



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

Call to Order

Disclosures of Pecuniary Interest

Minutes of Council Meetings

- 1) [Minutes of Regular Council Meeting on February 8, 2016](#)

Minutes of Council Committee Meetings

- 1) [Minutes of Business Improvement Area \(BIA\) Meeting on January 26, 2016](#)

Correspondence – Note and File

- 1) [Operation Sharing](#) – Letter of gratitude for Council's funding support
- 2) [Alexandra Hospital](#) – Media Release: Proud to be the first hospital in the region to implement Closed Loop Medication Administration (CLMA) in its Emergency Department
- 3) [Town of Aurora](#) – Resolution RE: Ontario Municipal Board Jurisdiction over Municipal Planning decisions
 - a. [Township of Gillies](#) – Resolution supporting the Town of Aurora's resolution
- 4) [Bluewater](#) – Resolution RE: to reinstate incentives for physicians in rural areas and that the minister return to the table with Ontario's doctors and work together through mediation-arbitration to reach a fair deal that protects the quality, patient-focused care Ontario families deserve
- 5) [Township of Minden Hills](#) – Resolution RE: Requesting review of the new OPP Billing Model
- 6) [Township of Southgate](#) – Supporting resolution RE: Request to the Minister to support the provisions in Bill 36, *Trespass to Property Act*, to discourage trespassing on private property
- 7) [UTRCA](#) – January 26, 2016 Approved Board of Directors' agenda, minutes and reports

Accounts

[Disbursement Sheets – February 2016](#)

Resolution – Committee of the Whole (Councillor Lesser)**Monthly Staff Reports**

- 1) Clerk's Report [C-008-16](#)
- 2) Economic Development Report [D-004-16](#)
- 3) Fire Services Report [F-004-16](#)
- 4) Operations Report [OP-005-16](#)
- 5) Parks & Recreation Report [R-007-16](#)
- 6) Treasury Report [T-004-16](#)
- 7) Planning Status Tables Report [P-003-16](#)

Special Staff Reports

- 1) Requirement for Site Plan Control Appeal [A-004-16](#)
- 2) Memorandum of Understanding between ACO and the Town [A-005-16](#)
- 3) Adoption of Updated Overtime Policy [C-009-16](#)
- 4) Parking Concerns around Royal Roads Public School [OP-006-16](#)
- 5) Multi Use Rec Centre Ad Hoc Committee – Committee Appointments [R-008-16](#)
- 6) Fusion Youth Centre – Skate Park Strategy [R-009-16](#)
- 7) VPCC – Change Rooms – Age Requirements [R-010-16](#)
- 8) 2015 Transfer of funds to reserves [T-005-16](#)
- 9) Development Charges Indexing [T-006-16](#)
- 10) Amend the 2015 Fees and Charges By-law 15-4789 [T-007-16](#)
- 11) Non-Union Employee 2016 Pay Rate Increase [T-008-16](#)
- 12) 2015 Council Remuneration & Expense Report [T-009-16](#)

Committee of Adjustment – Minor Variance Application 7:00pm

- 1) A-04-15, Louie Skater, 440 Bell Street
 - a. Chief Administrative Officer Report – [A-006-16](#)

Public Meeting for Official Plan and Zoning Application

- 1) ZN 6-16-01 – William Woodcock & Mary Otis, 36 Park Ave.
 - a. Community and Strategic Planning Report - [CASPO 2016-48](#)

Presentations and Delegations

- 1) Ingersoll Chamber of Commerce, Rick Eus & Tammy Jeffery RE: Ingersoll Day at the Rogers Centre
- 2) Ingersoll Seniors' Centre, Wendy Palen and Kim Bidwell – Update on Services and Programs

- 3) Resident, Jim Gonder – Concerns regarding feeding of wildlife in residential neighbourhoods

Correspondence and Resolution

- 1) [Habitat for Humanity](#) – Request for grant money in the amount of \$5300.00 to cover the cost of the building permits and development fees
- 2) [AMO](#) – Request for supporting resolution for a change in *the Municipal Act* investment regulation

Consideration of 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 16-4873 – To amend Zoning By-law Number 04-4160, as amended (36 Park Ave) [Option A](#) or [Option B](#)
- 5) [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.

Notice of Motion

Upcoming Council Meetings

Regular Meeting of Council
Monday, April 11, 2016, 6:00 p.m.
Town Centre, Council Chambers

Closed Session

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

Adjournment



**Corporation of the Town of Ingersoll
Regular Council Meeting Minutes
Town Centre, Council Chambers
Monday, February 8, 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

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

Andrea Brown, Manager of Fusion Youth Centre

Andrea Hachler, County Planner

Shannon Vanderydt, Chief Building Inspector

Kelsey Hammond, Building Inspector

Media:

John Tapley, Reporter, Ingersoll Times

John Payne, Associate Producer, Rogers TV

Matt Power, Fusion Youth Centre Technology Coordinator

Kegan Bourque, Fusion Youth Centre, Volunteer

Call to Order

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

Disclosures of Pecuniary Interest

None declared

Minutes of Council Meeting

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

C16-02-023 THAT the minutes of the Regular Council meeting held on January 11, 2016, and of the Special Council meetings held on January 13, 2016, January 18, 2016, January 25, 2016 and February 4, 2016 be adopted.

CARRIED

Minutes of Council Committee Meetings

Moved by Councillor Bowman; seconded by Deputy Mayor Freeman

C16-02-024 THAT the minutes of the Economic Development Committee held on November 27, 2015 be received as information.

CARRIED

Correspondence – Note & File

Moved by Deputy Mayor Freeman; seconded by Councillor Bowman

C16-02-025 THAT the Note and File Correspondence items 1 through 4 be received as information.

CARRIED

Accounts - Resolution

Moved by Councillor Lesser; seconded by Councillor Petrie

C16-02-026 THAT the Disbursement Sheets for the month of January 2016, be received as information.

CARRIED

Monthly Staff Reports

Moved by Councillor Petrie; seconded by Councillor Lesser

C16-02-027 THAT Council do now go into Committee of the Whole.

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

CARRIED

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

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

C16-02-028 THAT the monthly staff reports be received as information.

CARRIED

Special Staff Reports

A request was previously considered by Council on December 14, 2015. If Council would like to reconsider this issue (A-002-16) then under 16.10 of the Procedure By-law any member who voted in the majority may make a resolution for reconsideration. A motion for reconsideration shall include a statement by the mover of a least one valid reason why the main Question, so previously decided, must be reconsidered by Council. The motion must be seconded by someone who voted in the majority and duly carried in order for the issue to be reconsidered.

Despite the fact that the issue of the request for Road Allowance from Len Reeves was considered by Council at the December 14, 2015 Council meeting, Len Reeves has asked Council to reconsider this issue based on the fact that he has redesigned his proposed subdivision layout and would like Council to reconsider this issue based on The New Information. Therefore:

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

C16-02-029 THAT Council do hereby reconsider the request for Road Allowance from Len Reeves.

DEFEATED

Report A-002-15 was therefore not considered.

Moved by Councillor Lesser; seconded by Councillor Petrie

C16-02-030 THAT the Council for the Town of Ingersoll receives report A-003-16 as information and provide direction to Staff on the request.

CARRIED

Moved by Councillor Petrie; seconded by Councillor Lesser

C16-02-031 THAT the Council for the Town of Ingersoll receives Report C-006-16 as information;

AND directs staff to proceed with a sale of 0.173 acres of our Clarke Road East parcel of land to MTO for \$12, 975.

CARRIED

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

C16-02-032 THAT Council of the Town of Ingersoll agrees to enter into a contribution agreement for funding under the Canada 150 Community Infrastructure Program with FedDev Ontario for project 807859, Rehabilitation of the Town Centre including the Oxford County Library – Ingersoll Branch for up to \$35,000.

CARRIED

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

C16-02-033 THAT Council of the Town of Ingersoll agrees to enter into a contribution agreement for funding under the Canada 150 Community Infrastructure Program with FedDev Ontario for 807914, Replacement of Ingersoll Cheese and Agricultural Museum HVAC System for up to \$5,000.

CARRIED

Moved by Councillor Bowman; seconded by Deputy Mayor Freeman

C16-02-034 THAT the Council for the Town of Ingersoll receives Report D-003-16 as information.

CARRIED

Moved by Councillor Lesser; seconded by Councillor Petrie

C16-02-035 THAT the Council for the Town of Ingersoll receives report F-003-16 as information.

CARRIED

Moved by Councillor Petrie; seconded by Councillor Lesser

C16-02-036 THAT the Council for the Town of Ingersoll receives report OP-004-16 as information;

AND FURTHER THAT Council assumes the Underground Services for the Clover Ridge North Phase II Subdivision and the Kirwin Subdivision effective February 9, 2016 and that Engineering Services notify all parties involved with the subdivision agreement that the Town has assumed only the Underground Services.

CARRIED

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

C16-02-037 THAT the Council of the Corporation of the Town of Ingersoll receives Report R-006-16 as information;

AND FURTHER THAT Council directs staff to send out the draft letter to surrounding municipalities seeking financial support for youth who attend Fusion from their municipalities.

CARRIED

Moved by Councillor Bowman; seconded by Deputy Mayor Freeman

C16-02-038 THAT the Committee do now rise out of Committee of the Whole.

CARRIED

Moved by Mayor Comiskey; seconded by Councillor Lesser

C16-02-039 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 Lesser; seconded by Councillor Petrie

C16-02-040 THAT the Council for the Town of Ingersoll receives the request from Dave Klapwyk to allow backyard chickens within the Town of Ingersoll, as information;

AND FURTHER directs staff to prepare and bring back a report to Council at the earliest timeframe for consideration.

CARRIED

Moved by Councillor Petrie; seconded by Councillor Lesser

C16-02-041 THAT Council members forward their comments regarding Bill 151 – Waste-Free Ontario Act to the Clerk for compiling and submission to the Ministry of Environment and Climate Change by February 25, 2016.

CARRIED

Moved by Deputy Mayor Freeman, seconded by Councillor Bowman

C16-02-042 THAT the Council for the Town of Ingersoll adjourns the February 8, 2016 Regular Meeting of Council at 7:02 p.m. to go into a Committee of Adjustment meeting to consider 2 Minor Variance applications submitted by:

- 1) Louie Skater for the lands located at 440 Bell Street; and
- 2) Development Engineering London Ltd. for the lands located at 50 Chisholm St.

CARRIED

Committee of Adjustment 7:00pm

Chair Mayor Ted Comiskey opens the Committee of Adjustment meeting at 7:02 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

Andrea Hachler, County of Oxford Development Planner introduces the Minor Variance application File # A-04-15 and does a review of the Oxford County Community and Strategic Planning Report CASPO 2016-25.

The Planning Department recommends that Council approve the application submitted by 2123432 Ontario Inc. for lands described as Part of Park Lots 16 & 17, Block 98, Plan 279, in the Town of Ingersoll as it relates to:

1. 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 subject to the following conditions:

- i. 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
- ii. The 2nd floor of the proposed addition must be accessed through the main building; and
- iii. The applicant will enter into a site plan agreement with the Town of Ingersoll. The proposed relief meets the four tests of a minor variance as set out in Section 45(1) of the Planning Act as follows:

The proposed relief is a minor variance from the provisions of the Town of Ingersoll Zoning Bylaw in that the relief is only required for a portion of the proposed addition;

The proposed relief is desirable for the use of the land as the said relief will allow for an addition to an existing restaurant that is permitted by the Zoning By-law, is compatible with surrounding uses and is not expected to negatively impact neighbouring properties;

The proposed relief maintains the general intent and purpose of the Town of Ingersoll Zoning By-law as the development is in-keeping with similar development in the immediate area and provides adequate area for drainage, access and maintenance; and

The relief maintains the intent and purpose of the Official Plan as the addition is a permitted form of development contemplated by the Official Plan.

Ms. Hachler also makes note that the applicant has offered to remove the two upper windows on the addition to help with privacy concerns from the local residents.

Chair Mayor Comiskey asks Ann Wright, Secretary Treasurer is there were any items of correspondence submitted after the deadline.

Ann Wright, Secretary Treasurer makes mention that there was one late submission that was submitted after the deadline so it wasn't included in the Planning report but that it was included on the agenda.

Chair, Mayor Comiskey asks if there are any questions from the Committee at this time and there was none. He then called on the applicant Louie Skater

Louie Skater, Owner/Applicant responded saying that he had nothing to add but was happy with the report and was willing to answer or clarify and questions.

Chair, Mayor Comiskey asks the public if there are any questions or comments.

Michelle Vogels, 29 Scourfield Drive expressed her concerns to the Committee regarding the new addition infringing on her property and affecting their privacy in their backyard and the value of their home. She feels that the height of the 2 story addition is too tall.

Robert Trowell, 31 Scourfield Drive says he echoes Mrs. Vogals concerns and questions why building permits were obtained before building

Ken Wakeling, 32 Scourfield Drive expresses his feeling that there should be no problem because the addition was built without a permit and it must be taken down.

There were no more questions or comments from the public

Louie Skater, Owner Applicant says that he wasn't sure where people got their facts and that there was always a permit on the property.

Chair, Mayor Comiskey asks for any questions from the Committee at this time

Councillor Brian Petrie asks the CBO if there was a permit on this addition and the CBO replied saying that there was not

Councillor Kristy Van Kooten-Bossence asks the applicant what permit he was referring to

Louie Skater, Owner/Applicant replies saying he was referring the original permit on the original building. He also says that there is a petition of 600 people who support his build.

Councillor Gord Lesser says that he is against approving this application because permits should have been obtained

Councillor Van Kooten-Bossence says she would like to see this resolved amicably, but that permits should have been obtained and suggested that the decision be deferred until we could get another opinion of another Planner or lawyer.

Chair, Mayor Comiskey expressed that he was sad that this was taking place and that this could have been different, no doubt that you need proper permits and that was the largest concern and said that he would be in support of a deferral, he is confident in staff to bring more information.

Councillor Brian Petrie says that we have a process in place and that it should be followed. He also commented that he hadn't seen the gallery this full since he got

his swat on Council, and obviously people do care about this application. I would also like more information and a second opinion.

Deputy Mayor Fred Freeman speaks saying that Louie's had every right to build and that by-laws do allow for it, the whole thing is that there wasn't a permit. The Building Department didn't even know that it was being built until complaints came in. You have to follow a process. He speaks to his full confidence in the Planner and the CBO but is also for the proposed deferral.

Councillor Mike Bowman says he also sees the need for a deferral to figure this all out.

Councillor Gord Lesser says that he can live with a deferral but wants to make the point clear that there was no permit for this addition, that the proper steps were not followed and that in the future the appropriate steps must be followed.

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

C16-02-043 THAT the Committee of Adjustment for the Town of Ingersoll defers the decision of application A-04-15 until staff are able to seek planning and/or legal advice. Staff is directed to bring a report back to the Committee at the March Meeting, if at all possible.

CARRIED

2) A-01-16, Development Engineering London Ltd., 50 Chisholm Street

Andrea Hachler, County of Oxford Development Planner introduces the Minor Variance application File # A-01-16 and does a review of the Oxford County Community and Strategic Planning Report CASPO 2016-26.

The Planning Department recommends that the Committee of Adjustment **approve** Application File A01-16, submitted by McLaughlin Bros. for lands described as Lots 254 & 255, Plan 717, in the Town of Ingersoll as it relates to:

1. Relief from the provisions of **Section 14.0, Table 14.2 - Zone Provisions – Exterior Side Yard, Minimum Width**, to reduce the required exterior side yard width from 15 m (49.2 ft) to 7.9 m (26 ft); and
2. Relief from the provisions of **Section 14.0, Table 14.2 – Zone Provisions – Setback, All other streets**, to reduce the minimum setback from 25 m (82 ft) to 18.9 m (62 ft) to facilitate a 2,080 m² (22,389 ft²) addition to an existing industrial building.

Mr. McLaughlin explains briefly what their business is on the property and the reason why they need the addition to expand and says they would appreciate the Committee's support.

Chair, Mayor Comiskey asks if there are any comments or questions from the public or the Committee and there were none.

Moved by Councillor Petrie; seconded by Councillor Lesser

C16-02-044 THAT the Town of Ingersoll Committee of Adjustment approves Application File A-01-16, submitted by McLaughlin Bros. for lands described as Lots 254 & 255, Plan 717, in the Town of Ingersoll as it relates to:

1. Relief from the provisions of **Section 14.0, Table 14.2 – Zone Provisions – Exterior Side Yard, Minimum Width**, to reduce the required exterior side yard width from 15 m (49.2 ft) to 7.9 m (26 ft); and
2. Relief from the provisions of **Section 14.0, Table 14.2 – Zone Provisions – Setback, All other streets**, to reduce the minimum setback from 25 m (82 ft) to 18.9 m (62 ft) to facilitate a 2,080 m² (22,389 ft²) addition to an existing industrial building.

CARRIED

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

C16-02-045 THAT the Committee adjourns the February 8, 2016 Committee of Adjustment Meeting for the Town of Ingersoll at 7:42 p.m.

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

CARRIED

Planning Meeting

Mayor Comiskey opens the Public Meeting at 7:47 p.m.

Andrea Hachler, County of Oxford Development Planner introduces the Official Plan and Zoning application File # OP 15-07-6; ZN 6-15-05, applicant Jamie & Leanne Brown for the subject property at 40 Holcroft Street W., and does a review of the Oxford County Community and Strategic Planning Report CASPO 2016-13.

The Planning Department recommends that the Council of the Town of Ingersoll advise the County that the Town supports the application to amend the Oxford County Official Plan (File No. OP15-07-6) to permit the construction of a single-detached dwelling, as submitted by Jamie and Leann Brown for lands located described as Lots 6, 6A, 7, 7A, 8, 8A, Plan 279, Ingersoll; and, that the Council of the

Town of Ingersoll approve in principle the application of Jamie and Leann Brown for lands located described as Lots 6, 6A, 7, 7A, 8, 8A, Registered Plan 279, Ingersoll to rezone the lands from 'Open Space Zone (OS)' to 'Special Open Space Zone (OS-4)' to permit a single-detached dwelling and accessory structure.

Jamie Brown the applicant is present but has not further comments

There are no questions from Council.

There were no comments from the public.

Moved by Councillor Bowman; seconded by Deputy Mayor Freeman

C16-02-046 THAT the Council of the Town of Ingersoll advise the County that the Town supports the application to amend the Oxford County Official Plan (File No. OP15- 07-6) to permit the construction of a single-detached dwelling, as submitted by Jamie and Leann Brown for lands located described as Lots 6, 6A, 7, 7A, 8, 8A, Plan 279, Ingersoll; and,

AND THAT the Council of the Town of Ingersoll approves in principle the application of Jamie and Leann Brown for lands located described as Lots 6, 6A, 7, 7A, 8, 8A, Registered Plan 279, Ingersoll to rezone the lands from 'Open Space Zone (OS)' to 'Special Open Space Zone (OS-4)' to permit a single-detached dwelling and accessory structure.

CARRIED

Andrea Hachler, County of Oxford Development Planner introduces the Zoning application File # ZN 6-15-06, applicant William Alderson and Colin McGugan for the subject property at 125 Duke St., and does a review of the Oxford County Community and Strategic Planning Report CASPO 2016-21.

The Planning Department recommends that the Council of the Town of Ingersoll approve the zone change application submitted by William Alderson and Colin McGugan, whereby the lands described as Part Lots 8 & 1A, Block 5, Plan 279, in the Town of Ingersoll, known municipally as 125 Duke Street, are to be rezoned from 'Entrepreneurial Zone (EC)' to 'Special Entrepreneurial Zone (EC-8)'.

Bill Alderson and Colin McGugan are present and address Council and the public saying that they had had the building for 30 years and are looking to clear up the Zoning.

There are no questions from Council

There are no questions from the public.

Moved by Deputy Mayor Freeman; seconded by Councillor Bowman

C16-02-047 THAT the Council of the Town of Ingersoll approves the zone change application submitted by William Alderson and Colin McGugan, whereby the lands described as Part Lots 8 & 1A, Block 5, Plan 279, in the Town of Ingersoll, known municipally as 125 Duke Street, are to be rezoned from 'Entrepreneurial Zone (EC)' to 'Special Entrepreneurial Zone (EC-8)'.

CARRIED

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

Consideration By-Laws

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

C16-02-048 THAT the mover have leave to introduce and go into Committee of the Whole on the following by- laws:

- 1) By-Law 16-4865 - For the adoption of 2016 estimated current and capital expenditures for the Corporation of the Town of Ingersoll and the establishment of rates of taxation and collection of taxes for all assessment classes
- 2) By-Law 16-4866 – To dedicate one foot (1') reserves on portions of Brookfield Court and Hartfield Street, being Reserve Parcels A & B on Registered Plan 742
- 3) By-Law 16-4867 - To amend by-law 15-4836 to appoint an Ingersoll Economic Development Committee (EDC)
- 4) By-Law 16-4868 – To amend Zoning By-law Number 04-4160, as amended (125 Duke Street)
- 5) By-Law 16-4869- To adopt and confirm all actions and proceedings of the Council for the Town of Ingersoll at the Council meeting held on January 13, 2016, January 18, 2016, January 25, 2016, February 4, 2016 and February 8, 2016.

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

CARRIED

Moved by Councillor Bowman; seconded by Deputy Mayor Freeman

C16-02-049 THAT the Committee do now rise out of Committee of the Whole.

CARRIED

Moved by Deputy Mayor Freeman; seconded by Councillor Bowman

C16-02-050 THAT By-law 15-4865 through to By-law 16-4869 be now read a third time, passed, signed and sealed and that this constitutes the third reading of the by-laws.

CARRIED

Upcoming Council Meetings

Regular Meeting of Council
Monday, March 14, 2016, 6:00 p.m.
Town Centre, Council Chambers

Closed Meeting

Moved by Councillor Lesser; seconded by Councillor Petrie

C16-02-051 THAT Council do now go into Committee of the Whole at 8:12 p.m. for a Closed Meeting pursuant to Section 239 (2) of the Municipal Act, 2001, as amended to discuss the following matters:

- 1) Closed Session Minutes of November 9, 2015, and December 14, 2015
- 2) Section 239 (2)(b) Personal matters about an identifiable individual
- 3) Section 239 (2)(c) Proposed or pending acquisition of land by the municipality
- 4) Section 239 (2)(c) Proposed or pending acquisition of land by the municipality

CARRIED

Moved by Councillor Petrie; seconded by Councillor Lesser

C16-02-052 THAT Council do now rise out of Committee of the Whole from a Closed Session meeting at 9:22 p.m.

CARRIED

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

C16-02-053 THAT the Council for the Town of Ingersoll adopts the Closed Meeting Minutes for November 9, 2015 and December 14, 2015 as printed.

CARRIED

Adjournment

Moved by Councillor Bowman; seconded by Deputy Mayor Freeman

C16-02-054 THAT the Council for the Town of Ingersoll adjourns the February 8, 2016 Regular Meeting of Council at 9:25 p.m.

CARRIED

Edward (Ted) Comiskey, Mayor

Ann Wright, Deputy Clerk



**Ingersoll Business Improvement Area (BIA)
Minutes**

Monthly Board Meeting
Tuesday, January 26, 2016

6:30 pm - JCH Boardroom - Town Hall

Board Member	Attendance
Kathleen Young – President	Present
Sue Reintjes	Present
Bob Mott	Present
Gord Lesser	Present
Councilor Mike Bowman	Present
Lisa Janssen	Present
Will Pritchard	Regrets
Dom Ricciuto	Present
Amanda Evely	Present
Chelsea Jibb - Staff	Present
Kale Brown - Staff	Present

Also in attendance: Cheryl Cole of Koffee Korner & Sergeant Tim Clark of Oxford OPP

1. Welcome/Introductions – Kathleen Young, President

Meeting called to order at 6:32 pm.

2. Approval of BIA Agenda of January 26, 2016

Approved.

Moved by Amanda/ Seconded by Bob - Carried

3. Approval of BIA Minutes December 1, 2015

Minutes circulated and to be posted to the website.

Moved by Sue/ Seconded by Lisa - Carried

4. Business arising from BIA Minutes December 1, 2015

None.

5. Financial Statements and Report to December 31, 2015

Invoices to December 31, 2015 circulated. Approved and signed.

2016 Draft Budget

Discussion and review of 2016 draft budget. Areas to be expanded include Meetings and Conferences for attendance at the OBIAA national conference, as well as Studies and Surveys for additional bike racks.

Motion to approve amended budget.

Moved by Dom/ Seconded by Sue - Carried

6. Correspondence

Heart FM Christmas Card

Holiday greeting from Heart FM.

Koffee Korner

Letter from Cheryl Cole at Koffee Korner expressing concerns over parking in the downtown core. Letter notes concerns over vehicle owners parking and remaining in a single space beyond the 3 hour parking limit. Direction to invite parking enforcement officer to the next BIA meeting to hear concerns and answer questions.

7. Committee Reports – Ingersoll Festivals and Special Events

Harvest Festival

Discussion of possible activities. Direction to consider opportunities and alternative ideas.

2016 Special Events

Schedule of 2016 special events discussed. 2016 events guide due out in May, along with poster of all events.

8. Any Other Business

Parking

Discussion of parking concerns including vehicle owners who park and remain in a single space beyond the 3 hour parking limit. The night time parking ban is in effect and officers have been ticketing offenders. Discussion of possible strategies to remedy issue. Direction to BIA to prepare letter to Council requesting ticket blitz.

BIA Call List

BIA Emergency Call List has been updated. Packages will go out to businesses early this spring.

Hoardings/ Murals

Hoardings have been stored in the basement of Town Hall until a decision can be made regarding their care.

Carr's Walkway Petition

Discussion of petition regarding the maintenance of Carr's Walkway as a public washroom and a thoroughfare.

Bike Racks

IDCI students have created a prototype of post ring racks. If decision is made to go forward with IDCI producing the racks, project will commence in late 2016.

Valentine's Day Countdown

Return of social media campaign to countdown to Valentine's Day. Direction to reach out to local businesses for seasonal specials and holiday gifts.

Oxford Street Alley

County expected to do repairs to sewer in the next couple of years. Opportunity to discuss changes to layout and use of back alley.

9. Adjournment

Meeting adjourned at 7:48 PM

NEXT MEETING – March 8, 2016



Operation Sharing
"HELPING PEOPLE FIND NEW HOPE"

P.O. Box 20081 • Woodstock, Ontario • N4S 8X8 • P: 519-539-3361 • F: 519-539-9648

February 29, 2016

Town of Ingersoll
Attention: Ann Wright
130 Oxford Street
Ingersoll, ON N5C 2V5

Dear Ann,

On behalf of Operation Sharing I'd like to thank Mayor Comiskey, and the members of Council for allocating \$10,000 to Operation Sharing from the Community Development Fund again this year. We are very grateful that Ingersoll Council continues to see value in Operation Sharing's mission to help the less fortunate in our community. The donation is greatly appreciated.

Sincerely,

Shelley Trafford

Administrator

Operation Sharing



MEDIA RELEASE

February 18, 2016

AHI sets new standard for safety with implementation of HUGO in Emergency Department

Alexandra Hospital Ingersoll (AHI) is proud to be the first hospital in the region to implement Closed Loop Medication Administration (CLMA) in its Emergency Department. CLMA, a more secure way to administer medication to patients, increases security of “right patient, right medication, right dose, right time, right route”.

In 2013, AHI successfully went live with HUGO (Healthcare UnderGoing Optimization). CLMA is part of the HUGO process. With CLMA, a computer containing files with the patient’s electronic chart and medication records is taken to the patient’s bedside. The nurse scans the patient’s armband to verify that the correct chart is open and then scans each medication to ensure that the right medication is being administered.

When HUGO was first launched, all participating hospitals decided that CLMA would not be initiated in Emergency Departments. AHI advocated, along with its partner hospital Tillsonburg District Memorial Hospital, for CLMA to be utilized in the ED and that is now a reality here in Ingersoll.

“One of the many benefits of CLMA is that the patient is included in the medication administration process,” says Lori Smith, AHI Director of Clinical Services. “This helps ensure that the patient understands the medication being given.”

In 2014, AHI was awarded the prestigious Advancing Clinical Excellence (ACE) Award from Cerner Canada for its implementation of Healthcare Undergoing Optimization (HUGO) in all inpatient areas of the hospital.

(Photo Caption)

AHI Nurse Dan Bannister is demonstrating the use of Closed Loop Medication Administration on a nursing student in the hospital Emergency Department. AHI is the first hospital in the region to use this more secure process to administer medications in the ED.





Legal & Legislative Services
Stephen M.A. Huycke
905-726-4771
shuycke@aurora.ca

Town of Aurora
100 John West Way, Box 1000
Aurora, ON L4G 6J1

February 2, 2016

The Honourable Kathleen Wynne, Premier of Ontario
Legislative Building, Queen's Park
Toronto, ON M7A 1A1

DELIVERED BY E-MAIL TO:
kwynne.mpp.co@liberal.ola.org

Dear Premier:

Re: Town of Aurora Council Resolution of January 26, 2016
Re: Motion (a) Ontario Municipal Board Jurisdiction

Please be advised that this matter was heard by Council at its Council meeting held on January 26, 2016, and in this regard Council adopted the following resolution:

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, Mr. Patrick Brown, Leader of the Progressive Conservative Party, Ms. Andrea Horwath, Leader of the New Democratic Party, and all Members of Provincial Parliament (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.

The above is for your information and any attention deemed necessary.

Yours truly



Stephen M. A. Huycke
Town Clerk

SMH/lb

Copy: The Honourable Ted McMeekin, Minister of Municipal Affairs and Housing
Mr. Patrick Brown, Leader of the Progressive Conservative Party
Ms. Andrea Horwath, Leader of the New Democratic Party
All Members of Provincial Parliament in Ontario
Association of Municipalities of Ontario (AMO)
All Ontario Municipalities

February 25, 2016

Re: Resolution from Town of Aurora Council

At the regular meeting of the Township of Gillies held February 22nd, 2016, Council considered correspondence from the Town of Aurora regarding a resolution adopted by Aurora Council respecting Ontario Municipal Board Jurisdiction.

Please be advised that the following resolution was passed at the meeting:

RESOLUTION NO. 2016/048

Moved by Councillor O’Gorman; Seconded by Councillor Groenheide:

BE IT RESOLVED THAT Council supports the resolution as passed by The Town of Aurora on February 2nd 2016 which requests that the OMB be required to uphold any planning decisions of Municipal Council unless they are contrary to the processes and rules set out in legislation

AND THAT copies of this Resolution be sent to The Premier of Ontario, Minister of Municipal Affairs and Housing, Leader of the Progressive Conservative Party, Leader of the New Democratic Party, all members of the Ontario Provincial Parliament (MPPs), the Association of Municipalities in Ontario, and all Ontario municipalities

CARRIED

If you require further information, please do not hesitate to contact the undersigned at 807-475-3185 or gillies@tbaytel.net.

Sincerely,



Shara Lavallée
Clerk



Legal & Legislative Services
Stephen M.A. Huycke
905-726-4771
shuycke@aurora.ca

Town of Aurora
100 John West Way, Box 1000
Aurora, ON L4G 6J1

February 2, 2016

DELIVERED BY E-MAIL TO:
kwynne.mpp.co@liberal.ola.org

The Honourable Kathleen Wynne, Premier of Ontario
Legislative Building, Queen's Park
Toronto, ON M7A 1A1

Dear Premier:

Re: Town of Aurora Council Resolution of January 26, 2016
Re: Motion (a) Ontario Municipal Board Jurisdiction

Please be advised that this matter was heard by Council at its Council meeting held on January 26, 2016, and in this regard Council adopted the following resolution:

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;

The Honourable Kathleen Wynne, Premier of Ontario
Re: Town of Aurora Council Resolution of January 26, 2016
February 2, 2016
Page 2 of 2

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, Mr. Patrick Brown, Leader of the Progressive Conservative Party, Ms. Andrea Horwath, Leader of the New Democratic Party, and all Members of Provincial Parliament (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.

The above is for your information and any attention deemed necessary.

Yours truly,



Stephen M. A. Huycke
Town Clerk

SMH/lb

Copy: The Honourable Ted McMeekin, Minister of Municipal Affairs and Housing
Mr. Patrick Brown, Leader of the Progressive Conservative Party
Ms. Andrea Horwath, Leader of the New Democratic Party
All Members of Provincial Parliament in Ontario
Association of Municipalities of Ontario (AMO)
All Ontario Municipalities

February 19, 2016

Kathleen Wynne, Premier of Ontario
VIA – Email

Dear Premier Wynne,

Please be advised that the Council of the Municipality of Bluewater passed the following motion at their Council meeting on February 16, 2016:

Moved by Councillor Zimmerman, seconded by Councillor Hill that:

Whereas Ontario's growing and aging population is putting an increasing strain on our publicly-funded health care system;

And Whereas since February 2015, the Ontario government has made an almost 7% unilateral cut to physician services expenditures which cover all the care doctors provide to patients – including cuts to programs which are specifically designed to act as incentives for physicians to practice in rural areas:

And Whereas the decisions Ontario makes today will impact patients' access to quality care in the years to come and these cuts will threaten access to the quality, patient-focused care Ontarians need and expect:

And Whereas Ontario is experiencing a growing rural population as retirees move to the countryside;

And Whereas many rural municipalities in Ontario have formed physician recruitment and retention committees and strategies to deal with the reality of physician retirements and shortages;

And Whereas rural areas in Ontario are already at a distinct disadvantage in recruiting family physicians due to a number of factors;

Now Therefore Be It Resolved that the Council of the Municipality of Bluewater hereby requests that the Minister of Health and Long Term Care reinstate incentives for physicians to practice in rural areas of Ontario, and that the minister return to the table with Ontario's doctors and work together through mediation-arbitration to reach a fair deal that protects the quality, patient-focused care Ontario families deserve;

And Be It Further Resolved that copies of this resolution be sent to the Premier of Ontario, the federal and provincial Ministers of Health, the Ontario College of Physicians and Surgeons, and all municipalities in Ontario. Carried.

If you require any further information, please do not hesitate to contact me.

Kind Regards,

A handwritten signature in cursive script, appearing to read "Charlene Overholt".

Charlene Overholt
Manager of Corporate Services/Clerk

THE TOWNSHIP OF MINDEN HILLS

IN SEASON, EVERY SEASON

7 Milne Street, P.O. Box 359, Minden, Ontario K0M 2K0

Telephone: 705-286-1260

Website: www.mindenhills.ca

Email: admin@mindenhills.ca

March 1, 2016

The Honourable Yasir Naqi
Minister of Community Safety and
Correctional Services
25 Grosvenor Street, 18th Floor
Toronto, ON M7A 1Y6

Dear Minister Naqi:

Re: Request for Review of the New OPP Billing Model

Council, at its Regular Council meeting held on February 25, 2015 passed resolution #16-95 requesting the Minister of Community Safety and Correctional Services to:

- Review and reconsider the new OPP Billing Model;
- Reconsider assuming a larger portion of the overall budget for all Ontario Municipalities services by OPP;
- Perform an in-depth review of the current expenditures in order to reduce the cost per household.

Enclosed is a certified true copy of Resolution #16-95.

If you have any questions please contact me at (705) 286-1260 ext. 205 or email dnewhook@mindenhills.ca

Sincerely,



Dawn Newhook,
Clerk

CC: The Honourable Kathleen O. Wynne, Premier of Ontario
The Honourable Charles Sousa, Minister of Finance
Laurie Scott, MPP Haliburton-Kawartha Lakes-Brock
Gary McNamara, AMO President
Ontario Municipalities served by the OPP

Encl.



The Corporation of the Township of Minden Hills

Regular Council

Resolution **February 25, 2016**

Certified under the hand of
 Deputy Clerk and seal of
 The Corporation of the
 Township of Minden Hills
 to be a true copy of Resolution 16-95

Moved by: *Joanne Anthon*

Dated this 3 day of March 2016

Seconded by: *Lise Schell*

Victoria Bull
 Victoria Bull,
 Deputy Clerk, Township of Minden Hills

Whereas the new OPP billing model was implemented in 2015 and will be phased in over a four (4) year period;

And Whereas the Township of Minden Hills' 2015 OPP Services invoice was \$1,460,470, an increase of \$260,518 over 2014;

And Whereas the 2016 OPP invoice for the Township of Minden Hills increases another \$391,801 to a total of \$1,852,271;

And Whereas the 2016 OPP services increase results in a 6.24% increase to the tax levy for OPP services alone;

Be it resolved that the Township of Minden Hills requests that the Minister of Community Safety and Correctional Services:

- Review and reconsider the new OPP Billing model;
- Reconsider assuming a larger portion of the overall OPP budget for all Ontario municipalities serviced by the OPP;
- Perform an in-depth review of the current expenditures in order to reduce the cost per household.

And further that a copy of this resolution be forwarded to the Honourable Kathleen Wynne, Premier of Ontario; The Honourable Yasir Naqi, Minister of Community Safety and Correctional Services; The Honourable Charles Sousa, Minister of Finance; Laurie Scott, MPP Haliburton-Kawartha Lakes-Brock; AMO; and to all municipalities serviced by the OPP.

CARRIED DEFEATED DEFERRED RECORDED VOTE

ABSTAIN	YEA	VOTING	NAY
		ANTHON	
		MURDOCH	
		NESBITT	
		NEVILLE	
		SAYNE	
		SHELL	
		DEVOLIN	

REEVE *Victoria Bull*

MOTION NO.: 16-95



185667 Grey County Road 9
RR 1
Dundalk, Ontario
NOC 1B0
Phone: 519-923-2110 ext. 230
Email: rmartell@southgate.ca
www.southgate.ca

**Township of Southgate
Clerk's Department**

MEMO

DATE: February 17, 2016

FROM: Raylene Martell, Clerk

RE: Bill 36 Support

Please be advised that the following motion was passed at the February 17, 2016 Council Meeting.

Moved by Councillor Dobreen, seconded by Councillor Woodbury;

Whereas a private member's Bill 36, being an Act to amend the Trespass to Property Act has received first and second reading in the legislature and has now been referred to the Standing Committee on Justice Policy; and

Whereas the amendments to the Act in Bill 36 include amending fines ranging from \$500.00 to \$1,000.00 under Section 2(1) b) and increasing fines to \$25,000.00 under Section 12 (1) of the Act;

Now therefore be it resolved that the Corporation of the Township of Southgate hereby supports the Township of Wellington North's Resolution 2016-033 and requests that the Minister of the Attorney General support the provisions in Bill 36 to discourage trespassing on private property; and

That copies of this resolution be sent to the Standing Committee on Justice Policy, the Minister of the Attorney General, Minister of Natural Resources and Forestry, all municipalities in Ontario, MPP Bill Walker, the Ontario Federation of Agriculture, the Ontario Federation of Angler's and Hunters, and the County of Grey and its municipalities. **Carried.** No. 154-16

Kind regards,

Raylene Martell, Clerk



7490 Sideroad 7 W, PO Box 125,
Kenilworth, ON N0G 2E0
www.wellington-north.com

519.848.3620
1.866.848.3620 FAX 519.848.3228

Plan to
Simply Explore.
www.simplyexplore.ca

January 26, 2016

RE: Bill 36, an Act to amend the Trespass to Property Act

At the regular meeting of Council for the Township of Wellington North held January 25, 2016 the following resolution was passed:

RESOLUTION 2016-033

Moved by: Councillor Burke
Seconded by: Councillor McCabe

WHEREAS the Township of Wellington North recently passed a resolution to permit Sunday Gun Hunting in Wellington North be effective April 1, 2016;

AND WHEREAS in the process of public consultation on permitting Sunday Gun Hunting in the municipality, the issue of trespassing on private property by the general public and hunters was raised;

AND WHEREAS a private member's Bill 36, being an Act to amend the Trespass to Property Act has received first and second reading in the legislature and has now been referred to the Standing Committee on Justice Policy;

AND WHEREAS the amendments to the Act in Bill 36 include amending fines ranging from \$500.00 to \$1,000.00 under Section 2(1) b) and increasing fines to \$25,000.00 under Section 12 (1) of the Act;

NOW BE IT RESOLVED THAT the Township of Wellington North hereby requests that the Minister of the Attorney General support the provisions in Bill 36 to discourage trespassing on private property;

AND FURTHER THAT copies of this resolution be sent to the Standing Committee on Justice Policy, the Minister of the Attorney General, Minister of Natural Resources and Forestry, all municipalities in Ontario, MPP Sylvia Jones, Dufferin-Caledon, MPP Randy Pettapiece Perth-Wellington, MPP Ted Arnott Wellington-Halton Hills, the Ontario Federation of Agriculture and the Ontario Federation of Angler's and Hunters.

CARRIED

We encourage all municipalities to support this resolution.

If you require further information, please contact Karren Wallace, Clerk at 519-848-3620 ext 27 or kwallace@wellington-north.com

Disclaimer: This material is provided under contract as a paid service by the originating organization and does not necessarily reflect the view or positions of the Association of Municipalities of Ontario (AMO), its subsidiary companies, officers, directors or agents.



1ST SESSION, 41ST LEGISLATURE, ONTARIO
63 ELIZABETH II, 2014

1^{re} SESSION, 41^e LÉGISLATURE, ONTARIO
63 ELIZABETH II, 2014

Bill 36

Projet de loi 36

**An Act to amend
the Trespass to Property Act**

**Loi modifiant la
Loi sur l'entrée sans autorisation**

Ms S. Jones

M^{me} S. Jones

Private Member's Bill

Projet de loi de député

1st Reading November 4, 2014
2nd Reading
3rd Reading
Royal Assent

1^{re} lecture 4 novembre 2014
2^e lecture
3^e lecture
Sanction royale



**An Act to amend
the Trespass to Property Act**

**Loi modifiant la
Loi sur l'entrée sans autorisation**

Her Majesty, by and with the advice and consent of the Legislative Assembly of the Province of Ontario, enacts as follows:

1. Subsection 2 (1) of the *Trespass to Property Act* is amended by striking out “a fine of not more than \$2,000” in the portion after clause (b) and substituting “a fine of not less than \$500 and not more than \$2,000”.

2. Subsection 12 (1) of the Act is amended by striking out “for an amount in excess of \$1,000” at the end and substituting “for an amount in excess of \$25,000”.

Commencement

3. This Act comes into force on Royal Assent.

Short title

4. The short title of this Act is the *Respecting Private Property Act, 2014*.

EXPLANATORY NOTE

Currently, a person who is convicted of trespassing under subsection 2 (1) of the *Trespass to Property Act* is liable to a fine of not more than \$2,000. The subsection is amended to provide for a minimum fine of \$500.

Currently, under subsection 12 (1) of the Act, a court is permitted to award damages against a person convicted of trespassing under section 2, but the award cannot be for an amount in excess of \$1,000. The subsection is amended to increase the amount to \$25,000.

Sa Majesté, sur l'avis et avec le consentement de l'Assemblée législative de la province de l'Ontario, édicte :

1. Le paragraphe 2 (1) de la *Loi sur l'entrée sans autorisation* est modifié par remplacement de «d'une amende d'au plus 2 000 \$» par «d'une amende d'au moins 500 \$ et d'au plus 2 000 \$» dans le passage qui précède l'alinéa a).

2. Le paragraphe 12 (1) de la Loi est modifié par remplacement de «un montant supérieur à 1 000 \$» par «un montant supérieur à 25 000 \$» à la fin du paragraphe.

Entrée en vigueur

3. La présente loi entre en vigueur le jour où elle reçoit la sanction royale.

Titre abrégé

4. Le titre abrégé de la présente loi est *Loi de 2014 sur le respect de la propriété privée*.

NOTE EXPLICATIVE

À l'heure actuelle, quiconque est déclaré coupable d'entrée sans autorisation aux termes du paragraphe 2 (1) de la *Loi sur l'entrée sans autorisation* est passible d'une amende d'au plus 2 000 \$. Ce paragraphe est modifié pour prévoir une amende minimale de 500 \$.

À l'heure actuelle, aux termes du paragraphe 12 (1) de la Loi, un tribunal est autorisé à accorder des dommages-intérêts contre une personne déclarée coupable d'entrée sans autorisation aux termes de l'article 2, mais les dommages-intérêts ne peuvent pas être supérieurs à 1 000 \$. Ce paragraphe est modifié pour faire passer le montant des dommages-intérêts à 25 000 \$.

January 26, 2016

**AMENDED
NOTICE OF
BOARD OF DIRECTORS' MEETING**

DATE: TUESDAY, JANUARY 26, 2016

TIME: 9:30 A.M.

LOCATION: WATERSHED CONSERVATION CENTRE
BOARDROOM

AGENDA:	TIME
1. Approval of Agenda	9:30am
2. Declaration of Conflicts of Interest	
3. Confirmation of Payment as Required Through Statutory Obligations	
4. Minutes of the Previous Meeting - Tuesday, November 24, 2015	
5. Business Arising from the Minutes	
6. Closed Session -- In Camera	9:40am
a) Cottage Program Lease Negotiation Update (I.Wilcox)(Verbal)(5 minutes)	
b) Moyer Property Acquisition Update (A.Shivas/C.Harrington)(Report attached) (Document #2171)(5 minutes)	
7. Delegation – none	
8. Presentation	
9. (a) For Your Information Report (Report attached)	9:50am
(b) Fanshawe Pioneer Village Report (Verbal)(S.Johnson)(Verbal)(5 minutes)	

10. Business for Approval
- (a) **Tender Release - Fanshawe Dam Substation Renewal and Emergency Generator Connection (R.Goldt)(Report attached)(Document #101555) (5 minutes)** 9:55am
- (b) Environmental Planning & Regulations Fee Schedule (Report attached) (Document #ENVP2997)(T.Annett)(10 minutes) 10:00am
11. Business for Information
- (a) Administration and Enforcement – Section 28 (M.Snowsell/K.Winfield/C.Ramsey)(Report Attached)(Document #EMVP3091)(5 minutes) 10:10am
- (b) Tender Award - Wildwood Gantry Refurbishment (R.Goldt)(Report attached)(Document #113993) (5 minutes) 10:15am
- (c) Springbank Dam Update (Verbal)(C.Tasker)(20 minutes) 10:20am
- (d) Annual General Meeting Preparation (I.Wilcox)(Report attached)(Document # 113987)(5 minutes) 10:40am
- (e) **2016 Budget Municipal Feedback (I.Wilcox)(Report attached (Document #113996)(5 minutes)** 10:45am
12. Other Business (Including Chair and General Manager's Comments) 10:50am
13. Adjournment 11:00am



Ian Wilcox, General Manager

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

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

4. Minutes of the Previous Meetings
- November 24, 2015

T. Jackson moved – N. Manning seconded:-

"RESOLVED that the UTRCA Board of Directors approve the minutes of the Board of Directors' meeting dated November 24, 2015 as circulated."

CARRIED.

5. Business Arising from the Minutes - There was no business to discuss.
6. Closed Session - In Camera

There being property matters to discuss.

H. McDermid moved – M. Ryan seconded:-

"RESOLVED that the Board of Directors adjourn to Closed Session – In Camera."

CARRIED.

Progress Reported

- (a) A property matter relating to the Cottage Program Lease negotiations was discussed.
- (b) A property matter relating to the Moyer property acquisition was discussed.
7. Delegations – There were no delegations
8. Presentation – There were no presentations
9. (a) For Your Information

The report was presented for the members' information. It was noted that Conservation Services staff are planning a workshop on March 10th in the Medway Creek watershed for landowners to learn more about the Great Lakes Agricultural Stewardship Initiative.

- (b) Fanshawe Pioneer Village Update

S.Johnson advised the members the 2015 year-end financial reporting is underway and it appears the Village will end the year with a cash balance. In addition, Ms. Johnson reported the 2015 attendance exceeded 43,000 visitors which is a record attendance. In terms of staffing, the Operations Manager's position has been divided into two new positions to reflect the needs of the Village and these positions were recently filled.

New events are planned for 2016 and include Summer Theatre which will present two new plays: "Ingersoll's Cheese Poet, James McIntyre" by Adam Horovitz and "Chicken Feather" by Jeff Culbert. There will be no more Haunted Hayrides in 2016. This event is being replaced by "The Midnight Village", a haunted history tour. No major capital projects are planned for 2016 but fundraising will continue for the storefronts.

Ms. Johnson also reported the Fanshawe Pioneer Village Board of Directors has approved the new Strategic Direction for the Village.

10. Business for Approval

(a) Tender for Fanshawe Dam: Phase 2 Substation Renewal and Emergency Generator Connection

(Report attached)(Document #95107)

C. Tasker referred to the report distributed with the agenda which provides a description of the project. He proceeded to summarize the report distributed at the meeting which included the recommendations. He noted the scope of the project expanded when detailed design for the project identified the need for additional work.

The project was therefore tendered with a number of options so the additional costs could be weighed with the benefits. A single bid was received which was compared favourably to the consultant's estimates. The options however, were very similar in cost. As a result it is recommended the budget be increased to reflect option 1A and that the tender for this option be awarded to Roberts Onsite. It is expected the Authority will be able to receive funding for this increased budget through WECl.

R. Goldt and C. Tasker explained the WECl funding process and the requirement of the program to expend funds within the year that the funds are awarded. Delaying the project to allow re-tendering would push the project into the next year's program and result in the loss of the funding for this year. If there is a program next year, this project would very likely receive funding but would restrict funding available for other projects including a large project planned for West London Dykes.

Following a brief discussion, the members asked staff to consider opportunities to adjust future project management processes to allow for a longer tender period and time for re-tendering if necessary.

S. Levin moved – G. Way seconded:-

"RESOLVED that the project budget be increased to \$ 787,270 and awarded to Roberts Onsite Inc. as recommended in the attached report. "

CARRIED.

(b) Environmental Planning & Regulations Fee Schedule

(Report attached)(Document #ENVP2997)

T. Annett introduced Mr. Spencer McDonald, the newly hired Land Use Planner to the Board of Directors. Ms. Annett then reviewed the attached report for the members' consideration. She highlighted that the Technical Review fees being proposed have not increased since 1999, while the fees for Inquiries were adjusted in 2006.

R. Chowen suggested the fee increases be implemented over time as the current proposal would leave clients with the perception the Authority has doubled its fees. Board members suggested that some form of communication accompany any new fees so the clients are aware of the

reasoning. S. Levin suggested the Board consider an annual increase in fees so the Authority does not fall far behind again.

Following a lengthy discussion by the members of the Board,

S. Levin moved – N. Manning seconded:-

"RESOLVED that the UTRCA Board of Directors approve the recommendation as outlined in the attached report and further that staff be requested to bring back to the Board a recommendation regarding a review of fees."

2 Opposed – R.Chowen, T.Jackson

10 Affirmed

CARRIED.

11. Business for Information

- (a) Administration and Enforcement - Section 28
(Report attached)(Document #ENVP 3091)

The report was presented to the Board for consideration.

- (b) Tender Award – Wildwood Gantry Refurbishment
(Report attached)(Document #113993)

The report was presented for the members' consideration.

- (c) Springbank Dam Update

C.Tasker made a presentation regarding the status of Springbank Dam, outlining the background operational information, the gate failure in 2008, the current environment information, and the dam's connection to other projects within the City of London. He further highlighted the local, provincial and national interests.

I.Wilcox advised the members that it was his opinion that once the lawsuit was settled (last fall) a meeting would be scheduled between all permitting agencies to share and discuss pertinent information relating to the dam. To date this meeting has not been scheduled.

He assured the members the Authority has shared its environmental information to the City of London.

He noted the public and media have a very strong interest in this matter. The Authority has been approached on several occasions from media requesting the Authority to comment. He outlined the Authority's key messages and the next steps as outlined in the presentation.

Following a lengthy discussion regarding the future of Springbank Dam,

M. Ryan moved – R. Chowen seconded:-

"RESOLVED that the UTRCA Board of Directors endorses the key messages regarding the future of

Springbank Dam as outlined in the attached report."
CARRIED.

The presentation will be posted on the members' web-site.

- (d) Annual General Meeting Preparation
(Report attached)(Document #113987)

I.Wilcox noted the Annual General Meeting is scheduled for February 25, 2016. The agenda will include the Authority elections and approval of the 2016 Budget. S. Levin noted his willingness to continue serving on the Hearings Committee. R. Chowen reported that he will be standing for Vice Chair once again and a Hearings Committee position.

- (e) 2016 Budget Municipal Feedback
(Report attached)(Document #113996)

I.Wilcox presented the attached report and noted he had nothing further to report at this time.

12. Other Business

The Chair advised the members that L. Trottier will be retiring April 1st, S.Shivas March 31st and S.Johnson on May 13th.

T. Jackson asked if the Authority ever denies drain clean-out requests. M. Snowsell reported the Authority enjoys a good relationship with the Drainage superintendents and they are aware of the Authority's requirements and concerns. There is rarely an application the Authority has to turn down; as the superintendents are generally willing to implement our suggestions.

T.Hollingsworth outlined the fundraiser "Beat the Blues" in support of 'Epilepsy Support Centre' and the 'UTRCA's Species at Risk Program'! The fundraiser will be held on February 27, 2016 at Tony's Banquet Hall. A flyer with additional information will be emailed to the members.

13. Adjournment

There being no further business to discuss the meeting was adjourned on a motion by M. Ryan at 11:55 a.m.



I.Wilcox
General Manager
/ses
January 28, 2013
Att.

J. McKelvie
Chair

Medway Creek & North Kettle Creek Priority Watershed Projects



Over the next three years, the UTRCA will target the implementation of agricultural best management practices (BMPs) in the Medway Creek and North Kettle Creek watersheds. The objective of the project is to evaluate the effectiveness of these stewardship efforts on soil health and water quality. Emphasis will be placed on edge-of-field losses of soil and nutrients, particularly phosphorus. Four other Conservation Authorities

are involved in this Lake Erie, Lake St. Clair and southeast Lake Huron shoreline project.

It is hoped that these efforts help to identify priority actions to improve soil health, reduce soil and nutrient loss, and improve pollinator health. We can also find ways to reduce water quality risks while improving resiliency to extreme weather events.

The project is being carried out through funding from and under the auspices of the Ontario Soil & Crop Improvement Association. Go to <http://www.ontariosoilcrop.org/oscia-programs/glasi/priority-subwatershed-project/> for more information.

Contact: Brad Glasman, Manager, Conservation Services

Weldon Farm Stream Enhancement

Just south of Birr in the Municipality of Middlesex Centre, another 1 kilometre stretch of Medway Creek has been improved for wildlife while protecting water quality. The activities included creating spawning riffles, narrowing the stream to improve flow patterns, and installing wooden cover structures to provide fish refuge areas.

Over 300 students from several schools planted approximately 1000 trees and shrubs to create woody buffers. Western University students helped to install live stakes (bioengineering) along the stream through most of this property. Other participants included the Ministry of Natural Resources & Forestry's (MNRF) Stewardship Youth Rangers and the Friends of Medway Creek.



UTRCA staff worked with MNRF Stewardship Youth Rangers to install wooden cover structures along Medway Creek.

The World Wildlife Fund Canada through the Loblaw Water Fund, MNRF, Environment Canada, London Community Foundation and Middlesex Stewardship Council all contributed funding to this effort.

Contact: Brad Glasman, Manager, Conservation Services

Great Lakes Agricultural Stewardship Initiative Outreach & Education Project

Over the next few months, UTRCA staff will be producing five case studies to represent the successful implementation of agricultural best management practices, including:

- Field windbreaks
- Cover crops
- Erosion control structures
- Fragile land retirement
- Buffer strips

The case studies will be published electronically and include photographs, video links, landowner testimonials and project details. The project is being carried out through funding from and under the auspices of the Ontario Soil & Crop Improvement Association.

Contact: Brad Glasman, Manager, Conservation Services



Small wetlands, such as this one restored within a natural wet area in a farm field, offer excellent wildlife habitat and water quality and quantity benefits.

Wetlands Restoration Funding

Together with the Kettle Creek Conservation Authority, over \$50,000 each year for three years has been secured to cost-share the implementation of wetland projects. Funding is also available for wetlands education programs to engage school students in the projects or through in-class teaching.

Contact: Brad Glasman, Manager, Conservation Services

The CWP is a collaborative project between municipalities and local Conservation Authorities aimed at encouraging projects that improve and protect local water quality.

Contact: Craig Merkley, Conservation Services Specialist



UTRCA staff designed and installed a sign explaining the recreational fisheries project at the beach in Fanshawe CA.

Fanshawe Beach Signage

An interpretive sign was installed late in 2015 at the Fanshawe Beach Recreational Fisheries Project site, in Fanshawe Conservation Area. The project included an 80 metre long wood and stone underwater crib structure, submerged logs and ash tree root wads, gravel spawning beds and the planting of aquatic plants along the shoreline. Most of the work took place from July to September. The principal funder was Fisheries and Oceans Canada.

Contact: Brad Glasman, Manager, Conservation Services



CWP committee members check out a drainage inlet research project on a Thorndale area farm.

Clean Water Program Tour

The Clean Water Program (CWP) steering committee took advantage of the good December weather to tour several unique research and demonstration projects in the watershed. Included on the tour were a controlled drainage project located on Henk van den Berg's farm in the upper Medway Creek watershed, natural channel work along the Medway through Doug Adam's farm near Birr, and a drainage inlet research project on James Verwaayne's farm near Thorndale.

Certified Crop Advisor Professional Development Day

A Soil and Water Information Day was held in Woodstock on November 24. The day was aimed at updating professionals about the latest local research and innovation results related to agricultural soil and water resources.

Two speakers from the Conservation Services Unit were asked to present on topics. Craig Merkley provided a presentation entitled 'Bio-reactors for Agricultural Applications' in which he outlined details and results of 15 years of research and demonstration work in the Thames watershed. Forester John Enright presented his observations on the value of field windbreaks on protecting soil health and increasing crop yields. The day was well attended and speakers received excellent feedback evaluations.

Contact: Craig Merkley, Conservation Services Specialist

Lake Erie and the UTRCA Lake Erie Student Conferences

The UTRCA has been providing support and assistance to provincial and federal agencies for over 20 years as they work to restore and protect the health of Lake Erie. In 2015, the UTRCA's Community Partnership unit was involved in two important initiatives. At the request of the Ministry of the Environment and Climate Change (MOECC), and with assistance from other Conservation Authorities (CAs), the UTRCA hosted two Lake Erie Student Conferences. The first was held in Port Dover in May, and the second in Port Stanley in October. Both conferences accommodated close to 100 grade 11 and 12 students.



Students talked with a Lake Erie commercial fisherman.

The MOECC interest is in improving Great Lakes literacy. The CAs are interested in making the connection between activities within watersheds and the health of the Great Lakes. The conferences were designed to create an opportunity for the students and teachers to learn about and make connections to Lake Erie. Themes included: The Value of Lake Erie to our Community and to our Local Economy, Issues Facing Lake Erie, and A Call to Personal Action. Highlights included a visit with a commercial fisherman and his vessel, panel presentations from municipal tourism and economic development staff, hands-on water quality sessions, and citizen science training with Bird Studies Canada.

The conferences created new relationships amongst the CAs, MOECC and Ministry of Education representatives, and Board of Education staff. As a result of the conferences, the UTRCA and other CAs are now offering additional education opportunities specifically for Specialist High Skills Major (SHSM) students including a new element of the SHSM certificate program: Innovation, Creativity and Entrepreneurship (I.C.E.) Training.

Lake Erie and Lake St. Clair Binational Public Forum / Thames Basin Phosphorus Reduction

On behalf of the Conservation Authorities in the Lake Erie basin, the UTRCA has been providing Canadian facilitation support for the Lake Erie Binational Public Forum since 1995. The Forum is a group of individuals from Canada and the U.S. formed to promote and achieve effective Lake Erie basin-wide implementation of the Lake Erie Lakewide Action and Management Plan. In November, a Forum meeting was held in Leamington to provide updates on activities related to the Great Lake Water Quality Agreement (GLWQA) Annex 2 (Lakewide Management) and Annex 4 (Nutrients).

GLWQA Annex 4 commits Environment Canada and the U.S. Environmental Protection Agency to develop objectives for Lake Erie phosphorus concentrations and loading targets by February 2016. It also commits federal government agencies to develop phosphorus reduction strategies and domestic action plans by 2018.

Ontario and the states of Ohio and Michigan have reached an agreement to reduce the amount of phosphorus entering the western basin of Lake Erie by 40 per cent. The Thames watershed has been identified as a priority watershed for phosphorus reduction in Ontario and is quickly becoming a focus for this ambitious target. *Contact: Teresa Hollingsworth, Manager, Community & Corporate Services*

On the Agenda

The next UTRCA Board of Directors meeting will be January 26, 2016. Agendas and approved board meeting minutes are posted at www.thamesriver.on.ca; click on "Publications."

- 2016 Budget Municipal Feedback
- Environmental Planning and Regulations Fee Schedule
- Administration and Enforcement – Section 28
- Tender Award - Wildwood Gantry Refurbishment
- Tender Release - Fanshawe Dam Substation Renewal and Emergency Generator Connection
- Springbank Dam Update
- Annual Meeting Details

Contact: Susan Shivas, Executive Assistant

To: UTRCA Board of Directors
From: Chris Tasker, P. Eng., Manager Flood Control
Date: January 25, 2016
Subject: For Approval - Tender for Fanshawe Dam:
Phase 2 Substation Renewal and Emergency
Generator Connection

Agenda # 10 (a)
Filename: P:\Users\goldtr\Documents\Group
Wise\701-1.doc95107

Recommendations:

1. That the budget for Fanshawe Dam: Phase 2 Substation Renewal and Emergency Generator Connection project construction be increased from \$618,500 to \$787,270.00 including Contingencies, + HST.
2. That the tender be awarded to Roberts Services Ltd. at \$767,270.00 + HST.
3. That additional project funding be requested from the Ministry of Natural Resources & Forestry for re-allocation of 2015-16 WECEI funding or if not available an application for additional funding be submitted for WECEI funding for 2016-17.

Background:

General project information was provided in the memorandum to the Board of Directors dated January 12, 2016. This report is intended to provide an update based on information from the tenders received after the previous report was distributed to the board.

For this project four project options were set out in tender documents for the renewal of the high voltage supply connection towards the substation at the South building of the dam and low voltage connection of the Watershed Conservation Centre (WCC) generator to the dam. The options were:

1A) and 1B) included the complete decommissioning of the High voltage switchgear, transformers, and tower structure near the dam, replacement and modernizing with on pad transformers and switch gear in a reduced yard size. The two options had slightly different underground conduit and cable run options for both the high voltage (4160 V) and low voltage (600 V).

2A) and 2B) included decommissioning of the transformer structure and transformers but retention of the High voltage switch gear tower. High voltage cables would remain as aerial feeders. Only the low voltage connection between the dam and WCC generator would be in underground conduits. On pad transformers with the existing tower in place would result in no modifications to the yard fencing.

A public tender was let by the Authority through advertisement in the London Free Press and deposited for viewing with the London & District Construction Association. Pre-construction engineering

rounded estimates for options were: 1A) \$795,000, 1B) \$707,000, 2A) \$592,000, 2B) \$518,000 (all excluding HST).

The project budget was set for WECI application in Spring 2015. Since that time design efforts have considered improvement in power security, road safety, public safety, weather effects, and maintaining dam safety. In consideration of these added criteria, Options 1A) and 1B) would:

- Allow removal of substation designation as a high voltage contact concern in a public area increasing public safety
- Reduce substation yard annual maintenance costs. Yard fencing however would be retained and modified as extra precaution,
- Permit maintenance vehicle parking off the vehicle and bike lanes due to a reduction in size of the substation yard, (increasing worker and public safety), and
- Reduce susceptibility of overhead high and low voltage services to weather on the dam by shifting services underground.

Common to all options were: improvements to road lighting, replacement of deteriorated high voltage hydro pole and bracing, and the locating of conduit routes to the upstream side of the crest and slope. These additional features were added to the initial project scope during design. The project budget estimates were increased to the amounts listed above with these changes.

While Option 2 estimates could maintain the budget set out in the WECI application it was decided to tender all options.

There were 5 firms who picked up the tender package. One bid was received From Roberts Onsite Inc. (Kitchener). Their bids on project options were:

1A) \$767,270.00 + HST

1B) \$767,805.00 + HST

2A) \$727,190.00 + HST

2B) \$702,805.00 + HST

Each option bid includes contingency allowances of \$58,080.

It was found through this tender that the bidder did not consider that the work set out in the tender Options was sufficiently different in cost and therefore the bids did not vary as much as estimated. Acceptance of a bid 1A) with the substantial improvements to safety are warranted based on the variance in the tender options. In cooperation with the contractor who is supplying a generator to power essential services at the dam during construction, UTRCA will be supplying fuel for the generator an estimated cost of \$20,000.


In consideration of UTRCA purchasing procedure it is recommended to increase the budget for the construction project from \$618,500 to \$787,270 + HST. It is further recommended to accept the tender for option 1A) by Roberts Onsite Inc. for \$767,270.00 + HST. It is felt that this option best meets the needs of the Conservation Authority. Additional funding is will be sought from the MNRFC WECI program through surplus funding in 2015 and as an application in 2016.

Recommended by:



Chris Tasker, Manager
Flood Control

Prepared by:



Rick Goldt, Supervisor
Water Control Structures

To: UTRCA Board of Directors
From: Tracy Annett
Date: January 13, 2016
Subject: Environmental Planning & Regulations Fees

Agenda #: 10b)
Filename: ::ODMA\GRPWISE\UT_ MAIN.UTRCA_PO.ENV P:2997.1

RECOMMENDATION

THAT the proposed 2016 UTRCA Environmental Planning and Regulations Fee Schedule be approved by the UTRCA Board of Directors.

BACKGROUND

Under Section 21 (m.1) of the *Conservation Authorities Act* (1990), for the purpose of achieving its objectives, a Conservation Authority (CA) may charge fees for services which have been approved by the Minister. Based on the *Policies and Procedures for the charging of Conservation Authority Fees* chapter in the Ministry of Natural Resources' Conservation Authorities Policies and Procedures Manual (October 2012), the services that CAs may charge fees for include:

- Section 28 permits
- Municipal Plan review
- Response to legal, real estate and public inquiries Sale of products (e.g., reports, maps, photographs)

In keeping with the Board's direction contained in the *Environmental Planning Policy Manual* (June 2006), the UTRCA charges fees for its services based on a cost-recovery basis and the benefit received by the applicant from specific types of services. The UTRCA last reviewed its fees in 2013 and at that time, the focus was to capture areas of staff effort related to the review of: major municipal projects, large scale fill operations, renewable energy projects, Aggregate Resources Act applications, Drainage Act proposals, and Environmental Assessments undertaken by private proponents. The changes to the Technical Review fees being proposed at this time have not increased since 1999, while the fees for Inquires were adjusted in 2006.

DISCUSSION

Looking at the fee schedule in general, time was devoted to a review of fee schedules of neighbouring Conservation Authorities. Most CAs have increased fees since the last comprehensive update of the UTRCA's fee schedule, leaving our current rates lower than most of the Conservation Authorities with comparable Environmental Planning and Regulations programs. Based on this review, and despite increases in fixed costs, the majority of fees remain unchanged for 2016. However, some changes are proposed to the *Municipal Plan Review – Technical Report Review Fees and Inquiry Fees* (found in Appendix 9.1.1 of the UTRCA's Policy Manual) at this time. The changes proposed are outlined below:

Municipal Plan Review – Technical Report Review Fees

Applications requiring the submission of supporting technical studies including stormwater management, geotechnical, environmental impact studies and hydrogeological assessments require additional time for review and involve additional staff expertise (e.g. biology, hydrogeology, engineering) to assess potential impacts of proposed development and necessary mitigation measures. Since our last review of fees, a guidance document *Hydrogeological Assessment Submissions, Conservation Authority Guidelines for*

Development Applications, June 2013 has been prepared as a standard for hydrogeological reviews and submission requirements to support development applications.

This additional level of effort for the review of development applications is engaged in two ways:

- 1) Through Section 28 Permit requirements for development applications adjacent to wetlands. UTRCA policy states that *a hydrologic study may be required to determine whether there would be a negative impact on the hydrologic functions of the wetland as a result of the proposed development*; and
- 2) Through the review of water balance mitigation contained in environmental impact studies and stormwater management reports and to ensure consistently with the groundwater policies contained in the Provincial Policy Statement. The UTRCA provides this expertise to municipalities to assist them in fulfilling their responsibilities the Planning Act.

In order to reflect this additional effort/involvement of our hydrogeologist through permit and development applications, and to remain consistent with fees charged by other CAs, we are proposing to increase our Comprehensive Technical Review fees from \$500.00 to \$1000.00 and our Scoped Technical Review Fees from \$200.00 to \$400.00. Similar reviews by other Conservation Authorities range from \$500.00 to \$8525.00 per report and \$373.00 to \$800.00 respectively. The proposed increased fees fall well within that range.

Inquiry Fees

Inquiry fees are primarily derived from real estate transactions. Based on our review of fees collected by other Conservation Authorities which range from \$100.00 to \$260.00, we are proposing to increase the UTRCA's fee from \$100.00 to \$150.00.

Planning Advisory Services

The UTRCA has initiated discussions with municipal planning departments within our watershed to renew our Memorandums of Understanding / Service Agreements for the provision of planning services. Our municipal plan review fees will be evaluated through those discussions and any proposed revisions will be brought back to the Board for further consideration and approval as necessary.

CONCLUSION

Given the time which has elapsed since the last significant update to our fee schedule, staff have concluded that the recommended revisions are justified. As indicated, our review considered current levels of activity as well as emerging and increasing areas of responsibility. The proposed fees are intended to help offset program costs but do not result in full recovery of costs required to maintain our areas of responsibility. It will be our intent to review fees on a more regular basis, to help ensure that the current level of cost recovery is maintained and to remain in line with fees charged by other Conservation Authorities with similar levels of program delivery.

PREPARED AND RECOMMENDED BY:



Tracy Annett, MCIP, RPP, Manager
Environmental Planning and Regulations

Municipal Plan Review - Technical Report Review Fees

<i>Type of Technical Report</i>	<i>Existing Fee</i>	<i>Proposed Fee</i>
1. Scoped Environmental Impact Studies for proposed mitigation measures related to any natural heritage features and functions	\$200	\$400
2. Comprehensive Environmental Impact Studies for proposed mitigation measures related to any natural heritage features	\$500	\$1000
3. Scoped Impact Studies and proposed mitigation measures for any proposal that is potentially impacted by natural hazards (riverine flooding, riverine slope stability, meander belt or wetland)	\$200	\$400
4. Comprehensive Impact Studies and proposed mitigation measures for any proposal that is potentially impacted by natural hazards (riverine flooding, riverine slope stability, general slope stability)	\$500	\$1000
5. Stormwater Management Studies and proposed facilities. This fee includes review of all Phases of SWM plans from preliminary or conceptual to final engineering design (quality, quantity, erosion control)	\$500	\$1000
6. Sediment and Erosion Control Plan	\$200	unchanged
7. Hydrogeology Assessments	\$500	\$1000
8. Subwatershed Study/Master Drainage Plan or Tributary Study	\$500	unchanged
9. Any combination of two of the above	Sum of the two less \$100	unchanged
10. Any combination of three of the above	Sum of the three less \$200	unchanged
11. Any combination of four or more of the above	Sum of the four or more less \$300	unchanged

Notes:

1. It is strongly recommended that the proponent pre-consult with the UTRCA and the municipality prior to preparation of a detailed technical report.
2. For the purpose of this fee schedule, Scoped studies are generally recommended in situations where the nature of the natural heritage feature or hazard is well documented, similar development has been previously proposed, modelled and analyzed, impacts are not anticipated due to the location or nature of a proposed development, and mitigation options have been developed.
3. For the purpose of this fee schedule, Comprehensive studies are generally recommended in situations which are more complex, where information is lacking, or where the risk or significance of the impact is high.
5. Where a Section 28 permit approval is required in addition to the Planning Act approval, the fee for the Conservation Authority permit may be discounted.
6. The fees for technical report review include one comprehensive report review and one revised report review. The Authority reserves the right to charge a processing fee or additional technical report fees for additional reviews.

Inquiry Fees

<i>Category</i>	<i>Existing Fee</i>	<i>Proposed Fee</i>
Written inquiry	\$100	\$150
Release of Agreements	\$100	\$150

To: Chair and Members of the UTRCA Board of Directors
From: Tracy Annett, Manager – Environmental Planning and Regulations
Date: January 13, 2016 **Agenda #:** 11 (a)
Subject: Administration and Enforcement – Sect. 28 Status Report – **Filename:** Document
Development, Interference of Wetlands and Alteration to **ENVP 3091**
Shorelines and Watercourses Regulation

This report is provided to the Board as a summary of staff activity related to the Conservation Authority's *Development, Interference of Wetlands and Alterations to Shorelines and Watercourses Regulation* (Ont. Reg. 157/06 made pursuant to Section 28 of the Conservation Authorities Act). The summary covers the period from November 12, 2015 to January 12, 2016.

Application #142/14 (permit extension)

Township of Perth East

Whirl Creek Drain

- proposed bottom cleanout of 5500 metres of Class C drain.
- permit extension granted December 21, 2015

Application #144/14 (Extension/Renewal)

Rogers Communications Partnership

Huron Street – City of Stratford

- requested extension/renewal for permit originally issued December 2014.
- proposed HDPE 4 inch fibre optic cable conduit installation undercrossing Roadhouse Municipal Drain.
- detail design and hydro-fracture contingency plans prepared by Rogers Communications.
- staff approved and permit extension issued January 6, 2016.

Application #171/15

Spruce Lane Homes Design Ltd.

53 Cavendish Crescent – City of London

- application for reconstruction of residential dwelling
- within West London candidate Special Policy Area (SPA)
- building drawings prepared in accordance with UTRCA policies, incorporating floodproofing measures prepared by Strik Baldinelli Moniz engineering
- staff approved and permit issued November 12, 2015

Application #176/15

Municipality of Middlesex Centre

Ward-Kennedy Drain

- proposed bottom cleanout of 1000 metres of Class C drain.
- UTRCA permit, SCR for bottom and spot cleanout and signed notification form issued November 18, 2015.

Application #177/15

Oxford County Trail Council

North of River, East of 45th Line – County of Oxford

- proposed wetland enhancement – Oxford County Thames River Corridor Rehabilitation Project (Phase 2) to create an interpretive element associated with the Oxford Thames River Trail system east of Beachville.
- UTRCA staff and Stewardship Oxford to assist with reforestation 20 acres of adjacent area with trees/shrubs in the spring of 2016.
- plans prepared by Phil Holst of Stewardship Oxford.
- staff approved and permit issued November 13, 2015

Application #178/15

Gunn's Hill Limited Partnership

Part Lot 17, Concession 5 East – Township of Norwich

- proposed switching station (substation), access road and graveled switchyard associated with the Gunn's Hill Wind Farm project.
- plans prepared by Prowind Canada Inc, Provincial Partitions and Chimax Inc. Engineering Company.
- staff approved and permit issued November 12, 2015.

Application #181/15

Township of Perth South

Kerr-Lupton Drain

- proposed bottom cleanout of 2200 metres of Class E drain.
- UTRCA permit, SCR for spot cleanout and signed notification form issued November 19, 2015.

Application #182/15

Ivy Homes Ltd.

198 Rathnally Street – City of London

- proposal to construct house addition in west London candidate SPA
- floodproofing components prepared by DC Buck Engineering
- staff approved and permit issued November 20, 2015

Application #183/15

Peter Sergautis

Part Lot 13, Concession 6 – Municipality of Middlesex Centre

-site restoration permit – proposed restoration of Provincially Significant Wetland and adjacent watercourse.

-restoration occurred to the satisfaction of and in accordance with site-specific location and mitigation measures agreed on site to between proponents and UTRCA staff.

-staff approved and restoration permit issued November 20, 2015.

Application #184/15

Peter Sergautis

Part Lot 13, Concession 6 – Municipality of Middlesex Centre

-proposed construction of single family residence and garage, construction of associated driveway and installation of new septic system.

-plans prepared by Eng Plus Ltd. in accordance with survey information from AGM and location and mitigation measures agreed to on-site between proponents and UTRCA staff.

-staff approved and permit issued November 20, 2015.

Application #185/15

City of London

635 Fanshawe Park Road East – City of London

-approval required for repairs to storm outlet into East Stoney Creek

-engineering drawings prepared by AECOM

-staff approved and permit issued November 20, 2015

Application #186/15

City of London

Dingman Creek Drain

-proposed bottom cleanout of 6900 metres of Class E drain.

- UTRCA permit, SCR for spot cleanout and beaver dam removal and signed notification form issued December 15, 2015.

Application #187/15

Township of Zorra

Tuffnail Drain

-proposed bottom cleanout of 2000 metres of Class F drain.

- UTRCA permit, SCR for spot cleanout and signed notification form issued December 21, 2015.

Application #189/15

Municipality of West Perth

Parrot Drain

-proposed bottom cleanout of 1800 metres of Class F drain.

- UTRCA permit, SCR for spot cleanout and signed notification form issued December 21, 2015.

Application #190/15
Municipality of West Perth
Parrot Drain

- proposed bottom cleanout of 3500 metres of Class F drain.
- UTRCA permit, SCR for spot cleanout and signed notification form issued December 21, 2015.

Application #191/15
Township of Perth East
Western Outlet of the Seip Drain

- proposed bottom cleanout of 402 metres of Class C drain.
- UTRCA permit, SCR for bottom cleanout and signed notification form issued December 21, 2015.

Application #192/15
Township of Perth East
Kenny Drain

- proposed bottom cleanout of 3250 metres of Class C drain.
- UTRCA permit, SCR for spot cleanout and signed notification form issued December 21, 2015.

Application #193/15
Township of East-Zorra Tavistock
Parrot Drain

- proposed bottom cleanout of 300 metres of Class F drain.
- UTRCA permit, SCR for bottom cleanout and signed notification form issued December 8, 2015

Application #194/15
Township of Perth East
McCann Drain

- proposed bottom cleanout of 400 metres of Class C drain.
- UTRCA permit, SCR for spot cleanout and signed notification form issued December 21, 2015.

Application #195/15
Township of Perth East
Corcoran Drain

- proposed bottom cleanout of 950 metres of Class C drain.
- UTRCA permit, SCR for bottom cleanout and signed notification form issued December 21, 2015.

Application #197/15
Township of Perth East
Western Drain

- proposed bottom cleanout of 5000 metres of Class C drain.
- UTRCA permit, SCR for spot cleanout and signed notification form issued December 11, 2015.

Application #198/15
Township of Perth East
Patterson Drain

- proposed bottom cleanout of 3000 metres of Class C drain.
- UTRCA permit, SCR for spot cleanout and signed notification form issued December 7, 2015.

Application #201/15
City of London
Windermere Road – City of London

- permit required for repair to existing bridge over East Stoney Creek, west of Adelaide Street
- engineering drawings prepared by Dillon Consulting Limited
- staff approved and permit issued November 27, 2015

Application #203/15
Municipality of West Perth
Wassman Drain

- proposed bottom cleanout of 620 metres of Class F drain.
- UTRCA permit, SCR for bottom cleanout and signed notification form issued December 21, 2015.

Application #204/15
Sunningdale Golf and Country Club
465 Sunningdale Road West – City of London

- proposal to undertake erosion control at small tributary outlet into Medway Creek on golf course property
- pertinent reach of Medway checked by UTRCA aquatic biologist for Species at Risk mussels and fish (no species present)
- plans prepared by UTRCA (B. Glasman, P. Eng.)
- staff approved and permit issued November 27, 2015

Application #205/15
CNC Holes Ltd.
141 Paul Street – City of London

- approval required for construction of house addition within West London candidate SPA
- engineering drawings for floodproofing prepared by DC Buck Engineering
- staff approved and permit issued November 27, 2015

Application #206/15
Township of Perth South
Laing Drain

- proposed bottom cleanout of 200 metres of Class E drain.
- UTRCA permit, SCR for bottom cleanout and signed notification form issued December 9, 2015.

Application #207/15

Tim Bartlett

6406 Decker Drive – City of London

- approval required for construction of residential dwelling and laneway within regulated area
- staff approved and permit issued December 18, 2015

Application #1/16

Ducks Unlimited Canada

Wildwood CA, Lot 32, Concession 2 – Township of Zorra

- proposed removal of 30 metres of a section of steel sheet piling from a failed berm section associated with the Wildwood Ducks Unlimited Berm in the Wildwood Conservation Area.
- plans prepared by Ducks Unlimited Canada.
- staff approved and permit issued January 6, 2016.

Application #3/16

Simon Chiu

140 Paul Street – City of London

- permit required for construction of house addition
- floodproofing components prepared by DC Buck Engineering
- staff approved and permit issued January 6, 2016

Application #4/16

Steven Horner

199 Rahtnally Street – City of London

- UTRCA approval required for construction of house addition in West London candidate SPA
- floodproofing design components prepared by DC Buck Engineering
- staff approved and permit issued January 6, 2016

Application #5/16

Municipality of West Perth

Branch H of the Northeast Drain

- proposed bottom cleanout of 1190 metres of Class F drain.
- UTRCA permit, SCR for spot cleanout and signed notification form issued January 7, 2016.

Application #9/16

Township of Perth South

Gillard Drain

- proposed bank stabilization of approximately 200 metres of Class C drain.
- 6"-12" rip rap stone to be utilized
- UTRCA permit, and signed notification form issued January 11, 2016.

Reviewed by:



Tracy Annett, MCIP, RPP, Manager
Environmental Planning and Regulations

Prepared by:



Karen Winfield
Land Use Regulations Officer



Mark Snowsell
Land Use Regulations Officer



Cari Ramsey
Env. Regulations Technician

To: UTRCA Board of Directors
From: Chris Tasker, Manager Flood Control
Date: January 12, 2016
Subject: Tender Award – For Information
Wildwood Gantry Refurbishment

Agenda #: 11(b)
Filename: File Centre Library #113993

Report Purpose:

Purchasing policy requires staff to inform the Board of tenders if the lowest tender is accepted. The lowest tender was awarded for the Wildwood Gantry Refurbishment project.

Background:

In 2005 H.B. Material Handling Ltd. designed, fabricated, and installed the Wildwood Dam Gantry-Hoist system. This system is used to operate the stop logs at Wildwood Dam for maintenance purposes to isolate the gates which are normally under the reservoir surface. The surfaces of the Gantry steel structure required refinishing. Two approaches were examined:

- i) Sand blast and apply a new protective paint coating
- ii) Sand blast and have the structure galvanized for a zinc metal protective coating

Staff concluded that galvanizing the structure off site would be more effective than repainting the structure. A Request For Quotation process was completed to have the structure sandblasted and galvanized.

Report on RFQ Process:

Nineteen contractors were contracted based on prior work, experience, or knowledge of service. Nine contractors responded with bids by the closing date of November 4, 2015 as follows:

Integrated Mechanical Services	Stratford	\$14,965.00 + HST
Dielco Industrial Contractors	London	\$24,901.00 + HST
O'Brien Installations Ltd.	Burlington	\$26,975.00 + HST
Lor-Don Ltd.	London	\$30,200.00 + HST
Crane Service Systems	Stoney Creek	\$35,512.00 + HST
Zelus Material Handling Inc.	Stoney Creek	\$42,100.00 + HST
Liftsafe Engineering and Service Group Inc.	Ayr	\$45,955.00 + HST
KMH Crane Systems Inc.	Centralia	\$48,160.00 + HST
McLean Taylor Construction	St. Mary's	\$66,737.00 + HST

The lowest bid from Integrated Mechanical Services (IMS) was accepted at \$14,965 + HST. IMS completed satisfactory work for the Authority in 2014 and 2015.

Project Budget:

The project overall came well within WECl project budget of \$40,000 and was completed in December 2015. Post – installation engineering and safety inspections were undertaken by qualified 3rd party firms.

Recommended By:



Chris Tasker, Manager
Flood Control

Prepared By:



Rick Goldt, Supervisor
Water Control Structures

Prepared By:



Fraser Sutherland, Technologist
Water Control Structures

To: UTRCA Board of Directors
From: Ian Wilcox, General Manager
Date: January 11, 2016
Subject: AGM Preparation and Agenda

Agenda #: 11 (d)
Filename: ::ODMA\GRPWISE\UT_MAIN\UT
RCA_PO.File Centre Library:113
987.1

The Upper Thames River Conservation Authority's Annual General Meeting (AGM) will be held on **Thursday, January 25, 2016 at 9:30am** in the Watershed Conservation Centre. In preparation for the meeting, a number of points are highlighted below that Directors may want to consider in advance of the meeting.

1. Election of Officers:

A policy change approved in 2013 shifted the election of officers from the AGM to the January Board of Directors' meeting. However, given the lack of notification to the Board this year and limited time to consider and prepare for elections, the Board Chair and Vice-Chair have agreed to have elections conducted during the AGM for 2016.

Election procedures and a description of positions are described in the Board of Directors Policy Handbook (Sections 5.1-5.4, pp. 16-19). To summarize:

Elected Position Include:

- Chair
- Vice Chair
- Hearings Committee (Five Positions: Chair, Vice-Chair, Past Chair plus two members)
- All positions are for a one year term.

Electoral Process (Policy Handbook, page 16)

- Call for nominations for each position three times
- Opportunity to speak to nomination
- Secret ballots with appointed scrutineers
- No proxy votes

Past 'Campaign' Practices:

- Those interested in a position are encouraged to contact fellow Board members in advance of the meeting (email, phone) to secure a nominator and support.
- No lawn signs required, no spending limits.

2. 2016 Budget Approval:

The UTRCA's 2016 Draft Budget will be considered for approval at the AGM. The voting procedure, which is unique to the budget, is described below.

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). 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.

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

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*.

3. Agenda:

- A regular Board business meeting will be scheduled from 9:30- 10:30
- All UTRCA staff will join the meeting at 10:45 for the remainder of the agenda which will include:
 - Presentation of the 2016 Board of Directors Officers
 - Service award presentations
 - Staff Presentation: Update Regarding the UTRCA's Environmental Targets Strategic Planning Effort
 - Guest Speaker: Stantec Consulting: The Ribbon of the Thames. London's Winning Back to the River Design
 - Board and Staff Lunch

Prepared by:



Ian Wilcox

MEMO

To: UTRCA Board of Directors
From: Ian Wilcox, General Manager

Date: January 11, 2016

Subject: Municipal Comments- 2016 Draft Budget

Agenda #: 11(e)

Filename: ::ODMA\GRPWISE\UT_MAIN\UT
RCA_PO.File_Centre_Library:113
996.1


The UTRCA's 2016 Draft Budget was circulated to member municipalities for comment on December 10, 2015. This staff report has been prepared to provide a summary of municipal feedback to date in anticipation of budget approval at the Annual General Meeting in February.

To date, only the Town of St. Marys has contacted staff. They have requested a budget presentation to Council which is scheduled for February 2, 2016 although no specific issues or concerns were mentioned. It is assumed this presentation is for information purposes only.

Response to the 2016 Draft Budget has been relatively quiet. It is assumed this is due to the lower levy increase as well as a later circulation date.

If any Board Members have received comments or feedback directly they are invited to share this information at the January meeting.

Prepared by:



Ian Wilcox

Town of Ingersoll
 Monthly Cheque Disbursements
 February 2016

PURCHASED FROM VENDORS LOCATED IN INGERSOLL \$48,416.82

<u>VENDOR NAME</u>	<u>VOUCHER #</u>	<u>CHEQUE #</u>	<u>ACCOUNT</u>	<u>ACCOUNT DESCRIPTION</u>	<u>TRANSACTION DESCRIPTION</u>	<u>DEBITS</u>	<u>CREDITS</u>
ABELL PEST CONTROL INC							
	77,847	46236	01-5200-4100-41550	MAINTENANCE CONTRACTS	PEST CONTROL MAR'16-FEB'17	\$695.10	
	77,847	46236	01-0000-0400-00280	PREPAID EXPENSES	PEST CONTROL MAR'16-FEB'17	\$139.03	
	77,847	46236	01-0000-0200-00325	HST RECEIVABLE100%	PEST CONTROL MAR'16-FEB'17	\$90.36	
	77,847	46236	01-0000-0200-00325	HST RECEIVABLE100%	PEST CONTROL MAR'16-FEB'17	\$18.07	
	77,847	46236	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	PEST CONTROL MAR'16-FEB'17	\$0.00	\$942.56
ACAPULCO ***							
	77,871	46237	01-5100-4100-41710	CHEMICALS	CHLORINE,BICARBONATE ACID	\$810.19	
	77,871	46237	01-0000-0200-00325	HST RECEIVABLE100%	CHLORINE,BICARBONATE ACID	\$105.33	
	77,871	46237	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	CHLORINE,BICARBONATE ACID	\$0.00	\$915.52
AKIRA STUDIO LTD							
	77,836	46238	01-5200-6090-41000	ADVERTISING	WEBSITE SUPPORT JAN	\$95.00	
	77,836	46238	01-0000-0200-00325	HST RECEIVABLE100%	WEBSITE SUPPORT JAN	\$12.35	
	77,836	46238	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	WEBSITE SUPPORT JAN	\$0.00	\$107.35
AL'S TIRE INGERSOLL							
	77,828	46239	01-4000-4000-41510	VEHICLE REPAIRS	ENG VAN NEW TIRES	\$613.79	
	77,828	46239	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	ENG VAN NEW TIRES	\$67.79	
	77,828	46239	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	ENG VAN NEW TIRES	\$0.00	\$681.58
AL'S TIRECRAFT BURGESSVILLE							
	77,807	46240	01-4500-4230-46393	939300 2011 CAT FRONT END LOADER	TRUCK#13 TIRE SRV	\$498.62	
	77,807	46240	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	TRUCK#13 TIRE SRV	\$55.08	
	77,807	46240	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	TRUCK#13 TIRE SRV	\$0.00	\$553.70
BELL CANADA ***							
	77,835	46241	01-1000-4000-40220	TELEPHONE	PHONE JAN 2016	\$660.70	
	77,835	46241	01-2000-4025-40220	TELEPHONE	PHONE JAN 2016	\$141.54	
	77,835	46241	01-1001-4000-40220	TELEPHONE	PHONE JAN 2016	\$68.82	
	77,835	46241	01-1001-4000-40220	TELEPHONE	PHONE JAN 2016	\$59.56	
	77,835	46241	01-1002-4000-40220	TELEPHONE	PHONE JAN 2016	\$204.44	
	77,835	46241	01-3000-4000-40220	TELEPHONE	PHONE JAN 2016	\$220.22	
	77,835	46241	01-4500-4000-40220	TELEPHONE	PHONE JAN 2016	\$220.76	
	77,835	46241	01-5000-6050-40220	TELEPHONE	PHONE JAN 2016	\$72.78	
	77,835	46241	01-5100-4000-40220	TELEPHONE	PHONE JAN 2016	\$613.86	
	77,835	46241	01-5100-4000-40220	TELEPHONE	PHONE JAN 2016	\$190.30	
	77,835	46241	01-5200-6090-40220	TELEPHONE	PHONE JAN 2016	\$441.40	
	77,835	46241	01-6200-4000-40220	TELEPHONE	PHONE JAN 2016	\$54.90	
	77,835	46241	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	PHONE JAN 2016	\$174.08	
	77,835	46241	01-0000-0200-00325	HST RECEIVABLE100%	PHONE JAN 2016	\$178.50	
	77,835	46241	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	PHONE JAN 2016	\$0.00	\$3,301.86
BELL CANADA ***							
	77,830	46242	10-0000-3259-80000	MATERIALS-BRIDGE HENDERSON @ CATHERINE	CATHERINE ST FACILITY RELOCAT	\$3,284.41	
	77,830	46242	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	CATHERINE ST FACILITY RELOCAT	\$362.78	
	77,830	46242	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	CATHERINE ST FACILITY RELOCAT	\$0.00	\$3,647.19
BICKLE'S ORCHARD PARK FARMS							
	77,851	46243	01-5000-6051-40420	PROGRAM SUPPLIES	GARDEN FRESH VEGGIE	\$133.00	

Town of Ingersoll
 Monthly Cheque Disbursements
 February 2016

PURCHASED FROM VENDORS LOCATED IN INGERSOLL \$48,416.82

<u>VENDOR NAME</u>	<u>VOUCHER #</u>	<u>CHEQUE #</u>	<u>ACCOUNT</u>	<u>ACCOUNT DESCRIPTION</u>	<u>TRANSACTION DESCRIPTION</u>	<u>DEBITS</u>	<u>CREDITS</u>
	77,851	46243	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	GARDEN FRESH VEGGIE	\$0.00	\$133.00
BRAGG, JEFF							
	77,833	46244	01-2000-4015-41550	MAINTENANCE CONTRACTS	CARR CLEANING JAN	\$600.00	
	77,833	46244	01-0000-0200-00325	HST RECEIVABLE100%	CARR CLEANING JAN	\$78.00	
	77,833	46244	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	CARR CLEANING JAN	\$0.00	\$678.00
PAUL BROWN & SONS EXCAVATING L							
	77,812	46245	01-4500-4151-80000	MATERIALS-WINTER CONTROL, SNOW REMOVAL	SNOW HAULING FROM DT CORE	\$500.66	
	77,812	46245	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	SNOW HAULING FROM DT CORE	\$55.30	
	77,812	46245	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	SNOW HAULING FROM DT CORE	\$0.00	\$555.96
CAMPBELL'S							
	77,862	46246	01-5000-6050-40200	OFFICE SUPPLIES	OFFICE SUPPLIES	\$20.97	
	77,862	46246	01-0000-0200-00325	HST RECEIVABLE100%	OFFICE SUPPLIES	\$2.73	
	77,862	46246	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	OFFICE SUPPLIES	\$0.00	\$23.70
CANADIAN ASSOC OF FIRE CHIEFS							
	77,876	46247	01-3000-4000-40600	MEMBERSHIP FEES	FIRE CHIEF ANNUAL DUE 2016	\$269.66	
	77,876	46247	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	FIRE CHIEF ANNUAL DUE 2016	\$29.79	
	77,876	46247	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	FIRE CHIEF ANNUAL DUE 2016	\$0.00	\$299.45
CANADIAN RED CROSS-MISSISSAUGA							
	77,845	46248	01-5100-6090-40420	PROGRAM SUPPLIES	BABY SITTING COURSE	\$117.33	
	77,845	46248	01-0000-0200-00325	HST RECEIVABLE100%	BABY SITTING COURSE	\$6.32	
	77,845	46248	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	BABY SITTING COURSE	\$0.00	\$123.65
	77,867	46248	01-5100-6060-40420	PROGRAM SUPPLIES	REDCROSS BADGES	\$183.75	
	77,867	46248	01-0000-0200-00325	HST RECEIVABLE100%	REDCROSS BADGES	\$23.89	
	77,867	46248	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	REDCROSS BADGES	\$0.00	\$207.64
CANSEL - TORONTO*****							
	77,829	46249	01-4000-4000-40220	TELEPHONE	SURVEY RENTAL	\$264.58	
	77,829	46249	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	SURVEY RENTAL	\$29.22	
	77,829	46249	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	SURVEY RENTAL	\$0.00	\$293.80
CAREY'S PRODUCE							
	77,849	46250	01-5000-6051-40420	PROGRAM SUPPLIES	GARDEN FRESH VEGGIE	\$710.00	
	77,849	46250	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	GARDEN FRESH VEGGIE	\$0.00	\$710.00
CEDAR SIGNS							
	77,818	46251	01-4500-4160-80000	MATERIALS-SAFETY DEVICES, SIGNS, GUIDE RAIL	SIGNS-CULLODEN RD	\$231.45	
	77,818	46251	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	SIGNS-CULLODEN RD	\$25.57	
	77,818	46251	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	SIGNS-CULLODEN RD	\$0.00	\$257.02
CERVUS EQUIPMENT							
	77,821	46252	01-4500-4230-46383	938300 T3-09 PETERBILT D TRUCK	TRUCK#3 CIRCUIT BREAKER	\$22.34	
	77,821	46252	01-4500-4230-46388	938800 T8-09 PETERBILT D TRUCK	TRUCK#3 CIRCUIT BREAKER	\$22.34	
	77,821	46252	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	TRUCK#3 CIRCUIT BREAKER	\$2.46	
	77,821	46252	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	TRUCK#3 CIRCUIT BREAKER	\$2.47	
	77,821	46252	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	TRUCK#3 CIRCUIT BREAKER	\$0.00	\$49.61
CHRIS PRODUCE							
	77,850	46253	01-5000-6051-40420	PROGRAM SUPPLIES	GARDEN FRESH VEGGIE	\$305.35	
	77,850	46253	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	GARDEN FRESH VEGGIE	\$0.00	\$305.35

Town of Ingersoll
 Monthly Cheque Disbursements
 February 2016

PURCHASED FROM VENDORS LOCATED IN INGERSOLL \$48,416.82

<u>VENDOR NAME</u>	<u>VOUCHER #</u>	<u>CHEQUE #</u>	<u>ACCOUNT</u>	<u>ACCOUNT DESCRIPTION</u>	<u>TRANSACTION DESCRIPTION</u>	<u>DEBITS</u>	<u>CREDITS</u>
COCA-COLA BOTTLING COMPANY							
	77,868	46254	01-5000-6020-40430	CANTEEN SUPPLIES	POP,WATER,POWERADE	\$314.90	
	77,868	46254	01-0000-0200-00325	HST RECEIVABLE100%	POP,WATER,POWERADE	\$26.40	
	77,868	46254	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	POP,WATER,POWERADE	\$0.00	\$341.30
STAFF REIMBURSEMENT							
	77,873	46255	01-0100-4000-41020	PROMOTION & MEALS	EXP REIMBURSE DEC 2015	\$161.67	
	77,873	46255	01-0100-4000-40620	MILEAGE	EXP REIMBURSE DEC 2015	\$41.33	
	77,873	46255	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	EXP REIMBURSE DEC 2015	\$17.85	
	77,873	46255	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	EXP REIMBURSE DEC 2015	\$4.57	
	77,873	46255	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	EXP REIMBURSE DEC 2015	\$0.00	\$225.42
COMMERCIAL AQUATIC SUPPLIES							
	77,865	46256	01-5100-6060-40420	PROGRAM SUPPLIES	FINNS+BELTS	\$1,015.95	
	77,865	46256	01-0000-0200-00325	HST RECEIVABLE100%	FINNS+BELTS	\$132.07	
	77,865	46256	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	FINNS+BELTS	\$0.00	\$1,148.02
	77,866	46256	01-5100-4000-40435	PRO SHOP SUPPLIES	GOOGLES + CAPS-PROSHOP SUPPLIE	\$497.40	
	77,866	46256	01-0000-0200-00325	HST RECEIVABLE100%	GOOGLES + CAPS-PROSHOP SUPPLIE	\$64.66	
	77,866	46256	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	GOOGLES + CAPS-PROSHOP SUPPLIE	\$0.00	\$562.06
COMMISSIONAIRES							
	77,798	46257	01-1000-4240-41505	PARKING ENFORCEMENT CONTRACT	TRAFFIC ENFORCE 12/06-12/19	\$751.80	
	77,798	46257	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	TRAFFIC ENFORCE 12/06-12/19	\$83.04	
	77,798	46257	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	TRAFFIC ENFORCE 12/06-12/19	\$0.00	\$834.84
	77,799	46257	01-1000-4240-41505	PARKING ENFORCEMENT CONTRACT	TRAFFIC ENFORCE 12/20-1/02	\$751.80	
	77,799	46257	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	TRAFFIC ENFORCE 12/20-1/02	\$83.04	
	77,799	46257	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	TRAFFIC ENFORCE 12/20-1/02	\$0.00	\$834.84
COMPASS MINERALS							
	77,813	46258	01-4500-4150-80000	MATERIALS-WINTER CONTROL, PLOWING, SANDING,	ROAD SALT	\$12,983.35	
	77,813	46258	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	ROAD SALT	\$1,434.08	
	77,813	46258	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	ROAD SALT	\$0.00	\$14,417.43
	77,814	46258	01-4500-4150-80000	MATERIALS-WINTER CONTROL, PLOWING, SANDING,	ROAD SALT	\$2,815.46	
	77,814	46258	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	ROAD SALT	\$310.98	
	77,814	46258	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	ROAD SALT	\$0.00	\$3,126.44
	77,815	46258	01-4500-4150-80000	MATERIALS-WINTER CONTROL, PLOWING, SANDING,	ROAD SALT	\$13,310.53	
	77,815	46258	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	ROAD SALT	\$1,470.22	
	77,815	46258	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	ROAD SALT	\$0.00	\$14,780.75
FASTENAL CANADA ***							
	77,822	46259	01-4500-4000-41650	SMALL TOOLS & SAFETY EQUIP	STOCK PARTS	\$229.54	
	77,822	46259	01-4500-4151-80000	MATERIALS-WINTER CONTROL, SNOW REMOVAL	STOCK PARTS	\$98.37	
	77,822	46259	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	STOCK PARTS	\$25.35	
	77,822	46259	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	STOCK PARTS	\$10.87	
	77,822	46259	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	STOCK PARTS	\$0.00	\$364.13
	77,861	46259	01-5000-6050-41700	BLDG REPAIRS AND MAINT	CABLE TIES	\$49.47	
	77,861	46259	01-0000-0200-00325	HST RECEIVABLE100%	CABLE TIES	\$6.43	
	77,861	46259	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	CABLE TIES	\$0.00	\$55.90
GRA - HAM ENERGY							

Town of Ingersoll
 Monthly Cheque Disbursements
 February 2016

PURCHASED FROM VENDORS LOCATED IN INGERSOLL \$48,416.82

<u>VENDOR NAME</u>	<u>VOUCHER #</u>	<u>CHEQUE #</u>	<u>ACCOUNT</u>	<u>ACCOUNT DESCRIPTION</u>	<u>TRANSACTION DESCRIPTION</u>	<u>DEBITS</u>	<u>CREDITS</u>
	77,809	46260	01-4500-4230-46382	938200 T2-07 DODGE 3500	HAND PUMP+VAR SOL DRUM	\$108.85	
	77,809	46260	01-4500-4230-46386	938603 T6-00 VOLVO D TRUCK	HAND PUMP+VAR SOL DRUM	\$108.85	
	77,809	46260	01-4500-4230-46395	939500 ELGIN SWEEPER	HAND PUMP+VAR SOL DRUM	\$50.88	
	77,809	46260	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	HAND PUMP+VAR SOL DRUM	\$12.03	
	77,809	46260	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	HAND PUMP+VAR SOL DRUM	\$12.03	
	77,809	46260	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	HAND PUMP+VAR SOL DRUM	\$5.62	
	77,809	46260	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	HAND PUMP+VAR SOL DRUM	\$0.00	\$298.26
	77,825	46260	01-3000-4000-41470	VEHICLE FUEL	FUEL FIRE HALL	\$17.26	
	77,825	46260	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	FUEL FIRE HALL	\$1.90	
	77,825	46260	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	FUEL FIRE HALL	\$0.00	\$19.16
	77,841	46260	01-3000-4000-41470	VEHICLE FUEL	FIRE HALL FUEL	\$93.16	
	77,841	46260	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	FIRE HALL FUEL	\$10.29	
	77,841	46260	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	FIRE HALL FUEL	\$0.00	\$103.45
	77,860	46260	01-5000-6050-41470	VEHICLE FUEL	FUEL	\$152.33	
	77,860	46260	01-0000-0200-00325	HST RECEIVABLE100%	FUEL	\$19.80	
	77,860	46260	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	FUEL	\$0.00	\$172.13
HERITAGE ALUMINUM							
	77,881	46261	01-6200-4100-41700	BLDG REPAIRS & MAINTENANCE	NEW WINDOWS-MUSEUM	\$2,036.00	
	77,881	46261	01-0000-0200-00325	HST RECEIVABLE100%	NEW WINDOWS-MUSEUM	\$264.68	
	77,881	46261	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	NEW WINDOWS-MUSEUM	\$0.00	\$2,300.68
HOT,COLD & FREEZING							
	77,802	46262	01-5000-6040-41550	MAINTENANCE CONTRACTS	4TH QTR MAINT	\$125.00	
	77,802	46262	01-2000-4015-41550	MAINTENANCE CONTRACTS	4TH QTR MAINT	\$18.74	
	77,802	46262	01-2000-4025-41550	MAINTENANCE CONTRACTS	4TH QTR MAINT	\$152.64	
	77,802	46262	01-4500-4100-41550	MAINTENANCE CONTRACTS	4TH QTR MAINT	\$152.64	
	77,802	46262	01-5000-6020-41550	MAINTENANCE CONTRACTS	4TH QTR MAINT	\$125.00	
	77,802	46262	01-5100-4100-41550	MAINTENANCE CONTRACTS	4TH QTR MAINT	\$227.50	
	77,802	46262	01-5200-4100-41550	MAINTENANCE CONTRACTS	4TH QTR MAINT	\$125.00	
	77,802	46262	01-3000-4000-41550	MAINTENANCE CONTRACTS	4TH QTR MAINT	\$76.32	
	77,802	46262	01-6200-4100-41550	MAINTENANCE CONTRACTS	4TH QTR MAINT	\$18.75	
	77,802	46262	01-3200-4100-41550	MAINTENANCE CONTRACTS	4TH QTR MAINT	\$100.00	
	77,802	46262	01-0000-0200-00325	HST RECEIVABLE100%	4TH QTR MAINT	\$16.25	
	77,802	46262	01-0000-0200-00325	HST RECEIVABLE100%	4TH QTR MAINT	\$2.44	
	77,802	46262	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	4TH QTR MAINT	\$16.86	
	77,802	46262	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	4TH QTR MAINT	\$16.86	
	77,802	46262	01-0000-0200-00325	HST RECEIVABLE100%	4TH QTR MAINT	\$16.25	
	77,802	46262	01-0000-0200-00325	HST RECEIVABLE100%	4TH QTR MAINT	\$29.58	
	77,802	46262	01-0000-0200-00325	HST RECEIVABLE100%	4TH QTR MAINT	\$16.25	
	77,802	46262	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	4TH QTR MAINT	\$8.43	
	77,802	46262	01-0000-0200-00325	HST RECEIVABLE100%	4TH QTR MAINT	\$2.44	
	77,802	46262	01-0000-0200-00325	HST RECEIVABLE100%	4TH QTR MAINT	\$13.00	
	77,802	46262	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	4TH QTR MAINT	\$0.00	\$1,259.95
	77,869	46262	01-5100-4100-41530	EQUIP REPAIRS & MAINT	VPCC REPAIR DRYTRON	\$1,500.00	
	77,869	46262	01-0000-0200-00325	HST RECEIVABLE100%	VPCC REPAIR DRYTRON	\$195.00	

Town of Ingersoll
 Monthly Cheque Disbursements
 February 2016

PURCHASED FROM VENDORS LOCATED IN INGERSOLL \$48,416.82

<u>VENDOR NAME</u>	<u>VOUCHER #</u>	<u>CHEQUE #</u>	<u>ACCOUNT</u>	<u>ACCOUNT DESCRIPTION</u>	<u>TRANSACTION DESCRIPTION</u>	<u>DEBITS</u>	<u>CREDITS</u>
	77,869	46262	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	VPCC REPAIR DRYTRON	\$0.00	\$1,695.00
	77,870	46262	01-5100-4100-41530	EQUIP REPAIRS & MAINT	VPCC POOL ROOM HEAT REPAIR	\$957.21	
	77,870	46262	01-0000-0200-00325	HST RECEIVABLE100%	VPCC POOL ROOM HEAT REPAIR	\$124.44	
	77,870	46262	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	VPCC POOL ROOM HEAT REPAIR	\$0.00	\$1,081.65
IDEAL SUPPLY COMPANY LTD							
	77,856	46263	01-5200-4100-41700	BLDG REPAIRS AND MAINT	LIGHTS	\$68.60	
	77,856	46263	01-0000-0200-00325	HST RECEIVABLE100%	LIGHTS	\$8.92	
	77,856	46263	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	LIGHTS	\$0.00	\$77.52
INSIGHT CANADA							
	77,842	46264	01-1002-4000-40270	NEW EQUIPMENT	DISASTER RECOVERY DISC	\$6,197.18	
	77,842	46264	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	DISASTER RECOVERY DISC	\$684.51	
	77,842	46264	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	DISASTER RECOVERY DISC	\$0.00	\$6,881.69
KEN'S SMALL ENGINE							
	77,819	46265	01-4500-4230-46409	940900 LAWN MOWER/WEED CUTTERS	MULCHING BLADE	\$28.95	
	77,819	46265	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	MULCHING BLADE	\$3.20	
	77,819	46265	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	MULCHING BLADE	\$0.00	\$32.15
	77,820	46265	01-4500-4230-46409	940900 LAWN MOWER/WEED CUTTERS	PARTS FOR RIDING MOWER	\$54.34	
	77,820	46265	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	PARTS FOR RIDING MOWER	\$6.00	
	77,820	46265	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	PARTS FOR RIDING MOWER	\$0.00	\$60.34
LETTUCE ALIVE							
	77,852	46266	01-5000-6051-40420	PROGRAM SUPPLIES	GARDEN FRESH VEGGIE	\$91.00	
	77,852	46266	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	GARDEN FRESH VEGGIE	\$0.00	\$91.00
LEVACS							
	77,872	46267	01-1000-4000-41160	HONOURS & AWARDS	60TH ANNIVERSARY PLAQUE	\$81.41	
	77,872	46267	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	60TH ANNIVERSARY PLAQUE	\$8.99	
	77,872	46267	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	60TH ANNIVERSARY PLAQUE	\$0.00	\$90.40
MILLCREEK PRINTING INC							
	77,832	46268	01-3400-4000-40200	OFFICE SUPPLIES	K HAMMOND BIZ CARDS	\$99.68	
	77,832	46268	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	K HAMMOND BIZ CARDS	\$11.01	
	77,832	46268	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	K HAMMOND BIZ CARDS	\$0.00	\$110.69
MISTER SAFETY SHOES (FORMERLY							
	77,857	46269	01-5000-6050-40290	UNIFORMS & CLOTHING	WORK BOOTS-CAPERN	\$179.95	
	77,857	46269	01-0000-0200-00325	HST RECEIVABLE100%	WORK BOOTS-CAPERN	\$23.39	
	77,857	46269	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	WORK BOOTS-CAPERN	\$0.00	\$203.34
MUNICIPAL RISK SERVICES LIMITE							
	77,848	46270	01-5000-6050-40630	STAFF TRAINING	RISK&REC LANDS REG-CAPERN+PYE	\$358.00	
	77,848	46270	01-0000-0200-00325	HST RECEIVABLE100%	RISK&REC LANDS REG-CAPERN+PYE	\$46.54	
	77,848	46270	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	RISK&REC LANDS REG-CAPERN+PYE	\$0.00	\$404.54
EMPLOYEE REIMBURSEMENT							
	77,863	46271	01-5100-6090-40290	UNIFORMS AND CLOTHING	BATHING SUIT FOR PROGRAM	\$63.74	
	77,863	46271	01-0000-0200-00325	HST RECEIVABLE100%	BATHING SUIT FOR PROGRAM	\$8.29	
	77,863	46271	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	BATHING SUIT FOR PROGRAM	\$0.00	\$72.03
NEOPOST CANADA LTD ***							
	77,874	46272	01-1000-4000-40230	POSTAGE	POSTAGE RENT 2/01-4/30/2016	\$830.36	

Town of Ingersoll
 Monthly Cheque Disbursements
 February 2016

PURCHASED FROM VENDORS LOCATED IN INGERSOLL \$48,416.82

<u>VENDOR NAME</u>						
<u>VOUCHER #</u>	<u>CHEQUE #</u>	<u>ACCOUNT</u>	<u>ACCOUNT DESCRIPTION</u>	<u>TRANSACTION DESCRIPTION</u>	<u>DEBITS</u>	<u>CREDITS</u>
77,874	46272	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	POSTAGE RENT 2/01-4/30/2016	\$91.72	
77,874	46272	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	POSTAGE RENT 2/01-4/30/2016	\$0.00	\$922.08
OXFORD CTY FIRE DEPART ASSOC.						
77,837	46273	01-3000-4000-40600	MEMBERSHIP FEES	OCFDA 2016 ANNUAL DUE	\$120.00	
77,837	46273	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	OCFDA 2016 ANNUAL DUE	\$0.00	\$120.00
ONTARIO ASSOC. OF FIRE CHIEFS						
77,877	46274	01-3000-4000-40600	MEMBERSHIP FEES	FIRE CHIEF ANNUAL DUE 2016	\$254.40	
77,877	46274	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	FIRE CHIEF ANNUAL DUE 2016	\$28.10	
77,877	46274	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	FIRE CHIEF ANNUAL DUE 2016	\$0.00	\$282.50
ONTARIO SOUTHLAND RAILWAY INC.						
77,811	46275	01-4500-4161-80000	MATERIALS-SAFETY DEVICES, RR CROSSING	REAIL FLASH LIT MAITN JAN 2016	\$2,970.90	
77,811	46275	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	REAIL FLASH LIT MAITN JAN 2016	\$0.00	\$2,970.90
ONTARIO MUNICIPAL TAX AND REVE						
77,831	46276	01-1300-4000-40600	MEMBERSHIP FEES	OMTRA 2016 MEMBERSHIP	\$208.61	
77,831	46276	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	OMTRA 2016 MEMBERSHIP	\$23.04	
77,831	46276	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	OMTRA 2016 MEMBERSHIP	\$0.00	\$231.65
OXFORD COUNTY ***						
77,826	46277	01-0000-2020-00635	DUE TO COUNTY - DEVEL. CHGS.	4TH QTR DEVEL FEES	\$208,386.00	
77,826	46277	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	4TH QTR DEVEL FEES	\$0.00	\$208,386.00
PBS BUSINESS SYSTEMS						
77,843	46278	01-1300-4000-41010	GRAPHICS & PRINTING	TAX BILLS	\$233.54	
77,843	46278	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	TAX BILLS	\$25.80	
77,843	46278	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	TAX BILLS	\$0.00	\$259.34
RELIANCE HOME COMFORT						
77,803	46279	01-3200-4100-40340	WATER AND SEWAGE	WATER HEATER DEC'15-MAR'16	\$50.71	
77,803	46279	01-0000-0200-00325	HST RECEIVABLE100%	WATER HEATER DEC'15-MAR'16	\$6.37	
77,803	46279	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	WATER HEATER DEC'15-MAR'16	\$0.00	\$57.08
77,804	46279	01-3200-4100-40340	WATER AND SEWAGE	WATER HEATER SEP-DEC'15	\$49.02	
77,804	46279	01-0000-0200-00325	HST RECEIVABLE100%	WATER HEATER SEP-DEC'15	\$6.37	
77,804	46279	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	WATER HEATER SEP-DEC'15	\$0.00	\$55.39
77,805	46279	01-3200-4100-40340	WATER AND SEWAGE	WATER HEATER LATE FEE-FIRE	\$1.68	
77,805	46279	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	WATER HEATER LATE FEE-FIRE	\$0.00	\$1.68
77,858	46279	01-5100-4100-41550	MAINTENANCE CONTRACTS	VPCC WATER TANK RENT	\$384.94	
77,858	46279	01-0000-0200-00325	HST RECEIVABLE100%	VPCC WATER TANK RENT	\$50.04	
77,858	46279	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	VPCC WATER TANK RENT	\$0.00	\$434.98
ROGERS (WIRELESS)						
77,834	46280	01-1300-4000-40220	TELEPHONE EXPENSE	JAN MOBILE PHONE CHRGS	\$61.15	
77,834	46280	01-4500-4000-40220	TELEPHONE	JAN MOBILE PHONE CHRGS	\$62.02	
77,834	46280	01-5200-6090-40220	TELEPHONE	JAN MOBILE PHONE CHRGS	\$52.05	
77,834	46280	01-4000-4000-40220	TELEPHONE	JAN MOBILE PHONE CHRGS	\$65.03	
77,834	46280	01-5000-6020-40220	TELEPHONE	JAN MOBILE PHONE CHRGS	\$53.45	
77,834	46280	01-5200-6090-40220	TELEPHONE	JAN MOBILE PHONE CHRGS	\$53.15	
77,834	46280	01-1002-4000-40220	TELEPHONE	JAN MOBILE PHONE CHRGS	\$103.73	
77,834	46280	01-0100-4000-40220	TELEPHONE	JAN MOBILE PHONE CHRGS	\$81.82	

Town of Ingersoll
 Monthly Cheque Disbursements
 February 2016

PURCHASED FROM VENDORS LOCATED IN INGERSOLL

\$48,416.82

<u>VENDOR NAME</u>	<u>VOUCHER #</u>	<u>CHEQUE #</u>	<u>ACCOUNT</u>	<u>ACCOUNT DESCRIPTION</u>	<u>TRANSACTION DESCRIPTION</u>	<u>DEBITS</u>	<u>CREDITS</u>
	77,834	46280	01-5200-6090-40220	TELEPHONE	JAN MOBILE PHONE CHRGS	\$61.65	
	77,834	46280	01-0900-4000-40220	TELEPHONE	JAN MOBILE PHONE CHRGS	\$60.60	
	77,834	46280	01-5000-6050-40220	TELEPHONE	JAN MOBILE PHONE CHRGS	\$19.55	
	77,834	46280	01-5000-6050-40220	TELEPHONE	JAN MOBILE PHONE CHRGS	\$129.93	
	77,834	46280	01-5000-6020-40220	TELEPHONE	JAN MOBILE PHONE CHRGS	\$52.95	
	77,834	46280	01-5000-6050-40220	TELEPHONE	JAN MOBILE PHONE CHRGS	\$22.35	
	77,834	46280	01-5000-6050-40220	TELEPHONE	JAN MOBILE PHONE CHRGS	\$19.55	
	77,834	46280	01-5000-6050-40220	TELEPHONE	JAN MOBILE PHONE CHRGS	\$19.55	
	77,834	46280	01-5000-6050-40220	TELEPHONE	JAN MOBILE PHONE CHRGS	\$19.55	
	77,834	46280	01-5000-6050-40220	TELEPHONE	JAN MOBILE PHONE CHRGS	\$19.55	
	77,834	46280	01-5000-6050-40220	TELEPHONE	JAN MOBILE PHONE CHRGS	\$19.55	
	77,834	46280	01-5000-6050-40220	TELEPHONE	JAN MOBILE PHONE CHRGS	\$19.55	
	77,834	46280	01-5000-6050-40220	TELEPHONE	JAN MOBILE PHONE CHRGS	\$19.55	
	77,834	46280	01-5000-4000-40220	TELEPHONE	JAN MOBILE PHONE CHRGS	\$52.05	
	77,834	46280	01-0100-4000-40220	TELEPHONE	JAN MOBILE PHONE CHRGS	\$52.97	
	77,834	46280	01-4500-4000-40220	TELEPHONE	JAN MOBILE PHONE CHRGS	\$57.76	
	77,834	46280	01-0100-4000-40220	TELEPHONE	JAN MOBILE PHONE CHRGS	\$53.58	
	77,834	46280	01-1002-4000-40220	TELEPHONE	JAN MOBILE PHONE CHRGS	\$78.30	
	77,834	46280	01-1000-4000-40220	TELEPHONE	JAN MOBILE PHONE CHRGS	\$68.54	
	77,834	46280	01-3000-4000-40220	TELEPHONE	JAN MOBILE PHONE CHRGS	\$19.89	
	77,834	46280	01-3000-4000-40220	TELEPHONE	JAN MOBILE PHONE CHRGS	\$53.07	
	77,834	46280	01-4000-4000-40220	TELEPHONE	JAN MOBILE PHONE CHRGS	\$84.15	
	77,834	46280	01-4000-4000-40220	TELEPHONE	JAN MOBILE PHONE CHRGS	\$53.48	
	77,834	46280	01-4000-4000-40220	TELEPHONE	JAN MOBILE PHONE CHRGS	\$54.80	
	77,834	46280	01-7000-4000-40220	TELEPHONE	JAN MOBILE PHONE CHRGS	\$197.21	
	77,834	46280	01-4000-4000-40220	TELEPHONE	JAN MOBILE PHONE CHRGS	\$63.50	
	77,834	46280	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	JAN MOBILE PHONE CHRGS	\$132.88	
	77,834	46280	01-0000-0200-00325	HST RECEIVABLE100%	JAN MOBILE PHONE CHRGS	\$78.89	
	77,834	46280	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	JAN MOBILE PHONE CHRGS	\$0.00	\$2,097.80
EMPLOYEE REIMBURSEMENT							
	77,824	46281	01-3000-4000-41020	PROMOTION & MEALS	PLAQUES-COOP STUDENTS&RETIREMT	\$150.00	
	77,824	46281	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	PLAQUES-COOP STUDENTS&RETIREMT	\$0.00	\$150.00
RPC							
	77,839	46282	01-3000-4000-41530	EQUIP REPAIRS & MAINTENANCE	FIRE DEPT AIR ANALYSIS	\$274.75	
	77,839	46282	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	FIRE DEPT AIR ANALYSIS	\$30.35	
	77,839	46282	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	FIRE DEPT AIR ANALYSIS	\$0.00	\$305.10
S & B SERVICES LTD.							
	77,808	46283	01-4500-4150-80000	MATERIALS-WINTER CONTROL, PLOWING, SANDING,	TRUCK #3,6,8 SRV CALL	\$898.27	
	77,808	46283	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	TRUCK #3,6,8 SRV CALL	\$99.21	
	77,808	46283	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	TRUCK #3,6,8 SRV CALL	\$0.00	\$997.48
SHOPPERS DRUG MART							
	77,806	46284	01-4500-4000-40210	JANITORIAL SUPPLIES	PW FIRST AID SUPPLIES	\$48.25	
	77,806	46284	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	PW FIRST AID SUPPLIES	\$5.33	
	77,806	46284	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	PW FIRST AID SUPPLIES	\$0.00	\$53.58
SOAK IT UP INC							

Town of Ingersoll
 Monthly Cheque Disbursements
 February 2016

PURCHASED FROM VENDORS LOCATED IN INGERSOLL \$48,416.82

<u>VENDOR NAME</u>	<u>VOUCHER #</u>	<u>CHEQUE #</u>	<u>ACCOUNT</u>	<u>ACCOUNT DESCRIPTION</u>	<u>TRANSACTION DESCRIPTION</u>	<u>DEBITS</u>	<u>CREDITS</u>
	77,844	46285	01-5000-6020-41550	MAINTENANCE CONTRACTS	MAT,MOP,HANDLES-ARENA	\$122.00	
	77,844	46285	01-0000-0200-00325	HST RECEIVABLE100%	MAT,MOP,HANDLES-ARENA	\$15.86	
	77,844	46285	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	MAT,MOP,HANDLES-ARENA	\$0.00	\$137.86
	77,882	46285	01-6200-4100-41700	BLDG REPAIRS & MAINTENANCE	MUSEUM MATS	\$18.00	
	77,882	46285	01-0000-0200-00325	HST RECEIVABLE100%	MUSEUM MATS	\$2.34	
	77,882	46285	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	MUSEUM MATS	\$0.00	\$20.34
SOC. OF COMPOSERS,AUTHORS							
	77,879	46286	01-5000-6020-40410	LICENCES, TAGS, ETC.	2016 MUSIC LICENCE-ARENA	\$104.31	
	77,879	46286	01-0000-0200-00325	HST RECEIVABLE100%	2016 MUSIC LICENCE-ARENA	\$13.56	
	77,879	46286	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	2016 MUSIC LICENCE-ARENA	\$0.00	\$117.87
	77,880	46286	01-5100-4100-40410	LICENCES, TAGS ETC	2016 MUSIC LICENCE-VPCC	\$222.91	
	77,880	46286	01-0000-0200-00325	HST RECEIVABLE100%	2016 MUSIC LICENCE-VPCC	\$28.98	
	77,880	46286	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	2016 MUSIC LICENCE-VPCC	\$0.00	\$251.89
SOUTHWESTERN CHAPTER O.B.O.A.							
	77,827	46287	01-3400-4000-40600	MEMBERSHIP FEES	BLDG INSPECTOR ANNUAL FEES	\$75.00	
	77,827	46287	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	BLDG INSPECTOR ANNUAL FEES	\$0.00	\$75.00
SPECTRUM COMMUNICATIONS LTD.							
	77,840	46288	01-3000-4000-41520	COMMUNICATION	FIRE DEPT BATTERIES	\$574.74	
	77,840	46288	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	FIRE DEPT BATTERIES	\$63.48	
	77,840	46288	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	FIRE DEPT BATTERIES	\$0.00	\$638.22
SPLASHABLES INC.							
	77,859	46289	01-5100-6060-40420	PROGRAM SUPPLIES	VPCC TOYS	\$135.45	
	77,859	46289	01-0000-0200-00325	HST RECEIVABLE100%	VPCC TOYS	\$17.61	
	77,859	46289	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	VPCC TOYS	\$0.00	\$153.06
STONETOWN SUPPLY SERVICES(ING)							
	77,816	46290	01-4500-4000-40210	JANITORIAL SUPPLIES	JANITORIAL SUPPLIES	\$76.87	
	77,816	46290	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	JANITORIAL SUPPLIES	\$8.49	
	77,816	46290	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	JANITORIAL SUPPLIES	\$0.00	\$85.36
	77,838	46290	01-3000-4100-40210	JANITORIAL SUPPLIES	FIRE HALL JANITORIAL SUPPLIES	\$98.17	
	77,838	46290	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	FIRE HALL JANITORIAL SUPPLIES	\$10.84	
	77,838	46290	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	FIRE HALL JANITORIAL SUPPLIES	\$0.00	\$109.01
	77,854	46290	01-5000-6020-40210	JANITORIAL SUPPLIES	ARENA JANITORIAL SUPPLIES	\$138.51	
	77,854	46290	01-0000-0200-00325	HST RECEIVABLE100%	ARENA JANITORIAL SUPPLIES	\$18.01	
	77,854	46290	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	ARENA JANITORIAL SUPPLIES	\$0.00	\$156.52
	77,875	46290	01-3000-4100-40210	JANITORIAL SUPPLIES	FIRE HALL JANITORIAL SUPPLIES	\$162.46	
	77,875	46290	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	FIRE HALL JANITORIAL SUPPLIES	\$17.94	
	77,875	46290	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	FIRE HALL JANITORIAL SUPPLIES	\$0.00	\$180.40
TEAM TRUCK CENTRES							
	77,817	46291	01-4500-4230-46386	938603 T6-00 VOLVO D TRUCK	TRUCK#6 PARTS	\$42.86	
	77,817	46291	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	TRUCK#6 PARTS	\$4.74	
	77,817	46291	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	TRUCK#6 PARTS	\$0.00	\$47.60
THAMESFORD PIZZA							
	77,853	46292	01-5100-6060-40420	PROGRAM SUPPLIES	FUSION BIRTHDAY+LUNCH PARTIES	\$175.01	
	77,853	46292	01-5100-6090-40420	PROGRAM SUPPLIES	FUSION BIRTHDAY+LUNCH PARTIES	\$8.33	

Town of Ingersoll
 Monthly Cheque Disbursements
 February 2016

PURCHASED FROM VENDORS LOCATED IN INGERSOLL \$48,416.82

<u>VENDOR NAME</u>	<u>VOUCHER #</u>	<u>CHEQUE #</u>	<u>ACCOUNT</u>	<u>ACCOUNT DESCRIPTION</u>	<u>TRANSACTION DESCRIPTION</u>	<u>DEBITS</u>	<u>CREDITS</u>
	77,853	46292	01-0000-0200-00325	HST RECEIVABLE100%	FUSION BIRTHDAY+LUNCH PARTIES	\$8.74	
	77,853	46292	01-0000-0200-00325	HST RECEIVABLE100%	FUSION BIRTHDAY+LUNCH PARTIES	\$0.42	
	77,853	46292	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	FUSION BIRTHDAY+LUNCH PARTIES	\$0.00	\$192.50
THE COFFEE MAN SALES & SERVICE							
	77,846	46293	01-5000-6020-40430	CANTEEN SUPPLIES	ARENA COFFEE+TEA SUPPLIES	\$93.00	
	77,846	46293	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	ARENA COFFEE+TEA SUPPLIES	\$0.00	\$93.00
	77,878	46293	01-5000-6020-40430	CANTEEN SUPPLIES	ARENA COFFEE	\$72.00	
	77,878	46293	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	ARENA COFFEE	\$0.00	\$72.00
TREMBLETT'S YOUR INDEPENDENT G							
	77,800	46294	01-3000-4000-40500	SPECIAL EVENTS	FIREFIT COMPETITION SUPPLIES	\$177.37	
	77,800	46294	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	FIREFIT COMPETITION SUPPLIES	\$6.58	
	77,800	46294	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	FIREFIT COMPETITION SUPPLIES	\$0.00	\$183.95
TYCO INTEGRATED FIRE & SECURIT							
	77,793	46295	01-0000-0400-00280	PREPAID EXPENSES	FIRE ALARM MAINT FEB-JUL'16	\$323.00	
	77,793	46295	01-0000-0200-00325	HST RECEIVABLE100%	FIRE ALARM MAINT FEB-JUL'16	\$41.99	
	77,793	46295	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	FIRE ALARM MAINT FEB-JUL'16	\$0.00	\$364.99
	77,794	46295	01-0000-0400-00280	PREPAID EXPENSES	FIRE ALARM MAINT FEB-JUL'16	\$323.00	
	77,794	46295	01-0000-0200-00325	HST RECEIVABLE100%	FIRE ALARM MAINT FEB-JUL'16	\$41.99	
	77,794	46295	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	FIRE ALARM MAINT FEB-JUL'16	\$0.00	\$364.99
	77,795	46295	01-0000-0400-00280	PREPAID EXPENSES	FIRE ALARM MAINT FEB-JUL'16	\$323.00	
	77,795	46295	01-0000-0200-00325	HST RECEIVABLE100%	FIRE ALARM MAINT FEB-JUL'16	\$41.99	
	77,795	46295	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	FIRE ALARM MAINT FEB-JUL'16	\$0.00	\$364.99
	77,796	46295	01-0000-0400-00280	PREPAID EXPENSES	FIRE ALARM MAINT FEB-JUL'16	\$323.00	
	77,796	46295	01-0000-0200-00325	HST RECEIVABLE100%	FIRE ALARM MAINT FEB-JUL'16	\$41.99	
	77,796	46295	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	FIRE ALARM MAINT FEB-JUL'16	\$0.00	\$364.99
	77,797	46295	01-0000-0400-00280	PREPAID EXPENSES	FIRE ALARM MAINT FEB-JUL'16	\$323.00	
	77,797	46295	01-0000-0200-00325	HST RECEIVABLE100%	FIRE ALARM MAINT FEB-JUL'16	\$41.99	
	77,797	46295	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	FIRE ALARM MAINT FEB-JUL'16	\$0.00	\$364.99
	77,855	46295	01-5100-4100-41530	EQUIP REPAIRS & MAINT	REPLACE KEY PAD	\$337.50	
	77,855	46295	01-0000-0200-00325	HST RECEIVABLE100%	REPLACE KEY PAD	\$43.88	
	77,855	46295	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	REPLACE KEY PAD	\$0.00	\$381.38
VIEWCON CONSTRUCTION LTD.							
	77,823	46296	10-0000-3244-80100	PRIME CONTRACT	ROYLAND CRES,ELM, CEDAR	\$334.51	
	77,823	46296	01-0000-0250-60245	GC11- ROYLAND CRESCENT/ CEDAR ST COUNTY	ROYLAND CRES,ELM, CEDAR	\$123.03	
	77,823	46296	01-0000-0250-60246	GC11-97 - COUNTY PRECONSTRUCTION SURVEY	ROYLAND CRES,ELM, CEDAR	\$56.45	
	77,823	46296	01-0000-2020-00650	ACCOUNTS PAYABLE-HOLDBACKS	ROYLAND CRES,ELM, CEDAR	\$28,834.19	
	77,823	46296	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	ROYLAND CRES,ELM, CEDAR	\$3,240.91	
	77,823	46296	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	ROYLAND CRES,ELM, CEDAR	\$0.00	\$32,589.09
VPCC PETTY CASH							
	77,864	46297	01-5100-6090-40420	PROGRAM SUPPLIES	VPCC PETTY CASH	\$53.27	
	77,864	46297	01-5000-4000-42900	MISCELLANEOUS EXPENSE	VPCC PETTY CASH	\$64.42	
	77,864	46297	01-5100-6070-40420	PROGRAM SUPPLIES	VPCC PETTY CASH	\$2.47	
	77,864	46297	01-5100-4000-40200	OFFICE SUPPLIES	VPCC PETTY CASH	\$8.98	
	77,864	46297	01-5100-4000-42900	MISCELLANEOUS EXPENSE	VPCC PETTY CASH	\$1.99	

Town of Ingersoll
 Monthly Cheque Disbursements
 February 2016

PURCHASED FROM VENDORS LOCATED IN INGERSOLL \$48,416.82

<u>VENDOR NAME</u>	<u>VOUCHER #</u>	<u>CHEQUE #</u>	<u>ACCOUNT</u>	<u>ACCOUNT DESCRIPTION</u>	<u>TRANSACTION DESCRIPTION</u>	<u>DEBITS</u>	<u>CREDITS</u>
	77,864	46297	01-0000-0200-00325	HST RECEIVABLE100%	VPCC PETTY CASH	\$6.93	
	77,864	46297	01-0000-0200-00325	HST RECEIVABLE100%	VPCC PETTY CASH	\$4.43	
	77,864	46297	01-0000-0200-00325	HST RECEIVABLE100%	VPCC PETTY CASH	\$0.33	
	77,864	46297	01-0000-0200-00325	HST RECEIVABLE100%	VPCC PETTY CASH	\$1.17	
	77,864	46297	01-0000-0200-00325	HST RECEIVABLE100%	VPCC PETTY CASH	\$0.26	
	77,864	46297	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	VPCC PETTY CASH	\$0.00	\$144.25
SCHOUT COMMUNITIES INC.							
	77,883	46298	01-0000-2000-00771	DEPOSIT-SCHOUT COMMUNITIES SERVICING AGREEM	SCHOUT SECURITY RELEASE	\$187,602.32	
	77,883	46298	01-0000-0100-00100	BANK	SCHOUT SECURITY RELEASE	\$0.00	\$187,602.32
MINISTER OF FINANCE - EHT ***							
	77,884	46299	01-0000-2100-00720	EMPLOYER HEALTH TAX (13135)	EHT JAN PREMIUM	\$7,279.80	
	77,884	46299	01-0000-0100-00100	BANK	EHT JAN PREMIUM	\$0.00	\$7,279.80
A & M TRUCK PARTS LTD.							
	77,955	46300	01-4500-4230-46386	938603 T6-00 VOLVO D TRUCK	TRUCK #6 PARTS	\$198.43	
	77,955	46300	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	TRUCK #6 PARTS	\$21.92	
	77,955	46300	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	TRUCK #6 PARTS	\$0.00	\$220.35
ACAPULCO ***							
	78,009	46301	01-5100-4100-41710	CHEMICALS	VPCC POOL CHLORINE,BICARB	\$1,615.88	
	78,009	46301	01-0000-0200-00325	HST RECEIVABLE100%	VPCC POOL CHLORINE,BICARB	\$210.07	
	78,009	46301	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	VPCC POOL CHLORINE,BICARB	\$0.00	\$1,825.95
AMPROELECTRIC LTD.							
	77,915	46302	01-5100-4100-41530	EQUIP REPAIRS & MAINT	REBUILD PUMP	\$2,986.00	
	77,915	46302	01-0000-0200-00325	HST RECEIVABLE100%	REBUILD PUMP	\$388.18	
	77,915	46302	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	REBUILD PUMP	\$0.00	\$3,374.18
ATFOCUS INC.							
	77,927	46303	01-0900-4000-40880	CONSULTING FEES	JAN CONSULTING FEE-STRATEGIC	\$1,307.62	
	77,927	46303	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	JAN CONSULTING FEE-STRATEGIC	\$144.43	
	77,927	46303	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	JAN CONSULTING FEE-STRATEGIC	\$0.00	\$1,452.05
EMPLOYEE REIMBURSEMENT							
	78,057	46304	01-5000-6020-40620	MILEAGE	KILOMETRAGE-ATKINSON	\$82.19	
	78,057	46304	01-0000-0200-00325	HST RECEIVABLE100%	KILOMETRAGE-ATKINSON	\$10.69	
	78,057	46304	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	KILOMETRAGE-ATKINSON	\$0.00	\$92.88
BATTLEFIELD EQUIPMENT RENTALS							
	77,980	46305	01-5000-6020-41530	EQUIPMENT REPAIRS & MAINTENANCE	REPAIR+INSPECT UPRIGHT LIFT	\$888.42	
	77,980	46305	01-5200-4100-41530	EQUIP REPAIRS & MAINT	REPAIR+INSPECT UPRIGHT LIFT	\$888.42	
	77,980	46305	01-5100-4100-41530	EQUIP REPAIRS & MAINT	REPAIR+INSPECT UPRIGHT LIFT	\$888.41	
	77,980	46305	01-5000-6050-41530	EQUIP REPAIRS & MAINT	REPAIR+INSPECT UPRIGHT LIFT	\$888.41	
	77,980	46305	01-0000-0200-00325	HST RECEIVABLE100%	REPAIR+INSPECT UPRIGHT LIFT	\$115.49	
	77,980	46305	01-0000-0200-00325	HST RECEIVABLE100%	REPAIR+INSPECT UPRIGHT LIFT	\$115.49	
	77,980	46305	01-0000-0200-00325	HST RECEIVABLE100%	REPAIR+INSPECT UPRIGHT LIFT	\$115.50	
	77,980	46305	01-0000-0200-00325	HST RECEIVABLE100%	REPAIR+INSPECT UPRIGHT LIFT	\$115.50	
	77,980	46305	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	REPAIR+INSPECT UPRIGHT LIFT	\$0.00	\$4,015.64
BELL CANADA ***							
	78,032	46306	01-1000-4000-40220	TELEPHONE	PHONE FEB 2016	\$651.10	

Town of Ingersoll
 Monthly Cheque Disbursements
 February 2016

PURCHASED FROM VENDORS LOCATED IN INGERSOLL \$48,416.82

<u>VENDOR NAME</u>	<u>VOUCHER #</u>	<u>CHEQUE #</u>	<u>ACCOUNT</u>	<u>ACCOUNT DESCRIPTION</u>	<u>TRANSACTION DESCRIPTION</u>	<u>DEBITS</u>	<u>CREDITS</u>
	78,032	46306	01-2000-4025-40220	TELEPHONE	PHONE FEB 2016	\$141.54	
	78,032	46306	01-1001-4000-40220	TELEPHONE	PHONE FEB 2016	\$68.82	
	78,032	46306	01-1001-4000-40220	TELEPHONE	PHONE FEB 2016	\$59.56	
	78,032	46306	01-1002-4000-40220	TELEPHONE	PHONE FEB 2016	\$204.44	
	78,032	46306	01-3000-4000-40220	TELEPHONE	PHONE FEB 2016	\$220.22	
	78,032	46306	01-4500-4000-40220	TELEPHONE	PHONE FEB 2016	\$225.16	
	78,032	46306	01-5000-6020-40220	TELEPHONE	PHONE FEB 2016	\$176.70	
	78,032	46306	01-5000-6050-40220	TELEPHONE	PHONE FEB 2016	\$70.15	
	78,032	46306	01-5100-4000-40220	TELEPHONE	PHONE FEB 2016	\$613.86	
	78,032	46306	01-5100-4000-40220	TELEPHONE	PHONE FEB 2016	\$190.30	
	78,032	46306	01-5200-6090-40220	TELEPHONE	PHONE FEB 2016	\$443.14	
	78,032	46306	01-6200-4000-40220	TELEPHONE	PHONE FEB 2016	\$52.93	
	78,032	46306	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	PHONE FEB 2016	\$173.50	
	78,032	46306	01-0000-0200-00325	HST RECEIVABLE100%	PHONE FEB 2016	\$201.09	
	78,032	46306	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	PHONE FEB 2016	\$0.00	\$3,492.51
BIG BROTHERS, BIG SISTERS							
	78,035	46307	01-1000-4000-41130	GRANTS TO VOLUNTEER ORGANIZATIONS	GRANT APPROVED 2016	\$5,000.00	
	78,035	46307	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	GRANT APPROVED 2016	\$0.00	\$5,000.00
K. BLAIR SAFETY CONSULTING INC							
	78,025	46308	01-4500-4000-40630	STAFF TRAINING	FORKLIFT TRAINING-P REINTJES	\$91.58	
	78,025	46308	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	FORKLIFT TRAINING-P REINTJES	\$10.12	
	78,025	46308	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	FORKLIFT TRAINING-P REINTJES	\$0.00	\$101.70
BLOCK PARENTS							
	78,039	46309	01-1000-4000-41130	GRANTS TO VOLUNTEER ORGANIZATIONS	GRANT APPROVED 2016	\$1,000.00	
	78,039	46309	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	GRANT APPROVED 2016	\$0.00	\$1,000.00
BRAGG, JEFF							
	77,968	46310	01-2000-4025-41750	LOT SNOW REMOVAL & SANDING	JAN SNOW REMOVAL	\$169.59	
	77,968	46310	01-2000-4015-41750	LOT SNOW REMOVAL & SANDING	JAN SNOW REMOVAL	\$166.66	
	77,968	46310	01-2000-4035-41750	LOT SNOW REMOVAL & SANDING--DOWNTOWN GAZEBO	JAN SNOW REMOVAL	\$169.61	
	77,968	46310	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	JAN SNOW REMOVAL	\$18.74	
	77,968	46310	01-0000-0200-00325	HST RECEIVABLE100%	JAN SNOW REMOVAL	\$21.67	
	77,968	46310	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	JAN SNOW REMOVAL	\$18.73	
	77,968	46310	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	JAN SNOW REMOVAL	\$0.00	\$565.00
EMPLOYEE REIMBURSEMENT							
	78,130	46311	01-4000-4000-40290	UNIFORMS & CLOTHING	WORK CLORHING+BOOTS-BUCHOLTZ	\$137.37	
	78,130	46311	01-4000-4000-40290	UNIFORMS & CLOTHING	WORK CLORHING+BOOTS-BUCHOLTZ	\$147.51	
	78,130	46311	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	WORK CLORHING+BOOTS-BUCHOLTZ	\$15.17	
	78,130	46311	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	WORK CLORHING+BOOTS-BUCHOLTZ	\$16.30	
	78,130	46311	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	WORK CLORHING+BOOTS-BUCHOLTZ	\$0.00	\$316.35
CAMPBELL'S							
	77,916	46312	01-0100-4000-40200	OFFICE SUPPLIES	PENS	\$29.18	
	77,916	46312	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	PENS	\$3.23	
	77,916	46312	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	PENS	\$0.00	\$32.41
	77,991	46312	01-5200-6090-40200	OFFICE SUPPLIES	FUSION STATIONARIES	\$45.43	

Town of Ingersoll
 Monthly Cheque Disbursements
 February 2016

PURCHASED FROM VENDORS LOCATED IN INGERSOLL \$48,416.82

<u>VENDOR NAME</u>			<u>ACCOUNT DESCRIPTION</u>	<u>TRANSACTION DESCRIPTION</u>	<u>DEBITS</u>	<u>CREDITS</u>
<u>VOUCHER #</u>	<u>CHEQUE #</u>	<u>ACCOUNT</u>				
77,991	46312	01-0000-0200-00325	HST RECEIVABLE100%	FUSION STATIONARIES	\$5.91	
77,991	46312	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	FUSION STATIONARIES	\$0.00	\$51.34
77,992	46312	01-5200-6090-40200	OFFICE SUPPLIES	FUSION STATIONARIES	\$6.49	
77,992	46312	01-0000-0200-00325	HST RECEIVABLE100%	FUSION STATIONARIES	\$0.84	
77,992	46312	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	FUSION STATIONARIES	\$0.00	\$7.33
CANADIAN NATIONAL RAILWAYS						
77,923	46313	01-4500-4161-80000	MATERIALS-SAFETY DEVICES, RR CROSSING	JAN SERVICE	\$776.25	
77,923	46313	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	JAN SERVICE	\$0.00	\$776.25
CANADIAN TIRE ASSOCIATE STORE						
78,074	46314	01-5000-6020-41530	EQUIPMENT REPAIRS & MAINTENANCE	OIL CHANGE	\$43.32	
78,074	46314	01-0000-0200-00325	HST RECEIVABLE100%	OIL CHANGE	\$5.63	
78,074	46314	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	OIL CHANGE	\$0.00	\$48.95
78,075	46314	01-5000-6050-41700	BLDG REPAIRS AND MAINT	RV ANTI FREEZE	\$35.94	
78,075	46314	01-0000-0200-00325	HST RECEIVABLE100%	RV ANTI FREEZE	\$4.67	
78,075	46314	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	RV ANTI FREEZE	\$0.00	\$40.61
78,076	46314	01-5000-6020-41700	BLDG REPAIRS & MAINT	ICE SALT	\$6.29	
78,076	46314	01-0000-0200-00325	HST RECEIVABLE100%	ICE SALT	\$0.82	
78,076	46314	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	ICE SALT	\$0.00	\$7.11
78,077	46314	01-5000-6050-41530	EQUIP REPAIRS & MAINT	PULL CORD	\$3.69	
78,077	46314	01-0000-0200-00325	HST RECEIVABLE100%	PULL CORD	\$0.48	
78,077	46314	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	PULL CORD	\$0.00	\$4.17
78,078	46314	01-5000-6050-41700	BLDG REPAIRS AND MAINT	CLAMPS	\$39.98	
78,078	46314	01-0000-0200-00325	HST RECEIVABLE100%	CLAMPS	\$5.20	
78,078	46314	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	CLAMPS	\$0.00	\$45.18
78,079	46314	01-5000-6050-41700	BLDG REPAIRS AND MAINT	MINI TORCH	\$19.99	
78,079	46314	01-0000-0200-00325	HST RECEIVABLE100%	MINI TORCH	\$2.60	
78,079	46314	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	MINI TORCH	\$0.00	\$22.59
78,080	46314	01-4500-4000-41650	SMALL TOOLS & SAFETY EQUIP	SNOW BRUSH	\$20.34	
78,080	46314	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	SNOW BRUSH	\$2.25	
78,080	46314	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	SNOW BRUSH	\$0.00	\$22.59
78,081	46314	01-5000-6050-41700	BLDG REPAIRS AND MAINT	HOSE REEL	\$103.99	
78,081	46314	01-0000-0200-00325	HST RECEIVABLE100%	HOSE REEL	\$13.52	
78,081	46314	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	HOSE REEL	\$0.00	\$117.51
78,082	46314	01-5000-6050-41700	BLDG REPAIRS AND MAINT	HOSES	\$107.92	
78,082	46314	01-0000-0200-00325	HST RECEIVABLE100%	HOSES	\$14.03	
78,082	46314	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	HOSES	\$0.00	\$121.95
78,083	46314	01-5000-6020-41700	BLDG REPAIRS & MAINT	SHOWER ROD, CURTAINS	\$36.98	
78,083	46314	01-0000-0200-00325	HST RECEIVABLE100%	SHOWER ROD, CURTAINS	\$4.81	
78,083	46314	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	SHOWER ROD, CURTAINS	\$0.00	\$41.79
78,084	46314	01-5000-6050-41700	BLDG REPAIRS AND MAINT	STOP LEAK,GORILLA TAPE	\$20.68	
78,084	46314	01-0000-0200-00325	HST RECEIVABLE100%	STOP LEAK,GORILLA TAPE	\$2.69	
78,084	46314	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	STOP LEAK,GORILLA TAPE	\$0.00	\$23.37
CANSEL - TORONTO*****						
78,016	46315	01-4000-4000-40220	TELEPHONE	GPS SURVEY RENTAL	\$264.58	

Town of Ingersoll
 Monthly Cheque Disbursements
 February 2016

PURCHASED FROM VENDORS LOCATED IN INGERSOLL \$48,416.82

<u>VENDOR NAME</u>	<u>VOUCHER #</u>	<u>CHEQUE #</u>	<u>ACCOUNT</u>	<u>ACCOUNT DESCRIPTION</u>	<u>TRANSACTION DESCRIPTION</u>	<u>DEBITS</u>	<u>CREDITS</u>
	78,016	46315	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	GPS SURVEY RENTAL	\$29.22	
	78,016	46315	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	GPS SURVEY RENTAL	\$0.00	\$293.80
CANTERBURY FOLK FESTIVAL							
	78,034	46316	01-1000-4000-41130	GRANTS TO VOLUNTEER ORGANIZATIONS	GRANT APPROVED 2016	\$13,000.00	
	78,034	46316	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	GRANT APPROVED 2016	\$0.00	\$13,000.00
CHECKERS CLEANING SUPPLY							
	78,124	46317	01-5000-6020-40210	JANITORIAL SUPPLIES	FLOOR CLEANER	\$150.88	
	78,124	46317	01-0000-0200-00325	HST RECEIVABLE100%	FLOOR CLEANER	\$19.61	
	78,124	46317	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	FLOOR CLEANER	\$0.00	\$170.49
CHUBB SECURITY SYSTEMS							
	78,014	46318	01-2000-4025-41550	MAINTENANCE CONTRACTS	FEB-APR ALARM MAINT	\$117.41	
	78,014	46318	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	FEB-APR ALARM MAINT	\$12.97	
	78,014	46318	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	FEB-APR ALARM MAINT	\$0.00	\$130.38
	78,015	46318	01-2000-4025-41550	MAINTENANCE CONTRACTS	NOV'15-JAN'16 ALARM SERVICE	\$117.41	
	78,015	46318	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	NOV'15-JAN'16 ALARM SERVICE	\$12.97	
	78,015	46318	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	NOV'15-JAN'16 ALARM SERVICE	\$0.00	\$130.38
COMMISSIONAIRES							
	77,892	46319	01-1000-4240-41505	PARKING ENFORCEMENT CONTRACT	TRAFFIC ENFORCE 1/03-1/16	\$751.80	
	77,892	46319	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	TRAFFIC ENFORCE 1/03-1/16	\$83.04	
	77,892	46319	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	TRAFFIC ENFORCE 1/03-1/16	\$0.00	\$834.84
CONNECTIONS MUSIC THERAPY							
	77,978	46320	01-5200-6195-41037	BUSINESS INCUBATOR INCENTIVES	SURESTAR BURSARY-J DICKIE	\$1,000.00	
	77,978	46320	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	SURESTAR BURSARY-J DICKIE	\$0.00	\$1,000.00
CORE-MARK INTERNATIONAL, INC.							
	78,117	46321	01-5000-6020-40430	CANTEEN SUPPLIES	CANDY,CHOCOLATE BARS,FRIES	\$478.78	
	78,117	46321	01-0000-0200-00325	HST RECEIVABLE100%	CANDY,CHOCOLATE BARS,FRIES	\$34.32	
	78,117	46321	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	CANDY,CHOCOLATE BARS,FRIES	\$0.00	\$513.10
CRONIN, KENNETH							
	77,973	46322	01-5100-6070-01295	CORPORATE ADULT MEMBERSHIPS	MEMBERSHIP REFUND	\$78.50	
	77,973	46322	01-0000-0200-00325	HST RECEIVABLE100%	MEMBERSHIP REFUND	\$10.20	
	77,973	46322	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	MEMBERSHIP REFUND	\$0.00	\$88.70
CULLIGAN							
	78,027	46323	01-0100-4000-41020	PROMOTION & MEALS	JAN WATER ON COOLERS	\$76.57	
	78,027	46323	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	JAN WATER ON COOLERS	\$0.29	
	78,027	46323	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	JAN WATER ON COOLERS	\$0.00	\$76.86
DIRECTOR OF FAMILY RESPONSIBIL							
	78,126	46324	01-0000-2100-00718	FAMILY SERVICES	FEB FAMILY SUPPORT CASE1005697	\$2,255.92	
	78,126	46324	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	FEB FAMILY SUPPORT CASE1005697	\$0.00	\$2,255.92
	78,127	46324	01-0000-2100-00718	FAMILY SERVICES	FEB FAMILY SUPPORT CASE648113	\$192.00	
	78,127	46324	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	FEB FAMILY SUPPORT CASE648113	\$0.00	\$192.00
EMPLOYEE REIMBURSEMENT							
	77,984	46325	01-5100-6090-40620	MILEAGE	KILOMETRAGE-C DYKXHOORN	\$26.76	
	77,984	46325	01-0000-0200-00325	HST RECEIVABLE100%	KILOMETRAGE-C DYKXHOORN	\$3.48	
	77,984	46325	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	KILOMETRAGE-C DYKXHOORN	\$0.00	\$30.24

Town of Ingersoll
 Monthly Cheque Disbursements
 February 2016

PURCHASED FROM VENDORS LOCATED IN INGERSOLL \$48,416.82

<u>VENDOR NAME</u>	<u>VOUCHER #</u>	<u>CHEQUE #</u>	<u>ACCOUNT</u>	<u>ACCOUNT DESCRIPTION</u>	<u>TRANSACTION DESCRIPTION</u>	<u>DEBITS</u>	<u>CREDITS</u>
EASY WAY CLEANING PRODUCTS LIM							
	78,019	46326	01-2000-4025-40210	JANITORIAL SUPPLIES	TOWN HALL JANITORIAL SUPPLIES	\$127.27	
	78,019	46326	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	TOWN HALL JANITORIAL SUPPLIES	\$14.06	
	78,019	46326	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	TOWN HALL JANITORIAL SUPPLIES	\$0.00	\$141.33
EDPRO ENERGY GROUP INC ***							
	77,900	46327	01-5000-6020-41590	EQUIPMENT FUEL	PROPANE	\$35.96	
	77,900	46327	01-0000-0200-00325	HST RECEIVABLE100%	PROPANE	\$4.67	
	77,900	46327	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	PROPANE	\$0.00	\$40.63
	77,901	46327	01-5000-6020-41590	EQUIPMENT FUEL	PROPANE	\$53.13	
	77,901	46327	01-0000-0200-00325	HST RECEIVABLE100%	PROPANE	\$6.91	
	77,901	46327	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	PROPANE	\$0.00	\$60.04
	77,902	46327	01-5000-6020-41590	EQUIPMENT FUEL	PROPANE	\$72.64	
	77,902	46327	01-0000-0200-00325	HST RECEIVABLE100%	PROPANE	\$9.44	
	77,902	46327	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	PROPANE	\$0.00	\$82.08
	77,903	46327	01-5000-6020-41590	EQUIPMENT FUEL	PROPANE	\$70.24	
	77,903	46327	01-0000-0200-00325	HST RECEIVABLE100%	PROPANE	\$9.13	
	77,903	46327	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	PROPANE	\$0.00	\$79.37
ERTH HOLDINGS INC.							
	77,887	46328	01-4000-4400-41530	EQUIPMENT REPAIRS & MAINT	ST LIT MAINT-JAN 2016	\$1,868.95	
	77,887	46328	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	ST LIT MAINT-JAN 2016	\$206.43	
	77,887	46328	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	ST LIT MAINT-JAN 2016	\$0.00	\$2,075.38
FASTENAL CANADA ***							
	77,918	46329	01-4500-4000-41650	SMALL TOOLS & SAFETY EQUIP	PW TOOLS	\$71.08	
	77,918	46329	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	PW TOOLS	\$7.85	
	77,918	46329	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	PW TOOLS	\$0.00	\$78.93
	77,921	46329	01-4500-4150-80000	MATERIALS-WINTER CONTROL, PLOWING, SANDING,	PLOW PARTS	\$272.47	
	77,921	46329	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	PLOW PARTS	\$30.10	
	77,921	46329	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	PLOW PARTS	\$0.00	\$302.57
	77,922	46329	01-4500-4230-46397	939700 SIDEWALK TRACTOR	PARTS FOR TRACTOR	\$19.79	
	77,922	46329	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	PARTS FOR TRACTOR	\$2.19	
	77,922	46329	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	PARTS FOR TRACTOR	\$0.00	\$21.98
	77,942	46329	01-4500-4150-80000	MATERIALS-WINTER CONTROL, PLOWING, SANDING,	SUPPLIES	\$23.05	
	77,942	46329	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	SUPPLIES	\$2.54	
	77,942	46329	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	SUPPLIES	\$0.00	\$25.59
	78,011	46329	01-4500-4160-80000	MATERIALS-SAFETY DEVICES, SIGNS, GUIDE RAIL	LATCH KIT	\$111.59	
	78,011	46329	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	LATCH KIT	\$12.33	
	78,011	46329	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	LATCH KIT	\$0.00	\$123.92
	78,020	46329	01-4500-4000-41650	SMALL TOOLS & SAFETY EQUIP	PUBLIC WORK SUPPLIES	\$78.54	
	78,020	46329	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	PUBLIC WORK SUPPLIES	\$8.67	
	78,020	46329	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	PUBLIC WORK SUPPLIES	\$0.00	\$87.21
FLORAL OCCASIONS ***							
	78,030	46330	01-1000-4000-41160	HONOURS & AWARDS	SYMPATHY FLOWERS	\$45.03	
	78,030	46330	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	SYMPATHY FLOWERS	\$4.97	
	78,030	46330	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	SYMPATHY FLOWERS	\$0.00	\$50.00

Town of Ingersoll
 Monthly Cheque Disbursements
 February 2016

PURCHASED FROM VENDORS LOCATED IN INGERSOLL \$48,416.82

<u>VENDOR NAME</u>	<u>VOUCHER #</u>	<u>CHEQUE #</u>	<u>ACCOUNT</u>	<u>ACCOUNT DESCRIPTION</u>	<u>TRANSACTION DESCRIPTION</u>	<u>DEBITS</u>	<u>CREDITS</u>
FORTESE CONCRETE LIMITED							
	76,387	46331	10-0000-3259-80000	MATERIALS-BRIDGE HENDERSON @ CATHERINE	CONCRETE FOR CATHERINE ST.	\$13,679.66	
	76,387	46331	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	CONCRETE FOR CATHERINE ST.	\$1,510.98	
	76,387	46331	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	CONCRETE FOR CATHERINE ST.	\$0.00	\$15,190.64
GOLDEN TRIANGLE HUMAN RESOURCE							
	78,000	46332	01-1000-4000-40630	STAFF TRAINING	2016 HR MEMBERSHIP	\$25.00	
	78,000	46332	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	2016 HR MEMBERSHIP	\$0.00	\$25.00
GRA - HAM ENERGY							
	77,936	46333	01-4500-4230-41420	FUEL- GASOLINE	REGULAR GAS	\$264.52	
	77,936	46333	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	REGULAR GAS	\$29.22	
	77,936	46333	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	REGULAR GAS	\$0.00	\$293.74
	77,937	46333	01-4500-4230-41460	DIESEL FUEL CLRED - UNLIC VEH	COLORED DIESEL	\$536.73	
	77,937	46333	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	COLORED DIESEL	\$59.29	
	77,937	46333	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	COLORED DIESEL	\$0.00	\$596.02
	77,938	46333	01-4500-4230-41440	DIESEL FUEL CLR - LIC VEH	CLEAR DIESEL	\$1,645.79	
	77,938	46333	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	CLEAR DIESEL	\$181.78	
	77,938	46333	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	CLEAR DIESEL	\$0.00	\$1,827.57
	77,986	46333	01-5000-6050-41470	VEHICLE FUEL	FUEL	\$80.51	
	77,986	46333	01-0000-0200-00325	HST RECEIVABLE100%	FUEL	\$10.47	
	77,986	46333	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	FUEL	\$0.00	\$90.98
	78,021	46333	01-4500-4230-41460	DIESEL FUEL CLRED - UNLIC VEH	COLORED DIESEL	\$308.43	
	78,021	46333	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	COLORED DIESEL	\$34.07	
	78,021	46333	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	COLORED DIESEL	\$0.00	\$342.50
	78,022	46333	01-4500-4230-41440	DIESEL FUEL CLR - LIC VEH	CLEAR DIESEL	\$1,167.98	
	78,022	46333	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	CLEAR DIESEL	\$129.01	
	78,022	46333	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	CLEAR DIESEL	\$0.00	\$1,296.99
	78,023	46333	01-4500-4230-41420	FUEL- GASOLINE	REGULAR GAS	\$488.96	
	78,023	46333	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	REGULAR GAS	\$54.01	
	78,023	46333	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	REGULAR GAS	\$0.00	\$542.97
	78,054	46333	01-5000-6050-41470	VEHICLE FUEL	FUEL	\$129.50	
	78,054	46333	01-0000-0200-00325	HST RECEIVABLE100%	FUEL	\$16.84	
	78,054	46333	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	FUEL	\$0.00	\$146.34
HILLSIDE KENNELS							
	77,982	46334	01-3600-4000-41560	CONTRACTS	JAN ANIMAL CONTROL	\$1,282.18	
	77,982	46334	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	JAN ANIMAL CONTROL	\$141.62	
	77,982	46334	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	JAN ANIMAL CONTROL	\$0.00	\$1,423.80
HOT,COLD & FREEZING							
	77,890	46335	01-3200-4000-41550	MAINTENANCE CONTRACTS	OPP AIR QUALITY TEST	\$122.11	
	77,890	46335	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	OPP AIR QUALITY TEST	\$13.49	
	77,890	46335	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	OPP AIR QUALITY TEST	\$0.00	\$135.60
	77,905	46335	01-5000-6020-41530	EQUIPMENT REPAIRS & MAINTENANCE	ARENA CIRCULATING PUMP REPAIR	\$616.74	
	77,905	46335	01-0000-0200-00325	HST RECEIVABLE100%	ARENA CIRCULATING PUMP REPAIR	\$80.18	
	77,905	46335	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	ARENA CIRCULATING PUMP REPAIR	\$0.00	\$696.92
	77,979	46335	01-5100-4100-41530	EQUIP REPAIRS & MAINT	VPCC HEATER REPAIR	\$914.83	

Town of Ingersoll
 Monthly Cheque Disbursements
 February 2016

PURCHASED FROM VENDORS LOCATED IN INGERSOLL \$48,416.82

<u>VENDOR NAME</u>						
<u>VOUCHER #</u>	<u>CHEQUE #</u>	<u>ACCOUNT</u>	<u>ACCOUNT DESCRIPTION</u>	<u>TRANSACTION DESCRIPTION</u>	<u>DEBITS</u>	<u>CREDITS</u>
	77,979	46335 01-0000-0200-00325	HST RECEIVABLE100%	VPCC HEATER REPAIR	\$118.93	
	77,979	46335 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	VPCC HEATER REPAIR	\$0.00	\$1,033.76
	78,121	46335 01-5000-6020-41530	EQUIPMENT REPAIRS & MAINTENANCE	REPAIR UPPER GYM HEATING UNIT	\$180.00	
	78,121	46335 01-0000-0200-00325	HST RECEIVABLE100%	REPAIR UPPER GYM HEATING UNIT	\$23.40	
	78,121	46335 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	REPAIR UPPER GYM HEATING UNIT	\$0.00	\$203.40
HUNTER STEEL SALES						
	77,943	46336 01-4500-4160-80000	MATERIALS-SAFETY DEVICES, SIGNS, GUIDE RAIL	METAL TUBING	\$303.38	
	77,943	46336 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	METAL TUBING	\$33.51	
	77,943	46336 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	METAL TUBING	\$0.00	\$336.89
	77,944	46336 01-4500-4150-80000	MATERIALS-WINTER CONTROL, PLOWING, SANDING,	METAL TUBING	\$211.66	
	77,944	46336 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	METAL TUBING	\$23.38	
	77,944	46336 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	METAL TUBING	\$0.00	\$235.04
HURON TRACTOR LTD						
	78,056	46337 01-5000-6050-41530	EQUIP REPAIRS & MAINT	RIDING MOWER SERVICE	\$936.17	
	78,056	46337 01-0000-0200-00325	HST RECEIVABLE100%	RIDING MOWER SERVICE	\$121.72	
	78,056	46337 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	RIDING MOWER SERVICE	\$0.00	\$1,057.89
IMPERIAL COFFEE & SERVICES INC						
	78,031	46338 01-0100-4000-41020	PROMOTION & MEALS	COFFEE PACKETS	\$40.02	
	78,031	46338 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	COFFEE PACKETS	\$0.44	
	78,031	46338 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	COFFEE PACKETS	\$0.00	\$40.46
INFORMATION NETWORK SYSTEMS						
	77,989	46339 01-1300-4000-41530	EQUIP REPAIRS & MAINT	FOLDING MACHINE MAINT.	\$127.20	
	77,989	46339 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	FOLDING MACHINE MAINT.	\$14.05	
	77,989	46339 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	FOLDING MACHINE MAINT.	\$0.00	\$141.25
INGERSOLL GLASS & MIRROR ***						
	77,910	46340 01-5000-6020-41700	BLDG REPAIRS & MAINT	ARENA WINDOW GLASS REPLACE	\$202.50	
	77,910	46340 01-0000-0200-00325	HST RECEIVABLE100%	ARENA WINDOW GLASS REPLACE	\$26.33	
	77,910	46340 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	ARENA WINDOW GLASS REPLACE	\$0.00	\$228.83
	78,008	46340 01-5000-6040-41700	BLDG REPAIRS & MAINT	REPAIR FRONT DOOR	\$75.00	
	78,008	46340 01-0000-0200-00325	HST RECEIVABLE100%	REPAIR FRONT DOOR	\$9.75	
	78,008	46340 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	REPAIR FRONT DOOR	\$0.00	\$84.75
	78,013	46340 01-4500-4230-46393	939300 2011 CAT FRONT END LOADER	TRUCK#13 WINDOW GLASS REPLACE	\$533.53	
	78,013	46340 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	TRUCK#13 WINDOW GLASS REPLACE	\$58.93	
	78,013	46340 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	TRUCK#13 WINDOW GLASS REPLACE	\$0.00	\$592.46
INGERSOLL HOME CENTRE LTD						
	78,085	46341 01-5000-6050-41700	BLDG REPAIRS AND MAINT	SCREWS	\$45.98	
	78,085	46341 01-0000-0200-00325	HST RECEIVABLE100%	SCREWS	\$5.98	
	78,085	46341 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	SCREWS	\$0.00	\$51.96
	78,086	46341 01-5000-6050-41700	BLDG REPAIRS AND MAINT	RV ANTI FREEZE	\$40.47	
	78,086	46341 01-0000-0200-00325	HST RECEIVABLE100%	RV ANTI FREEZE	\$5.26	
	78,086	46341 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	RV ANTI FREEZE	\$0.00	\$45.73
	78,087	46341 01-5000-6050-41700	BLDG REPAIRS AND MAINT	ROPE	\$65.97	
	78,087	46341 01-0000-0200-00325	HST RECEIVABLE100%	ROPE	\$8.58	
	78,087	46341 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	ROPE	\$0.00	\$74.55

Town of Ingersoll
 Monthly Cheque Disbursements
 February 2016

PURCHASED FROM VENDORS LOCATED IN INGERSOLL \$48,416.82

<u>VENDOR NAME</u>	<u>VOUCHER #</u>	<u>CHEQUE #</u>	<u>ACCOUNT</u>	<u>ACCOUNT DESCRIPTION</u>	<u>TRANSACTION DESCRIPTION</u>	<u>DEBITS</u>	<u>CREDITS</u>
	78,088	46341	01-5000-6050-41700	BLDG REPAIRS AND MAINT	2 X 12 - 8'	\$19.92	
	78,088	46341	01-0000-0200-00325	HST RECEIVABLE100%	2 X 12 - 8'	\$2.59	
	78,088	46341	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	2 X 12 - 8'	\$0.00	\$22.51
	78,089	46341	01-5000-6050-41700	BLDG REPAIRS AND MAINT	HOSE CLAMPS,CONNECTOR	\$19.65	
	78,089	46341	01-0000-0200-00325	HST RECEIVABLE100%	HOSE CLAMPS,CONNECTOR	\$2.55	
	78,089	46341	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	HOSE CLAMPS,CONNECTOR	\$0.00	\$22.20
	78,090	46341	01-5200-4100-41700	BLDG REPAIRS AND MAINT	BATTERIES	\$17.49	
	78,090	46341	01-0000-0200-00325	HST RECEIVABLE100%	BATTERIES	\$2.27	
	78,090	46341	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	BATTERIES	\$0.00	\$19.76
	78,091	46341	01-5200-4100-41700	BLDG REPAIRS AND MAINT	HOLE DRILL+AERATOR	\$10.48	
	78,091	46341	01-0000-0200-00325	HST RECEIVABLE100%	HOLE DRILL+AERATOR	\$1.36	
	78,091	46341	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	HOLE DRILL+AERATOR	\$0.00	\$11.84
	78,092	46341	01-5200-6090-40420	PROGRAM SUPPLIES	FUSION SUPPLIES	\$37.48	
	78,092	46341	01-0000-0200-00325	HST RECEIVABLE100%	FUSION SUPPLIES	\$4.87	
	78,092	46341	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	FUSION SUPPLIES	\$0.00	\$42.35
	78,093	46341	01-5200-4100-41700	BLDG REPAIRS AND MAINT	SPONGES CLEANER	\$11.28	
	78,093	46341	01-0000-0200-00325	HST RECEIVABLE100%	SPONGES CLEANER	\$1.47	
	78,093	46341	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	SPONGES CLEANER	\$0.00	\$12.75
	78,094	46341	01-4500-4000-41650	SMALL TOOLS & SAFETY EQUIP	HAMMER HANDLE	\$30.50	
	78,094	46341	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	HAMMER HANDLE	\$3.37	
	78,094	46341	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	HAMMER HANDLE	\$0.00	\$33.87
	78,095	46341	01-4500-4150-80000	MATERIALS-WINTER CONTROL, PLOWING, SANDING,	MAIL BOX REPLACE	\$48.83	
	78,095	46341	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	MAIL BOX REPLACE	\$5.40	
	78,095	46341	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	MAIL BOX REPLACE	\$0.00	\$54.23
	78,096	46341	01-4500-4160-80000	MATERIALS-SAFETY DEVICES, SIGNS, GUIDE RAIL	SPRUCE STAKES	\$77.08	
	78,096	46341	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	SPRUCE STAKES	\$8.52	
	78,096	46341	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	SPRUCE STAKES	\$0.00	\$85.60
INGERSOLL PIPE BAND							
	78,040	46342	01-1000-4000-41130	GRANTS TO VOLUNTEER ORGANIZATIONS	GRANT APPROVED 2016	\$1,000.00	
	78,040	46342	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	GRANT APPROVED 2016	\$0.00	\$1,000.00
INGERSOLL PUBLIC LIBRARY ADV.C							
	78,037	46343	01-1000-4000-41130	GRANTS TO VOLUNTEER ORGANIZATIONS	GRANT APPROVED 2016	\$1,000.00	
	78,037	46343	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	GRANT APPROVED 2016	\$0.00	\$1,000.00
INGERSOLL RENT-ALL ***							
	77,956	46344	01-4500-4230-46431	VEHICLE MAINTENANCE	TAMPER PARTS	\$44.32	
	77,956	46344	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	TAMPER PARTS	\$4.89	
	77,956	46344	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	TAMPER PARTS	\$0.00	\$49.21
	77,957	46344	01-4500-4150-80000	MATERIALS-WINTER CONTROL, PLOWING, SANDING,	SKIDSTEER RENTAL 1/14	\$207.08	
	77,957	46344	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	SKIDSTEER RENTAL 1/14	\$22.87	
	77,957	46344	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	SKIDSTEER RENTAL 1/14	\$0.00	\$229.95
	77,958	46344	01-4500-4230-46409	940900 LAWN MOWER/WEED CUTTERS	SUPPLIES	\$147.31	
	77,958	46344	01-4500-4230-46410	941000 CONCRETE SAW	SUPPLIES	\$147.31	
	77,958	46344	01-4500-4230-46403	940300 ASPHALT ROLLER/HD TAMP	SUPPLIES	\$147.31	
	77,958	46344	01-4500-4230-46408	940800 CHAINSAWS	SUPPLIES	\$147.33	

Town of Ingersoll
 Monthly Cheque Disbursements
 February 2016

PURCHASED FROM VENDORS LOCATED IN INGERSOLL \$48,416.82

<u>VENDOR NAME</u>	<u>VOUCHER #</u>	<u>CHEQUE #</u>	<u>ACCOUNT</u>	<u>ACCOUNT DESCRIPTION</u>	<u>TRANSACTION DESCRIPTION</u>	<u>DEBITS</u>	<u>CREDITS</u>
	77,958	46344	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	SUPPLIES	\$16.27	
	77,958	46344	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	SUPPLIES	\$16.27	
	77,958	46344	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	SUPPLIES	\$16.27	
	77,958	46344	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	SUPPLIES	\$16.27	
	77,958	46344	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	SUPPLIES	\$0.00	\$654.34
INGERSOLL UPPER DECK							
	78,038	46345	01-1000-4000-41130	GRANTS TO VOLUNTEER ORGANIZATIONS	GRANT APPROVED 2016	\$7,000.00	
	78,038	46345	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	GRANT APPROVED 2016	\$0.00	\$7,000.00
INSIGHT CANADA							
	77,975	46346	01-5200-6170-40270	NEW EQUIPMENT	4 IMAC-FUSION COMPUTER LAB	\$8,936.79	
	77,975	46346	01-0000-0200-00325	HST RECEIVABLE100%	4 IMAC-FUSION COMPUTER LAB	\$1,161.78	
	77,975	46346	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	4 IMAC-FUSION COMPUTER LAB	\$0.00	\$10,098.57
J/E BEARING & MACHINE LTD.							
	77,924	46347	01-4500-5013-80000	MATERIALS - LEAF COLLECTION	LEAF MACHINE PARTS	\$259.36	
	77,924	46347	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	LEAF MACHINE PARTS	\$28.65	
	77,924	46347	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	LEAF MACHINE PARTS	\$0.00	\$288.01
JOE'S CARPENTRY INC.							
	78,059	46348	01-5200-6270-41500	CONTRACTED SERVICES	E-WASTE DEC 2015	\$516.20	
	78,059	46348	01-0000-0200-00325	HST RECEIVABLE100%	E-WASTE DEC 2015	\$67.08	
	78,059	46348	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	E-WASTE DEC 2015	\$0.00	\$583.28
D.H. JUTZI LIMITED							
	77,906	46349	01-5000-6020-41550	MAINTENANCE CONTRACTS	ARENA MONTHLY WATER TREATMENT	\$375.00	
	77,906	46349	01-0000-0200-00325	HST RECEIVABLE100%	ARENA MONTHLY WATER TREATMENT	\$48.75	
	77,906	46349	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	ARENA MONTHLY WATER TREATMENT	\$0.00	\$423.75
KOFFEE KORNER INGERSOLL							
	77,996	46350	01-0100-4000-41020	PROMOTION & MEALS	COFFEE SUPPLIES	\$78.75	
	77,996	46350	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	COFFEE SUPPLIES	\$0.00	\$78.75
EMPLOYEE REIMBURSEMENT							
	77,939	46351	01-0900-4000-40880	CONSULTING FEES	EXP REIMBURSE-STRATEGIC PLAN	\$93.60	
	77,939	46351	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	EXP REIMBURSE-STRATEGIC PLAN	\$6.64	
	77,939	46351	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	EXP REIMBURSE-STRATEGIC PLAN	\$0.00	\$100.24
	77,940	46351	01-4000-4000-40620	MILEAGE	KILOMETRAGE-S LAWSON	\$294.69	
	77,940	46351	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	KILOMETRAGE-S LAWSON	\$32.55	
	77,940	46351	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	KILOMETRAGE-S LAWSON	\$0.00	\$327.24
LIFESAVING SOCIETY							
	78,120	46352	01-5100-6060-41450	LEADERSHIP	BRONZE STAR+NATIONAL LIFEGUARD	\$191.20	
	78,120	46352	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	BRONZE STAR+NATIONAL LIFEGUARD	\$0.00	\$191.20
LONDON CIVIC EMPLOY,LOCAL 107							
	78,128	46353	01-0000-2100-00707	CUPE 107 UNION DUES (12100)	FEB UNION DUES	\$1,404.54	
	78,128	46353	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	FEB UNION DUES	\$0.00	\$1,404.54
LWR AUTOMOTIVE							
	77,962	46354	01-4500-4230-46383	938300 T3-09 PETERBILT D TRUCK	TRUCK#3 PARTS	\$16.05	
	77,962	46354	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	TRUCK#3 PARTS	\$1.77	
	77,962	46354	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	TRUCK#3 PARTS	\$0.00	\$17.82

Town of Ingersoll
 Monthly Cheque Disbursements
 February 2016

PURCHASED FROM VENDORS LOCATED IN INGERSOLL \$48,416.82

<u>VENDOR NAME</u>	<u>VOUCHER #</u>	<u>CHEQUE #</u>	<u>ACCOUNT</u>	<u>ACCOUNT DESCRIPTION</u>	<u>TRANSACTION DESCRIPTION</u>	<u>DEBITS</u>	<u>CREDITS</u>
	77,963	46354	01-4500-4230-46383	938300 T3-09 PETERBILT D TRUCK	TRUCK#3 PIN	\$5.15	
	77,963	46354	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	TRUCK#3 PIN	\$0.57	
	77,963	46354	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	TRUCK#3 PIN	\$0.00	\$5.72
	77,964	46354	01-4500-4230-46384	938400 T4-02 STERLING D TRUCK	TRUCK#4 MECHANIC CREEPER	\$70.20	
	77,964	46354	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	TRUCK#4 MECHANIC CREEPER	\$7.76	
	77,964	46354	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	TRUCK#4 MECHANIC CREEPER	\$0.00	\$77.96
	77,965	46354	01-4500-4150-80000	MATERIALS-WINTER CONTROL, PLOWING, SANDING,	DIESEL EXHAUST FLUID	\$16.08	
	77,965	46354	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	DIESEL EXHAUST FLUID	\$1.77	
	77,965	46354	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	DIESEL EXHAUST FLUID	\$0.00	\$17.85
	77,966	46354	01-4500-4230-46387	938700 T7-08 DODGE 3500	TRUCK#7 BATTERY	\$147.12	
	77,966	46354	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	TRUCK#7 BATTERY	\$16.26	
	77,966	46354	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	TRUCK#7 BATTERY	\$0.00	\$163.38
	77,967	46354	01-4500-4230-46386	938603 T6-00 VOLVO D TRUCK	TRUCK#6 WIPERS	\$22.37	
	77,967	46354	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	TRUCK#6 WIPERS	\$2.47	
	77,967	46354	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	TRUCK#6 WIPERS	\$0.00	\$24.84
MAR-VER MACHINE & TOOL INC.							
	77,935	46355	01-4500-4230-46402	940200 LEAF MACHINE	LEAF MACHINE PARTS	\$305.28	
	77,935	46355	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	LEAF MACHINE PARTS	\$33.72	
	77,935	46355	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	LEAF MACHINE PARTS	\$0.00	\$339.00
MCKIM HARDWARE							
	78,097	46356	01-2000-4025-40210	JANITORIAL SUPPLIES	JANITORIAL SUPPLIES	\$14.53	
	78,097	46356	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	JANITORIAL SUPPLIES	\$1.61	
	78,097	46356	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	JANITORIAL SUPPLIES	\$0.00	\$16.14
	78,098	46356	01-2000-4025-41700	BLDG REPAIRS & MAINT	SCREW	\$0.26	
	78,098	46356	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	SCREW	\$0.03	
	78,098	46356	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	SCREW	\$0.00	\$0.29
	78,099	46356	01-4000-4000-41650	SMALL TOOLS & SAFETY EQUIP	HAMMER HANDLE	\$14.69	
	78,099	46356	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	HAMMER HANDLE	\$1.63	
	78,099	46356	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	HAMMER HANDLE	\$0.00	\$16.32
	78,100	46356	01-4000-4000-40200	OFFICE SUPPLIES	BATTERIES	\$12.96	
	78,100	46356	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	BATTERIES	\$1.44	
	78,100	46356	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	BATTERIES	\$0.00	\$14.40
	78,101	46356	01-3000-4000-41530	EQUIP REPAIRS & MAINTENANCE	FIRE HALL CHAINSAWS FUEL	\$46.66	
	78,101	46356	01-3000-4000-41700	BLDG REPAIRS & MAINTENANCE	FIRE HALL CHAINSAWS FUEL	\$9.13	
	78,101	46356	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	FIRE HALL CHAINSAWS FUEL	\$5.15	
	78,101	46356	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	FIRE HALL CHAINSAWS FUEL	\$1.01	
	78,101	46356	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	FIRE HALL CHAINSAWS FUEL	\$0.00	\$61.95
	78,102	46356	01-3000-4000-41510	VEHICLE REPAIRS & MAINTENANCE	FIRE HALL SUPPLIES	\$7.78	
	78,102	46356	01-3000-4000-40630	STAFF TRAINING	FIRE HALL SUPPLIES	\$6.21	
	78,102	46356	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	FIRE HALL SUPPLIES	\$0.86	
	78,102	46356	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	FIRE HALL SUPPLIES	\$0.69	
	78,102	46356	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	FIRE HALL SUPPLIES	\$0.00	\$15.54
	78,103	46356	01-6200-4100-41700	BLDG REPAIRS & MAINTENANCE	ICE MELT	\$7.05	
	78,103	46356	01-0000-0200-00325	HST RECEIVABLE100%	ICE MELT	\$0.92	

Town of Ingersoll
 Monthly Cheque Disbursements
 February 2016

PURCHASED FROM VENDORS LOCATED IN INGERSOLL

\$48,416.82

<u>VENDOR NAME</u>						
<u>VOUCHER #</u>	<u>CHEQUE #</u>	<u>ACCOUNT</u>	<u>ACCOUNT DESCRIPTION</u>	<u>TRANSACTION DESCRIPTION</u>	<u>DEBITS</u>	<u>CREDITS</u>
78,103	46356	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	ICE MELT	\$0.00	\$7.97
78,104	46356	01-6200-4100-41530	EQUIP REPAIRS & MAINTENANCE	MUSEUM VACUUM REPAIR	\$37.68	
78,104	46356	01-0000-0200-00325	HST RECEIVABLE100%	MUSEUM VACUUM REPAIR	\$4.90	
78,104	46356	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	MUSEUM VACUUM REPAIR	\$0.00	\$42.58
78,105	46356	01-4500-4160-80000	MATERIALS-SAFETY DEVICES, SIGNS, GUIDE RAIL	PARK BENCHES SUPPLIES	\$45.77	
78,105	46356	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	PARK BENCHES SUPPLIES	\$5.06	
78,105	46356	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	PARK BENCHES SUPPLIES	\$0.00	\$50.83
78,106	46356	01-4500-4160-80000	MATERIALS-SAFETY DEVICES, SIGNS, GUIDE RAIL	PAINT ROLLERS	\$41.94	
78,106	46356	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	PAINT ROLLERS	\$4.63	
78,106	46356	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	PAINT ROLLERS	\$0.00	\$46.57
78,107	46356	01-4500-4000-41650	SMALL TOOLS & SAFETY EQUIP	SMALL TOOLS	\$42.66	
78,107	46356	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	SMALL TOOLS	\$4.71	
78,107	46356	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	SMALL TOOLS	\$0.00	\$47.37
78,108	46356	01-5000-6020-41530	EQUIPMENT REPAIRS & MAINTENANCE	V-BELT	\$9.34	
78,108	46356	01-0000-0200-00325	HST RECEIVABLE100%	V-BELT	\$1.21	
78,108	46356	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	V-BELT	\$0.00	\$10.55
78,109	46356	01-5200-4100-41700	BLDG REPAIRS AND MAINT	PROGRAM SUPPLIES	\$9.68	
78,109	46356	01-5200-6090-40460	NUTRITION PURCHASES	PROGRAM SUPPLIES	\$32.37	
78,109	46356	01-0000-0200-00325	HST RECEIVABLE100%	PROGRAM SUPPLIES	\$1.26	
78,109	46356	01-0000-0200-00325	HST RECEIVABLE100%	PROGRAM SUPPLIES	\$4.21	
78,109	46356	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	PROGRAM SUPPLIES	\$0.00	\$47.52
78,110	46356	01-5200-4100-41700	BLDG REPAIRS AND MAINT	DE-ICER COMPOUND	\$13.72	
78,110	46356	01-0000-0200-00325	HST RECEIVABLE100%	DE-ICER COMPOUND	\$1.78	
78,110	46356	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	DE-ICER COMPOUND	\$0.00	\$15.50
78,111	46356	01-5100-4100-41710	CHEMICALS	ACID	\$88.32	
78,111	46356	01-0000-0200-00325	HST RECEIVABLE100%	ACID	\$11.48	
78,111	46356	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	ACID	\$0.00	\$99.80
MCNAIN COMMUNICATIONS						
77,897	46357	01-1002-4000-41530	EQUIPMENT REPAIRS & MAINTENANCE	IT PHONE COVER	\$71.22	
77,897	46357	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	IT PHONE COVER	\$7.87	
77,897	46357	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	IT PHONE COVER	\$0.00	\$79.09
MINISTRY OF FINANCE - M.T.O. *						
77,929	46358	01-1000-4240-01627	VIOLATIONS - M.O.T.	JAN COURT COST	\$140.25	
77,929	46358	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	JAN COURT COST	\$0.00	\$140.25
78,001	46358	01-1000-4240-01627	VIOLATIONS - M.O.T.	DEC COURT COST	\$57.75	
78,001	46358	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	DEC COURT COST	\$0.00	\$57.75
MINISTRY OF FINANCE (OPP)***						
77,928	46359	01-3200-4000-41070	R.I.D.E. EXPENSES	RIDE JAN 29	\$1,074.66	
77,928	46359	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	RIDE JAN 29	\$0.00	\$1,074.66
MINUTEMAN PRESS						
77,977	46360	01-5200-6195-41000	ADVERTISING	POSTCARDS-YOUTH ENTREPRENEUR	\$99.57	
77,977	46360	01-0000-0200-00325	HST RECEIVABLE100%	POSTCARDS-YOUTH ENTREPRENEUR	\$12.94	
77,977	46360	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	POSTCARDS-YOUTH ENTREPRENEUR	\$0.00	\$112.51
MISTER SAFETY SHOES (FORMERLY						

Town of Ingersoll
 Monthly Cheque Disbursements
 February 2016

PURCHASED FROM VENDORS LOCATED IN INGERSOLL \$48,416.82

<u>VENDOR NAME</u>	<u>VOUCHER #</u>	<u>CHEQUE #</u>	<u>ACCOUNT</u>	<u>ACCOUNT DESCRIPTION</u>	<u>TRANSACTION DESCRIPTION</u>	<u>DEBITS</u>	<u>CREDITS</u>
	78,055	46361	01-5000-6050-40290	UNIFORMS & CLOTHING	WORK BOOTS-B PYE	\$216.80	
	78,055	46361	01-0000-0200-00325	HST RECEIVABLE100%	WORK BOOTS-B PYE	\$28.18	
	78,055	46361	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	WORK BOOTS-B PYE	\$0.00	\$244.98
NITEHAWK SECURITY							
	78,006	46362	01-5000-6020-41530	EQUIPMENT REPAIRS & MAINTENANCE	REPLACE SECURITY CAMERA	\$304.00	
	78,006	46362	01-0000-0200-00325	HST RECEIVABLE100%	REPLACE SECURITY CAMERA	\$39.52	
	78,006	46362	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	REPLACE SECURITY CAMERA	\$0.00	\$343.52
O.A.P.S.B. ***							
	78,045	46363	01-3230-4000-40600	MEMBERSHIP FEES	ZONE 4 MEMBERSHIP	\$50.00	
	78,045	46363	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	ZONE 4 MEMBERSHIP	\$0.00	\$50.00
OLDE BAKERY CAFE							
	77,971	46364	01-5100-6060-40420	PROGRAM SUPPLIES	COOKIES-VPCC PIRATE'S COVE	\$108.00	
	77,971	46364	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	COOKIES-VPCC PIRATE'S COVE	\$0.00	\$108.00
	77,972	46364	01-5100-6060-40420	PROGRAM SUPPLIES	BIRTHDAY CAKE	\$16.00	
	77,972	46364	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	BIRTHDAY CAKE	\$0.00	\$16.00
	78,118	46364	01-5100-6060-40420	PROGRAM SUPPLIES	BIRTHDAY CAKE	\$16.00	
	78,118	46364	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	BIRTHDAY CAKE	\$0.00	\$16.00
	78,119	46364	01-5100-6060-40420	PROGRAM SUPPLIES	BIRTHDAY CAKE	\$16.00	
	78,119	46364	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	BIRTHDAY CAKE	\$0.00	\$16.00
OLDE TYME TAXI							
	78,028	46365	01-1001-4000-41560	CONTRACTS	JAN PARA TRANSIT	\$2,639.10	
	78,028	46365	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	JAN PARA TRANSIT	\$329.88	
	78,028	46365	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	JAN PARA TRANSIT	\$0.00	\$2,968.98
O.M.E.R.S. ***							
	78,125	46366	01-0000-2100-00704	OMERS (15000)	FEBRUARY OMERS	\$59,156.79	
	78,125	46366	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	FEBRUARY OMERS	\$0.00	\$59,156.79
ONTARIO GOOD ROADS ASSOCIAT **							
	78,026	46367	01-1000-4000-40600	MEMBERSHIP FEES	OGRA 2016 MEMBERSHIP	\$959.57	
	78,026	46367	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	OGRA 2016 MEMBERSHIP	\$105.99	
	78,026	46367	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	OGRA 2016 MEMBERSHIP	\$0.00	\$1,065.56
ONTARIO ONE CALL LTD.							
	77,959	46368	01-4000-5020-41500	CONTRACTED SERVICES	JAN ONE CALL FEES	\$29.66	
	77,959	46368	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	JAN ONE CALL FEES	\$3.28	
	77,959	46368	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	JAN ONE CALL FEES	\$0.00	\$32.94
OPERATION SHARING							
	78,036	46369	01-1000-4000-41130	GRANTS TO VOLUNTEER ORGANIZATIONS	GRANT APPROVED 2016	\$10,000.00	
	78,036	46369	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	GRANT APPROVED 2016	\$0.00	\$10,000.00
OXFORD COUNTY ***							
	78,002	46370	01-1000-4240-01626	VIOLATIONS - COURT	DEC COURT COST	\$21.00	
	78,002	46370	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	DEC COURT COST	\$0.00	\$21.00
	78,003	46370	01-1000-4240-01626	VIOLATIONS - COURT	JAN COURT COST	\$51.00	
	78,003	46370	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	JAN COURT COST	\$0.00	\$51.00
	78,042	46370	01-3000-4000-40630	STAFF TRAINING	2015 FIRE HALL DEFIB TRAINING	\$650.00	
	78,042	46370	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	2015 FIRE HALL DEFIB TRAINING	\$0.00	\$650.00

Town of Ingersoll
 Monthly Cheque Disbursements
 February 2016

PURCHASED FROM VENDORS LOCATED IN INGERSOLL \$48,416.82

<u>VENDOR NAME</u>							
<u>VOUCHER #</u>	<u>CHEQUE #</u>	<u>ACCOUNT</u>	<u>ACCOUNT DESCRIPTION</u>	<u>TRANSACTION DESCRIPTION</u>	<u>DEBITS</u>	<u>CREDITS</u>	
	78,115	46370 01-1000-4000-40820	PLANNING ACT EXPENSES	OP CONSOLIDATION SERVICE	\$130.25		
	78,115	46370 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	OP CONSOLIDATION SERVICE	\$14.39		
	78,115	46370 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	OP CONSOLIDATION SERVICE	\$0.00	\$144.64	
	78,116	46370 01-1000-4000-40820	PLANNING ACT EXPENSES	ZN CONSOLIDATION SERVICE	\$162.82		
	78,116	46370 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	ZN CONSOLIDATION SERVICE	\$17.98		
	78,116	46370 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	ZN CONSOLIDATION SERVICE	\$0.00	\$180.80	
OXFORD CTY ROAD SUPERVISOR AS							
	78,131	46371 01-4500-4000-40600	MEMBERSHIP FEES	2016 MEMBERSHIP-FLEMING+WITUIK	\$380.00		
	78,131	46371 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	2016 MEMBERSHIP-FLEMING+WITUIK	\$0.00	\$380.00	
OXFORD FEED SUPPLY LTD							
	77,919	46372 01-4500-4160-80000	MATERIALS-SAFETY DEVICES, SIGNS, GUIDE RAIL	USED FEED BAGS	\$5.09		
	77,919	46372 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	USED FEED BAGS	\$0.56		
	77,919	46372 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	USED FEED BAGS	\$0.00	\$5.65	
PARKSMART INC.							
	77,891	46373 01-1000-4240-41505	PARKING ENFORCEMENT CONTRACT	TRAFFIC ENFORCE JAN 2016	\$739.54		
	77,891	46373 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	TRAFFIC ENFORCE JAN 2016	\$81.69		
	77,891	46373 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	TRAFFIC ENFORCE JAN 2016	\$0.00	\$821.23	
P M HYDRAULICS ***							
	77,953	46374 01-4500-4230-46386	938603 T6-00 VOLVO D TRUCK	HOSE & FILTERS	\$228.31		
	77,953	46374 01-4500-4000-41650	SMALL TOOLS & SAFETY EQUIP	HOSE & FILTERS	\$40.30		
	77,953	46374 01-4500-4230-46386	938603 T6-00 VOLVO D TRUCK	HOSE & FILTERS	\$17.86		
	77,953	46374 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	HOSE & FILTERS	\$25.22		
	77,953	46374 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	HOSE & FILTERS	\$4.45		
	77,953	46374 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	HOSE & FILTERS	\$1.97		
	77,953	46374 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	HOSE & FILTERS	\$0.00	\$318.11	
	77,954	46374 01-4500-4230-46383	938300 T3-09 PETERBILT D TRUCK	TRUCK PARTS	\$654.30		
	77,954	46374 01-4500-4230-46385	938500 T5-07 INTERNATIONAL D TRUCK	TRUCK PARTS	\$60.32		
	77,954	46374 01-4500-4000-41650	SMALL TOOLS & SAFETY EQUIP	TRUCK PARTS	\$81.46		
	77,954	46374 01-4500-4230-46388	938800 T8-09 PETERBILT D TRUCK	TRUCK PARTS	\$40.22		
	77,954	46374 01-4500-4230-46386	938603 T6-00 VOLVO D TRUCK	TRUCK PARTS	\$161.47		
	77,954	46374 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	TRUCK PARTS	\$72.27		
	77,954	46374 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	TRUCK PARTS	\$6.67		
	77,954	46374 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	TRUCK PARTS	\$9.00		
	77,954	46374 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	TRUCK PARTS	\$4.44		
	77,954	46374 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	TRUCK PARTS	\$17.83		
	77,954	46374 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	TRUCK PARTS	\$0.00	\$1,107.98	
POW TECHNOLOGIES							
	78,024	46375 01-4500-4121-80000	MATERIALS-ROADSIDE MAINT, BRUSH, TREE TRIM,	FORKLIFT ATTACHMENT INSPECTION	\$549.50		
	78,024	46375 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	FORKLIFT ATTACHMENT INSPECTION	\$60.70		
	78,024	46375 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	FORKLIFT ATTACHMENT INSPECTION	\$0.00	\$610.20	
PRACTICA LTD							
	77,974	46376 01-5000-6050-40210	JANITORIAL SUPPLIES	PICKUP BAGS	\$217.97		
	77,974	46376 01-0000-0200-00325	HST RECEIVABLE 100%	PICKUP BAGS	\$28.34		
	77,974	46376 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	PICKUP BAGS	\$0.00	\$246.31	

Town of Ingersoll
 Monthly Cheque Disbursements
 February 2016

PURCHASED FROM VENDORS LOCATED IN INGERSOLL \$48,416.82

<u>VENDOR NAME</u>								
<u>VOUCHER #</u>	<u>CHEQUE #</u>	<u>ACCOUNT</u>	<u>ACCOUNT DESCRIPTION</u>	<u>TRANSACTION DESCRIPTION</u>	<u>DEBITS</u>	<u>CREDITS</u>		
PROGRESSIVE WASTE SOLUTIONS								
77,894	46377	01-3000-4100-41550	MAINTENANCE CONTRACTS	FIRE HALL GARBAGE PICKUP	\$157.73			
77,894	46377	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	FIRE HALL GARBAGE PICKUP	\$17.42			
77,894	46377	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	FIRE HALL GARBAGE PICKUP	\$0.00		\$175.15	
77,909	46377	01-5200-4100-41550	MAINTENANCE CONTRACTS	GARBAGE SERVICE JAN 2016	\$208.72			
77,909	46377	01-5000-6020-41550	MAINTENANCE CONTRACTS	GARBAGE SERVICE JAN 2016	\$241.69			
77,909	46377	01-5100-4100-41550	MAINTENANCE CONTRACTS	GARBAGE SERVICE JAN 2016	\$236.38			
77,909	46377	01-5000-6050-41550	MAINTENANCE CONTRACTS	GARBAGE SERVICE JAN 2016	\$236.38			
77,909	46377	01-5000-6040-41550	MAINTENANCE CONTRACTS	GARBAGE SERVICE JAN 2016	\$236.38			
77,909	46377	01-0000-0200-00325	HST RECEIVABLE100%	GARBAGE SERVICE JAN 2016	\$27.13			
77,909	46377	01-0000-0200-00325	HST RECEIVABLE100%	GARBAGE SERVICE JAN 2016	\$31.42			
77,909	46377	01-0000-0200-00325	HST RECEIVABLE100%	GARBAGE SERVICE JAN 2016	\$30.73			
77,909	46377	01-0000-0200-00325	HST RECEIVABLE100%	GARBAGE SERVICE JAN 2016	\$30.73			
77,909	46377	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	GARBAGE SERVICE JAN 2016	\$0.00		\$1,310.29	
PUROLATOR COURIER LTD								
77,999	46378	01-1000-4000-40240	COURIER CHARGES	NEOPOST CHQ COURIER FEES	\$12.49			
77,999	46378	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	NEOPOST CHQ COURIER FEES	\$1.38			
77,999	46378	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	NEOPOST CHQ COURIER FEES	\$0.00		\$13.87	
78,029	46378	01-1000-4000-40240	COURIER CHARGES	COURIER CHRGS	\$33.69			
78,029	46378	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	COURIER CHRGS	\$3.73			
78,029	46378	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	COURIER CHRGS	\$0.00		\$37.42	
REALTAX INC								
77,926	46379	01-0000-0090-99910	TAXES - CLEARING	FARM DEBT NOTICE	\$407.04			
77,926	46379	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	FARM DEBT NOTICE	\$44.96			
77,926	46379	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	FARM DEBT NOTICE	\$0.00		\$452.00	
REGIS AUTO PARTS								
77,888	46380	01-3000-4000-41510	VEHICLE REPAIRS & MAINTENANCE	STUD KIT+LIFT SUPPORT	\$17.28			
77,888	46380	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	STUD KIT+LIFT SUPPORT	\$1.91			
77,888	46380	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	STUD KIT+LIFT SUPPORT	\$0.00		\$19.19	
77,946	46380	01-4500-4230-46402	940200 LEAF MACHINE	LEAF MACHINE PARTS	\$237.63			
77,946	46380	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	LEAF MACHINE PARTS	\$26.25			
77,946	46380	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	LEAF MACHINE PARTS	\$0.00		\$263.88	
77,947	46380	01-4500-4230-46385	938500 T5-07 INTERNATIONAL D TRUCK	TRUCK#5 AIR+OIL FILTER	\$146.65			
77,947	46380	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	TRUCK#5 AIR+OIL FILTER	\$16.19			
77,947	46380	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	TRUCK#5 AIR+OIL FILTER	\$0.00		\$162.84	
77,948	46380	01-4500-4000-41650	SMALL TOOLS & SAFETY EQUIP	JACK STAND	\$142.35			
77,948	46380	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	JACK STAND	\$15.73			
77,948	46380	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	JACK STAND	\$0.00		\$158.08	
77,950	46380	01-4500-4230-46402	940200 LEAF MACHINE	LEAF MACHINE OIL FILTER	\$8.61			
77,950	46380	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	LEAF MACHINE OIL FILTER	\$0.95			
77,950	46380	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	LEAF MACHINE OIL FILTER	\$0.00		\$9.56	
77,951	46380	01-4500-4230-46386	938603 T6-00 VOLVO D TRUCK	TRUCK#6 OIL FILTER	\$86.62			
77,951	46380	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	TRUCK#6 OIL FILTER	\$9.57			

Town of Ingersoll
 Monthly Cheque Disbursements
 February 2016

PURCHASED FROM VENDORS LOCATED IN INGERSOLL \$48,416.82

<u>VENDOR NAME</u>	<u>VOUCHER #</u>	<u>CHEQUE #</u>	<u>ACCOUNT</u>	<u>ACCOUNT DESCRIPTION</u>	<u>TRANSACTION DESCRIPTION</u>	<u>DEBITS</u>	<u>CREDITS</u>
	77,951	46380	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	TRUCK#6 OIL FILTER	\$0.00	\$96.19
	77,997	46380	01-3000-4000-41510	VEHICLE REPAIRS & MAINTENANCE	FIRE TRUCK ANTIFREEZE	\$29.84	
	77,997	46380	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	FIRE TRUCK ANTIFREEZE	\$3.29	
	77,997	46380	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	FIRE TRUCK ANTIFREEZE	\$0.00	\$33.13
RELIANCE HOME COMFORT							
	77,912	46381	01-5100-4100-41550	MAINTENANCE CONTRACTS	VPCC WATER TANK RENT12/25-1/26	\$391.46	
	77,912	46381	01-0000-0200-00325	HST RECEIVABLE100%	VPCC WATER TANK RENT12/25-1/26	\$50.05	
	77,912	46381	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	VPCC WATER TANK RENT12/25-1/26	\$0.00	\$441.51
RESURFICE CORP ***							
	77,904	46382	01-5000-6020-41530	EQUIPMENT REPAIRS & MAINTENANCE	ARENA BUMPER WHEEL&BLADE SHARP	\$277.95	
	77,904	46382	01-0000-0200-00325	HST RECEIVABLE100%	ARENA BUMPER WHEEL&BLADE SHARP	\$36.13	
	77,904	46382	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	ARENA BUMPER WHEEL&BLADE SHARP	\$0.00	\$314.08
EMPLOYEE REIMBURSEMENT							
	77,895	46383	01-0900-4000-40240	COURIER CHARGES	HR REGISTERED MAIL	\$22.34	
	77,895	46383	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	HR REGISTERED MAIL	\$2.46	
	77,895	46383	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	HR REGISTERED MAIL	\$0.00	\$24.80
ROCK SOLID DESIGNS							
	77,908	46384	01-5000-6020-41750	LOT SNOW REMOVAL & SANDING	SNOW PLOW/SAND/SALT-JAN	\$1,330.00	
	77,908	46384	01-5200-4100-41750	LOT SNOW REMOVAL & SANDING	SNOW PLOW/SAND/SALT-JAN	\$1,570.00	
	77,908	46384	01-5100-4100-41750	LOT SNOW REMOVAL & SANDING	SNOW PLOW/SAND/SALT-JAN	\$1,450.00	
	77,908	46384	01-5000-6050-41750	LOT SNOW REMOVAL AND SANDING	SNOW PLOW/SAND/SALT-JAN	\$1,080.00	
	77,908	46384	01-0000-0200-00325	HST RECEIVABLE100%	SNOW PLOW/SAND/SALT-JAN	\$172.90	
	77,908	46384	01-0000-0200-00325	HST RECEIVABLE100%	SNOW PLOW/SAND/SALT-JAN	\$204.10	
	77,908	46384	01-0000-0200-00325	HST RECEIVABLE100%	SNOW PLOW/SAND/SALT-JAN	\$188.50	
	77,908	46384	01-0000-0200-00325	HST RECEIVABLE100%	SNOW PLOW/SAND/SALT-JAN	\$140.40	
	77,908	46384	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	SNOW PLOW/SAND/SALT-JAN	\$0.00	\$6,135.90
	77,934	46384	01-4500-4221-41500	CONTRACTED SERVICES	JAN SIDEWALK SNOW PLOW	\$6,456.68	
	77,934	46384	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	JAN SIDEWALK SNOW PLOW	\$713.17	
	77,934	46384	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	JAN SIDEWALK SNOW PLOW	\$0.00	\$7,169.85
	77,961	46384	01-4500-4200-41750	SNOW REMOVAL	JAN PARKING LOT SNOW REMOVAL	\$6,914.60	
	77,961	46384	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	JAN PARKING LOT SNOW REMOVAL	\$763.75	
	77,961	46384	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	JAN PARKING LOT SNOW REMOVAL	\$0.00	\$7,678.35
ROGERS (WIRELESS)							
	77,933	46385	10-0000-3259-80000	MATERIALS-BRIDGE HENDERSON @ CATHERINE	CULVERT FACILITY REMOVE	\$6,003.40	
	77,933	46385	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	CULVERT FACILITY REMOVE	\$663.10	
	77,933	46385	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	CULVERT FACILITY REMOVE	\$0.00	\$6,666.50
ROTARY CLUB OF INGERSOLL							
	78,033	46386	01-1000-4000-41130	GRANTS TO VOLUNTEER ORGANIZATIONS	GRANT APPROVED 2016	\$3,000.00	
	78,033	46386	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	GRANT APPROVED 2016	\$0.00	\$3,000.00
SALATAS, CASSANDRA							
	77,990	46387	01-5200-6195-41000	ADVERTISING	SURESTAR AD ART DESIGN	\$145.00	
	77,990	46387	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	SURESTAR AD ART DESIGN	\$0.00	\$145.00
SHAW DIRECT							
	78,058	46388	01-3000-4000-40300	UTILITIES	FIRE HALL SATELLITE FEB	\$110.92	

Town of Ingersoll
 Monthly Cheque Disbursements
 February 2016

PURCHASED FROM VENDORS LOCATED IN INGERSOLL \$48,416.82

<u>VENDOR NAME</u>	<u>VOUCHER #</u>	<u>CHEQUE #</u>	<u>ACCOUNT</u>	<u>ACCOUNT DESCRIPTION</u>	<u>TRANSACTION DESCRIPTION</u>	<u>DEBITS</u>	<u>CREDITS</u>
	78,058	46388	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	FIRE HALL SATELLITE FEB	\$12.25	
	78,058	46388	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	FIRE HALL SATELLITE FEB	\$0.00	\$123.17
SOAK IT UP INC							
	77,913	46389	01-5100-4100-41550	MAINTENANCE CONTRACTS	VPCC MAT SERVICE	\$305.80	
	77,913	46389	01-0000-0200-00325	HST RECEIVABLE100%	VPCC MAT SERVICE	\$39.75	
	77,913	46389	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	VPCC MAT SERVICE	\$0.00	\$345.55
	77,969	46389	01-2000-4015-41540	RENTAL	CARR MAT RENTAL	\$11.00	
	77,969	46389	01-0000-0200-00325	HST RECEIVABLE100%	CARR MAT RENTAL	\$1.43	
	77,969	46389	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	CARR MAT RENTAL	\$0.00	\$12.43
	77,970	46389	01-2000-4025-41540	RENTAL	TOWN CENTER MAT RENTAL	\$29.00	
	77,970	46389	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	TOWN CENTER MAT RENTAL	\$3.21	
	77,970	46389	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	TOWN CENTER MAT RENTAL	\$0.00	\$32.21
	77,976	46389	01-5200-4100-41550	MAINTENANCE CONTRACTS	FUSION MAT&MOPS	\$26.50	
	77,976	46389	01-0000-0200-00325	HST RECEIVABLE100%	FUSION MAT&MOPS	\$3.45	
	77,976	46389	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	FUSION MAT&MOPS	\$0.00	\$29.95
	77,995	46389	01-5200-4100-41500	CONTRACTED SERVICES	FUSION MATS,MOPS&HANDLES	\$26.50	
	77,995	46389	01-0000-0200-00325	HST RECEIVABLE100%	FUSION MATS,MOPS&HANDLES	\$3.45	
	77,995	46389	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	FUSION MATS,MOPS&HANDLES	\$0.00	\$29.95
	78,017	46389	01-2000-4025-41540	RENTAL	TOWN HALL MAT RENTAL	\$29.00	
	78,017	46389	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	TOWN HALL MAT RENTAL	\$3.21	
	78,017	46389	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	TOWN HALL MAT RENTAL	\$0.00	\$32.21
	78,018	46389	01-2000-4015-41540	RENTAL	CARR BLDG MAT RENTAL	\$11.00	
	78,018	46389	01-0000-0200-00325	HST RECEIVABLE100%	CARR BLDG MAT RENTAL	\$1.43	
	78,018	46389	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	CARR BLDG MAT RENTAL	\$0.00	\$12.43
SOMA - SOUTHWESTERN ONT. MKT *							
	77,896	46390	01-7000-4000-40600	MEMBERSHIP FEES	SOMA 2016 PARTNER DISTRIBUTION	\$10,000.00	
	77,896	46390	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	SOMA 2016 PARTNER DISTRIBUTION	\$0.00	\$10,000.00
MIKE STAUB EQUIPMENT INC.							
	78,010	46391	01-4500-4230-46403	940300 ASPHALT ROLLER/HD TAMP	ROLLER PARTS	\$218.88	
	78,010	46391	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	ROLLER PARTS	\$24.18	
	78,010	46391	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	ROLLER PARTS	\$0.00	\$243.06
STEWART OVERHEAD DOOR CO. LTD							
	77,911	46392	01-5000-6020-41530	EQUIPMENT REPAIRS & MAINTENANCE	LIFT GATE MAINT	\$196.00	
	77,911	46392	01-0000-0200-00325	HST RECEIVABLE100%	LIFT GATE MAINT	\$25.48	
	77,911	46392	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	LIFT GATE MAINT	\$0.00	\$221.48
	77,998	46392	01-3000-4000-41700	BLDG REPAIRS & MAINTENANCE	FIREHALL BUILDING REPAIR	\$193.34	
	77,998	46392	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	FIREHALL BUILDING REPAIR	\$21.36	
	77,998	46392	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	FIREHALL BUILDING REPAIR	\$0.00	\$214.70
STONETOWN SUPPLY SERVICES(ING)							
	77,893	46393	01-3000-4100-40210	JANITORIAL SUPPLIES	FIRE HALL JANITORIAL SUPPLIES	\$273.57	
	77,893	46393	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	FIRE HALL JANITORIAL SUPPLIES	\$30.22	
	77,893	46393	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	FIRE HALL JANITORIAL SUPPLIES	\$0.00	\$303.79
	77,907	46393	01-5000-6050-41700	BLDG REPAIRS AND MAINT	ICE MELTER	\$66.03	
	77,907	46393	01-5000-6020-41700	BLDG REPAIRS & MAINT	ICE MELTER	\$147.49	

Town of Ingersoll
 Monthly Cheque Disbursements
 February 2016

PURCHASED FROM VENDORS LOCATED IN INGERSOLL \$48,416.82

<u>VENDOR NAME</u>	<u>VOUCHER #</u>	<u>CHEQUE #</u>	<u>ACCOUNT</u>	<u>ACCOUNT DESCRIPTION</u>	<u>TRANSACTION DESCRIPTION</u>	<u>DEBITS</u>	<u>CREDITS</u>
	77,907	46393	01-5200-4100-41700	BLDG REPAIRS AND MAINT	ICE MELTER	\$147.49	
	77,907	46393	01-5100-4100-41700	BLDG REPAIRS AND MAINT	ICE MELTER	\$147.49	
	77,907	46393	01-0000-0200-00325	HST RECEIVABLE100%	ICE MELTER	\$8.58	
	77,907	46393	01-0000-0200-00325	HST RECEIVABLE100%	ICE MELTER	\$19.18	
	77,907	46393	01-0000-0200-00325	HST RECEIVABLE100%	ICE MELTER	\$19.18	
	77,907	46393	01-0000-0200-00325	HST RECEIVABLE100%	ICE MELTER	\$19.17	
	77,907	46393	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	ICE MELTER	\$0.00	\$574.61
	77,914	46393	01-5100-4100-40210	JANITORIAL SUPPLIES	GARBAGE BAGS	\$36.90	
	77,914	46393	01-0000-0200-00325	HST RECEIVABLE100%	GARBAGE BAGS	\$4.80	
	77,914	46393	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	GARBAGE BAGS	\$0.00	\$41.70
	77,920	46393	01-4500-5012-80000	MATERIALS - DEBRIS & LITTER PICK UP	PW WIPES+GARBAGE BAGS	\$66.30	
	77,920	46393	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	PW WIPES+GARBAGE BAGS	\$7.32	
	77,920	46393	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	PW WIPES+GARBAGE BAGS	\$0.00	\$73.62
	77,952	46393	01-4500-4000-40210	JANITORIAL SUPPLIES	JANITORIAL SUPPLIES	\$47.27	
	77,952	46393	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	JANITORIAL SUPPLIES	\$5.22	
	77,952	46393	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	JANITORIAL SUPPLIES	\$0.00	\$52.49
	77,985	46393	01-5000-6020-40210	JANITORIAL SUPPLIES	JANITORIAL SUPPLIES	\$203.85	
	77,985	46393	01-5200-4100-40210	JANITORIAL SUPPLIES	JANITORIAL SUPPLIES	\$203.54	
	77,985	46393	01-0000-0200-00325	HST RECEIVABLE100%	JANITORIAL SUPPLIES	\$26.50	
	77,985	46393	01-0000-0200-00325	HST RECEIVABLE100%	JANITORIAL SUPPLIES	\$26.46	
	77,985	46393	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	JANITORIAL SUPPLIES	\$0.00	\$460.35
	77,993	46393	01-5200-4100-40210	JANITORIAL SUPPLIES	FUSION JANITORIAL SUPPLIES	\$110.70	
	77,993	46393	01-0000-0200-00325	HST RECEIVABLE100%	FUSION JANITORIAL SUPPLIES	\$14.39	
	77,993	46393	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	FUSION JANITORIAL SUPPLIES	\$0.00	\$125.09
	78,052	46393	01-5200-4100-40210	JANITORIAL SUPPLIES	FUSION JANITORIAL SUPPLIES	\$82.67	
	78,052	46393	01-0000-0200-00325	HST RECEIVABLE100%	FUSION JANITORIAL SUPPLIES	\$10.75	
	78,052	46393	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	FUSION JANITORIAL SUPPLIES	\$0.00	\$93.42
	78,053	46393	01-5000-6020-40210	JANITORIAL SUPPLIES	ARENA JANITORIAL SUPPLIES	\$274.49	
	78,053	46393	01-0000-0200-00325	HST RECEIVABLE100%	ARENA JANITORIAL SUPPLIES	\$35.68	
	78,053	46393	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	ARENA JANITORIAL SUPPLIES	\$0.00	\$310.17
	78,122	46393	01-5000-6020-41700	BLDG REPAIRS & MAINT	ICE MELT	\$184.43	
	78,122	46393	01-5100-4100-41700	BLDG REPAIRS AND MAINT	ICE MELT	\$184.44	
	78,122	46393	01-5200-4100-41700	BLDG REPAIRS AND MAINT	ICE MELT	\$184.43	
	78,122	46393	01-0000-0200-00325	HST RECEIVABLE100%	ICE MELT	\$24.00	
	78,122	46393	01-0000-0200-00325	HST RECEIVABLE100%	ICE MELT	\$23.99	
	78,122	46393	01-0000-0200-00325	HST RECEIVABLE100%	ICE MELT	\$23.99	
	78,122	46393	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	ICE MELT	\$0.00	\$625.28
STRONG MACDOUGALL OUDEKERK PRO							
	78,112	46394	01-1000-4000-40710	LEGAL FEES	STRUCTURAL DRAWING FOI REQUEST	\$127.20	
	78,112	46394	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	STRUCTURAL DRAWING FOI REQUEST	\$14.05	
	78,112	46394	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	STRUCTURAL DRAWING FOI REQUEST	\$0.00	\$141.25
	78,113	46394	01-1000-4000-40710	LEGAL FEES	DECLARATION PECUNIARY INTEREST	\$152.64	
	78,113	46394	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	DECLARATION PECUNIARY INTEREST	\$16.86	
	78,113	46394	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	DECLARATION PECUNIARY INTEREST	\$0.00	\$169.50

Town of Ingersoll
 Monthly Cheque Disbursements
 February 2016

PURCHASED FROM VENDORS LOCATED IN INGERSOLL \$48,416.82

<u>VENDOR NAME</u>						
<u>VOUCHER #</u>	<u>CHEQUE #</u>	<u>ACCOUNT</u>	<u>ACCOUNT DESCRIPTION</u>	<u>TRANSACTION DESCRIPTION</u>	<u>DEBITS</u>	<u>CREDITS</u>
	78,114	46394 01-0900-4000-40710	LEGAL FEES	MISS CND IV DONATION RECEIPT	\$2,976.48	
	78,114	46394 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	MISS CND IV DONATION RECEIPT	\$328.77	
	78,114	46394 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	MISS CND IV DONATION RECEIPT	\$0.00	\$3,305.25
SUN LIFE OF CANADA						
	78,129	46395 01-0000-2100-00716	HEALTH CARE PAYABLE	FEB PREMIUM	\$44,409.34	
	78,129	46395 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	FEB PREMIUM	\$0.00	\$44,409.34
SUN MEDIA, A DIVISION OF POSTM						
	77,987	46396 01-1000-4000-41000	ADVERTISING	MULTI-USE RECREATION ADS	\$600.38	
	77,987	46396 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	MULTI-USE RECREATION ADS	\$66.32	
	77,987	46396 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	MULTI-USE RECREATION ADS	\$0.00	\$666.70
TEAM TRUCK CENTRES						
	77,932	46397 01-4500-4230-46386	938603 T6-00 VOLVO D TRUCK	TRUCK#6 REPAIR	\$86.89	
	77,932	46397 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	TRUCK#6 REPAIR	\$9.60	
	77,932	46397 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	TRUCK#6 REPAIR	\$0.00	\$96.49
TECH.STANDARDS & SAFETY AUTH *						
	78,123	46398 01-5100-4100-40410	LICENCES, TAGS ETC	ELEVATOR INSPECTION	\$200.00	
	78,123	46398 01-0000-0200-00325	HST RECEIVABLE100%	ELEVATOR INSPECTION	\$26.00	
	78,123	46398 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	ELEVATOR INSPECTION	\$0.00	\$226.00
TILLSONBURG, TOWN OF ***						
	78,132	46399 01-3400-4000-40630	STAFF TRAINING	PROPERTY STD COMMITTEE TRAIN	\$120.00	
	78,132	46399 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	PROPERTY STD COMMITTEE TRAIN	\$0.00	\$120.00
TIROLESE, ALEXANDER						
	77,994	46400 01-5200-6170-41500	CONTRACTED SERVICES	INSTRUMENT J ANDERSON REC#3	\$90.00	
	77,994	46400 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	INSTRUMENT J ANDERSON REC#3	\$0.00	\$90.00
TREMBLETT'S YOUR INDEPENDENT G						
	78,060	46401 01-5100-4000-42900	MISCELLANEOUS EXPENSE	SUPPLIES	\$17.38	
	78,060	46401 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	SUPPLIES	\$0.00	\$17.38
	78,061	46401 01-5000-6100-40420	PROGRAM SUPPLIES	SANTA PROGRAM SUPPLIES	\$76.35	
	78,061	46401 01-5100-6090-40420	PROGRAM SUPPLIES	SANTA PROGRAM SUPPLIES	\$9.96	
	78,061	46401 01-0000-0200-00325	HST RECEIVABLE100%	SANTA PROGRAM SUPPLIES	\$1.06	
	78,061	46401 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	SANTA PROGRAM SUPPLIES	\$0.00	\$87.37
	78,062	46401 01-5100-6090-40420	PROGRAM SUPPLIES	LUNCH PARTY GROCERIES	\$13.16	
	78,062	46401 01-0000-0200-00325	HST RECEIVABLE100%	LUNCH PARTY GROCERIES	\$0.26	
	78,062	46401 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	LUNCH PARTY GROCERIES	\$0.00	\$13.42
	78,063	46401 01-5100-6090-40420	PROGRAM SUPPLIES	KIDS NITE SUPPLIES	\$12.48	
	78,063	46401 01-0000-0200-00325	HST RECEIVABLE100%	KIDS NITE SUPPLIES	\$0.91	
	78,063	46401 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	KIDS NITE SUPPLIES	\$0.00	\$13.39
	78,064	46401 01-5100-4000-42900	MISCELLANEOUS EXPENSE	SUPPLIES	\$17.01	
	78,064	46401 01-0000-0200-00325	HST RECEIVABLE100%	SUPPLIES	\$0.01	
	78,064	46401 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	SUPPLIES	\$0.00	\$17.02
	78,065	46401 01-5100-6090-40420	PROGRAM SUPPLIES	CUP CAKES FOR PROGRAMS	\$9.03	
	78,065	46401 01-0000-0200-00325	HST RECEIVABLE100%	CUP CAKES FOR PROGRAMS	\$0.01	
	78,065	46401 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	CUP CAKES FOR PROGRAMS	\$0.00	\$9.04
	78,066	46401 01-5200-6090-40420	PROGRAM SUPPLIES	TRACY'S DINER SUPPLIES	\$23.96	

Town of Ingersoll
 Monthly Cheque Disbursements
 February 2016

PURCHASED FROM VENDORS LOCATED IN INGERSOLL \$48,416.82

VENDOR NAME						
VOUCHER #	CHEQUE #	ACCOUNT	ACCOUNT DESCRIPTION	TRANSACTION DESCRIPTION	DEBITS	CREDITS
78,066	46401	01-5200-6090-40460	NUTRITION PURCHASES	TRACY'S DINER SUPPLIES	\$21.19	
78,066	46401	01-0000-0200-00325	HST RECEIVABLE100%	TRACY'S DINER SUPPLIES	\$0.01	
78,066	46401	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	TRACY'S DINER SUPPLIES	\$0.00	\$45.16
78,067	46401	01-5200-6090-40460	NUTRITION PURCHASES	FUSION NUTRITION SUPPLIES	\$68.77	
78,067	46401	01-0000-0200-00325	HST RECEIVABLE100%	FUSION NUTRITION SUPPLIES	\$0.28	
78,067	46401	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	FUSION NUTRITION SUPPLIES	\$0.00	\$69.05
78,068	46401	01-5200-6090-40460	NUTRITION PURCHASES	FUSION NUTRITION SUPPLIES	\$61.17	
78,068	46401	01-0000-0200-00325	HST RECEIVABLE100%	FUSION NUTRITION SUPPLIES	\$0.03	
78,068	46401	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	FUSION NUTRITION SUPPLIES	\$0.00	\$61.20
78,069	46401	01-5200-6090-40420	PROGRAM SUPPLIES	SUPPLIES FOR PROGRAMS	\$57.87	
78,069	46401	01-5200-6090-40560	VIVO MUSIC SUPPLIES	SUPPLIES FOR PROGRAMS	\$12.31	
78,069	46401	01-0000-0200-00325	HST RECEIVABLE100%	SUPPLIES FOR PROGRAMS	\$2.49	
78,069	46401	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	SUPPLIES FOR PROGRAMS	\$0.00	\$72.67
78,070	46401	01-5200-6090-40460	NUTRITION PURCHASES	PATHFINDER SNACKS+TRACY'S DINE	\$40.62	
78,070	46401	01-0000-0200-00325	HST RECEIVABLE100%	PATHFINDER SNACKS+TRACY'S DINE	\$0.62	
78,070	46401	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	PATHFINDER SNACKS+TRACY'S DINE	\$0.00	\$41.24
78,071	46401	01-5200-6090-40460	NUTRITION PURCHASES	BBBS DINNER/NUTRITION PROG	\$94.91	
78,071	46401	01-0000-0200-00325	HST RECEIVABLE100%	BBBS DINNER/NUTRITION PROG	\$0.03	
78,071	46401	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	BBBS DINNER/NUTRITION PROG	\$0.00	\$94.94
78,072	46401	01-5200-6090-40420	PROGRAM SUPPLIES	TRACY'S DINER/VIVO	\$37.98	
78,072	46401	01-5200-6090-40560	VIVO MUSIC SUPPLIES	TRACY'S DINER/VIVO	\$16.95	
78,072	46401	01-0000-0200-00325	HST RECEIVABLE100%	TRACY'S DINER/VIVO	\$0.01	
78,072	46401	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	TRACY'S DINER/VIVO	\$0.00	\$54.94
78,073	46401	01-5200-6090-40460	NUTRITION PURCHASES	FUSION NUTRITION PROGRAM	\$134.95	
78,073	46401	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	FUSION NUTRITION PROGRAM	\$0.00	\$134.95
VALLEY BLADES LIMITED						
77,898	46402	01-4500-4230-46388	938800 T8-09 PETERBILT D TRUCK	BLADER	\$1,112.20	
77,898	46402	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	BLADER	\$122.84	
77,898	46402	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	BLADER	\$0.00	\$1,235.04
77,899	46402	01-4500-4230-46391	939100 1987 Champion Grader	PLOW BLADE PARTS	\$145.07	
77,899	46402	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	PLOW BLADE PARTS	\$16.02	
77,899	46402	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	PLOW BLADE PARTS	\$0.00	\$161.09
EMPLOYEE REIMBURSEMENT						
78,007	46403	01-3400-4000-40620	MILEAGE	KILOMETRAGE-S VANDERYDT	\$105.04	
78,007	46403	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	KILOMETRAGE-S VANDERYDT	\$11.60	
78,007	46403	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	KILOMETRAGE-S VANDERYDT	\$0.00	\$116.64
VANLEEUEWEN, KATHLEEN						
78,004	46404	01-0000-2000-00755	BUILDING PERMITS - DEPOSIT	DAMDP REFUND #2015-48	\$1,000.00	
78,004	46404	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	DAMDP REFUND #2015-48	\$0.00	\$1,000.00
EMPLOYEE REIMBURSEMENT						
77,983	46405	01-5000-4000-40620	MILEAGE	KILOMETRAGE-WARD	\$39.66	
77,983	46405	01-0000-0200-00325	HST RECEIVABLE100%	KILOMETRAGE-WARD	\$5.16	
77,983	46405	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	KILOMETRAGE-WARD	\$0.00	\$44.82
WASTE MANAGEMENT						

Town of Ingersoll
 Monthly Cheque Disbursements
 February 2016

PURCHASED FROM VENDORS LOCATED IN INGERSOLL \$48,416.82

VENDOR NAME						
VOUCHER #	CHEQUE #	ACCOUNT	ACCOUNT DESCRIPTION	TRANSACTION DESCRIPTION	DEBITS	CREDITS
77,925	46406	01-4500-4100-41550	MAINTENANCE CONTRACTS	20YD ROLLOFF BIN JAN SRV	\$739.88	
77,925	46406	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	20YD ROLLOFF BIN JAN SRV	\$75.91	
77,925	46406	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	20YD ROLLOFF BIN JAN SRV	\$0.00	\$815.79
77,931	46406	01-4500-4100-41550	MAINTENANCE CONTRACTS	8YD BIN JAN SERVICE	\$512.67	
77,931	46406	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	8YD BIN JAN SERVICE	\$56.62	
77,931	46406	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	8YD BIN JAN SERVICE	\$0.00	\$569.29
JOE WEBB HOME IMPROVEMENT LTD						
78,005	46407	01-0000-2000-00755	BUILDING PERMITS - DEPOSIT	DAMDP REFUND#2016-8	\$1,000.00	
78,005	46407	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	DAMDP REFUND#2016-8	\$0.00	\$1,000.00
EMPLOYEE REIMBURSEMENT						
78,043	46408	01-3230-4000-41520	COMMUNICATION	JAN INTERNET	\$54.90	
78,043	46408	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	JAN INTERNET	\$6.06	
78,043	46408	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	JAN INTERNET	\$0.00	\$60.96
78,044	46408	01-3230-4000-40600	MEMBERSHIP FEES	OAPSB 2016 MEMBERSHIP	\$1,093.92	
78,044	46408	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	OAPSB 2016 MEMBERSHIP	\$120.83	
78,044	46408	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	OAPSB 2016 MEMBERSHIP	\$0.00	\$1,214.75
FUSION PETTY CASH						
78,041	46409	01-5200-6090-40200	OFFICE SUPPLIES	FUSION PETTY CASH	\$14.03	
78,041	46409	01-5200-4100-40210	JANITORIAL SUPPLIES	FUSION PETTY CASH	\$31.98	
78,041	46409	01-5200-6090-40560	VIVO MUSIC SUPPLIES	FUSION PETTY CASH	\$1.99	
78,041	46409	01-5200-6090-40610	MEETINGS & CONFERENCES	FUSION PETTY CASH	\$2.80	
78,041	46409	01-5200-6300-40420	PROGRAM SUPPLIES	FUSION PETTY CASH	\$26.37	
78,041	46409	01-5200-6090-40500	SPECIAL EVENTS	FUSION PETTY CASH	\$48.11	
78,041	46409	01-5200-6090-40420	PROGRAM SUPPLIES	FUSION PETTY CASH	\$100.71	
78,041	46409	01-5200-6090-40750	CASH SHORTAGE/OVERAGE	FUSION PETTY CASH	\$0.00	\$21.99
78,041	46409	01-0000-0200-00325	HST RECEIVABLE100%	FUSION PETTY CASH	\$1.82	
78,041	46409	01-0000-0200-00325	HST RECEIVABLE100%	FUSION PETTY CASH	\$4.16	
78,041	46409	01-0000-0200-00325	HST RECEIVABLE100%	FUSION PETTY CASH	\$0.26	
78,041	46409	01-0000-0200-00325	HST RECEIVABLE100%	FUSION PETTY CASH	\$3.43	
78,041	46409	01-0000-0200-00325	HST RECEIVABLE100%	FUSION PETTY CASH	\$1.04	
78,041	46409	01-0000-0200-00325	HST RECEIVABLE100%	FUSION PETTY CASH	\$13.09	
78,041	46409	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	FUSION PETTY CASH	\$0.00	\$227.80
WOODSTOCK, CITY OF ***						
77,941	46410	01-4500-4100-41520	COMMUNICATION	Q1 DISPATCH SERVICE	\$558.00	
77,941	46410	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	Q1 DISPATCH SERVICE	\$0.00	\$558.00
WOOD WYANT INC.						
78,051	46411	01-5100-4100-41530	EQUIP REPAIRS & MAINT	BEARING CLIPS	\$180.85	
78,051	46411	01-0000-0200-00325	HST RECEIVABLE100%	BEARING CLIPS	\$23.51	
78,051	46411	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	BEARING CLIPS	\$0.00	\$204.36
WORK EQUIPMENT LTD.						
77,960	46412	01-4500-4230-46397	939700 SIDEWALK TRACTOR	REPAIRS TO #17	\$260.19	
77,960	46412	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	REPAIRS TO #17	\$28.74	
77,960	46412	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	REPAIRS TO #17	\$0.00	\$288.93
XEROX CANADA LTD.						

Town of Ingersoll
 Monthly Cheque Disbursements
 February 2016

PURCHASED FROM VENDORS LOCATED IN INGERSOLL

\$48,416.82

VENDOR NAME		PURCHASED FROM VENDORS LOCATED IN INGERSOLL			\$48,416.82	
VOUCHER #	CHEQUE #	ACCOUNT	ACCOUNT DESCRIPTION	TRANSACTION DESCRIPTION	DEBITS	CREDITS
77,886	46413	01-4000-4000-40250	PHOTOCOPIER	COPY METER 10/27/15-1/26/16	\$27.45	
77,886	46413	01-4500-4000-40250	PHOTOCOPIER	COPY METER 10/27/15-1/26/16	\$27.45	
77,886	46413	01-3400-4000-40250	PHOTOCOPIER	COPY METER 10/27/15-1/26/16	\$27.46	
77,886	46413	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	COPY METER 10/27/15-1/26/16	\$3.04	
77,886	46413	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	COPY METER 10/27/15-1/26/16	\$3.04	
77,886	46413	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	COPY METER 10/27/15-1/26/16	\$3.03	
77,886	46413	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	COPY METER 10/27/15-1/26/16	\$0.00	\$91.47
77,917	46413	01-4500-4000-40250	PHOTOCOPIER	PW COPIES 10/27/2015-1/26/2016	\$30.32	
77,917	46413	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	PW COPIES 10/27/2015-1/26/2016	\$3.35	
77,917	46413	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	PW COPIES 10/27/2015-1/26/2016	\$0.00	\$33.67
78,046	46413	01-5100-4000-40250	PHOTOCOPIER	VPCC COPIES 10/27-1/26/2016	\$1,274.72	
78,046	46413	01-0000-0200-00325	HST RECEIVABLE100%	VPCC COPIES 10/27-1/26/2016	\$165.71	
78,046	46413	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	VPCC COPIES 10/27-1/26/2016	\$0.00	\$1,440.43
78,047	46413	01-5000-4000-40250	PHOTOCOPIER	ARENA COPIES 10/27-1/26/2016	\$17.32	
78,047	46413	01-0000-0200-00325	HST RECEIVABLE100%	ARENA COPIES 10/27-1/26/2016	\$2.25	
78,047	46413	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	ARENA COPIES 10/27-1/26/2016	\$0.00	\$19.57
78,048	46413	01-5200-6170-40250	PHOTOCOPIER	TVDSB COPIES 10/27-1/26/2016	\$45.12	
78,048	46413	01-0000-0200-00325	HST RECEIVABLE100%	TVDSB COPIES 10/27-1/26/2016	\$5.87	
78,048	46413	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	TVDSB COPIES 10/27-1/26/2016	\$0.00	\$50.99
78,049	46413	01-5200-6090-40250	PHOTOCOPIER	FUSION COPIES 10/27-1/26/2016	\$205.46	
78,049	46413	01-0000-0200-00325	HST RECEIVABLE100%	FUSION COPIES 10/27-1/26/2016	\$26.71	
78,049	46413	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	FUSION COPIES 10/27-1/26/2016	\$0.00	\$232.17
78,050	46413	01-3000-4000-40250	PHOTOCOPIER	FIRE COPIES 10/27-1/26/2016	\$35.20	
78,050	46413	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	FIRE COPIES 10/27-1/26/2016	\$3.89	
78,050	46413	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	FIRE COPIES 10/27-1/26/2016	\$0.00	\$39.09
UNION GAS						
77,885	EFT0000	01-5000-6020-40350	NATURAL GAS	GAS DEC'15-JAN'16	\$1,843.04	
77,885	EFT0000	01-3200-4100-40350	NATURAL GAS	GAS DEC'15-JAN'16	\$292.76	
77,885	EFT0000	01-3000-4000-40350	NATURAL GAS	GAS DEC'15-JAN'16	\$598.94	
77,885	EFT0000	01-5000-6050-40350	NATURAL GAS	GAS DEC'15-JAN'16	\$1,454.09	
77,885	EFT0000	01-4500-4100-40350	NATURAL GAS	GAS DEC'15-JAN'16	\$1,260.04	
77,885	EFT0000	01-5000-6040-40350	NATURAL GAS	GAS DEC'15-JAN'16	\$597.85	
77,885	EFT0000	01-5000-6040-40350	NATURAL GAS	GAS DEC'15-JAN'16	\$53.83	
77,885	EFT0000	01-5100-4100-40350	NATURAL GAS	GAS DEC'15-JAN'16	\$3,973.31	
77,885	EFT0000	01-5200-4100-40350	NATURAL GAS	GAS DEC'15-JAN'16	\$986.26	
77,885	EFT0000	01-6200-4100-40350	NATURAL GAS	GAS DEC'15-JAN'16	\$162.76	
77,885	EFT0000	01-6200-4100-40350	NATURAL GAS	GAS DEC'15-JAN'16	\$26.95	
77,885	EFT0000	01-2000-4010-40350	NATURAL GAS	GAS DEC'15-JAN'16	\$251.07	
77,885	EFT0000	01-2000-4025-40350	NATURAL GAS	GAS DEC'15-JAN'16	\$1,484.81	
77,885	EFT0000	01-2000-4015-40350	NATURAL GAS	GAS DEC'15-JAN'16	\$304.22	
77,885	EFT0000	01-2000-4015-40350	NATURAL GAS	GAS DEC'15-JAN'16	\$122.52	
77,885	EFT0000	01-0000-0200-00325	HST RECEIVABLE100%	GAS DEC'15-JAN'16	\$1,308.95	
77,885	EFT0000	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	GAS DEC'15-JAN'16	\$369.32	
77,885	EFT0000	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	GAS DEC'15-JAN'16	\$0.00	\$15,090.72

Town of Ingersoll
 Monthly Cheque Disbursements
 February 2016

PURCHASED FROM VENDORS LOCATED IN INGERSOLL \$48,416.82

<u>VENDOR NAME</u>						
<u>VOUCHER #</u>	<u>CHEQUE #</u>	<u>ACCOUNT</u>	<u>ACCOUNT DESCRIPTION</u>	<u>TRANSACTION DESCRIPTION</u>	<u>DEBITS</u>	<u>CREDITS</u>
ROYAL BANK VISA						
78,133	EFT0000	01-5200-4100-40210	JANITORIAL SUPPLIES	VISA JAN 2016-A BROWN	\$12.79	
78,133	EFT0000	01-5200-6170-40270	NEW EQUIPMENT	VISA JAN 2016-A BROWN	\$36.72	
78,133	EFT0000	01-0000-0200-00325	HST RECEIVABLE100%	VISA JAN 2016-A BROWN	\$1.66	
78,133	EFT0000	01-0000-0200-00325	HST RECEIVABLE100%	VISA JAN 2016-A BROWN	\$2.30	
78,133	EFT0000	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	VISA JAN 2016-A BROWN	\$0.00	\$53.47
ROYAL BANK VISA						
78,134	EFT0000	01-6200-4000-41400	DISPLAYS	VISA JAN 2016-S GILLIES	\$59.96	
78,134	EFT0000	01-0000-0200-00325	HST RECEIVABLE100%	VISA JAN 2016-S GILLIES	\$7.80	
78,134	EFT0000	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	VISA JAN 2016-S GILLIES	\$0.00	\$67.76
ROYAL BANK VISA						
78,135	EFT0000	01-4500-4000-41650	SMALL TOOLS & SAFETY EQUIP	VISA JAN 2016-D WITUIK	\$71.22	
78,135	EFT0000	01-4500-5000-42000	HAZARDOUS WASTE COLLECTION	VISA JAN 2016-D WITUIK	\$50.00	
78,135	EFT0000	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	VISA JAN 2016-D WITUIK	\$7.87	
78,135	EFT0000	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	VISA JAN 2016-D WITUIK	\$0.00	\$129.09
ROYAL BANK VISA						
78,137	EFT0000	01-4500-4150-80000	MATERIALS-WINTER CONTROL, PLOWING, SANDING,	VISA JAN 2016-R FLEMING	\$155.65	
78,137	EFT0000	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	VISA JAN 2016-R FLEMING	\$17.19	
78,137	EFT0000	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	VISA JAN 2016-R FLEMING	\$0.00	\$172.84
ROYAL BANK VISA						
78,136	EFT0000	10-0000-3159-80000	MATERIALS-FIRE BURN BUILDING	VISA JAN 2016-J HOLMES	\$188.11	
78,136	EFT0000	01-3000-4000-40260	SUBSCRIPTIONS & PUBLICATIONS	VISA JAN 2016-J HOLMES	\$44.72	
78,136	EFT0000	01-3000-4000-42900	MISCELLANEOUS EXPENSE	VISA JAN 2016-J HOLMES	\$1.45	
78,136	EFT0000	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	VISA JAN 2016-J HOLMES	\$20.79	
78,136	EFT0000	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	VISA JAN 2016-J HOLMES	\$0.00	\$255.07
ROYAL BANK VISA						
78,138	EFT0000	01-7000-4000-41020	PROMOTION & MEALS	VISA JAN 2016-K BROWN	\$75.62	
78,138	EFT0000	01-7000-4000-40620	MILEAGE	VISA JAN 2016-K BROWN	\$29.48	
78,138	EFT0000	01-7000-4000-41300	TRADE SHOWS	VISA JAN 2016-K BROWN	\$161.80	
78,138	EFT0000	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	VISA JAN 2016-K BROWN	\$7.47	
78,138	EFT0000	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	VISA JAN 2016-K BROWN	\$17.87	
78,138	EFT0000	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	VISA JAN 2016-K BROWN	\$0.00	\$292.24
ROYAL BANK VISA						
78,139	EFT0000	01-5100-4100-41710	CHEMICALS	VISA JAN 2016-B WARD	\$123.47	
78,139	EFT0000	01-5100-6060-40420	PROGRAM SUPPLIES	VISA JAN 2016-B WARD	\$85.67	
78,139	EFT0000	01-5000-4000-42900	MISCELLANEOUS EXPENSE	VISA JAN 2016-B WARD	\$371.99	
78,139	EFT0000	01-5000-4000-42900	MISCELLANEOUS EXPENSE	VISA JAN 2016-B WARD	\$12.00	
78,139	EFT0000	01-0000-0200-00325	HST RECEIVABLE100%	VISA JAN 2016-B WARD	\$16.05	
78,139	EFT0000	01-0000-0200-00325	HST RECEIVABLE100%	VISA JAN 2016-B WARD	\$11.14	
78,139	EFT0000	01-0000-0200-00325	HST RECEIVABLE100%	VISA JAN 2016-B WARD	\$45.50	
78,139	EFT0000	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	VISA JAN 2016-B WARD	\$0.00	\$665.82
ROYAL BANK VISA						
78,140	EFT0000	01-1000-4000-40710	LEGAL FEES	VISA JAN 2016-M GRAVES	\$32.77	
78,140	EFT0000	01-0100-4000-40610	MEETINGS & CONFERENCES	VISA JAN 2016-M GRAVES	\$86.09	

Town of Ingersoll
 Monthly Cheque Disbursements
 February 2016

PURCHASED FROM VENDORS LOCATED IN INGERSOLL \$48,416.82

<u>VENDOR NAME</u>	<u>VOUCHER #</u>	<u>CHEQUE #</u>	<u>ACCOUNT</u>	<u>ACCOUNT DESCRIPTION</u>	<u>TRANSACTION DESCRIPTION</u>	<u>DEBITS</u>	<u>CREDITS</u>
	78,140	EFT0000	01-0100-4000-40610	MEETINGS & CONFERENCES	VISA JAN 2016-M GRAVES	\$666.53	
	78,140	EFT0000	01-1000-4000-41160	HONOURS & AWARDS	VISA JAN 2016-M GRAVES	\$74.45	
	78,140	EFT0000	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	VISA JAN 2016-M GRAVES	\$2.69	
	78,140	EFT0000	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	VISA JAN 2016-M GRAVES	\$9.51	
	78,140	EFT0000	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	VISA JAN 2016-M GRAVES	\$73.62	
	78,140	EFT0000	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	VISA JAN 2016-M GRAVES	\$0.00	\$945.66
ROYAL BANK VISA							
	78,141	EFT0000	01-1002-4000-41530	EQUIPMENT REPAIRS & MAINTENANCE	VISA JAN 2016-J BROWN	\$134.68	
	78,141	EFT0000	01-1002-4000-40270	NEW EQUIPMENT	VISA JAN 2016-J BROWN	\$763.17	
	78,141	EFT0000	01-1002-4000-40600	MEMBERSHIP FEES	VISA JAN 2016-J BROWN	\$167.90	
	78,141	EFT0000	01-1001-4000-41550	MAINTENANCE CONTRACTS	VISA JAN 2016-J BROWN	\$718.61	
	78,141	EFT0000	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	VISA JAN 2016-J BROWN	\$77.13	
	78,141	EFT0000	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	VISA JAN 2016-J BROWN	\$18.55	
	78,141	EFT0000	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	VISA JAN 2016-J BROWN	\$0.00	\$1,880.04
ROYAL BANK VISA							
	78,142	EFT0000	01-4000-4000-40630	STAFF TRAINING	VISA JAN 2016-S LAWSON	\$2,523.65	
	78,142	EFT0000	01-4000-4000-40630	STAFF TRAINING	VISA JAN 2016-S LAWSON	\$213.70	
	78,142	EFT0000	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	VISA JAN 2016-S LAWSON	\$278.75	
	78,142	EFT0000	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	VISA JAN 2016-S LAWSON	\$23.60	
	78,142	EFT0000	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	VISA JAN 2016-S LAWSON	\$0.00	\$3,039.70
ROYAL BANK VISA							
	78,143	EFT0000	01-0100-4000-40610	MEETINGS & CONFERENCES	VISA JAN 2016-B TIGERT	\$430.45	
	78,143	EFT0000	01-4500-4000-40610	MEETINGS & CONFERENCES	VISA JAN 2016-B TIGERT	\$86.09	
	78,143	EFT0000	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	VISA JAN 2016-B TIGERT	\$47.55	
	78,143	EFT0000	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	VISA JAN 2016-B TIGERT	\$9.51	
	78,143	EFT0000	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	VISA JAN 2016-B TIGERT	\$0.00	\$573.60
					DISTRIBUTION TOTALS:	\$822,243.97	\$822,243.97



DEPARTMENT: Clerk's Department

REPORT NO: C-008-16

COUNCIL MEETING DATE: March 14, 2016

SUBJECT: Clerk's Department Monthly Report

Closed Session Reporting

Nothing to report at this time.

Upcoming Legislation

Nothing to report at this time.

ATTACHMENTS

Monthly Statistics

Prepared by: Michael Graves, Clerk

Approved by: William Tigert, Chief Administrative Officer

Attachment A: Monthly Statistics

Clerk's Department Monthly Statistics

	Current Month	Prior Yr. Month	Percentage	Year-to-date	Prior-Year-to-date	Percentage
MARRIAGE LICENCES	10	7	143%	18	16	113%
In Town Marriage Licences	2	2	100%	4	5	80%
Out-of-Town Marriage Licences	8	5	160%	14	11	127%
CIVIL WEDDINGS	4	4	100%	6	11	55%
Ceremonies Held	2	1	200%	3	4	75%
Ceremonies Booked	2	3	67%	3	7	43%
Burial Permits	17	22	77%	36	50	72%
In Town Burial Permits	4	2	200%	10	7	143%
Out-of-Town Burial Permits	13	20	65%	26	43	60%
Commissioners of Oaths	15	21	71%	29	39	74%
Paratransit Tickets	370	404	92%	579	679	85%
Parking Passes	3	2	150%	6	6.5	92%
Day Parking Passes	0	0	0%	0	2	0%
Evening Parking Passes	2	2	100%	4	5	89%
24-Hour Parking Passes	1	0	0%	2	0	0%
Plaques Ordered	0	0	0%	0	1	0%
Commemorative Plaques	0	0	0%	0	1	0%
Certificates Ordered	0	0	0%	0	0	0%
Transient Traders Licenses	0	0	0%	1	0	0%
Lottery Licenses	0	1	0%	0	1	0%
Lunch Wagon Permits	0	0	0%	0	0	0%



DEPARTMENT: Economic Development

REPORT NO: D-004-16

COUNCIL MEETING DATE: March 14, 2016

TITLE: Economic Development Monthly Staff Report

Department Activities:

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

- 1. Oxford Small Business Event** – The Director of Economic Development attended the event hosted by the Oxford Small Business Support Centre called Business, Government Services and You. The event showcased support available to entrepreneurs across the county from all three layers of government and associated support agencies.
- 2. Oxford Workforce Development Partnership** - The Economic development department has been working with our partners in the OWDP to move forward on a virtual job fairs tool which will be available to all Oxford County employers. The tool allows for businesses to conduct a job fair and interact with candidates online live, at flexible times anywhere around the world. The OWDP Project Director will be coming to Council in the next few months to demonstrate some of the impressive progress that has been made on workinoxford.ca and the virtual job fair tool.
- 3. Development** – As of January 1st 2016, the vacancy rate among downtown retailers was estimated at 6.9% of ground floor space. While this is an approximate, this does include the long term uninvested properties which are not even currently being offered as available space for rent. With the addition of a number of new renovations and openings so far in 2016, this vacancy rate has moved down to 6.5% as of March 1st 2016. We would expect that the renovations to convert Victory Memorial into a residential development will only further support our downtown retailers. We will continue to monitor this metric as a barometer for health in our downtown core retail businesses.

4. **Oxford Connection** – The Economic Development Directors from around the county met to plan the upcoming familiarization (FAM) tour in September. The tour will showcase the recent development growth and available opportunities in Ingersoll and the other areas across the County. This is a great opportunity to bring decision makers from outside our region here to learn about all that Ingersoll has to offer.
5. **Canadian Auto Show Industry Day** - In partnership the Automotive Parts Manufacturers Association, the Director of Economic Development attended the meetings at Industry Day at the Canadian International Auto Show in Toronto. Addresses from Minister Duguid and Minister Del Duca capped a series of presentations and panels on the technology, the connected car and the future for manufacturing innovation in Canada.
6. **Ingersoll District Chamber of Commerce** - Ingersoll Day at the Rogers Centre is June 12th and for tickets and more information please contact Ann Campbell at the Chamber office. The Chamber of Commerce Annual General Meeting has been set for 12:00 on March 30th at the Columbo Club in Beachville.
7. **Breakfast with the Warden / Future Oxford** – the Director of Economic Development attended Breakfast with the Warden hosted by the Oxford County Chambers of Commerce. At this session there was a brainstorming exercise for conducted for the various elements of the Future Oxford plan. Economic development offices around the county will be represented on the economy branch of Future Oxford by Cephas Panschow of Tillsonburg.

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



DEPARTMENT: Ingersoll Fire & Emergency Services

REPORT NO: F-004-16

COUNCIL MEETING DATE: March 14, 2016

TITLE: February Month End Report

FIRE CALLS

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

- 1 – Assembly
- 1 – Commercial
- 2 – Industrial
- 1 – MVC
- 1 – Rubbish/Dumpster
- 4 – Medical
- 9 – Carbon Monoxide
- 1 – Public Hazard

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

TRAINING

In February training focused on Fire behavior and the way wind driven fires burn. Emphasis was put on the effect weather conditions have on a structure in order to be sure that fires are extinguished with protection to lives and property loss being considered. Fire Fighters also practiced their survival skills with advanced SCBA training, wall breaches and familiarizing themselves on how to enter and leave a building in limited visibility following male and female ends of fire hoses.

TRAFFIC ACTIVITY

Traffic Infractions for the month are as follows:

- 34 – Fully paid totaling \$780.00
- 6 – Late Fee totaling \$105.00
- 1 – Partially paid totaling \$15.00
- 1 – Service Fees totaling \$16.00

FIRE PREVENTION INSPECTIONS

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

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

PUBLIC EDUCATION

Captain Shane Johnson provided fire safety education during a Home Alone program at the V.P.C.C. and D/C Wright visited Harrisfield Public School to present a Fire Prevention Talk and a Fire Safety Knowledge Quiz.

Lt. Steve Foster conducted a fire station tour and provided fire safety education to 15 members of the Ingersoll Beaver Scouts.

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:

- 4 – Regulating and Restricting Dogs – Bylaw #09-3989

There were four (4) by-law investigations during the month of February all were resolved.

Prepared by: John Holmes, Fire Chief/CEMC

Approved by: William Tigert, Chief Administrative Officer



DEPARTMENT: Operations

REPORT NO: OP-005-16

COUNCIL MEETING DATE: March 14, 2016

TITLE: February Operations Report

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

Attended the OGRA/ROMA Conference and attended sessions on Asphalt Pavement Quality and Aging Infrastructure as well as the Ministers Forum and the Michael Smither Memorial Question Box. The Premier also announced at the conference the doubling of the OCIF Formula based funding and the new criteria. As part of the conference the east and west engineers met to discuss a number of topics including asphalt, railways, MOECC applications and Traffic Collision data collection.

Was part of a joint grant application with the municipalities of Oxford County and Oxford County for the installation of an Electric Vehicle Charging Station in the Town parking lot.

Attended the Flood Coordinators Meeting for the Upper Thames River Watershed. The area is not expecting any major spring flooding because of the gradual thaw. However because of the average annual temperature increase and the increase in short duration but intense rain storms, we can expect more hot humid days followed by intense rain storms for this summer.

Met with the County for our bi-monthly meeting. Discussed the upcoming capital projects for 2016 and the future projects for 2017-2020.

Met with all the utility coordinators in our bi-annual meeting. Discussed 2016 capital projects, subdivisions and site plans and the future capital program.

The County over the next several weeks in advance of their Large Article Collection program in Ingersoll is initiating a large communication plan. The plan includes information on both the County and Town's websites, a direct mail out to every resident

in Ingersoll, newspaper and radio ads, news releases, the use of social media and e-alerts from both the County and the Town. All messages will include who, what and when items will be collected. One concern of staff is that if the articles do not make the criteria for collection and are left on the boulevard and are not taken back in by the resident. Who will be responsible for collection? The County has indicated this will become a property standards issue for the Town. Since the majority of articles are placed on the Town's boulevard it will become the Town's responsibility for collection.

Staff met and discussed possible solutions and the County has agreed to the following:

- If the contractor leaves items on the boulevard they will be tagged and a letter placed in the door
- The letter will state a deadline for removal of the items and enforcement if the items are not removed
- The contractor will also keep track of every address where a letter or tag is left

In order to provide enforcement, Council should consider the amendment of the Lot Maintenance Bylaw so that the Town has the ability to lay fines or bill on their taxes, even if the items are on the Town's boulevard. Staff will bring forward the changes to the bylaw at the April Council meeting.

Engineering Services responded to 43 requests for locates or re-locates during February. 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	9
Total # of letters sent	4
Total # closed to date, completed	1
Waiting for Compliance/Under Investigation	5
To be investigated	3

Complaint Summary

Total Complaints to Date (2016)	
Property Standards	5
Building without permit	0
Zoning	4
Parking	0
Fencing	1
Swimming Pool	0
February 2016 Complaints	
Total # of Complaints	8
Fencing	1
Property Standards	4
Derelict Vehicles	3
Debris	1
Zoning	4

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

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

Building Department

February 2016 Permits – 9 building permits for construction valued at \$540,800.00 were issued for the month of February.

- a. Total permits fees collected **\$9,030.48**
- b. Single and Multi-Unit for February– **1** single family dwellings & **0** Multi-Units (0 units)
- c. **Total Single & Multi units permits over year to date (2016);**
 - **3 Single Family Dwelling permits**
 - **0 Multi-Unit permits 0 Units**
- d. Total February Sewer Permits – **3**
- e. February Permit Comparison Summary and Permit Reports as follows:

Permit Comparison Summary from 2/1/2016 to 2/29/2016

Category	Previous Year						Current Year					
	#	Building	Muni Dev.	Muni Levy	County	Value	#	Building	Muni Dev.	Muni Levy	County	Value
Accessory (Residential)	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0
Commercial	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0	3	\$1,450.00	\$0.00	\$0.00	\$0.00	\$9,800
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	2	\$130.00	\$0.00	\$0.00	\$0.00	\$18,000	1	\$2,100.00	\$0.00	\$0.00	\$0.00	\$50,000
Residential	4	\$4,818.80	\$10,266.00	\$0.00	\$42,825.00	\$576,406	5	\$5,480.48	\$3,487.00	\$0.00	\$14,604.00	\$481,000

	Previous Year	Current Year
Total Permits Issued	6	9
Total Dwelling Units Created	3	1
Total Permit Value	\$594,406.00	\$540,800.00
Total Permit Fees	\$4,948.80	\$9,030.48

TOWN OF INGERSOLL Permit Summary From 2/1/2016 to 2/29/2016

Building Code Category	Total		New Structures		Add/Reno/UseCh		Demolitions		Signs		Other	
	Value	#	Value	#	Value	#	Value	#	Value	#	Value	#
Accessory Residential	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0
Residential	\$481,000	5	\$185,000	1	\$296,000	4	\$0	0	\$0	0	\$0	0
Agricultural	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0
Commercial	\$9,800	3	\$0	0	\$200	1	\$0	0	\$9,600	2	\$0	0
Industrial	\$50,000	1	\$0	0	\$50,000	1	\$0	0	\$0	0	\$0	0
Institutional	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0
TOTALS	\$540,800	9	\$185,000	1	\$346,200	6	\$0	0	\$9,600	2	\$0	0

Respectfully Submitted: Shannon Vanderydt, Chief Building Official

B. Public Works Manager

MAINTENANCE

Winter Control				
Events for February	2013	2014	2015	2016
Roads	14	17	21	14
Sidewalks	12	19	17	11
Snow Loading	1	1	3	1

Equipment Repairs

- Ongoing regular maintenance and repairs continued on trucks and plow equipment.

Road Maintenance

- Again this month potholes are being patched on a regular basis. Any new or previously repaired holes that need attention should be reported to the Works Department at 519-485-2931.

Safety Devices

- Signs deficiencies noted by our sign reflectivity testing are being replaced as they are delivered from the manufacturer.

Tree Trimming and Removal Tender

- Tree trimming and removals began without issue. Stumps will be ground, top soiled and grass seeded when conditions allow access with the stump machine and drier topsoil is available.

Free Trees

- A limited number of sugar maples will be available in early April for homeowners at no cost. Preference will be given to those who had a tree removed adjacent to their property and to those making first time requests. Call Lenore at the Town Centre 519-485-0120 to be added to the list.

Winter Control Damage

- Damage caused from street and sidewalk plows is starting to show with the snow melt. Crews will be around in the spring to clean up and fix damage. We will only replace topsoil and then sow with grass seed. We do not repair with sod.

Respectfully Submitted: Doug Wituik, Public Works Manager

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

Approved by: William Tigert, Chief Administrative Officer



DEPARTMENT: Parks & Recreation

REPORT NO: R-007-16

COUNCIL MEETING DATE: March 14, 2016

TITLE: 2016 March Monthly Report

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

Oxford Trails Council Meeting

Monday, March 7, 2016 – 12 noon
County of Oxford – Administration Building

Ingersoll Recreational Trails Meeting

Tuesday, March 8, 2016 – 7:00 pm – Town Hall
Tuesday, April 5, 2016

Ingersoll Safe Cycling Committee Meeting

Wednesday, March 9, 2016 – 6:30 pm – Town Hall
Wednesday, April 13, 2016

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

Dog Park Meeting

Monday, March 7, 2016 – 6:30 pm - VPCC

2. 2016 March Additional Work Projects:

- Multi Use Recreation Centre Ad Hoc Committee – Council Report – Committee Appointments, Draft Request For Proposals – Consultant;
- 2016 Parks & Recreation Rates & Fee's Council Report;

- Planning and coordination of Thames River/Town Wide Clean Up Day, Saturday, April 23rd, 2016 , 9 am to 1:00 pm;
 - Review of Ice Allocation Policy & 2016-2017 Ice Allocation;
 - Canada 150th Celebration – Coordination of activities & special events;
 - Ingersoll Recreational Trails Committee – Development of 2016 Goals & Objectives, Review of Trails Master Plan;
 - Safe Cycling Committee – 2016 Strategic Priorities, Bike Month – June 2016 – Planning of cycling events and the 3rd Annual Family Bike Ride;
 - Planning and coordinating March Break Programs – March 14 to 18, 2016;
 - 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. Family Day activities were an overwhelming success with over 500 people enjoying free public swimming and skating.

4. Fusion Highlights

- Youth Recruitment – On February 3, 3 school assemblies were completed at Royal Roads, Laurie Hawkins & St. Jude’s for grades 6-8 students. A total of 324 students attended the assemblies. 21 youth came to Fusion with the “5 free visits” coupon handed out at the assemblies and 5 new memberships are a direct result of this initiative. As not all youth have completed their 5 free visits it is expected the number of new memberships will increase as a result of this recruitment strategy;
- As of February 23rd there have been a total of 23 new youth become Fusion members. 12 females and 11 males;
- In 2016, as of February 24th, there have been a total of 48 new memberships. In 2015 there were a total of 18 new memberships over the same time period (January/February). This is an increase of 30 memberships from the previous year;
- As of February 23rd there have been a total of 1,211 youth visits;
- Parent Participation Night took place on Feb 18th. 8 parents came for a tour and to participate in programs, 4 new memberships were a direct result of this initiative;
- New programs were launched in February
- The Rotary VIVO music program has 12 participants. It has run for six sessions with a total of 57 youth visits;
- Fusion is now broadcasting closed-circuit radio programming throughout our building every day. Youth and staff have created some of the content, and this is mixed with a variety of music, including songs recorded by youth in our recording studio;

- Several Fusion youth members are working together to create a video entry for the annual “Stop Racism” video contest hosted by the LUSO Community Services Multicultural Outreach Program;
- Four new iMacs have been installed. The youth have been using them, and they work great. They are a significant improvement over what we had before, and they increase our ability to provide high quality multi-media programs;
- Applied for Canada Summer Jobs grant on behalf of Fusion, VPCC, Parks Department and Public Works for a total of 13 possible summer students subsidized to a total of almost \$47,000;
- Applied for Summer Experience Grant which will potentially provide funding to subsidize a Summer Sports and Recreation Coordinator to help with Skate Park Competition, Canada’s Wonderland Trip, Hall’s Creek Art Festival, Paintball trip and more;
- Run Ingersoll: Sprint into Summer race set for Sunday, June 12, 2016. To promote and recruit more participants to the event, the Run Ingersoll Running Clinic was created. It is a 10-week training course that includes registration in Run Ingersoll with the \$50 fee. Trainers are all on a volunteer basis so 100% of proceeds go to the event;
- Fusion submitted a funding application to United Way Oxford on February 5th, 2016

Prepared by: Bonnie Ward, Director, Parks & Recreation
Approved by: William Tigert, Chief Administrative Officer



DEPARTMENT: Treasury Department

REPORT NO: T-004-16

COUNCIL MEETING DATE: March 14th, 2016

TITLE: Treasury Department Monthly Report

Department Activities and Information for the month of February 2016:

Treasury

1. In process of finalizing 2015 yearend financial results, preparing financial statements and FIR.
2. The 2015 Provincial Gas Tax reporting has been completed and submitted. In process of finalizing the 2015 Federal Gas Tax reporting.
3. Reviewed the Town's procurement policy to ensure purchasing practices are in compliance with the policy and legislation. Began streamlining the current tender and RFP process to ensure consistency, effectiveness and compliance across all departments.
4. February was a busy month completing yearend payroll functions (reconciliations, T4s, annual returns (WSIB, EHT) etc.). The first property tax installment was due on February 29th.

5. Finance and Property Tax Statistics:

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
\$568,606	Property Taxes O/S February 29, 2016
\$3,880	Revenue - Treasurer Certificates, Title Changes, Other
\$12,225	Interest Earned

Information Technology

1. Developed a new Web based Complaint Tracking System. This was done in collaboration with the Clerks department.
2. Upgraded Great Plains to 2015R2 in test environment in preparation for live upgrade scheduled in March.
3. Completed the setup of IMAC computers at the Fusion center.
4. Rebuilt the Asset Management Web Server to streamline the Intranet process.
5. Created tender documents with detailed specifications to purchase two new servers for the Town.
6. T Department Statistics:

Closed Tickets – 99

Opened Tickets – 84

Still outstanding – 36

Websites Stats

Users – 5,873

Page Views – 20,489

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						
ZN6-15-05	Jamie & Leanne Brown	40 Holcroft St	OS	R1	Oct 2/15	Feb 8/16	March 14/16			
ZN6-15-06	Alderson/McGugan	125 Duke St	EC	EC-SP	Dec 14/15	Feb 8/16	Feb. 8/16	Approved	Approved	Appeal period complete March 2/16
ZN6-15-06	Wierenga/Black	213 Cherry Street	R1	R2	Feb. 5/16					Circulation for agency comments deadline is March 9/16

Town of Ingersoll - Minor Variance Status Table

File	Owner/Applicant	Address	Purpose	Application Received	Public Meeting(s)	Committee Decision	Notice of Decision	Final Notice	STATUS	Comments
A-04/15	2123432 Ontario Inc.	440 Bell St	reduce rear yard setback from	Dec. 16/15	Feb. 8/16					Awaiting Committee Decision
A-01/16	McLaughlin Bros.	50 Chisholm	reduce exterior side yard width	Jan. 20/16	Feb. 8/16	Feb. 8/16	Approved	Feb. 28/16	Approved	

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
SPA-004/14	Universal Vedic Ashram Inc.	37 William St	Convert former Princess Elizabeth Elem. School into Long Term Care Facility (19 beds) & Place of Worship w/ Assembly Hall	June 30/14	July 29/14	Pending	Pending			Agency circulation under way; awaiting new information re SWM issues
SP 6-14-05	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
SP 6-15-01	Autrans Canada Inc	17 Underwood	Proposed 23416 sq ft warehouse addition.	June 4/15	June 6/15					Withdrawn for SP6-15-03
SP 6-15-04	Ontario Refrigeration 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
SP 6-15-05	2123432 Ontario Inc (Louie's)	440 Bell St	Construct a 2 storey addition (1,039 ft2)	Dec 16/15	Dec 17/15	Pending				1st submission has been reviewed and comments have been forwarded to the applicant

SP6- 15-06	1904862 Ontario Inc. (McLaughlin)	390 Thomas St	Proposed parking lot addition	Dec 18/15	Dec 23/15					1st submission has been circulated
ISPC 06-1-1	Oxford Community Child Care	24 Raglan St	Amend site plan to install an accessible sidewalk and ramp	Dec 17/15	Dec 23/15		Approved			

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
SB 12-02-6 (ZN 6-12-02)	Schout Group Inc.	Kirwin Drive at Clark Rd East	Create 45 SFD Residential lots and 1 Open Space block (SWM)	May 9/12	May 17/12	Nov 12/12	Nov 28/12	Approved with conditions	Dec 12/15		Registered	
SB 12-03-6 (OP 12-06-6 & ZN 6-12-03)	ATSA Corporation Inc.	228 Whiting St	Create 21 SF Residential Lots & 1 Open Spcae block	June 26/12	June 28/12	Dec 10/12	Jan 9/13	Approved with conditions	Jan 23/16		Pending Final Approval	No appeals; awaiting clearance of conditions...
SB 13-01-6 (OP13-06-6 & ZN6-13-01)	ATSA Corporation Inc.	38 Glenn Ave	Create 14 SF Residential lots & 5 part lots	June 27/13	July 5/13	Oct 15/13	Oct 23/13	Approved with conditions	Oct 23/16		Pending Final Approval	Related to SB 12-03-6 (both sites to match up with roads and lots)
SB 12-03-6-1 (Amendment)	ATSA Corporation Inc.	228 Whiting St	Red line amendments to reconfigure plan to match with SB13-01-6	June 27/13	July 5/13	Oct 15/13	Oct 23/13	Approved with modified conditions	Oct 23/16		Pending Final Approval	Red Line amendments to match this site with SB 13-01-6
SB14-02-6 (ZN6-14-03)	Sifton Properties Ltd.	n/s Clarke Rd East - west of Harris St	Create 132 SF Resid. Lots, 3 TH Blocks, 2 Comm Blocks, 1 Park Block, 4 walkway blocks	Apr 11/14	Apr 17/14 and Oct 18/14	Mtg #1: Nov 10/14 Mtg #2 - May 11/15	May 27/15	Draft Plan Approved	June 10/18	Dec 21/15	Registered	
32T-87004 (amendment)	Oak Country Homes Ltd.	Fuller Dr / Walker Rd	Amend DA Conditions to allow next 2 phases to proceed w/o Walker Rd southerly extension from David St	June 5/14	June 9/14	Aug 11/14	Aug 13/14	Approves with Agreement	n/a	Oct 6/15	Registered	
CD14-03-6	Warren D. Sinclair Construction Ltd.	175 Ingesoll St North	Create Phased Condo with 41 TH units	Nov 20/14	Nov 21/14	Jan 12/15	Jan 28/15	Approved	n/a	Phase 1 Registration imminent	Pending Registration of Phase 2....	Related to Site Plan #SPA-03/13 and Minor Variance #A-01/13; Plan exempted from standard conditions due to Site Plan approval.



DEPARTMENT: Chief Administrative Officer

REPORT NO: A-004-16

COUNCIL DATE: March 14th, 2016

TITLE: Requirement for Site Plan Control Appeal – 50 Thames Street South, 70 Thames Street North

OBJECTIVE: To seek Council's determination of the requirement for Site Plan Control.

BACKGROUND: The Owners of the properties, Ingrox Limited at 50 Thames Street South and 375979 Ontario Ltd. at 70 Thames Street North are requesting under section 5.4 of the Town's Site Plan Control Bylaw to be exempted as the costs of completing would be excessive to the scope of the development being proposed. The requirement for site plan would be cost prohibitive to the projects being viable.

The applicants have submitted the requests in writing and are attached to this report for Council's consideration. Staff are bound by the bylaw in place to implement site plan when the factors identified under the bylaw are triggered. Council does have the ability to hear appeals regarding site plans, drawings or conditions of approval.

In these two circumstances, staff would agree that although technically the triggering reasons have been activated the scope of the works on the existing facilities is minor in nature and the costs to process a full scale site plan would be significant relative to the overall proposed works.

50 Thames Street

The triggering mechanism in this case is the proposed addition of an additional loading dock. The applicants contend that traffic patterns will not be altered and that no other impacts will be realized.

Staff have advised the applicant that should Council determine to exempt them from site plan control for the proposed works, a permit from Upper Thames River Conservation Authority will still be required before the Town can issue a building permit. Additionally should any other works be proposed the issue of a future site plan requirement could be revisited? At this time no other works are proposed.

70 Thames Street North

The Triggering mechanism in this case was the request for the installation of a drive through, commercial parking requirements and the altering of flow of traffic on the site. The applicants suggest that the requirements of a full blown site plan are not necessary and will make the project unviable.

Staff are looking to Council for a determination of whether the works can be exempted from the requirements of site plan control for the proposed work as allowed for under the site plan control bylaw.

ANALYSIS: Although Staff sympathizes with the applicant, only Council can make the determination as to the applicability and need for compliance with the bylaw.

Obviously there are situations where the rules may appear to be overly restrictive relative to the request being made. Although Staff would not suggest that this appeal mechanism be utilized very often, in some cases it may make sense so as not to completely hinder economic investment, especially in the Central Business District and when dealing with existing structures. Staff would advise Council to distinguish the aspects of these requests from the general requests that may follow seeking similar relief.

This request may make other developers more aware of the appeal process, but it is a current tool available under the bylaw.

As Council is aware Staff is working hard to develop a more streamlined, time sensitive approach for site plan control and are working on a new bylaw and template agreements for Council's consideration.

INTERDEPARTMENTAL IMPLICATIONS:

FINANCIAL IMPLICATIONS: There are only minor cost implications on lose of application revenue which should be offset by the freeing up of Town resources which would have been required to process the applications.

RECOMMENDATION: That Council receives report A-004-16 as information.

And further that Council make a determination as to the applicability and need for Site Plan Control and whether or not relief from the requirements can be granted for the two applications at 50 Thames Street South and 70 Thames Street North.

ATTACHMENTS:

1. Letter from Tim McHugh, Ingrox Limited - 50 Thames Street South
2. Letter from Tim McHugh, 375979 Ontario Ltd. – 70 Thames Street North

Prepared by: William J. Tigert

March 9, 2016

To Ingersoll Town Council and applicable administrative staff:

Concerning 50 Thames Street S, Ingersoll:

As you are aware, Tiremaster has temporary zoning to permit their tire /rim assembly, mounting and dismounting business to operation at this location. Tiremaster has asked for a third dock to be created for their working convenience. This third dock would not cause any increase in traffic to the site, change the footprint of the building and would not change the way storm water is managed on site but would make their business run smoother. This renovation could kick in the need for site plan control and storm water management.

However, Ingrox limited has already gone to considerable expense to create the space for them and to go through site plan would cause significant additional cost that would benefit no one involved. Ingrox has had engineers' looks at this concern as well and they have stated it would be up to the Town administration to decide. Ingrox Limited is looking for the town to look at the economy of scale and forgo the site plan control.

Thank you for your consideration on this matter

With Regards,

Tim McHugh
Ingrox Limited

375929 Ontario Ltd.

**11 St. Andrews Street
Ingersoll ON N5C 1K6
(519) 485-4881/ (519) 485-6184**

March 9, 2016

To Ingersoll Town Council and applicable administrative staff:

Concerning 70 Thames Street N, Ingersoll:

Goodwill Industries is asking for a 3 year lease at this location. They are asking for a sliding door to make donating easier. This renovation is not extensive but could possible kick in the need for a site plan and storm water management. During the renovation Ingrox Limited will not be changing the size of the parking lot to accommodate this and storm water routes will remain the same. Ingrox is in the process working with an engineer to provide us with the re-grading plan for the parking lot, and the engineers have indicated to Ingrox there will be no change in flow of either volume or direction. Ingrox is asking for a reprieve from the necessity of a storm water study.

Thank you for your consideration

With Regards

Tim McHugh
Ingrox Limited



DEPARTMENT: Chief Administrative Officer

REPORT NO: A-005-16

COUNCIL DATE: March 14, 2016

TITLE: Memorandum of Understanding (MOU) Architectural Conservancy Ontario (ACO) and the Town of Ingersoll

OBJECTIVE: To seek Councils permission to enter into a Memorandum of Understanding with the Architectural Conservancy Ontario (Ingersoll Branch) for the future transference of Ownership of the Carnegie Building.

BACKGROUND: Council has expressed support and the willingness to convey the former Library known as the Carnegie Building to this group with the expectations that the building can be preserved and find an ongoing useful purpose, without adding an additional burden on the tax payers.

The ACO has been working to raise funds to be able to take ownership and pay for the necessary repairs and preservation of the building with the goal of designating it under the Heritage Act and maintaining it for future generations.

ACO has indicated that it has been difficult to raise funding from third parties without a formalized commitment between the Town and ACO.

Senior Staff have create an appropriate MOU that protects the Town while clearly demonstrating that there is a firm commitment to transfer ownership to ACO. It requires that ACO demonstrate that their organization is capable financially of assuming the responsibility of renovating the building to meet current building codes and public occupancy requirements.

Once signed the MOU should provide ACO additional confidence to solicit donation from the community for the building preservation.

ANALYSIS: The MOU has been prepared and reviewed by Senior Staff, reviewed by ACO and amended accordingly.

Staff are supportive of the document as it is presented here for consideration.

INTERDEPARTMENTAL IMPLICATIONS: The future of the building does impact a number of departments, including Engineering and Public Works, Building, Finance and Administration.

FINANCIAL IMPLICATIONS: The MOU does require the Town to maintain the building in its current state and take the necessary steps to prevent further deterioration during the term of the MOU. There are approximately \$30,000 in reserves to fund any necessary costs.

RECOMMENDATION: That Council receives the report numbered A-005-16 for information.

And further that Council authorizes the entering into the Memorandum of Understanding with the Architectural Conservancy Ontario as attached hereto.

Prepared by: William J. Tigert, Chief Administrative Officer.

Draft Memorandum of Understanding

Memorandum of Understanding

Between

The Corporation of the Town of Ingersoll, herein after known as the “Town”

And

Architectural Conservancy Ontario, Ingersoll Branch, herein after known as the “ACO”

This Memorandum of Understanding (MOU) sets forth the terms and understanding between the Town and the ACO 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.

Background

The Carnegie Library is a building with a long history within the Town, serving as the Public Library for a number of years. With the transfer of the Library system to the County and the construction of a new Library, the Carnegie building has been utilized for other purposes and over time has fallen in to disrepair. In the current condition significant capital improvements are required to maintain the building and to maintain the structural integrity.

At the current time there is no identifiable Town use for the building and the potential capital costs are not in line with the current needs and priorities of the Town.

The ACO has approached the Town with the request of saving restoring and designating the property as a heritage property for posterity. Architecturally the building has historic and unique characteristics that are worthy for consideration of preserving for the future generations of the Town.

The ACO believes that there is a community interest and need for preserving this piece of Ingersoll’s history and have asked that the Town work with them to achieve this goal. The request is to transfer ownership from the Town to the ACO so that this can be done. A key challenge will be to raise the funding from the community and other sources to provide for the capital works.

The ACO has indicated that fundraising has proved challenging because they are not the owners and people and organizations are reluctant to commit funding when the building is still in the Town's ownership. For this reason ACO has asked that a Memorandum of Understanding be entered into by the parties to establish when and how the ownership could be transferred.

Purpose

This MOU will establish the framework, requirements and timing of activities and event that would allow for the conveyance of the ownership of the property from the Town to the ACO.

This agreement would provide the assurance that when the requirements are met, the property would be conveyed from the Town to the ACO.

Incompletion or failure of the parties to meet the requirements of the MOU in the time frame established would permit the Town to look to other alternatives in the determination of the properties future.

The above goals will be accomplished by undertaking the following activities:

1. That the ACO provide documentation of the organizations incorporation, which will demonstrate their ability to act as a body corporate, allowing for the ownership of real property.
2. That the ACO acquire, and provide proof to the Town that they are able to obtain liability insurance with minimum coverage of two (2) million dollars, and prior to the conveyance of the land, provide the Town with a copy of said insurance that holds the Town harmless in any form or manner of claims that may later be filed against ACO in ownership or operations of the building.
3. That ACO demonstrates their ability and capacity to take ownership, and all that entails including the timely payment of property taxes on the property.

The ACO may demonstrate this by means of fundraising or otherwise providing confirmation that they have available at time of ownership conveyance \$50,000 dollars of funds committed to the stabilization and restoration of the property. This can be demonstrated by cash on hand or secured pledges from individuals or organizations.

4. ACO acknowledges and accepts that the Town will not be contributing funds directly to the purchase or restoration of the facility.
5. That the Town will convey the property with clear title for five (5) dollars in, as is, where is condition, once these fore stated conditions have been clearly demonstrated. The Town will assume the costs associated with the transfer of ownership to ACO.
6. The Town requires that the ACO meets these requirements and obligations within 12 calendar months of the MOU coming into forces and effect. Failure to do so will allow the Town to consider other options including offering the building for sale, or

demolishing the building. The Town will not consider the sale of the property to a third party during the term of this MOU without giving ACO the right of first refusal.

7. The Town will maintain the facility in its current state, working to prevent further deterioration of the facility in 2016.
8. ACO acknowledges that it will be required to bring the building up to required standards under the Building Code for its intended purpose, at its own expense requiring it to meet all requirements of necessary permits including the cost of fees. The Town will not be asked or expected to waive or absorb the costs of any fees required.
9. ACO also acknowledges that it will not be able to use the facility for any occupancy or use until all required repairs have been completed to the satisfaction of the Town's Chief Building Official as per the Ontario Building Code.
10. If the building is sold during the term of the MOU pursuant to the terms identified herein, the Town will return any and all funds donated by the ACO towards the repair of this building back to the ACO.

Reporting

The ACO acknowledges and commits to the quarterly reporting to the Town on the status of its fundraising efforts.

The Town acknowledges and commits to advising ACO of any other potential unsolicited interest expressed in the property by a Third Party.

Funding

The parties agree and acknowledge that the MOU does not commit either party to the conveyance of funds from one to the other in any manner.

Duration

This MOU is at-will and may be modified by mutual consent of authorized officials from both the Town and the ACO. This MOU shall become effective upon signature by the authorized officials from the parties and will remain in effect until modified or by any one of the partners by mutual consent. In the absence of mutual agreement by the authorized officials from the parties this MOU shall end Twelve (12) months after coming into force and effect.

Contact Information

Corporation of the Town of Ingersoll
Michael Graves
Clerk
130 Oxford Street, 2nd Floor, Ingersoll Ontario
Telephone: 519-485-0120
Fax: 519-485-3543
E-mail: mgraves@ingersoll.ca

Architectural Conservancy Ontario, Ingersoll Branch

Partner representative

Position

Address

Telephone

Fax

E-mail

_____ Date:

(Partner signature)

(Partner name, organization, position)

_____ Date:

(Partner signature)

(Partner name, organization, position)



DEPARTMENT: Clerk's Department

REPORT NO: C-009-16

COUNCIL MEETING DATE: March 14, 2016

TITLE: Adoption of Updated Overtime Policy

OBJECTIVE

To seek Council's approval for the adoption and subsequent implementation of an updated Overtime Policy.

BACKGROUND

An Overtime Policy was adopted by Council on November 14, 2011. The 2011 report accompanying the policy cites the lack of a formal written overtime policy, consistent among all Town departments as the rationale for the document's creation. The Overtime Policy was developed to "create consistency in the manner in which overtime is allocated, compensated and monitored" and was to lead to better controls associated with accumulated overtime.

As the current overtime policy has been in force in excess of four (4) years and in light of persistent ambiguity concerning how and when overtime will be accumulated and compensated, Staff have identified the need to further update the policy with more precise wording and clearer guidelines.

The proposed overtime policy uses the current policy as a framework and was updated in collaboration with the Town's Department Heads and circulated for employee review and comment for a period of two (2) weeks. The Human Resources Coordinator received two (2) comments regarding the content of the Policy during the comment period. Overall Staff considers the lack of feedback an indication that the Policy is considered fair and acceptable.

ANALYSIS

The main objective of the updated overtime policy is to achieve consistency amongst all departments in how overtime will accrue and be compensated for non-union employees

and groups while containing costs and ensuring adherence to relevant legislation, namely the *Employment Standards Act*.

The updated document attempts to balance three sometimes competing interests: cost-control, equity, and employee engagement. The changes introduced and identified below are, in Staff's opinion, the best means to balance all three interests.

Major changes introduced by the updated policy include:

- The creation of a Management Group which caps managerial/supervisory employee overtime entitlement at 35 hours each calendar year. Under the current policy, this employee group is entitled to earn overtime, some of which is paid out, as it accrues and with no limits to how much overtime may accrue in a year.
- The requirement that unless authorized by the CAO, covered under Exceptions/Alternate Entitlement provisions, or included in capital budgeting, that all overtime will be compensated via paid time off in lieu of overtime time.
- The introduction of a reporting/policing mechanism. Under the updated overtime policy all department heads will be provided with an overtime report for their department on a quarterly basis and will be expected to monitor employee overtime banks; scheduling mandatory time off as required. It is anticipated that regular reporting and monitoring will mitigate issues of abuse and excessive overtime accumulation.
- The creation and communication of policy exceptions and alternate entitlements. Positions associated with significant overtime expectations are considered exceptions under the proposed new policy and will accrue and have their overtime compensated accordingly. Positions categorized under this policy section are associated with emergency call-out expectations and capital project work.

In an effort to maintain employee engagement, the policy does not change the rate at which overtime accrues, nor the threshold for overtime accumulation. Staff are of the opinion that cost-control can be achieved through the implementation of the additional employee group and the introduction of regular reporting and monitoring, thus mitigating the need to drastically claw back current entitlements. Under the updated overtime policy, entitlements will primarily remain the same but will be governed by stricter rules therefore restricting the accumulation of overtime hours to only those necessary and approved through the appropriate authority.

INTERDEPARTMENTAL IMPLICATIONS

Departmental training on the new policy to all full-time non-union employees will be required with a focus on department head and management-level training to establish expectations and to communicate accountabilities.

FINANCIAL IMPLICATIONS

Financial windfalls listed below are based on the overtime payment report for 2015, provided by the Deputy Treasurer.

- With the creation of the Management Group, it is anticipated that the Town will save an estimated \$16,000 in paid overtime costs over the course of a year.
- The stipulation that all employee-earned overtime will be compensated via paid time off in lieu as opposed to overtime pay will see an additional decrease in overtime payments of \$7,000.00.
- In total the Town may benefit from a cost-savings of over \$20,000.00 over the course of a year.

RECOMMENDATION

THAT Council receives Report C-009-16 as information and further that Council approve the Overtime Policy for non-union employees as attached and further that this policy shall take effect April 1, 2016.

Prepared by: Danielle Richard, HR Coordinator

Reviewed by: Michael Graves, Clerk

Approved by: William Tigert, Chief Administrative Officer



Policy Title: Overtime Entitlement - Full-Time, Non-Union Employees

Effective Date: To be approved by Council

Review Date(s):

Intent

The purpose of this policy is to define and communicate procedures governing the accrual and compensation of approved overtime for all eligible full-time, non-union Town of Ingersoll employees.

Scope

This policy applies to all full-time, non-union employees of the Town of Ingersoll.

Definitions

Overtime – Refers to the time an employee works that is in excess of their regular weekly full-time hours, for example 35, 40 or 44.

To determine your department's expectation for weekly hours of work, please refer to your employment offer or speak with your manager/supervisor.

Administrative Group – Includes the Chief Administrative Officer (CAO), and all Department Heads including the Clerk, Director of Finance/Treasurer, Director of Economic Development, Director of Parks and Recreation, Engineer, and the Fire Chief.

Management Group – Refers to Town of Ingersoll employees who are responsible for providing staff or financial supervision as a primary function of their position and who are not classified under the Administrative Group.

Non-Management Group – Refers to all eligible full-time, permanent employees not classified under the Administrative or Management Groups.

Authorized – For the purposes of this policy, authorized is defined as the approval received from the member of the Administrative Group who holds responsibility for the employee's department. Authorization may be obtained in writing or by department policy.

Call-Out - For the purposes of this policy, a call-out occurs when an employee is required to respond to a work-related situation that requires immediate attention and that occurs outside of the employee's regular hours of work.

Exceptional Circumstance – As defined by the Ontario Ministry of Labour; means an exceptional situation where the Town may require the employee to work more than his or her normal daily or weekly hours, or to work during a period that may otherwise require time off for the employee. Exceptional circumstances only apply when it is necessary to avoid serious interference with the ordinary functioning of the Town's operations.

Flexible Schedule – For the purposes of this policy, refers to the practice of adjusting an employee's arrival or departure time, during peak times of operational demand, while ensuring hours worked total daily expectations for the department.

Guidelines

It is the policy of the Town of Ingersoll that the accrual and compensation of overtime for all full-time, non-union employees be administered in a manner that is fair and consistent.

In carrying out this policy, management and staff are requested to remain mindful of the need to limit overtime hours and associated costs, while striving to maintain the quality and effectiveness of service delivery.

Procedure

1. Overtime Eligibility and Accrual – Non-Management Group

- 1.1. Subject to the following conditions, overtime will be permitted if:
 - The overtime is authorized and is deemed necessary to maintain service levels and service quality;
 - It is required as a result of exceptional circumstances; or
 - It falls under an internal department policy that empowers the staff member to work preauthorized overtime under specific circumstances; provided the overtime is consistent with this policy and has been authorized.
- 1.2. Under this policy, attendance at mandatory training, educational sessions, meetings, hearings and any other event deemed necessary by the Administrative Group and authorized by the same will be considered eligible for overtime.
- 1.3. Circumstances classified as ineligible for overtime consideration include: voluntary attendance at educational/training sessions, seminars, conferences, social/charitable events, or stand-by.

- 1.4. Overtime will begin to accrue after an employee has worked more than one-half (1/2) hour beyond his or her regular weekly hours of work and is to be accumulated in one-half (1/2) hour increments.
- 1.5. The use of flexible scheduling may be permitted to reduce the accrual of overtime hours during peak times of operational demand. A flexible schedule must be authorized by a member of the Administrative Group and developed in collaboration with the employee. Flexible schedules are generally temporary in nature and are not to be implemented on a permanent basis. Long-term or seasonal flexible schedules may be permitted with Administrative Group authorization where use is justified by the irregular scheduling requirements of a position.
- 1.6. Eligible employees required to travel out of town for authorized business purposes are considered to be working when travelling as per the *Employment Standards Act, 2000*. As such, travel time to a work location other than the employee's place of work will be considered in the employee's total hours of work for the week.
- 1.7. Exception: employees travelling for business purposes to an out-of-town location that may reasonably be reached on the day of the scheduled business meeting or event (i.e. Toronto) may choose, with authorization, to travel to the destination on the day prior and to obtain and expense overnight accommodation. An employee who opts to travel on the day prior and to incur the cost of accommodation will forfeit the right to accrue compensable travel-related overtime on this day; so long as hours worked in the week do not exceed 44. At all times, the CAO will retain final authority on this matter.

2. Overtime Compensation – Non-Management Group

- 2.1. Except as established in preceding sections of this policy, all eligible and authorized overtime hours will be compensated in the form of paid time off in lieu.
- 2.2. Overtime hours will accrue at a rate of time and a half (1.5) for all hours worked in excess of the employee's weekly full-time hours (e.g. 35, 40). For example, one (1) hour of overtime will equate to one and a half (1.5) hours of paid time off in lieu.
- 2.3. Under exceptional circumstances overtime hours may be compensated through overtime pay where the overtime is anticipated and part of the yearly budget, or as approved by Council.
- 2.4. The preceding provisions regarding compensation of overtime can be altered by direction of the CAO under exceptional circumstances.

3. Overtime Eligibility and Accrual – Management Group

- 3.1. The Town of Ingersoll anticipates that members of its Management Group will work a reasonable amount of additional hours throughout the year for reasons including, but not limited to:
- Ensuring service delivery standards are maintained;
 - Achieving department or team needs;
 - In response to an exceptional circumstance; and
 - To attend municipal and community events and/or meetings.
- 3.2. Although the *Employment Standards Act* exempts management personnel from receiving overtime entitlements, the Town will recognize additional hours worked by providing members of the Management Group with up to five (5) days (35 hours), of paid time off in lieu each calendar year.
- 3.3. Management Group employees may not carry over any of their allotted 35 hours of paid time off in lieu. Hours remaining untaken at the completion of the fiscal year will be lost.
- 3.4. Where justified by a position's irregular scheduling requirements, Management Group employees may be permitted, with authorization from the Administrative Group, to work a flexible schedule in an effort to reduce the accrual of overtime hours.

4. Exceptions / Alternate Entitlements

- 4.1. The following positions which are associated with capital project budgeting and emergency call-out expectations will be subject to alternate overtime accrual and compensation provisions:
- Senior Engineering Technician
 - Engineering Technician
 - Junior Engineering Technician/Asset Management Assistant

The above-mentioned positions will accrue overtime at a rate of time and a half (1.5) for all hours worked in excess of 35 hours in a week. Position holders will be provided the option of banking a maximum of 35 hours of time off in lieu each fiscal year. All additional overtime will be paid out. Call-out pay will be compensated at a guaranteed rate of three (3) hours of call-out pay, paid at the employee's regular overtime rate. Call-out pay will begin to accrue once the employee arrives at the call-out location. If the employee is called into work prior to the start of his/her regular shift the employee will earn overtime for all hours worked prior to his/her normal start time and will not be eligible to receive the three (3) hour minimum call-out rate. Employees will not be paid mileage in addition to call-out pay.

- 4.2. The following Management positions will be subject to alternate overtime accrual and compensation entitlements as established under the terms and conditions of their employment:
- Operations Manager
 - Public Works Manager
 - Public Works Foreman
- 4.3. The Chief Building Inspector and the Building Inspector/By-Law Enforcement Officer will be entitled to receive call-out pay at a guaranteed minimum rate of two (2) hours of call-out pay, paid at the employee's regular overtime rate. Call-out pay will begin to accrue once the employee arrives at the call-out location. If the employee is called into work prior to the start of his/her regular shift the employee will earn overtime for all hours worked prior to his/her normal start time and will not be eligible to receive the minimum two (2) hour call-out rate. Employees will not be paid mileage in addition to call-out pay.

5. Overtime Banks/Scheduling Time Off

Non-Management Group

- 5.1. Banked time off in lieu shall be taken according to the following schedule:

Overtime Earned:	Deadline for Use:
January 1 – October 31	Prior to the end of the fiscal year
November 1 – December 31	Prior to the end of the subsequent fiscal year

- 5.2. Employees may request to use banked time off in lieu in the week following its accrual.
- 5.3. Administrative Group employees may schedule time off in lieu for their direct reports to ensure overtime banks are depleted prior to the deadline for use and to reduce associated costs.
- 5.4. As per the Town of Ingersoll's Vacation Time Policy, an employee is permitted to carry over up to five (5) days of earned time off. Requests to carry over additional time off must be presented to and approved by the CAO and will be dealt with on a case-by-case basis.

All Groups

- 5.5. The employee and his/her manager/supervisor must mutually agree as to when the time off in lieu will be taken. It is understood that the employer has the right to maintain a competent workforce.
- 5.6. Employees are encouraged to use banked overtime for medical appointments, family illness and personal appointments.

- 5.7. Time off in lieu taken for vacation purposes is to be scheduled in accordance with the Vacation Scheduling Policy and guidelines of the employee's department of employment.
- 5.8. In accordance with the Town's Vacation Policy, brief illnesses, of less than a three (3) day duration, that occur during an employee's scheduled paid time off in lieu shall not be counted towards sick pay, consequently the employee will not have the time returned to their lieu time bank.

6. Enforcement/Responsibilities

- 6.1. Unless required as a result of an exceptional circumstance or otherwise authorized by an internal policy, Non-Management Group employees are responsible for obtaining authorization from the member of the Administrative Group responsible for their department prior to working any overtime.
- 6.2. Members of the Management and Administrative Group are responsible for ensuring service levels under the purview of their authority are appropriately maintained while minimizing the accrual overtime.
- 6.3. Management and Administrative Group employees are responsible for monitoring, and as required, managing their employees' overtime banks through employer-initiated vacation scheduling. Accrual of overtime hours above and beyond normal thresholds for a department and/or role must be brought to the attention of the CAO for review.
- 6.4. The employee and their manager/supervisor are responsible for the record-keeping associated with this policy. A Department Head shall be responsible to the CAO.
- 6.5. Each department will be subject to a periodic review of their overtime banks conducted by human resources to ensure compliance with this policy and in an effort to contain costs associated with overtime.
- 6.6. Upon termination of employment, any outstanding and authorized overtime hours will be paid out at the rate in which they were earned as established by this policy.

7. Part-Time Employees

Part-time employees are entitled to overtime compensation based on the provisions outlined in the *Employment Standards Act, 2000* for all hours worked in excess of 44 hours per week. Contract employees will be compensated for overtime hours based on provisions established within their employment contract.



DEPARTMENT: Operations

REPORT NO: OP-006-16

COUNCIL MEETING DATE: March 14, 2016

TITLE: Parking Concerns around Royal Roads Public School

OBJECTIVE

To update Council on the parking concerns brought to the Ad Hoc traffic committee around Royal Roads Public School during drop off and pick up times

BACKGROUND

The Town has received several calls and an email representing some of the residents of Princess Park Road concerned about the parking on their street during drop off and pick up of students from Royal Roads Public School. Royal Roads is a non-bus school where all the students can walk to school.

Residents are concerned with parents parking on both sides of the street, blocking driveways, idling for long periods of time and generally creating unsafe conditions on the street. This in conjunction with there being no sidewalk on Princess Park Road, the walkers are forced to walk down the centre of the road while vehicles are trying to make their way between the cars parked on both sides of the street.

Staff have gone out and observed the situation and indicated that for about 30 minutes surrounding dismissal there are safety concerns on the street.

The Transportation Management Committee reviewed the situation at its meeting on January 27th, 2016 and was concerned that eliminating parking would just move the problem further down the street into another neighbourhood and not solve the problem.

ANALYSIS

Many of the elementary schools in Town are having difficulty with parking around the schools during drop off and pick up. The number of parents dropping off and picking up their children has increased dramatically over the last 10 years. This concern occurs over a short duration in the mornings and afternoons during the school calendar but

causes major safety concerns for residents, pedestrians and drivers. At two of the elementary schools majority parking or no stopping restrictions have been put in place to try and improve the safety around the schools.

The Transportation Committee discussed at length the situation at Royal Roads Public School. The committee was concerned banning parking on one side of the street, even at specific times would just move the problem further down the street or into another adjacent neighbourhood. A suggestion was made to talk with the Principal to see if there were other suggestions for dealing with the concerns.

As well the safety concern of students and parents walking down the centre of the street because there are no sidewalks was also discussed with the committee. Staff has looked at the cost of constructing sidewalks on Princess Park Road and because of the underground hydro and the amount of mature trees; the sidewalk could potentially be very expensive.

The Town of Tillsonburg has also experienced parking problems around their elementary schools. The Town has implemented No Stopping restrictions on the streets surrounding the schools from 8:30 am – 9:30 am and 3:00 pm – 4:00 pm from September 1st to June 30th. Depending on the situation the restriction can be on one side of the street (generally the school side) or both sides of the street. The Tillsonburg has found that this has improved the safety in the area of the school and been a compromise for the area residents.

Staff is recommending a public meeting be held with the area residents with an invitation to the parents of the school to discuss the safety concerns and possible solutions to bring back for Council's consideration.

FINANCIAL IMPLICATIONS

The cost to construct a sidewalk along Princess Park Road is estimated to cost \$125,000.

The cost to manufacture and install No Stopping signs would be approximately \$600.

RECOMMENDATION

That report Number OP-006-16 be received as information and further that Council direct staff to hold a public meeting to discuss the concerns of the neighbourhood and bring a subsequent report back to Council for their consideration.

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

Approved by: William Tigert, Chief Administrative Officer



DEPARTMENT: Parks & Recreation

REPORT NO: R-008-16

COUNCIL MEETING DATE: March 14, 2016

TITLE: Multi Use Recreation Centre Ad Hoc Committee – Committee Appointments

OBJECTIVE

The purpose of this report is to obtain Council approval of the Committee appointments for the Multi Use Recreation Centre Ad Hoc Committee.

BACKGROUND

On August 10, 2015 Council approved the creation of a Multi Use Recreation Centre Ad Hoc Committee – R-55-15.

On December 14, 2015 Council approved the Terms of Reference and Committee structure for the Multi Use Recreation Centre – R-062-15.

The Multi Use Recreation Centre Ad Hoc Committee has been established to advise Council, Administration and the Project Management Team on specific matters as they pertain to the preparation and delivery of the Ingersoll Multi Use Recreation Facility.

The overall purpose of the Multi Use Recreation Centre Ad Hoc Committee is to ensure that the stakeholders in the community will have their interests represented during the tenure of the consulting engagement and that by playing this key role, the community will have a strong sense of ownership and support the development of the facility.

In this way the Ad Hoc Committee will help to ensure that future development of the facility and the property is appropriate to the community, and of the highest possible quality.

The Town of Ingersoll advertised for 2 citizens of Ingersoll who were interested in serving on the Multi Use Recreation Centre Ad Hoc Committee.

To be considered on the Town Committee citizens must be an owner of property or a tenant of property in the Town of Ingersoll. Employees who work within the Town will residency in other communities were also considered.

Nine residents expressed interest in the two citizen positions prior to the deadline date of Wednesday, January 27th, 2016.

On February 8, 2016 Council reviewed the applications and directed staff to speak with the preferred candidates as well as those who would not be recommended for appointment. Staff were directed to report back with recommendations at the next Council Meeting.

Letters were sent out to the six Facility Stakeholders requesting official representation on the Committee.

ANALYSIS

Staff is recommending that the Multi Use Recreation Ad Hoc Committee now be finalized and comprised of the following individuals:

Project Management Team	William Tigert, CAO Iryna Koval, Treasurer Bonnie Ward, Director of Parks & Recreation
Council Representatives	Deputy Mayor Freeman Councillor Brian Petrie Councillor Kristy VanKooten-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

INTERDEPARTMENTAL IMPLICATIONS

None

FINANCIAL IMPLICATIONS

None

RECOMMENDATION

THAT the Council of the Corporation of the Town of Ingersoll receives Report R-08-16 as information;

AND FURTHER THAT Council approves the final committee appointments to the Multi Use Recreation Centre Ad Hoc Committee as outlined in R-08-16.

ATTACHMENTS

None

Prepared by: Bonnie Ward, Director of Parks & Recreation

Approved by: William Tigert, Chief Administrative Officer



DEPARTMENT: Parks and Recreation

REPORT NO: R-009-16

COUNCIL MEETING DATE: March 14, 2016

TITLE: Fusion Youth Centre – Skate Park Strategy

OBJECTIVE: The objective of this report is to provide Council with information on the strategy for recruiting youth who use the skate park to become members of the Fusion Youth Centre.

BACKGROUND: The Fusion Youth Centre was directed by Council at the February 8 meeting to look into the possibility of required membership or a fee for the use of the Skate Park for non-members.

ANALYSIS: When researching models for skate parks across Ontario, there was **no model where residents were required to pay a fee to use the park**. The skate parks were all considered public property and “use at your own risk”.

In special report R-005-16 presented to Council on February 8, 2016, it was noted that skate park visits are not included in total youth visits to the Fusion Youth Centre, primarily because youth do not have to be Fusion members to use the skate park and the park is open to all ages, not just 12-18 year olds.

In reviewing the 2015 skate park statistics, there were 2,638 visits. This includes 409 individuals, 154 of which are active members and 255 that don't have memberships at Fusion but used the Skate Park.

It is also important to note that while individuals attending the skate park has been tracked in the past, the age of participants has not been and therefore Fusion is proposing the following strategy to recruit skate park participants to become Fusion members in 2016:

- A new tracking and sign-in system will be implemented that includes tracking the age of residents, and their residency, visiting the skate park. This data will be used to evaluate the cost/benefit of requiring a Fusion membership for visiting the skate park
- A recruitment strategy will be put in place to attract youth between the ages of 12-18 that visit the skate park to become Fusion members. As this has not been done in the past, but has been successful in other areas (ie: school assemblies),

it is anticipated that once youth know the benefits of having a Fusion membership that we will see an increase in memberships from youth that visit the skate park

The above strategy will allow Fusion to collect participation statistics to determine the current demographics of those using the skate park as well as target those between the ages of 12-18 to become members, while still remaining inclusive to the entire Ingersoll community and allowing all residents to enjoy the supervised skate park.

INTERDEPARTMENTAL IMPLICATIONS

None

FINANCIAL IMPLICATIONS

None

RECOMMENDATION

THAT the Council of the Corporation of the Town of Ingersoll receives this report 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.

ATTACHMENTS

None

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



DEPARTMENT: Parks & Recreation

REPORT NO: R-010-16

COUNCIL MEETING DATE: March 14, 2016

TITLE: VPCC – Change rooms – Age Requirements

OBJECTIVE

The purpose of this report is to obtain Council's approval to change the age requirement guideline of the Ladies and Men's change rooms at Victoria Park Community Centre back to no children over five (5) years of age allowed in opposite sex change rooms from over three (3) years of age.

BACKGROUND

In 2013 the Director of Parks and Recreation received one concern that the age of children allowed in opposite gender change rooms at Victoria Park Community Centre be changed to no children over three (3) years instead of over five (5) years. The concern was raised because pre-school children now attend public school at age four (4) and perhaps opposite gender children should not be in the same change rooms.

Based on that one concern, staff with Council approval, changed the age requirement to no children over three (3) years of age allowed in opposite gender change rooms.

Victoria Park Community Centre was built over 25 years ago and did not originally have "Family Change Room" facilities. In 2002 the Town renovated the Centre and converted two offices into a very small Family Change room.

The Family Change room does not accommodate the demand of the small children between the ages of Two (2) to five (5) that attend our swimming lessons during the evenings and weekends.

The overcrowding in the Family Change room has become a health and safety concern and parents have become extremely frustrated.

ANALYSIS

Over the past two years staff have received many complaints about the age restriction in the male and female change rooms and the overcrowding in the Family Change room.

Over this past winter session of swimming lessons we directed frustrated parents to sign a "Concern Petition" that offered a solution of changing the opposite gender age limit from 3 years back to 5 years in the male and female change rooms.

To date we have collected over 55 names from our patrons asking us to change the age limit back to no children over 5 years allowed in the opposite sex change rooms.

Staff has contacted surrounding municipalities and obtained their age change room restrictions:

- Tillsonburg - No children over 7 years of age in opposite sex change rooms.
- Woodstock - No children over 7 years of age in opposite sex change rooms.
- Simcoe - No children over 7 years of age in opposite sex change rooms.

Based on the overcrowding, health and safety issues and parent concerns, staff is recommending that the age requirement be changed back to 5 years and under allowed in opposite gender change rooms.

Staff is also recommending that the new signage on the change room doors also state "Parental Discretion".

INTERDEPARTMENTAL IMPLICATIONS

None

FINANCIAL IMPLICATIONS

There will be a minimal cost to have new signs posted on the change room doors.

RECOMMENDATION:

THAT Council approves the age requirement in the Ladies and Men's change rooms to allow children 5 and under in opposite gender change rooms with parental approval at Victoria Park Community Centre.

ATTACHMENTS

None

Prepared by: Bonnie Ward, Director of Parks and Recreation

Approved by: William Tigert, Chief Administrative Officer



DEPARTMENT: Treasury Department

REPORT NO: T-005-16

COUNCIL MEETING DATE: March 14, 2016

TITLE: 2015 Transfer of Funds to Reserves

OBJECTIVE

This report recommends to allocate part of 2015 operating surplus funds into the Town's designated reserves to the extent that Town wide operations is not an overall deficit.

BACKGROUND

Council has the ability to allocate unspent funds from operations in addition to the budgeted transfers to reserve and reserve funds. As part of the finalization of 2015 operations Staff reviewed the status of operating revenue and expenditures and identified funds to be carried forward to future years. The funds will be used for future initiatives including unanticipated emergencies and opportunities as needed and upon Council's approval.

This practice is in compliance with the Municipal Act and PSAB standards.

ANALYSIS

During the 2015 yearend review of the tax supported operations Staff identified the following:

The total surplus in the provision for CAO legal and consulting expenditures is \$32,782. Staff is recommending the transfer of \$32,000 in unspent funds from the legal and consulting accounts to the Legal Fees Reserve to fund future legal expenditures related to the landfill site, boundary adjustments, and other legal matters.

The 2015 budget for OMB hearings has not been utilized. The total surplus in the provision for OMB hearing expenses is \$5,000. Staff is recommending to transfer \$5,000 from the OMB account to the Clerk's Operational Reserve for future needs. The

2016 Clerk's operating budget has been reduced by \$5,000 in anticipation of this transfer.

The total operating surplus for the Museum operations and programs is \$20,655. In addition to the 2015 budgeted transfer to reserve of \$9,000 Staff is recommending to transfer further \$5,000 to the Museum Reserve to fund future emergency building repairs.

Staff is also recommending to transfer additional \$5,000 to the Economic Development Reserve for future special projects.

Once the 2015 year end process has been completed and the annual operating surplus has been finalized Staff will recommend further allocation of the 2015 surplus into the Town's designated reserves.

INTERDEPARTMENTAL IMPLICATIONS

None

FINANCIAL IMPLICATIONS

No impact on the 2016 operating budget.

RECOMMENDATION

THAT the Council for the Town of Ingersoll receives as information the Treasury Department Report T-005-16.

AND THAT Council approve allocation of the 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

Prepared by: Iryna Koval, Director of Finance, Treasurer

Approved by: William Tigert, Chief Administrative Officer



DEPARTMENT: Treasury

REPORT NO: T-006-16

COUNCIL MEETING DATE: March 14, 2016

TITLE: Development Charge Indexing

OBJECTIVE

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

BACKGROUND

The Development Charges By-law #14-4760 section 15 states that the development charges may be adjusted annually on April 1st of each year, without amendment to the by-law, in accordance with the most recent twelve month change in the Statistics Canada Quarterly, *Construction Price Statistics*. The index is a measure of the building construction price increases and by applying the index to development charges is a means to ensure the funds collected reflect the cost to construct future capital assets.

ANALYSIS

The 2015 4th quarter annual index in the *Construction Price Statistics* has increased by 1.7%. The following are the Town's current and the proposed rates with the indexing applied.

Development Type	Current Rate (per unit)	Indexed Rate (per unit)	Increase
Singles & Semis	\$3,487	\$3,547	\$60
Large Apartment (2 or more bedrooms)	\$1,877	\$1,909	\$32
Small Apartment (Bachelor & 1 bedroom)	\$1,407	\$1,431	\$24
Rows & other multiples	\$2,580	\$2,624	\$44

INTERDEPARTMENTAL IMPLICATIONS

None

FINANCIAL IMPLICATIONS

Indexing the Town's development charges helps to mitigate the impact of inflationary increases on future growth-related costs. It is not new money to fund any additional needs.

RECOMMENDATION

That the Council for the Town of Ingersoll approve the Development Charge indexing of 1.7% effective April 1, 2016 in accordance with the Development Charges By-law #14-4760.

ATTACHMENT

None

Prepared by: Iryna Koval, Director of Finance, Treasurer

Approved by: William Tigert, Chief Administrative Officer



DEPARTMENT: Treasury

REPORT NO: T-007-16

COUNCIL MEETING DATE: March 14, 2016

TITLE: Amend the 2015 Fees and Charges By-law #15-4789

OBJECTIVE

This report is to propose amendments to the current Fees and Charges Schedule established by By-law #15-4789.

BACKGROUND

User fees are a critical element of the Town's revenue mix and represent a significant portion of the Town's revenue stream. The objective of the fees is to recover costs for services and programs provided by the Town or local boards and help to mitigate future property tax increases.

Section 391(1) of the Municipal Act, 2001, S.O.2001, c. 25, as amended, authorizes a municipality to pass by-laws impose fees or charges on persons. The Fees and Charges Schedule identifies the rates and fees proposed for certain municipal services and programs provided. With approval from Council, the Fees and Charges Schedule is used as the basis for the Fees and Charges By-law.

The Town established rates and fees for various service categories provided by the Town including building and planning, licensing, fire, engineering, recreation and other miscellaneous fees.

Annually, the rates and fees are reviewed by staff and adjusted in accordance with inflation and market conditions. Staff have been proactive in ensuring that the fees for the services and activities reflect full cost recovery to the extent possible.

ANALYSIS

Most fees are the same as those charged in 2015; however that are a few changes specifically related to the following:

- Staff is proposing to add new Engineering and Planning Fees schedules that consist of moving several existing fee schedules from the current By-law #14-4838 and consolidating the fees in one comprehensive Fees and Charges Schedule.
- Staff is proposing to add new fees for the rent of the Fire department training grounds including a \$100.00 fee per hour and \$500.00 flat rate per day.
- Staff is proposing a slight increase to the Victoria Park Community Centre Membership fees based on inflationary factors and the market analysis as follows:

ITEM	2015 Rate	2016 Rate Proposed	Increase, \$	Effective Date
Ice Rental				
Prime Time - Adult	142.39	152.39	10.00	1-Sep-16
Non-Prime Time - Adult	89.2	99.2	10.00	1-Sep-16
Minor Sports Prime Time	116.5	121.5	5.00	1-Sep-16
Minor Sports Non-Prime Time	79.87	81.86	1.99	1-Sep-16
VPCC Memberships				
VPCC Memberships – Month				
Student / Senior	\$38.76	41.86	3.10	1-Sep-16
Adult	\$49.96	53.98	4.02	1-Sep-16
Couple	\$88.41	95.49	7.08	1-Sep-16
VPCC Memberships - 3-month				
Student / Senior	\$100.84	108.85	8.01	1-Sep-16
Adult	\$130.71	141.15	10.44	1-Sep-16
Couple	\$208.27	224.91	16.64	1-Sep-16
VPCC Memberships - 6-month				
Student / Senior	\$181.50	196.02	14.52	1-Sep-16
Adult	\$235.27	254.07	18.80	1-Sep-16
Couple	\$374.87	404.87	30.00	1-Sep-16
VPCC Membership - yearly				
Student / Senior	\$308.94	333.63	24.69	1-Sep-16
Adult	\$405.31	437.74	32.43	1-Sep-16
Couple	\$720.22	777.84	57.62	1-Sep-16
Aquatic/Fitness Family Membership				
Family aquatic/fitness yearly	\$720.22	777.84	57.62	1-Sep-16
Family fitness 3-month	\$180.09	194.51	14.42	1-Sep-16
Family fitness 6-month	\$360.18	389.03	28.85	1-Sep-16

INTERDEPARTMENTAL IMPLICATIONS

None

FINANCIAL IMPLICATIONS

Most fees remain unchanged from the prior year. The proposed membership fees for the VPCC have been included in the 2016 Operating Budget.

RECOMMENDATION

THAT Report No. T-007-16 regarding the amendment of the 2015 Fees and Charges By-law #15-4789 be received for information.

AND THAT the Fees and Charges Schedule "A" as detailed in Appendix 1 to be approved and adopted by By-law # 16-4872.

ATTACHMENTS

Fees and Charges Schedule "A"

Prepared by: Iryna Koval, Director of Finance, Treasurer

Approved by: William Tigert, Chief Administrative Officer



**Corporation of the Town of Ingersoll
Bylaw 16-4872**

A bylaw to establish fees or charges for certain Town services

WHEREAS Section 391 (1) of the Municipal Act, 2001, S.O. 2001, c. 25, as amended authorizes a municipality of local board to pass bylaws impose fees or charges on persons;

AND WHEREAS Section 398(1) of the Municipal Act, 2001, S.O. 2001, c. 25, as amended, allows for the fees and charges imposed on a person to be constituted as a debt of the person to the municipality;

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

- (1) That attached fees as shown on Schedule "A" shall apply and may be amended from time to time as deemed necessary by Council.
- (2) That bylaws 09-4481, 10-4544, 13-4735, and 15-4789 and other by-laws not consistent with this bylaw are hereby rescinded in their entirety.
- (3) That this bylaw be effective on the date of passing and that the fees be effective as indicated in Schedule "A"

READ a first and second time in Open Council this 14th day of March 2016.

READ a third time and passed in Open Council this 14th day of March 2016.

Edward (Ted) Comiskey, Mayor

Michael Graves, Clerk

SCHEDULE 'A'

* Applicable taxes apply

** If no effective date is provided than this fee is effective on the day this by-law is passed

Description of Service	Fee	Effective Date
Administrative		
Freedom of Information Request	\$5.00 + photocopying fee	
Photocopying & Printing		
8 ½ x 11 & 8 ½ x 14	\$0.25	
11 x17	\$0.50	
Cut Sheets 2'x3'	\$4.15/sheet	
Rolled Stock 24' or 36'	\$0.95 sq. ft. or \$9.90 sq. m.	
Paratransit Ticket	\$3.00	
Commissioner of Oaths		
Residents of Ingersoll	\$15.00	
Non-Residents	\$20.00	
Lottery Licenses		
Bingo	\$3.00 per	
Raffles	3%	
Nevada (Break Open)	3%	
Marriage Licence	\$100.00	
Marriage Ceremony	\$250.00	
Staff Witness	\$40.00/witness	
Death Certificates		
In Town	\$0.00	
Out of Town	\$5.00	
Parking Permits		
Day Time Monthly (9:00 a.m. – 6:00 p.m.)	\$30.00	
Overnight Monthly (Midnight -7:00 a.m.)	\$30.00	
Day Time and Overnight Monthly	\$45.00	
Month of December	Courtesy	
Planning		
Minor Variances/Permission	\$1,400.00	
Plan of Subdivision	\$1,000.00	
Condominium	\$745.00	
Subdivision Agreement	\$740.00	
Consent	\$500.00	
Development Agreement	\$270.00	
Site Plan Control	\$1,160.00++ Cost of registration of Site Plan +Cost of Peer Reviews, if required	
Site Plan Control Agreement	\$435.00	
Site Plan Control Amendment	\$400.00	
Part Lot Control Amendment	\$350.00	
Zoning By-Law Amendment –Basic Amendment, Temporary Use, Interim Control	\$2,500.00	
Zoning By-law Amendment –Remove Holding Symbol, By-law renewal	\$1,500.00	
Lawyers Clearance Letters	\$70.00	
Property Standards Clearance Letters	\$150.00	
Treasury		
Property Tax Fees		
Change of Name	\$20.00	
New Account	\$25.00	
Additions to Roll	\$20.00	
Tax Sale Collection Processing Fee	\$25.00	
Tax Certificate	\$40.00	
Reprint of Tax Bill	\$10.00	
Tax Letter	\$25.00	
Dog Licences - Valid January 1st- December 31st		
Kennel Licence Fee	\$100.00	
Non Spayed/Non Neutered		
Spayed/ Neutered	\$25.00	
Replacement Tag	\$20.00	
Guide Dogs	\$5.00	
Late Fee	No Charge	
	\$5.00	After February 1 st

Engineering/Public Works		
Blue Box	\$4.50 Paper Box \$5.50 Container Box	
Composter	\$10.00	
Garbage Bag Tags	\$2.00	
Firewood – effective May 1, 2007	\$55.00/cord \$65.00/cord delivered within 1 km town	
Release of Easement If Reference Plan Required Legal Fees Only	\$1,100.00 \$260.00	
Subdivision Inspection	\$1,000.00	
Site Plan Inspection	\$650.00	
Entrance permits/ culverts/ signs	\$75.00	
Traffic Counts	\$100.00	
Construction Tender Documents: \$500,000 or less Over \$500,000	\$40.00 \$75.00	
Refundable Deposit: 1. Grading – Certificate Clearance 2. Damage to Roads	\$1,000 deposit	
Fire Service		
Training Room *Outside use of Training Room will be at the discretion of the Chief	\$15.00/hr./Evening \$60.00/ flat rate/Daytime	
Training Grounds	\$100.00/hr. \$500.00/ flat rate per day	
Home Inspections (Business Purposes)	\$75.00	
Commercial Inspection/per unit	\$100.00	
Industrial Inspection/per unit	\$200.00	
File Search/Letters for Outstanding Work Orders etc	\$25.00	
Liquor Licence Letter (including inspection)	\$100.00	
Residential Inspection		
Duplex/Semi	\$125.00	
Multiple Dwellings/3 & 4 units	\$200.00	
Multiple Dwellings/ 5 & 6 units	\$250.00	
Multiple Dwellings 7 units +	\$300.00	
Fire Department Services		
1 st apparatus – first hour	\$410.00	
Each additional apparatus – first hour	\$410.00	
Each additional half hour or part thereof	\$205.00	
Flat rate where equipment is dispatched but not used (King's Hwy., non-residents, repeated false alarms in excess of 3 per year)	\$410.00	
Air Fill – 2216 PSI (non-fire department)	\$8.00	
Air Fill – 4500 PSI	\$12.00	
Cylinders over 45 cu. ft.	\$30.00	
Fire Department only yearly air fills flat rate if over \$300	\$300.00	
Small Fuel Spills – less than 50 L. (i.e. leaking vehicle gas tank – fuel pump spills, etc.)	\$275.00 + cost of materials	
Large Spills – greater than 50L.	\$410.00/per vehicle/per hour + cost of materials	
Fire Watch as per SOG#29 – minimum 2 fire fighters	\$45.00/per hr./per fighter	
Museum		
Day Camp	\$15.00/day/child	
Guided Museum Tours	\$3.00/person	
Student Programs	\$3/child, adults free	
Bus Tours	\$5/person driver and escort free	
Parks & Recreation **Parks & Recreation fees subject to applicable taxes		
Facility Rentals		

Arena		
Ice Rental		
Prime Time - Adult	\$152.39	September 1, 2016
Non-Prime Time - Adult	\$99.20	September 1, 2016
Minor Sports Prime Time	\$121.50	September 1, 2016
Minor Sports Non-Prime Time	\$81.86	September 1, 2016
Arena Floor - Summer Months		
Sunday to Thursday	\$486.73	
Friday and Saturday	\$734.51	
Hourly	\$44.25	
Auditorium		
Daily Rate		
Sunday to Thursday	\$221.24	
Friday and Saturday	\$420.35	
After 2am additional charge	\$31.86	
Hourly rate	\$41.59	
Hourly rate - Community groups	\$14.16	
Admissions		
Public Skate		
Youth	\$3.00	September 1, 2016
Student/Senior	\$3.32	September 1, 2016
Adult	\$3.54	September 1, 2016
Family`	\$8.19	September 1, 2016
Parents & Tots	\$3.54	
Other Skates		
Shinny	\$5.75	
Huff and Puff	\$3.76	
VPCC		
Multi-Purpose Room		
Full Size / hr	\$34.07	
Full Size / per day	\$169.69	
Small half / per day	\$121.24	
Small half / hr	\$23.45	
VPCC Meeting Room		
Per hour	\$23.45	
Per day	\$121.24	
Pool Rental		
Private (1 guard included)	\$86.73	
Private (2 guards included)	\$110.22	
Private (3 guards included)	\$127.65	
Non-Profit (swim team)(1 guard)	\$54.20	
Schools (up to 38 students)(2 guards) per student	\$2.75	
All rentals extra guard	\$15.27	
Pool Admissions		
Youth	\$3.00	
Teen/Senior	\$3.32	
Adult	\$3.54	
Family	\$8.19	
Kids 2 and under	\$0.00	
Drop In Programs		
Fitness Classes	\$5.53	
Aquafit class	\$5.53	
Day Pass	\$7.08	
Squash	\$7.08	
Wallyball	\$3.76	
Activity Cards		
Aquafit/Aerobic 10-visit	\$48.97	
Day Pass 10-visit	\$63.27	
Squash - 10 visit	\$63.27	
Wallyball - 10 visit	\$32.30	
Adult swim - 20 visit	\$54.87	
Senior/Teen swim - 20 visit	\$48.89	
Youth swim - 20 visit	\$43.25	
Drop in Youth programs		
Flick 'N Dip	\$5.00	
Pre-teen Dances	\$6.50	

Programs		
1/2 hr youth / preschool	\$3.93	
1 hr youth or preschool - per hr	\$5.25	
Adult Seasonal programs - per hr	\$5.53	
Time for Tot's 1/2 day program/per class	\$12.50	
KinderKids 1/2 day program/per class	\$10.20	
Babysitting Course	\$44.00	
Home Alone Course	\$25.00	
Day Camp - 1st child - weekly	\$127.75	
Day Camp - 1st child - daily	\$35.75	
Day Camp - 2nd child - weekly	\$117.00	
Day Camp - 2nd child - daily	\$33.75	
Day Camp trips	\$20.00	
Swim Lessons - 1/2 hr. class per lesson	\$6.00	
Swim Lessons - 1 hr. class per lesson	\$7.00	
Adult swim lessons	\$6.02	
Semi Private Lessons	\$10.00	
Private Lessons	\$20.00	
Bronze Star	\$68.00	
Bronze Medallion	\$120.53	
Bronze Cross	\$120.53	
Red Cross Assistant Water Safety instructor	\$180.09	
Water Safety Instructor	\$186.28	
Instructor Recertification	\$46.90	
National Lifeguard Service	\$199.12	
NLS Recertification	\$46.90	
Synchro Club	\$7.00	
Pool Parties		
Package A	\$110.00	
Package B	\$140.00	
Package C	\$170.00	
Miscellaneous Fees		
Membership Cancellation	\$20.00	
Program Cancellation	\$20.00	
N.S.F. cheque	\$25.00	
Post-dated cheques	\$20.00	
VPCC Memberships – 1 Month		
Student / Senior	\$41.86	September 1, 2016
Adult	\$53.98	September 1, 2016
Couple	\$95.49	September 1, 2016
VPCC Memberships - 3-month		
Student / Senior	\$108.85	September 1, 2016
Adult	\$141.15	September 1, 2016
Couple	\$224.91	September 1, 2016
VPCC Memberships - 6-month		
Student / Senior	\$196.02	September 1, 2016
Adult	\$254.07	September 1, 2016
Couple	\$404.87	September 1, 2016
VPCC Membership - yearly		
Student / Senior	\$333.63	September 1, 2016
Adult	\$437.74	September 1, 2016
Couple	\$777.84	September 1, 2016
Aquatic/Fitness Family Membership		
Family aquatic/fitness yearly	\$777.84	September 1, 2016
Family fitness 3-month	\$194.50	September 1, 2016
Family fitness 6-month	\$389.03	September 1, 2016
Personal Training - member	\$24.16	
1 hr. Session	\$120.80	
5 1hr. Sessions	\$217.52	
10 1 hr. Sessions		
Personal Training - non-member	\$136.28	
1 hr. Session	\$163.36	
5 1hr. Sessions	\$326.73	
10 1 hr. Sessions		
	\$24.16	
Fitness Test		

VPCC Memberships & extra fees		
Parks	\$5.00	
Minor Soccer - per player	\$14.60	
Centennial Park - Camping		
Baseball - Hydro	\$26.55	
Festival of Lights	\$50.00	
Canterbury Stage – non profit	\$100.00	
Canterbury Stage – private		
Picnic tables – non-profit – Price per table	\$6.00	
Picnic tables – private – Price per table	\$10.00	
Tables/chairs & portable fencing – non-profit – Flat Delivery Fee	\$25.00	
Tables/chairs & portable fencing – private – Flat Delivery Fee	\$50.00	
Fusion Technology Centre		
Gym Rental		
Weekday or Evening - day	\$200.00	
Weekday or Evening - hour	\$40.00	
Weekend - day	\$336.00	
Weekend - hourly	\$57.00	
Gym Equipment Rental	\$15.00	
Special Set Up - flat fee	\$30.00	
AV Equipment Rental internal	\$30.00	
Lounge Rental		
Weekday or evening - day	\$165.00	
Weekday or evening - hourly	\$33.00	
Weekend - day	\$301.00	
Weekend - hourly	\$50.00	
Lounge Equipment Rental	\$15.00	
Special Set Up	\$30.00	
AV Equipment Rental Internal	\$30.00	
Kitchen & Equipment Rental	\$35.00	
Art Room Rental		
Weekday or evening - day	\$75.00	
Weekday or evening - hourly	\$15.00	
Weekend - day	\$211.00	
Weekend - hourly	\$32.00	
Special Set up - flat fee	\$30.00	
AV Equipment Rental Internal	\$30.00	
SureStart Training Room		
Weekday or Evening - day	\$150.00	
Weekday or Evening - hourly	\$30.00	
Weekend - day	\$250.00	
Weekend - hourly	\$50.00	
SureStart Training Room with use of Technology (computers & smart board)		
Weekday or Evening - day	\$250.00	
Weekday or Evening - hourly	\$50.00	
Weekend - day	\$350.00	
Weekend - hourly	\$70.00	
Youth Technology Centre (The "YTLC")		
Weekday or Evening - day	\$175.00	
Weekday or Evening - hourly	\$35.00	
Weekend - day	\$311.00	
Weekend - hourly	\$52.00	
Special Set up flat fee	\$30.00	
AV Equipment Rental Internal	\$30.00	
Imac Lab		
Weekday or Evening - day	\$100.00	
Weekday or Evening - hourly	\$20.00	
Weekend - day	\$236.00	
Weekend - hourly	\$37.00	
Special Set up - flat rate	\$30.00	
AV Equipment Rental Internal	\$30.00	

Gaming Lab Weekday or Evening - day Weekday or Evening - hourly Weekend - day Weekend - hourly Special Set up - flat rate AV Equipment Rental Internal	\$100.00 \$20.00 \$236.00 \$37.00 \$30.00 \$30.00	
Board Room Weekday or Evening - day Weekday or Evening - hourly Weekend - day Weekend - hourly Special Set up - flat rate AV Equipment Set up Internal	\$75.00 \$15.00 \$211.00 \$32.00 \$30.00 \$30.00	
PROGRAM Yearly Membership fee age 12-14 Yearly Membership fee age 15-18 Replacement Card Nutrition Prepared meals Program Instruction / Event Staff - hourly Program Instruction / Event Staff - daily	\$5.00 \$4.42 \$1.76 \$2.85 \$20.00 \$120.00	
Photocopying Black & white - single side Black & white - double sided Colour: single sided Colour: double sided	\$0.18 \$0.26 \$0.18 \$0.44	
Speaking Fees Fusion Presenter Fee Travel per km Other Travel Accommodation costs	\$45.00 \$0.54	
Social Enterprise Program Multi Media Services AV Equipment External Rental Sound System Rental: One 12-channel compact mixer, two speakers, and one wired microphone are included in the rental package 1 Day 2 Day 3 Day Sound technician - hourly Set up, delivery and take down Microphone, Sennheiser freeport wireless handheld microphone 1 Day 2 Day 3 Day Microphone, Sennheiser freeport wireless lapel microphone 1 Day 2 Day 3 Day Da-Lite Projections Screen 10' x 12' Front and Rear Projection 1 Day 2 Day 3 Day Set up, delivery / take down fee applies to rentals without sound technician each	\$110.00 \$198.00 \$247.50 \$40.00 \$40.00 \$30.00 \$54.00 \$67.50 \$30.00 \$54.00 \$67.50 \$50.00 \$90.00 \$108.75	
DVD Player 1 Day 2 Day 3 Day	\$20.00 \$36.00 \$45.00	
Optoma EP758 DLP Projector 1 Day 2 Day 3 Day Set up, delivery and take down fee applies to rentals without sound technician each way	\$85.00 \$153.00 \$191.25 \$40.00	

Laptop with PowerPoint: 1 Day 2 Day 3 Day	\$50.00 \$90.00 \$108.75	
Sound Equipment External Rental Makie 1604-VLZ3 16-channel 4-Bus mixer with firewire 1 Day 2 Day 3 Day	\$30.00 \$54.00 \$67.50	
Stage Monitors (wedge) set of two 1 Day 2 Day 3 Day	\$20.00 \$34.00 \$47.50	
Rapco 16-channel audio snake 1 Day 2 Day 3 Day	\$20.00 \$34.00 \$47.50	
Drum Kit - five piece with cymbals and hardware 1 Day 2 Day 3 Day	\$30.00 \$54.00 \$67.50	
Marshall Guitar Amp 1 Day 2 Day 3 Day	\$30.00 \$54.00 \$67.50	
Sound Equipment External Rental Hartke Bass Amp 1 Day 2 Day 3 Day	\$30.00 \$54.00 \$67.50	
Photography - hourly	\$35.00	
Graphic Design - hourly	\$45.00	
Videography/Video Editing	\$45.00	
DVD / CD Duplication without printing - 1 disk Up to quantity of 49 - each Quantity of 50+ - each Quantity of 100+ - each	\$2.50 \$2.00 \$1.50	
DVD / CD Duplication without printing - 2 disks Up to quantity of 49 - each Quantity of 50+ - each Quantity of 100+ - each	\$5.00 \$4.00 \$3.00	
DVD / CD Duplication with printing - 1 disk Up to quantity of 49 - each Quantity of 50+ - each Quantity of 100+ - each	\$3.50 \$3.00 \$2.50	
CD/DVD Duplication with printing - 2 disks Up to quantity of 49 - each Quantity of 50+ - each Quantity of 100+ - each	\$6.00 \$5.00 \$4.00	
CD/DVD Printing only - 1 disk Up to quantity of 49 - each Quantity of 50+ - each Quantity of 100+ - each	\$3.00 \$2.50 \$2.00	
CD/DVD Printing only - 2 disk Up to quantity of 49 - each Quantity of 50+ - each Quantity of 100+ - each	\$5.50 \$4.50 \$3.50	
Digital Recording & Audio Recording Recording Five hours or less - hour Six hours or more - hour Seven hours or less - hour Eight hours or less – hour	\$65.00 \$45.00 \$65.00 \$45.00	
Mixing or Mastering – Minimum three hours – hourly	\$45.00	
Dubbing to Alternate Media Up to nine hours - hour Ten hours or more – hour	\$25.00 \$20.00	

Computer Services		
Refurbished Sales		
Pentium 3 or equivalent Computer - each	\$60.00	
Pentium 4 or equivalent Computer - each	\$80.00	
Core 2 Duo equivalent Computer - each	\$120.00	
Intel i-series or better Computer - each	\$300.00	
Laptop: Pentium 4 or older up to 1GB Ram	\$120.00	
Laptop - Core2Duo - equivalent 2GB RAM	\$175.00	
Laptop: i-series or better 2+ GB RAM	\$300.00	
Computer server - each	\$250.00	
40GB IDE or SATA HDD - each	\$10.00	
80GB IDE HDD - each	\$15.00	
80GB SATA HDD - each	\$18.00	
160GB IDE HDD - each	\$20.00	
160GB SATA HDD - each	\$25.00	
320GB SATA HDD - each	\$32.00	
500GB SATA HDD - each	\$40.00	
LCD Monitor - 17" or below	\$40.00	
LCD Monitor - 18" or 19"	\$50.00	
LCD Monitor - 20" or larger	\$65.00	
Keyboard - each	\$5.00	
Mouse - each	\$5.00	
SDRAM 128MB to 256MB	\$10.00	
SDRAM 512MB to 1GB	\$15.00	
DDR RAM 512MB or lower	\$10.00	
DDR RAM each 1GB	\$15.00	
DDR 2RAM 512MB	\$10.00	
DDR2 RAM 1GB	\$12.00	
DDR3 RAM each 1GB	\$12.00	
CD/DVD drive - each	\$15.00	
Computer Case	\$20.00	
Computer power supply	\$20.00	
Computer speakers (set of 2)	\$10.00	
Computer motherboard	\$20.00	
Sound card or video card	\$10.00	
Modem - each	\$5.00	
Network adaptor (not wireless) - each	\$5.00	
Network adaptor (wireless) each	\$10.00	
CPU - Intel Pentium 3 or equivalent	\$20.00	
CPU - Intel Celeron or equivalent	\$25.00	
CPU - Intel Pentium 4 or equivalent	\$30.00	
CPU - Intel Core 2 Duo or equivalent	\$50.00	
CPU - Intel i-series or equivalent	\$100.00	
CRT Television	\$20.00	
LCD Television 13"-19" - each	\$40.00	
Television 20 - 32" - each	\$90.00	
Television 33"-40" - each	\$150.00	
LCD Television 41" and larger- each	\$200.00	
Network Hub or switch - each	\$10.00	
Router (wired or wireless)	\$20.00	
Printer - each	\$40.00	
Stereo - each	\$30.00	
VCR's - each	\$10.00	
DVD Player each	\$10.00	
Standard power cable	\$1.77	
Ethernet cable under 6'	\$2.65	
Ethernet cable over 6'	\$4.42	
VGA cable	\$2.65	
DVI cable	\$3.54	
IDE cable	\$2.65	
SATA cable	\$4.42	



DEPARTMENT: Treasury

REPORT NO: T-008-16

COUNCIL MEETING DATE: March 14, 2016

TITLE: Non-Union Employee 2016 Pay Rate Increase

OBJECTIVE

To receive Council approval for a 1% increase in the non-union employee pay grid, Council and Police Service Board members.

BACKGROUND

Each year during the budget process the non-union pay rates are discussed with any approved increases being applied retroactively to January 1st. The 2016 budget as presented includes a 1% increase which is the same increase approved in 2015 for both the Public Works and Parks Department collective agreements.

ANALYSIS

This increase is less than the benchmark, being the Consumer Price Index, which increased 1.7% in 2015. The financial impact of a 1% increase for 2016 is estimated to be \$50,000.

INTERDEPARTMENTAL IMPLICATIONS

Increase has been reflected in the 2016 budget.

FINANCIAL IMPLICATIONS

An increase in payroll costs was anticipated.

RECOMMENDATION

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

ATTACHMENT

None

Prepared by: Iryna Koval, Director of Finance, Treasurer

Approved by: William Tigert, Chief Administrative Officer



DEPARTMENT: Treasury

REPORT NO: T-009-16

COUNCIL MEETING DATE: March 14, 2016

TITLE: 2015 Council Remuneration & Expense Report

OBJECTIVE

To provide Council with the 2015 Council Remuneration and Expenses Report for the year ended December 31, 2015 as required under the Municipal Act.

BACKGROUND

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

- (a) each member of council in respect of his or her services as a member of council or any other body, including a local board, to which the member has been appointed by council or on which the member holds office by virtue of being a member of council;*
- (b) each member of council in respect of his or her services as an officer or employee of the municipality or other body described in clause (a); and*
- (c) each person, other than a member of council, appointed by the municipality to serve as a member of any body, including a local board, in respect of his or her services as a member of the body."*

ANALYSIS

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

INTERDEPARTMENTAL IMPLICATIONS

None

FINANCIAL IMPLICATIONS

None

RECOMMENDATION

That Report No. T-009-16 regarding Council Remuneration and Expenses for the year ended December 31, 2015 for the Town of Ingersoll be received for information.

ATTACHMENTS

2015 Council Remuneration and Expense Report

Prepared by: Iryna Koval, Director of Finance, Treasurer
Approved by: William Tigert, CAO

Town of Ingersoll
Statement of Remuneration and Expenses
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				\$16,071	\$2,267
Brian Petrie	\$13,325	\$0	\$180	\$0	\$0				\$13,325	\$180
Terry Bushell			\$1,002	\$824	\$4,152	\$1,827		\$50	\$4,202	\$3,653
Ann Campbell			\$158		\$390			\$100	\$490	\$158
Rick Eus			\$1,419	\$590	\$2,550	\$2,009			\$2,550	
Chris Ireland					\$247				\$247	\$0
Mhari Kersel					\$247				\$247	
David McKenzie					\$1,704	\$0			\$1,704	
Sherri Wiebe		\$204			\$3,200	\$0			\$3,200	
	\$116,032	\$34,294	\$11,488	\$22,491	\$18,304	\$3,836	\$0	\$150	\$134,486	\$67,887



DEPARTMENT: Chief Administrative Officer

REPORT NO: A-006-16

COMMITTEE OF ADJUSTMENT DATE: March 14th, 2016

TITLE: Louis' Restaurant Minor Variance – Independent Planning Opinion

OBJECTIVE: To present the Committee of Adjustment with the Independent planning opinion on the applications for a minor variance for Louis' Restaurant Application No: A04-15, deferred from the Committee of Adjustment meeting held on February 8th 2016.

BACKGROUND: From the application the following information was supplied to the Committee:

OWNER: 2123432 Ontario Inc.
440 Bell Street, Ingersoll, N5C 2P6

AGENT: Louie Skater
440 Bell Street, Ingersoll, N5C 2P6

VARIANCE REQUESTED:

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.

The County Planner had advised at the February 8th meeting that the application did meet the four tests for a minor variance and that the application be recommended for approval. The report is attached so as to provide a refresher to the Committee.

The Committee was concerned that the applicant had proceeded with the construction without first seeking the variance, obtaining a building permit or making application for site plan control.

Additionally, there is significant opposition and concerns being expressed by the neighbouring properties that abut the proposed development.

With all of these factors to consider the Committee deferred the decision so as to be able to solicit an independent planning opinion on whether the application could be deemed a minor variance.

That opinion was sought from a reputable planning firm in the City of London, a brief overview of the firm and the planner responding has been attached for the Committee's information.

ANALYSIS: The independent planning advice has confirmed the opinion received from the County Planner and states that the application does meet the four tests for being considered a minor variance and should be approved. The opinion is attached to this report as well.

Understandably, the Committee has experienced some frustration with the applicant due to the history of similar transgressions of proceeding with development ahead of planning and building approvals. However that history or even the current situation where a site plan application, building permit and minor variance application should have been sought prior to the commencement of the work cannot play a determining factor in considering the minor variance.

The minor variance has to be considered independently of these other factors, although concerning, are not relevant in the decision before the Committee of Adjustment.

The applicant will have to acquire site plan control approval and they will need to meet all the requirements of the Building Code including any additional charges required to demonstrate that compliance. Also the building permit fees will be doubled pursuant to the bylaw for starting the construction without a permit.

Should the Committee decide not follow the advice gathered from the two professional planner, the application will undoubtedly be appealed by the applicant, to the Ontario Municipal Board.

The Committee would be expected to defend its decision and it would have to try and seek a third planner that could provide expert testimony of why the application did not meet the tests. The applicant would be able to use both the County Planner and the Independent Planning opinions as evidence and even subpoena the Planners to provide expert testimony on his behalf. The Committee would also have to retain legal representation for the appeal.

Should the Committee decline the application and decide not to defend its decision at the OMB, by not having a lawyer and not presenting planning evidence to support its decision, it is almost a certainty that costs would be awarded to the applicant.

If the Committee approves the application and one of the neighbours opposed to the development appeals the decision, the burden would fall on the appellants to make their

argument and the applicant to defend, the Committee would be not required to take the lead in the defence of the decision.

INTERDEPARTMENTAL IMPLICATIONS: None

FINANCIAL IMPLICATIONS: Should the Committee decline the application they will be incurring costs to defend that decision and could ultimately be responsible for the costs of the applicants OMB appeal.

Should the Committee approve the applicants there will be little exposure to additional costs.

RECOMMENDATION: That the Committee of Adjustment receive this report for Information.

And further that the Committee approve the application A04-15 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.

The proposed relief meets the four tests of a minor variance as set out in Section 45(1) of the Planning Act as follows:

The proposed relief is a minor variance from the provisions of the Town of Ingersoll Zoning By- law in that the relief is only required for a portion of the proposed addition;

The proposed relief is desirable for the use of the land as the said relief will allow for an addition to an existing restaurant that is permitted by the Zoning By-law, is compatible with surrounding uses and is not expected to negatively impact neighbouring properties;

The proposed relief maintains the general intent and purpose of the Town of Ingersoll Zoning By-law as the development is in-keeping with similar development

in the immediate area and provides adequate area for drainage, access and maintenance; and

The relief maintains the intent and purpose of the Official Plan as the addition is a permitted form of development contemplated by the Official Plan.

ATTACHMENTS:

1. Original Planning Report, Andrea Hachler County of Oxford, February 8th, 2016, Report 2016-25.
2. Planning Report, Jay McGuffin, Montieth Brown Planning Consultants Ltd. March 3rd, 2016, Project No. 16-100
3. Montieth Brown and Jay McGuffin, CV Background.

Prepared by: William J. Tigert, Chief Administrative Officer



Community and Strategic Planning

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

Our File: **A04-15**

APPLICATION FOR MINOR VARIANCE

TO: Town of Ingersoll Committee of Adjustment
MEETING: February 8, 2016
REPORT NUMBER: 2016-25

OWNER: 2123432 Ontario Inc.
440 Bell Street, Ingersoll, N5C 2P6

AGENT: Louie Skater
440 Bell Street, Ingersoll, N5C 2P6

VARIANCE REQUESTED:

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.

LOCATION:

The subject lands are described as Part of Park Lots 16 & 17, Block 98, Plan 279, in the Town of Ingersoll. The lands are located on the north side of Bell Street, lying between Scourfield Drive and Ingersoll Street N., and are municipally known as 440 Bell Street.

BACKGROUND INFORMATION:

COUNTY OF OXFORD OFFICIAL PLAN:

Schedule "I-1" Town of Ingersoll Service Commercial
 Land Use Plan

TOWN OF INGERSOLL ZONING BY-LAW: Highway Commercial Zone (HC)

SURROUNDING USES: surrounding uses are predominantly highway commercial type uses with low density residential uses to the immediate north

COMMENTS:(a) Purpose of the Application:

The applicant proposes to obtain relief from the above noted provisions of the Town of Ingersoll Zoning By-law to permit the construction of a 2-storey addition with a total gross floor area of 96.6 m² (1,039.8 ft²). The proposed addition will be located on the north side of the existing building and will be used for public washrooms on the ground floor and a restaurant office on the 2nd floor. The applicant has indicated that the requested relief is required on the north side of the building to suit the existing layout of the restaurant.

For the Committee's information, the majority of the addition was constructed without the issuance of a building permit. When the construction came to the attention of building staff, the applicant was informed that to be eligible for a building permit, a minor variance application and site plan control approval would be required.

Plate 1, Existing Zoning & Location Map, shows the location of the subject lands and the zoning in the immediate vicinity.

Plate 2, Aerial Map (2010), shows the location of the subject lands and surrounding properties.

Plate 3, Applicant's Proposed Site Plan, shows the subject property and the location of the building and proposed addition.

(b) Agency Comments

The application was circulated to relevant agencies considered to have interest in the application and the following comments were received:

The Town of Ingersoll Engineer has requested that a condition be applied requiring the applicant to plant a hedgerow along the property line to provide a buffer between the addition and the abutting residential properties. Further the applicant will be required to enter into a site plan agreement with the municipality.

In addition, the Engineer has further requested that an additional condition be included to require the 2nd floor of the addition be accessible through the main building and not by an exterior staircase. Exterior access provides an opportunity for disruption to neighbouring residential properties.

(c) Intent and Purpose of the Official Plan:

The subject lands are designated 'Service Commercial' according to the Town of Ingersoll Land Use Plan, as contained in the County Official Plan. Service Commercial areas provide locations for a broad range of commercial uses that, for the most part, are not suited to locations within the Central Area because of their requirements for large lot area, access or exposure requirements or due to compatibility conflicts with residential development. Generally, Service Commercial uses cater to vehicular traffic and single purpose shopping trips where customers are typically generated from passing traffic or a wide ranging market area.

(d) Intent and Purpose of the Zoning By-law:

The property is zoned 'Highway Commercial Zone (HC)' in the Town of Ingersoll Zoning By-law. The 'HC' zone permits a range of commercial uses that includes a dwelling unit in a portion of a non-residential building, an animal kennel, automobile service station, eating establishment, hotel, motor vehicle dealership and a motor vehicle washing station.

The 'HC' zone provisions require a minimum interior side yard width of 7.5 m (24.6 ft) from the building to the interior lot line. Due to the triangular shape of the subject property, there is no rear yard; only a front yard and two interior side yards. The side yard provisions contained in the Town's Zoning By-law are generally intended to limit the extent of buildings and structures on a lot to provide adequate space for drainage, parking, access and maintenance, and act as a buffer between buildings.

(e) Desirable Development/Use:

It is the opinion of this Office that the applicant's proposal to obtain relief from the Town's Zoning By-law to permit a reduction in the required interior side yard width from 7.5 m (24.6 ft) to 4.2 m (14.1 ft) to permit an addition on the north side of the existing building can be given favourable consideration.

It is the opinion of Planning staff that the proposed relief from the required interior side yard width can be considered minor in nature as the relief is only required for a portion of the proposed addition (northwest corner) and the proposed setback will still provide adequate space for drainage, access and maintenance.

At the time of writing this report, 3 letters of objection had been received. The letters indicated concerns with respect to the height of the building and privacy. The proposed addition does not exceed the maximum height requirement for the 'HC' zone, however staff is supportive of the engineering department's recommendation to plant a row of trees along the northern lot line where the addition abuts residential properties. The hedgerow will act as a buffer between the residential and commercial uses, which will reduce noise and the visual impact of being situated behind a restaurant. If the subject application is approved, the requirement for the hedgerow will be included as a condition and will be implemented through the site plan approval process.

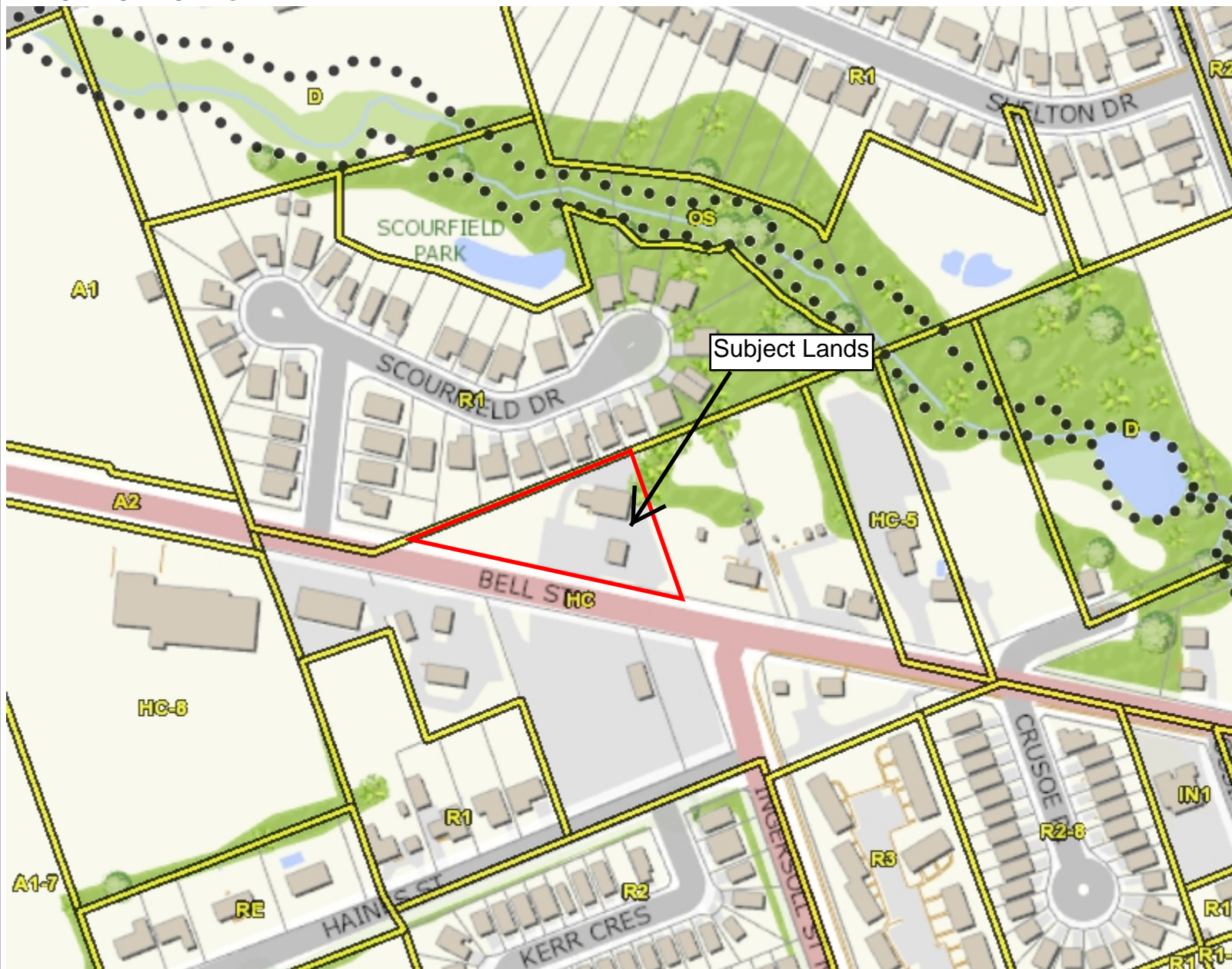
Further, the applicant's original proposal for the 2nd floor of the addition was to have a single access by way of an external staircase. Staff are of the opinion that having an external access to the second floor could cause noise and loss of privacy for the neighbouring residential properties. Through a discussion with the applicant, it has been indicated that the addition proposal will change and the office will only be accessible through the interior of the building. It is recommended that a condition be imposed to ensure that no external access be permitted from the 2nd floor to improve the compatibility between the commercial and residential uses.

In light of the foregoing, it is the opinion of this Office that the requested relief maintains the general intent of the Official Plan and Zoning By-law, is minor in nature and can be given favourable consideration.

RECOMMENDATION:

That the Town of Ingersoll Committee of Adjustment **approve** Application File A04-15, submitted by 2123432 Ontario Inc. for lands described as Part of Park Lots 16 & 17, Block 98, Plan 279, in the Town of Ingersoll as it relates to:

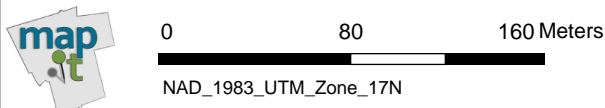
1. Relief from the provisions of **Section 12.0, Table 12.2 - Zone Provisions – Interior Side Yard, Minimum Width**, to reduce the minimum interior side yard width from 7.5 m (24.6 ft) to 4.2 m (14.1 ft) to facilitate the construction of an addition on the north side of the existing building subject to the following conditions:
 - i. 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;



Legend

- Environmental Protection/Flood Overlay
 - Flood Fringe
 - Floodway
 - Environmental Protection (EP1)
 - Environmental Protection (EP2)
- Zoning
- Floodlines/Regulation Limit
 - 100 Year Flood Line
 - 30 Metre Setback
 - Conservation Authority Regulation Limit
 - Regulatory Flood And Fill Lines
- Zoning (Displays 1:16000 to 1:500)

Notes



This map is a user generated static output from an Internet mapping site and is for reference only. Data layers that appear on this map may or may not be accurate, current, or otherwise reliable. This is not a plan of survey

December 18, 2015



Legend

- Parcel Lines
 - Property Boundary
 - Assessment Boundary
 - Unit
 - Road
 - Municipal Boundary

Notes



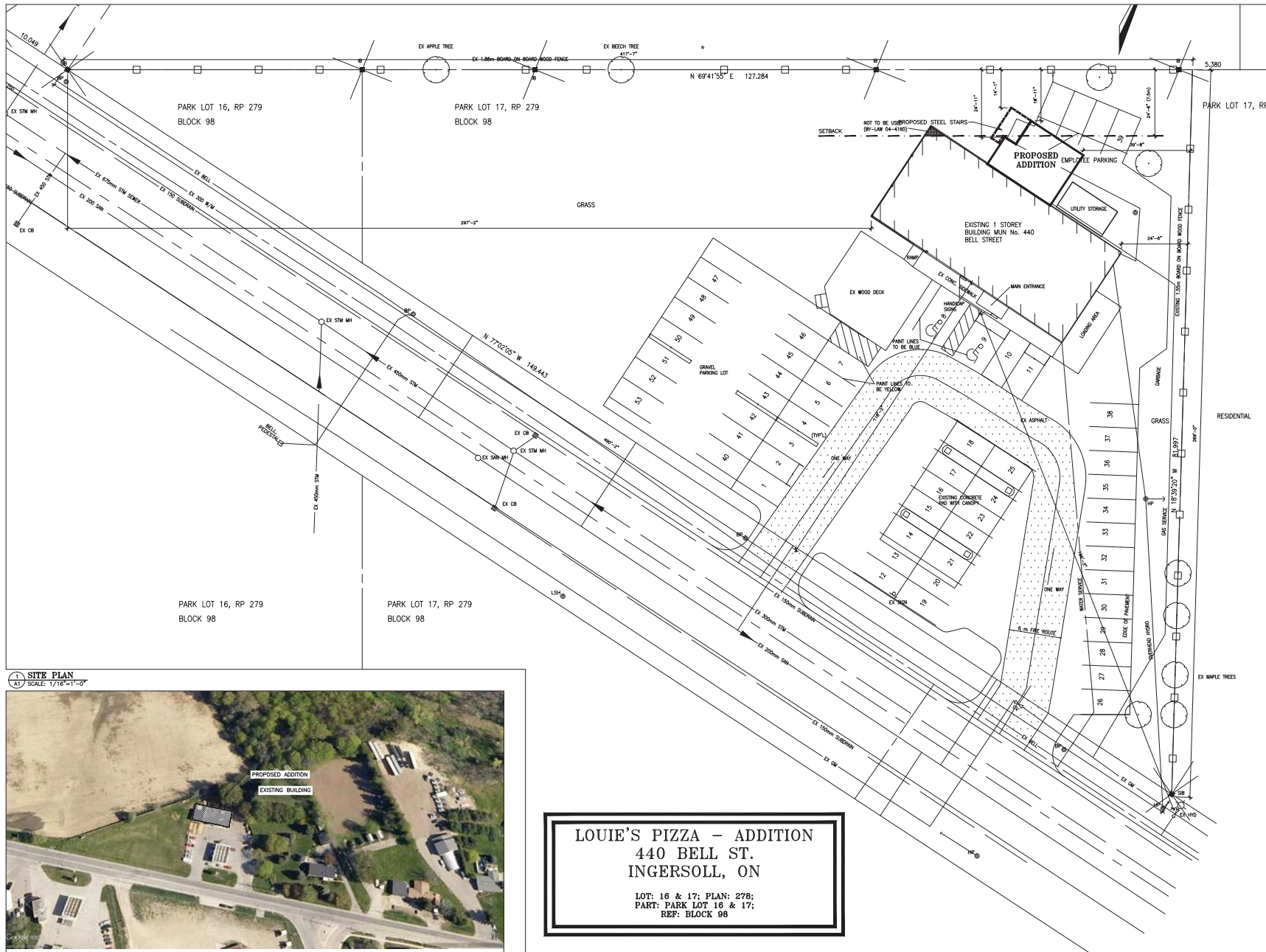
0 20 40 Meters

NAD_1983_UTM_Zone_17N



This map is a user generated static output from an Internet mapping site and is for reference only. Data layers that appear on this map may or may not be accurate, current, or otherwise reliable. This is not a plan of survey

December 18, 2015



1 SITE PLAN
SCALE: 1/16"=1'-0"



2 OVERHEAD MAP LAYOUT
SCALE: 1/32"=1'-0"

LOUIE'S PIZZA - ADDITION
440 BELL ST.
INGERSOLL, ON
 LOT: 16 & 17; PLAN: 278;
 PART: PARK LOT 16 & 17;
 REF: BLOCK 98

NO	ISSUED FOR PERMIT	15/12/21	NLA
NO	REVISIONS	DATE	BY



KEY PLAN

LOUIE'S PIZZA ADDITION
440 BELL ST. INGERSOLL, ON

SITE PLAN

DESIGN	NLA	PROJECT NO	CE-3229
DRAWN	NLA	CHECKED	SGH
CHECKED	SGH	APPROVED	SGH
DATE	OCT 2015	SCALE	AS NOTED

A1 OF 3

Plate 3: Applicant's Proposed Site Plan
A04-15 - 2123432 Ontario Incorporated - 440 Bell Street, Ingersoll

RECEIVED

FEB 03 2016

**TOWN OF INGERSOLL
CLERK'S DEPARTMENT**

APPLICATION FOR MINOR VARIANCE

**Louie Skater
440 Bell Street**

**To:
Members of Ingersoll Town Council**

I and other Scourfield Drive residents living behind Louie's Restaurant at 440 Bell Street, are fiercely opposed to the application of Louie Skater for a property variance. This addition is not only an eyesore (especially the second storey) but negatively impacts the enjoyment of the backyards for all Scourfield Drive residents living behind Louie's. As well, there is a distinct possibility that the addition, which is nothing more than an ugly monolith, will have a negative impact on our property values in the event a resident wishes to sell.

To the best of my knowledge this addition was constructed illegally without proper permits. As well, the owner consistently ignored stop work orders. Now, after the structure is framed and closed in, the owner actually expects Council to approve the variance and allow the addition to remain. That in itself should be reason enough for council to reject the application. I do not even know if the addition, as it now stands, meets code. Also, two workmen were overheard discussing the second floor apartment. I do not believe the address is zoned for residential use.

There are two points that need to be considered by Council prior to their decision. First, if approved, it could set a dangerous precedent and send a clear message to others that one can commence a construction project without first obtaining proper permits and the end result will be nothing more than a slap-on-the-wrist.

The other issue is one of credibility. If Council not only approves this application but allows the addition to stand, it is an insult to all property owners who obey by-laws and follow the rules by obtaining proper permits, building to code and allowing inspections.

It is prudent on Council to reject this application. A clear message **MUST** be sent that by-laws and rules are in place for a reason and no business or residential owner can "thumb their noses" at the rules and construct a structure without consequences.

We not only want this variance application rejected but the structure itself demolished.

The residents of Scourfield Drive have a right to enjoy their properties without having an eyesore staring at them over the fence.



Robert John Trowell
31 Scourfield Drive
Ingersoll, Ontario
N5C 0A4
(519) 425-1510

From: [Andrea Hachler](#)
To: [Planning](#)
Subject: FW: Louie's addition
Date: January-31-16 8:21:15 PM
Attachments: [image1.JPG](#)
[ATT00002.txt](#)

A04-15

From: Michelle Vogels [shelly_vogels@hotmail.com]
Sent: Thursday, January 28, 2016 4:18 PM
To: Andrea Hachler
Subject: Louie's addition

Hi Andrea my name is Michelle Vogels I would like to voice concerns/issues with the addition on Louie's. I was told by someone in council this was to be directed towards you to be included in this report. As this addition was put on without any type of warning or application submitted for a permit this is first of all causes concern as I will be extremely upset as it is going to be much more difficult to take down the addition now that it's there where as if they had to apply for the permit in the first place it may never have happened. This structure has two windows that look directly in to our kitchen and bedroom. When we moved here in June we sure would not have bought a home in this town if we knew we would have this kind of intrusiveness. There is not even any type of screen that could go high enough to prevent people from looking in to our home. Yes this addition is said to be used for an office and change room but I do not think that I want a large portion of the staff at Louie's being able to see right in to our home. It honestly makes me wonder if anyone would ever buy this home for how intrusive the addition is and if we whisk ever be able to sell our home. This also will effect our home value. Yes we were aware there was a restaurant in our backyard when we bought the home, but never in a million years did we think we would have to worry about this problem. It seems unfair to me that a business that does as well as Louie's is able to ruin the Home value of regular Ingersoll residents when they could have easily planned for a lower addition on another part of the building where they have so much space to the side to build without intruding on people's privacy. As a community business I'm sure that they contribute in many ways but I'm sure that there could be some other solution without this monstrosity looking in to my home. Thank you for taking these opinions and attached is a picture from my kitchen window of how this looks from my backyard.

From: [Andrea Hachler](#)
To: [Planning](#)
Subject: FW: Louies Addition
Date: January-31-16 8:24:49 PM

A04-15

From: Jamie Vivian [jamie_vivian@msn.com]
Sent: Friday, January 29, 2016 11:23 AM
To: Andrea Hachler
Subject: Louies Addition

Hi Andrea,

I have been told that you are the person to contact if we have any issues regarding the Louie's addition at the back of their building. First off I would just like to say that I am very disappointed they were able to get as far as they have on the addition without having the proper permits to build in the first place. My concerns with them building so close to the property line is that with the height of the building it invades on our privacy drastically. The addition is so close to our property that it blocks a lot of the sun light from our back yard, which not only makes it not inviting to be outside but it prevents sun light from coming into our house that helps heat our home in the winter months. Also with how big the addition is and how close it is to our property it feels very invasive like something is standing over you constantly. With the wash rooms and locker rooms being on the lower level I am also concerned that the exhaust from those rooms will give off a bad odor. With all these concerns and other that I am sure you are getting I feel they will affect the value of the homes in the subdivision in the future. Let's be real here, who will want to buy a home with a large eye sore looking down on their home.

I know there can be a solution where they can still have their addition, and not affect the neighbouring homes behind them. They literally picked the worst spot to build it. Rather than keeping it to one level or moving it to the other side of the building where it's farther away from the property line. All I know is that it is not right or fair for Louies to get all the gain in the issue and the home owners being affected get all the loss.

Thanks for your time and I hope this helps resolving this issue.

Jamie Vivian



610 PRINCESS AVENUE
LONDON, ON N6B 2B9

TEL: (519) 686-1300
FAX: (519) 681-1690
E-MAIL: mbpc@mbpc.ca

Memorandum

To/Attention: Mr. William Tigert
Chief Administrative Officer
Town of Ingersoll

Date: March 3, 2016
Project No. 16-100

From: Jay McGuffin, MCIP, RPP

Subject: Professional Planning Opinion
Minor Variance Application A04-15
440 Bell Street, Ingersoll, Ontario

Retainer

I am a Principal Planner and Partner with the firm Monteith Brown Planning Consultants ("MBPC"). I have been retained by the Town of Ingersoll to undertake a review of the above noted application and provide an independent professional planning opinion with regard to addressing the statutory tests of a minor variance with regard to the above noted application.

Material Review

In conducting my review and analysis I have reviewed the following materials pertaining to the application:

- Form1 of the Application signed by the owner Louie Skater dated 20 January, 2016
- Staff Report from Andrea Hachler, Development Planner with Oxford County, February 8, 2016
- Oxford County Official Plan
- Town of Ingersoll Zoning By-Law Number 04-4160
- Written submission from Robert John Trowell, 31 Scourfield Drive Dated Received Feb. 3, 2016
- E-mail submission from Michelle Vogels dated Thursday, January 28, 2016
- E-mail submission from Jamie Vivian dated January 29, 2016
- E-mail submission from Penny Decruz dated February 8, 2016
- E-mail from Andrea Hachler dated February 3, 2016
- On-line mapping and aerial photography from various sources
- Site photography of the existing building addition provided by the Chief Building Official

Subject Lands

The lands subject to the application are located at 440 Bell Street in northwest Ingersoll on the north side of Bell Street just east of the settlement area boundary. The lands are approximately 5,215 square metres (1.288 acres) in area with approximately 149.4 metres of frontage on Bell Street with a depth of approximately 82 metres. The site itself is rectangular in nature with the interior lot lines converging at a point to the north. The topography of the site appears to be relatively flat from information available at the time of authoring this report.

Uses on the property include Louie's Pizza, Pasta and More, an eat-in restaurant with an outdoor seating area/patio provided on the southwest side of the building facing Bell Street. There is an abandoned gas pump island and canopy structure in the front of the building set closer to the frontage along Bell Street which provides shade to a parking area. A large paved parking area is provided in front of the existing restaurant with two accesses to Bell Street and what appears to be a large gravel or tar and chip overflow parking area provided to the west of the paved parking area. An access laneway extends north behind the restaurant wrapping from west to east.

Uses surrounding the subject lands include a recently developed residential subdivision to the north with lots on a portion of Scourfield Drive backing onto the subject lands. Approximately four residential lots on Scourfield Drive abut the portion of the rear yard of the subject lands behind the existing restaurant which would likely be the most affected by the proposed expansion. All of these dwellings appear to be one storey high. A board on board wooden privacy fence extends across the length of the rear of the subject lands abutting the residential lots to the north.

One single detached dwelling appears to be located adjacent the subject lands to the east with a generous setback from the west property limit.

Land uses to the south and east are typically comprised of a mixture of commercial auto sales and servicing type uses.

Variations Requested

The owner of the subject lands has begun construction of a new washroom and second storey office space with a ground floor area of approximately 48.3 square metres (520 sq. ft.) and a gross floor area of approximately 90.5 sq. m. (974 sq.ft.).

I understand that a complaint was issued, and that upon investigation the Town determined that no building permits had been issued for the on-going construction. As such, a stop work order was issued pending application and approval of a minor variance and site plan approval. The Applicant has since stopped work and is awaiting a decision on this Minor Variance Application to determine if construction can continue, or if the works already completed to date in contravention of the by-law must be removed.

A review of the application and Zoning By-Law indicates that the use, area, frontage, depth, height, open space, coverage and parking all comply with the existing Highway Commercial (HC) Zoning on the subject lands.

Due to the triangular shape of the property and the location of the existing building and its orientation to the road, a small portion of the proposed expansion requires relief from the required interior side yard setback. As such, the applicant is seeking a variance to permit the **northerly interior side yard setback to be reduced to 4.2m where 7.5m is required.**

Analysis

Section 45(1) of the Planning Act authorizes the Committee of Adjustment to grant relief from the requirements of the Zoning By-law if a request is deemed to be minor in nature; is desirable for the appropriate development or use of the land, building or structure; and the general intent and purpose of both the Official Plan and Zoning By-law are maintained.

The test for what is minor is not mathematical counting based on the extent by which the by-law is varied nor the number of variances required, but rather, is assessed in part on the measure of impact created by the variance(s) and whether or not the variance is too great to be considered minor. It is also important to note that all four tests of subsection 45(1) of the Planning Act (as outlined above) must be met for a minor variance to be granted.

1. Is the Requested Variance Minor in Nature

The proposed variance seeks a reduction in the required interior side yard from 7.5m to 4.2m. This reduction serves to allow for a limited expansion of a long-standing commercial operation to provide modernized restroom facilities for patrons and new second storey office space. The requested variance is applicable only to a very small portion of the northwest corner of the proposed addition.

Based on my review and analysis of the application and supporting materials it is my professional planning opinion that the requested variance is minor in nature.

2. Desirable for the appropriate development or use of the land, building or structure

The subject lands are situated within a corridor of lands designated for a wide range of service commercial land uses and zoned to permit a broad range of highway commercial uses of significant intensity, height, mass and building form.

The proposed variance addresses a small encroachment into the interior side yard by the northwest corner of the proposed, partially-built addition which is suggested to provide upgraded washroom facilities and office space to a long-standing commercial operation at this location. Due the nature of the existing positioning and orientation of the building the location chosen appears to be the most appropriate location for this addition.

The proposed addition does not appear to create any impacts with regard to safe site circulation, parking, drainage or other functional requirements of the property. I note there is what appears to be an approximately 2.4m high board on board privacy fence across the entire northern property limit which provides an appropriate visual buffer to the subject lands. It is also understood that, based on staff recommendations, that the subject lands be required to provide for a hedgerow along the northern lot line with a minimum height of 2.4 m. This is reflected in proposed condition (i) to the recommended approval in Ms. Hachler's February 8, 2016 Report.

In response to concerns from loss of privacy and impacts of noise, I understand the Applicant has agreed to commit to ensuring access to the second storey only occur from the interior of the building. This is reflected in proposed condition (ii) to the recommended approval in the aforementioned report. These

matters are capable of being addressed through the required site plan approval process as proposed condition (iii) of the recommended approval in Ms. Hachler's Report identifies.

Lastly, in the context of the neighbours concerns with regard to height, setback, and potential for loss of property value, I will note that should the variance not be approved, only that small portion of the northwest portion of the building that is not in compliance with the current setback would be required to be removed in order to comply. I further add that the potential for a perceived loss in property value is not a test of good land use planning.

Based on my review and analysis of the application and supporting materials, it is my professional planning opinion that the requested variance is desirable for the appropriate development or use of the land, building or structure.

3. General Intent and Purpose of the Official Plan

Schedule "I-1" Land Use Plan for Ingersoll in the County of Oxford Official Plan designates the subject lands as part of a corridor of lands designated Service Commercial running along Bell Street out to the limits of the settlement area boundary. Bell Street is a designated Arterial Road on Schedule "I-4" The Transportation Network of Ingersoll.

The Service Commercial designation applies to areas which primarily cater to the commercial needs of the travelling public or a broader market area. Types of service commercial uses that generate significant amounts of traffic and draw customers from a wide area may also be located within these areas.

Based on my review and analysis of the application and supporting materials, it is my professional planning opinion that the requested variance maintains the general intent and purpose of the Official Plan.

4. General Intent and Purpose of the Zoning By-Law

Schedule "A" Key Map 27 of the Town of Ingersoll Zoning By-Law Number 04-4160 zones the subject lands Highway Commercial (HC) as part of a corresponding corridor of lands zoned Highway Commercial along both sides of Bell Street in this location.

Uses permitted as of right in the HC Zone include a very broad range of service and highway commercial type uses. Some of those permitted uses that have higher levels of impact on more sensitive land uses, include, amongst others:

- an animal kennel;
- an assembly hall;
- an auction establishment;
- an automobile body repair shop;
- an automobile service station;
- a bingo hall;
- a bowling alley;
- an eating establishment;
- a farm implement dealership;
- a home improvement supply store;
- a hotel or motel;
- a household power equipment sales and service establishment;
- a miniature golf course or driving range;
- a motor vehicle dealership;
- a motor vehicle retail or wholesale parts outlet;
- a motor vehicle washing establishment;
- a parking lot;
- a public garage;
- a service shop; [...]

Through my review of the public comments received in regard to this application I noted that the primary concerns with the proposed variance include the height of the addition together with the proximity to the lot line, invasion of privacy and the perceived potential for loss of property values as significant concerns.

In contextualizing those concerns, I have analyzed the application against what the existing HC zoning would permit as-of-right (i.e. without any amendments or planning approvals for use) to assist in identifying impact based on the planned function of the area. In this instance, it appears as though there has been a long-standing service commercial corridor in this location and the neighbouring residential subdivision has recently (i.e. since 2010) been constructed.

Further review of the zoning provisions in Table 12.2 of the By-Law identifies that non-residential uses are permitted to a height of 11m (~36 feet) or about 3.5 commercial storeys. The applicant is proposing two storeys, approximately 6.12 metres in total height, well below the maximum permitted height.

I also note that the By-Law would permit a height of 6 storeys for a hotel or motel use as outlined in Table 12.2, significantly higher than 11 meters for the other non-residential uses permitted with an interior yard setback of only 6.0m. This provision is noteworthy, in that much of the concern expressed by the neighbouring owners speaks to loss of privacy due to the reduced setback and height, impact of people capable of viewing the rear yards, and windows of the neighbouring dwellings.

The County planning report identified that the applicant has indicated a willingness to remove the originally proposed second storey external access at the rear of the building and internalize it so that access to the office will only be available from within the building so as not to create a loss of privacy or noise impacts on the adjacent residential land uses. This has been reflected in the County's proposed condition (ii) to the variance.

Furthermore, many of the other uses permitted in the HC zone are likely to generate odours, lighting from vehicle headlights, noise from vehicle movements and pedestrian/recreation activities, etc. which would be similar or more intensive than the existing land use or the proposed expansion.

With regard to the proposed reduced interior yard setback, it is noted that the subject lands are triangular in shape, and as such are subject to the interior yard setback provision as the lot is deemed to not have a rear yard pursuant to the definition of "*rear lot line*" in Section 4 of the by-law. Notwithstanding this provision, if a rear yard did exist on the subject lands, the required setback would have been the same 7.5m.

With regard to height and proximity to the property line, it is noted that should the subject lands have been zoned for residential purposes similar to the neighbouring lands, and the owner desired to erect an accessory building, such accessory building could be constructed as close as 1.2 metres to the lot line to a height of 5 metres in accordance with the provisions set out in Section 5.1 of the Zoning By-Law.

Based on my review and analysis of the application and supporting materials, it is my professional planning opinion that the requested variance maintains the general intent and purpose of the Zoning By-Law.

Summary Opinion

Based on my review and analysis of the application and all supporting materials noted above, it is my professional planning opinion that the requested minor variance, subject to the recommended conditions outlined in Ms. Hachler's February 8, 2016 Report, meets all four statutory tests of a minor variance as set out in Section 45(1) of the Planning Act, being:

- 1) The proposed variance is minor in nature as relief is only required for a very small portion of the proposed addition;
- 2) The proposed variance is Desirable for the appropriate development or use of the land, building or structure as the proposed addition will serve to improve the commercial viability of a long standing commercial operation, in a manner that is compatible with the surrounding land uses with no anticipated unacceptable adverse impacts on surrounding land uses;
- 3) The proposed variance is in keeping with the general intent and purpose of the County of Oxford Official Plan as the proposed development is a permitted use and form of development established by the Official Plan for these lands;
- 4) The proposed variance maintains the general intent and purpose of the Town of Ingersoll Zoning By-law as the proposed expansion is in keeping with the existing and permitted uses in this existing Highway Commercial corridor and represents a far less intensive use than many of those uses permitted on the site under the existing zoning.

I trust that you will find this opinion satisfactory to your needs at this time. Should you have any questions, additional information pertinent to this application, or wish to discuss this matter in greater detail, please do not hesitate to contact me.

Yours very truly,

MONTEITH BROWN PLANNING CONSULTANTS



Digitally Signed by Author

Jay McGuffin, MCIP, RPP
Principal Planner

Monteith Brown Planning Consultants

Monteith Brown Planning Consultants Ltd. (MBPC) is a highly successful urban and regional planning firm serving a broad range of municipal, not-for-profit and private sector clients since 1977. Our major service areas include:

- Municipal Planning
- Parks, Recreation, and Culture
- Development Planning
- Design
- Library Planning
- Consultation
- Specialty Studies

While our reputation for excellence was established early on as a provider of land use planning services to municipalities, our client list has grown to include major Canadian retailers, school boards, hospitals, land developers, community organizations and a host of other professional firms.

Through the application of innovative approaches, effective methods, and well-informed expert planning advice, we develop workable strategies that achieve our clients' goals and objectives. Our work often becomes the benchmark for excellence in the field of urban, rural, and regional planning, giving our clients an important advantage in achieving success in an increasingly competitive environment. All of our projects benefit from our specialized skills in project management, policy development, community consultation, digital mapping and design, demographic forecasting, market research, media relations, site selection, economic development, and financial feasibility.

With over three decades of experience, thousands of successful projects and hundreds of satisfied clients across North America, we have developed a reputation of excellence recognized by professional planning associations, our peers, and the livability of the communities in which we have worked.

In order to remain competitive in a world of constantly advancing technology, Monteith Brown Planning Consultants employs state-of-the-art computer hardware and software. We maintain the necessary computer equipment and possess the technical expertise to ensure compatibility and continuity with any of our client's technical needs and infrastructure. We are proficient in all facets of word processing, graphic design, 3-D Modeling, Computer Aided Design (CAD), and Geographic Information Systems (GIS).

Jay McGuffin, B.A., M.C.I.P., R.P.P.

Jay joined the firm in 1997 and is responsible for providing a variety of land use planning, urban design, and project management expertise to our extensive list of municipal and private sector clients.

Jay brings an interdisciplinary background of academic knowledge, technical proficiency and flair for design to the Team, allowing him to approach projects in a strategic and comprehensive manner. Jay manages the firm's land development and design projects with his skills and experience in land use planning, residential subdivision design, site planning, master planning, public consultation and the planning approvals process.

Jay is also responsible for many of the firm's long range planning and policy projects, providing general consultation services to a number of municipal clients and expert witness testimony before the Ontario Municipal Board.

He holds a Bachelors of Arts Degree in Geography from Trent University and a diploma in Honours Standing in Geography (Urban Development) from the University of Western Ontario as well as a Diploma in Urban Design from Fanshawe College.

He is a Registered Professional Planner, a member of the Canadian Institute of Planners and the Ontario Professional Planners Institute, and also served on the London Advisory Committee on Heritage.

To: Mayor and Members of the Town of Ingersoll Council

From: Andrea Hächler, Development Planner,
Community and Strategic Planning

Application for Zone Change ZN 6-16-01 – William Woodcock & Mary Margaret Otis

REPORT HIGHLIGHTS

- The purpose of the zone change application is to permit the temporary placement of a garden suite (mobile home) on the subject lands to house the property owner's son and daughter in-law.
- Planning staff are recommending support of the application as it complies with the policies of the Provincial Policy Statement and the Official Plan.

DISCUSSION

Background

OWNERS: William Edward Woodcock & Mary Margaret Otis
36 Park Avenue, Ingersoll, N5C 1B5

LOCATION:

The subject property is described as Part Lot 3, Block 69, Plan 279 in the Town of Ingersoll. The lands are located on the south side of Park Avenue, east of Wellington Street. The lands are municipally known as 36 Park Avenue.

COUNTY OF OXFORD OFFICIAL PLAN:

Schedule "I-1"	Town of Ingersoll Land Use Plan	Residential
Schedule "I-2"	Town of Ingersoll Residential Density Plan	Low Density Residential

TOWN OF INGERSOLL ZONING BY-LAW NO. 04-4160:

Existing Zoning: Residential Type 1 Zone (R1)
Proposed Zoning: Special Residential Type 1 Zone (R1-G16)

PROPOSAL:

An application has for zone change has been submitted that proposes to rezone the lands from 'Residential Type 1 Zone (R1)' to 'Special Residential Type 1 Zone (R1-G16) to permit the temporary placement of a garden suite on the subject lands to house the property owner's son and daughter in-law. The owner will reside in the principle dwelling.

According to County mapping, the subject property is approximately 2,239.8 m² (24,109.5 ft²) in area and contains a single detached dwelling and accessory structure. The temporary garden suite is proposed to be located on the west side of the property.

Surrounding last uses are predominantly single detached dwellings with Victoria Park to the west and Harrisfield Public School to the east.

Plate 1, Existing Zoning and Location Map, shows the location of the subject property and the existing zoning in the immediate vicinity.

Plate 2, Aerial Photo (2010), provides an aerial view of the subject lands.

Plate 3, Applicant's Sketch, illustrates the existing and proposed structures and dimensions on the subject lands.

Application Review

PROVINCIAL POLICY STATEMENT:

The policies of Section 1.1 state that sufficient land shall be made available to accommodate an appropriate range and mix of land uses to meet projected needs for the planning period. Within settlement areas, sufficient land shall be made available through intensification and redevelopment and, if necessary, designated growth areas.

The policies of Section 1.1.3 state that settlement areas shall be the focus of growth and development, and their vitality and regeneration shall be promoted. Section 1.1.3.3 states that planning authorities shall identify appropriate locations and promote opportunities for intensification and redevelopment where this can be accommodated taking into account existing building stock or areas, including brownfield sites, and the availability of suitable existing or planned infrastructure and public service facilities required to accommodate projected needs.

Further, Section 1.4.3 directs that an appropriate range of housing types and densities to meet projected requirements of current and future residents of the regional market area by, among other means:

- Permitting and facilitating all forms of residential intensification and redevelopment and all forms of housing required to meet the social, health and well-being requirements of current and future residents;
- Establishing development standards for residential intensification, redevelopment and new residential development which minimize the cost of housing and facilitate compact form while maintaining appropriate levels of public health and safety.

OFFICIAL PLAN:

The subject lands are located within the 'Low Density Residential' designation according to the Town of Ingersoll Residential Density Plan, contained in the County Official Plan. Designated low density residential areas are those lands that are primarily developed or planned for a variety of low-rise, low density housing forms including: single detached, semi-detached, duplex, converted dwellings, quadraplexes (4 units), townhouses and low density cluster development.

Section 10.3.9 of the Official Plan states that garden suites may be permitted in Low Density Residential designations in Serviced Villages and Large Urban Centres. Such garden suites are to be considered for either the retired parents or grandparents of a property owner or the property owner's spouse or a retiring property owner provided that the principal dwelling is occupied by the son or daughter or grandchild of the retiring property owner. The Official Plan also requires an amendment to the Zoning By-law prior to permitting a temporary garden suite. The Plan stipulates that the temporary use by-law may remain in effect for up to ten (10) years subject to the renewal upon expiry by the Area Council.

The following criteria are to be considered during the review of the zone change application:

- The garden suite should use the existing sanitary sewage disposal, water supply and electrical services of the principal dwelling;
- The proposal should be on a large lot greater than 929 m² (10,000 ft²) in an area on full municipal services;
- The lot is suitable for an additional temporary dwelling unit with respect to lot area, lot coverage, yard setbacks and setback from a public road allowance;
- The garden suite will not be located to the front of the principal dwelling.

If approved, the implementing Zoning By-law may contain additional measures to ensure minimal disruption to adjacent land uses, such as the provision of grass strips, the planting of trees and shrubs or the erection of a fence.

Further, the owner of the property will be required to enter into an occupancy agreement with Area Council, specifying the matters related to the temporary use of the garden suite as Area Council considers necessary, including, the installation, maintenance and removal of the garden suite; the period of occupancy of the garden suite by any of the persons named in the agreement; and the monetary or other form of security that Area Council may require for actual or potential costs to the municipality related to the garden suite.

When garden suite is no longer required for the original use intended, it shall be removed from the lot and the temporary use by-law shall be allowed to lapse.

TOWN OF INGERSOLL ZONING BY-LAW:

The subject property is zoned 'Residential Zone Type 1 (R1)', permitted uses include a single detached dwelling and buildings and structures accessory to a residential use.

A garden suite may be permitted on a lot in a residential zone, in accordance with the provisions of Section 5.6 of the By-law.

In particular, Section 5.6 states that garden suites are subject to the following criteria:

- The garden suite shall only be occupied by the retired parents or grandparents of the lot owner or the lot owner's spouse or the retiring lot owner, provided that the main dwelling is occupied by the son, daughter or grandchild of the retiring lot owner.
- The garden suite shall be prohibited in the front yard of the main dwelling on the lot and shall comply with the zone requirements of the zone in which such garden suite is located.
- The garden suite shall not exceed one storey in height and shall have a minimum gross floor area of 55 m² (592 ft²) and a maximum gross floor area of 93 m² (1,001 ft²).

AGENCY COMMENTS:

This application was circulated to those agencies that were considered to have an interest in the proposal.

The Town of Ingersoll Chief Building Official indicated that the modular trailer will need to be CAN/CSA-Z241 compliant and will need to be on an approved foundation system with no basement as per the manufacturer's installation instructions.

It was further noted that the existing accessory structures exceed the maximum for permitted lot coverage. Section 5.1.1.4(i) permits one accessory building not exceeding 10 m² (107.6 ft²) to be excluded from the lot coverage calculation, it appears there is going to be a new 2.4 m (8 ft) by 3.7 m (12 ft) shed added for the garden suite. Should the shed exceed 10 m² (107.6 ft²), a variance will be required.

The Town of Ingersoll Engineer indicated that a grading and drainage plan would be required at time of building permit.

The County of Oxford Risk Management Office has indicated that the subject property is located within the Upper Thames River Source Protection Area where storage and handling of certain chemical products containing dense non-aqueous phase liquids (DNAPLs) could be considered a significant drinking water threat activity. This activity would be subject to risk management or education outreach policies. If chemical handling or storage is planned, it is recommended that the proponent contact the RMO office to discuss implications.

The Upper Thames River Conservation Authority, County of Oxford Public Works Department, Canada Post and the Oxford County OPP indicated that they had no concerns or objections to the subject application.

PUBLIC CONSULTATION:

Notice of the zone change application was provided to the public and surrounding property owners on two (2) occasions, February 9, 2016 and February 23, 2016. As of the date of this report, a number of letters of objection have been received and are attached to this report for Council's information.

Planning Analysis

An application has been submitted seeking to permit the placement of a garden suite in the form of a mobile home on the subject lands on a temporary basis. The proposed mobile home is one storey in height and approximately 83.2 m² (896 ft²) in size. The occupants of the garden suite are to be the son and daughter in-law of the property owner.

It should be noted that although the Official Plan and Zoning By-law indicate that the son and daughter in-law can live in the principle dwelling and the retired owner can live in the garden suite, staff are satisfied that the applicant's proposed arrangement meets the general intent of the Official Plan and the Zoning By-law.

The following is an evaluation of the proposal in consideration of the above-referenced criteria provided in the County of Oxford Official Plan and the Town of Ingersoll Zoning By-law.

Servicing:

The applicant has indicated that the garden suite will connect to the municipal water, sanitary and hydro servicing the principal dwelling and will use the existing access on to Park Avenue.

Proposed Size and Location of the Garden Suite:

The Town of Ingersoll Chief Building Official has reviewed the application and is satisfied that the proposed mobile home is supportable as the addition of the mobile home to the site does not exceed the maximum permitted lot coverage in the R1 zone and is able to provide the required setbacks.

Occupancy Agreement:

If the subject application is approved, the owners will be required to enter into an agreement with the Town to be registered on title, specifying matters related to the temporary uses of the garden suite as well as its installation, maintenance, future removal; the period of occupancy of the garden suite by the persons named in the agreement; and securities that the Town may require for actual or potential costs to the municipality related to the garden suite. In this regard, Council will need to pass a resolution authorizing the Clerk and the Mayor to enter into an agreement with the owners.

In keeping with the zoning by-law provisions, it is recommended that both the amending zoning by-law and the agreement limit the tenure of the garden suite from a minimum of 3 years to a maximum of 10 years from the passing of the amending by-law. Planning staff recommend that the garden suite be permitted for a 3 to 5 year period in order to ensure that the use is temporary and also provides sufficient time to assess its impact on neighbouring properties. Upon expiry of the specified time period, the applicant's will either have to remove the garden suite from the subject lands or apply for a further extension of no longer than 3 years as a time to a maximum of 20 years as set out in the Planning Act.

In light of the foregoing, it is the opinion of this Office that the applicant's proposal to construct a garden suite (mobile home) on the subject property as a temporary use is consistent with the Provincial Policy Statement, conforms to the County Official Plan, complies with the Zoning By-law and represents good land use planning. In this regard, staff have no objection to Council's approval of the application at this time and suggest that the proposed use be given approval for a temporary period of time.

RECOMMENDATION

1. It is recommended that the Council of the Town of Ingersoll approve 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 temporary period of time.

SIGNATURES

Authored by: Original signed by Andrea Hächler,
Development Planner

Approved for submission: Original signed by Eric Gilbert, MCIP, RPP
Senior Planner

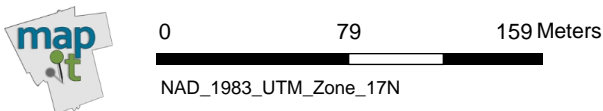
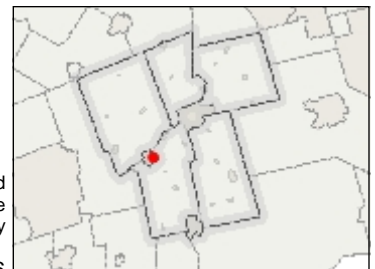
AH
March 2, 2016



Legend

- Draft Plans
- Open Space
- Right of Ways
- Properties
- Environmental Protection/Flood Overlay
 - Flood Fringe
 - Floodway
 - Environmental Protection (EP1)
 - Environmental Protection (EP2)
- Zoning
- Floodlines/Regulation Limit
 - 100 Year Flood Line
 - 30 Metre Setback
 - Conservation Authority Regulation Limit
 - Regulatory Flood And Fill Lines
- Zoning (Displays 1:16000 to 1:500)

Notes



This map is a user generated static output from an Internet mapping site and is for reference only. Data layers that appear on this map may or may not be accurate, current, or otherwise reliable. This is not a plan of survey

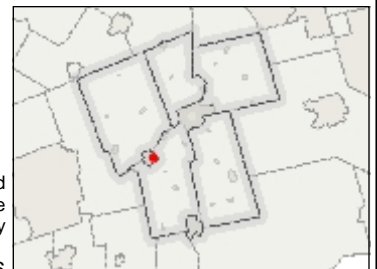
February 5, 2016



Legend

- Parcel Lines**
 - Property Boundary
 - Assessment Boundary
 - Unit
 - Road
 - Municipal Boundary
- Draft Plans**
 - Open Space
 - Right of Ways
 - Properties

Notes



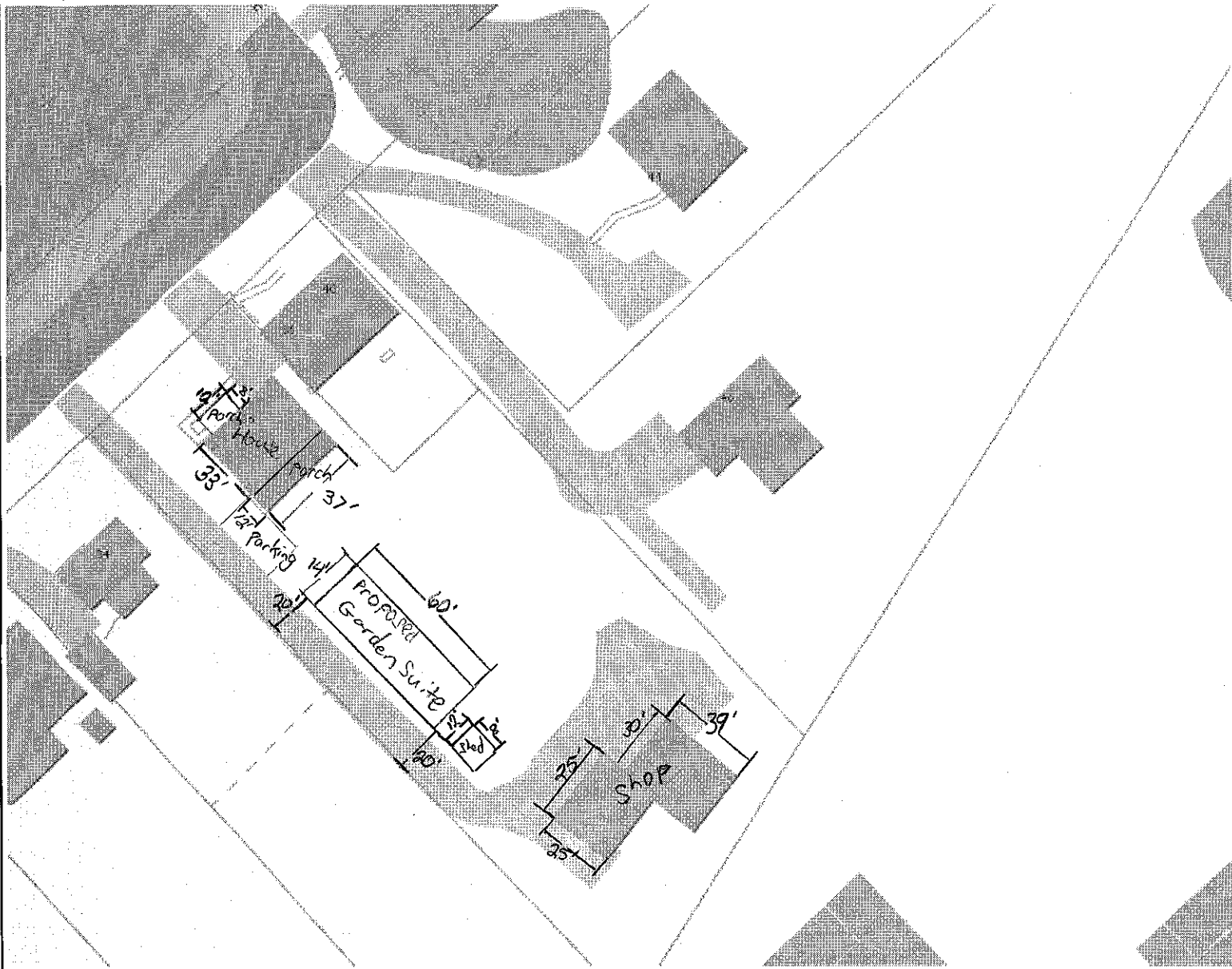
0 20 40 Meters

NAD_1983_UTM_Zone_17N



This map is a user generated static output from an Internet mapping site and is for reference only. Data layers that appear on this map may or may not be accurate, current, or otherwise reliable. This is not a plan of survey

February 5, 2016

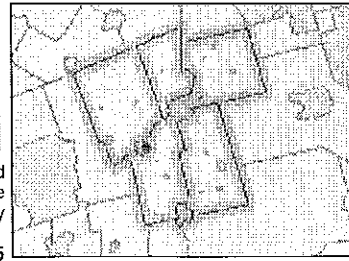


Legend

36 Park Ave
all outbuilding's
with size in feet.
3,376 sqft of
out buildings.

540 sqft of
non covered
porches.

Notes



From: [Andrea Hachler](mailto:Andrea.Hachler)
To: [Planning](#)
Subject: FW: ZN 6-16-01
Date: March-01-16 10:41:14 AM

From: joolz [mailto:knitter88@gmail.com]
Sent: March-01-16 12:51 AM
To: Andrea Hachler
Cc: Kie & Darlene Fahrback; Frank & Joyce Houghton; Terry; Alison McKinley; Gord McLelland; dkfahrback@gmail.com; Gill Murray
Subject: ZN 6-16-01

Good morning Andrea:

Re: ZN 6-16-01

We wish to voice our objections to the proposed zoning change and the garden suite issue in our neighbourhood.

Park Avenue is a dead end street with a woodlot along one side and unusually large lots attached to the properties. This creates a highly desirable area in which to live. We purchased our home here based on the presumption that, due to the age and style of the homes, this area would never become a multi-family housing zone.

Mobile homes have a stigma attached to them. They also depreciate in value quickly. We fear that property values within the current historic structure of this neighbourhood will be affected by the introduction of a trailer home to the area. We have invested thousands of dollars into upgrading and renovating our 1907 home and property and do not wish to see our investments devalued any further than they currently are by the problems created through the noise of the auto shop and the eyesore of the massive piles of scrap metal that appear in the backyard of 36 Park Avenue every spring.

Mobile homes belong in a trailer park, not in a single-family dwelling neighbourhood. We do not believe that there are any valid reasons for creating a trailer park atmosphere in this area.

Regards,

Gord & Julie McLelland

42 Park Avenue

Ingersoll, Ont

N5C 1B5

From: [Andrea Hachler](#)
To: [Planning](#)
Subject: FW: ZN 6-16-01
Date: March-01-16 10:44:06 AM

From: mckinleyal@lycos.com [mailto:mckinleyal@lycos.com]
Sent: March-01-16 7:56 AM
To: Andrea Hachler
Subject: Re: ZN 6-16-01

Dear Andrea,
Thanks for the information you sent.

I am sending this letter for my mother, Jean McKinley, because she does not have a computer.

I am Jean McKinley and have lived in my home on Park Ave for nearly 60 years. I love the neighborhood just as it is we don't need any mobile homes in it.

It worries me as to how they will get this mobile home in the yard, it is a narrow street and they have a very narrow drive. I am sure they will either hit the bell phone box or my shrub at the end of my garden. Also damage will be caused to my trees beside the driveway trying to get it in the yard.

I am also concerned that this mobile home will not get removed once it is no longer needed and will just add to the junk and clutter in the yard that is already spilling into my yard. At the back of my yard and on my property they have 2 trailers, a picnic table and now a load of wood from a tree they cut down this past weekend and other stuff in my cedar hedge. These things are more on my property than on their own.

In the past 50 years there have been 2 different families of 5 lived in that house and Mary and her family of 4 lived there. I don't understand why 3 of them can't live there if they are doing this so they can be there to help look after Mary. Would it not just be easier than going through all of this and moving in a mobile home.

Jean McKinley

34 Park Ave

Ingersoll

On 2016-02-22 18:19, Andrea Hachler wrote:

Good Morning Alison,
I apologize for the confusion but there was an administrative error in the date of the meeting. I have made the changes to the sign on the property and a notice will be sent out to the all neighbouring property owners within 120 m sometime today or tomorrow. For

th

your information, the meeting will be held on March 14 at 7 pm.

I have included a redacted copy of the application and the proposed location of the garden suite. If you have any questions, please feel free to contact me.

Thanks,
Andrea

From: mckinleyal@lycos.com [<mailto:mckinleyal@lycos.com>]

Sent: February-22-16 8:43 AM

To: Andrea Hachler

Subject: zoning change

Andrea I spoke to you on Friday about getting information about the zoning change at 36 Park ave. Ingersoll, file No. 6-16-01. could you please send me anything you about it. Also could you please let me know when the public meeting is, because on the sign on the front lawn it says Monday Feb. 23. but Mon. is the 22nd. so is the meeting on Monday or Tuesday.

Thank you

Alison McKinley

From: [Andrea Hachler](mailto:Andrea.Hachler)
To: [Planning](#)
Subject: FW: Zn 6-16-01
Date: March-01-16 9:58:01 AM

From: Dar Fahrbach [mailto:dkfahrbach@gmail.com]
Sent: February-29-16 8:42 PM
To: Andrea Hachler
Cc: Kai
Subject: Zn 6-16-01

Dear Andrea,

We would like to voice our opposition to the re-zoning application of the property 36 Park Ave. Currently there is a large open concept to the properties on Park Ave. creating a very desirable part of town to live in. By allowing a Mobile Home to be placed on this lot, it would take away from the essential character of the neighbourhood and would not be desired by us. We do not want to be forced to look at a mobile home and would therefore find it necessary to fence our property, taking away from the open concept of the neighbourhood.

The owners of this property currently store 3 unlicensed vehicles on this property, operate an auto repair shop out of their shed and in the spring collect mass amounts of scrap metal in their rear yard for the purpose of resale. We already lose the enjoyment of our front deck due to these facts. By adding a mobile home, this would only further the loss of the enjoyment of the use of our deck.

In addition to this, we don't feel that this type of Spot Zoning is consistent with the planning of the town's subdivisions. Houses are placed in a consistent line facing the street. If a home is now placed in the rear yard of this property, it would not be consistent with the rest of the houses on this street.

According to Section 10.3.9 of the Temporary Use Bylaw of Ingersoll, Council may only consider the establishment of a garden suite on a residential lot for either: the retired parents or grandparents of a property owner or a retiring property owner, provided the main dwelling is to be occupied by the son or daughter or grandchild of the retiring property owner. According to our understanding, William Woodcock is neither of these. I was informed by you that Bill would be moving into the mobile home which is not in accordance with the above bylaw.

Thank you for your attention to this matter and would appreciate further investigation into the potential zoning change.

Kind regards,

--

Kai and Dar Fahrbach
46 ParkAve.
Ingersoll, ON

N5C 1B5

519-913-3348



2015 Ingersoll Project

The Mayor and Counsellors

Feb 7, 2016

Town of Ingersoll

130 Oxford Street

Ingersoll, ON

N5C 2V5

Dear Mayor and Counsellors,

This letter is to update you on and to request your support for the 2015 Habitat for Humanity-Ingersoll Project. With great support from over 75 organizations and individuals in Ingersoll and area, we are very pleased to let you know that we are well on our way to completing our second HFH home in Ingersoll. We are hoping to have the family in their new home in April.

As you know, Habitat for Humanity (HFH) is a non-profit organization that is dedicated to providing new, safe and affordable homes for needy families around the world, as well as right here in Canada. HFH does this by using donations of money, materials and labour from the community to build homes. The homes are then sold to the HFH partner family with no down payment and with mortgage payments based on the family's financial situation. The HFH partner family agrees to contribute a minimum of 500 hours of their own labour (called 'sweat' equity) to the building of their own future home or other supportive activities. This is a "hand-up" not a "hand-out" to a deserving family in our community. It is a long-term, permanent solution to affordable housing for this family. I have included in this letter a picture and write-up of the Sweeney family who will be the proud owners of the 128 Bell St. home.

With the build stage of the project underway, we of course, have undertaken the necessary building permitting and inspections, etc. We have already paid for the build permits as well as the development fees which total about \$5300. We are requesting that the Town of Ingersoll consider supporting this project by donating the cost of the building permit and development charges to help our Ingersoll Project team cover the full cost of construction of the home.

We believe that Habitat for Humanity projects in Ingersoll are not only a life changing benefit for a deserving family in our community but also are very energizing and positive experiences for the entire community.

Yours truly,

Don Campbell

Chair of 2015 HFH Ingersoll Project Steering Committee

Contact # 519 485-6528

CC. Norma Staples

Carol Prouse

George DeVlugt, HFH Heartland Construction Manager

(by email)



Sweeney Family Story

Craig and Krista Sweeney are parents to three children, their daughter Justice who is 12, daughter Kaidince who is 10 and son Gryphon who is 3. Craig works hard six days a week, while Krista stays home and cares for their children two of whom have Myotonic Muscular Dystrophy. The disease is particularly affecting Justice who has breathing difficulties as well as intellectual and physical challenges.

The home the Sweeney's currently live in is an older structure with a washroom only on the second floor, making it more and more difficult to manage getting the children up and down the stairs as they get older.

We are all touched by the commitment the Sweeney's have made to their family and to Habitat. They are active volunteers, even volunteering prior to being approved for their Habitat home. The Sweeney's cite pride as the greatest feeling they will have when they move into their new home. They know they will feel proud to have a safe, healthy, new home where they can raise their family.

From: AMO Communications <communicate@amo.on.ca>

Date: February 9, 2016 at 8:12:34 PM EST

To: "mayor@ingersoll.ca" <mayor@ingersoll.ca>

Subject: Request for council resolutions to support AMO/LAS request for broader municipal investment powers

To the attention of the Head of Council and Council:

The Association of Municipalities of Ontario and LAS ask for your council's support of the attached resolution which asks for the province to change the current Municipal Act investment regulation to allow municipalities to invest consistent with the 'Prudent Investor Standard', if such investments are through the One Investment Program.

The province has recently conferred 'Prudent Investor' status on the City of Toronto to enable them to have greater diversification in portfolio management and asset selection, and we strongly believe that other Ontario municipalities should be granted similar investment powers if their investments are managed through professional investment management options, such as the One Investment Program.

AMO, LAS, and the Municipal Finance Officers Association of Ontario (MFOA) have lobbied the Ministry of Municipal Affairs and Housing for broader investment powers for more than 4 years, with the issue now being considered as part of the Municipal Act review. We however want this change to be made sooner than the completion of the Municipal Act review, and to achieve this we ask for your support of this resolution.

If you have any questions about our request or the attached resolution, please contact Jason Hagan, LAS Program Manager, at jhagan@amo.on.ca or [416-971-9856 x320](tel:416-971-9856).

If you have problems opening the attachment(s) please call LAS at [\(416\) 971-9856](tel:416-971-9856).

DISCLAIMER: Any documents attached are final versions. LAS assumes no responsibility for any discrepancies that may have been transmitted with this electronic version. The printed versions of the documents stand as the official record.

OPT-OUT: If you wish to opt-out of email communications regarding Investments from LAS please click [here](#).



Sample resolution for municipal councils related to broader investment powers

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.



**Corporation of the Town of Ingersoll
By-Law 16-4870**

A By-law to provide for the levy and collection of special charges in respect of the Business Improvement Area for the year 2016.

WHEREAS subsection 208(1) of the Municipal Act S.O. 2001 c. 25 as amended, provides that the council of a municipality shall in each year levy a special charge upon rate-able property in a Business Improvement Area which has been designated under subsection 204(1); by levy upon rate-able property in the improvement area that is in a prescribed business property class; or by levy upon rate-able property in the improvement area that is in a prescribed property class and that, in council's opinion derives benefit from the improvement area.

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

- 1) That for the purpose of the Board of Management of the Ingersoll Business Improvement Area, there be levied and collected the sum of \$77,780 as per Schedule "A" attached on all rate-able Commercial, Shopping Centre and Industrial properties within the area defined by By-law No. 87-3314. The above levy is comprised of a fixed, special non-refundable fee of \$100 per annum per property plus a taxation levy.

- 2) That Schedule "A" attached hereto forms part of this by-law.

READ a first and second time in Open Council this 14th day of March, 2016.

READ a third time in Open Council and passed this 14th day of March, 2016.

Edward (Ted) Comiskey, Mayor

Michael Graves, Clerk

"SCHEDULE A"

Town of Ingersoll
Business Improvement Area
2016 Budget and Tax Rates

	2016 Budget
<i>Administration</i>	
LUNCH WAGON PERMITS	-100.00
MUNICIPAL TAX LEVY	-77,780.00
MUNICIPAL SUPPLEMENTARY LEVY	-1,000.00
INTEREST EARNED	-300.00
OFFICE SUPPLIES	400.00
TELEPHONE	250.00
POSTAGE	800.00
PHOTOCOPIER	400.00
SUBSCRIP AND PUBLICATIONS	125.00
NEW EQUIPMENT	150.00
INSURANCE	600.00
MEMBERSHIP FEES	300.00
MEETINGS & CONFERENCES	1880.00
STAFF TRAINING	300.00
AUDIT FEES	2,200.00
TAX REFUNDS/ABATEMENTS	5,000.00
PROMOTION & MEALS	750.00
EQUIPMENT REPAIRS & MAINT	75.00
TRSF TO OWN FUNDS - GEN FUND	3,000.00
CONTRIBUTION TO RESERVE BIA	6900.00
	<u>-56,050.00</u>

Property Class	2016 Tax Rate
Commercial CT	0.00187963
Commercial CU	0.00131574
Commercial CX	0.00131574
New Commercial XT	0.00187963
Shopping Centre ST	0.00187963
Shopping Centre SU	0.00131574
Industrial IT	0.00259934
Industrial IU	0.00168957

<i>Promotion</i>	
MISCELLANEOUS - RECOVERIES	0.00
RIB FEST PROCEEDS	0.00
TRSFs FROM OWN FUNDS-RESERVES	0.00
OFFICE SUPPLIES	100.00
NEW EQUIPMENT	150.00
ENTERTAINMENT	500.00
RIBFEST EXPENSES	0.00
MIDNIGHT MADNESS	7,000.00
AUGUST DT SIDEWALK DAYS	3,000.00
STUDIES & SURVEYS	6,600.00
ADVERTISING - RADIO	5,000.00
ADVERTISING	5,000.00
GRAPHICS & PRINTING	3,000.00
GRANTS TO VOLUNTARY ORG	4,000.00
HONOURS & AWARDS	500.00
CHRISTMAS PARADE	2,500.00
MISCELLANEOUS EXPENSE	600.00
	<u>37,950.00</u>

<i>Beautification</i>	
MISCELLANEOUS REVENUE	-600.00
STREET DECORATIONS	7,000.00
EQUIPMENT REPAIRS & MAINT	1,000.00
FACADE FORGIVABLE LOAN	2,500.00
TRSF TO OWN FUNDS-GEN FUND	8,200.00
	<u>18,100.00</u>
	<u>0.00</u>



**Corporation of the Town of Ingersoll
Bylaw 16-4871**

**A by-law to amend Zoning By-law Number 04-4160, as amended
(40 Holcroft Street)**

WHEREAS the Municipal Council of the Corporation of the Town of Ingersoll deems it advisable to amend By-law Number 04-4160, as amended.

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

1. That Schedule "A" to By-law Number 04-4160, as amended, is hereby amended by changing to "OS-4" the zone symbol of the lands so designated "OS-4" on Schedule "A" attached hereto.
2. That Section 19.3 to By-Law Number 04-4160, as amended, is hereby amended by adding the following subsection at the end thereof.

"19.3.4 LOCATION: LOTS 6, 6A, 7, 7A, 8, 8A, PLAN 279
(HOLCROFT STREET WEST), OS-4

19.3.4.1 Notwithstanding any provision of this By-law to the contrary, no *person* shall within any OS-4 Zone *use any lot, or erect, alter or use any building or structure* for any purpose except the following:

all uses permitted in Section 19.1 to this By-law;
a single detached dwelling;
an accessory structure.

19.3.4.2 Notwithstanding any provision of this By-law to the contrary, no *person* shall within any OS-4 Zone *use any lot, or erect, alter or use any building or structure* except in accordance with the following provisions:

19.3.4.2.1 Provisions for a *single detached dwelling*:

The development of a *single detached dwelling* shall be in accordance with the provisions of Section 6.2 of this By-law.

19.3.4.2.2 Provisions for an *accessory structure*:

The development of a building or structure accessory to a residential use shall be in accordance with the Residential Zone provisions of Section 5.1 of this By-law.

19.3.4.3 That all the provisions of the OS Zone in Section 19.2 to of this By-Law, as amended, shall apply, and further that all other provisions of this By-Law, as amended, that are consistent with the provisions herein contained shall continue to apply *mutatis mutandis*."

3. This By-Law comes into force in accordance with Sections 34(21) and (30) of the Planning Act, R.S.O. 1990, as amended.

READ a first and second time this 14th day of March, 2016.

READ a third time and finally passed this 14th day of March, 2016.

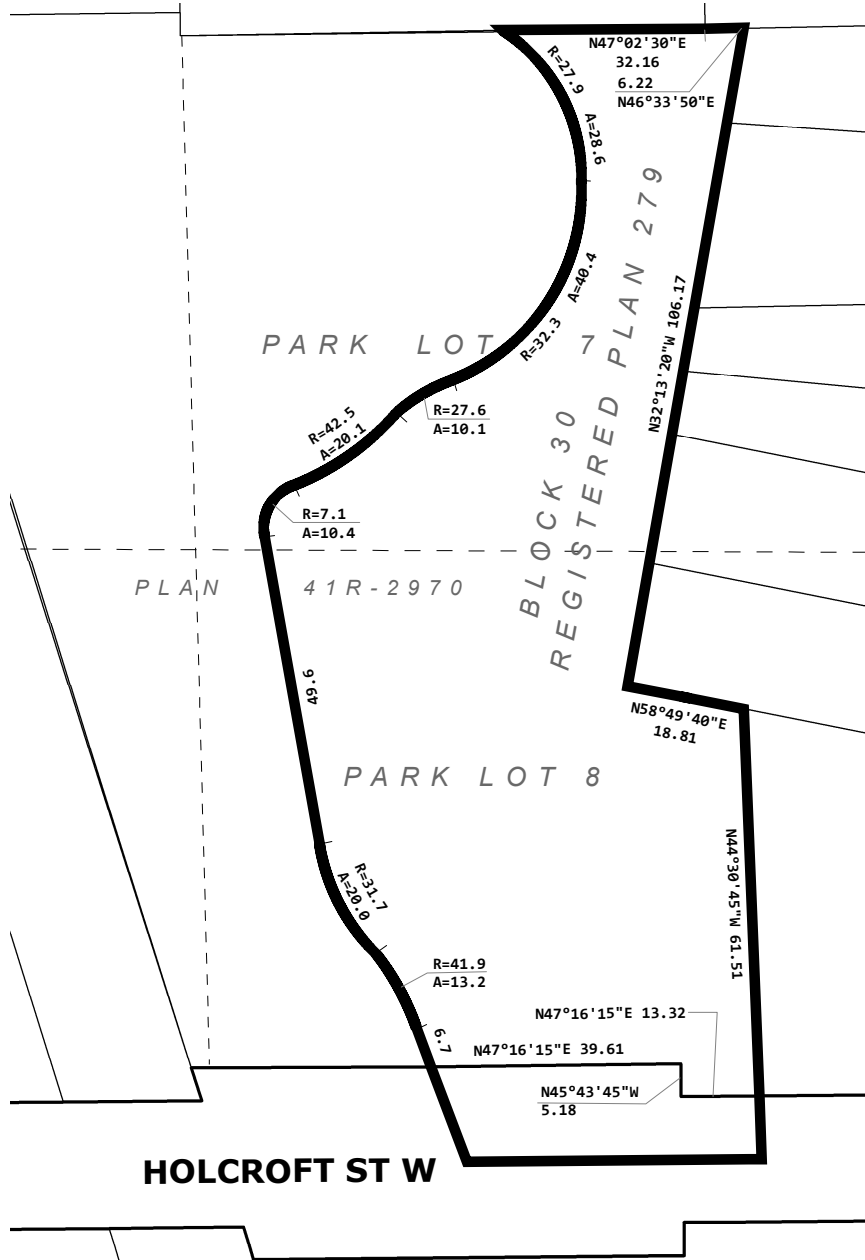
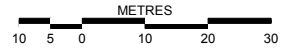
Edward (Ted) Comiskey, Mayor

Michael Graves, Clerk

SCHEDULE "A"

TO BY-LAW No. 16-4871

PT OF PARK LOTS 7 AND 8, BLOCK 30,
REGISTERED PLAN 279
TOWN OF INGERSOLL



 AREA OF ZONE CHANGE TO OS-4

NOTE: ALL DIMENSIONS IN METRES

THIS IS SCHEDULE "A"

TO BY-LAW No. 16-4871, PASSED

THE 14th DAY OF March, 2016

MAYOR

CLERK



**Corporation of the Town of Ingersoll
Bylaw 16-4872**

A bylaw to establish fees or charges for certain Town services

WHEREAS Section 391 (1) of the Municipal Act, 2001, S.O. 2001, c. 25, as amended authorizes a municipality of local board to pass bylaws impose fees or charges on persons;

AND WHEREAS Section 398(1) of the Municipal Act, 2001, S.O. 2001, c. 25, as amended, allows for the fees and charges imposed on a person to be constituted as a debt of the person to the municipality;

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

- (1) That attached fees as shown on Schedule "A" shall apply and may be amended from time to time as deemed necessary by Council.
- (2) That bylaws 09-4481, 10-4544, 13-4735, and 15-4789 and other by-laws not consistent with this bylaw are hereby rescinded in their entirety.
- (3) That this bylaw be effective on the date of passing and that the fees be effective as indicated in Schedule "A"

READ a first and second time in Open Council this 14th day of March 2016.

READ a third time and passed in Open Council this 14th day of March 2016.

Edward (Ted) Comiskey, Mayor

Michael Graves, Clerk

SCHEDULE 'A'

* Applicable taxes apply

** If no effective date is provided than this fee is effective on the day this by-law is passed

Description of Service	Fee	Effective Date
Administrative		
Freedom of Information Request	\$5.00 + photocopying fee	
Photocopying & Printing		
8 ½ x 11 & 8 ½ x 14	\$0.25	
11 x17	\$0.50	
Cut Sheets 2'x3'	\$4.15/sheet	
Rolled Stock 24' or 36'	\$0.95 sq. ft. or \$9.90 sq. m.	
Paratransit Ticket	\$3.00	
Commissioner of Oaths		
Residents of Ingersoll	\$15.00	
Non-Residents	\$20.00	
Lottery Licenses		
Bingo	\$3.00 per	
Raffles	3%	
Nevada (Break Open)	3%	
Marriage Licence	\$100.00	
Marriage Ceremony	\$250.00	
Staff Witness	\$40.00/witness	
Death Certificates		
In Town	\$0.00	
Out of Town	\$5.00	
Parking Permits		
Day Time Monthly (9:00 a.m. – 6:00 p.m.)	\$30.00	
Overnight Monthly (Midnight -7:00 a.m.)	\$30.00	
Day Time and Overnight Monthly	\$45.00	
Month of December	Courtesy	
Planning		
Minor Variances/Permission	\$1,400.00	
Plan of Subdivision	\$1,000.00	
Condominium	\$745.00	
Subdivision Agreement	\$740.00	
Consent	\$500.00	
Development Agreement	\$270.00	
Site Plan Control	\$1,160.00++ Cost of registration of Site Plan +Cost of Peer Reviews, if required	
Site Plan Control Agreement	\$435.00	
Site Plan Control Amendment	\$400.00	
Part Lot Control Amendment	\$350.00	
Zoning By-Law Amendment –Basic Amendment, Temporary Use, Interim Control	\$2,500.00	
Zoning By-law Amendment –Remove Holding Symbol, By-law renewal	\$1,500.00	
Lawyers Clearance Letters	\$70.00	
Property Standards Clearance Letters	\$150.00	
Treasury		
Property Tax Fees		
Change of Name	\$20.00	
New Account	\$25.00	
Additions to Roll	\$20.00	
Tax Sale Collection Processing Fee	\$25.00	
Tax Certificate	\$40.00	
Reprint of Tax Bill	\$10.00	
Tax Letter	\$25.00	
Dog Licences - Valid January 1st- December 31st		
Kennel Licence Fee	\$100.00	
Non Spayed/Non Neutered		
Spayed/ Neutered	\$25.00	
Replacement Tag	\$20.00	
Guide Dogs	\$5.00	
Late Fee	No Charge	
	\$5.00	After February 1 st

Engineering/Public Works		
Blue Box	\$4.50 Paper Box \$5.50 Container Box	
Composter	\$10.00	
Garbage Bag Tags	\$2.00	
Firewood – effective May 1, 2007	\$55.00/cord \$65.00/cord delivered within 1 km town	
Release of Easement If Reference Plan Required Legal Fees Only	\$1,100.00 \$260.00	
Subdivision Inspection	\$1,000.00	
Site Plan Inspection	\$650.00	
Entrance permits/ culverts/ signs	\$75.00	
Traffic Counts	\$100.00	
Construction Tender Documents: \$500,000 or less Over \$500,000	\$40.00 \$75.00	
Refundable Deposit: 1. Grading – Certificate Clearance 2. Damage to Roads	\$1,000 deposit	
Fire Service		
Training Room *Outside use of Training Room will be at the discretion of the Chief	\$15.00/hr./Evening \$60.00/ flat rate/Daytime	
Training Grounds	\$100.00/hr. \$500.00/ flat rate per day	
Home Inspections (Business Purposes)	\$75.00	
Commercial Inspection/per unit	\$100.00	
Industrial Inspection/per unit	\$200.00	
File Search/Letters for Outstanding Work Orders etc	\$25.00	
Liquor Licence Letter (including inspection)	\$100.00	
Residential Inspection		
Duplex/Semi	\$125.00	
Multiple Dwellings/3 & 4 units	\$200.00	
Multiple Dwellings/ 5 & 6 units	\$250.00	
Multiple Dwellings 7 units +	\$300.00	
Fire Department Services		
1 st apparatus – first hour	\$410.00	
Each additional apparatus – first hour	\$410.00	
Each additional half hour or part thereof	\$205.00	
Flat rate where equipment is dispatched but not used (King's Hwy., non-residents, repeated false alarms in excess of 3 per year)	\$410.00	
Air Fill – 2216 PSI (non-fire department)	\$8.00	
Air Fill – 4500 PSI	\$12.00	
Cylinders over 45 cu. ft.	\$30.00	
Fire Department only yearly air fills flat rate if over \$300	\$300.00	
Small Fuel Spills – less than 50 L. (i.e. leaking vehicle gas tank – fuel pump spills, etc.)	\$275.00 + cost of materials	
Large Spills – greater than 50L.	\$410.00/per vehicle/per hour + cost of materials	
Fire Watch as per SOG#29 – minimum 2 fire fighters	\$45.00/per hr./per fighter	
Museum		
Day Camp	\$15.00/day/child	
Guided Museum Tours	\$3.00/person	
Student Programs	\$3/child, adults free	
Bus Tours	\$5/person driver and escort free	
Parks & Recreation **Parks & Recreation fees subject to applicable taxes		
Facility Rentals		

Arena		
Ice Rental		
Prime Time - Adult	\$152.39	September 1, 2016
Non-Prime Time - Adult	\$99.20	September 1, 2016
Minor Sports Prime Time	\$121.50	September 1, 2016
Minor Sports Non-Prime Time	\$81.86	September 1, 2016
Arena Floor - Summer Months		
Sunday to Thursday	\$486.73	
Friday and Saturday	\$734.51	
Hourly	\$44.25	
Auditorium		
Daily Rate		
Sunday to Thursday	\$221.24	
Friday and Saturday	\$420.35	
After 2am additional charge	\$31.86	
Hourly rate	\$41.59	
Hourly rate - Community groups	\$14.16	
Admissions		
Public Skate		
Youth	\$3.00	September 1, 2016
Student/Senior	\$3.32	September 1, 2016
Adult	\$3.54	September 1, 2016
Family`	\$8.19	September 1, 2016
Parents & Tots	\$3.54	
Other Skates		
Shinny	\$5.75	
Huff and Puff	\$3.76	
VPCC		
Multi-Purpose Room		
Full Size / hr	\$34.07	
Full Size / per day	\$169.69	
Small half / per day	\$121.24	
Small half / hr	\$23.45	
VPCC Meeting Room		
Per hour	\$23.45	
Per day	\$121.24	
Pool Rental		
Private (1 guard included)	\$86.73	
Private (2 guards included)	\$110.22	
Private (3 guards included)	\$127.65	
Non-Profit (swim team)(1 guard)	\$54.20	
Schools (up to 38 students)(2 guards) per student	\$2.75	
All rentals extra guard	\$15.27	
Pool Admissions		
Youth	\$3.00	
Teen/Senior	\$3.32	
Adult	\$3.54	
Family	\$8.19	
Kids 2 and under	\$0.00	
Drop In Programs		
Fitness Classes	\$5.53	
Aquafit class	\$5.53	
Day Pass	\$7.08	
Squash	\$7.08	
Wallyball	\$3.76	
Activity Cards		
Aquafit/Aerobic 10-visit	\$48.97	
Day Pass 10-visit	\$63.27	
Squash - 10 visit	\$63.27	
Wallyball - 10 visit	\$32.30	
Adult swim - 20 visit	\$54.87	
Senior/Teen swim - 20 visit	\$48.89	
Youth swim - 20 visit	\$43.25	
Drop in Youth programs		
Flick 'N Dip	\$5.00	
Pre-teen Dances	\$6.50	

Programs		
1/2 hr youth / preschool	\$3.93	
1 hr youth or preschool - per hr	\$5.25	
Adult Seasonal programs - per hr	\$5.53	
Time for Tot's 1/2 day program/per class	\$12.50	
KinderKids 1/2 day program/per class	\$10.20	
Babysitting Course	\$44.00	
Home Alone Course	\$25.00	
Day Camp - 1st child - weekly	\$127.75	
Day Camp - 1st child - daily	\$35.75	
Day Camp - 2nd child - weekly	\$117.00	
Day Camp - 2nd child - daily	\$33.75	
Day Camp trips	\$20.00	
Swim Lessons - 1/2 hr. class per lesson	\$6.00	
Swim Lessons - 1 hr. class per lesson	\$7.00	
Adult swim lessons	\$6.02	
Semi Private Lessons	\$10.00	
Private Lessons	\$20.00	
Bronze Star	\$68.00	
Bronze Medallion	\$120.53	
Bronze Cross	\$120.53	
Red Cross Assistant Water Safety instructor	\$180.09	
Water Safety Instructor	\$186.28	
Instructor Recertification	\$46.90	
National Lifeguard Service	\$199.12	
NLS Recertification	\$46.90	
Synchro Club	\$7.00	
Pool Parties		
Package A	\$110.00	
Package B	\$140.00	
Package C	\$170.00	
Miscellaneous Fees		
Membership Cancellation	\$20.00	
Program Cancellation	\$20.00	
N.S.F. cheque	\$25.00	
Post-dated cheques	\$20.00	
VPCC Memberships – 1 Month		
Student / Senior	\$41.86	September 1, 2016
Adult	\$53.98	September 1, 2016
Couple	\$95.49	September 1, 2016
VPCC Memberships - 3-month		
Student / Senior	\$108.85	September 1, 2016
Adult	\$141.15	September 1, 2016
Couple	\$224.91	September 1, 2016
VPCC Memberships - 6-month		
Student / Senior	\$196.02	September 1, 2016
Adult	\$254.07	September 1, 2016
Couple	\$404.87	September 1, 2016
VPCC Membership - yearly		
Student / Senior	\$333.63	September 1, 2016
Adult	\$437.74	September 1, 2016
Couple	\$777.84	September 1, 2016
Aquatic/Fitness Family Membership		
Family aquatic/fitness yearly	\$777.84	September 1, 2016
Family fitness 3-month	\$194.50	September 1, 2016
Family fitness 6-month	\$389.03	September 1, 2016
Personal Training - member	\$24.16	
1 hr. Session	\$120.80	
5 1hr. Sessions	\$217.52	
10 1 hr. Sessions		
Personal Training - non-member	\$136.28	
1 hr. Session	\$163.36	
5 1hr. Sessions	\$326.73	
10 1 hr. Sessions		
	\$24.16	
Fitness Test		

VPCC Memberships & extra fees		
Parks	\$5.00	
Minor Soccer - per player	\$14.60	
Centennial Park - Camping		
Baseball - Hydro	\$26.55	
Festival of Lights	\$50.00	
Canterbury Stage – non profit	\$100.00	
Canterbury Stage – private		
Picnic tables – non-profit – Price per table	\$6.00	
Picnic tables – private – Price per table	\$10.00	
Tables/chairs & portable fencing – non-profit – Flat Delivery Fee	\$25.00	
Tables/chairs & portable fencing – private – Flat Delivery Fee	\$50.00	
Fusion Technology Centre		
Gym Rental		
Weekday or Evening - day	\$200.00	
Weekday or Evening - hour	\$40.00	
Weekend - day	\$336.00	
Weekend - hourly	\$57.00	
Gym Equipment Rental	\$15.00	
Special Set Up - flat fee	\$30.00	
AV Equipment Rental internal	\$30.00	
Lounge Rental		
Weekday or evening - day	\$165.00	
Weekday or evening - hourly	\$33.00	
Weekend - day	\$301.00	
Weekend - hourly	\$50.00	
Lounge Equipment Rental	\$15.00	
Special Set Up	\$30.00	
AV Equipment Rental Internal	\$30.00	
Kitchen & Equipment Rental	\$35.00	
Art Room Rental		
Weekday or evening - day	\$75.00	
Weekday or evening - hourly	\$15.00	
Weekend - day	\$211.00	
Weekend - hourly	\$32.00	
Special Set up - flat fee	\$30.00	
AV Equipment Rental Internal	\$30.00	
SureStart Training Room		
Weekday or Evening - day	\$150.00	
Weekday or Evening - hourly	\$30.00	
Weekend - day	\$250.00	
Weekend - hourly	\$50.00	
SureStart Training Room with use of Technology (computers & smart board)		
Weekday or Evening - day	\$250.00	
Weekday or Evening - hourly	\$50.00	
Weekend - day	\$350.00	
Weekend - hourly	\$70.00	
Youth Technology Centre (The "YTLC")		
Weekday or Evening - day	\$175.00	
Weekday or Evening - hourly	\$35.00	
Weekend - day	\$311.00	
Weekend - hourly	\$52.00	
Special Set up flat fee	\$30.00	
AV Equipment Rental Internal	\$30.00	
Imac Lab		
Weekday or Evening - day	\$100.00	
Weekday or Evening - hourly	\$20.00	
Weekend - day	\$236.00	
Weekend - hourly	\$37.00	
Special Set up - flat rate	\$30.00	
AV Equipment Rental Internal	\$30.00	

Gaming Lab Weekday or Evening - day Weekday or Evening - hourly Weekend - day Weekend - hourly Special Set up - flat rate AV Equipment Rental Internal	\$100.00 \$20.00 \$236.00 \$37.00 \$30.00 \$30.00	
Board Room Weekday or Evening - day Weekday or Evening - hourly Weekend - day Weekend - hourly Special Set up - flat rate AV Equipment Set up Internal	\$75.00 \$15.00 \$211.00 \$32.00 \$30.00 \$30.00	
PROGRAM Yearly Membership fee age 12-14 Yearly Membership fee age 15-18 Replacement Card Nutrition Prepared meals Program Instruction / Event Staff - hourly Program Instruction / Event Staff - daily	\$5.00 \$4.42 \$1.76 \$2.85 \$20.00 \$120.00	
Photocopying Black & white - single side Black & white - double sided Colour: single sided Colour: double sided	\$0.18 \$0.26 \$0.18 \$0.44	
Speaking Fees Fusion Presenter Fee Travel per km Other Travel Accommodation costs	\$45.00 \$0.54	
Social Enterprise Program Multi Media Services AV Equipment External Rental Sound System Rental: One 12-channel compact mixer, two speakers, and one wired microphone are included in the rental package 1 Day 2 Day 3 Day Sound technician - hourly Set up, delivery and take down Microphone, Sennheiser freeport wireless handheld microphone 1 Day 2 Day 3 Day Microphone, Sennheiser freeport wireless lapel microphone 1 Day 2 Day 3 Day Da-Lite Projections Screen 10' x 12' Front and Rear Projection 1 Day 2 Day 3 Day Set up, delivery / take down fee applies to rentals without sound technician each	\$110.00 \$198.00 \$247.50 \$40.00 \$40.00 \$30.00 \$54.00 \$67.50 \$30.00 \$54.00 \$67.50 \$50.00 \$90.00 \$108.75	
DVD Player 1 Day 2 Day 3 Day	\$20.00 \$36.00 \$45.00	
Optoma EP758 DLP Projector 1 Day 2 Day 3 Day Set up, delivery and take down fee applies to rentals without sound technician each way	\$85.00 \$153.00 \$191.25 \$40.00	

Laptop with PowerPoint: 1 Day 2 Day 3 Day	\$50.00 \$90.00 \$108.75	
Sound Equipment External Rental Makie 1604-VLZ3 16-channel 4-Bus mixer with firewire 1 Day 2 Day 3 Day	\$30.00 \$54.00 \$67.50	
Stage Monitors (wedge) set of two 1 Day 2 Day 3 Day	\$20.00 \$34.00 \$47.50	
Rapco 16-channel audio snake 1 Day 2 Day 3 Day	\$20.00 \$34.00 \$47.50	
Drum Kit - five piece with cymbals and hardware 1 Day 2 Day 3 Day	\$30.00 \$54.00 \$67.50	
Marshall Guitar Amp 1 Day 2 Day 3 Day	\$30.00 \$54.00 \$67.50	
Sound Equipment External Rental Hartke Bass Amp 1 Day 2 Day 3 Day	\$30.00 \$54.00 \$67.50	
Photography - hourly	\$35.00	
Graphic Design - hourly	\$45.00	
Videography/Video Editing	\$45.00	
DVD / CD Duplication without printing - 1 disk Up to quantity of 49 - each Quantity of 50+ - each Quantity of 100+ - each	\$2.50 \$2.00 \$1.50	
DVD / CD Duplication without printing - 2 disks Up to quantity of 49 - each Quantity of 50+ - each Quantity of 100+ - each	\$5.00 \$4.00 \$3.00	
DVD / CD Duplication with printing - 1 disk Up to quantity of 49 - each Quantity of 50+ - each Quantity of 100+ - each	\$3.50 \$3.00 \$2.50	
CD/DVD Duplication with printing - 2 disks Up to quantity of 49 - each Quantity of 50+ - each Quantity of 100+ - each	\$6.00 \$5.00 \$4.00	
CD/DVD Printing only - 1 disk Up to quantity of 49 - each Quantity of 50+ - each Quantity of 100+ - each	\$3.00 \$2.50 \$2.00	
CD/DVD Printing only - 2 disk Up to quantity of 49 - each Quantity of 50+ - each Quantity of 100+ - each	\$5.50 \$4.50 \$3.50	
Digital Recording & Audio Recording Recording Five hours or less - hour Six hours or more - hour Seven hours or less - hour Eight hours or less – hour	\$65.00 \$45.00 \$65.00 \$45.00	
Mixing or Mastering – Minimum three hours – hourly	\$45.00	
Dubbing to Alternate Media Up to nine hours - hour Ten hours or more – hour	\$25.00 \$20.00	

Computer Services		
Refurbished Sales		
Pentium 3 or equivalent Computer - each	\$60.00	
Pentium 4 or equivalent Computer - each	\$80.00	
Core 2 Duo equivalent Computer - each	\$120.00	
Intel i-series or better Computer - each	\$300.00	
Laptop: Pentium 4 or older up to 1GB Ram	\$120.00	
Laptop - Core2Duo - equivalent 2GB RAM	\$175.00	
Laptop: i-series or better 2+ GB RAM	\$300.00	
Computer server - each	\$250.00	
40GB IDE or SATA HDD - each	\$10.00	
80GB IDE HDD - each	\$15.00	
80GB SATA HDD - each	\$18.00	
160GB IDE HDD - each	\$20.00	
160GB SATA HDD - each	\$25.00	
320GB SATA HDD - each	\$32.00	
500GB SATA HDD - each	\$40.00	
LCD Monitor - 17" or below	\$40.00	
LCD Monitor - 18" or 19"	\$50.00	
LCD Monitor - 20" or larger	\$65.00	
Keyboard - each	\$5.00	
Mouse - each	\$5.00	
SDRAM 128MB to 256MB	\$10.00	
SDRAM 512MB to 1GB	\$15.00	
DDR RAM 512MB or lower	\$10.00	
DDR RAM each 1GB	\$15.00	
DDR 2RAM 512MB	\$10.00	
DDR2 RAM 1GB	\$12.00	
DDR3 RAM each 1GB	\$12.00	
CD/DVD drive - each	\$15.00	
Computer Case	\$20.00	
Computer power supply	\$20.00	
Computer speakers (set of 2)	\$10.00	
Computer motherboard	\$20.00	
Sound card or video card	\$10.00	
Modem - each	\$5.00	
Network adaptor (not wireless) - each	\$5.00	
Network adaptor (wireless) each	\$10.00	
CPU - Intel Pentium 3 or equivalent	\$20.00	
CPU - Intel Celeron or equivalent	\$25.00	
CPU - Intel Pentium 4 or equivalent	\$30.00	
CPU - Intel Core 2 Duo or equivalent	\$50.00	
CPU - Intel i-series or equivalent	\$100.00	
CRT Television	\$20.00	
LCD Television 13"-19" - each	\$40.00	
Television 20 - 32" - each	\$90.00	
Television 33"-40" - each	\$150.00	
LCD Television 41" and larger- each	\$200.00	
Network Hub or switch - each	\$10.00	
Router (wired or wireless)	\$20.00	
Printer - each	\$40.00	
Stereo - each	\$30.00	
VCR's - each	\$10.00	
DVD Player each	\$10.00	
Standard power cable	\$1.77	
Ethernet cable under 6'	\$2.65	
Ethernet cable over 6'	\$4.42	
VGA cable	\$2.65	
DVI cable	\$3.54	
IDE cable	\$2.65	
SATA cable	\$4.42	

3. This By-Law comes into force in accordance with Sections 34(21) and (30) of the Planning Act, R.S.O. 1990, as amended.

READ a first and second time this 14th day of March, 2016.

READ a third time and finally passed this 14th day of March, 2016.

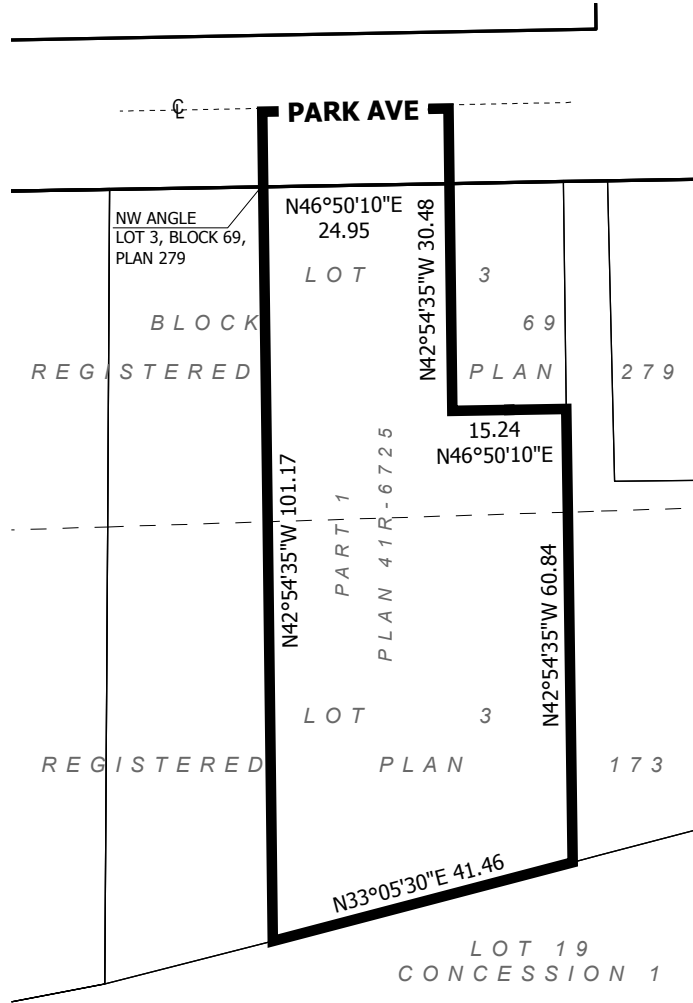
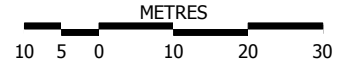
Edward (Ted) Comiskey, Mayor

Michael Graves, Clerk

SCHEDULE "A"

TO BY-LAW No. 16-4873

PART LOT 3, BLOCK 69, REGISTERED PLAN 279 (INGERSOLL)
 AND PART LOT 3, REGISTERED PLAN 173 (WEST OXFORD)
 PART 1, REFERENCE PLAN 41R-6725
 TOWN OF INGERSOLL



 AREA OF ZONE CHANGE TO R1-G16

NOTE: ALL DIMENSIONS IN METRES

THIS IS SCHEDULE "A"

TO BY-LAW No. 16-4873, PASSED

THE 14th DAY OF March, 2016

 MAYOR

 CLERK

3. This By-Law comes into force in accordance with Sections 34(21) and (30) of the Planning Act, R.S.O. 1990, as amended.

READ a first and second time this 14th day of March, 2016.

READ a third time and finally passed this 14th day of March, 2016.

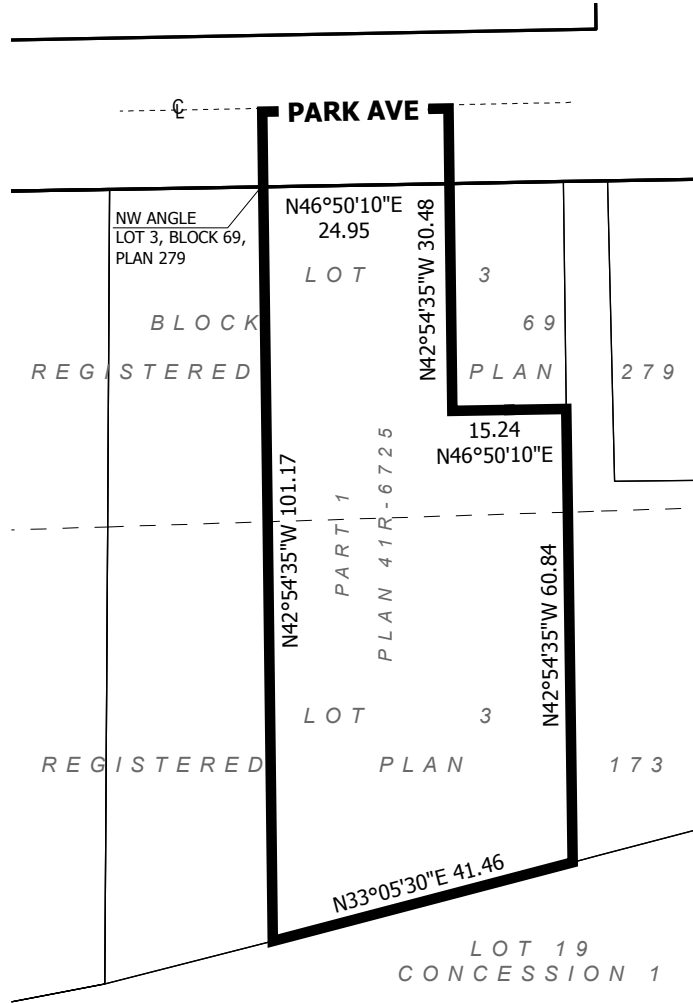
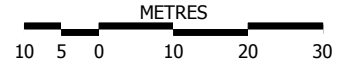
Edward (Ted) Comiskey, Mayor

Michael Graves, Clerk

SCHEDULE "A"

TO BY-LAW No. 16-4873

PART LOT 3, BLOCK 69, REGISTERED PLAN 279 (INGERSOLL)
 AND PART LOT 3, REGISTERED PLAN 173 (WEST OXFORD)
 PART 1, REFERENCE PLAN 41R-6725
 TOWN OF INGERSOLL



AREA OF ZONE CHANGE TO R1-G16

NOTE: ALL DIMENSIONS IN METRES

THIS IS SCHEDULE "A"

TO BY-LAW No. 16-4873, PASSED

THE 14th DAY OF March, 2016

 MAYOR

 CLERK



**Corporation of the Town of Ingersoll
By-Law 16-4874**

A bylaw to adopt and confirm all actions and proceedings of the Council of the Town of Ingersoll at the Council meeting held on March 14, 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 March 14, 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 14th day of March, 2016.

READ a third time in Open Council and passed this 14th day of March, 2016.

Edward (Ted) Comiskey, Mayor

Michael Graves, Clerk