



**Corporation of the Town of Ingersoll  
Council Agenda  
Regular Meeting of Council  
Town Centre, Council Chambers  
Monday, April 11, 2016, 6:00 p.m.**

**Call to Order**

**Disclosures of Pecuniary Interest**

**Minutes of Council Meetings**

- 1) Minutes of Regular Council Meeting on [March 14, 2016](#)

**Minutes of Council Committee Meetings**

- 1) Minutes of Police Service Board General Board Meeting on [January 25, 2016](#)
- 2) Minutes of UTRCA - 2016 Annual General Meeting on [February 25, 2016](#)
- 3) Minutes of Economic Development Committee Meeting on [January 15, 2016](#)

**Correspondence – Note and File**

- 1) [Ministry of Environment](#) – Notice of Approval, Southwestern Landfill ToR
- 2) [Big Brothers Big Sisters](#) – letter of gratitude for the Community Development Grant
- 3) [Unifor Local 88](#) – Labour Day Soap Box Derby September 5, 2016

**Accounts**

[Disbursement Sheets – March 2016](#)

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

**Monthly Staff Reports**

- 1) Clerk's Report [C-011-16](#)
- 2) Economic Development Report [D-005-16](#)
- 3) Fire Services Report [F-005-16](#)
- 4) Operations Report [OP-007-16](#)
- 5) Parks & Recreation Report [R-011-16](#)

- 6) Treasury Report [T-010-16](#)
- 7) Planning Status Tables Report [P-004-16](#)

### Special Staff Reports

- 1) Adoption of the Strategic Priorities [A-007-16](#)
- 2) Feeding of Wildlife By-law [C-012-16](#)
- 3) Appeal to OMB ZN 6-16-01 –Woodcock & Otis, 36 Park Ave. [C-013-16](#)
- 4) Backyard Hens [C-014-16](#)
- 5) West Nile Virus Program [C-015-16](#)
- 6) Tree Damage Policy [C-016-16](#)
- 7) Request for funding assistance for Athlete competing at National Level [C-017-16](#)
- 8) Ingersoll Safe Cycling Committee – 3<sup>rd</sup> Annual Family Bike Ride [R-012-16](#)
- 9) 2015 Council Remuneration & Expense Report – Amended [T-011-16](#)
- 10) Operating Budget Variance Report for the 1<sup>st</sup> Quarter of 2016 [T-012-16](#)

### Presentations and Delegations

- 1) [Off Leash Dog Park Committee Update](#), Daryl Countryman and Dave Cripps
- 2) MPAC, Jennifer Lajoie – [Presentation](#) RE: 2016 Assessment Update
- 3) OPAL, Bryan Smith, - [Presentation](#) RE: [Draft Resolution](#) about the export of GTA garbage and Town of [Tillsonburg's Supporting Resolution](#)

### Correspondence and Resolution

- 1) [First Baptist Church Ingersoll](#) – Request for exemption from the Town's Noise By-Law for the 2016 Gospel Music in the Park program
- 2) [Town of Aurora](#) – Request for support for OMB Reform (4 Supporting Resolutions Received)

### Consideration of By-Laws

- 1) [By-Law 16-4875](#) – to authorize the execution of a Memorandum of Understanding between the Architectural Conservancy Ontario, Ingersoll Branch and the Corporation of the Town of Ingersoll
- 2) [By-Law 16-4876](#) - to establish a Multi-Use Recreation Ad hoc committee and appoint members to said committee
- 3) [By-Law 16-4877](#) - 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
- 4) [By-Law 16-4878](#) - to prohibit the feeding of wildlife on private property within the Town of Ingersoll
- 5) [By-Law 16-4879](#) - To adopt and confirm all actions and proceedings of the Council for the Town of Ingersoll at the Council meeting held on April 11, 2016.

### Notice of Motion

Mayor Comiskey brought forward a Notice of Motion for the following motion at the March 14, 2016 Council Meeting.

**WHEREAS** in 2015, approximately 2000 metric tonnes of large article waste was picked up in Oxford County and sent to the landfill;

**AND WHEREAS** Ingersoll's contribution to this collection was 181 tonnes;

**AND WHEREAS** with proper breakdown and diversion many tonnes can be redirected from landfill;

**AND WHEREAS** there are many options available to assist in diverting most waste from landfills;

**I MOTION THAT** the Town of Ingersoll set up a Waste Committee to study our residential, industrial, commercial and institutional waste collection and collaborate with the County of Oxford to drive towards zero waste.

### **Upcoming Council Meetings**

**Regular Meeting of Council**  
Monday, May 9, 2016, 6:00 p.m.  
Town Centre, Council Chambers

### **Closed Session**

- 1) Closed Session Minutes of March 14, 2016
- 2) Section 239. (2) (b) Personal Matters
- 3) Section 239. (2) (d) Labour Relations

### **Adjournment**



**Corporation of the Town of Ingersoll  
Regular Council Meeting Minutes  
Town Centre, Council Chambers  
Monday, March 14, 2016, 6:00 p.m.**

**PRESENT:**

**Council Members:**

Mayor Comiskey

Deputy Mayor Fred Freeman

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

**Staff:**

William Tigert, Chief Administrative Officer

Michael Graves, Clerk

Ann Wright, Deputy Clerk

Iryna Koval, Director of Finance/Treasurer

John Holmes, Fire Chief

Kale Brown, Director of Economic Development

Bonnie Ward, Director of Parks and Recreation

Sandra Lawson, Town Engineer

Andrea Brown, Manager of Fusion Youth Centre

Shane Martin, IT Technologist

**Media:**

John Tapley, Reporter, Ingersoll Times

John Payne, Associate Producer, Rogers TV

Keegan Bourque, Fusion Youth Centre Volunteer

Bryce Middleton, Fusion Youth Centre, Volunteer

**Call to Order**

Mayor Comiskey opens this meeting of Council at 6:02 p.m.

**Disclosures of Pecuniary Interest**

None declared



### Minutes of Council Meeting

Moved by Councillor Franklin; seconded by Councillor Lesser

**C16-03-055** THAT the minutes of the Regular Council meeting held on February 8, 2016 be adopted.

**CARRIED**

### Minutes of Council Committee Meetings

Moved by Councillor Lesser; seconded by Councillor Franklin

**C16-03-056** THAT the minutes of the Business Improvement Area (BIA) meeting held on January 26, 2016 be received as information.

**CARRIED**

### Correspondence – Note & File

Moved by Councillor Petrie; seconded by Councillor Lesser

**C16-03-057** THAT the Note and File Correspondence items 1 through 7 be received as information.

**CARRIED**

### Accounts - Resolution

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

**C16-03-058** THAT the Disbursement Sheets for the month of February 2016, be received as information.

**CARRIED**

### Monthly Staff Reports

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

**C16-03-059** THAT Council do now go into Committee of the Whole.

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

**CARRIED**

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

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

**C16-03-060 THAT** the monthly staff reports be received as information.

**CARRIED**

### Special Staff Reports

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

**C16-03-061 THAT** the Council for the Town of Ingersoll receives report A-004-16 as information;

**AND FURTHER THAT** Council grants relief from the requirements of Site Plan Control for 50 Thames Street South;

**AND FURTHER THAT** Council grants relief from the requirements of Site Plan Control for 70 Thames Street North.

**CARRIED**

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

**C16-03-062 THAT** the Council for the Town of Ingersoll receives report A-005-16 for information;

**AND FURTHER THAT** Council authorizes the entering into the Memorandum of Understanding with the Architectural Conservancy Ontario as attached to report A-005-16.

**CARRIED**

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

**C16-03-063 THAT** the Council for the Town of Ingersoll receives report C-009-16 as information;

**AND FURTHER THAT** Council approves the Overtime Policy for non-union employees as attached to report C-009-16 and that this policy shall take effect April 1, 2016.

**CARRIED**

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

**C16-03-064** THAT the Council for the Town of Ingersoll received report OP-006-16 as information;

**AND FURTHER THAT** Council directs staff to hold a public meeting to discuss the concerns of the neighbourhood and bring a subsequent report back to Council for their consideration.

**CARRIED**

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

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

**CARRIED**

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

**C16-03-065** THAT the Council for the Town of Ingersoll adjourns the March 14, 2016 Regular Meeting of Council at 7:10 p.m. to go into a Committee of Adjustment meeting to consider a Minor Variance application submitted by:

- 1) Louie Skater for the lands located at 440 Bell Street;

**CARRIED**

#### **Committee of Adjustment 7:00pm**

Chair Mayor Ted Comiskey opens the Committee of Adjustment meeting at 7:06 p.m. and welcomes all in attendance.

No Conflicts of Interest were declared by the Committee Members

Consideration of Minor Variance Applications:

- 1) **A-04-15, Louie Skater, 440 Bell Street**

**William Tigert, Chief Administrative Officer** does a review of his report numbered A-006-16

**Councillor Van Kooten-Bossence** – mentions her discontent with fact that the proper permits were not obtained prior to construction beginning. She says that she is happy that we got a second opinion and after seeing that feels that Council has no choice but to approve the application, but stresses that people must follow the proper avenues, that being said this addition would have been built because it is allowed under the regulations.

**Councillor Petrie** – agrees with Council Van Kooten-Bossence and adds that it is not in the best interest of the Town to go to the Ontario Municipal Board with this application.

**Councillor Lesser** – says that as Council, we don't have to agree with the Planning Reports, and that Council needs to standup to get the point out that the system that is in place needs to be followed.

**Deputy Mayor Freeman** – says that this is a very frustrating situation, but that we are here to consider the Minor Variance application, yes building permits need to be obtained, but the applicant has every right to build the addition. He took the wrong approach by not getting a permit but he could have built a 5 story addition. I do not want to go the Ontario Municipal Board.

**Mayor Comiskey** – says that this is sad and reiterates that people need to get permits, but that it would be frivolous to go the Ontario Municipal Board.

Public comments were heard at the March 8<sup>th</sup> public meeting.

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

**C16-03-066 THAT** the Committee of Adjustment for the Town of Ingersoll receives report A-006-16 as information;

**AND FURTHER THAT** the Committee approves the application A-04-15 for a minor variance, for the relief from the provisions of **Section 12.0, Table 12.2 - Zone Provisions – Interior Side Yard, Minimum Width**, to reduce the minimum interior side yard width from 7.5 m (24.6 ft.) to 4.2 m (14.1 ft.) to facilitate the construction of an addition on the north side of the existing building. With the following conditions:

1. The applicant will plant a hedgerow with a minimum height of 2.4 m (8 ft.) along the northern lot line where the proposed addition abuts the residential uses to the satisfaction of the Town of Ingersoll;
2. The 2nd floor of the proposed addition must be accessed through the main building;
3. The applicant will enter into a site plan agreement with the Town of Ingersoll, and;

4. The applicant will remove any windows from the rear of the addition, which would face the adjoining residential properties.

**CARRIED**

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

**C16-03-067 THAT** the Committee adjourns the March 14, 2016 Committee of Adjustment Meeting for the Town of Ingersoll at 7:21 p.m.

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

**CARRIED**

### Planning Meeting

Mayor Comiskey opens the Public Meeting at 7:22 p.m.

- 1) ZN 6-16-01 – William Woodcock & Mary Otis, 36 Park Ave.

**Andrea Hachler, Development Planner** does a review of the Community and Strategic Planning Report CASPO 2016-48 and recommends that Council approve the Zone Change Application to permit a garden suite of the subject lands for a temporary period of time.

**Mayor Comiskey** – asks if the sewer will run from the house to the garden suite and if a permit is required.

**Andrea Hachler, Development Planner** – responds saying yes

**Councillor Petrie** – says that in his opinion the garden suite should have to meet standards and that there may be problem with the situation.

**Councillor Lesser** – says that his concern is when the time period comes to an end that the agreement will not be followed to remove the garden suite and asks if a deposit would be required if the application was approved.

**Andrea Hachler** – responds saying that a \$1000 deposit would be appropriate and that the agreement would be registered on title.

**William Tigert, Chief Administrative Officer** – says that a security deposit could be collected to help enforce compliance with the Zoning By-law and that Council could give direction on the amount of security to be collected

**Bill Woodcock, Applicant** – mentions that he has some pictures of the unit if Council would like to see but has nothing else to add at this time but would be happy to answer any questions (Councillors viewed the pictures).

**Mayor Comiskey** – asks if there are regulations on the position of the unit on the property.

**Shannon Vanderdyt, Chief Building Official** – saying that there will be a site plan to comply with the Zoning By-Law

**Deputy Mayor Freeman** – asks if the picture of the unit was circulated to the neighbours.

**Bill Woodcock, Applicant** – replies saying no

**Vicky Hoyland, 44 Park Ave.** – says that their property is in front of my property and I will have to see this every day from my front porch. I am fed up and it is maddening. I don't want to look at a trailer. She also asks if the Town has a policy on mobile homes.

**Vicky Parkhill, 32 Park Ave.** – says that she appreciates their intent however a 60ft. trailer sets precedence for the Town. This is a beautiful street and this trailer will be an eye sore (she provided some pictures to Council).

**William Tigert, Chief Administrative Officer** – responds saying that the Town does not have a specific policy on mobile homes but that there are some provision in the Zoning By-law.

**Bill Woodcock, Applicant** – speaks saying that the company that the trailer is coming from are professional and that they will be coming to set it up.

**Kai Fahrbach, 46 Park Ave.** – says that where they live they will be looking straight at it, and that this zone change will change the neighbourhood. We would have to put up a fence. He asks how you make sure that it is removed, it is his fear that it will never leave. And adds that he is not sure how it will get into place, saying that he does not want it going over his property.

**Bill Woodcock, Applicant** – responds saying that it would come in his own driveway.

**Mayor Comiskey** – ask if the unit will be rented or purchased

**Bill Woodcock, Applicant** – responds saying it is purchased

**Tim Lobzun, Resident** – speaks saying that there is nothing to prevent other situations similar to this, like adding units for kids that move back home, that it is a slippery slope, and makes the comments that no ages are included in the report.

**Bill Woodcock, Applicant** – clarifies that he is a co-owner on the property with his mother.

**Mayor Comiskey** – clarifies that Council isn't "doing this", but rather considering an application that has come forward for consideration and that each application must be considered on a standalone basis as a separate entity.

**Darlene \_\_\_\_\_, Resident** – states that she is not sure of the purpose of the suite and thinks that the reasoning is not valid.

**Councillor Franklin** – asks if there is a reason why the kids are not moving into the house and asks if the basement is finished.

**Bill Woodcock, Applicant** – responds that by the kids moving into the garden suite instead of the house it would simplify the situation and that the basement is not finished.

**Deputy Mayor Freeman** – says that the Planning Act allows for this and the applicant is allowed to make this application, there are minimum and maximum sizes, they have the right. My issue is with conformity and that a mobile home is not in conformity to the neighbourhood, and that it cannot stay or be permanent.

**Darlene \_\_\_\_\_** - Shows Council pictures.

**Mary Ann Woodcock, Daughter** – speaks saying that change happens and that they will do their best to meet standards. She says that she is finding it hard to maintain 3 homes as she cares for family members, this would help my family.

**Deputy Mayor Freeman** – says it needs to conform or it should not be there.

**Councillor Van Kooten-Bossence** – says that the community is changing and aging. I thought about doing this myself, some people can't afford a retirement or nursing home. She says that she doesn't agree that the aging person or the parent(s) should have to move out into the suite. Change does happen and we have to help our neighbours and our community. If this is not approved they can take this to the Ontario Municipal Board.

**Bill Woodcock, Applicant** – Summarizes saying that I had other options; I could have rebuilt on our house and added a 2 storey addition.

**Councillor Franklin** – Says we need to take the emotion out, this sets a problem with precedence.

**Councillor Petrie** – comments that the neighbours don't want this, and we have no control over what the suite will look like, and asks do we want to make it a temporary use in this neighbourhood. We would not be setting precedence because every application is separate, but that he is against the temporary use.

**Councillor Lesser** – Says that the Applicant has the right to ask, and there are Provincial guidelines, but sometimes things shouldn't change. This would not be a positive for this neighbourhood and would not be a good fit or use of the land.

There were no more comments or questions.

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

**C16-03-068 THAT** the Council of the Town of Ingersoll approves the zone change application submitted by William Woodcock and Mary Margaret Otis, whereby the lands described as Part Lot 3, Block 69, Plan 279, in the Town of Ingersoll, known municipally as 36 Park Avenue, are to be rezoned from 'Residential Type 1 Zone (R1)' to 'Special Residential Type 1 Zone (R1-G16)' to permit a garden suite on the subject lands for a period of 3 years.

**THAT** Council authorize the Mayor and the Clerk to sign an agreement with William Woodcock and Mary Otis for a temporary garden suite for the lands described as Part Lot 3, Block 69, Plan 279, in the Town of Ingersoll;

**AND FURTHER THAT** the agreement cover the conditions of size restrictions, setbacks, security deposit and time restriction;

**AND FURTHER THAT** the agreement be registered on title at the cost of William Woodcock and Mary Margaret Otis.

**DEFEATED**

The Public Meeting was closed at 8:02 p.m.

### **Presentations & Delegations**

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

**C16-03-069 THAT** the Council for the Town of Ingersoll receives the presentation from Rick Eus on behalf of the Chamber of Commerce regarding Ingersoll Day at the Rogers Centre as information.

**CARRIED**

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

**C16-03-070 THAT** the Council for the Town of Ingersoll receives the presentation from Wendy Palen and Kim Bidwell on behalf of the Ingersoll Seniors' Centre, 50+ and better, as information.

**CARRIED**



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

**C16-03-071 THAT** the Council for the Town of Ingersoll receives the delegation from Jim Gonder regarding the feeding of wildlife in residential areas as information;

**AND FURTHER** directs the Clerks Department to further investigate by bringing forth a report and by-law.

**CARRIED**

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

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

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

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

**CARRIED**

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

**C16-03-072 THAT** the Council of the Corporation of the Town of Ingersoll receives Report R-008-16 as information;

**AND FURTHER THAT** Council approves the final committee appointments to the Multi Use Recreation Centre Ad Hoc Committee as outlined in R-008-16.

**CARRIED**

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

**C16-03-073 THAT** the Council of the Corporation of the Town of Ingersoll receives report R-009-16 as information;

**AND FURTHER THAT** Council approves the strategy to recruit skate park participants to become Fusion members as outlined in report R-009-16.

**CARRIED**

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

**C16-03-074 THAT** the Council for the Town of Ingersoll receives report R-010-16 as information;

**AND FURTHER** approves the age requirement in the Ladies and Men's change rooms to allow children 7 and under in opposite gender change rooms with parental approval at Victoria Park Community Centre.

**CARRIED**

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

**C16-03-075 THAT** the Council for the Town of Ingersoll receives report T-005-16 as information;

**AND THAT** Council approves allocation of part of the 2015 operating surplus as follows:

- a) A transfer of \$32,000 to the Legal Fees Reserve
- b) A transfer of \$5,000 to the Clerk's Operational Reserve
- c) A transfer of \$5,000 to the Museum Reserve
- d) A transfer of \$5,000 to the Economic Development Reserve

Transfers total: \$47,000

**CARRIED**

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

**C16-03-076 THAT** the Council for the Town of Ingersoll receives report T-006-16 as information;

**AND FURTHER THAT** Council approves the Development Charge indexing of 1.7% effective April 1, 2016 in accordance with the Development Charges By-law #14-4760.

**CARRIED**

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

**C16-03-077 THAT** the Council for the Town of Ingersoll receives report T-007-16 as information.

**CARRIED**

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

**C16-03-078 THAT** the Council of the Town of Ingersoll hereby approves a 1% pay rate increase for non-union employees, Council and Police Service Board members effective January 1, 2016.

**CARRIED**

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

**C16-03-079 THAT** the Council for the Town of Ingersoll receives report T-009-16 entitled 2015 Council Remuneration & Expense Report as information, noting that Councillor Petrie made a declaration of receiving compensation from the Ingersoll Rural Cemetery Board.

**CARRIED**

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

**C16-03-080 THAT** the Committee do now rise out of Committee of the Whole.

**CARRIED**

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

**C16-03-081 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**

**Correspondence and Resolutions**

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

**C16-03-082 THAT** the Council for the Town of Ingersoll receives the request from Habitat for Humanity as information;

**AND FURTHER** Council defers for more information.

**CARRIED**

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

**C16-03-083 WHEREAS** municipalities are required to invest their reserves in accordance with the Municipal Act, 2001 and Ontario Regulation 438/97 (as amended), which specifically outlines allowable investments;

**AND WHEREAS** to ensure the sustainability and sound stewardship of the municipality's investments, the municipality is of the opinion that changes should be made to the Municipal Act, 2001 and Ontario Regulation 438/97 (as amended), to allow for the prudent investment of reserves, if those investments are professionally managed and part of a broader investment strategy;

**AND WHEREAS** the Prudent Investor Standard is an industry accepted best practice in effectively managing a portfolio of investments, and the Standard applies to investments, not in isolation, but in the context of the portfolio of investments and as part of an overall strategy, that should incorporate acceptable risk and return objectives suitable to the stakeholders;

**AND WHEREAS** the Province is conferring "Prudent Investor" status on the City of Toronto to enable greater diversification in portfolio management,

**AND WHEREAS** the Association of Municipalities of Ontario (AMO), Local Authority Services (LAS), and the Municipal Finance Officers Association of Ontario (MFOA),

have long requested that the Prudent Investor Standard apply to all municipal investments that are invested with The One Investment Program;

**AND WHEREAS** in 2005, municipalities were granted the ability to invest in longer-term corporate bonds and Canadian equity investments via only the One Investment Program, and the One Investment Program has demonstrated strong investment returns for municipalities within these 'new' investment sectors;

**AND WHEREAS** the institutional portfolio managers utilized by the One Investment Program recommend that the Prudent Investor Standard approach is a more appropriate approach to investing;

**AND WHEREAS** operating municipal investments under the Prudent Investor Standard is precluded by the Municipal Act, Eligible Investments, in its current form;

**THEREFORE BE IT RESOLVED THAT** Council support the request of AMO, LAS, and MFOA to amend Ontario Regulation 438/97 (as amended) of the Municipal Act, 2001, to allow municipalities to invest consistent with the Prudent Investor Standard, if such investments are through the One Investment Program.

**TABLED**

### Consideration By-Laws

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

**C16-03-084** THAT the mover have leave to introduce and go into Committee of the Whole on the following by- laws:

- 1) By-Law 16-4870 – To provide for the levy and collection of special charges in respect to the Business Improvement Area for 2016
- 2) By-Law 16-4871 – To amend Zoning By-law Number 04-4160, as amended (40 Holcroft Street)
- 3) By-Law 16-4872 - To establish fees or charges for certain Town services
- 4) By-Law 16-4874 - To adopt and confirm all actions and proceedings of the Council for the Town of Ingersoll at the Council meeting held on March 14, 2016.

On motion, the by-laws are accepted as circulated. That constitutes the first and second reading of the by-laws.

**CARRIED**

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

**C16-03-085** THAT the Committee do now rise out of Committee of the Whole.

**CARRIED**

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

**C16-03-086** THAT By-law 16-4870, 16-4871, 16-4872 and 16-4874 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

Mayor Ted Comiskey makes the following notice of motion:

**WHEREAS** in 2015, 1175 metric tonnes of large article pickup was completed in Oxford and sent to the landfill;

**AND WHEREAS** Ingersoll's contribution to this collection was 181 tonnes;

**AND WHEREAS** with proper breakdown and diversion many tonnes can be redirected from landfill until it reaches zero;

**I MOTION THAT** the Town of Ingersoll sets up a Committee to study a way to make the creation and breakdown on articles possible and develop a time frame to establish a date to have zero to the landfill.

### Upcoming Council Meetings

#### **Regular Meeting of Council**

Monday, April 11, 2016, 6:00 p.m.

Town Centre, Council Chambers

**Closed Meeting**

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

**C16-03-087** THAT Council do now go into Committee of the Whole at 10:10 p.m. for a Closed Meeting pursuant to Section 239 (2) of the Municipal Act, 2001, as amended to discuss the following matter:

- 1) Closed Session Minutes of February 8, 2016
- 2) Section 239 (2)(c) Proposed or pending acquisition of land by the municipality

**CARRIED**

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

**C16-03-088** THAT Council do now rise out of Committee of the Whole from a Closed Session meeting at 10:45 p.m.

**CARRIED**

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

**C16-03-089** THAT the Council for the Town of Ingersoll adopts the Closed Meeting Minutes for February 8, 2016 as printed.

**CARRIED**

**Adjournment**

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

**C16-03-090** THAT the Council for the Town of Ingersoll adjourns the March 14, 2016 Regular Meeting of Council at 10:46 p.m.

**CARRIED**

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Edward (Ted) Comiskey, Mayor

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Michael Graves, Clerk



## **INGERSOLL POLICE SERVICES BOARD**

110 Mutual Street, Ingersoll, Ontario N5C 1Z7  
Administration 485-6554 Fax 485-6949

### **MINUTES OF GENERAL BOARD MEETING**

**OF**

**Jan 25, 2016**

Minutes of the General Board Meeting of Ingersoll Police Services Board held on Monday January 25, 2016 at 4:30 pm in the Board room at 110 Mutual Street.

#### **Present:**

Fred Freeman, Member,  
Reagan Franklin, Chair(previous)  
Rick Eus, Vice Chair (previous)  
Chris Ireland, Member  
Mhairi Kersel, Member  
Sherri Wiebe, Secretary

#### **Also Present:**

Inspector Tim Clark, Oxford OPP  
Dan Cameron, Staff Sergeant

**Meeting called to order at 4:45 pm, welcome everyone including Dan Cameron.**

#### **Election of Officers**

**Sherri asked for nominations on the floor for Chair of police board for 2016.**

**Chris nominated Rick as Chair for 2016. No further nominations and Rick accepts the Chair position and nominations closed.**

**Rick asked for nominations on the floor for Vice Chair of police board for 2016.**

**Reagan nominated Mhairi for Vice Chair. No further nominations and Mhairi accepts the**

**Vice Chair position and nominations closed.**

*“Dedicated to Excellence”*



## **0 Delegation declared 0 conflicts declared**

Motion: Moved by FF, seconded by CI to accept agenda as presented and some amendments.  
**CARRIED**

MOTION: Moved by RF, seconded by MK to accept and approve the minutes of November 23, 2015.  
**CARRIED**

MOTION: Moved by RF, seconded by FF to accept and approve the special minutes of December 13, 2015. **CARRIED**

MOTION: Moved by RF, seconded by CI, that the Detachment Commanders and Sergeant reports be accepted:

- O.P.P. Contract Policing hours =Nov 264 calls for service, 84% clearance, December 265 calls for service, 89.6% clearance.
- Crime Statistics reports= hours foot patrol Nov 44 hrs, school patrolled hours =104 + Foot patrol hours Dec 58, school patrol 67
- Drug Enforcement =Nov= 4 new occurrences, Dec= 3 new occurrences
- Tickets written=Nov=46 and Dec =35
- Crime Stoppers
- Community service report
- High School resource
- Auxiliary hours Nov=155 and Dec=78.75community police patrol volunteer hours
- Oxford County public complaints
- Prisoners cheques= Nov=225.00 Oct =450.00
- Online reporting Oxford=44 and Ingersoll =9 Rick looking into contacting Erie Tahmes to include brochures in the puc bills for free advertising.
- **CARRIED.**

MOTION: Moved by FF, seconded by MK the police board accepts and pays the expenses for the secretary and board members in the amount of \$60.96 and accept the financial as presented. **CARRIED.**

MOTION: Moved by RF, seconded by MK, the police board pays the OAPSB Zone 4 membership fee of \$50.00 and the OAPSB membership of \$1214.75. **CARRIED**

Miscellaneous discussions and follow up items: Next Zone 4 meeting Feb 9<sup>th</sup> Halton Region Hilton Garden Inn =Burlington and Rick can attend. Sherri and Reagan will pick a date for board training and organize at town council chambers and invite others that may have new board members from our area (Blandford-Blenheim) in the New Year. Sherri reminded all board members that they have to fill in their TD1's that were attached to their December paystubs and return to town offices to Joyce. Discussion regarding the Community Sergeant (our enhanced position) and the savings of the town but losing this position would lose the crossing guards and taxi licensing fees and collection. Sherri to book 3 rooms to Sheraton for the May conference, but need type of rooms by board members. (see email) Sherri to update Ricks email and pay for the memberships.

Motion to adjourn meeting and moved by RF at 6:00pm.

**Dates of upcoming meetings: at February 29 (Fred not available) and March 28**

Respectfully submitted by:

Rick Eus, Chair

Sherry Wiebe, Secretary

February 6, 2016

**UTRCA 69TH ANNUAL GENERAL MEETING**

In conformity with the Conservation Authorities Act, RSO, 1990 Chapter 27, Regulation 17(1), the Chair of the Upper Thames River Conservation Authority has designated the 2016 Annual General Meeting to be held as follows:

**DATE:** THURSDAY, FEBRUARY 25, 2016

**TIME:** 9:30 A.M. – 12:00 P.M.

**LOCATION:** WATERSHED CONSERVATION CENTRE  
BOARDROOM

<b>AGENDA:</b>	<b>TIME</b>
1. Approval of Agenda	9:30am
2. Declaration of Conflicts of Interest	
3. Confirmation of Payment as Required Through Statutory Obligations	
4. Minutes of the Previous Meeting - Tuesday, January 26, 2016	
5. Business Arising from the Previous Minutes	
6. Delegation – None	
7. Closed Session – In Camera	
8. Business for Approval	
(a) Adoption of 2016 Proposed Budget and Municipal Levy (Report attached) (Document #114213)(I.Wilcox)(10 minutes)	9:40am
(b) Adoption of 2016 Flood Control Capital Levy (I.Wilcox)(10 minutes)	9:50am
(c) Watershed Conservation Centre - Transfer from Reserve Request (A.Shivas)(Report attached) (Document #Lands and Facilities 2201)(10 minutes)	10:00am
(d) 2016 Capital Water and Erosion Control Infrastructure (WECI) Projects (R.Goldt)(Report attached)	10:10am

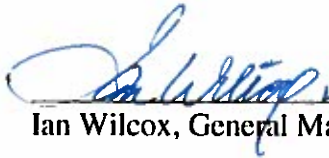
- (Document #Flood Control 716)(5 minutes)
- (e) Springbank Dam Update  
(Verbal)(10 minutes) 10:15am
  - (f) 2015 Health and Safety Summary  
(Report attached)(Document #109302)  
(C.Ramsey)(5 minutes) 10:25am
9. Business for Information – No business to discuss
10. Elections (15 minutes) 10:30am  
(I.Wilcox)(Report attached)(Document #114222)
- (a) Election of UTRCA Chair for 2016
  - (b) Election of UTRCA Vice-Chair for 2016
  - (c) Appointment of Hearings Committee - 2016
11. Other Business 10:45am
- (a) Correspondence from Conservation Ontario regarding  
Control of Invasive Species: *Phragmites australis* in Ontario  
(5 minutes)(Correspondence attached)

**The Authority Staff and Guests will be invited to join the meeting.  
10:50am**

**\*\*\*\*\*15 Minute Break\*\*\*\*\***

- 12. Conservation Ontario Queen's Park Day 11:10am  
(I.Wilcox)(Report attached)(Document #114219)  
(5 minutes)
- 13. Presentation of Service Awards 11:15am  
(10 minutes)
- 14. Targets Presentation 11:25am  
(I.Wilcox)(15 minutes)
- 15. Back to the River Presentation 11:40am  
Robin Campbell, Senior Landscape Architect, Stantec  
(20 minutes)
- 16. Chair and General Manager's Concluding Remarks 12:00pm
- 17. Adjournment 12:05pm

**LUNCH TO FOLLOW  
12:15PM**



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Ian Wilcox, General Manager

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

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

MINUTES  
UTRCA 69<sup>TH</sup> ANNUAL GENERAL MEETING  
THURSDAY, FEBRUARY 25, 2016

J.McKelvie, Chair of the Upper Thames River Conservation Authority called the 69<sup>th</sup> Annual General Meeting to order at 9:30 a.m. in the Watershed Conservation Centre Boardroom. The following members and staff were in attendance.

Members Present:	T.Birtch	S.Levin
	M.Blackie	N.Manning
	M.Blosh	H.McDermid
	R.Chowen	J.McKelvie
	A.Hopkins	M.Ryan
	T.Jackson	K.Van Kooten-Bossence
	J.Klumper	G.Way

Regrets: M.Campbell

Staff:	T.Annett	A.Shivas
	B.Glasman	S.Shivas
	R.Goldt	C.Tasker
	C.Harrington	L.Trottier
	T.Hollingsworth	I.Wilcox

1. Approval of Agenda

The Chair requested the Agenda be approved as posted on the Member We-site.

M.Ryan moved – T.Jackson seconded:-

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

CARRIED.

2. Declaration of Conflicts of Interest

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

3. Confirmation of Payment as Required Through Statutory Obligations

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

4. Minutes of the Previous Meeting  
- January 26, 2016

T.Jackson moved – G.Way seconded:-

“RESOLVED that the UTRCA Board of Directors approve the minutes of the Board of Directors’

meeting dated January 26, 2016 as posted on the Members' Web-site."

CARRIED.

5. Business Arising from the Minutes

There was no business arising from the minutes to discuss.

6. Delegations – There were no delegations.

7. Closed Session – In Camera

There was no business to discuss in Closed Session-In Camera.

8. Business for Approval

- (a) Adoption of 2016 Proposed Budget and  
Municipal Levy  
(Report attached)(Document #114213)

I.Wilcox presented the attached report for the members' consideration. He highlighted the proposed expenditures and revenues as outlined in 2016 Draft Budget. He advised the members the total 2016 Operating Budget is \$12,456,074 (6.2% increase) with a municipal levy increase of 1.6% from 2015. The Flood Control Capital Budget is forecasted at \$1,205,000, which is a 3.4% increase over 2015.

He noted there has been minimal feedback from the member municipalities relating to the 2016 Draft Budget. He outlined the weighted vote process and the two formal resolutions for the members' consideration.

Following a brief discussion,

N.Manning moved – S.Levin seconded:-

“RESOLVED that the UTRCA Board of Directors approve the 2016 Draft Budget under Section 27 of the *Conservation Authorities Act* in the amount of \$12,456,074 and that staff be directed to circulate the Approved Budget to member municipalities as part of the required 30 day review period. Please note the levy component of the Operating Budget will be apportioned to member municipalities based on a general levy formula as developed by the Ontario Ministry of Natural Resources and Forestry using Current Value Assessment data from the Municipal Property Assessment Corporation.”

CARRIED.

Recorded Vote:

UTRCA Weighted Vote: 2016 Draft Operating Budget

Municipality	CVA Apportionment Percentage	Voting Weight	Number Of Members	Weight Per Member	For	Against	Absent
Cty of Oxford	16.3094	23.40	5	4.68	14.04		2
City of London	65.2186	50.00	4	12.50	50.00		
Lucan-Biddulph	0.2906	0.40	1	0.40	0.40		
Thames Centre	3.1371	4.50	1	4.50	4.50		
Middlesex Centre	2.2844	3.30	1	3.30	3.30		
Stratford	7.3542	10.60	1	10.60	10.60		
Perth East	1.2705	1.80	1	1.80	1.80		
West Perth	1.3159	1.90	1	1.90	1.90		
St. Marys	1.5844	2.30	1	2.30	2.3		
Perth South	1.0380	1.50	1	1.50	1.5		
South Huron	0.1967	0.30	1	0.30	0.3		
<b>Results</b>	<b>100.00</b>	<b>100.00</b>	<b>15</b>	<b>43.2</b>	<b>90.64</b>	<b>0</b>	<b>2</b>
<b>CARRIED BY 100% OF THE WEIGHTED VOTE IN ATTENDANCE</b>							
*Based on UTRCA share of assessment							
Notes: Voting weight is capped at 50% for any municipality unless the number of its representatives exceeds 50% of the total number of municipal appointees. The voting weight of the remaining municipalities is increased proportionally.							

(b) Adoption of 2016 Flood Control Capital Levy

K. Van Koosten-Bossence moved – N.Manning seconded:-

“RESOLVED that the UTRCA Board of Directors approve the 2016 Flood Control Capital Levy under Section 26 of the *Conservation Authorities Act* in the amount of \$1,205,000 to support the Authority’s 20 year Flood Control Capital Plan. Apportionment of this levy is based on Special Benefiting Percentages, by structure, as presented in the 2016 Draft Budget. It is noted this levy amount has been set based on cooperative discussions with participating municipalities and assumes that the majority of the works will receive a matching funding contribution through the provincial Water and Erosion Control Infrastructure Program (WECI).”

CARRIED.



Recorded Vote:

UTRCA Weighted Vote: 2016 Flood Control Capital Levy

Municipality	CVA Apportionment Percentage	Voting Weight	Number Of Members	Weight Per Member	For	Against	Absent
Cty of Oxford	16.3094	23.40	5	4.68	20.40		2
City of London	65.2186	50.00	4	12.50	50.00		
Lucan-Biddulph	0.2906	0.40	1	0.40	0.40		
Thames Centre	3.1371	4.50	1	4.50	4.50		
Middlesex Centre	2.2844	3.30	1	3.30	3.30		
Stratford	7.3542	10.60	1	10.60	10.60		
Perth East	1.2705	1.80	1	1.80	1.80		
West Perth	1.3159	1.90	1	1.90	1.90		
St. Marys	1.5844	2.30	1	2.30	2.30		
Perth South	1.0380	1.50	1	1.50	1.50		
South Huron	0.1967	0.30	1	0.30	0.30		
<b>Results</b>	<b>100.00</b>	<b>100.00</b>	<b>15</b>	<b>43.2</b>	<b>90.64</b>	<b>0</b>	<b>2</b>
<b>CARRIED BY 100 % OF THE WEIGHTED VOTE IN ATTENDANCE</b>							
*Based on UTRCA share of assessment							
Notes: Voting weight is capped at 50% for any municipality unless the number of its representatives exceeds 50% of the total number of municipal appointees. The voting weight of the remaining municipalities is increased proportionally.							

Note: T.Birtch representing the City of Woodstock arrived after the 2016 Proposed Budget and Municipal Levy and the 2016 Flood Control Capital Levy voting had been completed.

- (c) **Watershed Conservation Centre**  
Transfer from Reserve Request  
 (Report attached)(Document #Lands and Facilities 2201)

The attached report was presented for the members' consideration.

S.Levin moved – N.Manning seconded:-

“RESOLVED that the Board of Directors approve the transfer of \$106,240 from the Capital Maintenance Levy Reserve to offset the outstanding Watershed Community Centre Project budget amount.”

CARRIED.

- (d) **2016 Capital Water and Erosion Control**  
Infrastructure (WECI) Projects  
 (Report attached)(Document #Flood Control 716)

The attached report was presented for the members' consideration.

T.Jackson moved – M.Blosh seconded:-

“RESOLVED that the UTRCA Board of Directors approve the 2016 WECI Capital Repairs and Studies Project list submitted for WECI funding.”

CARRIED.

(e) Springbank Dam Update

C.Tasker presented a verbal update on the status of Springbank Dam. He noted the UTRCA worked with the City of London on the Environmental Assessment Report for Springbank Dam Rehabilitation in 2003. He outlined the scope of the Assessment and noted the exemptions for repairs to dam/weirs that do not change the size or location of the structure. In 2003 the problem being assessed was erosion damage, operational safety, and structural deficiencies in the dam. The preferred alternative was moved forward to construction but has not been completed as a result of the failure on a hinge on one of the gates.

He referred to the EA that is currently being considered and noted it was presented at the February 2, 2016 City of London Council meeting. At that time the matter was tabled until after the March 8<sup>th</sup> Public Meeting. He stated, currently there is little detail available regarding the City’s plans.

He outlined an option a City Councillor requested the Authority to consider regarding re-purposing the dam as a public trail. He outlined the challenges of the proposal and the Authority’s reluctance to pursue this option.

He noted the Authority has met with the Ministry of Natural Resources and Forestry and they expressed interest in a joint meeting once the City of London submits its proposal.

C.Tasker advised the members he will be speaking at the Urban League of London Meeting the evening of February 26<sup>th</sup> to provide objective and accurate background information relating to this matter.

He reminded the members of the Authority’s key messages; that environmental conditions have changed at Springbank since it was last operated. The river channel morphology is naturalizing with structure such as islands, gravel bars that provide habitat for aquatic life. The Authority maintains the best outcome for the *health of the river* is a free flowing river, but realize the City Council, as owner of Springbank Dam, has many factors to consider and the environment is one of the many considerations in the decision.

The members entered into a lengthy discussion regarding the future of Springbank Dam. C.Tasker stated he would provide additional information as it comes forward.

(f) 2015 Health and Safety Summary  
(Report attached)(Document #109302)

The attached report was presented for the members’ consideration.

N.Manning moved – G.Way seconded:-

“RESOLVED that the 2015 Health and Safety Summary be approved as outlined in the attached report.”

CARRIED.

9. Business for Information – There was no business to discuss.

10. Elections

J.McKelvie requested a motion to nominate Chris Harrington as Interim Chair for the purpose of conducting the elections for Authority Chair and Vice-Chair for 2016.

S.Levin moved – T.Jackson seconded:-

“RESOLVED that C.Harrington be nominated as Interim Chair for the purpose of conducting the elections for the Authority’s Chair and Vice-Chair for 2016.”

CARRIED.

C.Harrington outlined the procedures for electing the Authority’s Chair and Vice-Chair as specified in the Conservation Authorities Act and the UTRCA Board of Directors’ Policy Handbook.

(a) Election of UTRCA Chair

C.Harrington called for nominations for the position of Chair of the UTRCA for 2016.

T.Jackson nominated M.Blackie for the position of Chair of the UTRCA for 2016.

J.Klumper nominated J.McKelvie for the position of Chair of the UTRCA for 2016.

C.Harrington called twice for further nominations.

There being no further nominations C.Harrington requested a motion to close nominations.

N.Manning moved – S.Levin seconded:-

“RESOLVED that nominations for the position of Authority Chair for 2016 be closed.”

CARRIED.

C.Harrington inquired if the nominees would allow their names to stand and if they would like to speak to the nominations. M.Blackie stated he would allow his name to stand. J.McKelvie thanked her nominator, however declined to let her name stand.

C.Harrington declared M.Blackie as Authority Chair for 2016.

(b) Elections of UTRCA Vice-Chair

C.Harrington called for nominations for the position of Vice- Chair of the UTRCA for 2016.

G.Way nominated R.Chowen for the position of Authority Vice-Chair for 2016.

C.Harrington called twice for further nominations.

There being no further nominations, C.Harrington requested a motion to close nominations.

T.Jackson moved – M.Ryan seconded:-

“RESOLVED that nominations for the position of Authority Vice-Chair for 2016 be closed.”

CARRIED.

C.Harrington inquired if the R.Chowen would allow his name to stand. R.Chowen stated he would let his name stand.

C.Harrington declared R.Chowen as the Authority Vice-Chair for 2016.

C.Harrington congratulated the Chair and Vice-Chair, and relinquished the Chair to M.Blackie.

(c) Appointment of the Hearings Committee

M.Blackie noted that traditionally the Hearings Committee consisted of the Authority Chair, Vice-Chair, past Chair and two additional Authority members.

For 2016 the the Hearing Committee will consist of J.McKelvie, R.Chowen, M.Blackie and two additional Authority members.

The Chair called three times for nominations for two positions on the Hearings Committee.

T.Jackson nominated S.Levin to be a member of the Hearings Committee for 2016.

S.Levin nominated T.Jackson to be a member of the Hearings Committee for 2016.

Both nominees agreed to let their names stand for the positions on the Hearings Committee for 2016.

J.McKelvie moved – G.Way seconded:

“RESOLVED that nominations be closed for the positions on the Hearings Committee for 2016.”

CARRIED.

M.Blackie confirmed the 2016 Hearings Committee will consist of the M.Blackie, R.Chowen, J.McKelvie, S.Levin and T.Jackson.

11. Other Business

- (a) Correspondence from Conservation Ontario Regarding Control of Invasive Species: *Phragmites australis* in Ontario  
(Correspondence attached)

I.Wilcox referred to correspondence from Conservation Ontario addressed to Premier Wynne regarding the control of Invasive Species: *Phragmites australis* in Ontario.

The General Manager highlighted the recommendations as outlined in the letter. He noted that although the UTRCA has a policy in place prohibiting herbicide use on Authority lands, it does advocate the use of herbicides to control invasive species. Therefore, Conservation Ontario's recommendation is consistent with UTRCA policies.

Following a brief discussion the members concurred with the content of Conservation Ontario's letter to the Premier of Ontario.

The Chair adjourned the meeting for a short break.

The Authority staff joined the meeting that was reconvened at 11:10 a.m.

M.Blackie advised staff of the results of the 2016 elections and highlighted the details of the approved 2016 Budget.

12. Conservation Ontario Queen's Park Day  
(Report attached)(Document #114219)

I.Wilcox outlined the attached report for the members' information.

13. Presentation of Service Awards

The Chair, General Manager presented service awards to the following members and staff;  
Ten Year Service Award – Karla Young, Christine Creighton, Ian Rowbotham, Debra Kirk, and Stewart Cahill

Fifteen Year Service Award – Steven Musclow, Scott Gillingwater and Mike Knox

Twenty Year Service Award – Karen Maaskant, Terry Chapman and Karen Wilkie

Twenty Five Year Service Award – Mark Snowsell

Thirty Five Year Service Award – Sharon Viglianti and Rick Goldt

The Chair advised the members that Lou Trottier and Susan Shivas are retiring and on behalf of the Board presented them a token of the Boards appreciation for their years of service to the Authority.

14. Targets Presentation

I.Wilcox updated the members and staff on the status of UTRCA Strategic Planning: Environmental Targets. He noted the Targets are a measure of how healthy we want the watershed to be, and a commitment from this organization to achieve that target by a specific date.

He stated in 2004 the Authority developed a Strategic Plan that included the Authority's Vision and Mission Statement. In 2010 the earlier plan was reviewed and validated. In his opinion the previous plans were valuable in many aspects; however, future plans should be clearer, more specific, with measurable outcomes at the operational level.

He referred to the Watershed Report Cards and noted the watershed health has not improved significantly and therefore more effort is required to ensure improvement is achieved.

He referenced the Authority's Budget impact and noted budgets are a means to an End, not an end themselves. Future budget decisions must be in the context of how it impacts the outcome (Ends).

The General Manager referred to the Board Policy Handbook and noted the "Short-term Goals" have yet to be developed.

In 2014 the Board approved “that the development and approval of the Targets be accepted as the UTRCA’s Strategic Planning effort for 2015 to 2010.

To this end, staff are currently preparing targets, work plans and high level budgets based on the UTRCA’s the four Ends.

- Protect life and property from flooding and erosion.
- Protect and enhance water quality.
- Manage and expand natural areas.
- Provide outdoor recreation opportunities.

In summary the General Manager advised the members a ten page report outlining the four Targets will be circulated to staff for final review and then presented at the May 2016 Board of Directors Meeting for approval.

The presentation is posted on the Members’ Web-site.

15. Back to the River Presentation

- Robin Campbell, Senior Landscape Architect, Stantec

T.Hollingsworth outlined the background information relating to the Authority’s participation with the City of London and London Community Foundation in the Back to the River Design Competition. She advised the members the winner of the competition “Ribbon of the Thames” was designed by Civitas a landscape architect, Denver, Colorado and Stantec, London.

She noted the jury reviewed all submissions and identified the “Ribbon of the Thames” as the most achievable way to promote a strong sense of history and improve Londoners’ access to the Thames River.

T.Hollingsworth introduced Robin Campbell, Senior Landscape Architect, Stantec to share the “Ribbon of the Thames” presentation with the staff and members. She also noted Scott Mathers, City of London was in attendance and will be the lead for the City as the project moves forward.

R.Campbell outlined the design team members, the study area and the complete competition process. She outlined the Request For Qualification Themes;

- a maturing vision in the City,
- origins and meanings,
- the beauty of a nice walk,
- everyone’s river, all four seasons, and
- growing from the river.

R.Campbell’s presentation demonstrated how the “Ribbon of the Thames” has captured each theme and also presented architectural renderings of the project for the members and staff.

T.Hollingsworth thanked R.Campbell for her presentation.

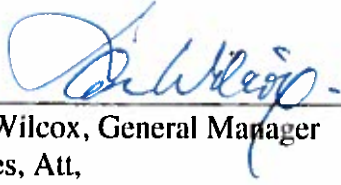
16. Chair and General Manager’s Concluding Comments

M.Blackie thanked the staff involved in organizing the Annual General Meeting.

17. Adjournment

There being no further business to bring forward J.McKelvie moved to adjourn the meeting at 11:25 a.m.

The members participated in a luncheon.



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I. Wilcox, General Manager  
/ses, Att,  
Feb 29, 2016

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M.Blackie, Authority Chair

**To:** UTRCA Board of Directors  
**From:** Ian Wilcox, General Manager  
**Date:** February 9, 2016  
**Subject:** 2016 Budget Approval

**Agenda #:** 8 (a) (b)  
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## Recommendations:

1. That the UTRCA Board of Directors approve the 2016 Draft Budget under Section 27 of the *Conservation Authorities Act* in the amount of \$12,456,074 and that staff be directed to circulate the Approved Budget to member municipalities as part of the required 30 day review period. Please note the levy component of the Operating Budget will be apportioned to member municipalities based on a general levy formula as developed by the Ontario Ministry of Natural Resources and Forestry using Current Value Assessment data from the Municipal Property Assessment Corporation.
2. That the UTRCA Board of Directors approve the 2016 Flood Control Capital Levy under Section 26 of the *Conservation Authorities Act* in the amount of \$1,205,000 to support the Authority's 20 year Flood Control Capital Plan. Apportionment of this levy is based on Special Benefiting Percentages, by structure, as presented in the 2016 Draft Budget. It is noted this levy amount has been set based on cooperative discussions with participating municipalities and assumes that the majority of the works will receive a matching funding contribution through the provincial Water and Erosion Control Infrastructure Program (WECD).

## Background

Attached please find a copy of the Upper Thames River Conservation Authority's 2016 Draft Budget. Total Operating Budget expenditures are estimated at \$12,456,074 which is an increase of \$724,837 over 2015 (6.2%). This increase is explained by special projects related to flood control infrastructure, floodplain mapping, and Great Lakes related water quality projects. The Flood Control Capital Budget is forecast at \$1,205,000 which is a 3.4% increase over 2015 and is explained by West Perth's new contribution.

The Draft Budget was circulated to member municipalities in December 2015. Budget presentations were also provided to municipal councils when requested.

## Voting Procedure

All Conservation Authority budgets are subject to a weighted vote according to the relative value of property assessment in the municipality. Fundamentally, this means those who pay more, have more influence on the budget. Members representing more than one municipality will have multiple votes. The following table provides the relative weighting for the 2016 budget vote.



A budget will be approved if greater than 50% of the weighted vote of those members in attendance is cast in favour of the budget. Please note that if a member is unable to attend the Annual General Meeting, they are not able to vote by proxy and their vote is lost. (Attendance and voting by teleconference is acceptable).

Municipality	2016 Voting Weight (%)
London	50 (12.5% per member)
Oxford County	23.4 (4.68% per member)
Stratford	10.6
Thames Centre	4.5
Middlesex Centre	3.3
St. Marys	2.3
West Perth	1.9
Perth East	1.8
Perth South	1.5
Lucan/ Biddulph	0.4
South Huron	0.3

If a member is absent, each remaining member's weighting remains the same but a new 50% value is calculated based on only those members in attendance.

Budget approval is a recorded vote. Each municipality will be announced in turn and the representative of that municipality will be asked to either support or oppose the budget. Those members representing more than one municipality will have to vote separately for each municipality.

Please note two recorded votes will be conducted for approval of the 2016 Draft Budget. The first will be for approval of the Operating Budget under Section 27 of the *Conservation Authorities Act*, the second for the Flood Control Capital Levy under Section 26 of the *Conservation Authorities Act*.

Should you have questions regarding the draft budget or the voting procedure in advance of the AGM, please contact Ian Wilcox directly at (519) 451-2800 ext. 259.

Prepared and Recommended by:




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Ian Wilcox



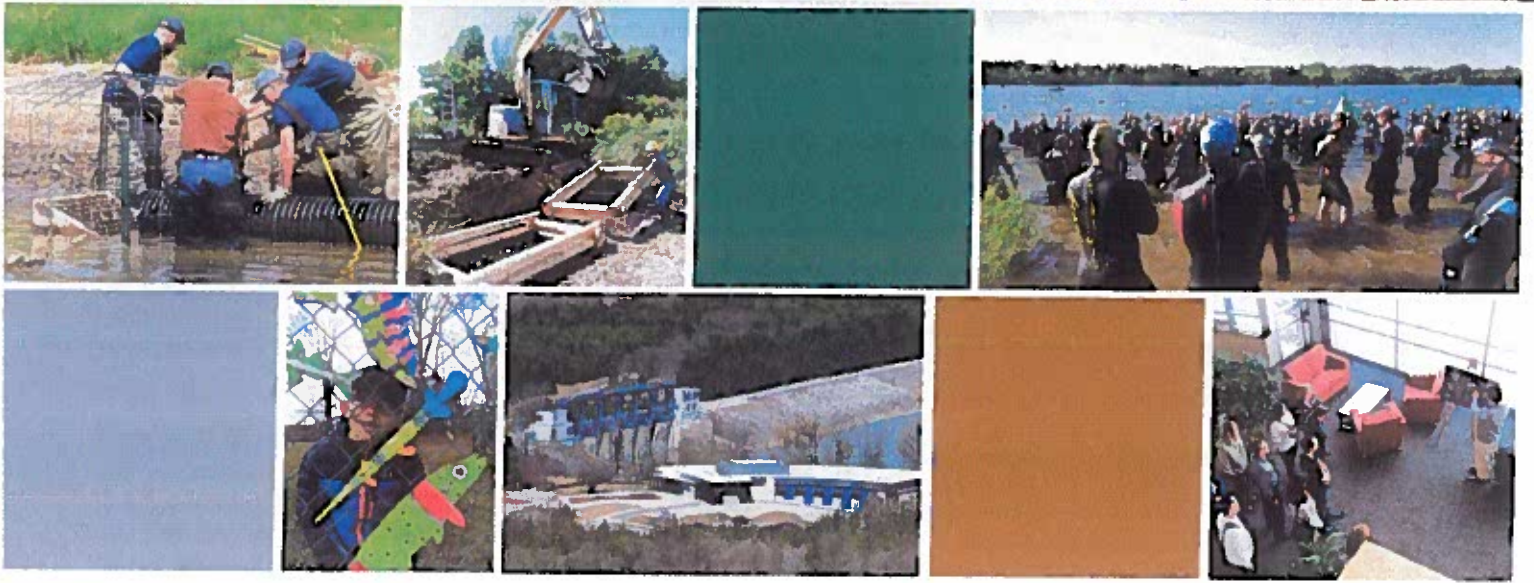
# 2016

## DRAFT BUDGET

February 25, 2016

UPPER THAMES RIVER

CONSERVATION AUTHORITY



*"Inspiring a Healthy Environment"*

1424 Clarke Road, London, Ontario N5V 5B9  
519-451-2800  
infoline@thamesriver.on.ca  
thamesriver.on.ca



# 2016 Draft Budget

February 25, 2016

The Upper Thames River Conservation Authority's (UTRCA) 2016 Draft Operating Budget is forecast at \$12,456,074. This figure includes planned expenditures of \$12,255,351 plus a contribution to operating and capital maintenance reserves of \$200,723. Detailed expenditures, revenue and program descriptions are included in the following pages.

The UTRCA's 2016 Draft Flood Control Capital Budget, which only

affects the City of London, Oxford County and the Municipality of West Perth, forecasts an additional \$1,205,000 (pg. 38).

Overall, the 2016 Draft Budget has been developed as a "maintenance" budget. This approach will ensure existing program and service levels will continue, supported by an increase equivalent to the cost of living. Expenditures and revenues are summarized below, according to the UTRCA's program priorities (Ends).

**Table 1: Operating Budget Expenditures**

UTRCA's Ends	Expenditures	Percent of Budget
1. Flood and Erosion Hazard Protection	\$2,728,167	21.9
2. Water Quality Protection and Improvement	\$3,164,886	25.4
3. Natural Areas Protection and Expansion	\$2,565,207	20.6
Conservation Areas (Not an official end but an important means to achieving ends)	\$3,997,814	32.1
<b>Total</b>	<b>\$12,456,074</b>	<b>100.0</b>

Note: The Community Partnerships Mission Centre is designed and functions to create value across all UTRCA programs. As such, its expenditures are distributed equally among all three Ends.

**Table 2: Operating Budget Revenue**

Revenue Category	Amount	% of Budget	2016 % Increase
User Fees	\$6,710,826	53.9	11.9
Municipal Levy	\$4,313,897	34.6	1.6
Contract Revenue	\$1,079,925	8.7	-4.7
MNRF Transfer Payment	\$351,426	2.8	0.0
<b>Total</b>	<b>\$12,456,074</b>	<b>100.0</b>	<b>6.2</b>

- **User Fees:** User fees include park gate receipts, land rental fees, tree planting fees, cottage leases and permit fees among others. An increase in user fee revenue of 11.9% is proposed. This increase is required to ensure full cost recovery while remaining competitive relative to similar services from other providers.
- **Municipal Levy:** A 1.6% municipal levy increase is proposed. The draft levy rate considers cost of living increases as well as the UTRCA's program and service needs. For 2016 the Board of Directors has approved a "maintenance" budget that ensures continuation of existing service levels (no planned growth) plus a cost of living increase based on the Consumer Price Index.

*Note: Despite an overall 1.6% increase, levy increases differ per municipality because of the assessment based apportionment formula the UTRCA is required to use. This formula uses property assessment data to determine the relative percentage of the UTRCA's levy that each municipality is required to pay.*

- **Contract Revenue:** The UTRCA excels at leveraging municipal funding through special contracts with other organizations (e.g., foundations, other levels of government). Early projections are usually conservative as funding opportunities are not yet known; however, estimates are usually exceeded by year-end with contract revenue often accounting for nearly 20% of total revenue in some years. While numerous contracts are being pursued, it is important to disclose that approximately \$250,000 of projected revenue in this category is currently considered 'soft' (hopeful but not confirmed).

This creates unique management challenges but enables significantly more work to be accomplished annually without cost to watershed residents.

- **Ministry of Natural Resources & Forestry Transfer Payment:** This funding is specifically directed at flood control and is projected to remain status quo for 2016. Note that this funding amount has remained fixed for nearly 20 years despite increasing program costs.

Overall, the 2016 Preliminary Budget attempts to balance program needs with fiscal responsibility. It is believed the budget as presented will provide efficient service delivery, minimize financial impacts for our member municipalities and still support watershed health improvements.

### Important Note Regarding 2017 & 2018 Forecast Budgets

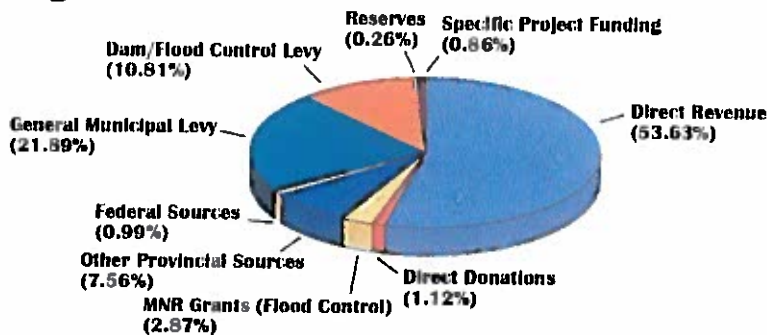
It should be noted that the UTRCA is currently involved in a strategic planning exercise focused on setting environmental targets for our watershed. Our Watershed Report Card program has demonstrated that the health of our Thames River Watershed has remained largely status quo for the past 15 to 20 years, despite the tremendous efforts of UTRCA staff, municipalities and a multitude of community organizations. While there has been significant investment in water quality improvements and tree planting during this time, additional stressors including tree removal, population growth, intensification in agriculture, and

# 2016 Draft Budget

climate change have also continued. It is clear that measurable improvement in the quality of our local environment will only happen if there is a significant increase in stewardship efforts by a broad range of individuals, organizations and local government. Just how much more effort is needed is being estimated by the UTRCA as part of this strategic planning exercise. Regardless of

the specific measure, it is clear that significant new investment will be needed. Therefore, while forecast levy increases are estimated at 1.6% for 2017 and 2018 as part of this budget, there is a strong likelihood that a more substantial investment will be needed if we are to achieve measurable change.

## Upper Thames River Conservation Authority Program Revenues



### Mission Centres Summary

	2014 Approved	2014 Actual	2015 Approved	2016 Working	2017 Forecast	2018 Forecast
<b>DIRECT &amp; INDIRECT EXPENDITURES SUMMARY</b>						
Wages & Benefits	5,836,195	5,968,580	5,942,524	6,319,447	6,386,546	6,417,467
Staff Expenses	127,290	98,508	129,800	115,500	116,200	117,300
Materials & Supplies	1,461,457	1,634,632	1,462,610	1,790,730	1,524,774	1,511,207
Contracts	301,800	1,205,899	272,100	193,600	171,050	171,050
Taxes / Insurance/Safety	443,200	401,237	429,700	413,100	417,100	417,600
Utilities	324,100	312,558	310,800	380,500	380,500	380,500
Legal Fees	19,500	96,623	19,000	22,000	22,000	22,000
Advertising/Brochures						
Other/	31,000	43,297	30,600	29,500	29,500	29,500
<b>TOTAL DIRECT/INDIRECT EXPENDITURES</b>	<b>8,544,842</b>	<b>9,761,334</b>	<b>8,696,934</b>	<b>9,264,377</b>	<b>9,047,670</b>	<b>9,066,624</b>
<b>ALLOCATED COSTS</b>						
Occupancy	149,919	149,916	150,777	149,730	151,736	152,972
Information System	480,831	480,876	504,025	512,483	540,691	540,693
Motor Pool	504,450	504,492	535,300	555,100	555,100	555,100
Administration	632,916	632,904	643,562	659,122	677,420	683,692
Finance	536,888	536,892	546,104	547,520	559,551	570,139
Marketing & Commun	518,784	518,796	553,813	567,019	575,940	586,526
<b>TOTAL ALLOCATED COSTS</b>	<b>2,823,788</b>	<b>2,823,876</b>	<b>2,933,679</b>	<b>2,999,974</b>	<b>3,060,438</b>	<b>3,089,122</b>
<b>TOTAL EXPENDITURES AND ALLOCATED COSTS</b>	<b>11,368,430</b>	<b>12,585,210</b>	<b>11,630,613</b>	<b>12,255,350</b>	<b>12,108,108</b>	<b>12,155,746</b>
<b>REVENUE</b>						
Direct Revenue	5,780,079	6,053,809	5,849,161	6,573,144	6,410,723	6,347,605
Direct Donations	101,269	119,359	150,526	137,682	103,777	105,294
MNR Grants (Flood Control)	351,426	351,020	351,426	351,426	351,426	351,426
Other Provincial Sources	1,100,193	2,007,038	855,179	926,741	878,174	785,667
Federal Sources	136,938	308,786	203,944	121,536	68,993	69,373
General Municipal Levy	2,501,120	2,501,120	2,637,289	2,683,266	2,708,998	2,756,300
Dam/Flood Control Levy	1,219,586	1,204,586	1,307,322	1,324,908	1,375,685	1,393,858
Reserves	76,220	(62,108)	74,087	31,648	102,831	238,223
Specific Project Funding	101,600	101,600	101,600	105,000	107,500	110,000
<b>TOTAL REVENUE</b>	<b>11,368,431</b>	<b>12,566,210</b>	<b>11,630,614</b>	<b>12,255,361</b>	<b>12,108,107</b>	<b>12,166,746</b>
<b>NET Sub-COMPONENT SURPLUS/DEFICIT</b>	<b>1</b>	<b>0</b>	<b>1</b>	<b>0</b>	<b>(1)</b>	<b>0</b>

# 2016 Draft Budget

February 25, 2016



**1. Flood and Erosion  
Hazard Protection**



# 1. Flood and Erosion Hazard Protection

- **Flood Control Mission Centre**
- **Environmental Planning & Regulations Mission Centre**
- **Community Partnerships Mission Centre (33%)**

## Program Examples

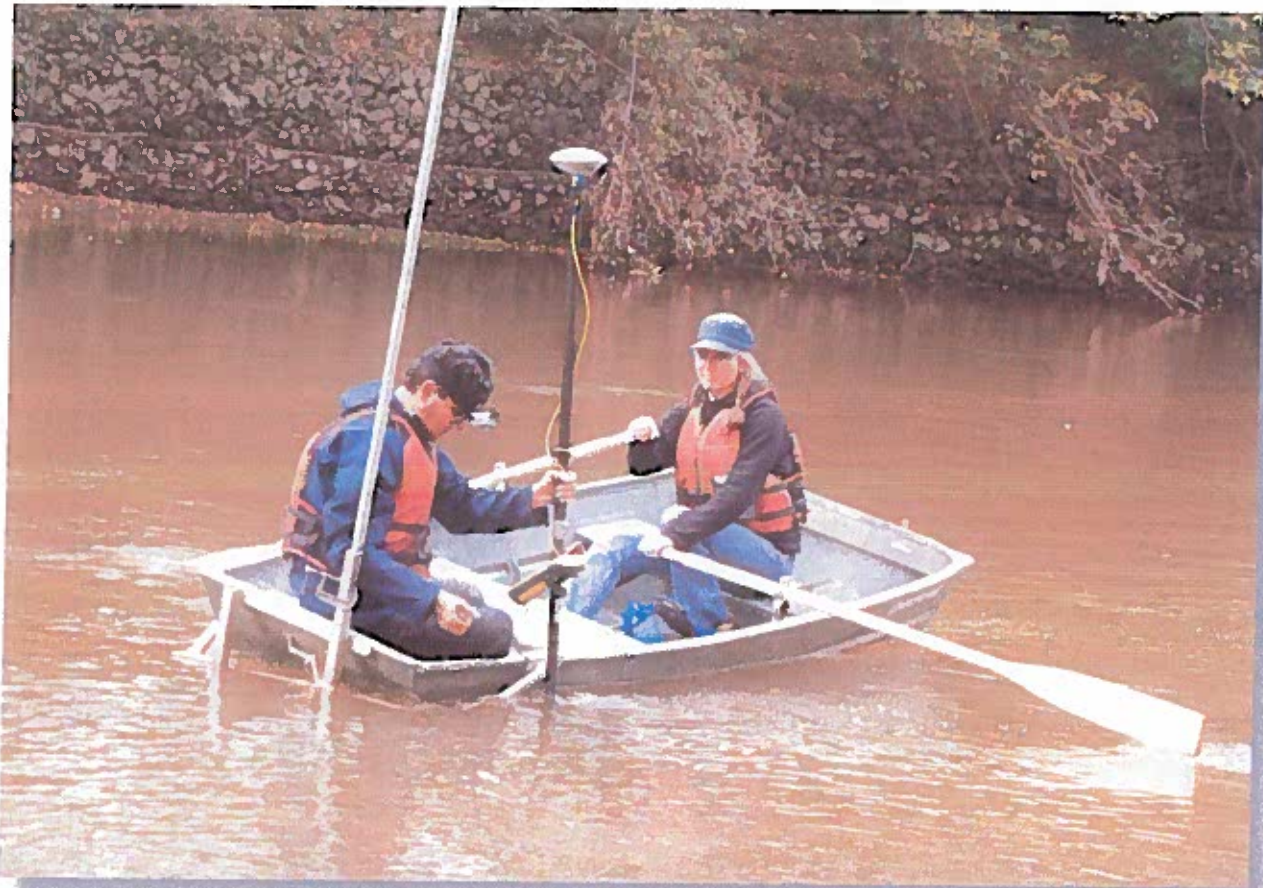
- Operation of dams and dykes
- Floodplain and hazard regulations
- Flood forecasting and warning
- Plan review
- River Safety education program
- Fanshawe Dam education program

## Revenue

- 74% Levy
- 12% MNR Transfer Payment
- 14% Direct Revenue (User Fees)
- 0% Contracts

Expenditures According to Ends	Expenditures	Percent of Budget
1. Flood and Erosion Hazard Protection	\$2.7 million	21.9%
2. Water Quality Protection and Improvement	\$3.1 million	25.4%
3. Natural Areas Protection and Expansion	\$2.6 million	20.6%
Conservation Areas (identified as supporting the above Ends)	\$4.0 million	32.1%

Note: 1/3 of Community Partnerships Mission Centre expenditures (p.34) are included in achieving this End.



# 1. Flood and Erosion Hazard Protection

## Flood / Water & Erosion Control



### What we do:

- reduce the risk of property damage and loss of lives due to flooding by providing flood forecasting, control and warning programs
- operate and maintain water control structures to control flood flows and augment stream flow during dry periods
- operate and maintain recreational water control structures on behalf of municipalities

### Examples:

- providing and maintaining flood situation emergency plans and a flood warning system
- continually monitoring stream flow, reservoirs and watershed conditions, and forecasting floods
- collecting and maintaining flood damage information and historical flooding data
- maintaining and expanding stream gauge network in order to improve stream flow, climatic and water quality monitoring
- improving and calibrating flood forecasting models
- coordinating, maintaining, and improving stream flow through designated flow augmentation reservoirs
- coordinating the upper Thames River watershed's Low Water Response Team, which is planning for drought response to meet the needs of watershed residents and business, while protecting natural systems and human health
- operating, inspecting, and maintaining flood control dams, dyke systems and channels, and erosion control structures, constructed in partnership with municipalities
- operating, inspecting, and maintaining medium sized municipal recreation dams and Conservation Area dams
- undertaking major maintenance projects on water control structures, such as initiating major maintenance on dykes, and assessing municipal erosion control works
- undertaking dam safety studies, and improving public safety around dams
- updating operation and maintenance manuals
- securing capital maintenance funding for water and erosion control infrastructure
- providing technical expertise to identify natural hazards (such as floodplains and steep slopes) with the goal of protecting people and property from these natural hazards
- providing, interpreting and updating floodplain mapping

### Why:

- reduce property damage, injury and loss of life
- comply with legislative requirements and guidelines at the local level
- maintain public investment in infrastructure to prevent catastrophic loss
- improve water quality and stream flow
- key component of a comprehensive floodplain management program
- provide park land and recreational opportunities

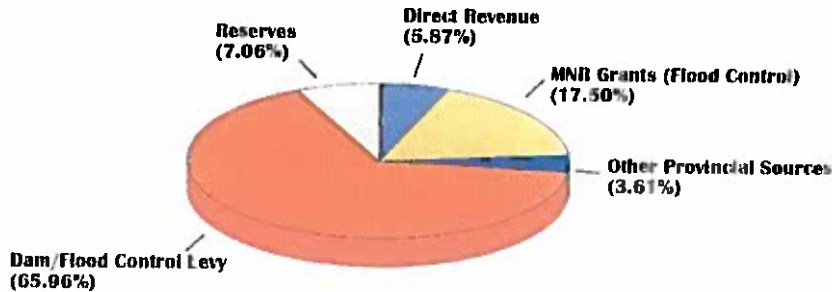
### Who benefits/ participates:

- municipalities
- watershed residents and businesses potentially affected by flooding or drought
- conservation area users
- Province (through reduced flood damages)



# 1. Flood and Erosion Hazard Protection

## Flood Control Program Revenues



2014 Approved	2014 Actual	2015 Approved	2016 Working	2017 Forecast	2018 Forecast
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### DIRECT & INDIRECT EXPENDITURES SUMMARY

Wages & Benefits	754,416	856,731	808,403	1,009,767	1,037,610	1,062,551
Staff Expenses	12,000	12,156	12,000	12,000	12,000	13,000
Materials & Supplies	79,950	168,248	79,950	91,450	91,450	91,450
Contracts	71,400	1,037,330	52,000	37,000	24,450	24,450
Taxes / Insurance/Safety	97,200	80,213	97,200	99,200	99,200	99,200
Utilities	52,800	48,239	52,800	55,000	55,000	55,000
Legal Fees						
Advertising/Brochures						
Other	18,000	15,925	18,000	18,000	18,000	18,000
<b>TOTAL DIRECT/INDIRECT EXPENDITURES</b>	<b>1,086,766</b>	<b>2,218,842</b>	<b>1,120,363</b>	<b>1,322,417</b>	<b>1,337,710</b>	<b>1,383,651</b>

### ALLOCATED COSTS

Occupancy	22,550	22,548	24,453	26,173	26,026	26,238
Information System	80,479	80,484	84,571	88,372	98,796	102,310
Motor Pool	35,450	35,496	37,200	40,500	40,500	40,500
Administration	105,935	105,936	107,983	113,658	123,779	129,368
Finance	70,514	70,512	76,629	77,140	78,835	80,327
Marketing & Commun.	51,878	51,876	55,381	56,702	57,584	58,653
<b>TOTAL ALLOCATED COSTS</b>	<b>386,806</b>	<b>386,852</b>	<b>386,217</b>	<b>402,645</b>	<b>426,530</b>	<b>437,395</b>
<b>TOTAL EXPENDITURES AND ALLOCATED COSTS</b>	<b>1,462,672</b>	<b>2,586,694</b>	<b>1,506,570</b>	<b>1,724,962</b>	<b>1,763,240</b>	<b>1,801,046</b>

### REVENUE

Direct Revenue		503,504		118,000	40,000	
Direct Donations						
MNR Grants (Flood Control)	351,426	351,020	351,426	351,426	351,426	351,426
Other Provincial Sources		597,235		72,500	72,500	72,500
Federal Sources						
General Municipal Levy						
Dam/Flood Control Levy	1,219,586	1,204,586	1,307,322	1,324,908	1,375,665	1,393,858
Reserves	(118,441)	(70,651)	(152,178)	(141,872)	(76,370)	(16,739)
Specific Project Funding						
<b>TOTAL REVENUE</b>	<b>1,462,671</b>	<b>2,586,694</b>	<b>1,506,570</b>	<b>1,724,963</b>	<b>1,763,241</b>	<b>1,801,045</b>
<b>NET Sub-COMPONENT SURPLUS/DEFICIT</b>						



# 1. Flood and Erosion Hazard Protection

## Environmental Planning & Regulations

### What we do:

- provide land use planning advisory services to identify natural hazard, natural heritage, development servicing, water quality, and natural resource planning concerns
- assist municipalities with fulfilling their Planning Act responsibilities by identifying natural hazard areas and natural heritage features and providing policy support
- provide technical peer review services
- administer the Conservation Authorities Act approval process
- provide inquiry services (legal, real estate, general information)
- provide municipalities with access to policy and technical experts in various disciplines including hydrology, hydrogeology, ecology and fisheries, bioengineering, stream morphology and land use planning



### Examples:

- providing comments to assist municipalities with processing Official Plan and Zoning By-Law Amendments, severances, variances and plans of subdivision
- answering questions from the public on the environmental aspects of land use planning
- responding to property inquiries (legal, real estate, and general information)
- coordinating subwatershed plan implementation recommendations for area municipalities, including organizing public involvement, updating state of the watershed information, and reporting to stakeholders
- providing resource mapping as well as technical reviews and clearances
- administering approvals and investigating violations related to regulations made pursuant to the Conservation Authorities Act
- providing screening and mitigation level reviews related to the Federal Fisheries Act
- liaising between municipalities and other government agencies

### Why:

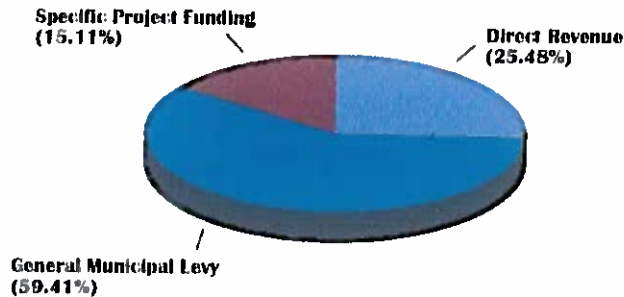
- reduce the risk to life and property from natural hazards such as flooding and unstable slopes
- promote the maintenance and enhancement of natural heritage areas such as woodlands, wetlands and threatened species
- protect and promote the wise use of groundwater resources
- complement other Authority mission centres such as Flood Control, Watershed Planning and Conservation Services
- comply with legislative requirements

### Who benefits/ participates:

- municipal decision makers (planning committee, committee of adjustment and council)
- the general public
- ratepayers associations and other special interest groups
- landowners, developers, private planning and engineering consultants, lawyers, real estate agents
- municipal planners, building officials, engineers, parks and recreation services staff
- provincial ministries, Ontario Municipal Board, Mining and Lands Commissioner
- academic community

# 1. Flood and Erosion Hazard Protection

## Environmental Planning & Regulations Program Revenues



2014 Approved	2014 Actual	2015 Approved	2016 Working	2017 Forecast	2018 Forecast
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### DIRECT & INDIRECT EXPENDITURES SUMMARY

Wages & Benefits	427,408	446,194	447,002	429,833	441,249	453,070
Staff Expenses	7,000	8,777	7,000	7,000	7,000	7,000
Materials & Supplies	3,400	3,604	3,400	10,000	5,000	5,000
Contracts						
Taxes / Insurance/Safety						
Utilities						
Legal Fees	3,000	72,238	3,000	3,000	3,000	3,000
Advertising/Brochures						
Other/						
<b>TOTAL DIRECT/INDIRECT EXPENDITURES</b>	<b>440,808</b>	<b>530,813</b>	<b>480,402</b>	<b>449,833</b>	<b>456,249</b>	<b>468,070</b>

### ALLOCATED COSTS

Occupancy	16,367	16,368	17,027	17,135	17,038	17,177
Information System	44,143	44,148	48,062	45,078	46,906	48,574
Motor Pool	11,100	11,100	11,700	14,000	14,000	14,000
Administration	58,105	58,104	61,368	57,977	58,768	61,421
Finance	27,507	27,504	30,881	34,828	35,593	36,267
Marketing & Commun.	41,503	41,508	44,305	45,362	46,075	46,922
<b>TOTAL ALLOCATED COSTS</b>	<b>198,724</b>	<b>198,732</b>	<b>213,344</b>	<b>214,379</b>	<b>218,381</b>	<b>224,381</b>
<b>TOTAL EXPENDITURES AND ALLOCATED COSTS</b>	<b>639,532</b>	<b>729,545</b>	<b>693,746</b>	<b>664,212</b>	<b>674,630</b>	<b>692,451</b>

### REVENUE

Direct Revenue	164,600	142,321	155,000	177,000	162,000	182,000
Direct Donations						
MNR Grants (Flood Control)						
Other Provincial Sources						
Federal Sources						
General Municipal Levy	387,118	387,118	405,313	412,689	416,816	424,402
Dam/Flood Control Levy						
Reserves	(13,786)	98,506	11,833	(30,478)	(31,686)	(23,971)
Specific Project Funding	101,600	101,600	101,600	105,000	107,500	110,000
<b>TOTAL REVENUE</b>	<b>639,532</b>	<b>729,545</b>	<b>673,746</b>	<b>684,211</b>	<b>674,630</b>	<b>692,431</b>
<b>NET Sub-COMPONENT SURPLUS/DEFICIT</b>	<b>0</b>	<b>0</b>	<b>(0)</b>	<b>(0)</b>	<b>0</b>	<b>(0)</b>



## **2. Water Quality Protection and Improvement**



## 2. Water Quality Protection and Improvement

- **Watershed Research, Planning & Monitoring Mission Centre (Includes Environmental Monitoring, Watershed Planning, and Research)**
- **Soil Conservation Mission Centre (Includes Clean Water Program)**
- **Drinking Water Source Protection Mission Centre**
- **Community Partnerships Mission Centre (33%)**

### Program Examples

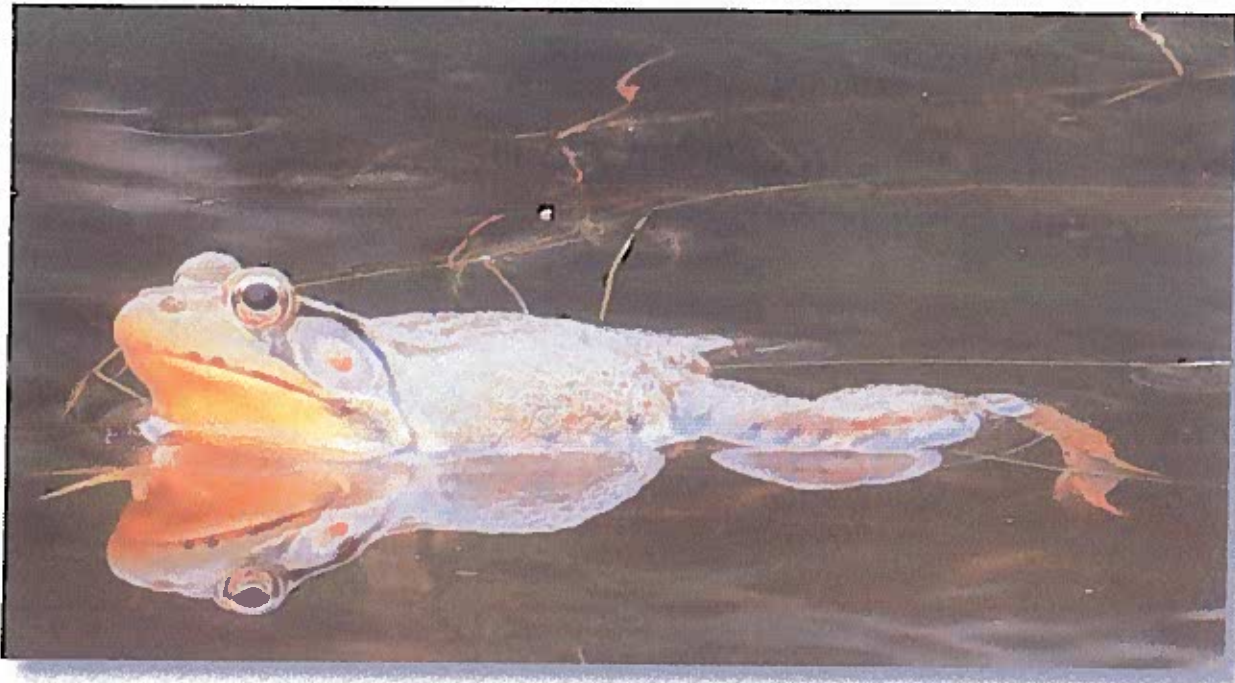
- Clean Water Program
- Source Water Protection Planning
- Provincial Water Quality Monitoring Network
- Provincial Groundwater Monitoring Network
- Benthic Monitoring Program
- Thames River Clear Water Revival
- Watershed Report Cards
- Watershed Report Card Education Program
- Developing and implementing community-based watershed strategies
- Environmental education programs for 20,000 students annually at Fanshawe and Wildwood Conservation Areas
- Children's Water Festival

### Revenue

- 38% Levy
- 0% MNR Transfer Payment
- 32% Direct Revenue (User Fees)
- 30% Contracts

Expenditures According to Ends	Expenditures	Percent of Budget
1. Flood and Erosion Hazard Protection	\$2.7 million	21.9%
2. Water Quality Protection and Improvement	\$3.1 million	25.4%
3. Natural Areas Protection and Expansion	\$2.6 million	20.6%
Conservation Areas (identified as supporting the above Ends)	\$4.0 million	32.1%

Note: 1/3 of Community Partnerships Mission Centre expenditures (p.34) are included in achieving this End.



## 2. Water Quality Protection and Improvement

# Environmental Monitoring

(in Watershed Research, Planning & Monitoring budget)



### What we do:

- provide watershed scale environmental monitoring to understand current health and emerging trends as a basis for setting environmental management priorities

### Examples:

- working in partnership with the Ontario Ministry of the Environment and municipal Health Units to collect and analyze surface water samples at 24 sites as part of the Provincial Water Quality Monitoring Network (PWQMN)
- conducting enhanced surface water quality monitoring at a selection of PWQMN sites and at additional sites to help assess best management practices associated with nutrient management planning
- working in partnership with the Ontario Ministry of the Environment & Climate Change to collect and analyze groundwater samples at 24 sites as part of the Provincial Groundwater Monitoring Information System
- working in partnership with member municipalities undertake detailed local water quality studies to better understand local water quality issues identified in Watershed Report Cards
- compiling water quality and aquatic community health data in a comprehensive and standardized time series database that is integrated with water quantity, web enabled and available to watershed partners
- monitoring aquatic community health including benthic invertebrates at approximately 100 sites annually and fisheries as an indicator of environmental health
- monitoring aquatic species at risk, including fish, reptiles and freshwater mussels, to identify priority areas for implementation of BMPs and stewardship aimed at improving habitat
- continuing a monitoring program in Wildwood, Pittock and Fanshawe Reservoirs for parameters such as dissolved oxygen, to ensure operations of the structures do not negatively impact water quality
- ongoing work to maintain, analyze and report all monitoring data and trends

### Why:

- changes in environmental health must be monitored and understood to help guide the conservation authority, municipalities, government agencies and community groups in implementing restoration and re dedication programs
- monitoring can result in problem detection before serious damage occurs and, thus, also result in considerable cost saving and improved environmental health in the watershed

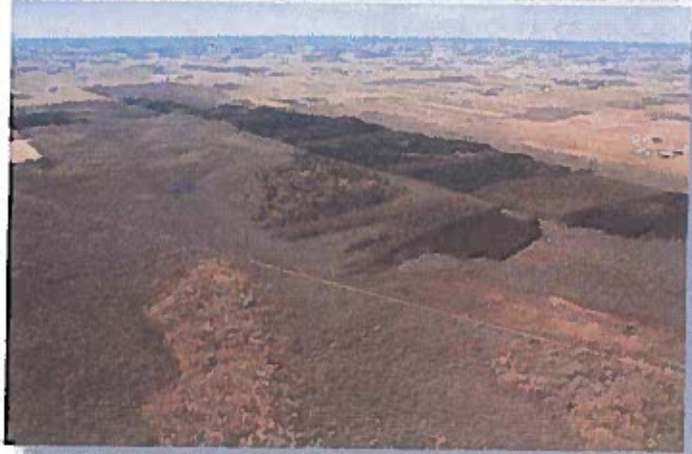
### Who benefits/ participates:

- watershed residents
- municipalities
- agencies
- schools, universities

## 2. Water Quality Protection and Improvement

# Watershed Planning

(in Watershed Research, Planning  
& Monitoring budget)



### What we do:

- develop and maintain watershed, subwatershed and property specific management plans in cooperation with government agencies, municipalities and community groups

### Examples:

- supporting the development of natural heritage targets for the watershed and participating in property assessment and acquisition projects in partnership with other UTRCA units in order to characterize, protect and rehabilitate natural features and systems
- participating in the ongoing development of recovery strategies and implementation plans for aquatic and terrestrial species at risk
- developing and maintaining Geographic Information System (GIS) databases, performing spatial analysis and producing mapping and GIS tools to support watershed planning initiatives, assist in property management and support regulatory activities
- developing and maintaining Internet-based GIS mapping tools to support UTRCA staff
- developing land management plans for UTRCA properties, such as Glengowan area lands, in partnership with Conservation Areas and Lands & Facilities units
- presenting findings on environmental conditions in the watershed's 28 subwatersheds through watershed report cards
- providing technical support and review for applications related to planning advisory services for the Environmental Planning and Regulations Unit
- facilitating the development of an updated Water Management Plan for the Thames River watershed that serves to refine water management objectives, in collaboration with a broad group of stakeholders

### Why:

- solving environmental problems and implementing plans to improve watershed health requires a broad geographic perspective and knowledge of current resources, research and implementation practices
- private landowners ultimately manage the majority of lands and, therefore, need to help determine the future of these properties; we provide the forum for the community to work collectively toward a common vision for the watershed

### Who benefits/ participates:

- watershed residents
- community groups
- municipalities
- agencies



## 2. Water Quality Protection and Improvement

### Research

#### (in Watershed Research, Planning & Monitoring budget)

##### What we do:

- Implement research studies to fill resource information gaps and develop innovative methods of protecting and enhancing watershed resources

##### Examples:

- conducting research to understand the environmental characteristics, attitudes and behaviours of rural landowners to guide and refine stewardship programs
- developing an assessment of water quality in the Thames River watershed based on analysis of existing data, modeling and long term trends
- studying threatened and endangered wildlife species and their habitat requirements (such as the spiny softshell turtle, queen snake, black redhorse fish and freshwater mussels) that are indicators of watershed health
- participating in multi-agency research projects, such as Conservation Ontario's Provincial Information Technology Forum, Conservation Authorities Aquatics Group, Lake St. Clair Management Plan, Lake Erie Lakewide Action & Management Plan, and Low Water Response Groundwater Indicators Study
- providing technical lead in the development of natural heritage studies and models for determining natural heritage system significance (such as the Middlesex Natural Heritage Study)

##### Why:

- new information and solutions are required for existing environmental problems to ensure we can live in healthy communities
- provide clean water for community use and for the enjoyment of future generations
- decrease the health risk to humans and animals
- improve habitat for fish and wildlife

##### Who benefits/ participates:

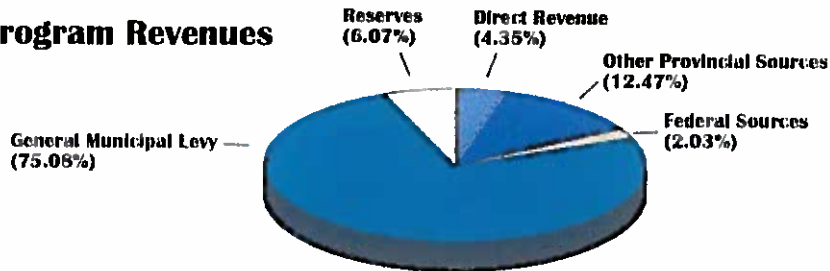
- private landowners, the local community and municipal partners
- industry gains new technology and products
- individuals and agencies share new ideas and expertise
- landowners, community groups and municipalities benefit from funding that they could not access on their own



## 2. Water Quality Protection and Improvement

### Watershed Research, Planning & Monitoring (includes Watershed Planning, Environmental Monitoring, & Research)

#### Program Revenues



2014 Approved	2014 Actual	2015 Approved	2016 Working	2017 Forecast	2018 Forecast
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#### DIRECT & INDIRECT EXPENDITURES SUMMARY

Wages & Benefits	593,349	588,694	593,673	611,800	622,154	632,683
Staff Expenses	13,500	7,875	11,500	11,500	13,500	13,500
Materials & Supplies	24,000	104,426	15,000	15,000	10,000	10,000
Contracts						
Taxes / Insurance/Safety						
Utilities						
Legal Fees						
Advertising/Brochures						
Other/						
<b>TOTAL DIRECT/INDIRECT EXPENDITURES</b>	<b>630,849</b>	<b>700,995</b>	<b>620,173</b>	<b>638,300</b>	<b>645,654</b>	<b>656,183</b>

#### ALLOCATED COSTS

Occupancy	24,877	24,876	23,548	25,043	24,902	25,105
Information System	60,871	60,876	63,112	62,452	64,985	67,296
Motor Pool	24,400	24,396	25,800	29,600	29,600	29,600
Administration	80,124	80,124	80,585	80,322	81,418	85,094
Finance	47,460	47,460	47,183	46,169	47,183	48,076
Marketing & Commun.	93,381	93,384	99,886	102,063	103,669	105,575
<b>TOTAL ALLOCATED COSTS</b>	<b>331,113</b>	<b>331,116</b>	<b>339,714</b>	<b>345,849</b>	<b>351,767</b>	<b>360,745</b>
<b>TOTAL EXPENDITURES AND ALLOCATED COSTS</b>	<b>961,962</b>	<b>1,032,111</b>	<b>959,886</b>	<b>983,949</b>	<b>997,411</b>	<b>1,016,928</b>

#### REVENUE

Direct Revenue	49,151	82,338	25,000	42,766	38,066	38,372
Direct Donations		1,006				
MNR Grants (Flood Control)						
Other Provincial Sources	137,678	183,439	144,048	122,660	117,376	83,052
Federal Sources	20,000	57,500	20,000	20,000	20,000	20,000
General Municipal Levy	693,003	693,003	725,575	738,780	746,167	759,748
Dam/Flood Control Levy						
Reserves	62,130	14,825	45,264	59,744	75,802	115,757
Specific Project Funding						
<b>TOTAL REVENUE</b>	<b>961,963</b>	<b>1,032,111</b>	<b>959,887</b>	<b>983,850</b>	<b>997,411</b>	<b>1,016,929</b>
<b>NET Sub-COMPONENT SURPLUS/DEFICIT</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1</b>	<b>0</b>	<b>0</b>



## 2. Water Quality Protection and Improvement



## 2. Water Quality Protection and Improvement

### Soil Conservation

#### What we do:

- address soil and water quality concerns by providing comprehensive in-field and in-stream conservation planning services

#### Examples:

- working under the auspices of the Ontario Soil & Crop Improvement Association to delivery the Priority Subwatershed Project within the Upper Medway and North Kettle watersheds
- managing demonstration and research efforts including: controlled drainage, phosphorus removal from streams through naturalization, engineered vegetated filter strips, biofilters and surface inlet effectiveness, with the Ontario Ministries of Agriculture, Food and Rural Affairs (OMAFRA) and the Environment and Climate Change (MOECC), along with Agriculture and Agri-Food Canada and the Universities of Guelph, Waterloo and Windsor
- helping to create and deliver the Great Lakes Agricultural Stewardship initiative outreach program along with the Ontario Soil & Crop Improvement Association
- working with landowners to carry out the Thames River Ecosystem Stewardship Initiative in the Fish Creek watershed, to protect endangered mussels and restore their habitat
- continuing with monitoring of several demonstration projects implemented through the MOECC's Showcasing Water Innovation program, including on farm stormwater management, the use of slag filters for phosphorus removal in barnyard and silage leachate runoff, wetland restoration, and sub irrigation/ drainage projects
- working with local communities and agency funders to improve the overall watershed health of the Avon River, as well as Cedar, Halls and Stoney Creeks
- focusing efforts to restore natural stream flow and structure in Medway Creek in order to improve the aquatic health of the stream
- initiating a Dingman Creek Stewardship Project
- working with the community to implement a Low Impact Development (LID) program across the watershed
- working with OMAFRA on the Soil Health Project - an initiative to determine the state of agricultural soils in Ontario and demonstrate methods for improvement
- implementing practical, cost-effective alternatives for landowners and other agency staff with water quality concerns, such as bioengineering to control streambank erosion and slope instability, natural channel design in disturbed watercourses and drainage systems, and constructed wetlands to treat industrial, septic and agricultural wastewater



#### Why:

- reduce watercourse pollution and maintenance costs by keeping soil on the land
- stabilize streams experiencing pressure from surrounding land uses
- improve water quality and habitat for fish and wildlife
- reestablish natural aquatic linkages
- protect topsoil for agriculture

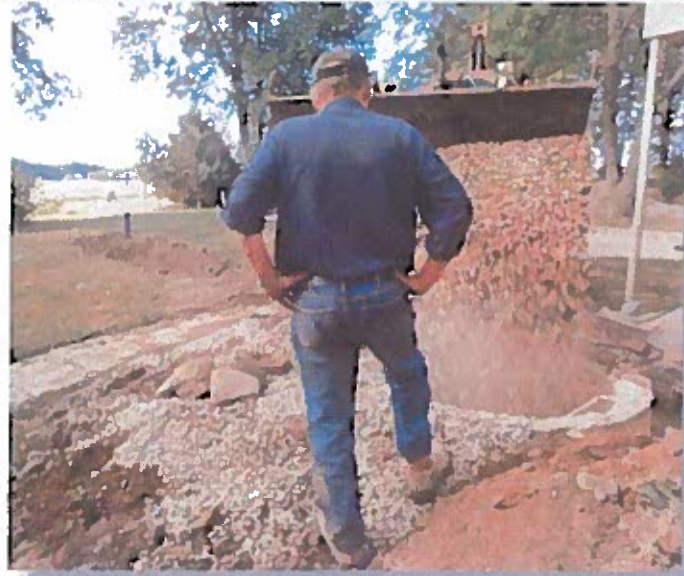
#### Who benefits/ participates:

- groups and individuals in the participating communities
- private landowners and the local community can sustain crop yields, avoid costly drain maintenance and keep local water resources clean
- local contractors carry out much of the work
- industry gains new technology and products
- agencies and individuals share new ideas and expertise



## 2. Water Quality Protection and Improvement

# Clean Water Program (in Soil Conservation budget)



### What we do:

- provide technical assistance and financial incentives to rural landowners for implementing measures that improve surface water and groundwater quality and contribute to sustainable agriculture operations. CWP is funded by the Counties of Oxford, Middlesex and Perth, the Town of St. Marys and the Cities of Stratford and London. Additional funding is provided by Environment Canada's Habitat Stewardship Program. The program is delivered by the Ausable Bayfield, Catfish Creek, Grand River, Kettle Creek, Long Point Region, Maitland Valley, St. Clair Region, and Upper Thames River Conservation Authorities.
- provide technical delivery of Agriculture & Agri-Food Canada's Greencover Program
- deliver the Ontario Drinking Water Stewardship Program to eligible landowners throughout the Thames-Sydenham and Region Source Protection Region

### Examples:

- Eligible projects include the following:
  - milkhouse washwater disposal
  - clean water diversion
  - livestock access restriction to watercourses
  - nutrient management plans
  - wellhead protection
  - decommissioning unused wells
  - fertilizer, chemical and fuel storage or handling
  - septic systems
  - erosion control structures
  - fragile land retirement
  - woodlot and wetland enhancement

### Why:

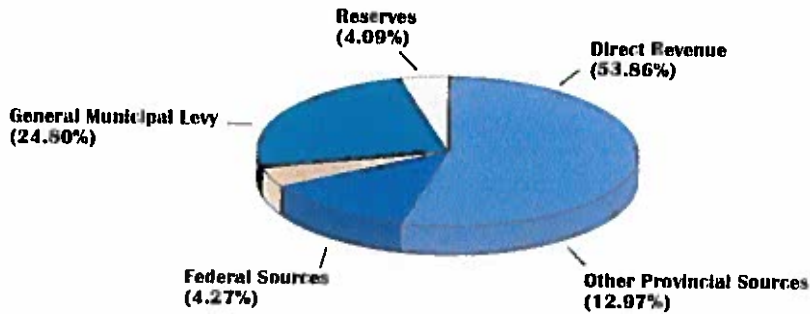
- to address locally identified priority water quality impairment issues
- to maintain working relationships between various municipalities, local farm groups, government agencies and interested groups or associations that have a direct stake in the issue of agriculture, water quality and future health of our watersheds
- to protect municipal drinking water sources

### Who benefits/ participates:

- landowners within the Counties of Oxford, Perth and Middlesex, the Cities of Stratford and London and the Town of St. Marys
- municipalities, by joining together, enjoy environmental programs and services that would otherwise be too costly for individual municipalities
- everyone benefits from improved environmental health

## 2. Water Quality Protection and Improvement

### Soil Conservation (includes Clean Water Program) Program Revenues



2014 Approved	2014 Actual	2015 Approved	2016 Working	2017 Forecast	2018 Forecast
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#### DIRECT & INDIRECT EXPENDITURES SUMMARY

Wages & Benefits	205,859	201,615	205,212	320,532	320,065	214,352
Staff Expenses	3,500	2,472	3,500	3,500	3,500	3,500
Materials & Supplies	406,000	142,758	211,000	514,540	355,380	347,911
Contracts						
Taxes / Insurance/Safety						
Utilities						
Legal Fees						
Advertising/Brochures						
Other/						
<b>TOTAL DIRECT/INDIRECT EXPENDITURES</b>	<b>615,359</b>	<b>346,845</b>	<b>410,712</b>	<b>838,672</b>	<b>678,945</b>	<b>566,763</b>

#### ALLOCATED COSTS

Occupancy	7,310	7,308	7,064	7,343	7,302	7,362
Information System	18,679	18,684	18,934	36,156	37,623	19,733
Motor Pool	24,700	24,696	25,900	45,800	45,800	45,800
Administration	24,588	24,588	24,175	46,502	47,137	24,952
Finance	26,661	26,664	28,672	26,366	26,945	27,455
Marketing & Commun	67,442	67,440	71,996	73,712	74,872	76,248
<b>TOTAL ALLOCATED COSTS</b>	<b>189,391</b>	<b>189,380</b>	<b>176,941</b>	<b>235,880</b>	<b>239,679</b>	<b>201,551</b>
<b>TOTAL EXPENDITURES AND ALLOCATED COSTS</b>	<b>784,740</b>	<b>516,225</b>	<b>586,653</b>	<b>1,074,452</b>	<b>918,624</b>	<b>767,314</b>

#### REVENUE

Direct Revenue	402,481	196,025	262,948	630,277	568,861	525,352
Direct Donations						
MNR Grants (Flood Control)						
Other Provincial Sources	206,379	113,835	91,211	151,794	103,584	33,912
Federal Sources		32,588	58,053	50,000		
General Municipal Levy	272,275	272,275	285,072	290,260	293,162	298,498
Dam/Flood Control Levy						
Reserves	(96,395)	(98,498)	(101,630)	(47,880)	(46,984)	(90,447)
Specific Project Funding						
<b>TOTAL REVENUE</b>	<b>784,739</b>	<b>516,225</b>	<b>586,654</b>	<b>1,074,452</b>	<b>918,624</b>	<b>767,314</b>
<b>NET Sub-COMPONENT SURPLUS/DEFICIT</b>	<b>(1)</b>	<b>(1)</b>	<b>(1)</b>	<b>(1)</b>	<b>(1)</b>	<b>(1)</b>

## 2. Water Quality Protection and Improvement

# Source Water Protection



### What we do:

- work with our partners to develop and implement a Source Protection Plan that will:
  - protect human health, and
  - protect present and future municipal drinking water sources (quality and quantity)
- the Upper Thames River, Lower Thames Valley, and St. Clair Region Conservation Authorities are working together in a partnership with the Province and our member municipalities
- the UTRCA, as the lead CA, is responsible for the overall project administration

### Examples:

- prepare for role in implementation
- support municipalities in the implementation of the Source Protection Plan
- provide education and outreach related to the Source Protection Plan
- monitor and report on implementation progress
- support the Source Protection Committee
- ensure transparent, multi-stakeholder involvement
- provide technical information and resources
- integrate drinking water source protection into other program areas
- update technical information in Assessment Reports
- develop a water budget
- manage and maintain data

### Why:

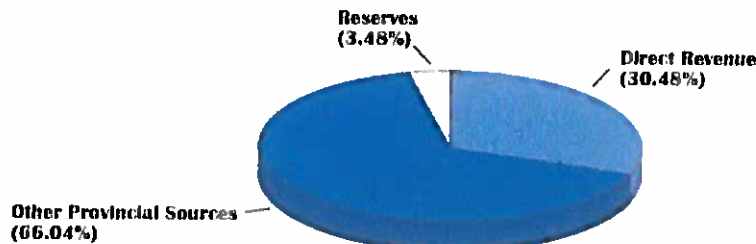
- the Walkerton Inquiry recommended a multi-barrier approach to protecting drinking water, with drinking water source protection as the first barrier
- protecting our surface water and groundwater from becoming contaminated or overused will ensure that we have a sufficient supply of clean, safe drinking water now and for the future
- clean and sustainable drinking water sources are critical to healthy and economically sustainable communities
- protecting source water is more cost-effective than remediating water quantity and/or quality, if remediation is even possible
- required by the Clean Water Act

### Who benefits/ participates:

- province
- conservation authorities
- municipalities
- stakeholders
- water users

## 2. Water Quality Protection and Improvement

### Source Water Protection Program Revenues



2014 Approved	2014 Actual	2015 Approved	2016 Working	2017 Forecast	2018 Forecast
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#### DIRECT & INDIRECT EXPENDITURES SUMMARY

Wages & Benefits	643,939	700,703	566,946	552,585	538,483	549,807
Staff Expenses	45,990	25,346	48,000	33,000	33,000	33,000
Materials & Supplies	60,900	19,522	82,800	49,800	49,800	49,800
Contracts	71,000	39,295				
Taxes / Insurance/Safety						
Utilities						
Legal Fees						
Advertising/Brochures						
Other/		15,046				
<b>TOTAL DIRECT/INDIRECT EXPENDITURES</b>	<b>821,829</b>	<b>799,912</b>	<b>697,746</b>	<b>635,385</b>	<b>621,283</b>	<b>632,607</b>

#### ALLOCATED COSTS

Occupancy	16,949	16,944	16,846	14,310	17,226	17,366
Information System	27,415	27,420	27,187	28,643	29,805	30,865
Motor Pool			5,800	11,000	11,000	11,000
Administration	36,086	36,084	34,713	36,839	37,342	39,028
Finance	24,181	24,180	24,682	24,293	24,827	25,297
Marketing & Commun.	15,564	15,564	16,614	17,011	17,278	17,596
<b>TOTAL ALLOCATED COSTS</b>	<b>120,194</b>	<b>120,192</b>	<b>126,842</b>	<b>132,097</b>	<b>137,478</b>	<b>141,182</b>
<b>TOTAL EXPENDITURES AND ALLOCATED COSTS</b>	<b>942,023</b>	<b>920,104</b>	<b>823,588</b>	<b>767,492</b>	<b>758,761</b>	<b>773,789</b>

#### REVENUE

Direct Revenue	261,653	24,460	340,300	233,900	223,900	223,900
Direct Donations						
MNR Grants (Flood Control)						
Other Provincial Sources	680,370	895,644	560,590	506,874	518,880	529,847
Federal Sources						
General Municipal Levy						
Dam/Flood Control Levy						
Reserves			(77,301)	26,717	15,982	20,011
Specific Project Funding						
<b>TOTAL REVENUE</b>	<b>942,023</b>	<b>920,104</b>	<b>823,589</b>	<b>767,491</b>	<b>758,762</b>	<b>773,758</b>
<b>NET Sub-COMPONENT SURPLUS/DEFICIT</b>	<b>(0)</b>	<b>(0)</b>	<b>0</b>	<b>(0)</b>	<b>0</b>	<b>0</b>





**3. Natural Areas  
Protection and  
Expansion**

### 3. Natural Areas Protection and Expansion

- **Forestry Mission Centre**
- **Lands and Facilities Mission Centre**
- **Environmentally Significant Areas Mission Centre**
- **Community Partnerships Mission Centre (33%)**

#### Program Examples

- Private Land Tree Planting
- Communities for Nature
- Tree Power
- Various management plans (Ellice, Sifton)
- Watershed Report Cards
- Property Management
- Wetlands Education Program
- Environmental education programs for 20,000 students annually at Fanshawe and Wildwood Conservation Areas
- Developing and implementing community-based watershed strategies
- Creating value for the UTRCA and the environment by linking the Authority and its information with the watershed residents and their ability to take action

#### Revenue

- 41% Levy
- 0% MNR Transfer Payment
- 42% Direct Revenue (User Fees)
- 17% Contracts

Expenditures According to Ends	Expenditures	Percent of Budget
1. Flood and Erosion Hazard Protection	\$2.7 million	21.9%
2. Water Quality Protection and Improvement	\$3.1 million	25.4%
3. Natural Areas Protection and Expansion	\$2.6 million	20.6%
Conservation Areas (Identified as supporting the above Ends)	\$4.0 million	32.1%

Note: 1/3 of Community Partnerships Mission Centre expenditures (p. 34) are included in achieving this End.





## 3. Natural Areas Protection and Expansion

### Forestry



#### What we do:

- offer a range of tree planting and woodlot management services to improve the health of the local environment and provide a learning experience

#### Examples:

- providing a wide range of forestry services including tree planting plans (including technical assistance, planting or supplying appropriate stock, and maintenance assistance), woodlot management, non-native vegetation control (with the EZject system and other herbicide and manual methods), and planning and auditing for the Managed Forest Tax Incentive Program
- initiating inventories and management plans for UTRCA-owned plantations and other wooded areas
- carrying out controlled burns to sustain Communities for Nature native grass and wildflower plantings, with ESA team
- offering opportunities to local corporations wishing to provide lands and/or financial support for naturalization projects, through the Communities for Nature program
- providing the Communities for Nature program to give 4,000 people a hands-on educational opportunity to enhance their local environment, through community forestry as well as aquatic and wildflower planting
- planning and implementing naturalization projects through the Communities for Nature program
- coordinating the George Furtney, Woodstock, Zorra, Thames Centre, and St. Marys Area Memorial Forests to improve the local environment while commemorating people or events
- providing technical assistance to the London airport tree trimming project
- providing tree marking and woodlot management advice for private landowners
- partnering with the Canadian Forestry Service on Emerald Ash Borer (EAB) parasitoid research for control of EAB
- partnering with the Forest Gene Conservation Association to establish a Southwest Ontario Butternut Tree Archive site at Pittock Conservation Area, to help preserve the genetics of this endangered species

#### Why:

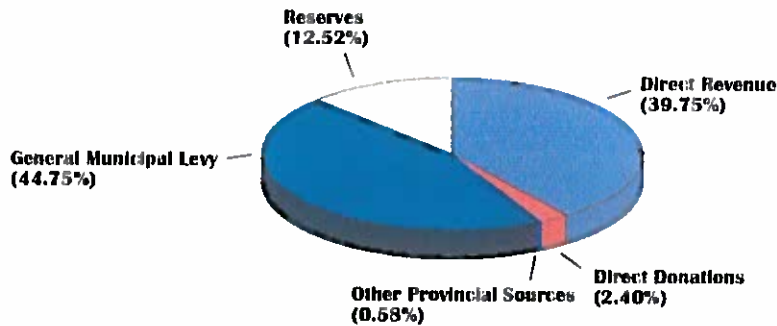
- improve crop yields and water quality by reducing soil erosion
- provide habitat for wildlife
- improve air quality
- shade and protect buildings, reducing heating and cooling costs
- reduce snow drifting and snow removal costs
- provide timber products
- provide recreational opportunities and aesthetics

#### Who participates/ benefits:

- farmers and rural landowners
- students, non-profit groups, service clubs and community associations
- general public
- municipalities
- private tree nurseries
- funeral homes
- corporations/ businesses

### 3. Natural Areas Protection and Expansion

#### Forestry Program Revenues



2014 Approved	2014 Actual	2015 Approved	2016 Working	2017 Forecast	2018 Forecast
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#### DIRECT & INDIRECT EXPENDITURES SUMMARY

Wages & Benefits	365,809	404,342	387,782	391,899	399,085	406,279
Staff Expenses	2,500	2,353	2,500	2,500	2,500	2,500
Materials & Supplies	180,500	184,213	190,500	209,500	188,500	182,000
Contracts						
Taxes / Insurance/Safety						
Utilities						
Legal Fees						
Advertising/Brochures						
Other/						
<b>TOTAL DIRECT/INDIRECT EXPENDITURES</b>	<b>548,809</b>	<b>590,908</b>	<b>580,782</b>	<b>603,899</b>	<b>580,085</b>	<b>600,779</b>

#### ALLOCATED COSTS

Occupancy	14,257	14,256	14,201	14,762	14,679	14,799
Information System	38,846	38,844	39,906	38,598	40,163	41,592
Motor Pool	57,000	57,000	59,800	57,300	57,300	57,300
Administration	51,132	51,132	50,954	49,642	50,320	52,592
Finance	36,074	36,072	37,482	38,858	39,712	40,463
Marketing & Commun.	57,066	57,072	60,919	62,372	63,353	64,518
<b>TOTAL ALLOCATED COSTS</b>	<b>254,376</b>	<b>254,376</b>	<b>263,263</b>	<b>261,633</b>	<b>266,627</b>	<b>271,263</b>
<b>TOTAL EXPENDITURES AND ALLOCATED COSTS</b>	<b>803,184</b>	<b>845,284</b>	<b>844,045</b>	<b>865,432</b>	<b>856,612</b>	<b>872,042</b>

#### REVENUE

Direct Revenue	320,000	318,356	320,000	344,000	333,000	341,500
Direct Donations	25,548	15,838	20,629	20,792	21,018	21,253
MNR Grants (Flood Control)						
Other Provincial Sources		15,561	5,000	5,000		
Federal Sources						
General Municipal Levy	363,292	363,292	380,367	387,290	391,163	398,282
Dam/Flood Control Levy						
Reserves	94,344	132,237	118,049	108,351	110,431	111,008
Specific Project Funding						
<b>TOTAL REVENUE</b>	<b>803,185</b>	<b>845,284</b>	<b>844,046</b>	<b>865,432</b>	<b>856,612</b>	<b>872,043</b>
<b>NET Sub-COMPONENT SURPLUS/DEFICIT</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>(0)</b>	<b>0</b>

## 3. Natural Areas Protection and Expansion

### Lands & Facilities

#### What we do:

- work in partnership with the community to ensure the long-term protection of natural areas, such as woodlands and wetlands, and provide a variety of recreational opportunities on UTRCA-owned/ managed lands
- lease structures and properties to clubs, individuals and municipalities for activities that complement the UTRCA's programs and services

#### Examples:

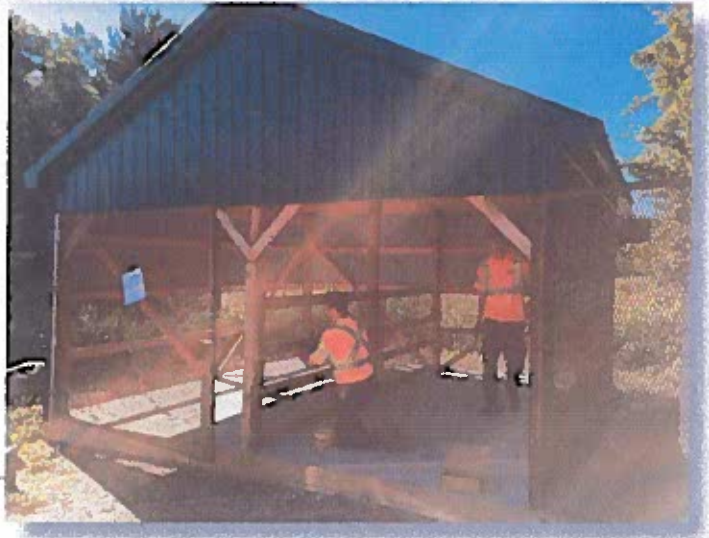
- providing passive day-use recreational opportunities on 1900 hectares of rural properties, including woodlands, wetlands, agreement forests and seven rural conservation areas
- initiating asset management plan as per the UTRCA Strategic Plan
- initiating or assisting with capital development projects
- managing UTRCA motor pool system
- working with the local community to implement the Ellice and Gads Hill Swamps Management Strategy
- performing comprehensive risk management and safety inspections on UTRCA-owned properties
- assessing hunting opportunities on UTRCA owned properties and, where appropriate, implementing a controlled hunting program
- responding to infringement and encroachment related issues on UTRCA owned properties
- leasing 24 UTRCA owned agricultural properties totalling approximately 540 hectares
- leasing 7 residential homes and managing/maintaining 7 storage buildings located throughout the watershed
- maintaining lease agreements with 7 community-based groups for the management and maintenance of our rural conservation areas
- maintaining lease agreements with more than 20 clubs for recreational opportunities within Fanshawe, Wildwood and Pittock Conservation Areas
- maintaining lease agreements for 80 cottages at two locations
- maintaining leases with groups and individuals for a variety of activities at properties throughout the watershed

#### Why:

- natural areas are highly valued by the community
- wetlands provide storage for flood waters, help reduce the impacts of drought, and improve water quality by trapping sediments and storing nutrients
- natural areas provide habitat to a variety of plants and animals
- we provide safe access to UTRCA owned/managed lands for permitted activities
- when acquiring lands for the development of the reservoirs, the UTRCA was obliged to purchase entire holdings (farms); some of these lands are not needed to support the flood management and recreational programs of the UTRCA and have been made available to the community

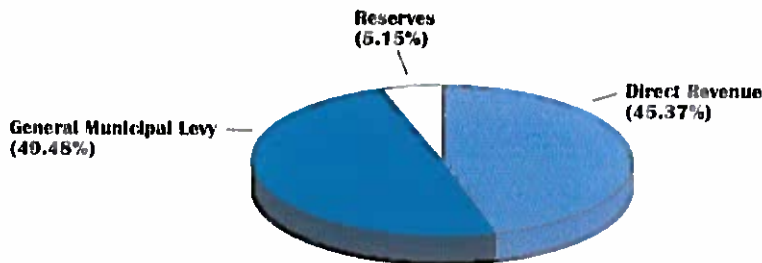
#### Who benefits/ participates:

- local communities enjoy access to day-use opportunities in nearby parks and natural areas
- local economies benefit from tourism
- tenants, club members, cottagers, outdoor enthusiasts



### 3. Natural Areas Protection and Expansion

#### Lands & Facilities Program Revenues



2014 Approved	2014 Actual	2015 Approved	2016 Working	2017 Forecast	2018 Forecast
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#### DIRECT & INDIRECT EXPENDITURES SUMMARY

Wages & Benefits	515,703	441,105	524,444	525,947	538,567	548,277
Staff Expenses	6,500	3,436	6,500	7,400	7,400	7,400
Materials & Supplies	75,800	94,587	75,800	79,800	85,800	85,800
Contracts	30,000	8,536	30,000	30,000	20,000	20,000
Taxes / Insurance/Safety	29,000	29,799	28,000	28,000	30,500	30,500
Utilities						
Legal Fees	12,000	8,935	12,000	12,000	12,000	12,000
Advertising/Brochures						
Other/	13,000	12,326	12,600	11,500	11,500	11,500
<b>TOTAL DIRECT/INDIRECT EXPENDITURES</b>	<b>682,003</b>	<b>698,724</b>	<b>689,344</b>	<b>694,647</b>	<b>705,767</b>	<b>715,477</b>

#### ALLOCATED COSTS

Occupancy	17,494	17,495	17,353	17,473	17,375	17,517
Information System	53,250	53,256	55,442	52,216	55,310	57,277
Motor Pool	57,500	57,504	60,400	51,000	51,000	51,000
Administration	70,093	70,092	70,791	67,156	69,297	72,426
Finance	38,724	38,724	39,262	39,549	40,418	41,182
Marketing & Commun.	46,691	46,692	49,843	51,032	51,835	52,787
<b>TOTAL ALLOCATED COSTS</b>	<b>283,761</b>	<b>283,764</b>	<b>293,090</b>	<b>278,426</b>	<b>285,235</b>	<b>292,190</b>
<b>TOTAL EXPENDITURES AND ALLOCATED COSTS</b>	<b>965,764</b>	<b>982,488</b>	<b>982,434</b>	<b>973,072</b>	<b>991,001</b>	<b>1,007,666</b>

#### REVENUE

Direct Revenue	452,798	489,705	456,358	441,462	440,612	441,770
Direct Donations		38,889				
MNR Grants (Flood Control)						
Other Provincial Sources						
Federal Sources						
General Municipal Levy	435,739	435,739	474,815	481,455	485,170	491,998
Dam/Flood Control Levy						
Reserves	77,217	(81,845)	51,260	50,155	65,220	73,899
Specific Project Funding						
<b>TOTAL REVENUE</b>	<b>965,764</b>	<b>882,488</b>	<b>982,434</b>	<b>973,072</b>	<b>991,001</b>	<b>1,007,666</b>
<b>NET Sub-COMPONENT SURPLUS/DEFICIT</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>(0)</b>	<b>(0)</b>	<b>0</b>



## 3. Natural Areas Protection and Expansion

# Environmentally Significant Areas



### What we do:

- In the spring of 2001 the UTRCA entered into an agreement with the City of London to manage seven Environmentally Significant Areas: Kains Woods, Kilally Meadows, Meadowlily Woods, Medway Valley, Sifton Bog, Warbler Woods, and Westminster Ponds/Pond Mills Conservation Area
- our management goals are to protect the ESAs, encourage partnership and education, ensure public safety, and promote and enforce proper use

### Examples:

- working with the local community to implement the Westminster Ponds/Pond Mills Master Plan and the Sifton Bog Master Plan, in partnership with the City of London
- implementing site planning and trail design, and installing signs and trail markers
- repairing and replacing bridges, staircases and boardwalks
- constructing new boardwalks in cooperation with community associations and other agencies
- working with the municipality to develop and implement an encroachment management strategy
- developing wildlife management strategies in partnership with agencies, the municipality and stakeholders (e.g. Sifton Bog White-tailed Deer Management Strategy)
- removing hazard trees to ensure safe use of the trails
- restricting unofficial access points by installing fences to protect sensitive vegetation
- enforcing rules to protect vegetation, wildlife and people under the Provincial Offences Act and the municipal Parks & Recreation By-law
- working with local interest groups and schools to build valuable partnerships and provide education
- implementing invasive species management programs, including inventory, removal and monitoring
- providing co-op students, volunteers and summer students with placement opportunities where they enhance their skills and knowledge and make career decisions to work in the environmental/ conservation field

### Why:

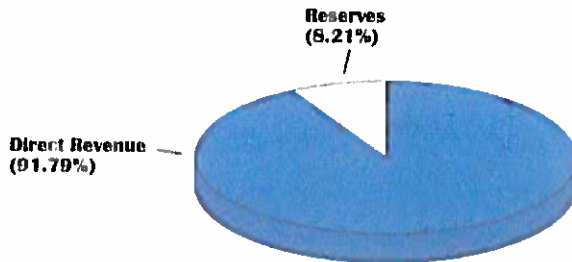
- Environmentally Significant Areas (ESAs) provide excellent examples of a variety of habitats, including upland forests, wetlands and river corridors
- ESAs are highly valued by the community, enhancing the quality of life and providing educational opportunities for students and the public

### Who benefits/ participates:

- all London and area residents

### 3. Natural Areas Protection and Expansion

#### Environmentally Significant Areas Program Revenues



2014 Approved	2014 Actual	2015 Approved	2016 Working	2017 Forecast	2018 Forecast
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#### DIRECT & INDIRECT EXPENDITURES SUMMARY

Wages & Benefits	268,281	290,292	283,153	253,470	209,100	212,478
Staff Expenses						
Materials & Supplies	17,500	39,414	18,000	18,000	18,407	18,679
Contracts						
Taxes / Insurance/Safety						
Utilities						
Legal Fees						
Advertising/Brochures						
Other/						
<b>TOTAL DIRECT/INDIRECT EXPENDITURES</b>	<b>285,781</b>	<b>329,706</b>	<b>301,153</b>	<b>271,470</b>	<b>227,507</b>	<b>231,157</b>

#### ALLOCATED COSTS

Occupancy	11,639	11,640	11,593	8,285	8,238	8,305
Information System	29,738	29,738	31,071	20,661	21,489	22,263
Motor Pool	35,000	35,004	36,700	34,500	34,500	34,500
Administration	39,144	39,144	39,672	26,573	26,935	28,151
Finance	22,659	22,656	21,468	20,551	21,003	21,400
Marketing & Commun	5,188	5,184	5,538	5,670	5,759	5,865
<b>TOTAL ALLOCATED COSTS</b>	<b>143,368</b>	<b>143,364</b>	<b>146,042</b>	<b>116,240</b>	<b>117,935</b>	<b>120,486</b>
<b>TOTAL EXPENDITURES AND ALLOCATED COSTS</b>	<b>429,150</b>	<b>473,070</b>	<b>447,195</b>	<b>387,710</b>	<b>345,441</b>	<b>351,642</b>

#### REVENUE

Direct Revenue	408,000	499,960	418,000	425,800	433,000	433,000
Direct Donations		5,049				
MNR Grants (Flood Control)						
Other Provincial Sources						
Federal Sources		4,002				
General Municipal Levy						
Dam/Flood Control Levy						
Reserves	21,150	(35,941)	29,195	(38,090)	(87,559)	(81,358)
Specific Project Funding						
<b>TOTAL REVENUE</b>	<b>429,150</b>	<b>473,070</b>	<b>447,195</b>	<b>387,710</b>	<b>345,441</b>	<b>351,642</b>
<b>NET Sub-COMPONENT SURPLUS/DEFICIT</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>(0)</b>	<b>(0)</b>	<b>(0)</b>



# **Conservation Areas Mission Centre**



# Conservation Areas Mission Centre

## Program Examples

- **Camping**
- **Day use**
- **Boating**
- **Hunting**
- **Cottages**

## Revenue

- 0% Levy
- 0% MNR Transfer Payment
- 100% Direct Revenue (User Fees)
- 0% Contracts

Expenditures According to Ends	Expenditures	Percent of Budget
1. Flood and Erosion Hazard Protection	\$2.7 million	21.9%
2. Water Quality Protection and Improvement	\$3.1 million	25.4%
3. Natural Areas Protection and Expansion	\$2.6 million	20.6%
▶ Conservation Areas (identified as supporting the above Ends)	\$4.0 million	32.1%





## Conservation Areas Mission Centre

# Conservation Areas

### What we do:

- provide a variety of recreational and educational opportunities and facilities on 3200 hectares of conservation lands at Fanshawe, Wildwood and Pittock Conservation Areas

### Examples:

- over 1300 seasonal and nightly camping sites
- over 50 km of trail systems for biking, hiking and nature watching
- water-based recreational opportunities including rental equipment
- variety of special events and programs in partnership with local agencies for all ages to enjoy, including:
  - bike workshops and races
  - dragon boat festivals
  - cross country run events
  - reptile shows
  - campfire programs
  - trail days
- cottage program
- hunting program
- ensuring compliance with applicable legislations and associations with conservation area lands including but not limited to the Conservation Authorities Act, Safe Drinking Water Act, Electrical Safety Authority, Swimming Pool Safety Act and Occupational Health and Safety Act
- setting annual goals and implementing strategies to continue to improve the current services and investigate opportunities for new ones
- assisting other UTRCA units with flood control operations, snow course readings, risk management for community education program areas and grounds maintenance of the Watershed Conservation Centre

### Why:

- lands that were acquired for the development of flood control reservoirs also serve as multi-purpose recreational facilities
- create value for the environment by providing recreational opportunities in the out of doors
- provide safe access to UTRCA owned lands and permitted activities

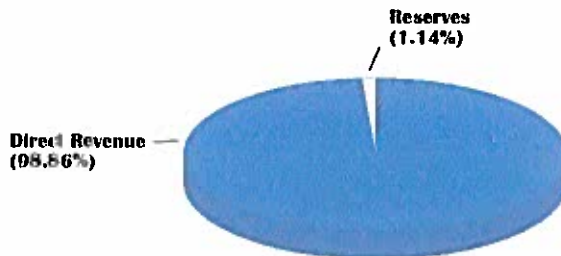
### Who benefits/ participates:

- 500,000 people visit the multi use facilities annually, mostly from local communities
- 22 non-profit organizations are based on UTRCA properties
- local economies benefit from tourism
- local communities enjoy access to day use opportunities in nearby parks
- visitors can step into nature without traveling far
- opportunity to work in partnership with local businesses and agencies to promote an outdoor experience



# Conservation Areas Mission Centre

## Conservation Areas Program Revenues



2014 Approved	2014 Actual	2015 Approved	2016 Working	2017 Forecast	2018 Forecast
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### DIRECT & INDIRECT EXPENDITURES SUMMARY

Wages & Benefits	1,586,207	1,591,716	1,675,943	1,756,886	1,806,421	1,855,648
Staff Expenses	30,800	26,333	31,300	31,100	31,800	31,900
Materials & Supplies	563,686	542,045	646,160	688,899	669,937	660,067
Contracts	129,500	120,738	190,100	126,600	126,600	126,600
Taxes / Insurance/Safety	317,000	291,225	304,500	285,900	287,400	287,900
Utilities	271,300	264,319	257,800	325,500	325,500	325,500
Legal Fees	4,500	15,450	4,000	7,000	7,000	7,000
Advertising/Brochures						
Other/						
<b>TOTAL DIRECT/INDIRECT EXPENDITURES</b>	<b>2,902,993</b>	<b>2,851,828</b>	<b>3,109,803</b>	<b>3,221,886</b>	<b>3,254,858</b>	<b>3,294,815</b>

### ALLOCATED COSTS

Occupancy	4,073	4,080	4,130	4,293	4,269	4,304
Information System	76,390	76,404	81,463	87,433	90,978	94,214
Motor Pool	243,000	243,000	255,100	250,200	250,200	250,200
Administration	100,552	100,548	104,016	112,450	113,985	119,131
Finance	192,378	192,384	187,354	191,986	196,205	199,917
Marketing & Commun.	72,630	72,636	77,534	79,383	80,632	82,114
<b>TOTAL ALLOCATED COSTS</b>	<b>689,024</b>	<b>689,052</b>	<b>709,597</b>	<b>725,745</b>	<b>736,268</b>	<b>749,880</b>
<b>TOTAL EXPENDITURES AND ALLOCATED COSTS</b>	<b>3,592,017</b>	<b>3,540,878</b>	<b>3,819,400</b>	<b>3,947,631</b>	<b>3,990,927</b>	<b>4,044,495</b>

### REVENUE

Direct Revenue	3,529,826	3,623,182	3,669,805	3,902,631	3,912,931	3,916,431
Direct Donations						
MNR Grants (Flood Control)						
Other Provincial Sources						
Federal Sources	12,191	26,691				
General Municipal Levy						
Dam/Flood Control Levy						
Reserves	50,000	(108,995)	149,595	45,000	77,995	128,063
Specific Project Funding						
<b>TOTAL REVENUE</b>	<b>3,592,017</b>	<b>3,540,878</b>	<b>3,819,400</b>	<b>3,947,631</b>	<b>3,990,926</b>	<b>4,044,494</b>
<b>NET Sub-COMPONENT SURPLUS/DEFICIT</b>	<b>(0)</b>	<b>(0)</b>	<b>(0)</b>	<b>0</b>	<b>(0)</b>	<b>(0)</b>



**Support Programs:  
Community &  
Corporate Services**



## Support Programs: Community & Corporate Services

- **Community Partnerships Mission Centre**
- **Corporate & Support Services**





## Support Programs: Community & Corporate Services

# Community Partnerships

### What we do:

- motivate watershed residents to adopt stewardship (behaviours that protect and restore the environment) by facilitating 1) access to environmental and conservation information, and 2) involvement in stewardship activities

### Examples:

- coordinating community involvement in the implementation of community-based watershed strategies in the Stoney, Dorchester, Cedar, Trout and Medway watersheds
- providing environmental education programs and hands-on resource management opportunities in local natural areas and in class, to students and community groups (e.g., communities for nature, stream health monitoring, stream rehabilitation, and environmental report card and wetlands education programs)
- partnering with TD Friends of the Environment Foundation and Oxford Mutual Insurance to deliver the Watershed Report Card Education Program and the Sifton Bog Wetland Education Program
- introducing student use of and accreditation for new environmental technologies (GPS)
- developing a storm water management education program that includes an implementation portion for low impact design
- organizing and implementing the London - Middlesex Children's Water Festival
- initiating partnerships with non-traditional partners to develop environmental restoration projects in the Glen Cairn neighbourhood of the Forks subwatershed
- working with corporate partners to naturalize industrial properties (GM Canada - CAMI Plant)
- facilitating involvement of the community, industry and corporations in environmental clean up events
- working with local groups and stakeholders to develop and implement environmental improvement projects and provide education and information sharing opportunities
- assisting, as a member of the Oxford County Trails Council, with development and promotion of trails throughout Oxford County, and protection and enhancement of natural heritage within trail corridors



### Why:

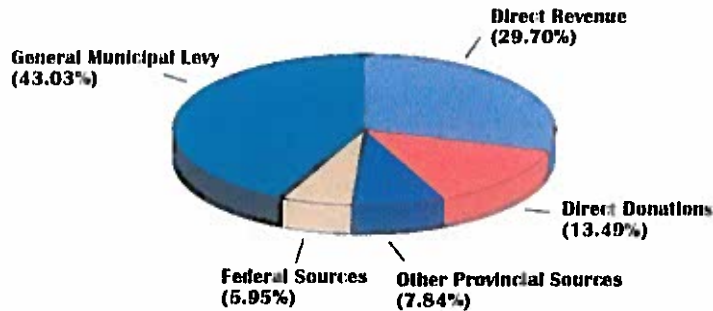
- create value for a healthy environment by providing opportunities for people to experience and learn about conservation programs
- accrue future benefits for the environment from citizens with an environmental stewardship ethic
- provide hands-on learning opportunities to help the environment
- empower people to take action in their local community
- help people make informed environmental decisions

### Who benefits/ participates:

- 20,000 students from regional boards of education visit our two outdoor education centres each year
- landowners, community groups and municipalities benefit from funding that they could not access on their own
- watershed residents are involved in restoration projects in their local communities
- municipalities benefit by having an involved and informed constituency

# Support Programs: Community & Corporate Services

## Community Partnerships Program Revenues



2014 Approved	2014 Actual	2015 Approved	2016 Working	2017 Forecast	2018 Forecast
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### DIRECT & INDIRECT EXPENDITURES SUMMARY

Wages & Benefits	475,224	447,188	449,965	466,717	473,812	482,323
Staff Expenses	5,500	9,760	7,500	7,500	5,500	5,500
Materials & Supplies	49,721	335,815	140,000	113,741	50,500	50,500
Contracts						
Taxes / Insurance/Safety						
Utilities						
Legal Fees						
Advertising/Brochures						
Other/						
<b>TOTAL DIRECT/INDIRECT EXPENDITURES</b>	<b>530,445</b>	<b>792,783</b>	<b>597,465</b>	<b>587,958</b>	<b>529,812</b>	<b>538,323</b>

### ALLOCATED COSTS

Occupancy	14,403	14,400	14,563	14,913	14,679	14,799
Information System	51,020	51,024	54,277	52,873	54,626	56,569
Motor Pool	16,300	16,296	17,100	21,200	21,200	21,200
Administration	67,157	67,152	69,303	68,002	68,440	71,530
Finance	50,730	50,736	52,291	47,781	48,831	49,755
Marketing & Commun.	67,442	67,440	71,996	73,712	74,872	76,248
<b>TOTAL ALLOCATED COSTS</b>	<b>287,061</b>	<b>287,048</b>	<b>279,530</b>	<b>278,481</b>	<b>282,648</b>	<b>290,100</b>
<b>TOTAL EXPENDITURES AND ALLOCATED COSTS</b>	<b>797,496</b>	<b>1,059,811</b>	<b>876,995</b>	<b>866,438</b>	<b>812,460</b>	<b>828,423</b>

### REVENUE

Direct Revenue	191,570	173,958	201,749	257,308	238,353	245,281
Direct Donations	75,720	58,577	129,897	116,890	82,760	84,041
MNR Grants (Flood Control)						
Other Provincial Sources	75,767	201,324	54,330	67,912	65,835	66,356
Federal Sources	104,747	188,005	124,891	51,536	48,993	49,373
General Municipal Levy	349,693	349,693	366,128	372,792	376,520	383,372
Dam/Flood Control Levy						
Reserves		88,254				
Specific Project Funding						
<b>TOTAL REVENUE</b>	<b>797,497</b>	<b>1,059,811</b>	<b>876,995</b>	<b>866,438</b>	<b>812,460</b>	<b>828,423</b>
<b>NET Sub-COMPONENT SURPLUS/DEFICIT</b>	<b>0</b>	<b>0</b>	<b>(0)</b>	<b>(0)</b>	<b>0</b>	<b>(0)</b>



## Support Programs: Community & Corporate Services

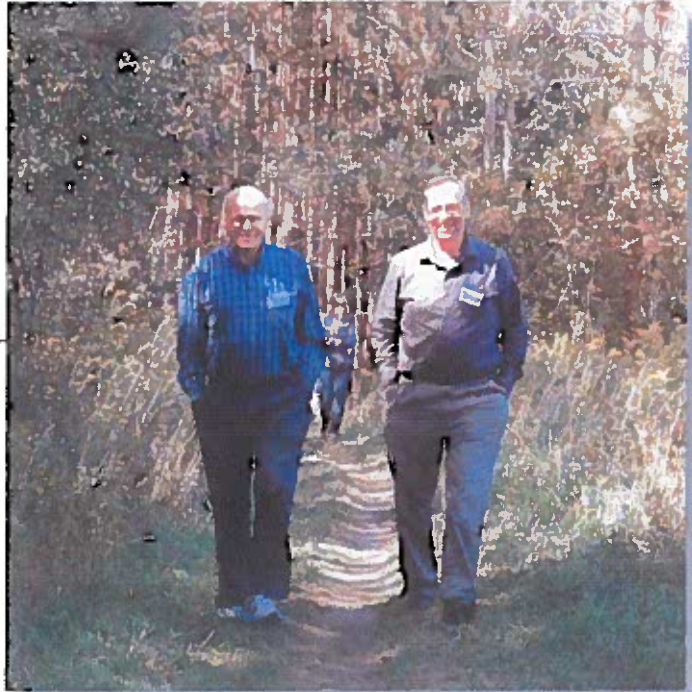
# Corporate & Support Services

### What we do:

- support the Conservation Authority's staff, members of the Board of Directors, and programs

### Examples:

- corporate and strategic planning, governance policy development, and implementation
- current information technologies including maintenance and training
- human resources administration
- payroll and health and safety initiatives
- financial control support including accounting, budgeting and administration of payroll and benefits
- engaging communities of interest through interactive social media channels
- assessing community needs and opportunities through communications and marketing
- administrative, clerical, systems, communications and graphic design support
- providing information products including printed materials, GIS mapping and Geoportal, and Web sites to members of the Board of Directors, staff and watershed residents
- professional development opportunities
- coordinating community volunteers



### Why:

- ensure programs are consistent with watershed resources, management needs, community values, and political and financial realities
- ensure accountability to the community, partners, and municipal and senior government
- inform staff, members, stakeholders and the public of the Authority's programs and policies
- provide programs that are cost-effective
- maintain competent, highly trained, safe and motivated staff to implement the Authority's programs
- maintain efficient systems and equipment to support the organization

### Who benefits/ participates:

- municipalities benefit from targeted programs tailored to their specific environmental needs and economic realities
- taxpayers receive the most value for their dollars
- staff and members of the Conservation Authority
- community volunteers such as students

### Who pays:

- all Corporate & Support Services costs are allocated among the programs of the UTRCA



The UTRCA operates and manages a number of water and erosion control structures on behalf of its member municipalities. The operation and maintenance costs for these structures are apportioned to municipalities on a beneficiary pays basis. The UTRCA also maintains and operates a number of recreation dams on behalf of member municipalities.

With the plan in place, the UTRCA is able to leverage the municipal contributions to pursue senior government funding support for specific projects. The long term cost projections are also used to lobby senior levels of government to continue providing major capital repair grant programs, such as Ontario's Water and Erosion Control Infrastructure program.

The UTRCA Board of Directors has approved a 20 Year Capital Maintenance Plan for Water and Erosion Control Structures. This long term plan has been developed to coordinate the timing and financing of major capital repairs to the water and erosion control structures. The plan is reviewed and updated annually, to maintain a rolling 20 year estimate for planning and financing purposes.

The amounts for the annual fixed contributions from the affected municipalities have been calculated based on long term flood control capital repair estimates. The 20 Year Capital Maintenance Plan includes provisions for reviews and for the adjustment of the municipal contributions, depending on updated studies and cost estimates. The 2016 Draft Flood Control Capital Levy is described in the following table.

### Flood Control Capital Levy Summary

Municipality	Structure	Apportionment	2016 FC Capital Levy Total
Oxford County	Wildwood Dam	0.97%	\$125,000
	Pittock Dam	62.07%	
	Ingersoll Channel	100.00%	
City of London	Fanshawe Dam	100.00%	\$1,040,000
	Wildwood Dam	83.96%	
	Pittock Dam	36.86%	
	London Dykes & Erosion Control Structures	100.00%	
	Springbank Dam	100.00%	
West Perth	Mitchell Dam	100.00%	\$40,000
<b>Total Flood Control Capital Levy</b>			<b>\$1,205,000</b>



## Operating Budget - Municipal Funding Summary

Municipality	General & Dam/Flood Control Levy						Specific Project Funding				Capital Mtce & Operating Reserve Levy				Total Municipal Funding			
	2015	2016	+/-	% +/-	2017	2018	2015	2016	2017	2018	2015	2016	2017	2018	2015	2016	2017	2018
Oxford County	613,694	627,680	13,987	2.28%	640,203	650,680	0	0	0	0	32,506	32,737	30,927	31,108	646,200	660,417	671,131	681,788
London City	2,552,692	2,589,277	36,585	1.43%	2,638,582	2,681,211	101,600	105,000 <sup>1</sup>	107,500	110,000	131,200	130,909	123,674	124,395	2,785,492	2,825,185	2,869,755	2,915,606
Lucan/Biddulph	9,591	9,798	207	2.16%	10,008	10,180	0	0	0	0	581	583	551	554	10,172	10,382	10,559	10,735
Thames Centre	108,620	110,777	2,156	1.99%	113,036	114,900	0	0	0	0	6,276	6,297	5,949	5,984	114,896	117,073	118,985	120,883
Middlesex Centre	75,347	77,025	1,678	2.23%	78,670	80,028	0	0	0	0	4,563	4,585	4,332	4,357	79,911	81,611	83,002	84,385
Stratford	315,109	320,317	5,208	1.65%	326,336	331,437	0	0	0	0	14,746	14,762	13,946	14,027	329,855	335,078	340,282	345,464
Perth East	44,411	45,339	928	2.09%	46,254	47,009	0	0	0	0	2,538	2,550	2,409	2,423	46,949	47,889	48,663	49,432
West Perth	80,906	81,992	1,086	1.34%	83,291	84,428	0	0	0	0	2,643	2,641	2,495	2,510	83,548	84,633	85,786	86,938
St. Marys	82,139	83,831	1,692	2.06%	85,276	86,524	0	0	0	0	3,151	3,180	3,004	3,022	85,290	87,011	88,280	89,546
Perth South	34,911	34,999	88	0.25%	35,747	36,364	0	0	0	0	2,114	2,084	1,968	1,980	37,026	37,083	37,715	38,343
South Huron/Usborne	6,671	6,632	(39)	-0.59%	6,774	6,891	0	0	0	0	404	395	373	375	7,075	7,027	7,147	7,266
Zorra Township	15,000	15,000	0	0.00%	15,000	15,000	0	0	0	0	0	0	0	0	15,000	15,000	15,000	15,000
SW Oxford	5,500	5,500	0	0.00%	5,500	5,500	0	0	0	0	0	0	0	0	5,500	5,500	5,500	5,500
<b>TOTAL</b>	<b>\$3,944,591</b>	<b>\$4,008,167</b>	<b>\$63,576</b>	<b>1.61%</b>	<b>\$4,084,676</b>	<b>\$4,150,151</b>	<b>\$101,600</b>	<b>\$105,000</b>	<b>\$107,500</b>	<b>\$110,000</b>	<b>\$200,723</b>	<b>200,723</b>	<b>\$189,629</b>	<b>\$190,736</b>	<b>\$4,246,914</b>	<b>\$4,313,890</b>	<b>\$4,381,806</b>	<b>\$4,450,886</b>

Notes:  
 1 London Subwatershed Implementation London 2016 \$105,000 2017 \$107,500 2018 \$110,000  
 Capital Maintenance \$168,323  
 Operating Reserve \$32,400  
 \$200,723  
 1.58% 1.57%\* 1.58%\*  
 \*Forecast increase subject to change, pending completion of 2016 Strategic Plan.

## Dam & Flood Control Levy Summary

Municipality	Dam and Flood Control Levy						Flood Forecasting and Warning		Plan & Tech Studies	Small Holding Structures	Fanshawe Dam		Wildwood Dam		Pittock Dam		Springbank Dam		RT Orr Dam and Channel		Mitchell Dam		London Dykes & Erosion Control Structures		St. Marys Floodwall		Ingersoll Channel		
	2015	2016	+/-	% +/-	2017	2018	%	\$	\$	\$	%	\$	%	\$	%	\$	%	\$	%	\$	%	\$	%	\$	%	\$	%	\$	
Oxford County	186,607	190,056	3,449	1.85%	198,382	201,144	16.31%	97,613	11,821	1,074		0.98%	939	62.08%	53,782														
London City	828,873	839,288	10,416	1.26%	871,811	883,591	65.22%	390,336	47,272	4,294	100%	204,157	83.91%	80,558	36.81%	31,893	100%	44,142					100%	36,636				100%	24,826
Lucan/Biddulph	1,959	2,001	42	2.14%	2,135	2,171	0.29%	1,739	211	19			0.02%	17	0.02%	15													
Thames Centre	26,163	26,600	437	1.67%	28,052	28,432	3.14%	18,776	2,274	5,207			0.19%	181	0.19%	163													
Middlesex Centre	15,389	15,729	340	2.21%	16,786	17,063	2.28%	13,672	1,656	150			0.14%	132	0.14%	119													
Stratford	121,359	122,984	1,625	1.34%	127,111	128,733	7.35%	44,015	5,330	484			0.44%	424	0.44%	382			100%	72,348									
Perth East	11,060	11,248	188	1.70%	11,836	11,990	1.27%	7,604	921	2,584			0.08%	73	0.08%	66													
West Perth	46,186	46,683	497	1.08%	47,643	48,158	1.32%	7,876	954	2,587			0.08%	76	0.08%	68					100%	35,123							
St. Marys	40,734	41,317	583	1.43%	42,354	42,854	1.58%	9,483	1,148	104			14.10%	13,532	0.10%	82									100%	16,968			
Perth South	7,130	7,147	17	0.23%	7,627	7,753	1.04%	6,212	752	68			0.06%	60	0.06%	54													
South Huron/Usborne	1,363	1,354	(8)	-0.60%	1,445	1,469	0.20%	1,177	143	13			0.01%	11	0.01%	10													
Woodstock																													
Zorra Township	15,000	15,000	0	0.00%	15,000	15,000				15,000																			
Middlesex County																													
Perth County																													
SW Oxford	5,500	5,500	0	0.00%	5,500	5,500				5,500																			
<b>TOTAL</b>	<b>\$1,307,322</b>	<b>\$1,324,907</b>	<b>\$17,585</b>	<b>1.35%</b>	<b>\$1,375,684</b>	<b>\$1,393,856</b>	<b>100%</b>	<b>\$598,503</b>	<b>\$72,482</b>	<b>\$37,083</b>	<b>100%</b>	<b>\$204,157</b>	<b>100%</b>	<b>\$96,002</b>	<b>100%</b>	<b>\$86,636</b>	<b>100%</b>	<b>\$44,142</b>	<b>100%</b>	<b>\$72,348</b>	<b>100%</b>	<b>\$35,123</b>	<b>100%</b>	<b>\$36,636</b>	<b>100%</b>	<b>\$16,968</b>	<b>100%</b>	<b>\$24,826</b>	

## General Levy Summary

Municipality	CVA Apport. %		General Levy					
	2015	2016	2015	2016	+/-	% +/-	2017	2018
Oxford County	16.1943%	16.3094%	427,087	437,625	10,537	2.47%	441,821	449,536
London City	65.3638%	65.2186%	1,723,819	1,749,988	26,169	1.52%	1,766,771	1,797,620
Lucan/Biddulph	0.2894%	0.2906%	7,632	7,798	165	2.17%	7,872	8,010
Thames Centre	3.1266%	3.1371%	82,457	84,177	1,720	2.09%	84,984	86,468
Middlesex Centre	2.2735%	2.2844%	59,958	61,297	1,338	2.23%	61,884	62,965
Stratford	7.3466%	7.3542%	193,750	197,333	3,583	1.85%	199,225	202,704
Perth East	1.2646%	1.2705%	33,351	34,091	740	2.22%	34,418	35,019
West Perth	1.3165%	1.3159%	34,720	35,309	589	1.70%	35,648	36,270
St. Marys	1.5700%	1.5844%	41,405	42,514	1,109	2.68%	42,921	43,671
Perth South	1.0534%	1.0380%	27,781	27,852	71	0.26%	28,119	28,610
South Huron/Usborne	0.2013%	0.1967%	5,309	5,278	(31)	-0.58%	5,329	5,422
<b>TOTAL</b>	<b>100%</b>	<b>100%</b>	<b>\$2,637,269</b>	<b>\$2,683,260</b>	<b>\$45,991</b>	<b>1.74%</b>	<b>2,708,992</b>	<b>2,756,294</b>

**2016 Draft Budget**  
 February 25, 2016



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

**Date:** February 11, 2016

**Agenda #:** 8(c)

**Subject:** Watershed Conservation Centre  
 -Transfer from Reserves Request

**Filename:** ::ODM\GRPWISE\UT\_MAIN.UT  
 RCA\_PO.Lands and  
 Facilities:2201.1

**Recommendation:**

**That the Board of Directors approve the transfer of \$106,240 from the Capital Maintenance Levy Reserve to offset the outstanding Watershed Community Centre Project budget amount.**

**Background:**


At the August 24, 2010 Board of Directors meeting, a total Watershed Conservation Centre project budget of \$12,267,736 was approved. This included \$12 million of revenue to be generated from a special municipal building levy with the remaining \$267,736 to be self-funded by the UTRCA. At that time, staff recommended the UTRCA's Capital Maintenance Reserve as an appropriate revenue source for this outstanding amount however the Board's direction was to wait until actual costs were assessed following construction and for staff to report back to the Board with a recommendation at that time for the actual outstanding amount.

Final costs for the Watershed Conservation Centre have now been assessed and staff are pleased to report the project's final cost to be \$12,106,240 (\$161,496 under budget- See table below). Of this total, \$12 million has been paid by the special building levy and \$106,240 remains outstanding. Staff are recommending the \$106,240 be paid using the UTRCA's Capital Maintenance Reserve which has a current balance of \$271,287.

The following table summarizes the expenses incurred.

<b>Watershed Conservation Centre Budget</b>	<b>Approved</b>	<b>Actual</b>
Construction Cost	\$9,559,985	\$9,270,418
Construction Contingency	\$477,999	\$747,957
Consulting Fees	\$961,209	\$951,097
Other Costs	\$1,056,365	\$1,006,854
<b>Sub-total</b>	<b>\$12,055,558</b>	<b>\$11,976,326</b>
HST after rebate	\$212,178	\$210,783
HPNC Grant, Permit Fee Reduction & Security Deposit Refund		(\$80,869)
<b>Total</b>	<b>\$12,267,736</b>	<b>\$12,106,240</b>
Difference \$161,496		

Prepared & Recommended by:

  
\_\_\_\_\_  
Alex B. Shivas  
Manager, Lands & Facilities

  
\_\_\_\_\_  
Lou Trottier  
Supervisor of Finance

**To:** UTRCA Board of Directors  
**From:** Chris Tasker, Manager Flood Control  
**Date:** February 11, 2016  
**Subject:** 2016 Water and Erosion Control  
Infrastructure (WECI) Projects

**Agenda #:** 8(d)  
**Filename:** ::ODMA\GRPWISE\UT\_MAIN.UT  
RCA\_PO.FloodControl:716.1

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**Recommendation:**

That the UTRCA Board of Directors approve the 2016 WECI Capital Repairs and Studies project list submitted for WECI funding.

**Background:**

The Water and Erosion Control Infrastructure (WECI) program provides provincial funding for capital maintenance of CA infrastructure. This program provides 50% funding for eligible repairs and studies. Each year project submissions are made in February for review by the WECI committee made up of representatives from MNRF, Conservation Ontario, and Conservation Authorities. Projects are prioritized to determine which projects are approved for the provincial 5 million dollars available. Provincial funding must be matched with local funding which generally comes from the dam operating and maintenance reserves or capital levy.

The proposed list of 2016 projects is summarized in the attached table. This list will be submitted by the required deadline of Feb 19 (prior to the Board meeting). The list of projects is mainly based on the 2016 projects in the 20 Year Flood Control Capital Repair Plan approved by the Board of Directors in May 2015. The attached list includes current estimates of project costs. Local share of project costs are supported through structure operating reserves or 2016 Capital Repair Levy. Total estimated costs of the 2016 WECI application submissions is \$4,695,000.

**Project list highlights:**

- Three projects are continuing WECI funded projects from 2014 and 2015 for the London Dykes and Fanshawe Dam. These projects are included in the 2016 submission due to extended project duration and to retain funding for contract contingencies not yet expended.
- Eight projects submitted are identified for 2016 in the 20 yr. Capital Repair Plan.
- Three projects in this list are being moved forward to 2016 in the 20 Year Capital Plan to respond to more urgent need.
- Two projects were identified since the 2016 Flood Control Capital Repair Plan was prepared:
  - Interim crest repairs at Broughdale and Clarence–Nelson dykes (#11) were added based on information from ongoing dyke studies which identified an urgent need.
  - Fanshawe Dam OMS Manual (#2) was added following manuals prepared for Wildwood and Pittock Dams. Recent and current projects at Fanshawe require a complete overhaul of the manual.



- Ingersoll Channel Capacity Survey & Review (#17) was not funded in previous years. This project is being resubmitted however it may be necessary to complete the project gradually without WECI funding if funding is not secured soon.
- John St Weir Stop Logs project was submitted in 2015 and was not funded. This project has not been resubmitted pending further discussions with the City of Stratford on the future of the weir.

Projects submitted for WECI funding include additional UTRCA project management and labour costs where applicable. These costs are eligible for WECI funding. It is critical that we have the capacity to manage all of the work included in this submission.

If there are any questions, please contact Rick Goldt at extension 244 or [goldtr@thamesriver.on.ca](mailto:goldtr@thamesriver.on.ca).

Recommended by:



Chris Tasker, Manager  
Flood Control

Prepared by:



Rick Goldt, Supervisor  
Water Control Structures

attach.

<b>UTRCA – Proposed Projects (Feb 9, 2016)</b> <b>2016 WECI Capital Repairs and Studies</b> <b>Project Name &amp; Description</b>	<b>Current Project Estimate</b>
<b>1. Emergency Preparedness Planning (EPP) Pre-Engineering (for Fanshawe, Wildwood, Pittock Dams), New, Advanced in Capital Plan.</b> Includes review of dam failure Modeling, preliminary assessment and development of plan for communicating and exercising EPP at community level for 3 high hazard classification dams.	\$25,000
<b>2. Fanshawe Dam OMS Manual, New.</b> Includes creating new operation, maintenance, surveillance manual, updating to new construction, equipment and procedures.	\$25,000
<b>3. Fanshawe Dam Design Painting Ph 4 – New, in Capital Plan,</b> update inspection below water line, review estimates and feasibility for 2017 concrete repair and final painting phase.	\$10,000
<b>4. Fanshawe Dam Transformer Station &amp; Standby Generator Replacement Pt2 - Continuing,</b> additional funding required to meet contracted costs for project. Estimate includes contract contingencies.	\$170,000
<b>5. Fanshawe Dam Motor Control Cabinet Replacement – New, in Capital Plan,</b> life cycle replacement of the original MCC system is recommended by previous electrical studies.	\$250,000
<b>6. West London Dyke Ph 3 - 9 Concept Plan, Ph 3 Design Pt 3 – Continuing,</b> Unallocated contract contingency and provisional costs carried into 2016 to complete Project.	\$50,000
<b>7. West London Dyke Phase 3 Reconstruction - New, in Capital Plan – tender,</b> contract administration and reconstruction of approximately 300 m. of dyke on the North Thames.	\$3,600,000
<b>8. London Earth Dykes Preliminary Engineering Pt 3 – Continuing,</b> Unallocated contract contingency and provisional costs carried into 2016 to complete project.	\$60,000
<b>9. Riverview Dyke EA – New, in Capital Plan,</b> to be undertaken following completion of the London Earth Dykes Pt 3 study.	\$80,000
<b>10. Broughdale Dyke EA – New, in Capital Plan,</b> to be undertaken following completion of the London Earth Dykes Pt 3 study.	\$80,000
<b>11. Interim Repairs-Broughdale Dyke, Clarence Nelson Dykes – New,</b> spot repairs of worn or slumping dyke crests identified during current studies.	\$25,000
<b>12. Wildwood Dam Control Buildings Exterior Rehabilitation – New, advanced in Capital Plan,</b> Repair and replacement of exterior stonework and doors.	\$30,000
<b>13. Pittock Dam Control Hut Construction – New, in Capital plan,</b> replacement of operations control building, electrical controls, and to improve operations and worker safety.	\$210,000
<b>14. St. Marys Flood Wall – Foundation Repairs – New, in Capital Plan,</b> design and quotation document preparation for 2017 foundation repairs, earth berm repairs.	\$15,000
<b>15. Multidam MCC Infrared Electrical Testing - New, advanced in Capital Plan,</b> recommended through previous electrical inspections and study.	\$10,000
<b>16. Orr Dam Wingwall Stability Monitoring – New, in Capital Plan,</b> purchase and set up of real time monitoring of wing wall structural performance.	\$15,000
<b>17. Ingersoll Channel Capacity Survey &amp; Review – Resubmission, in Capital Plan,</b> project to survey and review design channel capacity	\$40,000

# MEMO

**To:** UTRCA Board of Directors  
**From:** Cari Ramsey, Health and Safety Specialist  
**Date:** February 22, 2016  
**Subject:** 2015 Health and Safety Summary - Revised

File #109302

**Recommendation:**

That the UTRCA Board of Directors approve the 2015 Health and Safety Summary.

**Report Purpose:**

This report is to inform the Board of the general Health and Safety issues that were present in 2015. The report will cover a first aid summary, general training across the authority, near misses and lost time accidents.

**2015 First Aid Summary**

INJURY CATEGORY	% OF TOTAL INJURIES	COUNTED FIRST AID REPORTS
Body, Neck & Back Injuries	9%	3
Legs or Foot Injuries	18%	6
Eye, Face and Head Injuries	9%	3
Hand/Finger & Arm Injuries	64%	22

\*34 total reports (down from last 2 years)

**2014 First Aid Summary**

INJURY CATEGORY	% OF TOTAL INJURIES	COUNTED FIRST AID REPORTS
Body, Neck & Back Injuries	13%	5
Legs or Foot Injuries	17%	7
Eye, Face and Head Injuries	8%	3
Hand/Finger & Arm Injuries	62%	25

\*40 total reports (down from previous year)

### 2013 First Aid Summary

<b>INJURY CATEGORY</b>	<b>% OF TOTAL INJURIES</b>	<b>COUNTED FIRST AID REPORTS</b>
<b>Body, Neck &amp; Back Injuries</b>	<b>10%</b>	<b>5</b>
<b>Legs or Foot Injuries</b>	<b>25%</b>	<b>12</b>
<b>Eye, Face and Head Injuries</b>	<b>16%</b>	<b>8</b>
<b>Hand/Finger &amp; Arm Injuries</b>	<b>49%</b>	<b>24</b>

\*49 total reports

### 2015 Injury Summary

- Less reports than 2014 and 2013
- In 2015 the #1 type of injury was cuts/punctures. #2 is usually bee/wasp stings, but this year trip and falls and allergic reactions tied, as well as bee/wasp stings.
- In 2015 scrapes and cuts to hands was the most common injury. This has been the case every year since doing first aid summaries.
- In 2015 we only had one "lost time injury" and 2 "return to modified work" injuries.
- Only one "near miss" was reported in 2015.
- No accident investigations were required to be done in 2015

### 2015 Training

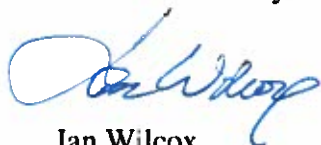
The following items were types of training UTRCA staff obtained in 2015.

- WHMIS on-line (all staff receive WHMIS training yearly)
- Health and Safety Orientation (all new staff, volunteers, students receive this training, as well as staff that have been away for more than a 3 month period)
- Train-the-trainer (4 staff members have taken this training to ensure our trainers are "competent" as per the Occupational Health and Safety Act)
- -Train-the-trainer training (staff who are deemed "trainers" received instruction to ensure all staff are being trained at the same level....some staff still need to acquire this course)
- Book 7 Training (all staff who drive vehicles take this training yearly)
- Canoe and Kayak (we now have an in-house trainer)
- Miscellaneous – Confined Space Entry, Fall Arrest, Technical Standards, Lock Out/ Tag Out, Transportation of Dangerous Goods, Use of Force, Crane Operation, Joint Health and Safety Committee Certification and others.

### Additional Training to be Added in 2016

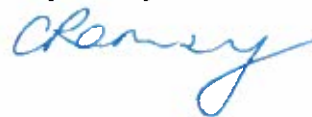
- Global Harmonization System (new WHMIS coming into effect this year)

Recommended by:



Ian Wilcox  
General Manager

Prepared by:



Cari Ramsey  
Health and Safety Specialist

**To:** UTRCA Board of Directors  
**From:** Ian Wilcox, General Manager  
**Date:** February 9, 2016  
**Subject:** Elections

**Agenda #:** 10 (a)(b)(c)  
**Filename:** ::ODMAGRPWISE\UT\_MAIN\UT  
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As required by the *Conservation Authorities Act*, the Upper Thames River Conservation Authority conducts elections each year. Nominations for the following positions will be accepted verbally during the February 25, 2016 meeting:

- Board Chair (to be nominated and elected)
- Board Vice-Chair (to be nominated and elected)
- Five (5) positions on the Hearings Committee:
  - Past Chair (appointed, if applicable. If there is no Past Chair, a 3<sup>rd</sup> “at large” member is to be nominated and elected)
  - Current Chair (appointed)
  - Current Vice- Chair (appointed)
  - Two (2) members at large (to be nominated and elected)

Members interested in any of these available positions are encouraged to communicate with their fellow board members to secure a nomination and support prior to the meeting. In the event of more than one candidate seeking an individual position, elections will be held according to Robert’s Rules of Order. This procedure is further explained in the Board of Directors’ Policy Handbook, Section 5.1.

To ensure we are properly prepared for the elections could you please advise either Susan Shivas at ext. 222 or Ian Wilcox at ext. 259 if you are planning to put your name forward for the position of Chair, Vice-Chair or as a member of the Hearings Committee.

If you have questions please contact Ian Wilcox in advance of the meeting.

Prepared by:



Ian Wilcox





Date:

Honourable Kathleen Wynne, Premier  
Legislative Building  
Queens Park  
Toronto, ON M7A 1A1

Dear Premier Wynne,

**Re: Control of Invasive Species: *Phragmites australis* in Ontario**

Conservation Ontario (CO) represents Ontario's 36 Conservation Authorities (CAs), which are local watershed management agencies that deliver services and programs to protect and manage water and other natural resources in partnership with government, landowners, and other organizations. As part of our mandate to conserve the environment for today and future generations, we have an interest in collaborating to facilitate effective, efficient and environmentally responsible management of European Common Reed or invasive *Phragmites australis* (here after referred to as *Phragmites*) in Ontario.

*Phragmites* is a rapidly spreading grass that can reach heights of five metres or more and is considered by reputable scientists to be the most aggressive invasive species of marsh ecosystems in North America and may be Canada's worst invasive plant. *Phragmites* poses a significant threat to biodiversity, society and the economy. It forms large, dense stands that negatively impact wildlife, block shoreline views and recreational access, pose fire risks, and impede drainage in roadside and agricultural ditches. There are no natural controls for *Phragmites* and therefore, human action is required to keep this plant in check. It is estimated that control projects in Ontario range between \$865 and \$1,112 per hectare (Ontario's Biodiversity Strategy, 2012) and that land managers in the United States spend over \$4.6 million per year restoring habitats impacted by *Phragmites* (Hazelton *et al.*, 2014). Because this plant grows so rapidly once established, the longer the plant is ignored the more effort and money is required to get it under control. Due to the significant, negative impact of this plant, non-action is not an option.

Invasive *Phragmites* has become so pervasive throughout southern Ontario that a large scale, well-coordinated effort is now required to achieve any meaningful results. To date, effective, efficient and environmentally responsible control efforts have been hampered by the lack of appropriate herbicides to deal with infestations in wet areas, the lack of a coordinated plan to stop continued spread, the lack of infrastructure to enable rapid response, the lack of financial and logistical support for community groups trying to deal with local invasions and the lack of an effective public education and awareness campaign.

During this past year the Ontario Ministry of Natural Resources and Forestry (MNR) has been actively engaged in addressing the challenges stated above. Staff involved on this file are to be commended for their tireless efforts in the process of getting the much-needed herbicides available in Ontario. However, without Ontario Ministry of Environment and Climate Change (MOECC) support and commitment to obtaining the herbicides required to control *Phragmites* and allowing aerial application in specific locations, we will not be able to restore and protect these invaluable wetlands.

Further, the commitment and support of the Ontario Ministry of Transportation (MTO) is needed to address the increased presence of *Phragmites* along provincial highways. This must be dealt with in a timely fashion if we have any hope of dampening further spread into our natural areas.

We are requesting your support and assurance that all of our Provincial agencies will be supporting and working with MNR on the following initiatives:

1. Expedited and streamlined approval of herbicides to enable control over water. Legal chemical treatment options in Canada are limited to two products, Weathermax® and Vision®. Although both products are glyphosate-based, neither can be applied over water because they also contain the surfactant polyethyloxyated tallowamine (POEA) which is harmful to aquatic life. The most safe, effective and efficient control of *Phragmites* thus far has been in the United States and has been achieved using glyphosate and imazapyr-based herbicides which do not contain surfactants. With the proper permits, these products can be legally used there and be applied over water and, when used in combination, have been shown to have a control efficacy of up to 100 percent after one treatment. The ability to use these water-safe herbicides to control *Phragmites* in sensitive habitats in Canada will significantly reduce potential harm to wildlife and be far more environmentally responsible than the use of the products currently available. Having access to these products will also allow for control in wet ditches which are major spread vectors and will significantly reduce control costs and improve efficacy for numerous *Phragmites* management programs already underway. Political assistance is requested to help expedite the regulatory approval process to allow for safe products in Canadian aquatic environments by the 2016 growing season so that control efforts can begin in earnest and in a responsible fashion to protect our biodiversity, reduce control costs and reduce negative impacts.
2. Expedited and streamlined approval of aerial treatments. There is also a need, on a restricted basis, for aerial herbicide application to enable the control of *Phragmites* in large, remote, and difficult to access locations. This control option is available in the United States and has been shown to be the best option for controlling large infestations in their coastal wetlands. Without this tool, control of *Phragmites* currently expanding throughout a number of large, provincially- significant coastal wetlands will not be feasible. Political assistance is requested to expedite the regulatory approval process to allow for this control tool at specific sites.
3. Establishing a province-wide *Phragmites* control program. *Phragmites* management is achievable, but only with a well-funded, well-coordinated *Phragmites* control program that will ensure effective, efficient and environmentally responsible locally driven efforts are initiated and supported. Funding to support this program should come from and be shared by federal, provincial and municipal governments, as well as concerned citizens

120 Bayview Parkway Newmarket Ontario L3Y 3W3  
Tel: (905) 895-0716 Fax: (905) 895-0751 Email: [info@conservationontario.ca](mailto:info@conservationontario.ca)

and environmental protection groups. Political assistance is required to financially and logistically support this initiative.

4. Controlling Phragmites along Provincial highways. Significant stretches of highways are infested with Phragmites which contributes to the continued spread of the plant to ecological areas. Control costs will only increase as *Phragmites* rapidly expands and therefore the sooner control efforts are implemented the more cost savings will incur. While substantial work is needed in southern Ontario, early control of *Phragmites* in northern Ontario and cottage country is important as well. Political assistance is required to make *Phragmites* control an annual priority within MTO.

Availability of the required tools, along with a large-scale, well-coordinated approach to this issue will help to protect biodiversity, reduce the impact on species at risk (SAR) and reduce the impact on Ontario's economy. This invasive plant can be dealt with effectively, efficiently and in an environmentally-responsible way but needs your support to make this happen. We are keen to collaborate on an effective control strategy. Without these efforts the loss of wetland habitat, reduction in biodiversity, impact on private landowners and impact on the economy will continue to increase.

Thank you for your consideration in supporting this issue. Please contact me at (519)376-6920 or Kim Gavine (General Manager, CO) ext. 231, if you would like to discuss this matter further.

Sincerely,



Dick Hibma, Chair Conservation Ontario

Cc: Honourable Bill Mauro, Minister of Natural Resources  
Honourable, Glen R. Murray, Minister of Environment and Climate Change  
Honourable Steven Del Duca Minister of Transportation  
Conservation Authorities of Ontario (Chairs, CAOs)

**To:** UTRCA Board of Directors  
**From:** Ian Wilcox, General Manager  
**Date:** February 9, 2016  
**Subject:** Queen's Park Day

**Agenda #:** 12  
**Filename:** ::ODMA\GRPWISE\UT\_MAIN.UT  
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Conservation Ontario has arranged to host a Queen's Park Day (lunch reception for MPPs), March 10, 2016. Each individual Conservation Authority has been asked to send three representatives including the Board Chair, General Manager and one other staff person. The intent of the day is:

"To showcase the wide array of Conservation Authority program benefits and advocate for their support for continued provincial funding. This reception will give you the opportunity to meet with Members of Provincial Parliament. It will give you a chance to talk about our collective positioning while at the same time providing local examples from your watersheds. We will be offering a hot lunch for our visitors and featuring information on Conservation Authorities. We will have banners set up in the room about various topics important to CAs (e.g. Great Lakes, Source Protection, Climate Change, Flooding, Information Management, Green Infrastructure, and Conservation Areas) and we will have a Brief for them with summaries on the various issues."

Ian Wilcox (General Manager), Chris Tasker (Manager, Flood Control) and the Board Chair will attend on behalf of the UTRCA. Staff will extend invitations to local MPPs in advance of the event. Board Members are also asked to be aware of the event and, if the opportunity presents itself, to encourage local MPPs to attend. The attached background information from Conservation Ontario contains key messages for the day.

This is a unique opportunity for Conservation Authorities to showcase funding needs and opportunities and to present them with a united front. This event also demonstrates Conservation Ontario's importance to all Conservation Authorities as it builds on their efforts to emphasize our program and funding needs.





## Background Information for Conservation Authorities February 4, 2016

### Collective Conservation Authority Priorities for 2016

#### Flooding

#### **Key Message: Significant Provincial investments are needed for Conservation Authority flood operations and should be phased in starting in 2016/17**

Due to lagging provincial investments since the mid-1990s, Conservation Authority flood operations suffer from outdated floodplain mapping, aging infrastructure, under-funded operations, and a lack of concerted asset management planning.

These problematic conditions are made worse with the escalating impacts of climate change. There are increasingly more frequent and stronger storms occurring across Ontario, with extreme rainfall events causing serious flooding and erosion threats.

Conservation Authorities continue to promote Conservation Ontario's Flood Business Case which recommends phasing in additional revenues to address these issues. In its 2016/2017 Pre-Budget Submission to the provincial Standing Committee on Finance and Economic Affairs, Conservation Ontario requested:

1. **\$400,000 to refine and complete a Flood Risk Assessment Study** in order to determine which floodplain mapping needs to be addressed immediately. To date, 74% of Conservation Authority floodplain mapping needs to be updated. Some of this in high risk areas.
2. **An additional \$15.1 million / year for Conservation Authority flood operations for 2016/17.** Originally the cost of flood operations at CAs was shared by the Province and local municipalities. In the mid-1990s, the Province reduced its share significantly and since then has been contributing approximately \$7.4 million / year under Ministry of Natural Resources and Forestry's (MNRF's) natural hazards programs. Over the years, municipalities have stepped in and increased their contributions, however, this has been difficult for all municipalities, and in particular for rural and northern municipalities. The full cost of Conservation Authority flood operations is estimated to be at \$63.5 million / year. The Provincial share would be approximately \$32 million / year.
3. **At a minimum, maintain the current provincial funding level of \$5 million / year for the Water and Control Infrastructure program.** Conservation Authorities own and manage \$2.7 billion worth of flood and erosion control infrastructure. Each year, Conservation Authorities apply for and receive funding to address infrastructure issues. The provincial funding is matched by municipal funding. This funding is used to address the immediate 'major maintenance' concerns of CA aging infrastructure.
4. **Ensure Conservation Authorities are eligible for new Provincial and Federal funding around flooding.** The Province is requested to set aside a portion of funds in the newly created Green



Investment Fund to support flood management and investments in ecosystem-based carbon sinks such as forests and wetlands.

The Province is also asked to leverage funding from the Federal government infrastructure funding which includes support for green infrastructure and flood mitigation systems.

## **Conservation Authorities Act Review**

**Key Message: Conservation Authority operations that help to implement Provincial priorities need to be supported by the Province through closer formalized working relationships and a sustainable funding formula.**

The *Conservation Authorities Act* (1946) which guides Conservation Authorities' activities, is currently under review by the Province in order to ensure that it continues to evolve in response to a changing environment. This work is being led by the MNRF.

Conservation Authorities are requesting the following:

- Confirm the broad mandate currently provided by the Act. This approach enables Conservation Authorities to seamlessly address emerging issues and changing environmental conditions
- Engage in discussions about governance of Conservation Authorities. CAs want to ensure that we are meeting the needs of all with the current governance model which provides decision-making authority primarily with local municipalities.
- Expand and formalize CA working relationships across multiple provincial ministries. Currently, Conservation Authorities are seen to work primarily with MNRF around the natural hazards program, however, over the years, other relationships have developed with other ministries such as the Ministry of Environment and Climate Change (e.g. source water protection and monitoring programs.). CAs have assisted the Province in the development of 22 source protection plans. This program is now transitioning and CAs will need to continue to provide much of the technical and other expertise required for their successful implementation.
- Implement a sustainable funding formula for Conservation Authority watershed management operations. Acknowledgement and support needs to be provided for the wide variety of provincial benefits that Conservation Authorities deliver across the province.

Conservation Authorities responded to the MNRF Discussion Paper which was posted in 2015 and participated in a series of listening sessions with other stakeholders.

## **Conservation Authorities Support Provincial Priorities**

**Key Message: Conservation Authorities are valuable agencies for the Province. Their watershed management programs and services support multiple provincial policy priorities**

Examples include:

**Clean Drinking Water** – Conservation Authorities are key partners in the delivery of the Ontario Drinking Water Source Protection Program

**Protect people and prevent costly flood damages** – Conservation Authorities work in collaboration with the Province under the MNR's natural hazards program. Under the Provincial Flood Forecasting and Warning Guidelines, the Province and CAs operate and maintain a provincial warning system to alert municipalities about watershed conditions.

Conservation Authorities have delegated responsibility to represent Provincial interests around natural hazards (e.g. flooding) policies within the Provincial Policy Statement of the Planning Act.

As well, CAs regulate development and activities in flood prone areas, including along shorelines, in or adjacent to river or stream valleys, along large inland lake and Great Lakes shorelines, watercourses, hazard lands and wetlands.

**Healthy Great Lakes** – Conservation Authorities implement a wide variety of community-based stewardship and stormwater management activities which reduce runoff, protect water quality, and ensure water supply. They help to meet the Canada –Ontario Agreement (COA commitments) and support the objectives of the *Great Lakes Protection Act*.

**Climate Change** – Conservation Authorities deliver a wide range of programs that mitigate and/or adapt to climate change impacts in Ontario watersheds. This helps the Province to achieve its climate change strategy objectives. This includes programs such as tree planting, water quality and quantity management, habitat restoration and rehabilitation, low impact development, water budgeting and many more.

**Healthy People** – Conservation Authorities manage over 270 conservation areas which are natural lands available to Ontario residents for a wide range of outdoor activities such as hiking, swimming, biking, camping, snowshoeing and many others.

## **Leveraging Provincial Funding for Broader Benefits**

**Key Message:** Conservation Authorities bring multiple partners and landowners to the table, leveraging provincial revenues for wider benefits.

Examples:

**Agriculture and Food Security** – Conservation Authorities work with local farmers and other landowners to implement a variety of stewardship and beneficial management practices that ensure healthy soils, water quality and quantity, and food security.

**Great Lakes** – Conservation Authorities work with local municipalities, landowners, and other agencies to implement provincially funded Great Lakes initiatives that manage stormwater runoff, reduce phosphorus, and improve water quality of rivers and streams flowing into the Great Lakes, including Lake Erie.

## Background Information on Conservation Authorities

- Ontario's 36 Conservation Authorities are community-based watershed management agencies mandated to ensure the conservation, restoration and responsible management of Ontario's natural resources
- Their programs balance human, environmental and economic needs
- Conservation Ontario represents the network of Conservation Authorities

Conservation Authorities are a 'Good Deal' for Ontario. Conservation Authority programs cost Ontarians 77 cents per person, per year. Some of the benefits they provide include:

- Conservation Authorities provide the highest level of protection from flooding in Canada and save millions of dollars each year in costly damages
- Source Protection programs ensure safe drinking water sources
- Conservation Authorities employ 3,600 part and full time staff and contribute approximately \$300 million into local economies every year
- Conservation Authorities deliver a wide range of watershed management programs across the province helping local communities to adapt to climate change and plan for sustainable growth
- Conservation Authorities leverage local and provincial partnerships to deliver cost effective, practical programs across the province
- Watershed plans enable collaborative decision-making involving all levels of government, other agencies and landowners
- People can stay healthy and learning about their environment by 'stepping into nature' at more than 270 conservation areas

**ECONOMIC DEVELOPMENT COMMITTEE  
MINUTES  
January 15, 2016**

Present: Mayor Comiskey, Deputy Mayor Freeman, Councilor Van Kooten-Bossence, William Tigert, Kale Brown,

1. Chair for the meeting – Mayor Ted Comiskey  
Moved by Councilor Freeman, seconded by Councilor Van Kooten-Bossence  

Carried.
2. Approval of the Agenda for January 15, 2016  
Moved by Councilor Van Kooten-Bossence, seconded by Councilor Freeman  

Carried.
3. Approval of the Minutes for November 25, 2015  
Moved by Councilor Freeman, seconded by Councilor Van Kooten-Bossence  

Carried.
4. Committee Business  
Discussion on agenda format for the committee, requested to add pecuniary interest disclosure at the top of the agenda and minutes will be published once approved and received by Council at the regular Council meetings. Requested that the Ec Dev Committee by-law to be amended to establish a rotating chair which will alternate between Council members on the Committee each meeting. The Director of Economic Development to bring this amendment to the February Council Meeting.
5. 401 Signage  
MTO permission to place a sign in the interchange at Culloden Road on the south side of the road was denied for the south side, it is permitted on the north side of the interchange only. Committee suggested that we move forward with the sign at the south edge of the property at 200 Clarke Road this year. In addition, to allocate funds in the capital budget for Council consideration to place a second sign on the north side of the Harris St. interchange once the interchange is reconstructed.

6. CIP Update  
Next meeting hope to have an update from the planner on progress with the CIP.
7. Summary of ACP Meetings  
The Director of Economic Development attended the Automotive Communities Partnership meetings in Detroit in January. Some of the key conclusions from the presentations were discussed including some of the predicted peaks in the auto industry as early as 2019. Reports have now been published from the Centre of Automotive Research on the competitive landscape and cost differentials between the three North American production locations for the export market.
8. Boundary Adjustment Analysis  
Deputy Mayor Freeman led a discussion of the progress to date on boundary adjustment meetings with SWOX. At this time, there is another meeting expected next week but at this time the process is with SWOX to respond to the most recent information provided.
9. Marketing Plan 2016  
The Director of Economic Development circulated a marketing plan compiled from our activities on our own and with other partnership groups in 2016. Director will bring a report to Council in the upcoming months to request authorization to participate in our share of the various events. In addition, the committee was informed that SOMA intends to travel to Asia again in late 2016 to market areas in South Korea, China and potentially Taiwan. These initial visits to these markets would be staff only as contacts in these markets are limited at first. Committee asked for the Director to bring back an estimated costing of the trip to the next meeting to determine if it is something Ingersoll should participate in actively or focus on the bi-annual missions to Asia.
10. Economic Strategy 2017-2025  
The Director raised the issue that the committee may wish to consider looking at a longer term strategy refresh in Economic Development. Likely looking to plan the framework at this committee in 2016 and then starting the process in 2017. The CAO suggested that this would be something where a consultant would be brought in and this cost can be included for consideration in the 2017 budget process.
11. Adjournment  
Next Meeting Feb 19<sup>th</sup> 9:30am (Rescheduled to March 21<sup>st</sup> at 5pm)  
Chair for the meeting will be Councilor Van Kooten-Bossence.



**Ministry of the Environment  
and Climate Change**

Environmental Approvals  
Branch

135 St. Clair Avenue West  
1<sup>st</sup> Floor  
Toronto ON M4V 1P5  
Tel.: 416 314-8001  
Fax: 416 314-8452

**Ministère de l'Environnement et  
de l'Action en matière de  
changement climatique**

Direction des autorisations  
environnementales

135, avenue St. Clair Ouest  
Rez-de-chaussée  
Toronto ON M4V 1P5  
Tél : 416 314-8001  
Télec. : 416 314-8452



March 18, 2016

**MEMORANDUM**

**TO:** Government Review Team/Municipal Clerk List

**FROM:** Andrew Evers  
Special Project Officer  
Environmental Approvals Branch

**RE:** Southwestern Landfill Terms of Reference  
NOTICE OF APPROVAL  
EA FILE NO. 03-08-02

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After undertaking a comprehensive analysis of the above noted Terms of Reference, Walker Environmental Group (Walker) proposed amendments to its Terms of Reference, and carefully considering comments received, the Terms of Reference has been approved with a number of amendments. A copy of the Notice of Approval and the Minister of the Environment and Climate Change's letter to Walker is attached for your information.

Prior to approval, the Minister made several amendments to the Terms of Reference to address input received during the review process. These amendments are outlined in the attached Notice of Approval.

The Terms of Reference has also been amended to make it clear that Walker must be able to show that the proposed site, potential contaminant pathways, and all potential environmental impacts of the proposed undertaking are clearly understood. This information will be required before the ministry will be able to make a determination about whether the proposed undertaking would be consistent with the purpose of the Environmental Assessment Act, in particular the protection, conservation and wise management of the environment.


The Minister has also amended the Terms of Reference to require Walker to consult with the Ministry of the Environment and Climate Change's technical reviewers, as well as the public, Aboriginal communities and government reviewers as it plans its detailed technical studies. This requirement will provide interested parties with an opportunity to provide early input on specific areas of concern with the proposal before studies are completed. Walker will be held to the highest environmental standards in the work that is completed.

The approval of the Terms of Reference does not amount to an approval of the project. With the Terms of Reference now approved, the purpose of the next step in the environmental assessment process is to allow Walker the opportunity to evaluate the environmental effects of its proposal and confirm if the project is feasible. Walker will be responsible for demonstrating that it can clearly understand any potential impacts, and it must complete sufficient studies to show this.

Copies of the approved Terms of Reference will be made available on Walker's project website (<http://www.walkerea.com/>) in the near future.

I would like to thank you for your assistance with the review of this Terms of Reference. Should you have any questions, please contact me at 416-314-7213 / 1-800-461-6290 or at [andrew.evers@ontario.ca](mailto:andrew.evers@ontario.ca).

Sincerely,



---

Andrew Evers

Attachment

# TERMS OF REFERENCE - NOTICE OF APPROVAL

## ENVIRONMENTAL ASSESSMENT ACT

### SUBSECTION 6(4)

#### APPROVAL OF TERMS OF REFERENCE

#### FOR

#### THE PREPARATION OF AN ENVIRONMENTAL ASSESSMENT

RE: Proponent: Walker Environmental Group ("Walker")

Undertaking: Southwestern Landfill

EA File No.: EA 03-08-02

The proposed Terms of Reference submitted to the Ministry of the Environment and Climate Change on August 30, 2013 ("the proposed Terms of Reference" or "the Terms of Reference"), with the amendments which I consider necessary, all of which are set out in this notice, is hereby approved ("the approved Terms of Reference").

The approved Terms of Reference provides information other than that required by subsection 6.1(2) of the *Environmental Assessment Act*, R.S.O. 1990, c.E.18 ("the Act") and will govern the preparation of the environmental assessment for the above-noted undertaking. Pursuant to subsection 6.1(1) of the Act, any environmental assessment for the above-noted undertaking submitted to the Ministry of the Environment and Climate Change pursuant to subsection 6.2(1) of the Act must be prepared in accordance with the approved Terms of Reference.

#### Reasons:

I am satisfied that an environmental assessment prepared in accordance with the Terms of Reference, as amended, will be consistent with the purpose of the Act and the public interest for the following reasons:

1. The amended Terms of Reference provide a framework that should ensure that the environmental assessment will be completed using a comprehensive public, Aboriginal, and government consultation process that is open and transparent.
2. The amended Terms of Reference provide sufficient direction to ensure that the environmental assessment will provide an adequate level of detail to accurately assess the environmental effects, advantages and disadvantages of the undertaking.

3. The amended Terms of Reference set out a planning process that will ensure that the environmental assessment will be consistent with the purpose of the Environmental Assessment Act and the public interest.
4. The requirement to consult at the initial stages of the environmental assessment on the proposed work plans will also provide government reviewers an early opportunity to provide input into the design of the environmental assessment studies.
5. The requirements to add greater certainty on the methods to be followed in conducting the hydrogeological and air quality assessments will help ensure that the level of study conducted by Walker will be appropriate to clearly understand the site.
6. The requirement to add clarity to the consultation between Walker and the Joint Municipal Coordinating Committee on the proposed health assessment work plans will help ensure that the committee is provided ample opportunity to provide input to the studies, and that human health is adequately characterized and protected.
7. There are no outstanding issues that have not been adequately addressed in the amended Terms of Reference or that cannot be addressed during the preparation of the environmental assessment.

### **Amendments**

The following amendments, as well as commitments Walker made following the submission of the Terms of Reference on August 30, 2013, will be incorporated into the Terms of Reference as an Addendum. The Amended Terms of Reference, including Addendum will be published and made available on the Proponent's web site, and by hard copy where feasible on request.

The approved Terms of Reference sets out in detail the requirements for the preparation of the environmental assessment and the following amendments change the detailed requirements set out in the proposed Terms of Reference or provide further detailed requirements.

To the extent that there is any conflict between the requirements outlined in the proposed Terms of Reference and the amendments below, it is the amendments below that will take precedence.

Along with the consultation, evaluation and decision-making framework outlined in the Terms of Reference for the preparation of the environmental assessment, Walker will also carry out the following tasks as part of the environmental assessment process:

1. Arrange meetings/workshops between Walker's technical experts and the respective technical experts of the Technical Review Team, Ministry of Natural Resources and Forestry, Conservation Authority, Community Liaison Committee and the Committee Peer Review Team to review the revised draft work plans and see resolution of any outstanding technical issues; the surface water and ecology meetings shall be held in advance of spring sampling.
2. Consult with the Ministry of the Environment and Climate Change, including the Source Programs Protection Branch prior to the finalization of all water resource-related work plans to ensure that the proposed methods for the collection and analysis of environmental monitoring data are consistent at a minimum with any monitoring requirements which may be required by the Ministry of the Environment and Climate

Change in subsequent approvals under the Ontario Water Resources Act or the Environmental Protection Act.

3. Associated approvals may be required under the Aggregate Resources Act that may include a partial or complete licence surrender, or a site plan amendment; Walker shall work with the licensee and identify these associated approvals in its environmental assessment.
4. Undertake water chemistry monitoring that will use analytical methods of sufficient sensitivity to quantify water concentrations at the levels of the Provincial Water Quality Objectives. Where an objective does not exist for a water quality variable, an objective will be determined in consultation with the Ministry of the Environment and Climate Change.
5. Undertake benthic community monitoring that will use quantitative (fixed-area) and qualitative sampling and species-level taxonomic resolution. The data so collected shall be analyzed using a suite of multi-metric indices or multivariate statistical analysis of sufficient sensitivity and precision to reach conclusions about impacts or potential impacts to water quality.
6. Consult with the Ministry of the Environment and Climate Change prior to the finalization of air quality work plans to ensure that the proposed studies will adequately characterize the existing environment, given the potential for cumulative impacts, as well as allow for accurate prediction of impacts during the entire life cycle of the proposed landfill. This consultation shall include, but not necessarily be limited to the list of species to be monitored, the number and location of monitors, the type of monitors to be used and quality assurance and quality control procedures. This consultation and subsequent work plans will build upon the other studies undertaken in the area by the Ministry of the Environment and Climate Change, the municipalities, and Public Health Ontario. Walker will provide the Ministry of the Environment and Climate Change with full access to all monitors and will ensure that all sampling locations are designed and operated to permit co-located sampling.
7. Walker shall characterize the potential net effects of the proposed landfill on groundwater, surface water and related ecology. Where necessary and appropriate, the study areas will be extended to include the broader ecosystem including the Thames River basin.
8. As part of this process, Walker shall consult with the Ministry of the Environment and Climate Change on the comparative evaluation methods for the selection of the preferred alternative, as well as the detailed technical studies to be used. Walker shall consult with the Ministry of the Environment and Climate Change, other appropriate government reviewers, members of the public and Aboriginal communities early in the environmental assessment process, before the preferred alternative method has been selected, regarding the nature and scope of the proposed environmental assessment studies, specifically including early consultation on the development of the air quality, human health, surface water and groundwater studies. This early consultation will provide an opportunity for Walker to receive input from regulators and interested parties on how potential impacts may be identified, and this input will be reflected in the measures developed to mitigate potential environmental impacts.



The technical studies will use methods for the collection and analysis of data that are scientifically sound and defensible, so that the proposed site, potential contaminant pathways in the subsurface environment, and all potential environmental impacts of the proposed undertaking are clearly understood. Walker will undertake environmental assessment studies to adequately describe baseline conditions and demonstrate that it can clearly understand the proposed site and potential environmental impacts of the proposed undertaking. This will include that Walker will evaluate the 'do nothing' alternative using a full range of natural, social, economic, cultural and technical criteria. The specific set of environmental criteria and evaluation methods will be confirmed in consultation with the public, Aboriginal communities and government reviewers.

9. As part of the environmental assessment, Walker shall consider and evaluate alternative methods for the separation, at source, at the landfill or by other method, of Industrial, Commercial and Institutional waste such as, but not limited to, recyclables and organics that may have other end uses outside of final landfill disposal.
10. The Groundwater/Surface Water Assessment set out in Appendix B, Section 5.7 of the Terms of Reference shall specifically include: mapping of geological exposures in the existing quarry, along with investigations and testing, to determine the presence and significance of fractures and karst features within the bedrock, in consultation with an expert in karst geology.
11. The evaluation of the proposed undertaking set out in Section 8.2, pages 31-34 of the Terms of Reference shall include a separate characterization of the noise emissions from major potential sources (i.e., landfill, Carmeuse quarry/lime manufacturing, and stationary sources from both), which will highlight their individual contributions, in further consultation with the Ministry of the Environment and Climate Change. The stationary source sound level of the quarry/lime plant operation should be added to the stationary source sound level component of the landfill and compared to the appropriate limit. The landfilling activity sound level should be compared to the appropriate limit. The only background sound acceptable for the purpose of modifying stationary or landfilling limits shall be the sound of road traffic vehicles not related to Carmeuse or Walker operations, taking the 1-hour predictable worst case (lowest sound level) applicable to day or night limits. The stationary source sound total shall be added to the landfilling sound level, and presented as "cumulative effect"; this is for environmental assessment purposes only and does not have an established limit for future Environmental Compliance Approval assessment. The sound level of Carmeuse-related off-site truck traffic at the Points of Reception should be presented as "Existing Haul Route Traffic", the predicted sound level of Walker-related off-site truck traffic shall be presented as "New Haul Route Traffic", and the sum of the two shall be presented as "Total Haul Route Traffic".
12. Walker shall also prepare a cumulative effects assessment work plan and implement the following activities:
  - a. Prior to finalizing the cumulative effects assessment work plan, Walker shall be required to consult with the Ministry of the Environment and Climate Change in the development of a draft cumulative effects assessment work plan on the method and how the assessment of cumulative effects should be presented in the environmental assessment. Walker shall also consider the guidance document *Addressing Cumulative Environmental Effects under the Canadian Environmental Assessment Act (CEAA, 2007)* when drafting its cumulative

effects assessment work plan. In addition, Walker shall use cumulative effects assessment guidance documents issued by the Ministry of the Environment and Climate Change in the environmental assessment, if and when available.

- b. Walker shall be required to post the draft cumulative effects assessment work plan on the project website, communicate the availability of the draft cumulative effects assessment work plan for review and comment by government agencies, Aboriginal Communities and interested members of the public in conjunction with the proposed public Open Houses or a Drop-In Exhibit (Terms of Reference, Section 10.2, pages 68), circulate copies of the work plan ministry's Technical Review Team, the Ministry of Natural Resources and Forestry, the Conservation Authority, Aboriginal communities and the Committee Peer Review Team for review and comment.
  - c. Arrange meetings/workshops, where requested to discuss the draft cumulative effects assessment work plan.
  - d. Consult with the Ministry of the Environment and Climate change on the finalization of the cumulative effects assessment work plan.
  - e. Post the final cumulative effects assessment work plan on the project website.
13. In addition to the proposed health risk assessment, Walker's health expert shall carry out a screening-level review of the socio-economic assessment results to determine the potential for related health effects. Early in the environmental assessment process, prior to finalizing any work plans associated with the determination of health effects, Walker shall consult with the Joint Municipal Coordinating Committee and local medical officer of health to get input on the criteria and methods of assessment. As part of this consultation, Walker will discuss with the Joint Municipal Coordinating Committee and local medical officer of health, at a minimum, the determinants of health that will be assessed, and the different stages of assessment that will be undertaken including screening, scoping, assessment, mitigation, reporting and monitoring.

Walker shall provide detailed documentation of the issues and concerns raised in the finalization of the health studies work plans and the results. The documentation will include how those issues were considered, the steps that were undertaken to address comments received, where possible, and the rationale for why some comments may not have been addressed. If any significant negative effects are identified as part of the health studies, Walker's health expert will work closely with the social, economic and environmental experts, including the Joint Municipal Coordinating Committee and local medical officer of health, to determine what, if any, further studies are necessary and adapt or augment their mitigation recommendations to minimize or eliminate these potential effects, and characterize any residual net effects for the purposes of this environmental assessment. This decision-making will also be documented.

14. In its environmental assessment, Walker shall include an assessment on how the preferred project may contribute to greenhouse gas emissions. In addition, Walker will assess the potential effects of climate change on the preferred alternative, and related potential risks to the environment resulting from these effects. For example, the assessment of potential effects may include, but not limited to, effects related to severe weather events on stormwater management. The environmental assessment shall include a consideration of climate change adaptation measures to reduce and manage such potential effects during all periods (Operational Period, which includes construction, and Post Closure Period) of the preferred alternative. Walker shall use climate change

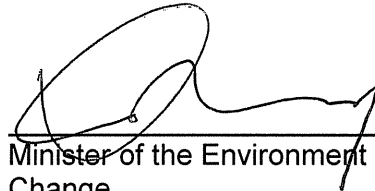
assessment guidance documents issued by the Ministry of the Environment and Climate Change in the environmental assessment, if and when available.

15. In completing its Terms of Reference, Walker shall:

- a. Demonstrate that the proposed undertaking is capable of meeting the requirements under Ontario Regulation 232/98.
- b. Demonstrate whether the undertaking will be consistent with the purpose of the Environmental Assessment Act, in particular the protection, conservation and wise management of the environment. This will include a full description of impacts to the environment and human health from all phases of the project, construction, operation, closure and post-closure.

Pursuant to subsection 6.1(1) of the Environmental Assessment Act, any environmental assessment for the above-noted undertaking, submitted to the Ministry of the Environment and Climate Change pursuant to subsection 6.2(1) of the Environmental Assessment Act, must be prepared in accordance with the amended Terms of Reference as hereby approved.

Dated the 17<sup>th</sup> day of March, 2016 at TORONTO.



Minister of the Environment and Climate  
Change  
77 Wellesley Street West  
11th Floor, Ferguson Block  
Toronto, Ontario  
M7A 2T5



**Big Brothers Big Sisters  
of Ingersoll, Tillsonburg & Area**  
Mentoring Programs and Services

March 8, 2016

Mayor & Members of Council  
c/o Ann Wright, Deputy Clerk  
Town of Ingersoll  
130 Oxford Street, 2<sup>nd</sup> Floor  
Ingersoll, Ontario  
N5C 2V5

Dear Mayor & Members of Council:

**Re: 2016 Municipal Grant**

On behalf of the board of directors, staff, volunteers and families of Big Brothers Big Sisters of Ingersoll, Tillsonburg & Area, we wish to express our sincere gratitude to the Mayor and Members of Council for their generous allocation of \$5,000 from the Community Development Funding Program to assist our organization in continuing to provide quality mentoring programs and services to the children within the community.

Big Brothers Big Sisters continues to play a vital role in the community by fostering healthy, supportive mentoring friendships to the young people of the Ingersoll area. Through these relationships, Little Brothers, Little Sisters and Mentees grow to become confident, happy, independent, healthy young men and women. Your ongoing support allows us to continue this program.

Thank you once again for your donation and believing in what we do.

Yours in Friendship,

Deb Landon  
Executive Director

**Head Office & Mailing Address:**

58 Thames Street South, Ingersoll, Ontario N5C 2T1  
Phone: 519-485-1801 • Fax: 519-485-1805  
ingtburg@bigbrothersbigsisters.ca • www.sharethefun.org • CN: 118968478

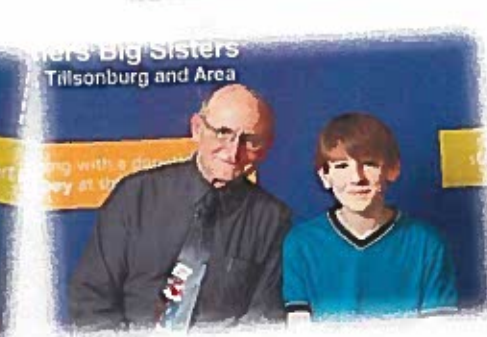
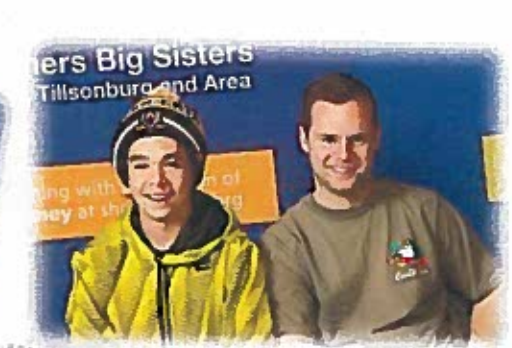
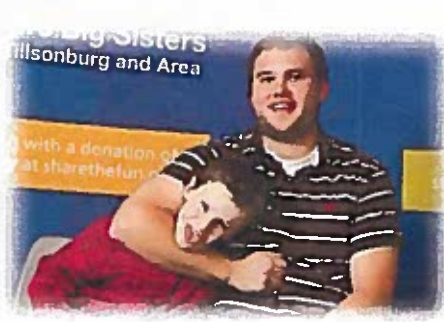
**Satellite Office:**

96 Tillson Ave., Tillsonburg, ON N4G 3A1  
Phone: 519-842-9008 ext 229

----- start something







**Thank you for  
your support!**



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



Tel: 519.425.0952  
Fax: 519.425.1250

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**Dan Borthwick**  
President

**Brent Tree**  
Vice President

**Linda Leyten**  
Financial Secretary

**Kim DeGraaf**  
Recording Secretary

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March 20, 2016

County of Oxford  
21 Reeve Street,  
P.O. Box 1614,  
Woodstock, ON  
N4S 7Y3

Attention: Operations Manager

Re: Unifor Local 88 Labour Day Soap Box Derby September 5, 2016

Dear Warden David Mayberry and Oxford County Council

I am writing this letter as the President of Unifor Local 88 which represents over 3,000 members and their families in the community of Ingersoll and the surrounding area.

Each year on Labour Day Unifor Local 88 hosts a barbeque for our members and the community of Ingersoll and surrounding area. We open up our Union Hall and provide food and refreshments, games and rides for the children, face painting, etc. In previous years we have had several groups from the Town of Ingersoll and the County of Oxford participate in our day's events. These groups include Big Brothers Big Sisters of Ingersoll, Tillsonburg and Area; Fusion Youth Activity and Technology Centre; United Way of Oxford; Ingersoll Minor Baseball; Ingersoll Soccer Club; Ingersoll Rusty Boots and the Ontario Provincial Police-Ingersoll. Each year we also make a significant financial donation to charitable organizations. The previous recipients include Habitat For Humanity, Alexandria Hospital, Lunch Bunch Program, Food Nutrition Program and Childcan to name a few.



This year we are once again planning to include an old fashion Soap Box Derby. Our Labour Day event runs from 11am to 3pm. It is our plan to start at 11am and run the Soap Box Derby from 10:30am to 12:30pm.

**We request to close Ingersoll Street in front of our Union Hall between Victoria Street and to below the north intersection of Ingersoll Street and 175 Ingersoll Street north, along with the intersection of Ingersoll Street and the south intersection to 175 Ingersoll Street north and the intersection of Ingersoll Street and Ridge Road and the south intersection of Ingersoll Street and Woodhatch Crescent from 8:30am to 1:30pm (As per enclosed diagram).**

Participants would come from the general public but must eight (8) to thirteen years of age. Participants will build a homemade unit within certain specifications. Each unit would be required to go through a thorough safety inspection prior to entering the event.

We have enclosed a draft copy of rules, entry form and waiver.

If you have any questions please do not hesitate to contact the undersigned.

Yours truly,



Dan Borthwick  
President  
Unifor Local 88

Cc Unifor Local 88 Executive Board  
Unifor Local 88 Recreation Committee  
Ontario Provincial Police-Ingersoll  
Ingersoll Fire Department  
Oxford County EMS Ingersoll  
Town Of Ingersoll



# **Unifor Local 88**

# **Labour Day**

# **Soap Box**

# **Derby**

**September 5, 2016**

## **RULES**

### **Limit of Entries**

The Unifor Local 88 Labour Day Committee has limited the number of entries to 40 vehicles.

### **General Instructions**

Any car may be sponsored. Sponsorship of a vehicle is the responsibility of the vehicle owner. Any soap box that has been sponsored must have a decal or paint scheme signifying the sponsor.

Since ramp starting will be used, you are advised to build your car so that it conforms to the minimum and maximum dimensions on the attached sketches.

Proof of age will be necessary, and must be shown to the scrutinizers when your vehicle is inspected. All participants must be eight (8) to thirteen (13) years old, inclusive to and on registration day.

Your car will be issued an officially approved sticker after it has passed inspection. No alterations to your car will be allowed after the sticker is issued.

In all cases where a decision is required, the Vice President of Unifor Local 88 or designate decision will be made. If this does not resolve any issue, then the President of Unifor Local 88 or designate will be asked to decide and it will be final.

It is expected that all drivers and people in their pit crew will act in a sportsmanlike manner at all times. Anyone who does not uphold the requests of the race officials may be expelled from the race.

There will be race officials along the race course to make sure that participants stay within their lanes and to ensure that fair racing is maintained.

There will be two starting officials to ensure fair starts.

There will be two race officials at the finish line; first car to cross the finish line will win.

If your car needs repair during the races, and you are called upon to race, you will be given one run's grace or about five minutes, but you must be ready when your number is called for a second time, or be eliminated. This action must be taken as to not slow the race schedule.

On race day, the President of Unifor Local 88 or designate has the authority to reject and eliminate from the race any vehicle which he believes is unsafe, or does not conform to the specifications.

Entries may be disqualified for unsportsmanlike behavior of driver or pit crew.

Protective head gear must be worn during each race. We require a snowmobile or motorcycle helmet. Rules of the race will be available at the Grand Race Marshall's desk on race day.

Registration Forms will be made available June 2, 2016. Applicants will be received on a FIRST COME/FIRST PAID basis. Registration deadline is Saturday, August 20, 2016.

### **The Vehicle**

To maintain fairness and family fun we require home built soapbox cars ONLY. No professional Entries.

In order to ensure a competitive atmosphere, the vehicle must conform to the following specifications. The following rules are and have been established to ensure better safety of the racers. Some rules that follow are that of the National Soap Box Racing Association.

1. The total receipted value of the vehicle (including the wheels) cannot exceed \$ 200.00. Receipts must be given for all purchases or donations put towards or for the construction of the vehicle.
2. The vehicle length will be no longer than 80" (inches).
3. Minimum ground clearance of 3" (inches) when the driver is seated in the vehicle.
4. Minimum wheelbase of 48" (inches) (the distance between the centres of the front and rear wheels of the left and right wheels) Front and rear axles must be the same width. The axel width between the wheels must be between a minimum of 30" and no more than 36" maximum. **No exceptions.**
5. The vehicle must have a foot operated drop drag brake system. The steering apparatus must be enclosed as nearly as possible by the body of the vehicle and shall include limit devices which prevent the front wheels from rubbing the body or frame.
6. The body of the vehicle must be made of wood, fibreglass or plastic ONLY (NO METAL) it will not enclose the seating area and must permit free use of the hands and arms. (No enclosed cockpits).
7. The head cannot be confined by the vehicle.
8. Each entrant must build his/her own vehicle, or participate in its construction.
9. No sharp edges or protruding objects on exterior or interior.

### ***Safety and Qualifications***

Pre-Race safety, inspection and qualification will be on Saturday August 20th between 10am & 2pm at the Ingersoll Harvest Festival. We will be set up in the parking lot of the municipal pumping station, just on the left side of the main entrance to the cheese museum, off of Hwy #19.

Safety, inspection and qualification of the vehicle. The President of Unifor Local 88 or designate will check the following...

- Brakes (a test of the brakes will be performed)
- Strength of the frame
- Fastening and securing of the axels and wheels
- Steering assembly (must have steering stops which prevent wheel lock up on the frame or body)
- No sharp edges or objects



*Any car that does not comply will have to be altered prior to race day.*

The driver of the car must be in attendance of the safety, inspection and qualification.

We will check again the;

- Proof of age of the driver.
- Proper fitting of helmet
- Weight of driver and car (must not exceed 250 lbs.)

#### *Final Inspection on Race Day*

Alterations as determined at safety, inspection and qualification must be completed for inspection and approval on the day of the race in order to qualify.

#### *The Race*

The course will be on Ingersoll Street (Between Victoria Street and Woodhatch Crescent).

You are advised to be at the staging area with your car by 10:00 am Monday morning for final registration. This is at the Unifor Local 88 Union Hall parking lot. Once cars are inspected, practice runs will be allowed, as time permits. (Practise Run has to start by 10:00am and conclude at 10:45am)

All cars will be started from a ramp. False starts will be called only if the starting judges feel an advantage from the start was made. Each car will have at least two runs, each time changing lanes when possible.

The order of the first round racing shall be determined by a draw.

After the first round of racing, losers will race against losers and winners will race against winners in a double elimination fashion. Each driver will continue to race until he/she has lost twice. Drivers with their cars will be matched for each race by draw.

Cars will be returned after each race to the staging and pit area.

Cars will be required to do an after race inspection for all soapboxes moving onto in the derby. Soapboxes must pass inspection in order to move on to next race.

Drivers and cars must be ready to race when your name is drawn.

If an odd number of cars are left to race, the odd car will be entered into the last race in that particular round.

Any further instructions will be made on race day at the drivers meeting prior to race time.

The race will begin at 11:00 am.....don't be late! All carts and drivers must be to the starting line by 10:45am on race day.

**A final note**

1. **NO Changes To Cars:** absolutely any changes may be made to any car once it has been inspected and received and approval sticker.
  
2. Anyone found making changes to his/her car during the course of the race will be automatically disqualified and eliminated from the remainder of the race.
  - a. This shall include but not be limited to the following:
    - i. Removal of or addition to weight of the car – ex. Sandbagging
    - ii. Removal of or modification to body panels or structure of car
    - iii. Changing to a second set of wheels.
  
3. In the event of damage to a car, for example where the driver hits a curb, repairs can be made to the extent that as little work as necessary is done to allow the car to continue racing, and it must pass safety inspection before being allowed to continue.
  
4. **Conduct:** We would appreciate both drivers and pit crew including parents to act in a sportsmanlike manner at all times. Race officials will attempt to make sure that all vehicles are running according to regulation and that all races are run in a fair manner. Race official's decisions are final. Race officials have the right to disqualify driver, vehicle or pit crew at anytime for inappropriate behavior.

## **Final Inspection**

### ***Safety and Qualifications***

Safety, inspection and qualification of the soapbox. Inspector will check the following...

Brakes (a test of the brakes will be performed for a short and controlled stop)

Strength of the frame

Fastening and securing of the axels and wheels.

Fastening and securing of cables.

Steering assembly (must have steering stops which prevent wheel lock up on the frame or body).

No alterations to wheels or hubs will be allowed, including excess use of oil

*Any soapbox that does not comply will have to be altered prior to race day.*

**The driver(s) of the soapbox must be in attendance of the safety, inspection and qualification.**

We will check again the;

Proof of age of the driver.

A properly fitted and approved snowmobile helmet or motorcycle helmet is required. No bicycle helmets will be allowed.

Weight of driver and soapbox (must not exceed 250 lbs.).

In order to ensure a competitive atmosphere, the soapbox must conform to the following specifications.

1. The total receipted value of the soapbox (excluding the wheels) cannot exceed \$ 200.00. Receipts must be given for all purchases or donations put towards or for the construction of the soapbox.
2. The soapbox length will be no longer than 80" (inches).
3. Minimum ground clearance of 3" (inches) and a maximum of 7" (inches) when the driver is seated in the soapbox.
4. Minimum wheelbase of 48" (inches) (the distance between the centres of the front and rear wheels of the left and right wheels)
5. Front and rear axles must be the same width and must not rotate.
6. The soapbox height will be no taller than 28" (inches) from the ground.

7. The soapbox must have an effective braking system. We require a drag brake which is easy to operate and which will stop the vehicle quickly and safely. It must be possible to operate the brake without losing control of the vehicle.

8. The steering apparatus must be enclosed as nearly as possible by the body of the soapbox and shall include limit devices which prevent the front wheels from rubbing the body or frame.

9. The body of the soapbox must not enclose the seating area and must permit free use of the hands and arms. (No enclosed cockpits)

10. The head cannot be confined by the soapbox.

11. Each entrant must build his/her own soapbox, or participate in its construction. (We will be asking the drivers!!)

12. No sharp edges or protruding objects on exterior or interior.

When the Safety Inspection has been done we will apply a Certified Sticker stating that your soapbox meets All the specifications required for a fair and fun day for all of the children.

We will be doing a **pre-race inspection** for all soapboxes on Saturday, August 20, 2016 between 10am and 2pm.

Practise/trial runs will start at 10:00am. All soapboxes will be given 1 run.

Racing will begin at 11am.

We will be doing a **race inspection** after each heat for all soapboxes moving onto in the derby. Soapboxes must pass inspection in order to move on.

## **REGISTRATION FORM**

**The forms along with registration fee can be dropped off to Dan Borthwick or Brent Tree at the Unifor Local 88 Union Hall at 364 Victoria Street, Ingersoll, Ontario prior to August 20, 2016.**

**OR**

**At Pre-Race safety, inspection and qualification will be on Saturday August 20th between 10am & 2pm at the Ingersoll Harvest Festival. We will be set up in the parking lot of the municipal pumping station, just on the left side of the main entrance to the cheese museum, off of Hwy #19.**

**To contact Soapbox Derby Co-ordinator Steve Pye 519-533-3231**



**Unifor Local 88 Labour Day Soap Box Derby**

**Registration Form 2016**

Child's Name (Soap Box Car Driver): \_\_\_\_\_

Parent or Guardian: \_\_\_\_\_

Address: \_\_\_\_\_

Town: \_\_\_\_\_ Postal Code: \_\_\_\_\_

Telephone Number: \_\_\_\_\_ Age: \_\_\_\_\_

Email Address: \_\_\_\_\_

**Parent or Guardian Waiver**

My son/daughter has been read to them by myself the instructions issued for this events. He/she agrees to compete according to these instructions and any others that may be issued. I hereby grant permission for my son/daughter to participate in the Unifor Local 88 Labour Day Soap Box Derby, and in consideration of the acceptance of this entry, I understand that Unifor Local 88, Unifor-Canada, Any Unifor Local and the County of Oxford/the Town of Ingersoll and/or their respective officers, agents, employee's or representatives cannot be held responsible for any damage or injuries caused to/by my son/daughter during the course of this event notwithstanding that the same may have been contributed to by the above mentioned persons. I feel that my child can safely handle a soap box car.

Dated at: \_\_\_\_\_, this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

\_\_\_\_\_  
Signature of Parent or Guardian

\_\_\_\_\_  
Witness

Note: An entry fee of \$25.00 must be made with Registration Form. The Driver named above must participate in the 2016 Unifor Local 88 Labour Day Soap Box Derby.

**FOR OFFICE USE ONLY**

Date: (D/M/Y) \_\_\_\_\_

CAR Number: \_\_\_\_\_

Deposit Received By: \_\_\_\_\_

Driver Registration/Injury Waiver Form

Child's Name (Driver of Soap Box Car): \_\_\_\_\_ Age: \_\_\_\_\_

Address: \_\_\_\_\_

Town: \_\_\_\_\_ Postal Code: \_\_\_\_\_

Telephone Number: \_\_\_\_\_

**Parent or Guardian Waiver**

I, \_\_\_\_\_, being of sound mind and body acknowledge that I am enrolling my son/daughter in the Unifor Local 88 Labour Day Soap Box Derby. I hereby grant permission for my son/daughter to participate in the Unifor Local 88 Labour Day Soap Box Derby.

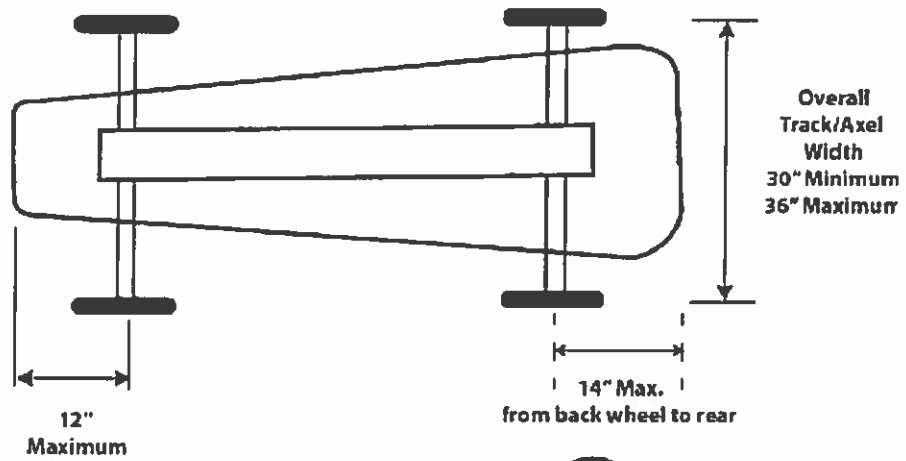
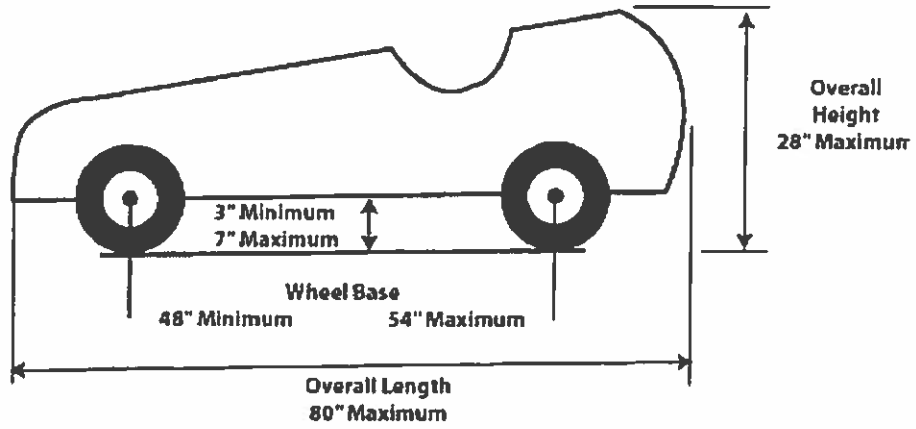
I understand and am fully aware of the fact my son/daughter will be involved in an activity which can result in bodily injury.

I release Unifor Local 88, Unifor-Canada, Town of Ingersoll, the County of Oxford, its organizers, promoters and any member from liability for any and all injuries sustained now or in the future, including, but not limited to, pulls or tears (muscles, ligaments or tendons), muscle strains, broken bones or any other injury or illness however caused, occurring during or after my son/daughter's participation in the Unifor Local 88 Labour Day Soap Box Derby.

I hereby affirm that I have read fully, understand and agree with the above statements.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

## Soap Box Derby Car Specifications



**WHEELS**  
8" Diameter  
1/2" Axle



Town of Ingersoll  
 Monthly Cheque Disbursements  
 March 2016

PURCHASED FROM VENDORS LOCATED IN INGERSOLL

\$ 50,356.86

<u>VENDOR NAME</u>	<u>CHEQUE #</u>	<u>ACCOUNT</u>	<u>ACCOUNT DESCRIPTION</u>	<u>TRANSACTION DESCRIPTION</u>	<u>DEBITS</u>	<u>CREDITS</u>
31ST LINE COMMUNICATIONS INC.						
	78,215	46414 01-5200-6195-40857	YOUTH BUSINESS COMMITTEE	SURESTART AGENCY FEE	\$1,500.00	
	78,215	46414 01-0000-0200-00325	HST RECEIVABLE100%	SURESTART AGENCY FEE	\$195.00	
	78,215	46414 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	SURESTART AGENCY FEE	\$0.00	\$1,695.00
ACAPULCO ***						
	78,185	46415 01-5100-4100-41710	CHEMICALS	BELT + VALVE	\$216.84	
	78,185	46415 01-0000-0200-00325	HST RECEIVABLE100%	BELT + VALVE	\$28.19	
	78,185	46415 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	BELT + VALVE	\$0.00	\$245.03
ADVANTAGE FITNESS SALES INC.						
	78,224	46416 01-5100-6070-41530	EQUIP REPAIRS & MAINT	UPRIGHT CYCLE ALTERNATOR	\$522.41	
	78,224	46416 01-0000-0200-00325	HST RECEIVABLE100%	UPRIGHT CYCLE ALTERNATOR	\$67.91	
	78,224	46416 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	UPRIGHT CYCLE ALTERNATOR	\$0.00	\$590.32
AKIRA STUDIO LTD						
	78,188	46417 01-5200-6090-41000	ADVERTISING	WEBSITE SUPPORT	\$95.00	
	78,188	46417 01-0000-0200-00325	HST RECEIVABLE100%	WEBSITE SUPPORT	\$12.35	
	78,188	46417 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	WEBSITE SUPPORT	\$0.00	\$107.35
ATTRACTIONS ONTARIO						
	78,155	46418 01-6200-4000-40600	MEMBERSHIP FEES	MEMBERSHIP RENEWAL	\$125.00	
	78,155	46418 01-0000-0200-00325	HST RECEIVABLE100%	MEMBERSHIP RENEWAL	\$16.25	
	78,155	46418 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	MEMBERSHIP RENEWAL	\$0.00	\$141.25
BICKLE'S ORCHARD PARK FARMS						
	78,177	46419 01-5000-6051-40420	PROGRAM SUPPLIES	GARDEN FRESH VEGGIES	\$133.00	
	78,177	46419 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	GARDEN FRESH VEGGIES	\$0.00	\$133.00
COUNCILLOR REIMBURSEMENT						
	78,260	46420 01-0100-4000-40610	MEETINGS & CONFERENCES	EXP REIMBURSE-ROMA	\$749.04	
	78,260	46420 01-0100-4000-40610	MEETINGS & CONFERENCES	EXP REIMBURSE-ROMA	\$540.32	
	78,260	46420 01-0100-4000-40220	TELEPHONE	EXP REIMBURSE-ROMA	\$50.00	
	78,260	46420 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	EXP REIMBURSE-ROMA	\$82.74	
	78,260	46420 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	EXP REIMBURSE-ROMA	\$59.68	
	78,260	46420 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	EXP REIMBURSE-ROMA	\$0.00	\$1,481.78
BRAGG, JEFF						
	78,236	46421 01-2000-4015-41550	MAINTENANCE CONTRACTS	FEB CARR WALKWAY CLEANING	\$600.00	
	78,236	46421 01-0000-0200-00325	HST RECEIVABLE100%	FEB CARR WALKWAY CLEANING	\$78.00	
	78,236	46421 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	FEB CARR WALKWAY CLEANING	\$0.00	\$678.00
PAUL BROWN & SONS EXCAVATING L						
	78,241	46422 01-4500-4151-80000	MATERIALS-WINTER CONTROL, SNOW REMOVAL	SNOW REMOVAL TRUCK RENTAL	\$333.77	
	78,241	46422 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	SNOW REMOVAL TRUCK RENTAL	\$36.87	
	78,241	46422 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	SNOW REMOVAL TRUCK RENTAL	\$0.00	\$370.64
CAMPBELL'S						
	78,233	46423 01-4000-4000-40200	OFFICE SUPPLIES	OFFICE SUPPLIES	\$21.70	



<u>VENDOR NAME</u>	<u>CHEQUE #</u>	<u>ACCOUNT</u>	<u>ACCOUNT DESCRIPTION</u>	<u>TRANSACTION DESCRIPTION</u>	<u>DEBITS</u>	<u>CREDITS</u>
	78,233	46423 01-3400-4000-40200	OFFICE SUPPLIES	OFFICE SUPPLIES	\$21.71	
	78,233	46423 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	OFFICE SUPPLIES	\$2.40	
	78,233	46423 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	OFFICE SUPPLIES	\$2.40	
	78,233	46423 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	OFFICE SUPPLIES	\$0.00	\$48.21
CANNON HYGIENE CANADA LIMITED						
	78,197	46424 01-5000-6020-41700	BLDG REPAIRS & MAINT	MATS	\$467.75	
	78,197	46424 01-5100-4100-41700	BLDG REPAIRS AND MAINT	MATS	\$467.75	
	78,197	46424 01-5200-4100-41700	BLDG REPAIRS AND MAINT	MATS	\$467.76	
	78,197	46424 01-0000-0200-00325	HST RECEIVABLE100%	MATS	\$60.81	
	78,197	46424 01-0000-0200-00325	HST RECEIVABLE100%	MATS	\$60.81	
	78,197	46424 01-0000-0200-00325	HST RECEIVABLE100%	MATS	\$60.80	
	78,197	46424 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	MATS	\$0.00	\$1,585.68
CANSEL - TORONTO*****						
	78,229	46425 01-4000-4000-40220	TELEPHONE	GPS SURVEY RENTAL	\$264.58	
	78,229	46425 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	GPS SURVEY RENTAL	\$29.22	
	78,229	46425 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	GPS SURVEY RENTAL	\$0.00	\$293.80
PETTY CASH - PW, ENGINEER, BLDG INSPECTION						
	78,231	46426 01-3400-4000-40240	COURIER CHARGES	PW,ENG PETTY CASH	\$50.88	
	78,231	46426 01-4500-4000-41020	MEALS	PW,ENG PETTY CASH	\$11.94	
	78,231	46426 01-4000-4000-40240	COURIER CHARGES	PW,ENG PETTY CASH	\$10.18	
	78,231	46426 01-4500-4000-40630	STAFF TRAINING	PW,ENG PETTY CASH	\$22.36	
	78,231	46426 01-4000-4000-42900	MISCELLANEOUS EXPENSE	PW,ENG PETTY CASH	\$9.15	
	78,231	46426 01-4000-4000-40630	STAFF TRAINING	PW,ENG PETTY CASH	\$7.89	
	78,231	46426 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	PW,ENG PETTY CASH	\$5.62	
	78,231	46426 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	PW,ENG PETTY CASH	\$1.12	
	78,231	46426 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	PW,ENG PETTY CASH	\$1.12	
	78,231	46426 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	PW,ENG PETTY CASH	\$2.47	
	78,231	46426 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	PW,ENG PETTY CASH	\$1.01	
	78,231	46426 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	PW,ENG PETTY CASH	\$0.87	
	78,231	46426 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	PW,ENG PETTY CASH	\$0.00	\$124.61
CAREY'S PRODUCE						
	78,176	46427 01-5000-6051-40420	PROGRAM SUPPLIES	GARDEN FRESH VEGGIES	\$813.25	
	78,176	46427 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	GARDEN FRESH VEGGIES	\$0.00	\$813.25
CEDAR SIGNS						
	78,239	46428 01-4500-4160-80000	MATERIALS-SAFETY DEVICES, SIGNS, GUIDE RAIL	U-POST BRACKETS	\$214.92	
	78,239	46428 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	U-POST BRACKETS	\$23.74	
	78,239	46428 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	U-POST BRACKETS	\$0.00	\$238.66
CHUBB SECURITY SYSTEMS						
	78,156	46429 01-6200-4100-41700	BLDG REPAIRS & MAINTENANCE	ALARM SYS MAINT	\$1,359.50	
	78,156	46429 01-0000-0200-00325	HST RECEIVABLE100%	ALARM SYS MAINT	\$176.74	
	78,156	46429 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	ALARM SYS MAINT	\$0.00	\$1,536.24
COCA-COLA BOTTLING COMPANY						
	78,167	46430 01-5000-6020-40430	CANTEEN SUPPLIES	POP+POWERADE	\$631.35	
	78,167	46430 01-0000-0200-00325	HST RECEIVABLE100%	POP+POWERADE	\$68.98	

<u>VENDOR NAME</u>	<u>CHEQUE #</u>	<u>ACCOUNT</u>	<u>ACCOUNT DESCRIPTION</u>	<u>TRANSACTION DESCRIPTION</u>	<u>DEBITS</u>	<u>CREDITS</u>
	78,167	46430 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	POP+POWERADE	\$0.00	\$700.33
EMPLOYEE REIMBURSEMENT						
	78,268	46431 01-0100-4000-41020	PROMOTION & MEALS	JAN REIMBURSE	\$162.05	
	78,268	46431 01-0100-4000-40610	MEETINGS & CONFERENCES	JAN REIMBURSE	\$13.51	
	78,268	46431 01-0100-4000-40620	MILEAGE	JAN REIMBURSE	\$81.69	
	78,268	46431 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	JAN REIMBURSE	\$15.57	
	78,268	46431 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	JAN REIMBURSE	\$1.49	
	78,268	46431 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	JAN REIMBURSE	\$9.03	
	78,268	46431 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	JAN REIMBURSE	\$0.00	\$283.34
	78,269	46431 01-0100-4000-41020	PROMOTION & MEALS	FEB REIMBURSE	\$259.29	
	78,269	46431 01-0100-4000-40610	MEETINGS & CONFERENCES	FEB REIMBURSE	\$749.04	
	78,269	46431 01-0100-4000-40610	MEETINGS & CONFERENCES	FEB REIMBURSE	\$540.32	
	78,269	46431 01-0100-4000-40620	MILEAGE	FEB REIMBURSE	\$77.81	
	78,269	46431 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	FEB REIMBURSE	\$24.96	
	78,269	46431 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	FEB REIMBURSE	\$82.74	
	78,269	46431 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	FEB REIMBURSE	\$59.68	
	78,269	46431 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	FEB REIMBURSE	\$8.59	
	78,269	46431 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	FEB REIMBURSE	\$0.00	\$1,802.43
	78,270	46431 01-0100-4000-40610	MEETINGS & CONFERENCES	MAR 1 REIMBURSE	\$70.91	
	78,270	46431 01-0100-4000-40610	MEETINGS & CONFERENCES	MAR 1 REIMBURSE	\$135.08	
	78,270	46431 01-0100-4000-40620	MILEAGE	MAR 1 REIMBURSE	\$102.12	
	78,270	46431 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	MAR 1 REIMBURSE	\$2.69	
	78,270	46431 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	MAR 1 REIMBURSE	\$14.92	
	78,270	46431 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	MAR 1 REIMBURSE	\$11.28	
	78,270	46431 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	MAR 1 REIMBURSE	\$0.00	\$337.00
COMMISSIONAIRES						
	78,163	46432 01-1000-4240-41505	PARKING ENFORCEMENT CONTRACT	TRAFFIC ENFORCEMENT 1/17-1/30	\$751.80	
	78,163	46432 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	TRAFFIC ENFORCEMENT 1/17-1/30	\$83.04	
	78,163	46432 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	TRAFFIC ENFORCEMENT 1/17-1/30	\$0.00	\$834.84
COMPASS MINERALS						
	78,250	46433 01-4500-4221-80000	MATERIALS-SIDEWALK, SNOW, SALT, SAND	ROAD SALT	\$3,797.04	
	78,250	46433 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	ROAD SALT	\$419.41	
	78,250	46433 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	ROAD SALT	\$0.00	\$4,216.45
	78,251	46433 01-4500-4150-80000	MATERIALS-WINTER CONTROL, PLOWING, SANDING,	ROAD SALT	\$13,139.93	
	78,251	46433 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	ROAD SALT	\$1,451.39	
	78,251	46433 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	ROAD SALT	\$0.00	\$14,591.32
FRANK COWAN COMPANY LTD						
	78,166	46434 01-1300-4000-40283	INS DEDUCTIBLE-ADJUSTOR FEES	P1510269-CORNELIS BOERSMA	\$3,017.70	
	78,166	46434 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	P1510269-CORNELIS BOERSMA	\$0.00	\$3,017.70
CPR DEPOT						
	78,209	46435 01-3000-4000-40630	STAFF TRAINING	FIRE HALL FIRST AID MANIKINS	\$4,128.67	
	78,209	46435 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	FIRE HALL FIRST AID MANIKINS	\$456.03	
	78,209	46435 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	FIRE HALL FIRST AID MANIKINS	\$0.00	\$4,584.70
CURRIE, KELLY						

<u>VENDOR NAME</u>	<u>CHEQUE #</u>	<u>ACCOUNT</u>	<u>ACCOUNT DESCRIPTION</u>	<u>TRANSACTION DESCRIPTION</u>	<u>DEBITS</u>	<u>CREDITS</u>
	78,191	46436 01-5200-6170-41500	CONTRACTED SERVICES	DRUM TRACKING-JOHN ANDERSON	\$79.65	
	78,191	46436 01-0000-0200-00325	HST RECEIVABLE100%	DRUM TRACKING-JOHN ANDERSON	\$10.35	
	78,191	46436 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	DRUM TRACKING-JOHN ANDERSON	\$0.00	\$90.00
DEPENDABLE EMERGENCY VEHICLES						
	78,162	46437 01-3000-4000-41610	FIRE FIGHTING EQUIPMENT	NOZZLES	\$3,395.22	
	78,162	46437 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	NOZZLES	\$375.03	
	78,162	46437 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	NOZZLES	\$0.00	\$3,770.25
DOMINION EQUIPMENT & CHEMICAL						
	78,186	46438 01-5000-6020-41530	EQUIPMENT REPAIRS & MAINTENANCE	FLOOR MACHINE PARTS	\$103.40	
	78,186	46438 01-0000-0200-00325	HST RECEIVABLE100%	FLOOR MACHINE PARTS	\$13.44	
	78,186	46438 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	FLOOR MACHINE PARTS	\$0.00	\$116.84
	78,221	46438 01-5000-6020-41530	EQUIPMENT REPAIRS & MAINTENANCE	BRUSH & CASTER	\$491.40	
	78,221	46438 01-0000-0200-00325	HST RECEIVABLE100%	BRUSH & CASTER	\$63.88	
	78,221	46438 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	BRUSH & CASTER	\$0.00	\$555.28
FALLS WHOLESale LIMITED						
	78,168	46439 01-5000-6020-40430	CANTEEN SUPPLIES	SLUSH CUPS	\$486.00	
	78,168	46439 01-0000-0200-00325	HST RECEIVABLE100%	SLUSH CUPS	\$63.17	
	78,168	46439 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	SLUSH CUPS	\$0.00	\$549.17
FASTENAL CANADA ***						
	78,200	46440 01-5000-6050-41700	BLDG REPAIRS AND MAINT	NUTS & BOLTS	\$17.80	
	78,200	46440 01-0000-0200-00325	HST RECEIVABLE100%	NUTS & BOLTS	\$2.31	
	78,200	46440 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	NUTS & BOLTS	\$0.00	\$20.11
	78,237	46440 01-4500-4150-80000	MATERIALS-WINTER CONTROL, PLOWING, SANDING,	BOLTS	\$79.53	
	78,237	46440 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	BOLTS	\$8.78	
	78,237	46440 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	BOLTS	\$0.00	\$88.31
	78,238	46440 01-4500-4150-80000	MATERIALS-WINTER CONTROL, PLOWING, SANDING,	PINS	\$46.31	
	78,238	46440 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	PINS	\$5.12	
	78,238	46440 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	PINS	\$0.00	\$51.43
FLORAL OCCASIONS ***						
	78,220	46441 01-5000-6100-40420	PROGRAM SUPPLIES	SANTA'S VILLAGE GARLAND	\$25.00	
	78,220	46441 01-0000-0200-00325	HST RECEIVABLE100%	SANTA'S VILLAGE GARLAND	\$3.25	
	78,220	46441 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	SANTA'S VILLAGE GARLAND	\$0.00	\$28.25
COUNCILLOR REIMBURSEMENT						
	78,261	46442 01-0100-4000-40220	TELEPHONE	EXP REIMBURSE-ROMA CONF	\$151.36	
	78,261	46442 01-0100-4000-40610	MEETINGS & CONFERENCES	EXP REIMBURSE-ROMA CONF	\$931.09	
	78,261	46442 01-0100-4000-40610	MEETINGS & CONFERENCES	EXP REIMBURSE-ROMA CONF	\$540.32	
	78,261	46442 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	EXP REIMBURSE-ROMA CONF	\$16.71	
	78,261	46442 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	EXP REIMBURSE-ROMA CONF	\$102.29	
	78,261	46442 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	EXP REIMBURSE-ROMA CONF	\$59.68	
	78,261	46442 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	EXP REIMBURSE-ROMA CONF	\$0.00	\$1,801.45
	78,262	46442 01-0100-4000-40220	TELEPHONE	EXP REIMBURSE	\$50.83	
	78,262	46442 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	EXP REIMBURSE	\$5.61	
	78,262	46442 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	EXP REIMBURSE	\$0.00	\$56.44
	78,263	46442 01-0100-4000-40220	TELEPHONE	EXP REIMBURSE	\$141.39	

<u>VENDOR NAME</u>	<u>CHEQUE #</u>	<u>ACCOUNT</u>	<u>ACCOUNT DESCRIPTION</u>	<u>TRANSACTION DESCRIPTION</u>	<u>DEBITS</u>	<u>CREDITS</u>
	78,263	46442 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	EXP REIMBURSE	\$15.62	
	78,263	46442 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	EXP REIMBURSE	\$0.00	\$157.01
GIANT TIGER						
	78,192	46443 01-5200-6090-40420	PROGRAM SUPPLIES	PROGRAM SUPPLIES	\$5.35	
	78,192	46443 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	PROGRAM SUPPLIES	\$0.00	\$5.35
	78,193	46443 01-5200-6090-40420	PROGRAM SUPPLIES	PROGRAM SUPPLIES	\$5.11	
	78,193	46443 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	PROGRAM SUPPLIES	\$0.00	\$5.11
	78,194	46443 01-5200-6090-40420	PROGRAM SUPPLIES	PROGRAM SUPPLIES	\$10.35	
	78,194	46443 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	PROGRAM SUPPLIES	\$0.00	\$10.35
	78,195	46443 01-5200-6090-40460	NUTRITION PURCHASES	PROGRAM SUPPLIES	\$41.07	
	78,195	46443 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	PROGRAM SUPPLIES	\$0.00	\$41.07
GRA - HAM ENERGY						
	78,149	46444 01-5000-6050-41470	VEHICLE FUEL	FUEL	\$70.61	
	78,149	46444 01-0000-0200-00325	HST RECEIVABLE100%	FUEL	\$9.18	
	78,149	46444 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	FUEL	\$0.00	\$79.79
	78,198	46444 01-5000-6050-41470	VEHICLE FUEL	FUEL	\$130.88	
	78,198	46444 01-0000-0200-00325	HST RECEIVABLE100%	FUEL	\$17.01	
	78,198	46444 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	FUEL	\$0.00	\$147.89
	78,208	46444 01-3000-4000-41470	VEHICLE FUEL	FIRE HALL VEHICLE FUEL	\$40.87	
	78,208	46444 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	FIRE HALL VEHICLE FUEL	\$4.51	
	78,208	46444 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	FIRE HALL VEHICLE FUEL	\$0.00	\$45.38
	78,248	46444 01-4500-4230-41460	DIESEL FUEL CLRED - UNLIC VEH	COLORLED DIESEL	\$253.24	
	78,248	46444 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	COLORLED DIESEL	\$27.97	
	78,248	46444 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	COLORLED DIESEL	\$0.00	\$281.21
	78,249	46444 01-4500-4230-41440	DIESEL FUEL CLR - LIC VEH	CLEAN DIESEL	\$1,189.94	
	78,249	46444 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	CLEAN DIESEL	\$131.44	
	78,249	46444 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	CLEAN DIESEL	\$0.00	\$1,321.38
GUNTER,STEPHANIE						
	78,202	46445 01-0100-4000-41100	RECEPTIONS & PUBLIC MEETINGS	JAMES MCINTYRE POETRY JUDGE	\$50.00	
	78,202	46445 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	JAMES MCINTYRE POETRY JUDGE	\$0.00	\$50.00
EMPLOYEE REIMBURSEMENT						
	78,216	46446 01-3400-4000-40620	MILEAGE	MILEAGE - BLDG INSPECTION	\$196.95	
	78,216	46446 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	MILEAGE - BLDG INSPECTION	\$21.75	
	78,216	46446 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	MILEAGE - BLDG INSPECTION	\$0.00	\$218.70
	78,217	46446 01-3400-4000-40620	MILEAGE	MILEAGE - BLDG INSPECTION	\$142.48	
	78,217	46446 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	MILEAGE - BLDG INSPECTION	\$15.74	
	78,217	46446 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	MILEAGE - BLDG INSPECTION	\$0.00	\$158.22
HENDERSON HALL						
	78,204	46447 01-0100-4000-41100	RECEPTIONS & PUBLIC MEETINGS	JAMES MCINTYRE CONTEST RENTAL	\$150.00	
	78,204	46447 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	JAMES MCINTYRE CONTEST RENTAL	\$0.00	\$150.00
HENRY, BRIAN						
	78,203	46448 01-0100-4000-41100	RECEPTIONS & PUBLIC MEETINGS	JAMES MCINTYRE POETRY JUDGE	\$50.00	
	78,203	46448 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	JAMES MCINTYRE POETRY JUDGE	\$0.00	\$50.00
HOT,COLD & FREEZING						

<u>VENDOR NAME</u>	<u>CHEQUE #</u>	<u>ACCOUNT</u>	<u>ACCOUNT DESCRIPTION</u>	<u>TRANSACTION DESCRIPTION</u>	<u>DEBITS</u>	<u>CREDITS</u>
	78,165	46449 01-5000-6040-41530	EQUIPMENT REPAIRS & MAINT	SENIOR CENTRE HEAT REPAIR	\$230.00	
	78,165	46449 01-0000-0200-00325	HST RECEIVABLE100%	SENIOR CENTRE HEAT REPAIR	\$29.90	
	78,165	46449 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	SENIOR CENTRE HEAT REPAIR	\$0.00	\$259.90
	78,222	46449 01-5000-6040-41530	EQUIPMENT REPAIRS & MAINT	SENIOR CENTRE HEAT PUMP REPAIR	\$1,681.75	
	78,222	46449 01-0000-0200-00325	HST RECEIVABLE100%	SENIOR CENTRE HEAT PUMP REPAIR	\$218.63	
	78,222	46449 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	SENIOR CENTRE HEAT PUMP REPAIR	\$0.00	\$1,900.38
HUNTER STEEL SALES						
	78,243	46450 01-4500-4160-80000	MATERIALS-SAFETY DEVICES, SIGNS, GUIDE RAIL	METAL TUBING	\$87.33	
	78,243	46450 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	METAL TUBING	\$9.65	
	78,243	46450 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	METAL TUBING	\$0.00	\$96.98
HURON TRACTOR LTD						
	78,199	46451 01-5000-6050-41530	EQUIP REPAIRS & MAINT	RIDING MOWER MAINT	\$2,232.17	
	78,199	46451 01-0000-0200-00325	HST RECEIVABLE100%	RIDING MOWER MAINT	\$290.19	
	78,199	46451 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	RIDING MOWER MAINT	\$0.00	\$2,522.36
INGERSOLL DISTRICT CHAMBER ***						
	78,161	46452 01-7000-4000-40600	MEMBERSHIP FEES	CHAMBER OF COMMERCE MEMBERSHIP	\$198.43	
	78,161	46452 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	CHAMBER OF COMMERCE MEMBERSHIP	\$21.92	
	78,161	46452 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	CHAMBER OF COMMERCE MEMBERSHIP	\$0.00	\$220.35
	78,171	46452 01-0100-4000-41020	PROMOTION & MEALS	COUNTY BREAKFAST-TED+FRED	\$45.03	
	78,171	46452 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	COUNTY BREAKFAST-TED+FRED	\$4.97	
	78,171	46452 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	COUNTY BREAKFAST-TED+FRED	\$0.00	\$50.00
INGERSOLL GLASS & MIRROR ***						
	78,187	46453 01-5000-6020-41700	BLDG REPAIRS & MAINT	ARENA DOOR HINGES	\$1,700.00	
	78,187	46453 01-0000-0200-00325	HST RECEIVABLE100%	ARENA DOOR HINGES	\$221.00	
	78,187	46453 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	ARENA DOOR HINGES	\$0.00	\$1,921.00
	78,226	46453 01-5000-6020-41700	BLDG REPAIRS & MAINT	ARENA REPLACE GLASS	\$207.30	
	78,226	46453 01-0000-0200-00325	HST RECEIVABLE100%	ARENA REPLACE GLASS	\$26.95	
	78,226	46453 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	ARENA REPLACE GLASS	\$0.00	\$234.25
	78,245	46453 01-4500-4160-80000	MATERIALS-SAFETY DEVICES, SIGNS, GUIDE RAIL	PAINT MACHINE SHIELD REPLACE	\$39.47	
	78,245	46453 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	PAINT MACHINE SHIELD REPLACE	\$4.36	
	78,245	46453 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	PAINT MACHINE SHIELD REPLACE	\$0.00	\$43.83
INGERSOLL VACUUM						
	78,219	46454 01-5100-4100-41530	EQUIP REPAIRS & MAINT	VACUUM BAGS	\$39.58	
	78,219	46454 01-0000-0200-00325	HST RECEIVABLE100%	VACUUM BAGS	\$5.15	
	78,219	46454 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	VACUUM BAGS	\$0.00	\$44.73
J/E BEARING & MACHINE LTD.						
	78,244	46455 01-4500-4230-46386	938603 T6-00 VOLVO D TRUCK	TRUCK#6 PARTS	\$226.03	
	78,244	46455 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	TRUCK#6 PARTS	\$24.97	
	78,244	46455 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	TRUCK#6 PARTS	\$0.00	\$251.00
KOFFEE KORNER INGERSOLL						
	78,153	46456 01-0100-4000-41020	PROMOTION & MEALS	COFFEE SUPPLIES	\$176.49	
	78,153	46456 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	COFFEE SUPPLIES	\$0.00	\$176.49
EMPLOYEE REIMBURSEMENT						
	78,264	46457 01-4000-4000-40620	MILEAGE	MILEAGE-ENG	\$290.80	

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	78,264	46457 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	MILEAGE-ENG	\$32.12	
	78,264	46457 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	MILEAGE-ENG	\$0.00	\$322.92
LESSARD, MATHIEU						
	78,267	46458 01-1000-4000-42900	MISCELLANEOUS EXPENSE	PAWN BROKER SECURITY RELEASE	\$2,000.00	
	78,267	46458 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	PAWN BROKER SECURITY RELEASE	\$0.00	\$2,000.00
COUNCILLOR REIMBURSEMENT						
	78,144	46459 01-0100-4000-40610	MEETINGS & CONFERENCES	OGRA CONF	\$749.04	
	78,144	46459 01-0100-4000-40610	MEETINGS & CONFERENCES	OGRA CONF	\$540.32	
	78,144	46459 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	OGRA CONF	\$82.74	
	78,144	46459 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	OGRA CONF	\$59.68	
	78,144	46459 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	OGRA CONF	\$0.00	\$1,431.78
LETTUCE ALIVE						
	78,180	46460 01-5000-6051-40420	PROGRAM SUPPLIES	GARDEN FRESH VEGGIES	\$104.00	
	78,180	46460 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	GARDEN FRESH VEGGIES	\$0.00	\$104.00
LIFESAVING SOCIETY						
	78,145	46461 01-5100-6060-41450	LEADERSHIP	FIRST AIDS MANUALS	\$267.05	
	78,145	46461 01-0000-0200-00325	HST RECEIVABLE100%	FIRST AIDS MANUALS	\$14.96	
	78,145	46461 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	FIRST AIDS MANUALS	\$0.00	\$282.01
LIND LUMBER LIMITED						
	78,252	46462 01-4500-4160-80000	MATERIALS-SAFETY DEVICES, SIGNS, GUIDE RAIL	WOOD	\$110.97	
	78,252	46462 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	WOOD	\$12.26	
	78,252	46462 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	WOOD	\$0.00	\$123.23
	78,253	46462 01-4500-4161-80000	MATERIALS-SAFETY DEVICES, RR CROSSING	WOOD	\$95.96	
	78,253	46462 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	WOOD	\$10.60	
	78,253	46462 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	WOOD	\$0.00	\$106.56
LONDON FIRE EQUIPMENT LTD ***						
	78,147	46463 01-5100-4100-41550	MAINTENANCE CONTRACTS	INSPECTION+REPAIR	\$442.48	
	78,147	46463 01-5100-4100-41530	EQUIP REPAIRS & MAINT	INSPECTION+REPAIR	\$1,319.27	
	78,147	46463 01-0000-0200-00325	HST RECEIVABLE100%	INSPECTION+REPAIR	\$57.52	
	78,147	46463 01-0000-0200-00325	HST RECEIVABLE100%	INSPECTION+REPAIR	\$171.51	
	78,147	46463 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	INSPECTION+REPAIR	\$0.00	\$1,990.78
TIM LOVETT INSTALLATIONS INC.						
	78,151	46464 01-5000-6050-41700	BLDG REPAIRS AND MAINT	ELECTRICAL WORK AT SHOP	\$405.00	
	78,151	46464 01-0000-0200-00325	HST RECEIVABLE100%	ELECTRICAL WORK AT SHOP	\$52.65	
	78,151	46464 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	ELECTRICAL WORK AT SHOP	\$0.00	\$457.65
	78,174	46464 01-5100-4100-41700	BLDG REPAIRS AND MAINT	VPCC LIGHTS REPAIR	\$196.76	
	78,174	46464 01-0000-0200-00325	HST RECEIVABLE100%	VPCC LIGHTS REPAIR	\$25.58	
	78,174	46464 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	VPCC LIGHTS REPAIR	\$0.00	\$222.34
LYRECO CANADA INC.						
	78,181	46465 01-1000-4000-40200	OFFICE SUPPLIES	STATIONARIES	\$95.36	
	78,181	46465 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	STATIONARIES	\$10.54	
	78,181	46465 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	STATIONARIES	\$0.00	\$105.90
	78,182	46465 01-1000-4000-40200	OFFICE SUPPLIES	STATIONARIES	\$66.71	
	78,182	46465 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	STATIONARIES	\$7.37	



<u>VENDOR NAME</u>	<u>CHEQUE #</u>	<u>ACCOUNT</u>	<u>ACCOUNT DESCRIPTION</u>	<u>TRANSACTION DESCRIPTION</u>	<u>DEBITS</u>	<u>CREDITS</u>
	78,182	46465 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	STATIONARIES	\$0.00	\$74.08
	78,205	46465 01-1000-4000-40200	OFFICE SUPPLIES	TAXES ENVELOPES	\$437.92	
	78,205	46465 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	TAXES ENVELOPES	\$48.38	
	78,205	46465 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	TAXES ENVELOPES	\$0.00	\$486.30
	78,206	46465 01-1000-4000-40200	OFFICE SUPPLIES	COFFEE SUPPLIES	\$62.26	
	78,206	46465 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	COFFEE SUPPLIES	\$6.87	
	78,206	46465 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	COFFEE SUPPLIES	\$0.00	\$69.13
	78,223	46465 01-4000-4000-40200	OFFICE SUPPLIES	OFFICE SUPPLIES	\$25.00	
	78,223	46465 01-3400-4000-40200	OFFICE SUPPLIES	OFFICE SUPPLIES	\$96.32	
	78,223	46465 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	OFFICE SUPPLIES	\$2.76	
	78,223	46465 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	OFFICE SUPPLIES	\$10.64	
	78,223	46465 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	OFFICE SUPPLIES	\$0.00	\$134.72
MILLCREEK PRINTING INC						
	78,152	46466 01-1000-4000-41010	GRAPHICS & PRINTING	EMPLOYEES PARKING PERMITS	\$73.27	
	78,152	46466 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	EMPLOYEES PARKING PERMITS	\$8.09	
	78,152	46466 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	EMPLOYEES PARKING PERMITS	\$0.00	\$81.36
MINISTER OF FINANCE - EHT ***						
	78,173	46467 01-0000-2100-00720	EMPLOYER HEALTH TAX (13135)	2015 EHT BALANCE OWING	\$768.13	
	78,173	46467 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	2015 EHT BALANCE OWING	\$0.00	\$768.13
	78,266	46467 01-0000-2100-00720	EMPLOYER HEALTH TAX (13135)	EHT FEB PREMIUM	\$7,513.28	
	78,266	46467 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	EHT FEB PREMIUM	\$0.00	\$7,513.28
MINISTRY OF FINANCE (OPP)***						
	78,170	46468 01-3200-4000-41070	R.I.D.E. EXPENSES	RIDE 2/17+2/19	\$781.56	
	78,170	46468 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	RIDE 2/17+2/19	\$0.00	\$781.56
	78,207	46468 01-3200-4000-40450	OPP CONTRACTED SERVICES	FEB OPP SERVICES	\$211,869.00	
	78,207	46468 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	FEB OPP SERVICES	\$0.00	\$211,869.00
MYSOJO INC.						
	78,214	46469 01-5200-6300-40880	CONSULTING FEES	YOUTH ENTREP ADVISORY SRV	\$5,536.25	
	78,214	46469 01-0000-0200-00325	HST RECEIVABLE100%	YOUTH ENTREP ADVISORY SRV	\$719.71	
	78,214	46469 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	YOUTH ENTREP ADVISORY SRV	\$0.00	\$6,255.96
OLDE BAKERY CAFE						
	78,225	46470 01-5100-6060-40420	PROGRAM SUPPLIES	BIRTHDAY CAKE	\$16.00	
	78,225	46470 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	BIRTHDAY CAKE	\$0.00	\$16.00
ONTARIO HISTORICAL SOCIETY						
	78,160	46471 01-6200-4000-40600	MEMBERSHIP FEES	MEMBERSHIP RENEWAL	\$76.50	
	78,160	46471 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	MEMBERSHIP RENEWAL	\$0.00	\$76.50
ONTARIO SOUTHLAND RAILWAY INC.						
	78,242	46472 01-4500-4161-80000	MATERIALS-SAFETY DEVICES, RR CROSSING	FEB RAILWAY FLASH LIT MAINT	\$2,970.90	
	78,242	46472 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	FEB RAILWAY FLASH LIT MAINT	\$0.00	\$2,970.90
OXFORD HONEY AND SUPPLIES						
	78,179	46473 01-5000-6051-40420	PROGRAM SUPPLIES	GARDEN FRESH HONEY	\$243.75	
	78,179	46473 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	GARDEN FRESH HONEY	\$0.00	\$243.75
PK SNACKS						
	78,183	46474 01-5000-6020-40430	CANTEEN SUPPLIES	POP CORN & CUPS	\$134.35	

<u>VENDOR NAME</u>	<u>CHEQUE #</u>	<u>ACCOUNT</u>	<u>ACCOUNT DESCRIPTION</u>	<u>TRANSACTION DESCRIPTION</u>	<u>DEBITS</u>	<u>CREDITS</u>
	78,183	46474 01-0000-0200-00325	HST RECEIVABLE100%	POP CORN & CUPS	\$12.39	
	78,183	46474 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	POP CORN & CUPS	\$0.00	\$146.74
PRODUCE EXPRESS						
	78,213	46475 01-5200-6090-40460	NUTRITION PURCHASES	FUSION NUTRITION PROG SUPPLIES	\$5.50	
	78,213	46475 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	FUSION NUTRITION PROG SUPPLIES	\$0.00	\$5.50
RILEY MANUFACTURING						
	78,146	46476 01-5000-6020-41530	EQUIPMENT REPAIRS & MAINTENANCE	NET BOTTOM CUSHION	\$170.00	
	78,146	46476 01-0000-0200-00325	HST RECEIVABLE100%	NET BOTTOM CUSHION	\$22.10	
	78,146	46476 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	NET BOTTOM CUSHION	\$0.00	\$192.10
ROCK SOLID DESIGNS						
	78,157	46477 01-6200-4100-41750	LOT SNOW REMOVAL AND SANDING	JAN MUSEUM PARKING LOT PLOW	\$1,080.00	
	78,157	46477 01-0000-0200-00325	HST RECEIVABLE100%	JAN MUSEUM PARKING LOT PLOW	\$140.40	
	78,157	46477 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	JAN MUSEUM PARKING LOT PLOW	\$0.00	\$1,220.40
	78,232	46477 01-4500-4221-41500	CONTRACTED SERVICES	FEB SNOW PLOW-N. CHARLES ST	\$4,487.62	
	78,232	46477 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	FEB SNOW PLOW-N. CHARLES ST	\$495.68	
	78,232	46477 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	FEB SNOW PLOW-N. CHARLES ST	\$0.00	\$4,983.30
	78,259	46477 01-4500-4200-41750	SNOW REMOVAL	FEB PARKING LOT SNOW PLOW	\$4,360.42	
	78,259	46477 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	FEB PARKING LOT SNOW PLOW	\$481.63	
	78,259	46477 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	FEB PARKING LOT SNOW PLOW	\$0.00	\$4,842.05
ROGERS (WIRELESS)						
	78,211	46478 01-1300-4000-40220	TELEPHONE EXPENSE	FEB MOBILE PHONE CHRGS	\$55.79	
	78,211	46478 01-4500-4000-40220	TELEPHONE	FEB MOBILE PHONE CHRGS	\$56.43	
	78,211	46478 01-5200-6090-40220	TELEPHONE	FEB MOBILE PHONE CHRGS	\$52.05	
	78,211	46478 01-4000-4000-40220	TELEPHONE	FEB MOBILE PHONE CHRGS	\$68.77	
	78,211	46478 01-5000-6020-40220	TELEPHONE	FEB MOBILE PHONE CHRGS	\$53.35	
	78,211	46478 01-5200-6090-40220	TELEPHONE	FEB MOBILE PHONE CHRGS	\$52.05	
	78,211	46478 01-1002-4000-40220	TELEPHONE	FEB MOBILE PHONE CHRGS	\$71.25	
	78,211	46478 01-0100-4000-40220	TELEPHONE	FEB MOBILE PHONE CHRGS	\$80.14	
	78,211	46478 01-5200-6090-40220	TELEPHONE	FEB MOBILE PHONE CHRGS	\$61.85	
	78,211	46478 01-0900-4000-40220	TELEPHONE	FEB MOBILE PHONE CHRGS	\$55.00	
	78,211	46478 01-5000-6050-40220	TELEPHONE	FEB MOBILE PHONE CHRGS	\$19.55	
	78,211	46478 01-5000-6050-40220	TELEPHONE	FEB MOBILE PHONE CHRGS	\$141.27	
	78,211	46478 01-5000-6020-40220	TELEPHONE	FEB MOBILE PHONE CHRGS	\$52.15	
	78,211	46478 01-5000-6050-40220	TELEPHONE	FEB MOBILE PHONE CHRGS	\$20.05	
	78,211	46478 01-5000-6050-40220	TELEPHONE	FEB MOBILE PHONE CHRGS	\$19.55	
	78,211	46478 01-5000-6050-40220	TELEPHONE	FEB MOBILE PHONE CHRGS	\$19.55	
	78,211	46478 01-5000-6050-40220	TELEPHONE	FEB MOBILE PHONE CHRGS	\$19.55	
	78,211	46478 01-5000-6050-40220	TELEPHONE	FEB MOBILE PHONE CHRGS	\$19.55	
	78,211	46478 01-5000-6050-40220	TELEPHONE	FEB MOBILE PHONE CHRGS	\$19.55	
	78,211	46478 01-5000-6050-40220	TELEPHONE	FEB MOBILE PHONE CHRGS	\$19.55	
	78,211	46478 01-5000-6050-40220	TELEPHONE	FEB MOBILE PHONE CHRGS	\$19.55	
	78,211	46478 01-5000-6050-40220	TELEPHONE	FEB MOBILE PHONE CHRGS	\$19.55	
	78,211	46478 01-5000-6050-40220	TELEPHONE	FEB MOBILE PHONE CHRGS	\$19.55	
	78,211	46478 01-5000-4000-40220	TELEPHONE	FEB MOBILE PHONE CHRGS	\$54.85	
	78,211	46478 01-0100-4000-40220	TELEPHONE	FEB MOBILE PHONE CHRGS	\$52.97	
	78,211	46478 01-4500-4000-40220	TELEPHONE	FEB MOBILE PHONE CHRGS	\$68.39	
	78,211	46478 01-0100-4000-40220	TELEPHONE	FEB MOBILE PHONE CHRGS	\$52.97	

<u>VENDOR NAME</u>	<u>CHEQUE #</u>	<u>ACCOUNT</u>	<u>ACCOUNT DESCRIPTION</u>	<u>TRANSACTION DESCRIPTION</u>	<u>DEBITS</u>	<u>CREDITS</u>
	78,211	46478 01-1002-4000-40220	TELEPHONE	FEB MOBILE PHONE CHRGS	\$85.62	
	78,211	46478 01-1000-4000-40220	TELEPHONE	FEB MOBILE PHONE CHRGS	\$70.06	
	78,211	46478 01-3000-4000-40220	TELEPHONE	FEB MOBILE PHONE CHRGS	\$19.89	
	78,211	46478 01-3000-4000-40220	TELEPHONE	FEB MOBILE PHONE CHRGS	\$52.97	
	78,211	46478 01-4000-4000-40220	TELEPHONE	FEB MOBILE PHONE CHRGS	\$127.04	
	78,211	46478 01-4000-4000-40220	TELEPHONE	FEB MOBILE PHONE CHRGS	\$57.65	
	78,211	46478 01-4000-4000-40220	TELEPHONE	FEB MOBILE PHONE CHRGS	\$55.00	
	78,211	46478 01-7000-4000-40220	TELEPHONE	FEB MOBILE PHONE CHRGS	\$142.80	
	78,211	46478 01-4000-4000-40220	TELEPHONE	FEB MOBILE PHONE CHRGS	\$64.36	
	78,211	46478 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	FEB MOBILE PHONE CHRGS	\$128.02	
	78,211	46478 01-0000-0200-00325	HST RECEIVABLE100%	FEB MOBILE PHONE CHRGS	\$82.20	
	78,211	46478 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	FEB MOBILE PHONE CHRGS	\$0.00	\$2,071.79
	78,227	46478 01-4000-4000-40220	TELEPHONE	GPS SERVICE	\$52.91	
	78,227	46478 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	GPS SERVICE	\$5.85	
	78,227	46478 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	GPS SERVICE	\$0.00	\$58.76
	78,228	46478 01-4500-4150-80000	MATERIALS-WINTER CONTROL, PLOWING, SANDING,	PW ON CALL PHONE	\$39.10	
	78,228	46478 01-0000-0200-00325	HST RECEIVABLE100%	PW ON CALL PHONE	\$5.08	
	78,228	46478 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	PW ON CALL PHONE	\$0.00	\$44.18
EMPLOYEE REIMBURSEMENT						
	78,258	46479 01-4000-4000-40620	MILEAGE	MILEAGE - ENG	\$46.69	
	78,258	46479 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	MILEAGE - ENG	\$5.15	
	78,258	46479 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	MILEAGE - ENG	\$0.00	\$51.84
SOAK IT UP INC						
	78,158	46480 01-6200-4100-41700	BLDG REPAIRS & MAINTENANCE	MUSEUM CARPET CLEANING	\$18.00	
	78,158	46480 01-0000-0200-00325	HST RECEIVABLE100%	MUSEUM CARPET CLEANING	\$2.34	
	78,158	46480 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	MUSEUM CARPET CLEANING	\$0.00	\$20.34
	78,184	46480 01-5000-6020-41550	MAINTENANCE CONTRACTS	ARENA MAT SERVICE	\$122.00	
	78,184	46480 01-0000-0200-00325	HST RECEIVABLE100%	ARENA MAT SERVICE	\$15.86	
	78,184	46480 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	ARENA MAT SERVICE	\$0.00	\$137.86
	78,190	46480 01-5200-4100-41550	MAINTENANCE CONTRACTS	FUSION FINAL FLOOR MAT SRV	\$26.50	
	78,190	46480 01-0000-0200-00325	HST RECEIVABLE100%	FUSION FINAL FLOOR MAT SRV	\$3.45	
	78,190	46480 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	FUSION FINAL FLOOR MAT SRV	\$0.00	\$29.95
	78,212	46480 01-5200-4100-41550	MAINTENANCE CONTRACTS	FUSION LOGO MAT	\$100.00	
	78,212	46480 01-0000-0200-00325	HST RECEIVABLE100%	FUSION LOGO MAT	\$13.00	
	78,212	46480 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	FUSION LOGO MAT	\$0.00	\$113.00
	78,234	46480 01-2000-4015-41540	RENTAL	CARR BLDG WALKWAY MAT RENTAL	\$11.00	
	78,234	46480 01-0000-0200-00325	HST RECEIVABLE100%	CARR BLDG WALKWAY MAT RENTAL	\$1.43	
	78,234	46480 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	CARR BLDG WALKWAY MAT RENTAL	\$0.00	\$12.43
	78,235	46480 01-2000-4025-41540	RENTAL	TOWN CENTRE MAT RENTAL	\$29.00	
	78,235	46480 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	TOWN CENTRE MAT RENTAL	\$3.21	
	78,235	46480 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	TOWN CENTRE MAT RENTAL	\$0.00	\$32.21
SPOT MARKETING GROUP						
	78,159	46481 01-6200-4000-41000	ADVERTISING	INGERSOLL CONNECTION AD	\$125.00	
	78,159	46481 01-0000-0200-00325	HST RECEIVABLE100%	INGERSOLL CONNECTION AD	\$16.25	

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	78,159	46481 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	INGERSOLL CONNECTION AD	\$0.00	\$141.25
	78,169	46481 01-5000-4000-41000	ADVERTISING	2016 SPRING CONNECTION	\$7,199.00	
	78,169	46481 01-0000-0200-00325	HST RECEIVABLE100%	2016 SPRING CONNECTION	\$935.87	
	78,169	46481 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	2016 SPRING CONNECTION	\$0.00	\$8,134.87
	78,189	46481 01-5200-6195-41000	ADVERTISING	SURESTAR AD-INGERSOLL CONNECTI	\$500.00	
	78,189	46481 01-0000-0200-00325	HST RECEIVABLE100%	SURESTAR AD-INGERSOLL CONNECTI	\$65.00	
	78,189	46481 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	SURESTAR AD-INGERSOLL CONNECTI	\$0.00	\$565.00
PETTY CASH - ARENA						
	78,148	46482 01-5000-6020-40430	CANTEEN SUPPLIES	ARENA PETTY CASH	\$92.47	
	78,148	46482 01-5000-4000-40750	CASH SHORT & OVER	ARENA PETTY CASH	\$0.00	\$0.02
	78,148	46482 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	ARENA PETTY CASH	\$0.00	\$92.45
STANDARD AXLE CO. LTD.						
	78,246	46483 01-4500-4230-46414	941400 TRAFFIC TRAILER	PAINT TRAILOR BRAKES	\$174.09	
	78,246	46483 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	PAINT TRAILOR BRAKES	\$19.23	
	78,246	46483 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	PAINT TRAILOR BRAKES	\$0.00	\$193.32
STAPLES ***						
	78,175	46484 01-5100-4000-40200	OFFICE SUPPLIES	VPCC STATIONARIES	\$109.05	
	78,175	46484 01-0000-0200-00325	HST RECEIVABLE100%	VPCC STATIONARIES	\$14.18	
	78,175	46484 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	VPCC STATIONARIES	\$0.00	\$123.23
STONETOWN SUPPLY SERVICES(ING)						
	78,150	46485 01-5000-6050-40210	JANITORIAL SUPPLIES	GLOVES	\$24.00	
	78,150	46485 01-0000-0200-00325	HST RECEIVABLE100%	GLOVES	\$3.12	
	78,150	46485 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	GLOVES	\$0.00	\$27.12
	78,201	46485 01-5100-4100-40210	JANITORIAL SUPPLIES	JANITORIAL SUPPLIES	\$298.03	
	78,201	46485 01-0000-0200-00325	HST RECEIVABLE100%	JANITORIAL SUPPLIES	\$38.74	
	78,201	46485 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	JANITORIAL SUPPLIES	\$0.00	\$336.77
	78,210	46485 01-3000-4100-40210	JANITORIAL SUPPLIES	JANITORIAL SUPPLIES	\$108.23	
	78,210	46485 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	JANITORIAL SUPPLIES	\$11.96	
	78,210	46485 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	JANITORIAL SUPPLIES	\$0.00	\$120.19
STRADA SIGN SUPPLY INC.						
	78,247	46486 01-4500-4160-80000	MATERIALS-SAFETY DEVICES, SIGNS, GUIDE RAIL	SIGNS	\$558.33	
	78,247	46486 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	SIGNS	\$61.67	
	78,247	46486 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	SIGNS	\$0.00	\$620.00
TAB						
	78,257	46487 01-1000-4000-40270	NEW EQUIPMENT	FILING SYS LASER LABELS	\$575.41	
	78,257	46487 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	FILING SYS LASER LABELS	\$63.56	
	78,257	46487 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	FILING SYS LASER LABELS	\$0.00	\$638.97
THAMESFORD PIZZA						
	78,196	46488 01-5200-6090-40420	PROGRAM SUPPLIES	LEON'S MOVIE NIGHT	\$44.25	
	78,196	46488 01-0000-0200-00325	HST RECEIVABLE100%	LEON'S MOVIE NIGHT	\$5.75	
	78,196	46488 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	LEON'S MOVIE NIGHT	\$0.00	\$50.00
TOROMONT INDUSTRIES LTD						
	78,254	46489 01-4500-4121-80000	MATERIALS-ROADSIDE MAINT, BRUSH, TREE TRIM,	LOADER FORKS	\$1,124.45	
	78,254	46489 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	LOADER FORKS	\$124.20	

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	78,254	46489 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	LOADER FORKS	\$0.00	\$1,248.65
	78,255	46489 01-4500-4121-80000	MATERIALS-ROADSIDE MAINT, BRUSH, TREE TRIM,	LOADER FORKS DELIVERY CHRGS	\$178.08	
	78,255	46489 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	LOADER FORKS DELIVERY CHRGS	\$19.67	
	78,255	46489 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	LOADER FORKS DELIVERY CHRGS	\$0.00	\$197.75
	78,256	46489 01-4500-4230-46393	939300 2011 CAT FRONT END LOADER	TRUCK#13 FILTER	\$19.12	
	78,256	46489 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	TRUCK#13 FILTER	\$2.11	
	78,256	46489 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	TRUCK#13 FILTER	\$0.00	\$21.23
EMPLOYEE REIMBURSEMENT						
	78,265	46490 01-3400-4000-40620	MILEAGE	MILEAGE - BLDG INSPECTION	\$86.56	
	78,265	46490 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	MILEAGE - BLDG INSPECTION	\$9.56	
	78,265	46490 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	MILEAGE - BLDG INSPECTION	\$0.00	\$96.12
EMPLOYEE REIMBURSEMENT						
	78,218	46491 01-5000-4000-40620	MILEAGE	MILEAGE - PARK & REC	\$27.72	
	78,218	46491 01-0000-0200-00325	HST RECEIVABLE100%	MILEAGE - PARK & REC	\$3.60	
	78,218	46491 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	MILEAGE - PARK & REC	\$0.00	\$31.32
WHITECREST MUSHROOMS						
	78,178	46492 01-5000-6051-40420	PROGRAM SUPPLIES	GARDEN FRESH VEGGIES	\$71.50	
	78,178	46492 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	GARDEN FRESH VEGGIES	\$0.00	\$71.50
WORK EQUIPMENT LTD.						
	78,240	46493 01-4500-4230-46397	939700 SIDEWALK TRACTOR	TRUCK#17 PARTS	\$106.14	
	78,240	46493 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	TRUCK#17 PARTS	\$11.72	
	78,240	46493 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	TRUCK#17 PARTS	\$0.00	\$117.86
EMPLOYEE REIMBURSEMENT						
	78,164	46494 10-0000-3159-80000	MATERIALS-FIRE BURN BUILDING	FIRE BURN BUILDING DOOR	\$132.29	
	78,164	46494 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	FIRE BURN BUILDING DOOR	\$14.61	
	78,164	46494 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	FIRE BURN BUILDING DOOR	\$0.00	\$146.90
XEROX CANADA LTD.						
	78,154	46495 01-6200-4000-40250	PHOTOCOPIER	MUSEUM COPIES 10/27-1/26/2016	\$7.62	
	78,154	46495 01-0000-0200-00325	HST RECEIVABLE100%	MUSEUM COPIES 10/27-1/26/2016	\$0.99	
	78,154	46495 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	MUSEUM COPIES 10/27-1/26/2016	\$0.00	\$8.61
	78,172	46495 01-1300-4000-40250	PHOTOCOPIER	ADMIN COPIES 10/27-1/29/2016	\$925.03	
	78,172	46495 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	ADMIN COPIES 10/27-1/29/2016	\$102.17	
	78,172	46495 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	ADMIN COPIES 10/27-1/29/2016	\$0.00	\$1,027.20
ABELL PEST CONTROL INC						
	78,333	46606 01-5000-6050-41550	MAINTENANCE CONTRACTS	PEST CONTROL APR'16-MAR'17	\$375.12	
	78,333	46606 01-0000-0400-00280	PREPAID EXPENSES	PEST CONTROL APR'16-MAR'17	\$125.04	
	78,333	46606 01-0000-0200-00325	HST RECEIVABLE100%	PEST CONTROL APR'16-MAR'17	\$48.76	
	78,333	46606 01-0000-0200-00325	HST RECEIVABLE100%	PEST CONTROL APR'16-MAR'17	\$16.26	
	78,333	46606 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	PEST CONTROL APR'16-MAR'17	\$0.00	\$565.18
	78,334	46606 01-5100-4100-41550	MAINTENANCE CONTRACTS	VPCC PEST CONTROLAPR'16-MAR'17	\$428.76	
	78,334	46606 01-0000-0400-00280	PREPAID EXPENSES	VPCC PEST CONTROLAPR'16-MAR'17	\$142.92	
	78,334	46606 01-0000-0200-00325	HST RECEIVABLE100%	VPCC PEST CONTROLAPR'16-MAR'17	\$55.74	
	78,334	46606 01-0000-0200-00325	HST RECEIVABLE100%	VPCC PEST CONTROLAPR'16-MAR'17	\$18.58	
	78,334	46606 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	VPCC PEST CONTROLAPR'16-MAR'17	\$0.00	\$646.00

<u>VENDOR NAME</u>	<u>CHEQUE #</u>	<u>ACCOUNT</u>	<u>ACCOUNT DESCRIPTION</u>	<u>TRANSACTION DESCRIPTION</u>	<u>DEBITS</u>	<u>CREDITS</u>
	78,335	46606 01-5000-6020-41550	MAINTENANCE CONTRACTS	ARENA PEST CONTROL APR-SEP'16	\$278.34	
	78,335	46606 01-0000-0200-00325	HST RECEIVABLE100%	ARENA PEST CONTROL APR-SEP'16	\$36.18	
	78,335	46606 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	ARENA PEST CONTROL APR-SEP'16	\$0.00	\$314.52
ACAPULCO ***						
	78,285	46607 01-5100-4100-41710	CHEMICALS	VPCC POOL CHEMICAL	\$1,893.07	
	78,285	46607 01-0000-0200-00325	HST RECEIVABLE100%	VPCC POOL CHEMICAL	\$246.10	
	78,285	46607 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	VPCC POOL CHEMICAL	\$0.00	\$2,139.17
	78,327	46607 01-5100-4100-41710	CHEMICALS	LITHIUM HYPO	\$273.00	
	78,327	46607 01-0000-0200-00325	HST RECEIVABLE100%	LITHIUM HYPO	\$35.49	
	78,327	46607 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	LITHIUM HYPO	\$0.00	\$308.49
ADVANTAGE FITNESS SALES INC.						
	78,309	46608 01-5100-6070-41530	EQUIP REPAIRS & MAINT	VPCC SMITH MACHINE REPAIR	\$183.61	
	78,309	46608 01-0000-0200-00325	HST RECEIVABLE100%	VPCC SMITH MACHINE REPAIR	\$23.87	
	78,309	46608 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	VPCC SMITH MACHINE REPAIR	\$0.00	\$207.48
ASSOC. OF MUNICIPAL.ONTARIO						
	78,291	46609 01-0100-4000-40610	MEETINGS & CONFERENCES	AMO CONF REGISTRY-FREEMAN	\$722.50	
	78,291	46609 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	AMO CONF REGISTRY-FREEMAN	\$79.80	
	78,291	46609 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	AMO CONF REGISTRY-FREEMAN	\$0.00	\$802.30
AUDIO CINE FILM INC.						
	78,361	46610 01-5100-6090-40600	MEMBERSHIP FEES	MOVIE LICENSE 2016	\$315.00	
	78,361	46610 01-5200-6170-40260	SUBSCRIP AND PUBLICATIONS	MOVIE LICENSE 2016	\$315.00	
	78,361	46610 01-0000-0200-00325	HST RECEIVABLE100%	MOVIE LICENSE 2016	\$40.95	
	78,361	46610 01-0000-0200-00325	HST RECEIVABLE100%	MOVIE LICENSE 2016	\$40.95	
	78,361	46610 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	MOVIE LICENSE 2016	\$0.00	\$711.90
BELL CANADA ***						
	78,478	46611 01-1000-4000-40220	TELEPHONE	PHONE MAR 2016	\$662.75	
	78,478	46611 01-2000-4025-40220	TELEPHONE	PHONE MAR 2016	\$141.54	
	78,478	46611 01-1001-4000-40220	TELEPHONE	PHONE MAR 2016	\$70.83	
	78,478	46611 01-1001-4000-40220	TELEPHONE	PHONE MAR 2016	\$59.53	
	78,478	46611 01-1002-4000-40220	TELEPHONE	PHONE MAR 2016	\$204.44	
	78,478	46611 01-3000-4000-40220	TELEPHONE	PHONE MAR 2016	\$222.16	
	78,478	46611 01-4500-4100-40220	TELEPHONE	PHONE MAR 2016	\$225.43	
	78,478	46611 01-5000-6020-40220	TELEPHONE	PHONE MAR 2016	\$182.98	
	78,478	46611 01-5000-6050-40220	TELEPHONE	PHONE MAR 2016	\$72.37	
	78,478	46611 01-5100-4000-40220	TELEPHONE	PHONE MAR 2016	\$662.95	
	78,478	46611 01-5100-4000-40220	TELEPHONE	PHONE MAR 2016	\$199.70	
	78,478	46611 01-5200-6090-40220	TELEPHONE	PHONE MAR 2016	\$445.78	
	78,478	46611 01-6200-4000-40220	TELEPHONE	PHONE MAR 2016	\$55.54	
	78,478	46611 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	PHONE MAR 2016	\$175.31	
	78,478	46611 01-0000-0200-00325	HST RECEIVABLE100%	PHONE MAR 2016	\$210.57	
	78,478	46611 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	PHONE MAR 2016	\$0.00	\$3,591.88
BELL-CAMP MANUFACTURING INC.						
	78,468	46612 01-4500-5013-80000	MATERIALS - LEAF COLLECTION	LEAF BLOWER PARTS	\$432.48	
	78,468	46612 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	LEAF BLOWER PARTS	\$47.77	



<u>VENDOR NAME</u>	<u>CHEQUE #</u>	<u>ACCOUNT</u>	<u>ACCOUNT DESCRIPTION</u>	<u>TRANSACTION DESCRIPTION</u>	<u>DEBITS</u>	<u>CREDITS</u>
	78,468	46612 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	LEAF BLOWER PARTS	\$0.00	\$480.25
BLANDFORD-BLENHEIM , THE TOWNS						
	78,295	46613 01-1000-4000-40270	NEW EQUIPMENT	FILING FOLDERS	\$111.94	
	78,295	46613 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	FILING FOLDERS	\$12.36	
	78,295	46613 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	FILING FOLDERS	\$0.00	\$124.30
B N H TRUCK & TRAILER SERVICE						
	78,415	46614 01-4500-4230-46384	938400 T4-02 STERLING D TRUCK	TRUCK#4 INSPECTION	\$118.04	
	78,415	46614 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	TRUCK#4 INSPECTION	\$13.04	
	78,415	46614 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	TRUCK#4 INSPECTION	\$0.00	\$131.08
BRAD'S LOCK & KEY ***						
	78,318	46615 01-5100-4100-41700	BLDG REPAIRS AND MAINT	SENIOR CENTRE NEW LOCK	\$187.95	
	78,318	46615 01-0000-0200-00325	HST RECEIVABLE100%	SENIOR CENTRE NEW LOCK	\$24.43	
	78,318	46615 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	SENIOR CENTRE NEW LOCK	\$0.00	\$212.38
BRAGG, JEFF						
	78,476	46616 01-2000-4015-41700	BLDG REPAIRS & MAINTENANCE	CARR WALKWAY BULBS	\$13.98	
	78,476	46616 01-0000-0200-00325	HST RECEIVABLE100%	CARR WALKWAY BULBS	\$1.82	
	78,476	46616 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	CARR WALKWAY BULBS	\$0.00	\$15.80
	78,477	46616 01-2000-4015-41750	LOT SNOW REMOVAL & SANDING	SNOW REMOVAL	\$125.00	
	78,477	46616 01-2000-4035-41750	LOT SNOW REMOVAL & SANDING--DOWNTOWN GAZEBO	SNOW REMOVAL	\$127.20	
	78,477	46616 01-2000-4025-41750	LOT SNOW REMOVAL & SANDING	SNOW REMOVAL	\$127.20	
	78,477	46616 01-0000-0200-00325	HST RECEIVABLE100%	SNOW REMOVAL	\$16.25	
	78,477	46616 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	SNOW REMOVAL	\$14.05	
	78,477	46616 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	SNOW REMOVAL	\$14.05	
	78,477	46616 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	SNOW REMOVAL	\$0.00	\$423.75
EMPLOYEE REIMBURSEMENT						
	78,423	46617 01-5200-6090-40620	MILEAGE	MILEAGE - FUSION	\$22.46	
	78,423	46617 01-0000-0200-00325	HST RECEIVABLE100%	MILEAGE - FUSION	\$2.92	
	78,423	46617 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	MILEAGE - FUSION	\$0.00	\$25.38
	78,424	46617 01-5200-6090-40620	MILEAGE	MILEAGE - FUSION	\$19.59	
	78,424	46617 01-0000-0200-00325	HST RECEIVABLE100%	MILEAGE - FUSION	\$2.55	
	78,424	46617 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	MILEAGE - FUSION	\$0.00	\$22.14
CANADIAN NATIONAL RAILWAYS						
	78,453	46618 01-4500-4161-80000	MATERIALS-SAFETY DEVICES, RR CROSSING	MAR SIGNAL MAINT	\$776.25	
	78,453	46618 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	MAR SIGNAL MAINT	\$0.00	\$776.25
CANADIAN TIRE ASSOCIATE STORE						
	78,277	46619 01-5000-6020-41700	BLDG REPAIRS & MAINT	CUT KEYS	\$9.97	
	78,277	46619 01-0000-0200-00325	HST RECEIVABLE100%	CUT KEYS	\$1.30	
	78,277	46619 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	CUT KEYS	\$0.00	\$11.27
	78,278	46619 01-5000-6050-41700	BLDG REPAIRS AND MAINT	CLAMPS	\$4.95	
	78,278	46619 01-0000-0200-00325	HST RECEIVABLE100%	CLAMPS	\$0.64	
	78,278	46619 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	CLAMPS	\$0.00	\$5.59
	78,279	46619 01-5000-6050-41700	BLDG REPAIRS AND MAINT	TOILET HANDLE+TAPES	\$45.95	
	78,279	46619 01-0000-0200-00325	HST RECEIVABLE100%	TOILET HANDLE+TAPES	\$5.97	
	78,279	46619 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	TOILET HANDLE+TAPES	\$0.00	\$51.92

<u>VENDOR NAME</u>	<u>CHEQUE #</u>	<u>ACCOUNT</u>	<u>ACCOUNT DESCRIPTION</u>	<u>TRANSACTION DESCRIPTION</u>	<u>DEBITS</u>	<u>CREDITS</u>
	78,280	46619 01-5000-6020-41700	BLDG REPAIRS & MAINT	BBQ LIGHTER	\$4.98	
	78,280	46619 01-0000-0200-00325	HST RECEIVABLE100%	BBQ LIGHTER	\$0.65	
	78,280	46619 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	BBQ LIGHTER	\$0.00	\$5.63
	78,281	46619 01-5000-6020-41700	BLDG REPAIRS & MAINT	PROPANE	\$8.08	
	78,281	46619 01-0000-0200-00325	HST RECEIVABLE100%	PROPANE	\$1.05	
	78,281	46619 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	PROPANE	\$0.00	\$9.13
	78,282	46619 01-5000-6020-41700	BLDG REPAIRS & MAINT	TWIST TIES	\$5.89	
	78,282	46619 01-0000-0200-00325	HST RECEIVABLE100%	TWIST TIES	\$0.77	
	78,282	46619 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	TWIST TIES	\$0.00	\$6.66
	78,283	46619 01-5000-6020-41530	EQUIPMENT REPAIRS & MAINTENANCE	OIL	\$4.99	
	78,283	46619 01-0000-0200-00325	HST RECEIVABLE100%	OIL	\$0.65	
	78,283	46619 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	OIL	\$0.00	\$5.64
CANADA BROKERLINK (ONTARIO)						
	78,386	46620 01-1300-4000-40280	INSURANCE	FIRE DEP VFIS INSURANCE	\$1,762.20	
	78,386	46620 01-0000-0400-00280	PREPAID EXPENSES	FIRE DEP VFIS INSURANCE	\$352.44	
	78,386	46620 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	FIRE DEP VFIS INSURANCE	\$0.00	\$2,114.64
CANSEL - TORONTO*****						
	78,426	46621 01-4000-4000-40220	TELEPHONE	GPS CLEAN+CALIBRATE	\$137.38	
	78,426	46621 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	GPS CLEAN+CALIBRATE	\$15.17	
	78,426	46621 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	GPS CLEAN+CALIBRATE	\$0.00	\$152.55
	78,427	46621 01-4000-4000-40220	TELEPHONE	GPS CLEAN+CALIBRATE	\$137.38	
	78,427	46621 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	GPS CLEAN+CALIBRATE	\$15.17	
	78,427	46621 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	GPS CLEAN+CALIBRATE	\$0.00	\$152.55
	78,428	46621 01-4000-4000-40220	TELEPHONE	HANDHELD UNIT CLEAN+CALIBRATE	\$142.46	
	78,428	46621 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	HANDHELD UNIT CLEAN+CALIBRATE	\$15.74	
	78,428	46621 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	HANDHELD UNIT CLEAN+CALIBRATE	\$0.00	\$158.20
	78,429	46621 01-4000-4000-40220	TELEPHONE	HANDHELD UNIT CLEAN+CALIBRATE	\$142.46	
	78,429	46621 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	HANDHELD UNIT CLEAN+CALIBRATE	\$15.74	
	78,429	46621 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	HANDHELD UNIT CLEAN+CALIBRATE	\$0.00	\$158.20
COLEMAN EQUIPMENT INC.						
	78,410	46622 01-4500-4230-46394	939400 NEW HOLLAND TRACTOR	FILTER	\$72.76	
	78,410	46622 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	FILTER	\$8.04	
	78,410	46622 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	FILTER	\$0.00	\$80.80
COMMISSIONAIRES						
	78,323	46623 01-1000-4240-41505	PARKING ENFORCEMENT CONTRACT	TRAFFIC ENFORCE 1/31-2/13	\$751.80	
	78,323	46623 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	TRAFFIC ENFORCE 1/31-2/13	\$83.04	
	78,323	46623 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	TRAFFIC ENFORCE 1/31-2/13	\$0.00	\$834.84
CON. SCOLAIRE VIAMONDE						
	78,390	46624 01-1400-9962-75010	PUBLIC SCHOOL BD FR - RES & COMM	TAX INSTALLMENT#1	\$4,385.25	
	78,390	46624 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	TAX INSTALLMENT#1	\$0.00	\$4,385.25
CONSEIL SCOLAIRE CATHOLIQUE PR						
	78,339	46625 01-1400-9963-75010	SEPARATE SCHOOL BD FR - RES & COMM	TAX INSTALLMENT #1	\$12,405.76	
	78,339	46625 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	TAX INSTALLMENT #1	\$0.00	\$12,405.76
CORE-MARK INTERNATIONAL, INC.						

<u>VENDOR NAME</u>	<u>CHEQUE #</u>	<u>ACCOUNT</u>	<u>ACCOUNT DESCRIPTION</u>	<u>TRANSACTION DESCRIPTION</u>	<u>DEBITS</u>	<u>CREDITS</u>
	78,330	46626 01-5000-6020-40430	CANTEEN SUPPLIES	CHIPS,CANDY,GUM,CHOCO BARS	\$521.57	
	78,330	46626 01-0000-0200-00325	HST RECEIVABLE100%	CHIPS,CANDY,GUM,CHOCO BARS	\$66.79	
	78,330	46626 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	CHIPS,CANDY,GUM,CHOCO BARS	\$0.00	\$588.36
EMPLOYEE REIMBURSEMENT						
	78,357	46627 01-5200-6090-40420	PROGRAM SUPPLIES	ART ROOM SUPPLIES	\$94.43	
	78,357	46627 01-0000-0200-00325	HST RECEIVABLE100%	ART ROOM SUPPLIES	\$12.28	
	78,357	46627 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	ART ROOM SUPPLIES	\$0.00	\$106.71
CULLIGAN						
	78,301	46628 01-0100-4000-41020	PROMOTION & MEALS	WATER FOR COOLER	\$93.30	
	78,301	46628 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	WATER FOR COOLER	\$0.29	
	78,301	46628 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	WATER FOR COOLER	\$0.00	\$93.59
DATAFIX - A DIVISION OF COMPRI						
	78,405	46629 01-1000-4000-40710	LEGAL FEES	VOTER LIST MGMT SERVICE	\$1,195.68	
	78,405	46629 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	VOTER LIST MGMT SERVICE	\$132.07	
	78,405	46629 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	VOTER LIST MGMT SERVICE	\$0.00	\$1,327.75
DAVID W MCROBERTS CPA						
	78,350	46630 01-5200-6300-41038	STAKEHOLDER ENGAGEMENT	SURESTART YOUTH ENTREP CONSULT	\$250.00	
	78,350	46630 01-0000-0200-00325	HST RECEIVABLE100%	SURESTART YOUTH ENTREP CONSULT	\$32.50	
	78,350	46630 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	SURESTART YOUTH ENTREP CONSULT	\$0.00	\$282.50
DIRECTOR OF FAMILY RESPONSIBIL						
	78,388	46631 01-0000-2100-00718	FAMILY SERVICES	FAMILY SUPPORT CASE 1005697	\$2,255.92	
	78,388	46631 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	FAMILY SUPPORT CASE 1005697	\$0.00	\$2,255.92
	78,389	46631 01-0000-2100-00718	FAMILY SERVICES	FAMILY SUPPORT CASE 648113	\$192.00	
	78,389	46631 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	FAMILY SUPPORT CASE 648113	\$0.00	\$192.00
DRENNAN REFRIGERATION INC.						
	78,419	46632 01-5000-6020-41550	MAINTENANCE CONTRACTS	ANNUAL MAINT. 1ST PMT	\$1,330.00	
	78,419	46632 01-0000-0200-00325	HST RECEIVABLE100%	ANNUAL MAINT. 1ST PMT	\$172.90	
	78,419	46632 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	ANNUAL MAINT. 1ST PMT	\$0.00	\$1,502.90
EASY WAY CLEANING PRODUCTS LIM						
	78,414	46633 01-2000-4025-40210	JANITORIAL SUPPLIES	JANITORIAL SUPPLIES	\$164.70	
	78,414	46633 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	JANITORIAL SUPPLIES	\$18.19	
	78,414	46633 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	JANITORIAL SUPPLIES	\$0.00	\$182.89
ECO SOLUTIONS						
	78,411	46634 01-4500-4150-80000	MATERIALS-WINTER CONTROL, PLOWING, SANDING,	LIQUID DEICING	\$2,304.87	
	78,411	46634 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	LIQUID DEICING	\$254.58	
	78,411	46634 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	LIQUID DEICING	\$0.00	\$2,559.45
EDPRO ENERGY GROUP INC ***						
	78,311	46635 01-5000-6020-41590	EQUIPMENT FUEL	PROPANE	\$56.61	
	78,311	46635 01-0000-0200-00325	HST RECEIVABLE100%	PROPANE	\$7.36	
	78,311	46635 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	PROPANE	\$0.00	\$63.97
	78,312	46635 01-5000-6020-41590	EQUIPMENT FUEL	PROPANE	\$76.76	
	78,312	46635 01-0000-0200-00325	HST RECEIVABLE100%	PROPANE	\$9.98	
	78,312	46635 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	PROPANE	\$0.00	\$86.74
	78,313	46635 01-5000-6020-41590	EQUIPMENT FUEL	PROPANE	\$77.48	

<u>VENDOR NAME</u>	<u>CHEQUE #</u>	<u>ACCOUNT</u>	<u>ACCOUNT DESCRIPTION</u>	<u>TRANSACTION DESCRIPTION</u>	<u>DEBITS</u>	<u>CREDITS</u>
	78,313	46635 01-0000-0200-00325	HST RECEIVABLE100%	PROPANE	\$10.07	
	78,313	46635 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	PROPANE	\$0.00	\$87.55
	78,314	46635 01-5000-6020-41590	EQUIPMENT FUEL	PROPANE	\$76.16	
	78,314	46635 01-0000-0200-00325	HST RECEIVABLE100%	PROPANE	\$9.90	
	78,314	46635 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	PROPANE	\$0.00	\$86.06
ERTH HOLDINGS INC.						
	78,425	46636 01-4000-4410-41530	EQUIP REPAIRS & MAINTENANCE	ST LIT REPAIR-CLARK RD E	\$190.80	
	78,425	46636 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	ST LIT REPAIR-CLARK RD E	\$21.08	
	78,425	46636 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	ST LIT REPAIR-CLARK RD E	\$0.00	\$211.88
	78,440	46636 01-4000-4400-41530	EQUIPMENT REPAIRS & MAINT	ST LIT FEB MAINT	\$641.60	
	78,440	46636 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	ST LIT FEB MAINT	\$70.87	
	78,440	46636 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	ST LIT FEB MAINT	\$0.00	\$712.47
PSB REIMBURSEMENT						
	78,364	46637 01-3230-4000-40620	MILEAGE	REIMBURSE-ZONE 4 MEETING	\$107.96	
	78,364	46637 01-3230-4000-40630	STAFF TRAINING	REIMBURSE-ZONE 4 MEETING	\$58.53	
	78,364	46637 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	REIMBURSE-ZONE 4 MEETING	\$11.92	
	78,364	46637 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	REIMBURSE-ZONE 4 MEETING	\$6.47	
	78,364	46637 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	REIMBURSE-ZONE 4 MEETING	\$0.00	\$184.88
FASTENAL CANADA ***						
	78,304	46638 01-5000-6050-41700	BLDG REPAIRS AND MAINT	SCREWS	\$25.79	
	78,304	46638 01-0000-0200-00325	HST RECEIVABLE100%	SCREWS	\$3.35	
	78,304	46638 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	SCREWS	\$0.00	\$29.14
	78,444	46638 01-4500-4230-46386	938603 T6-00 VOLVO D TRUCK	SCREWS/LOCKNUTS	\$24.51	
	78,444	46638 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	SCREWS/LOCKNUTS	\$2.71	
	78,444	46638 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	SCREWS/LOCKNUTS	\$0.00	\$27.22
	78,445	46638 01-4500-5013-80000	MATERIALS - LEAF COLLECTION	WELDING SUPPLIES	\$201.85	
	78,445	46638 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	WELDING SUPPLIES	\$22.30	
	78,445	46638 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	WELDING SUPPLIES	\$0.00	\$224.15
	78,446	46638 01-4500-4160-80000	MATERIALS-SAFETY DEVICES, SIGNS, GUIDE RAIL	SCREWS	\$39.11	
	78,446	46638 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	SCREWS	\$4.32	
	78,446	46638 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	SCREWS	\$0.00	\$43.43
	78,447	46638 01-4500-4000-41650	SMALL TOOLS & SAFETY EQUIP	SCREWS+NUTS	\$94.41	
	78,447	46638 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	SCREWS+NUTS	\$10.43	
	78,447	46638 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	SCREWS+NUTS	\$0.00	\$104.84
EMPLOYEE REIMBURSEMENT						
	78,402	46639 01-5200-6170-40290	UNIFORMS AND CLOTHING	E-WASTE PROG WORK BOOTS	\$79.99	
	78,402	46639 01-0000-0200-00325	HST RECEIVABLE100%	E-WASTE PROG WORK BOOTS	\$10.40	
	78,402	46639 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	E-WASTE PROG WORK BOOTS	\$0.00	\$90.39
FLORAL OCCASIONS ***						
	78,302	46640 01-1000-4000-41160	HONOURS & AWARDS	GET WELL FLOWERS	\$45.03	
	78,302	46640 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	GET WELL FLOWERS	\$4.97	
	78,302	46640 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	GET WELL FLOWERS	\$0.00	\$50.00
FOREST CITY FIRE PROTECTION						
	78,326	46641 01-5000-6040-41530	EQUIPMENT REPAIRS & MAINT	REPLACE HEAT DETECTORS	\$420.00	

<u>VENDOR NAME</u>	<u>CHEQUE #</u>	<u>ACCOUNT</u>	<u>ACCOUNT DESCRIPTION</u>	<u>TRANSACTION DESCRIPTION</u>	<u>DEBITS</u>	<u>CREDITS</u>
	78,326	46641 01-0000-0200-00325	HST RECEIVABLE100%	REPLACE HEAT DETECTORS	\$54.60	
	78,326	46641 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	REPLACE HEAT DETECTORS	\$0.00	\$474.60
GIANT TIGER						
	78,332	46642 01-0000-0200-00325	HST RECEIVABLE100%	RUG EXCHANGE HST	\$5.85	
	78,332	46642 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	RUG EXCHANGE HST	\$0.00	\$5.85
GOARLEY FIRE						
	78,322	46643 01-3000-4000-41610	FIRE FIGHTING EQUIPMENT	TURNOUT GEAR BAGS	\$442.66	
	78,322	46643 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	TURNOUT GEAR BAGS	\$48.89	
	78,322	46643 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	TURNOUT GEAR BAGS	\$0.00	\$491.55
GORDON PATERSON WELDING						
	78,286	46644 01-5000-6020-41700	BLDG REPAIRS & MAINT	DOOR REPAIR	\$95.00	
	78,286	46644 01-0000-0200-00325	HST RECEIVABLE100%	DOOR REPAIR	\$12.35	
	78,286	46644 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	DOOR REPAIR	\$0.00	\$107.35
GRA - HAM ENERGY						
	78,305	46645 01-3000-4000-41470	VEHICLE FUEL	FIRE HALL VEHICLE FUEL	\$78.98	
	78,305	46645 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	FIRE HALL VEHICLE FUEL	\$8.72	
	78,305	46645 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	FIRE HALL VEHICLE FUEL	\$0.00	\$87.70
	78,329	46645 01-5000-6050-41470	VEHICLE FUEL	FUEL	\$52.20	
	78,329	46645 01-0000-0200-00325	HST RECEIVABLE100%	FUEL	\$6.79	
	78,329	46645 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	FUEL	\$0.00	\$58.99
	78,406	46645 01-4500-4230-41440	DIESEL FUEL CLR - LIC VEH	CLEAR DIESEL	\$1,704.12	
	78,406	46645 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	CLEAR DIESEL	\$188.23	
	78,406	46645 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	CLEAR DIESEL	\$0.00	\$1,892.35
	78,407	46645 01-4500-4230-41420	FUEL- GASOLINE	REGULAR GAS	\$560.37	
	78,407	46645 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	REGULAR GAS	\$61.90	
	78,407	46645 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	REGULAR GAS	\$0.00	\$622.27
	78,408	46645 01-4500-4230-41460	DIESEL FUEL CLRED - UNLIC VEH	COLORLED DIESEL	\$651.26	
	78,408	46645 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	COLORLED DIESEL	\$71.94	
	78,408	46645 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	COLORLED DIESEL	\$0.00	\$723.20
	78,412	46645 01-4500-4230-46431	VEHICLE MAINTENANCE	MOTOR OIL	\$693.39	
	78,412	46645 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	MOTOR OIL	\$76.59	
	78,412	46645 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	MOTOR OIL	\$0.00	\$769.98
EMPLOYEE REIMBURSEMENT						
	78,404	46646 01-1000-4000-40620	MILEAGE	MILEAGE-CLERK	\$91.42	
	78,404	46646 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	MILEAGE-CLERK	\$10.10	
	78,404	46646 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	MILEAGE-CLERK	\$0.00	\$101.52
HERMAN, AMELIA						
	78,396	46647 01-5200-6195-40857	YOUTH BUSINESS COMMITTEE	HORNOR ATTEND FUTURE OXFORD EX	\$100.00	
	78,396	46647 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	HORNOR ATTEND FUTURE OXFORD EX	\$0.00	\$100.00
HILLSIDE KENNELS						
	78,294	46648 01-3600-4000-41560	CONTRACTS	FEB ANIMAL CONTROL SERVICE	\$732.67	
	78,294	46648 01-3600-4000-41557	VETERINARY SERVICES	FEB ANIMAL CONTROL SERVICE	\$158.20	
	78,294	46648 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	FEB ANIMAL CONTROL SERVICE	\$80.93	
	78,294	46648 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	FEB ANIMAL CONTROL SERVICE	\$0.00	\$971.80

<u>VENDOR NAME</u>	<u>CHEQUE #</u>	<u>ACCOUNT</u>	<u>ACCOUNT DESCRIPTION</u>	<u>TRANSACTION DESCRIPTION</u>	<u>DEBITS</u>	<u>CREDITS</u>
HOT,COLD & FREEZING						
	78,420	46649 01-5000-6020-41530	EQUIPMENT REPAIRS & MAINTENANCE	REPAIR HEATING UNIT	\$390.52	
	78,420	46649 01-0000-0200-00325	HST RECEIVABLE100%	REPAIR HEATING UNIT	\$50.77	
	78,420	46649 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	REPAIR HEATING UNIT	\$0.00	\$441.29
HURON TRACTOR LTD						
	78,328	46650 01-5000-6050-41530	EQUIP REPAIRS & MAINT	RIDER MAINT.	\$1,049.75	
	78,328	46650 01-0000-0200-00325	HST RECEIVABLE100%	RIDER MAINT.	\$136.47	
	78,328	46650 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	RIDER MAINT.	\$0.00	\$1,186.22
IDEAL SUPPLY COMPANY LTD						
	78,316	46651 01-5100-4100-41700	BLDG REPAIRS AND MAINT	LIGHT BULBS	\$87.30	
	78,316	46651 01-0000-0200-00325	HST RECEIVABLE100%	LIGHT BULBS	\$11.35	
	78,316	46651 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	LIGHT BULBS	\$0.00	\$98.65
	78,475	46651 01-2000-4025-41700	BLDG REPAIRS & MAINT	FLUORESCENT LIGHTS	\$165.87	
	78,475	46651 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	FLUORESCENT LIGHTS	\$18.32	
	78,475	46651 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	FLUORESCENT LIGHTS	\$0.00	\$184.19
INGERSOLL GLASS & MIRROR ***						
	78,289	46652 01-3000-4000-41700	BLDG REPAIRS & MAINTENANCE	TOWN MAPS BOARD	\$33.38	
	78,289	46652 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	TOWN MAPS BOARD	\$3.68	
	78,289	46652 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	TOWN MAPS BOARD	\$0.00	\$37.06
	78,308	46652 01-5000-6040-41700	BLDG REPAIRS & MAINT	SENIOR CENTRE FRONT DOOR GLASS	\$154.48	
	78,308	46652 01-0000-0200-00325	HST RECEIVABLE100%	SENIOR CENTRE FRONT DOOR GLASS	\$20.08	
	78,308	46652 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	SENIOR CENTRE FRONT DOOR GLASS	\$0.00	\$174.56
INGERSOLL HOME CENTRE LTD						
	78,365	46653 01-5200-6090-40500	SPECIAL EVENTS	FUSION VALENTINE'S DANCE	\$6.69	
	78,365	46653 01-0000-0200-00325	HST RECEIVABLE100%	FUSION VALENTINE'S DANCE	\$0.87	
	78,365	46653 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	FUSION VALENTINE'S DANCE	\$0.00	\$7.56
	78,366	46653 01-5000-6050-41700	BLDG REPAIRS AND MAINT	TUBING	\$3.78	
	78,366	46653 01-0000-0200-00325	HST RECEIVABLE100%	TUBING	\$0.49	
	78,366	46653 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	TUBING	\$0.00	\$4.27
	78,367	46653 01-5000-6050-41700	BLDG REPAIRS AND MAINT	SINK SHUT OFFS	\$17.98	
	78,367	46653 01-0000-0200-00325	HST RECEIVABLE100%	SINK SHUT OFFS	\$2.34	
	78,367	46653 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	SINK SHUT OFFS	\$0.00	\$20.32
	78,368	46653 01-5000-6050-41700	BLDG REPAIRS AND MAINT	SINK PARTS	\$33.37	
	78,368	46653 01-0000-0200-00325	HST RECEIVABLE100%	SINK PARTS	\$4.34	
	78,368	46653 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	SINK PARTS	\$0.00	\$37.71
	78,369	46653 01-5000-6050-41700	BLDG REPAIRS AND MAINT	LIGHT BULBS	\$13.46	
	78,369	46653 01-0000-0200-00325	HST RECEIVABLE100%	LIGHT BULBS	\$1.75	
	78,369	46653 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	LIGHT BULBS	\$0.00	\$15.21
	78,370	46653 01-5000-6040-41700	BLDG REPAIRS & MAINT	LIGHT BULBS	\$10.99	
	78,370	46653 01-0000-0200-00325	HST RECEIVABLE100%	LIGHT BULBS	\$1.43	
	78,370	46653 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	LIGHT BULBS	\$0.00	\$12.42
	78,371	46653 01-5000-6050-41700	BLDG REPAIRS AND MAINT	FUNNEL+GAS CAN SPOUTS	\$22.97	
	78,371	46653 01-0000-0200-00325	HST RECEIVABLE100%	FUNNEL+GAS CAN SPOUTS	\$2.99	
	78,371	46653 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	FUNNEL+GAS CAN SPOUTS	\$0.00	\$25.96



<u>VENDOR NAME</u>	<u>CHEQUE #</u>	<u>ACCOUNT</u>	<u>ACCOUNT DESCRIPTION</u>	<u>TRANSACTION DESCRIPTION</u>	<u>DEBITS</u>	<u>CREDITS</u>
	78,372	46653 01-5100-4100-40270	NEW EQUIPMENT	SCREW DRIVER SET	\$31.48	
	78,372	46653 01-0000-0200-00325	HST RECEIVABLE100%	SCREW DRIVER SET	\$4.09	
	78,372	46653 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	SCREW DRIVER SET	\$0.00	\$35.57
INGERSOLL RENT-ALL ***						
	78,287	46654 01-5100-4100-41540	RENTAL	HEATER RENTAL	\$231.00	
	78,287	46654 01-0000-0200-00325	HST RECEIVABLE100%	HEATER RENTAL	\$30.03	
	78,287	46654 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	HEATER RENTAL	\$0.00	\$261.03
	78,443	46654 01-4500-4151-80000	MATERIALS-WINTER CONTROL, SNOW REMOVAL	BOBCAT RENTAL-SNOW REMOVAL	\$207.08	
	78,443	46654 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	BOBCAT RENTAL-SNOW REMOVAL	\$22.87	
	78,443	46654 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	BOBCAT RENTAL-SNOW REMOVAL	\$0.00	\$229.95
	78,471	46654 01-4500-4121-80000	MATERIALS-ROADSIDE MAINT, BRUSH, TREE TRIM,	HAND PRUNER	\$45.85	
	78,471	46654 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	HAND PRUNER	\$5.07	
	78,471	46654 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	HAND PRUNER	\$0.00	\$50.92
INTEGRA DOCUMENT DESTRUCTION						
	78,297	46655 01-1000-4000-41500	CONTRACTED SERVICES	SHREDDING FEE -90 BOXES	\$343.44	
	78,297	46655 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	SHREDDING FEE -90 BOXES	\$37.94	
	78,297	46655 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	SHREDDING FEE -90 BOXES	\$0.00	\$381.38
ISLE TECHNICAL SERVICES INC						
	78,331	46656 01-1002-4000-41550	MAINTENANCE CONTRACTS	REMOTE BACKUP FEB'16-JAN'17	\$1,679.04	
	78,331	46656 01-0000-0400-00280	PREPAID EXPENSES	REMOTE BACKUP FEB'16-JAN'17	\$152.64	
	78,331	46656 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	REMOTE BACKUP FEB'16-JAN'17	\$185.46	
	78,331	46656 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	REMOTE BACKUP FEB'16-JAN'17	\$16.86	
	78,331	46656 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	REMOTE BACKUP FEB'16-JAN'17	\$0.00	\$2,034.00
JOHNSON BROS						
	78,470	46657 01-4500-4150-80000	MATERIALS-WINTER CONTROL, PLOWING, SANDING,	WINTER SAND DELIVERY	\$1,091.45	
	78,470	46657 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	WINTER SAND DELIVERY	\$120.55	
	78,470	46657 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	WINTER SAND DELIVERY	\$0.00	\$1,212.00
D.H. JUTZI LIMITED						
	78,315	46658 01-5000-6020-41550	MAINTENANCE CONTRACTS	WATER TREATMENT	\$375.00	
	78,315	46658 01-0000-0200-00325	HST RECEIVABLE100%	WATER TREATMENT	\$48.75	
	78,315	46658 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	WATER TREATMENT	\$0.00	\$423.75
KROWN RUST CONTROL CENTRE						
	78,346	46659 01-5000-6050-41510	VEHICLE REPAIRS & MAINT	POWER KLEEN	\$140.00	
	78,346	46659 01-0000-0200-00325	HST RECEIVABLE100%	POWER KLEEN	\$18.20	
	78,346	46659 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	POWER KLEEN	\$0.00	\$158.20
LET'S EAT CAKE						
	78,354	46660 01-5200-6300-41038	STAKEHOLDER ENGAGEMENT	SURESTART REFRESHMENT 3/04	\$77.20	
	78,354	46660 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	SURESTART REFRESHMENT 3/04	\$0.00	\$77.20
LONDON CIVIC EMPLOY,LOCAL 107						
	78,391	46661 01-0000-2100-00707	CUPE 107 UNION DUES (12100)	UNION DUE MAR 2016	\$1,404.54	
	78,391	46661 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	UNION DUE MAR 2016	\$0.00	\$1,404.54
LONDON DIST. CATH. SCHOOL BD.						
	78,338	46662 01-1400-9961-75010	SEP SCHOOL BD - ENG. - RES & COMM	TAX INSTALLMENT #1	\$201,545.42	
	78,338	46662 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	TAX INSTALLMENT #1	\$0.00	\$201,545.42

<u>VENDOR NAME</u>	<u>CHEQUE #</u>	<u>ACCOUNT</u>	<u>ACCOUNT DESCRIPTION</u>	<u>TRANSACTION DESCRIPTION</u>	<u>DEBITS</u>	<u>CREDITS</u>
LONG & McQUADE						
	78,356	46663 01-5200-6090-40500	SPECIAL EVENTS	BLACK LIGHT DANCE	\$29.00	
	78,356	46663 01-0000-0200-00325	HST RECEIVABLE100%	BLACK LIGHT DANCE	\$3.77	
	78,356	46663 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	BLACK LIGHT DANCE	\$0.00	\$32.77
LOVERS AT WORK OFFICE FURNITUR						
	78,398	46664 01-5200-6195-41403	SITE SPECIFIC SET UP	SITE SPECIFIC SETUP-FURNITURES	\$1,821.92	
	78,398	46664 01-0000-0200-00325	HST RECEIVABLE100%	SITE SPECIFIC SETUP-FURNITURES	\$236.85	
	78,398	46664 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	SITE SPECIFIC SETUP-FURNITURES	\$0.00	\$2,058.77
LPL PLUMBING						
	78,340	46665 01-5000-6040-41530	EQUIPMENT REPAIRS & MAINT	CIRCULATING PUMP REPLACE	\$868.60	
	78,340	46665 01-0000-0200-00325	HST RECEIVABLE100%	CIRCULATING PUMP REPLACE	\$112.92	
	78,340	46665 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	CIRCULATING PUMP REPLACE	\$0.00	\$981.52
	78,341	46665 01-5200-4100-41700	BLDG REPAIRS AND MAINT	REPAIR FUSION CLOG DRAIN	\$75.00	
	78,341	46665 01-0000-0200-00325	HST RECEIVABLE100%	REPAIR FUSION CLOG DRAIN	\$9.75	
	78,341	46665 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	REPAIR FUSION CLOG DRAIN	\$0.00	\$84.75
	78,342	46665 01-5000-6020-41700	BLDG REPAIRS & MAINT	ARENA REPAIR CHECK VALVE	\$143.96	
	78,342	46665 01-0000-0200-00325	HST RECEIVABLE100%	ARENA REPAIR CHECK VALVE	\$18.71	
	78,342	46665 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	ARENA REPAIR CHECK VALVE	\$0.00	\$162.67
	78,343	46665 01-5100-4100-41700	BLDG REPAIRS AND MAINT	VPCC REPAIR SHOWER HEADS	\$467.79	
	78,343	46665 01-0000-0200-00325	HST RECEIVABLE100%	VPCC REPAIR SHOWER HEADS	\$60.81	
	78,343	46665 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	VPCC REPAIR SHOWER HEADS	\$0.00	\$528.60
	78,344	46665 01-5000-6020-41700	BLDG REPAIRS & MAINT	ARENA REPAIR BALLCOKS	\$98.00	
	78,344	46665 01-0000-0200-00325	HST RECEIVABLE100%	ARENA REPAIR BALLCOKS	\$12.74	
	78,344	46665 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	ARENA REPAIR BALLCOKS	\$0.00	\$110.74
	78,422	46665 01-5000-6050-41700	BLDG REPAIRS AND MAINT	PARK SHOP SINK REPAIR	\$77.35	
	78,422	46665 01-0000-0200-00325	HST RECEIVABLE100%	PARK SHOP SINK REPAIR	\$10.06	
	78,422	46665 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	PARK SHOP SINK REPAIR	\$0.00	\$87.41
	78,474	46665 01-2000-4015-41700	BLDG REPARIS & MAINTENANCE	CARR WLKWY URINAL REPAIR	\$372.50	
	78,474	46665 01-0000-0200-00325	HST RECEIVABLE100%	CARR WLKWY URINAL REPAIR	\$48.43	
	78,474	46665 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	CARR WLKWY URINAL REPAIR	\$0.00	\$420.93
LWR AUTOMOTIVE						
	78,454	46666 01-4500-4230-46414	941400 TRAFFIC TRAILER	COUPLING	\$8.62	
	78,454	46666 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	COUPLING	\$0.95	
	78,454	46666 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	COUPLING	\$0.00	\$9.57
	78,455	46666 01-4500-4230-46382	938200 T2-07 DODGE 3500	SMALL BLADE	\$8.78	
	78,455	46666 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	SMALL BLADE	\$0.97	
	78,455	46666 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	SMALL BLADE	\$0.00	\$9.75
	78,456	46666 01-4500-4230-46404	940400 PAINT SPRAYER	FITTING	\$4.06	
	78,456	46666 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	FITTING	\$0.45	
	78,456	46666 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	FITTING	\$0.00	\$4.51
	78,457	46666 01-4500-4230-46404	940400 PAINT SPRAYER	PAINT GUN CLEANING KT	\$35.96	
	78,457	46666 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	PAINT GUN CLEANING KT	\$3.97	
	78,457	46666 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	PAINT GUN CLEANING KT	\$0.00	\$39.93
	78,458	46666 01-4500-4230-46431	VEHICLE MAINTENANCE	GREASE	\$97.48	

<u>VENDOR NAME</u>	<u>CHEQUE #</u>	<u>ACCOUNT</u>	<u>ACCOUNT DESCRIPTION</u>	<u>TRANSACTION DESCRIPTION</u>	<u>DEBITS</u>	<u>CREDITS</u>
	78,458	46666 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	GREASE	\$10.76	
	78,458	46666 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	GREASE	\$0.00	\$108.24
	78,459	46666 01-4500-4230-46414	941400 TRAFFIC TRAILER	LED LIGHT	\$52.05	
	78,459	46666 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	LED LIGHT	\$5.75	
	78,459	46666 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	LED LIGHT	\$0.00	\$57.80
	78,460	46666 01-4500-4230-46404	940400 PAINT SPRAYER	BRUSH+WIRE WHEEL	\$75.97	
	78,460	46666 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	BRUSH+WIRE WHEEL	\$8.40	
	78,460	46666 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	BRUSH+WIRE WHEEL	\$0.00	\$84.37
	78,461	46666 01-4500-4230-46424	942400 ERIE THAMES CHIPPER	CHIPPER BATTERY	\$155.98	
	78,461	46666 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	CHIPPER BATTERY	\$17.23	
	78,461	46666 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	CHIPPER BATTERY	\$0.00	\$173.21
	78,462	46666 01-4500-4230-46414	941400 TRAFFIC TRAILER	BRAKE LINE+GREASE SEAL	\$10.84	
	78,462	46666 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	BRAKE LINE+GREASE SEAL	\$1.19	
	78,462	46666 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	BRAKE LINE+GREASE SEAL	\$0.00	\$12.03
	78,463	46666 01-4500-4230-46414	941400 TRAFFIC TRAILER	PAINT TRAILER PARTS	\$77.15	
	78,463	46666 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	PAINT TRAILER PARTS	\$8.53	
	78,463	46666 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	PAINT TRAILER PARTS	\$0.00	\$85.68
	78,464	46666 01-4500-4000-41650	SMALL TOOLS & SAFETY EQUIP	AIR DIE GRINDER	\$71.22	
	78,464	46666 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	AIR DIE GRINDER	\$7.87	
	78,464	46666 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	AIR DIE GRINDER	\$0.00	\$79.09
	78,465	46666 01-4500-4230-46414	941400 TRAFFIC TRAILER	GREASE SEAL	\$23.64	
	78,465	46666 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	GREASE SEAL	\$2.61	
	78,465	46666 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	GREASE SEAL	\$0.00	\$26.25
LYRECO CANADA INC.						
	78,345	46667 01-5100-4000-40250	PHOTOCOPIER	VPCC COPY PAPER	\$144.61	
	78,345	46667 01-0000-0200-00325	HST RECEIVABLE100%	VPCC COPY PAPER	\$18.80	
	78,345	46667 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	VPCC COPY PAPER	\$0.00	\$163.41
EMPLOYEE REIMBURSEMENT						
	78,324	46668 01-5100-6060-40620	MILEAGE	MILEAGE-VPCC	\$9.56	
	78,324	46668 01-0000-0200-00325	HST RECEIVABLE100%	MILEAGE-VPCC	\$1.24	
	78,324	46668 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	MILEAGE-VPCC	\$0.00	\$10.80
	78,325	46668 01-5100-6060-40620	MILEAGE	MILEAGE-VPCC	\$11.47	
	78,325	46668 01-0000-0200-00325	HST RECEIVABLE100%	MILEAGE-VPCC	\$1.49	
	78,325	46668 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	MILEAGE-VPCC	\$0.00	\$12.96
MCKIM HARDWARE						
	78,479	46669 01-2000-4025-40210	JANITORIAL SUPPLIES	TOWN HALL BLDG DOOR GREASE	\$6.89	
	78,479	46669 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	TOWN HALL BLDG DOOR GREASE	\$0.76	
	78,479	46669 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	TOWN HALL BLDG DOOR GREASE	\$0.00	\$7.65
	78,480	46669 01-2000-4025-41700	BLDG REPAIRS & MAINT	CLOCK TOWER BATTERIES	\$10.16	
	78,480	46669 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	CLOCK TOWER BATTERIES	\$1.12	
	78,480	46669 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	CLOCK TOWER BATTERIES	\$0.00	\$11.28
	78,481	46669 01-3000-4000-40630	STAFF TRAINING	DRYWALL SCREWS	\$7.80	
	78,481	46669 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	DRYWALL SCREWS	\$0.87	
	78,481	46669 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	DRYWALL SCREWS	\$0.00	\$8.67

<u>VENDOR NAME</u>	<u>CHEQUE #</u>	<u>ACCOUNT</u>	<u>ACCOUNT DESCRIPTION</u>	<u>TRANSACTION DESCRIPTION</u>	<u>DEBITS</u>	<u>CREDITS</u>
	78,482	46669 01-3200-4100-41700	BLDG REPAIRS & MAINTENANCE	LIGHTS/POLISH	\$18.73	
	78,482	46669 01-0000-0200-00325	HST RECEIVABLE100%	LIGHTS/POLISH	\$2.43	
	78,482	46669 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	LIGHTS/POLISH	\$0.00	\$21.16
	78,483	46669 01-4500-4130-80000	MATERIALS-HARDTOP MAINT, PATCHING & SPRAYIN	BRUSHES+SCRAPER	\$14.71	
	78,483	46669 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	BRUSHES+SCRAPER	\$1.63	
	78,483	46669 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	BRUSHES+SCRAPER	\$0.00	\$16.34
	78,484	46669 01-4500-4160-80000	MATERIALS-SAFETY DEVICES, SIGNS, GUIDE RAIL	PAINT	\$72.64	
	78,484	46669 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	PAINT	\$8.02	
	78,484	46669 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	PAINT	\$0.00	\$80.66
	78,485	46669 01-4500-4130-80000	MATERIALS-HARDTOP MAINT, PATCHING & SPRAYIN	SCRAPER&PAINT	\$37.15	
	78,485	46669 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	SCRAPER&PAINT	\$4.11	
	78,485	46669 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	SCRAPER&PAINT	\$0.00	\$41.26
	78,486	46669 01-4500-4230-46404	940400 PAINT SPRAYER	TWINE	\$15.56	
	78,486	46669 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	TWINE	\$1.72	
	78,486	46669 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	TWINE	\$0.00	\$17.28
	78,487	46669 01-4500-4230-46404	940400 PAINT SPRAYER	TAPE	\$17.28	
	78,487	46669 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	TAPE	\$1.91	
	78,487	46669 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	TAPE	\$0.00	\$19.19
	78,488	46669 01-4500-4160-80000	MATERIALS-SAFETY DEVICES, SIGNS, GUIDE RAIL	SHOVEL HANDLE	\$10.81	
	78,488	46669 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	SHOVEL HANDLE	\$1.19	
	78,488	46669 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	SHOVEL HANDLE	\$0.00	\$12.00
	78,489	46669 01-4500-4230-46413	941300 CARRIER TRAILER	PAINT	\$74.35	
	78,489	46669 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	PAINT	\$8.21	
	78,489	46669 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	PAINT	\$0.00	\$82.56
	78,490	46669 01-4500-4000-41650	SMALL TOOLS & SAFETY EQUIP	CAULKING GUN	\$6.48	
	78,490	46669 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	CAULKING GUN	\$0.72	
	78,490	46669 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	CAULKING GUN	\$0.00	\$7.20
MINISTRY OF FINANCE (OPP)***						
	78,431	46671 01-3200-4000-40450	OPP CONTRACTED SERVICES	MAR OPP SERVICE	\$211,869.00	
	78,431	46671 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	MAR OPP SERVICE	\$0.00	\$211,869.00
MR. SUB						
	78,418	46672 01-5200-6300-41038	STAKEHOLDER ENGAGEMENT	YOUTH ENTERP EVENT SNACKS	\$187.47	
	78,418	46672 01-0000-0200-00325	HST RECEIVABLE100%	YOUTH ENTERP EVENT SNACKS	\$22.08	
	78,418	46672 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	YOUTH ENTERP EVENT SNACKS	\$0.00	\$209.55
MYSOJO INC.						
	78,400	46673 01-5200-6300-40880	CONSULTING FEES	CONSULTING FEE-YOUTH ENTERP	\$11,072.50	
	78,400	46673 01-0000-0200-00325	HST RECEIVABLE100%	CONSULTING FEE-YOUTH ENTERP	\$1,439.43	
	78,400	46673 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	CONSULTING FEE-YOUTH ENTERP	\$0.00	\$12,511.93
	78,401	46673 01-5200-6300-40880	CONSULTING FEES	CONSULTING FEE-YOUTH ENTERP	\$5,536.25	
	78,401	46673 01-0000-0200-00325	HST RECEIVABLE100%	CONSULTING FEE-YOUTH ENTERP	\$719.71	
	78,401	46673 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	CONSULTING FEE-YOUTH ENTERP	\$0.00	\$6,255.96
OLDE BAKERY CAFE						
	78,303	46674 01-5100-6060-40420	PROGRAM SUPPLIES	BIRTHDAY CAKE	\$16.00	
	78,303	46674 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	BIRTHDAY CAKE	\$0.00	\$16.00

<u>VENDOR NAME</u>	<u>CHEQUE #</u>	<u>ACCOUNT</u>	<u>ACCOUNT DESCRIPTION</u>	<u>TRANSACTION DESCRIPTION</u>	<u>DEBITS</u>	<u>CREDITS</u>
OLDE TYME TAXI						
	78,296	46675 01-1001-4000-41560	CONTRACTS	FEB PARA	\$2,497.19	
	78,296	46675 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	FEB PARA	\$275.83	
	78,296	46675 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	FEB PARA	\$0.00	\$2,773.02
	78,352	46675 01-5200-6090-40420	PROGRAM SUPPLIES	WELLAR TAXI 2/05	\$8.00	
	78,352	46675 01-0000-0200-00325	HST RECEIVABLE100%	WELLAR TAXI 2/05	\$1.04	
	78,352	46675 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	WELLAR TAXI 2/05	\$0.00	\$9.04
O.M.E.R.S. ***						
	78,392	46676 01-0000-2100-00704	OMERS (15000)	OMERS MARCH PREMIUM	\$57,765.08	
	78,392	46676 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	OMERS MARCH PREMIUM	\$0.00	\$57,765.08
OXFORD COUNTY ***						
	78,293	46677 01-1000-4240-01626	VIOLATIONS - COURT	FEB COURT COST	\$3.00	
	78,293	46677 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	FEB COURT COST	\$0.00	\$3.00
	78,336	46677 01-1400-9950-75010	COUNTY OF OXFORD - GENERAL	TAX INSTALLMENT #1	\$1,503,205.00	
	78,336	46677 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	TAX INSTALLMENT #1	\$0.00	\$1,503,205.00
	78,448	46677 01-4500-5012-80000	MATERIALS - DEBRIS & LITTER PICK UP	FEB WASTE TO SALFORD DUMP	\$149.00	
	78,448	46677 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	FEB WASTE TO SALFORD DUMP	\$0.00	\$149.00
PARKSMART INC.						
	78,290	46678 01-1000-4240-41505	PARKING ENFORCEMENT CONTRACT	FEB TRAFFIC ENFORCEMENT	\$547.21	
	78,290	46678 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	FEB TRAFFIC ENFORCEMENT	\$60.45	
	78,290	46678 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	FEB TRAFFIC ENFORCEMENT	\$0.00	\$607.66
P M HYDRAULICS ***						
	78,321	46679 01-3000-4000-41510	VEHICLE REPAIRS & MAINTENANCE	LANYARD PUMP#2 REPAIR	\$67.72	
	78,321	46679 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	LANYARD PUMP#2 REPAIR	\$7.48	
	78,321	46679 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	LANYARD PUMP#2 REPAIR	\$0.00	\$75.20
	78,449	46679 01-4500-4230-46386	938603 T6-00 VOLVO D TRUCK	SUPPLIES/PARTS	\$323.90	
	78,449	46679 01-4500-4160-80000	MATERIALS-SAFETY DEVICES, SIGNS, GUIDE RAIL	SUPPLIES/PARTS	\$146.13	
	78,449	46679 01-4500-4230-46388	938800 T8-09 PETERBILT D TRUCK	SUPPLIES/PARTS	\$43.76	
	78,449	46679 01-4500-4160-80000	MATERIALS-SAFETY DEVICES, SIGNS, GUIDE RAIL	SUPPLIES/PARTS	\$238.24	
	78,449	46679 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	SUPPLIES/PARTS	\$35.78	
	78,449	46679 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	SUPPLIES/PARTS	\$16.14	
	78,449	46679 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	SUPPLIES/PARTS	\$4.83	
	78,449	46679 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	SUPPLIES/PARTS	\$26.31	
	78,449	46679 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	SUPPLIES/PARTS	\$0.00	\$835.09
	78,450	46679 01-4500-4230-46422	942200 ASPHALT SPREADER	HOSE/FITTINGS	\$47.11	
	78,450	46679 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	HOSE/FITTINGS	\$5.21	
	78,450	46679 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	HOSE/FITTINGS	\$0.00	\$52.32
EMPLOYEE REIMBURSEMENT						
	78,403	46680 01-5200-6170-40290	UNIFORMS AND CLOTHING	E-WASTE PROG WORK BOOTS	\$99.99	
	78,403	46680 01-0000-0200-00325	HST RECEIVABLE100%	E-WASTE PROG WORK BOOTS	\$13.00	
	78,403	46680 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	E-WASTE PROG WORK BOOTS	\$0.00	\$112.99
PROGRESSIVE WASTE SOLUTIONS						
	78,306	46681 01-3000-4000-41550	MAINTENANCE CONTRACTS	FIRE HALL GARBAGE PICKUP	\$157.73	
	78,306	46681 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	FIRE HALL GARBAGE PICKUP	\$17.42	

<u>VENDOR NAME</u>	<u>CHEQUE #</u>	<u>ACCOUNT</u>	<u>ACCOUNT DESCRIPTION</u>	<u>TRANSACTION DESCRIPTION</u>	<u>DEBITS</u>	<u>CREDITS</u>
	78,306	46681 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	FIRE HALL GARBAGE PICKUP	\$0.00	\$175.15
	78,307	46681 01-5200-4100-41550	MAINTENANCE CONTRACTS	GARBAGE PICKUP	\$208.72	
	78,307	46681 01-5000-6020-41550	MAINTENANCE CONTRACTS	GARBAGE PICKUP	\$241.69	
	78,307	46681 01-5100-4100-41550	MAINTENANCE CONTRACTS	GARBAGE PICKUP	\$236.38	
	78,307	46681 01-5000-6050-41550	MAINTENANCE CONTRACTS	GARBAGE PICKUP	\$236.38	
	78,307	46681 01-5000-6040-41550	MAINTENANCE CONTRACTS	GARBAGE PICKUP	\$236.38	
	78,307	46681 01-0000-0200-00325	HST RECEIVABLE100%	GARBAGE PICKUP	\$27.13	
	78,307	46681 01-0000-0200-00325	HST RECEIVABLE100%	GARBAGE PICKUP	\$31.42	
	78,307	46681 01-0000-0200-00325	HST RECEIVABLE100%	GARBAGE PICKUP	\$30.73	
	78,307	46681 01-0000-0200-00325	HST RECEIVABLE100%	GARBAGE PICKUP	\$30.73	
	78,307	46681 01-0000-0200-00325	HST RECEIVABLE100%	GARBAGE PICKUP	\$30.73	
	78,307	46681 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	GARBAGE PICKUP	\$0.00	\$1,310.29
RANSOME ARTISTRY & MURAL						
	78,349	46682 01-5200-6195-41403	SITE SPECIFIC SET UP	SITE SPECITIC SETUP	\$307.50	
	78,349	46682 01-0000-0200-00325	HST RECEIVABLE100%	SITE SPECITIC SETUP	\$39.98	
	78,349	46682 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	SITE SPECITIC SETUP	\$0.00	\$347.48
REALTAX INC						
	78,271	46683 01-0000-0090-99910	TAXES - CLEARING	TAX REGISTRATION	\$442.66	
	78,271	46683 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	TAX REGISTRATION	\$48.89	
	78,271	46683 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	TAX REGISTRATION	\$0.00	\$491.55
	78,272	46683 01-0000-0090-99910	TAXES - CLEARING	TAX REGISTRATION	\$442.66	
	78,272	46683 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	TAX REGISTRATION	\$48.89	
	78,272	46683 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	TAX REGISTRATION	\$0.00	\$491.55
	78,273	46683 01-0000-0090-99910	TAXES - CLEARING	TAX REGISTRATION	\$442.66	
	78,273	46683 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	TAX REGISTRATION	\$48.89	
	78,273	46683 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	TAX REGISTRATION	\$0.00	\$491.55
	78,274	46683 01-0000-0090-99910	TAXES - CLEARING	TAX REGISTRATION	\$442.66	
	78,274	46683 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	TAX REGISTRATION	\$48.89	
	78,274	46683 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	TAX REGISTRATION	\$0.00	\$491.55
	78,275	46683 01-0000-0090-99910	TAXES - CLEARING	TAX REGISTRATION	\$442.66	
	78,275	46683 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	TAX REGISTRATION	\$48.89	
	78,275	46683 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	TAX REGISTRATION	\$0.00	\$491.55
	78,276	46683 01-0000-0090-99910	TAXES - CLEARING	TAX REGISTRATION	\$442.66	
	78,276	46683 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	TAX REGISTRATION	\$48.89	
	78,276	46683 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	TAX REGISTRATION	\$0.00	\$491.55
REGIS AUTO PARTS						
	78,451	46684 01-4500-4230-46382	938200 T2-07 DODGE 3500	TRUCK#2 FUEL FILTER	\$102.32	
	78,451	46684 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	TRUCK#2 FUEL FILTER	\$11.30	
	78,451	46684 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	TRUCK#2 FUEL FILTER	\$0.00	\$113.62
	78,452	46684 01-4500-4230-46390	939000 T10-09 DODGE 2500	OIL FILTER	\$6.86	
	78,452	46684 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	OIL FILTER	\$0.76	
	78,452	46684 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	OIL FILTER	\$0.00	\$7.62
EMPLOYEE REIMBURSEMENT						
	78,430	46685 01-4500-4000-40290	UNIFORMS & CLOTHING	WORK CLOTH	\$284.62	



<u>VENDOR NAME</u>	<u>CHEQUE #</u>	<u>ACCOUNT</u>	<u>ACCOUNT DESCRIPTION</u>	<u>TRANSACTION DESCRIPTION</u>	<u>DEBITS</u>	<u>CREDITS</u>
	78,430	46685 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	WORK CLOTH	\$31.44	
	78,430	46685 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	WORK CLOTH	\$0.00	\$316.06
RELIANCE HOME COMFORT						
	78,317	46686 01-5100-4100-41550	MAINTENANCE CONTRACTS	VPCC HOT WATER TANK RENT	\$384.93	
	78,317	46686 01-0000-0200-00325	HST RECEIVABLE100%	VPCC HOT WATER TANK RENT	\$50.05	
	78,317	46686 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	VPCC HOT WATER TANK RENT	\$0.00	\$434.98
RESQTECH SYSTEMS INC ***						
	78,436	46687 01-3000-4000-41510	VEHICLE REPAIRS & MAINTENANCE	PUMP 1 GAUGE	\$678.74	
	78,436	46687 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	PUMP 1 GAUGE	\$74.97	
	78,436	46687 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	PUMP 1 GAUGE	\$0.00	\$753.71
ROCK SOLID DESIGNS						
	78,319	46688 01-5000-6020-41750	LOT SNOW REMOVAL & SANDING	FEB SNOW PLOW + SALT	\$800.00	
	78,319	46688 01-5100-4100-41750	LOT SNOW REMOVAL & SANDING	FEB SNOW PLOW + SALT	\$895.00	
	78,319	46688 01-5000-6040-41750	LOT SNOW REMOVAL & SANDING	FEB SNOW PLOW + SALT	\$930.00	
	78,319	46688 01-5200-4100-41750	LOT SNOW REMOVAL & SANDING	FEB SNOW PLOW + SALT	\$705.00	
	78,319	46688 01-0000-0200-00325	HST RECEIVABLE100%	FEB SNOW PLOW + SALT	\$104.00	
	78,319	46688 01-0000-0200-00325	HST RECEIVABLE100%	FEB SNOW PLOW + SALT	\$116.35	
	78,319	46688 01-0000-0200-00325	HST RECEIVABLE100%	FEB SNOW PLOW + SALT	\$120.90	
	78,319	46688 01-0000-0200-00325	HST RECEIVABLE100%	FEB SNOW PLOW + SALT	\$91.65	
	78,319	46688 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	FEB SNOW PLOW + SALT	\$0.00	\$3,762.90
RPC						
	78,437	46689 01-3000-4000-41530	EQUIP REPAIRS & MAINTENANCE	AIR ANALYSIS	\$274.75	
	78,437	46689 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	AIR ANALYSIS	\$30.35	
	78,437	46689 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	AIR ANALYSIS	\$0.00	\$305.10
SAFEDSIGN APPAREL LTD						
	78,416	46690 01-3000-4000-41610	FIRE FIGHTING EQUIPMENT	FIREFIGHTER BOOTS-C ST CLAIR	\$559.66	
	78,416	46690 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	FIREFIGHTER BOOTS-C ST CLAIR	\$61.82	
	78,416	46690 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	FIREFIGHTER BOOTS-C ST CLAIR	\$0.00	\$621.48
SAKATAS, CASSANDRA						
	78,397	46691 01-5200-6195-40857	YOUTH BUSINESS COMMITTEE	HORNOR ATTEND FUTURE OXFORD EX	\$100.00	
	78,397	46691 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	HORNOR ATTEND FUTURE OXFORD EX	\$0.00	\$100.00
SHAW DIRECT						
	78,438	46692 01-3000-4000-40300	UTILITIES	FIRE HALL SATELLITE 3/09-4/08	\$110.92	
	78,438	46692 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	FIRE HALL SATELLITE 3/09-4/08	\$12.25	
	78,438	46692 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	FIRE HALL SATELLITE 3/09-4/08	\$0.00	\$123.17
SHOPPERS DRUG MART						
	78,353	46693 01-5200-6090-40420	PROGRAM SUPPLIES	PROGRAM SUPPLIES	\$6.76	
	78,353	46693 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	PROGRAM SUPPLIES	\$0.00	\$6.76
SOAK IT UP INC						
	78,472	46694 01-2000-4015-41540	RENTAL	CARR BLDG MAT RENTAL	\$11.00	
	78,472	46694 01-0000-0200-00325	HST RECEIVABLE100%	CARR BLDG MAT RENTAL	\$1.43	
	78,472	46694 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	CARR BLDG MAT RENTAL	\$0.00	\$12.43
	78,473	46694 01-2000-4025-41540	RENTAL	TOWN HALL MAT RENTAL	\$29.00	
	78,473	46694 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	TOWN HALL MAT RENTAL	\$3.21	

<u>VENDOR NAME</u>	<u>CHEQUE #</u>	<u>ACCOUNT</u>	<u>ACCOUNT DESCRIPTION</u>	<u>TRANSACTION DESCRIPTION</u>	<u>DEBITS</u>	<u>CREDITS</u>
	78,473	46694 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	TOWN HALL MAT RENTAL	\$0.00	\$32.21
STAPLES ADVANTAGE						
	78,300	46695 01-1000-4000-40200	OFFICE SUPPLIES	YEARLY PAPER SUPPLY	\$759.86	
	78,300	46695 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	YEARLY PAPER SUPPLY	\$83.93	
	78,300	46695 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	YEARLY PAPER SUPPLY	\$0.00	\$843.79
STONETOWN SUPPLY SERVICES(ING)						
	78,284	46696 01-5000-6020-40210	JANITORIAL SUPPLIES	JANITORIAL SUPPLIES	\$141.20	
	78,284	46696 01-0000-0200-00325	HST RECEIVABLE100%	JANITORIAL SUPPLIES	\$18.36	
	78,284	46696 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	JANITORIAL SUPPLIES	\$0.00	\$159.56
	78,355	46696 01-5200-4100-40210	JANITORIAL SUPPLIES	JANITORIAL SUPPLIES	\$180.11	
	78,355	46696 01-0000-0200-00325	HST RECEIVABLE100%	JANITORIAL SUPPLIES	\$23.41	
	78,355	46696 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	JANITORIAL SUPPLIES	\$0.00	\$203.52
	78,393	46696 01-5000-6020-40210	JANITORIAL SUPPLIES	JANITORIAL SUPPLIES	\$228.83	
	78,393	46696 01-0000-0200-00325	HST RECEIVABLE100%	JANITORIAL SUPPLIES	\$29.75	
	78,393	46696 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	JANITORIAL SUPPLIES	\$0.00	\$258.58
	78,409	46696 01-4500-4160-80000	MATERIALS-SAFETY DEVICES, SIGNS, GUIDE RAIL	JANITORIAL SUPPLIES	\$55.80	
	78,409	46696 01-4500-4000-40210	JANITORIAL SUPPLIES	JANITORIAL SUPPLIES	\$96.16	
	78,409	46696 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	JANITORIAL SUPPLIES	\$6.17	
	78,409	46696 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	JANITORIAL SUPPLIES	\$10.62	
	78,409	46696 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	JANITORIAL SUPPLIES	\$0.00	\$168.75
	78,421	46696 01-5000-6050-40210	JANITORIAL SUPPLIES	JANITORIAL SUPPLIES	\$50.75	
	78,421	46696 01-0000-0200-00325	HST RECEIVABLE100%	JANITORIAL SUPPLIES	\$6.60	
	78,421	46696 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	JANITORIAL SUPPLIES	\$0.00	\$57.35
	78,439	46696 01-3000-4100-40210	JANITORIAL SUPPLIES	JANITORIAL SUPPLIES	\$136.63	
	78,439	46696 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	JANITORIAL SUPPLIES	\$15.10	
	78,439	46696 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	JANITORIAL SUPPLIES	\$0.00	\$151.73
STRAIGHT EDGE PAINTING SERVICE						
	78,395	46697 01-5200-6195-41403	SITE SPECIFIC SET UP	SITE SPECIFIC SETUP	\$330.27	
	78,395	46697 01-0000-0200-00325	HST RECEIVABLE100%	SITE SPECIFIC SETUP	\$35.75	
	78,395	46697 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	SITE SPECIFIC SETUP	\$0.00	\$366.02
SUN LIFE OF CANADA						
	78,387	46698 01-0000-2100-00716	HEALTH CARE PAYABLE	SUN LIFE MARCH PREMIUM	\$45,971.52	
	78,387	46698 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	SUN LIFE MARCH PREMIUM	\$0.00	\$45,971.52
SUN MEDIA, A DIVISION OF POSTM						
	78,413	46699 01-4000-4000-41000	ADVERTISING	ENG TECH JOB AD	\$148.73	
	78,413	46699 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	ENG TECH JOB AD	\$16.43	
	78,413	46699 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	ENG TECH JOB AD	\$0.00	\$165.16
SWAN DUST CONTROL						
	78,432	46700 01-4500-4100-41540	RENTAL	NOV 2015 MAT RENTAL	\$20.66	
	78,432	46700 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	NOV 2015 MAT RENTAL	\$2.28	
	78,432	46700 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	NOV 2015 MAT RENTAL	\$0.00	\$22.94
	78,433	46700 01-4500-4100-41540	RENTAL	NOV 2015 MAT RENTAL	\$20.66	
	78,433	46700 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	NOV 2015 MAT RENTAL	\$2.28	
	78,433	46700 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	NOV 2015 MAT RENTAL	\$0.00	\$22.94

<u>VENDOR NAME</u>	<u>CHEQUE #</u>	<u>ACCOUNT</u>	<u>ACCOUNT DESCRIPTION</u>	<u>TRANSACTION DESCRIPTION</u>	<u>DEBITS</u>	<u>CREDITS</u>
	78,434	46700 01-4500-4100-41540	RENTAL	DEC 2015 MAT RENTAL	\$20.66	
	78,434	46700 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	DEC 2015 MAT RENTAL	\$2.28	
	78,434	46700 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	DEC 2015 MAT RENTAL	\$0.00	\$22.94
	78,435	46700 01-4500-4100-41540	RENTAL	DEC 2015 MAT RENTAL	\$20.66	
	78,435	46700 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	DEC 2015 MAT RENTAL	\$2.28	
	78,435	46700 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	DEC 2015 MAT RENTAL	\$0.00	\$22.94
SYNCHRO ONTARIO ***						
	78,347	46701 01-5100-6060-40420	PROGRAM SUPPLIES	SYNCHRO MANUAL+PINS	\$108.47	
	78,347	46701 01-0000-0200-00325	HST RECEIVABLE100%	SYNCHRO MANUAL+PINS	\$12.15	
	78,347	46701 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	SYNCHRO MANUAL+PINS	\$0.00	\$120.62
TABOR BROS & SONS LTD ***						
	78,417	46702 01-4500-4121-80000	MATERIALS-ROADSIDE MAINT, BRUSH, TREE TRIM,	TREE TRIM 3/10	\$14,959.92	
	78,417	46702 01-5000-6050-41740	LAND MAINTENANCE & IMPROVEMENTS	TREE TRIM 3/10	\$558.00	
	78,417	46702 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	TREE TRIM 3/10	\$1,652.40	
	78,417	46702 01-0000-0200-00325	HST RECEIVABLE100%	TREE TRIM 3/10	\$72.54	
	78,417	46702 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	TREE TRIM 3/10	\$0.00	\$17,242.86
TETRA-CHEM INDUSTRIES LTD.						
	78,469	46703 01-4500-4150-80000	MATERIALS-WINTER CONTROL, PLOWING, SANDING,	DEGREASER	\$315.46	
	78,469	46703 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	DEGREASER	\$34.84	
	78,469	46703 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	DEGREASER	\$0.00	\$350.30
THAMES VALLEY DIST. SCHOOL BD.						
	78,337	46704 01-1400-9960-75010	PUBLIC SCHOOL BD ENG - RES & COMM	TAX INSTALLMENT #1	\$968,434.09	
	78,337	46704 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	TAX INSTALLMENT #1	\$0.00	\$968,434.09
THE COFFEE MAN SALES & SERVICE						
	78,288	46705 01-5000-6020-40430	CANTEEN SUPPLIES	COFFEE	\$80.00	
	78,288	46705 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	COFFEE	\$0.00	\$80.00
THE NET NOW						
	78,348	46706 01-5200-6090-40550	FUND RAISING	INGERSOLLHARVESTRUN.COM DOMAIN	\$25.00	
	78,348	46706 01-0000-0200-00325	HST RECEIVABLE100%	INGERSOLLHARVESTRUN.COM DOMAIN	\$3.25	
	78,348	46706 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	INGERSOLLHARVESTRUN.COM DOMAIN	\$0.00	\$28.25
TILLSONBURG FIRE & SAFETY EQUI						
	78,442	46707 01-4500-4100-41700	BLDG REPAIRS & MAINTENANCE	NEW FIRE EXTINGUISHER	\$211.55	
	78,442	46707 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	NEW FIRE EXTINGUISHER	\$23.37	
	78,442	46707 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	NEW FIRE EXTINGUISHER	\$0.00	\$234.92
TREMBLETT'S YOUR INDEPENDENT G						
	78,359	46708 01-5000-6020-40430	CANTEEN SUPPLIES	HOT DOGS,BUNS	\$37.68	
	78,359	46708 01-0000-0200-00325	HST RECEIVABLE100%	HOT DOGS,BUNS	\$0.01	
	78,359	46708 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	HOT DOGS,BUNS	\$0.00	\$37.69
	78,360	46708 01-5000-6020-40430	CANTEEN SUPPLIES	HOT DOGS BUNS	\$27.75	
	78,360	46708 01-0000-0200-00325	HST RECEIVABLE100%	HOT DOGS BUNS	\$0.01	
	78,360	46708 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	HOT DOGS BUNS	\$0.00	\$27.76
	78,373	46708 01-5100-6090-40420	PROGRAM SUPPLIES	PROGRAM SUPPLIES	\$39.23	
	78,373	46708 01-0000-0200-00325	HST RECEIVABLE100%	PROGRAM SUPPLIES	\$2.37	
	78,373	46708 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	PROGRAM SUPPLIES	\$0.00	\$41.60

<u>VENDOR NAME</u>	<u>CHEQUE #</u>	<u>ACCOUNT</u>	<u>ACCOUNT DESCRIPTION</u>	<u>TRANSACTION DESCRIPTION</u>	<u>DEBITS</u>	<u>CREDITS</u>
	78,374	46708 01-5100-6090-40420	PROGRAM SUPPLIES	PROGRAM SUPPLIES	\$22.31	
	78,374	46708 01-0000-0200-00325	HST RECEIVABLE100%	PROGRAM SUPPLIES	\$2.21	
	78,374	46708 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	PROGRAM SUPPLIES	\$0.00	\$24.52
	78,375	46708 01-5100-6090-40420	PROGRAM SUPPLIES	KIDS NITE SUPPLIES	\$25.26	
	78,375	46708 01-0000-0200-00325	HST RECEIVABLE100%	KIDS NITE SUPPLIES	\$2.01	
	78,375	46708 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	KIDS NITE SUPPLIES	\$0.00	\$27.27
	78,376	46708 01-5200-6090-40420	PROGRAM SUPPLIES	NUTRITION+TRACY'S DINER SUPPLI	\$34.95	
	78,376	46708 01-5200-6090-40460	NUTRITION PURCHASES	NUTRITION+TRACY'S DINER SUPPLI	\$39.45	
	78,376	46708 01-0000-0200-00325	HST RECEIVABLE100%	NUTRITION+TRACY'S DINER SUPPLI	\$1.18	
	78,376	46708 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	NUTRITION+TRACY'S DINER SUPPLI	\$0.00	\$75.58
	78,377	46708 01-5200-6090-40560	VIVO MUSIC SUPPLIES	SCOTT'S SWEET+VIVO SUPPLIES	\$6.73	
	78,377	46708 01-5200-6090-40420	PROGRAM SUPPLIES	SCOTT'S SWEET+VIVO SUPPLIES	\$19.78	
	78,377	46708 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	SCOTT'S SWEET+VIVO SUPPLIES	\$0.00	\$26.51
	78,378	46708 01-5200-6090-40460	NUTRITION PURCHASES	NUTRITION SUPPLIES	\$7.98	
	78,378	46708 01-0000-0200-00325	HST RECEIVABLE100%	NUTRITION SUPPLIES	\$0.01	
	78,378	46708 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	NUTRITION SUPPLIES	\$0.00	\$7.99
	78,379	46708 01-5200-6090-40420	PROGRAM SUPPLIES	VIVO,SCOTT'S+TRACY DINER SUPPL	\$22.42	
	78,379	46708 01-5200-6090-40560	VIVO MUSIC SUPPLIES	VIVO,SCOTT'S+TRACY DINER SUPPL	\$11.88	
	78,379	46708 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	VIVO,SCOTT'S+TRACY DINER SUPPL	\$0.00	\$34.30
	78,380	46708 01-5200-6090-40500	SPECIAL EVENTS	VALENTINE'S DANCE SUPPLIES	\$1.99	
	78,380	46708 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	VALENTINE'S DANCE SUPPLIES	\$0.00	\$1.99
	78,381	46708 01-5200-6090-40500	SPECIAL EVENTS	PPN NITE,VIVO,NUTRITION SUPPLI	\$10.52	
	78,381	46708 01-5200-6090-40560	VIVO MUSIC SUPPLIES	PPN NITE,VIVO,NUTRITION SUPPLI	\$10.34	
	78,381	46708 01-5200-6090-40460	NUTRITION PURCHASES	PPN NITE,VIVO,NUTRITION SUPPLI	\$29.67	
	78,381	46708 01-0000-0200-00325	HST RECEIVABLE100%	PPN NITE,VIVO,NUTRITION SUPPLI	\$0.01	
	78,381	46708 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	PPN NITE,VIVO,NUTRITION SUPPLI	\$0.00	\$50.54
	78,382	46708 01-5200-6090-40460	NUTRITION PURCHASES	NUTRITION SUPPLIES	\$115.66	
	78,382	46708 01-0000-0200-00325	HST RECEIVABLE100%	NUTRITION SUPPLIES	\$0.02	
	78,382	46708 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	NUTRITION SUPPLIES	\$0.00	\$115.68
	78,383	46708 01-5200-6090-40560	VIVO MUSIC SUPPLIES	TRACY'S DINER SUPPLIES	\$6.99	
	78,383	46708 01-5200-6090-40420	PROGRAM SUPPLIES	TRACY'S DINER SUPPLIES	\$53.46	
	78,383	46708 01-0000-0200-00325	HST RECEIVABLE100%	TRACY'S DINER SUPPLIES	\$0.80	
	78,383	46708 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	TRACY'S DINER SUPPLIES	\$0.00	\$61.25
	78,384	46708 01-5200-6090-40460	NUTRITION PURCHASES	NUTRITION SUPPLIES	\$52.05	
	78,384	46708 01-0000-0200-00325	HST RECEIVABLE100%	NUTRITION SUPPLIES	\$0.02	
	78,384	46708 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	NUTRITION SUPPLIES	\$0.00	\$52.07
	78,385	46708 01-5200-6090-40420	PROGRAM SUPPLIES	TRACY'S DINER SUPPLIES	\$9.66	
	78,385	46708 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	TRACY'S DINER SUPPLIES	\$0.00	\$9.66
TRENDS RENOVATION						
	78,394	46709 01-5200-6195-41403	SITE SPECIFIC SET UP	SITE SPECIFIC SETUP	\$560.00	
	78,394	46709 01-0000-0200-00325	HST RECEIVABLE100%	SITE SPECIFIC SETUP	\$72.80	
	78,394	46709 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	SITE SPECIFIC SETUP	\$0.00	\$632.80
ULINE						
	78,310	46710 01-5100-4100-40320	FIRST AID SAFETY SUPPLIES	RESPIRATOR+FILTERS	\$665.82	

<u>VENDOR NAME</u>	<u>CHEQUE #</u>	<u>ACCOUNT</u>	<u>ACCOUNT DESCRIPTION</u>	<u>TRANSACTION DESCRIPTION</u>	<u>DEBITS</u>	<u>CREDITS</u>
	78,310	46710 01-0000-0200-00325	HST RECEIVABLE100%	RESPIRATOR+FILTERS	\$86.56	
	78,310	46710 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	RESPIRATOR+FILTERS	\$0.00	\$752.38
VANTAGE ONE WRITING						
	78,351	46711 01-5200-6195-41310	WORKSHOPS/GUEST SPEAKERS	WORKSHOP 3/22	\$250.00	
	78,351	46711 01-0000-0200-00325	HST RECEIVABLE100%	WORKSHOP 3/22	\$32.50	
	78,351	46711 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	WORKSHOP 3/22	\$0.00	\$282.50
WASTE MANAGEMENT						
	78,441	46712 01-4500-4100-41550	MAINTENANCE CONTRACTS	20YD BIN FEB FEES	\$393.51	
	78,441	46712 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	20YD BIN FEB FEES	\$43.46	
	78,441	46712 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	20YD BIN FEB FEES	\$0.00	\$436.97
PSB REIMBURSEMENT						
	78,363	46713 01-3230-4000-41520	COMMUNICATION	REIMBURSE-S WIEBE	\$60.46	
	78,363	46713 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	REIMBURSE-S WIEBE	\$6.68	
	78,363	46713 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	REIMBURSE-S WIEBE	\$0.00	\$67.14
WOODSTOCK ART GALLERY						
	78,399	46714 01-5200-6300-41038	STAKEHOLDER ENGAGEMENT	FUSION CENTRE RENTAL 3/05	\$373.50	
	78,399	46714 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	FUSION CENTRE RENTAL 3/05	\$0.00	\$373.50
WORKPLACE SAFETY & INS. BOARD						
	78,320	46715 01-0000-2100-00708	WSIB PAYABLE	FEB PREMIUM	\$10,676.64	
	78,320	46715 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	FEB PREMIUM	\$0.00	\$10,676.64
MINISTRY OF FINANCE - M.T.O. *						
	78,292	46716 01-1000-4240-01627	VIOLATIONS - M.O.T.	FEB COURT COST	\$8.25	
	78,292	46716 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	FEB COURT COST	\$0.00	\$8.25
MINISTRY OF FINANCE - M.T.O. *						
	78,492	46717 10-0000-3657-80000	MATERIALS-GATEWAY X5 LOCATIONS	TOWN ENTRANCE SIGN PERMIT	\$191.82	
	78,492	46717 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	TOWN ENTRANCE SIGN PERMIT	\$0.00	\$191.82
UNION GAS						
	78,358 EFT0000	01-5000-6020-40350	NATURAL GAS	GAS JAN-FEB 2016	\$1,612.24	
	78,358 EFT0000	01-3200-4100-40350	NATURAL GAS	GAS JAN-FEB 2016	\$250.00	
	78,358 EFT0000	01-3000-4000-40350	NATURAL GAS	GAS JAN-FEB 2016	\$441.66	
	78,358 EFT0000	01-5000-6050-40350	NATURAL GAS	GAS JAN-FEB 2016	\$1,555.62	
	78,358 EFT0000	01-4500-4100-40350	NATURAL GAS	GAS JAN-FEB 2016	\$1,320.77	
	78,358 EFT0000	01-5000-6040-40350	NATURAL GAS	GAS JAN-FEB 2016	\$665.08	
	78,358 EFT0000	01-5000-6040-40350	NATURAL GAS	GAS JAN-FEB 2016	\$60.41	
	78,358 EFT0000	01-5100-4100-40350	NATURAL GAS	GAS JAN-FEB 2016	\$4,629.69	
	78,358 EFT0000	01-5200-4100-40350	NATURAL GAS	GAS JAN-FEB 2016	\$940.53	
	78,358 EFT0000	01-6200-4100-40350	NATURAL GAS	GAS JAN-FEB 2016	\$169.20	
	78,358 EFT0000	01-6200-4100-40350	NATURAL GAS	GAS JAN-FEB 2016	\$20.99	
	78,358 EFT0000	01-2000-4010-40350	NATURAL GAS	GAS JAN-FEB 2016	\$260.96	
	78,358 EFT0000	01-2000-4025-40350	NATURAL GAS	GAS JAN-FEB 2016	\$1,602.21	
	78,358 EFT0000	01-2000-4015-40350	NATURAL GAS	GAS JAN-FEB 2016	\$322.65	
	78,358 EFT0000	01-2000-4015-40350	NATURAL GAS	GAS JAN-FEB 2016	\$117.90	
	78,358 EFT0000	01-0000-0200-00325	HST RECEIVABLE100%	GAS JAN-FEB 2016	\$1,377.39	
	78,358 EFT0000	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	GAS JAN-FEB 2016	\$371.61	

<u>VENDOR NAME</u>	<u>CHEQUE #</u>	<u>ACCOUNT</u>	<u>ACCOUNT DESCRIPTION</u>	<u>TRANSACTION DESCRIPTION</u>	<u>DEBITS</u>	<u>CREDITS</u>
	78,358 EFT0000	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	GAS JAN-FEB 2016	\$0.00	\$15,718.91
ROYAL BANK VISA						
	78,501 EFT0000	01-6200-4000-40200	OFFICE SUPPLIES	VISA FEB 2016-S GILLIES	\$49.18	
	78,501 EFT0000	01-0000-0200-00325	HST RECEIVABLE100%	VISA FEB 2016-S GILLIES	\$6.39	
	78,501 EFT0000	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	VISA FEB 2016-S GILLIES	\$0.00	\$55.57
ROYAL BANK VISA						
	78,493 EFT0000	01-4500-4000-40290	UNIFORMS & CLOTHING	VISA FEB 2016-R FLEMING	\$50.87	
	78,493 EFT0000	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	VISA FEB 2016-R FLEMING	\$5.62	
	78,493 EFT0000	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	VISA FEB 2016-R FLEMING	\$0.00	\$56.49
ROYAL BANK VISA						
	78,494 EFT0000	01-7000-4000-41020	PROMOTION & MEALS	VISA FEB 2016-K BROWN	\$91.18	
	78,494 EFT0000	01-7000-4000-40620	MILEAGE	VISA FEB 2016-K BROWN	\$13.50	
	78,494 EFT0000	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	VISA FEB 2016-K BROWN	\$8.96	
	78,494 EFT0000	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	VISA FEB 2016-K BROWN	\$1.50	
	78,494 EFT0000	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	VISA FEB 2016-K BROWN	\$0.00	\$115.14
ROYAL BANK VISA						
	78,495 EFT0000	01-3400-4000-40630	STAFF TRAINING	VISA FEB 2016-S VANDERYDT	\$404.57	
	78,495 EFT0000	01-3400-4000-42900	MISCELLANEOUS EXPENSE	VISA FEB 2016-S VANDERYDT	\$31.20	
	78,495 EFT0000	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	VISA FEB 2016-S VANDERYDT	\$44.68	
	78,495 EFT0000	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	VISA FEB 2016-S VANDERYDT	\$2.13	
	78,495 EFT0000	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	VISA FEB 2016-S VANDERYDT	\$0.00	\$482.58
ROYAL BANK VISA						
	78,496 EFT0000	01-1001-4000-41550	MAINTENANCE CONTRACTS	VISA FEB 2016-J BROWN	\$707.28	
	78,496 EFT0000	01-1002-4000-40270	NEW EQUIPMENT	VISA FEB 2016-J BROWN	\$181.36	
	78,496 EFT0000	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	VISA FEB 2016-J BROWN	\$20.03	
	78,496 EFT0000	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	VISA FEB 2016-J BROWN	\$0.00	\$908.67
ROYAL BANK VISA						
	78,498 EFT0000	01-0100-4000-40610	MEETINGS & CONFERENCES	VISA FEB 2016-B TIGERT	\$0.00	\$45.38
	78,498 EFT0000	01-1000-4008-40630	STAFF TRAINING	VISA FEB 2016-B TIGERT	\$253.38	
	78,498 EFT0000	01-0900-4000-40610	MEETINGS & CONFERENCES	VISA FEB 2016-B TIGERT	\$66.48	
	78,498 EFT0000	01-0100-4000-40610	MEETINGS & CONFERENCES	VISA FEB 2016-B TIGERT	\$202.11	
	78,498 EFT0000	01-0900-4000-40610	MEETINGS & CONFERENCES	VISA FEB 2016-B TIGERT	\$67.37	
	78,498 EFT0000	01-0900-4000-40610	MEETINGS & CONFERENCES	VISA FEB 2016-B TIGERT	\$499.36	
	78,498 EFT0000	01-0900-4000-40610	MEETINGS & CONFERENCES	VISA FEB 2016-B TIGERT	\$15.21	
	78,498 EFT0000	01-0100-4000-40610	MEETINGS & CONFERENCES	VISA FEB 2016-B TIGERT	\$249.68	
	78,498 EFT0000	01-0900-4000-40610	MEETINGS & CONFERENCES	VISA FEB 2016-B TIGERT	\$75.65	
	78,498 EFT0000	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	VISA FEB 2016-B TIGERT	\$0.00	\$5.02
	78,498 EFT0000	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	VISA FEB 2016-B TIGERT	\$27.99	
	78,498 EFT0000	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	VISA FEB 2016-B TIGERT	\$6.24	
	78,498 EFT0000	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	VISA FEB 2016-B TIGERT	\$19.13	
	78,498 EFT0000	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	VISA FEB 2016-B TIGERT	\$6.38	
	78,498 EFT0000	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	VISA FEB 2016-B TIGERT	\$55.16	
	78,498 EFT0000	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	VISA FEB 2016-B TIGERT	\$1.35	
	78,498 EFT0000	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	VISA FEB 2016-B TIGERT	\$27.58	



<u>VENDOR NAME</u>	<u>CHEQUE #</u>	<u>ACCOUNT</u>	<u>ACCOUNT DESCRIPTION</u>	<u>TRANSACTION DESCRIPTION</u>	<u>DEBITS</u>	<u>CREDITS</u>
	78,498 EFT0000	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	VISA FEB 2016-B TIGERT	\$8.35	
	78,498 EFT0000	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	VISA FEB 2016-B TIGERT	\$0.00	\$1,531.02
ROYAL BANK VISA						
	78,499 EFT0000	01-3000-4000-41205	FIRE PREVENTION	VISA FEB 2016-J HOLMES	\$2,050.37	
	78,499 EFT0000	01-3000-4000-42900	MISCELLANEOUS EXPENSE	VISA FEB 2016-J HOLMES	\$12.00	
	78,499 EFT0000	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	VISA FEB 2016-J HOLMES	\$0.00	\$2,062.37
ROYAL BANK VISA						
	78,500 EFT0000	01-5100-4000-01498	MISCELLANEOUS-RECOVERIES	VISA FEB 2016-B WARD	\$223.75	
	78,500 EFT0000	01-5100-6060-40600	MEMBERSHIP FEES	VISA FEB 2016-B WARD	\$300.00	
	78,500 EFT0000	01-5000-4000-40600	MEMBERSHIP FEES	VISA FEB 2016-B WARD	\$675.00	
	78,500 EFT0000	01-5100-6070-40420	PROGRAM SUPPLIES	VISA FEB 2016-B WARD	\$114.75	
	78,500 EFT0000	01-5000-4000-40610	MEETINGS AND CONFERENCES	VISA FEB 2016-B WARD	\$799.00	
	78,500 EFT0000	01-0000-0200-00325	HST RECEIVABLE100%	VISA FEB 2016-B WARD	\$11.77	
	78,500 EFT0000	01-0000-0200-00325	HST RECEIVABLE100%	VISA FEB 2016-B WARD	\$39.00	
	78,500 EFT0000	01-0000-0200-00325	HST RECEIVABLE100%	VISA FEB 2016-B WARD	\$87.75	
	78,500 EFT0000	01-0000-0200-00325	HST RECEIVABLE100%	VISA FEB 2016-B WARD	\$13.28	
	78,500 EFT0000	01-0000-0200-00325	HST RECEIVABLE100%	VISA FEB 2016-B WARD	\$103.87	
	78,500 EFT0000	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	VISA FEB 2016-B WARD	\$0.00	\$2,368.17
ROYAL BANK VISA						
	78,497 EFT0000	01-4500-4000-40630	STAFF TRAINING	VISA FEB 2016-D WITUIK	\$1,770.62	
	78,497 EFT0000	01-4500-4150-80000	MATERIALS-WINTER CONTROL, PLOWING, SANDING,	VISA FEB 2016-D WITUIK	\$30.45	
	78,497 EFT0000	01-4500-4000-40610	MEETINGS & CONFERENCES	VISA FEB 2016-D WITUIK	\$1,100.55	
	78,497 EFT0000	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	VISA FEB 2016-D WITUIK	\$195.58	
	78,497 EFT0000	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	VISA FEB 2016-D WITUIK	\$3.36	
	78,497 EFT0000	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	VISA FEB 2016-D WITUIK	\$116.99	
	78,497 EFT0000	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	VISA FEB 2016-D WITUIK	\$0.00	\$3,217.55
ROYAL BANK VISA						
	78,502 EFT0000	01-1000-4000-40710	LEGAL FEES	VISA FEB 2016-M GRAVES	\$41.00	
	78,502 EFT0000	01-1000-4000-40400	MARRIAGE LICENSES	VISA FEB 2016-M GRAVES	\$1,200.00	
	78,502 EFT0000	01-0900-4000-42900	MISCELLANEOUS EXPENSE	VISA FEB 2016-M GRAVES	\$800.00	
	78,502 EFT0000	01-4000-4000-40410	LICENCES, TAGS, ETC.	VISA FEB 2016-M GRAVES	\$50.00	
	78,502 EFT0000	01-1000-4000-40610	MEETINGS AND CONFERENCES	VISA FEB 2016-M GRAVES	\$1,498.93	
	78,502 EFT0000	01-0100-4000-40610	MEETINGS & CONFERENCES	VISA FEB 2016-M GRAVES	\$122.11	
	78,502 EFT0000	01-4500-4000-40610	MEETINGS & CONFERENCES	VISA FEB 2016-M GRAVES	\$20.35	
	78,502 EFT0000	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	VISA FEB 2016-M GRAVES	\$3.48	
	78,502 EFT0000	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	VISA FEB 2016-M GRAVES	\$165.56	
	78,502 EFT0000	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	VISA FEB 2016-M GRAVES	\$13.49	
	78,502 EFT0000	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	VISA FEB 2016-M GRAVES	\$2.25	
	78,502 EFT0000	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	VISA FEB 2016-M GRAVES	\$0.00	\$3,917.17
ROYAL BANK VISA						
	78,133 EFT0000	01-5200-4100-40210	JANITORIAL SUPPLIES	VISA JAN 2016-A BROWN	\$23.34	
	78,133 EFT0000	01-5200-6170-40270	NEW EQUIPMENT	VISA JAN 2016-A BROWN	\$67.03	
	78,133 EFT0000	01-0000-0200-00325	HST RECEIVABLE100%	VISA JAN 2016-A BROWN	\$3.04	
	78,133 EFT0000	01-0000-0200-00325	HST RECEIVABLE100%	VISA JAN 2016-A BROWN	\$4.20	

<u>VENDOR NAME</u>	<u>CHEQUE #</u>	<u>ACCOUNT</u>	<u>ACCOUNT DESCRIPTION</u>	<u>TRANSACTION DESCRIPTION</u>	<u>DEBITS</u>	<u>CREDITS</u>
78,133	EFT0000	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	VISA JAN 2016-A BROWN	\$0.00	\$97.61
78,503	EFT0000	01-5200-6195-41036	PARTICIPANT INCENTIVES	VISA FEB 2016-A BROWN	\$15.00	
78,503	EFT0000	01-5200-6195-40857	YOUTH BUSINESS COMMITTEE	VISA FEB 2016-A BROWN	\$219.54	
78,503	EFT0000	01-5200-6195-40270	NEW EQUIPMENT	VISA FEB 2016-A BROWN	\$2,708.88	
78,503	EFT0000	01-5200-6090-41500	CONTRACTED SERVICES	VISA FEB 2016-A BROWN	\$15.98	
78,503	EFT0000	01-5200-6195-41403	SITE SPECIFIC SET UP	VISA FEB 2016-A BROWN	\$129.97	
78,503	EFT0000	01-5200-6195-40273	COMPUTERS & OFFICE SET UP	VISA FEB 2016-A BROWN	\$422.00	
78,503	EFT0000	01-0000-0200-00325	HST RECEIVABLE100%	VISA FEB 2016-A BROWN	\$28.21	
78,503	EFT0000	01-0000-0200-00325	HST RECEIVABLE100%	VISA FEB 2016-A BROWN	\$253.48	
78,503	EFT0000	01-0000-0200-00325	HST RECEIVABLE100%	VISA FEB 2016-A BROWN	\$16.90	
78,503	EFT0000	01-0000-0200-00325	HST RECEIVABLE100%	VISA FEB 2016-A BROWN	\$54.86	
78,503	EFT0000	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	VISA FEB 2016-A BROWN	\$0.00	\$3,864.82
					=====	
<b>DISTRIBUTION TOTALS:</b>					<b>\$3,480,964.79</b>	<b>\$3,480,964.79</b>
					=====	



**DEPARTMENT:** Clerk's Department

**REPORT NO:** C-011-16

**COUNCIL MEETING DATE:** April 11, 2016

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

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### **1. Closed Session Reporting**

Council met in Closed Session on November 9, 2015, December 14, 2015, February 8, 2016 and March 14, 2016 all to consider potential properties acquisition for a future Multi-Use Recreation Facility.

Council also met in closed session of February 8, 2016 to discuss the appointments of citizens to the Multi-Use Recreational Ad Hoc Committee. That by-law is on the agenda this evening for consideration at this Council meeting.

### **2. Upcoming Legislation**

Nothing to report at this time.

We have received an inquiry about our Code of Conduct and to whether the Town has appointed an Integrity Commissioner. To date the Municipality has not, however staff will be bringing forward a report for Council consideration in the near future.

### **3. Museum**

**Collections:** Collections Assistant Anne Miller has to date entered more than 2,000 records including some that staff did not know existed.

**Building & Grounds:** With the Museum being in the running for Top Small Museum in Ontario, staff are intending to spruce up the grounds, flowerbeds, etc. for this coming season. The addition of the Kirwin Barn Pavilion will add to the overall offering of the museum and Centennial Park.

**Tours:** The Museum has received bookings for group tours in June, October and December. Staff also hosted a group of Fanshawe College students on March 1<sup>st</sup> brought here by Oxford Tourism, and a last minute group tour from the Toronto-

Richmond area on March 12<sup>th</sup>. Two more group tours came later in March, and the museum hosted a small group from the local chapter of the Alzheimer's Society.

Ontario's Choice Award: Online voting is now underway, so thank you for all of your support. All staff have been attempting to promote the contest wherever possible.

## **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 Year Month	Percentage	Year-to-date	Prior Year-to-date	Percentage
<b>MARRIAGE LICENCES</b>	<b>10</b>	<b>11</b>	<b>91%</b>	<b>28</b>	<b>27</b>	<b>104%</b>
In Town Marriage Licences	3	2	150%	7	7	100%
Out-of-Town Marriage Licences	7	9	78%	21	20	105%
<b>CIVIL WEDDINGS</b>	<b>4</b>	<b>3</b>	<b>133%</b>	<b>10</b>	<b>14</b>	<b>71%</b>
Ceremonies Held	2	2	100%	5	6	83%
Ceremonies Booked	2	1	200%	5	8	63%
<b>Burial Permits</b>	<b>19</b>	<b>19</b>	<b>100%</b>	<b>55</b>	<b>69</b>	<b>80%</b>
In Town Burial Permits	3	4	75%	13	11	118%
Out-of-Town Burial Permits	16	15	107%	42	58	72%
<b>Commissioners of Oaths</b>	<b>18</b>	<b>15</b>	<b>120%</b>	<b>47</b>	<b>54</b>	<b>87%</b>
<b>Paratransit Tickets</b>	<b>292</b>	<b>292</b>	<b>100%</b>	<b>880</b>	<b>971</b>	<b>91%</b>
<b>Parking Passes</b>	<b>3</b>	<b>5.5</b>	<b>55%</b>	<b>13</b>	<b>12</b>	<b>108%</b>
Day Parking Passes	2	3	80%	2	5	44%
Evening Parking Passes	0	3	0%	8	8	107%
24-Hour Parking Passes	1	0	0%	3	0	0%
<b>Plaques Ordered</b>	<b>1</b>	<b>1</b>	<b>100%</b>	<b>1</b>	<b>2</b>	<b>50%</b>
Commemorative Plaques	1	1	100%	1	2	50%
Certificates Ordered	0	0	0%	0	0	0%
<b>Transient Traders Licenses</b>	<b>0</b>	<b>0</b>	<b>0%</b>	<b>1</b>	<b>0</b>	<b>0%</b>
Lottery Licenses	0	1	0%	0	2	0%
Lunch Wagon Permits	0	0	0%	0	0	0%



**DEPARTMENT:** Economic Development

**REPORT NO:** D-005-16

**COUNCIL MEETING DATE:** April 11, 2016

**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. Young Entrepreneurs Roundtable Event** – The Director of Economic Development attended the event to give input on the economic benefits of young entrepreneurs in Ingersoll and area. This input will form part of the report on how best to support young entrepreneurs in the area to ensure they are delivering economic growth for the municipality.
- 2. ZOHO Client Management** - The Economic development department has implemented a more formal digitized tracking of all our contacts and clients we have in our database. This will allow us to improve client contact and support better reach with our marketing materials. Unfortunately, all records and contacts were not formally tracked prior to 2012 and therefore we have limited information to include in the database for pre-2012 contacts.
- 3. Development** – Ingersoll continues to work hard to attract further development investments into the town, with success presently balanced across residential, commercial and industrial segments of the market. The Residences at Victory Memorial continues to move forward with 54 apartment units and the model home is opening April 9<sup>th</sup> for the development from newcomer Capital Homes. Other new businesses are arriving downtown including Britt Pickers, Charles Street Dental, Sushi Eleven and the re-opening of Chuck's Roadhouse. In addition, early in April it was confirmed that Martinrea International will be relocating their plant and 100 jobs from London to Ingersoll to occupy part of the newly renovated former Ingersoll Fasteners Building. We welcome all our new



businesses to Ingersoll and we wish them success and prosperity with their investments in their future in our town.

4. **Oxford Connection** – The Economic Development Director continues to make arrangements to plan the upcoming familiarization (FAM) tour in September. The tour will be hosted by Ingersoll this year and therefore there will be a larger share of workload which we will need to do in arranging the event.
5. **Ingersoll District Chamber of Commerce** – At the Chamber of Commerce Annual General Meeting on March 30<sup>th</sup> the Director of Economic Development was formally welcomed as a Director on the Board of the Ingersoll Chamber. Ingersoll Day at the Rogers Centre is June 12<sup>th</sup> and there have been over 370 tickets sold so far, for tickets and more information please contact Ann Campbell at the new Chamber office at 118 Oxford Street.
6. **Economy Oxford** – the group working on the Economy Oxford portion of the Future Oxford plan have met to establish the parameters of the committee. The Oxford County Development Directors are represented by Cephas Panschow from the Town of Tillsonburg on this committee. Updates are available on the Future Oxford webpage.

Prepared by: Kale Brown, Director of Economic Development

Approved by: William Tigert, Chief Administrative Officer



**DEPARTMENT: Ingersoll Fire & Emergency Services**

**REPORT NO: F-005-16**

**COUNCIL MEETING DATE: April 11, 2016**

**TITLE: Month End Report**

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### **FIRE CALLS**

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

- 2 – Assembly
- 2 – Residential
- 4 – Commercial
- 1 – Vehicles / M.V.C.
- 1 – Rubbish/Dumpster
- 3 – Medical
- 2 – Carbon Monoxide
- 1 – Public Assist

There was a \$500 loss to content and \$1,500 loss to vehicle during the month of March.

### **TRAINING**

The focus for our March training was divided into two parts. The first being the beginning of our annual first aid refresher training and the second was firefighter survival.

First aid and CPR are skills that all of your firefighters are trained in and to be able to provide the level of care that is needed, they are challenged on a yearly basis with training and scenarios designed to test their level of competency.

Firefighter survival has many skills with one common term and in March your firefighters were trained on two of those skills along with a review of forcible entry techniques. The first survival skill being the proper way to breach an interior wall and the second was removing an injured firefighter from anything above the second floor of a building and bringing them safely to ground level.

Oxford EMS has developed a training session on how to recognize the symptoms of occupational stress or post traumatic stress. The session was offered to the fire service so a training night in March was dedicated to this topic.

### **TRAFFIC ACTIVITY**

Traffic Infractions for the month are as follows:

- 64 – Fully paid totaling \$640.00
- 18 – Late Fee totaling \$90.00
- 3 – Partially paid totaling \$45.00
- 3 – Service Fees totaling \$48.00

### **FIRE PREVENTION INSPECTIONS**

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

- 3 – Residential
- 1 – Institutional
- 5 – Business & Personal
- 2 – Mercantile

### **PUBLIC EDUCATION**

Captain Johnson attended a community helper's presentation at Harrisfield Public School and provided the grades 1 and 2 information on the role of a firefighter in the community.

Ingersoll Firefighters attended the annual Rotary Easter Egg hunt held at Victoria Park to interact with kids of all ages and answer any questions they might have on fire safety.

### **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
- 3 – Regulating & Restricting Dogs #09-3989
- 3 – Animal Control #01-3990
- 1 – Property Standard #01-3986

There were 8 by-law investigations during the month of March. 6 are ongoing and 2 are resolved.

## **OTHER ACTIVITIES**

I would like to welcome our newest Fire Fighter Murray Weir to the Ingersoll Fire & Emergency Services.

The tender for a replacement vehicle for the 2006 Chevrolet Equinox was awarded to Searles Motor Products of Ingersoll.

Prepared by: John Holmes, Fire Chief/CEMC

Approved by: William Tigert, Chief Administrative Officer



**DEPARTMENT:** Operations

**REPORT NO:** OP-007-16

**COUNCIL MEETING DATE:** April 11, 2016

**TITLE:** March Operations Report

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Staff worked on a number of Site Plans and reviewed them with the applicants.

The County Large Article Collection program in Ingersoll will start on April 11<sup>th</sup> in Zone 1. Residents should have received a flyer in the mail outlining what items will be collected, what zone they are in and the date for collection. Residents are reminded to have their items to the curbside by 7 am on the Monday of their pickup as the County will only be making one pass down each street. To find out more information on Large Article Collection, residents can go to [www.wasteline.ca](http://www.wasteline.ca).

I attended with the CBO a Low Impact Development (LID) Seminar put on by Upper Thames River Conservation Authority. Presentations on implementation of LID's, lessons learned and operation and maintenance were presented.

Engineering Services responded to 113 requests for locates or re-locates during March. This included emergency locates.

Respectfully Submitted: Sandra Lawson, P.Eng., Town Engineer

**A. Chief Building Official and Facilities Manager**

**Facilities Management**

No update at this time.

## By-Law Enforcement

Total Complaints for 2016	17
Total # of letters sent	12
Total # closed to date, completed	4
Waiting for Compliance/Under Investigation	8
To be investigated	5

## Complaint Summary

Total Complaints to Date (2016)	
Property Standards/Lot Maintenance	12
Building without permit	0
Zoning	6
Parking	0
Fencing	2
Swimming Pool	0
March 2016 Complaints	
Total # of Complaints	8
Fencing	0
Property Standards	7
Derelict Vehicles	3
Debris	4
Zoning	1

**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 March 2016 Complaints the indented topics (weeds, trees etc) is a breakdown of what type of Property Standards complaint we have received.

Please note staff is still investigating/cleaning up complaints from 2015.

## Building Department

**March 2016 Permits – 19** building permits for construction valued at \$1,619,800.00 were issued for the month of March.

- Total permits fees collected **\$22,787.52**
- Single and Multi-Unit for March– **6** single family dwellings & 1 Multi-Units (4 units)
- Total Single & Multi units permits over year to date (2016);
  - 10 Single Family Dwelling permits
  - 1 Multi-Unit permits - 4 Units
- Total March Sewer Permits - 5
- March Permit Comparison Summary and Permit Reports as follows:

### **Permit Comparison Summary from 3/1/2016 to 3/31/2016**

Category	Previous Year						Current Year					
	#	Building	Muni Dev.	Muni Levy	County	Value	#	Building	Muni Dev.	Muni Levy	County	Value
Accessory (Residential)	2	\$160.00	\$0.00	\$0.00	\$0.00	\$15,000	5	\$1,962.64	\$0.00	\$0.00	\$0.00	\$27,000
Commercial	3	\$608.50	\$0.00	\$0.00	\$2,479.70	\$49,000	1	\$150.00	\$0.00	\$0.00	\$0.00	\$3,000
Agricultural	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0
Institutional	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0
Industrial	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0
Residential	6	\$12,976.00	\$24,568.00	\$0.00	\$101,294.00	\$1,148,800	13	\$20,674.88	\$42,239.00	\$0.00	\$118,991.00	\$1,589,800

	Previous Year	Current Year
Total Permits Issued	11	19
Total Dwelling Units Created	2	6
Total Permit Value	\$1,212,800.00	\$1,619,800.00
Total Permit Fees	\$13,744.50	\$22,787.52

### **TOWN OF INGERSOLL Permit Summary From 3/1/2016 to 3/31/2016**

Building Code Category	Total		New Structures		Add/Reno/UseCh		Demolitions		Signs		Other	
	Value	#	Value	#	Value	#	Value	#	Value	#	Value	#
Accessory Residential	\$27,000	5	\$27,000	5	\$0	0	\$0	0	\$0	0	\$0	0
Residential	\$1,589,800	13	\$1,541,000	7	\$48,800	6	\$0	0	\$0	0	\$0	0
Agricultural	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0
Commercial	\$3,000	1	\$0	0	\$0	0	\$0	0	\$0	0	\$3,000	1
Industrial	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0
Institutional	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0
<b>TOTALS</b>	<b>\$1,619,800</b>	<b>19</b>	<b>\$1,568,000</b>	<b>12</b>	<b>\$48,800</b>	<b>6</b>	<b>\$0</b>	<b>0</b>	<b>\$0</b>	<b>0</b>	<b>\$3,000</b>	<b>1</b>



Respectfully Submitted,  
Shannon Vanderydt  
Chief Building Official

**B. Public Works Manager**

**MAINTENANCE**

Winter Control				
Events for March	2013	2014	2015	2016
Roads	4	10	4	5
Sidewalks	3	9	9	3
Snow Loading	0	1	0	1

**Tree Trimming and Removal Tender**

- Tabors Tree Service finished the yearly tree trim and removal tender quickly and without incident. Stumps will be ground out, top soiled and seeded mid to late April.

**Free Tree Replanting**

- Fifty (50) Sugar Maples will be delivered April 15<sup>th</sup> to residents that requested a tree. The Town has replaced trees at a ratio of 2:1 vs. removals over the last 5 years.

**Winter Control Damage**

- Crews have been repairing sod damaged caused by street and sidewalk plows. We will continue to do so as weather permits.

**Inspections**

- Annual sidewalk damage inspections have started. Every sidewalk is walked and deficiencies noted for repairs or replacement. Once completed the info will be forwarded to the asset management department.

Respectfully Submitted by: Doug Wituik, Public Works Manager

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

Approved by: William Tigert, CAO



**DEPARTMENT:** Parks & Recreation

**REPORT NO:** R-011-16

**COUNCIL MEETING DATE:** April 11, 2016

**TITLE:** 2016 April Monthly Report

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

**Oxford Trails Council Meeting**

Monday, April 4, 2016 – 12 noons

Monday, May 2, 2016

County of Oxford – Administration Building

**Ingersoll Recreational Trails Meeting**

Tuesday, April 5, 2016 - 7:00 pm – Town Hall

Tuesday, May 3, 2016

Thursday, May 12, 2016

Awareness Special Event – Thursday, May 19, 2016

**Ingersoll Safe Cycling Committee Meeting**

Wednesday, April 13, 2016 – 6:30 pm – Town Hall

Wednesday, May 11, 2016

**Ice Allocation Meeting**

Tuesday, April 19, 2016 – 5 pm - Arena

**Town Wide, Thames River Clean Up Day**

Saturday, April 23, 2016 – 9am to 1 pm – Fire Hall

Free BBQ – 12 noon to 1 pm

Rain Date: Saturday, April 30, 2016

2. 2016 April Additional Work Projects:

- Seniors Centre, Structural Review – Kalos Engineering Inc.;

- Planning and coordination of Thames River/Town Wide Clean Up Day, Saturday, April 23<sup>rd</sup>, 2016 , 9 am to 1:00 pm;
- Coordination of Pitch In Week – April 18 to 23 – Local School pitching in to clean up litter in local parks;
- Multi Use Recreation Centre Ad Hoc Committee – Preparing draft Request For Proposals – Consultant;
- Review of Ice Allocation Policy & 2016-2017 Ice Allocation Requests;
- Canada 150<sup>th</sup> Celebration – Coordination of activities & special events;
- Ingersoll Recreational Trails Committee – Development of 2016 Goals & Objectives, Review of Trails Master Plan; Planning of Awareness Special Event;
- Safe Cycling Committee – 2016 Strategic Priorities, Bike Month – June 2016 – Planning of cycling events and the 3<sup>rd</sup> Annual Family Bike Ride;
- Preparation on 2016 Summer Program Information – Ingersoll Connection;
- Attending Parks & Recreation Ontario Conference – April 5 to 8, 2016;
- Recruitment of summer part time parks and day camp staff.

### 3. VPCC/Arena/Parks Highlights

- March Break Activities were very successful with over 1,000 people attending public swimming and skating. Our March Break Day Camp was also full with 60 participants per day;
- The spring registration for the Learn to Swim Program has been extremely popular with 538 participant registration;
- The ice season is coming to an end with the ice being removed the 1<sup>st</sup> week in April;
- All the summer parks staff have been hired and will be starting work at the end of April.

#### 4. Fusion Highlights

- During the March Break there were a total of 387 youth visits. That is an average of 65 visits per day. The March Break activities included a Fear Factor Competition, St. Patrick's Day Dance, Gaming Tournament, Big Screen Movie Night, and Bowling at Ingersoll Lanes;
- April is "bring a friend month" at Fusion and as of March 29th there have been a total of 19 new youth become Fusion members - 8 females and 11 males;
- As of March 29<sup>th</sup> there have been a total of 1366 youth visits;
- Fusion's video entry for the annual "Stop Racism" video contest, hosted by the LUSO Community Services Multicultural Outreach Program, won 3<sup>rd</sup> place at the awards night and received \$500 to be used towards technology programs at Fusion;
- The Ingersoll Youth Committee met on March 10<sup>th</sup> and planned the "Ingersoll Youth Fair" to be held on April 12<sup>th</sup> at Unifor Hall. There are 10 organizations confirmed to participate in the Youth Fair and we will advertise through the schools to encourage parents to come out and see what youth services are available in Ingersoll. This will also give us an opportunity to engage organizations involved in the Youth Friendly initiative;
- Andrea Brown attended the United Way Community Celebration and Campaign Announcement on March 24<sup>th</sup> where Fusion was recognized as a funded partner. Fusion has been approved for 1 year of United Way funding in the amount of \$60,000 – this is a 33% increase from the current funding allocation
- On April 1<sup>st</sup> Andrea Brown has been asked to attend a community roundtable for RBC partners.

Prepared by: Bonnie Ward, Director of Parks & Recreation

Approved by: William Tigert, Chief Administrative Officer



**DEPARTMENT:** Treasury Department

**REPORT NO:** T-010-16

**COUNCIL MEETING DATE:** April 11th, 2016

**TITLE:** Treasury Department Monthly Report

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### **Department Activities and Information for the month of March 2016:**

#### **Treasury**

1. In process of finalizing 2015 yearend financial results, preparing financial statements and FIR. The external auditors scheduled to be on site in mid-April to perform their field work.
2. In the process of implementing the Asset Management software "CityWide" as per the 2016 approved budget. The Go-live scheduled for mid-summer 2016.
3. In the process of County -wide integration with OPTA (Online Property Tax Analysis). This website is an online tool provided by the Ministry of Finance to municipalities in Ontario for capping and other property tax and assessment related decisions. Go-live scheduled for June 2016.
4. Attended a CAO, Clerks and Treasurer's meeting in Tillsonburg.
5. Finance and Property Tax Statistics:

158	2016 Property Tax Title Changes YTD
5	Properties registered for tax sales (3 plus years in arrears, potential sale by tender in 2017)
0	Properties to be sold by tax sale in 2016
\$522,215	Property Taxes O/S March 31, 2016
\$5,725	Revenue - Treasurer Certificates, Title Changes, Other
\$17,718	Interest Earned
\$55,637	Interest on Overdue Taxes

## Information Technology

1. Setup ESET Remote Administrator Server and deployed a new end point antivirus system throughout the Town network.
2. Upgraded Engineering department to Autodesk Infrastructure Design Suite 2016.
3. Deployed new web filter policies for malware, virus, and phishing protection.
4. IT Department Statistics:

Closed Tickets – 78

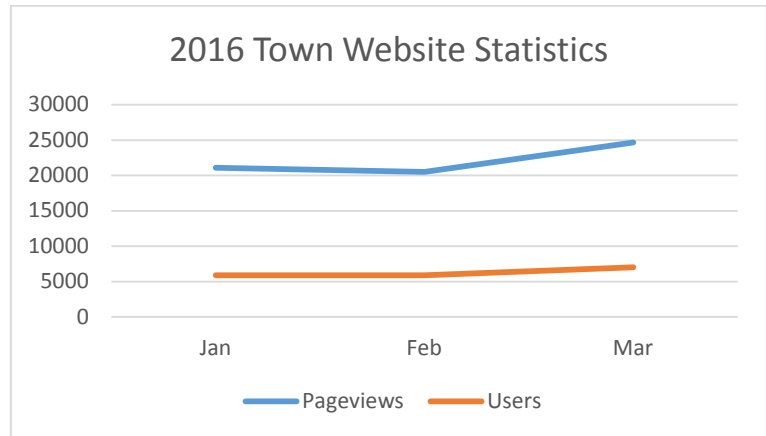
Opened Tickets – 84

Still outstanding – 12

### Websites Stats

Users – 7,015

Page Views – 24,665



Prepared by: Iryna Koval, Director of Finance, Treasurer

Approved by: William Tigert, Chief Administrative Officer

Town of Ingersoll -Zone Change Status Table

File	Owner/Applicant	Address	Purpose of Application		Application Received	Public Meeting(s)	Council Decision date	Council Decision	STATUS	Comments
			From Zone	To Zone						
<b>ZN6-15-05</b>	Jamie & Leanne Brown	40 Holcroft St	OS	R1	Oct 2/15	Feb 8/16	March 14/16			Appeal period complete on April 5/16
<b>ZN6-15-06</b>	Wierenga/Black	213 Cherry Street	R1	R2	Feb. 5/16					Severance will be heard at LDC on April 7/16



**Town of Ingersoll - Minor Variance Status Table**

<b>File</b>	<b>Owner/Applicant</b>	<b>Address</b>	<b>Purpose</b>	<b>Application Received</b>	<b>Public Meeting(s)</b>	<b>Committee Decision</b>	<b>Notice of Decision</b>	<b>Final Notice</b>	<b>STATUS</b>	<b>Comments</b>
<b>A-04/15</b>	2123432 Ontario Inc.	440 Bell St	reduce rear yard setback from	Dec. 16/15	Feb. 8/16					Appeal period has passed
<b>A-01/16</b>	McLaughlin Bros.	50 Chisholm	reduce exterior side yard width	Jan. 20/16	Feb. 8/16	Feb. 8/16	Approved	Feb. 28/16	Approved	Appeal period has passed

**Town of Ingersoll Site Plan Control Status Table**

File	Owner/Applicant	Address	Purpose	Application Received	Agency Circulation	Revised Drawing Received	Decision	Agree. Register on Title	Building Permit Issued	STATUS
<b>SPA-004/14</b>	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
<b>SP 6-14-05</b>	Coilplus Canada Inc.	18 Underwood Road	Proposed 1,858 sq m (20,000 sq ft) warehouse addition	August 19/14	Sept 4/14					Pending noise study
<b>SP 6-15-04</b>	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 previously approved	Dec 11/15	Dec 17/15					1st submission has been circulated
<b>SP 6-15-05</b>	2123432 Ontario Inc (Louie's)	440 Bell St	Construct a 2 storey addition (1,039 ft2)	Dec 16/15	Dec 17/15	Pending				2nd submission has been reviewed and comments have been forwarded to the applicant
<b>SP6- 15-06</b>	1904862 Ontario Inc. (McLaughlin)	390 Thomas St	Proposed parking lot addition	Dec 18/15	Dec 23/15					2nd submission has been circulated

<b>SP 6-16-01</b>	Amer Cengic (Victory Memorial)	210 Thames St S	Redevelopment of a former school to a 54-unit apartment building	March 15/16	March 17/16	Pending					1st submission has been circulated and comments have been forwarded to the applicant
<b>SP 6-16-02</b>	McLaughlin Brothers	50 Chisholm Drive	Proposed warehouse addition	March 30/16	Pending - application is not complete						

**Town of Ingersoll Draft Plan of Subdivision Status Table**

File	Owner/Applicant	Address	Purpose	Application Received	Agency Circulation	Public Meeting	County Public Meeting	County Council Decision	Draft Plan Lapsing Date	Phases (Regstn. Dates)	Status	Comments
<b>SB 12-03-6 (OP 12-06-6 &amp; ZN 6-12-03)</b>	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	Oct 23/16		Approved	
<b>SB 13-01-6 (OP13-06-6 &amp; ZN6-13-01)</b>	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		Approved	
<b>SB14-02-6 (ZN6-14-03)</b>	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	Dec 21/15	Phase 1 & 2 are registered	
<b>32T-87004 (amendment)</b>	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	Approves with Agreement	n/a	Oct 6/15	Walker Road Phase 1 is registered	



**DEPARTMENT:** Chief Administrative Officer

**REPORT NO:** A-007-16

**COUNCIL DATE:** April 11<sup>th</sup>, 2016

**TITLE:** Adoption of the Strategic Priorities

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**OBJECTIVE:** To Adopt the Strategic Priorities as identified through Community Consultation and Council deliberations.

**BACKGROUND:** Council has been working on developing Strategic Priorities to guide their decision making and resource allocation for the current term of Council. The process was commenced in mid-2015. A community survey was utilized to gather the thoughts and priorities of the community. There was a very good response to this call for input.

Council has met on a number of occasions to discuss and fine tune the goals for the next three years. That process is now complete and a final document has been prepared for consideration for adoption.

**ANALYSIS:** With many competing interests Council has reviewed and identified the priorities that it hopes to focus upon during this term of Council.

They realize and acknowledge that there is the reality of reacting to new and unforeseen issues that emerge over the coming years. However the hope is to plan and utilize resources to deliver on the priorities that have been identified and adopted within the plan.

**INTERDEPARTMENTAL IMPLICATIONS:** The plan is municipal wide and will have impacts and implications both within the Corporation and across the various stakeholder groups.

**FINANCIAL IMPLICATIONS:** Estimated financial implications have been provided for within the plan, but will be fine-tuned and incorporated into future Town budgets.

**RECOMMENDATION:** That Council receives this report numbered A-008-16, and further adopts the strategic priorities attached herein.

Prepared by: William J. Tigert, Chief Administrative Officer



atfocus

**Town of Ingersoll  
Council Strategic Priorities**

March 31, 2016

## STRATEGIC PRIORITIES 2015-2019

The Town of Ingersoll has established their Strategic Priorities (referred to as Priorities in this report) for the next 5 years. Although work will be initiated on each of the Priorities during the years of 2015-2019, some of the Priorities will take longer to fully complete. The following is a list of Priorities as set by Council.

A high level outline for each Priority is provided. *Appendix A* provides a “flowchart” reflecting the order of importance for these Priorities. It should be noted that the extent to which these Priorities can be fully completed is directly tied to available funding. As such, Priorities that are deemed to be the primary mandate of the Town (e.g. ensuring the safety/well being of Citizens and maintaining infrastructure will be focused on if budgetary restrictions do not allow for additional Priorities to be achieved.).

### *Long Range Financial Plan (LRFP)*

This Priority was deemed, by Council, as the most critical Priority as it will determine the viability of moving forward (including timing) on all other Priorities. This Priority includes developing a Plan that considers (but is not limited to)

- Capital year-to-year budget
- Debt repayment plan
- Maintain capacity within budget for current payment of debt
- Target debt load (threshold)
- Borrowing parameters
- Anticipate future tax rates
- Efficiency reviews conducted by the Town to determine if services are operating under the best financial direction and if money be saved to put towards Priorities

The Plan is closely tied to and impacted by the Asset Management Plan and Fees/Fines Study. It is estimated that in:

- 2015 and ongoing the original consultant’s report that reviewed Municipal/Town best practices will be reviewed to identify gaps and requirements to developed a full LRFP
- 2016 the Plan will be well on the way to being completed

Without specific scope, the first level estimate of the professional fees required to facilitate the development of the Plan, for 2016, is \$50K.

### *Capital Investments in Infrastructure and Roads*

This Priority is linked to the Asset Management Plan (AMP) which has been developed by Administration for all underground assets. The AMP is currently being expanded to include buildings. The AMP will also include a plan to review current policies, practices, and possible methods of funding to contribute financial support in implementing the Asset Management (e.g. local improvement fees). The AMP will require significant funding. As such, the AMP will significantly impact the LRFP. It is estimated that in 2015-2020, building condition assessments will be completed. Based on ongoing assessments, staff will review and priorities requirements.



Without specific scope and requirements of the full AMP, the first level funding estimate includes an addition of in excess of \$1M annually. This does not include additional funding required to clear the current backlog of required infrastructure projects. More specific funding requirements will be brought forward to Council once the full AMP and LRFP is developed.

It should be noted that funding requirement may significantly increase depending on Boundary Adjustments, new developments and new Provincial legislation (e.g. bike lanes).

### *Multi-Use Facility*

This Priority includes the building of a new indoor and outdoor space which would include a new arena, possibly a new soccer field and community gathering space. The phased timing for the Build would be as follows

Establish a Council ad hoc Committee (with specific Terms of Reference) which will begin the planning phase including completing a facility study, holding public consultations, determining the scope, use, costs and set fundraising targets in 2016

In 2016-2017 engage an Architect to develop a more detailed plan and validate costing

2017-2018 begin site acquisition and determine infrastructure funding (availability of grants, budget impacts). At this time, there will be a need to refresh the community engagement to ensure full public input

The build of the facility would begin in 2020+, assuming all other components between 2015-2018 are completed and achieved (e.g. funds available, fundraising targets achieved)

Specific scope has not been developed; however, the first level estimate budget outline for discussion and planning purposes is as follows:

Professional fees required for the facility study is estimated at \$30K in 2016

Professional fees required for community engagement and the engagement of a professional architectural is estimated at \$50K in 2016

Land acquisition is estimated at \$1-1.5M in 2018

Facility build is \$10+M

### *Parks, Recreation, Culture Master Plan*

This Priority includes the development of a Parks, Recreation and Culture Master Plan. The Plan will take into consideration, but not be limited to, future requirements for youth, seniors, trails, parks, community development, special events, safe walkable streets, and biking paths. It is anticipated that the full Plan will be completed by 2017. An ad hoc Active Transportation Council Committee is recommended to be established for 2016-2017. There are various ad hoc committees that can impact this Master Plan. Staff to ensure communication between all ad hoc committees.

Without specific scope, the first level estimate of the professional fees required to facilitate community consultation is \$50K for 2019/20.

### *Stop the Landfill*

This Priority continues the Town's efforts to stop the landfill. These efforts include 2 – 3 years of expert studies and associated costs (Peer Reviews), as additional independent reviews are seen to be required by the Town of Ingersoll, with resulting costs. This Priority requires increased and

enhanced public communication. The timing for this Priority is dependant on the Ministry; however, it is anticipated that the Terms of Reference will be approved in 2016, with an estimated completion date of 2018. Funds have been allocated annually within the Town budget; however, the first level estimate is that an additional \$10K is required annually for communications and \$35K in 2016 for Peer Reviews and lawyer fees, this amount could increase in 2017. This priority will be reviewed by staff and Council as developments occur.

### *Boundary Adjustments*

This Priority continues working with the existing Committee. It is impacted and influenced by several other Priorities including:

- Commercial, Industrial, Residential Strategy
- Downtown Strategy
- Long Range Financial Plan
- Capital Investments in Infrastructure and Roads
- Multi-Use Facility
- Commercial Industrial and Residential Strategy
- Downtown Strategy

The timing is dependant on negotiations and discussions. The Town will move as quickly as possible on this Priority however it is estimated that Phase 1 will be fully completed by 2017 and Phase 2 post 2018. It is estimated that only \$5K is required for Phase 1 (e.g. negotiate agreements). However, significant funds maybe required for Phase 2 (\$200K+) for required secondary plans.

### *Natural Waterfront*

This Priority involves negotiating with private land and conservation authority lands along the Thames River waterfront. The objective is to transform the area into a walkable, beautiful area that encourages people towards the waterfront. This Priority is impacted by the Parks, Recreation and Culture Master Plan (e.g., natural trails, bicycle paths). During 2017-18 it is proposed to negotiate with private land owners and conservation authorities.

This Priority is identified in Capital Budget projections at \$300K. An additional estimated \$100K in 2016 is required for land acquisition/lease and legal fees. Expanding the waterfront may also require enhanced water rescue response, resulting in new capital and training dollars.

### *Commercial Industrial and Residential Strategy*

This Priority will outline “What do we want Ingersoll to be” including how big should the Town grow, what developments will be encouraged, what % of tax base should be represented by industry/non industry. Current research on best practices is underway including how to grow future potential and projected future growth. In 2015, this research was presented and discussed with the Economic Development Advisory Committee to determine required parameters of the Strategy. A recommendation on how best to develop the Strategy will also be determined. The residential component of this Strategy will consider the needs of youth, the social housing needs of seniors and the general social needs of the community. In 2017, funding will be required to develop Strategy more specifically it is estimated that \$15K will be required for community consultations.

This Priority may be impacted by the Boundary Adjustment Priority and zoning requirements/restrictions.

### *Environmental Strategy*

The scope of an Environmental Strategy can be fairly broad or narrow depending on the objective and desired outcome. Components can include, but not be limited to areas that are the responsibility of either the Province (air quality) or County (water, sanitary and waste management). The Town has developed a Storm Management Plan that includes street sweeping and environmental protection. An expanded scope for an Environmental Strategy could include:

- An Organics Program
- Solar
- LEEDS Approval
- Recycling Depots
- Town Composting
- Tree Program

This Priority requires further public consultation and discussions with the County. Prior to moving forward, Administration will document contributions that have already been completed or practices that support an Environmental Strategy. Once this is completed the scope of the Town's Environmental Strategy will be defined and the Strategy developed. Notwithstanding this process, Phase 2 of the existing Storm Management Plan will be completed. The estimated budget requirement for Phase 2 is \$50K. Total required budget cannot be estimated until the scope of the Strategy is defined.

The Town will engage with and support Oxford County's efforts in Sustainability Plan. More specifically in the following actions:

- Protect and restore the ecosystem*
- Move away from fossil fuels and enhance low carbon transportation*
- Achieve zero waste in Oxford*
- Ensure long-term protection of all source water*

### *Downtown Strategy*

This Priority includes developing a Downtown Strategy that involves the expansion and diversification of the downtown commercial sector, a Strategy that builds a vibrant, welcoming downtown core where investment is encouraged. The Strategy will include incentives (to be defined) aimed at the preservation and promotion of the downtown core through the restoration of aging buildings and maintaining heritage buildings.

Developing this Strategy involves working with the BIA, building on the Community Improvement Plan (CIP), using the Urban Design Study (completed in 2014) and reviewing policies, grants and programs that may encourage downtown investment. The CIP will be completed in 2016 and will be used as a foundation to develop the Strategy in 2016-2017. Currently no new budget requirements are estimated at this time.

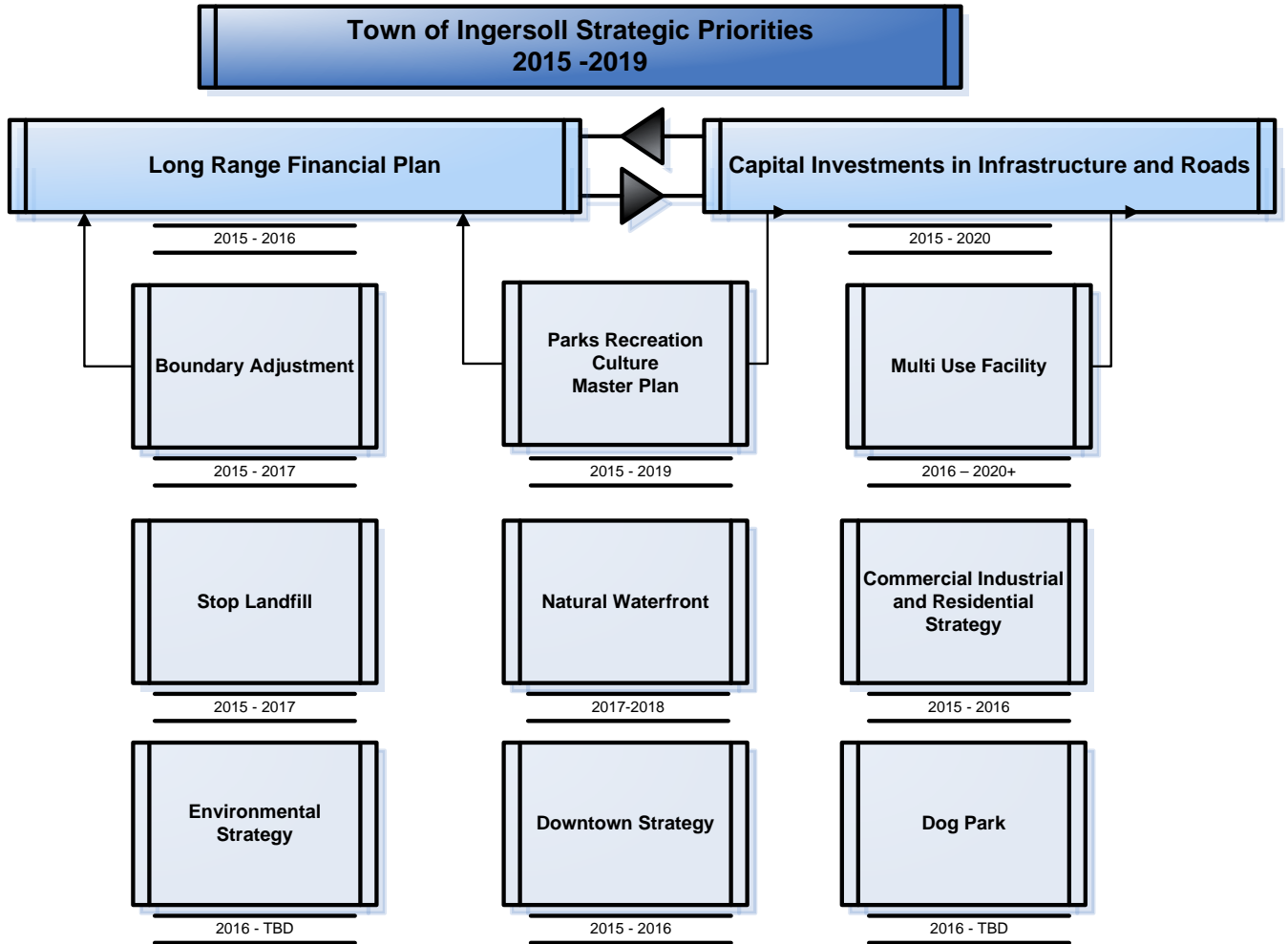
## *Dog Park*

This has been a long standing Priority for some Citizens and significant work has taken place by the Dog Park Committee. Council supports the establishment of a Dog Park and confirms that the \$5K in reserve will be allocated based on a plan outlining the location, cost estimates and fund raising results are presented to Council. The Committee will be required to set fundraising targets and site selection options if the current site selected is not appropriate. The completion of this Priority is dependant on the Committee and the fund raising efforts.

## **MONITORING OF PRIORITIES**

Council had committed to measuring performance against these Priorities prior to the annual budget process. Progress will be reported at regular intervals throughout the year to Council and priorities reviewed for continued relevance and ability to accomplish.

## APPENDIX A: STRATEGIC PRIORITIES





**DEPARTMENT:** Clerk's Department

**REPORT NO:** C-012-16

**COUNCIL MEETING DATE:** April 11, 2016

**TITLE:** Feeding of Wildlife By-law

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## **OBJECTIVE**

To bring forward a "Feeding of Wildlife by-law"

## **BACKGROUND**

Council passed the following resolution at its meeting of March 14, 2016:

Moved by Councillor Lesser; Seconded by Councillor Franklin

THAT the Council for the Town of Ingersoll receives the delegation from Jim Gonder regarding the feeding of wildlife in residential areas as information;

AND FURTHER directs the Clerk's Department to further investigate by bringing forth a report and by-law.

"Carried"

## **ANALYSIS**

Staff reviewed several by-laws and decided on the attached version. Staff feel this version is enforceable and defensible in the eyes of the Courts.

## **INTERDEPARTMENTAL IMPLICATIONS**

This will create additional work for by-law enforcement.

## **FINANCIAL IMPLICATIONS**

This will increase enforcement costs.

## **RECOMMENDATION**

**THAT** staff report C-012-16 be received as information.

Prepared by: Michael Graves, Clerk

Approved by: William Tigert, Chief Administrative Officer





**DEPARTMENT:** Clerk's Department

**REPORT NO:** C-013-16

**COUNCIL MEETING DATE:** April 11, 2016

**TITLE:** Appeal to OMB ZN 6-16-01 – William Woodcock & Mary Otis, 36 Park Ave.

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## **OBJECTIVE**

To receive Council direction regarding the appeal received for Application ZN 6-16-01 William Woodcock & Mary Otis, 36 Park Avenue.

## **BACKGROUND**

At the Council meeting of March 14, 2016 Council refused to pass Zoning by-law 16-4873 that would have allowed a garden suite at 36 Park Avenue.

As of today's date The Town has received one appeal to the Ontario Municipal Board. The appeal was from the applicant.

## **ANALYSIS**

Staff require direction regarding how vigorously Council would like to defend the action at the Ontario Municipal Board.

As a minimum it will be necessary to engage a lawyer to act on behalf of the municipality before the board.

Since the Oxford Planning recommended the approval of the application, they will not be able to assist Council in the defence of its position.

Should Council wish to present planning evidence it would be required to retain a professional planner. However if Council chooses not to utilize a planner it can do so, the lawyer will meet with Council in a closed session to discuss strategy prior to the scheduled hearing.

## **INTERDEPARTMENTAL IMPLICATIONS**

N/A

## **FINANCIAL IMPLICATIONS**

This will have a unbudgeted financial impact on the Town that will be dependent on the level of defence that the Town determines to utilize.

## **RECOMMENDATION**

**THAT** staff report C-013-16 be received as information.

**AND THAT** staff be directed to \_\_\_\_\_.

Prepared by: Michael Graves, Clerk

Approved by: William Tigert, Chief Administrative Officer



**DEPARTMENT:** Clerk's Department

**REPORT NO:** C-014-16

**COUNCIL MEETING DATE:** April 11<sup>th</sup>, 2016

**TITLE:** Backyard Hens

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## **OBJECTIVE**

To consider the issue of backyard hens.

## **BACKGROUND**

Our current Zoning By-law says at 5.2 of the General Provisions:

### *"CONTROL OF ANIMALS, BIRDS AND REPTILES*

*Where an Animal Control By-law has been passed by the Town, the prohibition or regulation of the keeping of animals, birds or reptiles within any Zone shall be controlled by such By-law."*

As such our Animal Control By-law 01-3990 lists Chicken as a Class 2 Animal along with goose, turkey, duck and domestic fowl. It further states:

*"No person shall keep a class 2 animal within the municipal boundaries of the Town of Ingersoll."*

## **Background**

There has been a renewed interest in this topic recently probably due to increased interest in people trying to become more self-sustaining and also having much more interest in food production practices, supply and safety.

Several municipalities in Ontario have considered this lately with some adopting policies that allow for backyard chickens. Most allow only hens, not roosters. Most require some setbacks from neighbouring properties and many require a registration or licensing process.

A report written by Clark Consulting and considered by the Municipality of Trent Hills stated the benefits and disadvantages as follows:

### **3.1 Benefits to Keeping Backyard Chickens:**

- locally produced food, greater control over food sources,
- reduction of municipal solid waste through consumption of table scraps and other organic waste by hens,
- food safety - better quality, fresh, no pesticides or antibiotics,
- better conditions for hens in comparison to industrial farms,
- better tasting eggs,
- manure can be composted and used for fertilizer,
- companionship,
- pest control,
- home raised agriculture avoids the energy usage and carbon emissions typically associated with transporting food provide lessons for children about responsibility and where food comes from,
- lower food bills for owners,
- accessible protein,
- global environmental sustainability begins with local initiatives such as backyard hens,
- KFL&A Public Health released a report in June 2009 and assessed backyard hens to pose no health concerns.

### **3.2 Disadvantages to Keeping Backyard Chickens:**

- Nuisances such as odours and noise,
- Animal Health and Public Health - Poultry can be a source of disease and require health management and veterinary care as well as basic biosecurity measures to minimize the occurrence and spread of disease,
- Attraction of predators and pests such as rodents, flies, stray dogs, coyotes, raccoons, foxes etc,
- Trespassing - chickens at large, Food Safety - unregulated sale of eggs,
- Slaughter of animals and disposal of dead animals,
- Animal Care - poultry need proper shelter, water and adequate space to stay healthy,
- Manure must be disposed of in a safe and environmentally responsible manner.

The most cited issues associated with the keeping of backyard chickens are complaints from neighbours about noise, odours, chickens running at large and vermin. Some municipalities have found that clearly defined regulations regarding the keeping of chickens in urban areas reduces the potential for complaints but does not eliminate them all.

Some municipalities, like the City of Quinte West have only allowed chickens to be located on lots no smaller than 1 acre in size. They also have several other restrictions including setbacks from neighbouring properties and institutional uses such as schools and churches.

The City of Kingston has similar restrictions as does the City of Niagara Falls. The City of Guelph also allows backyard hens but their by-law is the oldest being from 1944.

<b>Policy Issue</b>	<b>Quinte West</b>	<b>Kingston</b>	<b>Niagara Falls</b>	<b>Guelph</b>	<b>Woodstock</b>
Minimum Lot Size	1 acre	Not required	40 feet x 100 feet	N/A	
Roosters	Not allowed	Not allowed	Not allowed		
Running at Large	Not allowed	Kept in Coop from 9 pm to 6 am.	Not allowed		
Setbacks	3 meters from side lot, 1.2 from rear lot, 7.5 meters from school or church, 3 meters from any abutting buildings	1.2 meters from rear and side lot lines, 7.5 meters from any school, 15 meters from any church or business, 3 meters from any abutting buildings	7.5 meters from rear lot line, 4.5 meters from side lot line		20' from the keeper's home and 50' from any other home.
Number of Hens allowed	4	6	10		
Size of pen allowed	3 x 3 meters, no larger than 4.5 meters high	N/A			
Placement of Coop	in rear yard	In rear yard	In rear yard		
Other		Must tell neighbours of intention to get coop, sale of eggs or other products prohibited, slaughter of hens prohibited			

## **ANALYSIS**

The Town would need to adopt similar rules regarding number of hens, location of pen, setbacks, etc as a minimum to minimize neighbourhoods' complaints.

The Town would also need rules regarding the disposal of deadstock and manure storage and disposal. This would require a licensing process and a follow up process and a process for dealing with neighbour's complaints. The process would also require some evaluation of the coop to determine that it meets set standards to control the hens and limit the attraction of vermin and predators. All of these needs would place additional demands on building and bylaw enforcement staff. Fees would be necessary to recoup the costs, however Staff are busy with current responsibilities, and it could generate demands for additional resources.

Biosecurity is probably one of the largest area of concern. If backyard chickens are not kept healthy and dead chickens are not quickly disposed of the chance for the spread of disease to larger scale operations in the rural area could be possible.

Staff have requested input from Oxford County Public Health and they have submitted comments in the attached letter.

This issue really comes down to a policy decision for Council. If Council is asking for a staff recommendation, staff would respond that the Town should not allow backyard hens.

The cost of enforcement to ensure there are no nuisance issues and complaints, as well as safety, cleanliness, methods of controlling vermin and prohibition on sale of chickens and eggs can add up quickly to significant additional costs to the municipality. All for a product (free range organic eggs and chickens) that are available in the market.

Still Council may be willing to accept those costs and be willing to adopt a policy to allow backyard hens. If Council does, it would be Staff's advice and recommendation that there be a number of requirements including but not limited to the requirements on lot size and setbacks for the coop from neighbouring properties.

All individuals that want backyard hens should be required to register and acquire a municipal license with applicable annual fees, with the Town and sign an agreement requiring them to acknowledge that they are not allowed to slaughter any of the hens on any lands within the Town limits. They are not allowed to operate any kind of a petting zoo. That they are not allowed to sell any of the hens or their eggs to a third party, that the eggs and chickens are for their own personal use. And that they must compost the manure from the hens as per specific guidelines established by the Municipality.

Since this issue is governed by The Municipality's animal control by-law this would not require a public planning process, however, if Council is going to consider going forward it would be advisable to hold a public input meeting to gather the public's opinion regarding this issue.

**INTERDEPARTMENTAL IMPLICATIONS:** Any decision to proceed with the allowing of backyard chickens will have a multi-jurisdictional impact on the licensing, permitting and enforcement of the required regulations.

**FINANCIAL IMPLICATIONS:**

This could lead to a significant increase in staff time and cost to evaluate the license, to evaluate the coop, and to follow up on the location.

It could also lead to a significant increase in by-law enforcement complaints and consideration should be given to the potential budgetary impacts of such a decision.

**RECOMMENDATION**

**THAT** staff report C-014-16 be received as information.

**AND FURTHER THAT** Council direct Staff to organize and schedule a public input meeting on backyard hens, to gather further information before making a determination on proceeding with the request.

Prepared by: Michael Graves, Clerk

Approved by: William Tigert, Chief Administrative Officer





**Public Health & Emergency Services**

410 Buller Street, Woodstock Ontario N4S 4N2  
Phone: 519-539-9800, ext. 3410 | Fax: 519-539-6206  
[www.oxfordcounty.ca/health](http://www.oxfordcounty.ca/health)

# MEMO

**DATE:** March 30, 2016  
**TO:** Michael Graves, Clerk, Town of Ingersoll  
**CC:** Peter Heywood, Manager, Health Protection  
**FROM:** Elaine Reddick  
**RE:** Backyard Chickens

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Hello Mr. Graves

Thank you for the opportunity to provide a public health perspective to the issue of urban backyard chickens.

The majority of public health concerns fall under the category of a potential 'health hazard' and these are already identified in your report as being a worry to the municipality as well. These are issues of sanitary conditions, disposal of manure and other items associated with the keeping of outdoor animals including any detritus from slaughter. To minimize potential health hazards, rules regarding the number and type of animals, the size and type of their enclosures, a requirement to keep the area 'clean and sanitary' and a prohibition on home slaughter is recommended.

Public health notes that this may provide additional opportunities for people to be in non-compliance with the Ontario Food Premises Regulation 562 made under the Health Protection and Promotion Act which does not allow for the sale of unregulated eggs or meat and which discourages the use of a residence for any kind of commercial food production. I would strongly suggest that a by-law change to allow the keeping of backyard chickens explicitly state that the selling of eggs or meat is prohibited.

Backyard chickens should also be expressly prohibited from being used in any kind of non-food commercial enterprise to avoid a resident from using the flock as a 'petting zoo' or any other kind of entertainment for children.

Avian influenza and other potential bird diseases are a concern mostly to the health of the birds and local bird industries. However there is a possibility that avian influenza can be transmitted to humans and cause severe disease in humans. Backyard chicken owners must make themselves aware of how to maintain their birds in optimal health and report any unusual illness and death to the Canadian Food Inspection Agency.

I hope this is helpful. Please contact me if you have any further questions.

Elaine Reddick, Program Supervisor, Health Protection  
519 539 9800 extension 3405



**DEPARTMENT:** Clerk's Department

**REPORT NO:** C- 015-16

**COUNCIL MEETING DATE:** April 11, 2015

**TITLE:** West Nile Virus Program

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## **OBJECTIVE**

To consider providing authorization to Oxford County Public Health for the use of larvicide in public catch basins in the Town of Ingersoll should the conditions warrant protection of a high-risk population.

## **BACKGROUND**

Oxford County Public Health and Emergency Services delivers the West Nile Virus program through a modified contingency plan based on local and provincial historical data and active surveillance. The modified contingency plan includes establishing a standby system with a service provider for the purpose of larviciding when a risk area has been identified through mosquito surveillance. This would only be done if, through surveillance, it was identified that an outbreak of WNV in mosquitoes had occurred in an immediate area of a high-risk population.

Oxford County Public Health requires the Town of Ingersoll to complete the attached letter of authorization to allow for the larviciding of either surface water or catch basins that outflow into storm drain systems managed or owned by the municipality.

## **ANALYSIS**

This authorization has been given by the Town of Ingersoll since the first establishment of the West Nile Virus Program was undertaken by Oxford County Public Health.

## **INTERDEPARTMENTAL IMPLICATIONS**

N/A

## **FINANCIAL IMPLICATIONS**

N/A

## **RECOMMENDATION**

**THAT** staff report C-015-16 be received as information.

**AND THAT** Council direct the Clerk to complete the letter of authorization to allow the Oxford County Public Health to implement its West Nile Virus Program including its standby larviciding program.

Prepared by: Michael Graves, Clerk

Approved by: William Tigert, Chief Administrative Officer



Michael Graves &lt;mgraves@ingersoll.ca&gt;

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## West Nile Virus Letter of Authorization

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Peter Heywood &lt;pheywood@oxfordcounty.ca&gt;

Wed, Mar 9, 2016 at 3:59 PM

To: Amy Humphries <ahumphries@cityofwoodstock.ca>, Donna Wilson <dewilson@tillsonburg.ca>, Karen Martin <kmartin@zorra.on.ca>, Kyle Kruger <kkruger@twp.norwich.on.ca>, Clerk <clerk@swox.org>, Michael Graves <mgraves@ingersoll.ca>, Will Jaques <wjaques@ezt.ca>, Rodger Mordue <rmordue@blandfordblenheim.ca>

Dear Sir/Madam:

Oxford County Public Health and Emergency Services will deliver the West Nile Virus (WNV) program through a modified contingency plan in 2016 based on local and provincial historical data and active surveillance. The modified contingency plan includes establishing a **standby system** with a service provider for the purpose of larviciding when a risk area has been identified through adult mosquito surveillance. A contingency for larviciding is based on an identified risk area that includes positive WNV in mosquitoes in the immediate area of a high-risk population. **This means that larviciding will not be initiated until the conditions suggest the necessity for it.**

To facilitate the larviciding of public catch basins within your area municipality, a letter of authorization is required from your municipality. This includes a copy of a written statement from an official representative of the area municipality authorizing the use of a larvicide in either surface water or catch basins that outflow into storm drain systems managed or owned by the municipality. I have attached the authorization letter template for your convenience and completion. I request that all letters of authorization be completed and forwarded to me by **March 31, 2016**. I will be submitting the entire package, including the letters of authorization to the Ministry of the Environment for their review and processing by April.

Thank you in advance for your assistance. Please do not hesitate to call me if you have any questions.

Regards,

Peter

**PETER HEYWOOD B.A.Sc., CPHI(C) | MANAGER, HEALTH PROTECTION**

Chief Building Official (Part VIII)

Oxford County Public Health &amp; Emergency Services

410 Buller Street, Woodstock, N4S 4N2

519 539-9800, ext 3502 | 1 800 755-0394

Fax 519 539-6206 | [www.oxfordcounty.ca/publichealth](http://www.oxfordcounty.ca/publichealth)

Immediate Past President

Canadian Institute of Public Health Inspectors (ON Br.)

**Template 3. Jurisdictional Authorization – to be removed prior to sending**

Insert date, 2016

Dr. D. Neal  
Acting Medical Officer of Health  
Oxford County Public Health & Emergency Services  
410 Buller Street  
Woodstock, ON, N4S 4N2

Dear Dr. Neal:

The [name of town, city or municipality within the MOH's jurisdiction] supports local action by Oxford County Public Health & Emergency Services to reduce the risk of West Nile Virus (WNV). Our decision to authorize this action is based on the Health Unit's risk assessment using WNV data from 2002 to 2015 plus future data compiled from the 2016 mosquito surveillance and monitoring program.

As a result, [name of town, city or municipality] within Oxford County authorizes any permit application for WNV control submitted to the Ministry of the Environment from an appropriately licensed exterminator, to apply a larvicide into catch basins or surface waters:

- Located within and [owned/ managed] by [name of town, city or municipality within Oxford County]; and
- Located on private land that drain into the storm drain system or water ways located within [name of town, city or municipality within Oxford County].

In addition, the [name of town, city or municipality] requests that Oxford County Public Health and Emergency Services provide in writing, to Mr. Cowan, Regional Pesticides Specialist, Ministry of the Environment, an update on which areas have had larviciding completed during the 2016 season.

Sincerely,

[Signed by an official representative of the town, city, municipality etc.]

Cc: Tom Cowan  
Regional Pesticides Specialist  
Ministry of the Environment  
Southwestern Region  
733 Exeter Rd  
London, ON N6E 1L3



**DEPARTMENT:** Clerk's Department

**REPORT NO:** C-016-16

**COUNCIL MEETING DATE:** April 11, 2015

**TITLE:** Tree Damage Policy

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## **OBJECTIVE**

To consider implementing a tree damage policy.

## **BACKGROUND**

From time to time the trees on Municipal lands fall and cause damage on neighbouring private properties. Depending on the damage a property owner may be out of pocket for expenses incurred due to our tree falling on their property.

This causes the property owner to seek reimbursement from the municipality. Currently The Town does not have a process for dealing with these types of requests. Staff have worked in conjunction with the municipal insurance provider and used examples from other municipalities to develop a policy to deal with these types of requests.

## **ANALYSIS**

In an effort to be fair to property owner staff have developed a tree damage policy to outline the circumstances under which the Town would reimburse a property owner for damage due to one of our trees falling.

This policy is intended to reflect what Staff believe has occurred in court cases. Staff feel it would be a waste of resources for the property owner to have to take us to court in order to be reimbursed for these expenses. At the same time it is difficult to deal with these requests in isolation so staff have developed this policy based on advice from the insurance provider and using examples from other municipalities.

It is important to note that where an owner has insurance coverage we would be requesting their insurance coverage to pay for the majority of the expenses but this policy may reimburse any deductible amount. The policy is as follows:

- Annually inspect trees for deterioration
- Mark trees that need to be taken down.
- If there is a report of a tree or tree branch causing third party damage then we will first determine if it is on our property. If it is then we will send a tree conservation person (arborist) to take a look. If the tree shows signs of disease, damage or weakness then The Town will consider payment.
- If there is nothing found wrong with the tree then Staff will send a denial letter.
- If a tree from Municipal property lands on a car, Staff will advise the claimant to go through their own automotive insurance.

Staff feel that having a policy in place will create a fair and consistent method of dealing with these types of requests.

### **INTERDEPARTMENTAL IMPLICATIONS**

N/A

**FINANCIAL IMPLICATIONS** The new policy would require payments where limited liability is acknowledged

### **RECOMMENDATION**

**THAT** staff report C-016-16 be received as information.

**AND THAT** Council direct the Clerk to bring forward a by-law to implement a tree damage policy.

Prepared by: Michael Graves, Clerk

Approved by: William Tigert, Chief Administrative Officer





**DEPARTMENT:** Clerk's Department

**REPORT NO:** C-017-16

**COUNCIL MEETING DATE:** April 11, 2016

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

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## **OBJECTIVE**

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

## **BACKGROUND**

Previously Council has made grants to individual athletes that have been successful enough to compete at the National level. The most recent grants were to athletes competing at the World Games and Nationals. Both athletes were granted \$200. Another athlete that was competing at Pan Am Games was given \$500.

Staff have received a request from Pauline Todd (see request attached) for her son Brayden Todd who is a wrestler and has just competed in OFSAA in Windsor (where he won Gold) and is onto Calgary for the Nationals. Council had previously (in 2015) granted funding for this athlete when he was competing at the Nationals in New Brunswick in the amount of \$200.

## **ANALYSIS**

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

## **INTERDEPARTMENTAL IMPLICATIONS**

N/A

## **FINANCIAL IMPLICATIONS**

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

## **RECOMMENDATION**

**THAT** Council of the Town of Ingersoll grants \$\_\_\_\_\_ to Brayden Todd to support his athletic pursuits of competing at the National level.

Prepared by: Michael Graves, Clerk

Approved by: William Tigert, Chief Administrative Officer



Michael Graves &lt;mgraves@ingersoll.ca&gt;

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## Sponsorship

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Pauline Todd &lt;hotoddy75@hotmail.com&gt;

Fri, Feb 26, 2016 at 3:08 PM

To: "mgraves@ingersoll.ca" &lt;mgraves@ingersoll.ca&gt;

Good Day Mike,

My name is Pauline Todd and you may remember me from our emails back and forth from last year. I have a son his name is Brayden Todd and he is a high performance wrestler and on many high performance teams he has just competed recently in Sudbury Ontario and won the Provincials, we are heading off to OFSAA in Windsor this week and then Calgary in April for the Nationals.

As a parent of a competitive athlete it is our duties to get this kid the best training, best teachers, and everything that is required for him to be successful. Brayden has dreams of attending the Olympics in 2020 he is currently 16 years old and attends IDCI. IDCI does not even have a wrestling team so this boy has to be transported every single day to Dorchester school to practice and participate with this team all at the expense of us, he is then transported from Dorchester to Western University where he practices with the University Team again all at the expense of us. He does this 4-5 days a week. He also participates in training sessions/camps all over the USA.

As a resident of Ingersoll we are asking if there are any monies/funding or anything like that to help us offset some of these large expenses. This is a big commitment from Brayden and the entire family to be factual and it hits the pocket book hard we are hoping to do some fund raising or allow other people, organizations etc to participate on his journey as well as help us with funding it would be greatly appreciated if The Town of Ingersoll could donate a contribution to Braydens journey.

Id love the opportunity to discuss this more with you.

Thanks for your time and consideration to this matter

Sincerely,

Pauline Todd



**DEPARTMENT:** Parks & Recreation

**REPORT NO:** R-012-16

**COUNCIL MEETING DATE:** April 11, 2016

**TITLE:** Ingersoll Safe Cycling Committee – 3rd Annual Family Bike Ride & June Bike Month – Rediscover Your Bike

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## **OBJECTIVE**

The purpose of this report is to obtain Council's approval to allow the Ingersoll Safe Cycling Committee to run the 3<sup>rd</sup> Annual Family Bike Ride on Sunday, June 5<sup>th</sup>, 2016 from 12:30 pm to 3:30 pm on various streets in the Town of Ingersoll and approve the special events and activities planned for 2016 June Bike Month – Rediscover Your Bike.

## **BACKGROUND**

In 2013 the Town established an Ad Hoc Committee to enhance the safety and viability of cycling in the Town of Ingersoll. The Ingersoll Safe Cycling Committee is to act as an advocate for the growth of cycling as a form of recreation and transportation, while promoting safety and fitness for people of all ages and abilities.

The Executive of the Ingersoll Safe Cycling Committee is comprised of:

Chair - Randy Lewis

Secretary - Tim Lobzun

Treasurer - Carol Dimmers

Town Council Representatives - Deputy Mayor Freeman, Councillor Brian Petrie

Engineering Department Representatives - Sandra Lawson, Jordan Sangers

Parks & Recreation Department - Bonnie Ward

County of Oxford Representative – Brittany Johnson

Ingersoll OPP Detachment - Community Sergeant Gup Dhillon

Current Community Members - Denise Does, Sam Horton, Julie Jenn, Dylan Elliott, Ania Nunns.

## ANALYSIS

ISCC has been planning and organizing the 3rd Annual Family Bike Ride & June Bike Month to raise awareness of the Safe Cycling Committee, Safe Cycling Routes and the Share the Road Program.

The **3<sup>rd</sup> Annual Family Bike Ride** is scheduled for Sunday, June 5<sup>th</sup>, 2016 from 12:30 pm to 2:30 pm in Victoria Park.

The Family Bike Ride starts and finishes at Victoria Park. There are two routes – 5km, 20km. The 5km route will be used twice for the 10km ride. The Committee has also planned a 1km bike ride for the younger kids around the track in Victoria Park.

ISCC has been working with the Ingersoll OPP to develop the Family Bike Ride Routes and a Bike Ride Safety Plan. The Safety Plan includes: Training of Route Marshals, Route Signage, First Aid, Bike Safety Vehicles and Communications etc.

The Ingersoll Safe Cycling Committee has also planned an entire month of cycling activities and special events for the whole family - **June Bike Month – Rediscover Your Bike**. See attached “2016 June Bike Month – Calendar of Events” – Appendix B.

The ISCC is an Ad Hoc Committee of Council therefore the Family Bike Ride and all the cycling activities planned during the month of June 2016 by the Ingersoll Safe Cycling Committee Members and volunteers will be covered under the Town of Ingersoll’s liability insurance coverage.

## INTERDEPARTMENTAL IMPLICATIONS

None

## FINANCIAL IMPLICATIONS

The Town of Ingersoll approved \$5,000 in the 2016 Operating Budget for the Ingersoll Safe Cycling Committee. These funds are to be used for special events/programs planned for the month of June and the Family Bike Ride. ISCC is also seeking community sponsorships to help fund these events.

## RECOMMENDATION

**THAT** Council gives permission to the Ingersoll Safe Cycling Committee to host the 3rd Annual Family Bike Ride on Sunday, June 5, 2016 from 12:30 pm to 3:30pm;

**AND FURTHER THAT** Council authorizes ISCC to utilize various streets in the Town of Ingersoll for the Family Bike Ride (Family Bike Ride Routes – Appendix A);

**AND FURTHER THAT** Council supports and gives permission for the Ingersoll Safe Cycling Committee to continue to plan and coordinate safe cycling special events and activities for the month of June 2016.

## **ATTACHMENTS**

Appendix A – Bike Ride Routes

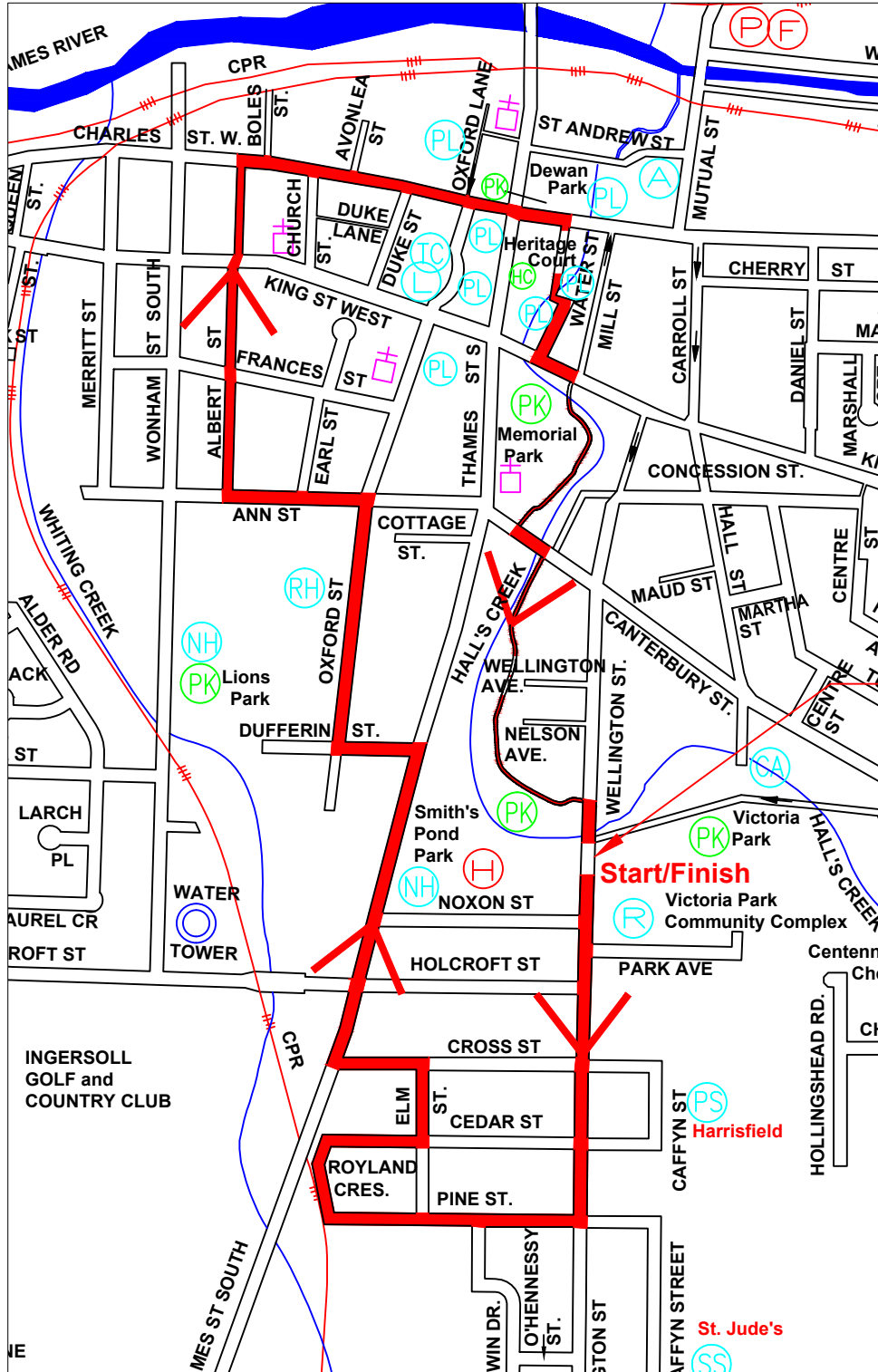
Appendix B – 2016 June Bike Month – Rediscover Your Bike - Calendar of Events

Prepared by: Bonnie Ward, Director of Parks and Recreation

Approved by: William Tigert, Chief Administrative Officer

# Family Bike Day

## 5 km & 10 km Route



10 km ride continues for another lap





# Ingersoll Safe Cycling Committee

## June Bike Month 2016

### Rediscover Your Bike

A Full Month of FREE Biking Activities for You & Your Family – Registration Not Required for Events Except for  
CMHA Bike Ride – June 26, 2016

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
			1 7pm - 8:30pm: Evening Casual Bike Ride Start & Finish Gazebo Downtown Free refreshments at Coffee Cultures	2	3	4 Bike Gear Up Day (Bike Tune-ups & Minor Repairs) Fusion Youth Centre – Gym 9 am to 2 pm Bring your bikes to have them tuned up for the biking season.
5 3 <sup>rd</sup> Annual Family Bike Ride 1:30pm-3:30pm Victoria Park- 5 km, 10 km, + 20 km (All ages & abilities)	6 St. Jude's Bicycle Rodeo & BBQ 5 to 7 pm	7	8 7pm - 8:30pm: Evening Casual Bike Ride Start & Finish Gazebo Downtown Free refreshments at Coffee Cultures	9 Harrisfield Bicycle Rodeo & BBQ 5 to 7 pm	10 Fusion Bike Competition (Skateboard Park) 10 – 11:30 am – 9 to 11 yrs, Noon to 2:30 pm – 12 to 13 yrs, 3 to 5 pm – High School Aged Free BBQ & Prizes	11 Helmet & Bike Safety Clinic Fusion Youth Centre – Gym 9 am to noon Come to have your helmet & bikes checked to ensure they are safe for riding
12 Art Studio Bike Tour 1:30pm-3:30pm Creative Arts Centre – Visit various Art Studio's & Enjoy Free Refreshments & Baked Goods at the Creative Arts Centre (All ages & abilities)	13 Ride to School Challenge Week of June 13 <sup>th</sup> to 17 <sup>th</sup> 2016 Sponsored by Fusion Youth Centre Encourage your children to ride their bikes to school !!!	14	15 7pm-8:30pm: Evening Casual Bike Ride Start & Finish Gazebo Downtown Free refreshments at Coffee Cultures	16	17	18 OPP Bike Safety Blitz – AM Highway Traffic Act Changes for Cyclists & Motorists
19 Local Historic Sites & Ingersoll Cheese Museum Bike Tour 1:30pm-3:30pm Ingersoll Cheese & Agricultural Museum – Free Refreshments & Cheese Treats (All ages & abilities)  Antique Bike Exhibit – Ingersoll Cheese Museum – Sherbrook Barn Noon to 5 pm	20 Ride to Work Challenge Week of June 20 <sup>th</sup> to 24 <sup>th</sup> 2016 Sponsored by BIA Ride your bike to work and register your participation at the Town Hall by calling 519-485-0120 or on the Town of Ingersoll Website	21	22 7pm-8:30pm: Evening Casual Bike Ride Start & Finish Gazebo Downtown Free refreshments at Coffee Cultures	23	24	25 OPP Bike Safety Blitz – AM Highway Traffic Act Changes for Cyclists and Motorists
26 Ride, Don't Hide Canadian Mental Health Association Bike Ride Woodstock - AM	27	28	29	30		

**Ingersoll Safe Cycling Committee**  
**June 2016 – Bike Month – Rediscover Your Bike**

Free Events Planned for You & Your Family (All Ages & Bicycling Abilities)  
(Registration for Events not required except for CMHA Bike Ride on Sunday June 26, 2016)

<b>Wednesday Evening Casual Bike Rides</b> (All Ages & Abilities)	June 1, 8, 15 & 22, 2016 @ 7pm to 8:30pm Ride starts & finishes at the Gazebo Downtown (Heritage Court Park) Everyone Welcome to “refresh” at Coffee Cultures with a free refreshments
<b>Sunday Casual Bike Tours</b> (All Ages & Abilities) 3:30pm	Sunday, June 5, 2016 3 <sup>rd</sup> Annual Family Bike Ride – Treasure Hunt - Victoria Park 5, 10, 20 K 1:30pm – 3:30pm  Sunday, June 12, 2016 Tour of local Art Studio’s & Creative Arts Centre 1:30 – 3:30pm – Starts and ends at Creative Arts Centre “Fresh Refreshment & Baked Goods”  Sunday, June 19, 2016 - Tour of local Historic Sites & Museum Tour 1:30pm-3:30pm Starts and Ends at Ingersoll Cheese & Agriculture Museum “Free Cheese Treats” & Tour of Museum During the tour of the Museum learn about Ingersoll’s Douglas Carr and his “World Bike Tour” 1937 to 1939) and attend an Antique Bike Exhibit – Sherbrook Barn  Sunday, June 26, 2016 – Ride, Don’t Hide Canadian Mental Health Association Bike Ride Time: Registration Information?
<b>Bike Gear-Up Day</b> <b>(Bike Tune-Ups &amp; Minor Repairs)</b>	Free Bike Tune-Up/Minor Repair Day Saturday, June 4, 2016 9:00am-2:00pm Location: Fusion Youth Centre – Gym
<b>Helmet &amp; Bike Safety Clinic</b>	Free Helmet & Bike Safety Checks Sponsored by O.P.P. & Oxford County Public Health Department Saturday, June 11, 2016 9:00am-12:00pm Location - Fusion Youth Centre - Gym Limited Supply of Free Helmet Replacements
<b>School Bicycle Rodeos &amp; BB</b>	Month of June – St. Jude’s, Monday, June 6/16 - 5-7; Harrisfield, Thursday, June 9/16 – 5-7 pm Sponsored by O.P.P., Oxford County Public Health Department
<b>Fusion Bike Competition</b> (Fusion Skateboard Park)	Friday, June 10, 2016 10:00-11:30 am – 9 to 11 years, Noon to 2:30 pm – 12 to 13 years 3:00 pm to 5:00 pm – High School Aged Free Hot Dogs, Refreshments and Prizes
<b>Bike to School Challenge</b> <b>(Local Schools)</b>	Week of June 13 <sup>th</sup> to 17 <sup>th</sup> , 2016 Sponsored by Fusion Youth Centre
<b>Ride to Work Challenge</b> <b>(Local Businesses)</b>	Week of June 20 <sup>th</sup> to 26 <sup>th</sup> , 2016 Sponsored by Ingersoll BIA – Call 519-485-0120 to registration participation
<b>Ingersoll Safe Cycling Bike Month Participation Draws</b>	Every time you participate in a “Bike Month” activity, fill out a ballot to win fabulous prizes. Draws to take place on Thursday June 30, 2016.



**DEPARTMENT:** Treasury

**REPORT NO:** T-011-16

**COUNCIL MEETING DATE:** April 11th, 2016

**TITLE:** 2015 Council Remuneration & Expense Report - Amended

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## **OBJECTIVE**

To provide Council with the amended 2015 Council Remuneration and Expenses Statement for the year ended December 31, 2015 as required under the Municipal Act.

## **BACKGROUND**

The statement of remuneration and expenses of Council, local boards and committees for 2015 was submitted at the March 14<sup>th</sup>, 2016 Council meeting as required by the *Municipal Act 2001*, S.O 2001. c. 25, Section 284.

The Council for the Town of Ingersoll received report T-009-16 entitled "2015 Council Remuneration & Expense Report" as information, noting that Councilor Petrie made a declaration of receiving compensation from the Ingersoll Rural Cemetery Board.

The Annual Council Remuneration Statement for the year ended December 31, 2015 has been amended to include the compensation for Councilor Petrie.

## **ANALYSIS**

Only members of local boards and committees that received payment in form of remuneration and/or expenses during 2015 are listed in this report. All other committee or board members not in receipt of compensation were excluded.

The statement does not include remuneration paid by the County of Oxford. This information is posted separately by the County of Oxford.

## **INTERDEPARTMENTAL IMPLICATIONS**

None.

## **FINANCIAL IMPLICATIONS**

None.

## **RECOMMENDATION**

That Report No. T-011-16 regarding Amended Council Remuneration and Expenses for the year ended December 31, 2015 for the Town of Ingersoll be received for information.

## **ATTACHMENTS**

2015 Council and Local Boards Remuneration and Expense Statement – Amended

Prepared by: Iryna Koval, Director of Finance, Treasurer

Approved by: William Tigert, Chief Administrative Officer

**Town of Ingersoll**  
**Statement of Council and Local Boards Remuneration and Expenses - Amended**  
**For the period ending December 31, 2015**  
**(in accordance with Section 284(1) of the *Municipal Act*)**

	Town of Ingersoll				Police Services Board		Cemetery Board	Committee of Adjustment Honourarium	2015 Total Remuneration	
	Salary	Benefits	Travel & Expenses	Conferences & Seminars	Honourariums & Wages	Conferences, Seminars & Exp			Salaries & Wages	Benefits & Expenses
	(1)	(2)	(2)	(2)	(1)	(2)	(1)	(1)	(1)	(2)
Ted Comiskey	\$28,526	\$6,548	\$4,006	\$10,891	\$235	\$0			\$28,761	\$21,445
Fred Freeman	\$20,877	\$7,114	\$1,505	\$5,331	\$2,838	\$0			\$23,715	\$13,949
Gordon Lesser	\$13,325	\$6,548	\$818	\$1,286	\$0				\$13,325	\$8,652
Kristine VanKooten-Bossence	\$13,325	\$7,144	\$0	\$0	\$0				\$13,325	\$7,144
Michael Bowman	\$13,325	\$6,737	\$988	\$2,714	\$0				\$13,325	\$10,438
Reagan Franklin	\$13,330	\$0	\$1,412	\$855	\$2,742	\$104			\$16,071	\$2,371
Brian Petrie	\$13,325	\$0	\$180	\$0	\$0		\$270		\$13,595	\$180
Terry Bushell					\$4,152	\$1,884			\$4,152	\$1,884
Ann Campbell					\$390	\$100			\$390	\$100
Rick Eus					\$2,550	\$2,009			\$2,550	\$2,009
Chris Ireland					\$247				\$247	\$0
Mhari Kersel					\$247				\$247	\$0
David McKenzie					\$1,704	\$0			\$1,704	\$0
Sherri Wiebe					\$3,200	\$869			\$3,200	\$869
	\$116,032	\$34,090	\$8,908	\$21,077	\$18,304	\$4,966	\$270	\$0	\$134,606	\$69,042



**DEPARTMENT:** Treasury

**REPORT NO:** T-012-16

**COUNCIL MEETING DATE:** April 11, 2016

**TITLE:** Operating Budget Variance Report for the 1st Quarter of 2016

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## **OBJECTIVE**

To provide Council with a financial review of operations for the 1<sup>st</sup> Quarter of 2016.

## **BACKGROUND**

A review of the Town's financial operations for the three months ended March 31, 2016 was completed to ensure that actuals are within budget. Staff monitors the operating budget on an ongoing basis. It should be noted that the 1<sup>st</sup> Quarter variance analysis is based on only a few months of data. The analysis and year end projections will become more accurate as the year unfolds.

## **ANALYSIS**

Departments are currently projecting to be on budget by year end with no significant identified risks. 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 \$169K 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 do not reflect the seasonal nature for part time wages within Parks, Recreation and Youth Centre programs. The variance is also due to a temporary vacant position in the Engineering department.

Favourable \$24K variance in winter control activities is attributable to a mild winter and low amount of snowfall. The 2016 budget includes an increase in the winter control accounts because these costs have been generally escalating in recent years. The



potential of a negative year end variance still exists if particular severe winter season is experienced in the last part of the year.

Favourable \$41K variance in debenture payments is a timing issue and will balance at year end.

Unfavourable variance (\$13K) in operating costs accounts is mainly attributable to a one-time cost to purchase four new computers for the Youth Center Tech program. The computers were purchased with a grant kindly provided by the GM Canada. This variance is entirely offset by the grant revenue.

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 1<sup>st</sup> Quarter of 2016.

## **ATTACHMENTS**

Operating Budget Variance Report for the 3 months Ended March 31, 2016

Prepared by: Iryna Koval, Director of Finance, Treasurer

Approved by: William Tigert, Chief Administrative Officer

**THE CORPORATION OF THE TOWN OF  
INGERSOLL**

**Operating Budget Variance Report for 3 Months Ended  
March 31, 2016**

**Town of Ingersoll**  
**3 Months Ended March 31, 2016**

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

	YTD Actual		YTD Budget	Variance YTD 2015 Budget vs Actual	Annual Budget	Remaining Budget
	2015	2016	2016	fav (unfav)	2016	2016
	1	2	3	4=3-2	5	6=5-2
<b>CLERKS ADMIN &amp; COUNCIL</b>	51,905	58,790	49,317	(9,474)	209,760	150,970
<b>CHIEF ADMINISTRATIVE OFFICER</b>	61,174	49,496	58,506	9,010	285,650	236,154
<b>CLERKS</b>						
ADMINISTRATION	83,265	125,890	140,988	15,098	512,235	386,345
ANIMAL CONTROL	(4,584)	(5,832)	(6,347)	(515)	3,000	8,832
PARKING	1,559	2,235	2,837	601	21,700	19,465
PARATRANSIT	12,819	10,566	13,537	2,971	73,240	62,674
DOWNTOWN IMPROVEMENT	--	--	--	--	--	0
<b>TREASURY</b>						
ADMINISTRATION	39,834	(61,359)	37,420	98,779	912,988	974,347
TAXATION	(9,082,877)	(9,406,697)	(9,394,202)	12,496	(13,273,548)	(3,866,851)
INFORMATION TECHNOLOGY	59,838	99,774	83,228	(16,546)	294,580	194,806
<b>BUILDING INSPECTION</b>						
INSPECTION	(4,629)	(24,923)	(14,363)	10,560	24,570	49,493
PROPERTY STANDARDS	17,747	7,103	7,567	464	32,880	25,777
TOWN CENTRE	11,954	6,065	15,445	9,380	174,137	168,072
PUBLIC BUILDINGS - OTHER	5,048	4,685	8,240	3,555	76,295	71,610
<b>FIRE</b>						
ADMINISTRATION	153,329	169,610	180,285	10,674	976,063	806,453
FACILITY	17,159	17,821	13,962	(3,859)	16,677	(1,144)
<b>POLICE</b>						
ADMINISTRATION	703,521	627,695	625,940	(1,755)	2,536,452	1,908,757
FACILITY	(19,584)	(20,451)	(15,366)	5,085	9,336	29,786
<b>ENGINEERING</b>						
ADMINISTRATION	81,397	79,335	109,954	30,619	2,000,725	1,921,390
EQUIPMENT	(449)	(325)	(1,023)	(698)	0	325
STREET LIGHTING	35,318	39,090	41,419	2,329	245,200	206,110
TRAFFIC SIGNALS	3,133	1,770	3,405	1,635	17,000	15,230
<b>PUBLIC WORKS</b>						
ADMINISTRATION & EQUIPMENT	(32,495)	(1,093)	67,828	68,922	314,346	315,439
FACILITY	3,837	16,753	14,803	(1,951)	60,386	43,633
BRIDGES & CULVERTS	207	3,218	1,247	(1,971)	11,790	8,572
ROADSIDE MAINTENANCE	23,433	45,020	37,318	(7,702)	208,760	163,740
SURFACE MAINTENANCE	15,019	17,117	34,101	16,984	308,710	291,593
ROADS, SIDEWALKS & PARKING LOTS	36,603	39,717	63,380	23,663	247,670	207,953
WINTER CONTROL	349,842	216,876	263,063	46,187	462,776	245,900
ENVIRONMENTAL SERVICES	10,451	18,013	14,757	(3,256)	91,332	73,319
<b>PARKS AND ARENA</b>						
ADMINISTRATION	42,149	31,801	34,781	2,979	128,385	96,584
ARENA	9,970	16,874	24,790	7,916	543,094	526,221
PARKS	53,971	60,277	88,029	27,753	532,515	472,238
PARKS PROGRAMS	(2,446)	(4,417)	1,190	5,608	27,080	31,497
CAMI PARKS / SUZUKI HOUSE	27,322	23,808	36,720	12,912	160,702	136,893
<b>VICTORIA PARK COMMUNITY CENTRE</b>						
ADMINISTRATION	(10,483)	29,285	33,275	3,990	151,029	121,744
AQUATICS	(15,476)	(17,797)	(2,327)	15,470	98,035	115,832
FITNESS	19,797	(12,066)	(5,440)	6,626	3,174	15,240
GENERAL PROGRAMS	(22,665)	(19,411)	(4,807)	14,604	26,040	45,451
FACILITY	92,533	94,520	116,056	21,536	508,811	414,291
<b>YOUTH CENTRE</b>						
FACILITY	23,806	20,440	23,373	2,934	95,163	74,723
TECHNOLOGY PROGRAMS	(323)	18,053	14,060	(3,992)	86,710	68,657
GENERAL PROGRAMS	50,798	60,594	61,358	763	349,970	289,376
CAREER & SKILLS PROGRAM	(96,705)	(30,202)	(10,175)	20,027	--	30,202
YOUTH ENTREPRENEURSHIP PARTNERSHIP	--	(7,767)	--	7,767	--	7,767
<b>MUSEUMS</b>						
FACILITY	4,023	5,355	6,346	991	29,350	23,995
PROGRAMS	20,862	19,323	35,449	16,126	151,603	132,279
<b>ECONOMIC DEVELOPMENT</b>	61,088	56,406	58,498	2,093	253,630	197,224
<b>CAPITAL FUND REQUIREMENT</b>				0	0	0
	<u>(7,108,005)</u>	<u>(7,518,962)</u>	<u>(7,031,577)</u>	<u>487,386</u>	<u>0</u>	<u>7,518,962</u>

**Town of Ingersoll**  
**3 Months Ended March 31, 2016**

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

	YTD Actual		YTD Budget	Variance YTD 2015 Budget vs Actual	Annual Budget	Remaining Budget
	2015	2016	2016	fav (unfav)	2016	2016
	1	2	3	4=3-2	5	6=5-2
<b>REVENUE</b>						
SALE OF GOODS OR SERVICES	(35,762)	(29,185)	(32,380)	(3,196)	(148,935)	(119,750)
PERMITS/LICENSES	(41,929)	(79,156)	(66,177)	12,979	(192,950)	(113,794)
ICE RENTAL	(70,908)	(72,488)	(80,138)	(7,650)	(248,932)	(176,444)
RENT / LEASES	(50,659)	(58,229)	(55,946)	2,283	(223,181)	(164,952)
USER FEES	(39,620)	(52,772)	(40,794)	11,978	(200,372)	(147,600)
MEMBERSHIPS	(39,799)	(37,630)	(26,521)	11,109	(123,100)	(85,470)
RECOVERIES	(1,460)	(8,621)	(9)	8,612	(72,450)	(63,829)
COUNTY RECOVERY	(31,704)	(31,704)	(32,196)	(492)	(293,593)	(261,889)
TAXATION	(9,140,637)	(9,443,167)	(9,427,118)	16,049	(13,733,548)	(4,290,381)
INTEREST / DIVIDENDS	(59,880)	(151,143)	(137,646)	13,497	(574,900)	(423,757)
GRANTS / SUBSIDIES / REBATES	(137,007)	(100,480)	(79,474)	21,006	(189,796)	(89,316)
PROGRAM REVENUES	(110,941)	(111,427)	(107,259)	4,168	(282,247)	(170,820)
DONATIONS / FUNDRAISING	(52,884)	(50,303)	(40,424)	9,879	(123,250)	(72,947)
	<u>(9,813,191)</u>	<u>(10,239,279)</u>	<u>(10,126,082)</u>	<u>113,197</u>	<u>(16,407,254)</u>	<u>(6,167,975)</u>
<b>EXPENSE</b>						
SALARIES, WAGES & BENEFITS	1,348,731	1,364,572	1,533,658	169,086	6,404,754	5,040,182
ADMINISTRATIVE EXPENSE	21,448	23,602	21,059	(2,543)	75,427	51,825
OPERATING EXPENSE	27,997	48,176	35,516	(12,660)	163,358	115,182
COMMUNICATIONS	11,868	19,159	13,651	(5,507)	117,010	97,851
INSURANCE EXPENSE	98,487	98,146	105,275	7,129	212,200	114,054
UTILITIES - HYDRO	84,449	100,279	119,629	19,350	607,125	506,846
UTILITIES - NATURAL GAS	51,882	27,381	39,355	11,974	110,569	83,188
UTILITIES - WATER	11,113	13,432	15,819	2,387	91,527	78,095
SUPPLIES	10,877	10,925	14,439	3,515	67,072	56,147
PROGRAM EXPENSES	29,792	46,768	46,466	(301)	135,780	89,012
MEETINGS, CONFERENCES, TRAINING	18,296	30,619	26,653	(3,966)	121,636	91,017
FUEL / TRANSPORTATION COSTS	27,616	17,927	32,050	14,124	120,290	102,363
PROFESSIONAL FEES	(6,984)	4,921	15,120	10,199	172,700	167,779
CONTRACTED SERVICES	20,169	23,056	24,853	1,797	135,356	112,300
PROPERTY TAX REFUNDS & ADJUSTMENTS	57,760	36,470	32,916	(3,554)	460,000	423,530
MARKETING & PROMOTION	21,290	21,301	36,907	15,606	131,875	110,574
GRANTS TO VOLUNTEER ORGANIZATIONS	2,000	41,000	43,186	2,186	87,080	46,080
REPAIRS & MAINTENANCE	4,071	5,761	5,597	(164)	56,367	50,606
LAND MAINTENANCE & IMPROVEMENT	1,367	874	2,477	1,603	40,400	39,526
EQUIP REPAIRS & MAINTENANCE	19,702	32,309	29,624	(2,685)	150,320	118,011
BLDG REPAIRS & MAINTENANCE	12,592	18,342	15,773	(2,569)	111,855	93,513
SNOW REMOVAL AND SANDING	32,901	22,000	45,944	23,944	47,470	25,470
MAINTENANCE CONTRACTS	40,183	72,256	63,506	(8,750)	150,405	78,149
LAND SALE EXPENSES	0	0	1,635	1,635	10,000	10,000
MATERIALS - PUBLIC WORKS	118,840	88,647	102,992	14,346	482,886	394,239
PW EQUIP CHARGEOUT NET OF COSTS	(150,683)	(106,581)	32,285	138,866	95,655	202,236
EQUIPMENT USAGE	160,391	116,771	40,326	(76,446)	(0)	(116,771)
TRANSFER TO BIA	19,073	0	0	0	77,669	77,669
TRANSFERS TO CEMETERY BOARD	23,847	0	14,532	14,532	104,402	104,402
	<u>2,119,075</u>	<u>2,178,112</u>	<u>2,511,245</u>	<u>333,133</u>	<u>10,541,188</u>	<u>8,363,076</u>
<b>NET OPERATING REVENUE</b>	<u>(7,694,116)</u>	<u>(8,061,168)</u>	<u>(7,614,837)</u>	<u>446,330</u>	<u>(5,866,066)</u>	<u>2,195,101</u>
<b>OTHER</b>						
O.P.P. CONTRACT	704,133	635,607	635,607	(0)	2,542,427	1,906,820
OMPF - ONT MUN PARTNER GRANT	(134,500)	(114,325)	(114,325)	0	(457,300)	(342,975)
TRANSFER FROM RESERVES & RES FUNDS	0	0	0	0	(122,896)	(122,896)
TRANSFER TO RESERVES & RES FUNDS	0	0	0	0	2,928,560	2,928,560
RESERVE FUND - GAS TAX SUBSIDIES	--	0	0	0	0	0
DEBENTURE PAYMENT	16,478	20,923	61,979	41,056	933,275	912,352
CAPITAL TAX LEVY REQUIREMENT	0	0	0	0	42,000	42,000
	<u>586,111</u>	<u>542,205</u>	<u>583,261</u>	<u>41,055</u>	<u>5,866,066</u>	<u>5,323,861</u>
	<u>(7,108,005)</u>	<u>(7,518,962)</u>	<u>(7,031,577)</u>	<u>487,386</u>	<u>--</u>	<u>7,518,962</u>

**Town of Ingersoll**  
**3 Months Ended March 31, 2016**

DEPARTMENT: MAYOR & COUNCIL	YTD Actual		YTD Budget	Variance YTD 2015 Budget vs Actual	Annual Budget	Remaining Budget
	2015	2016	2016	fav (unfav)	2016	2016
	1	2	3	4=3-2	5	6=5-2
<b>REVENUE</b>						
<b>EXPENSE</b>						
SALARIES, WAGES & BENEFITS	39,872	39,774	39,884	110	160,410	120,636
ADMINISTRATIVE EXPENSE	582	139	214	75	550	411
COMMUNICATIONS	734	1,216	1,266	50	5,500	4,284
PROGRAM EXPENSES	4,106	3,707	2,967	(740)	5,200	1,493
MEETINGS, CONFERENCES, TRAINING	4,990	12,615	3,913	(8,702)	14,000	1,385
FUEL / TRANSPORTATION COSTS	41	262	14	(248)	1,400	1,138
MARKETING & PROMOTION	1,580	1,077	1,059	(18)	14,000	12,923
	<u>51,905</u>	<u>58,790</u>	<u>49,317</u>	<u>(9,474)</u>	<u>201,060</u>	<u>142,270</u>
<b>NET OPERATING (REVENUE) EXPENSE</b>	<u>51,905</u>	<u>58,790</u>	<u>49,317</u>	<u>(9,474)</u>	<u>197,260</u>	<u>138,470</u>
<b>OTHER</b>						
	<u>--</u>	<u>--</u>	<u>0</u>	<u>0</u>	<u>12,500</u>	<u>12,500</u>
	<u>51,905.11</u>	<u>58,790</u>	<u>49,317</u>	<u>(9,474)</u>	<u>209,760</u>	<u>150,970</u>

**NOTES**

A deficit in Meetings and Conferences accounts is due to the timing of expenses for the February AMO conference . It should be noted that the annual meeting conference budget has been 90% utilized and the likelihood of a negative variance is very high.

No other significant variances projected at this time.

**Town of Ingersoll**  
**3 Months Ended March 31, 2016**

DEPARTMENT: CHIEF ADMINISTRATIVE OFFICER	YTD Actual		YTD Budget	Variance YTD 2015 Budget vs Actual	Annual Budget	Remaining Budget
	2015	2016	2016	fav (unfav)	2016	2016
	1	2	3	4=3-2	5	6=5-2
<b>REVENUE</b>						
<b>EXPENSE</b>						
SALARIES, WAGES & BENEFITS	42,083	42,589	40,758	(1,831)	176,650	134,061
ADMINISTRATIVE EXPENSE	46	22	28	5	150	128
COMMUNICATIONS	107	189	212	24	850	661
PROGRAM EXPENSES	744	1,183	875	(308)	1,500	317
MEETINGS, CONFERENCES, TRAINING	1,043	1,391	1,125	(266)	3,000	1,609
FUEL / TRANSPORTATION COSTS	--	--	62	62	250	250
PROFESSIONAL FEES	16,878	4,123	15,070	10,948	96,000	91,877
MARKETING & PROMOTION	273	--	375	375	7,000	7,000
	<u>61,174</u>	<u>49,496</u>	<u>58,506</u>	<u>9,010</u>	<u>285,650</u>	<u>236,154</u>
<b>NET OPERATING (REVENUE) EXPENSE</b>	<u>61,174</u>	<u>49,496</u>	<u>58,506</u>	<u>9,010</u>	<u>285,650</u>	<u>236,154</u>
<b>OTHER</b>						
	<u>61,174</u>	<u>49,496</u>	<u>58,506</u>	<u>9,010</u>	<u>285,650</u>	<u>236,154</u>

**NOTES**

No significant variances projected at this time.

A surplus in the professional fees account is due to the timing of landfill and other legal related expenses.

**Town of Ingersoll**  
**3 Months Ended March 31, 2016**

DEPARTMENT: CLERKS	YTD Actual		YTD Budget	Variance YTD 2015 Budget vs Actual	Annual Budget	Remaining Budget
	2015	2016	2016	fav (unfav)	2016	2016
	1	2	3	4=3-2	5	6=5-2
ACTIVITY: ADMINISTRATION						
<b>REVENUE</b>						
SALE OF GOODS OR SERVICES	(1)	(10)	(15)	(5)	(25)	(15)
PERMITS/LICENSES	(2,874)	(3,000)	(2,799)	201	(21,600)	(18,600)
USER FEES	(1,785)	(9,690)	(1,732)	7,958	(14,550)	(4,860)
LAND SALES	--	(12,975)	--	12,975	--	12,975
	<u>(4,660)</u>	<u>(25,675)</u>	<u>(4,545)</u>	<u>21,130</u>	<u>(36,175)</u>	<u>(10,500)</u>
<b>EXPENSE</b>						
SALARIES, WAGES & BENEFITS	64,146	80,785	80,689	(95)	349,560	268,775
ADMINISTRATIVE EXPENSE	10,776	11,516	9,082	(2,435)	21,650	10,134
OPERATING EXPENSE	5,772	2,249	2,902	653	15,000	12,751
COMMUNICATIONS	1,596	2,183	1,462	(720)	8,500	6,317
PROGRAM EXPENSES	377	9,432	2,341	(7,091)	7,850	(1,582)
MEETINGS, CONFERENCES, TRAINING	2,348	1,777	2,580	802	6,720	4,943
FUEL / TRANSPORTATION COSTS	--	91	90	(2)	1,200	1,109
PROFESSIONAL FEES	90	1,269	48	(1,221)	5,000	3,731
CONTRACTED SERVICES	320	343	524	180	5,500	5,157
MARKETING & PROMOTION	501	920	995	76	6,850	5,930
GRANTS TO VOLUNTEER ORGANIZATIONS	2,000	41,000	43,186	2,186	51,080	10,080
LAND SALE EXPENSES	--	--	1,635	1,635	10,000	10,000
	<u>87,924</u>	<u>151,565</u>	<u>145,534</u>	<u>(6,031)</u>	<u>488,910</u>	<u>337,345</u>
<b>NET OPERATING (REVENUE) EXPENSE</b>	<u>83,265</u>	<u>125,890</u>	<u>140,988</u>	<u>15,098</u>	<u>452,735</u>	<u>326,845</u>
<b>OTHER</b>						
	--	--	--	--	59,500	59,500
	<u>83,265</u>	<u>125,890</u>	<u>140,988</u>	<u>15,098</u>	<u>512,235</u>	<u>386,345</u>

**NOTES**

A surplus in User fees is due to a higher than projected number of planning applications on the 1st Quarter of the year.

A surplus in land sale revenues due to non budgeted sale of land to MTO. This revenue was not budgeted.

Postage has been prepaid for the next 6 months resulting in a deficit in admin expenses. This will balance by year end.



**Town of Ingersoll**  
**3 Months Ended March 31, 2016**

DEPARTMENT: CLERKS	YTD Actual		YTD Budget	Variance YTD 2015 Budget vs Actual	Annual Budget	Remaining Budget
	2015	2016	2016	fav (unfav)	2016	2016
	1	2	3	4=3-2	5	6=5-2
ACTIVITY: ANIMAL CONTROL						
<b>REVENUE</b>						
PERMITS/LICENSES	(7,755)	(8,005)	(9,054)	(1,049)	(12,000)	(3,995)
	(7,755)	(8,005)	(9,054)	(1,049)	(12,000)	(3,995)
<b>EXPENSE</b>						
CONTRACTED SERVICES	3,171	2,173	2,707	534	14,600	12,427
	3,171	2,173	2,707	534	15,000	12,827
<b>NET OPERATING (REVENUE) EXPENSE</b>	(4,584)	(5,832)	(6,347)	(515)	3,000	8,832
<b>OTHER</b>						
	--	--	--	--	--	--
	(4,584)	(5,832)	(6,347)	(515)	3,000	8,832

**NOTES**

No significant variances projected at this time

**Town of Ingersoll**  
**3 Months Ended March 31, 2016**

DEPARTMENT: CLERKS	YTD Actual		YTD Budget	Variance YTD 2015 Budget vs Actual	Annual Budget	Remaining Budget
	2015	2016	2016	fav (unfav)	2016	2016
	1	2	3	4=3-2	5	6=5-2
ACTIVITY: PARKING						
<b>REVENUE</b>						
USER FEES	(1,795)	(1,307)	(1,709)	(402)	(5,400)	(4,093)
	(1,795)	(1,307)	(1,709)	(402)	(5,400)	(4,093)
<b>EXPENSE</b>						
CONTRACTED SERVICES	3,354	3,542	4,420	878	26,500	22,958
EQUIP REPAIRS & MAINTENANCE	--	--	125	125	500	500
	3,354	3,542	4,545	1,003	27,100	23,558
<b>NET OPERATING (REVENUE) EXPENSE</b>	1,559	2,235	2,837	601	21,700	19,465
<b>OTHER</b>						
	--	--	--	--	--	--
	1,559	2,235	2,837	601	21,700	19,465

**NOTES**

No significant variances projected at this time

**Town of Ingersoll**  
**3 Months Ended March 31, 2016**

DEPARTMENT: CLERKS	YTD Actual		YTD Budget	Variance YTD 2015 Budget vs Actual	Annual Budget	Remaining Budget
	2015	2016	2016	fav (unfav)	2016	2016
	1	2	3	4=3-2	5	6=5-2
ACTIVITY: PARATRANSIT						
<b>REVENUE</b>						
SALE OF GOODS OR SERVICES	(2,913)	(2,640)	(3,373)	(733)	(13,000)	(10,360)
	(2,913)	(2,640)	(3,373)	(733)	(13,000)	(10,360)
<b>EXPENSE</b>						
SALARIES, WAGES & BENEFITS	7,627	6,257	7,918	1,661	34,310	28,053
COMMUNICATIONS	247	387	231	(156)	1,400	1,013
CONTRACTED SERVICES	6,603	5,136	7,291	2,155	42,530	37,394
MARKETING & PROMOTION	--	--	249	249	500	500
MAINTENANCE CONTRACTS	1,255	1,426	1,221	(205)	7,500	6,074
	15,732	13,206	16,909	3,703	86,240	73,034
<b>NET OPERATING (REVENUE) EXPENSE</b>	12,819	10,566	13,537	2,971	73,240	62,674
<b>OTHER</b>					--	--
	--	--	0	0	0	0
	12,819	10,566	13,537	2,971	73,240	62,674

**NOTES**

No significant variances projected at this time

**Town of Ingersoll**  
**3 Months Ended March 31, 2016**

DEPARTMENT: TREASURY		YTD Actual		YTD Budget	Variance YTD 2015 vs Actual	Annual Budget	Remaining Budget
		2015	2016	2016	fav (unfav)	2016	2016
ACTIVITY:	INFORMATION TECHNOLOGY	1	2	3	4=3-2	5	6=5-2
<b>REVENUE</b>							
<b>EXPENSE</b>							
	SALARIES, WAGES & BENEFITS	38,656	39,873	38,275	(1,598)	165,680	125,807
	ADMINISTRATIVE EXPENSE	767	731	164	(567)	400	(331)
	OPERATING EXPENSE	7,329	14,207	10,914	(3,293)	26,000	11,793
	COMMUNICATIONS	617	1,092	636	(457)	4,500	3,408
	PROGRAM EXPENSES	--	168	--	(168)	250	82
	FUEL / TRANSPORTATION COSTS	28	--	264	264	3,500	3,500
	MARKETING & PROMOTION	35	--	69	69	300	300
	EQUIP REPAIRS & MAINTENANCE	462	135	1,618	1,483	3,000	2,865
	MAINTENANCE CONTRACTS	11,945	43,568	31,289	(12,279)	52,950	9,382
		<u>59,838</u>	<u>99,774</u>	<u>83,228</u>	<u>(16,546)</u>	<u>267,580</u>	<u>167,806</u>
	<b>NET OPERATING (REVENUE) EXPENSE</b>	<u>59,838</u>	<u>99,774</u>	<u>83,228</u>	<u>(16,546)</u>	<u>267,580</u>	<u>167,806</u>
	<b>OTHER</b>						
		<u>--</u>	<u>--</u>	<u>0</u>	<u>0</u>	<u>27,000</u>	<u>27,000</u>
		<u>59,838</u>	<u>99,774</u>	<u>83,228</u>	<u>(16,546)</u>	<u>294,580</u>	<u>194,806</u>

**NOTES**

- No significant variances projected at this time
- A deficit in operating expenses is a timing issue and will balance at year end.
- A deficit in maintenance contracts is a timing issue and will balance at year end.

**Town of Ingersoll**  
**3 Months Ended March 31, 2016**

DEPARTMENT: TREASURY		YTD Actual		YTD Budget	Variance YTD 2015 Budget vs Actual	Annual Budget	Remaining Budget
		2015	2016	2016	fav (unfav)	2016	2016
ACTIVITY:	ADMINISTRATION	1	2	3	4=3-2	5	6=5-2
<b>REVENUE</b>							
	SALE OF GOODS OR SERVICES	(3,240)	(3,040)	(2,751)	289	(13,000)	(9,960)
	USER FEES	(1,549)	(2,685)	(3,047)	(362)	(12,000)	(9,315)
	INTEREST / DIVIDENDS	(59,880)	(151,143)	(137,646)	13,497	(574,900)	(423,757)
	GRANTS / SUBSIDIES / REBATES	(2,825)	(1,937)	--	1,937	--	1,937
		<u>(67,495)</u>	<u>(158,805)</u>	<u>(143,444)</u>	<u>15,361</u>	<u>(604,100)</u>	<u>(445,295)</u>
<b>EXPENSE</b>							
	SALARIES, WAGES & BENEFITS	110,695	112,250	110,412	(1,838)	470,741	358,491
	ADMINISTRATIVE EXPENSE	642	1,477	517	(960)	7,800	6,323
	OPERATING EXPENSE	--	--	4	4	250	250
	COMMUNICATIONS	--	174	328	155	780	606
	INSURANCE EXPENSE	98,487	98,146	105,275	7,129	210,550	112,404
	PROGRAM EXPENSES	1,068	912	1,076	165	3,698	2,786
	MEETINGS, CONFERENCES, TRAINING	--	--	78	78	4,849	4,849
	PROFESSIONAL FEES	(24,883)	(22,616)	--	22,616	30,000	52,616
	CONTRACTED SERVICES	(3,930)	145	281	136	3,500	3,355
	MARKETING & PROMOTION	224	234	268	34	1,200	966
	EQUIP REPAIRS & MAINTENANCE	127	127	438	311	570	443
	TRANSFERS TO CEMETERY BOARD	23,847	--	14,532	14,532	104,402	104,402
		<u>225,351</u>	<u>190,847</u>	<u>233,210</u>	<u>42,362</u>	<u>916,509</u>	<u>725,662</u>
	<b>NET OPERATING (REVENUE) EXPENSE</b>	<u>157,856</u>	<u>32,042</u>	<u>89,766</u>	<u>57,723</u>	<u>312,409</u>	<u>280,367</u>
<b>OTHER</b>							
	OMPF - ONT MUN PARTNER GRANT	(134,500)	(114,325)	(114,325)	--	(457,300)	(342,975)
	DEBENTURE PAYMENT	16,478	20,923	61,979	41,056	933,275	912,352
		<u>(118,022)</u>	<u>(93,402)</u>	<u>(52,346)</u>	<u>41,056</u>	<u>600,579</u>	<u>693,981</u>
		<u>39,834</u>	<u>(61,359)</u>	<u>37,420</u>	<u>98,779</u>	<u>912,988</u>	<u>974,347</u>

**NOTES**

- A surplus in professional fees is due to the timing of annual audit fees and will balance at the year end.
- A surplus in the transfers to Cemetery Board will balance at the year end.
- A surplus in debenture payments accounts is due to timing and will balance at year end.

**Town of Ingersoll**  
**3 Months Ended March 31, 2016**

DEPARTMENT: TREASURY	YTD Actual		YTD Budget	Variance YTD 2015 Budget vs Actual	Annual Budget	Remaining Budget
	2015	2016	2016	fav (unfav)	2016	2016
	1	2	3	4=3-2	5	6=5-2
ACTIVITY: TAXATION						
<b>REVENUE</b>						
TAXATION	(9,140,637)	(9,443,167)	(9,427,118)	16,049	(13,733,548)	(4,290,381)
	(9,140,637)	(9,443,167)	(9,427,118)	16,049	(13,733,548)	(4,290,381)
<b>EXPENSE</b>						
PROPERTY TAX REFUNDS & ADJUSTMENTS	57,760	36,470	32,916	(3,554)	460,000	423,530
	57,760	36,470	32,916	(3,554)	460,000	423,530
<b>NET OPERATING (REVENUE) EXPENSE</b>	(9,082,877)	(9,406,697)	(9,394,202)	12,496	(13,273,548)	(3,866,851)
<b>OTHER</b>						
	--	--	--	--	--	--
	(9,082,877)	(9,406,697)	(9,394,202)	12,496	(13,273,548)	(3,866,851)

**NOTES**

No significant variances projected at this time

**Town of Ingersoll**  
**3 Months Ended March 31, 2016**

DEPARTMENT: BUILDING	YTD Actual		YTD Budget	Variance YTD	Annual Budget	Remaining Budget
	2015	2016	2016	2015 Budget vs Actual	2016	2016
	1	2	3	fav (unfav)	5	6=5-2
ACTIVITY: INSPECTION				4=3-2		
<b>REVENUE</b>						
PERMITS/LICENSES	(31,300)	(65,151)	(54,325)	10,827	(156,200)	(91,049)
USER FEES	(863)	(1,050)	(501)	549	(2,300)	(1,250)
	<u>(32,164)</u>	<u>(66,201)</u>	<u>(54,826)</u>	<u>11,375</u>	<u>(158,500)</u>	<u>(92,299)</u>
<b>EXPENSE</b>						
SALARIES, WAGES & BENEFITS	25,310	38,723	38,350	(372)	166,710	127,987
ADMINISTRATIVE EXPENSE	343	272	60	(212)	1,120	848
OPERATING EXPENSE	--	--	281	281	1,000	1,000
COMMUNICATIONS	--	--	125	125	500	500
PROGRAM EXPENSES	879	938	567	(371)	965	27
MEETINGS, CONFERENCES, TRAINING	75	815	614	(201)	8,400	7,585
FUEL / TRANSPORTATION COSTS	272	531	425	(106)	4,000	3,469
MARKETING & PROMOTION	--	--	40	40	375	375
	<u>27,534</u>	<u>41,278</u>	<u>40,463</u>	<u>(815)</u>	<u>183,070</u>	<u>141,792</u>
<b>NET OPERATING (REVENUE) EXPENSE</b>	<u>(4,629)</u>	<u>(24,923)</u>	<u>(14,363)</u>	<u>10,560</u>	<u>24,570</u>	<u>49,493</u>
<b>OTHER</b>						
	<u>--</u>	<u>--</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
	<u>(4,629)</u>	<u>(24,923)</u>	<u>(14,363)</u>	<u>10,560</u>	<u>24,570</u>	<u>49,493</u>

**NOTES**

A surplus in permit fees is due to a higher than projected number of building permits issued in the first quarter of the year.

**Town of Ingersoll**  
**3 Months Ended March 31, 2016**

DEPARTMENT: BUILDING	YTD Actual		YTD Budget	Variance YTD	Annual Budget	Remaining Budget
	2015	2016	2016	2015 Budget vs Actual	2016	2016
	1	2	3	fav (unfav)	5	6=5-2
ACTIVITY: PROPERTY STANDARDS				4=3-2		
REVENUE						
EXPENSE						
SALARIES, WAGES & BENEFITS	17,747	7,103	7,567	464	32,880	25,777
	17,747	7,103	7,567	464	32,880	25,777
NET OPERATING (REVENUE) EXPENSE	17,747	7,103	7,567	464	32,880	25,777
OTHER						
	--	--	0	0	0	0
	17,747	7,103	7,567	464	32,880	25,777

**NOTES**

No significant variances projected at this time



**Town of Ingersoll**  
**3 Months Ended March 31, 2016**

DEPARTMENT: BUILDING	YTD Actual		YTD Budget	Variance YTD 2015 Budget vs Actual	Annual Budget	Remaining Budget
	2015	2016	2016	fav (unfav)	2016	2016
	1	2	3	4=3-2	5	6=5-2
ACTIVITY: TOWN CENTRE						
<b>REVENUE</b>						
COUNTY RECOVERY	(31,704)	(31,704)	(28,571)	3,133	(103,775)	(72,071)
	<u>(31,704)</u>	<u>(31,704)</u>	<u>(28,571)</u>	<u>3,133</u>	<u>(103,775)</u>	<u>(72,071)</u>
<b>EXPENSE</b>						
SALARIES, WAGES & BENEFITS	24,031	19,031	18,754	(277)	81,570	62,539
OPERATING EXPENSE	386	718	523	(195)	2,602	1,884
COMMUNICATIONS	283	425	291	(134)	1,698	1,273
UTILITIES - HYDRO	5,454	7,318	8,078	761	64,990	57,672
UTILITIES - NATURAL GAS	5,415	3,088	4,811	1,723	14,000	10,912
UTILITIES - WATER	1,675	1,476	1,582	106	9,462	7,986
REPAIRS & MAINTENANCE	145	174	175	1	820	647
EQUIP REPAIRS & MAINTENANCE	--	524	1,808	1,284	11,460	10,936
BLDG REPAIRS & MAINTENANCE	1,267	176	1,476	1,300	13,000	12,824
SNOW REMOVAL AND SANDING	492	297	733	436	1,000	703
MAINTENANCE CONTRACTS	4,509	4,544	5,784	1,240	10,460	5,916
	<u>43,658</u>	<u>37,769</u>	<u>44,016</u>	<u>6,247</u>	<u>212,912</u>	<u>175,143</u>
<b>NET OPERATING (REVENUE) EXPENSE</b>	<u>11,954</u>	<u>6,065</u>	<u>15,445</u>	<u>9,380</u>	<u>109,137</u>	<u>103,072</u>
<b>OTHER</b>						
	<u>--</u>	<u>--</u>	<u>0</u>	<u>0</u>	<u>65,000</u>	<u>65,000</u>
	<u>11,954</u>	<u>6,065</u>	<u>15,445</u>	<u>9,380</u>	<u>174,137</u>	<u>168,072</u>

**NOTES**

No significant variances projected at this time

**Town of Ingersoll**  
**3 Months Ended March 31, 2016**

DEPARTMENT: BUILDING	YTD Actual		YTD Budget	Variance YTD	Annual Budget	Remaining Budget
	2015	2016	2016	2015 Budget vs Actual	2016	2016
	1	2	3	fav (unfav)	5	6=5-2
ACTIVITY: PUBLIC BUILDINGS - OTHER				4=3-2		
<b>REVENUE</b>						
RENT / LEASES	(3,182)	(5,324)	(5,060)	263	(21,925)	(16,601)
	<u>(3,182)</u>	<u>(5,324)</u>	<u>(5,060)</u>	<u>263</u>	<u>(21,925)</u>	<u>(16,601)</u>
<b>EXPENSE</b>						
SALARIES, WAGES & BENEFITS	2,667	4,944	5,123	179	22,230	17,286
UTILITIES - HYDRO	362	870	1,264	394	7,882	7,012
UTILITIES - NATURAL GAS	1,504	1,380	2,205	825	6,300	4,920
UTILITIES - WATER	88	(25)	365	391	1,920	1,945
REPAIRS & MAINTENANCE	55	66	59	(7)	300	234
EQUIP REPAIRS & MAINTENANCE	120	--	856	856	1,000	1,000
BLDG REPAIRS & MAINTENANCE	146	386	414	27	2,330	1,944
SNOW REMOVAL AND SANDING	975	588	661	72	1,920	1,332
MAINTENANCE CONTRACTS	2,313	1,800	2,354	554	8,238	6,438
	<u>8,230</u>	<u>10,009</u>	<u>13,300</u>	<u>3,291</u>	<u>58,220</u>	<u>48,211</u>
<b>NET OPERATING (REVENUE) EXPENSE</b>	<u>5,048</u>	<u>4,685</u>	<u>8,240</u>	<u>3,555</u>	<u>36,295</u>	<u>31,610</u>
<b>OTHER</b>						
	--	--	0	0	40,000	40,000
	<u>5,048</u>	<u>4,685</u>	<u>8,240</u>	<u>3,555</u>	<u>76,295</u>	<u>71,610</u>

**NOTES**

No significant variances projected at this time

**Town of Ingersoll**  
**3 Months Ended March 31, 2016**

DEPARTMENT: FIRE	YTD Actual		YTD Budget	Variance YTD 2015 Budget vs Actual	Annual Budget	Remaining Budget
	2015	2016	2016	fav (unfav)	2016	2016
	1	2	3	4=3-2	5	6=5-2
ACTIVITY: ADMINISTRATION						
<b>REVENUE</b>						
SALE OF GOODS OR SERVICES	(75)	--	(102)	(102)	(17,450)	(17,450)
USER FEES	(462)	(435)	(421)	14	(1,000)	(565)
	<u>(537)</u>	<u>(435)</u>	<u>(523)</u>	<u>(88)</u>	<u>(20,950)</u>	<u>(20,515)</u>
<b>EXPENSE</b>						
SALARIES, WAGES & BENEFITS	138,142	146,922	159,852	12,930	677,485	530,563
ADMINISTRATIVE EXPENSE	--	322	39	(283)	1,958	1,636
OPERATING EXPENSE	3,059	6,025	1,508	(4,517)	20,550	14,525
COMMUNICATIONS	568	1,561	767	(794)	47,015	45,454
UTILITIES - HYDRO	3,728	4,210	3,690	(520)	16,950	12,740
UTILITIES - NATURAL GAS	1,930	1,041	1,939	898	3,300	2,259
UTILITIES - WATER	356	449	364	(84)	2,200	1,751
PROGRAM EXPENSES	798	808	1,026	218	1,800	992
MEETINGS, CONFERENCES, TRAINING	1,129	4,257	5,322	1,064	16,550	12,293
FUEL / TRANSPORTATION COSTS	1,484	390	1,666	1,276	6,100	5,710
MARKETING & PROMOTION	212	2,235	1,914	(321)	4,550	2,315
EQUIP REPAIRS & MAINTENANCE	2,083	1,432	1,917	485	17,490	16,058
BLDG REPAIRS & MAINTENANCE	378	236	534	299	4,000	3,764
MAINTENANCE CONTRACTS	--	158	269	111	1,065	907
	<u>153,867</u>	<u>170,045</u>	<u>180,807</u>	<u>10,762</u>	<u>821,013</u>	<u>650,968</u>
<b>NET OPERATING (REVENUE) EXPENSE</b>	<u>153,329</u>	<u>169,610</u>	<u>180,285</u>	<u>10,674</u>	<u>800,063</u>	<u>630,453</u>
<b>OTHER</b>						
	<u>--</u>	<u>--</u>	<u>0</u>	<u>0</u>	<u>176,000</u>	<u>176,000</u>
	<u>153,329</u>	<u>169,610</u>	<u>180,285</u>	<u>10,674</u>	<u>976,063</u>	<u>806,453</u>

**NOTES**

A surplus in the wages & benefits accounts is due to timing, the RRSP for volunteer fire fighters and overtime premiums will be payed out at the end of the year.

A deficit in operating expense is due to timing, firefighting equipment was purchased sooner then projected. This will balance at year end.

**Town of Ingersoll**  
**3 Months Ended March 31, 2016**

DEPARTMENT: FIRE	YTD Actual		YTD Budget	Variance YTD	Annual Budget	Remaining Budget
	2015	2016	2016	2015 Budget vs Actual	2016	2016
	1	2	3	fav (unfav)	5	6=5-2
ACTIVITY: FACILITY				4=3-2		
<b>REVENUE</b>						
INTERNAL (REVENUE) EXPENSE	--	--	(4,453)	(4,453)	(64,788)	(64,788)
	0	--	(4,453)	(4,453)	(64,788)	(64,788)
<b>EXPENSE</b>						
SALARIES, WAGES & BENEFITS	16,133	16,754	16,770	16	72,600	55,846
OPERATING EXPENSE	570	910	775	(135)	3,815	2,905
PROGRAM EXPENSES	--	--	62	62	250	250
EQUIP REPAIRS & MAINTENANCE	--	--	58	58	2,500	2,500
SNOW REMOVAL AND SANDING	--	--	250	250	250	250
MAINTENANCE CONTRACTS	455	158	500	342	2,000	1,842
	17,159	17,821	18,415	594	81,465	63,644
<b>NET OPERATING (REVENUE) EXPENSE</b>	17,159	17,821	13,962	(3,859)	16,677	(1,144)
<b>OTHER</b>						
	--	--	--	--	--	--
	17,159	17,821	13,962	(3,859)	16,677	(1,144)

**NOTES**

No significant variances projected at this time.  
Internal revenue is a timing issue and will balance at year end.

**Town of Ingersoll**  
**3 Months Ended March 31, 2016**

DEPARTMENT: POLICE	YTD Actual		YTD Budget	Variance YTD	Annual Budget	Remaining Budget
	2015	2016	2016	2015 Budget vs Actual	2016	2016
	1	2	3	fav (unfav)	5	6=5-2
ACTIVITY: ADMINISTRATION				4=3-2		
<b>REVENUE</b>						
SALE OF GOODS OR SERVICES	(1,425)	(2,400)	(2,008)	392	(12,200)	(9,800)
USER FEES	(1,198)	(1,558)	(1,361)	198	(2,500)	(942)
RECOVERIES	(47)	--	618	618	(2,000)	(2,000)
GRANTS / SUBSIDIES / REBATES	(17,767)	(24,821)	(26,669)	(1,847)	(83,000)	(58,179)
	<u>(20,437)</u>	<u>(28,780)</u>	<u>(29,419)</u>	<u>(639)</u>	<u>(100,350)</u>	<u>(71,570)</u>
<b>EXPENSE</b>						
SALARIES, WAGES & BENEFITS	16,459	17,464	15,814	(1,650)	67,075	49,611
ADMINISTRATIVE EXPENSE	--	--	100	100	100	100
OPERATING EXPENSE	--	--	68	68	800	800
COMMUNICATIONS	159	115	129	13	750	635
PROGRAM EXPENSES	3,208	3,000	3,427	427	10,800	7,800
MEETINGS, CONFERENCES, TRAINING	--	59	--	(59)	8,650	8,591
FUEL / TRANSPORTATION COSTS	--	108	--	(108)	800	692
MARKETING & PROMOTION	--	--	214	214	3,400	3,400
MAINTENANCE CONTRACTS	--	122	--	(122)	--	(122)
	<u>19,825</u>	<u>20,868</u>	<u>19,752</u>	<u>(1,116)</u>	<u>94,375</u>	<u>73,507</u>
<b>NET OPERATING (REVENUE) EXPENSE</b>	<u>(612)</u>	<u>(7,912)</u>	<u>(9,667)</u>	<u>(1,755)</u>	<u>(5,975)</u>	<u>1,937</u>
<b>OTHER</b>						
O.P.P. CONTRACT	704,133	635,607	635,607	(0)	2,542,427	1,906,820
	<u>704,133</u>	<u>635,607</u>	<u>635,607</u>	<u>(0)</u>	<u>2,542,427</u>	<u>1,906,820</u>
	<u>703,521</u>	<u>627,695</u>	<u>625,940</u>	<u>(1,755)</u>	<u>2,536,452</u>	<u>1,908,757</u>

**NOTES**

No significant variances projected at this time.

**Town of Ingersoll**  
**3 Months Ended March 31, 2016**

DEPARTMENT: POLICE	YTD Actual		YTD Budget	Variance YTD	Annual Budget	Remaining Budget
	2015	2016	2016	2015 Budget vs Actual	2016	2016
	1	2	3	4=3-2 fav (unfav)	5	6=5-2
ACTIVITY: FACILITY						
<b>REVENUE</b>						
RENT / LEASES	(26,250)	(26,250)	(26,250)	--	(105,000)	(78,750)
INTERNAL (REVENUE) EXPENSE	--	--	4,453	4,453	64,788	64,788
	<u>(26,250)</u>	<u>(26,250)</u>	<u>(21,797)</u>	<u>4,453</u>	<u>(40,212)</u>	<u>(13,962)</u>
<b>EXPENSE</b>						
UTILITIES - HYDRO	4,548	4,639	4,319	(321)	20,129	15,490
UTILITIES - NATURAL GAS	1,110	543	852	309	1,869	1,326
UTILITIES - WATER	488	599	616	17	2,650	2,052
BLDG REPAIRS & MAINTENANCE	520	19	631	613	8,500	8,481
MAINTENANCE CONTRACTS	--	--	14	14	400	400
	<u>6,666</u>	<u>5,799</u>	<u>6,432</u>	<u>632</u>	<u>34,198</u>	<u>28,398</u>
<b>NET OPERATING (REVENUE) EXPENSE</b>	<u>(19,584)</u>	<u>(20,451)</u>	<u>(15,366)</u>	<u>5,085</u>	<u>(6,014)</u>	<u>14,436</u>
<b>OTHER</b>						
	<u>--</u>	<u>--</u>	<u>0</u>	<u>0</u>	<u>15,350</u>	<u>15,350</u>
	<u>(19,584)</u>	<u>(20,451)</u>	<u>(15,366)</u>	<u>5,085</u>	<u>9,336</u>	<u>29,786</u>

**NOTES**

No significant variances projected at this time.

Internal revenue is a timing issue and will balance at year end.

**Town of Ingersoll**  
**3 Months Ended March 31, 2016**

DEPARTMENT: ENGINEERING	YTD Actual		YTD Budget	Variance YTD	Annual Budget	Remaining Budget
	2015	2016	2016	2015 Budget vs Actual	2016	2016
	1	2	3	fav (unfav)	5	6=5-2
ACTIVITY: ADMINISTRATION				4=3-2		
<b>REVENUE</b>						
PERMITS/LICENSES	--	(250)	--	250	(2,500)	(2,250)
USER FEES	--	(730)	(273)	457	(800)	(70)
RECOVERIES	(300)	(3,700)	(76)	3,624	(46,000)	(42,300)
	<u>(300)</u>	<u>(4,680)</u>	<u>(349)</u>	<u>4,331</u>	<u>(49,300)</u>	<u>(44,620)</u>
<b>EXPENSE</b>						
SALARIES, WAGES & BENEFITS	68,418	69,042	91,377	22,335	334,660	265,618
ADMINISTRATIVE EXPENSE	5,117	5,241	5,776	535	10,150	4,909
OPERATING EXPENSE	519	921	1,331	410	11,650	10,729
COMMUNICATIONS	2,162	3,121	1,811	(1,310)	10,000	6,879
PROGRAM EXPENSES	524	388	929	541	2,565	2,177
MEETINGS, CONFERENCES, TRAINING	3,980	3,412	6,807	3,395	16,300	12,888
FUEL / TRANSPORTATION COSTS	317	814	404	(410)	2,100	1,286
CONTRACTED SERVICES	(500)	81	--	(81)	--	(81)
MARKETING & PROMOTION	--	149	1,467	1,318	2,000	1,851
EQUIP REPAIRS & MAINTENANCE	179	653	388	(265)	2,200	1,547
EQUIPMENT USAGE	113	194	13	(181)	200	6
	<u>81,697</u>	<u>84,015</u>	<u>110,303</u>	<u>26,288</u>	<u>433,025</u>	<u>349,010</u>
<b>NET OPERATING (REVENUE) EXPENSE</b>	<u>81,397</u>	<u>79,335</u>	<u>109,954</u>	<u>30,619</u>	<u>383,725</u>	<u>304,390</u>
<b>OTHER</b>						
	<u>--</u>	<u>--</u>	<u>0</u>	<u>0</u>	<u>1,617,000</u>	<u>1,617,000</u>
	<u>81,397</u>	<u>79,335</u>	<u>109,954</u>	<u>30,619</u>	<u>2,000,725</u>	<u>1,921,390</u>

**NOTES**

Positive variance in wages / benefits is due to 2 temporary vacant positions.

**Town of Ingersoll**  
**3 Months Ended March 31, 2016**

DEPARTMENT: ENGINEERING	YTD Actual		YTD Budget	Variance YTD 2015 Budget vs Actual	Annual Budget	Remaining Budget
	2015	2016	2016	fav (unfav)	2016	2016
	1	2	3	4=3-2	5	6=5-2
ACTIVITY: EQUIPMENT						
REVENUE						
EXPENSE						
EQUIP REPAIRS & MAINTENANCE	(449)	(325)	(1,023)	(698)	(5,000)	(4,675)
	(449)	(325)	(1,023)	(698)	(5,000)	(4,675)
<b>NET OPERATING (REVENUE) EXPENSE</b>	(449)	(325)	(1,023)	(698)	(5,000)	(4,675)
OTHER						
	--	--	0	0	5,000	5,000
	(449)	(325)	(1,023)	(698)	--	325

**NOTES**

No significant variances projected at this time.







**Town of Ingersoll**  
**3 Months Ended March 31, 2016**

DEPARTMENT: PUBLIC WORKS		YTD Actual		YTD Budget	Variance YTD 2015 Budget vs Actual
		2015	2016	2016	fav (unfav)
ACTIVITY:	ADMINISTRATION & EQUIPMENT	1	2	3	4=3-2
<b>REVENUE</b>					
	SALE OF GOODS OR SERVICES	(379)	(499)	(178)	321
	PERMITS/LICENSES	--	(2,750)	--	2,750
	USER FEES	--	75	--	(75)
	RECOVERIES	(150)	(3,875)	(54)	3,821
		<u>(529)</u>	<u>(7,049)</u>	<u>(232)</u>	<u>6,817</u>
<b>EXPENSE</b>					
	SALARIES, WAGES & BENEFITS	74,115	84,318	99,851	15,533
	ADMINISTRATIVE EXPENSE	35	164	69	(95)
	OPERATING EXPENSE	811	5,647	2,638	(3,010)
	COMMUNICATIONS	1,240	834	892	58
	PROGRAM EXPENSES	398	655	566	(89)
	MEETINGS, CONFERENCES, TRAINING	2,394	3,689	710	(2,979)
	FUEL / TRANSPORTATION COSTS	22,141	13,628	24,903	11,275
	MARKETING & PROMOTION	63	12	422	410
	PW EQUIP CHARGEOUT NET OF COSTS	(150,683)	(106,581)	32,285	138,866
	EQUIPMENT USAGE	5,169	3,591	(94,275)	(97,865)
		<u>(31,966)</u>	<u>5,956</u>	<u>68,061</u>	<u>62,105</u>
	<b>NET OPERATING (REVENUE) EXPENSE</b>	<u>(32,495)</u>	<u>(1,093)</u>	<u>67,828</u>	<u>68,922</u>
<b>OTHER</b>					
		<u>--</u>	<u>--</u>	<u>0</u>	<u>0</u>
		<u>(32,495)</u>	<u>(1,093)</u>	<u>67,828</u>	<u>68,922</u>

**NOTES**

The budget salary and wages comparison figures are 8/26th of the annual number of pay periods and do not reflect the seasonal nature of public works operations.

A deficit in operation expense accounts is due to timing and will balance at year end.

**Town of Ingersoll**  
**3 Months Ended March 31, 2016**

DEPARTMENT: PUBLIC WORKS		YTD Actual		YTD Budget	Variance YTD 2015 Budget vs Actual fav (unfav)	Annual	Remaining
		2015	2016	2016		2016	Budget
ACTIVITY:	FACILITY	1	2	3	4=3-2	5	6=5-2
<b>REVENUE</b>							
<b>EXPENSE</b>							
	SALARIES, WAGES & BENEFITS	3,837	4,009	3,225	(784)	14,003	9,994
	COMMUNICATIONS	--	783	1,330	547	5,320	4,537
	UTILITIES - HYDRO	--	1,471	2,474	1,003	9,896	8,425
	UTILITIES - NATURAL GAS	--	2,582	2,100	(482)	8,400	5,818
	UTILITIES - WATER	--	314	425	111	1,700	1,386
	REPAIRS & MAINTENANCE	--	83	--	(83)	597	514
	BLDG REPAIRS & MAINTENANCE	--	5,349	1,875	(3,474)	7,500	2,151
	MAINTENANCE CONTRACTS	--	2,163	3,374	1,211	11,470	9,307
		<u>3,837</u>	<u>16,753</u>	<u>14,803</u>	<u>(1,951)</u>	<u>60,386</u>	<u>43,633</u>
<b>NET OPERATING (REVENUE) EXPENSE</b>		<u>3,837</u>	<u>16,753</u>	<u>14,803</u>	<u>(1,951)</u>	<u>60,386</u>	<u>43,633</u>
<b>OTHER</b>							
		<u>--</u>	<u>--</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
		<u>3,837</u>	<u>16,753</u>	<u>14,803</u>	<u>(1,951)</u>	<u>60,386</u>	<u>43,633</u>

**NOTES**

A deficit in building repair and maintenance is a timing issue. The budget numbers are 3/12th of the annual amount and do not reflect specific timing of expenditures.

**Town of Ingersoll**  
**3 Months Ended March 31, 2016**

DEPARTMENT: PUBLIC WORKS	YTD Actual		YTD Budget	Variance YTD 2015 Budget vs Actual	Annual Budget	Remaining Budget
	2015	2016	2016	fav (unfav)	2016	2016
	1	2	3	4=3-2	5	6=5-2
ACTIVITY: BRIDGES & CULVERTS						
REVENUE						
EXPENSE						
SALARIES, WAGES & BENEFITS	53	2,732	885	(1,847)	3,840	1,108
EQUIPMENT USAGE	154	486	361	(124)	2,950	2,465
	<u>207</u>	<u>3,218</u>	<u>1,247</u>	<u>(1,971)</u>	<u>11,790</u>	<u>8,572</u>
NET OPERATING (REVENUE) EXPENSE	<u>207</u>	<u>3,218</u>	<u>1,247</u>	<u>(1,971)</u>	<u>11,790</u>	<u>8,572</u>
OTHER						
	<u>--</u>	<u>--</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
	<u>207</u>	<u>3,218</u>	<u>1,247</u>	<u>(1,971)</u>	<u>11,790</u>	<u>8,572</u>

**NOTES**

No significant variances projected at this time.

**Town of Ingersoll**  
**3 Months Ended March 31, 2016**

DEPARTMENT: PUBLIC WORKS	YTD Actual		YTD Budget	Variance YTD 2015 Budget vs Actual	Annual Budget	Remaining Budget
	2015	2016	2016	fav (unfav)	2016	2016
	1	2	3	4=3-2	5	6=5-2
ACTIVITY: ROADSIDE MAINTENANCE						
<b>REVENUE</b>						
<b>EXPENSE</b>						
SALARIES, WAGES & BENEFITS	14,039	17,120	23,445	6,325	101,660	84,540
MATERIALS - PUBLIC WORKS	88	17,012	4,620	(12,392)	38,450	21,438
EQUIPMENT USAGE	9,305	10,888	9,253	(1,634)	68,650	57,762
	<u>23,433</u>	<u>45,020</u>	<u>37,318</u>	<u>(7,702)</u>	<u>208,760</u>	<u>163,740</u>
<b>NET OPERATING (REVENUE) EXPENSE</b>	<u>23,433</u>	<u>45,020</u>	<u>37,318</u>	<u>(7,702)</u>	<u>208,760</u>	<u>163,740</u>
<b>OTHER</b>						
	<u>--</u>	<u>--</u>	<u>--</u>	<u>--</u>	<u>--</u>	<u>--</u>
	<u>23,433</u>	<u>45,020</u>	<u>37,318</u>	<u>(7,702)</u>	<u>208,760</u>	<u>163,740</u>

**NOTES**

No significant variances projected at this time.

A deficit in materials is due to timing of expenditures and will balance by the end of the year.

**Town of Ingersoll**  
**3 Months Ended March 31, 2016**

DEPARTMENT: PUBLIC WORKS	YTD Actual		YTD Budget	Variance YTD 2015 Budget vs Actual	Annual Budget	Remaining Budget
	2015	2016	2016	fav (unfav)	2016	2016
	1	2	3	4=3-2	5	6=5-2
ACTIVITY: SURFACE MAINTENANCE						
<b>REVENUE</b>						
<b>EXPENSE</b>						
SALARIES, WAGES & BENEFITS	9,619	10,711	29,277	18,566	126,940	116,229
MATERIALS - PUBLIC WORKS	1,797	2,238	1,634	(604)	209,400	207,162
EQUIPMENT USAGE	3,604	4,168	3,190	(979)	67,370	63,202
	<u>15,019</u>	<u>17,117</u>	<u>34,101</u>	<u>16,984</u>	<u>403,710</u>	<u>386,593</u>
<b>NET OPERATING (REVENUE) EXPENSE</b>	<u>15,019</u>	<u>17,117</u>	<u>34,101</u>	<u>16,984</u>	<u>403,710</u>	<u>386,593</u>
<b>OTHER</b>						
	<u>--</u>	<u>--</u>	<u>0</u>	<u>0</u>	<u>(95,000)</u>	<u>(95,000)</u>
	<u>15,019</u>	<u>17,117</u>	<u>34,101</u>	<u>16,984</u>	<u>308,710</u>	<u>291,593</u>

**NOTES**

Favourable variance in salaries, wages and benefits is mainly attributable to timing of work. Budget comparison figures do not reflect seasonal nature of this work. Historically road maintenance is done during the period of June - September.

**Town of Ingersoll**  
**3 Months Ended March 31, 2016**

DEPARTMENT: PUBLIC WORKS	YTD Actual		YTD Budget	Variance YTD 2015 Budget vs Actual	Annual Budget	Remaining Budget
	2015	2016	2016	fav (unfav)	2016	2016
	1	2	3	4=3-2	5	6=5-2
ACTIVITY: ROADS, SIDEWALKS & PARKING LOTS						
<b>REVENUE</b>						
<b>EXPENSE</b>						
SALARIES, WAGES & BENEFITS	8,762	13,267	21,571	8,304	93,530	80,263
UTILITIES - HYDRO	50	75	125	50	500	425
LAND MAINTENANCE & IMPROVEMENT	--	--	375	375	1,500	1,500
SNOW REMOVAL AND SANDING	16,444	11,275	15,000	3,725	15,000	3,725
MATERIALS - PUBLIC WORKS	10,369	14,088	24,542	10,454	109,300	95,212
EQUIPMENT USAGE	978	1,012	1,767	755	27,840	26,828
	<u>36,603</u>	<u>39,717</u>	<u>63,380</u>	<u>23,663</u>	<u>247,670</u>	<u>207,953</u>
<b>NET OPERATING (REVENUE) EXPENSE</b>	<u>36,603</u>	<u>39,717</u>	<u>63,380</u>	<u>23,663</u>	<u>247,670</u>	<u>207,953</u>
<b>OTHER</b>						
	<u>--</u>	<u>--</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
	<u>36,603</u>	<u>39,717</u>	<u>63,380</u>	<u>23,663</u>	<u>247,670</u>	<u>207,953</u>

**NOTES**

Favourable variance in salaries, wages and benefits is mainly attributable to timing of work. Budget comparison figures do not reflect seasonal nature of this work. Historically road maintenance is done during the period of June - November.

Favourable variance in materials is mainly attributed to the timing of expenditures. Historically road maintenance is done during the period of June - November.



**Town of Ingersoll**  
**3 Months Ended March 31, 2016**

DEPARTMENT: PUBLIC WORKS	YTD Actual		YTD Budget	Variance YTD 2015 Budget vs Actual	Annual Budget	Remaining Budget
	2015	2016	2016	fav (unfav)	2016	2016
	1	2	3	4=3-2	5	6=5-2
ACTIVITY: WINTER CONTROL						
<b>REVENUE</b>						
<b>EXPENSE</b>						
SALARIES, WAGES & BENEFITS	94,524	58,984	65,443	6,459	153,510	94,526
CONTRACTED SERVICES	9,224	10,944	7,189	(3,756)	25,000	14,056
MATERIALS - PUBLIC WORKS	106,332	54,151	71,937	17,787	116,936	62,785
EQUIPMENT USAGE	139,762	92,797	118,494	25,698	167,330	74,533
	<u>349,842</u>	<u>216,876</u>	<u>263,063</u>	<u>46,187</u>	<u>462,776</u>	<u>245,900</u>
<b>NET OPERATING (REVENUE) EXPENSE</b>	<u>349,842</u>	<u>216,876</u>	<u>263,063</u>	<u>46,187</u>	<u>462,776</u>	<u>245,900</u>
<b>OTHER</b>						
	--	--	--	--	--	--
	<u>349,842</u>	<u>216,876</u>	<u>263,063</u>	<u>46,187</u>	<u>462,776</u>	<u>245,900</u>

**NOTES**

Surpluses in material and equipment usage are due to a warm winter.

Did not budget enough for contracted services resulted in an unfavourable variance for the first quarter of the year. Timing issue that should balance at year end.

**Town of Ingersoll**  
**3 Months Ended March 31, 2016**

DEPARTMENT: PUBLIC WORKS	YTD Actual		YTD Budget	Variance YTD 2015 Budget vs Actual	Annual Budget	Remaining Budget
	2015	2016	2016	fav (unfav)	2016	2016
	1	2	3	4=3-2	5	6=5-2
ACTIVITY: ENVIRONMENTAL SERVICES						
<b>REVENUE</b>						
SALE OF GOODS OR SERVICES	(1,473)	(1,170)	(1,205)	(35)	(5,560)	(4,391)
COUNTY RECOVERY	--	--	(3,625)	(3,625)	(27,018)	(27,018)
	<u>(1,473)</u>	<u>(1,170)</u>	<u>(4,830)</u>	<u>(3,660)</u>	<u>(32,578)</u>	<u>(31,409)</u>
<b>EXPENSE</b>						
SALARIES, WAGES & BENEFITS	10,363	14,338	16,596	2,258	72,060	57,722
PROGRAM EXPENSES	--	50	--	(50)	--	(50)
MARKETING & PROMOTION	--	--	1,210	1,210	5,200	5,200
MATERIALS - PUBLIC WORKS	254	1,158	259	(899)	3,800	2,642
EQUIPMENT USAGE	1,307	3,636	1,522	(2,115)	42,850	39,214
	<u>11,924</u>	<u>19,183</u>	<u>19,587</u>	<u>405</u>	<u>126,410</u>	<u>107,227</u>
<b>NET OPERATING (REVENUE) EXPENSE</b>	<u>10,451</u>	<u>18,013</u>	<u>14,757</u>	<u>(3,256)</u>	<u>93,832</u>	<u>75,819</u>
<b>OTHER</b>						
	--	--	--	--	(2,500)	(2,500)
	<u>10,451</u>	<u>18,013</u>	<u>14,757</u>	<u>(3,256)</u>	<u>91,332</u>	<u>73,319</u>

**NOTES**

The County has not been invoiced yet for the first quarter of the year.

Unfavourable variance is due to timing of charges and will balance at year end.

**Town of Ingersoll**  
**3 Months Ended March 31, 2016**

DEPARTMENT: PARKS AND ARENA	YTD Actual		YTD Budget	Variance YTD 2015 Budget vs Actual	Annual Budget	Remaining Budget
	2015	2016	2016	fav (unfav)	2016	2016
	1	2	3	4=3-2	5	6=5-2
ACTIVITY: ADMINISTRATION						
<b>REVENUE</b>						
<b>EXPENSE</b>						
SALARIES, WAGES & BENEFITS	28,216	16,396	16,373	(23)	70,870	54,474
ADMINISTRATIVE EXPENSE	46	--	21	21	75	75
COMMUNICATIONS	107	339	144	(195)	840	501
PROGRAM EXPENSES	608	1,302	3,081	1,779	10,900	9,598
MEETINGS, CONFERENCES, TRAINING	867	799	905	106	1,500	701
FUEL / TRANSPORTATION COSTS	--	67	237	170	1,500	1,433
MARKETING & PROMOTION	12,306	12,898	14,020	1,121	27,000	14,102
	<u>42,149</u>	<u>31,801</u>	<u>34,781</u>	<u>2,979</u>	<u>112,885</u>	<u>81,084</u>
<b>NET OPERATING (REVENUE) EXPENSE</b>	<u>42,149</u>	<u>31,801</u>	<u>34,781</u>	<u>2,979</u>	<u>112,885</u>	<u>81,084</u>
<b>OTHER</b>						
	--	--	0	0	15,500	15,500
	<u>42,149</u>	<u>31,801</u>	<u>34,781</u>	<u>2,979</u>	<u>128,385</u>	<u>96,584</u>

**NOTES**

No significant variances projected at this time.

**Town of Ingersoll**  
**3 Months Ended March 31, 2016**

DEPARTMENT: PARKS AND ARENA	YTD Actual		YTD Budget	Variance YTD 2015 Budget vs Actual	Annual Budget	Remaining Budget
	2015	2016	2016	fav (unfav)	2016	2016
	1	2	3	4=3-2	5	6=5-2
ACTIVITY: ARENA						
<b>REVENUE</b>						
SALE OF GOODS OR SERVICES	(10,181)	(7,533)	(9,368)	(1,835)	(26,000)	(18,467)
ICE RENTAL	(70,908)	(72,488)	(80,138)	(7,650)	(248,932)	(176,444)
RENT / LEASES	(411)	(533)	(814)	(281)	(6,700)	(6,167)
USER FEES	(4,202)	(4,480)	(4,070)	410	(7,999)	(3,519)
	<u>(85,701)</u>	<u>(85,033)</u>	<u>(94,390)</u>	<u>(9,356)</u>	<u>(289,631)</u>	<u>(204,598)</u>
<b>EXPENSE</b>						
SALARIES, WAGES & BENEFITS	53,471	53,786	64,967	11,181	282,000	228,214
ADMINISTRATIVE EXPENSE	--	66	--	(66)	400	334
OPERATING EXPENSE	2,391	1,447	1,810	363	5,341	3,894
COMMUNICATIONS	576	676	303	(373)	2,100	1,424
UTILITIES - HYDRO	11,994	16,292	20,430	4,138	74,500	58,208
UTILITIES - NATURAL GAS	6,063	3,456	5,355	1,898	12,700	9,244
UTILITIES - WATER	1,773	2,171	2,225	54	8,900	6,729
SUPPLIES	4,116	3,434	3,761	327	13,100	9,666
MEETINGS, CONFERENCES, TRAINING	--	--	382	382	1,200	1,200
FUEL / TRANSPORTATION COSTS	709	777	940	163	3,000	2,223
REPAIRS & MAINTENANCE	560	187	638	451	1,500	1,313
EQUIP REPAIRS & MAINTENANCE	2,653	9,577	4,985	(4,592)	19,500	9,923
BLDG REPAIRS & MAINTENANCE	3,992	3,454	2,919	(535)	15,575	12,121
SNOW REMOVAL AND SANDING	3,170	2,130	6,400	4,270	6,400	4,270
MAINTENANCE CONTRACTS	4,203	4,453	4,067	(387)	16,799	12,346
	<u>95,671</u>	<u>101,907</u>	<u>119,180</u>	<u>17,273</u>	<u>463,015</u>	<u>361,108</u>
<b>NET OPERATING (REVENUE) EXPENSE</b>	<u>9,970</u>	<u>16,874</u>	<u>24,790</u>	<u>7,916</u>	<u>173,384</u>	<u>156,511</u>
<b>OTHER</b>						
	<u>--</u>	<u>--</u>	<u>0</u>	<u>0</u>	<u>369,710</u>	<u>369,710</u>
	<u>9,970</u>	<u>16,874</u>	<u>24,790</u>	<u>7,916</u>	<u>543,094</u>	<u>526,221</u>

**NOTES**

A surplus in wages, salaries and benefits due to timing of payroll. Budget numbers do not reflect the seasonal nature of part time wages for the arena operations.

High in equipment repair and maintenance expenses due to an unanticipated repair of the exhaust fan.

**Town of Ingersoll**  
**3 Months Ended March 31, 2016**

DEPARTMENT: PARKS AND ARENA		YTD Actual		YTD Budget	Variance YTD	Annual Budget	Remaining Budget
		2015	2016	2016	2015 Budget vs Actual	2016	2016
ACTIVITY:	PARKS	1	2	3	4=3-2	5	6=5-2
REVENUE		-----		-----	-----	-----	-----
	USER FEES	(5,213)	(6,819)	(3,184)	3,635	(21,800)	(14,981)
		<u>(5,213)</u>	<u>(6,819)</u>	<u>(3,184)</u>	<u>3,635</u>	<u>(31,800)</u>	<u>(24,981)</u>
EXPENSE		-----		-----	-----	-----	-----
	SALARIES, WAGES & BENEFITS	44,050	46,632	72,689	26,057	315,410	268,778
	ADMINISTRATIVE EXPENSE	26	21	50	29	200	179
	OPERATING EXPENSE	890	707	871	165	8,205	7,498
	COMMUNICATIONS	560	1,096	722	(373)	4,250	3,155
	UTILITIES - HYDRO	2,455	2,545	2,721	176	18,600	16,055
	UTILITIES - NATURAL GAS	5,040	3,011	4,229	1,218	8,700	5,689
	UTILITIES - WATER	720	966	1,075	109	10,900	9,934
	PROGRAM EXPENSES	430	432	1,421	989	4,700	4,268
	MEETINGS, CONFERENCES, TRAINING	--	358	55	(303)	1,500	1,142
	FUEL / TRANSPORTATION COSTS	1,365	1,125	1,258	132	15,000	13,875
	REPAIRS & MAINTENANCE	32	--	12	12	10,300	10,300
	LAND MAINTENANCE & IMPROVEMENT	232	874	412	(463)	33,200	32,326
	EQUIP REPAIRS & MAINTENANCE	1,732	5,738	3,033	(2,705)	25,000	19,262
	BLDG REPAIRS & MAINTENANCE	530	1,340	722	(618)	11,100	9,760
	SNOW REMOVAL AND SANDING	--	1,080	900	(180)	900	(180)
	MAINTENANCE CONTRACTS	1,122	1,171	1,043	(128)	3,550	2,379
		<u>59,184</u>	<u>67,095</u>	<u>91,213</u>	<u>24,118</u>	<u>474,315</u>	<u>407,220</u>
	<b>NET OPERATING (REVENUE) EXPENSE</b>	<u>53,971</u>	<u>60,277</u>	<u>88,029</u>	<u>27,753</u>	<u>442,515</u>	<u>382,238</u>
OTHER		-----		-----	-----	-----	-----
		--	--	--	0	90,000	90,000
		<u>53,971</u>	<u>60,277</u>	<u>88,029</u>	<u>27,753</u>	<u>532,515</u>	<u>472,238</u>

**NOTES**

A surplus in wages, salaries and benefits is due to timing of part time / seasonal wages. The budget does not reflect the seasonality of part time wages.

A deficit in equipment repair and maintenance is a timing variance and will balance at year end.

**Town of Ingersoll**  
**3 Months Ended March 31, 2016**

DEPARTMENT: PARKS AND ARENA	YTD Actual		YTD Budget	Variance YTD	Annual Budget	Remaining Budget
	2015	2016	2016	2015 Budget vs Actual	2016	2016
	1	2	3	fav (unfav)	5	6=5-2
ACTIVITY: PARKS PROGRAMS				4=3-2		
<b>REVENUE</b>						
SALE OF GOODS OR SERVICES	(5,670)	(7,142)	(3,554)	3,588	(16,500)	(9,358)
	(5,640)	(7,142)	(3,554)	3,588	(23,060)	(15,918)
<b>EXPENSE</b>						
SALARIES, WAGES & BENEFITS	--	--	2,695	2,695	11,680	11,680
SUPPLIES	3,194	2,605	2,049	(556)	21,000	18,395
CONTRACTED SERVICES	--	120	--	(120)	8,860	8,740
	3,194	2,725	4,744	2,019	50,140	47,415
<b>NET OPERATING (REVENUE) EXPENSE</b>	(2,446)	(4,417)	1,190	5,608	27,080	31,497
<b>OTHER</b>	--	--	--	--	--	--
	(2,446)	(4,417)	1,190	5,608	27,080	31,497

**NOTES**

No significant variances projected at this time.

**Town of Ingersoll**  
**3 Months Ended March 31, 2016**

DEPARTMENT: PARKS AND ARENA	YTD Actual		YTD Budget	Variance YTD 2015 Budget vs Actual	Annual Budget	Remaining Budget
	2015	2016	2016	fav (unfav)	2016	2016
	1	2	3	4=3-2	5	6=5-2
ACTIVITY: CAMI PARKS / SUZUKI HOUSE						
<b>REVENUE</b>						
RENT / LEASES	(2,510)	(2,510)	(2,550)	(40)	(10,200)	(7,690)
	<u>(2,510)</u>	<u>(2,510)</u>	<u>(2,550)</u>	<u>(40)</u>	<u>(30,200)</u>	<u>(27,690)</u>
<b>EXPENSE</b>						
SALARIES, WAGES & BENEFITS	5,615	6,215	5,967	(248)	25,860	19,645
UTILITIES - HYDRO	11,758	10,974	11,321	347	45,393	34,419
UTILITIES - NATURAL GAS	2,932	1,368	2,348	981	5,700	4,332
UTILITIES - WATER	1,616	3,246	2,575	(671)	24,300	21,054
EQUIP REPAIRS & MAINTENANCE	1,139	2,003	4,011	2,008	9,700	7,697
BLDG REPAIRS & MAINTENANCE	1,359	373	2,685	2,313	11,000	10,627
SNOW REMOVAL AND SANDING	3,640	930	7,000	6,070	7,000	6,070
MAINTENANCE CONTRACTS	1,773	1,210	3,364	2,154	10,849	9,639
	<u>29,832</u>	<u>26,318</u>	<u>39,270</u>	<u>12,952</u>	<u>190,902</u>	<u>164,583</u>
<b>NET OPERATING (REVENUE) EXPENSE</b>	<u>27,322</u>	<u>23,808</u>	<u>36,720</u>	<u>12,912</u>	<u>160,702</u>	<u>136,893</u>
<b>OTHER</b>						
	<u>--</u>	<u>--</u>	<u>--</u>	<u>--</u>	<u>--</u>	<u>--</u>
	<u>27,322</u>	<u>23,808</u>	<u>36,720</u>	<u>12,912</u>	<u>160,702</u>	<u>136,893</u>

**NOTES**

No significant variances projected at this time.

**Town of Ingersoll**  
**3 Months Ended March 31, 2016**

DEPARTMENT: VICTORIA PARK COMMUNITY CENTRE		YTD Actual		YTD Budget	Variance YTD 2015 Budget vs Actual fav (unfav)	Annual Budget	Remaining Budget
		2015	2016	2016		2016	2016
ACTIVITY:	ADMINISTRATION	1	2	3	4=3-2	5	6=5-2
<b>REVENUE</b>							
	SALE OF GOODS OR SERVICES	(585)	(441)	--	441	--	441
	USER FEES	(205)	(190)	(193)	(3)	(500)	(310)
	RECOVERIES	(118)	(140)	--	140	--	140
		<u>(40,394)</u>	<u>(770)</u>	<u>(193)</u>	<u>577</u>	<u>(500)</u>	<u>270</u>
<b>EXPENSE</b>							
	SALARIES, WAGES & BENEFITS	25,460	25,433	28,714	3,282	124,279	98,846
	ADMINISTRATIVE EXPENSE	2,413	1,635	2,859	1,224	16,150	14,515
	OPERATING EXPENSE	--	--	253	253	600	600
	COMMUNICATIONS	1,499	2,471	1,616	(855)	10,000	7,529
	SUPPLIES	513	497	--	(497)	--	(497)
	PROGRAM EXPENSES	27	19	25	6	100	81
		<u>29,911</u>	<u>30,055</u>	<u>33,468</u>	<u>3,413</u>	<u>151,529</u>	<u>121,474</u>
<b>NET OPERATING (REVENUE) EXPENSE</b>		<u>(10,483)</u>	<u>29,285</u>	<u>33,275</u>	<u>3,990</u>	<u>151,029</u>	<u>121,744</u>
<b>OTHER</b>							
		--	--	0	0	0	0
		<u>(10,483)</u>	<u>29,285</u>	<u>33,275</u>	<u>3,990</u>	<u>151,029</u>	<u>121,744</u>

**NOTES**

No significant variances projected at this time.



**Town of Ingersoll**  
**3 Months Ended March 31, 2016**

DEPARTMENT: VICTORIA PARK COMMUNITY CENTRE		YTD Actual		YTD Budget	Variance YTD	Annual Budget	Remaining Budget
		2015	2016	2016	2015 Budget vs Actual	2016	2016
ACTIVITY:	AQUATICS	1	2	3	4=3-2	5	6=5-2
REVENUE		-----		-----	-----	-----	-----
	SALE OF GOODS OR SERVICES	--	--	(250)	--	(1,000)	(1,000)
	RENT / LEASES	(3,638)	(4,913)	(4,388)	525	(15,255)	(10,342)
	USER FEES	(8,849)	(10,120)	(9,198)	922	(30,000)	(19,880)
	MEMBERSHIPS	--	(5,914)	--	5,914	(17,700)	(11,786)
	RECOVERIES	--	(61)	--	61	--	61
	PROGRAM REVENUES	(62,288)	(65,493)	(61,198)	4,296	(148,368)	(82,875)
		<u>(76,000)</u>	<u>(86,501)</u>	<u>(75,033)</u>	<u>11,718</u>	<u>(212,323)</u>	<u>(125,822)</u>
<b>EXPENSE</b>							
	SALARIES, WAGES & BENEFITS	57,943	65,119	67,847	2,728	293,900	228,781
	OPERATING EXPENSE	519	--	893	893	3,860	3,860
	SUPPLIES	597	2,051	854	(1,197)	4,400	2,349
	PROGRAM EXPENSES	1,454	1,513	1,551	39	5,221	3,708
	MEETINGS, CONFERENCES, TRAINING	--	--	1,449	1,449	2,392	2,392
	FUEL / TRANSPORTATION COSTS	11	21	111	90	385	364
		<u>60,524</u>	<u>68,704</u>	<u>72,706</u>	<u>4,002</u>	<u>310,358</u>	<u>241,654</u>
	<b>NET OPERATING (REVENUE) EXPENSE</b>	<u>(15,476)</u>	<u>(17,797)</u>	<u>(2,327)</u>	<u>15,720</u>	<u>98,035</u>	<u>115,832</u>
<b>OTHER</b>							
		<u>--</u>	<u>--</u>	<u>--</u>	<u>--</u>	<u>--</u>	<u>--</u>
		<u>(15,476)</u>	<u>(17,797)</u>	<u>(2,327)</u>	<u>15,720</u>	<u>98,035</u>	<u>115,832</u>

**NOTES**

No significant variances projected at this time.

**Town of Ingersoll**  
**3 Months Ended March 31, 2016**

DEPARTMENT: VICTORIA PARK COMMUNITY CENTRE	YTD Actual		YTD Budget	Variance YTD 2015 Budget vs Actual	Annual Budget	Remaining Budget
	2015	2016	2016	fav (unfav)	2016	2016
	1	2	3	4=3-2	5	6=5-2
ACTIVITY: FITNESS						
<b>REVENUE</b>						
USER FEES	(4,529)	(3,626)	(6,389)	(2,762)	(18,446)	(14,820)
MEMBERSHIPS	--	(31,236)	(26,100)	5,136	(104,400)	(73,164)
PROGRAM REVENUES	(607)	(1,184)	(1,231)	(47)	(4,000)	(2,816)
	<u>(5,136)</u>	<u>(36,047)</u>	<u>(33,720)</u>	<u>2,327</u>	<u>(126,846)</u>	<u>(90,799)</u>
<b>EXPENSE</b>						
SALARIES, WAGES & BENEFITS	23,214	22,801	25,142	2,340	108,790	85,989
OPERATING EXPENSE	322	--	459	459	1,150	1,150
SUPPLIES	10	115	86	(29)	1,550	1,435
MEETINGS, CONFERENCES, TRAINING	260	--	379	379	1,680	1,680
FUEL / TRANSPORTATION COSTS	--	--	27	27	550	550
CONTRACTED SERVICES	355	359	379	20	1,500	1,141
MARKETING & PROMOTION	325	--	300	300	300	300
EQUIP REPAIRS & MAINTENANCE	448	706	1,508	802	4,000	3,294
	<u>24,933</u>	<u>23,981</u>	<u>28,280</u>	<u>4,299</u>	<u>120,020</u>	<u>96,039</u>
<b>NET OPERATING (REVENUE) EXPENSE</b>	<u>19,797</u>	<u>(12,066)</u>	<u>(5,440)</u>	<u>6,626</u>	<u>(6,826)</u>	<u>5,240</u>
<b>OTHER</b>						
	<u>--</u>	<u>--</u>	<u>--</u>	<u>--</u>	<u>10,000</u>	<u>10,000</u>
	<u>19,797</u>	<u>(12,066)</u>	<u>(5,440)</u>	<u>6,626</u>	<u>3,174</u>	<u>15,240</u>

**NOTES**

No significant variances projected at this time.

**Town of Ingersoll**  
**3 Months Ended March 31, 2016**

DEPARTMENT: VICTORIA PARK COMMUNITY CENTRE		YTD Actual		YTD Budget	Variance YTD 2015 Budget vs Actual fav (unfav)	Annual	Remaining
		2015	2016	2016		2016	Budget
ACTIVITY:	PROGRAMS	1	2	3	4=3-2	5	6=5-2
<b>REVENUE</b>							
	USER FEES	(9,000)	(8,973)	(7,406)	1,568	(49,267)	(40,294)
	PROGRAM REVENUES	(47,741)	(44,645)	(44,677)	(33)	(117,279)	(72,634)
		<u>(56,741)</u>	<u>(53,618)</u>	<u>(52,083)</u>	<u>1,535</u>	<u>(176,482)</u>	<u>(122,864)</u>
<b>EXPENSE</b>							
	SALARIES, WAGES & BENEFITS	30,022	29,837	41,350	11,514	179,090	149,253
	OPERATING EXPENSE	(8)	40	179	139	1,490	1,450
	SUPPLIES	1,158	1,222	1,905	683	7,822	6,600
	PROGRAM EXPENSES	1,735	3,082	2,715	(367)	9,845	6,763
	MEETINGS, CONFERENCES, TRAINING	--	--	184	184	700	700
	FUEL / TRANSPORTATION COSTS	54	27	270	243	825	798
	CONTRACTED SERVICES	900	--	376	376	2,250	2,250
	MARKETING & PROMOTION	215	--	297	297	500	500
		<u>34,076</u>	<u>34,207</u>	<u>47,276</u>	<u>13,069</u>	<u>202,522</u>	<u>168,315</u>
<b>NET OPERATING (REVENUE) EXPENSE</b>		<u>(22,665)</u>	<u>(19,411)</u>	<u>(4,807)</u>	<u>14,604</u>	<u>26,040</u>	<u>45,451</u>
<b>OTHER</b>							
		--	--	--	--	--	--
		<u>(22,665)</u>	<u>(19,411)</u>	<u>(4,807)</u>	<u>14,604</u>	<u>26,040</u>	<u>45,451</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**  
**3 Months Ended March 31, 2016**

DEPARTMENT: VICTORIA PARK COMMUNITY CENTRE		YTD Actual		YTD Budget	Variance YTD 2015 Budget vs Actual	Annual Budget	Remaining Budget
		2015	2016	2016	fav (unfav)	2016	2016
ACTIVITY:	FACILITY	1	2	3	4=3-2	5	6=5-2
<b>REVENUE</b>							
SALE OF GOODS OR SERVICES		(623)	(729)	(660)	69	(3,000)	(2,272)
RENT / LEASES		(571)	(3,543)	(1,407)	2,136	(6,925)	(3,382)
		<u>(1,195)</u>	<u>(4,272)</u>	<u>(2,067)</u>	<u>2,205</u>	<u>(9,925)</u>	<u>(5,653)</u>
<b>EXPENSE</b>							
SALARIES, WAGES & BENEFITS		44,025	46,043	50,001	3,958	216,640	170,597
OPERATING EXPENSE		2,449	2,075	2,366	292	10,140	8,065
UTILITIES - HYDRO		9,309	11,252	20,399	9,147	85,606	74,354
UTILITIES - NATURAL GAS		16,025	8,606	11,774	3,168	41,500	32,894
UTILITIES - WATER		3,577	3,807	5,695	1,888	25,000	21,193
SUPPLIES		170	--	282	282	1,500	1,500
REPAIRS & MAINTENANCE		2,900	5,252	4,640	(612)	25,300	20,048
EQUIP REPAIRS & MAINTENANCE		2,324	8,235	4,160	(4,075)	24,800	16,565
BLDG REPAIRS & MAINTENANCE		1,356	1,828	2,798	970	21,750	19,922
SNOW REMOVAL AND SANDING		3,585	2,345	8,000	5,655	8,000	5,655
MAINTENANCE CONTRACTS		8,008	9,350	8,009	(1,342)	18,000	8,650
		<u>93,728</u>	<u>98,792</u>	<u>118,123</u>	<u>19,331</u>	<u>478,736</u>	<u>379,944</u>
<b>NET OPERATING (REVENUE) EXPENSE</b>		<u>92,533</u>	<u>94,520</u>	<u>116,056</u>	<u>21,536</u>	<u>468,811</u>	<u>374,291</u>
<b>OTHER</b>							
		<u>--</u>	<u>--</u>	<u>--</u>	<u>--</u>	<u>40,000</u>	<u>40,000</u>
		<u>92,533</u>	<u>94,520</u>	<u>116,056</u>	<u>21,536</u>	<u>508,811</u>	<u>414,291</u>

**NOTES**

Equipment repairs and maintenance and maintenance contracts unfavourable variances are due to timing of expenditures. No significant variances projected to the end of the year.

**Town of Ingersoll**  
**3 Months Ended March 31, 2016**

DEPARTMENT: YOUTH CENTRE		YTD Actual		YTD Budget	Variance YTD	Annual Budget	Remaining Budget
		2015	2016	2016	2015 Budget vs Actual	2016	2016
ACTIVITY:	FACILITY	1	2	3	4=3-2	5	6=5-2
REVENUE							
RENT / LEASES		(8,350)	(9,389)	(9,439)	(50)	(37,376)	(27,987)
RECOVERIES		1,129	--	(313)	(313)	(1,250)	(1,250)
		<u>(7,221)</u>	<u>(9,389)</u>	<u>(9,752)</u>	<u>(363)</u>	<u>(38,626)</u>	<u>(29,237)</u>
EXPENSE							
SALARIES, WAGES & BENEFITS		14,537	17,913	15,740	(2,172)	68,540	50,627
OPERATING EXPENSE		1,625	613	1,050	437	4,950	4,337
UTILITIES - HYDRO		2,028	2,916	3,132	217	19,880	16,964
UTILITIES - NATURAL GAS		3,924	1,927	3,343	1,416	6,500	4,573
UTILITIES - WATER		273	283	272	(10)	1,995	1,712
FUEL / TRANSPORTATION COSTS		112	--	46	46	400	400
CONTRACTED SERVICES		--	27	--	(27)	--	(27)
REPAIRS & MAINTENANCE		317	--	73	73	3,450	3,450
EQUIP REPAIRS & MAINTENANCE		616	0	1,262	1,262	6,000	6,000
BLDG REPAIRS & MAINTENANCE		1,192	1,742	987	(755)	10,400	8,658
SNOW REMOVAL AND SANDING		3,665	2,275	5,000	2,725	5,000	2,725
MAINTENANCE CONTRACTS		2,740	2,134	2,219	85	6,674	4,540
		<u>31,027</u>	<u>29,829</u>	<u>33,125</u>	<u>3,296</u>	<u>133,789</u>	<u>103,960</u>
<b>NET OPERATING (REVENUE) EXPENSE</b>		<u>23,806</u>	<u>20,440</u>	<u>23,373</u>	<u>2,934</u>	<u>95,163</u>	<u>74,723</u>
OTHER							
		--	--	--	--	--	--
		<u>23,806</u>	<u>20,440</u>	<u>23,373</u>	<u>2,934</u>	<u>95,163</u>	<u>74,723</u>

**NOTES**

No significant variances projected at this time.

**Town of Ingersoll**  
**3 Months Ended March 31, 2016**

DEPARTMENT: YOUTH CENTRE	YTD Actual		YTD Budget	Variance YTD	Annual Budget	Remaining Budget
	2015	2016	2016	2015 Budget vs Actual	2016	2016
	1	2	3	fav (unfav)	5	6=5-2
ACTIVITY: TECHNOLOGY PROGRAMS				4=3-2		
<b>REVENUE</b>						
SALE OF GOODS OR SERVICES	(4,172)	(2,552)	(7,500)	(4,948)	(30,000)	(27,448)
RENT / LEASES	(5,700)	(5,700)	(5,949)	(249)	(19,500)	(13,800)
USER FEES	--	(895)	(1,250)	(355)	(5,000)	(4,105)
RECOVERIES	(602)	(602)	(185)	417	(1,200)	(598)
DONATIONS / FUNDRAISING	(15,605)	(14,053)	(9,996)	4,056	(29,800)	(15,748)
	<u>(26,078)</u>	<u>(23,801)</u>	<u>(24,880)</u>	<u>(1,079)</u>	<u>(85,500)</u>	<u>(61,699)</u>
<b>EXPENSE</b>						
SALARIES, WAGES & BENEFITS	24,965	31,836	37,041	5,205	160,510	128,674
ADMINISTRATIVE EXPENSE	549	738	423	(315)	1,750	1,012
OPERATING EXPENSE	127	9,041	244	(8,796)	3,500	(5,541)
SUPPLIES	--	18	159	141	700	682
CONTRACTED SERVICES	--	170	1,006	837	2,500	2,330
EQUIP REPAIRS & MAINTENANCE	115	52	67	16	750	698
	<u>25,755</u>	<u>41,854</u>	<u>38,940</u>	<u>(2,914)</u>	<u>169,710</u>	<u>127,856</u>
<b>NET OPERATING (REVENUE) EXPENSE</b>	<u>(323)</u>	<u>18,053</u>	<u>14,060</u>	<u>(3,992)</u>	<u>84,210</u>	<u>66,157</u>
<b>OTHER</b>						
	<u>--</u>	<u>--</u>	<u>--</u>	<u>--</u>	<u>2,500</u>	<u>2,500</u>
	<u>(323)</u>	<u>18,053</u>	<u>14,060</u>	<u>(3,992)</u>	<u>86,710</u>	<u>68,657</u>

**NOTES**

A deficit in sale of goods and services is due to a shortfall in electronics recycling revenues.

Unfavourable variance in operating expenses is due to the purchase of 4 Mac computers for the Fusion Technology lab. The equipment was purchased with the \$10,000 grant received from GM. The variance was offset by the grant revenue.

**Town of Ingersoll**  
**3 Months Ended March 31, 2016**

DEPARTMENT: YOUTH CENTRE	YTD Actual		YTD Budget	Variance YTD	Annual Budget	Remaining Budget
	2015	2016	2016	2015 Budget vs Actual	2016	2016
	1	2	3	fav (unfav)	5	6=5-2
ACTIVITY: GENERAL PROGRAMS				4=3-2		
<b>REVENUE</b>						
SALE OF GOODS OR SERVICES	(5,027)	(188)	(1,375)	(1,187)	(5,500)	(5,312)
RENT / LEASES	(47)	(28)	(89)	(61)	(200)	(172)
USER FEES	--	(24)	(62)	(38)	(250)	(226)
MEMBERSHIPS	(313)	(480)	(421)	59	(1,000)	(520)
RECOVERIES	(1,372)	(243)	--	243	--	243
GRANTS / SUBSIDIES / REBATES	(5,000)	--	(11,399)	(11,399)	(32,400)	(32,400)
PROGRAM REVENUES	(250)	--	(58)	(58)	(5,000)	(5,000)
DONATIONS / FUNDRAISING	(36,055)	(32,299)	(30,405)	1,893	(88,900)	(56,602)
	<u>(48,062)</u>	<u>(33,262)</u>	<u>(43,810)</u>	<u>(10,548)</u>	<u>(133,250)</u>	<u>(99,988)</u>
<b>EXPENSE</b>						
SALARIES, WAGES & BENEFITS	95,245	88,541	99,304	10,763	430,050	341,509
ADMINISTRATIVE EXPENSE	107	916	1,095	179	8,399	7,483
OPERATING EXPENSE	424	447	494	47	4,505	4,058
COMMUNICATIONS	1,187	1,836	1,120	(716)	6,950	5,114
SUPPLIES	778	747	1,041	293	8,000	7,253
PROGRAM EXPENSES	224	1,023	436	(587)	17,300	16,277
MEETINGS, CONFERENCES, TRAINING	314	3	607	604	3,300	3,297
FUEL / TRANSPORTATION COSTS	142	42	91	49	2,000	1,958
CONTRACTED SERVICES	16	16	681	665	1,116	1,100
MARKETING & PROMOTION	--	285	91	(194)	850	565
EQUIP REPAIRS & MAINTENANCE	421	--	208	208	750	750
	<u>98,860</u>	<u>93,856</u>	<u>105,167</u>	<u>11,311</u>	<u>483,220</u>	<u>389,364</u>
<b>NET OPERATING (REVENUE) EXPENSE</b>	<u>50,798</u>	<u>60,594</u>	<u>61,358</u>	<u>763</u>	<u>349,970</u>	<u>289,376</u>
<b>OTHER</b>						
	<u>--</u>	<u>--</u>	<u>--</u>	<u>--</u>	<u>--</u>	<u>--</u>
	<u>50,798</u>	<u>60,594</u>	<u>61,358</u>	<u>763</u>	<u>349,970</u>	<u>289,376</u>

**NOTES**

Grants and subsidies unfavourable variance is due to timing.

**Town of Ingersoll**  
**3 Months Ended March 31, 2016**

DEPARTMENT: YOUTH CENTRE	YTD Actual		YTD Budget	Variance YTD	Annual Budget	Remaining Budget
	2015	2016	2016	2015 Budget vs Actual	2016	2016
	1	2	3	fav (unfav)	5	6=5-2
ACTIVITY: CAREER & SKILLS PROGRAM				4=3-2		
<b>REVENUE</b>						
GRANTS / SUBSIDIES / REBATES	(110,122)	(40,596)	(40,700)	(104)	(40,700)	(104)
	(110,122)	(40,596)	(40,700)	(104)	(40,700)	(104)
<b>EXPENSE</b>						
ADMINISTRATIVE EXPENSE	--	--	375	375	500	500
OPERATING EXPENSE	--	3,131	5,775	2,644	7,700	4,569
SUPPLIES	--	--	3,750	3,750	5,000	5,000
PROGRAM EXPENSES	2,060	6,176	11,250	5,074	15,000	8,824
MEETINGS, CONFERENCES, TRAINING	--	343	1,125	782	1,500	1,157
FUEL / TRANSPORTATION COSTS	342	--	750	750	1,000	1,000
MARKETING & PROMOTION	345	745	7,500	6,755	10,000	9,255
	13,417	10,395	30,525	20,130	40,700	30,305
<b>NET OPERATING (REVENUE) EXPENSE</b>	(96,705)	(30,202)	(10,175)	20,027	0	30,202
<b>OTHER</b>						
	--	--	--	--	--	--
	(96,705)	(30,202)	(10,175)	20,027	--	30,202

**NOTES**

No significant variances projected at this time.



**Town of Ingersoll**  
**3 Months Ended March 31, 2016**

DEPARTMENT: YOUTH CENTRE	YTD Actual		YTD Budget	Variance YTD	Annual Budget	Remaining Budget
	2015	2016	2016	2015 Budget vs Actual	2016	2016
	1	2	3	fav (unfav)	5	6=5-2
ACTIVITY: YOUTH ENTREPRENEURSHIP P/				4=3-2		
<b>REVENUE</b>						
GRANTS / SUBSIDIES / REBATES	--	(30,800)	--	30,800	--	30,800
	0	(30,800)	0	30,800	0	30,800
<b>EXPENSE</b>						
PROGRAM EXPENSES	--	888	--	(888)	--	(888)
PROFESSIONAL FEES	--	22,145	--	(22,145)	--	(22,145)
	0	23,033	0	(23,033)	0	(23,033)
<b>NET OPERATING (REVENUE) EXPENSE</b>	0	(7,767)	0	7,767	0	7,767
<b>OTHER</b>						
	--	--	--	--	--	--
	--	(7,767)	--	7,767	--	7,767

**NOTES**

New program that 100% funded by the Province.

**Town of Ingersoll**  
**3 Months Ended March 31, 2016**

DEPARTMENT: MUSEUMS	YTD Actual		YTD Budget	Variance YTD	Annual Budget	Remaining Budget
	2015	2016	2016	2015 Budget vs Actual	2016	2016
	1	2	3	fav (unfav)	5	6=5-2
ACTIVITY: FACILITY				4=3-2		
<b>REVENUE</b>						
<b>EXPENSE</b>						
UTILITIES - HYDRO	245	271	900	629	3,600	3,329
UTILITIES - NATURAL GAS	744	380	400	20	1,600	1,220
UTILITIES - WATER	236	148	625	477	2,500	2,352
LAND MAINTENANCE & IMPROVEMENT	1,135	--	1,690	1,690	3,000	3,000
EQUIP REPAIRS & MAINTENANCE	--	38	--	(38)	500	462
BLDG REPAIRS & MAINTENANCE	732	3,439	731	(2,707)	6,700	3,261
SNOW REMOVAL AND SANDING	930	1,080	2,000	920	2,000	920
	<u>4,023</u>	<u>5,355</u>	<u>6,346</u>	<u>991</u>	<u>20,350</u>	<u>14,995</u>
<b>NET OPERATING (REVENUE) EXPENSE</b>	<u>4,023</u>	<u>5,355</u>	<u>6,346</u>	<u>991</u>	<u>20,350</u>	<u>14,995</u>
<b>OTHER</b>						
	<u>--</u>	<u>--</u>	<u>--</u>	<u>--</u>	<u>9,000</u>	<u>9,000</u>
	<u>4,023</u>	<u>5,355</u>	<u>6,346</u>	<u>991</u>	<u>29,350</u>	<u>23,995</u>

**NOTES**

No significant variances projected at this time.

A deficit in building repair and maintenance is due to timing of expenses and will balance at year end.

**Town of Ingersoll**  
**3 Months Ended March 31, 2016**

DEPARTMENT: MUSEUMS	YTD Actual		YTD Budget	Variance YTD	Annual Budget	Remaining Budget
	2015	2016	2016	2015 Budget vs Actual	2016	2016
	1	2	3	4=3-2 fav (unfav)	5	6=5-2
<b>ACTIVITY: PROGRAMS</b>						
<b>REVENUE</b>						
SALE OF GOODS OR SERVICES	--	(842)	(42)	800	(3,200)	(2,358)
RENT / LEASES	--	(39)	--	39	(100)	(61)
USER FEES	--	(265)	--	265	(1,700)	(1,435)
GRANTS / SUBSIDIES / REBATES	(800)	(1,320)	(643)	677	(14,180)	(12,860)
PROGRAM REVENUES	(55)	(105)	(95)	10	(7,600)	(7,495)
DONATIONS / FUNDRAISING	--	(3,952)	(23)	3,929	(4,550)	(598)
	<u>(855)</u>	<u>(6,522)</u>	<u>(802)</u>	<u>5,720</u>	<u>(31,330)</u>	<u>(24,808)</u>
<b>EXPENSE</b>						
SALARIES, WAGES & BENEFITS	19,253	24,744	32,575	7,832	141,133	116,389
ADMINISTRATIVE EXPENSE	--	117	189	72	1,150	1,033
OPERATING EXPENSE	730	--	148	148	1,550	1,550
COMMUNICATIONS	105	163	129	(35)	750	587
SUPPLIES	340	235	553	318	4,000	3,765
PROGRAM EXPENSES	408	361	1,575	1,214	19,000	18,639
MEETINGS, CONFERENCES, TRAINING	125	100	105	5	800	700
MARKETING & PROMOTION	755	125	823	698	11,250	11,125
EQUIP REPAIRS & MAINTENANCE	--	--	155	155	1,500	1,500
	<u>21,716</u>	<u>25,846</u>	<u>36,252</u>	<u>10,406</u>	<u>182,933</u>	<u>157,087</u>
<b>NET OPERATING (REVENUE) EXPENSE</b>	<u>20,862</u>	<u>19,323</u>	<u>35,449</u>	<u>16,126</u>	<u>151,603</u>	<u>132,279</u>
<b>OTHER</b>						
	--	--	--	--	--	--
	<u>20,862</u>	<u>19,323</u>	<u>35,449</u>	<u>16,126</u>	<u>151,603</u>	<u>132,279</u>

**NOTES**

No significant variances projected at this time.

**Town of Ingersoll**  
**3 Months Ended March 31, 2016**

DEPARTMENT: ECONOMIC DEVELOPMENT	YTD Actual		YTD Budget	Variance YTD	Annual	Remaining
	2015	2016	2016	2015 Budget vs Actual	Budget	Budget
	1	2	3	4=3-2 fav (unfav)	2016 5	2016 6=5-2
<b>REVENUE</b>						
GRANTS / SUBSIDIES / REBATES	(492)	(1,005)	(64)	941	(5,400)	(4,395)
	(492)	(1,005)	(64)	941	(5,400)	(4,395)
<b>EXPENSE</b>						
SALARIES, WAGES & BENEFITS	44,747	42,288	41,417	(871)	179,760	137,472
OPERATING EXPENSE	81	--	29	29	200	200
COMMUNICATIONS	121	498	136	(361)	1,500	1,002
PROGRAM EXPENSES	10,745	10,733	10,575	(158)	13,550	2,817
MEETINGS, CONFERENCES, TRAINING	771	1,002	315	(687)	4,250	3,248
FUEL / TRANSPORTATION COSTS	600	43	494	451	4,320	4,277
PROFESSIONAL FEES	61	--	1	1	500	500
MARKETING & PROMOTION	4,456	2,623	5,596	2,973	28,500	25,877
	61,580	57,410	58,562	1,151	234,030	176,620
<b>NET OPERATING (REVENUE) EXPENSE</b>	61,088	56,406	58,498	2,093	228,630	172,224
<b>OTHER</b>						
	--	--	--	--	25,000	25,000
	61,088	56,406	58,498	2,093	253,630	197,224

**NOTES**

No significant variances projected at this time.

# Ingersoll Off-Leash Dog Park Committee Update for Council

April 11, 2016

# Brief History

- Dog park committee has been working on opportunity for Ingersoll Dog Park for 4+ years.
- 5k in reserves for future installation.
- Approved location in Lawson Trail for dog park.
- Volunteer clearing activities (with only hand tools) at Lawson Trail location have been deemed acceptable.

# Committee Update

- Chairs
  - Daryl Countryman
  - Dave Cripps
- Secretary
  - Cathy Hamel
- Ingersoll staff alignment
  - Bonnie Ward
- Council representative
  - Reagan Franklin
- Meeting semi regularly VPCC
- Continue affiliation with the Ingersoll Lions club
- Roughly \$1000 has been secured or promised to the committee.
- Marketing and Fundraising Plan in Progress

# Action Updates

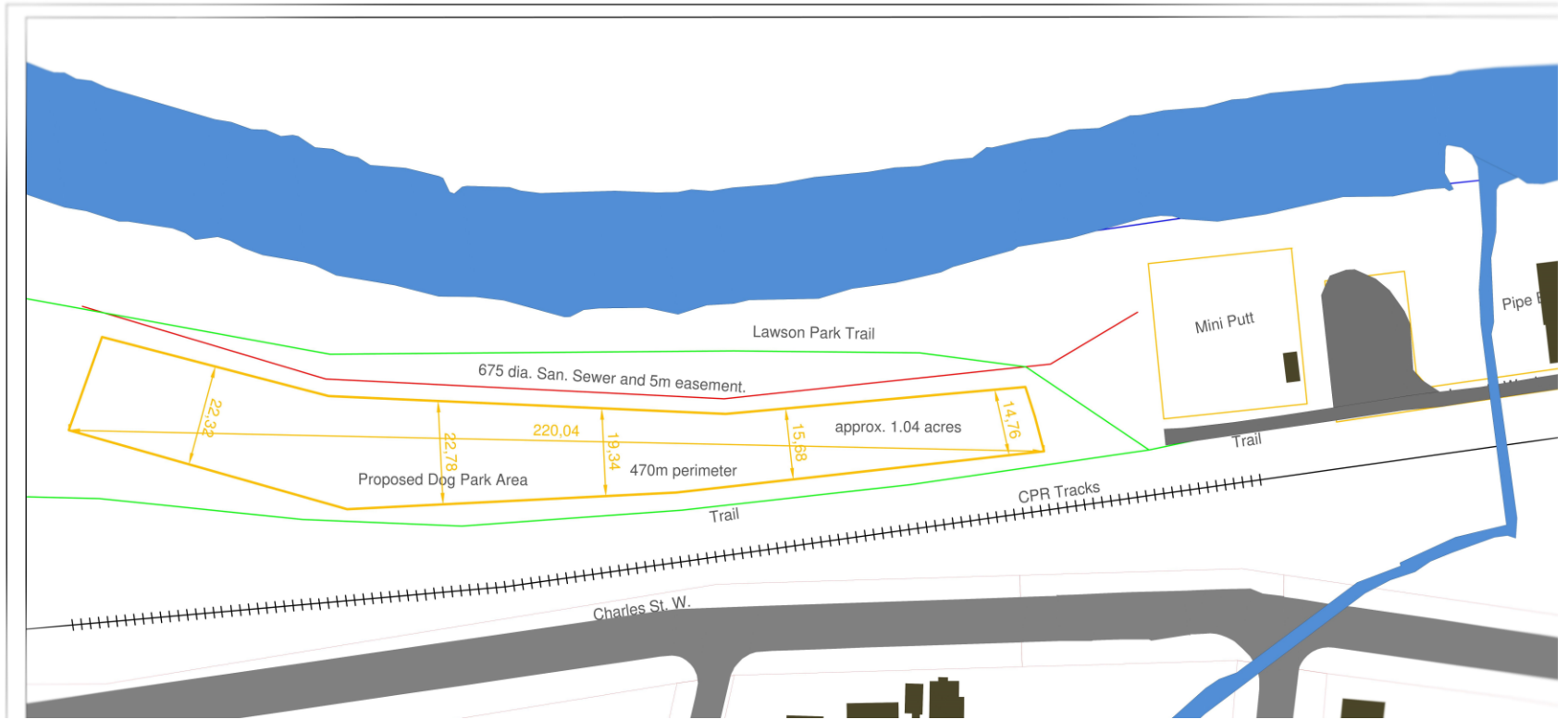
- Reviewed other municipalities' guidelines for dog park location and construction (London, Stratford, Thamesford)
- Volunteer activities defined as clearing brush with hand tools.
- Estimates for fencing obtained locally.
- Met with Upper Thames and County. Scheduling adjustment to protect migratory/nesting birds.
- Tree replacement program required, will approach TD Canada trust (either through town or other community group).



# Research Updates

- Refined estimates gathered by the committee:
  - Fence 7 - 15K (\$6000 for fence based on 1700 of linear feet and 8 foot gate). To be purchased locally.
  - Clean Up and removal of brush (chipping) 2 – 4K (\$2500 based on estimate provided).
  - Sponsorship and Rule Signage 1K
- Fence similar to the dog park in Thamesford is recommended.

# Proposed Dog Park



# Fundraising Plan

- Meal Service (June target date estimated proceeds 2K).
- Sponsorship signage 2K (8 signs).
- Ingersoll Lions proceeds 1K (\$800 committed).
- Participate at Wiener Fest (June)
- BBQ at local Grocery Store (May/June)
- Breakfast at Harvest Fest

# Risk Management

- Reach out to public works staff to volunteer to run equipment for clean up and removal that can not be facilitate by volunteers. These activities would take place independent of Dog Park Committee Volunteer activities.
- Town staff on site to assist and monitor volunteers.
- Contractors engaged for any equipment operation (chipping).
- Sponsorship of volunteers by Lions or another community organization for both funds raised and volunteer coordination.

# Proposed Schedule

- Plan and Announce volunteer activities - April 2016
- Fundraisers – Secure funds July 2016
- Volunteer Clearing Activities –End of August 2016
- Dog Park Opening – October/November 2016

# Questions

- Contact Info:
  - Daryl Countryman  
519-639-4507  
djcountryman@rogers.com
  - Dave Cripps  
226-228-4199  
dave@crippspro.ca

\*\*Please note this presentation is not being made in relation with PlayRight Playgrounds Ingersoll or any other organization.



MUNICIPAL  
PROPERTY  
ASSESSMENT  
CORPORATION

# Delivering the 2016 Assessment Update

Town of Ingersoll  
April 11, 2016

Jennifer Lajoie  
Account Manager

# PROPERTY ASSESSMENT & PROPERTY TAXES

The Ontario  
Property  
Taxpayer



**The Municipal Property Assessment Corporation** determines Current Value Assessments and classifications for all properties in Ontario.

**The Provincial Government** passes legislation, sets assessment policies and determines education tax rates. The Province also operates an independent assessment appeal tribunal – the Assessment Review Board (ARB).

**Municipalities** determine revenue requirements, set municipal tax rates and collect property taxes to pay for your municipal services.



Police and  
fire protection



Roads, sidewalks,  
public transit



Waste  
management



Parks & leisure  
facilities



# ONTARIO'S ASSESSMENT CYCLE

**2008**

**2009-2012  
Tax Years**

*January 1, 2008  
(valuation date)*

**2012**

**2013-2016  
Tax Years**

*January 1, 2012  
(valuation date)*

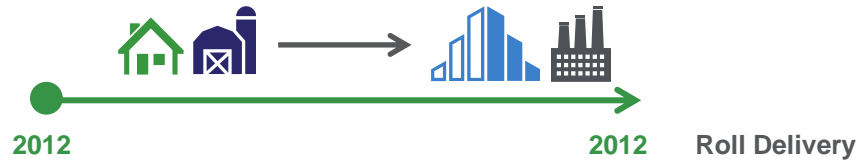
**2016**

**2017-2020  
Tax Years**

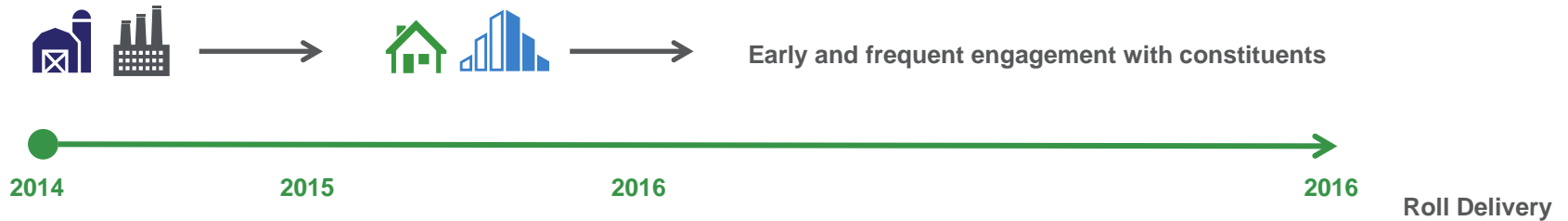
*January 1, 2016  
(valuation date)*

# 2016 ASSESSMENT UPDATE

## 2012 ASSESSMENT UPDATE



## 2016 ASSESSMENT UPDATE



# DATA COLLECTION & PREPARATION

## Building permits

Sales reviews

Site variable update project

## Farm forestry exemptions reviews

Requests for Reconsideration

## Severances and Consolidations

Data integrity checks

MPAC initiated reviews

## Process controls

Tax and Vacancy Applications

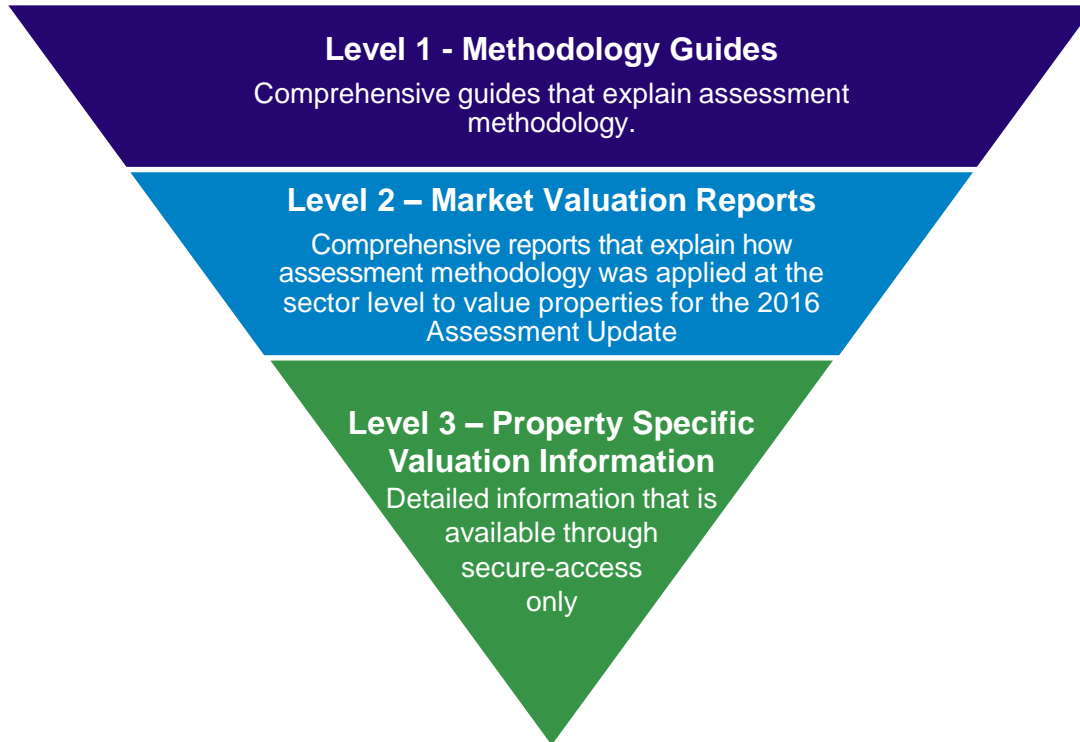
## Municipal Requests

Appeals

Property Owner Enquiries



# TRANSPARENCY AND SHARED UNDERSTANDING



# BENEFITS OF ADVANCED DISCLOSURE

## Benefits for municipalities:

✓ Improved roll predictability and stability

✓ Improved risk analysis

✓ No surprises

✓ Opportunity to provide feedback

## Benefits for property taxpayers:

✓ Increased satisfaction and confidence

✓ Easy access to property information

✓ No surprises

✓ Opportunity to provide feedback

# 2016 PROPERTY ASSESSMENT NOTICES



Residential property owners will receive their Property Assessment Notices starting **April 18<sup>th</sup>**



Farm Property Assessment Notices will be mailed **October 11<sup>th</sup>**



Multi-Residential and Business Notices will be mailed **October 11<sup>th</sup>**

**THE NEW ASSESSMENTS WILL SERVE AS THE BASIS FOR  
CALCULATING PROPERTY TAXES FOR 2017 – 2020**



An aerial, isometric view of a city with various buildings, streets, and green spaces. The central portion of the image is overlaid with a semi-transparent blue rectangle. The text is centered within this blue area.

# 2016 ASSESSMENT UPDATE

## The Residential Experience

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MUNICIPAL  
PROPERTY  
ASSESSMENT  
CORPORATION

# 2016 PROPERTY ASSESSMENT NOTICE



JACKSON JASON  
ABC IMPORTS LIMITED  
200 MAIN STREET  
UNIT 5000  
13 FLOOR  
ANYWHERE ON M4K 1B3

Issue Date:  
April 4, 2016

## Property Assessment Notice

For the 2017 to 2020  
property taxation years

**THIS IS NOT A TAX BILL.**

The Municipal Property Assessment Corporation (MPAC) is responsible for assessing more than five million properties in Ontario in compliance with the *Assessment Act* and regulations set by the Government of Ontario.

**MPAC's 2016 assessed value of your property is \$228,000**

### Account Information:

Roll Number	12 34 567 899 12345 1234
AboutMyProperty™ Access Key	ABCD EFG1 HJK2
Your property's location and description	900 Dynes Rd. PLAN169 BLK 1 PT LOT4
Municipality	Ottawa City
School support	English-Public

### Assessment overview:

MPAC's assessed value of your property as of <b>January 1, 2016</b>	\$228,000
MPAC's assessed value of your property as of <b>January 1, 2012</b>	\$162,000
Between <b>2012 and 2016</b> , your property's assessed value changed by	\$66,000

If you disagree with MPAC's assessment or classification, you can file a Request for Reconsideration and MPAC will review your assessment.

### How will my municipality use MPAC's property assessment?

Under the phase-in provision in the *Assessment Act*, an increase in assessed value is introduced gradually. A decrease in assessed value will be introduced immediately. The assessed value and classification of your property is used as the basis for calculating your property taxes.

### Property Classification:

Tax Year	Assessed Value	Request for Reconsideration Deadline
2016	\$162,000	
2017	\$178,500	August 1, 2016
2018	\$195,000	March 31, 2018
2019	\$211,500	March 31, 2019
2020	\$228,000	March 31, 2020

To learn more about how your property was assessed, see the information on page two of this Notice. For more information on the Request for Reconsideration process, market trends in your area, property assessment and taxation, visit [www.aboutmyproperty.ca](http://www.aboutmyproperty.ca).

**This Property Assessment Notice has important information for you as a property owner.**

Please review it and file it away for your records.

**No action is required** unless you disagree with your assessment.

### CONTACT US

1 866 296-MPAC (6722)  
TTY 1 877 889-MPAC (6722)  
Monday to Friday  
8 a.m. to 5 p.m.

If you have accessibility needs, please call us for assistance.

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



### How does MPAC assess my property?

**Roll Number:** 12 34 567 899 12345 1234

**Property summary:**  
Property type: Single Family Dwelling  
Property information: Frontage: 54.23 feet  
Depth: 150.00 feet  
Lot area: 8,100.00 square feet

**Building – exterior square footage:** 1,053 square feet  
**Year of construction:** 1974

For residential properties, there are **five major factors** that generally account for 85% of your property value.



To establish your property's assessed value, MPAC analyzes property sales in your area. This method, called Current Value Assessment, is used by most assessment jurisdictions in North America. MPAC's assessments and data are also used by banks, insurance companies and the real estate industry.

### Have questions about your assessment?

**Log on to AboutMyProperty™ to learn more...**

Visit [www.aboutmyproperty.ca](http://www.aboutmyproperty.ca) to learn more about how your property was assessed, see the information we have on file, as well as compare it to others in your neighbourhood. Still not sure about your property's assessed value? You have the option to file a Request for Reconsideration. Your deadline to file a Request for Reconsideration is on page one of this Notice.

Log on to [www.aboutmyproperty.ca](http://www.aboutmyproperty.ca) with your Roll Number and Access Key. These are found on page one of this Notice.

### Still have questions?

We're here to help. Contact us and one of our property assessment experts will help guide you through your Notice. Have a question about your property taxes? Contact your municipality for assistance.

### Ontario's property assessment system





# 2016 PROPERTY ASSESSMENT NOTICE



MUNICIPAL  
PROPERTY  
ASSESSMENT  
CORPORATION



JACKSON JASON  
ABC IMPORTS LIMITED  
200 MAIN STREET  
UNIT 5000  
11 FLOOR  
ANYWHERE ON M4K 1B3



Issue Date:  
April 4, 2016

Municipal-specific Issue Date

## Property Assessment Notice

For the 2017 to 2020  
property taxation years

# CHANGES TO FILING A REVIEW (BILL 144)

 MULTICIPAL PROPERTY ASSESSMENT CORPORATION		<b>Property Assessment Notice</b>	
JACOBSON AKC IMPORTS LIMITED 28 MAIN STREET UNIT 5000 33 FLOOR ANNANDERE ON MKK 183		Issue Date: April 4, 2016	
<b>THIS IS NOT A TAX BILL.</b>			
The Municipal Property Assessment Corporation (MPAC) is responsible for assessing more than five million properties in Ontario in compliance with the Assessment Act and regulations set by the Government of Ontario.			
MPAC's 2016 assessed value of your property is \$228,000			
<b>Account information:</b>			
Roll Number	12 34 567 899 12345 1234	AKC 0161 MK2	
Your property's location and description		900 Dymac Rd. PLAN149 BUX 1 PT LOT4	
Municipality	Ottawa City		
School support	English-Public		
<b>Assessment overview:</b>			
MPAC's assessed value of your property as of January 1, 2016	\$228,000		
MPAC's assessed value of your property as of January 1, 2012	\$162,000		
Between 2012 and 2016, your property's assessed value changed by	\$66,000		
Property classification	Residential		
If you disagree with MPAC's assessment or classification, you can file a Request for Reconsideration (RfR) and MPAC will review your assessment. To learn more visit <a href="http://www.aboutmyproperty.ca">www.aboutmyproperty.ca</a> .			
Four deadline to file a RfR	August 1, 2016		
Five major factors account for approximately 85% of the assessed value of your property: location, lot dimensions, living area, quality of construction and age of the property (adjusted for any major renovations or additions). To learn more about your property assessment or market trends in your area, visit <a href="http://www.aboutmyproperty.ca">www.aboutmyproperty.ca</a> .			
To see how this assessment will be used by your municipality please refer to "How will my municipality use MPAC's property assessment?" on the back of this notice.			
<b>Property summary:</b>			
Property type	Single Family Dwelling		
Property information	Frontage: 54.23 feet Depth: 150.00 feet Lot area: 8,100.00 square feet		
Building - enter square footage	1,053 square feet		
Year of construction	1974		
		1 866 296-MPAC (6722) TTY 1 877 888-MPAC (6722) Monday to Friday 8 a.m. to 5 p.m.	
		If you have accessibility needs, please call us for assistance.	
		www.aboutmyproperty.ca	
			
Page 1 of 2			

- Residential property owners have **120 days** from the **Issue Date** of their Property Assessment Notice to file a Request for Reconsideration (RfR)
- The RfR deadline for **Ingersoll** is **August 16, 2016**
- The **Issue Date** and **RfR deadline** are included on the Notice
- The early delivery of Assessment Notices and a 120-day RfR deadline will allow RfRs to be processed before Assessment Rolls are sent to municipalities – greater stability and accuracy

# 2016 PROPERTY ASSESSMENT NOTICE

MPAC's 2016 assessed value of your property is \$658,000

→ 2016 Assessed Value

## Account Information:

Roll Number	12 34 567 899 12345 1234
AboutMyProperty™ Access Key	ABCD EFG1 HJK2
Your property's location and description	900 Dynes Rd. PLAN169 BLK 1 PT LOT4
Municipality	Ottawa City
School support – see Attachment (1)	Residential - English-Public Exempt - Not Applicable

## Assessment overview:

MPAC's assessed value of your property as of <b>January 1, 2016</b>	\$658,000
MPAC's assessed value of your property as of <b>January 1, 2012</b>	\$620,615
Between <b>2012 and 2016</b> , your property's assessed value changed by	\$37,385

If you disagree with MPAC's assessment or classification, you can file a Request for Reconsideration and MPAC will review your assessment.

## How will my municipality use MPAC's property assessment?

Under the phase-in provision in the *Assessment Act*, an increase in assessed value is introduced gradually. A decrease in assessed value will be introduced immediately. The assessed value and classification of your property is used as the basis for calculating your property taxes.

**This Property Assessment Notice has important information for you as a property owner.**

Please review it and file it away for your records.

**No action is required**  
unless you disagree with your assessment.

→ **Assessment Overview**

- Assessed Value as of January 1, 2016
- Assessed Value as of January 1, 2012
- Change between 2012 and 2016

# 2016 PROPERTY ASSESSMENT NOTICE

<b>Property Classification:</b>	Residential	Exempt		
<b>Tax Year</b>	<b>Assessed Value</b>		<b>Total</b>	<b>Request for Reconsideration Deadline</b>
<b>2016</b>	\$438,836	\$181,779	<b>\$620,618</b>	
2017	\$444,077	\$185,884	\$629,961	<b>August 1, 2016</b>
2018	\$449,318	\$189,990	\$639,308	<b>March 31, 2018</b>
2019	\$454,559	\$194,095	\$648,654	<b>March 31, 2019</b>
<b>2020</b>	\$459,800	\$198,200	<b>\$658,000</b>	<b>March 31, 2020</b>

To learn more about how your property was assessed, see the information on page two of this Notice. For more information on the Request for Reconsideration process, market trends in your area, property assessment and taxation, visit [www.aboutmyproperty.ca](http://www.aboutmyproperty.ca).

## CONTACT US

1 866 296-MPAC (6722)  
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If you have accessibility  
needs, please call us  
for assistance.

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

About My  
Property.ca

## Contact information

## Key information

- **Property Classification**
- **Phase in Assessed Values**  
(2017-2020 tax years)
- **RfR Deadline** (by tax year)

# 2016 PROPERTY ASSESSMENT NOTICE

## How does MPAC assess my property?

**Roll Number:** 12 34 567 899 12345 1234

### Property summary:

Property type	Single Family Dwelling
Property information	Frontage: 54.23 feet Depth: 150.00 feet Lot area: 8,100.00 square feet
Building – exterior square footage	1,053 square feet
Year of construction	1974

For residential properties, there are **five major factors** that generally account for 85% of your property value.



Location



Age of the property, adjusted for any major renovations or additions



Lot dimensions



Quality of construction



Living area



## Property Details

### How does MPAC assess my property?

- ✓ Five major factors affecting residential values

To establish your property's assessed value, MPAC analyzes property sales in your area. This method, called Current Value Assessment, is used by most assessment jurisdictions in North America. MPAC's assessments and data are also used by banks, insurance companies and the real estate industry.

# 2016 PROPERTY ASSESSMENT NOTICE

Have questions about your assessment?



**Log on to AboutMyProperty™ to learn more...**

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**Still have questions?**

We're here to help. Contact us and one of our property assessment experts will help guide you through your Notice. Have a question about your property taxes? Contact your municipality for assistance.

**Have questions about your assessment?**

✓ Login to AboutMyProperty™



# 2016 PROPERTY ASSESSMENT NOTICE

## Ontario's property assessment system



### The Municipal Property Assessment Corporation

determines Current Value Assessments and classifications for all properties in Ontario.



### The Provincial Government

passes legislation, sets assessment policies and determines education tax rates. The Province also operates an independent assessment appeal tribunal – the Assessment Review Board (ARB).



### The Ontario Property Taxpayer



**Municipalities** determine revenue requirements, set municipal tax rates and collect property taxes to pay for your municipal services.

These services may include:



Police and fire protection



Roads, sidewalks and public transit



Waste management



Parks and leisure facilities

**Description of Ontario's property assessment system**

An aerial view of a city with various buildings, trees, and streets. A large, semi-transparent blue rectangular area covers the center of the image. The text 'HOW CAN I LEARN MORE ABOUT MY ASSESSMENT?' is centered within this blue area in white, bold, sans-serif font. Below the text, the 'mpac' logo is visible, consisting of the lowercase letters 'mpac' in white with a white swoosh underneath. To the right of the logo, the text 'MUNICIPAL PROPERTY ASSESSMENT CORPORATION' is written in white, uppercase, sans-serif font. The background shows a mix of brick buildings, modern high-rises, a gas station, a tennis court, a yellow taxi, and an ambulance.

# HOW CAN I LEARN MORE ABOUT MY ASSESSMENT?



MUNICIPAL  
PROPERTY  
ASSESSMENT  
CORPORATION



The screenshot shows the AboutMyProperty.ca website. At the top left is the logo with the tagline "YOUR PROPERTY OUR ASSESSMENT. KNOW MORE ABOUT IT." and a navigation menu with links for Home, Market Trends, Tutorials, How Assessment Works, and Contact Us. The main content area is divided into three sections:

- QUESTIONS ABOUT PROPERTY ASSESSMENT?** A large orange speech bubble with a white question mark. Below it is a "LEARN MORE" link and a row of five colored dots (blue, grey, grey, grey, grey).
- MARKET TRENDS** A section featuring a map background with yellow circles containing "2%" and "1%". Text describes the MarketSnapshot report. A "READ MORE" link is at the bottom.
- HOW ASSESSMENT WORKS** A section with an image of interlocking gears. Text explains how to learn more about the assessment process. A "READ MORE" link is at the bottom.

On the right side of the page is a login form titled "Login to AboutMyProperty™". It includes fields for "User ID" and "Password", both with "Forgot" links. There are "Register" and "Login" buttons, and a "Need Help?" link.

Through **AboutMyProperty™** property owners can:

- ✓ Access information on how their property was assessed
- ✓ Compare their assessment to others in their community
- ✓ Learn more about property values through Market Trends (available before login)

Login information is included on every Notice mailed.

# RESOLVING ASSESSMENT CONCERNS

**STEP 1:** Visit [aboutmyproperty.ca](https://aboutmyproperty.ca) to review the information MPAC has on file for your property.

**STEP 2:** Contact MPAC

**STEP 3:** File a Request for Reconsideration

**STEP 4:** File an **appeal** with the Assessment Review Board



Online: [aboutmyproperty.ca](https://aboutmyproperty.ca)

OR



[mpac.ca/ContactUs](https://mpac.ca/ContactUs)



Fax: 1-866-297-6703



**Mail:**  
MPAC, PO Box 9808  
Toronto ON M1S 5T9

# CONTACT MPAC

We are here to help. Contact MPAC with any questions you may have regarding your property assessment.

**CALL** our Customer Contact Centre 1 866 296-MPAC (6722)  
1 877-889-MPAC (6722) TTY

**ONLINE** at [mpac.ca](https://mpac.ca)

**VISIT** a local field office

**WRITE** to P.O. Box 9808, Toronto ON M1S 5T9

**FAX** 1 866 297 6703

If you have accessibility needs, please let us know how we can best accommodate you



An aerial, isometric view of a city with various buildings, trees, and streets. A large, semi-transparent blue rectangular area covers the center of the image. The text 'ENHANCING MUNICIPAL ENGAGEMENT' is centered within this blue area in white, bold, sans-serif font. Below the text, the 'mpac' logo is visible, consisting of the lowercase letters 'mpac' in white with a blue swoosh underneath. To the right of the logo, the text 'MUNICIPAL PROPERTY ASSESSMENT CORPORATION' is written in white, uppercase, sans-serif font. The background shows a mix of brick buildings, modern high-rises, a gas station, a tennis court, a yellow taxi, and an ambulance.

# ENHANCING MUNICIPAL ENGAGEMENT



MUNICIPAL  
PROPERTY  
ASSESSMENT  
CORPORATION

- **Redesigned Municipal Connect™**
  - Increased transparency
  - Improved stability and predictability in the municipal tax base
  - Modern and flexible way to access assessment information
- **Access to 2016 base year values** (2017-2020 tax years)
  - Support municipal understanding of assessed values
  - Early consultation/discussion for greater roll stability
  - Insight into assessment at risk





An aerial, isometric view of a city with various buildings, trees, and streets. A large, semi-transparent blue rectangular area covers the center of the image, serving as a background for the title and logo. The city includes a gas station, a tennis court, a yellow taxi, and a white ambulance.

# PRELIMINARY RESIDENTIAL MARKET TRENDS



MUNICIPAL  
PROPERTY  
ASSESSMENT  
CORPORATION

# RESIDENTIAL MARKET TRENDS

Property Type	Oxford County		Town of Ingersoll	
	% Change	Typical Value	% Change	Typical Value
Residential	1.9	-	1.3	-
Single-family Detached	1.8	244,000	1.2	220,000
Condominium	1.5	128,000	1.4	132,500

Preliminary Values as of March 23, 2016

Median 2016 base year assessment and median % change from 2016 tax year to 2017 tax year





MUNICIPAL  
PROPERTY  
ASSESSMENT  
CORPORATION

# QUESTIONS?





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 Assembly  
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

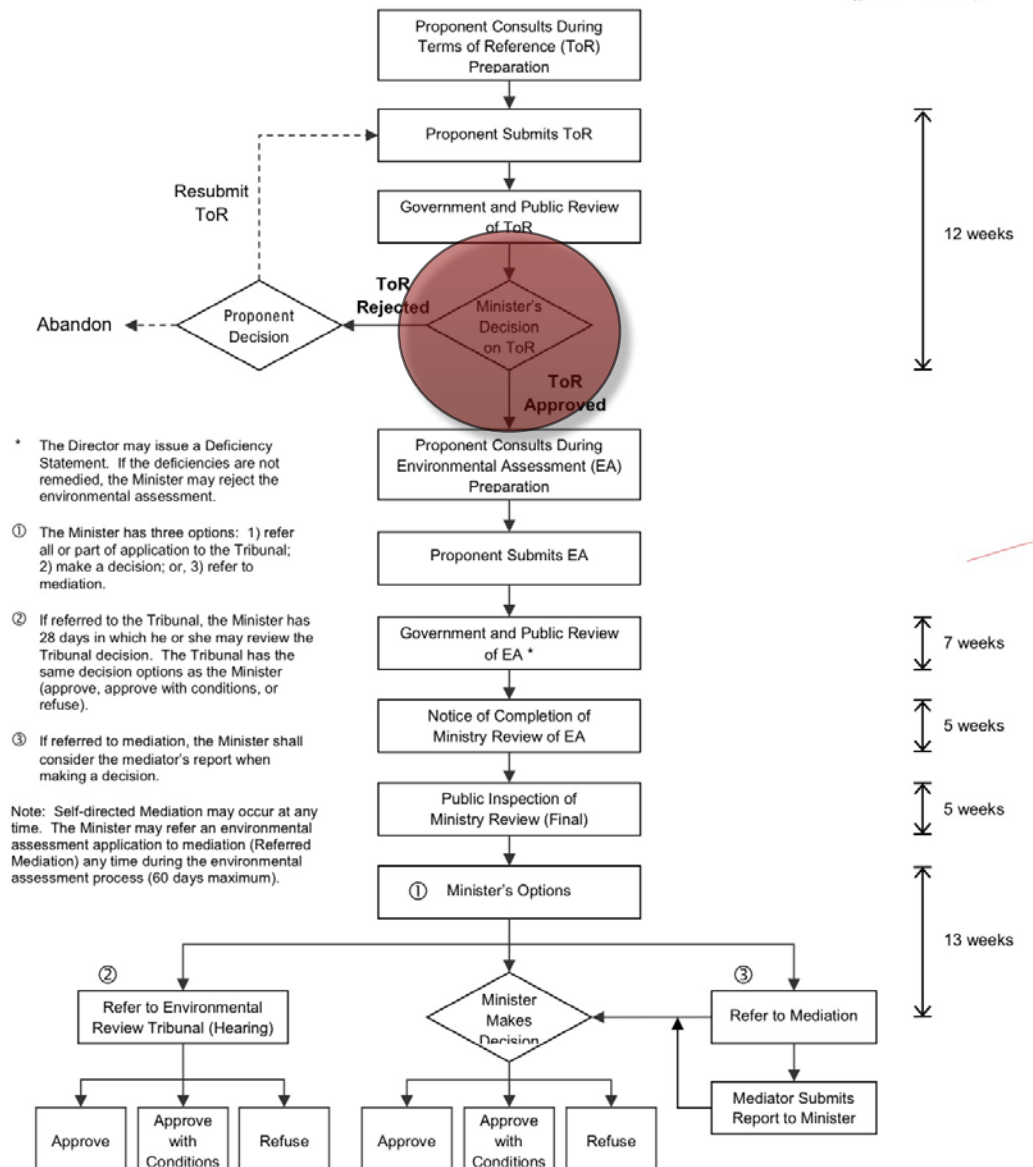


# The Process

Waiting is the hardest part in this process and we are still waiting.

## Appendix A Environmental Assessment Process Timelines

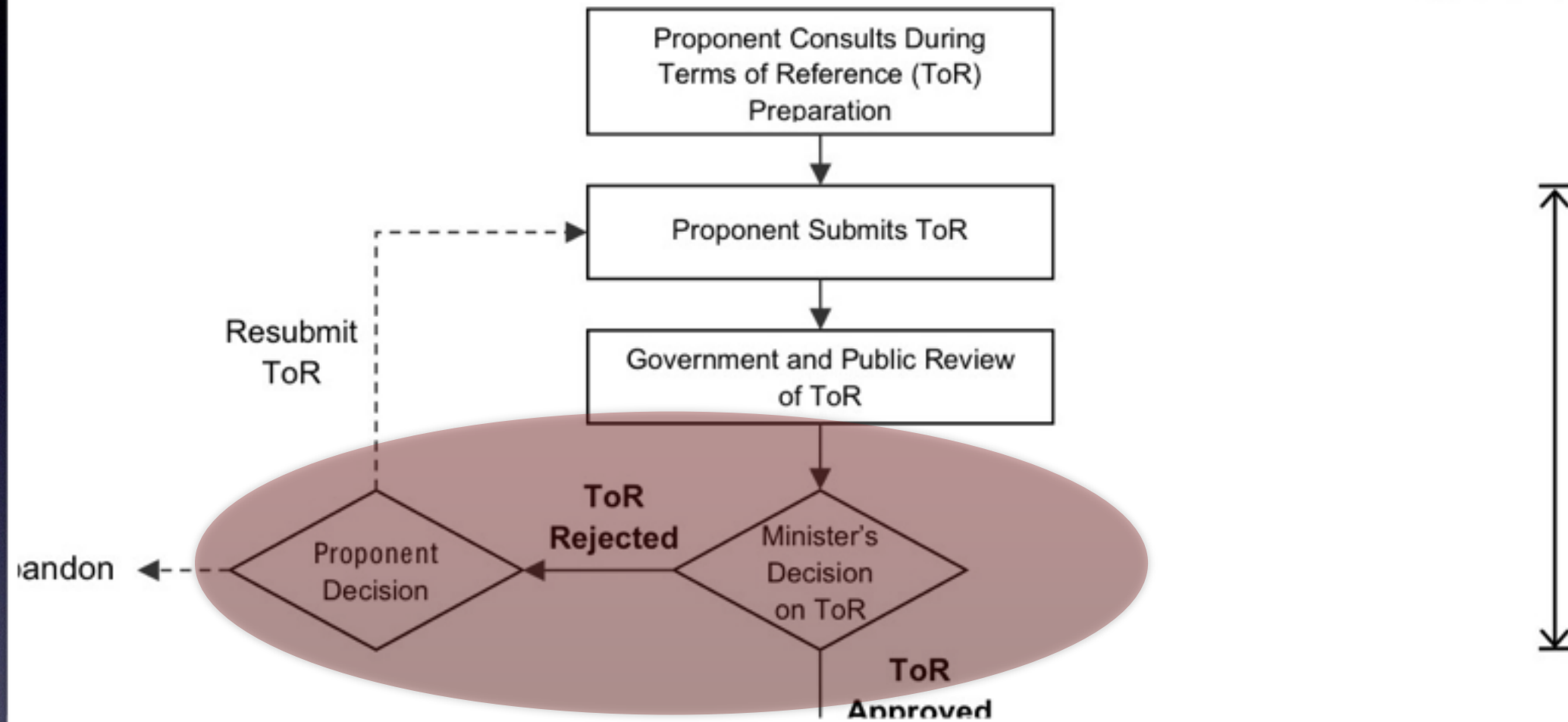
Prescribed Deadlines (Ontario Regulation 616/98)





## 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

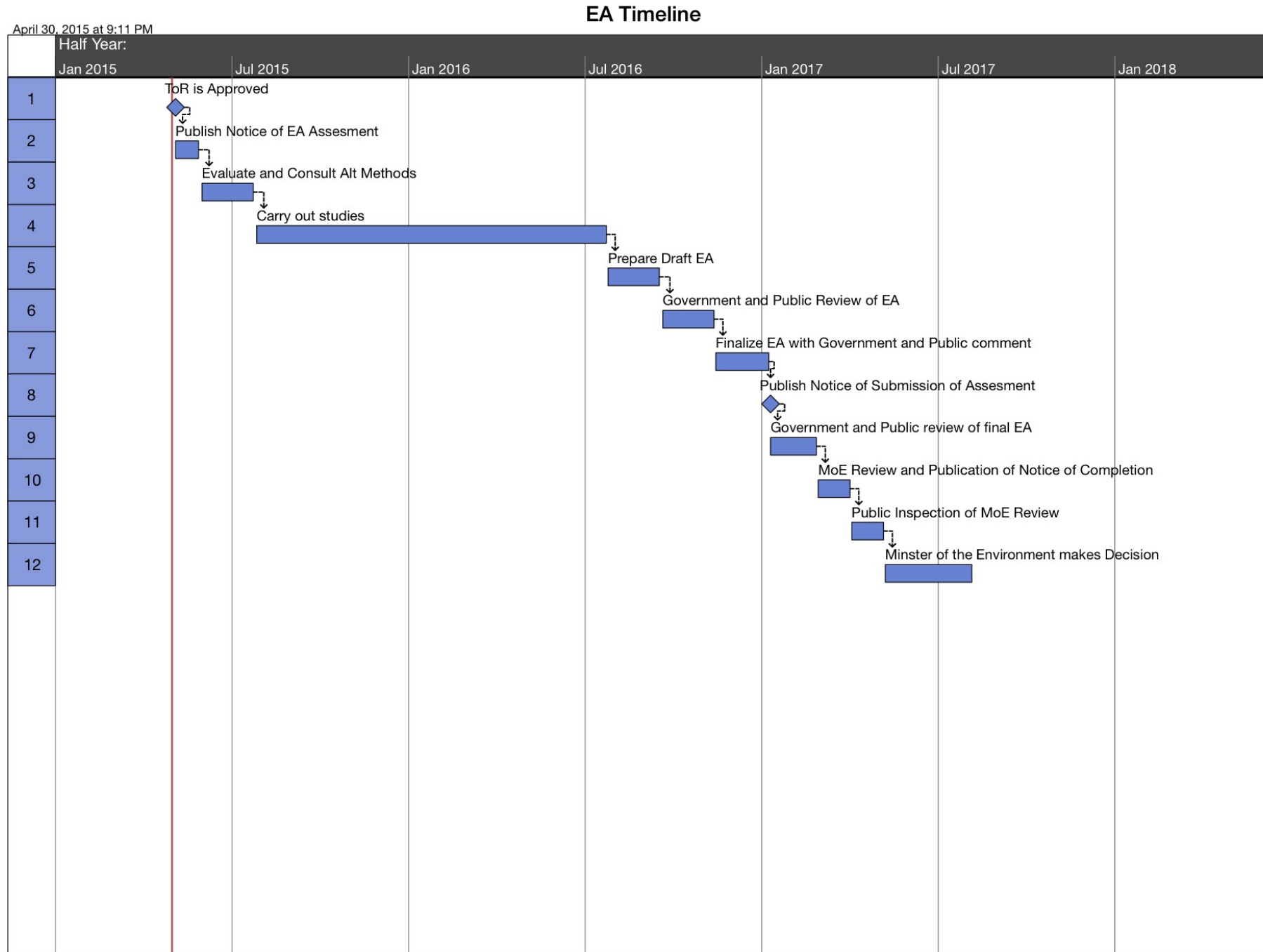
- If a legal challenge of the TOR is to be undertaken, it would have to take the form of a judicial review application in the Ontario Divisional Court.
- Court may intervene if the TOR decision can be characterized as unreasonable.
- Under the EA Act, there is a presumption that if the Minister approves the TOR he must be 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 just an Oxford County Issue!

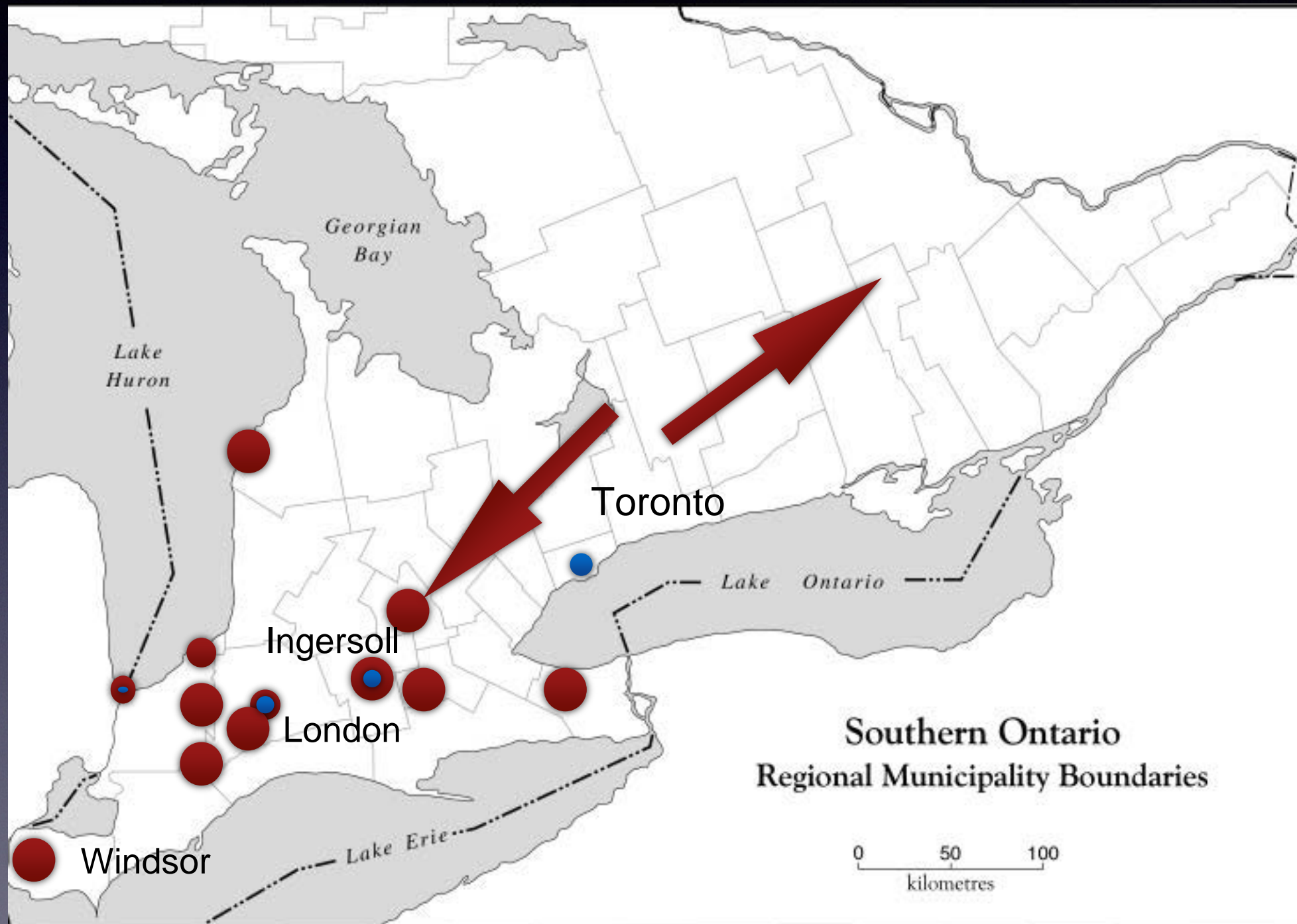
Ontario's top ten  
landfills, proposed and  
existing...

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 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 word...



# GTA Sustainability

- Toronto
- Peel Region
- York Region

It's not a new word!



# 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 surveys 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 current 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 improve 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.

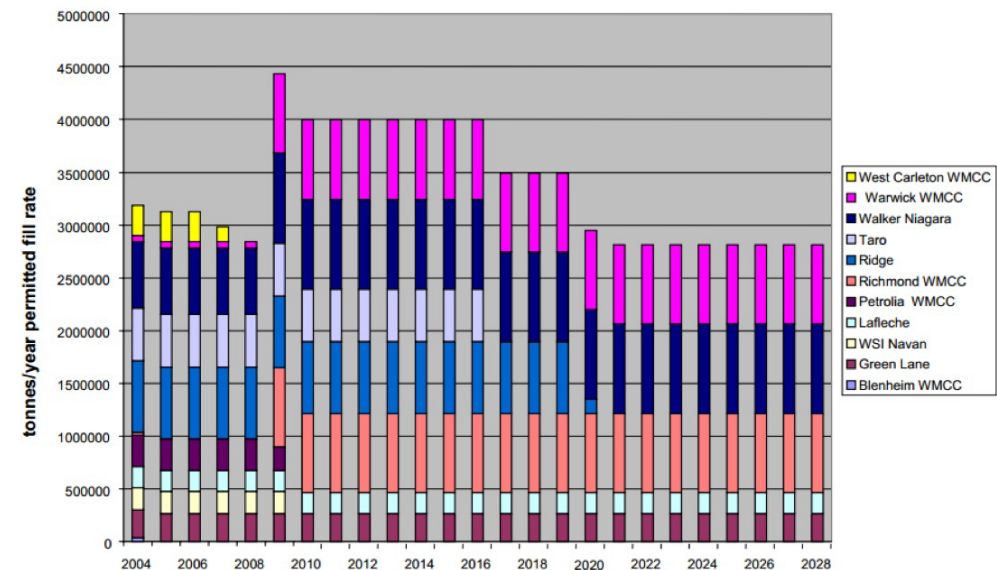


# York Region boasts of its Sustainability

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 waste management strategy that includes shipping to Southwestern Ontario!

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 the solution.**

An open pit requires rehabilitation, not residual waste.



# What do we want?

- Stop the theft of our future ability for planned and sustainable growth
- Create a South Western Ontario coalition of municipalities and constituents against the "Great 401 Garbage Chute"
- Refuse to be "away" in "throw it away". Redefine "it". "Throw" the GTA's trash plans into a "circular economy".

## **2016 South Western Ontario Garbage Chute Resolution:**

**Whereas**, it has been accepted practice of said municipalities in the GTA to transport community waste - residential , industrial, commercial, institutional, construction, renovation and demolition - to other communities outside of its proper borders, and,

**Whereas** the Federal and Provincial governments have made global commitments to reducing greenhouse gases, and since, furthermore, the transportation of waste to communities outside of the GTA, greenhouse gases generated by truck traffic, contravenes the intent and purpose of of reducing said gases, and since furthermore, greenhouse gases generated by landfills in the form of methane greatly reduce Canada's and Ontario global commitments, and,

**Whereas**, the province of Ontario is now bringing forward Bill C151, the Waste-Free Ontario Act and the Resource Recovery and Circular Economy Act which establish an overarching provincial interest in resource recovery and waste reduction, and,

**Whereas**, recently the GTA has been discussing strengthening its waste sustainability plans to curb or reduce the amount of all landfill waste to near zero standards,

**Whereas** the Premier of Ontario has made policy statements regarding the self-determination of rural communities and their willingness to support large scale projects, and,

**Whereas** recent comments made by provincial ministers regarding unwilling hosts are clear in their intent, when recently, Municipal Affairs Minister Ted McMeekin said "*if the GTA wants to send their garbage west, they better make sure the west wants it*" and went on to say that "*if Toronto wants to do business with regard to waste disposal it better be with a willing host*" and when at the same ROMA conference, Agriculture Minister Jeff Leal endorsed McMeekin's comment by saying "*before any decisions would be made, you have to have a willing host, no question about that*", and,

**Whereas** the Southwestern local municipalities have stated they are not willing hosts, and,

**Whereas** the City of Toronto mayor made clear statements regarding ownership and management of Toronto waste stating "We need to ramp up existing programs and more enforcement is important" and that Mr. John Tory said "It underlines the need for a long-term strategy even if (Greenlane) lasts longer than expected" adding "What is embarrassing is we should look after our own problems. How would we feel if Ingersoll's trash was shipped here",

**Therefore, be it resolved that** Toronto and the "Greater Toronto Area" municipalities continue to work toward high rates of diversion of residential, industrial, commercial, institutional, construction, renovation and demolition waste to achieve zero waste standards by 2035.

**And be it resolved that** Toronto and the "Greater Toronto Area" municipalities adopt and enforce policy that eliminates the exportation of residential, industrial, commercial, institutional, construction, renovation and demolition waste to achieve zero waste standards by 2025.

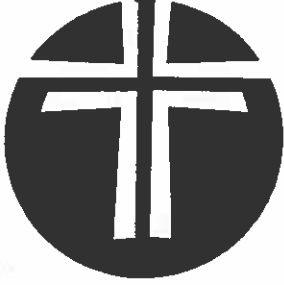
Resolution:

The town of Tillsonburg invites \_\_\_\_\_ to join in the following message to the Kathleen Wynne, Premier of Ontario.

Given that municipalities bear the responsibility for the delivery of many services and are seen by the public as effective in doing so, \_\_\_\_\_ asks Ms Kathleen Wynne to ensure that all municipalities in South-Western Ontario have the necessary tools, powers and revenues to

- Move rapidly toward Zero Waste
- Declare themselves unwilling hosts to garbage from other areas of the province
- Take responsibility for waste created within their municipal borders while avoiding the importation of wastes not containing more value in resource recovery than costs in processing or to the economic, environmental and human health of residents
- Avoid other environmental and human health risks from solid or liquid wastes
- Create bylaws, regulations and practices which effectively treat an ever-decreasing waste load with the best available technologies and systems
- Explore new technologies for resource recovery without penalty when newer or better ones are adopted.





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## First Baptist Church Ingersoll Inc.

235 THAMES ST. S. INGERSOLL, ON. N5C 2T6

TEL 519-485-3046

EMAIL [1stbaptling@execulink.com](mailto:1stbaptling@execulink.com)

March 2, 2016

Michael Graves, Clerk  
Town of Ingersoll,  
130 Oxford Street,  
Ingersoll Ontario

RE: Parks Bylaw: Use of Sound Equipment

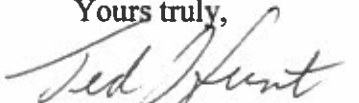
Dear Michael:

I am writing to request Council's consideration to waive the provision in the Parks Bylaw banning the use of sound equipment for events held in the Town's Parks for our 2016 Gospel Music in the Park program sponsored by First Baptist Church. The programs are held each Sunday night in Bonnie Mott Memorial Park commencing on June 26th and ending on August 28<sup>th</sup> with an additional concert scheduled for Sunday May 29<sup>th</sup> at 7 PM, weather permitting.

The requested waiver to operate sound equipment is between the hours of 5 PM and 9 PM each Sunday night. This is the 23rd year that the program has been held and attendance grows each year. Council has been very supportive in past years to waive the ban and I look forward to the same support for this year's program.

Thank you for bringing this request to Council for their consideration and approval.

Yours truly,



Ted Hunt Chairperson

**From:** <[TMrakas@aurora.ca](mailto:TMrakas@aurora.ca)>  
**Date:** March 28, 2016 at 8:07:02 AM EDT  
**To:** <[TMrakas@aurora.ca](mailto:TMrakas@aurora.ca)>  
**Subject:** **Support for OMB Reform**

Dear Mayor and Members of Council

The motion that I have attached for your consideration, was passed unanimously at Aurora Council on January 26th. As of today, this motion has been passed in over 60 municipalities. The idea is that if we all stand together and voice our concerns about the need for OMB reform then we as a group have a better chance of affecting real change at the Provincial level.

The list of municipalities where the motion is about to be made a notice of motion on their agenda(s) is growing every day. Councillors representing municipalities across the province contact us almost daily to say that they will be putting forward the motion to their Councils in the near future.

The thought is that with the talks of a review at the Provincial level sometime in the near future, the time is now for municipalities to come together to voice their concerns and identify common principles for reform. In that way, there is a greater opportunity for municipalities to speak from a position of strength – and hopefully – leverage that strength to affect real, positive and effective change as it speaks to the scope of powers of the OMB. With reform it is hoped that municipalities will have a greater say in how they grow and evolve.

The work is almost complete on the Municipal Summit. The Summit will be held May 14th and will be a gathering of elected officials from Ontario to work on not only OMB Reform but also how Open spaces/golf courses are redeveloped. The goal of the summit is to identify common principles of appropriate and responsible redevelopment of open space/golf courses and to communicate those principles to the Province to ensure they inform and are incorporated in the legislative review process and ultimate reform of the OMB Act.

We are also looking at being on the agenda for the AMO conference this summer and present as a group so that we can cast a larger net and have more municipalities join the movement of true OMB reform.

I am hopeful that the value in putting this motion forward is seen by your municipality and that your municipality joins the long list of municipalities standing together for change and true reform of the OMB.

I am available anytime to discuss this further. My number is [289-879-2176](tel:289-879-2176)

You could visit the OMB Reform Facebook page also:

[www.facebook.com/ombreform](http://www.facebook.com/ombreform)

Sincerely,

Tom Mrakas  
Councillor, Town of Aurora  
[289-879-2176](tel:289-879-2176)



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**NOTICE OF MOTION****Councillor Tom Mrakas**

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**Date: December 8, 2015**  
**To: Mayor and Members of Council**  
**From: Councillor Mrakas**  
**Re: Ontario Municipal Board Jurisdiction**

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WHEREAS the Town of Aurora spends an incredible amount of resources and taxpayer money developing an Official Plan; and

WHEREAS the Town's Official Plan is ultimately approved by the Province; and

WHEREAS it is within the legislative purview of Municipal Council to approve Official Plan amendments or Zoning By-law changes that better the community or fit within the vision of the Town of Aurora Official Plan; and

WHEREAS it is also within the legislative purview of Municipal Council to deny Official Plan amendments or Zoning By-law changes that do not better the community or do not fit within the vision of the Town of Aurora Official Plan; and

WHEREAS planning decisions may be appealed to the Ontario Municipal Board ("OMB"), an unelected, appointed body that is not accountable to the residents of Aurora; and

WHEREAS appeals of OMB decisions are limited to questions of law, not the findings of facts in a case; and

WHEREAS all decisions—save planning decisions—made by Municipal Council are similarly only subject to appeal by judicial review and such appeals are limited to questions of law;

NOW THEREFORE BE IT HEREBY RESOLVED THAT Aurora Town Council requests the Government of Ontario to limit the jurisdiction of the OMB to questions of law or process; and

BE IT FURTHER RESOLVED THAT that the Government of Ontario be requested to require the OMB to uphold any planning decisions of Municipal Councils unless they are contrary to the processes and rules set out in legislation; and

BE IT FURTHER RESOLVED THAT a copy of this Motion be sent to the Honourable Kathleen Wynne, Premier of Ontario, the Honourable Ted McMeekin, Minister of Municipal Affairs and Housing, the Honourable Patrick Brown, Leader of the Progressive Conservative Party, the Honourable Andrea Horwath, Leader of the New Democratic Party, and all MPPs in the Province of Ontario; and

BE IT FURTHER RESOLVED THAT a copy of this Motion be sent to the Association of Municipalities of Ontario (AMO) and all Ontario municipalities for their consideration.



**Corporation of the Town of Ingersoll  
By-Law 15-4875**

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**A By-law to authorize the execution of a Memorandum of Understanding between the Architectural Conservancy Ontario, Ingersoll Branch and the Corporation of the Town of Ingersoll**

**WHEREAS** it is deemed necessary and advisable to enter into a Memorandum of Understanding with the Architectural Conservancy Ontario, Ingersoll Branch, in order to set and agree to the terms necessary for the conveyance of the Town's property at 1 Charles Street East, commonly referred to as the Carnegie Library.

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

1. That a Memorandum of Understanding between the Architectural Conservancy Ontario, Ingersoll Branch and the Corporation of the Town of Ingersoll is hereby approved.
2. That the Mayor and Clerk are hereby authorized and directed to execute the said agreement and the Clerk is directed to affix the corporate seal thereto.
3. That a copy of the said agreement, in substantially the same form, shall be attached to and form part of this by-law.

READ a first and second time this 11<sup>th</sup> day of April, 2016.

READ a third time and finally passed this 11<sup>th</sup> day of April, 2016.

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**Edward (Ted) Comiskey, Mayor**

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**Michael Graves, Clerk**





**Corporation of the Town of Ingersoll  
By-Law 15-4876**

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**A by-law to establish a Multi-Use Recreation Ad hoc committee and appoint members to said committee.**

**WHEREAS** Council desires to establish a Multi-Use Recreation Ad hoc Committee and appoint members to said committee;

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

- (1) That a copy of the Appointees shall be annexed to and form part of this by-law as Schedule "A".
- (2) That all appointments shall be effective for the period to November 30, 2018 or until such time as appointees are reappointed or replaced subject to Statutory Authority.

**READ** a first and second time in Open Council this 11<sup>th</sup> day of April, 2016.

**READ** a third time in Open Council and passed this 11<sup>th</sup> day of April, 2016.

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**Edward (Ted) Comiskey, Mayor**

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**Michael Graves, Clerk**

**Schedule "A"**  
**By-Law 15-4876**

**Committee Appointments**

**Multi Use Recreation Ad Hoc Committee**

Project Management Team	William Tigert, Chief Administrative Officer Iryna Koval, Treasurer Bonnie Ward, Director of Parks & Recreation
Council Representatives	Deputy Mayor Freeman Councillor Brian Petrie Councillor Kristy Van Kooten-Bossence
Ingersoll PlayRight	Rob Parsons Adam Funnel
Facility Stakeholders	Ingersoll Ice Girls Hockey – Jay Vyse Ingersoll Minor Hockey – Joanne Thibideau Ingersoll Figure Skating – Barbara Stanley–Bittorf Ingersoll Minor Baseball – Darren House Ingersoll Soccer Club – Amy Haycock Ingersoll Seniors Centre – Wendy Palen
Citizens (Two)	Davis Landon Andrew White



**Corporation of the Town of Ingersoll  
By-Law 15-4877**

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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** Clause 2 (a)(5) be amended to read as follows:

Within three (3) metres of a fire hydrant or where the hydrant is set back from the edge of the roadway, within three (3) metres of the point at which the prolongation of the centre line of the hydrant at right angles to the edge of the roadway intersects such edge at any time

**READ** a first and second time in Open Council this 11<sup>th</sup> day of April, 2016.

**READ** a third time in Open Council and passed this 11<sup>th</sup> day of April, 2016.

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**Edward (Ted) Comiskey, Mayor**

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**Michael Graves, Clerk**



**Corporation of the Town of Ingersoll  
By-Law 16-4878**

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**A By-law to prohibit the feeding of wildlife on private property within the  
Town of Ingersoll**

**WHEREAS** subsections 8(3) and 10(2) of the Municipal Act, 2001, S.O. 2001, c. 25, as amended (the "Municipal Act, 2001"), authorizes a municipality to pass by-laws respecting animals and prohibiting, regulating, restricting and requiring the licensing of Animals;

**AND WHEREAS** Section 128 of the Municipal Act, 2001 authorizes a municipality to pass by-laws prohibiting and regulate public nuisances;

**AND WHEREAS** the Council of The Corporation of the Town of Ingersoll deems it appropriate to regulate the feeding of wildlife on private property within the Town of Ingersoll;

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

**PART 1: Definitions**

1. In this By-law:

**"Animal"** means any member of the animal kingdom, other than a human;

**"Animal Control Officer"** means shall mean a person appointed by the Municipality, whose duties include the enforcement of this by-law;

**"Attractant"** means any substance which could reasonably be expected to attract a Wild Animal or Animals or does attract Wild Animals, strays, feral or abandoned Animals;

**"Device"** means a mechanism to attract Wildlife, or capable of being used to attract Wildlife. The term includes anything used to support or contain Feed. However, for the purposes of this By-law, the term excludes bird feeders marketed for, and commonly used, to attract or Feed Wild Animals;

**"Domestic Animal"** means an Animal that is not wild, untamed, uncultivated, feral or brutal in nature or disposition;

**"Feed"** or **"Feeding"** means the deliberate act of furnishing food or other substances, or making food or other substances available, which is likely to be consumed by Wild Animals, strays, feral or abandoned Animals;

**"Town"** means The Corporation of the Town of Ingersoll;

**"Wild Animal"** or **"Wildlife"** means an Animal that is wild, untamed, uncultivated, feral or brutal in nature or disposition. An Animal that was once a domestic Animal can become a Wild Animal;

## **PART 2: Feeding of Wildlife**

2. No person shall intentionally Feed a Wild Animal or leave food or Attractants of any type or form out doors in such a manner as to attract, or be accessible by, a Wild Animal or a feral or stray domestic Animal, on private property within the geographical limits of the Town.
3. Section 2 does not apply to the Feeding of birds on private property, provided the following Feeding requirements are met by the owner or occupier of the private property;
  - a) Seed or other feed is placed in a bird feeding device that is sufficiently above grade as to not attract, or be accessible by, Wild Animal;
  - b) Spillage of seed or other feed upon the ground is removed by the property owner or occupier forthwith and disposed of in such a manner that it does not attract Wild Animals or feral or stray Domestic Animals.
4. Section 2 does not apply in the following situations:
  - a) The leaving of food as bait in a trap by a property owner to capture a nuisance Animal inhabiting or habituating their property pursuant to the Fish and Wildlife Conservation Act, 1997, S.O. 1997, c. 41;
  - b) The leaving of food as bait by a licensed trapper, an employee of a licensed Wildlife or pest control agency, a Municipal Law Enforcement Officer, an Ontario Society for the Prevention of Cruelty to Animals Inspector, or an Ontario Provincial Police Officer, in the performance of their duties;
  - c) The leaving of food for a colony of stray or feral cats for the purposes of a trap, neuter or spay and release program approved by the Town; and
  - d) Fruits or vegetables grown on private property for human consumption.

## **PART 3: Enforcement**

5. This By-law may be enforced by an Animal Control Officer.

## **Part 4: Offence**

6. Every person who contravenes a provision of this By-law is guilty of an offence and liable on conviction to a fine as provided for in the Provincial Offences Act, R.S.O. 1990, c.P33.

## **PART 5: Interpretation**

7. In this By-law, unless the context otherwise requires, words importing the singular number shall include the plural.
8. If a Court of competent jurisdiction declares any section or part of a section of this By-law invalid, it is the intention of the Town that the remainder of the By-law shall continue to be in force.

## **PART 6: Short Title**

9. This By-law may be referred to "Feeding of Wildlife By-law."



**PART 7: Effective Date**

10. This By-law shall come into force and take effect upon final passage thereof.

READ a first and second time this 11<sup>th</sup> day of April, 2016.

READ a third time and finally passed this 11<sup>th</sup> day of April, 2016.

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**Edward (Ted) Comiskey, Mayor**

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**Michael Graves, Clerk**



**Corporation of the Town of Ingersoll  
By-Law 16-4879**

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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 April 11, 2016.**

**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 April 11, 2016. 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 11th day of April, 2016.

**READ** a third time in Open Council and passed this 11th day of April, 2016.

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**Edward (Ted) Comiskey, Mayor**

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**Michael Graves, Clerk**