

**Council Members:**

Mayor Ted Comiskey

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

**Staff:**

Michael Graves

**Call to Order**

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

**Disclosures of Pecuniary Interest**

None Declared

**Special Staff Report**

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

**C15-09-330 THAT** Council do now go into Committee of the Whole.

Council in Committee of the Whole, Councillor Franklin in the chair.

**CARRIED**

While in Committee of the Whole Council discussed the Special Report.

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

**C15-09-331 THAT** the Council of the Corporation of the Town of Ingersoll receives Report C-070-15 as information;

**AND FURTHER** that Council bring forward a by-law to enter into an option to lease with Erie Thames Powerlines for the Public Works Building for a potential rooftop solar power generation project.

**CARRIED**

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

**C15-09-332** THAT Council do not rise out of Committee of the Whole.

**CARRIED**

**Moved by Mayor Comiskey; seconded by Councillor Franklin**

**C15-09-333** THAT Council do hereby adopt, ratify and confirm all resolutions passed in the Committee of the Whole as if each resolution was adopted, ratified and confirmed by separate resolution of Council.

**CARRIED**

### Consideration By-Laws

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

**C15-09-334** THAT the mover have leave to introduce and go into Committee of the Whole on the following by- laws:

- 1) By-Law 15-4842 - To authorize the execution of an Option Agreement between EARTH Community Power One LP and the Corporation of the Town of Ingersoll
- 2) By-Law 15-4843 - To adopt and confirm all actions and proceedings of the Council of the Town of Ingersoll at the Council meeting held on October 21, 2015

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

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

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

**CARRIED**

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

**C15-09-335** THAT the Committee do now rise out of Committee of the Whole.

**CARRIED**

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

**C15-09-336** THAT By-law 15-4842 and By-law 15-4843 be now read a third time, passed, signed and sealed and that this constitutes the third reading of the by-laws.

**CARRIED**

### Upcoming Council Meetings

#### Regular Meeting of Council

Monday, November 9, 2015, 6:00 p.m.

Town Centre, Council Chambers

### Adjournment

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

**C15-09-340** THAT the Council for the Town of Ingersoll adjourns the October 21, 2015 Special Meeting of Council at 6:07 p.m.

**CARRIED**

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Edward (Ted) Comiskey, Mayor

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Michael Graves, Clerk

Dan Borthwick  
President

Brent Tree  
Vice President

Linda Leyten  
Financial Secretary

Kim DeGraaf  
Recording Secretary

October 13, 2015

Re: 12th Annual Teddy Bear Christmas Toy Drive

Greetings Town of Ingersoll,



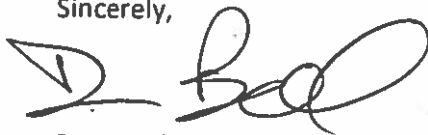
As you know the Christmas season is once again upon us and with this is the challenge for some families in our community to have a gift under the tree for their children. As a union we recognize that with the precarious job market in our economy today and the increased cost of utilities at this time of year it makes this especially hard for some.

We are starting our Annual Teddy Bear Christmas toy drive at the Ingersoll Christmas Parade on November 21, 2015. We will be collecting toys along the parade route. The toy drive will continue throughout the next two weeks. You can drop off your new, unwrapped toys at our office on 364 Victoria St., *Ingersoll* anytime Monday through Friday between 7am-3pm and Saturdays till noon.

We are asking all of our community partners to help out our community by dropping off unwrapped new toys, games, sporting goods or stuffed toys. All toys collected will be distributed through the Ingersoll and District Inter Church Christmas Hamper program.

Please consider this as it will make a great difference in a child's Christmas this season.

Sincerely,



Dan Borthwick

President Unifor Local 88

364 Victoria St.  
P.O. BOX 158  
Ingersoll, Ontario N5C 3K5



Tel: 519.425.0952  
Fax: 519.425.1250

Dan Borthwick  
President

Brent Tree  
Vice President

Linda Leyten  
Financial Secretary

Kim DeGraaf  
Recording Secretary

October 19, 2015

Town of Ingersoll  
130 Oxford Street  
2<sup>nd</sup> Floor  
Ingersoll, Ontario  
N5C 2V5



Re: Trans Pacific Partnership Trade Agreement and Auto Industry Resolution

Dear Members of Ingersoll Town Council

As you are aware Unifor Local 88 made a presentation to Ingersoll Town Council on September 14, 2015 about the about stated resolution.

As we stated in the presentation we were not only representing Unifor members but we were also representing all workers in the automotive sector, whether they are union members or not.

Our resolution highlighted the negative impact the Trans Pacific Partnership Trade Agreement would have on the auto industry and we also called for the establishment of a National Auto Strategy that would develop plan for securing automotive jobs into the future.

Unifor Local 88 would like to take this opportunity to thank the Town of Ingersoll Council for the unanimous support of the Trans Pacific Partnership Trade Agreement and Auto Industry Resolution.

Yours truly,  
A handwritten signature in black ink, appearing to be 'D. Borthwick', written over the words 'Yours truly,'.

Dan Borthwick  
President, Unifor Local 88  
519-425-0952 \*101 Office  
[www.unifor88.ca](http://www.unifor88.ca)  
[dan.borthwick@bell.net](mailto:dan.borthwick@bell.net)

cc Executive Board





**BUCKINGHAM PALACE**

23rd October, 2015.

Dear Mr. Mayor,

The Queen has asked me to thank you for your kind letter sent on behalf of the Council of the Town of Ingersoll, Ontario, on the occasion of Her Majesty becoming the longest-reigning Monarch of Canada on 9th September.

The Queen has asked me to send her best wishes to you and all concerned.

Yours sincerely,

Christopher Sandamas

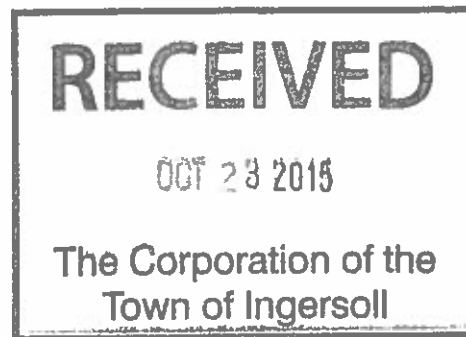
Christopher Sandamas  
Chief Clerk to The Queen

His Worship the Mayor of the Town of Ingersoll.

Dear Town of Ingersoll,

As a recipient of your sponsorship, I would like to thank you for your recognition of the Thompson Memorial Scholarship. Your award was deeply appreciated. Thank you again for your gratitude and kindness.

Sincerely, Taylor Rounds



From: **Vida Likins** <[vlkins@oxfordcounty.ca](mailto:vlkins@oxfordcounty.ca)>

Date: Tue, Nov 3, 2015 at 2:10 PM

Subject: OP 15-08-9 - Application for Official Plan Amendment (County of Oxford)

The County of Oxford has initiated an application to amend Chapter 2 – County Development Strategy, and Chapter 5, Section 5.3 – Waste Management of the County Official Plan. The proposed amendments are general amendments to the Plan and will potentially affect all lands within the County.

The amendments propose to incorporate changes to Chapter 2 – County Development Strategy, to better reflect the concept of community sustainability as a fundamental principle to be considered in land use planning decisions. The amendments are intended to place a clearer emphasis and focus on sustainability by incorporating goals and policies that establish sustainability as a specific objective with a view to creating the foundation for programs and actions to implement these goals.

The amendments also propose to make changes to Chapter 5 – Functional Support Elements, and specifically Section 5.3 – Waste Management, that builds on the amendments proposed in Chapter 2 to better reflect the community's vision regarding sustainability, as drawn from the Future Oxford Community Sustainability Plan. The amendments expand the current 'general' policies of Section 5.3 related to waste diversion and resource recovery and amend the policies regarding new and/or expanded land use facilities within Oxford.

Report No. CASPO 2015-193 dated October 14, 2015, including a draft, track change version of the proposed policy amendments, is attached for consideration. The recommendations in the report were adopted by County Council on October 28, 2015.

As indicated, the proposed amendments are general text amendments that will potentially apply County-wide and as such, there is no mapping or schedules included in this circulation.

We would appreciate receiving your comments and suggestions regarding the proposed Official Plan Amendment prior to **December 1, 2015**, in order that we may respond to the applications. As always, e-mail responses are preferred and acceptable. Please **do not reply** to this email. Open a new instance and **SEND your** response to [planning@oxfordcounty.ca](mailto:planning@oxfordcounty.ca)

Attached is a copy of the application including proposed plans. Additional information relating to the proposed **Official Plan Amendment** is available for inspection at the Community and Strategic Planning Office, County Administration Building, Woodstock.

If you have any questions in this regard, please contact **Gordon Hough, Manager** of our office at [\(519\)539-9800, Ext 3207](tel:5195399800) or by email at [ghough@oxfordcounty.ca](mailto:ghough@oxfordcounty.ca)

**Vida Likins**  
**Systems Administrator**  
**Community & Strategic Planning Office**  
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**Woodstock ON N4S 7Y3**  
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**Fax: [\(519\) 421-4712](tel:5194214712)**  
**Email: [vlkins@oxfordcounty.ca](mailto:vlkins@oxfordcounty.ca)**

**2 Attachments**



**To:** Warden and Members of County Council

**From:** Director, Community and Strategic Planning

## Potential Options Regarding Amendments to the County Official Plan – Waste Management

### RECOMMENDATION

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1. That County Council authorize staff to proceed with the initiation of an application to amend the County Official Plan as it pertains to the principles of sustainability, primarily as they apply to waste management, as outlined in Report No. CASPO 2015-193;
2. And that, Report No. CASPO 2015-193 be circulated to the Area Municipalities for their review and comment.

### REPORT HIGHLIGHTS

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- The purpose of this report is provide Council with an overview of options for ‘amending Section 5.3.5 and other such sections of the County Official Plan as may be necessary for prohibiting, restricting, limiting and/or otherwise regulating new landfill sites where such sites are proposed to be established primarily for the importation of waste from outside of the County and not for the purposes of addressing the County’s waste disposal needs’, as per Council’s resolution of October 2013.
- This report seeks Council authorization to initiate an amendment to the County Official Plan regarding waste management as outlined in this report.

### Implementation Points

With the adoption of this report, staff will initiate an application to amend the Official Plan in accordance with the requirements of the Planning Act and will complete all required circulations, consultations and public meetings. Draft amendments to the Official Plan regarding waste management in Oxford County will be presented for Council’s consideration in January 2016.

### Financial Impact

The recommendations contained in this report will have no financial impact with respect to the 2015 budget. The Treasurer has reviewed this report and agrees with this statement.

## Risks/Implications

There are no risks or other implications anticipated as a result of this initiative beyond those that that can reasonably be expected with respect to potential appeals to the Ontario Municipal Board.

## Strategic Plan

County Council adopted the County of Oxford Strategic Plan (2015-2018) at its regular meeting of May 27, 2015. The initiatives contained in this report support the Values and Strategic Directions as set out in the Strategic Plan as they pertain to the following:

3. ii. **A County that Thinks Ahead and Wisely Shapes the Future** – Implement development policies, land uses and community planning guidelines that:
  - *Strategically grow our economy and our community*
  - *Provides a policy framework which supports community sustainability, health and well-being*
  - *Supports healthy communities within the built environment*
  - *Supports and protects a vibrant and diversified agricultural industry*
3. iii. **A County that Thinks Ahead and Wisely Shapes the Future** - Demonstrated commitment to sustainability by:
  - *Ensuring that all significant decisions are informed by assessing all options with regard to the community, economic and environmental implications including:*
    - o *Potential impacts to the vulnerable population in our community*
    - o *Life cycle costs and benefit/costs, including debt, tax and reserve levels and implications*
    - o *Responsible environmental leadership and stewardship*
    - o *Supporting the community implementation of the Community Sustainability Plan*

## DISCUSSION

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### Background

Council passed the following resolution at its regular meeting of October 23, 2013:

*'That the County of Oxford Planning Staff is hereby directed to conduct all necessary review and study, undertake required public consultations, give all required statutory public notices and hold all required public meetings, in order to bring forward for County Council's consideration, options for amending Section 5.3.5 and such other sections of the County Official Plan as may be necessary for prohibiting, restricting, limiting and/or otherwise regulating new landfill sites where such sites are proposed to be established primarily for the importation of waste from outside of the County and not for the purposes of addressing the County's waste disposal needs.'*

The full text of this resolution (hereinafter referred to as the "[October 2013 Resolution](#)") is attached to this report for Council's information.

Planning staff have undertaken a review of the current policies of the County Official Plan related to waste management and have also reviewed the policies of other upper-tier jurisdictions in Ontario. Staff have also reviewed various options for amending the Official Plan in the context of the above-noted resolution of Council with a view to the County's jurisdiction under the Planning Act and other legislation in Ontario that governs the approval of new and expanding landfill sites (i.e. *Environmental Protection Act*, R.S.O. 1990, c. E. 19, as amended and the *Environmental Assessment Act*, R.S.O. 1990, c. E. 18, as amended).

This report outlines the current waste management policies of the Official Plan (as contained in Chapter 5) and the existing strategic initiatives and objectives that support these policies. The report will also identify and evaluate options for amending these policies and provide Council with staff's opinion regarding these options.

## Comments

### Current Policies of the Official Plan

The County of Oxford Official Plan was adopted by County Council in December 1995. Since adoption, the Plan has been subject to a number of amendments as well as two '5 year' reviews in accordance with the requirements of the Planning Act (a third review is currently underway). The Plan is premised on a County Development Strategy (as contained in Chapter 2) which represents the fundamental planning principles on which the objectives and policies of the Official Plan are based. This development strategy defines the vision of the County and includes a broad range of issues including growth management, the environment, culture, natural resources, agriculture, economic competitiveness, the management of water and waste, transportation and public participation.

With respect to waste management, the County Development Strategy identifies, as a strategic initiative, the promotion of water conservation and solid waste reduction in the context of a 'conservator society'. The Development Strategy also speaks to providing waste management infrastructure and facilities appropriate to meet the present and future needs of County residents, commerce and industry. As such, it is clear that the current County Development Strategy already recognizes efficient and sustainable waste management as a fundamental principle of the County's vision going forward and further, focuses on the need to provide waste management facilities 'of an appropriate size, type and location' to meet the County's needs.

Chapter 5 of the Official Plan sets out more specific objectives and policies related to transportation, public services, infrastructure, waste management and servicing. Section 5.3 deals directly with waste management and includes policies regarding the existing County landfill, the expansion of the County landfill, as well as matters to be considered in the establishment of any new landfill within the County. In keeping with the strategic directions and themes included in the County Development Strategy (Chapter 2), the objectives and policies of Section 5.3 speak to conservation and minimization of waste, the promotion of recycling, diversion and recovery of waste and the development and maintenance of a system for managing waste generated in Oxford County. These objectives reflect the County Development Strategy's focus on providing waste management facilities to meet the needs of the County and recognize, as an objective, the importance of maximizing the planned life of the County Landfill and 'planning for a subsequent municipal landfill site'.

Section 5.3 builds on the strategy defined in Chapter 2, and with respect to waste management, reiterates the fundamental planning principle of effectively managing and reducing waste generation and disposal in Oxford and providing waste management facilities appropriate to

meet the needs of the County. Section 5.3 sets out a number of simple strategic objectives that serve to form the basis for relatively robust policies which require an amendment to the Official Plan for any new landfill (or the expansion of the existing landfill). Any such amendment to the Official Plan requires that the County must be satisfied that the proposal is 'consistent with the principles, objectives and policies of the Plan' and is in compliance with the provisions and approval requirements of Provincial legislation. Further, the County must be satisfied that the siting, design, operations and 'after use' planning for the facility meets with a number of criteria that address the effective management of waste as well as the potential for adverse effects on agricultural, mineral and petroleum resources, ground water, the natural environment, individuals and communities.

The current policies of the Official Plan do not prohibit new landfill facilities (or the expansion of the existing landfill) however, as noted above, these policies recognize existing, new and/or expanded landfill development only in the context of meeting the needs of County residents, commerce and industry. As such, the development of large scale, private landfill facilities that would primarily serve to import waste from outside of the County is not consistent with Oxford's vision related to waste management, as articulated in the current policies of the Official Plan.

#### Options for Amending the Official Plan

Council's October 2013 resolution directed staff to review and study options for the consideration of amendments to the Official Plan with a view to 'prohibiting, restricting, limiting and/or otherwise regulating' new landfill sites that propose to primarily receive waste from outside of the County, as opposed to addressing the County's waste disposal needs. As noted in the previous section of this report, the current policies of the Official Plan related to new and/or expanding landfill development require an amendment to the Official Plan which would be tested against the policies of the Plan with a view to satisfying the specific criteria of Section 5.3.5 as well as the more general requirement that the 'County will be satisfied that the proposal is consistent with the principles, objectives and policies of this Plan.'

As has been noted, the current principles, objectives and policies of the Official Plan relating to waste management, as adopted by Council in 1995, recognize the County's commitment to planning for Oxford's waste needs and do not support the introduction of large-scale waste disposal facilities that do not primarily serve the County's needs. As such, staff are of the opinion that the existing policies provide a strong foundation with respect to the County's commitment to managing the County's waste disposal needs, including minimizing waste generation and disposal within Oxford as well as recycling, reusing, recovering and diverting material from landfill.

In consideration of Council's October 2013 resolution, staff have reviewed the Official Plan policies of a number of municipalities in Ontario regarding waste management to obtain insight as to how other jurisdictions approach this issue. Staff's review included both upper and lower tier municipalities in southwestern Ontario as well as several regional municipalities within the Greater Golden Horseshoe. Eight of the Official Plans reviewed were approved or updated since 2010. The following summarizes the key findings of the staff review:

- The current policies contained in the County's Official Plan are relatively comprehensive compared to other jurisdictions (including those that have newer and/or updated policies) and clearly identify the County's commitment to the broad principles of conservation, minimizing the generation of waste and ensuring that the County plans for waste management facilities on the basis of Oxford's needs.

- A number of the Official Plans reviewed require an amendment to the Plan for new and/or expanding waste facilities (i.e. landfills). A considerable number of municipalities have policies that only address the potential for development in proximity to existing or closed landfills with no guidance as to the municipality's requirements for establishing new or expanded facilities. None of the municipal policies reviewed included provisions imposing specific restrictions which would have the effect of prohibiting or restricting the approval of new landfill sites that propose to primarily receive waste from outside of the jurisdiction.
- One lower-tier municipality in Elgin County (Southwold Township) includes a policy that prohibits new landfills. The Town of Lincoln, in Niagara Region, includes a policy that does not permit 'landfill sites for putrescible wastes' (i.e. organic, compostable waste that has high probability of producing odour).
- The Official Plans of both Halton and Peel Regions include the most rigorous goals, objectives and policies regarding waste management among the jurisdictions reviewed. In Halton, an Official Plan amendment is required to establish any new landfill facilities, however, landfills are prohibited in the Niagara Escarpment Plan Area (this prohibition is included in the Environmental Protection Act and therefore the Halton policies are reflective of provincial legislation in this regard). In contrast, while Peel Region requires an Official Plan amendment for any new or expanding landfill, the policies of the Regional Plan 'require the area municipalities to develop, review and amend [lower tier] official plan policies to permit waste management sites and facilities'.

In addition, staff have reviewed the recently completed Future Oxford Community Sustainability Plan (CSP) with a view to determining how the goals and objectives of the CSP can be incorporated into the County Official Plan to better reflect the community's vision for Oxford over a broad range of community, social and economic issues, including waste management.

The Future Oxford CSP was initiated in March 2014 and was developed in recognition of the importance of managing human, natural and financial resources through integrated solutions rather than through fragmented approaches that meet one goal or objective at the expense of others. The vision for the CSP was to create a community-driven plan from a broad consultation and engagement process led by a Steering Committee comprising active and informed citizens representing a cross-section of the community, both from a geographic perspective as well as with respect to the 'pillars' of sustainability (i.e. community, economy, environment).

The completed CSP, which was adopted by County Council on September 9, 2015, is premised on a vision that encompasses vibrancy, prosperity and responsibility with a simple mission to 'achieve community sustainability throughout Oxford'. The CSP's goals and objectives reflect the community's perspectives regarding accessibility, education and creativity as well as growing a sustainable economy and creating a community that is a leader in environmental action.

The County Official Plan contains policies adopted by County Council to guide and manage settlement, land use and resources in a manner desired by the community to maintain and improve the quality of life for Oxford's residents. Similar to the Future Oxford CSP, the Official Plan was developed (and is periodically updated) through significant consultation and public engagement and, as stated in Chapter 1, Introduction, 'reflects the collective view of the people of the County of Oxford with respect to future development of the County's land and resource base'. As such, the Official Plan is in many ways already reflective of, and premised on sustainable principles as they pertain to land use matters. It is the opinion of staff that

amending the Official Plan to reflect the community's commitment to sustainability (as represented in the Future Oxford CSP) is appropriate in general terms and further, will assist in articulating the community's waste management goals and objectives.

### [Proposed Amendments to the Current Official Plan](#)

In consideration of the foregoing, staff have reviewed Chapter 2 of the Official Plan (County Development Strategy) and have proposed a number of amendments to better reflect the concept of sustainability as a fundamental principle to be considered in land use planning decisions. As noted, many of the principles of sustainable development are already reflected within the objectives and policies of the existing document. The proposed amendments are intended to place a clearer emphasis and focus on sustainability by incorporating goals and policies that establish sustainability as a specific objective with a view to creating the foundation for programs and actions to implement these goals. A draft version of [potential amendments to Chapter 2 is attached](#) for Council's consideration.

The 'draft' Chapter 2 attached to this report includes amendments that have been specifically added to address sustainability, but also to include references to the 2014 Provincial Policy Statement and otherwise update the County's Development Strategy to reflect the more specific objectives of the County of Oxford from a land use planning perspective.

Section 2.1.5, Responsible Water and Waste Management, has been updated to reflect the above and specifically, those subsections that reference the 'Conservation Society' and 'Waste Management' have been revised to build on the current policies which speak to the County's longstanding commitment to the 'prudent, efficient and sustainable use of resources' and managing waste to meet the needs of the County.

With respect to Chapter 5, Functional Support Elements, of the Official Plan, staff have updated the objectives related to waste management (as contained in Section 5.3) to build on the amendments to Chapter 2 and better reflect the community's vision regarding sustainability, as drawn from the Future Oxford CSP. Section 5.3 expands the current 'general' policies related to waste diversion and resource recovery and amends the policies regarding 'new or expanded' land use facilities to address the expansion of the existing County landfill independent of proposals to establish a new landfill facility within the County's boundary. In keeping with the goals, objectives and actions relating to waste management as contained in the Future Oxford CSP, the proposed policies of Section 5.3 recognize that the expansion of the existing County landfill facility is not anticipated during the current planning horizon of the Official Plan. However, it is also recognized that the expansion of this facility may be necessary at some time in the future.

Regarding new landfill facilities, the policies continue to be premised on the principle (as contained in the current policies) that such facilities will be developed to meet the needs of the Oxford community and as such, the proposed policies include direction that such facilities are to be discouraged, and will not be supported unless it can be demonstrated that they are necessary primarily to meet the waste disposal needs of County residents, business and industry.

Further, the policies relating to new landfill proposals recognize the role of provincial regulation, but add expanded criteria that speak more specifically to the need to assess the potential risks on human health. The revised criteria for assessing amendments to the Official Plan also require that landfill proposals that do not primarily serve the needs of the County must demonstrate that all reasonable alternatives outside of the County have been fully investigated.

One of the options that Council directed staff to consider in its October 2013 resolution was the implementation of a prohibition on “new landfill sites where such sites are proposed to be established primarily for the importation of waste from outside of the County and not for the purposes of addressing the County’s waste disposal needs”.

In considering this option, the County reviewed waste management policies in other municipalities and also sought an opinion on this issue from the County’s municipal and environmental legal counsel. The County’s review identified only one instance where policies imposed a complete prohibition on new landfills and a second example where a prohibition was included for a landfill receiving a specific type of waste.

Notwithstanding the foregoing, staff and legal counsel are of the opinion that the imposition of policies that prohibit new (or expanding) landfill operations is problematic. The difficulty with attempting to simply prohibit landfill facilities is that under Ontario’s *Municipal Act*, 2001, section 14, a by-law, including a by-law that puts in place official plan policies, is without effect to the extent that it “conflicts” with provincial legislation, regulations or a provincial approval. A “conflict” occurs when the by-law “frustrates” the purpose of the legislation, regulation or approval.

While subject to consideration by the County and Area Municipalities through the *Planning Act*, proposals for new or expanded landfills are otherwise largely approved through provincial regulation and process established by the *Environmental Protection Act* (EPA) in conjunction with the *Environmental Assessment Act*. Specifically, Part V, of the EPA (Waste Management), together with the regulatory scheme set out in R.S.O. 1990, Regulation 347, General – Waste Management, establish a comprehensive regulatory framework for the approval of waste management facilities that gives decision-making authority over waste management facilities, including landfills, to the Ontario Ministry of the Environment and Climate Change.

Any by-law, including a policy in an Official Plan under the *Planning Act*, which seeks to create an absolute municipality-wide ban on waste management facilities, would effectively remove the decision-making powers given to provincial decision-makers under the EPA, thereby directly conflicting with the EPA. Based on this, it is likely that such a policy would be subject to successful legal challenge as being outside the authority of a municipality.

While municipalities have no authority to implement outright bans on waste management or waste disposal facilities, they can implement Official Plan policies under the *Planning Act* that address legitimate planning concerns related to the siting and operation of waste management or waste disposal facilities. Such policies may be more restrictive than the provincial regulatory scheme, but the *Planning Act* requires them to be “consistent” with the *Provincial Policy Statement*. The PPS 2014, reinforces the provincial jurisdiction with respect to waste management facilities in policy 1.6.10.1, which indicates that “Waste management systems shall be located and designed in accordance with provincial legislation and standards.”

In this case, staff are recommending a set of new policies applicable to new or expanded landfills (proposed sections 5.3.3 and 5.3.4) which establish criteria for making a land use planning decision on the approval of the landfill. The intent is to establish policies that advance both the County’s sustainability goals and objectives, and the goals, objectives and policies of the County’s present Official Plan by strengthening the level of planning assessment work required in the consideration of proposed new and expanded landfills in the County.

In staff's opinion these new policy requirements for new and expanded landfill proposals and all of the other proposed changes set out in the [attached draft policies](#):

- Do not in any way conflict with, and generally reinforce, strengthen and work in concert with, the provincial regulatory approval process for landfill approvals;
- Are consistent with the Provincial Policy Statement 2014;
- Conform to, and advance, the purpose and objectives and policies of the present County Official Plan while addressing the directions established through the County Development Strategy and Future Oxford Community Sustainability Plan; and
- Represent good planning.

Staff are further of the opinion that the policies attached to this report for consideration by Council represent a suitable starting point for public engagement and circulation to government agencies, community stakeholders and Oxford residents for discussion purposes. For the reasons outlined above, it is the opinion of staff that the initiation of an application to amend the Official Plan using the draft policies attached to this report pertaining to [Chapter 2](#) and [Chapter 5](#) as the basis for circulation and public consultation should be given favourable consideration by County Council.

### [Next Steps](#)

With Council's direction, staff will immediately initiate a formal amendment to the County Official Plan, including circulation of the amendment to all public agencies that are considered to have an interest in the proposal, as well as undertaking a thorough public consultation process. The proposal would be forwarded to all Area Municipalities for consideration (including a staff presentation where requested). Staff would endeavour to put the amendment application on a fast track with expectation of having the 'final' amendments before Council for approval in January 2016.

### [Conclusions](#)

The current principles, objectives and policies of the Official Plan relating to waste management, as adopted by Council in 1995, recognize the County's commitment to planning for Oxford's waste needs and do not support the introduction of large-scale waste disposal facilities that do not primarily serve the County's needs. As such, staff are of the opinion that the existing policies provide a strong foundation with respect to the County's commitment to managing the County's waste disposal needs, including minimizing waste generation and disposal within Oxford as well as recycling, reusing, recovering and diverting material from landfill.

Notwithstanding the foregoing, the development of the Future Oxford Community Sustainability Plan includes a number of goals and objectives that reflect Oxford's perspectives regarding a range of issues, including the creation of a community that is a recognized leader in environmental action. Staff are of the opinion that the recently adopted Future Oxford CSP provides a solid foundation on which to bolster the Official Plan by incorporating the concept of sustainability as a fundamental planning principle.



The amendments to the Official Plan proposed in this report introduce sustainability as a fundamental theme of the Plan and implements this principle into the County Development Strategy (Chapter 2). The amendments proposed to Section 5.3, Waste Management, build on the broader concept of sustainability as developed through the Future Oxford CSP. Planning staff are of the opinion that the amendments as outlined in this report are appropriate and indicate clearly the County's position with respect to the development of new and/or expanded landfill facilities in Oxford.

The attached policies are intended to provide a basis and 'starting point' for public engagement and circulation to relevant groups and agencies as part of a formal application to amend the Official Plan, as per Council's October 2013 resolution.

## **SIGNATURES**

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### **Report Author:**

original signed by

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Gordon K. Hough, MCIP, RPP  
Director

### **Approved for submission:**

original signed by

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Peter M. Crockett, P.Eng.  
Chief Administrative Officer

## **ATTACHMENTS**

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[Attachment 1](#) – Council Resolution dated October 23, 2015 regarding amendments to Section 5.3.5 of the County Official Plan

[Attachment 2](#) – Proposed Draft Policies (Chapters 2 and 5), in track change form

**EXCERPT - OCTOBER 23, 2013 OXFORD COUNTY COUNCIL MEETING****RESOLUTION NO. 12:**

Moved by: Ted Comiskey  
Seconded by: John Lessif

WHEREAS the County of Oxford Official Plan Section 5.3 contains land use policies directed to regulation of waste management;

AND WHEREAS County of Oxford Official Plan Policy Section 5.3.1 provides that it is a land use policy of the County of Oxford to minimize the amount of waste disposed of within Oxford County;

AND WHEREAS County of Oxford Official Plan Policy Section 5.3.1 contemplates private sector waste management projects aimed at diversion of waste from the County's landfill site;

AND WHEREAS County of Oxford Official Plan Policy Section 5.3.1 contemplates maximization of the existing County landfill site, and the planning for a subsequent municipal landfill site;

AND WHEREAS the County of Oxford continues to actively facilitate, encourage and support efforts to increase waste diversion and the minimization of landfill utilization for the benefit of all the residents, businesses and the natural environment of the County of Oxford;

AND WHEREAS the Provincial Policy Statement requires the County to establish land use policies for waste management of an appropriate size and type to accommodate the present and future requirements of the County, and to facilitate, encourage and promote reduction, reuse and recycling objectives;

AND WHEREAS the County is committed to maintaining healthy, liveable and safe communities by avoiding development which may cause environmental or public health and safety concerns;

AND WHEREAS the County of Oxford Official Plan Section 5.3.5 provides policies for the consideration of new landfill sites in the County, which policy requires that the County be satisfied that a proposed landfill be consistent with the principles, objectives and policies of the County of Oxford's Official Plan, which includes a consideration of the County's waste management needs;

AND WHEREAS Section 5.3.5 requires that a proposed landfill meet criteria relating to the effective waste management, minimization of environmental impacts, minimization of social impacts and compatibility of after-uses within the County of Oxford;

AND WHEREAS Section 2.1.3 mandates strategic initiatives to protect agricultural and rural resources in recognition of the County's prime agricultural land base and of substantial mineral and environmental resources in the County which form the basis of the rural economy and the importance of rural resources to social and environmental well-being in the County;

AND WHEREAS Section 3.1 of the County Official Plan recognizes that Oxford County remains one of the most important agricultural areas in the Province of Ontario and contains policies and direction to manage development in rural areas so that it supports, promotes and protects the County's strong agricultural industry;

THEREFORE BE IT RESOLVED, that the County of Oxford Planning Staff is hereby directed to conduct all necessary review and study, undertake required public consultations, give all required statutory public notices and hold all required public meetings, in order to bring forward for County Council's consideration, options for amending Section 5.3.5 and such other sections of the County Official Plan as may be necessary for prohibiting, restricting, limiting and/or otherwise regulating new landfill sites where such sites are proposed to be established primarily for the importation of waste from outside of the County, and not for the purposes of addressing the County's waste disposal needs.

## County of Oxford Official Plan

### 2.0

## County Development Strategy

#### INTRODUCTION AND PURPOSE

The County Development Strategy represents the fundamental planning principles on which the policies of this Official Plan are based. These fundamental principles provide the overall strategic direction to be applied to land use policy decisions throughout the County. These principles are intended to be consistent with and, in many cases, expand upon the policy direction provided in the 2014 Provincial Policy Statement. Collectively the fundamental planning principles define a picture or vision of the future urban, rural, cultural, natural and economic environment desired for the County of Oxford.

Further, the County Development Strategy is intended to reflect Oxford's commitment to the concept of sustainable development, which is an approach to meeting the needs of the present without compromising the ability of future generations to meet their own needs. It is a fundamental guiding principle of the County to consider the short and long-term environmental, community and economic consequences of actions related to land use planning, emphasizing both environmental and human well-being as essential ends in themselves.

### **2.1 Planning Principles**

#### **2.1.1 Growth Management**

In recognition of the importance of efficient land use and development patterns in supporting sustainability by promoting strong, livable, healthy and resilient communities, protecting the environment and public health and safety and facilitating economic growth~~limits to infrastructure, the effects of growth on the natural environment and agricultural land base and to achieve a high quality of life for County residents~~, it is a principle of County Council to proactively plan, co-ordinate and stage growth and the provision of public service facilities and infrastructure to sustain financial well-being over the long-term. Accordingly, this Plan incorporates the following strategic initiatives to manage growth:

## County of Oxford Official Plan

### FORECASTING AND ALLOCATING GROWTH

As directed by provincial policy, the County, in consultation with the Area Municipalities, will identify, coordinate and allocate population, housing and employment projections for the Area Municipalities; identify areas where growth or development will be directed; and identify minimum targets for intensification within all or any of the Area Municipalities.

### ACCOMMODATING GROWTH

Growth and development will be focused in settlements and their vitality and regeneration will be promoted.

~~Provision of a~~ A sufficient supply of land will be provided within settlements to accommodate an appropriate range and mix of residential and non-residential growth, in accordance with the projected 20 year needs for the County and accounting for intensification targets, within all each of the Area Municipalities within of the County, while accounting for opportunities to accommodate growth through intensification.

### PLANNING BEYOND 20 YEARS

Where deemed necessary or advisable by the County and affected Area Municipalities, planning for growth may extend beyond the current 20 year planning horizon to ensure sufficient lead time to complete municipal boundary adjustments, secondary planning or other studies that may be necessary to ensure a 20 year supply of growth land is maintained in each Area Municipality. However, no additional lands shall be designated to accommodate the forecast growth for each Area Municipality beyond the current 20 planning horizon.

### FULL SERVICES

The majority of growth will be directed to *settlements with centralized waste water and water supply facilities* to minimize risks of contamination to air, land, surface water and groundwater, to preserve ~~prime~~ agricultural land and to reduce the per capita and per unit costs of *public services and infrastructure*. Limited *development on partial services* or private water and/or waste water services may be permitted, in accordance with the relevant policies of this Plan, provided that the site conditions are suitable for the long-term provision of such services with no negative impacts. Development on new private communal sewage services and/or water services will not be permitted.

## County of Oxford Official Plan

COMPREHENSIVE  
SECONDARY  
PLANNING AND  
DEVELOPMENT  
PHASINGS

Detailed secondary plans will be required for development in designated growth areas and for settlement expansions ~~s and areas~~ to address the timing and staging of growth, including any phasing required to ensure achievement of intensification targets, the orderly progression of development and timely provision of infrastructure and public service facilities. In addition, secondary plans should address the location and mix of land uses, minimum and maximum development densities, ~~and the necessary infrastructure and public services needed for development~~ requirements and other land use considerations.

Modifications or expansions to the boundaries of a settlement will only be considered and evaluated by the County as part of a comprehensive review, except where otherwise provided for in this Plan.

DEVELOPMENT  
CHARGES

Development Charges will be used as a source of revenue to fund growth-related capital costs associated with eligible services, as defined in the Development Charges Act, 1997, as amended. The County and Area Municipalities shall develop and maintain county-wide and area-specific background studies and Development Charges by-laws for growth-related capital projects anticipated based on approved population, household and employment projections.

SUFFICIENT LAND  
SUPPLY

~~Sufficient land is designated for settlement and employment purposes, while accounting for opportunities to accommodate growth through intensification, to meet projected growth during the lifespan of this Plan. These designated growth areas may include a surplus to ensure efficient land market competition within the urban municipalities and designated growth settlements in the Townships. Rural villages are intended to fulfil the role of local service centres to their surrounding agricultural areas. In addition, this Plan defines Future Urban Growth Areas which may be required for urban level development both during and after the planning period. Significant modifications to the limits of designated growth settlements and areas will only be considered and evaluated during a comprehensive review of this Plan.~~

## County of Oxford Official Plan

EFFICIENT LAND  
USE PATTERNS,  
MIX OF USES AND  
DENSITY UTILIZATION

~~Designated growth settlements and areas~~ will be required to develop with efficient land use patterns, and a mix of uses and densities, that efficiently use land and resources minimize land consumption, to are appropriate for, and efficiently use, existing or planned infrastructure and public service facilities, support active transportation and existing or planned transit, are freight-supportive, minimize negative impacts to air quality and climate change and promote energy efficiency control infrastructure costs and to limit growth pressure in rural areas. Development and land use patterns that would prevent the efficient expansion of settlements, in areas adjacent or close to settlements, will be avoided.

INTENSIFICATION  
TARGETS

~~Intensification and redevelopment~~ will be promoted supported in appropriate locations within settlements, particularly those serviced by centralized wastewater and water supply facilities, in accordance with the applicable policies of contained in this Plan. A minimum target of 15 percent of all new residential dwelling units created within the Large Urban Centres shall occur by way of residential intensification over the planning period. Progress toward the achievement of this target shall be monitored by the County on an regular annual basis, with progress toward the targets evaluated as part of each 5-year review of this Plan.

RANGE AND MIX  
OF  
HOUSING AFFORDABILITY  
TARGETS

All forms of housing required to meet the social, health and well-being requirements of current and future residents will be permitted and facilitated in appropriate locations throughout the County. A minimum target of 20 percent shall be established as the proportion of all housing in the County which is to be affordable housing. This target shall be monitored by the County on an annual basis, with progress toward the targets evaluated as part of each 5-year review of this Plan.

INFRASTRUCTURE  
AND PUBLIC  
SERVICES

Planning for infrastructure and public service facilities shall be coordinated and integrated with land use planning so they are financially viable over their life cycle and available to meet current and projected needs. Further, infrastructure and public service facilities shall be provided in a coordinated, efficient and cost effective manner that considers impacts from climate change.

LAND USE  
COMPATIBILITY

Major facilities and sensitive land uses will be appropriately designed, buffered and/or separated from each other to prevent or mitigate adverse affects from odour, noise and other contaminants, minimize risk to public health and safety and protect the long-term viability of major facilities.

## County of Oxford Official Plan

### 2.1.2 Environmental and Cultural Integrity

In recognition that the quality of life for Oxford County residents is directly related to the integrity of natural systems (air, water, soil, wildlife and plants) and the built and cultural environment, it is a principle of County Council to ensure that *development, site alteration* and the use of land does not unreasonably affect and, wherever possible, ~~preserves and~~ enhances the natural, built and cultural environment. It is intended that this Plan will promote, protect and improve the state of the County's natural, built and cultural environment heritage and the health and well-being of the residents of Oxford County through appropriate land use planning. Accordingly, this Plan incorporates the following strategic initiatives:

IDENTIFY A LINKED  
NATURAL SYSTEM

Natural heritage features and areas will be identified and protected and ~~Creation of an integrated~~ natural heritage system will be identified which ~~protects and~~ links natural heritage features and areas, ~~water recharge areas, environmentally sensitive areas, surface water features, groundwater features, and natural corridors, parks and conservation areas,~~ floodplains and other open space areas, while recognizing that such systems will vary in size and form within and outside settlements to maintain biological and geological diversity, natural functions, viable populations of indigenous species and ecosystems. The natural heritage ~~ese systems can~~ may also include lands that have been restored or have ~~and areas with~~ the potential to be restored to a natural state, areas that support hydrologic functions and agricultural landscapes that enable ecological functions to continue.

PROTECTING THE  
ENVIRONMENT  
AND PUBLIC  
HEALTH

Development and land use patterns that conserve biodiversity and consider the impacts of climate change will be promoted, while avoiding those that may cause environmental or public health and safety concerns.

IDENTIFY  
CONSTRAINT  
AREAS

Natural and human-~~made~~generated hazards to public health and safety are identified and land use controls and standards are incorporated to direct development to areas outside of such hazards where there is an unacceptable risk to public health or safety or of property damage and not create new or aggravate existing hazards. In circumstances where development might be acceptable, ~~require~~ effective mitigation and/or remediation will be required prior to development or site alteration.

## County of Oxford Official Plan

INTEGRATION OF  
ENVIRONMENTAL  
CONSIDERATIONS

~~The integration of e~~Environmental considerations will be integrated into the land use planning and decision making processes ~~are made~~ to ensure that new development, ~~site alteration, and infrastructure does~~ occurs where it has been demonstrated that there will be no negative impacts on natural heritage features and areas or their ecological functions~~not unreasonably affect and~~ and it is in accordance with applicable provincial and federal requirements; ~~W~~wherever possible, the diversity and connectivity of natural heritage features will be improved and the long-term ecological function and biodiversity of the natural heritage system will be maintained~~s~~, restored and, where possible enhanced~~s important ecological functions, natural heritage features and areas, and ground and surface water features.~~

NATURAL  
HERITAGE  
FEATURES

The conservation, responsible use and management of natural resources such as ~~wetlands, groundwater~~ features and surface water features and natural heritage features and areas will be undertaken to preserve ecological, economic and social benefits. ~~These features are considered to be an integral component of the landscape where land use controls are required to regulate potential development or site alteration.~~

HEALTHY, ACTIVE  
COMMUNITIES

Healthy, active communities will be promoted by: creating public streets and other public spaces that are safe, foster social interaction and facilitate active transportation and community connectivity; and providing for a full range and equitable distribution of public recreational lands and facilities.

Barriers that restrict persons with disabilities and older persons from fully participating in society should be identified, prevented and removed to improve accessibility.

ENERGY  
CONSERVATION,  
EFFICIENCY, AND AIR  
QUALITY AND  
CLIMATE CHANGE

AMENDMENT No. 139

~~Support e~~Energy conservation and efficiency, improved air quality, ~~reduced~~ greenhouse gas emissions and climate change adaptation will be supported through compact land use and development patterns which promote the use of active transportation and transit as well as design and orientation that maximize energy efficiency and conservation and and opportunities for the development and use of alternative and/or renewable energy systems.



## County of Oxford Official Plan

CONSERVATION  
OF CULTURAL  
HERITAGE AND  
ARCHAEOLOGICAL  
RESOURCES

The promotion of cultural heritage awareness and education ~~will be~~ achieved by ~~ensuring the preservation and enhancement of significant built heritage resources, significant cultural heritage landscapes and significant archeological resources elements such as buildings, structures, sites and landscapes are conserved and, where possible, enhanced~~ through ~~appropriate~~ planning and urban design ~~measures~~.

### **2.1.3 Protect Agriculture and Rural Natural Resources**

In recognition of the ~~high quality prime~~ agricultural land ~~base and of~~ substantial mineral and environmental resources in the County which form the basis of the rural economy and of the importance of rural resources to social and environmental well-being in the County, it is a principle of County Council to clearly define and make a distinction between urban and rural areas. Accordingly, this Plan incorporates the following strategic initiatives to protect agricultural and rural ~~natural~~ resources:

PRESERVE PRIME  
AGRICULTURAL  
AREAS/LANDS

Prime ~~agricultural areas~~ ~~farmlands will be~~ ~~will be~~ ~~designated and protected and preserved~~ ~~these areas~~ for ~~their value as areas for~~ current and future ~~food and fibre~~ ~~agricultural~~ production and as a permanent integral feature of the heritage of Oxford County.

PREVENT  
INCOMPATIBLE  
LAND USES

Land uses which are not compatible with ~~agriculture and/or food production, mineral resource extraction would hinder surrounding agricultural operations, or which may result in detrimental impacts to other rural resources such as wetlands, groundwater recharge areas and wildlife~~ or ~~which~~ are more appropriately developed on ~~centralized waste water or water supply facilities, will~~ ~~shall~~ be prevented from locating ~~in prime agricultural areas~~ ~~outside of designated settlements~~.

MINERAL  
EXTRACTION

The extraction of non-renewable resources including mineral aggregates, ~~petroleum oil and gas, topsoil and peat~~, and gypsum deposits ~~shall~~ ~~will~~ be ~~undertaken in a manner which minimizes social, economic and environmental impacts, responsible and sensitive to adjacent land uses~~. These resource areas ~~and related operations~~ will be ~~identified and~~ protected ~~from development or activities~~ as much as is possible in the context of other legislative land use objectives to ensure ~~the expansion or continued use of such operations is not precluded or hindered and their~~ availability of the ~~resource~~ when required.

Extraction sites shall be rehabilitated in a manner that promotes land use compatibility, takes into consideration surrounding land uses and

land use designations, mitigates negative impacts to the extent possible and ensures ~~Areas where new mineral aggregate extraction is permitted to occur will be rehabilitated such that~~ a net environmental gain is achieved. Extraction sites shall be rehabilitated to an agricultural condition wherever possible and proposed after-uses shall be in conformity with the applicable policies of the relevant land use designation. Comprehensive rehabilitation planning and timely and progressive rehabilitation are encouraged.

#### **2.1.4 Economic Competitiveness and Prosperity**

In recognition of the importance of business development in generating employment and the necessary revenue to pay for *public services* and amenities that enhance the quality of life for residents of the County of Oxford, it is a principle of County Council to maintain a business environment which assists existing businesses, attracts new businesses and which promotes entrepreneurial activity and opportunities for economic development and community investment readiness. Accordingly, this Plan incorporates the following strategic initiatives to maintain and enhance the County's economic competitiveness and long-term economic prosperity:

LAND SUPPLY,  
RESOURCES,  
INFRASTRUCTURE  
AND PUBLIC  
SERVICES

~~Provision of a~~ sufficient supply of land designated for employment purposes in at strategic locations within settlements throughout the County will be provided to accommodate a range and mix of employment opportunities to meet projected need, including a surplus to ensure an efficient land market. The long-term availability and use of land, resources, infrastructure and public service facilities will be optimized.

RE-DESIGNATION  
OF INDUSTRIAL  
LAND

Employment lands will be protected and preserved for current and future use by pPermitting the re-designation of industrial land for non-industrial purposes only where it will not adversely affect the industrial land supply and the intended function of designated industrial areas. Where industrial lands are located within an *employment area*, re-designation for non-industrial purposes shall only be considered through a *comprehensive review* where it has been demonstrated that the land is not required for industrial purposes over the long-term and that there is a need for the re-designation, particularly in instances where such lands are located in proximity to major goods movement facilities and corridors.

## County of Oxford Official Plan

PREVENT  
CONFLICTS WITH  
EMPLOYMENT  
USES AND  
PRESERVE  
SUPPLY

~~Prevent~~ Conflicts which may compromise business activity will be prevented by protecting lands designated for agriculture and other employment purposes ~~(including existing businesses and industry)~~ from encroachment by non-compatible land uses.

LOCAL FOOD AND  
PROTECTION OF  
AGRICULTURE

Opportunities to support local food will be provided and sustainability of the agri-food and agri-product businesses will be promoted by protecting agricultural resources and minimizing land use conflicts.

BROWNFIELDS

~~Permit~~ The redevelopment of brownfield sites of potential environmental contamination for appropriate uses will be promoted, where it has been demonstrated that there will be no adverse effects, as defined in the Environmental Protection Act, as amended.

ENERGY  
GENERATION,  
SUPPLY AND  
CONSERVATION  
CLIMATE CHANGE

AMENDMENT No. 139

~~Provide~~ Opportunities for increased energy generation, supply to accommodate current and projected needs will be provided, including and conservation, including the use of alternative and/or renewable energy systems, where feasible and appropriate in appropriate locations within settlements and the Agricultural Reserve designation. The potential negative impacts from a changing climate on the built and natural environment and the local economy, and potential measures to mitigate such impacts, will be considered, where feasible.

TOURISM

~~Provide~~ A range of opportunities for sustainable tourism development will be provided throughout the County.

SMALL BUSINESS

In recognition of significant structural changes to the economy of Ontario and the increasing importance of small business for job creation, the policies of this Plan provide opportunities for small business development including home businesses.

RURAL  
EMPLOYMENT AND  
ECONOMIC  
DIVERSIFICATION  
SECONDARY-ON-  
FARM USES

AMENDMENT No. 138  
AMENDED BY  
AMENDMENT 139

Diversification of the economic base and employment opportunities will be promoted in rural areas by providing opportunities for goods and services, including value added products, and the sustainable management or use of resources. ~~Opportunities are provided for~~ A range of opportunities for employment uses in rural settlements, as well as for secondary-on-farm diversified uses and agricultural related uses in prime agricultural areas, will be provided to increase the vitality of rural areas and to support agriculture as the principal land use activity in these areas, ~~including opportunities for small scale on-farm alternative and/or renewable energy systems, where appropriate.~~

## County of Oxford Official Plan

IMPORTANCE OF  
DOWNTOWNS AND  
VILLAGE CORES

The importance of traditional downtown Central Business Districts and Village Core Areas as retail, administrative and business centres and *residential intensification* areas is recognized and policies are incorporated to maintain and, where possible, enhance the vitality, viability and planned function of these areas.

URBAN DESIGN  
AND CULTURAL  
PLANNING

Encourage a sense of place, by promoting well-designed built form and cultural planning, and by conserving features that help define character, including *heritage resources*.

DEVELOPMENT  
CHARGE  
EXEMPTIONS

Statutory and non-statutory exemptions to Development Charges for defined types of development may be used by the County and Area Municipalities as an incentive to promote *development*. Such exemptions may apply to the whole municipality or on an area-specific basis.

### **2.1.5 Responsible Water and Waste Management**

In recognition that there are finite supplies of potable groundwater in the County and adjacent municipalities and that there is a need to minimize the risks of contamination to air, land, surface water and groundwater from waste water and solid waste disposal and to maximize the use of existing water, waste water and solid waste management *infrastructure*, it is a principle of County Council to effectively manage water usage and waste disposal toward these ends. Accordingly, this Plan incorporates the following strategic initiatives to promote responsible water and waste management:

CROSS-  
JURISDICTIONAL  
INTEGRATION

The County will recognize the watershed as the ecologically meaningful -scale for integrated long-term ~~measures~~ and the need to integrate assessments and plans for the protection of groundwater features and *surface water features* and their hydrologic functions with adjacent municipalities. The County will strive to coordinate ~~drinking-water~~ source protection measures with adjacent municipalities and conservation authorities with jurisdiction in the County through the Source Protection Plan process under the Clean Water Act.

## County of Oxford Official Plan

PROTECT WATER  
QUANTITY AND  
QUALITY ~~PROTECT~~  
WATER SUPPLIES

The quality and quantity of water will be protected, improved and restored by identifying important *groundwater features, hydrologic functions, natural heritage features and areas and surface water features*, maintaining the linkages and related functions among such features, and minimizing potential *negative impacts* from single, multiple or successive *development or site alteration* activities.

Necessary restrictions on development and *site alteration* will be implemented to protect municipal drinking water supplies and designated vulnerable areas (e.g. well head protection areas, highly vulnerable aquifers and significant recharge/discharge areas) and to protect, improve or restore vulnerable surface water and ground water, sensitive *surface water features*, sensitive *groundwater features* and their *hydrological functions*. This will be accomplished primarily by ensuring all land use planning decisions are consistent with the policies contained in applicable Source Protection Plans approved under the Clean Water Act and by establishing additional land use planning measures and/or mitigative measures where deemed necessary and/or appropriate.

~~Municipal Well Head protection areas, vulnerable aquifers and significant recharge/discharge areas are identified and protected by restricting the use of these lands from incompatible land uses. Development approvals will be permitted in these sensitive areas where it has been demonstrated that development can proceed within an acceptable level of risk and where there are adequate known water supplies to serve the proposal.~~

LIMITED USE OF  
SEPTIC SYSTEMS

Consistent with the County's Growth Management Strategy, the majority of growth in the County will occur on *centralized waste water treatment* services with the limited use of individual septic systems in agricultural areas and unserved *settlements* only where such *development* is considered environmentally safe.

PLANNING FOR  
SEWAGE AND  
WATER SERVICES

Expected growth and development shall be directed and accommodated in a manner that promotes efficient use and optimization of existing centralized water and/or waste water treatment services. Centralized water and/or waste water treatment services will be provided in a manner that: can be sustained by the water resources upon which such services rely; promotes water conservation and water use efficiency; is feasible, financially viable and complies with all regulatory requirements; and protects human health and the natural environment.

## County of Oxford Official Plan

### STORM WATER MANAGEMENT

Stormwater management will be planned to minimize, or where possible, prevent increases in contaminant loads, minimize changes in water balance and erosion, not increase risks to human health and safety and property damage, maximize the extent and function of vegetative and pervious surfaces, and incorporate stormwater management best practices.

### CONSERVER SOCIETY

The concept of a conserver society based on the prudent, efficient and sustainable use of resources will be promoted, together with the principles of reducing, reusing, recycling and recovering resources. Water conservation and solid waste reduction in accordance with these principles will be supported as the first order of priority before establishing new *infrastructure* and/or *public service facilities*. The implications of development and land use patterns on waste generation, management and diversion will be considered as part of the planning process.

### WASTE MANAGEMENT

Waste management systems of an appropriate size, type and location will be provided to meet the present and future requirements of County residents, business and industry. Such systems will be designed in a manner that facilitates, encourages and promotes reduction, reuse, recycling and recovery and will be located and designed in accordance with provincial legislation and standards and in consideration of the needs of the County.

### **2.1.6 ~~Multi-Modal~~ Transportation Systems and Corridors**

In recognition of the importance of providing a transportation network which facilitates the movements of people and goods ~~into and~~ throughout the County and beyond, it is a principle of County Council to develop a safe, ~~and~~ efficient, cost-effective and reliable *multi-modal transportation* system that is appropriate to address current and projected needs. Accordingly, this Plan incorporates the following strategic initiatives relating to transportation:

### PROVIDE FOR ALTERNATIVE TRANSPORTATION MODES

~~The policies of this Plan provide v~~Various opportunities will be provided for the use of transportation modes other than the private automobile, including active transportation ~~cycling and pedestrian facilities, and~~ public transit and rail.

## County of Oxford Official Plan

### NETWORK IMPROVEMENTS

~~The policies of this Plan identify~~ Major improvements necessary to increase the functionality and safety of the transportation networks within the County will be identified. ~~Planned transportation corridors and major goods movement facilities and corridors shall be protected from incompatible development that could preclude or negatively affect the use of the corridor for its intended purpose.~~

### EFFICIENT USE

Efficient use shall be made of existing and planned transportation infrastructure. Freight-intensive land uses will be focused in areas well served by major highways, airports and rail facilities.

### ~~MAXIMIZE SUPPORT ACTIVE TRANSPORTATION AND TRANSIT USE~~

~~The policies of this Plan provide~~ Opportunities to minimize the length and number of vehicle trips and support existing and planned ~~enhance~~ transit usage and active transportation will be provided by promoting providing for compact forms of urban development, land use and development patterns, densities and mix of uses which support such transportation options and intensification opportunities in appropriate locations and by ensuring good pedestrian linkages to transit services and other major services and amenities through the development review process.

### AIRPORTS AND RAIL FACILITIES

Airports and rail facilities will be protected from incompatible land uses and development and such facilities and sensitive land uses will be appropriately designed, buffered and/or separated from each other.

### ~~ABANDONED RAILWAY PROTECTI ON OF CORRIDORS AND RIGHTS-OF- WAY~~

Corridors and rights-of-way for infrastructure will be planned for and protected. The preservation or re-use of abandoned corridors for purposes that maintain the corridor's integrity and linear characteristics will be encouraged, where feasible. In particular, rail lines will be considered for their possible use for infrastructure, environmental, recreational or cultural purposes.

### TRANSPORTATION CONNECTIONS

Connectivity within and among transportation systems and modes will be maintained and, where possible, improved. ~~The policies of this Plan promote~~ The integration of road, pedestrian and cycle networks between Area Municipalities as well as with the services and facilities provided by adjacent municipalities, the private sector, and senior levels of government (transit, rail and highways) will be promoted.

# County of Oxford Official Plan

## **2.1.7 Public Participation**

In recognition of the importance of ensuring that the public is kept informed and has the timely opportunity to provide input and become involved in land use planning decision making processes, it is a principle of County Council that public participation be an integral component of all planning decisions. Accordingly, this Plan incorporates the following strategic initiatives to facilitate public participation:

RANGE OF OPPORTUNITIES

The requirement to provide a wide range of opportunities for individuals and interest groups in the community to express opinions on planning issues associated with Official Plan amendments and review initiatives, secondary planning, monitoring exercises and *development* and zoning matters.

PROVIDE INFORMATION

A commitment to provide the public with accurate information in a timely manner.

CONSIDERATION OF PUBLIC RESPONSE

The requirement to consider any response from the public and interest groups and to ensure such opinion is considered in the development of planning policy and in *development* and zoning matters.

## **2.1.8 Monitoring**

In recognition of the importance of periodically evaluating the effectiveness of Official Plan policies to ensure that the objectives, strategic direction and policies remain responsive to changing circumstances and reflective of community desires, it is a principle of County Council to require systematic monitoring. Accordingly, this Plan incorporates the following monitoring initiatives:

OFFICIAL PLAN REVIEW

A commitment to review all or part of the Official Plan every five years.

UP-TO-DATE INFORMATION

A commitment to maintain up-to-date information relating to population, household and employment forecasts, land supply, *ies*, *intensification*, affordability, servicing capacities and [natural heritage](#) ~~environmental~~ information.

ON-GOING MONITORING

A commitment to ensure the on-going monitoring and evaluation of policies is established as an integral component of the Official Plan.



## County of Oxford Official Plan

GEOGRAPHIC  
INFORMATION  
SYSTEM

A commitment to maintaining and enhancing the County's geographic information system as a means of optimizing the co-ordination and sharing of information between the County, Area Municipalities and other agencies, for providing easy public access to spatial land use information and for other purposes such as planning ~~purposes such as forecasts~~, analysis and policy formulation.

### **2.1.9 Coordination**

The County of Oxford abuts several municipalities as illustrated in Figure 1. Past experience has indicated that the Councils of Oxford and adjacent municipalities are generally able to work together to develop mutually satisfactory planning objectives and effective policies for dealing with key planning matters that span upper tier municipal boundaries. The County has had similar experience in dealing with other levels of government, agencies and boards. As such, ~~the~~ County fully supports perpetuating ~~theis~~ current cooperative approach ~~to~~ ward addressing multijurisdictional planning matters in a coordinated, integrated and comprehensive manner, including consultation with aboriginal communities on relevant planning matters ~~development, infrastructure and growth-related issues.~~

Further, the policies of this plan provide specific direction to ensure key planning matters that may cross Area Municipal boundaries, both within and outside the County, are appropriately coordinated and addressed. Such matters include: projecting and managing growth and development, addressing housing needs, protecting and managing natural and cultural heritage resources; planning for infrastructure, public service facilities and waste management systems; and addressing natural and human made hazards.



**5.3 Waste Management**

**5.3.1 Strategic Approach**

In keeping with the fundamental planning principles [and including the concept of sustainability](#) as set out in Chapter 2, County Development Strategy, and to effectively manage and reduce waste generation and disposal in the county, it is the strategic aim of County Council to:

OBJECTIVES

CONSERVE  
SOCIETY

Facilitate, encourage, [incent](#) and promote the concept of the conserver society based on the prudent, efficient and sustainable use of natural resources, and on a waste management hierarchy of reduction, reuse, recycling and recovery, with disposal as a last resort.

[SUSTAINABLE WASTE  
MANAGEMENT](#)

[Implement an integrated and sustainable waste management system for collecting, processing and disposing of municipal solid waste generated in Oxford County, incorporating the principles of reduce, reuse, recycle and recover in a manner that is beneficial to the environment, the community and the economy.](#)

[RESOURCE  
CONSERVATION  
AND  
EDUCATION](#)

[Promote the environmental, community and economic benefits of resource conservation and recovery including education and promotion of Oxford's Waste Management Strategy.](#)

MINIMIZE WASTE

Minimize the amount of waste generated and disposed of within Oxford County [and maximize the diversion of recyclable, organic and household hazardous materials within the County.](#)

MINIMIZE IMPACTS

Ensure that the *negative impacts* [and adverse effects](#) of [County](#) waste disposal areas [and facilities](#) on the social and natural environment are minimized.

~~COUNTY  
RESPONSIBILITY~~

~~Provide a cost-effective system for managing waste material generated in Oxford County and maximize the diversion of recyclable, organic and household hazardous materials from the County landfill site.~~

PRIVATE SECTOR  
OPPORTUNITIES

Consider innovative private sector waste management projects and programs to divert recyclable, organic and recoverable materials

## County of Oxford Official Plan

from the County landfill site, including appropriate waste reduction and material recovery practices.

PROMOTE USE

~~To p~~Promote the use of recyclable, recycled and recovered materials by encouraging industry, commercial establishments, institutions and households to improve their manufacturing, operating, sales and housekeeping practices in order to reduce the amount of material entering the solid waste stream.

COUNTY LANDFILL SITE

~~To m~~Maximize the planned life of the Oxford County Landfill through the continuous application of the principle of reduce, reuse, recycle and recover. ~~and plan for a subsequent municipal landfill site.~~

NEW LANDFILL SITES

Consider and evaluate proposals for new landfill facilities in Oxford on the basis of the County's needs, public safety, environmental and community impact and consistency with the goals and objectives of this Plan.

### **5.3.2 Policies**

WASTE DIVERSION

The County will establish targets for the diversion of material from the municipal, as well as the industrial, commercial and institutional waste streams with an over-arching goal to achieve the highest total waste diversion rate per capita in Ontario, while ensuring such targets and goals are sustainable both economically and environmentally.

COMPREHENSIVE WASTE MANAGEMENT STRATEGY

Develop, maintain and regularly update a County Waste Management Strategy to establish targets for the reduction and diversion of waste from the County landfill and recommend programs and plans, including financial considerations, for achieving such targets in a cost-effective manner.

In addition, the County will, in conjunction with appropriate groups and agencies, other levels of government and the Area Municipalities, pursue public education programs regarding the concepts of sustainability, consumer society and the principles of reduce, reuse, recycle and recover.

RESOURCE RECOVERY

Investigate and evaluate resource recovery techniques associated with the disposal of waste generated within the County, including energy from waste facilities, as an option for maximizing the economic potential of the County's solid waste, and support the development of long-term viable markets for resources recovered from waste.

## County of Oxford Official Plan

### DEVELOPMENT CRITERIA

In order to support the waste diversion targets and comprehensive waste management strategy, the County and Area Municipalities shall ensure appropriate design criteria for waste handling facilities as part of the development approval process. Specific measures for multiple unit residential development design shall be provided in the relevant sections of this Plan.

### **5.3.32 Existing County Landfill Site and Biosolid Storage Facility**

The existing County landfill site is designated on Schedule S-1. It is the only active landfill in the County. Active landfill sites in the County shall be designated in this Plan and be appropriately zoned in the Area Municipal Zoning By-law.

In keeping with Oxford's commitment to the concept and principles of sustainability, the County will work toward ensuring that the existing County landfill will meet the needs of County residents, businesses and industry going forward through comprehensive waste management strategies and the implementation of measures that will reduce and divert waste from the County landfill.

While the County will make every effort to reduce and divert waste, and it is not expected that the County landfill will require expansion during the time period of this Plan, it is recognized that it may be necessary to expand this facility at some time in the future to meet the County's waste disposal needs. To this end, the following policies will apply to the existing landfill and any expansion thereto.

### ANCILLARY ACTIVITIES

In addition to landfill activities at the County landfill site, the following uses are also permitted:

- waste transfer stations or storage areas, including biosolids storage facilities;
- household hazardous waste storage and processing facilities;
- recycling facilities and resource recovery and/or reuse operations;
- leachate treatment;
- composting operations, subject to an Environmental Compliance Certificate of Approval issued by the Province of Ontario, if required
- solid waste treatment and processing facilities subject to an Environmental Compliance Certificate of Approval issued by the Province of Ontario.

## County of Oxford Official Plan

DEVELOPMENT IN  
PROXIMITY TO THE  
COUNTY LANDFILL

During the period of operation of the County landfill site and for a period of 25 years from the year in which the landfill site has ceased to be used, proposals for *development* or a change in the use of land within the landfill, and within 30 metres (98 feet) of the perimeter of the landfill site, shall require a study to evaluate the presence and impact of any adverse environmental effects or risks to public health and safety posed by the landfill, and to determine necessary remedial measures. Development proposals and associated studies require the approval of the Minister of Environment [and Climate Change](#) in accordance with Section 46 of the Environmental Protection Act.

Prior to considering a *development* proposal within 500 metres (1640 feet) of the County landfill site, the County and/or the Area Municipality shall be satisfied that potential adverse effects of the landfill on the proposed *development* are identified and that appropriate mitigation measures are incorporated. Such evaluation shall be consistent with [the review requirements for development in proximity to former landfill sites in](#) Section 3.3.3.3.

### ~~5.3.3 County Biosolids Storage Facility and Composting Operation – Part Lot 10, Concession 2 (Dereham), Township of South-West Oxford~~

~~A 6.1 hectare (15.1 ac) parcel of land located in Part Lot 10, Concession 2 (Dereham) in the Township of South-West Oxford may be used for a biosolids storage facility and a composting operation. The biosolids storage facility shall be built and operated in accordance with the Nutrient Management Act and associated regulations. The composting operation will be subject to a Certificate of Approval issued by the Province of Ontario, if required.~~

Amendment No. 108

[EXPANSION OF THE  
EXISTING COUNTY  
LANDFILL](#)

[An amendment to this Plan will be required to expand the existing County landfill site. Such expansions shall comply with the policies and use restrictions of Section 3.2, Environmental Resource Policies, Section 3.3, Cultural Resource Policies, and any other applicable policies of this Plan.](#)

[OFFICIAL PLAN  
AMENDMENT  
CRITERIA](#)

[Prior to approving an amendment to this Plan to expand the existing County landfill site, the County will be satisfied that the proposal is consistent with the principles, objectives and policies of this Plan.](#)

[In addition to obtaining the approvals required for the expansion in accordance with the Environmental Protection Act and other relevant Provincial legislation, the County will be satisfied that:](#)

## County of Oxford Official Plan

1. the expansion is necessary to meet the County's waste disposal needs;
2. it is demonstrated that potential adverse effects on agriculture, mineral and petroleum resources will be minimized;
3. it is demonstrated that the potential for producing off-site ground and surface water pollution, air quality, noise, litter and other nuisance impacts, and other social and community impacts will be minimized;
4. any potential for *negative impacts* on natural heritage resources ~~have been~~ will be minimized;
5. the potential impact on individuals and communities is assessed through an appropriately scoped, systematic process which identifies the potential risks to human health and demonstrates that the said risks will be adequately mitigated; and
6. after-use plans are compatible with existing and planned land uses in the area.

### 5.3.4 Policies

#### WASTE DIVERSION TARGETS

~~The County will divert material from the municipal, as well as the industrial, commercial and institutional waste streams in accordance with the Waste Diversion Ontario targets, as is economically and environmentally feasible.~~

#### COMPREHENSIVE WASTE MANAGEMENT STRATEGY

~~The County completed Phase I of the Waste Management Strategy in 2002. Phase II of the Waste Management Strategy, completed in 2004, addresses the following:~~

- ~~• a waste management hierarchy of reduction, reuse, recycling and recovery, with landfilling as a last resort;~~
- ~~• landfilling disincentives such as the phasing in or a recyclable materials ban, appropriate tipping fees or public user fees;~~
- ~~• a comprehensive waste management strategy prior to considering approval of a new County landfill site, or expansion of the existing County landfill site; and~~
- ~~• public information and education programs.~~

#### DEVELOPMENT CRITERIA

~~In order to support the waste diversion targets and comprehensive waste management strategy, the County and Area Municipalities shall provide for appropriate design criteria for waste management~~

## County of Oxford Official Plan

~~facilities as part of the development approval process. Specific measures for multiple unit residential development are provided in Section 6.2.4.6, 7.2.8.6, 8.2.7.6 and 9.2.7.6.~~

### **5.3.45 New ~~or Expanding~~ Landfill Sites**

In keeping with Oxford's commitment to the concept and principles of sustainability, waste reduction and diversion, the County supports the principle of municipalities addressing their own waste disposal requirements solely within their own boundaries. Accordingly, the County will discourage the establishment of any new landfill facilities within the County ~~new landfill is necessary~~ that are not primarily intended to meet the waste disposal needs of County residents, business and industry, and will not support the establishment of such landfills unless it can be demonstrated to meet all of the criteria set out below.

The County of Oxford will require an amendment to this Plan to establish any new landfill facilities ~~in the County or to expand the existing County landfill site.~~ The policies and use restrictions of Section 3.2, Environmental Resource Policies, Section 3.3, Cultural Resource Policies, and any other applicable policies of this Plan, shall apply to the siting of new ~~or expanding~~ landfill sites.

Where an amendment to this Plan is proposed to establish a new landfill site, ~~Prior to supporting an amendment to this Plan to establish or expand a~~ the proponent shall be required to demonstrate that: ~~is consistent with the principles, objectives and policies of this Plan.~~

1. the proposal complies with the provisions and approval requirements of the Environmental Protection Act and any other relevant Provincial regulations and is consistent with the principles, objectives and policies of this Plan;
2. alternative sites, landfill design and operations have been thoroughly assessed against all reasonable alternatives.
3. where a new landfill is proposed that does not primarily serve to meet Oxford's waste disposal needs, the County will be satisfied that a reasonable range of alternatives outside of the County have been fully investigated and that the proposed site is ~~the only reasonable~~ demonstrated to be the preferred siting option, based on a full assessment of the environmental impacts of the options considered; ~~to accommodate the proposal;~~
4. that the impact on individuals and communities shall be assessed through a systematic process which identifies the potential risks to human health and the said assessment

OFFICIAL PLAN  
AMENDMENT  
CRITERIA



## County of Oxford Official Plan

demonstrates that there will be no significant adverse effects thereto;

5. that the impact on agriculture, mineral and petroleum resources, and off-site ground and surface water resources, air quality, noise, litter and other nuisance impacts and other social and community impacts resulting from the landfill facility shall be assessed and that the said assessment demonstrates that there will be no significant adverse effects;
6. that the impact on natural heritage resources shall be assessed and that the said assessment demonstrates that there will be no significant *negative impacts*; and
7. that plans for the after-use of the site are compatible with existing and planned land uses in the area.

~~The County will be satisfied that the examination of alternative sites, site selection, landfill design and operations and after-use planning meets the following criteria:~~

- ~~• the waste is managed in an effective and economical manner;~~
- ~~• adverse effects on agriculture, mineral and petroleum resources are minimized;~~
- ~~• the potential for production of off-site ground and surface water pollution is minimized through hydrological and hydrogeological analyses;~~
- ~~• *negative effects* on the natural environment are minimized;~~
- ~~• adverse effects to individuals and communities are minimized; and~~
- ~~• after-use plans are compatible with surrounding planned land use.~~

### 5.3.5 Public Participation and Evaluation of New or Expanding Landfill Sites

PUBLIC  
PARTICIPATION

Area Municipalities and the public shall be invited to participate in the examination of the design, operations and after-use planning for any proposed alternative sites, site selection, design, operations and after-use planning for new landfill sites or an expansion of the County landfill site prior to adoption of any Official Plan amendment

# County of Oxford Official Plan

## ZONING

~~Any~~ ~~New~~ landfill or expansion ~~ding to the County~~ landfill sites shall be appropriately zoned in accordance with the provisions of the Area Municipal Zoning By-law.

## INFORMATION TO ASSIST IN EVALUATION OF THE AMENDMENT

In reviewing an application to amend the Official plan to permit ~~provide for~~ a new landfill site or the expansion ~~ded of the County~~ landfill site, the County ~~shall~~ may require preparation and provision ~~submission~~ of such information, studies and documentation deemed necessary to address the applicable policies of this Plan, the Environmental Assessment Act, or the Environmental Protection Act, Planning Act, or any other required approvals pertaining to a new landfill or the expansion of the County landfill ~~siting requirement of this Plan~~ in order to enable Councils to make an informed decision. Any ~~S~~ such information, studies or /documentation required by the County shall be subject to a third party review, at the discretion of the County and at the sole expense of the proponent. The proponent will also be responsible for the costs associated with any additional review resulting from revisions to any original materials that may be required as a result of the third party review. ~~prepared at the expense of the proponent.~~

## EVALUATION OF PROPOSALS

The County shall consult with Provincial Ministries, the Area Municipalities ~~y~~ or any other agency or ~~f~~ body or qualified individual deemed appropriate and necessary for the purpose of evaluating a proposal for a new landfill or the expansion ~~ding of the County~~ landfill site, together with ~~and~~ the supporting information/documentation required by the policies of this Plan

Any costs resulting from such consultation will be charged to the proponent as part of the fee structure for the development review process.

### **5.3.6 Other Waste Management Facilities**

New or expanding facilities for temporary storage or the handling, transfer, processing, composting or recycling of solid or liquid materials, other than those associated with the County landfill site, shall be permitted only on lands which are designated for industrial purposes and which are separated from residential areas and buildings. Publicly owned waste transfer stations may be permitted within the Agricultural Reserve designation, subject to the requirements of this Section.

## County of Oxford Official Plan

Proposed waste management facilities shall be subject to the policies of the underlying land use designation and the policies and use restrictions of Section 3.2, Environmental Resource Policies.

### REQUIREMENTS FOR NEW FACILITIES

Proposals for new or expanding facilities will satisfy the following requirements:

- a site specific amendment to the Zoning By-law;
- confirmation from the Ministry of the Environment that the requirements for certification under Provincial legislation have been met; and

the proposal will be subject to Site Plan Control pursuant to the Planning Act. Site design will address the following matters:

- perimeter fencing and landscape buffering will be provided to secure the site and to visually enhance the aesthetics of the site;
- lot grading and drainage plans for the adequate disposal of storm, surface and waste water;
- controlled access to the site;
- adequate on-site vehicle staging areas for collection vehicles and trailers where appropriate; and
- prevailing winds and sight lines will be considered to obscure views of operations and to minimize the effects of on-site activity on adjacent uses and those in the vicinity.

### HAZARDOUS WASTE FACILITIES

In addition to the policies of this Section, the following policies also apply for facilities treating, storing or disposing of *hazardous waste*;

- the facility will be located in accordance with the policies and use restrictions of Section 3.2, Environmental Resource Policies;

## County of Oxford Official Plan

- a plan of operations and disclosure report shall be submitted with the application to demonstrate that the facility is designed to minimize danger to the surrounding area from fire, spills or other operational accidents;
- an emergency response plan for the facility is prepared that is satisfactory to the County and the Area Municipality which includes notification, containment and evacuation procedures to be used in the case of an accidental release.

### COUNTY ADMINISTRATIVE INITIATIVES

#### **5.3.7 County Administrative Initiatives**

The County of Oxford, in an effort to lead by example, will where practical, require that all Departments and agencies select goods and products that:

- contain a high proportion of recycled and secondary material;
- contain the least amount of packaging;
- contain minimal or no hazardous or toxic substances; and
- can be readily reused or recycled.



APPLICATION FOR AN AMENDMENT  
TO THE COUNTY OF OXFORD OFFICIAL PLAN  
under Subsection 22(4) of the Planning Act, R.S.O 1990

**Section One - General Information**

1. Registered Owner(s):

Name: \_\_\_\_\_ Residence: \_\_\_\_\_  
Address: \_\_\_\_\_ Business: \_\_\_\_\_  
\_\_\_\_\_ Fax: \_\_\_\_\_  
Postal Code: \_\_\_\_\_ Email Address: \_\_\_\_\_

Applicant (if other than registered owner):

Name: \_\_\_\_\_ Residence: \_\_\_\_\_  
Address: \_\_\_\_\_ Business: \_\_\_\_\_  
\_\_\_\_\_ Fax: \_\_\_\_\_  
Postal Code: \_\_\_\_\_ Email Address: \_\_\_\_\_

Solicitor or Agent:

Name: \_\_\_\_\_ Residence: \_\_\_\_\_  
Address: \_\_\_\_\_ Business: \_\_\_\_\_  
\_\_\_\_\_ Fax: \_\_\_\_\_  
Postal Code: \_\_\_\_\_ Email Address: \_\_\_\_\_

2. Location of Subject Land:

Municipality \_\_\_\_\_ former municipality \_\_\_\_\_  
Lot(s) \_\_\_\_\_ Concession \_\_\_\_\_  
Lot(s) \_\_\_\_\_ Registered Plan No. \_\_\_\_\_  
Part(s) \_\_\_\_\_ Reference Plan No. \_\_\_\_\_

The subject land is located on the \_\_\_\_\_ side of \_\_\_\_\_ (St./Rd./Ave./Line)  
lying between \_\_\_\_\_ and \_\_\_\_\_ (St./Rd./Ave./Line)  
Street and/or 911 Address (if any): \_\_\_\_\_

**Section Two - Official Plan Information (Complete sections only where applicable)**

3. Purpose of Requested Amendment:

\_\_\_\_\_

4. Is the application consistent with the Provincial Policy Statement, 2014, as amended?  Yes  No

OFFICE USE ONLY
Date Prescribed Information Complete _____
PIN _____

5. Is this a request for an Amendment to a Schedule(s) of the Official Plan?  Yes  No If yes, complete the following:

Schedule (e.g. C-3)	Title	Designation of Site	Uses Permitted
Existing:			
Proposed:			

6. Is this a request for an Amendment to the text the Official Plan?  Yes  No If yes, complete the following:

Chapter, Section and Subsection Title \_\_\_\_\_

Is this section / subsection to be:  Changed  Replaced  Deleted

If changed / replaced, what is the general intent of the proposed text of the Amendment?

**Section Three - Description of Development**

7. Present Use of Subject Land: \_\_\_\_\_

8. Description of Existing Building(s) or Structure(s) on Subject Land:

Description	Date of Construction	Present Use

9. Proposed Use of Subject Land: (Description of Proposal)

10. Proposed Buildings or Structures associated with the Proposed Land Use:  
 (include information regarding alteration to or demolition of existing buildings or structures)

11. For proposed Residential development, specify:

Gross Net Density per Hectare	Number of Units	Type of Units

12. For proposed Commercial, Industrial Institutional or Recreational development, specify:

Proposed Use	Gross Floor Area

**Section Four - Site Information and Services**

13. Dimensions of Subject Land: (in metric units)

Area \_\_\_\_\_ Frontage \_\_\_\_\_ Depth \_\_\_\_\_

14. Access to Subject Land: \_\_\_\_\_

15. Adjacent Land Uses: (indicate nature of adjacent land uses)

16. Services:

	Municipal Water	Municipal Sewer	Private Water	Private Sewer**
Connected (yes/no)				
Type (individual/communal)				

\*\*Note: If the requested amendment involves development on a privately owned and operated individual or communal septic system **and** more than 4500 litres per day of effluent will be produced as a result of the completed proposal, the applicant must submit a **servicing option report and a hydrogeological report.**

**Section Five - Zoning By-Law**

17. Municipal Zoning By-Law & No. \_\_\_\_\_

Existing Zoning \_\_\_\_\_

Has an application for Zone Change been filed?  Yes  No If yes, describe the proposed zoning of the subject land.

---

**Section Six - Other Information**

18. If the subject land, or any land within 120 meters of it, is the subject of an application by the applicant for a minor variance, a consent or consent and minor variance, an amendment to the Official Plan, a zoning by-law amendment, a Minister's zoning order, or approval of a plan of subdivision or site plan, please provide the file number, the name of the approval authority considering it, the land it affects, its purpose, its status, and its effect on the requested amendment.

19. If the requested amendment proposes to alter all or any part of the boundary of a designated settlement area or proposes to establish a new settlement area, please provide the current section containing policies of the Official Plan dealing with the alteration or establishment of a designated settlement area.

20. If the requested amendment proposes to remove the subject land from an area of employment, please provide the relevant section of the Official Plan dealing with the removal of land from an area of employment.

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 2015.

\_\_\_\_\_  
Signature of Owner / Applicant



If the applicant is not the owner of the land that is the subject of this application, a written authorization of the owner that the applicant is authorized to make the application must be included with this form, or the authorization set out below must be completed.

**Authorization of Owner(s) for an Agent to make this Application**

I / WE, \_\_\_\_\_ am / are the owner(s) of the land that is the subject of this application.  
I / WE, authorize \_\_\_\_\_ to make this application on my / our behalf.  
Date \_\_\_\_\_ Signature of Owner(s) \_\_\_\_\_

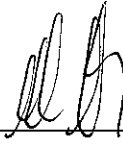
**THIS SECTION TO BE COMPLETED IN THE PRESENCE OF A COMMISSIONER FOR TAKING AFFIDAVITS**

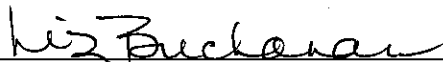
I / WE, GORDON HALGH of the COUNTY  
of NORFOLK in the PROVINCE of ONTARIO

DO SOLEMNLY DECLARE THAT:

All of the prescribed information contained in this application and that the information contained in the documents that may accompany this application is true .

DECLARED before me at the CITY  
of WOODSTOCK in the  
COUNTY of OXFORD  
this 2ND day of NOVEMBER, 2015.

  
\_\_\_\_\_  
Owner / Applicant

  
\_\_\_\_\_  
A Commissioner for Taking Affidavits  
**ELIZABETH MARY AN BUCHANAN**  
a Commissioner, etc., Province of Ontario  
for the County of Oxford.  
Expires June 10, 2017.

\_\_\_\_\_  
Owner / Applicant

If the decision of this application is appealed by a third party, I \_\_\_\_\_  
(owner/applicant name - please print)  
agree to support the application, provide assistance in the preparation of the application before the Ontario Municipal Board  
and pay all of the County's legal costs associated with the OMB hearing.

\_\_\_\_\_  
Signature of Owner / Applicant

**Municipal Freedom of Information and Protection of Privacy Act - Notice of Collection & Disclosure**

The collection of personal information on this form is legally authorized under Sec.53 of the *Planning Act* and O.Reg.197/96 for the purpose of processing your planning application. Questions about this collection should be directed to the Corporate Manager of Community and Strategic Planning at the County of Oxford, 21 Reeve St., P.O. Box 1614, Woodstock, ON N4S 7Y3 or at 519-539-9800.

Pursuant to Sec.1.0.1 of the *Planning Act*, and in accordance with Sec.32(e) of the *Municipal Freedom of Information and Protection of Privacy Act*, it is the policy of the County of Oxford to make all planning applications and supporting material available to the public.

From: **Karen Martin**<[kmartin@zorra.on.ca](mailto:kmartin@zorra.on.ca)>

Date: Thu, Oct 8, 2015 at 10:47 AM

Subject: Zorra Resolution

To: Clerk <[clerk@swox.org](mailto:clerk@swox.org)>, "Amy Humphries ([ahumphries@cityofwoodstock.ca](mailto:ahumphries@cityofwoodstock.ca))" <[ahumphries@cityofwoodstock.ca](mailto:ahumphries@cityofwoodstock.ca)>, "Donna Wilson/Tillsonburg ([DEWilson@tillsonburg.ca](mailto:DEWilson@tillsonburg.ca))" <[DEWilson@tillsonburg.ca](mailto:DEWilson@tillsonburg.ca)>, "[mgraves@ingersoll.ca](mailto:mgraves@ingersoll.ca)" <[mgraves@ingersoll.ca](mailto:mgraves@ingersoll.ca)>, Kyle Kruger <[kkruger@norwich.ca](mailto:kkruger@norwich.ca)>, Rodger Mordue <[rmordue@blandfordblenheim.ca](mailto:rmordue@blandfordblenheim.ca)>, Brenda Tabor <[btabor@oxfordcounty.ca](mailto:btabor@oxfordcounty.ca)>, Alison Edwards <[aedwards@oxfordcounty.ca](mailto:aedwards@oxfordcounty.ca)>, Will Jaques <[wjaques@ezt.ca](mailto:wjaques@ezt.ca)>

Good Morning,

Please be advised the Township of Zorra Council passed the following resolution at the October 6 meeting:

**24-10-15** Moved by: Marcus Ryan; Seconded by: Doug Matheson

**“WHEREAS** speed enforcement in Ontario is currently carried out by municipal police services and the Ontario Provincial Police;

**AND WHEREAS** increased speed on municipal roads is a concern facing many municipalities in Ontario;

**AND WHEREAS** due to limited resources and the prohibitive cost of policing in Ontario speed enforcement on non-provincial highways and municipal roads is not deemed to be a priority of police services;

**NOW THEREFORE** be it resolved that the Council of the Township of Zorra requests that the County of Oxford and constituent municipalities support a resolution calling for the delegation of power to local municipalities and/or upper tier municipalities to carry out speed enforcement on non-provincial highways; and/or the reintroduction of municipally run photo radar programs;

**AND THAT** a copy of this resolution be forwarded to the Minister of Community Safety & Correctional Services, the Premier of Ontario and to the Association of Municipalities of Ontario.”

**Disposition: Carried**

Thanks,

Karen Martin, BA, MPA  
Clerk  
Township of Zorra  
274620 27th Line  
P.O. Box 306  
Ingersoll, ON N5C 3K5  
Ph. [519-485-2490](tel:519-485-2490) ext. **228** or [1-888-699-3868](tel:1-888-699-3868)  
[kmartin@zorra.on.ca](mailto:kmartin@zorra.on.ca)  
[www.zorra.on.ca](http://www.zorra.on.ca)

----- Forwarded message -----

From: **Donna Tremblay** <dtremblay@puslinch.ca>

Date: Wed, Oct 28, 2015 at 11:21 AM

Subject: Bill 100 - Supporting Ontario Trails Act

Hello All:

At the October 7, 2015 Township of Puslinch Council Meeting, the following resolution was made and is being circulated to your Council for consideration and support.

**WHEREAS** Bill 100, supporting the Ontario Trails Act has the following purposes:

1. To increase awareness about and encourage the use of trails.
2. To enhance trails and the trail experience.
3. To protect trails for today's generation and future generations.
4. To recognize the contribution that trails make to quality of life in Ontario.
5. To recognize the contribution of quality of place.

**AND WHEREAS** the Association of Municipalities of Ontario has had input into this Bill looking out for municipal interests;

**AND WHEREAS** the Bill includes stronger penalties for property damage and trespassing to discourage such actions;

**AND WHEREAS** the Bill will be asking for best practices to be created and will have participation in these practices be voluntary therefore not creating undue hardship on the municipality;

**AND WHEREAS** this is complementary to recommendations contained in the Township of Puslinch Recreation and Parks Master Plan;

**NOW THEREFORE LET IT BE RESOLVED THAT** the Council of the Township of Puslinch supports the overall direction Bill 100 Supporting the Ontario Trails Act;

**AND FURTHER LET IT BE RESOLVED THAT** the Council of the Township of Puslinch encourages the government to continue to work with stakeholders such as ROMA and OFA to enhance the liability and trespass provisions of the Bill;

**AND FURTHER LET IT BE RESOLVED THAT** the Council of the Township of Puslinch forward this resolution for consideration by all other municipalities in the Province of Ontario.

Donna Tremblay

Deputy Clerk

Township of Puslinch

7404 Wellington Rd. 34, Guelph, ON N1H 6H9

P: [519-763-1226](tel:519-763-1226) ext. 207 / Fax: [519-763-5846](tel:519-763-5846)

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



9(a)

RESOLUTION  
MUNICIPAL COUNCIL  
THE CORPORATION OF THE TOWNSHIP OF PUSLINCH

2015- 375

Date: October 7, 2015

Moved by: [Signature] Seconded by: [Signature]

WHEREAS Bill 100, Supporting the Ontario Trails Act has the following purposes:

1. To increase awareness about and encourage the use of trails.
2. To enhance trails and the trail experience.
3. To protect trails for today's generation and future generations.
4. To recognize the contribution that trails make to quality of life in Ontario.
5. To recognize the contribution of quality of place.

AND WHEREAS the Association of Municipalities of Ontario has had input into this Bill looking out for municipal interests

AND WHEREAS the Bill includes stronger penalties for property damage and trespassing to discourage such actions

AND WHEREAS the Bill will be asking for best practices to be created and will have participation in these practices be voluntary therefore not creating undue hardship on the municipality

AND WHEREAS this is complementary to recommendations contained in the Township of Puslinch Recreation and Parks Master Plan.

NOW THEREFORE LET IT BE RESOLVED THAT the Council of the Township of Puslinch supports the overall direction Bill 100 Supporting the Ontario Trails Act

AND FURTHER LET IT BE RESOLVED THAT the Council of the Township of Puslinch encourages the government to continue to work with stakeholders such as ROMA and OFA to enhance the liability and trespass provisions of the Bill

AND FURTHER LET IT BE RESOLVED THAT the Council of the Township of Puslinch forward this resolution for consideration by all other municipalities in the Province of Ontario.

RECORDED VOTE	YES	NO	CONFLICT	ABSENT
Councillor Bulmer				
Councillor Roth				
Mayor Lever				
Councillor Stokley				
Councillor Fielding				
<b>TOTAL</b>				

MAYOR: [Signature]

CARRIED	LOST
---------	------

Town of Ingersoll  
 Monthly Cheque Disbursements  
 October 2015

<u>VENDOR NAME</u>	<u>VOUCHER #</u>	<u>CHEQUE #</u>	<u>ACCOUNT</u>	<u>ACCOUNT DESCRIPTION</u>	<u>TRANSACTION DESCRIPTION</u>	<u>DEBITS</u>	<u>CREDITS</u>
ABELL PEST CONTROL INC	76,276	45218	01-5100-4100-41550	MAINTENANCE CONTRACTS	PEST CONTROL- EXTRA SERVICE	\$95.00	
	76,276	45218	01-0000-0200-00325	HST RECEIVABLE100%	PEST CONTROL- EXTRA SERVICE	\$12.35	
	76,276	45218	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	PEST CONTROL- EXTRA SERVICE	\$0.00	\$107.35
ADVANTAGE DATA COLLECTION	76,253	45219	01-4500-4160-80000	MATERIALS-SAFETY DEVICES, SIGNS, GUIDE RAIL	INSPECTION, INVENTORY TRAFFIC	\$9,589.89	
	76,253	45219	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	INSPECTION, INVENTORY TRAFFIC	\$1,059.25	
	76,253	45219	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	INSPECTION, INVENTORY TRAFFIC	\$0.00	\$10,649.14
AFFORDABLE PORTABLES	76,176	45220	01-5000-6030-41540	RENTAL	PORTA POTTI RENTAL	\$135.00	
	76,176	45220	01-0000-0200-00325	HST RECEIVABLE100%	PORTA POTTI RENTAL	\$17.55	
	76,176	45220	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	PORTA POTTI RENTAL	\$0.00	\$152.55
AKIRA STUDIO LTD	76,282	45221	01-5200-6195-41000	ADVERTISING	WEBSITE SUPPORT-FUSION	\$95.00	
	76,282	45221	01-0000-0200-00325	HST RECEIVABLE100%	WEBSITE SUPPORT-FUSION	\$12.35	
	76,282	45221	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	WEBSITE SUPPORT-FUSION	\$0.00	\$107.35
AMPROELECTRIC LTD.	76,238	45222	01-5100-4100-41530	EQUIP REPAIRS & MAINT	PUMP REBUILD	\$4,787.00	
	76,238	45222	01-0000-0200-00325	HST RECEIVABLE100%	PUMP REBUILD	\$622.31	
	76,238	45222	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	PUMP REBUILD	\$0.00	\$5,409.31
BABCOCK, W.B.	76,272	45223	01-5200-6090-41705	SKATE PARK REPAIRS AND MAINT	SKATE PARK RAMP REBUILD	\$80.00	
	76,272	45223	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	SKATE PARK RAMP REBUILD	\$0.00	\$80.00
B & D LANDSCAPING	76,211	45224	01-0000-2000-00755	BUILDING PERMITS - DEPOSIT	REFUND	\$1,000.00	
	76,211	45224	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	REFUND	\$0.00	\$1,000.00
BARRIE'S ASPARAGUS INC	76,279	45225	01-5200-6090-40500	SPECIAL EVENTS	FOOD SUPPLIES-HALLS CREEK FEST	\$162.00	
	76,279	45225	01-0000-0200-00325	HST RECEIVABLE100%	FOOD SUPPLIES-HALLS CREEK FEST	\$21.06	
	76,279	45225	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	FOOD SUPPLIES-HALLS CREEK FEST	\$0.00	\$183.06
BELL CANADA ***	76,227	45226	10-0000-3261-80000	MATERIALS - CATHERINE ST RECONST	RELOCATE FOR CONSTRUCTION	\$2,081.37	
	76,227	45226	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	RELOCATE FOR CONSTRUCTION	\$229.90	
	76,227	45226	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	RELOCATE FOR CONSTRUCTION	\$0.00	\$2,311.27
BRAD'S LOCK & KEY ***	76,220	45227	01-2000-4025-41700	BLDG REPAIRS & MAINT	KEYS CUT FOR INSIDE SLIDER DOO	\$60.55	
	76,220	45227	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	KEYS CUT FOR INSIDE SLIDER DOO	\$6.69	
	76,220	45227	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	KEYS CUT FOR INSIDE SLIDER DOO	\$0.00	\$67.24
BRAGG, JEFF	76,229	45228	01-2000-4015-41550	MAINTENANCE CONTRACTS	CARRS WALKWAY CLEANING -SEP	\$610.56	
	76,229	45228	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	CARRS WALKWAY CLEANING -SEP	\$67.44	
	76,229	45228	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	CARRS WALKWAY CLEANING -SEP	\$0.00	\$678.00

	76,237	45228 01-2000-4025-41550	MAINTENANCE CONTRACTS	COVERING FOR HILDA DEAN	\$170.00	
	76,237	45228 01-0000-0200-00325	HST RECEIVABLE100%	COVERING FOR HILDA DEAN	\$22.10	
	76,237	45228 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	COVERING FOR HILDA DEAN	\$0.00	\$192.10
Employee Reimbursement						
	76,268	45229 01-7000-4000-40630	STAFF TRAINING	EXPENSES AUG/SEPT 2015	\$541.96	
	76,268	45229 01-7000-4000-40630	STAFF TRAINING	EXPENSES AUG/SEPT 2015	\$67.85	
	76,268	45229 01-7000-4000-40630	STAFF TRAINING	EXPENSES AUG/SEPT 2015	\$9.16	
	76,268	45229 01-7000-4000-40630	STAFF TRAINING	EXPENSES AUG/SEPT 2015	\$40.75	
	76,268	45229 01-7000-4000-40610	MEETINGS & CONFERENCES	EXPENSES AUG/SEPT 2015	\$369.70	
	76,268	45229 01-0100-4000-41020	PROMOTION & MEALS	EXPENSES AUG/SEPT 2015	\$369.70	
	76,268	45229 01-7000-4000-40620	MILEAGE	EXPENSES AUG/SEPT 2015	\$137.13	
	76,268	45229 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	EXPENSES AUG/SEPT 2015	\$59.87	
	76,268	45229 01-0000-0200-00300	G.S.T. INPUT RECEIVABLE	EXPENSES AUG/SEPT 2015	\$3.39	
	76,268	45229 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	EXPENSES AUG/SEPT 2015	\$1.01	
	76,268	45229 01-0000-0200-00300	G.S.T. INPUT RECEIVABLE	EXPENSES AUG/SEPT 2015	\$2.04	
	76,268	45229 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	EXPENSES AUG/SEPT 2015	\$15.15	
	76,268	45229 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	EXPENSES AUG/SEPT 2015	\$0.00	\$1,617.71
CAMPBELL'S						
	76,278	45230 01-5200-6090-40200	OFFICE SUPPLIES	OFFICE SUPPLIES-FUSION	\$14.67	
	76,278	45230 01-0000-0200-00325	HST RECEIVABLE100%	OFFICE SUPPLIES-FUSION	\$1.91	
	76,278	45230 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	OFFICE SUPPLIES-FUSION	\$0.00	\$16.58
CANADIAN CANCER SOCIETY						
	76,209	45231 01-1000-4000-41130	GRANTS TO VOLUNTEER ORGANIZATIONS	2015 RELAY FOR LIFE CHARGES	\$418.10	
	76,209	45231 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	2015 RELAY FOR LIFE CHARGES	\$0.00	\$418.10
CANSEL - TORONTO*****						
	76,223	45232 01-4000-4000-40205	SURVEY SUPPLIES	BATTERY FOR SURVEY EQUIP.	\$582.07	
	76,223	45232 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	BATTERY FOR SURVEY EQUIP.	\$64.29	
	76,223	45232 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	BATTERY FOR SURVEY EQUIP.	\$0.00	\$646.36
	76,225	45232 01-4000-4000-40220	TELEPHONE	SURVEY	\$264.58	
	76,225	45232 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	SURVEY	\$29.22	
	76,225	45232 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	SURVEY	\$0.00	\$293.80
CAREY'S PRODUCE						
	76,233	45233 01-5000-6051-40420	PROGRAM SUPPLIES	ONIONS, BROCCOLI, CORN	\$568.25	
	76,233	45233 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	ONIONS, BROCCOLI, CORN	\$0.00	\$568.25
CERVUS EQUIPMENT						
	76,263	45234 01-4500-4230-46388	938800 T8-09 PETERBILT D TRUCK	REPAIRS TRUCK # 8	\$1,704.19	
	76,263	45234 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	REPAIRS TRUCK # 8	\$188.23	
	76,263	45234 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	REPAIRS TRUCK # 8	\$0.00	\$1,892.42
CITY WIDE CLEANERS						
	76,185	45235 01-3220-4000-40290	UNIFORMS AND CLOTHING	CLEANING CROSSING GUARD EQUIP	\$134.99	
	76,185	45235 01-0000-0200-00325	HST RECEIVABLE100%	CLEANING CROSSING GUARD EQUIP	\$17.55	
	76,185	45235 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	CLEANING CROSSING GUARD EQUIP	\$0.00	\$152.54
COCA-COLA BOTTLING COMPANY						
	76,179	45236 01-5100-6090-40420	PROGRAM SUPPLIES	POP FOR PROG. & MACHINES	\$91.07	
	76,179	45236 01-5100-4100-40430	CANTEEN SUPPLIES	POP FOR PROG. & MACHINES	\$339.60	
	76,179	45236 01-0000-0200-00325	HST RECEIVABLE100%	POP FOR PROG. & MACHINES	\$11.84	
	76,179	45236 01-0000-0200-00325	HST RECEIVABLE100%	POP FOR PROG. & MACHINES	\$44.15	
	76,179	45236 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	POP FOR PROG. & MACHINES	\$0.00	\$486.66

	76,218	45236 01-5000-6020-40430	CANTEEN SUPPLIES	POP, POWERADE, WATER	\$263.04	
	76,218	45236 01-0000-0200-00325	HST RECEIVABLE100%	POP, POWERADE, WATER	\$34.20	
	76,218	45236 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	POP, POWERADE, WATER	\$0.00	\$297.24
Employee Reimbursement						
	76,255	45237 01-0100-4000-40610	MEETINGS & CONFERENCES	MARCH EXPENSES	\$41.17	
	76,255	45237 01-0100-4000-40610	MEETINGS & CONFERENCES	MARCH EXPENSES	\$5.00	
	76,255	45237 01-0100-4000-40620	MILEAGE	MARCH EXPENSES	\$123.52	
	76,255	45237 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	MARCH EXPENSES	\$4.55	
	76,255	45237 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	MARCH EXPENSES	\$13.64	
	76,255	45237 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	MARCH EXPENSES	\$0.00	\$187.88
	76,256	45237 01-0100-4000-40610	MEETINGS & CONFERENCES	APRIL EXPENSES	\$193.94	
	76,256	45237 01-0100-4000-40620	MILEAGE	APRIL EXPENSES	\$122.54	
	76,256	45237 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	APRIL EXPENSES	\$21.43	
	76,256	45237 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	APRIL EXPENSES	\$13.54	
	76,256	45237 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	APRIL EXPENSES	\$0.00	\$351.45
	76,257	45237 01-0100-4000-40610	MEETINGS & CONFERENCES	MAY EXPENSES	\$19.33	
	76,257	45237 01-0100-4000-40610	MEETINGS & CONFERENCES	MAY EXPENSES	\$9.18	
	76,257	45237 01-0100-4000-40610	MEETINGS & CONFERENCES	MAY EXPENSES	\$2.00	
	76,257	45237 01-0100-4000-40610	MEETINGS & CONFERENCES	MAY EXPENSES	\$13.31	
	76,257	45237 01-0100-4000-40610	MEETINGS & CONFERENCES	MAY EXPENSES	\$5.00	
	76,257	45237 01-0100-4000-40620	MILEAGE	MAY EXPENSES	\$207.64	
	76,257	45237 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	MAY EXPENSES	\$2.14	
	76,257	45237 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	MAY EXPENSES	\$1.01	
	76,257	45237 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	MAY EXPENSES	\$1.47	
	76,257	45237 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	MAY EXPENSES	\$22.94	
	76,257	45237 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	MAY EXPENSES	\$0.00	\$284.02
	76,258	45237 01-0100-4000-40610	MEETINGS & CONFERENCES	JUNE EXPENSES	\$15.94	
	76,258	45237 01-0100-4000-40610	MEETINGS & CONFERENCES	JUNE EXPENSES	\$5.59	
	76,258	45237 01-0100-4000-40610	MEETINGS & CONFERENCES	JUNE EXPENSES	\$55.06	
	76,258	45237 01-0100-4000-40610	MEETINGS & CONFERENCES	JUNE EXPENSES	\$10.00	
	76,258	45237 01-0100-4000-40610	MEETINGS & CONFERENCES	JUNE EXPENSES	\$25.00	
	76,258	45237 01-0100-4000-40610	MEETINGS & CONFERENCES	JUNE EXPENSES	\$14.77	
	76,258	45237 01-0100-4000-40610	MEETINGS & CONFERENCES	JUNE EXPENSES	\$135.08	
	76,258	45237 01-0100-4000-40620	MILEAGE	JUNE EXPENSES	\$117.68	
	76,258	45237 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	JUNE EXPENSES	\$1.76	
	76,258	45237 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	JUNE EXPENSES	\$0.61	
	76,258	45237 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	JUNE EXPENSES	\$6.08	
	76,258	45237 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	JUNE EXPENSES	\$1.63	
	76,258	45237 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	JUNE EXPENSES	\$14.92	
	76,258	45237 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	JUNE EXPENSES	\$13.00	
	76,258	45237 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	JUNE EXPENSES	\$0.00	\$417.12
	76,259	45237 01-0100-4000-40620	MILEAGE	JULY EXPENSES	\$130.32	
	76,259	45237 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	JULY EXPENSES	\$14.40	
	76,259	45237 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	JULY EXPENSES	\$0.00	\$144.72
COMMERCIAL AQUATIC SUPPLIES						
	76,286	45238 01-5100-6060-40270	NEW EQUIPMENT	POOL NOODLE-PROSHOP GOGGLE	\$327.96	
	76,286	45238 01-5100-4000-40435	PRO SHOP SUPPLIES	POOL NOODLE-PROSHOP GOGGLE	\$354.04	
	76,286	45238 01-0000-0200-00325	HST RECEIVABLE100%	POOL NOODLE-PROSHOP GOGGLE	\$42.63	

	76,286	45238 01-0000-0200-00325	HST RECEIVABLE100%	POOL NOODLE-PROSHOP GOGGLE	\$46.03	
COMMISSIONAIRES	76,286	45238 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	POOL NOODLE-PROSHOP GOGGLE	\$0.00	\$770.66
	76,201	45239 01-1000-4240-41505	PARKING ENFORCEMENT CONTRACT	TRAFFIC ENFORCEMENT	\$751.80	
	76,201	45239 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	TRAFFIC ENFORCEMENT	\$83.04	
CORPORATE INQUIRY SYSTEMS	76,201	45239 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	TRAFFIC ENFORCEMENT	\$0.00	\$834.84
	76,200	45240 01-0900-4000-40880	CONSULTING FEES	HR COORDINATOR	\$89.55	
	76,200	45240 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	HR COORDINATOR	\$9.89	
DAVID W MCROBERTS CPA	76,200	45240 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	HR COORDINATOR	\$0.00	\$99.44
	76,288	45241 01-5200-6195-41310	WORKSHOPS/GUEST SPEAKERS	TAX PRESENTATION-FUSION	\$100.00	
	76,288	45241 01-0000-0200-00325	HST RECEIVABLE100%	TAX PRESENTATION-FUSION	\$13.00	
DENSO NORTH AMERICA INC. (CANA	76,288	45241 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	TAX PRESENTATION-FUSION	\$0.00	\$113.00
	76,261	45242 01-4500-4130-80000	MATERIALS-HARDTOP MAINT, PATCHING & SPRAYIN	BUTYL SPRAY & TAPE	\$1,903.90	
	76,261	45242 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	BUTYL SPRAY & TAPE	\$210.30	
DIRECTOR OF FAMILY RESPONSIBIL	76,261	45242 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	BUTYL SPRAY & TAPE	\$0.00	\$2,114.20
	76,206	45243 01-0000-2100-00718	FAMILY SERVICES	SUPPORT PAYMENTS 648113	\$192.00	
	76,206	45243 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	SUPPORT PAYMENTS 648113	\$0.00	\$192.00
	76,207	45243 01-0000-2100-00718	FAMILY SERVICES	FAMILY SUPPORT 1005697	\$2,255.92	
DOMINO'S PIZZA	76,207	45243 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	FAMILY SUPPORT 1005697	\$0.00	\$2,255.92
	76,216	45244 01-6200-6810-41200	ACCOMODATION & MEALS	VOL FOOD VOUCHERS - HARVFEST	\$60.00	
EDPRO ENERGY GROUP INC ***	76,216	45244 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	VOL FOOD VOUCHERS - HARVFEST	\$0.00	\$60.00
	76,180	45245 01-5000-6020-41590	EQUIPMENT FUEL	PROPANE	\$87.93	
	76,180	45245 01-0000-0200-00325	HST RECEIVABLE100%	PROPANE	\$11.43	
ERIE THAMES POWERLINES CORP	76,180	45245 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	PROPANE	\$0.00	\$99.36
	76,219	45246 01-4000-4000-41530	EQUIPMENT REPAIRS & MAINT	REPLACE STREETLIGHT ARM	\$102.98	
	76,219	45246 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	REPLACE STREETLIGHT ARM	\$11.38	
	76,219	45246 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	REPLACE STREETLIGHT ARM	\$0.00	\$114.36
	76,226	45246 10-0000-3228-80000	MATERIALS-TUNIS ST RECON	RELOCATE HYDRO PLANT - 2015	\$66,480.02	
	76,226	45246 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	RELOCATE HYDRO PLANT - 2015	\$7,343.06	
FASTENAL CANADA ***	76,226	45246 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	RELOCATE HYDRO PLANT - 2015	\$0.00	\$73,823.08
	76,249	45247 01-4500-4000-41650	SMALL TOOLS & SAFETY EQUIP	SHOVEL	\$59.17	
	76,249	45247 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	SHOVEL	\$6.54	
FORM & BUILD SUPPLY ***	76,249	45247 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	SHOVEL	\$0.00	\$65.71
	76,250	45248 01-4500-4220-80000	MATERIALS-SIDEWALK REPAIRS	TOOLS-SIDEWALK FORMING	\$726.88	
	76,250	45248 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	TOOLS-SIDEWALK FORMING	\$80.29	
	76,250	45248 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	TOOLS-SIDEWALK FORMING	\$0.00	\$807.17
	76,251	45248 01-4500-4123-80000	MATERIALS-ROADSIDE MAINT, CATCHBASINS	PATCHING COMPOUND	\$2,259.97	
	76,251	45248 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	PATCHING COMPOUND	\$249.62	
	76,251	45248 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	PATCHING COMPOUND	\$0.00	\$2,509.59



GRA - HAM ENERGY

76,189	45249 01-3000-4000-41470	VEHICLE FUEL	VEHICLE FUEL	\$115.28	
76,189	45249 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	VEHICLE FUEL	\$12.74	
76,189	45249 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	VEHICLE FUEL	\$0.00	\$128.02
76,217	45249 01-5000-6050-41470	VEHICLE FUEL	FUEL	\$110.46	
76,217	45249 01-0000-0200-00325	HST RECEIVABLE100%	FUEL	\$14.36	
76,217	45249 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	FUEL	\$0.00	\$124.82
76,245	45249 01-4500-4230-41440	DIESEL FUEL CLR - LIC VEH	CLEAR DIESEL	\$240.59	
76,245	45249 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	CLEAR DIESEL	\$26.58	
76,245	45249 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	CLEAR DIESEL	\$0.00	\$267.17
76,246	45249 01-4500-4230-41420	FUEL- GASOLINE	REGULAR GAS	\$565.58	
76,246	45249 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	REGULAR GAS	\$62.47	
76,246	45249 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	REGULAR GAS	\$0.00	\$628.05
76,247	45249 01-4500-4230-41460	DIESEL FUEL CLRED - UNLIC VEH	COLOURED DIESEL	\$532.36	
76,247	45249 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	COLOURED DIESEL	\$58.80	
76,247	45249 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	COLOURED DIESEL	\$0.00	\$591.16

Employee Reimbursement

76,265	45250 01-3400-4000-40630	STAFF TRAINING	OBOA BUILDING COURSE EXP	\$14.20	
76,265	45250 01-3400-4000-40630	STAFF TRAINING	OBOA BUILDING COURSE EXP	\$4.00	
76,265	45250 01-3400-4000-40630	STAFF TRAINING	OBOA BUILDING COURSE EXP	\$15.77	
76,265	45250 01-3400-4000-40630	STAFF TRAINING	OBOA BUILDING COURSE EXP	\$2.63	
76,265	45250 01-3400-4000-40630	STAFF TRAINING	OBOA BUILDING COURSE EXP	\$22.37	
76,265	45250 01-3400-4000-40630	STAFF TRAINING	OBOA BUILDING COURSE EXP	\$4.00	
76,265	45250 01-3400-4000-40630	STAFF TRAINING	OBOA BUILDING COURSE EXP	\$9.24	
76,265	45250 01-3400-4000-40630	STAFF TRAINING	OBOA BUILDING COURSE EXP	\$12.71	
76,265	45250 01-3400-4000-40630	STAFF TRAINING	OBOA BUILDING COURSE EXP	\$4.00	
76,265	45250 01-3400-4000-40630	STAFF TRAINING	OBOA BUILDING COURSE EXP	\$9.24	
76,265	45250 01-3400-4000-40630	STAFF TRAINING	OBOA BUILDING COURSE EXP	\$9.24	
76,265	45250 01-3400-4000-40630	STAFF TRAINING	OBOA BUILDING COURSE EXP	\$482.86	
76,265	45250 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	OBOA BUILDING COURSE EXP	\$1.57	
76,265	45250 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	OBOA BUILDING COURSE EXP	\$1.75	
76,265	45250 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	OBOA BUILDING COURSE EXP	\$2.47	
76,265	45250 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	OBOA BUILDING COURSE EXP	\$1.02	
76,265	45250 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	OBOA BUILDING COURSE EXP	\$1.40	
76,265	45250 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	OBOA BUILDING COURSE EXP	\$1.02	
76,265	45250 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	OBOA BUILDING COURSE EXP	\$1.02	
76,265	45250 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	OBOA BUILDING COURSE EXP	\$53.34	
76,265	45250 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	OBOA BUILDING COURSE EXP	\$0.00	\$653.85

HOT,COLD & FREEZING

76,230	45251 01-2000-4030-41700	BLDG REPAIRS & MAINTENANCE	FUSE FOR CONDENSOR FAN	\$122.11	
76,230	45251 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	FUSE FOR CONDENSOR FAN	\$13.49	
76,230	45251 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	FUSE FOR CONDENSOR FAN	\$0.00	\$135.60

HURON TRACTOR LTD

76,239	45252 01-5000-6050-41530	EQUIP REPAIRS & MAINT	BATTERY, STEERING WHEEL KNOB	\$165.51	
76,239	45252 01-0000-0200-00325	HST RECEIVABLE100%	BATTERY, STEERING WHEEL KNOB	\$21.52	
76,239	45252 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	BATTERY, STEERING WHEEL KNOB	\$0.00	\$187.03
76,240	45252 01-5000-6050-41530	EQUIP REPAIRS & MAINT	LIFT LINK FOR RIDER	\$51.94	
76,240	45252 01-0000-0200-00325	HST RECEIVABLE100%	LIFT LINK FOR RIDER	\$6.75	

	76,240	45252 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	LIFT LINK FOR RIDER	\$0.00	\$58.69
INGERSOLL DISTRICT CHAMBER ***						
	76,212	45253 01-7000-4000-41000	ADVERTISING	AWARDS OF EXCELLENCE	\$2,000.00	
	76,212	45253 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	AWARDS OF EXCELLENCE	\$0.00	\$2,000.00
INGERSOLL GLASS & MIRROR ***						
	76,284	45254 01-5200-4100-41700	BLDG REPAIRS AND MAINT	SCREEN REPAIR -FUSION	\$142.92	
	76,284	45254 01-0000-0200-00325	HST RECEIVABLE100%	SCREEN REPAIR -FUSION	\$18.58	
	76,284	45254 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	SCREEN REPAIR -FUSION	\$0.00	\$161.50
INGERSOLL MASONIC TEMPLE CORP.						
	76,215	45255 01-6200-6810-41200	ACCOMODATION & MEALS	VOL. FOOD VOUCHERS - HARVFES	\$156.00	
	76,215	45255 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	VOL. FOOD VOUCHERS - HARVFES	\$0.00	\$156.00
INGERSOLL RENT-ALL ***						
	76,280	45256 01-5200-6090-40500	SPECIAL EVENTS	BEV COOLER TUB-HALLS CREEK FES	\$11.00	
	76,280	45256 01-0000-0200-00325	HST RECEIVABLE100%	BEV COOLER TUB-HALLS CREEK FES	\$1.43	
	76,280	45256 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	BEV COOLER TUB-HALLS CREEK FES	\$0.00	\$12.43
INSIGHT CANADA						
	76,228	45257 01-1002-4000-40270	NEW EQUIPMENT	EDO MACHINE WARRANTY	\$96.65	
	76,228	45257 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	EDO MACHINE WARRANTY	\$10.68	
	76,228	45257 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	EDO MACHINE WARRANTY	\$0.00	\$107.33
Employee Reimbursement						
	76,254	45258 01-1300-4000-40610	MEETINGS & CONFERENCES	MFOA CONFERENCE EXPENSES	\$118.33	
	76,254	45258 01-1300-4000-40620	MILEAGE	MFOA CONFERENCE EXPENSES	\$271.34	
	76,254	45258 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	MFOA CONFERENCE EXPENSES	\$13.07	
	76,254	45258 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	MFOA CONFERENCE EXPENSES	\$29.98	
	76,254	45258 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	MFOA CONFERENCE EXPENSES	\$0.00	\$432.72
Employee Reimbursement						
	76,264	45259 01-4000-4000-40620	MILEAGE	MILEAGE -SEPT 2015	\$199.38	
	76,264	45259 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	MILEAGE -SEPT 2015	\$22.02	
	76,264	45259 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	MILEAGE -SEPT 2015	\$0.00	\$221.40
LEVACS						
	76,187	45260 01-1000-4000-41160	HONOURS & AWARDS	PLAQUE FOR 50TH ANNIVERSARY	\$76.32	
	76,187	45260 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	PLAQUE FOR 50TH ANNIVERSARY	\$8.43	
	76,187	45260 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	PLAQUE FOR 50TH ANNIVERSARY	\$0.00	\$84.75
LONDON CIVIC EMPLOY,LOCAL 107						
	76,208	45261 01-0000-2100-00707	CUPE 107 UNION DUES (12100)	UNION DUES SEPT.	\$1,404.54	
	76,208	45261 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	UNION DUES SEPT.	\$0.00	\$1,404.54
Employee Reimbursement						
	76,277	45262 01-5100-6060-40620	MILEAGE	MILEAGE- SEPT 2015	\$11.95	
	76,277	45262 01-0000-0200-00325	HST RECEIVABLE100%	MILEAGE- SEPT 2015	\$1.55	
	76,277	45262 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	MILEAGE- SEPT 2015	\$0.00	\$13.50
MINISTER OF FINANCE - EHT ***						
	76,267	45263 01-0000-2100-00720	EMPLOYER HEALTH TAX (13135)	SEPT PREMIUM	\$7,432.10	
	76,267	45263 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	SEPT PREMIUM	\$0.00	\$7,432.10
MINISTRY OF FINANCE (OPP)***						
	76,184	45264 01-3200-4000-40450	OPP CONTRACTED SERVICES	OPP SERVICES SEPT 2015	\$234,711.00	
	76,184	45264 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	OPP SERVICES SEPT 2015	\$0.00	\$234,711.00
Employee Reimbursement						
	76,210	45265 01-3220-4000-40290	UNIFORMS AND CLOTHING	REPAIRS CROSSING GUARD JACKETS	\$35.00	

	76,210	45265 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	REPAIRS CROSSING GUARD JACKETS	\$0.00	\$35.00
NUMBERS AND LINKS INC.						
	76,182	45266 01-5100-4000-41000	ADVERTISING	AD PHONE BOOK	\$350.00	
	76,182	45266 01-0000-0200-00325	HST RECEIVABLE100%	AD PHONE BOOK	\$45.50	
	76,182	45266 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	AD PHONE BOOK	\$0.00	\$395.50
OLDE BAKERY CAFE						
	76,269	45267 01-5100-6060-40420	PROGRAM SUPPLIES	BIRTHDAY CAKE	\$30.00	
	76,269	45267 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	BIRTHDAY CAKE	\$0.00	\$30.00
	76,270	45267 01-5100-6060-40420	PROGRAM SUPPLIES	BIRTHDAY CAKE	\$15.00	
	76,270	45267 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	BIRTHDAY CAKE	\$0.00	\$15.00
O.M.E.R.S. ***						
	76,205	45268 01-0000-2100-00704	OMERS (15000)	SEPTEMBER REMITTANCE	\$60,205.98	
	76,205	45268 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	SEPTEMBER REMITTANCE	\$0.00	\$60,205.98
ONTARIO SOUTHLAND RAILWAY INC.						
	76,235	45269 01-4500-4161-80000	MATERIALS-SAFETY DEVICES, RR CROSSING	FLASHING LIGHTMAIN	\$2,970.90	
	76,235	45269 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	FLASHING LIGHTMAIN	\$0.00	\$2,970.90
OXFORD COUNTY ***						
	76,202	45270 01-3000-4000-41205	FIRE PREVENTION	72 HR. ADS	\$259.79	
	76,202	45270 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	72 HR. ADS	\$0.00	\$259.79
	76,214	45270 01-1600-4000-42400	PRINCIPLE - DEBT REPAYMENT	DEBENTURE PAYMENT	\$49,943.15	
	76,214	45270 01-1600-4000-42500	INTEREST - DEBT REPAYMENT	DEBENTURE PAYMENT	\$12,475.38	
	76,214	45270 01-0000-2550-00941	COUNTY LOAN - CAMI RFND 01-08	DEBENTURE PAYMENT	\$49,943.15	
	76,214	45270 01-0000-0200-00275	AMOUNTS TO BE RECOVERED IN FUTURE YRS	DEBENTURE PAYMENT	\$0.00	\$49,943.15
	76,214	45270 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	DEBENTURE PAYMENT	\$0.00	\$62,418.53
OXFORD BAPTIST CHURCH						
	76,274	45271 01-5200-6090-40500	SPECIAL EVENTS	POPCORN MACH-HALLS CREEK	\$90.00	
	76,274	45271 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	POPCORN MACH-HALLS CREEK	\$0.00	\$90.00
OXFORD CREATIVE CONNECTIONS IN						
	76,275	45272 01-5200-6090-40500	SPECIAL EVENTS	OXF ARTS & CULTURE GUIDE ADV	\$250.00	
	76,275	45272 01-5200-6195-41000	ADVERTISING	OXF ARTS & CULTURE GUIDE ADV	\$140.00	
	76,275	45272 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	OXF ARTS & CULTURE GUIDE ADV	\$0.00	\$390.00
PARKSMART INC.						
	76,188	45273 01-1000-4240-41505	PARKING ENFORCEMENT CONTRACT	TRAFFIC ENFORCEMENT	\$464.79	
	76,188	45273 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	TRAFFIC ENFORCEMENT	\$51.34	
	76,188	45273 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	TRAFFIC ENFORCEMENT	\$0.00	\$516.13
PATERSON WELDING						
	76,204	45274 10-0000-3159-80000	MATERIALS-FIRE BURN BUILDING	TRAINING BLDG & MATERIAL	\$6,638.01	
	76,204	45274 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	TRAINING BLDG & MATERIAL	\$733.21	
	76,204	45274 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	TRAINING BLDG & MATERIAL	\$0.00	\$7,371.22
PK SNACKS						
	76,231	45275 01-5000-6020-40430	CANTEEN SUPPLIES	POP CORN AND CUPS	\$170.35	
	76,231	45275 01-0000-0200-00325	HST RECEIVABLE100%	POP CORN AND CUPS	\$12.00	
	76,231	45275 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	POP CORN AND CUPS	\$0.00	\$182.35
PLAYPOWER LT CANADA INC						
	76,213	45276 01-5000-6050-41690	VANDALISM REPAIRS	SLIDE SECTION FOR LORNE MOON	\$533.00	
	76,213	45276 01-0000-0200-00325	HST RECEIVABLE100%	SLIDE SECTION FOR LORNE MOON	\$69.29	
	76,213	45276 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	SLIDE SECTION FOR LORNE MOON	\$0.00	\$602.29
PROGRESSIVE WASTE SOLUTIONS						

	76,203	45277 01-3000-4100-41550	MAINTENANCE CONTRACTS	GARBAGE PICKUP	\$145.01	
	76,203	45277 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	GARBAGE PICKUP	\$16.02	
	76,203	45277 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	GARBAGE PICKUP	\$0.00	\$161.03
HILBORN, SUE/RED BARN BERRIES	76,232	45278 01-5000-6051-40420	PROGRAM SUPPLIES	TOMATOES	\$214.00	
	76,232	45278 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	TOMATOES	\$0.00	\$214.00
RESURFICE CORP ***	76,181	45279 01-5000-6020-41530	EQUIPMENT REPAIRS & MAINTENANCE	BLADE SHARPENING	\$192.50	
	76,181	45279 01-0000-0200-00325	HST RECEIVABLE100%	BLADE SHARPENING	\$25.03	
	76,181	45279 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	BLADE SHARPENING	\$0.00	\$217.53
ROADMASTER	76,260	45280 01-4500-4130-80000	MATERIALS-HARDTOP MAINT, PATCHING & SPRAYIN	PAVEMENT SEALING	\$7,357.25	
	76,260	45280 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	PAVEMENT SEALING	\$812.65	
	76,260	45280 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	PAVEMENT SEALING	\$0.00	\$8,169.90
ROCK SOLID DESIGNS	76,183	45281 10-0000-3546-80000	MATERIALS - GRADING/DRAINAGE NEW REAR PROPE	CLEAN UP BEHIND ARENA	\$1,650.00	
	76,183	45281 01-0000-0200-00325	HST RECEIVABLE100%	CLEAN UP BEHIND ARENA	\$214.50	
	76,183	45281 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	CLEAN UP BEHIND ARENA	\$0.00	\$1,864.50
ROGERS (WIRELESS)	76,224	45282 01-4000-4000-40220	TELEPHONE	GPS UNIT WIRELESS SERVICE	\$52.91	
	76,224	45282 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	GPS UNIT WIRELESS SERVICE	\$5.85	
	76,224	45282 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	GPS UNIT WIRELESS SERVICE	\$0.00	\$58.76
	76,262	45282 01-4500-4150-80000	MATERIALS-WINTER CONTROL, PLOWING, SANDING,	ON CALL PHONES	\$39.79	
	76,262	45282 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	ON CALL PHONES	\$4.39	
	76,262	45282 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	ON CALL PHONES	\$0.00	\$44.18
SALATAS, CASSANDRA	76,271	45283 01-5200-6195-41000	ADVERTISING	OYE GRAPHIC DESIGN & BANNER	\$300.00	
	76,271	45283 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	OYE GRAPHIC DESIGN & BANNER	\$0.00	\$300.00
SHUT TRACEY	76,287	45284 01-5200-6090-40420	PROGRAM SUPPLIES	BOARD GAMES FOR LOUNGE-FUSION	\$119.96	
	76,287	45284 01-0000-0200-00325	HST RECEIVABLE100%	BOARD GAMES FOR LOUNGE-FUSION	\$15.59	
	76,287	45284 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	BOARD GAMES FOR LOUNGE-FUSION	\$0.00	\$135.55
SOAK IT UP INC	76,177	45285 01-5100-4100-41550	MAINTENANCE CONTRACTS	MAT SERVICE	\$305.80	
	76,177	45285 01-0000-0200-00325	HST RECEIVABLE100%	MAT SERVICE	\$39.75	
	76,177	45285 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	MAT SERVICE	\$0.00	\$345.55
	76,221	45285 01-2000-4025-41540	RENTAL	MAT RENTAL	\$29.00	
	76,221	45285 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	MAT RENTAL	\$3.21	
	76,221	45285 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	MAT RENTAL	\$0.00	\$32.21
	76,222	45285 01-2000-4015-41540	RENTAL	MAT RENTAL CARR'S WALKWAY	\$11.19	
	76,222	45285 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	MAT RENTAL CARR'S WALKWAY	\$1.24	
	76,222	45285 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	MAT RENTAL CARR'S WALKWAY	\$0.00	\$12.43
	76,283	45285 01-5200-4100-41500	CONTRACTED SERVICES	MATS/MOPS/HANDLES-FUSION	\$26.50	
	76,283	45285 01-0000-0200-00325	HST RECEIVABLE100%	MATS/MOPS/HANDLES-FUSION	\$3.45	
	76,283	45285 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	MATS/MOPS/HANDLES-FUSION	\$0.00	\$29.95
STONETOWN SUPPLY SERVICES(ING)	76,241	45286 01-5000-6050-40210	JANITORIAL SUPPLIES	BATHROOM SUPPLIES	\$274.56	
	76,241	45286 01-0000-0200-00325	HST RECEIVABLE100%	BATHROOM SUPPLIES	\$35.69	

SWAN DUST CONTROL	76,241	45286 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	BATHROOM SUPPLIES	\$0.00	\$310.25
	76,244	45287 01-4500-4100-41540	RENTAL	MAT RENTAL	\$20.66	
	76,244	45287 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	MAT RENTAL	\$2.28	
	76,244	45287 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	MAT RENTAL	\$0.00	\$22.94
TENNANT, DAVID	76,236	45288 01-4500-4000-01499	MISCELLANEOUS REVENUE	ROAD ALLOWANCE REBATE	\$100.00	
	76,236	45288 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	ROAD ALLOWANCE REBATE	\$0.00	\$100.00
THAMESFORD PIZZA	76,281	45289 01-5200-6090-40420	PROGRAM SUPPLIES	MOVIE NIGHT-FUSION	\$47.62	
	76,281	45289 01-0000-0200-00300	G.S.T. INPUT RECEIVABLE	MOVIE NIGHT-FUSION	\$2.38	
	76,281	45289 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	MOVIE NIGHT-FUSION	\$0.00	\$50.00
THAMES RIVER MELON FARMS	76,234	45290 01-5000-6051-40420	PROGRAM SUPPLIES	WATERMELON, SQUASH	\$688.25	
	76,234	45290 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	WATERMELON, SQUASH	\$0.00	\$688.25
TOROMONT INDUSTRIES LTD	76,252	45291 01-4500-4230-46393	939300 2011 CAT FRONT END LOADER	PARTS FOR LOADER	\$61.24	
	76,252	45291 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	PARTS FOR LOADER	\$6.76	
	76,252	45291 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	PARTS FOR LOADER	\$0.00	\$68.00
TREMBLETT'S YOUR INDEPENDENT G	76,289	45292 01-5100-6090-40420	PROGRAM SUPPLIES	VPCC - SEPT 2015-CAMP SUPPLIES	\$15.97	
	76,289	45292 01-0000-0200-00325	HST RECEIVABLE100%	VPCC - SEPT 2015-CAMP SUPPLIES	\$2.08	
	76,289	45292 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	VPCC - SEPT 2015-CAMP SUPPLIES	\$0.00	\$18.05
	76,290	45292 01-5100-6060-40420	PROGRAM SUPPLIES	VPCC-SEPT 2015-BIRTHDAY SUPP	\$13.66	
	76,290	45292 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	VPCC-SEPT 2015-BIRTHDAY SUPP	\$0.00	\$13.66
	76,291	45292 01-5100-6060-40420	PROGRAM SUPPLIES	VPCC SEPT 2015-BIRTHDAY SUPP	\$9.39	
	76,291	45292 01-0000-0200-00325	HST RECEIVABLE100%	VPCC SEPT 2015-BIRTHDAY SUPP	\$1.22	
	76,291	45292 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	VPCC SEPT 2015-BIRTHDAY SUPP	\$0.00	\$10.61
	76,292	45292 01-5100-6090-40420	PROGRAM SUPPLIES	VPCC SEPT 2015-PROG SUPPLIES	\$5.00	
	76,292	45292 01-0000-0200-00325	HST RECEIVABLE100%	VPCC SEPT 2015-PROG SUPPLIES	\$0.65	
	76,292	45292 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	VPCC SEPT 2015-PROG SUPPLIES	\$0.00	\$5.65
	76,293	45292 01-5200-6090-40460	NUTRITION PURCHASES	FUS-SEPT 2015-PROG SUPPLIES	\$82.35	
	76,293	45292 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	FUS-SEPT 2015-PROG SUPPLIES	\$0.00	\$82.35
	76,294	45292 01-5200-6090-40420	PROGRAM SUPPLIES	FUS SEPT 2015-PROGRAM SUPPLIES	\$21.32	
	76,294	45292 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	FUS SEPT 2015-PROGRAM SUPPLIES	\$0.00	\$21.32
	76,295	45292 01-5200-6090-40460	NUTRITION PURCHASES	FUS SEPT 2015-NUTR PROG SUPP	\$60.77	
	76,295	45292 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	FUS SEPT 2015-NUTR PROG SUPP	\$0.00	\$60.77
	76,296	45292 01-5200-6090-40420	PROGRAM SUPPLIES	FUS SEPT 2015-PROG SUPPLIES	\$18.08	
	76,296	45292 01-0000-0200-00325	HST RECEIVABLE100%	FUS SEPT 2015-PROG SUPPLIES	\$0.52	
	76,296	45292 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	FUS SEPT 2015-PROG SUPPLIES	\$0.00	\$18.60
	76,297	45292 01-5200-6090-40420	PROGRAM SUPPLIES	FUS SEPT 2015-PROG SUPPLIES	\$24.46	
	76,297	45292 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	FUS SEPT 2015-PROG SUPPLIES	\$0.00	\$24.46
	76,298	45292 01-5200-6090-40460	NUTRITION PURCHASES	FUS SEPT 2015-PROG SUPPLIES	\$75.03	
	76,298	45292 01-5200-6090-40420	PROGRAM SUPPLIES	FUS SEPT 2015-PROG SUPPLIES	\$36.51	
	76,298	45292 01-0000-0200-00325	HST RECEIVABLE100%	FUS SEPT 2015-PROG SUPPLIES	\$3.69	
	76,298	45292 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	FUS SEPT 2015-PROG SUPPLIES	\$0.00	\$115.23
	76,299	45292 01-5200-6090-40460	NUTRITION PURCHASES	FUS SEPT 2015-NUTR PROGRAM	\$4.83	
	76,299	45292 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	FUS SEPT 2015-NUTR PROGRAM	\$0.00	\$4.83

	76,300	45292 01-5200-6090-40610	MEETINGS & CONFERENCES	FUS SEPT 2015-JASON OPEN HOUSE	\$155.53	
	76,300	45292 01-0000-0200-00325	HST RECEIVABLE100%	FUS SEPT 2015-JASON OPEN HOUSE	\$2.01	
	76,300	45292 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	FUS SEPT 2015-JASON OPEN HOUSE	\$0.00	\$157.54
	76,301	45292 01-5200-6090-40610	MEETINGS & CONFERENCES	FUS-SEPT 2015-JASON OPEN HOUSE	\$67.33	
	76,301	45292 01-0000-0200-00325	HST RECEIVABLE100%	FUS-SEPT 2015-JASON OPEN HOUSE	\$4.15	
	76,301	45292 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	FUS-SEPT 2015-JASON OPEN HOUSE	\$0.00	\$71.48
	76,302	45292 01-5200-6090-40460	NUTRITION PURCHASES	FUS SEPT 2015-NUTR SUPPLIES	\$51.06	
	76,302	45292 01-0000-0200-00325	HST RECEIVABLE100%	FUS SEPT 2015-NUTR SUPPLIES	\$0.41	
	76,302	45292 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	FUS SEPT 2015-NUTR SUPPLIES	\$0.00	\$51.47
	76,303	45292 01-5200-6090-40420	PROGRAM SUPPLIES	FUS SEPT 2015-HALLS CRK SUPP	\$192.07	
	76,303	45292 01-0000-0200-00325	HST RECEIVABLE100%	FUS SEPT 2015-HALLS CRK SUPP	\$2.69	
	76,303	45292 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	FUS SEPT 2015-HALLS CRK SUPP	\$0.00	\$194.76
	76,304	45292 01-5200-6090-40500	SPECIAL EVENTS	FUS SEPT 2015-HALLS CRK SUPP	\$91.47	
	76,304	45292 01-0000-0200-00325	HST RECEIVABLE100%	FUS SEPT 2015-HALLS CRK SUPP	\$0.02	
	76,304	45292 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	FUS SEPT 2015-HALLS CRK SUPP	\$0.00	\$91.49
	76,305	45292 01-5200-6090-40500	SPECIAL EVENTS	FUS SEPT 2015-HALLS CRK SUPP	\$182.74	
	76,305	45292 01-0000-0200-00325	HST RECEIVABLE100%	FUS SEPT 2015-HALLS CRK SUPP	\$11.57	
	76,305	45292 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	FUS SEPT 2015-HALLS CRK SUPP	\$0.00	\$194.31
Employee Reimbursement						
	76,186	45293 01-3230-4000-41520	COMMUNICATION	BELL EXPENSES	\$105.89	
	76,186	45293 01-0000-0200-00325	HST RECEIVABLE100%	BELL EXPENSES	\$13.77	
	76,186	45293 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	BELL EXPENSES	\$0.00	\$119.66
Employee Reimbursement						
	76,285	45294 01-5200-6195-40620	MILEAGE	MILEAGE - SEPT 2015	\$168.21	
	76,285	45294 01-0000-0200-00325	HST RECEIVABLE100%	MILEAGE - SEPT 2015	\$21.87	
	76,285	45294 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	MILEAGE - SEPT 2015	\$0.00	\$190.08
WORK EQUIPMENT LTD.						
	76,248	45295 01-4500-4230-46397	939700 SIDEWALK TRACTOR	BACKUP CAMERA - SIDEWALK MACH	\$1,733.58	
	76,248	45295 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	BACKUP CAMERA - SIDEWALK MACH	\$191.49	
	76,248	45295 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	BACKUP CAMERA - SIDEWALK MACH	\$0.00	\$1,925.07
Employee Reimbursement						
	76,266	45296 01-1000-4000-40620	MILEAGE	AMCTO EXPENSES	\$367.92	
	76,266	45296 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	AMCTO EXPENSES	\$40.64	
	76,266	45296 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	AMCTO EXPENSES	\$0.00	\$408.56
YUNGBLUT TIM AND LISA						
	76,273	45297 01-5200-6090-40500	SPECIAL EVENTS	CHICKEN-HALLS CREEK FESTIVAL	\$275.00	
	76,273	45297 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	CHICKEN-HALLS CREEK FESTIVAL	\$0.00	\$275.00
AFFORDABLE PORTABLES						
	76,371	45298 01-5000-6030-41540	RENTAL	PORTA POTTY RENTAL SOCCER	\$70.00	
	76,371	45298 01-0000-0200-00325	HST RECEIVABLE100%	PORTA POTTY RENTAL SOCCER	\$9.10	
	76,371	45298 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	PORTA POTTY RENTAL SOCCER	\$0.00	\$79.10
AKIRA STUDIO LTD						
	76,427	45299 01-5200-6090-41000	ADVERTISING	WEBSITE SUPPORT	\$95.00	
	76,427	45299 01-0000-0200-00325	HST RECEIVABLE100%	WEBSITE SUPPORT	\$12.35	
	76,427	45299 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	WEBSITE SUPPORT	\$0.00	\$107.35
ANDERSON APPLIANCES ***						
	76,428	45300 01-5200-6090-40460	NUTRITION PURCHASES	UPRIGHT FREEZER	\$799.00	
	76,428	45300 01-0000-0200-00325	HST RECEIVABLE100%	UPRIGHT FREEZER	\$103.87	

ARMOR PRO AUDIO	76,428	45300 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	UPRIGHT FREEZER	\$0.00	\$902.87
	76,372	45301 01-5100-6060-40420	PROGRAM SUPPLIES	SOUND SYS SYNCHO REPAIR	\$160.85	
	76,372	45301 01-0000-0200-00325	HST RECEIVABLE100%	SOUND SYS SYNCHO REPAIR	\$20.91	
Employee Reimbursement	76,372	45301 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	SOUND SYS SYNCHO REPAIR	\$0.00	\$181.76
	75,324	45302 01-3000-4000-40500	SPECIAL EVENTS	ICE CREAM SCOOPS, WATER	\$9.45	
	75,324	45302 01-3000-4000-40500	SPECIAL EVENTS	ICE CREAM SCOOPS, WATER	\$12.21	
	75,324	45302 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	ICE CREAM SCOOPS, WATER	\$1.35	
BELL CANADA ***	75,324	45302 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	ICE CREAM SCOOPS, WATER	\$0.00	\$23.01
	76,477	45303 01-1000-4000-40220	TELEPHONE	PHONE-SEP '15	\$662.75	
	76,477	45303 01-2000-4025-40220	TELEPHONE	PHONE-SEP '15	\$141.54	
	76,477	45303 01-1001-4000-40220	TELEPHONE	PHONE-SEP '15	\$68.82	
	76,477	45303 01-1001-4000-40220	TELEPHONE	PHONE-SEP '15	\$59.56	
	76,477	45303 01-1002-4000-40220	TELEPHONE	PHONE-SEP '15	\$204.44	
	76,477	45303 01-3000-4000-40220	TELEPHONE	PHONE-SEP '15	\$220.22	
	76,477	45303 01-4500-4100-40220	TELEPHONE	PHONE-SEP '15	\$217.30	
	76,477	45303 01-5000-6020-40220	TELEPHONE	PHONE-SEP '15	\$203.54	
	76,477	45303 01-5000-6050-40220	TELEPHONE	PHONE-SEP '15	\$76.07	
	76,477	45303 01-5100-4000-40220	TELEPHONE	PHONE-SEP '15	\$613.86	
	76,477	45303 01-5100-4000-40220	TELEPHONE	PHONE-SEP '15	\$190.30	
	76,477	45303 01-5200-6090-40220	TELEPHONE	PHONE-SEP '15	\$446.86	
	76,477	45303 01-6200-4000-40220	TELEPHONE	PHONE-SEP '15	\$56.87	
	76,477	45303 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	PHONE-SEP '15	\$173.92	
	76,477	45303 01-0000-0200-00325	HST RECEIVABLE100%	PHONE-SEP '15	\$205.53	
	76,477	45303 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	PHONE-SEP '15	\$0.00	\$3,541.58
B N H TRUCK & TRAILER SERVICE	76,329	45304 01-3000-4000-41510	VEHICLE REPAIRS & MAINTENANCE	ANNUAL SAFETY INSPN-PUMPER#1	\$661.32	
	76,329	45304 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	ANNUAL SAFETY INSPN-PUMPER#1	\$73.04	
	76,329	45304 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	ANNUAL SAFETY INSPN-PUMPER#1	\$0.00	\$734.36
	76,330	45304 01-3000-4000-41510	VEHICLE REPAIRS & MAINTENANCE	ANNUAL SAFETY INSPECTION-ARIAL	\$758.09	
	76,330	45304 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	ANNUAL SAFETY INSPECTION-ARIAL	\$83.74	
	76,330	45304 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	ANNUAL SAFETY INSPECTION-ARIAL	\$0.00	\$841.83
	76,331	45304 01-3000-4000-41510	VEHICLE REPAIRS & MAINTENANCE	ANNUAL SAFETY INSPN-PUMPER#2	\$1,474.81	
	76,331	45304 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	ANNUAL SAFETY INSPN-PUMPER#2	\$162.90	
	76,331	45304 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	ANNUAL SAFETY INSPN-PUMPER#2	\$0.00	\$1,637.71
	76,332	45304 01-3000-4000-41510	VEHICLE REPAIRS & MAINTENANCE	ANNUAL SAFETY INSPN-PICKUP	\$537.24	
	76,332	45304 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	ANNUAL SAFETY INSPN-PICKUP	\$59.34	
	76,332	45304 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	ANNUAL SAFETY INSPN-PICKUP	\$0.00	\$596.58
	76,333	45304 01-3000-4000-41510	VEHICLE REPAIRS & MAINTENANCE	ANNUAL SAFETY INSPN-TRAILER	\$115.50	
	76,333	45304 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	ANNUAL SAFETY INSPN-TRAILER	\$12.76	
	76,333	45304 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	ANNUAL SAFETY INSPN-TRAILER	\$0.00	\$128.26
BRAD'S LOCK & KEY ***	76,373	45305 01-2000-4025-41700	BLDG REPAIRS & MAINT	SLIDING DOOR LOCK REPAIR	\$91.58	
	76,373	45305 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	SLIDING DOOR LOCK REPAIR	\$10.12	
Employee Reimbursement	76,373	45305 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	SLIDING DOOR LOCK REPAIR	\$0.00	\$101.70

	76,457	45306 01-0000-0250-60817	GC14-669-CLARK W-SAN.SEWR	KILOMETRAGE	\$26.26	
	76,457	45306 01-0000-0250-60816	GC14-668-CULLODEN-SAN.SEWR	KILOMETRAGE	\$24.80	
	76,457	45306 10-0000-3268-80100	PRIME CONTRACT	KILOMETRAGE	\$11.67	
	76,457	45306 10-0000-3267-80100	PRIME CONTRACT	KILOMETRAGE	\$11.18	
	76,457	45306 10-0000-3264-80100	PRIME CONTRACT	KILOMETRAGE	\$20.91	
	76,457	45306 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	KILOMETRAGE	\$2.90	
	76,457	45306 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	KILOMETRAGE	\$2.74	
	76,457	45306 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	KILOMETRAGE	\$1.29	
	76,457	45306 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	KILOMETRAGE	\$1.24	
	76,457	45306 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	KILOMETRAGE	\$2.31	
	76,457	45306 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	KILOMETRAGE	\$0.00	\$105.30
R.J.BURNSIDE & ASSOCIATES						
	76,374	45307 10-0000-3259-80000	MATERIALS-BRIDGE HENDERSON @ CATHERINE	HENDERSON CREEK CULVERT	\$1,601.62	
	76,374	45307 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	HENDERSON CREEK CULVERT	\$176.91	
	76,374	45307 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	HENDERSON CREEK CULVERT	\$0.00	\$1,778.53
BUTTERWORTH'S SERVICE CENTRE						
	76,318	45308 01-5000-6050-41510	VEHICLE REPAIRS & MAINT	REPAIR BRAKES	\$916.78	
	76,318	45308 01-0000-0200-00325	HST RECEIVABLE100%	REPAIR BRAKES	\$119.19	
	76,318	45308 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	REPAIR BRAKES	\$0.00	\$1,035.97
CAMPBELL'S						
	76,339	45309 01-1000-4000-40200	OFFICE SUPPLIES	PLANNER	\$24.41	
	76,339	45309 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	PLANNER	\$2.70	
	76,339	45309 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	PLANNER	\$0.00	\$27.11
	76,375	45309 01-4000-4000-40200	OFFICE SUPPLIES	OFFICE SUPPLIES	\$130.03	
	76,375	45309 01-3400-4000-40200	OFFICE SUPPLIES	OFFICE SUPPLIES	\$41.45	
	76,375	45309 01-4500-4000-40200	OFFICE SUPPLIES	OFFICE SUPPLIES	\$10.16	
	76,375	45309 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	OFFICE SUPPLIES	\$14.36	
	76,375	45309 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	OFFICE SUPPLIES	\$4.57	
	76,375	45309 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	OFFICE SUPPLIES	\$1.12	
	76,375	45309 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	OFFICE SUPPLIES	\$0.00	\$201.69
	76,376	45309 01-4500-4100-41700	BLDG REPAIRS & MAINTENANCE	6" LETTERS	\$10.16	
	76,376	45309 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	6" LETTERS	\$1.12	
	76,376	45309 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	6" LETTERS	\$0.00	\$11.28
	76,377	45309 01-4500-4100-41700	BLDG REPAIRS & MAINTENANCE	6" LETTERS	\$7.11	
	76,377	45309 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	6" LETTERS	\$0.79	
	76,377	45309 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	6" LETTERS	\$0.00	\$7.90
	76,429	45309 01-5200-6090-40550	FUND RAISING	ENVELOPES-GOLF TOURNEY	\$21.99	
	76,429	45309 01-0000-0200-00325	HST RECEIVABLE100%	ENVELOPES-GOLF TOURNEY	\$2.86	
	76,429	45309 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	ENVELOPES-GOLF TOURNEY	\$0.00	\$24.85
CANADIAN TIRE ASSOCIATE STORE						
	76,357	45310 01-5000-6020-41700	BLDG REPAIRS & MAINT	BATTERIES+BRUSH	\$19.58	
	76,357	45310 01-0000-0200-00325	HST RECEIVABLE100%	BATTERIES+BRUSH	\$2.55	
	76,357	45310 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	BATTERIES+BRUSH	\$0.00	\$22.13
	76,358	45310 01-5000-6020-41700	BLDG REPAIRS & MAINT	PAINT TRAYS	\$20.94	
	76,358	45310 01-0000-0200-00325	HST RECEIVABLE100%	PAINT TRAYS	\$2.72	
	76,358	45310 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	PAINT TRAYS	\$0.00	\$23.66
	76,359	45310 01-5200-6090-40420	PROGRAM SUPPLIES	EXCHANGE FUEL	\$23.97	
	76,359	45310 01-0000-0200-00325	HST RECEIVABLE100%	EXCHANGE FUEL	\$3.12	



	76,359	45310 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	EXCHANGE FUEL	\$0.00	\$27.09
	76,360	45310 01-5000-6020-41700	BLDG REPAIRS & MAINT	WASP SPRAY	\$8.49	
	76,360	45310 01-0000-0200-00325	HST RECEIVABLE100%	WASP SPRAY	\$1.10	
	76,360	45310 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	WASP SPRAY	\$0.00	\$9.59
	76,361	45310 01-5000-6020-41700	BLDG REPAIRS & MAINT	SCRAPER	\$8.38	
	76,361	45310 01-0000-0200-00325	HST RECEIVABLE100%	SCRAPER	\$1.09	
	76,361	45310 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	SCRAPER	\$0.00	\$9.47
	76,362	45310 01-5000-6020-41700	BLDG REPAIRS & MAINT	ROPE	\$7.99	
	76,362	45310 01-0000-0200-00325	HST RECEIVABLE100%	ROPE	\$1.04	
	76,362	45310 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	ROPE	\$0.00	\$9.03
	76,363	45310 01-5100-4100-41700	BLDG REPAIRS AND MAINT	PAINT,BRUSHES+DOWEL	\$48.52	
	76,363	45310 01-0000-0200-00325	HST RECEIVABLE100%	PAINT,BRUSHES+DOWEL	\$6.31	
	76,363	45310 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	PAINT,BRUSHES+DOWEL	\$0.00	\$54.83
	76,364	45310 01-5000-6020-41700	BLDG REPAIRS & MAINT	GREASE + WD40	\$14.65	
	76,364	45310 01-0000-0200-00325	HST RECEIVABLE100%	GREASE + WD40	\$1.90	
	76,364	45310 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	GREASE + WD40	\$0.00	\$16.55
	76,365	45310 01-5000-6020-41700	BLDG REPAIRS & MAINT	BATTERIES	\$18.29	
	76,365	45310 01-0000-0200-00325	HST RECEIVABLE100%	BATTERIES	\$2.38	
	76,365	45310 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	BATTERIES	\$0.00	\$20.67
	76,366	45310 01-5100-4100-41700	BLDG REPAIRS AND MAINT	DRILL BIT+CAULKING GEAR	\$51.42	
	76,366	45310 01-0000-0200-00325	HST RECEIVABLE100%	DRILL BIT+CAULKING GEAR	\$6.68	
	76,366	45310 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	DRILL BIT+CAULKING GEAR	\$0.00	\$58.10
CANSEL - TORONTO*****						
	76,378	45311 01-4000-4000-40220	TELEPHONE	GPS SERVICE	\$264.58	
	76,378	45311 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	GPS SERVICE	\$29.22	
	76,378	45311 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	GPS SERVICE	\$0.00	\$293.80
Employee Reimbursement						
	76,475	45312 01-4000-4000-42900	MISCELLANEOUS EXPENSE	COFFEE-MTO MTG 10/08 & 10/15	\$38.36	
	76,475	45312 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	COFFEE-MTO MTG 10/08 & 10/15	\$4.24	
	76,475	45312 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	COFFEE-MTO MTG 10/08 & 10/15	\$0.00	\$42.60
LENORE CAPERN, PETTY CASH						
	76,467	45313 01-4000-4000-42900	MISCELLANEOUS EXPENSE	PETTY CASH FEB-SEP 2015	\$5.40	
	76,467	45313 01-3400-4000-40240	COURIER CHARGES	PETTY CASH FEB-SEP 2015	\$61.06	
	76,467	45313 01-2000-4015-41700	BLDG REPARIS & MAINTENANCE	PETTY CASH FEB-SEP 2015	\$1.27	
	76,467	45313 10-0000-3259-80000	MATERIALS-BRIDGE HENDERSON @ CATHERINE	PETTY CASH FEB-SEP 2015	\$10.00	
	76,467	45313 01-4000-4000-40200	OFFICE SUPPLIES	PETTY CASH FEB-SEP 2015	\$9.13	
	76,467	45313 01-0900-4000-42900	MISCELLANEOUS EXPENSE	PETTY CASH FEB-SEP 2015	\$30.00	
	76,467	45313 01-4000-4000-40610	MEETINGS & CONFERENCES	PETTY CASH FEB-SEP 2015	\$35.23	
	76,467	45313 01-4500-4221-80000	MATERIALS-SIDEWALK, SNOW, SALT, SAND	PETTY CASH FEB-SEP 2015	\$9.00	
	76,467	45313 01-4000-4000-40620	MILEAGE	PETTY CASH FEB-SEP 2015	\$22.24	
	76,467	45313 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	PETTY CASH FEB-SEP 2015	\$0.60	
	76,467	45313 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	PETTY CASH FEB-SEP 2015	\$6.74	
	76,467	45313 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	PETTY CASH FEB-SEP 2015	\$0.14	
	76,467	45313 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	PETTY CASH FEB-SEP 2015	\$1.01	
	76,467	45313 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	PETTY CASH FEB-SEP 2015	\$1.77	
	76,467	45313 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	PETTY CASH FEB-SEP 2015	\$0.40	
	76,467	45313 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	PETTY CASH FEB-SEP 2015	\$0.00	\$193.99
CENTRELINE SPORTS EXCHANGE						

	76,431	45314 01-5100-6090-41555	MENS RECREATIONAL BASKETBALL	40 BASKETBALL JERSEYS	\$560.00	
	76,431	45314 01-0000-0200-00325	HST RECEIVABLE100%	40 BASKETBALL JERSEYS	\$72.80	
	76,431	45314 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	40 BASKETBALL JERSEYS	\$0.00	\$632.80
COCA-COLA BOTTLING COMPANY						
	76,379	45315 01-5000-6020-40430	CANTEEN SUPPLIES	POP,POWERADE,WATER	\$479.80	
	76,379	45315 01-0000-0200-00325	HST RECEIVABLE100%	POP,POWERADE,WATER	\$53.53	
	76,379	45315 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	POP,POWERADE,WATER	\$0.00	\$533.33
COMMISSIONAIRES						
	76,323	45316 01-1000-4240-41505	PARKING ENFORCEMENT CONTRACT	TRAFFIC ENFORCEMENT	\$751.80	
	76,323	45316 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	TRAFFIC ENFORCEMENT	\$83.04	
	76,323	45316 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	TRAFFIC ENFORCEMENT	\$0.00	\$834.84
	76,334	45316 01-1000-4240-41505	PARKING ENFORCEMENT CONTRACT	TRAFFIC ENFORCEMENT	\$751.80	
	76,334	45316 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	TRAFFIC ENFORCEMENT	\$83.04	
	76,334	45316 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	TRAFFIC ENFORCEMENT	\$0.00	\$834.84
CORE-MARK INTERNATIONAL, INC.						
	76,380	45317 01-5100-6090-40420	PROGRAM SUPPLIES	SUPPLIES-AQUATIC PROGRAMS	\$1,357.19	
	76,380	45317 01-5100-6060-40420	PROGRAM SUPPLIES	SUPPLIES-AQUATIC PROGRAMS	\$191.99	
	76,380	45317 01-0000-0200-00325	HST RECEIVABLE100%	SUPPLIES-AQUATIC PROGRAMS	\$176.44	
	76,380	45317 01-0000-0200-00325	HST RECEIVABLE100%	SUPPLIES-AQUATIC PROGRAMS	\$24.96	
	76,380	45317 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	SUPPLIES-AQUATIC PROGRAMS	\$0.00	\$1,750.58
	76,381	45317 01-5000-6020-40430	CANTEEN SUPPLIES	CANDY&CHIPS-ARENA	\$322.38	
	76,381	45317 01-0000-0200-00325	HST RECEIVABLE100%	CANDY&CHIPS-ARENA	\$34.22	
	76,381	45317 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	CANDY&CHIPS-ARENA	\$0.00	\$356.60
CORPORATE INQUIRY SYSTEMS						
	76,382	45318 01-1300-4000-41000	ADVERTISING	REF CHK-KEXIN&KELLY	\$89.55	
	76,382	45318 01-1000-4000-41000	ADVERTISING	REF CHK-KEXIN&KELLY	\$89.55	
	76,382	45318 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	REF CHK-KEXIN&KELLY	\$9.89	
	76,382	45318 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	REF CHK-KEXIN&KELLY	\$9.89	
	76,382	45318 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	REF CHK-KEXIN&KELLY	\$0.00	\$198.88
DIAMOND SOFTWARE INC.						
	76,383	45319 01-1300-4000-41570	COMPUTER CONSULTING & SOFTWARE	PENNY IMP: NEGATIVE ENTRY	\$628.37	
	76,383	45319 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	PENNY IMP: NEGATIVE ENTRY	\$69.41	
	76,383	45319 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	PENNY IMP: NEGATIVE ENTRY	\$0.00	\$697.78
	76,384	45319 01-1300-4000-41500	CONTRACTED SERVICES	CS SUPPORT-PENALTY APP	\$338.35	
	76,384	45319 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	CS SUPPORT-PENALTY APP	\$37.38	
	76,384	45319 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	CS SUPPORT-PENALTY APP	\$0.00	\$375.73
DIRECTOR OF FAMILY RESPONSIBIL						
	76,478	45320 01-0000-2100-00718	FAMILY SERVICES	FAMILY SUPPORT CASE 1005697	\$2,255.92	
	76,478	45320 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	FAMILY SUPPORT CASE 1005697	\$0.00	\$2,255.92
	76,479	45320 01-0000-2100-00718	FAMILY SERVICES	FAMILY SUPPORT CASE 648113	\$192.00	
	76,479	45320 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	FAMILY SUPPORT CASE 648113	\$0.00	\$192.00
EDPRO ENERGY GROUP INC ***						
	76,432	45321 01-5000-6020-41590	EQUIPMENT FUEL	PROPANE	\$55.02	
	76,432	45321 01-0000-0200-00325	HST RECEIVABLE100%	PROPANE	\$7.15	
	76,432	45321 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	PROPANE	\$0.00	\$62.17
	76,433	45321 01-5000-6020-41590	EQUIPMENT FUEL	PROPANE	\$72.64	
	76,433	45321 01-0000-0200-00325	HST RECEIVABLE100%	PROPANE	\$9.44	
	76,433	45321 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	PROPANE	\$0.00	\$82.08

	76,434	45321 01-5000-6020-41590	EQUIPMENT FUEL	PROPANE	\$55.47	
	76,434	45321 01-0000-0200-00325	HST RECEIVABLE100%	PROPANE	\$7.21	
	76,434	45321 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	PROPANE	\$0.00	\$62.68
ELGIN CONSTRUCTION						
	76,472	45322 10-0000-3259-80100	PRIME CONTRACT	CATHERINE ST. CULVERT PC#4	\$18,185.36	
	76,472	45322 01-0000-0250-60858	C15-710-CATHERINE-SAN SEWR	CATHERINE ST. CULVERT PC#4	\$24,038.33	
	76,472	45322 01-0000-0250-60859	C15-711-CATHERINE-WTR MAIN	CATHERINE ST. CULVERT PC#4	\$17,179.73	
	76,472	45322 10-0000-3261-80100	PRIME CONTRACT	CATHERINE ST. CULVERT PC#4	\$62,108.41	
	76,472	45322 01-0000-0250-60824	GC14-676-MUTUAL-NEW WTRMN	CATHERINE ST. CULVERT PC#4	\$80,350.18	
	76,472	45322 01-0000-2020-00650	ACCOUNTS PAYABLE-HOLDBACKS	CATHERINE ST. CULVERT PC#4	\$0.00	\$19,871.40
	76,472	45322 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	CATHERINE ST. CULVERT PC#4	\$20,101.55	
	76,472	45322 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	CATHERINE ST. CULVERT PC#4	\$0.00	\$202,092.16
Employee Reimbursement						
	76,458	45323 01-4000-4000-40620	MILEAGE	KILOMETRAGE	\$15.56	
	76,458	45323 10-0000-3261-80010	LABOUR & BURDEN	KILOMETRAGE	\$103.58	
	76,458	45323 10-0000-3259-80010	LABOUR & BURDEN	KILOMETRAGE	\$9.00	
	76,458	45323 01-0000-0250-60824	GC14-676-MUTUAL-NEW WTRMN	KILOMETRAGE	\$38.41	
	76,458	45323 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	KILOMETRAGE	\$1.72	
	76,458	45323 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	KILOMETRAGE	\$11.44	
	76,458	45323 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	KILOMETRAGE	\$0.99	
	76,458	45323 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	KILOMETRAGE	\$4.25	
	76,458	45323 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	KILOMETRAGE	\$0.00	\$184.95
	76,459	45323 01-4000-4000-40290	UNIFORMS & CLOTHING	CLOTHING	\$40.65	
	76,459	45323 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	CLOTHING	\$4.49	
	76,459	45323 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	CLOTHING	\$0.00	\$45.14
EURO-EX CONSTRUCITON						
	76,426	45324 01-0000-0250-60816	GC14-668-CULLODEN-SAN.SEWR	PC4-SOUTH END SERVICING	\$100,649.89	
	76,426	45324 10-0000-3268-80100	PRIME CONTRACT	PC4-SOUTH END SERVICING	\$0.00	\$1,829.39
	76,426	45324 01-0000-0250-60248	GC11-99 WHITING ST FROM HOLCROFT TO CLARK R	PC4-SOUTH END SERVICING	\$1,769.50	
	76,426	45324 10-0000-3267-80100	PRIME CONTRACT	PC4-SOUTH END SERVICING	\$40,824.92	
	76,426	45324 01-0000-0250-60250	GC11-101 - BRICKWOOD BLVD & MAPLE LANE COUN	PC4-SOUTH END SERVICING	\$43,899.10	
	76,426	45324 10-0000-3264-80100	PRIME CONTRACT	PC4-SOUTH END SERVICING	\$69,054.31	
	76,426	45324 01-0000-0250-60817	GC14-669-CLARK W-SAN.SEWR	PC4-SOUTH END SERVICING	\$164,270.71	
	76,426	45324 10-0000-3266-80100	PRIME CONTRACT	PC4-SOUTH END SERVICING	\$32,591.25	
	76,426	45324 01-0000-2020-00650	ACCOUNTS PAYABLE-HOLDBACKS	PC4-SOUTH END SERVICING	\$0.00	\$44,419.34
	76,426	45324 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	PC4-SOUTH END SERVICING	\$44,933.81	
	76,426	45324 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	PC4-SOUTH END SERVICING	\$0.00	\$451,744.76
FASTENAL CANADA ***						
	76,326	45325 01-5000-6050-41700	BLDG REPAIRS AND MAINT	NUTS,BOLTS & SCREWS	\$94.00	
	76,326	45325 01-0000-0200-00325	HST RECEIVABLE100%	NUTS,BOLTS & SCREWS	\$12.22	
	76,326	45325 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	NUTS,BOLTS & SCREWS	\$0.00	\$106.22
	76,385	45325 01-4500-4000-41650	SMALL TOOLS & SAFETY EQUIP	RAKES & BATTERIES	\$558.73	
	76,385	45325 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	RAKES & BATTERIES	\$61.72	
	76,385	45325 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	RAKES & BATTERIES	\$0.00	\$620.45
	76,386	45325 01-4500-4230-46395	939500 ELGIN SWEEPER	PARTS FOR SWEEPER	\$258.77	
	76,386	45325 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	PARTS FOR SWEEPER	\$28.58	
	76,386	45325 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	PARTS FOR SWEEPER	\$0.00	\$287.35
FORTESE CONCRETE LIMITED						

	76,387	45326 10-0000-3259-80000	MATERIALS-BRIDGE HENDERSON @ CATHERINE	CONCRETE FOR CATHERINE ST.	\$13,679.66	
	76,387	45326 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	CONCRETE FOR CATHERINE ST.	\$1,510.98	
	76,387	45326 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	CONCRETE FOR CATHERINE ST.	\$0.00	\$15,190.64
FRASER ASPHALT PAVING INC.						
	76,455	45327 01-0000-2000-00755	BUILDING PERMITS - DEPOSIT	DAMDP REFUND #GC15-828	\$1,000.00	
	76,455	45327 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	DAMDP REFUND #GC15-828	\$0.00	\$1,000.00
G & L PRINTING SERVICES						
	76,327	45328 01-5000-4000-41000	ADVERTISING	2015 FALL PROGRAM GUIDES	\$6,077.00	
	76,327	45328 01-0000-0200-00325	HST RECEIVABLE100%	2015 FALL PROGRAM GUIDES	\$790.01	
	76,327	45328 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	2015 FALL PROGRAM GUIDES	\$0.00	\$6,867.01
GIBBS, KATHRYN						
	76,476	45329 01-6200-4000-40500	SPECIAL EVENTS	FACE PAINT-PUMPKIN FEST	\$150.00	
	76,476	45329 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	FACE PAINT-PUMPKIN FEST	\$0.00	\$150.00
GLASSFORD MOTORS LTD						
	76,320	45330 01-5000-6050-41510	VEHICLE REPAIRS & MAINT	E-TEST,SAFETY '01 FLATBED	\$898.47	
	76,320	45330 01-0000-0200-00325	HST RECEIVABLE100%	E-TEST,SAFETY '01 FLATBED	\$116.80	
	76,320	45330 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	E-TEST,SAFETY '01 FLATBED	\$0.00	\$1,015.27
	76,321	45330 01-5000-6050-41510	VEHICLE REPAIRS & MAINT	DRIVE CLEAN TEST	\$78.75	
	76,321	45330 01-0000-0200-00325	HST RECEIVABLE100%	DRIVE CLEAN TEST	\$10.24	
	76,321	45330 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	DRIVE CLEAN TEST	\$0.00	\$88.99
GRA - HAM ENERGY						
	76,324	45331 01-3000-4000-41470	VEHICLE FUEL	VEHICLE FUEL	\$46.93	
	76,324	45331 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	VEHICLE FUEL	\$5.19	
	76,324	45331 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	VEHICLE FUEL	\$0.00	\$52.12
	76,325	45331 01-5000-6050-41470	VEHICLE FUEL	FUEL	\$314.50	
	76,325	45331 01-0000-0200-00325	HST RECEIVABLE100%	FUEL	\$40.89	
	76,325	45331 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	FUEL	\$0.00	\$355.39
	76,388	45331 01-5000-6050-41470	VEHICLE FUEL	FUEL	\$54.25	
	76,388	45331 01-0000-0200-00325	HST RECEIVABLE100%	FUEL	\$7.05	
	76,388	45331 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	FUEL	\$0.00	\$61.30
	76,389	45331 01-4500-4230-41460	DIESEL FUEL CLRED - UNLIC VEH	COLORED DIESEL	\$519.21	
	76,389	45331 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	COLORED DIESEL	\$57.35	
	76,389	45331 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	COLORED DIESEL	\$0.00	\$576.56
	76,390	45331 01-4500-4230-41440	DIESEL FUEL CLR - LIC VEH	CLEAN DIESEL	\$386.41	
	76,390	45331 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	CLEAN DIESEL	\$42.68	
	76,390	45331 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	CLEAN DIESEL	\$0.00	\$429.09
	76,391	45331 01-4500-4230-41420	FUEL- GASOLINE	REG GAS	\$548.89	
	76,391	45331 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	REG GAS	\$60.63	
	76,391	45331 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	REG GAS	\$0.00	\$609.52
	76,398	45331 01-3000-4000-41470	VEHICLE FUEL	FUEL	\$87.34	
	76,398	45331 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	FUEL	\$9.65	
	76,398	45331 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	FUEL	\$0.00	\$96.99
GROOVE IDENTIFICATION SOLUTION						
	76,342	45332 01-3000-4000-42900	MISCELLANEOUS EXPENSE	CARD PRINTER RIBBONS	\$105.78	
	76,342	45332 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	CARD PRINTER RIBBONS	\$11.68	
	76,342	45332 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	CARD PRINTER RIBBONS	\$0.00	\$117.46
HABITAT FOR HUMANITY LONDON IN						
	76,436	45333 01-0000-0025-00350	DUE TO/FROM DEV CHG RESV FUND	TOWN DEV REIMBURSE-HABITAT LON	\$3,487.00	

Employee Reimbursement	76,436	45333 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	TOWN DEV REIMBURSE-HABITAT LON	\$0.00	\$3,487.00
	76,460	45334 01-3400-4000-40630	STAFF TRAINING	OBC EXAMINATIONS	\$135.08	
	76,460	45334 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	OBC EXAMINATIONS	\$14.92	
	76,460	45334 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	OBC EXAMINATIONS	\$0.00	\$150.00
	76,461	45334 01-3400-4000-40620	MILEAGE	KILOMETRAGE	\$398.76	
	76,461	45334 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	KILOMETRAGE	\$44.04	
HILLSIDE KENNELS	76,461	45334 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	KILOMETRAGE	\$0.00	\$442.80
	76,341	45335 01-3600-4000-41560	CONTRACTS	ANNIMAL CONTROL SEP 2015	\$1,236.38	
	76,341	45335 01-3600-4000-41557	VETERINARY SERVICES	ANNIMAL CONTROL SEP 2015	\$296.12	
	76,341	45335 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	ANNIMAL CONTROL SEP 2015	\$136.57	
	76,341	45335 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	ANNIMAL CONTROL SEP 2015	\$32.71	
HOT,COLD & FREEZING	76,341	45335 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	ANNIMAL CONTROL SEP 2015	\$0.00	\$1,701.78
	76,392	45336 01-5000-6020-41530	EQUIPMENT REPAIRS & MAINTENANCE	REPAIR BOILER	\$362.20	
	76,392	45336 01-0000-0200-00325	HST RECEIVABLE100%	REPAIR BOILER	\$47.09	
	76,392	45336 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	REPAIR BOILER	\$0.00	\$409.29
	76,435	45336 01-5200-4100-41700	BLDG REPAIRS AND MAINT	REPAIR-FUSION RADIATOR	\$1,233.91	
	76,435	45336 01-0000-0200-00325	HST RECEIVABLE100%	REPAIR-FUSION RADIATOR	\$160.41	
IDEAL SUPPLY COMPANY LTD	76,435	45336 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	REPAIR-FUSION RADIATOR	\$0.00	\$1,394.32
	76,328	45337 01-5100-4100-41700	BLDG REPAIRS AND MAINT	LIGHT BULBS	\$267.30	
	76,328	45337 01-0000-0200-00325	HST RECEIVABLE100%	LIGHT BULBS	\$34.75	
IMPERIAL COFFEE & SERVICES INC	76,328	45337 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	LIGHT BULBS	\$0.00	\$302.05
	76,343	45338 01-0100-4000-41020	PROMOTION & MEALS	KITCHEN SUPPLIES	\$88.92	
	76,343	45338 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	KITCHEN SUPPLIES	\$0.44	
	76,343	45338 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	KITCHEN SUPPLIES	\$0.00	\$89.36
	76,393	45338 01-0100-4000-41020	PROMOTION & MEALS	PEPSI,COKE & K-CUPS	\$102.03	
	76,393	45338 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	PEPSI,COKE & K-CUPS	\$4.25	
INGERSOLL HOME CENTRE LTD	76,393	45338 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	PEPSI,COKE & K-CUPS	\$0.00	\$106.28
	76,306	45339 01-5200-4100-41700	BLDG REPAIRS AND MAINT	MISC SUP-FUSION YOUTH CENTRE	\$21.54	
	76,306	45339 01-0000-0200-00325	HST RECEIVABLE100%	MISC SUP-FUSION YOUTH CENTRE	\$2.80	
	76,306	45339 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	MISC SUP-FUSION YOUTH CENTRE	\$0.00	\$24.34
	76,307	45339 01-5200-6090-40500	SPECIAL EVENTS	HALLS CREEK SUPPLIES	\$12.75	
	76,307	45339 01-0000-0200-00325	HST RECEIVABLE100%	HALLS CREEK SUPPLIES	\$1.66	
	76,307	45339 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	HALLS CREEK SUPPLIES	\$0.00	\$14.41
	76,308	45339 01-5200-4100-41700	BLDG REPAIRS AND MAINT	ALTED CONDUIT REPAIR	\$4.79	
	76,308	45339 01-0000-0200-00325	HST RECEIVABLE100%	ALTED CONDUIT REPAIR	\$0.62	
	76,308	45339 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	ALTED CONDUIT REPAIR	\$0.00	\$5.41
	76,309	45339 01-5200-4100-41700	BLDG REPAIRS AND MAINT	BOILER ROOM DOORS	\$19.98	
	76,309	45339 01-0000-0200-00325	HST RECEIVABLE100%	BOILER ROOM DOORS	\$2.60	
	76,309	45339 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	BOILER ROOM DOORS	\$0.00	\$22.58
	76,310	45339 01-5200-4100-41700	BLDG REPAIRS AND MAINT	CEMENT WALL REPAIR	\$15.10	
	76,310	45339 01-0000-0200-00325	HST RECEIVABLE100%	CEMENT WALL REPAIR	\$1.96	
	76,310	45339 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	CEMENT WALL REPAIR	\$0.00	\$17.06

76,311	45339 01-5200-6090-40500	SPECIAL EVENTS	HAUNTED HOUSE	\$18.37	
76,311	45339 01-5200-4100-41700	BLDG REPAIRS AND MAINT	HAUNTED HOUSE	\$23.57	
76,311	45339 01-0000-0200-00325	HST RECEIVABLE100%	HAUNTED HOUSE	\$2.39	
76,311	45339 01-0000-0200-00325	HST RECEIVABLE100%	HAUNTED HOUSE	\$3.06	
76,311	45339 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	HAUNTED HOUSE	\$0.00	\$47.39
76,312	45339 01-5200-6090-41705	SKATE PARK REPAIRS AND MAINT	SKATE PARK	\$112.21	
76,312	45339 01-0000-0200-00325	HST RECEIVABLE100%	SKATE PARK	\$14.59	
76,312	45339 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	SKATE PARK	\$0.00	\$126.80
76,313	45339 01-5200-6090-41705	SKATE PARK REPAIRS AND MAINT	PLYWOOD	\$32.13	
76,313	45339 01-0000-0200-00325	HST RECEIVABLE100%	PLYWOOD	\$4.18	
76,313	45339 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	PLYWOOD	\$0.00	\$36.31
76,314	45339 01-4500-4160-80000	MATERIALS-SAFETY DEVICES, SIGNS, GUIDE RAIL	WOOD POSTS	\$86.31	
76,314	45339 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	WOOD POSTS	\$9.54	
76,314	45339 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	WOOD POSTS	\$0.00	\$95.85
76,315	45339 01-4500-4100-40210	JANITORIAL SUPPLIES	JANITORIAL SUPPLIES	\$47.29	
76,315	45339 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	JANITORIAL SUPPLIES	\$5.22	
76,315	45339 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	JANITORIAL SUPPLIES	\$0.00	\$52.51
76,346	45339 01-5100-4100-41700	BLDG REPAIRS AND MAINT	PADLOCK	\$11.99	
76,346	45339 01-0000-0200-00325	HST RECEIVABLE100%	PADLOCK	\$1.56	
76,346	45339 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	PADLOCK	\$0.00	\$13.55
76,347	45339 01-5100-4100-41700	BLDG REPAIRS AND MAINT	BRUSH & PAINT	\$17.70	
76,347	45339 01-0000-0200-00325	HST RECEIVABLE100%	BRUSH & PAINT	\$2.30	
76,347	45339 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	BRUSH & PAINT	\$0.00	\$20.00
76,348	45339 01-5100-4100-41700	BLDG REPAIRS AND MAINT	CLOCK	\$24.99	
76,348	45339 01-0000-0200-00325	HST RECEIVABLE100%	CLOCK	\$3.25	
76,348	45339 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	CLOCK	\$0.00	\$28.24
76,349	45339 01-5100-4100-41700	BLDG REPAIRS AND MAINT	PAINT BRUSHES	\$66.51	
76,349	45339 01-0000-0200-00325	HST RECEIVABLE100%	PAINT BRUSHES	\$8.65	
76,349	45339 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	PAINT BRUSHES	\$0.00	\$75.16
76,350	45339 01-5000-6050-41700	BLDG REPAIRS AND MAINT	SHUT OFF COUPLING	\$9.99	
76,350	45339 01-0000-0200-00325	HST RECEIVABLE100%	SHUT OFF COUPLING	\$1.30	
76,350	45339 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	SHUT OFF COUPLING	\$0.00	\$11.29
76,351	45339 01-5000-6050-41700	BLDG REPAIRS AND MAINT	LIGHT BULBS	\$59.85	
76,351	45339 01-0000-0200-00325	HST RECEIVABLE100%	LIGHT BULBS	\$7.78	
76,351	45339 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	LIGHT BULBS	\$0.00	\$67.63
76,352	45339 01-5000-6040-41700	BLDG REPAIRS & MAINT	LIGHT BULBS	\$16.58	
76,352	45339 01-0000-0200-00325	HST RECEIVABLE100%	LIGHT BULBS	\$2.16	
76,352	45339 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	LIGHT BULBS	\$0.00	\$18.74
76,353	45339 01-5100-4100-41700	BLDG REPAIRS AND MAINT	SHOWER CADDY	\$55.98	
76,353	45339 01-0000-0200-00325	HST RECEIVABLE100%	SHOWER CADDY	\$7.28	
76,353	45339 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	SHOWER CADDY	\$0.00	\$63.26
76,354	45339 01-5000-6050-41700	BLDG REPAIRS AND MAINT	O-TUBE	\$13.40	
76,354	45339 01-0000-0200-00325	HST RECEIVABLE100%	O-TUBE	\$1.74	
76,354	45339 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	O-TUBE	\$0.00	\$15.14
76,355	45339 01-5000-6050-41700	BLDG REPAIRS AND MAINT	CAUTION TAPE	\$27.10	
76,355	45339 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	CAUTION TAPE	\$0.00	\$27.10
76,356	45339 01-5000-6040-41700	BLDG REPAIRS & MAINT	LIGHT BULBS	\$21.98	
76,356	45339 01-0000-0200-00325	HST RECEIVABLE100%	LIGHT BULBS	\$2.86	

INGERSOLL RENT-ALL ***	76,356	45339 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	LIGHT BULBS	\$0.00	\$24.84
	76,394	45340 01-4500-4000-41650	SMALL TOOLS & SAFETY EQUIP	FLEX DISC	\$56.94	
	76,394	45340 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	FLEX DISC	\$6.29	
	76,394	45340 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	FLEX DISC	\$0.00	\$63.23
	76,395	45340 01-4500-4220-80000	MATERIALS-SIDEWALK REPAIRS	SPLIT SHAFT POWER HEAD	\$12.67	
	76,395	45340 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	SPLIT SHAFT POWER HEAD	\$1.40	
	76,395	45340 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	SPLIT SHAFT POWER HEAD	\$0.00	\$14.07
	76,437	45340 01-5200-4100-41540	RENTAL	TREE TRIMMING	\$257.00	
	76,437	45340 01-0000-0200-00325	HST RECEIVABLE100%	TREE TRIMMING	\$33.41	
	76,437	45340 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	TREE TRIMMING	\$0.00	\$290.41
INGERSOLL RURAL CEMETERY BOARD	76,345	45341 01-1500-4000-98200	TRANSFERS TO CEMETERY BOARD	2015-FINAL DRAW,CEMETERY	\$46,541.00	
	76,345	45341 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	2015-FINAL DRAW,CEMETERY	\$0.00	\$46,541.00
JC GRAPHICS	76,319	45342 01-5100-6090-41000	ADVERTISING	PROGRAM ADS	\$345.00	
	76,319	45342 01-0000-0200-00325	HST RECEIVABLE100%	PROGRAM ADS	\$44.85	
	76,319	45342 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	PROGRAM ADS	\$0.00	\$389.85
JOE JOHNSON EQUIPMENT INC	76,399	45343 01-4500-4230-46395	939500 ELGIN SWEEPER	SERVICE CALL FOR SWEEPER	\$1,980.10	
	76,399	45343 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	SERVICE CALL FOR SWEEPER	\$218.71	
	76,399	45343 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	SERVICE CALL FOR SWEEPER	\$0.00	\$2,198.81
KEN'S SMALL ENGINE	76,400	45344 01-4500-4230-46409	940900 LAWN MOWER/WEED CUTTERS	BELTS	\$110.58	
	76,400	45344 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	BELTS	\$12.22	
	76,400	45344 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	BELTS	\$0.00	\$122.80
KROWN RUST CONTROL CENTRE	76,401	45345 01-5000-6050-41530	EQUIP REPAIRS & MAINT	POWER KLEEN	\$60.04	
	76,401	45345 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	POWER KLEEN	\$6.63	
	76,401	45345 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	POWER KLEEN	\$0.00	\$66.67
LEBLANC, MICHAEL	76,456	45346 01-0000-2000-00755	BUILDING PERMITS - DEPOSIT	DAMDP REFUND #2015-57	\$1,000.00	
	76,456	45346 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	DAMDP REFUND #2015-57	\$0.00	\$1,000.00
LONDON CIVIC EMPLOY,LOCAL 107	76,468	45347 01-0000-2100-00707	CUPE 107 UNION DUES (12100)	UNION DUES PAYABLE	\$1,404.54	
	76,468	45347 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	UNION DUES PAYABLE	\$0.00	\$1,404.54
Employee Reimbursement	76,462	45348 10-0000-3268-80010	LABOUR & BURDEN	KILOMETRAGE	\$4.86	
	76,462	45348 10-0000-3264-80010	LABOUR & BURDEN	KILOMETRAGE	\$12.16	
	76,462	45348 10-0000-3266-80010	LABOUR & BURDEN	KILOMETRAGE	\$9.73	
	76,462	45348 10-0000-3267-80010	LABOUR & BURDEN	KILOMETRAGE	\$9.73	
	76,462	45348 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	KILOMETRAGE	\$0.54	
	76,462	45348 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	KILOMETRAGE	\$1.34	
	76,462	45348 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	KILOMETRAGE	\$1.07	
	76,462	45348 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	KILOMETRAGE	\$1.07	
	76,462	45348 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	KILOMETRAGE	\$0.00	\$40.50
TIM LOVETT INSTALLATIONS INC.	76,419	45349 01-2000-4025-41700	BLDG REPAIRS & MAINT	EXIT SIGN INSTALL TOWN HALL	\$385.06	

	76,419	45349 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	EXIT SIGN INSTALL TOWN HALL	\$42.53	
	76,419	45349 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	EXIT SIGN INSTALL TOWN HALL	\$0.00	\$427.59
LWR AUTOMOTIVE						
	76,404	45350 01-4500-4230-46397	939700 SIDEWALK TRACTOR	SPRAY PAINT	\$20.44	
	76,404	45350 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	SPRAY PAINT	\$2.26	
	76,404	45350 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	SPRAY PAINT	\$0.00	\$22.70
	76,405	45350 01-4500-4000-41650	SMALL TOOLS & SAFETY EQUIP	UTILITY KNIFE	\$8.93	
	76,405	45350 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	UTILITY KNIFE	\$0.99	
	76,405	45350 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	UTILITY KNIFE	\$0.00	\$9.92
LYRECO CANADA INC.						
	76,402	45351 01-1000-4000-40200	OFFICE SUPPLIES	ENVELOPES FOR TREASURY	\$284.83	
	76,402	45351 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	ENVELOPES FOR TREASURY	\$31.46	
	76,402	45351 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	ENVELOPES FOR TREASURY	\$0.00	\$316.29
	76,403	45351 01-5100-4000-40200	OFFICE SUPPLIES	PAPER	\$205.08	
	76,403	45351 01-0000-0200-00325	HST RECEIVABLE100%	PAPER	\$26.66	
	76,403	45351 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	PAPER	\$0.00	\$231.74
Employee Reimbursement						
	76,466	45352 01-5100-6060-40290	UNIFORMS AND CLOTHING	CLOTHING	\$98.00	
	76,466	45352 01-0000-0200-00325	HST RECEIVABLE100%	CLOTHING	\$12.74	
	76,466	45352 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	CLOTHING	\$0.00	\$110.74
MCKIM HARDWARE						
	76,367	45353 01-5100-4100-41700	BLDG REPAIRS AND MAINT	TOWEL HOLDER	\$8.58	
	76,367	45353 01-0000-0200-00325	HST RECEIVABLE100%	TOWEL HOLDER	\$1.12	
	76,367	45353 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	TOWEL HOLDER	\$0.00	\$9.70
	76,368	45353 01-5000-6020-41700	BLDG REPAIRS & MAINT	TAPE	\$5.09	
	76,368	45353 01-0000-0200-00325	HST RECEIVABLE100%	TAPE	\$0.66	
	76,368	45353 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	TAPE	\$0.00	\$5.75
MINISTRY OF FINANCE - M.T.O. *						
	76,344	45354 01-4500-4230-46381	938100 T1-14 DODGE RAM	2015 PLATE RENEWALS	\$108.00	
	76,344	45354 01-4500-4230-46382	938200 T2-07 DODGE 3500	2015 PLATE RENEWALS	\$282.00	
	76,344	45354 01-4500-4230-46383	938300 T3-09 PETERBILT D TRUCK	2015 PLATE RENEWALS	\$1,291.00	
	76,344	45354 01-4500-4230-46384	938400 T4-02 STERLING D TRUCK	2015 PLATE RENEWALS	\$1,291.00	
	76,344	45354 01-4500-4230-46385	938500 T5-07 INTERNATIONAL D TRUCK	2015 PLATE RENEWALS	\$1,291.00	
	76,344	45354 01-4500-4230-46386	938603 T6-00 VOLVO D TRUCK	2015 PLATE RENEWALS	\$1,144.00	
	76,344	45354 01-4500-4230-46387	938700 T7-08 DODGE 3500	2015 PLATE RENEWALS	\$260.00	
	76,344	45354 01-4500-4230-46388	938800 T8-09 PETERBILT D TRUCK	2015 PLATE RENEWALS	\$1,144.00	
	76,344	45354 01-4500-4230-46389	938900 T9-13 CHEV SIERRA	2015 PLATE RENEWALS	\$108.00	
	76,344	45354 01-4500-4230-46390	939000 T10-09 DODGE 2500	2015 PLATE RENEWALS	\$108.00	
	76,344	45354 01-3000-4000-41510	VEHICLE REPAIRS & MAINTENANCE	2015 PLATE RENEWALS	\$108.00	
	76,344	45354 01-5000-6050-40410	LICENCES, TAGS, ETC	2015 PLATE RENEWALS	\$1,159.00	
	76,344	45354 01-4000-4000-40410	LICENCES, TAGS, ETC.	2015 PLATE RENEWALS	\$108.00	
	76,344	45354 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	2015 PLATE RENEWALS	\$0.00	\$8,402.00
MINUTEMAN PRESS						
	76,438	45355 01-5200-6090-40500	SPECIAL EVENTS	HAUNTED HOUSE FLYERS	\$338.95	
	76,438	45355 01-0000-0200-00325	HST RECEIVABLE100%	HAUNTED HOUSE FLYERS	\$44.06	
	76,438	45355 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	HAUNTED HOUSE FLYERS	\$0.00	\$383.01
	76,439	45355 01-5200-6090-41000	ADVERTISING	ANDREA BROWN BIZ CARDS	\$59.99	
	76,439	45355 01-0000-0200-00325	HST RECEIVABLE100%	ANDREA BROWN BIZ CARDS	\$7.80	



NEOPOST CANADA LTD ***	76,439	45355 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	ANDREA BROWN BIZ CARDS	\$0.00	\$67.79
	76,406	45356 01-1000-4000-40230	POSTAGE	POSTAGE METER LEASE NOV-JAN'16	\$830.36	
	76,406	45356 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	POSTAGE METER LEASE NOV-JAN'16	\$91.72	
	76,406	45356 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	POSTAGE METER LEASE NOV-JAN'16	\$0.00	\$922.08
NETWORK TELECOM						
	76,443	45357 01-5100-4000-40220	TELEPHONE	PROGRAM LINE-ARENA MTG ROOM	\$195.00	
	76,443	45357 01-0000-0200-00325	HST RECEIVABLE100%	PROGRAM LINE-ARENA MTG ROOM	\$25.35	
	76,443	45357 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	PROGRAM LINE-ARENA MTG ROOM	\$0.00	\$220.35
	76,444	45357 01-5100-4000-40220	TELEPHONE	REPLACE EMERGENCY PHONE	\$195.00	
	76,444	45357 01-0000-0200-00325	HST RECEIVABLE100%	REPLACE EMERGENCY PHONE	\$25.35	
	76,444	45357 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	REPLACE EMERGENCY PHONE	\$0.00	\$220.35
OLDE BAKERY CAFE						
	76,338	45358 01-5100-6060-40420	PROGRAM SUPPLIES	BIRTHDAY CAKES	\$30.00	
	76,338	45358 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	BIRTHDAY CAKES	\$0.00	\$30.00
OLDE TYME TAXI						
	76,440	45359 01-5200-6090-40420	PROGRAM SUPPLIES	TAX-LUNCH FOR IYAC	\$36.00	
	76,440	45359 01-0000-0200-00325	HST RECEIVABLE100%	TAX-LUNCH FOR IYAC	\$4.68	
	76,440	45359 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	TAX-LUNCH FOR IYAC	\$0.00	\$40.68
	76,470	45359 01-1001-4000-41560	CONTRACTS	TAXI FOR SEP '15	\$3,850.48	
	76,470	45359 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	TAXI FOR SEP '15	\$422.03	
	76,470	45359 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	TAXI FOR SEP '15	\$0.00	\$4,272.51
ONTARIO ONE CALL LTD.						
	76,370	45360 01-4000-5020-41500	CONTRACTED SERVICES	AUGUST FEES	\$10.55	
	76,370	45360 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	AUGUST FEES	\$1.17	
	76,370	45360 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	AUGUST FEES	\$0.00	\$11.72
OXFORD COUNTY ***						
	76,407	45361 01-1000-4000-40820	PLANNING ACT EXPENSES	3RD QTR-PLANNING EXPENSE	\$787.37	
	76,407	45361 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	3RD QTR-PLANNING EXPENSE	\$0.00	\$787.37
	76,408	45361 01-4500-5000-41010	GRAPHICS & PRINTING	BAG TAGS	\$4,850.00	
	76,408	45361 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	BAG TAGS	\$0.00	\$4,850.00
	76,473	45361 01-0000-2020-00635	DUE TO COUNTY - DEVEL. CHGS.	3RD QTR DEVELOPMENT CHRGS	\$309,774.00	
	76,473	45361 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	3RD QTR DEVELOPMENT CHRGS	\$0.00	\$309,774.00
PARKSMART INC.						
	76,441	45362 01-1000-4240-41505	PARKING ENFORCEMENT CONTRACT	TRAFFIC ENFORCE-SEP'15	\$471.66	
	76,441	45362 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	TRAFFIC ENFORCE-SEP'15	\$52.10	
	76,441	45362 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	TRAFFIC ENFORCE-SEP'15	\$0.00	\$523.76
PERFECT POST HOLE						
	76,451	45363 01-5200-4100-41700	BLDG REPAIRS AND MAINT	POST AROUND FUSION NEIGHBOR	\$928.16	
	76,451	45363 01-0000-0200-00325	HST RECEIVABLE100%	POST AROUND FUSION NEIGHBOR	\$120.66	
	76,451	45363 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	POST AROUND FUSION NEIGHBOR	\$0.00	\$1,048.82
PERMANENT PAVING						
	76,471	45364 01-0000-2020-00650	ACCOUNTS PAYABLE-HOLDBACKS	HOLDBACK RELEASE #2-2015	\$24,269.03	
	76,471	45364 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	HOLDBACK RELEASE #2-2015	\$2,680.65	
	76,471	45364 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	HOLDBACK RELEASE #2-2015	\$0.00	\$26,949.68
P M HYDRAULICS ***						
	76,409	45365 01-4500-4230-46395	939500 ELGIN SWEEPER	SUPPLIES-CLAMPS+FITTINGS	\$41.13	
	76,409	45365 01-4500-4230-46392	939200 2012 BACKHOE LOADER	SUPPLIES-CLAMPS+FITTINGS	\$960.29	

	76,409	45365 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	SUPPLIES-CLAMPS+FITTINGS	\$4.54	
	76,409	45365 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	SUPPLIES-CLAMPS+FITTINGS	\$106.07	
	76,409	45365 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	SUPPLIES-CLAMPS+FITTINGS	\$0.00	\$1,112.03
PROGRESSIVE WASTE SOLUTIONS						
	76,410	45366 01-3000-4100-41550	MAINTENANCE CONTRACTS	GARBAGE PICKUP	\$157.73	
	76,410	45366 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	GARBAGE PICKUP	\$17.42	
	76,410	45366 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	GARBAGE PICKUP	\$0.00	\$175.15
	76,411	45366 01-5200-4100-41550	MAINTENANCE CONTRACTS	GARBAGE SERVICE	\$203.58	
	76,411	45366 01-5000-6020-41550	MAINTENANCE CONTRACTS	GARBAGE SERVICE	\$238.99	
	76,411	45366 01-5100-4100-41550	MAINTENANCE CONTRACTS	GARBAGE SERVICE	\$238.99	
	76,411	45366 01-5000-6050-41550	MAINTENANCE CONTRACTS	GARBAGE SERVICE	\$238.99	
	76,411	45366 01-5000-6040-41550	MAINTENANCE CONTRACTS	GARBAGE SERVICE	\$238.99	
	76,411	45366 01-0000-0200-00325	HST RECEIVABLE100%	GARBAGE SERVICE	\$26.47	
	76,411	45366 01-0000-0200-00325	HST RECEIVABLE100%	GARBAGE SERVICE	\$31.07	
	76,411	45366 01-0000-0200-00325	HST RECEIVABLE100%	GARBAGE SERVICE	\$31.07	
	76,411	45366 01-0000-0200-00325	HST RECEIVABLE100%	GARBAGE SERVICE	\$31.07	
	76,411	45366 01-0000-0200-00325	HST RECEIVABLE100%	GARBAGE SERVICE	\$31.07	
	76,411	45366 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	GARBAGE SERVICE	\$0.00	\$1,310.29
REGIS AUTO PARTS						
	76,430	45367 01-3000-4000-41510	VEHICLE REPAIRS & MAINTENANCE	FUSE	\$3.86	
	76,430	45367 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	FUSE	\$0.42	
	76,430	45367 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	FUSE	\$0.00	\$4.28
RELIANCE HOME COMFORT						
	76,442	45368 01-5100-4100-41550	MAINTENANCE CONTRACTS	BOILER RENTAL 8/27-9/24/2015	\$384.94	
	76,442	45368 01-0000-0200-00325	HST RECEIVABLE100%	BOILER RENTAL 8/27-9/24/2015	\$50.04	
	76,442	45368 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	BOILER RENTAL 8/27-9/24/2015	\$0.00	\$434.98
ROCK SOLID DESIGNS						
	76,316	45369 10-0000-3546-80000	MATERIALS - GRADING/DRAINAGE NEW REAR PROPE	CLEAN UP BACK ARENA	\$877.68	
	76,316	45369 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	CLEAN UP BACK ARENA	\$96.95	
	76,316	45369 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	CLEAN UP BACK ARENA	\$0.00	\$974.63
Employee Reimbursement						
	76,340	45370 01-3000-4100-40290	UNIFORMS AND CLOTHING	SAFETY BOOTS PAUL ROOKE	\$165.00	
	76,340	45370 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	SAFETY BOOTS PAUL ROOKE	\$0.00	\$165.00
	76,412	45370 01-2000-4025-41740	LAND MAINT & IMPROVEMENTS	GRASS CUTTING AUG&SEP'15	\$60.00	
	76,412	45370 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	GRASS CUTTING AUG&SEP'15	\$0.00	\$60.00
R. RUSSELL CONSTRUCTION						
	76,425	45371 01-0000-2020-00650	ACCOUNTS PAYABLE-HOLDBACKS	MUTUAL/STORM SEWERS	\$26,907.51	
	76,425	45371 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	MUTUAL/STORM SEWERS	\$2,972.07	
	76,425	45371 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	MUTUAL/STORM SEWERS	\$0.00	\$29,879.58
Employee Reimbursement						
	76,463	45372 01-4000-4000-40620	MILEAGE	KILOMETRAGE	\$48.14	
	76,463	45372 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	KILOMETRAGE	\$5.32	
	76,463	45372 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	KILOMETRAGE	\$0.00	\$53.46
WARREN SINCLAIR CONSTRUCTION *						
	76,453	45373 01-0000-2000-00755	BUILDING PERMITS - DEPOSIT	DAMDP REFUND #2012-172	\$1,000.00	
	76,453	45373 01-4500-4220-01498	MISCELLANEOUS RECOVERIES	DAMDP REFUND #2012-172	\$0.00	\$140.00
	76,453	45373 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	DAMDP REFUND #2012-172	\$0.00	\$860.00
	76,454	45373 01-0000-2000-00755	BUILDING PERMITS - DEPOSIT	DAMDP REFUND #2013-140	\$1,000.00	

	76,454	45373 01-4500-4220-01498	MISCELLANEOUS RECOVERIES	DAMDP REFUND #2013-140	\$0.00	\$210.00
	76,454	45373 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	DAMDP REFUND #2013-140	\$0.00	\$790.00
SOAK IT UP INC						
	76,317	45374 01-5000-6020-41550	MAINTENANCE CONTRACTS	MAT SERVICE	\$122.00	
	76,317	45374 01-0000-0200-00325	HST RECEIVABLE100%	MAT SERVICE	\$15.86	
	76,317	45374 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	MAT SERVICE	\$0.00	\$137.86
	76,413	45374 01-2000-4015-41540	RENTAL	MAT RENTAL-CARRS BUILDING	\$11.19	
	76,413	45374 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	MAT RENTAL-CARRS BUILDING	\$1.24	
	76,413	45374 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	MAT RENTAL-CARRS BUILDING	\$0.00	\$12.43
	76,414	45374 01-2000-4025-41540	RENTAL	MAT RENTAL-TOWN CENTRE	\$29.00	
	76,414	45374 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	MAT RENTAL-TOWN CENTRE	\$3.21	
	76,414	45374 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	MAT RENTAL-TOWN CENTRE	\$0.00	\$32.21
	76,445	45374 01-5200-4100-41550	MAINTENANCE CONTRACTS	MAT&MOP HANDLES-FUSION	\$26.50	
	76,445	45374 01-0000-0200-00325	HST RECEIVABLE100%	MAT&MOP HANDLES-FUSION	\$3.45	
	76,445	45374 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	MAT&MOP HANDLES-FUSION	\$0.00	\$29.95
STONETOWN SUPPLY SERVICES(ING)						
	76,336	45375 01-3000-4100-40210	JANITORIAL SUPPLIES	BATHROOM SUPPLIES	\$100.82	
	76,336	45375 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	BATHROOM SUPPLIES	\$11.14	
	76,336	45375 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	BATHROOM SUPPLIES	\$0.00	\$111.96
	76,415	45375 01-3000-4100-40210	JANITORIAL SUPPLIES	WASHROOM SUPPLIES	\$98.51	
	76,415	45375 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	WASHROOM SUPPLIES	\$10.89	
	76,415	45375 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	WASHROOM SUPPLIES	\$0.00	\$109.40
	76,416	45375 01-5000-6020-40210	JANITORIAL SUPPLIES	WASHROOM SUPPLIES	\$231.36	
	76,416	45375 01-5100-4100-40210	JANITORIAL SUPPLIES	WASHROOM SUPPLIES	\$605.26	
	76,416	45375 01-0000-0200-00325	HST RECEIVABLE100%	WASHROOM SUPPLIES	\$30.08	
	76,416	45375 01-0000-0200-00325	HST RECEIVABLE100%	WASHROOM SUPPLIES	\$78.68	
	76,416	45375 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	WASHROOM SUPPLIES	\$0.00	\$945.38
	76,417	45375 01-4500-4230-46431	VEHICLE MAINTENANCE	SUPPLIES	\$74.84	
	76,417	45375 01-4500-4000-40210	JANITORIAL SUPPLIES	SUPPLIES	\$15.60	
	76,417	45375 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	SUPPLIES	\$8.27	
	76,417	45375 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	SUPPLIES	\$1.72	
	76,417	45375 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	SUPPLIES	\$0.00	\$100.43
	76,446	45375 01-5200-4100-40210	JANITORIAL SUPPLIES	WASHROOM SUPPLIES	\$333.42	
	76,446	45375 01-0000-0200-00325	HST RECEIVABLE100%	WASHROOM SUPPLIES	\$43.34	
	76,446	45375 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	WASHROOM SUPPLIES	\$0.00	\$376.76
SUPERIOR ROAD PRODUCTS						
	76,418	45376 01-4500-4130-80000	MATERIALS-HARDTOP MAINT, PATCHING & SPRAYIN	CRACK SEALER	\$2,707.83	
	76,418	45376 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	CRACK SEALER	\$299.10	
	76,418	45376 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	CRACK SEALER	\$0.00	\$3,006.93
TAPLAY FIRE PROTECTION						
	76,335	45377 01-3200-4100-41700	BLDG REPAIRS & MAINTENANCE	ANNUAL INSPN-FIRE ALARM SYS	\$625.00	
	76,335	45377 01-0000-0200-00325	HST RECEIVABLE100%	ANNUAL INSPN-FIRE ALARM SYS	\$81.25	
	76,335	45377 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	ANNUAL INSPN-FIRE ALARM SYS	\$0.00	\$706.25
	76,447	45377 01-3200-4100-41700	BLDG REPAIRS & MAINTENANCE	TEST ALARMS	\$330.00	
	76,447	45377 01-0000-0200-00325	HST RECEIVABLE100%	TEST ALARMS	\$42.90	
	76,447	45377 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	TEST ALARMS	\$0.00	\$372.90
TECH.STANDARDS & SAFETY AUTH *						
	76,448	45378 01-5100-4100-41550	MAINTENANCE CONTRACTS	ELEVATOR INSPECTION	\$600.00	

	76,448	45378 01-0000-0200-00325	HST RECEIVABLE100%	ELEVATOR INSPECTION	\$78.00	
	76,448	45378 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	ELEVATOR INSPECTION	\$0.00	\$678.00
THAMESFORD PIZZA						
	76,449	45379 01-5200-6090-40420	PROGRAM SUPPLIES	LEON'S MOVIE NITE OCT'15	\$47.62	
	76,449	45379 01-0000-0200-00325	HST RECEIVABLE100%	LEON'S MOVIE NITE OCT'15	\$2.38	
	76,449	45379 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	LEON'S MOVIE NITE OCT'15	\$0.00	\$50.00
TILLSONBURG FIRE & RESCUE SERV						
	76,450	45380 01-3000-4000-41520	COMMUNICATION	DISPATCH FEES 3RD QTR	\$9,360.00	
	76,450	45380 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	DISPATCH FEES 3RD QTR	\$0.00	\$9,360.00
Employee Reimbursement						
	76,464	45381 01-3400-4000-40620	MILEAGE	KILOMETRAGE	\$99.68	
	76,464	45381 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	KILOMETRAGE	\$11.02	
	76,464	45381 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	KILOMETRAGE	\$0.00	\$110.70
	76,465	45381 01-3400-4000-40200	OFFICE SUPPLIES	OFFICE SUPPLIES	\$20.33	
	76,465	45381 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	OFFICE SUPPLIES	\$2.25	
	76,465	45381 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	OFFICE SUPPLIES	\$0.00	\$22.58
	76,474	45381 01-3400-4000-40610	MEETINGS & CONFERENCES	OBOA ANNUAL CONF. 10/04-10/08	\$58.49	
	76,474	45381 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	OBOA ANNUAL CONF. 10/04-10/08	\$5.85	
	76,474	45381 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	OBOA ANNUAL CONF. 10/04-10/08	\$0.00	\$64.34
WALMSLEY BROS LTD						
	76,421	45382 01-4500-4130-80000	MATERIALS-HARDTOP MAINT, PATCHING & SPRAYIN	ASPHALT	\$4,984.97	
	76,421	45382 01-4500-4123-80000	MATERIALS-ROADSIDE MAINT, CATCHBASINS	ASPHALT	\$330.58	
	76,421	45382 01-0000-0250-60993	C15-845-INGERSOLL/THOMAS-WTRMN	ASPHALT	\$857.71	
	76,421	45382 01-0000-0250-61005	C15-857-113 MUTUAL-WTRMN	ASPHALT	\$857.71	
	76,421	45382 01-0000-0250-60994	C15-846-212 WONHAM S-WTRMN	ASPHALT	\$196.56	
	76,421	45382 01-0000-0250-60989	C15-841-25,26 WINDERS-WTRMN	ASPHALT	\$321.64	
	76,421	45382 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	ASPHALT	\$550.62	
	76,421	45382 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	ASPHALT	\$36.51	
	76,421	45382 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	ASPHALT	\$94.74	
	76,421	45382 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	ASPHALT	\$94.74	
	76,421	45382 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	ASPHALT	\$21.71	
	76,421	45382 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	ASPHALT	\$35.53	
	76,421	45382 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	ASPHALT	\$0.00	\$8,383.02
WASTE MANAGEMENT						
	76,422	45383 01-4500-4100-41550	MAINTENANCE CONTRACTS	COLLECTION SERVICE OCT'15	\$549.27	
	76,422	45383 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	COLLECTION SERVICE OCT'15	\$60.67	
	76,422	45383 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	COLLECTION SERVICE OCT'15	\$0.00	\$609.94
WHOLE TIRE SERVICE LTD.						
	76,423	45384 01-4500-4230-46390	939000 T10-09 DODGE 2500	NEW TIRES	\$413.15	
	76,423	45384 01-4500-4230-46389	938900 T9-13 CHEV SIERRA	NEW TIRES	\$38.67	
	76,423	45384 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	NEW TIRES	\$45.63	
	76,423	45384 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	NEW TIRES	\$4.27	
	76,423	45384 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	NEW TIRES	\$0.00	\$501.72
	76,424	45384 01-4500-4230-46393	939300 2011 CAT FRONT END LOADER	TIRES FOR LOADER#3	\$1,677.01	
	76,424	45384 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	TIRES FOR LOADER#3	\$185.23	
	76,424	45384 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	TIRES FOR LOADER#3	\$0.00	\$1,862.24
SUSAN WOLFE - PETTY CASH						
	76,452	45385 01-5200-6090-40420	PROGRAM SUPPLIES	PETTY CASH 9/15-10/13-WOLFE	\$74.78	

	76,452	45385 01-5200-6090-40460	NUTRITION PURCHASES	PETTY CASH 9/15-10/13-WOLFE	\$5.39	
	76,452	45385 01-5200-6195-40420	PROGRAM SUPPLIES	PETTY CASH 9/15-10/13-WOLFE	\$67.43	
	76,452	45385 01-5200-6195-41310	WORKSHOPS/GUEST SPEAKERS	PETTY CASH 9/15-10/13-WOLFE	\$12.25	
	76,452	45385 01-5200-6090-40500	SPECIAL EVENTS	PETTY CASH 9/15-10/13-WOLFE	\$353.92	
	76,452	45385 01-0000-0200-00325	HST RECEIVABLE100%	PETTY CASH 9/15-10/13-WOLFE	\$8.60	
	76,452	45385 01-0000-0200-00325	HST RECEIVABLE100%	PETTY CASH 9/15-10/13-WOLFE	\$8.77	
	76,452	45385 01-0000-0200-00325	HST RECEIVABLE100%	PETTY CASH 9/15-10/13-WOLFE	\$20.55	
	76,452	45385 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	PETTY CASH 9/15-10/13-WOLFE	\$0.00	\$551.69
WORKPLACE SAFETY & INS. BOARD						
	76,469	45386 01-0000-2100-00708	WSIB PAYABLE	SEPTEMBER PREMIUM	\$10,599.90	
	76,469	45386 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	SEPTEMBER PREMIUM	\$0.00	\$10,599.90
XEROX CANADA LTD.						
	76,420	45387 01-3000-4000-40250	PHOTOCOPIER	PRINTER LEASE	\$241.17	
	76,420	45387 01-4000-4000-40250	PHOTOCOPIER	PRINTER LEASE	\$69.94	
	76,420	45387 01-3400-4000-40250	PHOTOCOPIER	PRINTER LEASE	\$91.64	
	76,420	45387 01-4500-4000-40250	PHOTOCOPIER	PRINTER LEASE	\$79.59	
	76,420	45387 01-6200-4000-40250	PHOTOCOPIER	PRINTER LEASE	\$67.16	
	76,420	45387 01-5000-6020-40250	PHOTOCOPIER	PRINTER LEASE	\$66.00	
	76,420	45387 01-5200-6170-40250	PHOTOCOPIER	PRINTER LEASE	\$66.00	
	76,420	45387 01-5100-4000-40250	PHOTOCOPIER	PRINTER LEASE	\$66.00	
	76,420	45387 01-4500-4000-40250	PHOTOCOPIER	PRINTER LEASE	\$67.16	
	76,420	45387 01-5200-6090-40250	PHOTOCOPIER	PRINTER LEASE	\$450.00	
	76,420	45387 01-5100-4000-40250	PHOTOCOPIER	PRINTER LEASE	\$411.00	
	76,420	45387 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	PRINTER LEASE	\$26.64	
	76,420	45387 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	PRINTER LEASE	\$7.72	
	76,420	45387 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	PRINTER LEASE	\$10.13	
	76,420	45387 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	PRINTER LEASE	\$8.79	
	76,420	45387 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	PRINTER LEASE	\$7.42	
	76,420	45387 01-0000-0200-00325	HST RECEIVABLE100%	PRINTER LEASE	\$8.58	
	76,420	45387 01-0000-0200-00325	HST RECEIVABLE100%	PRINTER LEASE	\$8.58	
	76,420	45387 01-0000-0200-00325	HST RECEIVABLE100%	PRINTER LEASE	\$8.58	
	76,420	45387 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	PRINTER LEASE	\$7.42	
	76,420	45387 01-0000-0200-00325	HST RECEIVABLE100%	PRINTER LEASE	\$58.50	
	76,420	45387 01-0000-0200-00325	HST RECEIVABLE100%	PRINTER LEASE	\$53.43	
	76,420	45387 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	PRINTER LEASE	\$0.00	\$1,881.45
ZOLL MEDICAL CANADA INC.						
	76,337	45388 01-3000-4000-41530	EQUIP REPAIRS & MAINTENANCE	BATTERY UPGRADE	\$157.73	
	76,337	45388 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	BATTERY UPGRADE	\$17.42	
	76,337	45388 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	BATTERY UPGRADE	\$0.00	\$175.15
MINISTER OF FINANCE						
	76,519	45389 01-1300-4000-40610	MEETINGS & CONFERENCES	MMAH MUNICIPAL TREASURER FORUM	\$76.54	
	76,519	45389 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	MMAH MUNICIPAL TREASURER FORUM	\$8.46	
	76,519	45389 01-0000-0100-00100	BANK	MMAH MUNICIPAL TREASURER FORUM	\$0.00	\$85.00
ACAPULCO ***						
	76,486	45390 01-5100-4100-41710	CHEMICALS	ACID CHLORINE	\$1,583.30	
	76,486	45390 01-0000-0200-00325	HST RECEIVABLE100%	ACID CHLORINE	\$205.83	
	76,486	45390 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	ACID CHLORINE	\$0.00	\$1,789.13
AFFORDABLE PORTABLES						

	76,597	45391 01-6200-6810-41540	RENTAL	PORTABLE POTTY-HARVEST FEST	\$510.00	
	76,597	45391 01-0000-0200-00325	HST RECEIVABLE100%	PORTABLE POTTY-HARVEST FEST	\$66.30	
	76,597	45391 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	PORTABLE POTTY-HARVEST FEST	\$0.00	\$576.30
AKIRA STUDIO LTD						
	76,592	45392 01-0000-2375-00740	BUILD INGERSOLL GROUP "BIG" DEPOSIT	BUILDERS GROUP FACEBOOK PROMO	\$437.57	
	76,592	45392 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	BUILDERS GROUP FACEBOOK PROMO	\$48.33	
	76,592	45392 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	BUILDERS GROUP FACEBOOK PROMO	\$0.00	\$485.90
BELL CANADA ***						
	76,563	45393 10-0000-3266-80000	MATERIALS-CLARK RD W RECONSTRUCTION	PERM RELOCATE BELL TO CLARK RD	\$5,550.27	
	76,563	45393 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	PERM RELOCATE BELL TO CLARK RD	\$613.06	
	76,563	45393 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	PERM RELOCATE BELL TO CLARK RD	\$0.00	\$6,163.33
Employee Reimbursement						
	76,606	45394 01-5200-6090-40500	SPECIAL EVENTS	KILOMETRAGE OCT	\$94.62	
	76,606	45394 01-0000-0200-00325	HST RECEIVABLE100%	KILOMETRAGE OCT	\$12.30	
	76,606	45394 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	KILOMETRAGE OCT	\$0.00	\$106.92
B N H TRUCK & TRAILER SERVICE						
	76,548	45395 01-4500-4230-46383	938300 T3-09 PETERBILT D TRUCK	PARTS-TRUCK 2009 PETE	\$5,108.49	
	76,548	45395 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	PARTS-TRUCK 2009 PETE	\$564.26	
	76,548	45395 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	PARTS-TRUCK 2009 PETE	\$0.00	\$5,672.75
Employee Reimbursement						
	76,607	45396 01-5200-6090-40420	PROGRAM SUPPLIES	SKATE COMP+HAUNTED HOUSE SUPPL	\$78.98	
	76,607	45396 01-5200-6090-40500	SPECIAL EVENTS	SKATE COMP+HAUNTED HOUSE SUPPL	\$369.36	
	76,607	45396 01-0000-0200-00325	HST RECEIVABLE100%	SKATE COMP+HAUNTED HOUSE SUPPL	\$10.27	
	76,607	45396 01-0000-0200-00325	HST RECEIVABLE100%	SKATE COMP+HAUNTED HOUSE SUPPL	\$48.02	
	76,607	45396 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	SKATE COMP+HAUNTED HOUSE SUPPL	\$0.00	\$506.63
BRAD'S LOCK & KEY ***						
	76,484	45397 01-5000-6040-41700	BLDG REPAIRS & MAINT	REPAID LOCK-SOCCER ROOM DOOR	\$90.00	
	76,484	45397 01-0000-0200-00325	HST RECEIVABLE100%	REPAID LOCK-SOCCER ROOM DOOR	\$11.70	
	76,484	45397 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	REPAID LOCK-SOCCER ROOM DOOR	\$0.00	\$101.70
Employee Reimbursement						
	76,487	45398 01-5000-6020-40290	UNIFORMS & CLOTHING	CLOTHING ALLOWANCE	\$39.98	
	76,487	45398 01-0000-0200-00325	HST RECEIVABLE100%	CLOTHING ALLOWANCE	\$5.20	
	76,487	45398 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	CLOTHING ALLOWANCE	\$0.00	\$45.18
BRAGG, JEFF						
	76,568	45399 01-2000-4015-41550	MAINTENANCE CONTRACTS	CARRS CLEANING OCT	\$610.56	
	76,568	45399 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	CARRS CLEANING OCT	\$67.44	
	76,568	45399 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	CARRS CLEANING OCT	\$0.00	\$678.00
BUILDING ALTERNATIVES INC.						
	76,577	45400 10-0000-3610-80000	MATERIALS-RELOCATE KIRWIN BARN	TIMBER GRADING+ENGINEERING	\$1,669.36	
	76,577	45400 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	TIMBER GRADING+ENGINEERING	\$184.39	
	76,577	45400 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	TIMBER GRADING+ENGINEERING	\$0.00	\$1,853.75
R.J.BURNSIDE & ASSOCIATES						
	76,557	45401 01-4000-4000-40810	STUDIES & SURVEYS	BRIDGE INSPECTIONS	\$4,273.92	
	76,557	45401 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	BRIDGE INSPECTIONS	\$472.08	
	76,557	45401 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	BRIDGE INSPECTIONS	\$0.00	\$4,746.00
CAMPBELL'S						
	76,526	45402 01-4000-4000-40200	OFFICE SUPPLIES	DESK PLANNER	\$5.08	
	76,526	45402 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	DESK PLANNER	\$0.56	

	76,526	45402 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	DESK PLANNER	\$0.00	\$5.64
	76,527	45402 01-4500-4000-40200	OFFICE SUPPLIES	OFFICE SUPPLIES	\$32.87	
	76,527	45402 01-3400-4000-40200	OFFICE SUPPLIES	OFFICE SUPPLIES	\$11.07	
	76,527	45402 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	OFFICE SUPPLIES	\$3.63	
	76,527	45402 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	OFFICE SUPPLIES	\$1.22	
	76,527	45402 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	OFFICE SUPPLIES	\$0.00	\$48.79
	76,528	45402 01-4500-4000-40200	OFFICE SUPPLIES	OFFICE SUPPLIES	\$4.61	
	76,528	45402 01-4000-4000-40200	OFFICE SUPPLIES	OFFICE SUPPLIES	\$13.54	
	76,528	45402 01-4500-4000-40200	OFFICE SUPPLIES	OFFICE SUPPLIES	\$11.66	
	76,528	45402 01-3400-4000-40200	OFFICE SUPPLIES	OFFICE SUPPLIES	\$7.41	
	76,528	45402 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	OFFICE SUPPLIES	\$0.51	
	76,528	45402 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	OFFICE SUPPLIES	\$1.50	
	76,528	45402 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	OFFICE SUPPLIES	\$1.29	
	76,528	45402 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	OFFICE SUPPLIES	\$0.82	
	76,528	45402 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	OFFICE SUPPLIES	\$0.00	\$41.34
	76,575	45402 01-0900-4000-40200	OFFICE SUPPLIES	CAO OFFICE SUPPLIES	\$44.92	
	76,575	45402 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	CAO OFFICE SUPPLIES	\$4.96	
	76,575	45402 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	CAO OFFICE SUPPLIES	\$0.00	\$49.88
	76,576	45402 40-8000-4000-40610	MEETINGS & CONFERENCES	CERTIFICATES FOR BIA AWARDS	\$27.47	
	76,576	45402 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	CERTIFICATES FOR BIA AWARDS	\$3.04	
	76,576	45402 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	CERTIFICATES FOR BIA AWARDS	\$0.00	\$30.51
CANADIAN NATIONAL RAILWAYS						
	76,550	45403 01-4500-4161-80000	MATERIALS-SAFETY DEVICES, RR CROSSING	RAIL SIGNAL MAINT-SEP	\$776.25	
	76,550	45403 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	RAIL SIGNAL MAINT-SEP	\$0.00	\$776.25
	76,551	45403 01-4500-4161-80000	MATERIALS-SAFETY DEVICES, RR CROSSING	RAIL SIGNAL MAINT-OCT	\$776.25	
	76,551	45403 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	RAIL SIGNAL MAINT-OCT	\$0.00	\$776.25
CANADA REVENUE AGENCY						
	76,617	45404 01-1300-4000-42900	MISCELLANEOUS EXPENSE	2014CPP/EI	\$35.26	
	76,617	45404 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	2014CPP/EI	\$0.00	\$35.26
CANSEL - TORONTO*****						
	76,559	45405 01-4000-4000-40220	TELEPHONE	SURVEY EQUIP	\$264.58	
	76,559	45405 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	SURVEY EQUIP	\$29.22	
	76,559	45405 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	SURVEY EQUIP	\$0.00	\$293.80
CEDAR SIGNS						
	76,537	45406 01-4500-4110-80000	MATERIALS-BRIDGES & CULVERTS	SIGNS	\$342.42	
	76,537	45406 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	SIGNS	\$37.83	
	76,537	45406 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	SIGNS	\$0.00	\$380.25
CHECKERS CLEANING SUPPLY						
	76,612	45407 01-5100-4100-40210	JANITORIAL SUPPLIES	DISINFECTANT	\$195.52	
	76,612	45407 01-0000-0200-00325	HST RECEIVABLE100%	DISINFECTANT	\$25.42	
	76,612	45407 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	DISINFECTANT	\$0.00	\$220.94
COMMISSIONAIRES						
	76,515	45408 01-1000-4240-41505	PARKING ENFORCEMENT CONTRACT	TRAFFIC ENFORCE 9/13-9/26	\$751.80	
	76,515	45408 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	TRAFFIC ENFORCE 9/13-9/26	\$83.04	
	76,515	45408 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	TRAFFIC ENFORCE 9/13-9/26	\$0.00	\$834.84
CORE-MARK INTERNATIONAL, INC.						
	76,614	45409 01-5000-6020-40430	CANTEEN SUPPLIES	CANDY,CHIPS+POPS	\$627.73	
	76,614	45409 01-0000-0200-00325	HST RECEIVABLE100%	CANDY,CHIPS+POPS	\$68.17	

	76,614	45409 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	CANDY,CHIPS+POPS	\$0.00	\$695.90
CORNER MOTOR SALES LTD.	76,553	45410 01-4500-4230-46401	940100 SNOW BLOWER	SNOWBLOWER DISPLY MODULE	\$371.93	
	76,553	45410 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	SNOWBLOWER DISPLY MODULE	\$41.09	
	76,553	45410 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	SNOWBLOWER DISPLY MODULE	\$0.00	\$413.02
FRANK COWAN COMPANY LTD	76,500	45411 01-1300-4000-40283	INS DEDUCTIBLE-ADJUSTOR FEES	CLAIM#P1410431	\$10,000.00	
	76,500	45411 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	CLAIM#P1410431	\$0.00	\$10,000.00
CULLIGAN	76,509	45412 01-0100-4000-41020	PROMOTION & MEALS	WATER FOR COOLER	\$56.38	
	76,509	45412 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	WATER FOR COOLER	\$0.29	
	76,509	45412 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	WATER FOR COOLER	\$0.00	\$56.67
EASY WAY CLEANING PRODUCTS LIM	76,571	45413 01-2000-4025-40210	JANITORIAL SUPPLIES	JANITORIAL SUPPLIES	\$179.20	
	76,571	45413 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	JANITORIAL SUPPLIES	\$19.79	
	76,571	45413 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	JANITORIAL SUPPLIES	\$0.00	\$198.99
ERTH HOLDINGS INC.	76,480	45414 10-0000-3249-80000	MATERIALS-ST LT AUGMENTATION	ST LT POLE RPR THAMES ST	\$8,837.22	
	76,480	45414 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	ST LT POLE RPR THAMES ST	\$976.12	
	76,480	45414 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	ST LT POLE RPR THAMES ST	\$0.00	\$9,813.34
	76,524	45414 01-4000-4400-41530	EQUIPMENT REPAIRS & MAINT	ST LIT SOFTWARE FEE 2015	\$42.74	
	76,524	45414 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	ST LIT SOFTWARE FEE 2015	\$4.72	
	76,524	45414 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	ST LIT SOFTWARE FEE 2015	\$0.00	\$47.46
	76,525	45414 01-4000-4400-41530	EQUIPMENT REPAIRS & MAINT	ST LIT MAINT AUG 2015	\$2,075.39	
	76,525	45414 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	ST LIT MAINT AUG 2015	\$229.23	
	76,525	45414 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	ST LIT MAINT AUG 2015	\$0.00	\$2,304.62
FALLS WHOLESALE LIMITED	76,539	45415 01-5000-6020-40430	CANTEEN SUPPLIES	SLUSH BASE FOR MACHINE	\$836.62	
	76,539	45415 01-0000-0200-00325	HST RECEIVABLE100%	SLUSH BASE FOR MACHINE	\$108.76	
	76,539	45415 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	SLUSH BASE FOR MACHINE	\$0.00	\$945.38
FASTENAL CANADA ***	76,541	45416 01-4500-4130-80000	MATERIALS-HARDTOP MAINT, PATCHING & SPRAYIN	SHOVELS	\$154.92	
	76,541	45416 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	SHOVELS	\$17.11	
	76,541	45416 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	SHOVELS	\$0.00	\$172.03
FLORAL OCCASIONS ***	76,517	45417 01-1000-4000-41160	HONOURS & AWARDS	FLOWER-STAFF DEATH,ROOKE	\$45.03	
	76,517	45417 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	FLOWER-STAFF DEATH,ROOKE	\$4.97	
	76,517	45417 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	FLOWER-STAFF DEATH,ROOKE	\$0.00	\$50.00
	76,590	45417 40-8000-4000-41020	PROMOTION & MEALS	WELCOME PACKAGES	\$90.06	
	76,590	45417 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	WELCOME PACKAGES	\$9.94	
	76,590	45417 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	WELCOME PACKAGES	\$0.00	\$100.00
Tax Refund	76,565	45418 01-0000-0090-99910	TAXES - CLEARING	REFUND TAX PMT	\$205.78	
	76,565	45418 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	REFUND TAX PMT	\$0.00	\$205.78
FULLER, SAMANTHA	76,564	45419 01-1000-4000-41130	GRANTS TO VOLUNTEER ORGANIZATIONS	GRANT-ATHLETIC COMPETITION	\$200.00	
	76,564	45419 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	GRANT-ATHLETIC COMPETITION	\$0.00	\$200.00
G & L PRINTING SERVICES						



	76,605	45420 01-5200-6195-41000	ADVERTISING	SS BANNER STAND	\$300.00	
	76,605	45420 01-0000-0200-00325	HST RECEIVABLE100%	SS BANNER STAND	\$39.00	
	76,605	45420 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	SS BANNER STAND	\$0.00	\$339.00
GLASSFORD MOTORS LTD						
	76,556	45421 01-4500-4230-46387	938700 T7-08 DODGE 3500	TRUCK#7 REPAIR+DR CLEAN TEST	\$510.83	
	76,556	45421 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	TRUCK#7 REPAIR+DR CLEAN TEST	\$56.42	
	76,556	45421 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	TRUCK#7 REPAIR+DR CLEAN TEST	\$0.00	\$567.25
GRA - HAM ENERGY						
	76,496	45422 01-5000-6050-41470	VEHICLE FUEL	FUEL	\$52.94	
	76,496	45422 01-0000-0200-00325	HST RECEIVABLE100%	FUEL	\$6.88	
	76,496	45422 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	FUEL	\$0.00	\$59.82
	76,534	45422 01-4500-4230-41460	DIESEL FUEL CLRED - UNLIC VEH	CLEAN DIESEL	\$396.06	
	76,534	45422 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	CLEAN DIESEL	\$43.75	
	76,534	45422 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	CLEAN DIESEL	\$0.00	\$439.81
	76,535	45422 01-4500-4230-41420	FUEL- GASOLINE	REG GAS	\$336.92	
	76,535	45422 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	REG GAS	\$37.21	
	76,535	45422 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	REG GAS	\$0.00	\$374.13
	76,536	45422 01-4500-4230-41440	DIESEL FUEL CLR - LIC VEH	COLORED DIESEL	\$567.18	
	76,536	45422 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	COLORED DIESEL	\$62.65	
	76,536	45422 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	COLORED DIESEL	\$0.00	\$629.83
	76,613	45422 01-5000-6050-41470	VEHICLE FUEL	FUEL	\$86.74	
	76,613	45422 01-0000-0200-00325	HST RECEIVABLE100%	FUEL	\$11.28	
	76,613	45422 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	FUEL	\$0.00	\$98.02
Employee Reimbursement						
	76,531	45423 01-1000-4007-10071	HONOURARIUM-WEDDING CEREMONIES	EXP CLAIM OCT	\$175.00	
	76,531	45423 01-1000-4000-40620	MILEAGE	EXP CLAIM OCT	\$43.77	
	76,531	45423 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	EXP CLAIM OCT	\$4.83	
	76,531	45423 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	EXP CLAIM OCT	\$0.00	\$223.60
GREENLANE ENVIRONMENTAL						
	76,603	45424 01-5200-6090-40550	FUND RAISING	RAIN BARRELS FUNDRAISER	\$1,824.78	
	76,603	45424 01-0000-0200-00325	HST RECEIVABLE100%	RAIN BARRELS FUNDRAISER	\$237.22	
	76,603	45424 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	RAIN BARRELS FUNDRAISER	\$0.00	\$2,062.00
HANSFORD, BRUCE						
	76,573	45425 01-4500-4121-80000	MATERIALS-ROADSIDE MAINT, BRUSH, TREE TRIM,	TREE REMOVAL	\$1,272.00	
	76,573	45425 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	TREE REMOVAL	\$140.50	
	76,573	45425 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	TREE REMOVAL	\$0.00	\$1,412.50
HAZEN MASONRY & RESTORATION IN						
	76,572	45426 10-0000-3066-80000	MATERIALS	FACADE+PARAPET REPAIR	\$9,387.37	
	76,572	45426 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	FACADE+PARAPET REPAIR	\$1,036.88	
	76,572	45426 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	FACADE+PARAPET REPAIR	\$0.00	\$10,424.25
Employee Reimbursement						
	76,485	45427 01-5200-4100-40620	MILEAGE	KILOMETRAGE	\$66.90	
	76,485	45427 01-0000-0200-00325	HST RECEIVABLE100%	KILOMETRAGE	\$8.70	
	76,485	45427 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	KILOMETRAGE	\$0.00	\$75.60
Employee Reimbursement						
	76,615	45428 01-5100-6070-40630	STAFF TRAINING	CAN-FIT PRO	\$78.00	
	76,615	45428 01-0000-0200-00325	HST RECEIVABLE100%	CAN-FIT PRO	\$10.14	
	76,615	45428 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	CAN-FIT PRO	\$0.00	\$88.14

HM PIPE PRODUCTS INC	76,543	45429 01-4500-4123-80000	MATERIALS-ROADSIDE MAINT, CATCHBASINS	PVC PIPES+RISE-CATCH BASINS	\$3,313.43	
	76,543	45429 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	PVC PIPES+RISE-CATCH BASINS	\$365.99	
	76,543	45429 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	PVC PIPES+RISE-CATCH BASINS	\$0.00	\$3,679.42
	76,544	45429 01-4500-4123-80000	MATERIALS-ROADSIDE MAINT, CATCHBASINS	CATCH BASIN+ELBOWS	\$356.82	
	76,544	45429 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	CATCH BASIN+ELBOWS	\$39.41	
	76,544	45429 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	CATCH BASIN+ELBOWS	\$0.00	\$396.23
HOT,COLD & FREEZING	76,595	45430 01-2000-4015-41550	MAINTENANCE CONTRACTS	3RD QUARTER MAINT	\$19.08	
	76,595	45430 01-2000-4025-41550	MAINTENANCE CONTRACTS	3RD QUARTER MAINT	\$152.64	
	76,595	45430 01-4500-4100-41550	MAINTENANCE CONTRACTS	3RD QUARTER MAINT	\$152.64	
	76,595	45430 01-3200-4100-41550	MAINTENANCE CONTRACTS	3RD QUARTER MAINT	\$100.00	
	76,595	45430 01-3000-4000-41550	MAINTENANCE CONTRACTS	3RD QUARTER MAINT	\$76.32	
	76,595	45430 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	3RD QUARTER MAINT	\$2.11	
	76,595	45430 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	3RD QUARTER MAINT	\$16.86	
	76,595	45430 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	3RD QUARTER MAINT	\$16.86	
	76,595	45430 01-0000-0200-00325	HST RECEIVABLE100%	3RD QUARTER MAINT	\$13.00	
	76,595	45430 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	3RD QUARTER MAINT	\$8.42	
	76,595	45430 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	3RD QUARTER MAINT	\$0.00	\$557.93
IDEAL SUPPLY COMPANY LTD	76,569	45431 01-2000-4025-41700	BLDG REPAIRS & MAINT	LT BULBS-TOWN HALL	\$382.11	
	76,569	45431 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	LT BULBS-TOWN HALL	\$42.21	
	76,569	45431 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	LT BULBS-TOWN HALL	\$0.00	\$424.32
	76,570	45431 01-2000-4030-41700	BLDG REPAIRS & MAINTENANCE	BATTERIES-ROOF TOP DOOR	\$22.37	
	76,570	45431 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	BATTERIES-ROOF TOP DOOR	\$2.47	
	76,570	45431 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	BATTERIES-ROOF TOP DOOR	\$0.00	\$24.84
INGERSOLL RENT-ALL ***	76,610	45432 01-4500-4130-80000	MATERIALS-HARDTOP MAINT, PATCHING & SPRAYIN	PLANER+SKIDSTEER	\$5,843.06	
	76,610	45432 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	PLANER+SKIDSTEER	\$645.40	
	76,610	45432 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	PLANER+SKIDSTEER	\$0.00	\$6,488.46
I.T.O.P.A.	76,510	45433 01-0100-4000-41000	ADVERTISING	GROUP AD 2015-2016 SEASON	\$120.00	
	76,510	45433 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	GROUP AD 2015-2016 SEASON	\$0.00	\$120.00
Reimbursement	76,587	45434 40-8000-6900-40810	STUDIES & SURVEYS	BIA WEDDING LIC REIMBURSEMENT	\$100.00	
	76,587	45434 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	BIA WEDDING LIC REIMBURSEMENT	\$0.00	\$100.00
J/E BEARING & MACHINE LTD.	76,554	45435 01-4500-4230-46395	939500 ELGIN SWEEPER	BOLT FLANGE BEARING	\$57.60	
	76,554	45435 01-4500-4150-80000	MATERIALS-WINTER CONTROL, PLOWING, SANDING,	BOLT FLANGE BEARING	\$57.60	
	76,554	45435 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	BOLT FLANGE BEARING	\$6.36	
	76,554	45435 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	BOLT FLANGE BEARING	\$6.36	
	76,554	45435 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	BOLT FLANGE BEARING	\$0.00	\$127.92
Employee Reimbursement	76,583	45436 01-6200-4000-40500	SPECIAL EVENTS	PUMPKIN FEST SUPPLIES	\$43.00	
	76,583	45436 40-8000-4000-40610	MEETINGS & CONFERENCES	PUMPKIN FEST SUPPLIES	\$15.74	
	76,583	45436 01-0000-0200-00325	HST RECEIVABLE100%	PUMPKIN FEST SUPPLIES	\$5.59	
	76,583	45436 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	PUMPKIN FEST SUPPLIES	\$1.74	
	76,583	45436 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	PUMPKIN FEST SUPPLIES	\$0.00	\$66.07

KIWANIS OF INGERSOLL	76,530	45437 01-0100-4000-41020	PROMOTION & MEALS	KIWANIS GOLF OCT 6	\$198.12	
	76,530	45437 01-7000-4000-41020	PROMOTION & MEALS	KIWANIS GOLF OCT 6	\$99.06	
	76,530	45437 01-3000-4000-41020	PROMOTION & MEALS	KIWANIS GOLF OCT 6	\$99.06	
	76,530	45437 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	KIWANIS GOLF OCT 6	\$21.88	
	76,530	45437 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	KIWANIS GOLF OCT 6	\$10.94	
	76,530	45437 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	KIWANIS GOLF OCT 6	\$10.94	
	76,530	45437 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	KIWANIS GOLF OCT 6	\$0.00	\$440.00
KONECRANES CANADA INC.	76,542	45438 01-4500-4100-41700	BLDG REPAIRS & MAINTENANCE	OVERHEAD CRANE MAINT	\$1,152.94	
	76,542	45438 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	OVERHEAD CRANE MAINT	\$127.35	
	76,542	45438 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	OVERHEAD CRANE MAINT	\$0.00	\$1,280.29
LANGS BUS LINES LIMITED	76,596	45439 01-7000-4000-41020	PROMOTION & MEALS	BUS FOR CONESTOGA TOUR	\$177.06	
	76,596	45439 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	BUS FOR CONESTOGA TOUR	\$19.56	
	76,596	45439 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	BUS FOR CONESTOGA TOUR	\$0.00	\$196.62
LAW ENGINEERING (LONDON) INC	76,560	45440 01-0000-0250-60824	GC14-676-MUTUAL-NEW WTRMN	MUTUAL ST W.M REPLACE-GEO INSP	\$2,054.28	
	76,560	45440 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	MUTUAL ST W.M REPLACE-GEO INSP	\$226.91	
	76,560	45440 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	MUTUAL ST W.M REPLACE-GEO INSP	\$0.00	\$2,281.19
	76,561	45440 10-0000-3261-80000	MATERIALS - CATHERINE ST RECONST	#1-2015,GEO WORK	\$1,768.08	
	76,561	45440 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	#1-2015,GEO WORK	\$195.30	
	76,561	45440 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	#1-2015,GEO WORK	\$0.00	\$1,963.38
	76,562	45440 10-0000-3244-80000	MATERIALS-ROYLAND/ELM/CEDAR/PINE	ASPHALT PAVING INSPECTION	\$236.59	
	76,562	45440 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	ASPHALT PAVING INSPECTION	\$26.14	
	76,562	45440 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	ASPHALT PAVING INSPECTION	\$0.00	\$262.73
Employee Reimbursement	76,611	45441 01-4000-4000-40620	MILEAGE	KILOMETRAGE OCT	\$255.78	
	76,611	45441 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	KILOMETRAGE OCT	\$28.26	
	76,611	45441 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	KILOMETRAGE OCT	\$0.00	\$284.04
LEVACS	76,538	45442 01-1000-4000-41160	HONOURS & AWARDS	M HENNESSY 90TH B-DAY PLAQUE	\$76.32	
	76,538	45442 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	M HENNESSY 90TH B-DAY PLAQUE	\$8.43	
	76,538	45442 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	M HENNESSY 90TH B-DAY PLAQUE	\$0.00	\$84.75
LONG & McQUADE	76,601	45443 01-5200-6090-40500	SPECIAL EVENTS	TRIBUTE SHOW/THANKSGIVING	\$57.58	
	76,601	45443 01-0000-0200-00325	HST RECEIVABLE100%	TRIBUTE SHOW/THANKSGIVING	\$7.48	
	76,601	45443 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	TRIBUTE SHOW/THANKSGIVING	\$0.00	\$65.06
TIM LOVETT INSTALLATIONS INC.	76,578	45444 01-6200-4100-41700	BLDG REPAIRS & MAINTENANCE	ELECTRIC SERVICE-CHEESE MUSEUM	\$90.00	
	76,578	45444 01-0000-0200-00325	HST RECEIVABLE100%	ELECTRIC SERVICE-CHEESE MUSEUM	\$11.70	
	76,578	45444 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	ELECTRIC SERVICE-CHEESE MUSEUM	\$0.00	\$101.70
Reimbursement	76,585	45445 40-8000-6900-40810	STUDIES & SURVEYS	BIA WEDDING LIC REIMBURSE	\$100.00	
	76,585	45445 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	BIA WEDDING LIC REIMBURSE	\$0.00	\$100.00
MAR-CO	76,482	45446 10-0000-3550-80000	MATERIALS - RECONSTRUCTION OF SPORTS FIELDS	RECONSTRUCTION VIC MAIN	\$30,540.74	
	76,482	45446 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	RECONSTRUCTION VIC MAIN	\$3,373.39	

	76,482	45446 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	RECONSTRUCTION VIC MAIN	\$0.00	\$33,914.13
	76,483	45446 01-5000-6050-41530	EQUIP REPAIRS & MAINT	HOME PLATE & PITCHERS PLATE	\$220.25	
	76,483	45446 01-0000-0200-00325	HST RECEIVABLE100%	HOME PLATE & PITCHERS PLATE	\$28.63	
	76,483	45446 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	HOME PLATE & PITCHERS PLATE	\$0.00	\$248.88
MCCABE PROMOTIONAL ADVERT.						
	76,514	45447 01-5100-6070-40420	PROGRAM SUPPLIES	MEMBERSHIP PROMOTION	\$880.53	
	76,514	45447 01-0000-0200-00325	HST RECEIVABLE100%	MEMBERSHIP PROMOTION	\$114.47	
	76,514	45447 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	MEMBERSHIP PROMOTION	\$0.00	\$995.00
MCKIM HARDWARE						
	76,505	45448 01-2000-4025-40270	NEW EQUIPMENT	STAPLE GUN	\$31.25	
	76,505	45448 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	STAPLE GUN	\$3.45	
	76,505	45448 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	STAPLE GUN	\$0.00	\$34.70
	76,506	45448 01-3000-4000-41700	BLDG REPAIRS & MAINTENANCE	LIT BULBS+CABLE SLEEVES	\$16.01	
	76,506	45448 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	LIT BULBS+CABLE SLEEVES	\$1.76	
	76,506	45448 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	LIT BULBS+CABLE SLEEVES	\$0.00	\$17.77
	76,507	45448 01-4500-4000-41650	SMALL TOOLS & SAFETY EQUIP	PICK HEAD, HANDLES	\$39.76	
	76,507	45448 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	PICK HEAD, HANDLES	\$4.39	
	76,507	45448 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	PICK HEAD, HANDLES	\$0.00	\$44.15
	76,508	45448 01-4500-4220-80000	MATERIALS-SIDEWALK REPAIRS	SCREWS	\$11.06	
	76,508	45448 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	SCREWS	\$1.22	
	76,508	45448 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	SCREWS	\$0.00	\$12.28
Reimbursement						
	76,586	45449 40-8000-6900-40810	STUDIES & SURVEYS	BIA WEDDING LIC REIMBURSEMENT	\$100.00	
	76,586	45449 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	BIA WEDDING LIC REIMBURSEMENT	\$0.00	\$100.00
MINISTRY OF FINANCE - M.T.O. *						
	76,491	45450 01-1000-4240-01627	VIOLATIONS - M.O.T.	COURT COST-SEP	\$24.75	
	76,491	45450 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	COURT COST-SEP	\$0.00	\$24.75
MINISTRY OF FINANCE (OPP)***						
	76,481	45451 01-3200-4000-40450	OPP CONTRACTED SERVICES	OPP SERVICE OCT 2015	\$234,711.00	
	76,481	45451 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	OPP SERVICE OCT 2015	\$0.00	\$234,711.00
MISTER SAFETY SHOES (FORMERLY						
	76,511	45452 01-5000-6020-40290	UNIFORMS & CLOTHING	WORK BOOTS-TOM MABEE	\$179.95	
	76,511	45452 01-0000-0200-00325	HST RECEIVABLE100%	WORK BOOTS-TOM MABEE	\$23.39	
	76,511	45452 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	WORK BOOTS-TOM MABEE	\$0.00	\$203.34
NETHERCOTT PRESS INC						
	76,598	45453 01-7000-4000-41010	GRAPHICS & PRINTING	NEWSLETTER+MODEL HOME FLYERS	\$55.97	
	76,598	45453 01-7000-4000-41010	GRAPHICS & PRINTING	NEWSLETTER+MODEL HOME FLYERS	\$147.55	
	76,598	45453 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	NEWSLETTER+MODEL HOME FLYERS	\$6.18	
	76,598	45453 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	NEWSLETTER+MODEL HOME FLYERS	\$16.30	
	76,598	45453 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	NEWSLETTER+MODEL HOME FLYERS	\$0.00	\$226.00
O.M.E.R.S. ***						
	76,489	45454 01-0000-2100-00704	OMERS (15000)	OMERS OCT REMITTANCE	\$61,912.12	
	76,489	45454 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	OMERS OCT REMITTANCE	\$0.00	\$61,912.12
ONTARIO ONE CALL LTD.						
	76,520	45455 01-4000-5020-41500	CONTRACTED SERVICES	SEP NOTIFICATION+WIDE AREA PRO	\$229.06	
	76,520	45455 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	SEP NOTIFICATION+WIDE AREA PRO	\$25.30	
	76,520	45455 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	SEP NOTIFICATION+WIDE AREA PRO	\$0.00	\$254.36
ORKIN CANADA CORP.						

	76,593	45456 01-6200-4100-41700	BLDG REPAIRS & MAINTENANCE	PEST CONTROL CONTRACT	\$131.00	
	76,593	45456 01-0000-0200-00325	HST RECEIVABLE100%	PEST CONTROL CONTRACT	\$17.03	
	76,593	45456 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	PEST CONTROL CONTRACT	\$0.00	\$148.03
OXFORD COUNTY ***						
	76,492	45457 01-1000-4240-01626	VIOLATIONS - COURT	COURT COST - SEP	\$9.00	
	76,492	45457 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	COURT COST - SEP	\$0.00	\$9.00
OXFORD CTY ROAD SUPERVISOR AS						
	76,555	45458 01-4500-4000-40630	STAFF TRAINING	WINTER TRAINING-PW	\$1,100.00	
	76,555	45458 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	WINTER TRAINING-PW	\$0.00	\$1,100.00
OXFORD CREATIVE CONNECTIONS IN						
	76,582	45459 01-6200-4000-41000	ADVERTISING	MUSEUM AD-OXFORD CULTURE GUIDE	\$140.00	
	76,582	45459 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	MUSEUM AD-OXFORD CULTURE GUIDE	\$0.00	\$140.00
PATTON , CORMIER AND ASSOCIATE						
	76,499	45460 01-0900-4000-40710	LEGAL FEES	MOE INVESTIGATION	\$4,076.25	
	76,499	45460 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	MOE INVESTIGATION	\$450.25	
	76,499	45460 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	MOE INVESTIGATION	\$0.00	\$4,526.50
	76,518	45460 01-0000-2000-00750	SITE PLAN SECURITY - DEPOSIT	LEGAL	\$2,153.37	
	76,518	45460 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	LEGAL	\$224.60	
	76,518	45460 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	LEGAL	\$0.00	\$2,377.97
PC OPTIONS						
	76,594	45461 01-1002-4000-40270	NEW EQUIPMENT	FUSION MONITOR REPLACEMENT	\$205.80	
	76,594	45461 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	FUSION MONITOR REPLACEMENT	\$22.73	
	76,594	45461 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	FUSION MONITOR REPLACEMENT	\$0.00	\$228.53
D. PETERS PAVING INC.						
	76,547	45462 01-4500-4130-80000	MATERIALS-HARDTOP MAINT, PATCHING & SPRAYIN	TOWN PORTION DRWY ASPHALT	\$5,478.76	
	76,547	45462 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	TOWN PORTION DRWY ASPHALT	\$605.16	
	76,547	45462 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	TOWN PORTION DRWY ASPHALT	\$0.00	\$6,083.92
P M HYDRAULICS ***						
	76,533	45463 01-4500-4230-46397	939700 SIDEWALK TRACTOR	DETACH COUPLER	\$52.08	
	76,533	45463 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	DETACH COUPLER	\$5.75	
	76,533	45463 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	DETACH COUPLER	\$0.00	\$57.83
RESQTECH SYSTEMS INC ***						
	76,498	45464 01-3000-4000-41510	VEHICLE REPAIRS & MAINTENANCE	AERIAL WATERWAY SEAL REPAIR	\$1,967.53	
	76,498	45464 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	AERIAL WATERWAY SEAL REPAIR	\$217.33	
	76,498	45464 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	AERIAL WATERWAY SEAL REPAIR	\$0.00	\$2,184.86
ROGERS (WIRELESS)						
	76,513	45465 01-1300-4000-40220	TELEPHONE EXPENSE	SEP MOBILE PHONE CHRGS	\$57.30	
	76,513	45465 01-4500-4000-40220	TELEPHONE	SEP MOBILE PHONE CHRGS	\$215.06	
	76,513	45465 01-5200-6090-40220	TELEPHONE	SEP MOBILE PHONE CHRGS	\$208.04	
	76,513	45465 01-4000-4000-40220	TELEPHONE	SEP MOBILE PHONE CHRGS	\$98.23	
	76,513	45465 01-5000-6020-40220	TELEPHONE	SEP MOBILE PHONE CHRGS	\$53.25	
	76,513	45465 01-5200-6090-40220	TELEPHONE	SEP MOBILE PHONE CHRGS	\$52.85	
	76,513	45465 01-1002-4000-40220	TELEPHONE	SEP MOBILE PHONE CHRGS	\$92.34	
	76,513	45465 01-0100-4000-40220	TELEPHONE	SEP MOBILE PHONE CHRGS	\$107.92	
	76,513	45465 01-5200-6090-40220	TELEPHONE	SEP MOBILE PHONE CHRGS	\$65.15	
	76,513	45465 01-0900-4000-40220	TELEPHONE	SEP MOBILE PHONE CHRGS	\$52.36	
	76,513	45465 01-5000-6050-40220	TELEPHONE	SEP MOBILE PHONE CHRGS	\$19.55	
	76,513	45465 01-5000-6050-40220	TELEPHONE	SEP MOBILE PHONE CHRGS	\$383.74	

	76,513	45465 01-5000-6020-40220	TELEPHONE	SEP MOBILE PHONE CHRGS	\$54.45	
	76,513	45465 01-5000-6050-40220	TELEPHONE	SEP MOBILE PHONE CHRGS	\$19.55	
	76,513	45465 01-5000-6050-40220	TELEPHONE	SEP MOBILE PHONE CHRGS	\$19.55	
	76,513	45465 01-5000-6050-40220	TELEPHONE	SEP MOBILE PHONE CHRGS	\$19.55	
	76,513	45465 01-5000-6050-40220	TELEPHONE	SEP MOBILE PHONE CHRGS	\$19.55	
	76,513	45465 01-5000-6050-40220	TELEPHONE	SEP MOBILE PHONE CHRGS	\$19.55	
	76,513	45465 01-5000-6050-40220	TELEPHONE	SEP MOBILE PHONE CHRGS	\$19.55	
	76,513	45465 01-5000-4000-40220	TELEPHONE	SEP MOBILE PHONE CHRGS	\$52.05	
	76,513	45465 01-0100-4000-40220	TELEPHONE	SEP MOBILE PHONE CHRGS	\$52.97	
	76,513	45465 01-4500-4000-40220	TELEPHONE	SEP MOBILE PHONE CHRGS	\$81.08	
	76,513	45465 01-0100-4000-40220	TELEPHONE	SEP MOBILE PHONE CHRGS	\$53.58	
	76,513	45465 01-1002-4000-40220	TELEPHONE	SEP MOBILE PHONE CHRGS	\$79.77	
	76,513	45465 01-1000-4000-40220	TELEPHONE	SEP MOBILE PHONE CHRGS	\$52.97	
	76,513	45465 01-3000-4000-40220	TELEPHONE	SEP MOBILE PHONE CHRGS	\$19.89	
	76,513	45465 01-3000-4000-40220	TELEPHONE	SEP MOBILE PHONE CHRGS	\$54.29	
	76,513	45465 01-4000-4000-40220	TELEPHONE	SEP MOBILE PHONE CHRGS	\$213.03	
	76,513	45465 01-4000-4000-40220	TELEPHONE	SEP MOBILE PHONE CHRGS	\$56.53	
	76,513	45465 01-4000-4000-40220	TELEPHONE	SEP MOBILE PHONE CHRGS	\$208.24	
	76,513	45465 01-7000-4000-40220	TELEPHONE	SEP MOBILE PHONE CHRGS	\$73.31	
	76,513	45465 01-4000-4000-40220	TELEPHONE	SEP MOBILE PHONE CHRGS	\$81.66	
	76,513	45465 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	SEP MOBILE PHONE CHRGS	\$171.53	
	76,513	45465 01-0000-0200-00325	HST RECEIVABLE100%	SEP MOBILE PHONE CHRGS	\$133.40	
	76,513	45465 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	SEP MOBILE PHONE CHRGS	\$0.00	\$2,981.39
	76,545	45465 01-4500-4150-80000	MATERIALS-WINTER CONTROL, PLOWING, SANDING,	P.W ON CALL PHONES	\$39.79	
	76,545	45465 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	P.W ON CALL PHONES	\$4.39	
	76,545	45465 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	P.W ON CALL PHONES	\$0.00	\$44.18
	76,546	45465 01-4000-4000-40220	TELEPHONE	GPS UNIT WIRELESS SERVICE	\$52.91	
	76,546	45465 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	GPS UNIT WIRELESS SERVICE	\$5.85	
	76,546	45465 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	GPS UNIT WIRELESS SERVICE	\$0.00	\$58.76
Employee Reimbursement						
	76,558	45466 01-4000-4000-40290	UNIFORMS & CLOTHING	WORK BOOTS	\$152.63	
	76,558	45466 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	WORK BOOTS	\$16.86	
	76,558	45466 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	WORK BOOTS	\$0.00	\$169.49
SEARLES MOTOR PRODUCTS LIMITED						
	76,488	45467 01-5000-6050-41510	VEHICLE REPAIRS & MAINT	ANNUAL SAFETY&BRAKE	\$2,701.29	
	76,488	45467 01-0000-0200-00325	HST RECEIVABLE100%	ANNUAL SAFETY&BRAKE	\$351.17	
	76,488	45467 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	ANNUAL SAFETY&BRAKE	\$0.00	\$3,052.46
SHAW DIRECT						
	76,497	45468 01-3000-4000-40300	UTILITIES	SATELLITE	\$107.86	
	76,497	45468 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	SATELLITE	\$11.91	
	76,497	45468 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	SATELLITE	\$0.00	\$119.77
SHOPPERS DRUG MART						
	76,604	45469 01-5200-6090-40460	NUTRITION PURCHASES	NUTRITION SUPPLIES	\$6.78	
	76,604	45469 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	NUTRITION SUPPLIES	\$0.00	\$6.78
SOAK IT UP INC						
	76,494	45470 01-5100-4100-41550	MAINTENANCE CONTRACTS	MAT SERVICE	\$305.80	
	76,494	45470 01-0000-0200-00325	HST RECEIVABLE100%	MAT SERVICE	\$39.75	

	76,494	45470 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	MAT SERVICE	\$0.00	\$345.55
	76,566	45470 01-2000-4025-41540	RENTAL	MAT RENTAL	\$29.00	
	76,566	45470 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	MAT RENTAL	\$3.21	
	76,566	45470 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	MAT RENTAL	\$0.00	\$32.21
	76,567	45470 01-2000-4015-41540	RENTAL	MAT RENTAL	\$11.19	
	76,567	45470 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	MAT RENTAL	\$1.24	
	76,567	45470 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	MAT RENTAL	\$0.00	\$12.43
	76,579	45470 01-5200-4100-41500	CONTRACTED SERVICES	MAT + MOPS + HANDLES	\$26.50	
	76,579	45470 01-0000-0200-00325	HST RECEIVABLE100%	MAT + MOPS + HANDLES	\$3.45	
	76,579	45470 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	MAT + MOPS + HANDLES	\$0.00	\$29.95
	76,580	45470 01-6200-4100-41700	BLDG REPAIRS & MAINTENANCE	CARPET CLEANING	\$18.00	
	76,580	45470 01-0000-0200-00325	HST RECEIVABLE100%	CARPET CLEANING	\$2.34	
	76,580	45470 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	CARPET CLEANING	\$0.00	\$20.34
	76,581	45470 01-6200-4100-41700	BLDG REPAIRS & MAINTENANCE	MUSEUM MATS	\$18.00	
	76,581	45470 01-0000-0200-00325	HST RECEIVABLE100%	MUSEUM MATS	\$2.34	
	76,581	45470 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	MUSEUM MATS	\$0.00	\$20.34
STAPLES ***						
	76,512	45472 01-5100-4000-40200	OFFICE SUPPLIES	OFFICE SUPPLIES	\$103.76	
	76,512	45472 01-0000-0200-00325	HST RECEIVABLE100%	OFFICE SUPPLIES	\$13.49	
	76,512	45472 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	OFFICE SUPPLIES	\$0.00	\$117.25
ST. JOHNS LODGE NO. 68						
	76,584	45473 40-8000-6900-40580	AUGUST DT SIDEWALK DAYS	DONATION-ST. JOHN'S NO68 MASON	\$200.00	
	76,584	45473 01-0000-0010-00350	DUE TO/FROM ACCOUNT	DONATION-ST. JOHN'S NO68 MASON	\$0.00	\$200.00
SUN LIFE OF CANADA						
	76,516	45474 01-0000-2100-00716	HEALTH CARE PAYABLE	OCTOBER PREMIUM	\$40,721.21	
	76,516	45474 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	OCTOBER PREMIUM	\$0.00	\$40,721.21
SUN MEDIA, A DIVISION OF POSTM						
	76,493	45475 01-1000-4000-41000	ADVERTISING	AD-COMMUN. DEV VOLUNTEERS	\$320.54	
	76,493	45475 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	AD-COMMUN. DEV VOLUNTEERS	\$35.41	
	76,493	45475 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	AD-COMMUN. DEV VOLUNTEERS	\$0.00	\$355.95
	76,591	45475 01-7000-4000-41010	GRAPHICS & PRINTING	MODEL HOME TOUR AD	\$2,819.30	
	76,591	45475 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	MODEL HOME TOUR AD	\$311.41	
	76,591	45475 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	MODEL HOME TOUR AD	\$0.00	\$3,130.71
THAMESFORD PIZZA						
	76,574	45476 01-5100-6060-40420	PROGRAM SUPPLIES	PIZZA JUL-SEP VPCC	\$83.35	
	76,574	45476 01-5100-6090-40420	PROGRAM SUPPLIES	PIZZA JUL-SEP VPCC	\$151.64	
	76,574	45476 01-0000-0200-00325	HST RECEIVABLE100%	PIZZA JUL-SEP VPCC	\$4.15	
	76,574	45476 01-0000-0200-00325	HST RECEIVABLE100%	PIZZA JUL-SEP VPCC	\$7.59	
	76,574	45476 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	PIZZA JUL-SEP VPCC	\$0.00	\$246.73
THAMES RIVER MELON FARMS						
	76,589	45477 01-6200-4000-40500	SPECIAL EVENTS	PUMPKINS FOR PUMPKIN FEST	\$1,100.00	
	76,589	45477 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	PUMPKINS FOR PUMPKIN FEST	\$0.00	\$1,100.00
THERMAL SAFETY SUPPLY LTD						
	76,532	45478 01-4500-4123-80000	MATERIALS-ROADSIDE MAINT, CATCHBASINS	CALIBRATION-GAS UNIT	\$167.90	
	76,532	45478 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	CALIBRATION-GAS UNIT	\$18.55	
	76,532	45478 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	CALIBRATION-GAS UNIT	\$0.00	\$186.45
TILLSONBURG FIRE & SAFETY EQUI						
	76,549	45479 01-4500-4100-41700	BLDG REPAIRS & MAINTENANCE	3 NEW FIRE EXTINGUISHERS	\$268.49	

	76,549	45479 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	3 NEW FIRE EXTINGUISHERS	\$29.66	
	76,549	45479 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	3 NEW FIRE EXTINGUISHERS	\$0.00	\$298.15
TRADEWINDS INTERNATIONAL SALE						
	76,495	45480 01-5000-6050-41720	HORTICULTURAL SUPPLIES	FALL BULBS	\$852.90	
	76,495	45480 01-0000-0200-00325	HST RECEIVABLE100%	FALL BULBS	\$110.88	
	76,495	45480 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	FALL BULBS	\$0.00	\$963.78
TREMBLETT'S YOUR INDEPENDENT G						
	76,501	45481 01-5100-6060-40420	PROGRAM SUPPLIES	BIRTHDAY CHIPS	\$12.78	
	76,501	45481 01-0000-0200-00325	HST RECEIVABLE100%	BIRTHDAY CHIPS	\$1.22	
	76,501	45481 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	BIRTHDAY CHIPS	\$0.00	\$14.00
	76,502	45481 01-5100-6060-40420	PROGRAM SUPPLIES	BIRTHDAY CHIPS	\$11.02	
	76,502	45481 01-0000-0200-00325	HST RECEIVABLE100%	BIRTHDAY CHIPS	\$1.04	
	76,502	45481 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	BIRTHDAY CHIPS	\$0.00	\$12.06
	76,503	45481 01-5000-6020-40430	CANTEEN SUPPLIES	HOT DOG, RELISH,VINEGAR	\$35.59	
	76,503	45481 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	HOT DOG, RELISH,VINEGAR	\$0.00	\$35.59
	76,504	45481 01-1000-4000-40200	OFFICE SUPPLIES	KLEENEX, HAND SANITIZER	\$43.69	
	76,504	45481 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	KLEENEX, HAND SANITIZER	\$4.83	
	76,504	45481 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	KLEENEX, HAND SANITIZER	\$0.00	\$48.52
TURNERS FARM MARKET						
	76,588	45482 01-6200-4000-40500	SPECIAL EVENTS	BALES FOR PUMPKIN FEST	\$42.00	
	76,588	45482 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	BALES FOR PUMPKIN FEST	\$0.00	\$42.00
Employee Reimbursement						
	76,616	45483 01-3400-4000-40620	MILEAGE	KILOMETRAGE OCT	\$260.65	
	76,616	45483 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	KILOMETRAGE OCT	\$28.79	
	76,616	45483 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	KILOMETRAGE OCT	\$0.00	\$289.44
VICTORY FORD, LINCOLN SALES LT						
	76,609	45484 10-0000-3413-80000	MATERIALS- REPLACE TRUCK #2	2016 CHASSIS+STAKE BODY	\$55,985.19	
	76,609	45484 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	2016 CHASSIS+STAKE BODY	\$6,138.24	
	76,609	45484 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	2016 CHASSIS+STAKE BODY	\$0.00	\$62,123.43
VIEWCON CONSTRUCTION LTD.						
	76,608	45485 01-4500-4130-80000	MATERIALS-HARDTOP MAINT, PATCHING & SPRAYIN	HB RELEASE-WOODHATCH PK BIORET	\$34.40	
	76,608	45485 01-0000-2020-00650	ACCOUNTS PAYABLE-HOLDBACKS	HB RELEASE-WOODHATCH PK BIORET	\$1,954.32	
	76,608	45485 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	HB RELEASE-WOODHATCH PK BIORET	\$219.66	
	76,608	45485 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	HB RELEASE-WOODHATCH PK BIORET	\$0.00	\$2,208.38
Tax Refund						
	76,490	45486 01-0000-0090-99910	TAXES - CLEARING	RETURNED PAP TAX PMT	\$253.10	
	76,490	45486 01-1300-4000-01499	MISCELLANEOUS REVENUE	RETURNED PAP TAX PMT	\$0.00	\$25.00
	76,490	45486 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	RETURNED PAP TAX PMT	\$0.00	\$228.10
Employee Reimbursement						
	76,599	45487 01-5200-6090-40620	MILEAGE	KILOMETRAGE-,SEP	\$15.29	
	76,599	45487 01-0000-0200-00325	HST RECEIVABLE100%	KILOMETRAGE-,SEP	\$1.99	
	76,599	45487 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	KILOMETRAGE-,SEP	\$0.00	\$17.28
	76,600	45487 01-5200-6090-40620	MILEAGE	KILOMETRAGE-,SEP	\$26.76	
	76,600	45487 01-0000-0200-00325	HST RECEIVABLE100%	KILOMETRAGE-,SEP	\$3.48	
	76,600	45487 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	KILOMETRAGE-,SEP	\$0.00	\$30.24
WOODSTOCK UMPIRES ASSOCIATION						
	76,521	45488 01-5000-6050-42900	MISCELLANEOUS EXPENSES	CO-ED UMPIRES CHRGS ADJ	\$860.00	
	76,521	45488 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	CO-ED UMPIRES CHRGS ADJ	\$0.00	\$860.00



WORK EQUIPMENT LTD.							
	76,552	45489	01-4500-4230-46397	939700 SIDEWALK TRACTOR	PARTS FOR SIDEWALK TRACTOR	\$352.08	
	76,552	45489	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	PARTS FOR SIDEWALK TRACTOR	\$38.89	
	76,552	45489	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	PARTS FOR SIDEWALK TRACTOR	\$0.00	\$390.97
XEROX CANADA LTD.							
	76,523	45490	01-1300-4000-40250	PHOTOCOPIER	COPIER Q3 LEASE-ADMIN	\$457.92	
	76,523	45490	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	COPIER Q3 LEASE-ADMIN	\$50.58	
	76,523	45490	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	COPIER Q3 LEASE-ADMIN	\$0.00	\$508.50
INGERSOLL GOLF & COUNTRY CLUB							
	76,631	45491	01-0900-4000-41030	STAFF CHRISTMAS PARTY	DEPOSIT-STAFF XMAS PARTY	\$250.00	
	76,631	45491	01-0000-0100-00100	BANK	DEPOSIT-STAFF XMAS PARTY	\$0.00	\$250.00
MINISTER OF FINANCE							
	76,629	45492	01-1300-4000-40630	STAFF TRAINING	TREASURER FORUM-JOYCE M	\$76.54	
	76,629	45492	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	TREASURER FORUM-JOYCE M	\$8.46	
	76,629	45492	01-0000-0100-00100	BANK	TREASURER FORUM-JOYCE M	\$0.00	\$85.00
SCHOUT COMMUNITIES INC.							
	76,630	45493	01-0000-2000-00770	SCHOUT COMM - SITE ALTERATION AGREEMENT	SECURITY RELEASE-SITE ALTER	\$119,531.00	
	76,630	45493	01-0000-0100-00100	BANK	SECURITY RELEASE-SITE ALTER	\$0.00	\$119,531.00
ROYAL BANK VISA							
	76,618	EFT0000	01-1000-4000-40710	LEGAL FEES	RBC VISA-GRAVES	\$3.05	
	76,618	EFT0000	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	RBC VISA-GRAVES	\$0.34	
	76,618	EFT0000	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	RBC VISA-GRAVES	\$0.00	\$3.39
ROYAL BANK VISA							
	76,619	EFT0000	01-3000-4000-40630	STAFF TRAINING	RBC VISA-HOLMES	\$91.58	
	76,619	EFT0000	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	RBC VISA-HOLMES	\$10.12	
	76,619	EFT0000	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	RBC VISA-HOLMES	\$0.00	\$101.70
ROYAL BANK VISA							
	76,620	EFT0000	01-7000-4000-41020	PROMOTION & MEALS	RBC VISA-BROWN	\$50.00	
	76,620	EFT0000	01-7000-4000-41020	PROMOTION & MEALS	RBC VISA-BROWN	\$3.93	
	76,620	EFT0000	01-7000-4000-41300	TRADE SHOWS	RBC VISA-BROWN	\$26.44	
	76,620	EFT0000	01-0100-4000-40610	MEETINGS & CONFERENCES	RBC VISA-BROWN	\$89.55	
	76,620	EFT0000	01-7000-4000-41020	PROMOTION & MEALS	RBC VISA-BROWN	\$8.40	
	76,620	EFT0000	01-7000-4000-41000	ADVERTISING	RBC VISA-BROWN	\$63.09	
	76,620	EFT0000	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	RBC VISA-BROWN	\$0.17	
	76,620	EFT0000	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	RBC VISA-BROWN	\$9.89	
	76,620	EFT0000	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	RBC VISA-BROWN	\$0.93	
	76,620	EFT0000	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	RBC VISA-BROWN	\$6.97	
	76,620	EFT0000	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	RBC VISA-BROWN	\$0.00	\$259.37
ROYAL BANK VISA							
	76,621	EFT0000	01-0900-4000-40610	MEETINGS & CONFERENCES	RBC VISA-TIGERT	\$305.28	
	76,621	EFT0000	01-0900-4000-41020	PROMOTION & MEALS	RBC VISA-TIGERT	\$56.56	
	76,621	EFT0000	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	RBC VISA-TIGERT	\$33.72	
	76,621	EFT0000	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	RBC VISA-TIGERT	\$5.14	
	76,621	EFT0000	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	RBC VISA-TIGERT	\$0.00	\$400.70
ROYAL BANK VISA							
	76,622	EFT0000	01-4500-4000-41650	SMALL TOOLS & SAFETY EQUIP	RBC VISA-WITUIK	\$363.18	
	76,622	EFT0000	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	RBC VISA-WITUIK	\$40.12	
	76,622	EFT0000	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	RBC VISA-WITUIK	\$0.00	\$403.30

ROYAL BANK VISA	76,623	EFT0000	01-5100-6070-40420	PROGRAM SUPPLIES	RBC VISA-WARD	\$82.80	
	76,623	EFT0000	01-5100-6090-40420	PROGRAM SUPPLIES	RBC VISA-WARD	\$134.48	
	76,623	EFT0000	01-5100-6070-40630	STAFF TRAINING	RBC VISA-WARD	\$275.00	
	76,623	EFT0000	01-5100-6070-40420	PROGRAM SUPPLIES	RBC VISA-WARD	\$25.23	
	76,623	EFT0000	01-0000-0200-00325	HST RECEIVABLE100%	RBC VISA-WARD	\$10.77	
	76,623	EFT0000	01-0000-0200-00325	HST RECEIVABLE100%	RBC VISA-WARD	\$17.48	
	76,623	EFT0000	01-0000-0200-00325	HST RECEIVABLE100%	RBC VISA-WARD	\$35.75	
	76,623	EFT0000	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	RBC VISA-WARD	\$0.00	\$581.51
ROYAL BANK VISA	76,624	EFT0000	01-6200-4000-41400	DISPLAYS	RBC VISA-GILLIES	\$14.99	
	76,624	EFT0000	01-6200-4000-41400	DISPLAYS	RBC VISA-GILLIES	\$8.48	
	76,624	EFT0000	01-6200-4000-40420	PROGRAM SUPPLIES	RBC VISA-GILLIES	\$107.28	
	76,624	EFT0000	01-6200-4100-41700	BLDG REPAIRS & MAINTENANCE	RBC VISA-GILLIES	\$29.98	
	76,624	EFT0000	01-6200-4000-40630	STAFF TRAINING	RBC VISA-GILLIES	\$395.00	
	76,624	EFT0000	01-0000-0200-00325	HST RECEIVABLE100%	RBC VISA-GILLIES	\$1.95	
	76,624	EFT0000	01-0000-0200-00325	HST RECEIVABLE100%	RBC VISA-GILLIES	\$1.10	
	76,624	EFT0000	01-0000-0200-00325	HST RECEIVABLE100%	RBC VISA-GILLIES	\$13.95	
	76,624	EFT0000	01-0000-0200-00325	HST RECEIVABLE100%	RBC VISA-GILLIES	\$3.90	
	76,624	EFT0000	01-0000-0200-00325	HST RECEIVABLE100%	RBC VISA-GILLIES	\$51.35	
	76,624	EFT0000	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	RBC VISA-GILLIES	\$0.00	\$627.98
ROYAL BANK VISA	76,625	EFT0000	01-5200-6195-41000	ADVERTISING	RBC VISA-SMITH	\$67.44	
	76,625	EFT0000	01-5200-6195-40630	STAFF TRAINING	RBC VISA-SMITH	\$183.97	
	76,625	EFT0000	01-5200-6195-41000	ADVERTISING	RBC VISA-SMITH	\$200.29	
	76,625	EFT0000	01-5200-6195-41310	WORKSHOPS/GUEST SPEAKERS	RBC VISA-SMITH	\$200.00	
	76,625	EFT0000	01-5200-6195-40420	PROGRAM SUPPLIES	RBC VISA-SMITH	\$74.97	
	76,625	EFT0000	01-5200-6090-41500	CONTRACTED SERVICES	RBC VISA-SMITH	\$7.99	
	76,625	EFT0000	01-0000-0200-00325	HST RECEIVABLE100%	RBC VISA-SMITH	\$3.74	
	76,625	EFT0000	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	RBC VISA-SMITH	\$0.00	\$738.40
ROYAL BANK VISA	76,626	EFT0000	01-3400-4000-40610	MEETINGS & CONFERENCES	RBC VISA-VANDERYDT	\$762.18	
	76,626	EFT0000	01-3400-4000-40240	COURIER CHARGES	RBC VISA-VANDERYDT	\$30.53	
	76,626	EFT0000	01-3400-4000-40610	MEETINGS & CONFERENCES	RBC VISA-VANDERYDT	\$203.71	
	76,626	EFT0000	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	RBC VISA-VANDERYDT	\$84.19	
	76,626	EFT0000	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	RBC VISA-VANDERYDT	\$3.37	
	76,626	EFT0000	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	RBC VISA-VANDERYDT	\$22.49	
	76,626	EFT0000	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	RBC VISA-VANDERYDT	\$0.00	\$1,106.47
ROYAL BANK VISA	76,627	EFT0000	01-4000-4000-40610	MEETINGS & CONFERENCES	RBC VISA-LAWSON	\$86.86	
	76,627	EFT0000	01-4000-4000-40630	STAFF TRAINING	RBC VISA-LAWSON	\$1,831.68	
	76,627	EFT0000	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	RBC VISA-LAWSON	\$8.84	
	76,627	EFT0000	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	RBC VISA-LAWSON	\$202.32	
	76,627	EFT0000	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	RBC VISA-LAWSON	\$0.00	\$2,129.70
ROYAL BANK VISA	76,628	EFT0000	01-1001-4000-41550	MAINTENANCE CONTRACTS	RBC VISA-BROWN	\$681.19	
	76,628	EFT0000	01-1002-4000-40270	NEW EQUIPMENT	RBC VISA-BROWN	\$91.57	
	76,628	EFT0000	01-1002-4000-40610	MEETINGS & CONFERENCES	RBC VISA-BROWN	\$716.47	

76,628	EFT0000	01-1002-4000-41550	MAINTENANCE CONTRACTS	RBC VISA-BROWN	\$2,479.90	
76,628	EFT0000	01-1002-4000-40270	NEW EQUIPMENT	RBC VISA-BROWN	\$86.39	
76,628	EFT0000	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	RBC VISA-BROWN	\$10.12	
76,628	EFT0000	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	RBC VISA-BROWN	\$83.74	
76,628	EFT0000	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	RBC VISA-BROWN	\$9.55	
76,628	EFT0000	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	RBC VISA-BROWN	\$0.00	\$4,158.93
						=====
						=====
DISTRIBUTION TOTALS:					\$2,519,870.91	\$2,519,870.91
						=====



**DEPARTMENT:** Clerk's Department

**REPORT NO:** C-071-15

**COUNCIL MEETING DATE:** November 9, 2015

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

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**Closed Session Reporting**

Nothing to report at this time.

**Upcoming Legislation**

Nothing to report at this time.

**ATTACHMENTS**

Monthly Statistics

Prepared by: Michael Graves, Clerk

Approved by: William Tigert, Chief Administrative Officer

**Attachment A: Monthly Statistics**

## Clerk's Department Monthly Statistics

	Current Month	Prior Yr. Month	Percentage	Year-to-date	Prior-Year-to-date	Percentage
MARRIAGE LICENCES	14	10	140%	195	197	99%
In Town Marriage Licences	6	2	300%	63	60	105%
Out-of-Town Marriage Licences	8	8	100%	132	137	96%
CIVIL WEDDINGS	1	3	33%	37	31	119%
Ceremonies Held	1	2	50%	17	15	113%
Ceremonies Booked	0	1	0%	20	16	125%
Burial Permits	20	22	91%	234	263	89%
In Town Burial Permits	5	2	250%	49	46	107%
Out-of-Town Burial Permits	15	20	75%	185	217	85%
Commissioners of Oaths	11	19	58%	152	110	138%
Paratransit Tickets	422	511	83%	3316	3742	89%
Parking Passes	1	3	33%	23	36	64%
Day Parking Passes	1	3	33%	13	32	41%
Evening Parking Passes	0	0	0%	8	1	800%
24-Hour Parking Passes	0	0	0%	2	3	67%
Plaques Ordered	1	0	0%	0	0	0%
Commemorative Plaques	0	0	0%	0	0	0%
Certificates Ordered	1	0	0%	4	11	36%
Transient Traders Licenses	0	0	0%	2	0	0%
Lottery Licenses	2	2	100%	12	14	86%
Lunch Wagon Permits	0	0	0%	1	1	100%



**DEPARTMENT:** Economic Development

**REPORT NO:** D-053-15

**COUNCIL MEETING DATE:** November 9, 2015

**TITLE:** Economic Development Monthly Staff Report

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**Department Activities:**

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

**1. Information Technology**

**Secure Communication** - Successfully setup and tested secure communication by means of email encryption (including attachments).

**Disaster Recovery** - Upgraded backup and disaster recovery software. In case of server hardware failure now possible to restore an entire server to virtual machine.

**Help Desk Statistics**

Opened Calls – 81

Closed Calls – 81

Total Calls Still Open - 31

**Website Statistics – October**

Unique Visits: 5119

Pages Viewed: 6814

2. **Museum** – Now that the museum’s festival season has ended with the successful Pumpkinfest, casual attendance will drop off, but this provides more time to work behind the scenes on cataloguing recent donations and data entry of the old paper artifact records necessary for our collections management.

**Pumpkinfest:** Nearly 1000 people participated in this afternoon event. Special thanks to all who helped out. Special thanks also to the Oxford County Junior Farmers for donating and planting a sugar maple tree on the museum grounds that same day.

**Visitors:** As noted previously, the Museum has been a successful draw of visitors from around the world and occasionally from Ingersoll this year. With the success of our festivals and events, our current attendance for the year sits at 7214 as of October. Last year we were at 4791 at this point.

**Collections Management:** The task of transferring data from paper records into the Past Perfect database is ongoing. This has been an ongoing task throughout this year for the curator and other volunteers. To date, there have been 8634 records entered however there are still more than 6800 entries to go. This would cover the backlog of items which were not digitally recorded from 1987 to 2011. The 2015 museum budget has funding for a part-time position who could assist with this essential updating until the end of the year. We have advertised for a museum registration clerk to assist in transcribing the old paper records into Past Perfect and interviews are already underway.

**Upcoming Events:**

Santa’s Festival Village Opens	November 20, 2015
Christmas Parade	November 21, 2015

Prepared by: Kale Brown, Director of Economic Development  
Approved by: William Tigert, Chief Administrative Officer



**DEPARTMENT:** Ingersoll Fire & Emergency Services

**REPORT NO:** F-047-15

**COUNCIL MEETING DATE:** November 9, 2015

**TITLE:** October Month End Report

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### **FIRE CALLS**

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

- 2 – Institutional
- 2 – Residential
- 3 – Industrial
- 3 – Vehicles / M.V.C.
- 1 – Rubbish/Dumpster
- 2 – Carbon Monoxide

There was a \$0 loss during the month of October.

### **TRAINING**

Today's fires burn hotter and faster than they ever have due to man-made materials in most homes and businesses which increase the risk to responding fire service personnel. In order to safely fight these types of fires it is important that today's firefighters understand what it is they are facing and how to extinguish these materials. In the month of October your firefighters were taught different ways to perform interior and exterior fire attacks while at the same time realizing the limitations of personal protective equipment. They were also trained in the use of thermal imaging cameras and direct and indirect fire extinguishment.

Search and rescue of people trapped in a structure under fire conditions is a very important skill set that a firefighter must possess. A great deal of time was devoted by your firefighters in October to mastering these techniques with an emphasis on firefighter safety in order to continue to serve the residents of Ingersoll.



The rope rescue team continued to build on their abilities to set up complex rope systems and access patients from elevated positions and bring them safely to ground level.

### **Emergency Management Update**

The Emergency Management and Civil Protection Act establish the province's legal basis and framework for managing emergencies. It does this by defining the authority and responsibilities of municipalities in the Province of Ontario through Ontario Regulation 380/04. These minimum responsibilities include an annual review of the Emergency Management Program in your community, an annual training session for everyone on your Community Emergency Management Program Committee, an annual table top exercise for your Community Emergency Control Group, and complying with directives from the Provincial Chief of Emergency Management. The program should also include a public education or awareness component to it.

In 2015 the activities undertaken to work towards compliance with the regulations set out are as follows:

1. An annual review of the Town of Ingersoll Emergency Management Program was done in consultation with the program committee. Updates were identified and incorporated into the emergency plan. The updates included contact information, the addition of an emergency information officer, the use of 211 services, updated list of complimentary services offered by different groups throughout the province, and the addition of standardized forms for use in the EOC during emergencies.
2. A training session was held for members of the community control group that included note taking, business continuity, and hazard specific information. In addition to the required training there was a senior elected official's workshop and scribe training for the Emergency Information Officer.
3. An annual table top exercise was conducted for the Community Emergency Control Group that centered around a flood occurring in Ingersoll. The aim of the exercise was to test communications with neighboring communities in Oxford County and to make sure the members of the control group gained the experience needed to know what information should be in a set of notes, in chronological order, which could be used for future reference.
4. A directive from the Chief of Emergency Management set out 5 mandatory training sessions for the primary CEMC of each community and to date all requirements have been fulfilled for Ingersoll.
5. The public education initiatives undertaken in 2015 were intended to raise awareness of resources that are available to the residents of Ingersoll. A website called Oxford 72 Hours was developed, with input from all the communities of

Oxford County, that provides a wealth of emergency preparedness information as well as detailed information that is specific to the hazards that are unique to each area in the county. To raise awareness of the website a contest was held and two winners from each community were given a 72 hour emergency kit. 211 information was distributed through outlets in Ingersoll and radio ads were broadcast to all the residents of Oxford County with general emergency preparedness information.

### **Note on 211 Services**

211 is a service offered to all communities in the province of Ontario that provides information to residents in emergency and non emergency situations. For residents of the Town of Ingersoll, 211 can provide 24/7 support in multiple languages by way of phone calls and online channels, enhancing the information and resources available to the public. For first responders and Emergency Managers, 211 can play a complementary role, allowing them to focus on the emergency at hand and diverting traffic from the 911 system and stretched municipal systems. In addition to information that is provided to residents the data that 211 collects from callers about their needs can be fed back in real time to the municipality to enhance response efforts.

For emergencies call 911 and for information call 211.

### **TRAFFIC ACTIVITY**

Traffic Infractions for the month are as follows:

- 4 – Fully paid totaling \$40.00
- 1 – Late Fee totaling \$5.00
- 1 – Partially paid totaling \$15.00
- 1 – Service Fees totaling \$16.00

### **FIRE PREVENTION INSPECTIONS**

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

- 2 – Residential
- 6 – Assembly
- 2 – Business & Personal

### **PUBLIC EDUCATION**

- Fire prevention week October 4-10, 2015 saw firefighters engaging students in the 4 elementary schools in Ingersoll and teaching them the basics of fire safety. Your firefighters presented an interactive fire safety talk to students in the

classroom and then the students had an opportunity to put their new skills to the test in the fire safety house. Inside the fire safety house they were given further lessons in kitchen safety and general fire safety rules for other parts of the home. They were then challenged to escape from a simulated house fire and make the appropriate calls to 911. Armed with their new found knowledge in home fire safety each student was given a task to complete at home with their parents. The task was to create a home escape plan and test their smoke alarms and carbon monoxide alarms to make sure they were in proper working order.

- Captain Shane Johnson instructed the fire safety portion of the Home Alone program at the V.P.C.C.

### **BY-LAW ENFORCEMENT**

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

1 – Open Air Burn – Bylaw #13-4726

There was one by-law investigation during the month of October that was resolved.

### **OTHER ACTIVITIES**

1. I would like to thank Mr. Ernie Hardeman, MPP and the Insurance Bureau of Canada for the commitment to public safety that was demonstrated in the form of a donation of Carbon Monoxide detectors made to the Ingersoll Fire & Emergency Services. These detectors are to be distributed to the residents of Ingersoll.
2. Chief Holmes attended an Emergency Management sector meeting

Prepared by: John Holmes, Fire Chief/CEMC

Approved by: William Tigert, Chief Administrative Officer



**DEPARTMENT:** Operations

**REPORT NO:** OP-074-15

**COUNCIL MEETING DATE:** November 9, 2015

**TITLE:** October Operations Report

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### **A. Town Engineer**

Continue to work on the Subdivision Agreement for Sifton Properties – Harrisview Phase II. Met with Len Reeves to discuss his development off of Clark Road. Pre-construction meetings with Schout and Sifton for their developments in Town.

Worked on and submitted the first draft of the Capital Budget for Engineering, Building Inspection, Public Buildings and Public Works. Reviewed the Operating Budgets with the Treasurer and CAO.

Meeting with the MTO and their consultant to review the construction and schedule for the replacement of the bridge over Highway 401 and Highway 19 (Harris Street).

Attended a joint training session for Emergency Management which provided information on the requirements of note taking. As well attended the required training for Emergency Management for the Town which concentrated on accurate note taking.

Engineering Services responded to 150 requests for locates or re-locates during October. This included emergency locates.

### **B. Engineering**

Construction is complete on Culloden Road, Brickwork Blvd, Maple Lane and Old Whiting except for some sod and yard work. Clark Road sanitary sewers, curb and paving is complete and then sidewalks, sod and topsoil will follow.

Respectfully Submitted  
Sandra Lawson, P.Eng.  
Town Engineer

## C. Chief Building Official and Facilities Manager

### Facilities Management

The Carnegie Library Parapet work was completed and the wooden arch and detailing were able to remain.

### **By-Law Enforcement**

Total Complaints to date	74
Total # of letters sent	48
Total # closed to date, completed	44
Waiting for Compliance/Under Investigation	22
To be investigated	8

### **Complaint Summary**

Total Complaints to Date (2015)	
Property Standards	59
Building without permit	2
Zoning	8
Parking	3
Fencing	6
Swimming Pool	5
October 2015 Complaints	
Total # of Complaints	4
Fencing	0
Property Standards	3
Dead Trees	2
Garbage	1
Zoning	1
Swimming Pool Fence	0

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

Under October 2015 Complaints the indented topics (weeds, trees etc) is a breakdown of what type of Property Standards complaint we have received.

**Building Department**

**October 2015 Permits – 18** building permits for construction valued at \$1,249,354.00 were issued for the month of October.

- a. Total permits fees collected **\$23,479.72**
- b. Single and Multi-Unit for October– **5** single family dwellings & **0** Multi-Units (0 units)
- c. **Total Single & Multi units permits over year to date (2015);**  
  - **32 Single Family Dwelling permits**
  - **7 Multi-Unit permits (25 Units)**
- d. Total October Sewer Permits - 2
- e. October Permit Comparison Summary and Permit Reports as follows:

**Permit Comparison Summary from 10/1/2015 to 10/31/2015**

Category	Previous Year						Current Year					
	#	Building	Muni Dev.	Muni Levy	County	Value	#	Building	Muni Dev.	Muni Levy	County	Value
Accessory (Residential)	6	\$624.00	\$0.00	\$0.00	\$0.00	\$14,100	7	\$2,113.26	\$0.00	\$0.00	\$0.00	\$38,940
Commercial	6	\$1,822.00	\$0.00	\$0.00	\$0.00	\$178,100	3	\$6,300.00	\$0.00	\$0.00	\$0.00	\$35,550
Agricultural	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0
Institutional	1	\$2,376.93	\$0.00	\$0.00	\$0.00	\$249,659	2	\$2,250.00	\$0.00	\$0.00	\$0.00	\$20,210
Industrial	1	\$305.00	\$0.00	\$0.00	\$0.00	\$35,000	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0
Residential	5	\$6,711.30	\$13,550.00	\$0.00	\$56,083.00	\$826,797	6	\$12,816.46	\$17,435.00	\$0.00	\$72,960.00	\$1,154,654

	Previous Year	Current Year
Total Permits Issued	19	18
Total Dwelling Units Created	1	5
Total Permit Value	\$1,303,656.00	\$1,249,354.00
Total Permit Fees	\$11,839.23	\$23,479.72

**TOWN OF INGERSOLL Permit Summary From 10/1/2015 to 10/31/2015**

Building Code Category	Total		New Structures		Add/Reno/UseCh		Demolitions		Signs		Other	
	Value	#	Value	#	Value	#	Value	#	Value	#	Value	#
Accessory Residential	\$38,940	7	\$38,940	7	\$0	0	\$0	0	\$0	0	\$0	0
Residential	\$1,154,654	6	\$1,115,885	5	\$38,769	1	\$0	0	\$0	0	\$0	0
Agricultural	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0
Commercial	\$35,550	3	\$0	0	\$35,550	3	\$0	0	\$0	0	\$0	0
Industrial	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0
Institutional	\$20,210	2	\$0	0	\$0	0	\$0	0	\$12,210	1	\$8,000	1
<b>TOTALS</b>	<b>\$1,249,354</b>	<b>18</b>	<b>\$1,154,825</b>	<b>12</b>	<b>\$74,319</b>	<b>4</b>	<b>\$0</b>	<b>0</b>	<b>\$12,210</b>	<b>1</b>	<b>\$8,000</b>	<b>1</b>

Respectfully Submitted,  
 Shannon Vanderydt  
 Chief Building Official

**D. Public Works Manager**

**MAINTENANCE**

Asphalt and Concrete Repairs

- The last of the concrete and asphalt repairs have been completed for the year barring any more emergency water main repairs before winter

Leaf Pick Up

- A late leaf drop has meant delays in crews picking up residents leaves. Crews expect to be collecting leaves until mid to late November depending on weather. I would ask for patience and please note that the crews try their absolute best to pick up the entire Town each week.
- Please refrain from including pumpkins and plants i.e. moms in with the leaves, clearing plugged hoses creates unnecessary delays

Free Trees

- The remaining trees from the 2015 spring free tree program will be delivered the first week of November to those who requested one. Look for ads in the early spring for next year's tree program

#### Winter Control

- Winter Control materials have been ordered
- Workers will begin their on call rotation starting November 2<sup>rd</sup> until March 21<sup>rd</sup>

#### Sidewalk Replacement

- Sidewalk on the east side of John between Bell and Victoria was replaced
- Sidewalk on the west side of Avonlea was replaced
- Totalling approx 230 continuous new meters of sidewalk

#### Training

- Once again staff has been trained as part of the Oxford Road Superintendents Association Winter Operators Training program. Joint training provides opportunity to compare best practices and network with other Works departments throughout the County that staff would not normally have the chance to do.

Respectfully Submitted,  
Doug Wituik,  
Public Works Manager

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





**DEPARTMENT:** Parks & Recreation

**REPORT NO:** R-058-15

**COUNCIL MEETING DATE:** November 9, 2015

**TITLE:** 2015 November Monthly Report

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**1) Parks & Recreation Department Upcoming Meetings & Special Events:**

**Oxford Trails Council Meeting**

Monday, November 2, 2015 – 12 noon

County of Oxford – Administration Building

Annual General Meeting – Monday, November 30, 2015

6:30 pm – Ingersoll Council Chambers

**Ingersoll Safe Cycling Committee Meeting**

Wednesday, December 9, 2015 – 6:30 pm – Town Hall

**BIA MoonLight Madness & Special Lighting of the Festival of Lights**

Thursday, November 19, 2015 – Lighting Ceremony – 7 pm

**Festival of Lights – November 20 to January 1, 2016**

**Daily – 5pm to 11 pm**

Gateway to Festival of Lights – Ingersoll Cheese & Agricultural Museum & Centennial

Park – Over 300 festive light displays in local parks and downtown Ingersoll

**Santa's Festival Village** - Ingersoll Cheese & Agricultural Museum – Sherbrook Barn

Grand Opening & Fireworks – Friday, November 20, 2015 at 7pm

Village Open – November 20 to December 12, 2015 – Fridays – 6pm to 9pm,

Saturdays – 5pm to 9 pm

**2) 2015 November Additional Work Projects:**

WGD Architects – Facility Condition Assessment – Seniors Centre;

Community Magazine – 2016 Winter Edition;

Multi Use Recreation Centre Ad Hoc Committee –Developing draft Terms of Reference;

Canada 150<sup>th</sup> Celebration – Formation of Planning Committee;

Ingersoll Recreational Trails Committee – Development of Goals & Objectives for 2015/2016;

Safe Cycling Committee – 2015/2016 Strategic Priorities, Projects, Special Events;

Ingersoll Rotary Community Ice Rink Installation – Victoria Park;

Parks – Installation of Festival of Lights & Decorating Santa's Festival Village.

**3) Fusion Highlights**

- Fusion's Haunted House and Family Fun Zone took place on Oct 23-25<sup>th</sup> over 1,000 people went through the Haunted House over the 3 days of operation;
- There were 1,165 youth visits in September and 1,049 visits in October to the Youth Centre;
- Four youth that are involved in the Ingersoll Youth Advisory Council will be attending the Ontario Student Leadership Conference in Niagara Falls from November 8-10;
- Fusion is provided the audio and video services for the Ingersoll District Chamber of Commerce Awards of Excellence on October 29<sup>th</sup> at the Elm Hurst. This involved producing five videos for the award winners, as well as a special anniversary video featuring photos and interviews with past winners. Fusion also provided the live sound and video services for the awards banquet event;

- The Ingersoll Youth Committee have been meeting to formulate survey questions for community partners to gather information for the Youth Friendly Community application which is due on January 4, 2016;
- On November 9<sup>th</sup> Andrea Brown, Manager will be presenting at the Youth Worker Symposium hosted by the Ministry of Children and Youth Services;
- Andrea Brown, Fusion Manager will represent Fusion on the newly established Canadian Index of Wellbeing Steering Committee which will provide guidance on conducting a county-wide survey to establish baseline statistics for Oxford County;
- Andrea Brown will also represent Fusion on the YouthREX (Research and Evaluation Exchange) Regional Advisory Committee. YouthREX is organizing a youth conference in the spring, we will be working on ways to engage Fusion youth in helping with the planning to ensure that the youth voice is heard.

**Important Upcoming Dates:**

- November 20<sup>th</sup> – December 11<sup>th</sup> – Fusion will be taking Photos with Santa at Santa's Festival Village on Friday and Saturday evenings during this time period.
- December 10 – Annual Christmas Dinner and Youth Awards

Prepared by: Bonnie Ward, Director of Parks & Recreation

Approved by: William Tigert, CAO



**DEPARTMENT:** Treasury Department

**REPORT NO:** T-055-15

**COUNCIL MEETING DATE:** November 9, 2015

**TITLE:** Treasury Department Monthly Report

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Mayor Comiskey and Members of Council:

**Department Activities and Information for the month of October:**

1. The 2016 operating and capital budgets are in process. The budgets is being currently compiled with a first council review scheduled on December 9<sup>th</sup>. Meetings have been held with each department to review their operating and capital budgets.
2. October 31<sup>st</sup> was the final property tax instalment date for 2015. The due dates are always busy months with the high volume of transactions including servicing taxpayer that still pay at the counter.

3. Finance and Property Tax Statistics:

395	2015 Property Tax Title Changes YTD
0	Properties registered for tax sales (3 plus years in arrears, potential sale by tender in 2016)
0	Properties to be sold by tax sale in 2015
\$2,395,356	Property Taxes O/S October 31, 2015
\$25,565	Revenue - Treasurer Certificates, Title Changes, Other
\$67,541	Interest Earned
\$148,478	Interest on Overdue Taxes

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

## TOWN of INGERSOLL - Development Applications Status

### ZONE CHANGE

Application File No. (Related Files)	Owner/Applicant	Legal Description / Address	Purpose of Application		Appln. Received	Public Meeting(s)	Council Decision date	Council Decision	STATUS	Comments
			From Zone	To Zone						
ZN6-15-01	Robert Pike	51 King St East	Special Entrepreneurial Zone (EC-1)	Modified Special EC-1 Zone to allow "Catering Business" in mixed use bldg	June 1/15	July 13/15	July 13/15	Approve	Approved	Appeal Period ended Aug 3/15
ZN6-15-02	Colin Riddell	238 Victoria St	R2	Special R2 to allow addition to oversized accessory building	July 8/15	August 10/15	Pending	Pending	Approved	Appeal Period complete September 3/15
ZN6-15-03	Ingrox Ltd	50 Thames St S	CC	Temporary Use By-law for 3 years, to permit Class 2 Industrial Use	July 24/15	September 14/15	September 14/15	Pending	Deferred	
ZN 6-15-04	TVDSB	210 Thames St S	IN1	R2, EC, Special EC	Sept 8/15	Oct 13/15	Pending	pending		Application to be considered by Council on Oct. 13/15

# 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-02/15	Oxford Feed Supply Limited	360 Harris St	Reduce required front yard depth from 15 m to 13.3 m	Sept. 10/15	Oct. 13/15	Pending			Pending	

# TOWN of INGERSOLL - Development Applications Status

## SITE PLAN CONTROL

File	Owner/Applicant	Address	Purpose	Appln. Received	Agency Circulation	Revised Dwgs Received	Decision	Agreement Registered on Title	Building Permit Issued	STATUS
SPA 002/13	Ontario Refrigeraton Services Inc.	450 Thomas St	Amend site plan (c. 2008) to enable expanded warehouse operation & recognize 1 new building, 1 bldg expansion & other works not prevoiusly approved	June 26/13	July 3/13	pending...	pending ...			Pending re-submission of revised drawings & additional Storm Water Management info
SPA-004/14	Universal Vedic Ashram Inc.	37 William St	Convert former Princess Elizabeth Elem. School into Long Term Care Facility (19 beds) & Place of Worship w/ Assembly Hall	June 30/14	July 29/14	pending...	pending ...			Agency circulation under way; awaiting new information re SWM issues
SPA-001/15	Autrans Canada Inc	17 Underwood	Proposed 23416 sq ft warehouse addition.	June 4/15	June 6/15	pending	pending...			
SP 6-14-05	Coilplus Canada Inc.	18 Underwood	Proposed 20,000 sq ft warehouse addition	August 19/14	September 4/14	pending	pending			pending Noise Impact Study
SP6-15-02	Ingrox Limited	98 Thames St N.	Proposed mini-warehouse addition (two buildings 333.8 sq m )	July 29/15	July 31/15	pending	pending			Approved

SP 6-15-03	Joyce Taylor, James Moyer, Carol Moyer, 1 Columbo Inc.	11 Underwood Road	Proposed 2,063 sq. m warehouse addition	September 25/2015	October 2/15	pending	pending			2nd submission is in circulation
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# TOWN of INGERSOLL - Development Applications Status

## DRAFT PLANS of SUBDIVISION and CONDOMINIUM

FILE No. (Related Files)	Owner/Applicant	Legal Description / Address	Purpose	Appln. Received	Agency Circulation	Town Public Meeting(s)	County Public Mtg	County Council Decision	Draft Plan Lapsing Date	Phases & (Regstn. Dates)	STATUS	Comments
SB 12-02-6 (ZN 6-12-02)	Schout Group Inc.	Kirwin Drive at Clark Rd East	Create 45 SFD Residential lots and 1 Open Space block (SWM)	May 9/12	May 17/12	Nov 12/12	Nov 28/12	Approved with conditions	Dec 12/15		Pending Final Approval	No appeals; draft plan includes 2+ lots owned by Town but subject to P&S Agmt (not completed). Aug 2014 - Servicing drawings submitted for review...
SB 12-03-6 (OP 12-06-6 & ZN 6-12-03)	ATSA Corporation Inc.	228 Whiting St	Create 21 SF Residential Lots & 1 Open Spcae block	June 26/12	June 28/12	Dec 10/12	Jan 9/13	Approved with conditions	Jan 23/16		Pending Final Approval	No appeals; awaiting clearance of conditions...
SB 13-01-6 (OP13 06-6 & ZN6-13-01)	ATSA Corporation Inc.	38 Glenn Ave	Create 14 SF Residential lots & 5 part lots	June 27/13	July 5/13	Oct 15/13	Oct 23/13	Approved with conditions	Oct 23/16		Pending Final Approval	Related to SB 12-03-6 (both sites to match up with roads and lots)
SB 12-03-6-1 (Amendment)	ATSA Corporation Inc.	228 Whiting St	Red line amendments to reconfigure plan to match with SB13-01-6	June 27/13	July 5/13	Oct 15/13	Oct 23/13	Approved with modified conditions	Oct 23/16		Pending Final Approval	Red Line amendments to match this site with SB 13- 01-6
SB14-02-6 (ZN6 14-03)	Sifton Properties Ltd.	n/s Clarke Rd East - west of Harris St	Create 132 SF Resid. Lots, 3 TH Blocks, 2 Comm Blocks, 1 Park Block, 4 walkway blocks	Apr 11/14	Apr 17/14 and Oct 18/14	Mtg #1: Nov 10/14 Mtg #2 - May 11/15	May 27/15	Draft Plan Approved	June 10/18		Pending Final Approval/ Registration	Subdivision Agreement pending
32T-87004 (amendment)	Oak Country Homes Ltd.	Fuller Dr / Walker Rd	Amend DA Conditions to allow next 2 phases to proceed w/o Walker Rd southerly extension from David St	June 5/14	June 9/14	Aug 11/14	Aug 13/14	Denied	n/a	Dev. Agmt. for Phase 2 - pending Final Approval	Pending Final Approval	Subdivision Agreement Signed by Town & County



**DEPARTMENT:** Clerk's Department

**REPORT NO:** C-072-15

**COUNCIL MEETING DATE:** November 9, 2015

**TITLE:** Noise By-law Exemption Request MTO

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## **OBJECTIVE**

To consider a request from MTO for a noise by-law exemption in order to replace the 401 underpass at highway 19 and to conduct interchange improvements.

## **BACKGROUND**

The request is for the evening hours from 8 pm to 7 am from April to fall **2017**. This will allow for overnight construction of the underpass as the traffic will be much less during those time periods.

## **ANALYSIS**

Our noise by-law 94-3633 prohibits noise of any kind over the evening hours. The type of construction being undertaken on the underpass of the 401 is very rare and it is being proposed for over the evening to minimize risk and traffic impacts.

For these reasons, staff recommends Council provide an exemption to the noise by-law to MTO for this project.

## **INTERDEPARTMENTAL IMPLICATIONS**

N/A

## **FINANCIAL IMPLICATIONS**

N/A

## **RECOMMENDATION**

**THAT** staff report C-068-15 be received as information and that Council hereby provides MTO with an exemption to the noise by-law 94-3633 to allow for the 401 underpass replacement at highway 19 and to conduct interchange improvements from the hours of 8 pm to 7 am from April to fall 2017.

Prepared by: Michael Graves, Clerk

Approved by: William Tigert, Chief Administrative Officer

MMM Group Limited  
100 Commerce Valley Drive West  
Thornhill, ON Canada L3T 0A1  
t: 905.882.1100 | f: 905.882.0055  
[www.mmgrouplimited.com](http://www.mmgrouplimited.com)

October 28, 2015

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

**Re: Ontario Ministry of Transportation – Request for Noise Bylaw Exemption  
Replacement of the Highway 401 Underpass Structure at Highway 19 and Interchange  
Improvements (G.W.P. 3079-09-00)**

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Dear Mr. Graves,

The Ministry of Transportation (MTO) has retained MMM Group Limited to undertake the Detailed Design and Class Environmental Assessment (Class EA) Study for the replacement of the Highway 401 underpass structure at Highway 19 and associated interchange improvements in the Town of Ingersoll and the Township of Southwest Oxford, Oxford County.

In order to reduce overall disruption to the travelling public and the duration of construction, MTO is requiring some construction activities to occur outside of the permitted time in the Town of Ingersoll's noise by-law (No. 3633-94). The exemption, limited to the Highway 401 interchange study area (see attached key plan), would be required from 20:00 hours to 07:00 hours, periodically from approximately April to Fall in 2017.

The exemption for night construction would permit the following construction activities:

- Demolition and removal of the existing Highway 401 Underpass Structure;
- Construction of the new bridge and erection of girders; and
- Construction of the roundabouts including completing the median curb and surface course paving.

It is anticipated that the following equipment will be used to perform the work: generators, breakers, trucks, backhoes, cranes, paving equipment, concrete saws, concrete crews, concrete trucks, paving and compaction equipment along with trucks transporting asphalt will be required for the night construction work.

The contractor will be required to keep idling of construction equipment to a minimum and to maintain equipment in good working order to reduce noise from construction activities. Effort will be made to avoid unnecessary or unreasonable noise during night work. In addition, the Contract Administrator will be available to address any concerns that may arise with respect to noise during construction.

We kindly ask for your consideration of our application to grant a noise by-law exemption.

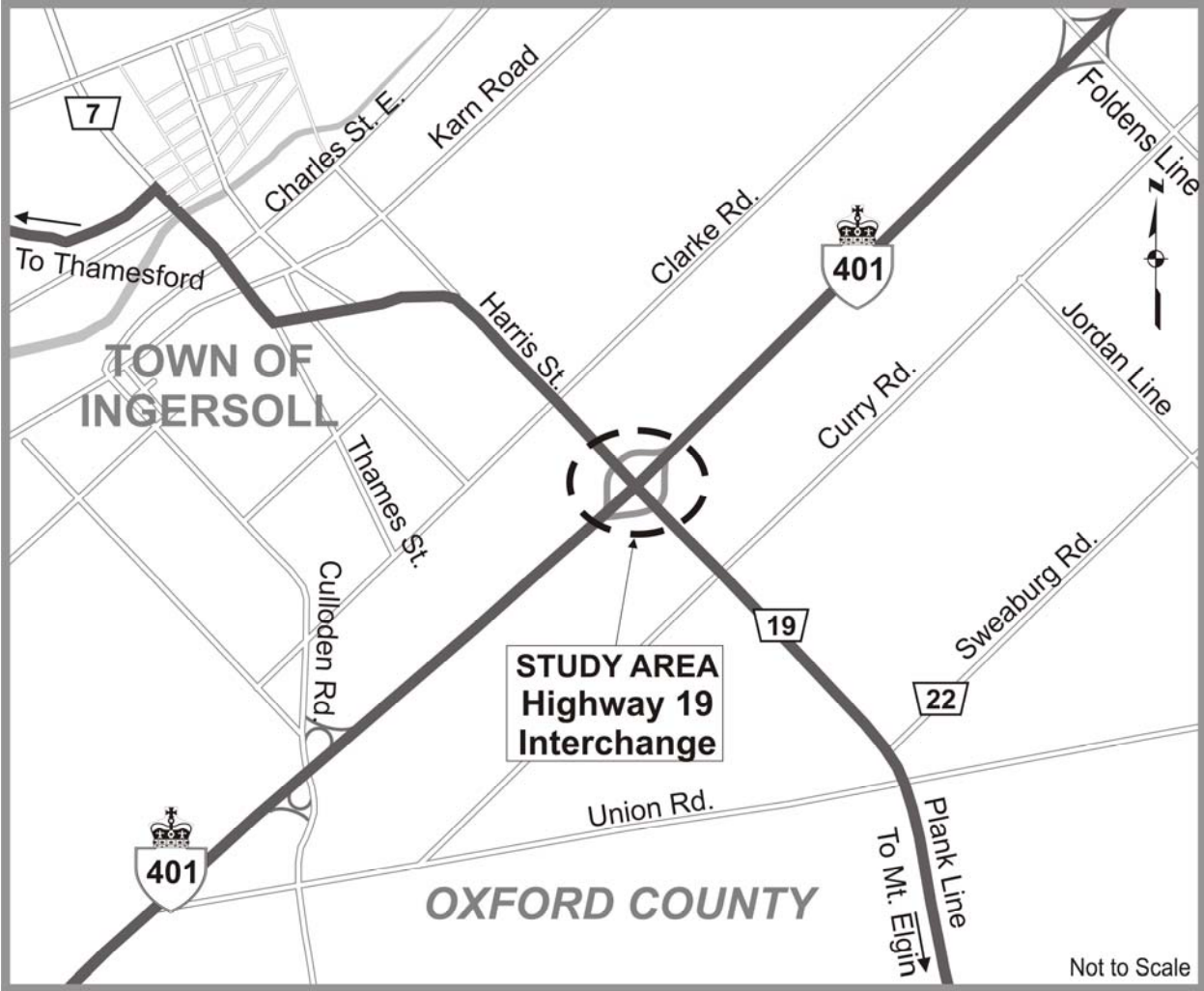
If you require any additional information, please contact the undersigned at 905-882-7212 or via email at [dinermana@mmm.ca](mailto:dinermana@mmm.ca) or Kane Erickson, MTO Project Manager at 519-873-4565 or [kane.erickson@ontario.ca](mailto:kane.erickson@ontario.ca).

Yours truly,



Alla Dinerman P.Eng  
Consultant Project Manager  
MMM Group Limited

cc: Kane Erickson, MTO, Project Manager  
Kirstie Houston, MTO, Environmental Planner  
Greg Moore, MMM Group Limited, Consultant Environmental Planner





**DEPARTMENT: OPERATIONS**

**REPORT NO: OP-075-15**

**COUNCIL MEETING DATE: November 9, 2015**

**TITLE: Topsoil**

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### **OBJECTIVE**

To provide Council with information on the existing process and specification for the use of topsoil in areas disrupted by construction activities.

### **BACKGROUND**

Council has received concerns about the removal and placement of topsoil on construction jobs. Staff was directed to outline the existing process and specifications.

### **ANALYSIS**

When a street is being reconstructed, the designer looks at the existing road and determines whether the road needs to be widened, needs changes to the crossfall or elevation of the road, whether existing services need to be replaced and new services need to be added, whether there is a need for a sidewalk, drainage issues and utility relocation. Any of these changes impact the Town's right of way which forms part of a resident's front yard. In order to make any of these changes, removal of the existing roadway, boulevard and right of way is involved and this work is done within the limited Town right of way. After the reconstruction the areas are restored according to the Contract Documents and Specifications.

On most reconstruction jobs a resident's front yard could be dug up four or five times. With the replacement of services and the changes to the elevation and grades of the roadway, the contractor begins by stripping the roadway and the required area of the right-of-way (the front yard). This material is disposed of by the contractor as it becomes contaminated during the stripping process. The front yards are then dug up numerous times over the course of the construction to replace water and sanitary laterals, regrading the yard as the result of roadway elevation changes, the installation of utilities

and the construction of sidewalk. Once all the construction is completed the tender requires the contractor to restore the front yard.

The removal and placement of topsoil is a tender item in every reconstruction job done in the Town. The tender document specifies the supply and placement of the topsoil, which is also done in accordance with the Ontario Provincial Standard Specification (OPSS). The following is an example of the conditions in a tender:

Under these items the Contractor is directed to supply and place a **minimum depth of 125 mm of screened topsoil free of lumps, stones, and other debris** and for the supply and placement of nursery sod (in accordance with OPSS 802 & 803) as directed by the Town Engineer.

All sod shall be cut in along the edge of existing grassed areas. When deemed necessary by the Town Engineer to have the sod staked due to slope conditions, the cost shall be included in the sod placement cost.

**Prior to any placement of topsoil the Town Engineer may request to have the topsoil tested and notification of where such material came from. The contractor shall bear the cost of such testing.**

The construction specification for topsoil under the Ontario Provincial Standard is OPSS 802. This specification identifies a minimum of 50 mm (2") of topsoil be placed, the type of material and the preparation before and after the topsoil is placed. The Town tender documents supplements this specification by requiring a minimum of 125 mm (5") of topsoil and the possible testing of the material to ensure it meets the specification at the cost of the contractor.

## **FINANCIAL IMPLICATIONS**

There are no financial implications as a result of this report.

## **RECOMMENDATION**

That report Number OP-075-15 be received as information.

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

Approved by: William Tigert, CAO





**DEPARTMENT:** Operations

**REPORT NO:** OP-76-15

**COUNCIL MEETING DATE:** November 9, 2015

**TITLE:** Truck Restrictions on Whiting Street

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## **OBJECTIVE**

To provide better safety on Whiting Street by restricting truck traffic.

## **BACKGROUND**

When the Town was investigating the installation of dedicated bicycle lanes on Whiting Street in 2014, one of the identified concerns from the residents was the amount of truck traffic on Whiting Street that would impact the safety of the cyclists.

When the decision to place dedicated bicycle lanes on Whiting Street was approved by Council in 2014, the Transportation Management Committee reviewed the safety of the street. In order to look at truck restrictions on Whiting Street an alternate route for truck traffic had to be available since in 2014 Clark Road from Culloden to Ingersoll Street was not constructed to handle truck traffic. Since then Clark Road has been reconstructed to handle truck traffic.

## **ANALYSIS**

Since Ingersoll Street is already a truck route and is the next major street parallel to Whiting Street, it was felt that for the safety of the cyclist that truck restrictions could be placed on Whiting Street. Staff did complete a speed and classification study which determined that 5% of the traffic on Whiting Street was truck traffic.

Staff has also noticed pavement stress on Whiting Street, especially at Thomas Street, from truck turning movements. Whiting Street was paved in 2014 and is deteriorating faster because of the truck traffic.

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The Transportation Management Committee therefore is recommending that truck traffic be restricted on Culloden Road from Clark Road to Holcroft Street and on Whiting Street from Holcroft Street to Fredrick Street. The Safe Cycling Committee is also in support of removing truck traffic on these streets.

### **FINANCIAL IMPLICATIONS**

The only costs will be the installation of the No Truck signs which is accommodated in the Public Works operating budget.

### **RECOMMENDATION**

THAT report Number OP-76 -15 be received as information.

AND THAT staff notify the affected businesses of the upcoming changes to the by-law

AND FURTHER THAT the amended Traffic and Parking By-law be brought forward to the next regular Council meeting.

Prepared by: Sandra Lawson, Town Engineer

Approved by: William Tigert, CAO



**DEPARTMENT:** Operations

**REPORT NO:** OP-077-15

**COUNCIL MEETING DATE:** November 9, 2015

**TITLE:** Assumption of Clover Ridge South Subdivision

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## **OBJECTIVE**

For Council to assume the subdivision in Clover Ridge South (Paul Florica).

## **BACKGROUND**

The Subdivision Agreement states the assumption of the subdivision must be completed within seven years from the registration of the agreement or once building permits have been issued for seventy percent of the building lots in the subdivision. This condition was met July 24, 2015.

## **ANALYSIS**

2156526 Ontario Inc & 1658110 Ontario Limited have completed their obligation with regard to the subdivision agreement signed between them the Town, the County and Erie Thames Powerlines.

In the Clover Ridge South Subdivision the streets in this phase of the development are known as Fuller Drive, Winders Trail, Lockey Court, Moffat Avenue and Lewis Street.

Confirmation of the acceptance of the underground services has been received from the County of Oxford for the services to be owned by the County. Confirmation of the acceptance of the utility services from Erie Thames has also been received. Final approved "As Constructed" documents have been received by the Town. All above ground services in this subdivision are completed for the subdivision except for the paving of the driveway approaches on 20 lots which the Town will retain securities for. The Town will also retain a maintenance security for the future clean out of the stormwater management pond.

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## **FINANCIAL IMPLICATIONS**

The Town will assume the financial costs of the subdivision.

## **RECOMMENDATION**

That report Number OP-077-15 be received as information.

And further that Council assumes the subdivision known as Clover Ridge South Subdivision effective November 9, 2015 and that Engineering Services notify all parties involved with the subdivision agreement.

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



**DEPARTMENT:** Parks and Recreation

**REPORT NO:** R-059-15

**COUNCIL MEETING DATE:** November 9, 2015

**TITLE:** Fusion Youth Centre's Youth Entrepreneurship Partnerships grant approval

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## **OBJECTIVE**

The objective of this report is to provide information and an update on the Youth Entrepreneurship Partnerships grant and to seek Council's permission to authorize the CAO to sign the grant agreement with the Ministry of Economic Development, Employment and Infrastructure. The collaborative grant application was submitted by the Fusion Youth Centre to the Ministry of Economic Development, Employment and Infrastructure on April 30, 2015. The application was approved on August 10, 2015 for funding of up to \$36,000.

## **BACKGROUND**

On May 11, 2015, Ingersoll Town Council authorized the Fusion Youth Centre to apply for a grant to the Youth Entrepreneurship Partnerships Program. The application was approved for funding of up to \$36,000 on August 10, 2015.

During the timeframe of when the application was submitted to the Ministry of Economic Development, Employment and Infrastructure and the grant approval, Ingersoll Town Council on July 13, 2015 authorized the transition of the SureStart program to the Oxford Small Business Support Centre. This transition was effective on October 1, 2015 and the SureStart program has moved from the Fusion Youth Centre.

The Youth Entrepreneurship Partnership Table (YEPT) that was developed in March 2014 will act in an advisory role for the project and decisions will be made collaboratively. Fusion will continue to be a partner at the table and Lindsay Wilson from the Oxford Small Business Support Centre will take on the role of chair. Fusion will also act as the banker and ensure that budget targets are met and the final report is submitted to the Ministry in April 2016.

Through the Youth Entrepreneurship Partnerships grant the YEPT will employ a collaborative approach to create a regional model for youth entrepreneurship service delivery that addresses gaps and provides a seamless model for client flow to ensure

that youth are connected to the maximum amount of entrepreneurship resources available to them. All partners will adopt a sustainable, wrap around model to ensure that youth experience a client centric approach to youth entrepreneurship resources that will promote success and access to meaningful opportunities within their community.

The full grant proposal was submitted in collaboration with the following organizations:

Oxford County Small Business Centre (OSBSC)

Community Employment Services (CES)

Woodstock and Area Small Business Enterprise Centre (WASBEC)

Youth Business Advisory Committee

Town of Ingersoll Economic Development Department

## **ANALYSIS**

The Oxford Labour Force Development Strategy (OLFDS) has identified entrepreneurial development and youth engagement as priority action items vital to the future economic vibrancy of our community. This initiative will map and inventory all existing programs and services and articulate the process by which youth move through programs and also identify service gaps that exist within the current framework.

All partners involved acknowledge that they have unique and vested interests, therefore a consultant will be hired to complete the majority of these tasks including: focus groups with current and would-be young entrepreneurs, service providers, partners and other stakeholders, identify a sustainable model that addresses gaps in youth entrepreneurship services and maximizes access to these services. Finally, the consultant will recommend the ways in which the community can better foster, engage and support young entrepreneurs. Although Fusion is the lead applicant, all partners will have an equal stake and responsibility in the outcomes of this proposal. This grant will benefit the Town of Ingersoll significantly.

## **INTERDEPARTMENTAL IMPLICATIONS**

None

## **FINANCIAL IMPLICATIONS**

The Fusion Youth Centre will hold the funds and be the banker for the Oxford County Youth Entrepreneurship Partnership Table and work closely with the Ministry of Economic Development, Employment and Infrastructure to ensure budget targets are met, deliverables are carried out and that a final report is submitted in April, 2016.

## **RECOMMENDATION**

**THAT** Council authorizes the CAO of the Town of Ingersoll to sign the grant agreement with the Ministry of Economic Development, Employment and Infrastructure for the Youth Entrepreneurship Partnerships program in the amount of up to \$36,000.

## **ATTACHMENTS**

Letter of Agreement with the Ministry of Economic Development, Employment and Infrastructure for the Youth Entrepreneurship Partnerships program.

Prepared by: Bonnie Ward, Director of Parks and Recreation  
                  Andrea Brown, Manger of Fusion Youth Centre  
Approved by: William Tigert, Chief Administrative Officer

**THE AGREEMENT** effective as of the 1<sup>st</sup> day of May, 2015.

**B E T W E E N:**

**HER MAJESTY THE QUEEN IN RIGHT OF ONTARIO**  
as represented by the **Minister of Economic Development, Employment and Infrastructure**

(the “Province”)

- and -

**Town of Ingersoll – Fusion Youth Centre**

(the “Recipient”)

**BACKGROUND:**

The Province has established the the Youth Entrepreneurship Partnerships Program (the “Program”) which is intended to support projects that provide educational and entrepreneurial opportunities for youth ages 12-29. The Program encourages unique, innovative and cooperative initiatives to promote a culture of entrepreneurship among Ontario youth. The Province will fund entrepreneurship initiatives that support knowledge transfer and capacity building within or across organizations offering youth entrepreneurship programs and services. The Program complements other entrepreneurial programs offered by the Government of Ontario by creating opportunities for the full diversity of the province’s youth.

The Recipient has applied to the Province for funding under the Program to assist the Recipient in carrying out the project as more particularly described herein and the Province wishes to provide such funds on the terms and conditions contained herein.

**CONSIDERATION:**

In consideration of the mutual covenants and agreements contained herein and for other good and valuable consideration, the receipt and sufficiency of which are expressly acknowledged, the Parties agree as follows:

**ARTICLE 1**  
**INTERPRETATION AND DEFINITIONS**

1.1 **Interpretation.** For the purposes of interpretation:

- (a) words in the singular include the plural and vice-versa;
- (b) words in one gender include all genders;
- (c) the background and the headings do not form part of the Agreement; they are for reference only and shall not affect the interpretation of the Agreement;
- (d) any reference to dollars or currency shall be to Canadian dollars and currency; and
- (e) “include”, “includes” and “including” shall not denote an exhaustive list.



1.2 **Definitions.** In the Agreement, the following terms shall have the following meanings:

**“Agreement”** means this agreement entered into between the Province and the Recipient and includes all of the schedules listed in section 28.1 and any amending agreement entered into pursuant to section 34.2.

**“BPSAA”** means the *Broader Public Sector Accountability Act, 2010* (Ontario), including any directives issued pursuant to that Act.

**“Budget”** means the budget attached to the Agreement as Schedule “B”.

**“Effective Date”** means the date set out at the top of the Agreement.

**“Eligible Expenditures”** means those expenditures directly attributable to the Project as more particularly described in Schedule “C” which are incurred by the Recipient after the Effective Date and prior to the Expiry Date.

**“Event of Default”** has the meaning ascribed to it in section 14.1.

**“Expiry Date”** has the meaning ascribed to in section 3.1.

**“Force Majeure”** has the meaning ascribed to it in Article 26.

**“Funds”** means the money the Province provides to the Recipient pursuant to the Agreement.

**“Indemnified Parties”** means her Majesty the Queen in right of Ontario, her ministers, agents, appointees and employees.

**“Maximum Funds”** means an amount up to \$36,000 (thirty six thousand dollars).

**“Notice”** means any communication given or required to be given pursuant to the Agreement.

**“Notice Period”** means the period of time within which the Recipient is required to remedy an Event of Default, and includes any such period or periods of time by which the Province considers it reasonable to extend that time.

**“Parties”** means the Province and the Recipient.

**“Party”** means either the Province or the Recipient.

**“Program”** means the Youth Entrepreneurship Partnerships Program and is more particularly described in the Background recitals to this Agreement.

**“Project”** means the undertaking described in Schedule “A”.

**“Reports”** means the reports described in Schedule “E”.

**“Timelines”** means the Project schedule set out in Schedule “A”.

**ARTICLE 2**  
**REPRESENTATIONS, WARRANTIES AND COVENANTS**

2.1 **General.** The Recipient represents, warrants and covenants that:

- (a) it is, and shall continue to be for the term of the Agreement, a validly existing legal entity with full power to fulfill its obligations under the Agreement;
- (b) it has, and shall continue to have for the term of the Agreement, the experience and expertise necessary to carry out the Project;
- (c) unless otherwise provided for in the Agreement, any information the Recipient provided to the Province in support of its request for funds (including information relating to any eligibility requirements) was true and complete at the time the Recipient provided it and shall continue to be true and complete for the term of the Agreement;
- (d) it shall comply with the terms and requirements of Schedule "I" - Communications Protocol; and
- (e) it is in compliance with all applicable federal and provincial laws and regulations and all municipal by-laws, and does not know of or have reasonable grounds to know of, any fact that could result in or give rise to non-compliance with any such laws, regulations or by-laws.

2.2 **Execution of Agreement.** The Recipient represents and warrants that:

- (a) it has the full power and authority to enter into the Agreement; and
- (b) it has taken all necessary actions to authorize the execution of the Agreement.

2.3 **Governance.** The Recipient represents, warrants and covenants that it has, and shall maintain, in writing, for the period during which the Agreement is in effect:

- (a) a code of conduct and ethical responsibilities for all persons at all levels of the Recipient's organization;
- (b) procedures to ensure the ongoing effective functioning of the Recipient;
- (c) decision-making mechanisms;
- (d) procedures to provide for the prudent and effective management of the Funds;
- (e) procedures to enable the successful completion of the Project;
- (f) procedures to enable the timely identification of risks to the completion of the Project and strategies to address the identified risks;
- (g) procedures to enable the preparation and delivery of all Reports required pursuant to Article 7; and
- (h) procedures to deal with such other matters as the Recipient considers necessary to ensure that the Recipient carries out its obligations under the Agreement.

- 2.4 **Supporting Documentation.** Upon request, the Recipient shall provide the Province with proof of the matters referred to in this Article 2.

### **ARTICLE 3 TERM OF THE AGREEMENT**

- 3.1 **Term.** The term of the Agreement shall commence on the Effective Date and shall expire on March 31, 2016 (the "Expiry Date") unless terminated earlier pursuant to Article 12, Article 13 or Article 14.

### **ARTICLE 4 FUNDS AND CARRYING OUT THE PROJECT**

- 4.1 **Funds Provided.** The Province shall:
- (a) provide the Recipient up to the Maximum Funds for the purpose of carrying out the Project;
  - (b) provide the Funds to the Recipient in accordance with the payment schedule attached to the Agreement as Schedule "D";
  - (c) deposit the Funds into an account designated by the Recipient provided that the account:
    - (i) resides at a Canadian financial institution; and
    - (ii) is in the name of the Recipient.
- 4.2 **Limitation on Payment of Funds.** Despite section 4.1:
- (a) the Province is not obligated to provide any Funds to the Recipient until the Recipient provides the insurance certificate or other proof as provided for in section 11.2;
  - (b) the Province is not obligated to provide instalments of Funds until it is satisfied with the progress of the Project;
  - (c) the Province is not obligated to provide instalments of Funds until it has received the Reports described in Schedule "E", as applicable, in a form and content acceptable to the Province;
  - (d) any disbursement of Funds to the Recipient shall be subject to applicable provisions of the Province's *Travel, Meal and Hospitality Expenses Directive*, as amended from time to time, and a summary of which is contained in Schedule "H" hereto;
  - (e) the Province may adjust the amount of Funds it provides to the Recipient in any Funding Year based upon the Province's assessment of the information provided by the Recipient pursuant to section 7.1; and
  - (f) if, pursuant to the provisions of the *Financial Administration Act* (Ontario), the Province does not receive the necessary appropriation from the Ontario Legislature for payment under the Agreement, the Province is not obligated to make any such payment, and, as a consequence, the Province may:

- (i) reduce the amount of the Funds and, in consultation with the Recipient, change the Project; or
- (ii) terminate the Agreement pursuant to section 13.1.

**4.3 Use of Funds and Project.** The Recipient shall:

- (a) carry out the Project:
  - (i) in accordance with the terms and conditions of the Agreement; and
  - (ii) in compliance with all federal and provincial laws and regulations, all municipal by-laws, and any other orders, rules and by-laws related to any aspect of the Project;
- (b) use the Funds only for the purpose of carrying out the Project; and
- (c) spend the Funds only on account of Eligible Expenditures and in accordance with the Budget.

**4.4 No Changes.** The Recipient shall not make any changes to the Project, the Timelines and/or the Budget without the prior written consent of the Province.

**4.5 Interest Bearing Account.** If the Province provides Funds to the Recipient prior to the Recipient's immediate need for the Funds, the Recipient shall place the Funds in an interest bearing account in the name of the Recipient at a Canadian financial institution.

**4.6 Interest.** If the Recipient earns any interest on the Funds:

- (a) the Province may deduct an amount equal to the interest from any further instalments of Funds; or
- (b) the Recipient shall pay an amount equal to the interest to the Province as directed by the Province.

**4.7 Maximum Funds.** The Recipient acknowledges that the Funds available to it pursuant to the Agreement shall not exceed the Maximum Funds.

**4.8 Rebates, Credits and Refunds.** The Recipient acknowledges that the amount of Funds available to it pursuant to the Agreement is based on the actual costs to the Recipient, less any costs (including taxes) for which the Recipient has received, will receive, or is eligible to receive, a rebate, credit or refund.

**4.9 Province's Role Limited to Providing Funds.** For greater clarity, the Province's role under the Agreement is limited to providing Funds to the Recipient for the purposes of the implementing the Project and the Province is not responsible for carrying out the Project.

**ARTICLE 5  
ACQUISITION OF GOODS AND SERVICES, AND DISPOSAL OF ASSETS**

**5.1 Acquisition.** Subject to section 32.1, if the Recipient acquires supplies, equipment or services with the Funds, it shall do so through a process that promotes the best value for money.

- 5.2 Disposal. The Recipient shall not, without the Province's prior written consent, sell, lease or otherwise dispose of any asset purchased with the Funds or for which Funds were provided, the cost of which exceeded \$2000 at the time of purchase

## **ARTICLE 6 CONFLICT OF INTEREST**

- 6.1 **No Conflict of Interest.** The Recipient shall carry out the Project and use the Funds without an actual, potential or perceived conflict of interest.
- 6.2 **Conflict of Interest Includes.** For the purposes of this Article, a conflict of interest includes any circumstances where:
- (a) the Recipient; or
  - (b) 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 and the use of the Funds.
- 6.3 **Disclosure to Province.** The Recipient shall:
- (a) disclose to the Province, without delay, any situation that a reasonable person would interpret as either an actual, potential or perceived conflict of interest; and
  - (b) comply with any terms and conditions that the Province may prescribe as a result of the disclosure.

## **ARTICLE 7 REPORTING, ACCOUNTING AND REVIEW**

- 7.1 **Preparation and Submission.** The Recipient shall:
- (a) submit to the Province at the address provided in section 18.1, all Reports in accordance with the timelines and content requirements set out in Schedule "E" or in a form as specified by the Province from time to time;
  - (b) submit to the Province at the address provided in section 18.1, any other reports as may be requested by the Province in accordance with the timelines and content requirements specified by the Province;
  - (c) ensure that all Reports and other reports are completed to the satisfaction of the Province; and
  - (d) ensure that all Reports and other reports are signed on behalf of the Recipient by an authorized signing officer.

- 7.2 **Record Maintenance.** The Recipient shall keep and maintain:
- (a) all financial records (including invoices) relating to the Funds or otherwise to the Project in a manner consistent with generally accepted accounting principles; and
  - (b) all non-financial documents and records relating to the Funds or otherwise to the Project.
- 7.3 **Inspection.** The Province, its authorized representatives or an independent auditor identified by the Province may, at its own expense, upon twenty-four hours' Notice to the Recipient and during normal business hours, enter upon the Recipient's premises to review the progress of the Project and the Recipient's expenditure of the Funds and, for these purposes, the Province, its authorized representatives or an independent auditor identified by the Province may:
- (a) inspect and copy the records and documents referred to in section 7.2; and
  - (b) conduct an audit or investigation of the Recipient in respect of the expenditure of the Funds and/or the Project.
- 7.4 **Disclosure.** To assist in respect of the rights set out in section 7.3, the Recipient shall disclose any information requested by the Province, its authorized representatives or an independent auditor identified by the Province, and shall do so in a form requested by the Province, its authorized representatives or an independent auditor identified by the Province, as the case may be.
- 7.5 **No Control of Records.** No provision of the Agreement shall be construed so as to give the Province any control whatsoever over the Recipient's records.
- 7.6 **Auditor General.** For greater certainty, the Province's rights under this Article are in addition to any rights provided to the Auditor General pursuant to section 9.1 of the *Auditor General Act* (Ontario).

## **ARTICLE 8 CREDIT**

- 8.1 **Acknowledge Support.** Unless otherwise directed by the Province, the Recipient shall, in a form approved by the Province, acknowledge the support of the Province in any publication of any kind, written or oral, relating to the Project.
- 8.2 **Publication.** The Recipient shall indicate, in any of its publications, of any kind, written or oral, relating to the Project, that the views expressed in the publication are the views of the Recipient and do not necessarily reflect those of the Province.

## **ARTICLE 9 FREEDOM OF INFORMATION AND PROTECTION OF PRIVACY**

- 9.1 **FIPPA.** The Recipient acknowledges that the Province is bound by the *Freedom of Information and Protection of Privacy Act* (Ontario) and that any information provided to the Province in connection with the Project or otherwise in connection with the Agreement may be subject to disclosure in accordance with that Act.

## **ARTICLE 10 INDEMNITY**

- 10.1 **Indemnification.** The Recipient hereby agrees to indemnify and hold harmless the Indemnified Parties 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 the Agreement, unless solely caused by the negligence or wilful misconduct of the Province.

## **ARTICLE 11 INSURANCE**

- 11.1 **Recipient's Insurance.** The Recipient represents and warrants that it has, and shall maintain for the term of the Agreement, at its own cost and expense, with insurers having a secure 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 two million dollars (\$2,000,000) per occurrence. The policy shall include the following:
- (a) the Indemnified Parties as additional insureds 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; and
  - (d) a 30 day written notice of cancellation, termination or material change.
- 11.2 **Proof of Insurance.** The Recipient shall provide the Province with certificates of insurance, or other proof as may be requested by the Province, that confirms the insurance coverage as provided for in section 11.1. Upon the request of the Province, the Recipient shall make available to the Province a copy of each insurance policy.

## **ARTICLE 12 TERMINATION ON NOTICE**

- 12.1 **Termination on Notice.** The Province may terminate the Agreement at any time upon giving at least 30 days Notice to the Recipient.
- 12.2 **Consequences of Termination on Notice by the Province.** If the Province terminates the Agreement pursuant to section 12.1, the Province may:
- (a) cancel all further instalments of Funds;
  - (b) demand the repayment of any Funds remaining in the possession or under the control of the Recipient; and/or
  - (c) determine the reasonable costs for the Recipient to wind down the Project, and:

- (i) permit the Recipient to offset the costs determined pursuant to section 12.2(c), against the amount owing pursuant to section 12.2(b); and/or
- (ii) subject to section 4.7, provide Funds to the Recipient to cover the costs determined pursuant to section 12.2(c).

### **ARTICLE 13 TERMINATION WHERE NO APPROPRIATION**

- 13.1 **Termination Where No Appropriation.** If, as provided for in section 4.2(f), the Province does not receive the necessary appropriation from the Ontario Legislature for any payment the Province is to make pursuant to the Agreement, the Province may terminate the Agreement immediately by giving Notice to the Recipient.
- 13.2 **Consequences of Termination Where No Appropriation.** If the Province terminates the Agreement pursuant to section 13.1, the Province may:
- (a) cancel all further instalments of Funds;
  - (b) demand the repayment of any Funds remaining in the possession or under the control of the Recipient; and/or
  - (c) determine the reasonable costs for the Recipient to wind down the Project and permit the Recipient to offset such costs against the amount owing pursuant to section 13.2(b).
- 13.3 **No Additional Funds.** For purposes of clarity, if the costs determined pursuant to section 13.2(c) exceed the Funds remaining in the possession or under the control of the Recipient, the Province shall not provide additional Funds to the Recipient.

### **ARTICLE 14 EVENT OF DEFAULT, CORRECTIVE ACTION AND TERMINATION FOR DEFAULT**

- 14.1 **Events of Default.** Each of the following events shall constitute an Event of Default:
- (a) in the opinion of the Province, the Recipient breaches any representation, warranty, covenant or other material term of the Agreement, including failing to do any of the following in accordance with the terms and conditions of the Agreement:
    - (i) carry out the Project;
    - (ii) use or spend Funds; and/or
    - (iii) provide, in accordance with section 7.1, Reports or such other reports as may have been requested pursuant to section 7.1(b);
  - (b) the Recipient's operations, or its organizational structure, changes such that it no longer meets one or more of the applicable eligibility requirements of the Program under which the Province provides the Funds;
  - (c) 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;



- (d) the Recipient ceases to operate; and
- (e) an event of Force Majeure that continues for a period of 60 days or more.

14.2 **Consequences of Events of Default and Corrective Action.** If an Event of Default occurs, the Province may, at any time, take one or more of the following actions:

- (a) initiate any action the Province considers necessary in order to facilitate the successful continuation or completion of the Project;
- (b) provide the Recipient with an opportunity to remedy the Event of Default;
- (c) suspend the payment of Funds for such period as the Province determines appropriate;
- (d) reduce the amount of the Funds;
- (e) cancel all further instalments of Funds;
- (f) demand the repayment of any Funds remaining in the possession or under the control of the Recipient;
- (g) demand the repayment of an amount equal to any Funds the Recipient used, but did not use in accordance with the Agreement;
- (h) demand the repayment of an amount equal to any Funds the Province provided to the Recipient; and/or
- (i) terminate the Agreement at any time, including immediately, upon giving Notice to the Recipient.

14.3 **Opportunity to Remedy.** If, in accordance with section 14.2(b), the Province provides the Recipient with an opportunity to remedy the Event of Default, the Province shall provide Notice to the Recipient of:

- (a) the particulars of the Event of Default; and
- (b) the Notice Period.

14.4 **Recipient not Remediating.** If the Province has provided the Recipient with an opportunity to remedy the Event of Default pursuant to section 14.2(b), and:

- (a) the Recipient does not remedy the Event of Default within the Notice Period;
- (b) it becomes apparent to the Province that the Recipient cannot completely remedy the Event of Default within the Notice Period; or
- (c) the Recipient is not proceeding to remedy the Event of Default in a way that is satisfactory to the Province,

the Province may extend the Notice Period, or initiate any one or more of the actions provided for in sections 14.2(a), (c), (d), (e), (f), (g), (h) and (i).

- 14.5 **When Termination Effective.** Termination under this Article shall take effect as set out in the Notice.

**ARTICLE 15  
FUNDS AT THE END OF A FUNDING YEAR**

- 15.1 **Funds at the End of a Funding Year.** Without limiting any rights of the Province under Article 14, if the Recipient has not spent all of the Funds allocated for the Funding Year as provided for in the Budget, the Province may:
- (a) demand the return of the unspent Funds; or
  - (b) adjust the amount of any further instalments of Funds accordingly.

**ARTICLE 16  
FUNDS UPON EXPIRY**

- 16.1 **Funds Upon Expiry.** The Recipient shall, upon expiry of the Agreement, return to the Province any Funds remaining in its possession or under its control.

**ARTICLE 17  
REPAYMENT**

- 17.1 **Debt Due.** If:
- (a) the Province demands the payment of any Funds or any other money from the Recipient; or
  - (b) the Recipient owes any Funds or any other money to the Province, whether or not their return or repayment has been demanded by the Province, such Funds or other money shall be deemed to be a debt due and owing to the Province by the Recipient, and the Recipient shall pay or return the amount to the Province immediately, unless the Province directs otherwise.
- 17.2 **Interest Rate.** The Province may charge the Recipient interest on any money owing by the Recipient at the then current interest rate charged by the Province of Ontario on accounts receivable.
- 17.3 **Payment of Money to Province.** The Recipient shall pay any money owing to the Province by cheque payable to the "Ontario Minister of Finance" and mailed to the Province at the address provided in section 18.1.

**ARTICLE 18  
NOTICE**

- 18.1 **Notice in Writing and Addressed.** Notice shall be in writing and shall be delivered by email, postage-prepaid mail, personal delivery or fax, and shall be addressed to the Province and the Recipient respectively as set out below, or as either Party later designates to the other by Notice:

**To the Province:**

**To the Recipient:**

The Ministry of Economic Development,  
Employment and Infrastructure  
56 Wellesley Street West  
5<sup>th</sup> Floor  
Toronto, ON M7A 2E7

Fusion Youth Activity and Technology  
Centre - Town of Ingersoll  
121 Thames Street North  
Ingersoll, ON N5C 3C9

Attention:

Attention:

Lyn Doering  
Manager, Youth Partnerships  
Tel: (416) 212-0549  
Email: Lyn.Doering@ontario.ca

Jason Smith  
Manager  
Tel; (519) 485-4386 Ext 21  
Email: Jsmith@ingersoll.ca

18.2 **Notice Given.** Notice shall be deemed to have been received:

- (a) in the case of postage-prepaid mail, seven days after a Party mails the Notice; or
- (b) in the case of email, personal delivery or fax, at the time the other Party receives the Notice.

18.3 **Postal Disruption.** Despite section 18.2(a), in the event of a postal disruption:

- (a) Notice by postage-prepaid mail shall not be deemed to be received; and
- (b) the Party giving Notice shall provide Notice by email, personal delivery or by fax.

## **ARTICLE 19 CONSENT BY PROVINCE**

19.1 **Consent.** The Province may impose any terms and/or conditions on any consent the Province may grant pursuant to the Agreement.

## **ARTICLE 20 SEVERABILITY OF PROVISIONS**

20.1 **Invalidity or Unenforceability of Any Provision.** The invalidity or unenforceability of any provision of the Agreement shall not affect the validity or enforceability of any other provision of the Agreement. Any invalid or unenforceable provision shall be deemed to be severed.

## **ARTICLE 21 WAIVER**

21.1 **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 in Article 18. Any waiver must refer to a specific failure to comply and shall not have the effect of waiving any subsequent failures to comply.

## **ARTICLE 22 INDEPENDENT PARTIES**

22.1 **Parties Independent.** The Recipient acknowledges that it is not an agent, joint venturer, partner or employee of the Province, and the Recipient shall not take any actions that could establish or imply such a relationship.

**ARTICLE 23  
ASSIGNMENT OF AGREEMENT OR FUNDS**

- 23.1 **No Assignment.** The Recipient shall not assign any part of the Agreement or the Funds without the prior written consent of the Province.
- 23.2 **Agreement to Extend.** All rights and obligations contained in the Agreement shall extend to and be binding on the Parties' respective heirs, executors, administrators, successors and permitted assigns.

**ARTICLE 24  
GOVERNING LAW**

- 24.1 **Governing Law.** The 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 arising in connection with the Agreement shall be conducted in Ontario.

**ARTICLE 25  
FURTHER ASSURANCES**

- 25.1 **Agreement into Effect.** The Recipient shall do or cause to be done all acts or things necessary to implement and carry into effect the terms and conditions of the Agreement to their full extent.

**ARTICLE 26  
CIRCUMSTANCES BEYOND THE CONTROL OF EITHER PARTY**

- 26.1 **Force Majeure Means.** Subject to section 26.3, Force Majeure means an event that:
- (a) is beyond the reasonable control of a Party; and
  - (b) makes a Party's performance of its obligations under the Agreement impossible, or so impracticable as reasonably to be considered impossible in the circumstances.
- 26.2 **Force Majeure Includes.** Force Majeure includes:
- (a) infectious diseases, war, riots and civil disorder;
  - (b) storm, flood, earthquake and other severely adverse weather conditions;
  - (c) lawful act by a public authority; and
  - (d) strikes, lockouts and other labour actions,
- if such events meet the test set out in section 26.1.
- 26.3 **Force Majeure Shall Not Include.** Force Majeure shall not include:
- (a) any event that is caused by the negligence or intentional action of a Party or such Party's agents or employees; or

- (b) any event that a diligent Party could reasonably have been expected to:
  - (i) take into account at the time of the execution of the Agreement; and
  - (ii) avoid or overcome in the carrying out of its obligations under the Agreement.

26.4 **Failure to Fulfil Obligations.** Subject to section 14.1(e), the failure of either Party to fulfil any of its obligations under the Agreement shall not be considered to be a breach of, or Event of Default under, the Agreement to the extent that such failure to fulfill the obligation arose from an event of Force Majeure, if the Party affected by such an event has taken all reasonable precautions, due care and reasonable alternative measures, all with the objective of carrying out the terms and conditions of the Agreement.

## **ARTICLE 27 SURVIVAL**

27.1 **Survival.** The provisions in Article 1, any other applicable definitions, sections 4.6(b), 5.2, 7.1 (to the extent that the Recipient has not provided the Reports or other reports as may be requested by the Province to the satisfaction of the Province), 7.2, 7.3, 7.4, 7.5, 7.6, Articles 8 and 10, sections 12.2, 13.2, 13.3, 14.1, 14.2(d), (e), (f), (g) and (h), Articles 16, 17, 18, 20, 24, 27, 28, 30, 31 and 34, and all applicable cross-referenced provisions and schedules shall continue in full force and effect for a period of seven years from the date of expiry or termination of the Agreement.

## **ARTICLE 28 SCHEDULES**

28.1 **Schedules.** The Agreement includes the following schedules:

- (a) Schedule "A" – Project Description, Milestones and Timelines
- (b) Schedule "B" - Budget
- (c) Schedule "C" – Eligible and Ineligible Expenditures
- (d) Schedule "D" – Payment Schedule
- (e) Schedule "E" – Report
- (f) Schedule "F" – Request for Disbursement Form
- (g) Schedule "G" – Financial Certificate
- (h) Schedule "H" – Summary of *Travel, Meal and Hospitality Expenses Directive*
- (i) Schedule "I" – Communications Protocol

## **ARTICLE 29 COUNTERPARTS**

29.1 **Counterparts.** The 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

instrument.

### **ARTICLE 30 JOINT AND SEVERAL LIABILITY**

- 30.1 **Joint and Several Liability.** Where the Recipient is comprised of more than one entity, all such entities shall be jointly and severally liable to the Province for the fulfillment of the obligations of the Recipient under the Agreement.

### **ARTICLE 31 RIGHTS AND REMEDIES CUMULATIVE**

- 31.1 **Rights and Remedies Cumulative.** The rights and remedies of the Province under the Agreement are cumulative and are in addition to, and not in substitution for, any of its rights and remedies provided by law or in equity.

### **ARTICLE 32 BPSAA**

- 32.1 **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 the Agreement and the requirements of the BPSAA, the BPSAA shall prevail.

### **ARTICLE 33 FAILURE TO COMPLY WITH OTHER AGREEMENTS**

- 33.1 **Other Agreements.** If the Recipient:
- (a) has failed to comply (a "Failure") with any term, condition or obligation under any other agreement with Her Majesty the Queen in right of Ontario or a Crown agency;
  - (b) has been provided with notice of such Failure in accordance with the requirements of such other agreement;
  - (c) has, if applicable, failed to rectify such Failure in accordance with the requirements of such other agreement; and
  - (d) such Failure is continuing,

the Province may suspend the payment of Funds for such period as the Province determines appropriate.

### **ARTICLE 34 ENTIRE AGREEMENT**

- 34.1 **Entire Agreement.** The Agreement constitutes the entire agreement between the Parties with respect to the subject matter contained in the Agreement and supersedes all prior oral or written representations and agreements.
- 34.2 **Modification of Agreement.** The Agreement may only be amended by a written agreement duly executed by the Parties.

The Parties have executed the Agreement on the dates set out below.

**HER MAJESTY THE QUEEN IN RIGHT OF ONTARIO  
as represented by the Minister of Economic Development, Employment and  
Infrastructure**

\_\_\_\_\_  
Carrie Burd  
Director, Entrepreneurship Branch

\_\_\_\_\_  
Date

**Town of Ingersoll – Fusion Youth Centre**

By: \_\_\_\_\_  
William Tigert  
Chief Administrative Officer

\_\_\_\_\_  
Date

I have authority to bind the Recipient.

## **SCHEDULE "A"**

### **PROJECT DESCRIPTION, MILESTONES AND TIMELINES**

#### **Project Description**

The Oxford County Youth Entrepreneurship Partnership Table (YEPT) will employ a collaborative approach to create a regional model for youth entrepreneurship service delivery that addresses gaps and provides a seamless model for client flow to ensure that youth are connected to the maximum amount of entrepreneurship resources available to them. All partners will adopt a sustainable, wrap around model to ensure that youth experience a client centric approach to youth entrepreneurship resources that will promote success and access to meaningful economic opportunities within their community. In order to ensure that the project meets the needs of the youth that the services aim to meet, the partnership will engage volunteer members from the Youth Business Advisory Committee. This committee is made up of several volunteers aged 15-29 who have an interest or experience with entrepreneurship in Oxford County.

#### **Milestones and Timelines**

The Recipient will carry out the activities set out below substantially in accordance with the timelines set out below:

**Project Start Date:** October 15, 2015.

**Project End Date:** March 31, 2016.



## Project Deliverables

Key Milestone	Activities	Start Date	End Date	Performance Indicator	Expected Results
Formalize and establish Youth Entrepreneurship Partnership Table (YEPT)	Invite additional members with an interest in the project, draft and approve terms of reference.	June 15, 2015.	July 3, 2015.	YEPT will have a total of 5-8 organizations represented at the table, approved terms of reference.	The YEPT will have Oxford County -wide and multi service representation ensuring that the needs of all youth and service providers and successfully met.
Select and hire project consultant	Establish scope of work, develop and approve RFP, select and hire consultant.	June 15, 2015.	July 3, 2015.	Approved RFP, minimum five proposals submitted, one accepted.	The YEPT will hire a consultant to complete tasks related to the project that require external perspective to remain objective.
Develop project workplan.	Communicate scope of work, agree on project timelines and deliverables, indicate stakeholders to be engaged, establish partner responsibilities.	July 3, 2015.	July 17, 2015.	All project deliverables and responsibilities communicated with partners.	All partners and stakeholders will have the opportunity to give the input necessary for the consultant to perform tasks successfully and to the satisfaction of stakeholders.
Draft model and report.	Engage stakeholders, collect data, complete draft report for YEPT.	July 17, 2015.	September 7, 2015.	150 stakeholder engaged, minimum 5 focus groups completed at 3 different locations in Oxford County.	Feedback from stakeholders representing various organizations, private/public sector, geographic locations and age are gathered to give a grass roots perspective of the youth entrepreneurial ecosystem in Oxford County, to ensure buy-in from all ecosystem stakeholders.

Beta test the model	Several organizations to beta test the model, gather feedback from service workers and clients, adjust the model as required.	September 7, 2015.	October 9, 2015.	The model will be beta tested with a minimum of 12 clients from at least 5 different organizations.	The YEPT will be able to identify any shortcomings from the model and adapt the model before it becomes implemented and marketed county-wide.
Implement the model of service into organizations county-wide	Adjust the model according to beta test, train front line staff, market the model to youth and other stake holders.	October 12, 2015.	December 18, 2015.	The model will be implemented by all YEPT members and youth entrepreneurship service providers in Oxford County.	Youth will have increased access to and awareness of youth entrepreneurship programs and services in Oxford County. Youth accessing programs will experience more seamless flow between service providers.
Establish network of Oxford Young Entrepreneurs	Generate list of young entrepreneurs operating in OC, create map and directory to be distributed through the county, provide opportunities for networking.	June 1, 2015.	September 30, 2015.	List of young entrepreneurs, 25,000 directories distributed locally, 2 networking opportunities facilitated, 25 organizations/businesses established as supporters of young entrepreneurs.	Young entrepreneurs will gain notoriety and support in the community. Young entrepreneurs will have access to networking opportunities that do not currently exist.
Share knowledge with stakeholders	Host networking and knowledge sharing event, distribute marketing and communication materials.	October 12, 2015.	December 18, 2015.	Networking event attended by 50 individuals representing 12 stakeholders/organizations.	This event will keep the YEPT accountable to stakeholders and promote support for the sustainability of youth entrepreneurship initiatives in OC. Sharing knowledge will ensure that stakeholders have an understanding of the new model to be implemented and community members will appreciate that their input has been put into action.

**Performance Measurement**

<b>Performance Indicator</b>	<b>Target for Project</b>	<b>Provide additional Details / Description / Demographics for each performance measurement</b>
# of project partners, sponsors, stakeholders engaged in the initiative	150 individuals, 18 organizations	75 youth (25 young entrepreneurs, 50 additional youth), 10 stakeholder organizations, 5-8 partner organizations
# of sustainable initiatives developed out of capacity-building activities	3+	YEPT formalized, Oxford Young Entrepreneurs initiative, OC youth entrepreneurship service model, gaps in service identified by consultant
List Other Project Indicator(s) - Add rows if necessary		

**SCHEDULE "B"**

**BUDGET**

<b>Expense</b>	<b>Forecast</b>		
	<b>Cash</b>	<b>In-kind</b>	<b>Total</b>
Partnership meetings and supplies	\$ 2,000		\$ 2,000
Report printing and information sharing	\$ 3,500		\$ 3,500
			\$ -
			\$ -
			\$ -
<b>Subtotal Administration</b>	\$ 5,500	\$ -	\$ 5,500
<b>Development and Delivery Expenses</b>			
External Consultant	\$ 25,000		\$ 25,000
Stakeholder engagement	\$ 5,500		\$ 5,500
			\$ -
			\$ -
			\$ -
			\$ -
			\$ -
			\$ -
<b>Subtotal Project Dev and Delivery</b>	\$ 30,500	\$ -	\$ 30,500
<b>Total Expenses</b>	\$ 36,000	\$ -	\$ 36,000
<b>Revenues / Resources</b>			
Fusion Youth Centre	\$ 2,000		\$ 4,000
Oxford Small Business Support Centre	\$ 2,000		
Community Employment Services		\$ 5,000	
<b>Ministry Funding Request</b>	\$ 36,000		\$ 36,000
<b>Total Revenues (Including Ministry)</b>	\$ 36,000	\$ -	\$ 36,000
<b>Expense - Revenue Variance</b>	\$ -	\$ -	\$ -

## SCHEDULE “C”

### ELIGIBLE AND INELIGIBLE EXPENDITURES

There are two categories of Expenditures:

1. Administration Expenditures (must not exceed 10 per cent of total eligible cash expenses)
2. Project Development and Delivery Expenditures

#### **1. Examples of administration expenditures include, but are not limited to:**

- costs to attend business meetings related to contract administration
- costs to attend conferences Ontario convenes or supports
- professional fees including legal, audit and insurance directly related to the management of the Project or to conduct work directly associated with the Project
- telecommunication fees
- other administrative expenditures

#### **2. Examples of Project development and delivery expenditures include, but are not limited to:**

- staff salaries specifically required to undertake the Project (this includes new, existing and contract staff)
- following written Ministry approval, consulting fees which corroborate the allocation of a consultant’s time spent on the Project
- Project-related technology costs associated with the development of an app or social media tool (i.e., software/hardware purchases or upgrades), multimedia equipment
- reasonable costs related to hosting workshops or meetings and networking events directly related to the Project (these include room and equipment rental, and the preparation of materials)
- Travel and accommodation expenses that are directly related to the Project (only in-province travel is eligible). Travel and accommodation costs must be in accordance with the Government of Ontario’s Travel, Meal and Hospitality Expenses Directive
- staff or volunteer training and skills development costs that are directly related to the Project
- marketing materials and communication costs directly related to the Project

Where the value of any sub-contract for goods or services (including consultants) is \$25,000, Recipients must demonstrate that a competitive process has been used. At least three written tenders are required unless written authorization has been provided by the Province indicating an exception to this requirement. The Recipient will be required to submit full documentation of the competitive process.

#### **Eligible In-Kind Contributions (non-reimbursable):**

In-kind contributions are non-cash donations of goods or services donated to a Project by the Recipient or a Project partner without expectation of compensation or remuneration. Ontario regards the following as “in-kind” expenditures that must be listed as part of the Project’s overall budget:

Examples of eligible in-kind expenditures include:

- donations of travel services, e.g. vehicles, fuel, shipping services
- time that staff including a Project partner’s staff members spend on the Project
- consulting fees and time donated by business professionals that would otherwise charge a fee for services including accountants, lawyers, business coach, business consultants
- donated office supplies

- donated services such as printing or room rentals provided free of charge

**Ineligible Expenditures:**

Ministry funding cannot be used for the following costs:

- expenses or fees payable to organizations located outside of Ontario
- stipends for youth, volunteers and/or other Project participants
- travel costs for anyone not residing in Ontario
- costs not directly associated with carrying out the Project and in meeting the deliverables set out in the terms of the funding agreement
- capital assets, for example, land, building, vehicle, furniture or any major equipment purchase
- ongoing non-Project maintenance costs for websites, Internet access, social media, technologies, software and equipment
- core administrative and overhead costs such as rent, office supplies, telephone and communication lines / services, utilities, maintenance costs and any operational expenses related to an organization's on-going activities
- Project components already completely funded by another funding body
- hospitality expenses including alcohol and entertainment
- contingency and unexplained miscellaneous costs
- costs that are not directly related to the Project.

**Ineligible In-Kind Contributions:**

- costs for roles that would traditionally be filled by volunteers i.e. community mentors
- donations in the form of goodwill and other such intangibles
- guest speakers that would not normally be paid for their speaking services
- donations of knowledge
- remuneration and fees paid to a Board of Directors
- other in-kind fees deemed ineligible by the Ministry.

## **SCHEDULE “D”**

### **PAYMENT SCHEDULE**

#### **Method of Disbursement**

Disbursement by the Province to the Recipient on account of the Project shall be made available as follows, subject to and conditional upon compliance with the terms and conditions of this Agreement and satisfactory performance and/or attainment of the Timelines and Project Outcomes:

- a) An amount of twenty eight thousand eight hundred dollars (\$28,800), upon the signing of this Agreement by both parties and receipt by the Province of the insurance certificate required under section 11.2 of the Agreement less a fund holdback of seven thousand two hundred dollars (\$7,200) (the “Holdback”);
- b) The Holdback shall be released upon receipt and acceptance by the Province of the Final Report required pursuant to Article 7 of this Agreement.

#### **SEE SCHEDULE “E” FOR REPORT DETAILS**

**NOTE:** The actual Funds disbursed to the Recipient under this Schedule may be adjusted in accordance with section 4.2 of the Agreement.

**SCHEDULE “E”**

**REPORTS**

<b>Name of Report</b>	<b>Due Date</b>
Final Report	April 30, 2016

**Report Details**

Final Report template will be provided by the Province.

**Final Report**

Final Report shall include the following items:

1. A completed request for disbursement form substantially in the form set out in Schedule “F”; a completed and executed Financial Certificate substantially in the form set out in Schedule “G”; and any other details that may be requested by the Province;
2. A summary of the activities that have taken place; status of Project deliverables and performance measures including details on results achieved, in the form set out in Schedule “A”;
3. A summary of any issues or challenges that occurred during Project delivery and explanation of how these issues/challenges were mitigated to ensure success of the Project.
4. An evaluation of the benefits of the Project in terms of meeting of one or more of the following Program objectives, as applicable to the Project:
  - a. Fostering collaboration and formalizing coordination at the local/regional level;
  - b. Establishing sustainable delivery of programming and services;
  - c. Increasing community involvement in youth entrepreneurship programming.
5. A summary of relevant success stories and lessons learned resulting from the Project; and
6. Proof of any single Project expenditure incurred and/or revenue received that is in excess of \$1,000.
7. If applicable, full documentation of the competitive process used for any sub-contract for goods or services (including consultants) for the value of \$25,000 or more.



**SCHEDULE "F"**

**REQUEST FOR DISBURSEMENT**

The Request for Disbursement consists of the following components:

- An update on achieving the milestones and timelines set out in Schedule "A"
- A statement of Actual Expenses and Revenue in Schedule "B"
- A Financial Certificate set out in Schedule "G"
- A written report in a template to be provided by the Province

**TO:** The Ministry of Economic Development, Employment and Infrastructure

**FROM:** Town of Ingersoll – Fusion Youth Centre

**RE:** Request for Funds for the Period Ending: \_\_\_\_\_

<b>A</b> Amount previously received this fiscal year:	<b>\$</b>
<b>B</b> Amount requested:	<b>\$</b>
<b>C</b> Actual Interest earned on Funds this fiscal year to date:	<b>\$</b>
<b>D</b> Total received and requested year-to-date plus Interest:	<b>\$</b>

I, of (the "Recipient") hereby certify that:

1. the unexpended and uncommitted balance of Funds as at \_\_\_\_\_ is \$\_\_\_\_\_;
2. after making all appropriate examinations and enquiries, the Institution is in compliance with the terms and conditions of the agreement (the "Agreement") with Her Majesty the Queen in right of Ontario dated effective \_\_\_\_\_ and there have been no material changes made to the Project or Budget, as such terms are defined in the Agreement;
3. the reported revenues and expenditures for the period \_\_\_\_\_ are accurately reported and that all Funds were spent in accordance with the Terms of the Agreement; and,
4. the amount requested herein as an advance in Funds will be incurred on behalf of the Recipient solely for Eligible Expenditures.

Dated this day of \_\_\_\_\_

Signed: \_\_\_\_\_

Name

Title

**SCHEDULE "G"**

**FINANCIAL CERTIFICATE**

***FINANCIAL REPORTING AND SATISFACTORY PROGRESS***

**Organization Name:** \_\_\_\_\_

**Project Start Date:** \_\_\_\_\_ (dd-mmm-yy)

**Project End Date:** \_\_\_\_\_ (dd-mmm-yy)

I, \_\_\_\_\_, \_\_\_\_\_ of  
(Name of Officer) (Title)

hereby certify that to the best

\_\_\_\_\_ (Legal Name of Organization)

**of my knowledge, information and belief and after making all appropriate examinations and enquiries, the financial information reported for the**

**period** \_\_\_\_\_ **to** \_\_\_\_\_  
(dd-mmm-yy) (dd-mmm-yy)

**is accurate and complete, and is in compliance with all relevant sections of the Agreement between Her Majesty the Queen in Right of Ontario and**

\_\_\_\_\_ **dated** \_\_\_\_\_ .  
(Legal Name of Organization) (dd-mmm yy)

**Signed:** \_\_\_\_\_  
(Signing Authority of Organization)

**Dated:** \_\_\_\_\_  
(dd-mmm-yy)

## SCHEDULE "H"

### **SUMMARY OF THE TRAVEL, MEAL AND HOSPITALITY EXPENSES DIRECTIVE**

Travel - All expenses must be directly related to the Project

**Airplane:** Air travel is permitted if it is the most practical and economical way to travel.

- Economy (coach) class is the standard option for ticket purchase
- Please purchase your ticket as early as possible to access the most reasonable fares

**Train:** Travel by train is permitted when it is the most practical and economic way to travel.

- Coach class economy fare is the standard
- Please purchase your ticket as early as possible to access the most reasonable fares

**Vehicle:** Travel by vehicle is permitted when road transportation is the most practical, economical way to travel:

- Kilometres are claimed at \$0.40 per kilometre in the south and \$0.41 per kilometre in the north

**Taxi Fares:** Reimbursement of taxicab fares should be made only under the following conditions:

- When other means of transportation are not available
- When weather conditions warrant
- For health and safety considerations
- When transport of work-related baggage or parcels is required
- For group travels when cost effective
- Maximum claimable gratuity (tip) is 10%

**Hotels:** Reimbursement of hotel costs is permitted when these costs are the most practical, economical way to accommodate the person:

- A basic, economical hotel room is the standard option
- Booking hotel suites or larger/more deluxe rooms should not be permitted
- When a block of hotel rooms is made available for an event, conference etc. at a reduced rate, rooms at higher rates should not be covered
- If another hotel or room is booked when a conference/event block of rooms was available, only costs up to the conference rate should be covered. It is up to the claimant to book the hotel room at the reduced rate within a reasonable timeline to get the rate.
- Hotel expenses charged should be for the hotel room alone. Phone calls, room service, internet charges, movie charges, parking, other service charges etc. should not be "bundled" into the hotel room rate. The exception being any food costs that are offered as a deal within a room rate. For example, a hotel "Bed & Breakfast" option where the cost of the room and breakfast are economical.

**Meal Rates in Canada Including Taxes and Gratuities:**

- \$8.75            Breakfast
- \$11.25          Lunch
- \$20.00          Dinner

**Please Note:**

- When a meal is provided as part of a conference or other event, the costs of an alternative meal other than the conference or event meal should not be covered.
- Recommended gratuities are 10% - 15% on a restaurant meal.
- No alcohol costs can be claimed and should not be covered as part of meal or travel costs.
- Reimbursement should be for restaurant/prepared food only. Groceries should not be covered.
- Room service meals while staying at a hotel should not be covered.

**Submitting Claims & Records:**

All travel claims must be maintained for financial records by the claimant and the organization paying the travel claim:

- Claimants should submit original, itemized receipts with all claims (credit card slips are not sufficient).
- All claims should be supported by original itemized receipts. "Original itemized receipts" refers to a receipt that lists the items purchased and the individual prices for each item on the receipt.

For more information on the Government of Ontario *Travel, Meal and Hospitality Expenses Directive*, April 1, 2012, please see:

[http://www.mgs.gov.on.ca/en/Spotlight2/STDPROD\\_080798.html](http://www.mgs.gov.on.ca/en/Spotlight2/STDPROD_080798.html)

## **SCHEDULE "I"**

### **COMMUNICATIONS PROTOCOL**

1. The Recipient shall provide to the Province, prior to release, an electronic copy of all reports, announcements, brochures, audiovisual materials, internet materials, advertising and publicity, including design or other public communication or publication.
2. The Recipient shall advise the Province's staff (to be designated by the Province) of any upcoming (positive or negative) announcements or advertising campaigns related to the Recipient's Project activities (e.g. news release, news conference, awards, bankruptcies, etc.) and, at the Province's option, provide the Province with the opportunity to participate or be present at these announcements. The Recipient will provide the Province with a minimum of ten (10) business days prior oral or written notice of such announcements or advertising campaigns.
3. The Recipient will not make any public announcement related to the Recipient's Project activities until the Province has been notified of the announcement.
4. The Recipient will respond to requests by the Province for information about any public announcement as soon as possible and in any event will provide an initial response within twenty-four (24) hours.



Complete this form electronically as some fields are interactive depending on the selected option.

Ministry of Government and Consumer Services

# Supplier Registration and Application for Direct Deposit/Electronic Funds Transfer

## Collection of Information

The authority for the collection of this information as a lawfully authorized activity is the *Ministry of Government Services Act, R.S.O. 1990, c. M.25 s.6*. This form will be used solely for the purposes of supplier registration, depositing your payments into your bank account, providing payment notifications by email and contacting you for any payment related issues. For information about collection and/or use and disclosure practices, write to the Senior Manager, Expenditure Management Branch, Ontario Shared Services, Ministry of Government and Consumer Services, 77 Wellesley Street West, Box 700, Toronto ON M7A 1N3. For further assistance please call 416 212-2345 or toll free at 1 866 320-1756.

## Consent to Disclose

By submitting this application, you acknowledge this information may be utilized by other Province of Ontario ministries and agencies in the context of procurement and payment recipient verification.

**Important - Please read the instructions before completing this form.**

### A Type of Request

- |   |   |  |  |
|---|---|--|--|
| <input type="checkbox"/> New Supplier Registration                        | } | <input type="checkbox"/> Add Additional Location | <input type="checkbox"/> Changes to Current Supplier Information |
| <input type="checkbox"/> Change of Information (specify details if known) |   | Supplier No.                                     | Site No.   |

#### Supplier Type (check all that apply)

- Receive payments for goods and/or services
- Receive transfer payments from the Province of Ontario

Do you have a business number registered with Canada Revenue Agency?

- Yes
- No, my invoices do not contain tax

### B Supplier Profile

Current Information			New Information		
Legal Name			Legal Name		
Operating Name <input type="checkbox"/> Same as Legal Name			Operating Name <input type="checkbox"/> Same as Legal Name		
Suite/Floor No.	Street No. and Name		Suite/Floor No.	Street No. and Name	
City/Town			City/Town		
Province/State	Postal/Zip Code	Country	Province/State	Postal/Zip Code	Country
Telephone No. ext.		Fax No.	Telephone No. ext.		Fax No.
Email Address			Email Address		

### C Banking Information

Attach an original void cheque displaying your legal name or an original signed and/or bank stamped letter from your financial institution. Note: Bank counter cheques are not acceptable.

Current Information			New Information		
Name of Canadian Financial Institution			Name of Canadian Financial Institution		
Branch No.	Institution No.	Account No.	Branch No.	Institution No.	Account No.

### D Certification/Authorization

I certify I am authorized by the organization named above to submit this application for registration and certify that all the information contained herein is true and accurate statement of the facts.

Name (First Last)	Signature	Date (dd/mmm/yyyy)
Title		



**DEPARTMENT:** Treasury

**REPORT NO:** T-056-15

**COUNCIL MEETING DATE:** November 9, 2015

**TITLE:** Operating Budget Variance Report for the 10 months Ended October 31, 2015

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## **OBJECTIVE**

To provide Council with a financial review of operations for the 10 months of 2015.

## **BACKGROUND**

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

## **ANALYSIS**

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

Some of the more significant variances include the following:

Favourable variance in salaries, wages and benefits for various departments. The attached report reflects the activity on a cash basis. The budget salary and wages comparison figures are 10/12<sup>th</sup> of the annual amount and do not reflect the seasonal nature for part time wages and timing of pay periods. As such there have been no accrual adjustments for the last 6 days of October. The variance is also due to the salary gap of the new HR position that has not been filled in the first part of the year. Other savings in wages / benefits due to temporary vacant positions in Treasury, Clerks and Building departments.

Favourable variance in Public Work's materials is mainly attributable to timing of expenditures. Historically road's maintenance is done during the period of June -

November. The Treasury department yet to receive all invoices for materials and supplies.

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

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

### **INTERDEPARTMENTAL IMPLICATIONS**

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

### **FINANCIAL IMPLICATIONS**

Outlined in the attached report.

### **RECOMMENDATION**

That Council receive for information the Operating Budget Variance Report for the 10 months Ended October 31, 2015

### **ATTACHMENTS**

Operating Budget Variance Report for the 10 months Ended October 31, 2015

Prepared by: Iryna Koval, Director of Finance, Treasurer

Approved by: William Tigert, CAO



**THE CORPORATION OF THE TOWN OF  
INGERSOLL**

**Operating Budget Variance Report for 10 Months Ended  
October 31, 2015**

**Town of Ingersoll**  
**10 Months Ended October 31, 2015**

**Reserves**

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

**Town of Ingersoll**  
**10 Months Ended October 31, 2015**

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

	YTD Actual		YTD Budget	Variance YTD 2015 Budget vs Actual	Annual Budget	Remaining Budget
	2014	2015	2015	fav (unfav)	2015	2015
	1	2	3	4=3-2	5	6=5-2
<b>CLERKS ADMIN &amp; COUNCIL</b>	232,942	159,827	165,492	5,665	195,529	35,702
<b>CHIEF ADMINISTRATIVE OFFICER</b>	170,370	213,735	280,560	66,825	350,125	136,390
<b>CLERKS</b>						
ADMINISTRATION	255,771	298,098	359,135	61,037	428,770	130,672
ANIMAL CONTROL	499	1,262	710	(552)	850	(412)
PARKING	14,672	16,044	18,450	2,406	22,150	6,106
PARATRANSIT	40,103	54,977	58,957	3,980	69,240	14,263
DOWNTOWN IMPROVEMENT	--	--	--	--	--	0
INFORMATION TECHNOLOGY	290,924	197,521	229,165	31,644	290,890	93,369
<b>TREASURY</b>						
ADMINISTRATION	137,178	251,569	435,680	184,111	876,096	624,527
TAXATION	(15,430,088)	(13,277,856)	(13,369,741)	(91,885)	(13,019,086)	258,770
<b>BUILDING INSPECTION</b>						
INSPECTION	45,145	18,015	46,710	28,695	57,435	39,420
PROPERTY STANDARDS	--	26,401	19,980	(6,421)	23,970	(2,431)
TOWN CENTRE	76,204	95,527	97,478	1,951	136,195	40,668
PUBLIC BUILDINGS - OTHER	34,132	30,452	51,781	21,329	74,836	44,384
<b>FIRE</b>						
ADMINISTRATION	752,686	658,698	737,917	79,219	959,891	301,193
FACILITY	62,512	15,087	15,170	83	18,825	3,738
<b>POLICE</b>						
ADMINISTRATION	2,374,547	2,372,245	2,332,870	(39,375)	2,799,251	427,006
FACILITY	(64,727)	(2,974)	306	3,280	8,587	11,561
<b>ENGINEERING</b>						
ADMINISTRATION	357,290	874,392	1,026,533	152,141	1,782,931	908,539
EQUIPMENT	(4,450)	(4,366)	(1,660)	2,706	0	4,366
STREET LIGHTING	163,869	176,493	180,170	3,677	239,000	62,507
TRAFFIC SIGNALS	15,028	14,666	16,253	1,587	20,000	5,334
<b>PUBLIC WORKS</b>						
ADMINISTRATION & EQUIPMENT	105,303	175,585	297,860	122,275	400,431	224,846
FACILITY	0	47,435	0	(47,435)	0	(47,435)
BRIDGES & CULVERTS	29,114	3,796	9,892	6,096	32,450	28,654
ROADSIDE MAINTENANCE	179,603	180,597	155,125	(25,472)	202,235	21,638
SURFACE MAINTENANCE	215,689	277,745	285,563	7,818	334,230	56,485
ROADS, SIDEWALKS & PARKING LOTS	247,234	180,480	199,191	18,711	251,570	71,090
WINTER CONTROL	387,238	378,343	320,836	(57,507)	409,046	30,703
ENVIRONMENTAL SERVICES	36,045	30,572	39,989	9,417	96,007	65,435
<b>PARKS AND ARENA</b>						
ADMINISTRATION	140,842	116,171	128,360	12,189	159,075	42,904
ARENA	139,048	196,619	250,385	53,766	439,065	242,446
PARKS	349,778	362,847	383,934	21,087	473,005	110,158
PARKS PROGRAMS	(5,818)	(2,120)	(7,220)	(5,100)	21,201	23,321
CAMI PARKS / SUZUKI HOUSE	113,428	121,460	121,930	470	162,102	40,642
<b>VICTORIA PARK COMMUNITY CENTRE</b>						
ADMINISTRATION	12,924	117,238	121,117	3,879	146,796	29,558
AQUATICS	75,206	46,711	82,620	35,909	99,720	53,009
FITNESS	81,915	(3,144)	(1,210)	1,934	2,364	5,508
GENERAL PROGRAMS	(4,905)	1,443	22,400	20,957	27,311	25,868
FACILITY	339,331	344,154	402,301	58,147	498,250	154,096
<b>YOUTH CENTRE</b>						
FACILITY	67,967	75,658	78,788	3,130	97,244	21,586
TECHNOLOGY PROGRAMS	35,175	66,174	61,630	(4,544)	76,895	10,721
GENERAL PROGRAMS	267,350	283,325	283,530	205	334,456	51,131
CAREER & SKILLS PROGRAM	(68,936)	(56,410)	(6,270)	50,140	--	56,410
<b>MUSEUMS</b>						
FACILITY	8,883	13,134	14,482	1,348	19,100	5,966
PROGRAMS	80,002	91,634	102,548	10,914	126,080	34,446
<b>ECONOMIC DEVELOPMENT</b>	121,383	185,767	209,093	23,326	255,882	70,115
<b>CAPITAL FUND REQUIREMENT</b>	747,000			0	0	0
	<u>(6,774,592)</u>	<u>(4,574,973)</u>	<u>(3,741,210)</u>	<u>833,763</u>	--	<u>4,574,973</u>

**Town of Ingersoll**  
**10 Months Ended October 31, 2015**

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

	YTD Actual		YTD Budget	Variance YTD 2015 Budget vs Actual	Annual Budget	Remaining Budget
	2014	2015	2015	fav (unfav)	2015	2015
	1	2	3	4=3-2	5	6=5-2
<b>REVENUE</b>						
SALE OF GOODS OR SERVICES	(130,583)	(126,366)	(148,190)	(21,824)	(177,835)	(51,469)
PERMITS/LICENSES	(152,058)	(145,403)	(128,460)	16,943	(154,150)	(8,747)
ICE RENTAL	(140,183)	(225,359)	(188,790)	36,569	(226,549)	(1,190)
RENT / LEASES	(214,337)	(199,477)	(178,390)	21,087	(214,068)	(14,591)
USER FEES	(205,768)	(153,647)	(155,790)	(2,143)	(186,901)	(33,254)
MEMBERSHIPS	(100,045)	(100,093)	(103,420)	(3,327)	(124,100)	(24,007)
RECOVERIES	(67,684)	(78,730)	(36,510)	42,220	(70,800)	7,930
COUNTY RECOVERY	(249,384)	(256,819)	(241,639)	15,180	(358,255)	(101,436)
TAXATION	(15,786,464)	(13,594,732)	(13,504,741)	89,991	(13,459,086)	135,646
INTEREST / DIVIDENDS	(520,916)	(463,350)	(444,547)	18,803	(570,400)	(107,050)
GRANTS / SUBSIDIES / REBATES	(427,027)	(173,564)	(218,010)	(44,446)	(261,599)	(88,035)
PROGRAM REVENUES	(254,727)	(273,055)	(234,830)	38,225	(281,782)	(8,727)
DONATIONS / FUNDRAISING	(127,625)	(128,247)	(94,500)	33,747	(113,400)	14,847
	<u>(18,502,537)</u>	<u>(15,918,842)</u>	<u>(15,678,647)</u>	<u>240,195</u>	<u>(16,199,925)</u>	<u>(281,083)</u>
<b>EXPENSE</b>						
SALARIES, WAGES & BENEFITS	4,941,744	4,930,876	5,248,939	318,063	6,417,616	1,486,740
ADMINISTRATIVE EXPENSE	86,048	51,669	74,760	23,091	89,719	38,050
OPERATING EXPENSE	116,557	109,937	133,820	23,883	161,217	51,280
COMMUNICATIONS	85,658	87,241	84,724	(2,517)	108,282	21,041
INSURANCE EXPENSE	194,580	202,920	203,320	400	206,650	3,730
UTILITIES - HYDRO	394,505	414,232	441,352	27,120	588,309	174,077
UTILITIES - NATURAL GAS	88,822	89,352	92,612	3,260	108,953	19,601
UTILITIES - WATER	66,786	66,857	53,892	(12,965)	85,872	19,015
SUPPLIES	46,657	43,532	51,130	7,598	66,360	22,828
PROGRAM EXPENSES	81,800	79,943	102,510	22,567	126,978	47,035
MEETINGS, CONFERENCES, TRAINING	71,155	76,487	102,090	25,603	122,499	46,012
FUEL / TRANSPORTATION COSTS	100,174	83,735	101,630	17,895	121,953	38,218
PROFESSIONAL FEES	149,279	69,713	117,370	47,657	206,900	137,187
CONTRACTED SERVICES	121,770	116,262	101,090	(15,172)	128,478	12,216
PROPERTY TAX REFUNDS & ADJUSTMENTS	356,376	316,876	135,000	(181,876)	440,000	123,124
MARKETING & PROMOTION	100,175	73,382	108,670	35,288	134,353	60,971
GRANTS TO VOLUNTEER ORGANIZATIONS	93,901	95,377	96,000	623	96,000	623
REPAIRS & MAINTENANCE	43,177	48,848	52,370	3,522	62,823	13,975
LAND MAINTENANCE & IMPROVEMENT	23,959	29,171	37,000	7,829	44,400	15,229
EQUIP REPAIRS & MAINTENANCE	109,161	108,049	130,460	22,411	156,544	48,495
BLDG REPAIRS & MAINTENANCE	73,369	72,188	88,670	16,482	106,405	34,217
SNOW REMOVAL AND SANDING	58,194	37,151	41,680	4,529	52,100	14,949
MAINTENANCE CONTRACTS	111,221	98,688	109,440	10,752	131,308	32,620
LAND SALE EXPENSES	12,008	1,800	8,330	6,530	10,000	8,200
MATERIALS - PUBLIC WORKS	361,066	321,754	473,731	151,977	600,851	279,097
PW EQUIP CHARGEOUT NET OF COSTS	(303,121)	(244,501)	86,100	330,601	103,315	347,816
EQUIPMENT USAGE	345,678	313,651	(41,903)	(355,554)	0	(313,651)
TRANSFER TO BIA	75,000	57,220	63,580	6,360	76,293	19,073
TRANSFERS TO CEMETERY BOARD	85,927	95,388	71,541	(23,847)	95,388	0
	<u>8,091,625</u>	<u>7,847,796</u>	<u>8,369,908</u>	<u>522,112</u>	<u>10,649,566</u>	<u>2,801,770</u>
<b>NET OPERATING REVENUE</b>	<u>(10,410,912)</u>	<u>(8,071,045)</u>	<u>(7,308,739)</u>	<u>762,306</u>	<u>(5,550,359)</u>	<u>2,520,686</u>
<b>OTHER</b>						
O.P.P. CONTRACT	2,379,663	2,353,827	2,347,110	(6,717)	2,816,536	462,709
OMPF - ONT MUN PARTNER GRANT	(672,500)	(538,000)	(448,330)	89,670	(538,000)	0
TRANSFER FROM RESERVES & RES FUNDS	(36,254)	--	(63,424)	(63,424)	(126,848)	(126,848)
TRANSFER TO RESERVES & RES FUNDS	956,058	1,219,893	1,226,143	6,251	2,452,285	1,232,393
RESERVE FUND - GAS TAX SUBSIDIES	(180,114)	0	0	0	0	0
DEBENTURE PAYMENT	442,467	460,352	506,030	45,678	946,386	486,034
CAPITAL FUND REQUIREMENT	747,000	0	0	0	0	0
	<u>3,636,320</u>	<u>3,496,072</u>	<u>3,567,529</u>	<u>71,457</u>	<u>5,550,359</u>	<u>2,054,287</u>
	<u>(6,774,592)</u>	<u>(4,574,973)</u>	<u>(3,741,210)</u>	<u>833,763</u>	<u>--</u>	<u>4,574,973</u>

**Town of Ingersoll**  
**10 Months Ended October 31, 2015**

DEPARTMENT: MAYOR & COUNCIL	YTD Actual		YTD Budget	Variance YTD 2015 Budget vs Actual	Annual Budget	Remaining Budget
	2014	2015	2015	fav (unfav)	2015	2015
	1	2	3	4=3-2	5	6=5-2
<b>REVENUE</b>						
USER FEES	--	(271)	--	271	--	271
	0	(271)	0	271	(3,600)	(3,329)
<b>EXPENSE</b>						
SALARIES, WAGES & BENEFITS	121,377	129,391	129,900	509	155,879	26,488
ADMINISTRATIVE EXPENSE	12,293	1,546	460	(1,086)	550	(996)
COMMUNICATIONS	3,668	3,436	4,122	686	5,500	2,064
PROGRAM EXPENSES	5,409	3,607	4,340	733	5,200	1,593
MEETINGS, CONFERENCES, TRAINING	5,418	10,410	8,750	(1,660)	10,500	90
FUEL / TRANSPORTATION COSTS	--	1,959	830	(1,129)	1,000	(959)
PROFESSIONAL FEES	1,839	--	--	--	--	--
MARKETING & PROMOTION	8,037	9,750	17,090	7,340	20,500	10,750
GRANTS TO VOLUNTEER ORGANIZATIONS	57,901	--	--	--	--	--
	215,942	160,099	165,492	5,393	199,129	39,030
<b>NET OPERATING (REVENUE) EXPENSE</b>	215,942	159,827	165,492	5,665	195,529	35,702
<b>OTHER</b>						
TRANSFER TO RESERVES & RES FUNDS	17,000	--	--	--	--	--
	17,000	--	0	0	0	0
	232,942	159,827	165,492	5,665	195,529	35,702

**NOTES**

No significant variances projected at this time.

A surplus in Marketing and Promotion accounts is due to the timing of the Japan trip

Note that 100% of the annual budget for admin expenses and mileage has been spent. Meetings and conferences budget is nearly consumed with \$90 remaining to the end of the year.

**Town of Ingersoll**  
**10 Months Ended October 31, 2015**

DEPARTMENT: CHIEF ADMINISTRATIVE OFFICER	YTD Actual		YTD Budget	Variance YTD 2015 Budget vs Actual	Annual Budget	Remaining Budget
	2014	2015	2015	fav (unfav)	2015	2015
	1	2	3	4=3-2	5	6=5-2
<b>REVENUE</b>						
<b>EXPENSE</b>						
SALARIES, WAGES & BENEFITS	113,519	153,844	190,990	37,146	230,525	76,681
ADMINISTRATIVE EXPENSE	--	212	210	(2)	250	38
OPERATING EXPENSE	--	--	420	420	500	500
COMMUNICATIONS	609	561	900	339	1,200	639
PROGRAM EXPENSES	224	2,816	960	(1,856)	1,150	(1,666)
MEETINGS, CONFERENCES, TRAINING	367	2,347	2,500	153	3,000	653
FUEL / TRANSPORTATION COSTS	--	15	830	815	1,000	985
PROFESSIONAL FEES	54,196	52,314	77,500	25,186	105,000	52,686
MARKETING & PROMOTION	1,455	1,627	6,250	4,623	7,500	5,873
	<u>170,370</u>	<u>213,735</u>	<u>280,560</u>	<u>66,825</u>	<u>350,125</u>	<u>136,390</u>
<b>NET OPERATING (REVENUE) EXPENSE</b>	<u>170,370</u>	<u>213,735</u>	<u>280,560</u>	<u>66,825</u>	<u>350,125</u>	<u>136,390</u>
<b>OTHER</b>						
	<u>170,370</u>	<u>213,735</u>	<u>280,560</u>	<u>66,825</u>	<u>350,125</u>	<u>136,390</u>

**NOTES**

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

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

A deficit in program expense accounts due to unexpected costs related to Human Resources /hiring of new staff. The deficit is projected to the end of year as 100% of the annual budget has been consumed.

**Town of Ingersoll**  
**10 Months Ended October 31, 2015**

DEPARTMENT: CLERKS	YTD Actual		YTD Budget	Variance YTD 2015 Budget vs Actual	Annual Budget	Remaining Budget
	2014	2015	2015	fav (unfav)	2015	2015
	1	2	3	4=3-2	5	6=5-2
ACTIVITY: ADMINISTRATION						
<b>REVENUE</b>						
SALE OF GOODS OR SERVICES	(40)	(1)	(20)	(19)	(25)	(24)
PERMITS/LICENSES	(18,991)	(22,784)	(15,500)	7,284	(18,600)	4,184
USER FEES	(11,345)	(11,310)	(6,300)	5,010	(7,550)	3,760
RECOVERIES	--	--	(3,340)	(3,340)	(4,000)	(4,000)
LAND SALES	(125,737)	--	(830)	(830)	(1,000)	(1,000)
	<u>(156,114)</u>	<u>(34,095)</u>	<u>(25,990)</u>	<u>8,105</u>	<u>(31,175)</u>	<u>2,920</u>
<b>EXPENSE</b>						
SALARIES, WAGES & BENEFITS	231,219	211,091	241,300	30,209	291,420	80,329
ADMINISTRATIVE EXPENSE	16,612	15,226	23,970	8,744	28,750	13,524
OPERATING EXPENSE	12,285	12,972	11,660	(1,312)	14,000	1,028
COMMUNICATIONS	6,822	6,827	5,625	(1,202)	7,500	673
PROGRAM EXPENSES	2,786	3,222	5,310	2,088	6,375	3,153
MEETINGS, CONFERENCES, TRAINING	3,749	3,629	4,670	1,041	5,600	1,971
FUEL / TRANSPORTATION COSTS	620	710	1,000	290	1,200	490
PROFESSIONAL FEES	2,003	3,184	4,170	986	5,000	1,816
CONTRACTED SERVICES	--	1,299	3,330	2,031	4,000	2,701
MARKETING & PROMOTION	429	4,357	6,590	2,233	7,900	3,543
GRANTS TO VOLUNTEER ORGANIZATIONS	--	59,377	60,000	623	60,000	623
EQUIP REPAIRS & MAINTENANCE	36	--	170	170	200	200
LAND SALE EXPENSES	12,008	1,800	8,330	6,530	10,000	8,200
	<u>288,570</u>	<u>323,694</u>	<u>376,125</u>	<u>52,431</u>	<u>441,945</u>	<u>118,251</u>
<b>NET OPERATING (REVENUE) EXPENSE</b>	<u>132,455</u>	<u>289,598</u>	<u>350,135</u>	<u>60,537</u>	<u>410,770</u>	<u>121,172</u>
<b>OTHER</b>						
TRANSFER TO RESERVES & RES FUNDS	123,316	8,500	9,000	500	18,000	9,500
	<u>123,316</u>	<u>8,500</u>	<u>9,000</u>	<u>500</u>	<u>18,000</u>	<u>9,500</u>
	<u>255,771</u>	<u>298,098</u>	<u>359,135</u>	<u>61,037</u>	<u>428,770</u>	<u>130,672</u>

**NOTES**

A surplus in the salaries and wages accounts primarily due to the timing of the part time position and the recruitment of the Admin Assistant.

A deficit in operating expenses accounts are due to the overspent on marriage license forms by \$2,000. This has been offset by a surplus in marriage licenses revenues.

**Town of Ingersoll**  
**10 Months Ended October 31, 2015**

DEPARTMENT: CLERKS	YTD Actual		YTD Budget	Variance YTD 2015 Budget vs Actual	Annual Budget	Remaining Budget
	2014	2015	2015	fav (unfav)	2015	2015
	1	2	3	4=3-2	5	6=5-2
ACTIVITY: ANIMAL CONTROL						
<b>REVENUE</b>						
PERMITS/LICENSES	(10,130)	(9,245)	(10,000)	(755)	(12,000)	(2,755)
	(10,130)	(9,245)	(10,000)	(755)	(12,000)	(2,755)
<b>EXPENSE</b>						
PROGRAM EXPENSES	--	--	40	40	50	50
CONTRACTED SERVICES	10,431	10,507	10,250	(257)	12,300	1,793
MARKETING & PROMOTION	198	--	420	420	500	500
	10,629	10,507	10,710	203	12,850	2,343
<b>NET OPERATING (REVENUE) EXPENSE</b>	499	1,262	710	(552)	850	(412)
<b>OTHER</b>						
	--	--	--	--	--	--
	499	1,262	710	(552)	850	(412)

**NOTES**

No significant variances projected at this time



**Town of Ingersoll**  
**10 Months Ended October 31, 2015**

DEPARTMENT: CLERKS	YTD Actual		YTD Budget	Variance YTD 2015 Budget vs Actual	Annual Budget	Remaining Budget
	2014	2015	2015	fav (unfav)	2015	2015
	1	2	3	4=3-2	5	6=5-2
ACTIVITY: PARKING						
<b>REVENUE</b>						
USER FEES	(3,590)	(2,443)	(6,010)	(3,568)	(7,200)	(4,758)
	(3,590)	(2,443)	(6,010)	(3,568)	(7,200)	(4,758)
<b>EXPENSE</b>						
ADMINISTRATIVE EXPENSE	--	--	210	210	250	250
FUEL / TRANSPORTATION COSTS	--	--	80	80	100	100
CONTRACTED SERVICES	18,163	18,487	23,750	5,263	28,500	10,013
EQUIP REPAIRS & MAINTENANCE	--	--	420	420	500	500
	18,262	18,487	24,460	5,973	29,350	10,863
<b>NET OPERATING (REVENUE) EXPENSE</b>	14,672	16,044	18,450	2,406	22,150	6,106
<b>OTHER</b>						
	--	--	--	--	--	--
	14,672	16,044	18,450	2,406	22,150	6,106

**NOTES**

No significant variances projected at this time

**Town of Ingersoll**  
**10 Months Ended October 31, 2015**

DEPARTMENT: CLERKS	YTD Actual		YTD Budget	Variance YTD 2015 Budget vs Actual	Annual Budget	Remaining Budget
	2014	2015	2015	fav (unfav)	2015	2015
	1	2	3	4=3-2	5	6=5-2
ACTIVITY: PARATRANSIT						
<b>REVENUE</b>						
SALE OF GOODS OR SERVICES	(11,226)	(9,948)	(10,830)	(882)	(13,000)	(3,052)
	(11,226)	(9,948)	(10,830)	(882)	(13,000)	(3,052)
<b>EXPENSE</b>						
SALARIES, WAGES & BENEFITS	18,548	27,875	28,640	765	34,360	6,485
COMMUNICATIONS	989	1,140	747	(393)	1,000	(140)
CONTRACTED SERVICES	31,006	30,772	35,440	4,668	42,530	11,758
MARKETING & PROMOTION	--	--	710	710	850	850
MAINTENANCE CONTRACTS	5,055	5,138	6,250	1,112	7,500	2,362
	55,597	64,925	71,787	6,862	86,240	21,315
<b>NET OPERATING (REVENUE) EXPENSE</b>	44,371	54,977	60,957	5,980	73,240	18,263
<b>OTHER</b>					--	--
TRANSFER FROM RESERVES & RES FUNDS	--	--	(2,000)	(2,000)	(4,000)	(4,000)
	(4,268)	--	(2,000)	(2,000)	(4,000)	(4,000)
	40,103	54,977	58,957	3,980	69,240	14,263

**NOTES**

No significant variances projected at this time

**Town of Ingersoll**  
**10 Months Ended October 31, 2015**

DEPARTMENT: CLERKS	YTD Actual		YTD Budget	Variance YTD 2015 vs Actual	Annual Budget	Remaining Budget
	2014	2015	2015	fav (unfav)	2015	2015
	1	2	3	4=3-2	5	6=5-2
ACTIVITY: INFORMATION TECHNOLOGY						
<b>REVENUE</b>						
<b>EXPENSE</b>						
SALARIES, WAGES & BENEFITS	133,318	135,293	133,990	(1,303)	165,440	30,147
ADMINISTRATIVE EXPENSE	33,990	758	370	(388)	450	(308)
OPERATING EXPENSE	21,874	14,546	22,210	7,664	26,650	12,104
COMMUNICATIONS	3,946	3,755	3,375	(380)	4,500	745
PROGRAM EXPENSES	177	180	250	70	300	120
MEETINGS, CONFERENCES, TRAINING	615	716	9,170	8,454	11,000	10,284
FUEL / TRANSPORTATION COSTS	614	426	1,000	574	1,200	774
MARKETING & PROMOTION	--	152	250	98	300	148
EQUIP REPAIRS & MAINTENANCE	1,903	1,886	4,170	2,284	5,000	3,114
MAINTENANCE CONTRACTS	44,759	26,310	40,880	14,570	49,050	22,740
	<u>265,924</u>	<u>184,021</u>	<u>215,665</u>	<u>31,644</u>	<u>263,890</u>	<u>79,869</u>
<b>NET OPERATING (REVENUE) EXPENSE</b>	<u>265,924</u>	<u>184,021</u>	<u>215,665</u>	<u>31,644</u>	<u>263,890</u>	<u>79,869</u>
<b>OTHER</b>						
TRANSFER TO RESERVES & RES FUNDS	25,000	13,500	13,500	--	27,000	13,500
	<u>25,000</u>	<u>13,500</u>	<u>13,500</u>	<u>0</u>	<u>27,000</u>	<u>13,500</u>
	<u>290,924</u>	<u>197,521</u>	<u>229,165</u>	<u>31,644</u>	<u>290,890</u>	<u>93,369</u>

**NOTES**

No significant variances projected at this time

A deficit in wages and benefits is due to the timing of car allowance payout. This will balance at year end.

A surplus in meetings and conferences accounts due to timing. Invoice for a Diamond conference will be processed in November.

A surplus in maintenance contract accounts due to timing.

**Town of Ingersoll**  
**10 Months Ended October 31, 2015**

DEPARTMENT: TREASURY		YTD Actual		YTD Budget	Variance YTD 2015 Budget vs Actual	Annual Budget	Remaining Budget
		2014	2015	2015	fav (unfav)	2015	2015
ACTIVITY:	ADMINISTRATION	1	2	3	4=3-2	5	6=5-2
<b>REVENUE</b>							
	SALE OF GOODS OR SERVICES	(11,170)	(12,735)	(10,000)	2,735	(12,000)	735
	USER FEES	(28,486)	(12,815)	(3,080)	9,735	(3,700)	9,115
	RECOVERIES	(3,000)	(4,200)	--	4,200	(4,200)	--
	INTEREST / DIVIDENDS	(520,916)	(463,350)	(444,547)	18,803	(570,400)	(107,050)
	GRANTS / SUBSIDIES / REBATES	--	(2,825)	--	2,825	--	2,825
		<u>(563,571)</u>	<u>(495,926)</u>	<u>(457,627)</u>	<u>38,299</u>	<u>(590,300)</u>	<u>(94,374)</u>
<b>EXPENSE</b>							
	SALARIES, WAGES & BENEFITS	369,595	361,766	402,110	40,344	485,210	123,444
	ADMINISTRATIVE EXPENSE	2,540	5,681	7,180	1,499	8,625	2,944
	OPERATING EXPENSE	17	546	210	(336)	250	(296)
	COMMUNICATIONS	--	239	--	(239)	--	(239)
	INSURANCE EXPENSE	193,398	201,852	201,670	(182)	205,000	3,148
	PROGRAM EXPENSES	6,431	2,517	2,330	(187)	2,792	275
	MEETINGS, CONFERENCES, TRAINING	2,135	2,646	4,330	1,684	5,200	2,554
	FUEL / TRANSPORTATION COSTS	--	348	420	72	500	152
	PROFESSIONAL FEES	(1,027)	1,321	--	(1,321)	30,000	28,679
	CONTRACTED SERVICES	22,001	18,342	17,580	(762)	21,100	2,758
	MARKETING & PROMOTION	516	2,150	1,250	(900)	1,500	(650)
	EQUIP REPAIRS & MAINTENANCE	445	127	830	703	1,000	873
	TRANSFER TO BIA	75,000	57,220	63,580	6,360	76,293	19,073
	TRANSFERS TO CEMETERY BOARD	85,927	95,388	71,541	(23,847)	95,388	0
		<u>756,978</u>	<u>750,143</u>	<u>773,031</u>	<u>22,888</u>	<u>932,858</u>	<u>182,715</u>
	<b>NET OPERATING (REVENUE) EXPENSE</b>	<u>193,407</u>	<u>254,217</u>	<u>315,404</u>	<u>61,187</u>	<u>342,558</u>	<u>88,341</u>
<b>OTHER</b>							
	OMPF - ONT MUN PARTNER GRANT	(672,500)	(538,000)	(448,330)	89,670	(538,000)	--
	TRANSFER FROM RESERVES & RES FUNDS	(36,224)	--	(12,424)	(12,424)	(24,848)	(24,848)
	TRANSFER TO RESERVES & RES FUNDS	210,029	75,000	75,000	--	150,000	75,000
	DEBENTURE PAYMENT	442,467	460,352	506,030	45,678	946,386	486,034
		<u>(56,228)</u>	<u>(2,648)</u>	<u>120,276</u>	<u>122,924</u>	<u>533,538</u>	<u>536,186</u>
		<u>137,178</u>	<u>251,569</u>	<u>435,680</u>	<u>184,111</u>	<u>876,096</u>	<u>624,527</u>

**NOTES**

A surplus in the salaries and wages accounts primarily due to the timing of recruitment of the Treasurer.

A surplus in the transfers to Cemetery Board will balance at the year end.

A deficit in the transfers from reserve fund will balance at the year end.

A surplus in debenture payments accounts will balance at year end.

A surplus in OMPF Grant is due to timing and will balance at year end.

**Town of Ingersoll**  
**10 Months Ended October 31, 2015**

DEPARTMENT: TREASURY	YTD Actual		YTD Budget	Variance YTD 2015 Budget vs Actual	Annual Budget	Remaining Budget
	2014	2015	2015	fav (unfav)	2015	2015
ACTIVITY: TAXATION	1	2	3	4=3-2	5	6=5-2
<b>REVENUE</b>						
TAXATION	(15,786,464)	(13,594,732)	(13,504,741)	89,991	(13,459,086)	135,646
	(15,786,464)	(13,594,732)	(13,504,741)	89,991	(13,459,086)	135,646
<b>EXPENSE</b>						
PROPERTY TAX REFUNDS & ADJUSTMENTS	356,376	316,876	135,000	(181,876)	440,000	123,124
	356,376	316,876	135,000	(181,876)	440,000	123,124
<b>NET OPERATING (REVENUE) EXPENSE</b>	(15,430,088)	(13,277,856)	(13,369,741)	(91,885)	(13,019,086)	258,770
<b>OTHER</b>						
	--	--	--	--	--	--
	(15,430,088)	(13,277,856)	(13,369,741)	(91,885)	(13,019,086)	258,770

**NOTES**

A deficit in the Property Tax Refunds accounts is due to timing and will balance at the year end

**Town of Ingersoll**  
**10 Months Ended October 31, 2015**

DEPARTMENT: BUILDING	YTD Actual		YTD Budget	Variance YTD 2015 Budget vs Actual	Annual Budget	Remaining Budget
	2014	2015	2015	fav (unfav)	2015	2015
	1	2	3	4=3-2	5	6=5-2
ACTIVITY: INSPECTION						
<b>REVENUE</b>						
PERMITS/LICENSES	(122,586)	(112,774)	(102,420)	10,354	(122,900)	(10,126)
USER FEES	(2,176)	(3,097)	(5,840)	(2,743)	(7,000)	(3,903)
	<u>(124,762)</u>	<u>(115,872)</u>	<u>(108,260)</u>	<u>7,612</u>	<u>(129,900)</u>	<u>(14,028)</u>
<b>EXPENSE</b>						
SALARIES, WAGES & BENEFITS	153,498	118,896	141,960	23,064	171,720	52,824
ADMINISTRATIVE EXPENSE	397	1,142	830	(312)	980	(162)
OPERATING EXPENSE	314	--	830	830	1,000	1,000
COMMUNICATIONS	598	355	420	65	500	145
PROGRAM EXPENSES	449	1,075	440	(635)	535	(540)
MEETINGS, CONFERENCES, TRAINING	3,542	3,573	3,850	277	4,625	1,052
FUEL / TRANSPORTATION COSTS	2,802	2,796	3,000	204	3,600	804
CONTRACTED SERVICES	2,859	5,806	3,330	(2,476)	4,000	(1,806)
MARKETING & PROMOTION	447	244	310	66	375	131
	<u>164,907</u>	<u>133,887</u>	<u>154,970</u>	<u>21,083</u>	<u>187,335</u>	<u>53,448</u>
<b>NET OPERATING (REVENUE) EXPENSE</b>	<u>40,145</u>	<u>18,015</u>	<u>46,710</u>	<u>28,695</u>	<u>57,435</u>	<u>39,420</u>
<b>OTHER</b>						
	<u>5,000</u>	<u>--</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
	<u><u>45,145</u></u>	<u><u>18,015</u></u>	<u><u>46,710</u></u>	<u><u>28,695</u></u>	<u><u>57,435</u></u>	<u><u>39,420</u></u>

**NOTES**

A surplus in the wages & benefits accounts is due to allocation issues between the Property Standards and Building Inspections. The variance is partially offset by a deficit (\$6.5K) in the wages & benefits accounts in the Property Standards department and a \$10K deficit in wages in the Building, Town Hall department. The remainder is attributed to the timing of recruitment of the new CBO.

A deficit in contracted services is due to a 7 week contract for Certified Building Official services while in the process of hiring a new CBO.

**Town of Ingersoll**  
**10 Months Ended October 31, 2015**

DEPARTMENT: BUILDING	YTD Actual		YTD Budget	Variance YTD 2015 Budget vs Actual	Annual Budget	Remaining Budget
	2014	2015	2015	fav (unfav)	2015	2015
	1	2	3	4=3-2	5	6=5-2
ACTIVITY: PROPERTY STANDARDS						
<b>REVENUE</b>						
RECOVERIES	--	(75)	--	75	--	75
	0	(75)	0	75	0	75
<b>EXPENSE</b>						
SALARIES, WAGES & BENEFITS	--	26,476	19,980	(6,496)	23,970	(2,506)
	0	26,476	19,980	(6,496)	23,970	(2,506)
<b>NET OPERATING (REVENUE) EXPENSE</b>	0	26,401	19,980	(6,421)	23,970	(2,431)
<b>OTHER</b>						
	--	--	0	0	0	0
	--	26,401	19,980	(6,421)	23,970	(2,431)

**NOTES**

A deficit in the wages & benefits accounts is due to allocation issues between the Property Standards and Building Inspections. The variance is offset by the surplus in the wages & benefits accounts in the Building Inspections department.

**Town of Ingersoll**  
**10 Months Ended October 31, 2015**

DEPARTMENT: BUILDING	YTD Actual		YTD Budget	Variance YTD 2015 Budget vs Actual	Annual Budget	Remaining Budget
	2014	2015	2015	fav (unfav)	2015	2015
	1	2	3	4=3-2	5	6=5-2
ACTIVITY: TOWN CENTRE						
<b>REVENUE</b>						
COUNTY RECOVERY	(87,186)	(87,186)	(80,940)	6,246	(97,129)	(9,943)
	<u>(87,186)</u>	<u>(87,186)</u>	<u>(80,940)</u>	<u>6,246</u>	<u>(97,129)</u>	<u>(9,943)</u>
<b>EXPENSE</b>						
SALARIES, WAGES & BENEFITS	64,060	74,941	64,830	(10,111)	78,500	3,559
OPERATING EXPENSE	1,574	1,598	2,370	772	2,835	1,237
COMMUNICATIONS	1,274	1,132	1,377	245	1,837	705
UTILITIES - HYDRO	40,632	48,556	45,189	(3,367)	60,255	11,699
UTILITIES - NATURAL GAS	10,026	11,550	11,900	350	14,000	2,450
UTILITIES - WATER	6,493	6,857	7,092	235	9,462	2,605
MEETINGS, CONFERENCES, TRAINING	--	178	--	(178)	--	(178)
CONTRACTED SERVICES	6,411	1,200	1,000	(200)	1,200	0
REPAIRS & MAINTENANCE	551	609	680	71	820	211
LAND MAINTENANCE & IMPROVEMENT	240	240	540	300	650	410
EQUIP REPAIRS & MAINTENANCE	1,186	1,795	8,760	6,965	10,515	8,720
BLDG REPAIRS & MAINTENANCE	17,836	11,007	12,500	1,493	15,000	3,993
SNOW REMOVAL AND SANDING	625	577	800	223	1,000	423
MAINTENANCE CONTRACTS	7,482	7,973	6,880	(1,093)	8,250	277
	<u>158,390</u>	<u>168,213</u>	<u>163,918</u>	<u>(4,295)</u>	<u>204,324</u>	<u>36,111</u>
<b>NET OPERATING (REVENUE) EXPENSE</b>	<u>71,204</u>	<u>81,027</u>	<u>82,978</u>	<u>1,951</u>	<u>107,195</u>	<u>26,168</u>
<b>OTHER</b>						
TRANSFER TO RESERVES & RES FUNDS	5,000	14,500	14,500	--	29,000	14,500
	<u>5,000</u>	<u>14,500</u>	<u>14,500</u>	<u>0</u>	<u>29,000</u>	<u>14,500</u>
	<u>76,204</u>	<u>95,527</u>	<u>97,478</u>	<u>1,951</u>	<u>136,195</u>	<u>40,668</u>

**NOTES**

No significant variances projected at this time  
A deficit in wages and benefits is due to the allocation of wages between Building, Property Standards and the Town Hall.  
A deficit in maintenance contracts accounts is a result of added expenses for the clock tower maintenance, increased cost for the elevator license and the generator contract.



**Town of Ingersoll**  
**10 Months Ended October 31, 2015**

DEPARTMENT: BUILDING	YTD Actual		YTD Budget	Variance YTD 2015 Budget vs Actual	Annual Budget	Remaining Budget
	2014	2015	2015	fav (unfav)	2015	2015
	1	2	3	4=3-2	5	6=5-2
ACTIVITY: PUBLIC BUILDINGS - OTHER						
<b>REVENUE</b>						
RENT / LEASES	(27,381)	(22,287)	(18,310)	3,977	(21,967)	320
	(27,381)	(22,287)	(18,310)	3,977	(21,967)	320
<b>EXPENSE</b>						
SALARIES, WAGES & BENEFITS	5,379	11,207	28,940	17,733	34,720	23,513
OPERATING EXPENSE	5,896	5,853	5,210	(643)	6,250	397
UTILITIES - HYDRO	4,441	3,846	4,509	663	6,008	2,162
UTILITIES - NATURAL GAS	2,240	3,921	2,192	(1,729)	2,575	(1,346)
UTILITIES - WATER	763	1,223	990	(233)	1,320	97
REPAIRS & MAINTENANCE	220	221	460	239	550	329
LAND MAINTENANCE & IMPROVEMENT	--	--	420	420	500	500
EQUIP REPAIRS & MAINTENANCE	498	131	1,420	1,289	1,700	1,569
BLDG REPAIRS & MAINTENANCE	4,655	2,866	3,770	904	4,530	1,664
SNOW REMOVAL AND SANDING	550	1,143	640	(503)	800	(343)
MAINTENANCE CONTRACTS	6,870	7,328	6,540	(788)	7,850	522
	31,513	37,738	55,091	17,353	66,803	29,065
<b>NET OPERATING (REVENUE) EXPENSE</b>	4,132	15,452	36,781	21,329	44,836	29,384
<b>OTHER</b>						
TRANSFER TO RESERVES & RES FUNDS	30,000	15,000	15,000	--	30,000	15,000
	30,000	15,000	15,000	0	30,000	15,000
	34,132	30,452	51,781	21,329	74,836	44,384

**NOTES**

No significant variances projected at this time  
A surplus in salaries and wages is due to timing of the new payroll allocation process. The new allocation started in February but budgeted to start in January.

**Town of Ingersoll**  
**10 Months Ended October 31, 2015**

DEPARTMENT: FIRE	YTD Actual		YTD Budget	Variance YTD	Annual Budget	Remaining Budget
	2014	2015	2015	2015 Budget vs Actual	2015	2015
	1	2	3	fav (unfav)	5	6=5-2
ACTIVITY: ADMINISTRATION				4=3-2		
<b>REVENUE</b>						
SALE OF GOODS OR SERVICES	(16,723)	(17,242)	(14,250)	2,992	(17,100)	142
USER FEES	(575)	(1,207)	(830)	377	(1,000)	207
RECOVERIES	(588)	(150)	--	150	(2,200)	(2,050)
	<u>(19,386)</u>	<u>(18,599)</u>	<u>(15,080)</u>	<u>3,519</u>	<u>(20,300)</u>	<u>(1,701)</u>
<b>EXPENSE</b>						
SALARIES, WAGES & BENEFITS	488,885	488,995	557,760	68,765	673,465	184,470
ADMINISTRATIVE EXPENSE	330	893	3,280	2,387	3,938	3,045
OPERATING EXPENSE	14,496	14,574	17,080	2,506	20,497	5,923
COMMUNICATIONS	30,171	33,886	34,007	121	41,215	7,329
UTILITIES - HYDRO	12,021	12,618	12,817	199	16,939	4,321
UTILITIES - NATURAL GAS	2,904	2,820	2,805	(15)	3,300	480
UTILITIES - WATER	1,479	1,641	1,278	(363)	1,700	59
PROGRAM EXPENSES	9,087	(283)	1,090	1,373	1,300	1,583
MEETINGS, CONFERENCES, TRAINING	15,549	12,532	13,090	558	15,700	3,168
FUEL / TRANSPORTATION COSTS	5,522	3,895	5,030	1,135	6,040	2,145
MARKETING & PROMOTION	3,909	3,308	3,050	(258)	3,653	345
EQUIP REPAIRS & MAINTENANCE	9,534	12,575	11,110	(1,465)	13,329	754
BLDG REPAIRS & MAINTENANCE	2,109	1,058	1,710	652	2,050	992
MAINTENANCE CONTRACTS	76	786	890	104	1,065	279
	<u>596,072</u>	<u>589,298</u>	<u>664,997</u>	<u>75,699</u>	<u>804,191</u>	<u>214,893</u>
<b>NET OPERATING (REVENUE) EXPENSE</b>	<u>576,686</u>	<u>570,698</u>	<u>649,917</u>	<u>79,219</u>	<u>783,891</u>	<u>213,193</u>
<b>OTHER</b>						
TRANSFER TO RESERVES & RES FUNDS	176,000	88,000	88,000	--	176,000	88,000
	<u>176,000</u>	<u>88,000</u>	<u>88,000</u>	<u>0</u>	<u>176,000</u>	<u>88,000</u>
	<u>752,686</u>	<u>658,698</u>	<u>737,917</u>	<u>79,219</u>	<u>959,891</u>	<u>301,193</u>

**NOTES**

A surplus in the wages & benefits accounts is due to timing, the RRSP for volunteer fire fighters and overtime premiums will be payed out at the end of the year.

**Town of Ingersoll**  
**10 Months Ended October 31, 2015**

DEPARTMENT: FIRE	YTD Actual		YTD Budget	Variance YTD	Annual Budget	Remaining Budget
	2014	2015	2015	2015 Budget vs Actual	2015	2015
	1	2	3	fav (unfav)	5	6=5-2
ACTIVITY: FACILITY				4=3-2		
<b>REVENUE</b>						
INTERNAL (REVENUE) EXPENSE	--	(54,110)	(54,110)	--	(64,937)	(10,827)
	0	(54,110)	(54,110)	0	(64,937)	(10,827)
<b>EXPENSE</b>						
SALARIES, WAGES & BENEFITS	57,208	57,507	59,000	1,493	71,400	13,893
OPERATING EXPENSE	3,635	2,298	3,430	1,132	4,115	1,817
PROGRAM EXPENSES	--	--	210	210	250	250
FUEL / TRANSPORTATION COSTS	--	--	100	100	120	120
REPAIRS & MAINTENANCE	--	--	40	40	50	50
LAND MAINTENANCE & IMPROVEMENT	--	--	40	40	50	50
EQUIP REPAIRS & MAINTENANCE	24	7,978	4,580	(3,398)	5,500	(2,478)
SNOW REMOVAL AND SANDING	229	--	400	400	500	500
MAINTENANCE CONTRACTS	1,417	1,414	1,480	66	1,777	363
	62,512	69,197	69,280	83	83,762	14,565
<b>NET OPERATING (REVENUE) EXPENSE</b>	62,512	15,087	15,170	83	18,825	3,738
<b>OTHER</b>						
	--	--	--	--	--	--
	62,512	15,087	15,170	83	18,825	3,738

**NOTES**

No significant variances projected at this time

A deficit in the equipment repair and maintenance is due to the overspent for the heaters (one extra heater)

**Town of Ingersoll**  
**10 Months Ended October 31, 2015**

DEPARTMENT: POLICE	YTD Actual		YTD Budget	Variance YTD 2015 Budget vs Actual	Annual Budget	Remaining Budget
	2014	2015	2015	fav (unfav)	2015	2015
	1	2	3	4=3-2	5	6=5-2
ACTIVITY: ADMINISTRATION						
<b>REVENUE</b>						
SALE OF GOODS OR SERVICES	(10,583)	(10,415)	(12,190)	(1,775)	(14,625)	(4,210)
PERMITS/LICENSES	(350)	(400)	(540)	(140)	(650)	(250)
USER FEES	(2,807)	(1,474)	(2,080)	(606)	(2,500)	(1,026)
RECOVERIES	(2,030)	(164)	(3,290)	(3,126)	(3,950)	(3,786)
GRANTS / SUBSIDIES / REBATES	(51,136)	(31,012)	(73,340)	(42,328)	(88,000)	(56,988)
	<u>(66,906)</u>	<u>(43,466)</u>	<u>(91,440)</u>	<u>(47,974)</u>	<u>(109,725)</u>	<u>(66,259)</u>
<b>EXPENSE</b>						
SALARIES, WAGES & BENEFITS	48,593	51,857	53,240	1,383	63,890	12,033
ADMINISTRATIVE EXPENSE	--	--	80	80	100	100
OPERATING EXPENSE	698	488	590	102	700	212
COMMUNICATIONS	543	484	630	146	750	266
INSURANCE EXPENSE	548	423	1,000	577	1,000	577
PROGRAM EXPENSES	2,169	4,066	9,000	4,934	10,800	6,734
MEETINGS, CONFERENCES, TRAINING	6,024	3,562	8,040	4,478	9,650	6,088
FUEL / TRANSPORTATION COSTS	191	361	1,000	639	1,200	839
MARKETING & PROMOTION	2,771	641	2,790	2,149	3,350	2,709
EQUIP REPAIRS & MAINTENANCE	--	--	830	830	1,000	1,000
	<u>61,790</u>	<u>61,883</u>	<u>77,200</u>	<u>15,317</u>	<u>92,440</u>	<u>30,557</u>
<b>NET OPERATING (REVENUE) EXPENSE</b>	<u>(5,116)</u>	<u>18,418</u>	<u>(14,240)</u>	<u>(32,658)</u>	<u>(17,285)</u>	<u>(35,703)</u>
<b>OTHER</b>						
O.P.P. CONTRACT	2,379,663	2,353,827	2,347,110	(6,717)	2,816,536	462,709
	<u>2,379,663</u>	<u>2,353,827</u>	<u>2,347,110</u>	<u>(6,717)</u>	<u>2,816,536</u>	<u>462,709</u>
	<u>2,374,547</u>	<u>2,372,245</u>	<u>2,332,870</u>	<u>(39,375)</u>	<u>2,799,251</u>	<u>427,006</u>

**NOTES**

A deficit in the grants & subsidies accounts is due to timing.

**Town of Ingersoll**  
**10 Months Ended October 31, 2015**

DEPARTMENT: POLICE	ACTIVITY:	FACILITY	YTD Actual		YTD Budget	Variance YTD	Annual Budget	Remaining Budget
			2014	2015	2015	2015 Budget vs Actual	2015	2015
			1	2	3	fav (unfav)	5	6=5-2
						4=3-2		
<b>REVENUE</b>								
	RENT / LEASES		(100,979)	(87,500)	(87,500)	--	(105,000)	(17,500)
	INTERNAL (REVENUE) EXPENSE		--	54,110	54,110	--	64,937	10,827
			<u>(100,979)</u>	<u>(33,390)</u>	<u>(33,390)</u>	<u>0</u>	<u>(40,063)</u>	<u>(6,673)</u>
<b>EXPENSE</b>								
	INSURANCE EXPENSE		635	645	650	5	650	5
	UTILITIES - HYDRO		14,674	16,334	14,598	(1,736)	19,467	3,133
	UTILITIES - NATURAL GAS		1,307	1,572	1,587	15	1,869	297
	UTILITIES - WATER		1,803	2,016	2,106	90	2,814	798
	BLDG REPAIRS & MAINTENANCE		1,162	1,752	7,080	5,328	8,500	6,748
	MAINTENANCE CONTRACTS		1,036	422	--	(422)	--	(422)
			<u>20,902</u>	<u>22,741</u>	<u>26,021</u>	<u>3,280</u>	<u>33,300</u>	<u>10,559</u>
	<b>NET OPERATING (REVENUE) EXPENSE</b>		<u>(80,077)</u>	<u>(10,649)</u>	<u>(7,369)</u>	<u>3,280</u>	<u>(6,763)</u>	<u>3,886</u>
<b>OTHER</b>								
	TRANSFER TO RESERVES & RES FUNDS		15,350	7,675	7,675	--	15,350	7,675
			<u>15,350</u>	<u>7,675</u>	<u>7,675</u>	<u>0</u>	<u>15,350</u>	<u>7,675</u>
			<u>(64,727)</u>	<u>(2,974)</u>	<u>306</u>	<u>3,280</u>	<u>8,587</u>	<u>11,561</u>

**NOTES**

No significant variances projected at this time

**Town of Ingersoll**  
**10 Months Ended October 31, 2015**

DEPARTMENT: ENGINEERING	YTD Actual		YTD Budget	Variance YTD 2015 Budget vs Actual	Annual Budget	Remaining Budget
	2014		2015	fav (unfav)	2015	2015
	1	2	3	4=3-2	5	6=5-2
ACTIVITY: ADMINISTRATION						
<b>REVENUE</b>						
USER FEES	(775)	(1,018)	(670)	348	(800)	218
RECOVERIES	(46,022)	(56,872)	(25,000)	31,872	(40,000)	16,872
	(46,797)	(57,940)	(25,670)	32,270	(40,800)	17,140
<b>EXPENSE</b>						
SALARIES, WAGES & BENEFITS	256,924	221,254	316,700	95,446	383,660	162,406
ADMINISTRATIVE EXPENSE	8,891	8,319	6,230	(2,089)	7,480	(839)
OPERATING EXPENSE	1,506	2,093	1,810	(283)	2,175	82
COMMUNICATIONS	9,705	9,035	7,080	(1,955)	9,400	365
PROGRAM EXPENSES	1,557	580	1,750	1,170	2,100	1,520
MEETINGS, CONFERENCES, TRAINING	12,525	8,261	16,670	8,409	20,000	11,739
FUEL / TRANSPORTATION COSTS	1,886	2,181	1,640	(541)	1,966	(215)
PROFESSIONAL FEES	13,131	12,833	29,650	16,817	59,650	46,817
CONTRACTED SERVICES	--	190	--	(190)	--	(190)
MARKETING & PROMOTION	3,349	--	3,060	3,060	3,675	3,675
EQUIP REPAIRS & MAINTENANCE	1,551	678	1,830	1,152	2,200	1,522
EQUIPMENT USAGE	1,712	1,296	170	(1,126)	200	(1,096)
	312,738	266,720	386,590	119,870	492,506	225,786
<b>NET OPERATING (REVENUE) EXPENSE</b>	265,941	208,779	360,920	152,141	451,706	242,927
<b>OTHER</b>						
TRANSFER TO RESERVES & RES FUNDS	267,196	665,613	665,613	1	1,331,225	665,613
	91,350	665,613	665,613	1	1,331,225	665,613
	357,290	874,392	1,026,533	152,141	1,782,931	908,539

**NOTES**

A surplus in the wages & benefits accounts is due to timing and allocation to capital projects. \$50K was budgeted for the capital projects however \$115K has been charged to capital projects as of October 31 2015 resulting in a \$65K surplus.

A deficit in Administrative expenses is due to an unfavourable variance in subscription expenses. The budgeted number is low and will be increased in the 2016 budget.

A surplus in professional fees is explained by the delay in invoicing for the bridge inspection report, the expected cost is \$16,200.

**Town of Ingersoll**  
**10 Months Ended October 31, 2015**

DEPARTMENT: ENGINEERING	YTD Actual		YTD Budget	Variance YTD 2015 Budget vs Actual	Annual Budget	Remaining Budget
	2014	2015	2015	fav (unfav)	2015	2015
	1	2	3	4=3-2	5	6=5-2
ACTIVITY: EQUIPMENT						
REVENUE						
EXPENSE						
EQUIP REPAIRS & MAINTENANCE	(4,450)	(6,866)	(4,160)	2,706	(5,000)	1,866
	(4,450)	(6,866)	(4,160)	2,706	(5,000)	1,866
<b>NET OPERATING (REVENUE) EXPENSE</b>	(4,450)	(6,866)	(4,160)	2,706	(5,000)	1,866
OTHER						
TRANSFER TO RESERVES & RES FUNDS	--	2,500	2,500	--	5,000	2,500
	--	2,500	2,500	0	5,000	2,500
	(4,450)	(4,366)	(1,660)	2,706	--	4,366

**NOTES**

No significant variances projected at this time

**Town of Ingersoll**  
**10 Months Ended October 31, 2015**

DEPARTMENT: ENGINEERING	YTD Actual		YTD Budget	Variance YTD 2015 Budget vs Actual	Annual Budget	Remaining Budget
	2014	2015	2015	fav (unfav)	2015	2015
	1	2	3	4=3-2	5	6=5-2
ACTIVITY: STREET LIGHTING						
REVENUE						
EXPENSE						
UTILITIES - HYDRO	151,381	158,454	171,000	12,546	228,000	69,546
EQUIP REPAIRS & MAINTENANCE	12,489	18,039	9,170	(8,869)	11,000	(7,039)
	163,869	176,493	180,170	3,677	239,000	62,507
<b>NET OPERATING (REVENUE) EXPENSE</b>	<b>163,869</b>	<b>176,493</b>	<b>180,170</b>	<b>3,677</b>	<b>239,000</b>	<b>62,507</b>
<b>OTHER</b>						
	--	--	--	--	--	--
	163,869	176,493	180,170	3,677	239,000	62,507

**NOTES**

A surplus in the utilities accounts is due to higher than budgeted energy savings.

100% of this year's budget in street lights maintenance has been consumed. However, the majority of maintenance work is under warranty and the Town should recover some money from Erie Thames Powerlines near the end of the year which will be used to offset the deficit.



**Town of Ingersoll**  
**10 Months Ended October 31, 2015**

DEPARTMENT: ENGINEERING	YTD Actual		YTD Budget	Variance YTD 2015 Budget vs Actual	Annual Budget	Remaining Budget
	2014	2015	2015	fav (unfav)	2015	2015
	1	2	3	4=3-2	5	6=5-2
ACTIVITY: TRAFFIC SIGNALS						
REVENUE						
EXPENSE						
UTILITIES - HYDRO	3,673	3,871	3,753	(118)	5,000	1,129
EQUIP REPAIRS & MAINTENANCE	11,355	10,796	12,500	1,704	15,000	4,204
	15,028	14,666	16,253	1,587	20,000	5,334
NET OPERATING (REVENUE) EXPENSE	15,028	14,666	16,253	1,587	20,000	5,334
OTHER						
	--	--	--	--	--	--
	15,028	14,666	16,253	1,587	20,000	5,334

**NOTES**

No significant variances projected at this time

**Town of Ingersoll**  
**10 Months Ended October 31, 2015**

DEPARTMENT: PUBLIC WORKS		YTD Actual		YTD Budget	Variance YTD 2015 Budget vs Actual
		2014	2015	2015	fav (unfav)
ACTIVITY:	ADMINISTRATION & EQUIPMENT	1	2	3	4=3-2
<b>REVENUE</b>					
	SALE OF GOODS OR SERVICES	(2,775)	(2,792)	(1,670)	1,122
	USER FEES	(390)	--	(250)	(250)
	RECOVERIES	(1,971)	(1,350)	(3,340)	(1,990)
	COUNTY RECOVERY	(69,614)	(83,238)	(81,400)	1,838
	GRANTS / SUBSIDIES / REBATES	(3,120)	(3,840)	(1,400)	2,440
		<u>(77,869)</u>	<u>(91,370)</u>	<u>(88,060)</u>	<u>3,310</u>
<b>EXPENSE</b>					
	SALARIES, WAGES & BENEFITS	332,237	291,333	373,870	82,537
	ADMINISTRATIVE EXPENSE	182	1,095	1,240	145
	OPERATING EXPENSE	18,426	13,755	21,090	7,335
	COMMUNICATIONS	6,797	2,943	5,935	2,992
	UTILITIES - HYDRO	6,409	--	6,750	6,750
	UTILITIES - NATURAL GAS	8,162	--	8,500	8,500
	UTILITIES - WATER	1,157	--	1,215	1,215
	PROGRAM EXPENSES	374	727	560	(167)
	MEETINGS, CONFERENCES, TRAINING	12,606	11,692	8,710	(2,982)
	FUEL / TRANSPORTATION COSTS	66,542	53,232	61,680	8,448
	CONTRACTED SERVICES	--	21	--	(21)
	MARKETING & PROMOTION	557	460	750	290
	REPAIRS & MAINTENANCE	396	--	380	380
	BLDG REPAIRS & MAINTENANCE	9,910	--	6,250	6,250
	MAINTENANCE CONTRACTS	5,534	--	5,830	5,830
	PW EQUIP CHARGEOUT NET OF COSTS	(303,121)	(244,501)	86,100	330,601
	EQUIPMENT USAGE	17,006	11,199	(333,690)	(344,889)
		<u>183,173</u>	<u>141,955</u>	<u>255,170</u>	<u>113,215</u>
	<b>NET OPERATING (REVENUE) EXPENSE</b>	<u>105,303</u>	<u>50,585</u>	<u>167,110</u>	<u>116,525</u>
<b>OTHER</b>					
	TRANSFER TO RESERVES & RES FUNDS	--	125,000	130,750	5,750
		<u>--</u>	<u>125,000</u>	<u>130,750</u>	<u>5,750</u>
		<u>105,303</u>	<u>175,585</u>	<u>297,860</u>	<u>122,275</u>

**NOTES**

A surplus in the wages & benefits accounts is due to the allocation of wages by activity. The budgeted allocation is not representative of actual results. The surplus is offset by deficits in various PW activities. There are also timing differences.

Surpluses in utilities, building repair & maintenance. A new department has been created to track actual results. Starting 2016 we will be budgeting separately for the new facility department.

A deficit in Meetings / Training is due to an overspent on staff training.

**Town of Ingersoll**  
**10 Months Ended October 31, 2015**

DEPARTMENT: PUBLIC WORKS		YTD Actual		YTD Budget	Variance YTD 2015 Budget vs Actual	Annual Budget	Remaining Budget
		2014	2015	2015	fav (unfav)	2015	2015
ACTIVITY:	FACILITY	1	2	3	4=3-2	5	6=5-2
<b>REVENUE</b>							
<b>EXPENSE</b>							
	SALARIES, WAGES & BENEFITS	--	10,560	--	(10,560)	--	(10,560)
	COMMUNICATIONS	--	3,015	--	(3,015)	--	(3,015)
	UTILITIES - HYDRO	--	7,010	--	(7,010)	--	(7,010)
	UTILITIES - NATURAL GAS	--	7,270	--	(7,270)	--	(7,270)
	UTILITIES - WATER	--	1,103	--	(1,103)	--	(1,103)
	REPAIRS & MAINTENANCE	--	310	--	(310)	--	(310)
	BLDG REPAIRS & MAINTENANCE	--	11,196	--	(11,196)	--	(11,196)
	MAINTENANCE CONTRACTS	--	6,760	--	(6,760)	--	(6,760)
		0	47,435	0	(47,435)	0	(47,435)
<b>NET OPERATING (REVENUE) EXPENSE</b>		0	47,435	0	(47,435)	0	(47,435)
<b>OTHER</b>							
		--	--	0	0	0	0
		--	47,435	--	(47,435)	--	(47,435)

**NOTES**

No 2015 budget. This department has been created to track actual results. Starting 2016 we will be budgeting for this department.

**Town of Ingersoll**  
**10 Months Ended October 31, 2015**

DEPARTMENT: PUBLIC WORKS	YTD Actual		YTD Budget	Variance YTD 2015 Budget vs Actual	Annual Budget	Remaining Budget
	2014	2015	2015	fav (unfav)	2015	2015
	1	2	3	4=3-2	5	6=5-2
ACTIVITY: BRIDGES & CULVERTS						
REVENUE						
	--	--	--	--	--	--
EXPENSE						
SALARIES, WAGES & BENEFITS	10,040	3,107	3,030	(77)	9,580	6,473
MATERIALS - PUBLIC WORKS	15,902	342	6,000	5,658	20,000	19,658
EQUIPMENT USAGE	3,171	347	862	515	2,870	2,523
	<u>29,114</u>	<u>3,796</u>	<u>9,892</u>	<u>6,096</u>	<u>32,450</u>	<u>28,654</u>
NET OPERATING (REVENUE) EXPENSE	<u>29,114</u>	<u>3,796</u>	<u>9,892</u>	<u>6,096</u>	<u>32,450</u>	<u>28,654</u>
OTHER						
	--	--	0	0	0	0
	<u>29,114</u>	<u>3,796</u>	<u>9,892</u>	<u>6,096</u>	<u>32,450</u>	<u>28,654</u>

**NOTES**

No significant variances projected at this time

A surplus for material is a timing issue. The work is generally done in October, November and December and will be fully expended by the end of the year.

**Town of Ingersoll**  
**10 Months Ended October 31, 2015**

DEPARTMENT: PUBLIC WORKS	YTD Actual		YTD Budget	Variance YTD	Annual Budget	Remaining Budget
	2014	2015	2015	2015 Budget vs Actual	2015	2015
	1	2	3	fav (unfav)	5	6=5-2
ACTIVITY: ROADSIDE MAINTENANCE				4=3-2		
REVENUE						
EXPENSE						
SALARIES, WAGES & BENEFITS	83,112	91,860	67,682	(24,178)	88,190	(3,670)
MATERIALS - PUBLIC WORKS	38,825	39,850	33,595	(6,255)	43,095	3,245
EQUIPMENT USAGE	57,666	48,886	53,848	4,962	70,950	22,064
	179,603	180,597	155,125	(25,472)	202,235	21,638
NET OPERATING (REVENUE) EXPENSE	179,603	180,597	155,125	(25,472)	202,235	21,638
OTHER						
	--	--	--	--	--	--
	179,603	180,597	155,125	(25,472)	202,235	21,638

**NOTES**

No significant variances projected at this time

A deficit in the wages & benefits accounts is due to the allocation of wages by activity. The budgeted allocation is not representative of actual results. The deficit is offset by the surplus in PW Admin.

A deficit in materials is due to timing and will balance by the end of the year.

**Town of Ingersoll**  
**10 Months Ended October 31, 2015**

DEPARTMENT: PUBLIC WORKS	YTD Actual		YTD Budget	Variance YTD	Annual Budget	Remaining Budget
	2014	2015	2015	2015 Budget vs Actual	2015	2015
	1	2	3	fav (unfav)	5	6=5-2
ACTIVITY: SURFACE MAINTENANCE				4=3-2		
REVENUE						
EXPENSE						
SALARIES, WAGES & BENEFITS	107,973	116,148	57,085	(59,063)	76,660	(39,488)
MATERIALS - PUBLIC WORKS	60,000	113,263	220,870	107,607	276,200	162,937
EQUIPMENT USAGE	47,716	48,333	55,108	6,775	76,370	28,037
	215,689	277,745	333,063	55,318	429,230	151,485
NET OPERATING (REVENUE) EXPENSE	215,689	277,745	333,063	55,318	429,230	151,485
OTHER						
TRANSFER FROM RESERVES & RES FUNDS	--	--	(47,500)	(47,500)	(95,000)	(95,000)
	--	--	(47,500)	(47,500)	(95,000)	(95,000)
	215,689	277,745	285,563	7,818	334,230	56,485

**NOTES**

A deficit in the wages & benefits accounts is due to the allocation of wages by activity. The budgeted allocation is not representative of actual results. The deficit is offset by the surplus in PW Admin.

Favourable variance in materials is mainly attributable to timing of expenditures. Historically road maintenance is done during the period of June - September. The Treasury department yet to receive all invoices for materials.

Transfer from reserve will balance at year end.

**Town of Ingersoll**  
**10 Months Ended October 31, 2015**

DEPARTMENT: PUBLIC WORKS	YTD Actual		YTD Budget	Variance YTD 2015 Budget vs Actual	Annual Budget	Remaining Budget
	2014	2015	2015	fav (unfav)	2015	2015
	1	2	3	4=3-2	5	6=5-2
ACTIVITY: ROADS, SIDEWALKS & PARKING LOTS						
<b>REVENUE</b>						
	--	(2,695)	--	2,695	--	2,695
<b>EXPENSE</b>						
SALARIES, WAGES & BENEFITS	83,437	82,121	57,028	(25,093)	76,690	(5,431)
UTILITIES - HYDRO	291	418	378	(40)	500	82
LAND MAINTENANCE & IMPROVEMENT	--	--	4,170	4,170	5,000	5,000
SNOW REMOVAL AND SANDING	29,629	18,541	12,000	(6,541)	15,000	(3,541)
MATERIALS - PUBLIC WORKS	115,953	63,945	100,506	36,561	120,620	56,675
EQUIPMENT USAGE	17,924	18,150	25,109	6,959	33,760	15,610
	<u>247,234</u>	<u>183,175</u>	<u>199,191</u>	<u>16,016</u>	<u>251,570</u>	<u>68,395</u>
<b>NET OPERATING (REVENUE) EXPENSE</b>	<u>247,234</u>	<u>180,480</u>	<u>199,191</u>	<u>18,711</u>	<u>251,570</u>	<u>71,090</u>
<b>OTHER</b>						
	--	--	0	0	0	0
	<u>247,234</u>	<u>180,480</u>	<u>199,191</u>	<u>18,711</u>	<u>251,570</u>	<u>71,090</u>

**NOTES**

A deficit in the wages & benefits accounts is due to the allocation of wages by activity. The budgeted allocation is not representative of actual results. The deficit is offset by the surplus in PW Admin.

PW Operations has consumed 100% of the annual winter control budget for parking lots. The PW Manager is working on finding efficiencies in other areas to offset the shortfall without impacting services.

Favourable variance in materials is mainly attributed to the timing of expenditures. Historically road maintenance is done during the period of June - November. The Treasury department yet to receive all invoices for materials and supplies.

**Town of Ingersoll**  
**10 Months Ended October 31, 2015**

DEPARTMENT: PUBLIC WORKS	YTD Actual		YTD Budget	Variance YTD 2015 Budget vs Actual	Annual Budget	Remaining Budget
	2014	2015	2015	fav (unfav)	2015	2015
	1	2	3	4=3-2	5	6=5-2
ACTIVITY: WINTER CONTROL						
REVENUE						
EXPENSE						
SALARIES, WAGES & BENEFITS	119,985	110,427	104,565	(5,862)	138,040	27,613
CONTRACTED SERVICES	--	26,238	--	(26,238)	--	(26,238)
MATERIALS - PUBLIC WORKS	127,933	100,258	108,760	8,502	135,936	35,678
EQUIPMENT USAGE	139,320	141,419	107,511	(33,908)	135,070	(6,349)
	<u>387,238</u>	<u>378,343</u>	<u>320,836</u>	<u>(57,507)</u>	<u>409,046</u>	<u>30,703</u>
NET OPERATING (REVENUE) EXPENSE	<u>387,238</u>	<u>378,343</u>	<u>320,836</u>	<u>(57,507)</u>	<u>409,046</u>	<u>30,703</u>
OTHER						
	<u>--</u>	<u>--</u>	<u>--</u>	<u>--</u>	<u>--</u>	<u>--</u>
	<u>387,238</u>	<u>378,343</u>	<u>320,836</u>	<u>(57,507)</u>	<u>409,046</u>	<u>30,703</u>

**NOTES**

A deficit in the wages & benefits accounts is due to the allocation of wages by activity. The budgeted allocation is not representative of actual results. The deficit is offset by the surplus in PW Admin.

A deficit in contracted services is due to the discrepancy in the budgeted vs actual allocation of the winter maintenance of sidewalks. The expenses budgeted in Materials however actual invoices have been properly coded to Contracted services. It is recommended to retain the actual results in Contracted services for proper presentation.

PW Operations has consumed 100% of the annual winter control budget. The PW Manager is working on finding efficiencies in other areas to offset the shortfall without impacting services.



**Town of Ingersoll**  
**10 Months Ended October 31, 2015**

DEPARTMENT: PUBLIC WORKS	YTD Actual		YTD Budget	Variance YTD 2015 Budget vs Actual	Annual Budget	Remaining Budget
	2014	2015	2015	fav (unfav)	2015	2015
	1	2	3	4=3-2	5	6=5-2
ACTIVITY: ENVIRONMENTAL SERVICES						
<b>REVENUE</b>						
SALE OF GOODS OR SERVICES	(5,507)	(5,161)	(11,070)	(5,909)	(13,285)	(8,124)
RECOVERIES	--	--	(80)	(80)	(100)	(100)
COUNTY RECOVERY	(92,584)	(86,394)	(79,299)	7,095	(98,326)	(11,932)
	<u>(98,091)</u>	<u>(91,555)</u>	<u>(90,449)</u>	<u>1,106</u>	<u>(111,711)</u>	<u>(20,156)</u>
<b>EXPENSE</b>						
SALARIES, WAGES & BENEFITS	69,586	68,322	72,289	3,967	116,740	48,418
OPERATING EXPENSE	665	840	2,080	1,240	2,500	1,660
PROGRAM EXPENSES	--	--	60	60	70	70
MARKETING & PROMOTION	269	4,850	4,330	(520)	5,200	350
MATERIALS - PUBLIC WORKS	2,453	4,095	4,000	(95)	5,000	905
EQUIPMENT USAGE	61,164	44,020	49,179	5,159	81,208	37,188
	<u>134,136</u>	<u>122,127</u>	<u>131,938</u>	<u>9,811</u>	<u>210,718</u>	<u>88,591</u>
<b>NET OPERATING (REVENUE) EXPENSE</b>	<u>36,045</u>	<u>30,572</u>	<u>41,489</u>	<u>10,917</u>	<u>99,007</u>	<u>68,435</u>
<b>OTHER</b>						
TRANSFER FROM RESERVES & RES FUNDS	--	--	(1,500)	(1,500)	(3,000)	(3,000)
	<u>--</u>	<u>--</u>	<u>(1,500)</u>	<u>(1,500)</u>	<u>(3,000)</u>	<u>(3,000)</u>
	<u>36,045</u>	<u>30,572</u>	<u>39,989</u>	<u>9,417</u>	<u>96,007</u>	<u>65,435</u>

**NOTES**

No significant variances projected at this time

**Town of Ingersoll**  
**10 Months Ended October 31, 2015**

DEPARTMENT: PARKS AND ARENA	YTD Actual		YTD Budget	Variance YTD 2015 Budget vs Actual	Annual Budget	Remaining Budget
	2014	2015	2015	fav (unfav)	2015	2015
	1	2	3	4=3-2	5	6=5-2
ACTIVITY: ADMINISTRATION						
<b>REVENUE</b>						
DONATIONS / FUNDRAISING	--	(108)	--	108	--	108
	--	(108)	--	108	--	108
<b>EXPENSE</b>						
SALARIES, WAGES & BENEFITS	95,517	84,930	94,390	9,460	114,010	29,080
ADMINISTRATIVE EXPENSE	(58)	181	60	(121)	75	(106)
OPERATING EXPENSE	--	--	80	80	100	100
COMMUNICATIONS	625	486	630	144	840	354
PROGRAM EXPENSES	738	2,569	5,540	2,971	6,650	4,081
MEETINGS, CONFERENCES, TRAINING	--	1,437	1,250	(187)	1,500	63
FUEL / TRANSPORTATION COSTS	252	446	250	(196)	300	(146)
MARKETING & PROMOTION	33,268	20,904	20,830	(74)	25,000	4,096
EQUIP REPAIRS & MAINTENANCE	--	76	80	4	100	24
	130,342	111,028	123,110	12,082	148,575	37,547
<b>NET OPERATING (REVENUE) EXPENSE</b>	130,342	110,921	123,110	12,189	148,575	37,654
<b>OTHER</b>						
TRANSFER TO RESERVES & RES FUNDS	10,500	5,250	5,250	--	10,500	5,250
	10,500	5,250	5,250	0	10,500	5,250
	140,842	116,171	128,360	12,189	159,075	42,904

**NOTES**

No significant variances projected at this time

**Town of Ingersoll**  
**10 Months Ended October 31, 2015**

DEPARTMENT: PARKS AND ARENA		YTD Actual		YTD Budget	Variance YTD 2015 Budget vs Actual	Annual Budget	Remaining Budget
		2014	2015	2015	fav (unfav)	2015	2015
ACTIVITY:	ARENA	1	2	3	4=3-2	5	6=5-2
<b>REVENUE</b>							
SALE OF GOODS OR SERVICES		(20,762)	(18,896)	(21,670)	(2,774)	(26,000)	(7,104)
ICE RENTAL		(140,183)	(225,359)	(188,790)	36,569	(226,549)	(1,190)
RENT / LEASES		(7,509)	(1,556)	(6,830)	(5,274)	(8,200)	(6,644)
USER FEES		(5,248)	(5,490)	(6,130)	(640)	(7,354)	(1,864)
		<u>(173,702)</u>	<u>(251,301)</u>	<u>(223,420)</u>	<u>27,881</u>	<u>(268,103)</u>	<u>(16,802)</u>
<b>EXPENSE</b>							
SALARIES, WAGES & BENEFITS		175,737	173,648	169,610	(4,038)	205,008	31,360
ADMINISTRATIVE EXPENSE		--	211	330	119	400	189
OPERATING EXPENSE		3,061	3,823	4,210	387	5,050	1,227
COMMUNICATIONS		2,712	2,718	1,575	(1,143)	2,100	(618)
UTILITIES - HYDRO		43,244	39,466	55,872	16,406	74,500	35,034
UTILITIES - NATURAL GAS		10,831	9,311	10,795	1,484	12,700	3,389
UTILITIES - WATER		6,067	4,801	6,678	1,877	8,900	4,099
SUPPLIES		9,082	9,462	10,910	1,448	13,100	3,638
MEETINGS, CONFERENCES, TRAINING		--	928	1,460	532	1,750	822
FUEL / TRANSPORTATION COSTS		1,974	1,239	2,730	1,491	3,275	2,036
MARKETING & PROMOTION		--	--	420	420	500	500
REPAIRS & MAINTENANCE		1,323	996	5,330	4,334	6,400	5,404
EQUIP REPAIRS & MAINTENANCE		15,069	9,448	13,830	4,382	16,600	7,152
BLDG REPAIRS & MAINTENANCE		9,103	15,262	12,980	(2,282)	15,575	313
SNOW REMOVAL AND SANDING		4,440	3,560	6,720	3,160	8,400	4,840
MAINTENANCE CONTRACTS		10,897	12,442	9,750	(2,692)	11,700	(742)
		<u>293,539</u>	<u>287,315</u>	<u>313,200</u>	<u>25,885</u>	<u>385,958</u>	<u>98,643</u>
<b>NET OPERATING (REVENUE) EXPENSE</b>		<u>119,838</u>	<u>36,014</u>	<u>89,780</u>	<u>53,766</u>	<u>117,855</u>	<u>81,841</u>
<b>OTHER</b>							
TRANSFER TO RESERVES & RES FUNDS		19,210	160,605	160,605	--	321,210	160,605
		<u>19,210</u>	<u>160,605</u>	<u>160,605</u>	<u>0</u>	<u>321,210</u>	<u>160,605</u>
		<u>139,048</u>	<u>196,619</u>	<u>250,385</u>	<u>53,766</u>	<u>439,065</u>	<u>242,446</u>

**NOTES**

A surplus in hydro is due to the timing of expenditures. Hydro consumption will increase with the start of the hokey season.

Refrigeration maintenance, mats cleaning services and water treatment contracts were not budgeted for 2015 resulting in a deficit. The deficit is projected to the end of the year.

**Town of Ingersoll**  
**10 Months Ended October 31, 2015**

DEPARTMENT: PARKS AND ARENA	YTD Actual		YTD Budget	Variance YTD 2015 Budget vs Actual	Annual Budget	Remaining Budget
	2014	2015	2015	fav (unfav)	2015	2015
	1	2	3	4=3-2	5	6=5-2
ACTIVITY: PARKS						
<b>REVENUE</b>						
USER FEES	(45,520)	(24,143)	(17,330)	6,813	(20,800)	3,343
RECOVERIES	(7,500)	(8,700)	(420)	8,280	(7,500)	1,200
GRANTS / SUBSIDIES / REBATES	(7,567)	(2,273)	(2,920)	(647)	(3,500)	(1,227)
	<u>(60,587)</u>	<u>(35,116)</u>	<u>(20,670)</u>	<u>14,446</u>	<u>(31,800)</u>	<u>3,316</u>
<b>EXPENSE</b>						
SALARIES, WAGES & BENEFITS	267,315	248,832	256,700	7,868	309,650	60,818
ADMINISTRATIVE EXPENSE	8	146	170	24	200	54
OPERATING EXPENSE	5,297	6,438	6,210	(228)	7,455	1,017
COMMUNICATIONS	2,779	2,949	3,753	804	5,000	2,051
UTILITIES - HYDRO	11,101	13,255	12,753	(502)	17,000	3,745
UTILITIES - NATURAL GAS	7,395	7,907	7,395	(512)	8,700	793
UTILITIES - WATER	6,767	8,138	6,183	(1,955)	8,250	112
PROGRAM EXPENSES	3,965	4,663	3,920	(743)	4,700	37
MEETINGS, CONFERENCES, TRAINING	150	1,667	1,250	(417)	1,500	(167)
FUEL / TRANSPORTATION COSTS	15,642	12,179	12,500	321	15,000	2,821
MARKETING & PROMOTION	1,360	1,023	4,420	3,397	5,300	4,277
REPAIRS & MAINTENANCE	9,442	9,923	9,420	(503)	11,300	1,377
LAND MAINTENANCE & IMPROVEMENT	23,235	27,450	27,670	220	33,200	5,750
EQUIP REPAIRS & MAINTENANCE	19,884	26,490	20,830	(5,660)	25,000	(1,490)
BLDG REPAIRS & MAINTENANCE	4,725	5,403	9,250	3,847	11,100	5,697
SNOW REMOVAL AND SANDING	2,590	--	720	720	900	900
MAINTENANCE CONTRACTS	3,023	3,000	2,960	(40)	3,550	550
	<u>384,678</u>	<u>379,463</u>	<u>386,104</u>	<u>6,641</u>	<u>467,805</u>	<u>88,342</u>
<b>NET OPERATING (REVENUE) EXPENSE</b>	<u>324,091</u>	<u>344,347</u>	<u>365,434</u>	<u>21,087</u>	<u>436,005</u>	<u>91,658</u>
<b>OTHER</b>						
TRANSFER TO RESERVES & RES FUNDS	25,687	18,500	18,500	--	37,000	18,500
	<u>25,687</u>	<u>18,500</u>	<u>18,500</u>	<u>0</u>	<u>37,000</u>	<u>18,500</u>
	<u>349,778</u>	<u>362,847</u>	<u>383,934</u>	<u>21,087</u>	<u>473,005</u>	<u>110,158</u>

**NOTES**

No significant variances projected at this time

A deficit in Utilities - Water is due to the timing of expenditures and will balance by year end.

**Town of Ingersoll**  
**10 Months Ended October 31, 2015**

DEPARTMENT: PARKS AND ARENA	YTD Actual		YTD Budget	Variance YTD 2015 Budget vs Actual	Annual Budget	Remaining Budget
	2014	2015	2015	fav (unfav)	2015	2015
	1	2	3	4=3-2	5	6=5-2
ACTIVITY: PARKS PROGRAMS						
<b>REVENUE</b>						
SALE OF GOODS OR SERVICES	(20,167)	(18,427)	(13,750)	4,677	(16,500)	1,927
USER FEES	(5,064)	(570)	(6,300)	(5,730)	(7,560)	(6,990)
	<u>(25,331)</u>	<u>(18,997)</u>	<u>(20,050)</u>	<u>(1,053)</u>	<u>(24,060)</u>	<u>(5,063)</u>
<b>EXPENSE</b>						
SALARIES, WAGES & BENEFITS	(11)	1,422	--	(1,422)	9,001	7,579
OPERATING EXPENSE	--	--	290	290	1,050	1,050
COMMUNICATIONS	--	--	40	40	50	50
SUPPLIES	18,122	15,455	12,500	(2,955)	20,000	4,545
PROGRAM EXPENSES	200	--	--	--	4,000	4,000
MARKETING & PROMOTION	1,023	--	--	--	4,000	4,000
	<u>19,543</u>	<u>16,877</u>	<u>12,830</u>	<u>(4,047)</u>	<u>45,261</u>	<u>28,384</u>
<b>NET OPERATING (REVENUE) EXPENSE</b>	<u>(5,788)</u>	<u>(2,120)</u>	<u>(7,220)</u>	<u>(5,100)</u>	<u>21,201</u>	<u>23,321</u>
<b>OTHER</b>						
	(30)	--	--	--	--	--
	<u>(5,818)</u>	<u>(2,120)</u>	<u>(7,220)</u>	<u>(5,100)</u>	<u>21,201</u>	<u>23,321</u>

**NOTES**

No significant variances projected at this time

**Town of Ingersoll**  
**10 Months Ended October 31, 2015**

DEPARTMENT: PARKS AND ARENA	YTD Actual		YTD Budget	Variance YTD 2015 Budget vs Actual	Annual Budget	Remaining Budget
	2014		2015	fav (unfav)	2015	2015
	1	2	3	4=3-2	5	6=5-2
ACTIVITY: CAMI PARKS / SUZUKI HOUSE						
<b>REVENUE</b>						
RENT / LEASES	(9,312)	(28,367)	(7,750)	20,617	(9,300)	19,067
USER FEES	(20,000)	--	(16,670)	(16,670)	(20,000)	(20,000)
	(29,312)	(28,367)	(24,420)	3,947	(29,300)	(933)
<b>EXPENSE</b>						
SALARIES, WAGES & BENEFITS	13,757	20,926	25,330	4,404	30,630	9,704
UTILITIES - HYDRO	32,730	34,086	32,922	(1,164)	43,900	9,814
UTILITIES - NATURAL GAS	4,657	5,348	4,683	(665)	5,509	161
UTILITIES - WATER	21,026	20,894	6,795	(14,099)	23,060	2,166
GRANTS TO VOLUNTEER ORGANIZATIONS	36,000	36,000	36,000	--	36,000	0
REPAIRS & MAINTENANCE	12,377	13,085	9,670	(3,415)	11,603	(1,482)
LAND MAINTENANCE & IMPROVEMENT	327	266	3,330	3,064	4,000	3,734
EQUIP REPAIRS & MAINTENANCE	7,674	3,688	7,250	3,562	8,700	5,012
BLDG REPAIRS & MAINTENANCE	3,995	2,406	5,000	2,594	6,000	3,594
SNOW REMOVAL AND SANDING	6,590	4,050	7,200	3,150	9,000	4,950
MAINTENANCE CONTRACTS	3,607	5,078	4,170	(908)	5,000	(78)
	142,740	145,827	142,350	(3,477)	183,402	37,575
<b>NET OPERATING (REVENUE) EXPENSE</b>	113,428	117,460	117,930	470	154,102	36,642
<b>OTHER</b>						
TRANSFER TO RESERVES & RES FUNDS	--	4,000	4,000	--	8,000	4,000
	--	4,000	4,000	--	8,000	4,000
	113,428	121,460	121,930	470	162,102	40,642

**NOTES**

A deficit in User Fees is due to timing. Ingersoll Soccer Club will pay for the use of soccer fields in October.

Utilities - Water deficit is due to timing. The budget is spread equally over 12 months and does not reflect actual heavy usage of water for irrigation of the fields during summer months.

Repair and Maintenance deficit is partially due to timing. Paid rent for Cami Suzuki soccer fields and portion of the Suzuki House used as seniors centre for the entire year.

**Town of Ingersoll**  
**10 Months Ended October 31, 2015**

DEPARTMENT: VICTORIA PARK COMMUNITY CENTRE		YTD Actual		YTD Budget	Variance YTD 2015 Budget vs Actual	Annual Budget	Remaining Budget
		2014	2015	2015	fav (unfav)	2015	2015
ACTIVITY:	ADMINISTRATION	1	2	3	4=3-2	5	6=5-2
<b>REVENUE</b>							
	SALE OF GOODS OR SERVICES	(1,940)	(1,571)	--	1,571	--	1,571
	USER FEES	(653)	(605)	(420)	185	(500)	105
	MEMBERSHIPS	(98,720)	--	--	--	--	--
	RECOVERIES	(385)	(187)	--	187	--	187
		<u>(101,699)</u>	<u>(2,362)</u>	<u>(420)</u>	<u>1,942</u>	<u>(500)</u>	<u>1,862</u>
<b>EXPENSE</b>							
	SALARIES, WAGES & BENEFITS	89,538	99,523	96,640	(2,883)	116,410	16,887
	ADMINISTRATIVE EXPENSE	8,537	9,906	16,320	6,414	19,586	9,680
	OPERATING EXPENSE	302	383	500	117	600	217
	COMMUNICATIONS	7,523	7,465	7,497	32	10,000	2,535
	SUPPLIES	683	867	--	(867)	--	(867)
	PROGRAM EXPENSES	40	33	80	47	100	67
	MEETINGS, CONFERENCES, TRAINING	--	539	80	(459)	100	(439)
	FUEL / TRANSPORTATION COSTS	--	--	80	80	100	100
	MARKETING & PROMOTION	--	884	170	(714)	200	(684)
	EQUIP REPAIRS & MAINTENANCE	--	--	170	170	200	200
		<u>106,622</u>	<u>119,600</u>	<u>121,537</u>	<u>1,937</u>	<u>147,296</u>	<u>27,696</u>
	<b>NET OPERATING (REVENUE) EXPENSE</b>	<u>4,924</u>	<u>117,238</u>	<u>121,117</u>	<u>3,879</u>	<u>146,796</u>	<u>29,558</u>
<b>OTHER</b>							
		<u>8,000</u>	<u>--</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
		<u>12,924</u>	<u>117,238</u>	<u>121,117</u>	<u>3,879</u>	<u>146,796</u>	<u>29,558</u>

**NOTES**

No significant variances projected at this time

**Town of Ingersoll**  
**10 Months Ended October 31, 2015**

DEPARTMENT: VICTORIA PARK COMMUNITY CENTRE		YTD Actual		YTD Budget	Variance YTD 2015 Budget vs Actual	Annual Budget	Remaining Budget
		2014	2015	2015	fav (unfav)	2015	2015
ACTIVITY:	AQUATICS	1	2	3	4=3-2	5	6=5-2
<b>REVENUE</b>							
	SALE OF GOODS OR SERVICES	--	--	(830)	--	(1,000)	(1,000)
	RENT / LEASES	(11,885)	(10,449)	(10,020)	429	(12,025)	(1,576)
	USER FEES	(21,293)	(24,273)	(25,000)	(727)	(30,000)	(5,727)
	MEMBERSHIPS	--	(18,440)	(14,750)	3,690	(17,700)	740
	PROGRAM REVENUES	(121,047)	(139,476)	(120,180)	19,296	(144,203)	(4,727)
	DONATIONS / FUNDRAISING	(6,351)	(1,225)	(2,250)	(1,025)	(2,700)	(1,475)
		<u>(160,654)</u>	<u>(193,917)</u>	<u>(173,030)</u>	<u>21,717</u>	<u>(207,628)</u>	<u>(13,711)</u>
<b>EXPENSE</b>							
	SALARIES, WAGES & BENEFITS	220,510	230,867	238,350	7,483	286,600	55,733
	OPERATING EXPENSE	3,946	3,208	5,390	2,182	6,460	3,252
	SUPPLIES	3,230	2,380	5,000	2,620	6,000	3,620
	PROGRAM EXPENSES	3,391	4,119	4,430	311	5,311	1,192
	MEETINGS, CONFERENCES, TRAINING	1,854	--	1,990	1,990	2,392	2,392
	FUEL / TRANSPORTATION COSTS	179	55	320	265	385	330
	MARKETING & PROMOTION	--	--	170	170	200	200
		<u>233,110</u>	<u>240,628</u>	<u>255,650</u>	<u>15,022</u>	<u>307,348</u>	<u>66,720</u>
	<b>NET OPERATING (REVENUE) EXPENSE</b>	<u>72,456</u>	<u>46,711</u>	<u>82,620</u>	<u>36,739</u>	<u>99,720</u>	<u>53,009</u>
<b>OTHER</b>							
		<u>2,750</u>	<u>--</u>	<u>--</u>	<u>--</u>	<u>--</u>	<u>--</u>
		<u>75,206</u>	<u>46,711</u>	<u>82,620</u>	<u>36,739</u>	<u>99,720</u>	<u>53,009</u>

**NOTES**

No significant variances projected at this time



**Town of Ingersoll**  
**10 Months Ended October 31, 2015**

DEPARTMENT: VICTORIA PARK COMMUNITY CENTRE		YTD Actual		YTD Budget	Variance YTD 2015 Budget vs Actual	Annual Budget	Remaining Budget
		2014	2015	2015	fav (unfav)	2015	2015
ACTIVITY:	FITNESS	1	2	3	4=3-2	5	6=5-2
<b>REVENUE</b>							
	USER FEES	(11,794)	(12,611)	(16,200)	(3,589)	(19,436)	(6,825)
	MEMBERSHIPS	--	(80,895)	(87,000)	(6,106)	(104,400)	(23,506)
	PROGRAM REVENUES	(3,971)	(2,519)	(3,330)	(811)	(4,000)	(1,481)
	DONATIONS / FUNDRAISING	(20)	--	--	--	--	--
		<u>(15,785)</u>	<u>(96,025)</u>	<u>(106,530)</u>	<u>(10,505)</u>	<u>(127,836)</u>	<u>(31,811)</u>
<b>EXPENSE</b>							
	SALARIES, WAGES & BENEFITS	91,772	82,725	89,630	6,905	108,170	25,445
	OPERATING EXPENSE	170	1,031	960	(71)	1,150	119
	SUPPLIES	184	999	1,290	291	1,550	551
	PROGRAM EXPENSES	138	--	420	420	500	500
	MEETINGS, CONFERENCES, TRAINING	1,118	1,296	1,230	(66)	1,480	184
	FUEL / TRANSPORTATION COSTS	153	98	460	362	550	452
	CONTRACTED SERVICES	1,157	1,073	1,250	177	1,500	427
	MARKETING & PROMOTION	--	325	250	(75)	300	(25)
	EQUIP REPAIRS & MAINTENANCE	2,988	1,334	5,830	4,496	7,000	5,666
		<u>97,680</u>	<u>88,881</u>	<u>101,320</u>	<u>12,439</u>	<u>122,200</u>	<u>33,319</u>
<b>NET OPERATING (REVENUE) EXPENSE</b>		<u>81,895</u>	<u>(7,144)</u>	<u>(5,210)</u>	<u>1,934</u>	<u>(5,636)</u>	<u>1,508</u>
<b>OTHER</b>							
	TRANSFER TO RESERVES & RES FUNDS	20	4,000	4,000	--	8,000	4,000
		<u>20</u>	<u>4,000</u>	<u>4,000</u>	<u>--</u>	<u>8,000</u>	<u>4,000</u>
		<u>81,915</u>	<u>(3,144)</u>	<u>(1,210)</u>	<u>1,934</u>	<u>2,364</u>	<u>5,508</u>

**NOTES**

No significant variances projected at this time

**Town of Ingersoll**  
**10 Months Ended October 31, 2015**

DEPARTMENT: VICTORIA PARK COMMUNITY CENTRE		YTD Actual		YTD Budget	Variance YTD 2015 Budget vs Actual	Annual Budget	Remaining Budget
		2014	2015	2015	fav (unfav)	2015	2015
ACTIVITY:	PROGRAMS	1	2	3	4=3-2	5	6=5-2
<b>REVENUE</b>							
	USER FEES	(44,596)	(50,949)	(41,130)	9,819	(49,351)	1,598
	GRANTS / SUBSIDIES / REBATES	(4,620)	(9,383)	(5,770)	3,613	(6,924)	2,459
	PROGRAM REVENUES	(106,561)	(109,797)	(96,690)	13,107	(116,029)	(6,232)
		<u>(155,777)</u>	<u>(170,129)</u>	<u>(143,590)</u>	<u>26,539</u>	<u>(172,304)</u>	<u>(2,175)</u>
<b>EXPENSE</b>							
	SALARIES, WAGES & BENEFITS	135,021	156,230	145,340	(10,890)	174,853	18,623
	OPERATING EXPENSE	469	733	1,250	517	1,490	757
	SUPPLIES	5,485	5,307	6,760	1,453	8,110	2,803
	PROGRAM EXPENSES	6,337	6,888	8,040	1,152	9,645	2,757
	MEETINGS, CONFERENCES, TRAINING	853	--	580	580	700	700
	FUEL / TRANSPORTATION COSTS	179	54	690	636	825	771
	CONTRACTED SERVICES	2,313	1,800	2,910	1,110	3,492	1,692
	MARKETING & PROMOTION	215	560	420	(140)	500	(60)
		<u>150,872</u>	<u>171,572</u>	<u>165,990</u>	<u>(5,582)</u>	<u>199,615</u>	<u>28,043</u>
<b>NET OPERATING (REVENUE) EXPENSE</b>		<u>(4,905)</u>	<u>1,443</u>	<u>22,400</u>	<u>20,957</u>	<u>27,311</u>	<u>25,868</u>
<b>OTHER</b>							
		<u>--</u>	<u>--</u>	<u>--</u>	<u>--</u>	<u>--</u>	<u>--</u>
		<u>(4,905)</u>	<u>1,443</u>	<u>22,400</u>	<u>20,957</u>	<u>27,311</u>	<u>25,868</u>

**NOTES**

A deficit in the wages & benefits accounts is due to the seasonal nature for part time wages and the timing of pay periods.

**Town of Ingersoll**  
**10 Months Ended October 31, 2015**

DEPARTMENT: VICTORIA PARK COMMUNITY CENTRE		YTD Actual		YTD Budget	Variance YTD 2015 Budget vs Actual	Annual Budget	Remaining Budget
		2014	2015	2015	fav (unfav)	2015	2015
ACTIVITY:	FACILITY	1	2	3	4=3-2	5	6=5-2
<b>REVENUE</b>							
SALE OF GOODS OR SERVICES		(2,086)	(1,862)	(2,500)	(638)	(3,000)	(1,138)
RENT / LEASES		(7,716)	(3,061)	(500)	2,561	(600)	2,461
		<u>(9,801)</u>	<u>(4,923)</u>	<u>(3,000)</u>	<u>1,923</u>	<u>(3,600)</u>	<u>1,323</u>
<b>EXPENSE</b>							
SALARIES, WAGES & BENEFITS		154,949	167,979	189,270	21,291	228,750	60,771
OPERATING EXPENSE		6,929	6,415	9,870	3,455	11,840	5,425
UTILITIES - HYDRO		58,905	60,376	64,233	3,857	85,643	25,267
UTILITIES - NATURAL GAS		34,746	32,731	35,700	2,969	42,000	9,269
UTILITIES - WATER		18,333	17,105	19,098	1,993	25,467	8,362
SUPPLIES		978	841	1,250	409	1,500	659
MEETINGS, CONFERENCES, TRAINING		--	600	250	(350)	300	(300)
MARKETING & PROMOTION		64	--	170	170	200	200
REPAIRS & MAINTENANCE		18,170	15,427	21,670	6,243	26,000	10,573
EQUIP REPAIRS & MAINTENANCE		25,626	15,806	20,330	4,524	24,400	8,594
BLDG REPAIRS & MAINTENANCE		9,462	7,698	16,460	8,762	19,750	12,052
SNOW REMOVAL AND SANDING		6,590	4,020	8,000	3,980	10,000	5,980
MAINTENANCE CONTRACTS		14,378	16,079	15,000	(1,079)	18,000	1,921
		<u>349,132</u>	<u>345,077</u>	<u>401,301</u>	<u>56,224</u>	<u>493,850</u>	<u>148,773</u>
<b>NET OPERATING (REVENUE) EXPENSE</b>		<u>339,331</u>	<u>340,154</u>	<u>398,301</u>	<u>58,147</u>	<u>490,250</u>	<u>150,096</u>
<b>OTHER</b>							
TRANSFER TO RESERVES & RES FUNDS		--	4,000	4,000	--	8,000	4,000
		<u>--</u>	<u>4,000</u>	<u>4,000</u>	<u>--</u>	<u>8,000</u>	<u>4,000</u>
		<u>339,331</u>	<u>344,154</u>	<u>402,301</u>	<u>58,147</u>	<u>498,250</u>	<u>154,096</u>

**NOTES**

A surplus in the wages & benefits accounts is due to the seasonal nature for part time wages and the timing of pay periods.

**Town of Ingersoll**  
**10 Months Ended October 31, 2015**

DEPARTMENT: YOUTH CENTRE		YTD Actual		YTD Budget	Variance YTD	Annual Budget	Remaining Budget
		2014	2015	2015	2015 Budget vs Actual fav (unfav)	2015	2015
ACTIVITY:	FACILITY	1	2	3	4=3-2	5	6=5-2
<b>REVENUE</b>							
RENT / LEASES		(31,950)	(30,779)	(29,900)	879	(35,876)	(5,097)
RECOVERIES		--	--	(1,040)	(1,040)	(1,250)	(1,250)
		<u>(31,950)</u>	<u>(30,779)</u>	<u>(30,940)</u>	<u>(161)</u>	<u>(37,126)</u>	<u>(6,347)</u>
<b>EXPENSE</b>							
SALARIES, WAGES & BENEFITS		52,552	54,397	58,710	4,313	71,050	16,653
OPERATING EXPENSE		5,111	7,616	3,000	(4,616)	3,600	(4,016)
UTILITIES - HYDRO		12,509	13,480	14,103	623	18,800	5,320
UTILITIES - NATURAL GAS		5,287	5,686	5,355	(331)	6,300	614
UTILITIES - WATER		1,320	1,201	1,260	59	1,680	479
FUEL / TRANSPORTATION COSTS		609	521	270	(251)	324	(197)
REPAIRS & MAINTENANCE		--	627	380	(247)	450	(177)
EQUIP REPAIRS & MAINTENANCE		2,104	2,549	6,830	4,281	8,200	5,651
BLDG REPAIRS & MAINTENANCE		9,476	10,245	9,500	(745)	11,400	1,156
SNOW REMOVAL AND SANDING		4,155	4,100	3,600	(500)	4,500	400
MAINTENANCE CONTRACTS		6,795	5,938	6,720	783	8,066	2,129
		<u>99,917</u>	<u>106,437</u>	<u>109,728</u>	<u>3,291</u>	<u>134,370</u>	<u>27,933</u>
<b>NET OPERATING (REVENUE) EXPENSE</b>		<u>67,967</u>	<u>75,658</u>	<u>78,788</u>	<u>3,130</u>	<u>97,244</u>	<u>21,586</u>
<b>OTHER</b>							
		<u>--</u>	<u>--</u>	<u>--</u>	<u>--</u>	<u>--</u>	<u>--</u>
		<u>67,967</u>	<u>75,658</u>	<u>78,788</u>	<u>3,130</u>	<u>97,244</u>	<u>21,586</u>

**NOTES**

No significant variances projected at this time

A deficit on operating expenses is due to an overspent on misc. small equipment and a municipal portion of property taxes that was not budgeted for 2015. The deficit is projected to the end of the year.

**Town of Ingersoll**  
**10 Months Ended October 31, 2015**

DEPARTMENT: YOUTH CENTRE	YTD Actual		YTD Budget	Variance YTD 2015 Budget vs Actual	Annual Budget	Remaining Budget
	2014	2015	2015	fav (unfav)	2015	2015
	1	2	3	4=3-2	5	6=5-2
ACTIVITY: TECHNOLOGY PROGRAMS						
<b>REVENUE</b>						
SALE OF GOODS OR SERVICES	(20,123)	(16,661)	(42,500)	(25,839)	(51,000)	(34,339)
RENT / LEASES	(17,100)	(15,200)	(16,250)	(1,050)	(19,500)	(4,300)
RECOVERIES	(3,135)	(2,408)	--	2,408	--	2,408
GRANTS / SUBSIDIES / REBATES	(18,392)	--	--	--	--	--
PROGRAM REVENUES	--	(1,250)	(210)	1,040	(250)	1,000
DONATIONS / FUNDRAISING	(33,961)	(34,477)	(24,830)	9,647	(29,800)	4,677
	<u>(92,711)</u>	<u>(69,996)</u>	<u>(83,790)</u>	<u>(13,794)</u>	<u>(100,550)</u>	<u>(30,554)</u>
<b>EXPENSE</b>						
SALARIES, WAGES & BENEFITS	109,816	128,455	130,160	1,705	156,193	27,738
ADMINISTRATIVE EXPENSE	621	1,263	1,000	(263)	1,200	(63)
OPERATING EXPENSE	3,190	1,997	3,760	1,763	4,500	2,503
SUPPLIES	812	254	1,670	1,416	2,000	1,746
PROGRAM EXPENSES	--	--	510	510	600	600
MEETINGS, CONFERENCES, TRAINING	--	--	210	210	252	252
FUEL / TRANSPORTATION COSTS	87	35	470	435	550	515
CONTRACTED SERVICES	2,428	300	1,920	1,620	2,300	2,000
MARKETING & PROMOTION	--	--	800	800	950	950
EQUIP REPAIRS & MAINTENANCE	932	115	1,170	1,055	1,400	1,285
	<u>117,886</u>	<u>132,420</u>	<u>141,670</u>	<u>9,250</u>	<u>169,945</u>	<u>37,525</u>
<b>NET OPERATING (REVENUE) EXPENSE</b>	<u>25,175</u>	<u>62,424</u>	<u>57,880</u>	<u>(4,544)</u>	<u>69,395</u>	<u>6,971</u>
<b>OTHER</b>						
TRANSFER TO RESERVES & RES FUNDS	10,000	3,750	3,750	--	7,500	3,750
	<u>10,000</u>	<u>3,750</u>	<u>3,750</u>	<u>--</u>	<u>7,500</u>	<u>3,750</u>
	<u>35,175</u>	<u>66,174</u>	<u>61,630</u>	<u>(4,544)</u>	<u>76,895</u>	<u>10,721</u>

**NOTES**

A deficit in sale of goods and services is due to a shortfall in electronics recycling revenues.

**Town of Ingersoll**  
**10 Months Ended October 31, 2015**

DEPARTMENT: YOUTH CENTRE	YTD Actual		YTD Budget	Variance YTD 2015 Budget vs Actual	Annual Budget	Remaining Budget
	2014	2015	2015	fav (unfav)	2015	2015
	1	2	3	4=3-2	5	6=5-2
ACTIVITY: GENERAL PROGRAMS						
<b>REVENUE</b>						
SALE OF GOODS OR SERVICES	(5,575)	(5,216)	(4,580)	636	(5,500)	(284)
RENT / LEASES	(420)	(190)	(1,250)	(1,060)	(1,500)	(1,310)
USER FEES	(30)	(500)	(130)	370	(150)	350
MEMBERSHIPS	(1,325)	(759)	(1,670)	(911)	(2,000)	(1,241)
RECOVERIES	(2,973)	(1,874)	--	1,874	(7,500)	(5,626)
GRANTS / SUBSIDIES / REBATES	(9,926)	(9,195)	(27,000)	(17,805)	(32,400)	(23,205)
PROGRAM REVENUES	(16,296)	(12,854)	(10,960)	1,894	(13,150)	(297)
DONATIONS / FUNDRAISING	(82,003)	(87,553)	(66,590)	20,963	(79,900)	7,653
	<u>(118,549)</u>	<u>(118,140)</u>	<u>(112,180)</u>	<u>5,960</u>	<u>(142,100)</u>	<u>(23,960)</u>
<b>EXPENSE</b>						
SALARIES, WAGES & BENEFITS	357,865	356,665	348,680	(7,985)	419,460	62,795
ADMINISTRATIVE EXPENSE	812	4,506	6,280	1,774	7,550	3,044
OPERATING EXPENSE	2,087	2,913	3,960	1,047	4,750	1,837
COMMUNICATIONS	5,729	5,725	4,950	(775)	6,600	875
SUPPLIES	4,137	4,496	8,330	3,834	10,000	5,504
PROGRAM EXPENSES	12,274	14,930	14,790	(140)	17,750	2,820
MEETINGS, CONFERENCES, TRAINING	1,432	3,532	2,710	(822)	3,250	(282)
FUEL / TRANSPORTATION COSTS	341	645	1,670	1,025	2,000	1,355
CONTRACTED SERVICES	64	98	80	(18)	96	(2)
MARKETING & PROMOTION	719	314	710	396	850	536
REPAIRS & MAINTENANCE	188	6,942	2,920	(4,022)	3,500	(3,442)
EQUIP REPAIRS & MAINTENANCE	252	698	630	(68)	750	52
	<u>385,899</u>	<u>401,465</u>	<u>395,710</u>	<u>(5,755)</u>	<u>476,556</u>	<u>75,091</u>
<b>NET OPERATING (REVENUE) EXPENSE</b>	<u>267,350</u>	<u>283,325</u>	<u>283,530</u>	<u>205</u>	<u>334,456</u>	<u>51,131</u>
<b>OTHER</b>						
	<u>--</u>	<u>--</u>	<u>--</u>	<u>--</u>	<u>--</u>	<u>--</u>
	<u>267,350</u>	<u>283,325</u>	<u>283,530</u>	<u>205</u>	<u>334,456</u>	<u>51,131</u>

**NOTES**

No significant variances projected at this time  
Some grants coded as donations in error. The errors will be corrected by year end

**Town of Ingersoll**  
**10 Months Ended October 31, 2015**

DEPARTMENT: YOUTH CENTRE	YTD Actual		YTD Budget	Variance YTD 2015 Budget vs Actual	Annual Budget	Remaining Budget
	2014	2015	2015	fav (unfav)	2015	2015
	1	2	3	4=3-2	5	6=5-2
ACTIVITY: CAREER & SKILLS PROGRAM						
<b>REVENUE</b>						
GRANTS / SUBSIDIES / REBATES	(175,913)	(110,122)	(92,180)	17,942	(110,615)	(493)
	(178,028)	(110,531)	(92,180)	18,351	(103,115)	7,416
<b>EXPENSE</b>						
SALARIES, WAGES & BENEFITS	79,160	42,229	58,860	16,631	70,640	28,411
ADMINISTRATIVE EXPENSE	381	182	2,080	1,898	2,500	2,318
OPERATING EXPENSE	4,173	2,137	3,960	1,823	4,750	2,613
SUPPLIES	1,114	454	830	376	1,000	546
PROGRAM EXPENSES	4,890	3,990	12,390	8,400	14,875	10,885
MEETINGS, CONFERENCES, TRAINING	734	982	1,670	688	2,000	1,018
FUEL / TRANSPORTATION COSTS	1,666	1,201	3,620	2,419	4,350	3,149
PROFESSIONAL FEES	--	--	1,250	1,250	1,500	1,500
MARKETING & PROMOTION	16,972	2,947	1,250	(1,697)	1,500	(1,447)
	109,091	54,122	85,910	31,788	103,115	48,993
<b>NET OPERATING (REVENUE) EXPENSE</b>	(68,936)	(56,410)	(6,270)	50,140	0	56,410
<b>OTHER</b>						
	--	--	--	--	--	--
	(68,936)	(56,410)	(6,270)	50,140	--	56,410

**NOTES**

Timing variance in revenues. The Trillium grant was received earlier than budgeted.

Career and Skiles program was moved under the County umbrella.

**Town of Ingersoll**  
**10 Months Ended October 31, 2015**

DEPARTMENT: MUSEUMS	YTD Actual		YTD Budget	Variance YTD 2015 Budget vs Actual	Annual Budget	Remaining Budget
	2014	2015	2015	fav (unfav)	2015	2015
	1	2	3	4=3-2	5	6=5-2
ACTIVITY: FACILITY						
<b>REVENUE</b>						
	--	--	--	--	--	--
<b>EXPENSE</b>						
OPERATING EXPENSE	--	92	170	78	200	108
UTILITIES - HYDRO	2,396	2,463	2,475	12	3,300	837
UTILITIES - NATURAL GAS	1,268	1,236	1,700	464	2,000	764
UTILITIES - WATER	1,580	1,878	1,197	(681)	1,600	(278)
LAND MAINTENANCE & IMPROVEMENT	157	1,215	830	(385)	1,000	(215)
EQUIP REPAIRS & MAINTENANCE	--	276	420	144	500	224
BLDG REPAIRS & MAINTENANCE	936	3,295	4,170	875	5,000	1,705
SNOW REMOVAL AND SANDING	2,510	1,160	1,600	440	2,000	840
MAINTENANCE CONTRACTS	37	19	420	401	500	481
	<u>8,883</u>	<u>11,634</u>	<u>12,982</u>	<u>1,348</u>	<u>16,100</u>	<u>4,466</u>
<b>NET OPERATING (REVENUE) EXPENSE</b>	<u>8,883</u>	<u>11,634</u>	<u>12,982</u>	<u>1,348</u>	<u>16,100</u>	<u>4,466</u>
<b>OTHER</b>						
TRANSFER TO RESERVES & RES FUNDS	--	1,500	1,500	--	3,000	1,500
	--	1,500	1,500	--	3,000	1,500
	<u>8,883</u>	<u>13,134</u>	<u>14,482</u>	<u>1,348</u>	<u>19,100</u>	<u>5,966</u>

**NOTES**

No significant variances projected at this time



**Town of Ingersoll**  
**10 Months Ended October 31, 2015**

DEPARTMENT: MUSEUMS		YTD Actual		YTD Budget	Variance YTD 2015 Budget vs Actual	Annual Budget	Remaining Budget
		2014	2015	2015	fav (unfav)	2015	2015
ACTIVITY:	PROGRAMS	1	2	3	4=3-2	5	6=5-2
<b>REVENUE</b>							
	SALE OF GOODS OR SERVICES	(1,906)	(5,440)	(2,330)	3,110	(2,800)	2,640
	RENT / LEASES	(85)	(89)	(80)	9	(100)	(11)
	USER FEES	(1,427)	(869)	(1,420)	(551)	(1,700)	(831)
	GRANTS / SUBSIDIES / REBATES	(13,169)	(3,162)	(14,150)	(10,988)	(16,980)	(13,818)
	PROGRAM REVENUES	(6,852)	(7,160)	(3,460)	3,700	(4,150)	3,010
	DONATIONS / FUNDRAISING	(1,575)	(4,475)	(830)	3,645	(1,000)	3,475
		(25,013)	(21,195)	(22,270)	(1,075)	(26,730)	(5,535)
<b>EXPENSE</b>							
	SALARIES, WAGES & BENEFITS	78,753	83,161	88,610	5,449	106,910	23,749
	ADMINISTRATIVE EXPENSE	202	402	950	548	1,150	748
	OPERATING EXPENSE	253	3,296	1,050	(2,246)	1,250	(2,046)
	COMMUNICATIONS	470	492	558	66	750	258
	SUPPLIES	2,829	3,017	2,590	(427)	3,100	83
	PROGRAM EXPENSES	10,644	13,489	13,960	471	16,750	3,261
	MEETINGS, CONFERENCES, TRAINING	75	520	670	150	800	280
	FUEL / TRANSPORTATION COSTS	31	18	580	562	700	682
	CONTRACTED SERVICES	--	51	250	199	300	249
	MARKETING & PROMOTION	5,188	4,245	8,050	3,805	9,650	5,405
	REPAIRS & MAINTENANCE	510	708	1,420	712	1,700	992
	EQUIP REPAIRS & MAINTENANCE	61	431	1,460	1,029	1,750	1,319
	MAINTENANCE CONTRACTS	--	--	1,670	1,670	2,000	2,000
		99,015	109,829	121,818	11,989	146,810	36,981
	<b>NET OPERATING (REVENUE) EXPENSE</b>	74,002	88,634	99,548	10,914	120,080	31,446
<b>OTHER</b>							
	TRANSFER TO RESERVES & RES FUNDS	6,000	3,000	3,000	--	6,000	3,000
		6,000	3,000	3,000	--	6,000	3,000
		80,002	91,634	102,548	10,914	126,080	34,446

**NOTES**

A deficit in grants and subsidies due to timing. The grants are expected in November and December.

A deficit in operating expenses due to an expenditure for a people mover wagon that has been offset by a donation from Ingersoll Community Foundation.

**Town of Ingersoll**  
**10 Months Ended October 31, 2015**

DEPARTMENT: ECONOMIC DEVELOPMENT	YTD Actual		YTD Budget	Variance YTD 2015 Budget vs Actual	Annual Budget	Remaining Budget
	2014	2015	2015	fav (unfav)	2015	2015
	1	2	3	4=3-2	5	6=5-2
<b>REVENUE</b>						
GRANTS / SUBSIDIES / REBATES	(143,184)	(1,751)	(1,250)	501	(1,500)	251
	<u>(143,184)</u>	<u>(1,751)</u>	<u>(1,250)</u>	<u>501</u>	<u>(1,500)</u>	<u>251</u>
<b>EXPENSE</b>						
SALARIES, WAGES & BENEFITS	151,000	154,620	153,770	(850)	189,332	34,712
ADMINISTRATIVE EXPENSE	309	--	3,510	3,510	4,200	4,200
OPERATING EXPENSE	183	81	170	89	200	119
COMMUNICATIONS	699	597	1,503	906	2,000	1,403
PROGRAM EXPENSES	10,521	10,757	12,090	1,333	14,500	3,743
MEETINGS, CONFERENCES, TRAINING	2,408	5,439	8,960	3,521	10,750	5,311
FUEL / TRANSPORTATION COSTS	881	1,321	1,380	59	1,650	329
PROFESSIONAL FEES	79,137	61	4,800	4,739	5,750	5,689
MARKETING & PROMOTION	19,429	14,641	24,160	9,519	29,000	14,359
	<u>264,567</u>	<u>187,518</u>	<u>210,343</u>	<u>22,825</u>	<u>257,382</u>	<u>69,864</u>
<b>NET OPERATING (REVENUE) EXPENSE</b>	<u>121,383</u>	<u>185,767</u>	<u>209,093</u>	<u>23,326</u>	<u>255,882</u>	<u>70,115</u>
<b>OTHER</b>						
	<u>--</u>	<u>--</u>	<u>--</u>	<u>--</u>	<u>--</u>	<u>--</u>
	<u>121,383</u>	<u>185,767</u>	<u>209,093</u>	<u>23,326</u>	<u>255,882</u>	<u>70,115</u>

**NOTES**

No significant variances projected at this time  
A surplus in marketing and promotion is due to timing.

Thank you!

Our campaign starts here!

3 plus years and what we have done  
together is astonishing!

# Complex

Code of Practice

Preparing  
Environmental  
Assessments

Legislative Authority  
Environment

2014  
Pr  
Pr  
Pr

Ontario.ca/PPS

## Watershed-Based Source Protection Planning

Science-based Decision-making for Protecting  
Ontario's Drinking Water Resources:

A Threats Assessment Framework  
Technical Experts Committee  
Report to the Minister of the Environment

November, 2004

Protecting our environment.  Ontario

Southwestern Landfill Proposal  
Together to Support More Sustainable Communities  
Terms of Reference

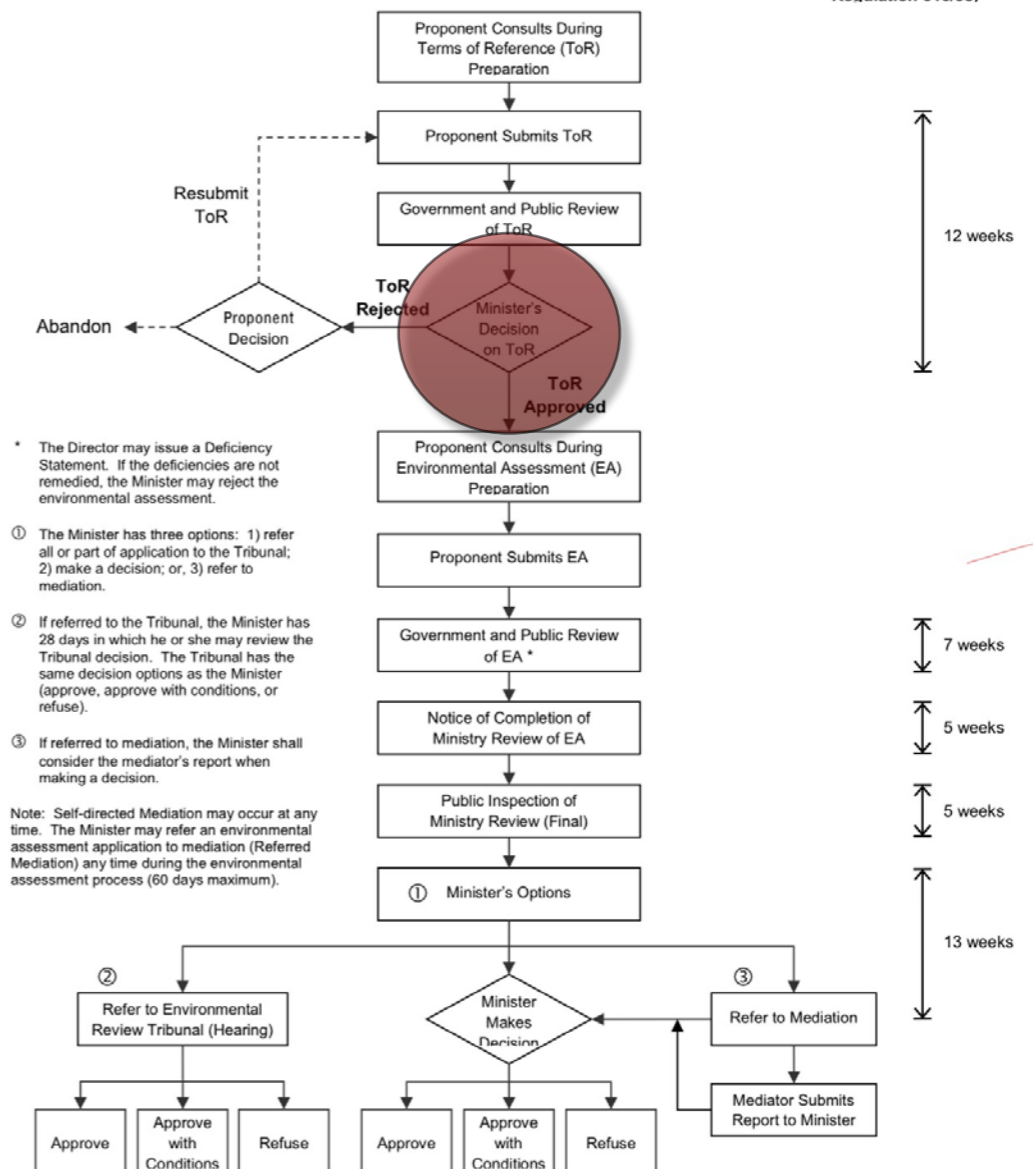
Environmental Group Inc.  
Landfill Proposal  
Reference

# The Process

Waiting is the hardest part in this process and we are still waiting.

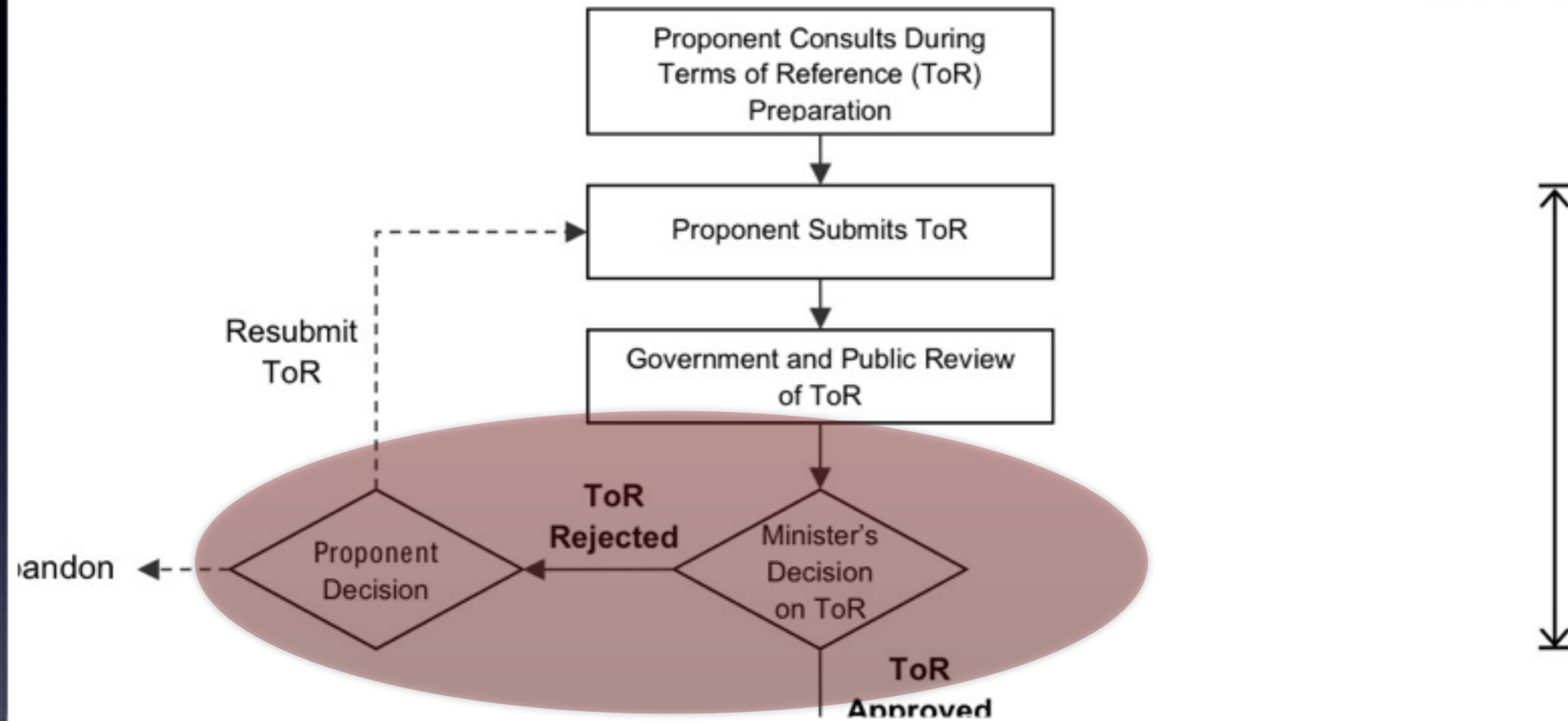
## Appendix A Environmental Assessment Process Timelines

Prescribed Deadlines (Ontario Regulation 616/98)



## Appendix A Environmental Assessment Process Timelines

Prescribed Deadlin  
Regulation 6



We are stuck right here!

What can we do if we do  
not agree with the  
decision!

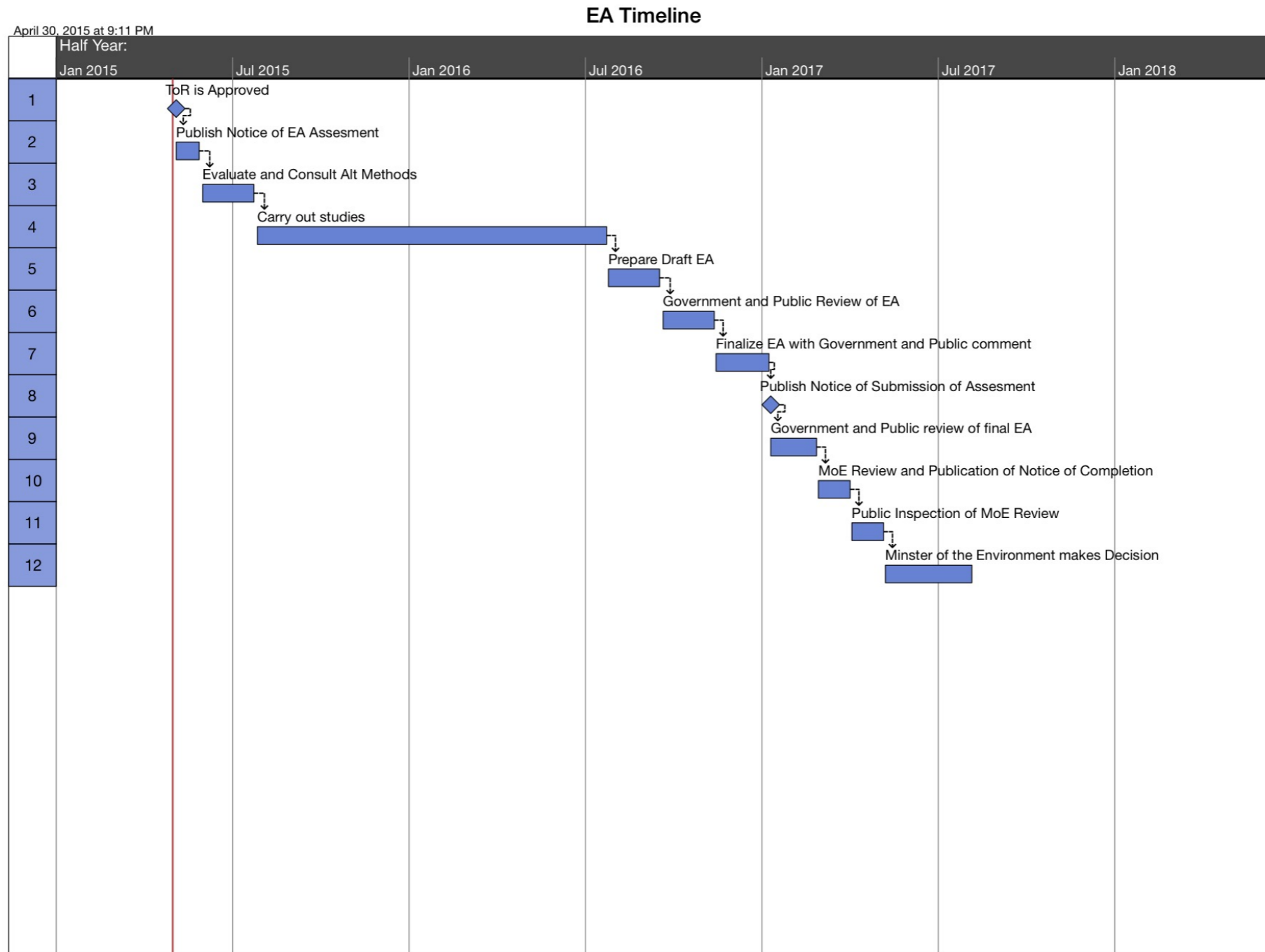
# Challenging the ToR Decision

- If a legal challenge of the TOR is to be undertaken, it would have to take the form of a judicial review application in the Ontario Divisional Court.
- Court may disinclined to intervene unless the TOR decision can be characterized as unreasonable.
- Under the EA Act, there is a presumption that the Minister “shall” approve the TOR if he is satisfied that it is in the public interest to do so, & that the TOR will result in an EA that meets the purpose/provisions of the Act.



- Probably not much use in speculating about the viability of a judicial review application until we see the MOE decision & the reasons for it. At that time, we can provide a more detailed analysis of the pros/cons (including cost risks) of launching a JR application to quash or set aside the TOR approval (if granted).

# What's next



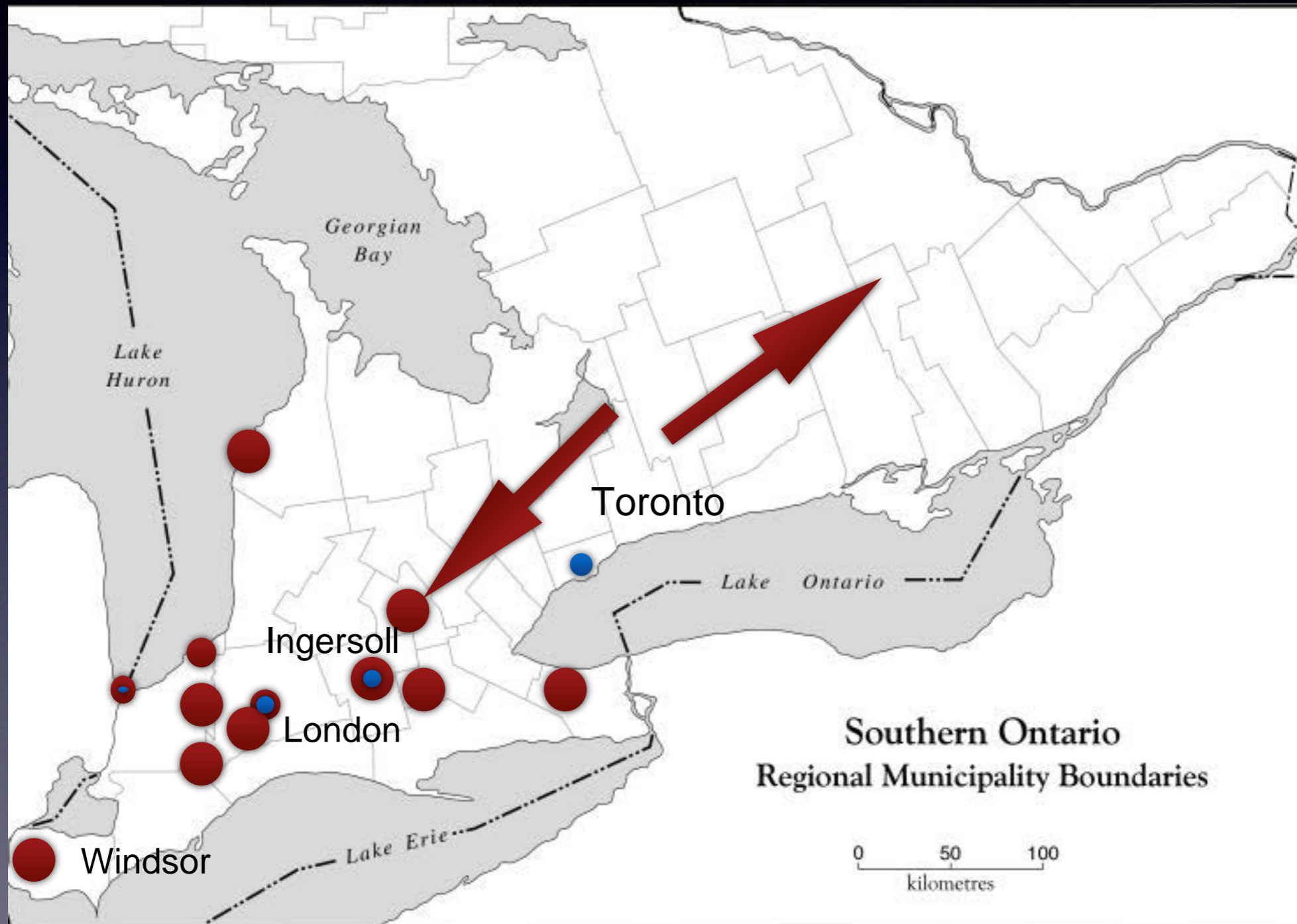
# It's not an Oxford County Issue!

Ontario's top ten  
landfills, proposed and  
existing...

1. \*Ridge Landfill: Chatham-Kent, 36.8 million cubic metres
2. \*Twin Creeks: Lambton County (Petrolia), 26.5 million
3. Mohawk St.: Brantford, 19 million
4. 3081 Taylor Rd.: Niagara Falls, 17.7 million
5. \*Southwest Landfill: Ingersoll/Beachville (proposed), 17 million
6. Trail Rd.: Ottawa, 17 million
7. \*Green Lane: St. Thomas (Southwold Township), 16.8 million
8. Waterloo Landfill: 14.8 million
9. \*W12A: London, 13.8 million
10. Glanbrook: Hamilton, 13.3 million
11. \*EWSWA Regional Landfill: Essex Windsor, 12.8 million
12. Proposed Nuclear Waste Facility at the Bruce  
\* In Southwestern Ontario

Source: Ontario Environment Ministry

# Southern Ontario Landfills



# 200 million tonnes

- Over the next 20 years the South Western Region will take in this amount of residual refuse!

It's becoming a  
Regional Issue!

## GARBAGE

Southwestern Ontario is fast becoming the mega-city trash pile activists feared when they began fighting 30 years ago

London Free Press

# Recent Comments

- "Nearly 30 years after Toronto first came sniffing around Southwestern Ontario, looking for new dumping grounds as its own filled up, the Big Smoke appears finally closing in on what critics feared — a garbage chute down the Hwy. 401 to Southwestern Ontario, its flatlands absorbing the mega-city's trash mountains" - *London Free Press*



Sustainability, it's not a  
new thing...

# GTA Sustainability

- Toronto
- Peel Region
- York Region

It's not a new idea!

# The Big Smoke Strategy

## GOOD SOUND STRATEGY COUPLED WITH GOOD COMMUNITY ENGAGEMENT!

LONG TERM WASTE STRATEGY

# The Waste Strategy Project Update #5

City of Toronto is developing a Long Term Waste Management Strategy (Waste Strategy) to find new ways to look after our waste over the next 30-50 years. The Waste Strategy will recommend waste management policies and programs, such as, how to manage the garbage remaining after reducing, reusing, recycling, and composting.

**Approved Vision Statement:**  
*Together we will reduce the amount of waste we generate, reuse what we can, and recycle and reuse the remaining resources to reinvest back into the economy. We will embrace a waste management system that is user-friendly, with programs and facilities that balance the needs of the community, the environment with long term financial sustainability. Together, we will ensure a safe, clean, beautiful and healthy City for the future.*

Thank you to the nearly 1,500 residents and stakeholders who shared their ideas at public meetings and through online survey during the second phase of Waste Strategy consultation!

**Committee and Council Approval**  
 On September 22, 2015, the Public Works and Infrastructure Committee (Committee) reviewed a Waste Strategy report containing the recommended Vision Statement, Guiding Principles, and Evaluation Criteria.

The Committee recommended to Council, among other items, the addition of one new criterion and one new option. On October 2, 2015, Toronto City Council considered the report and approved Committee's recommendations for the Waste Strategy Vision Statement, Guiding Principles, and added two more evaluation criteria.

The list of 68 Waste Strategy options was expanded by Council to include enhanced by-law enforcement strategies and a review of best practices to improve waste diversion requirements in existing residential and commercial buildings.

The list of options are organized using Waste Hierarchy and circular economy waste management categories:  
 Promotion & Education; Generation, Reduce & Reuse; Collection; Drop-off; Transfer; Recycling & Processing; Recovery; Residual Disposal; System Financing; and Overall System Considerations.

**Approved Guiding Principles:**

- 1) Work to Mitigate Climate Change Impacts
- 2) Treat Waste as a Resource
- 3) Prioritize our Community's Health & Environment
- 4) Embrace Social Equity
- 5) Lead the Change
- 6) Ensure Financial Sustainability
- 7) Make the Future System Transparent
- 8) Support Community Partnerships

**Approved Evaluation Criteria:**  
 All Waste Strategy options will be evaluated against Environmental, Social, and Financial criteria.

New evaluation criterion and indicators recommended by Committee and Council include:

- Potential to influence or encourage behavior resulting in sustainable waste reduction choices
- Employment Opportunities
- Estimated Health Care Cost

Toronto Public Health and a panel of health experts will work with the Waste Strategy project team to evaluate options that impact human health and evaluate associated health care costs.

# Appendix 1 Option 7.8

EXCEPT WHEN YOU READ  
THE FINE PRINT

Residual Waste Disposal Capacity

## Option 7.8: Greenfield Landfill

This option considers the possibility of identifying a suitable site, and obtaining approval, for a new greenfield landfill site (i.e. a site not previously used for waste disposal) in Ontario to meet the City of Toronto's long term requirements for residual waste disposal capacity.

**System Component:** Residual Waste Disposal Capacity

**Source of Option:** Consultation, City Staff & Consultants

### City of Toronto Experience:

- Toronto has conducted a number of greenfield landfill site searches dating back to the late 1980s. This includes the Solid Waste Interim Search Committee (SWISC), Solid Waste Environmental Assessment Process (SWEAP), Interim Waste Authority (IWA), Adams Mine Site Assessment Process (AMSAP), and Toronto Integrated Solid Waste Resource Management (TIRM). None of these processes resulted in a new greenfield landfill for the City.
- Toronto's most recent greenfield landfill was the Keele Valley site. The site was a former quarry purchased by the City in the 1970s which opened in 1983 and closed December 31, 2002.

### Municipal/Waste Industry Experience:

- Generally very limited successful municipal and waste industry experience in Ontario and across Canada with developing greenfield landfill sites over the past 15 – 20 years. Preferred approach has been to seek approval to expand existing landfill facilities.
- Large Ontario municipalities including Regions of Peel, Durham and York have adopted a policy that no new landfill developments will be supported within the municipality.

### Case Studies/Examples (reference [www.ontario.ca](http://www.ontario.ca)):

- There is one private sector greenfield landfill in Ontario awaiting approval of an Environmental Assessment Terms of Reference in order to proceed.

### Considerations:

- Approval of a new greenfield landfill site must first be completed within the context of an Environmental Assessment (EA). This requires that a reasonable range of alternatives (i.e. alternative site locations) be identified and assessed as part of the EA. Toronto will first need to consider their approach to identifying alternative sites which may include conducting a site selection process, requesting site owners to bring forward potential sites for consideration (i.e. willing host), or some other process.

# York Region

**SMART LIVING**

YORK REGION'S INTEGRATED WASTE MANAGEMENT MASTER PLAN



November 2013

Residuals Management Strategy



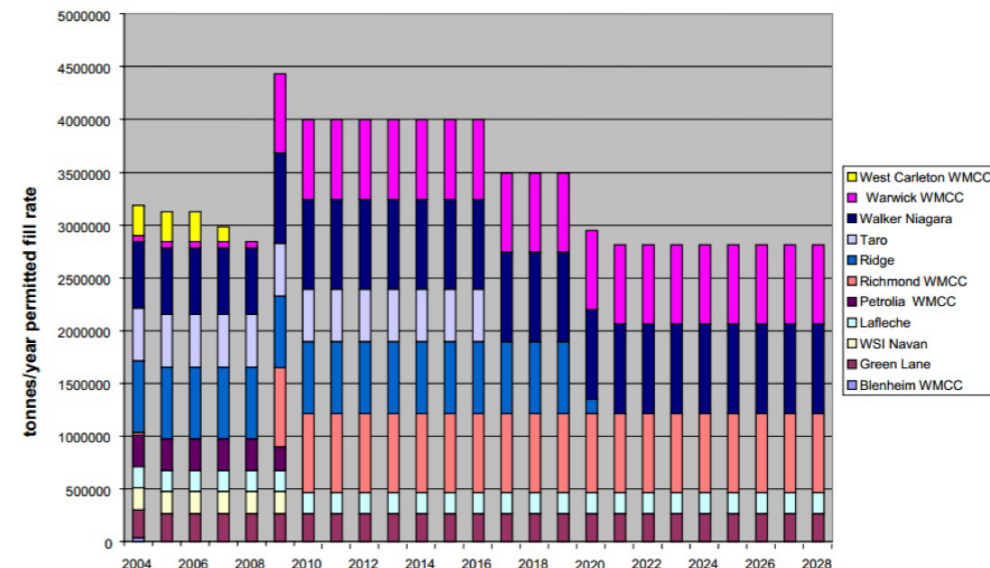
- York Region ranks first in large urban category and fourth highest overall in waste diversion for the second straight year.
- The Regional Municipality of York has diverted more waste from landfill than any other large urban Ontario municipality.
- According to the Waste Diversion Ontario annual report, York Region's diversion rate for 2013 was 58.58 per cent. This is a 1.3 per cent increase over 2012.
- Waste Diversion Ontario does not credit municipalities for waste diverted from landfill to an energy-from-waste facility.
- York Region's extensive energy-from-waste recovery program accounted for an additional 87,319 tonnes of waste diverted in 2013.
- The new Durham York Energy Centre will process up to 30,000 tonnes of residual waste from York Region each year.
- York Region's Integrated Waste Management Master Plan, also known as the SM4RT Living Plan, is the blueprint for moving toward more sustainable waste management by focusing on waste prevention and reuse, while maximizing diversion through recycling, composting and energy recovery opportunities.

# York Region boasts of its Sustainability

Read into the detail and and  
exportation to other  
municipal partners is on their  
agenda.



Figure 8: Private Sector Landfill Permitted Fill Rate with All Applications Underway Approved (2005) <sup>3</sup>



Since 2005, applications for the Walker Landfill and Warwick Landfill expansions have been approved.

In addition to the above, there have recently been two events initiated that could result in creation of additional merchant residual waste disposal capacity in Ontario.

- Walker Industries has initiated the development of EA Terms of Reference to establish a new greenfield landfill site in Oxford County; if approved, this facility would add significant (quantity remains to be determined) approved landfill capacity to the Ontario marketplace beginning in 2021.

Miller Waste and Taggart Group have initiated the development of EA Terms of Reference to establish a new greenfield landfill site in Eastern Ontario (Village of Russell); if approved, this facility would add significant (quantity remains to be determined) approved landfill capacity to the Ontario marketplace

Even with the approved capacity and the new capacity currently in approvals stages, there is still a disposal capacity deficit in Ontario resulting in significant export (in particular with respect to industrial, commercial and institutional waste) to the United States. That being said, recent municipal procurements in Ontario for disposal capacity have resulted in Ontario-based

<sup>3</sup> The Private Sector IC&I Waste Management System in Ontario, Ontario Waste Management Association, 2005.

# Ottawa Sun June 2015

Could more Toronto garbage be coming to Ottawa?

That's what some some are now fearing with news coming from York Region suggesting they don't want another landfill -- but there are others that could take their trash -- including Ottawa.

The Capital Region Citizens Coalition for the Protection of the Environment (CRCCPE), and the Citizens' Environmental Stewardship Association sent out a news release Thursday warning Ottawans about the report tagging Ottawa. (The report identified) existing landfills as well as applications for new landfills in the Ottawa area, including the Taggart-Miller CRRRC landfill proposed for east Ottawa, as a potential recipient of York's waste.

"Ottawa and the Eastern Ontario Region currently have sufficient landfill capacity to meet local long term waste disposal requirements, but other areas such as the GTA and surrounding regions have a real need for additional residual waste disposal. Are they looking at Ottawa to dump their trash?" the news release reads.

The report describes York Region's position "against more landfills in their jurisdiction, while suggesting other regions could absorb their waste instead."

It also points out at meeting of the city's environment committee in April to discuss and approve staff comments on the final environmental assessment prepared by Taggart-Miller for their proposed Ottawa landfill."The York Region waste manager attended this meeting and provided his support for Miller and their CRRRC landfill project.

"Given the current waste problem in York Region, and the report cited above, it would appear they may have a vested interest in seeing the Taggart Miller Landfill in Ottawa move forward."



"Given the current waste problem in York Region, and the report cited above, it would appear they may have a vested interest in seeing the Taggart Miller Landfill in Ottawa move forward."

–York Region Waste Manager

# Peel Region

Another outstanding waste management strategy

Peel Region  
Official Plan Review

Discussion Paper



## Integrated Waste Management

Region of Peel  
Working for you

- 6.4.2.7 Develop specifications where practical for all Regionally funded projects to incorporate materials from waste diversion programs where viable to help create stable, sustainable markets for materials from Regional diversion programs.
- 6.4.2.8 Direct the area municipalities to require developers and contractors to incorporate materials from waste diversion programs into construction projects where practical.

#### Energy from Waste

- 6.4.2.9 Recognize energy from waste facilities and other technologies as an option for the disposal of residual waste generated within Peel Region.
- 6.4.2.10 Ensure all potential resources are recovered from the waste stream such as energy from the residual waste stream after recycling and composting, and prior to final disposal.
- 6.4.2.11 Monitor and evaluate technology developments and consider options for recovering energy from waste on an on-going basis.
- 6.4.2.12 Request the provincial government to link waste management and energy policies more closely to ensure that the maximum resources are extracted from all municipal waste prior to final disposal.

#### Industrial, Commercial & Institutional Waste and Construction & Demolition Waste

- 6.4.2.13 Direct the area municipalities to use their authority to issue planning approvals as a means to require materials generated at construction and demolition sites to be diverted and reused.
- 6.4.2.14 Develop procurement specifications where practical for all new construction and demolition projects which the Region funds to maximize diversion and reuse requirements and encourage the reuse of construction materials through economic and other incentives.
- 6.4.2.15 Encourage the area municipalities to adopt procurement specifications for maximizing diversion and reuse of construction and demolition waste for all new construction and demolition projects which the area municipalities fund. Economic and other incentives should be considered to encourage high reuse of construction and demolition waste.

#### Intensification

- 6.4.2.16 Consider economic and other incentives for all multi-residential buildings to encourage waste diversion.

#### Partnerships and Collaboration

- 6.4.2.17 When exploring the development of new waste management infrastructure, ensure all efforts are made to consider potential partnerships with neighbouring

municipalities and private industry. The partnership can involve a contribution of land, capital, or a commitment to tonnage which will improve the economics of a new facility.

#### Maintaining Existing and Closed Landfill Sites

- 6.4.2.18 Recognize the Caledon landfill site, as shown on Figure 10 of the Appendix, as the only active landfill site in Peel Region. The establishment and operation of a new landfill site at another location is discouraged and will require a Regional Official Plan Amendment.
- 6.4.2.19 Review any proposal to establish and operate a new landfill site in Peel for consistency with the objectives and policies in this Plan and the area municipal official plans.
- 6.4.2.20 Maintain the operating landfill site in a manner which protects the environment, public health and adjacent land uses.
- 6.4.2.21 View the use of land for landfill during the operational life of the site as an interim land use, until such time as the land is deemed by Regional Council to be suitable for other uses.
- 6.4.2.22 Review proposed development in proximity to the Caledon landfill site for consistency with the objectives and policies in this Plan, the Town of Caledon Official Plan, the Niagara Escarpment Plan and the Ministry of the Environment guidelines.
- 6.4.2.23 Carefully manage those closed landfill sites which the Region owns and rehabilitate them to appropriate uses, determined jointly with the area municipalities.”
66. Chapter 7, Section 7.2.2.3 is amended by adding the following after the first sentence:  
“The boundaries of the Core Areas of the Greenlands System shown on Schedule A are intended to be general in nature. More detailed mapping of the Core Areas of the Greenlands System will be determined on a site specific basis through studies, as may be required through the planning approval process, in consultation with relevant agencies. Due to the general nature of the Core Areas boundaries on Schedule A, an amendment to the Plan is not required for minor boundary adjustments to the Core Areas of the Greenlands System as determined through required studies.”
67. Chapter 7, Section 7.6.2.10 is amended by deleting it and replacing it with the following:  
“Work collaboratively with the area municipalities, conservation authorities, neighbouring municipalities, other government agencies, stakeholders and the public to review the Region’s natural heritage systems policy framework; identify policy gaps; and develop a Regional Greenlands Strategy outlining tools, actions and resources to address future natural heritage systems planning needs in the Region, including:

Each year, for example, Peel Region trucks most of its 100,000 tonnes of waste to the Twin Creeks landfill owned by Waste Management Canada in Warwick. After a decade of local opposition, that site expanded in 2009 to be able take up to 750,000 tonnes of waste a year.

Mayor Todd Case says Warwick fought the expansion on two fronts: First, that it was in the wrong place at the wrong time for the wrong reasons; and, to get the best deal it could if the expansion went through.

In talks with the province, Case says, “I said it every day: ‘Why should the smaller municipalities take responsibility for a larger municipality’s lack of planning in dealing with its waste?’

“We tried everything in the book and everything outside the book we could find,” he says.

While he doesn’t relish more trash, Case says less garbage is coming in than the landfill can take.

“If I were an Oxford County politician, I’d be asking, ‘Why would you build another landfill when there’s capacity at other landfills?’ ”

- “It’s this whole issue that Southwestern Ontario doesn’t have a strong voice in Toronto — whether it’s the imposition of turbines or landfills, they’re eunuchs.” says Sarnia Mayor Mike Bradley, whose career in politics dovetails the decades that Toronto garbage has haunted the region.
- Whether it’s Toronto industrial garbage showing up near Ingersoll, toxic waste from across North America in Brigden, where Clean Harbors incinerates and landfills the stuff, or Ontario Power Generation’s proposal to bury its nuclear waste in a shaft near Kincardine, deeper than the CN Tower is tall, it’s all a provincial issue with huge regional implications, Bradley argues. “I struggle with why we accept responsibility for other people’s waste,” he said. “When we do cradle-to-grave (disposal), others should do it too.”
- Municipalities, Bradley says, need to take control over their own waste.

We need to protect this...



From becoming this...



# This is not a GTA Solution

An Open Pit requires Rehabilitation not a residual waste solution

# What do we Want?

- Stop the theft of our future ability for planned growth
- A South Western Ontario Coalition of Municipalities and constituents voicing concern about the "Great 401 Garbage Chute"
- Stop the ongoing trend of SouthWestern region by Playing host to Ontario's landfill and refuse problem





## WHO Are We?

- OPAL –Oxford People Against the Mega Landfill
- We intend to stop a proposed Mega landfill at the headwater regions of the Thames near Ingersoll Ont.
- The proposal is presently a 200 acre proposal with option on all Carmeuse lands totalling 2800 acres
- They intend to dump 800,000 tons of GTA region waste yearly for this first 200 acre phase into Oxford County and effluents into the Thames watershed

# 200 or 2800 acres? of Carmeuse lands

Where are we in the process? We are still in the ToR  
(terms of reference) stage

-We have worked with all 4 local govt's and they are also  
on side and committed to stopping this landfill with all  
tools at their disposal County/Swoxford/Ingersoll/Zorra

-County Council has passed a motion to ban the  
importation of waste for the purpose of landfilling

-Due to the process, real defences that will stand up  
provincially or at OMB face serious headwinds.

-All actions to inhibit this corporate proposal will  
constitute targetting that industry, unless.....

# Oxford Sustainability plan

A plan to protect Oxford's chosen direction had to be built, a multifaceted plan for Oxford built by the people of Oxford.

- This plan originally was to become the defence which would protect Oxford from outside unwanted influences.
- It became clear that all defences had to predate any existing threats to avoid legal targetting issues
- Thus, any defence needed to be a proven ongoing multiyear program which our community has already shown a strong commitment to.

# Sustainability Plans are Not New

- -We've found a 50+ year Sustainability plan that all of "OUR" watershed communities share in, have literally jointly created, through extensive effort.
  - Our communities have paid for it through extensive infrastructure spending and improved best practices for close to a half century.
  - It is the very beginnings of the Upper Thames CA, the recognized need of all river communities to cooperate for survival.
- It deals with the health and safety of the river, its' problems and difficulties, the struggles between communities unwilling to spend for infrastructure in the early years.
- Since inception and ministry involvement in 1952, we have had a sustainability plan for the watershed. So commonplace, we often forget its' true purposes.

# Timeline

## Brief History

- 1935 Great Flood
- Recognized Needs of Watershed Communities Formation of Thames River Authority
  - *Inability* to enforce action plan on communities
  - Urgent need for sewage infrastructure, flood control and pipeline water replacement for larger centers downriver.
  - Involvement by the Ministry to study, enact and impliment
    - Early infrastructure 1950s being built
- Development of scientific Capacity Load limits for each region
  - 1960s/70s infrastructure being built
  - Development of enforcement and controls on industry
- 1975 Assimilative Capacity loading document with 25yr foresight on local growth projections and needs

# General Timeline Cont'd

- 25 yrs expires in 2000, new study not done automatically
  - Continued under modelling studies
- 2011 City of London wishes large revamping of river and expansions, recognizes need for new study, and the involvement of First Nations, is the impetus behind forcing the new “Clearwater Revival Document”
- A UTRCA venture with MOE support to become the new Assimilative Capacity Loading Document
- Project in the works is now evolving into all encompassing document
  - Original board is established, within a few months sub committees are required of member councils of the watershed and various concerned stakeholders for input and various needs developments.

# How bad was it? The Thames was a polluted mess in 1952

1952 Thames River Report - Water Section / Chapter 3 - page 50  
2. Urban Pollution

Urban pollution includes the domestic sewage of all the large municipalities on the Upper Thames, including London, Woodstock, Ingersoll, Stratford, St. Marys, Mitchell, and from smaller centres such as Thorndale and Embro, together with wastes from commercial and industrial institutions in the urban areas, whether or not they are tied into any existing sewage facilities.

At the time of the survey (summer 1950) no municipality on the Upper Thames Watershed possessed adequate sewage disposal facilities. The cities of London, Woodstock, Stratford and Ingersoll all operate disposal plants, but in every case the facilities were overloaded, in need of repair or by-passed in some degree.

# How polluted was the river? 1957

## Ont water resources commission, now part of MOE

- Ont. gov't had already studied and identified inadequate municipal fresh water supply studies in the Upper Thames basin
  - they were already involved in the first pipelines for water replacement due to identified unsafe supplies
- were involved in waste and pollution problems in the basin
  - launched extensive sewage treatment plant constructions
- began the first river assimilative capacity loading studies and made first steps in reversing their polluted river status
  - not all water mgmt problems could be resolved spawning in 1972 a MOE/MNR detailed study



# First Hand Oxford History

-How polluted was it?.....How bad was it really? How soon we forget.

1978 -I regularly went for a coffee with two elderly gentlemen. They shared of early 1900's swimming in the river near Putnam. They quit after coming out with six feet of pig intestines wrapped around them. There was a hog slaughterhouse upriver in Ingersoll, which killed, gutted and hung hogs from an overhead chain line above the river. May explain the giant pike stories as well.

-1969 Beachville Nielson plant, drained globs of milk fats and remnants right to the river, we watched the carp sucking at them.

-In 1952 first gov't study launched due to serious pollution concerns.

-Early 60's children made aware not to enter the river or stagnant ponds.  
Polio vaccines entered the school systems.

- Our years in Ingersoll high school (early 70's), were the last years in Oxford where we still had friends fighting the polio was experience.

# What is Capacity Loading?

-Essentially Capacity Loading is everything that can be loaded up to a tipping point of subject damage, its everything it can handle.

-In the case of the Thames, it is the load all river communities collectively put on the river system from all aspects of life.

-Many people are unaware that the Thames river from source to London is too small to handle existing effluents, and is the cause of water replacement pipelines needed to be built.

-Although Fanshawe, Wildwood and Pittock dams have been built for flood control purposes, an often unpublicized reason is to augment minimum water flows during summer months to safely flush existing effluents away. When Pittock dam is let out during low water the “Thames” South branch is little more than a creek, and within a ½ mile is Woodstock’s sewage treatment plant contribution of close to the same size.

# What is assimilative Capacity loading?

Assimilative Capacity Loading is an engineering term used to describe, just how many effluents, how many shared functions, the wishes and needs and future growth of all river communities, and other uses a river system can handle while staying just below a chosen level of pollutants.

- Many factors are involved in the calculations and each section of river is different in its' ability
- total "acceptable" pollutants and effluents balanced with total flow rates,
  - inclusive of planned for, future industrial and residential growth of watershed communities
- combine the effects of agriculture, water usage and recreation along with all other uses
- Presently our Thames watershed only achieves a "D" rating on UTRCA report cards, while we have spent multi millions of dollars and employed many more best practices.
- We simply cannot afford more unplanned for effluent derived from the GTA or anywhere outside the watershed.

# 1975 -MOE/MNR release joint Thames River Basin Report.

- initiated by growing concerns and problems related to water quality, and authority inability to achieve cooperative results.
- 25 yr forward looking document was created to accommodate anticipated watershed growth, from residential, commercial and industrial sources residentially,commercially and industrially. Problems anticipated from increased population growth and economic development were identified
  - growth projections were factored into capacity loading
  - implementing of minimum augmented flows from dams to meet capacity loading guidelines.
  - extensive study of water resource problems by UTRCA
  - to develop realistic shared targets for mgmt of the basin water resources beneath the capacity load limit while maintaining efficient flood and erosion and flow control

# Landfills create leachate, Effluents will be discharged to our watershed

Our County and townships recognizing the danger have implemented a  
-new “hauled liquid waste policy”  
-and have updated the Sewer usage bylaws. Both together prohibit County  
treatment of leachate from private landfills

This action forces the proponent to build their own facility governed by MOE  
regulations ...however

-The initial 200 acre phase will produce the leachate and effluent equalling  
over 10 times what the Oxford County landfill produces

-This initial stage of the Mega landfill and sheer quantity of effluent will  
produce is more than our river and watershed can handle, thus affecting our  
ability to grow.

-Options on the remaining 2600 acres of Carmeuse lands will render our  
river and region into a sacrificial zone for the GTA regional waste and solely  
for the benefit of one private industry at all our expense

# Closing the Loop

- Identify all avenues of leachate handling
  - -Hauled liquid waste to county facilities is stopped
  - -Sewer use bylaw changed to prevent private leachate
- -Prove the river cannot handle effluents of this magnitude. Prove the river was at its tipping point. Prove all communities sacrificed and shared in its recovery. Prove growth above planned growth is not part of Ass. Cap Loading and uncalculated for effluents pose a threat to future regional growth in agriculture and all aspects of urban development.

# What cost to stay below the polluted tipping point?

- All studies of all inter related activities in the watershed
  - pipelines for inadequate supplies of fresh water
  - complete sewage treatment plants infrastructure
  - better practices achieving stream compatible effluents
- separation of storm and sanitary sewers to eliminate bypasses
- building of dams for both flood control and flow augmentation
  - stream channel construction
- best practices in rural /agricultural manure, fertilization, tillage, animal access to waterway and stream bank fortification

## Future Requirements requiring lower loads

- Present developing recommendations from current Thames river Clear Water Revival program
- Needed adjustments to curtail algae blooms in Great Lakes to protect both Ontario and international drinking water supplies.
- New chemicals in the last 50 years that are currently untested for and remain an unchecked threat

# The Ask of Council?

- 1) As the Minister of the Environment has clearly indicated he will turn the landfill proposal down if it is proven unsafe:
- Except for slide 4 the terms health and safety are absent, and yet Capacity loading is that line, we need this line identified as such
- Our collective communities share and compromise to allow for most growth under the assimilative model but not all growth
- We collectively have cities in the watershed on water replacement pipeline and yet others who are not, we are beyond the safe line for all
- We have collectively shared and paid for all infrastructure to be able to achieve best practices and still only achieve a D rating on river reports.

It is common practice in the waste industry to enter a region and apply for sewage treatment capacity as if they were part of locally planned industry. Assimilative Capacity Loading accommodates for Regionally shared Commercial and Industrial Growth. It accommodates for effluents created by that growth, but does not include effluents derived from imported waste from other regions.

- Unplanned for leachate or effluent derived from 800,000 tons of waste per year of GTA & regional waste from outside the watershed is not calculated in the Thames watershed capacity load planning. And will affect our ability to grow.

We ask that council aid and assist in promoting this message and helping to close the door on effluent derived from imported waste.



# What else needs to be done?

- Watershed Communities Need to come together and bring accountability to:
- Municipal UTRCA reps need to develop common voice to challenge and change policy to protect our communities from effluents derived from imported waste sources
- Become involved in ClearWater and like projects, ensuring health and safety limits are clearly identified
- revitalize enforcement authorities
- Partner with our First Nation community and their conservation initiatives.



# The Scorecard

The Lake!





October 2012

# SOUTHWESTERN LANDFILL PROPOSAL ENVIRONMENTAL ASSESSMENT

## Groundwater/Surface Water Assessment Work Plan

**Submitted to:**  
Mr. Joe Lyng  
Walker Industries  
160 Carnegie Street  
Ingersoll, Ontario  
N5C 4A8

**Report Number:** 12-1152-0143-R01

**Distribution:**  
2 Copies - Walker Environmental Group  
2 Copies - Golder Associates Ltd.

REPORT



Suite 200  
Cambridge, ON N1T 1J5  
[www.hdrinc.com](http://www.hdrinc.com)



ED  
IES

Walker Environmental Group

Southwestern Landfill Proposal  
Environmental Assessment

Groundwater/Surface Water  
Assessment Work Plan

Draft for Discussion  
December 2012 / 9811AF



**MHBC**  
PLANNING  
URBAN DESIGN  
& LANDSCAPE  
ARCHITECTURE

m

We need to protect  
this...



From becoming  
this...



**LAW OFFICE OF  
ROMAN B. WOLYNIUK  
BARRISTERS, SOLICITORS, NOTARIES**

---

ROMAN B. WOLYNIUK, B.A. (Hons.), L.L.B.  
MARGO L. WARREN, L.L.B.  
BARBARA J. STOREY, B.Sc (Hons.), L.L.B.

19 Riddell Street  
Woodstock, Ontario  
N4S 6L9  
Telephone 519-539-7431  
Fax 519-539-4975

November 5, 2015

VIA FAX: 519-485-3543

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

Attention: Kale Brown

Dear Sir:

**RE: 1934641 ONTARIO INC. PURCHASE OF VICTORY MEMORIAL PUBLIC SCHOOL**

We act as solicitors for 1934641 Ontario Inc. and its principal Amer Cengic, who is purchasing the Victory Memorial Public School on November 12, 2015.

Further to discussions between your office and Mr. Cengic, we would like to formally request from the Town of Ingersoll that the cannons located on the school property be able to remain in their present location following our client's purchase of the school property. Our client feels that the preservation of the cannons is important from a historical and heritage perspective and he intends to have the cannons incorporated into the redevelopment of the property.

We are writing to request that a lease agreement be prepared for signing by the Town and our client, to allow the cannons to remain in their present location, but remain the property of the Town of Ingersoll.

We look forward to hearing from you.

Yours truly,  
ROMAN B. WOLYNIUK LAW OFFICE  
Per:



Margo L. Warren

mw

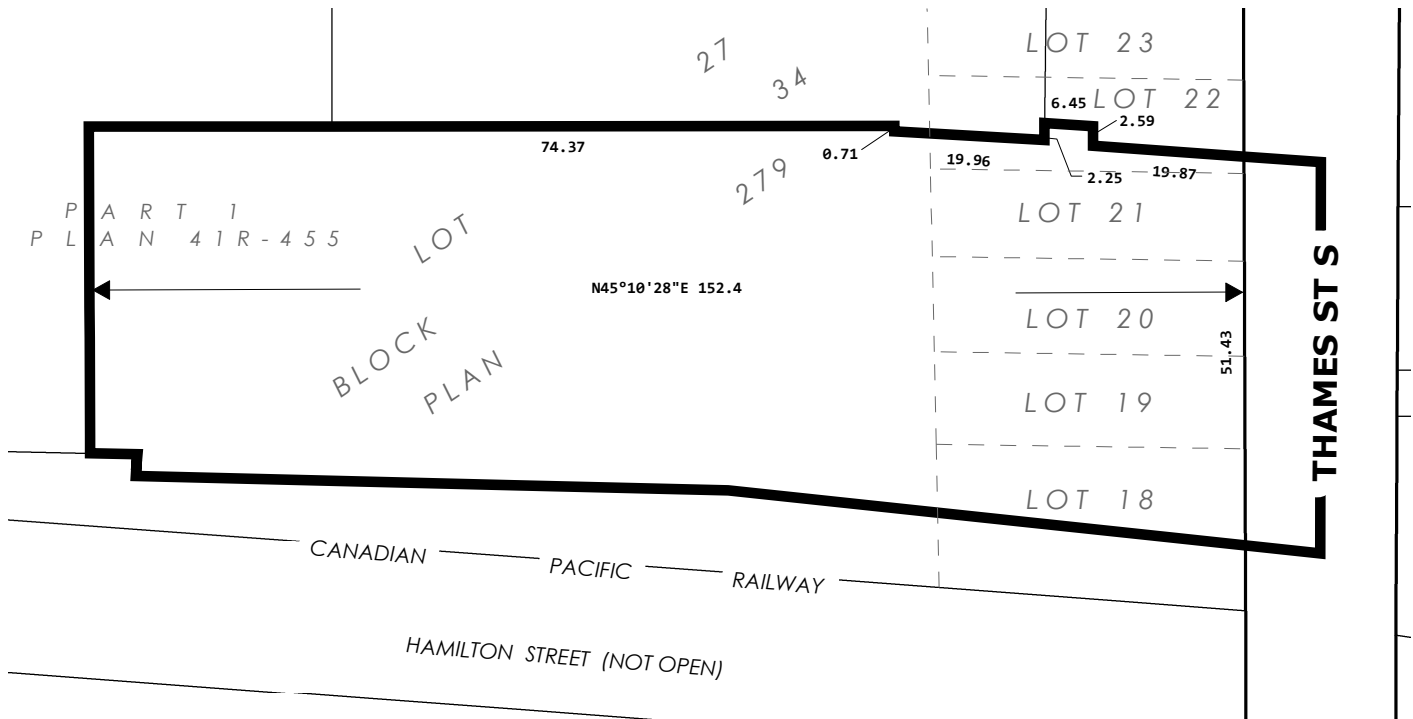


# SCHEDULE "A"

TO BY-LAW No. 15-4844

LOTS 19, 20, 21 AND PT LOTS 18, 22 AND 127,  
BLOCK 34, PLAN 279  
PART OF PART 1, REFERENCE PLAN 41R-455

TOWN OF INGERSOLL



 AREA OF ZONE CHANGE TO CC-9(T)

NOTE: ALL DIMENSIONS IN METRES

THIS IS SCHEDULE "A"

TO BY-LAW No. 15-4844, PASSED

THE 9th DAY OF November, 2015

\_\_\_\_\_  
MAYOR

\_\_\_\_\_  
CLERK





**Corporation of the Town of Ingersoll  
By-Law 15-4845**

---

**A by-law to authorize the execution of a Loan Agreement between the Town and property owners participating in the Façade/Signage Revitalization Loan (Dawna Peat, Target Zone, 109 Thames St. S)**

**WHEREAS** the Town wishes to enter into a Loan agreement with the Dawna Peat, for Target Zone at 109 Thames St. S., Ingersoll, Ontario, for the Façade/Signage Revitalization Program Funding;

**AND WHEREAS** the parties acknowledge the mutual advantage of the Revitalization Program;

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

- 1) That the Mayor and the Clerk are hereby authorized to execute a Loan agreement between:  
  
Dawna Peat, for Target Zone at 109 Thames St. S and the Town of Ingersoll, in the amount of \$3,000.00 and to affix the seal of the Corporation of the Town of Ingersoll hereto.
- 2) That a copy of the said agreements shall be annexed in substantially the same form, to this by-law.

**READ** a first and second time in Open Council this 9<sup>th</sup> day of November 2015.

**READ** a third time in Open Council and passed this 9<sup>th</sup> day of March 2015.

**THE CORPORATION OF THE TOWN OF INGERSOLL**

\_\_\_\_\_  
**Edward (Ted) Comiskey, Mayor**

\_\_\_\_\_  
**Michael Graves, Clerk**

## LOAN AGREEMENT

This loan agreement made this            day of            , 2015.

### BETWEEN:

The Corporation of the Town of Ingersoll (the "TOWN")

### AND

Dawna Peat (the "OWNER")

**WHEREAS** the Owner has applied to the TOWN for a Façade Revitalization Loan for eligible exterior improvements to the property located at 109 Thames Street South, Ingersoll, (the "PROPERTY") and the TOWN has agreed to make such a loan under By-Law 15-4845.

**AND WHEREAS** the Owner will be making improvements to the PROPERTY including the OWNER's approved matching-share improvements; and eligible exterior improvement.

### LOAN AND REPAYMENT

**IN CONSIDERATION** of the TOWN making this loan to the OWNER, the OWNER and the TOWN hereby agree:

1. The TOWN will lend (with funds payable to the OWNER and the Owner's Contractors) and the Owner will repay in accordance with the Repayment Plan as described below:
2. Amount Borrowed: **\$3,000.00**
3. Interest Rate: **0%**
4. Term: **4 years** See Schedule "A" affixed hereto
5. Repayment Terms: On the annual anniversary date of the loan the OWNER agrees to repay the TOWN an amount equal to twenty five percent (25%) of the amount borrowed.
6. Forgiveness / Grant: If the OWNER(s) is not in default at the time of the final payment, the final payment will be forgiven.

### USE OF PROCEEDS

1. The OWNER will use all of the proceeds of the loan to pay for eligible exterior improvements as approved on the Property (but not the OWNERS portion) as indicated on the approved loan application and the approved application, both on file with the Director of Economic Development for the TOWN.

### MAINTENANCE AND DEFAULT OF MAINTENANCE

1. The OWNER agrees to maintain in good repair the improvements described herein and as indicated in the approved application. In the event that the OWNER fails to maintain in good repair the improvements (as determined by the BIA Board of Management or the Director of Economic Development) the TOWN may;

2. Serve on the OWNER a written Notice to Repair detailing the particulars of failure to maintain and the particulars of needs repairs; and,
3. Provide the OWNER not less than 30 days within which to effect such repairs.

#### **INDEBTEDNESS FULLY DUE AND PAYABLE**

1. The OWNER agrees that the entire amount owing to the TOWN shall be fully due and payable in the event that:
2. The OWNER sells transfers or otherwise disposes of the Property and the TOWN declines to approve the assumption of the loan by the new Owner;
3. The OWNER becomes bankrupt or insolvent;
4. The buildings on the PROPERTY is demolished;
5. The buildings on the PROPERTY are damaged by fire or otherwise and report of reconstruction is not commenced within 90 days;
6. The OWNER is in arrears on Realty Taxes or BIA levy with respect to the Property for more than 90 days;
7. The OWNER does not maintain the improvements as required in this Agreement, as determined by the BIA Board of Management or the Director of Economic Development;
8. The OWNER fails to pay for the eligible improvements or the approved OWNER's matching-share improvements and a Claim for Lien or other proceedings is commenced against the OWNER for payment of such claims;
9. Default occurs in payment required herein; and
10. Unauthorized alterations to the improvements are made.

#### **AMENDMENTS TO APPLICATION**

1. The approved application may be amended by the OWNER and the TOWN from time to time as they may agree.

#### **DEMAND UPON DEFAULT OF PAYMENT OR MAINTENANCE**

1. If any payment is not made as required or there is failure to comply with a Notice to Repair, the TOWN may, after 15 days default, demand payment in full of the entire amount owing as determined herein.

#### **NOTICES**

1. Any notice required to be given by either party to the other shall be deemed to be adequately given if:
  - a. In writing and signed by the party giving notice;
  - b. Served personally upon the other part or mailed by prepaid first class post (deemed delivered the 5<sup>th</sup> day after mailing to:



**Schedule "A"**

**LOAN AND REPAYMENT AMORTIZATION TABLE**

**The Owner:**

Dawna Pear  
109 Thames Street South  
Ingersoll, ON N5C 2T3

Façade Loan Amount Total: \$3,000.00

**Payments Due:**

1)	First Payment – November 9, 2016	\$750.00
2)	Second Payment – November 9, 2017	\$750.00
3)	Third Payment – November 9, 2018	\$750.00
4)	Fourth Payment – November 9, 2019	\$750.00



**Corporation of the Town of Ingersoll  
By-Law 15-4846**

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**Being a by-law to amend By-law 06-4327, being a by-law to provide for the governing and regulation of traffic and parking in the Town of Ingersoll**

**WHEREAS** Council adopted By-Law 06-4327 on the 16<sup>th</sup> day of October, 2006 for the governing and regulation of traffic and parking;

**AND WHEREAS** Council is desirous of amending the by-law;

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

1) **THAT** SCHEDULE "A" – NO PARKING AT ANY TIME be amended to include the following:

<b>Highway</b>	<b>Side(s)</b>	<b>From</b>	<b>To</b>
David Street	North	Harris Street	67m east of Harris Street
David Street	South	Harris Street	50m east of Harris Street
McMillan Court	South	12m east of Owen Street	153m east of Owen Street
McMillan Court	North	112m east of Owen Street	153m east of Owen Street
Winders Trail	North	41m west of Lewis Lane	85m west of Lewis Lane
Winders Trail	South	49m east of Moffatt Avenue	75m east of Moffatt Avenue

**READ** a first and second time in Open Council this 9<sup>th</sup> day of November, 2015.

**READ** a third time in Open Council and passed this 9<sup>th</sup> day of November, 2015.

---

**Edward (Ted) Comiskey, Mayor**

---

**Michael Graves, Clerk**



**Corporation of the Town of Ingersoll  
By-Law 15-4847**

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**A by-law to appoint a Deputy Division Registrar  
(Kelly Smith)**

**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 the 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 Council for the Town of Ingersoll deems it expedient to appoint an additional Deputy Division Registrar;

**NOW THEREFORE**, the Council of the Corporation of the Town of Ingersoll enacts the following:

1. **THAT** Kelly Smith, Records Coordinator/Administrative Assistant for the Town of Ingersoll is hereby appointed as a Deputy Division Registrar upon approval of the Registrar General;
2. **AND THAT** the said Kelly Smith shall hold office during the pleasure of Council and shall 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 Licences.
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 9<sup>th</sup> day of November, 2015.

**READ** a third time in Open Council and passed this 9<sup>th</sup> day of November, 2015.

---

**Edward (Ted) Comiskey, Mayor**

---

**Michael Graves, Clerk**



**Corporation of the Town of Ingersoll  
By-Law 15-4848**

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**A By-law to amend smoking by-law 10-4550**

**WHEREAS** it is deemed necessary and advisable to amend smoking by-law 10-4550.

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

1. That clause 1.11, being the definition of smoking be amended to include: "including e-cigarette or electronic cigarette" after the word product.
2. That clause 1.12 being the definition of walkway be amended to include at the end of the definition: "except where such sidewalk abuts any town facility that has been designated as non-smoking in clause 2.3 i) notwithstanding clause 3.1".
3. That clause 2.3 is replaced with:
  - i) No person shall smoke outdoors on any portion of property of the following Town facilities: Ingersoll District Memorial Arena, Victoria Park Community Centre, Town Centre, Fusion Youth Activity & Technology Centre and Public Washrooms.
  - ii) No person shall smoke outdoors within 9 meters of any facility entrance of the following Town facilities: Fire Hall, Police Station, and Public Works Department.
4. This by-law shall take effect at the date of passing.

**READ** a first and second time this 9<sup>th</sup> day of November, 2015.

**READ** a third time and finally passed this 9<sup>th</sup> day of November, 2015.

---

**Edward (Ted) Comiskey, Mayor**

---

**Michael Graves, Clerk**





**Corporation of the Town of Ingersoll  
By-Law 15-4849**

---

**A By-law to authorize the execution of an agreement between Her Majesty the Queen in Right of Ontario as represented by the Minister of Economic Development, Employment and Infrastructure and the Town of Ingersoll – Fusion Youth Centre**

**WHEREAS** the Corporation of the Town of Ingersoll – Fusion Youth Centre is desirous of entering into an agreement with Her Majesty the Queen in Right of Ontario as represented by the Minister of Economic Development, Employment and Infrastructure for the Youth Entrepreneurship Partnerships Program;

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

1. **THAT** the Chief Administrative Officer is hereby authorized and directed to execute the said agreement and the Clerk is directed to affix the corporate seal thereto;
2. **THAT** a copy of the said agreement, in substantially the same form, shall be attached 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 November, 2015.

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

---

**Edward (Ted) Comiskey, Mayor**

---

**Michael Graves, Clerk**

**THE AGREEMENT** effective as of the 1<sup>st</sup> day of May, 2015.

**B E T W E E N:**

**HER MAJESTY THE QUEEN IN RIGHT OF ONTARIO**  
as represented by the Minister of Economic Development, Employment and  
Infrastructure

(the "Province")

- and -

**Town of Ingersoll – Fusion Youth Centre**

(the "Recipient")

**BACKGROUND:**

The Province has established the the Youth Entrepreneurship Partnerships Program (the "Program") which is intended to support projects that provide educational and entrepreneurial opportunities for youth ages 12-29. The Program encourages unique, innovative and cooperative initiatives to promote a culture of entrepreneurship among Ontario youth. The Province will fund entrepreneurship initiatives that support knowledge transfer and capacity building within or across organizations offering youth entrepreneurship programs and services. The Program complements other entrepreneurial programs offered by the Government of Ontario by creating opportunities for the full diversity of the province's youth.

The Recipient has applied to the Province for funding under the Program to assist the Recipient in carrying out the project as more particularly described herein and the Province wishes to provide such funds on the terms and conditions contained herein.

**CONSIDERATION:**

In consideration of the mutual covenants and agreements contained herein and for other good and valuable consideration, the receipt and sufficiency of which are expressly acknowledged, the Parties agree as follows:

**ARTICLE 1**  
**INTERPRETATION AND DEFINITIONS**

**1.1 Interpretation.** For the purposes of interpretation:

- (a) words in the singular include the plural and vice-versa;
- (b) words in one gender include all genders;
- (c) the background and the headings do not form part of the Agreement; they are for reference only and shall not affect the interpretation of the Agreement;
- (d) any reference to dollars or currency shall be to Canadian dollars and currency; and
- (e) "include", "includes" and "including" shall not denote an exhaustive list.

1.2 **Definitions.** In the Agreement, the following terms shall have the following meanings:

**“Agreement”** means this agreement entered into between the Province and the Recipient and includes all of the schedules listed in section 28.1 and any amending agreement entered into pursuant to section 34.2.

**“BPSAA”** means the *Broader Public Sector Accountability Act, 2010* (Ontario), including any directives issued pursuant to that Act.

**“Budget”** means the budget attached to the Agreement as Schedule “B”.

**“Effective Date”** means the date set out at the top of the Agreement.

**“Eligible Expenditures”** means those expenditures directly attributable to the Project as more particularly described in Schedule “C” which are incurred by the Recipient after the Effective Date and prior to the Expiry Date.

**“Event of Default”** has the meaning ascribed to it in section 14.1.

**“Expiry Date”** has the meaning ascribed to in section 3.1.

**“Force Majeure”** has the meaning ascribed to it in Article 26.

**“Funds”** means the money the Province provides to the Recipient pursuant to the Agreement.

**“Indemnified Parties”** means her Majesty the Queen in right of Ontario, her ministers, agents, appointees and employees.

**“Maximum Funds”** means an amount up to \$36,000 (thirty six thousand dollars).

**“Notice”** means any communication given or required to be given pursuant to the Agreement.

**“Notice Period”** means the period of time within which the Recipient is required to remedy an Event of Default, and includes any such period or periods of time by which the Province considers it reasonable to extend that time.

**“Parties”** means the Province and the Recipient.

**“Party”** means either the Province or the Recipient.

**“Program”** means the Youth Entrepreneurship Partnerships Program and is more particularly described in the Background recitals to this Agreement.

**“Project”** means the undertaking described in Schedule “A”.

**“Reports”** means the reports described in Schedule “E”.

**“Timelines”** means the Project schedule set out in Schedule “A”.

**ARTICLE 2  
REPRESENTATIONS, WARRANTIES AND COVENANTS**

**2.1 General.** The Recipient represents, warrants and covenants that:

- (a) it is, and shall continue to be for the term of the Agreement, a validly existing legal entity with full power to fulfill its obligations under the Agreement;
- (b) it has, and shall continue to have for the term of the Agreement, the experience and expertise necessary to carry out the Project;
- (c) unless otherwise provided for in the Agreement, any information the Recipient provided to the Province in support of its request for funds (including information relating to any eligibility requirements) was true and complete at the time the Recipient provided it and shall continue to be true and complete for the term of the Agreement;
- (d) it shall comply with the terms and requirements of Schedule "I" - Communications Protocol; and
- (e) it is in compliance with all applicable federal and provincial laws and regulations and all municipal by-laws, and does not know of or have reasonable grounds to know of, any fact that could result in or give rise to non-compliance with any such laws, regulations or by-laws.

**2.2 Execution of Agreement.** The Recipient represents and warrants that:

- (a) it has the full power and authority to enter into the Agreement; and
- (b) it has taken all necessary actions to authorize the execution of the Agreement.

**2.3 Governance.** The Recipient represents, warrants and covenants that it has, and shall maintain, in writing, for the period during which the Agreement is in effect:

- (a) a code of conduct and ethical responsibilities for all persons at all levels of the Recipient's organization;
- (b) procedures to ensure the ongoing effective functioning of the Recipient;
- (c) decision-making mechanisms;
- (d) procedures to provide for the prudent and effective management of the Funds;
- (e) procedures to enable the successful completion of the Project;
- (f) procedures to enable the timely identification of risks to the completion of the Project and strategies to address the identified risks;
- (g) procedures to enable the preparation and delivery of all Reports required pursuant to Article 7; and
- (h) procedures to deal with such other matters as the Recipient considers necessary to ensure that the Recipient carries out its obligations under the Agreement.

- 2.4 **Supporting Documentation.** Upon request, the Recipient shall provide the Province with proof of the matters referred to in this Article 2.

### **ARTICLE 3 TERM OF THE AGREEMENT**

- 3.1 **Term.** The term of the Agreement shall commence on the Effective Date and shall expire on March 31, 2016 (the "Expiry Date") unless terminated earlier pursuant to Article 12, Article 13 or Article 14.

### **ARTICLE 4 FUNDS AND CARRYING OUT THE PROJECT**

- 4.1 **Funds Provided.** The Province shall:
- (a) provide the Recipient up to the Maximum Funds for the purpose of carrying out the Project;
  - (b) provide the Funds to the Recipient in accordance with the payment schedule attached to the Agreement as Schedule "D";
  - (c) deposit the Funds into an account designated by the Recipient provided that the account:
    - (i) resides at a Canadian financial institution; and
    - (ii) is in the name of the Recipient.
- 4.2 **Limitation on Payment of Funds.** Despite section 4.1:
- (a) the Province is not obligated to provide any Funds to the Recipient until the Recipient provides the insurance certificate or other proof as provided for in section 11.2;
  - (b) the Province is not obligated to provide instalments of Funds until it is satisfied with the progress of the Project;
  - (c) the Province is not obligated to provide instalments of Funds until it has received the Reports described in Schedule "E", as applicable, in a form and content acceptable to the Province;
  - (d) any disbursement of Funds to the Recipient shall be subject to applicable provisions of the Province's *Travel, Meal and Hospitality Expenses Directive*, as amended from time to time, and a summary of which is contained in Schedule "H" hereto;
  - (e) the Province may adjust the amount of Funds it provides to the Recipient in any Funding Year based upon the Province's assessment of the information provided by the Recipient pursuant to section 7.1; and
  - (f) if, pursuant to the provisions of the *Financial Administration Act* (Ontario), the Province does not receive the necessary appropriation from the Ontario Legislature for payment under the Agreement, the Province is not obligated to make any such payment, and, as a consequence, the Province may:

- (i) reduce the amount of the Funds and, in consultation with the Recipient, change the Project; or
- (ii) terminate the Agreement pursuant to section 13.1.

**4.3 Use of Funds and Project.** The Recipient shall:

- (a) carry out the Project:
  - (i) in accordance with the terms and conditions of the Agreement; and
  - (ii) in compliance with all federal and provincial laws and regulations, all municipal by-laws, and any other orders, rules and by-laws related to any aspect of the Project;
- (b) use the Funds only for the purpose of carrying out the Project; and
- (c) spend the Funds only on account of Eligible Expenditures and in accordance with the Budget.

**4.4 No Changes.** The Recipient shall not make any changes to the Project, the Timelines and/or the Budget without the prior written consent of the Province.

**4.5 Interest Bearing Account.** If the Province provides Funds to the Recipient prior to the Recipient's immediate need for the Funds, the Recipient shall place the Funds in an interest bearing account in the name of the Recipient at a Canadian financial institution.

**4.6 Interest.** If the Recipient earns any interest on the Funds:

- (a) the Province may deduct an amount equal to the interest from any further instalments of Funds; or
- (b) the Recipient shall pay an amount equal to the interest to the Province as directed by the Province.

**4.7 Maximum Funds.** The Recipient acknowledges that the Funds available to it pursuant to the Agreement shall not exceed the Maximum Funds.

**4.8 Rebates, Credits and Refunds.** The Recipient acknowledges that the amount of Funds available to it pursuant to the Agreement is based on the actual costs to the Recipient, less any costs (including taxes) for which the Recipient has received, will receive, or is eligible to receive, a rebate, credit or refund.

**4.9 Province's Role Limited to Providing Funds.** For greater clarity, the Province's role under the Agreement is limited to providing Funds to the Recipient for the purposes of the implementing the Project and the Province is not responsible for carrying out the Project.

**ARTICLE 5  
ACQUISITION OF GOODS AND SERVICES, AND DISPOSAL OF ASSETS**

**5.1 Acquisition.** Subject to section 32.1, if the Recipient acquires supplies, equipment or services with the Funds, it shall do so through a process that promotes the best value for money.

- 5.2 **Disposal.** The Recipient shall not, without the Province's prior written consent, sell, lease or otherwise dispose of any asset purchased with the Funds or for which Funds were provided, the cost of which exceeded \$2000 at the time of purchase

## **ARTICLE 6 CONFLICT OF INTEREST**

- 6.1 **No Conflict of Interest.** The Recipient shall carry out the Project and use the Funds without an actual, potential or perceived conflict of interest.
- 6.2 **Conflict of Interest Includes.** For the purposes of this Article, a conflict of interest includes any circumstances where:
- (a) the Recipient; or
  - (b) 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 and the use of the Funds.
- 6.3 **Disclosure to Province.** The Recipient shall:
- (a) disclose to the Province, without delay, any situation that a reasonable person would interpret as either an actual, potential or perceived conflict of interest; and
  - (b) comply with any terms and conditions that the Province may prescribe as a result of the disclosure.

## **ARTICLE 7 REPORTING, ACCOUNTING AND REVIEW**

- 7.1 **Preparation and Submission.** The Recipient shall:
- (a) submit to the Province at the address provided in section 18.1, all Reports in accordance with the timelines and content requirements set out in Schedule "E" or in a form as specified by the Province from time to time;
  - (b) submit to the Province at the address provided in section 18.1, any other reports as may be requested by the Province in accordance with the timelines and content requirements specified by the Province;
  - (c) ensure that all Reports and other reports are completed to the satisfaction of the Province; and
  - (d) ensure that all Reports and other reports are signed on behalf of the Recipient by an authorized signing officer.

- 7.2 **Record Maintenance.** The Recipient shall keep and maintain:
- (a) all financial records (including invoices) relating to the Funds or otherwise to the Project in a manner consistent with generally accepted accounting principles; and
  - (b) all non-financial documents and records relating to the Funds or otherwise to the Project.
- 7.3 **Inspection.** The Province, its authorized representatives or an independent auditor identified by the Province may, at its own expense, upon twenty-four hours' Notice to the Recipient and during normal business hours, enter upon the Recipient's premises to review the progress of the Project and the Recipient's expenditure of the Funds and, for these purposes, the Province, its authorized representatives or an independent auditor identified by the Province may:
- (a) inspect and copy the records and documents referred to in section 7.2; and
  - (b) conduct an audit or investigation of the Recipient in respect of the expenditure of the Funds and/or the Project.
- 7.4 **Disclosure.** To assist in respect of the rights set out in section 7.3, the Recipient shall disclose any information requested by the Province, its authorized representatives or an independent auditor identified by the Province, and shall do so in a form requested by the Province, its authorized representatives or an independent auditor identified by the Province, as the case may be.
- 7.5 **No Control of Records.** No provision of the Agreement shall be construed so as to give the Province any control whatsoever over the Recipient's records.
- 7.6 **Auditor General.** For greater certainty, the Province's rights under this Article are in addition to any rights provided to the Auditor General pursuant to section 9.1 of the *Auditor General Act* (Ontario).

## **ARTICLE 8 CREDIT**

- 8.1 **Acknowledge Support.** Unless otherwise directed by the Province, the Recipient shall, in a form approved by the Province, acknowledge the support of the Province in any publication of any kind, written or oral, relating to the Project.
- 8.2 **Publication.** The Recipient shall indicate, in any of its publications, of any kind, written or oral, relating to the Project, that the views expressed in the publication are the views of the Recipient and do not necessarily reflect those of the Province.

## **ARTICLE 9 FREEDOM OF INFORMATION AND PROTECTION OF PRIVACY**

- 9.1 **FIPPA.** The Recipient acknowledges that the Province is bound by the *Freedom of Information and Protection of Privacy Act* (Ontario) and that any information provided to the Province in connection with the Project or otherwise in connection with the Agreement may be subject to disclosure in accordance with that Act.



## **ARTICLE 10 INDEMNITY**

- 10.1 **Indemnification.** The Recipient hereby agrees to indemnify and hold harmless the Indemnified Parties 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 the Agreement, unless solely caused by the negligence or wilful misconduct of the Province.

## **ARTICLE 11 INSURANCE**

- 11.1 **Recipient's Insurance.** The Recipient represents and warrants that it has, and shall maintain for the term of the Agreement, at its own cost and expense, with insurers having a secure 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 two million dollars (\$2,000,000) per occurrence. The policy shall include the following:
- (a) the Indemnified Parties as additional insureds 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; and
  - (d) a 30 day written notice of cancellation, termination or material change.
- 11.2 **Proof of Insurance.** The Recipient shall provide the Province with certificates of insurance, or other proof as may be requested by the Province, that confirms the insurance coverage as provided for in section 11.1. Upon the request of the Province, the Recipient shall make available to the Province a copy of each insurance policy.

## **ARTICLE 12 TERMINATION ON NOTICE**

- 12.1 **Termination on Notice.** The Province may terminate the Agreement at any time upon giving at least 30 days Notice to the Recipient.
- 12.2 **Consequences of Termination on Notice by the Province.** If the Province terminates the Agreement pursuant to section 12.1, the Province may:
- (a) cancel all further instalments of Funds;
  - (b) demand the repayment of any Funds remaining in the possession or under the control of the Recipient; and/or
  - (c) determine the reasonable costs for the Recipient to wind down the Project, and:

- (i) permit the Recipient to offset the costs determined pursuant to section 12.2(c), against the amount owing pursuant to section 12.2(b); and/or
- (ii) subject to section 4.7, provide Funds to the Recipient to cover the costs determined pursuant to section 12.2(c).

**ARTICLE 13  
TERMINATION WHERE NO APPROPRIATION**

- 13.1 **Termination Where No Appropriation.** If, as provided for in section 4.2(f), the Province does not receive the necessary appropriation from the Ontario Legislature for any payment the Province is to make pursuant to the Agreement, the Province may terminate the Agreement immediately by giving Notice to the Recipient.
- 13.2 **Consequences of Termination Where No Appropriation.** If the Province terminates the Agreement pursuant to section 13.1, the Province may:
- (a) cancel all further instalments of Funds;
  - (b) demand the repayment of any Funds remaining in the possession or under the control of the Recipient; and/or
  - (c) determine the reasonable costs for the Recipient to wind down the Project and permit the Recipient to offset such costs against the amount owing pursuant to section 13.2(b).
- 13.3 **No Additional Funds.** For purposes of clarity, if the costs determined pursuant to section 13.2(c) exceed the Funds remaining in the possession or under the control of the Recipient, the Province shall not provide additional Funds to the Recipient.

**ARTICLE 14  
EVENT OF DEFAULT, CORRECTIVE ACTION AND TERMINATION FOR DEFAULT**

- 14.1 **Events of Default.** Each of the following events shall constitute an Event of Default:
- (a) in the opinion of the Province, the Recipient breaches any representation, warranty, covenant or other material term of the Agreement, including failing to do any of the following in accordance with the terms and conditions of the Agreement:
    - (i) carry out the Project;
    - (ii) use or spend Funds; and/or
    - (iii) provide, in accordance with section 7.1, Reports or such other reports as may have been requested pursuant to section 7.1(b);
  - (b) the Recipient's operations, or its organizational structure, changes such that it no longer meets one or more of the applicable eligibility requirements of the Program under which the Province provides the Funds;
  - (c) 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;

- (d) the Recipient ceases to operate; and
- (e) an event of Force Majeure that continues for a period of 60 days or more.

**14.2 Consequences of Events of Default and Corrective Action.** If an Event of Default occurs, the Province may, at any time, take one or more of the following actions:

- (a) initiate any action the Province considers necessary in order to facilitate the successful continuation or completion of the Project;
- (b) provide the Recipient with an opportunity to remedy the Event of Default;
- (c) suspend the payment of Funds for such period as the Province determines appropriate;
- (d) reduce the amount of the Funds;
- (e) cancel all further instalments of Funds;
- (f) demand the repayment of any Funds remaining in the possession or under the control of the Recipient;
- (g) demand the repayment of an amount equal to any Funds the Recipient used, but did not use in accordance with the Agreement;
- (h) demand the repayment of an amount equal to any Funds the Province provided to the Recipient; and/or
- (i) terminate the Agreement at any time, including immediately, upon giving Notice to the Recipient.

**14.3 Opportunity to Remedy.** If, in accordance with section 14.2(b), the Province provides the Recipient with an opportunity to remedy the Event of Default, the Province shall provide Notice to the Recipient of:

- (a) the particulars of the Event of Default; and
- (b) the Notice Period.

**14.4 Recipient not Remediating.** If the Province has provided the Recipient with an opportunity to remedy the Event of Default pursuant to section 14.2(b), and:

- (a) the Recipient does not remedy the Event of Default within the Notice Period;
- (b) it becomes apparent to the Province that the Recipient cannot completely remedy the Event of Default within the Notice Period; or
- (c) the Recipient is not proceeding to remedy the Event of Default in a way that is satisfactory to the Province,

the Province may extend the Notice Period, or initiate any one or more of the actions provided for in sections 14.2(a), (c), (d), (e), (f), (g), (h) and (i).

- 14.5 **When Termination Effective.** Termination under this Article shall take effect as set out in the Notice.

**ARTICLE 15  
FUNDS AT THE END OF A FUNDING YEAR**

- 15.1 **Funds at the End of a Funding Year.** Without limiting any rights of the Province under Article 14, if the Recipient has not spent all of the Funds allocated for the Funding Year as provided for in the Budget, the Province may:
- (a) demand the return of the unspent Funds; or
  - (b) adjust the amount of any further instalments of Funds accordingly.

**ARTICLE 16  
FUNDS UPON EXPIRY**

- 16.1 **Funds Upon Expiry.** The Recipient shall, upon expiry of the Agreement, return to the Province any Funds remaining in its possession or under its control.

**ARTICLE 17  
REPAYMENT**

- 17.1 **Debt Due. If:**
- (a) the Province demands the payment of any Funds or any other money from the Recipient; or
  - (b) the Recipient owes any Funds or any other money to the Province, whether or not their return or repayment has been demanded by the Province, such Funds or other money shall be deemed to be a debt due and owing to the Province by the Recipient, and the Recipient shall pay or return the amount to the Province immediately, unless the Province directs otherwise.
- 17.2 **Interest Rate.** The Province may charge the Recipient interest on any money owing by the Recipient at the then current interest rate charged by the Province of Ontario on accounts receivable.
- 17.3 **Payment of Money to Province.** The Recipient shall pay any money owing to the Province by cheque payable to the "Ontario Minister of Finance" and mailed to the Province at the address provided in section 18.1.

**ARTICLE 18  
NOTICE**

- 18.1 **Notice in Writing and Addressed.** Notice shall be in writing and shall be delivered by email, postage-prepaid mail, personal delivery or fax, and shall be addressed to the Province and the Recipient respectively as set out below, or as either Party later designates to the other by Notice:

**To the Province:**

**To the Recipient:**

The Ministry of Economic Development,  
Employment and Infrastructure  
56 Wellesley Street West  
5<sup>th</sup> Floor  
Toronto, ON M7A 2E7

Attention:

Lyn Doering  
Manager, Youth Partnerships  
Tel: (416) 212-0549  
Email: Lyn.Doering@ontario.ca

Fusion Youth Activity and Technology  
Centre - Town of Ingersoll  
121 Thames Street North

Ingersoll, ON N5C 3C9

Attention:

Jason Smith  
Manager  
Tel: (519) 485-4386 Ext 21  
Email: Jsmith@ingersoll.ca

**18.2 Notice Given.** Notice shall be deemed to have been received:

- (a) in the case of postage-prepaid mail, seven days after a Party mails the Notice; or
- (b) in the case of email, personal delivery or fax, at the time the other Party receives the Notice.

**18.3 Postal Disruption.** Despite section 18.2(a), in the event of a postal disruption:

- (a) Notice by postage-prepaid mail shall not be deemed to be received; and
- (b) the Party giving Notice shall provide Notice by email, personal delivery or by fax.

#### **ARTICLE 19 CONSENT BY PROVINCE**

**19.1 Consent.** The Province may impose any terms and/or conditions on any consent the Province may grant pursuant to the Agreement.

#### **ARTICLE 20 SEVERABILITY OF PROVISIONS**

**20.1 Invalidity or Unenforceability of Any Provision.** The invalidity or unenforceability of any provision of the Agreement shall not affect the validity or enforceability of any other provision of the Agreement. Any invalid or unenforceable provision shall be deemed to be severed.

#### **ARTICLE 21 WAIVER**

**21.1 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 in Article 18. Any waiver must refer to a specific failure to comply and shall not have the effect of waiving any subsequent failures to comply.

#### **ARTICLE 22 INDEPENDENT PARTIES**

**22.1 Parties Independent.** The Recipient acknowledges that it is not an agent, joint venturer, partner or employee of the Province, and the Recipient shall not take any actions that could establish or imply such a relationship.

**ARTICLE 23  
ASSIGNMENT OF AGREEMENT OR FUNDS**

- 23.1 **No Assignment.** The Recipient shall not assign any part of the Agreement or the Funds without the prior written consent of the Province.
- 23.2 **Agreement to Extend.** All rights and obligations contained in the Agreement shall extend to and be binding on the Parties' respective heirs, executors, administrators, successors and permitted assigns.

**ARTICLE 24  
GOVERNING LAW**

- 24.1 **Governing Law.** The 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 arising in connection with the Agreement shall be conducted in Ontario.

**ARTICLE 25  
FURTHER ASSURANCES**

- 25.1 **Agreement into Effect.** The Recipient shall do or cause to be done all acts or things necessary to implement and carry into effect the terms and conditions of the Agreement to their full extent.

**ARTICLE 26  
CIRCUMSTANCES BEYOND THE CONTROL OF EITHER PARTY**

- 26.1 **Force Majeure Means.** Subject to section 26.3, Force Majeure means an event that:
- (a) is beyond the reasonable control of a Party; and
  - (b) makes a Party's performance of its obligations under the Agreement impossible, or so impracticable as reasonably to be considered impossible in the circumstances.
- 26.2 **Force Majeure Includes.** Force Majeure includes:
- (a) infectious diseases, war, riots and civil disorder;
  - (b) storm, flood, earthquake and other severely adverse weather conditions;
  - (c) lawful act by a public authority; and
  - (d) strikes, lockouts and other labour actions,
- if such events meet the test set out in section 26.1.
- 26.3 **Force Majeure Shall Not Include.** Force Majeure shall not include:
- (a) any event that is caused by the negligence or intentional action of a Party or such Party's agents or employees; or

- (b) any event that a diligent Party could reasonably have been expected to:
  - (i) take into account at the time of the execution of the Agreement; and
  - (ii) avoid or overcome in the carrying out of its obligations under the Agreement.

26.4 **Failure to Fulfil Obligations.** Subject to section 14.1(e), the failure of either Party to fulfil any of its obligations under the Agreement shall not be considered to be a breach of, or Event of Default under, the Agreement to the extent that such failure to fulfill the obligation arose from an event of Force Majeure, if the Party affected by such an event has taken all reasonable precautions, due care and reasonable alternative measures, all with the objective of carrying out the terms and conditions of the Agreement.

#### **ARTICLE 27 SURVIVAL**

27.1 **Survival.** The provisions in Article 1, any other applicable definitions, sections 4.6(b), 5.2, 7.1 (to the extent that the Recipient has not provided the Reports or other reports as may be requested by the Province to the satisfaction of the Province), 7.2, 7.3, 7.4, 7.5, 7.6, Articles 8 and 10, sections 12.2, 13.2, 13.3, 14.1, 14.2(d), (e), (f), (g) and (h), Articles 16, 17, 18, 20, 24, 27, 28, 30, 31 and 34, and all applicable cross-referenced provisions and schedules shall continue in full force and effect for a period of seven years from the date of expiry or termination of the Agreement.

#### **ARTICLE 28 SCHEDULES**

28.1 **Schedules.** The Agreement includes the following schedules:

- (a) Schedule "A" – Project Description, Milestones and Timelines
- (b) Schedule "B" - Budget
- (c) Schedule "C" – Eligible and Ineligible Expenditures
- (d) Schedule "D" – Payment Schedule
- (e) Schedule "E" – Report
- (f) Schedule "F" – Request for Disbursement Form
- (g) Schedule "G" – Financial Certificate
- (h) Schedule "H" – Summary of *Travel, Meal and Hospitality Expenses Directive*
- (i) Schedule "I" – Communications Protocol

#### **ARTICLE 29 COUNTERPARTS**

29.1 **Counterparts.** The 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

instrument.

**ARTICLE 30  
JOINT AND SEVERAL LIABILITY**

- 30.1 **Joint and Several Liability.** Where the Recipient is comprised of more than one entity, all such entities shall be jointly and severally liable to the Province for the fulfillment of the obligations of the Recipient under the Agreement.

**ARTICLE 31  
RIGHTS AND REMEDIES CUMULATIVE**

- 31.1 **Rights and Remedies Cumulative.** The rights and remedies of the Province under the Agreement are cumulative and are in addition to, and not in substitution for, any of its rights and remedies provided by law or in equity.

**ARTICLE 32  
BPSAA**

- 32.1 **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 the Agreement and the requirements of the BPSAA, the BPSAA shall prevail.

**ARTICLE 33  
FAILURE TO COMPLY WITH OTHER AGREEMENTS**

- 33.1 **Other Agreements.** If the Recipient:
- (a) has failed to comply (a "Failure") with any term, condition or obligation under any other agreement with Her Majesty the Queen in right of Ontario or a Crown agency;
  - (b) has been provided with notice of such Failure in accordance with the requirements of such other agreement;
  - (c) has, if applicable, failed to rectify such Failure in accordance with the requirements of such other agreement; and
  - (d) such Failure is continuing,

the Province may suspend the payment of Funds for such period as the Province determines appropriate.

**ARTICLE 34  
ENTIRE AGREEMENT**

- 34.1 **Entire Agreement.** The Agreement constitutes the entire agreement between the Parties with respect to the subject matter contained in the Agreement and supersedes all prior oral or written representations and agreements.
- 34.2 **Modification of Agreement.** The Agreement may only be amended by a written agreement duly executed by the Parties.



The Parties have executed the Agreement on the dates set out below.

**HER MAJESTY THE QUEEN IN RIGHT OF ONTARIO  
as represented by the Minister of Economic Development, Employment and  
Infrastructure**

\_\_\_\_\_  
Carrie Burd  
Director, Entrepreneurship Branch

\_\_\_\_\_  
Date

**Town of Ingersoll – Fusion Youth Centre**

By: \_\_\_\_\_

\_\_\_\_\_  
Date

William Tigert  
Chief Administrative Officer

I have authority to bind the Recipient.

## **SCHEDULE "A"**

### **PROJECT DESCRIPTION, MILESTONES AND TIMELINES**

#### **Project Description**

The Oxford County Youth Entrepreneurship Partnership Table (YEPT) will employ a collaborative approach to create a regional model for youth entrepreneurship service delivery that addresses gaps and provides a seamless model for client flow to ensure that youth are connected to the maximum amount of entrepreneurship resources available to them. All partners will adopt a sustainable, wrap around model to ensure that youth experience a client centric approach to youth entrepreneurship resources that will promote success and access to meaningful economic opportunities within their community. In order to ensure that the project meets the needs of the youth that the services aim to meet, the partnership will engage volunteer members from the Youth Business Advisory Committee. This committee is made up of several volunteers aged 15-29 who have an interest or experience with entrepreneurship in Oxford County.

#### **Milestones and Timelines**

The Recipient will carry out the activities set out below substantially in accordance with the timelines set out below:

**Project Start Date:** October 15, 2015.

**Project End Date:** March 31, 2016.

## Project Deliverables

Key Milestone	Activities	Start Date	End Date	Performance Indicator	Expected Results
Formalize and establish Youth Entrepreneurship Partnership Table (YEPT)	Invite additional members with an interest in the project, draft and approve terms of reference.	June 15, 2015.	July 3, 2015.	YEPT will have a total of 5-8 organizations represented at the table, approved terms of reference.	The YEPT will have Oxford County-wide and multi service representation ensuring that the needs of all youth and service providers and successfully met.
Select and hire project consultant	Establish scope of work, develop and approve RFP, select and hire consultant.	June 15, 2015.	July 3, 2015.	Approved RFP, minimum five proposals submitted, one accepted.	The YEPT will hire a consultant to complete tasks related to the project that require external perspective to remain objective.
Develop project workplan.	Communicate scope of work, agree on project timelines and deliverables, indicate stakeholders to be engaged, establish partner responsibilities.	July 3, 2015.	July 17, 2015.	All project deliverables and responsibilities communicated with partners.	All partners and stakeholders will have the opportunity to give the input necessary for the consultant to perform tasks successfully and to the satisfaction of stakeholders.
Draft model and report.	Engage stakeholders, collect data, complete draft report for YEPT.	July 17, 2015.	September 7, 2015.	150 stakeholder engaged, minimum 5 focus groups completed at 3 different locations in Oxford County.	Feedback from stakeholders representing various organizations, private/public sector, geographic locations and age are gathered to give a grass roots perspective of the youth entrepreneurial ecosystem in Oxford County, to ensure buy-in from all ecosystem stakeholders.

Beta test the model	Several organizations to beta test the model, gather feedback from service workers and clients, adjust the model as required.	September 7, 2015.	October 9, 2015.	The model will be beta tested with a minimum of 12 clients from at least 5 different organizations.	The YEPT will be able to identify any shortcomings from the model and adapt the model before it becomes implemented and marketed county-wide.
Implement the model of service into organizations county-wide	Adjust the model according to beta test, train front line staff, market the model to youth and other stake holders.	October 12, 2015.	December 18, 2015.	The model will be implemented by all YEPT members and youth entrepreneurship service providers in Oxford County.	Youth will have increased access to and awareness of youth entrepreneurship programs and services in Oxford County. Youth accessing programs will experience more seamless flow between service providers.
Establish network of Oxford Young Entrepreneurs	Generate list of young entrepreneurs operating in OC, create map and directory to be distributed through the county, provide opportunities for networking.	June 1, 2015.	September 30, 2015.	List of young entrepreneurs, 25,000 directories distributed locally, 2 networking opportunities facilitated, 25 organizations/businesses established as supporters of young entrepreneurs.	Young entrepreneurs will gain notoriety and support in the community. Young entrepreneurs will have access to networking opportunities that do not currently exist.
Share knowledge with stakeholders	Host networking and knowledge sharing event, distribute marketing and communication materials.	October 12, 2015.	December 18, 2015.	Networking event attended by 50 individuals representing 12 stakeholders/organizations.	This event will keep the YEPT accountable to stakeholders and promote support for the sustainability of youth entrepreneurship initiatives in OC. Sharing knowledge will ensure that stakeholders have an understanding of the new model to be implemented and community members will appreciate that their input has been put into action.

**Performance Measurement**

<b>Performance Indicator</b>	<b>Target for Project</b>	<b>Provide additional Details / Description / Demographics for each performance measurement</b>
# of project partners, sponsors, stakeholders engaged in the initiative	150 individuals, 18 organizations	75 youth (25 young entrepreneurs, 50 additional youth), 10 stakeholder organizations, 5-8 partner organizations
# of sustainable initiatives developed out of capacity-building activities	3+	YEPT formalized, Oxford Young Entrepreneurs initiative, OC youth entrepreneurship service model, gaps in service identified by consultant
List Other Project Indicator(s) - Add rows if necessary		

**SCHEDULE "B"**

**BUDGET**

Expense	Forecast		
	Cash	In-kind	Total
Partnership meetings and supplies	\$ 2,000		\$ 2,000
Report printing and information sharing	\$ 3,500		\$ 3,500
			\$ -
			\$ -
			\$ -
<b><i>Subtotal Administration</i></b>	<b>\$ 5,500</b>	<b>\$ -</b>	<b>\$ 5,500</b>
<b>Development and Delivery Expenses</b>			
External Consultant	\$ 25,000		\$ 25,000
Stakeholder engagement	\$ 5,500		\$ 5,500
			\$ -
			\$ -
			\$ -
			\$ -
			\$ -
			\$ -
<b><i>Subtotal Project Dev and Delivery</i></b>	<b>\$ 30,500</b>	<b>\$ -</b>	<b>\$ 30,500</b>
<b><i>Total Expenses</i></b>	<b>\$ 36,000</b>	<b>\$ -</b>	<b>\$ 36,000</b>
<b>Revenues / Resources</b>	<b>Cash</b>	<b>In-kind</b>	<b>Total</b>
Fusion Youth Centre	\$ 2,000		\$ 4,000
Oxford Small Business Support Centre	\$ 2,000		
Community Employment Services		\$ 5,000	
<b>Ministry Funding Request</b>	<b>\$ 36,000</b>		<b>\$ 36,000</b>
<b><i>Total Revenues (Including Ministry)</i></b>	<b>\$ 36,000</b>	<b>\$ -</b>	<b>\$ 36,000</b>
<b>Expense - Revenue Variance</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

## SCHEDULE "C"

### ELIGIBLE AND INELIGIBLE EXPENDITURES

There are two categories of Expenditures:

1. Administration Expenditures (must not exceed 10 per cent of total eligible cash expenses)
2. Project Development and Delivery Expenditures

#### **1. Examples of administration expenditures include, but are not limited to:**

- costs to attend business meetings related to contract administration
- costs to attend conferences Ontario convenes or supports
- professional fees including legal, audit and insurance directly related to the management of the Project or to conduct work directly associated with the Project
- telecommunication fees
- other administrative expenditures

#### **2. Examples of Project development and delivery expenditures include, but are not limited to:**

- staff salaries specifically required to undertake the Project (this includes new, existing and contract staff)
- following written Ministry approval, consulting fees which corroborate the allocation of a consultant's time spent on the Project
- Project-related technology costs associated with the development of an app or social media tool (i.e., software/hardware purchases or upgrades), multimedia equipment
- reasonable costs related to hosting workshops or meetings and networking events directly related to the Project (these include room and equipment rental, and the preparation of materials)
- Travel and accommodation expenses that are directly related to the Project (only in-province travel is eligible). Travel and accommodation costs must be in accordance with the Government of Ontario's Travel, Meal and Hospitality Expenses Directive
- staff or volunteer training and skills development costs that are directly related to the Project
- marketing materials and communication costs directly related to the Project

Where the value of any sub-contract for goods or services (including consultants) is \$25,000, Recipients must demonstrate that a competitive process has been used. At least three written tenders are required unless written authorization has been provided by the Province indicating an exception to this requirement. The Recipient will be required to submit full documentation of the competitive process.

#### **Eligible In-Kind Contributions (non-reimbursable):**

In-kind contributions are non-cash donations of goods or services donated to a Project by the Recipient or a Project partner without expectation of compensation or remuneration. Ontario regards the following as "in-kind" expenditures that must be listed as part of the Project's overall budget:

Examples of eligible in-kind expenditures include:

- donations of travel services, e.g. vehicles, fuel, shipping services
- time that staff including a Project partner's staff members spend on the Project
- consulting fees and time donated by business professionals that would otherwise charge a fee for services including accountants, lawyers, business coach, business consultants
- donated office supplies

- donated services such as printing or room rentals provided free of charge

**Ineligible Expenditures:**

Ministry funding cannot be used for the following costs:

- expenses or fees payable to organizations located outside of Ontario
- stipends for youth, volunteers and/or other Project participants
- travel costs for anyone not residing in Ontario
- costs not directly associated with carrying out the Project and in meeting the deliverables set out in the terms of the funding agreement
- capital assets, for example, land, building, vehicle, furniture or any major equipment purchase
- ongoing non-Project maintenance costs for websites, Internet access, social media, technologies, software and equipment
- core administrative and overhead costs such as rent, office supplies, telephone and communication lines / services, utilities, maintenance costs and any operational expenses related to an organization's on-going activities
- Project components already completely funded by another funding body
- hospitality expenses including alcohol and entertainment
- contingency and unexplained miscellaneous costs
- costs that are not directly related to the Project.

**Ineligible In-Kind Contributions:**

- costs for roles that would traditionally be filled by volunteers i.e. community mentors
- donations in the form of goodwill and other such intangibles
- guest speakers that would not normally be paid for their speaking services
- donations of knowledge
- remuneration and fees paid to a Board of Directors
- other in-kind fees deemed ineligible by the Ministry.



## **SCHEDULE "D"**

### **PAYMENT SCHEDULE**

#### **Method of Disbursement**

Disbursement by the Province to the Recipient on account of the Project shall be made available as follows, subject to and conditional upon compliance with the terms and conditions of this Agreement and satisfactory performance and/or attainment of the Timelines and Project Outcomes:

- a) An amount of twenty eight thousand eight hundred dollars (\$28,800), upon the signing of this Agreement by both parties and receipt by the Province of the insurance certificate required under section 11.2 of the Agreement less a fund holdback of seven thousand two hundred dollars (\$7,200) (the "Holdback");
- b) The Holdback shall be released upon receipt and acceptance by the Province of the Final Report required pursuant to Article 7 of this Agreement.

#### **SEE SCHEDULE "E" FOR REPORT DETAILS**

**NOTE:** The actual Funds disbursed to the Recipient under this Schedule may be adjusted in accordance with section 4.2 of the Agreement.

## SCHEDULE "E"

### REPORTS

Name of Report	Due Date
Final Report	April 30, 2016

#### **Report Details**

Final Report template will be provided by the Province.

#### **Final Report**

Final Report shall include the following items:

1. A completed request for disbursement form substantially in the form set out in Schedule "F"; a completed and executed Financial Certificate substantially in the form set out in Schedule "G"; and any other details that may be requested by the Province;
2. A summary of the activities that have taken place; status of Project deliverables and performance measures including details on results achieved, in the form set out in Schedule "A";
3. A summary of any issues or challenges that occurred during Project delivery and explanation of how these issues/challenges were mitigated to ensure success of the Project.
4. An evaluation of the benefits of the Project in terms of meeting of one or more of the following Program objectives, as applicable to the Project:
  - a. Fostering collaboration and formalizing coordination at the local/regional level;
  - b. Establishing sustainable delivery of programming and services;
  - c. Increasing community involvement in youth entrepreneurship programming.
5. A summary of relevant success stories and lessons learned resulting from the Project; and
6. Proof of any single Project expenditure incurred and/or revenue received that is in excess of \$1,000.
7. If applicable, full documentation of the competitive process used for any sub-contract for goods or services (including consultants) for the value of \$25,000 or more.

**SCHEDULE "F"**

**REQUEST FOR DISBURSEMENT**

The Request for Disbursement consists of the following components:

- An update on achieving the milestones and timelines set out in Schedule "A"
- A statement of Actual Expenses and Revenue in Schedule "B"
- A Financial Certificate set out in Schedule "G"
- A written report in a template to be provided by the Province

**TO:** The Ministry of Economic Development, Employment and Infrastructure

**FROM:** Town of Ingersoll – Fusion Youth Centre

**RE:** Request for Funds for the Period Ending: \_\_\_\_\_

<b>A</b> Amount previously received this fiscal year:	<b>\$</b>
<b>B</b> Amount requested:	<b>\$</b>
<b>C</b> Actual Interest earned on Funds this fiscal year to date:	<b>\$</b>
<b>D</b> Total received and requested year-to-date plus Interest:	<b>\$</b>

I, of (the "Recipient") hereby certify that:

1. the unexpended and uncommitted balance of Funds as at \_\_\_\_\_ is \$ \_\_\_\_\_;
2. after making all appropriate examinations and enquiries, the Institution is in compliance with the terms and conditions of the agreement (the "Agreement") with Her Majesty the Queen in right of Ontario dated effective \_\_\_\_\_ and there have been no material changes made to the Project or Budget, as such terms are defined in the Agreement;
3. the reported revenues and expenditures for the period \_\_\_\_\_ are accurately reported and that all Funds were spent in accordance with the Terms of the Agreement; and,
4. the amount requested herein as an advance in Funds will be incurred on behalf of the Recipient solely for Eligible Expenditures.

Dated this day of \_\_\_\_\_

Signed: \_\_\_\_\_  
Name  
Title

**SCHEDULE "G"**  
**FINANCIAL CERTIFICATE**

<b>FINANCIAL REPORTING AND SATISFACTORY PROGRESS</b>
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**Organization Name:** \_\_\_\_\_  
**Project Start Date:** \_\_\_\_\_ (dd-mmm-yy)  
**Project End Date:** \_\_\_\_\_ (dd-mmm-yy)

I, \_\_\_\_\_, \_\_\_\_\_ of  
(Name of Officer) (Title)

\_\_\_\_\_ hereby certify that to the best  
(Legal Name of Organization)

**of my knowledge, information and belief and after making all appropriate  
examinations and enquiries, the financial information reported for the**

**period** \_\_\_\_\_ **to** \_\_\_\_\_  
(dd-mmm-yy) (dd-mmm-yy)

**is accurate and complete, and is in compliance with all relevant sections  
of the Agreement between Her Majesty the Queen in Right of Ontario and**

\_\_\_\_\_ **dated** \_\_\_\_\_ .  
(Legal Name of Organization) (dd-mmm yy)

**Signed:** \_\_\_\_\_ **Dated:** \_\_\_\_\_  
(Signing Authority of Organization) (dd-mmm-yy)

## SCHEDULE "H"

### SUMMARY OF THE TRAVEL, MEAL AND HOSPITALITY EXPENSES DIRECTIVE

Travel - All expenses must be directly related to the Project

**Airplane:** Air travel is permitted if it is the most practical and economical way to travel.

- Economy (coach) class is the standard option for ticket purchase
- Please purchase your ticket as early as possible to access the most reasonable fares

**Train:** Travel by train is permitted when it is the most practical and economic way to travel.

- Coach class economy fare is the standard
- Please purchase your ticket as early as possible to access the most reasonable fares

**Vehicle:** Travel by vehicle is permitted when road transportation is the most practical, economical way to travel:

- Kilometres are claimed at \$0.40 per kilometre in the south and \$0.41 per kilometre in the north

**Taxi Fares:** Reimbursement of taxicab fares should be made only under the following conditions:

- When other means of transportation are not available
- When weather conditions warrant
- For health and safety considerations
- When transport of work-related baggage or parcels is required
- For group travels when cost effective
- Maximum claimable gratuity (tip) is 10%

**Hotels:** Reimbursement of hotel costs is permitted when these costs are the most practical, economical way to accommodate the person:

- A basic, economical hotel room is the standard option
- Booking hotel suites or larger/more deluxe rooms should not be permitted
- When a block of hotel rooms is made available for an event, conference etc. at a reduced rate, rooms at higher rates should not be covered
- If another hotel or room is booked when a conference/event block of rooms was available, only costs up to the conference rate should be covered. It is up to the claimant to book the hotel room at the reduced rate within a reasonable timeline to get the rate.
- Hotel expenses charged should be for the hotel room alone. Phone calls, room service, internet charges, movie charges, parking, other service charges etc. should not be "bundled" into the hotel room rate. The exception being any food costs that are offered as a deal within a room rate. For example, a hotel "Bed & Breakfast" option where the cost of the room and breakfast are economical.

**Meal Rates in Canada Including Taxes and Gratuities:**

- \$8.75 Breakfast
- \$11.25 Lunch
- \$20.00 Dinner

**Please Note:**

- When a meal is provided as part of a conference or other event, the costs of an alternative meal other than the conference or event meal should not be covered.
- Recommended gratuities are 10% - 15% on a restaurant meal.
- No alcohol costs can be claimed and should not be covered as part of meal or travel costs.
- Reimbursement should be for restaurant/prepared food only. Groceries should not be covered.
- Room service meals while staying at a hotel should not be covered.

**Submitting Claims & Records:**

All travel claims must be maintained for financial records by the claimant and the organization paying the travel claim:

- Claimants should submit original, itemized receipts with all claims (credit card slips are not sufficient).
- All claims should be supported by original itemized receipts. "Original itemized receipts" refers to a receipt that lists the items purchased and the individual prices for each item on the receipt.

For more information on the Government of Ontario *Travel, Meal and Hospitality Expenses Directive*, April 1, 2012, please see:

[http://www.mqs.gov.on.ca/en/Spotlight2/STDPROD\\_080798.html](http://www.mqs.gov.on.ca/en/Spotlight2/STDPROD_080798.html)

## **SCHEDULE "I"**

### **COMMUNICATIONS PROTOCOL**

1. The Recipient shall provide to the Province, prior to release, an electronic copy of all reports, announcements, brochures, audiovisual materials, internet materials, advertising and publicity, including design or other public communication or publication.
2. The Recipient shall advise the Province's staff (to be designated by the Province) of any upcoming (positive or negative) announcements or advertising campaigns related to the Recipient's Project activities (e.g. news release, news conference, awards, bankruptcies, etc.) and, at the Province's option, provide the Province with the opportunity to participate or be present at these announcements. The Recipient will provide the Province with a minimum of ten (10) business days prior oral or written notice of such announcements or advertising campaigns.
3. The Recipient will not make any public announcement related to the Recipient's Project activities until the Province has been notified of the announcement.
4. The Recipient will respond to requests by the Province for information about any public announcement as soon as possible and in any event will provide an initial response within twenty-four (24) hours.



**Corporation of the Town of Ingersoll  
By-Law 15-4850**

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**A bylaw to adopt and confirm all actions and proceedings of the Council of the Town of Ingersoll at the Council meeting held on November 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 meeting held on November 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 November, 2015.

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

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**Edward (Ted) Comiskey, Mayor**

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**Michael Graves, Clerk**