



**Corporation of the Town of Ingersoll
Council Agenda
Regular Meeting of Council
Town Centre, Council Chambers
Monday, April 9, 2018, 5:30 p.m.**

Call to Order

Disclosures of Pecuniary Interest

Closed Session 5:30 p.m.

- 1) Section 239 (2) (d) labour relations or employee negotiations

Minutes of Council Meetings

- 1) Minutes of Regular Council Meeting on [March 5, 2018](#)

Minutes of Council Committee Meetings

- 1) Minutes of Ingersoll Police Services Board on [January 29, 2018](#)
- 2) Minutes of the Safe Cycling Committee meeting on [March 8, 2018](#)
- 3) Minutes of Ingersoll Recreational Trails Committee on [March 21, 2018](#)
- 4) Minutes of the Boundary Adjustment Committee Meeting on [March 27, 2018](#)

Correspondence – Note and File

- 1) [Province of Ontario: Minister of Seniors Affairs](#) – Invitation to submit a nomination for the 2018 Senior of the Year Award
- 2) [Ingersoll Police Services Board](#) – Position on Noise By-Law

Accounts

[Monthly Cheque Disbursements – March 2018](#)

Resolution – Committee of the Whole (Councillor Lesser)

5. Monthly Staff Reports

- 1) Building Report [B-005-18](#)
- 2) Clerk's Report [C-013-18](#)
- 3) Community Services Report [CS-005-18](#)
- 4) Fire Services Report [F-007-18](#)
- 5) Operations Report [OP-008-18](#)

- 6) Treasury Report [T-009-18](#)

Special Staff Reports

- 1) Resolution to Zorra on Boundary Adjustment [A-009-18](#)
- 2) Ontario Trillium Foundation Grant Application [A-012-18](#)
- 3) Canadian Youth Leaders Visit to Taiwan [A-013-18](#)
- 4) Peer Review Response to Walker Environmental Work Plans [A-014-18](#)
- 5) 2017 Annual Building Department Report [B-004-18](#)
- 6) Minor Variance to By-Law 82-3079 (Sign By-Law) [B-006-18](#)
- 7) Town Centre Capital Update [B-007-18](#)
- 8) Sewage Systems within the Town of Ingersoll [B-008-18](#)
- 9) Engineered Air Unit Report at VPCC [CS-006-18](#)
- 10) Facilities Committee [CS-007-18](#)
- 11) Quarter Capital Report [CS-008-18](#)
- 12) 2018 Capital Project First Quarter Update [F-008-18](#)
- 13) Christmas Tree Pick-up [OP-009-18](#)
- 14) 160 Clark Road East [OP-010-18](#)
- 15) Westfield Subdivision Servicing Through Westfield Ball Diamond [OP-011-18](#)
- 16) Servicing of Mutual Street Lot [OP-012-18](#)
- 17) 2018 Engineering Capital Program Update [OP-013-18](#)
- 18) 2017 Development Charge Reserve Fund Statement [T-010-18](#)

Planning Report 7:00 p.m.

- 1) Application for Minor Modification to Draft Approved Plan of Subdivision – Sifton Properties
 - a) [Report No: CP 2018-83](#)

Delegations & Presentations

- 1) Brian Donlevy, 2018 Canadian Cancer Society's Community Champion, Relay for Life Presentation

Correspondence & Resolution

- 1) [Township of Zorra](#) – High Speed Rail Resolution
- 2) [Oxford County](#) – High Speed Rail Environmental Assessment Terms of Reference
- 3) [Town of Ingersoll](#) - Resolution to Zorra on Boundary Adjustment

Consideration of By-Laws

- 1) [By-Law 18-4987](#) - to open and establish as a public highway certain lands on Chamberlain Avenue and Chatfield Street (Block 60 and Block 65, Plan 41M-281)
- 2) [By-Law 18-4988](#) - to appoint a Deputy Clerk and Deputy Division Registrar

- 3) [By-Law 18-4989](#) - to authorize an agreement with AMO for Ontario regarding Ontario's Main Street Revitalization Initiative
- 4) [By-Law 18-4990](#) - to authorize an agreement with CUPE Local No. 107 – Parks and Recreation
- 5) [By-Law 18-4991](#) - to authorize an agreement with CUPE Local No. 107 - Public Works
- 6) [By-Law 18-4992](#) - to adopt and confirm all actions and proceedings of the Council of the Town of Ingersoll at the Council meeting held on April 9, 2018

Notice of Motions

Upcoming Council Meetings

Regular Meeting of Council
Monday, May 14, 2018, 6:00 p.m.
Town Centre, Council Chambers

Council Committee Meetings

Please check the events calendar at www.ingersoll.ca in the event of changes to Committee meeting dates and times.

Harvest Festival

4th Wednesday of the Month
Cheese and Agricultural Museum
6:30 p.m.

Ingersoll BIA

2nd Tuesday of the Month
Town Centre, JC Herbert Room
6:30 p.m.

Safe Cycling Committee

2nd Thursday of the Month
Town Centre, JC Herbert Room
6.30pm

Youth Committee

1st Tuesday of the Month
Town Centre, JC Herbert Room
4:30 p.m.

Recreational Trails Committee

3rd Wednesday of the Month
Town Centre, JC Herbert Room
6:30 p.m.

Transportation Committee

4th Wednesday of Every Other Month
Town Centre, Engineering Board Room
10:00 a.m.

Museum Committee

3rd Thursday of the Month
Cheese Museum
6:30 p.m.

Police Services Board

4th Monday of the Month
Town Centre, JC Herbert Room
6:00 p.m.

Ingersoll Boundary Adjustment Committee

May 15, 2018
Town Centre, JC Herbert Room
3:30 p.m.

South-West Oxford/Ingersoll Boundary Discussion Committee

May 15, 2018
Township of South-West Oxford Council Chambers
4:30 p.m.

Closed Session

- 1) Minutes of the Closed Session Meetings on March 5, 2018

- 2) Section 239 (2) (b) personal matters about an identifiable individual, including municipal or local board employees
- 3) Section 239 (2) (c) a proposed or pending acquisition or disposition of land by the municipality or local board (two properties)

Adjournment



**Corporation of the Town of Ingersoll
Regular Council Meeting Minutes
Town Centre, Council Chambers
Monday, March 5, 2018, 6:00 p.m.**

Council Members Present:

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

Staff Present:

William Tigert, Chief Administrative Officer
Michael Graves, Town Clerk
Iryna Koval, Director of Finance/ Treasurer
John Holmes, Fire Chief
Kyle Stefanovic, Director of Community Services
Sandra Lawson, Town Engineer
Shannon Vanderyt, Chief Building Official

Media Present:

Rogers TV

Call to Order

Mayor Comiskey is in the chair and opens this meeting of Council at 6:00 p.m.

Disclosures of Pecuniary Interest

Councillor Petrie and Deputy Mayor Freeman declared a Pecuniary Interest on special report A-011-17

Minutes of Council Meeting

Moved by Deputy Mayor Freeman; seconded by Councillor Bowman

C18-03-062 THAT the minutes of the Regular Council meeting held on February 12, 2018 be adopted.

CARRIED

Minutes of Council Committee Meetings

Moved by Councillor Franklin; seconded by Councillor Lesser

C18-03-063 THAT the Council Committee minutes 1 through 3 be received as information.

- 1) Minutes of the Safe Cycling Committee meeting on February 15, 2018
- 2) Minutes of the Recreational Trails Committee on February 28, 2018
- 3) Minutes of the BIA meeting on February 13, 2018

CARRIED

Correspondence – Note & File

Moved by Councillor Lesser; seconded by Councillor Franklin

C18-03-064 THAT the Note and File Correspondence items 1 through 4 be received as information

CARRIED

Accounts - Resolution

Moved by Councillor Petrie; seconded by Councillor Lesser

C18-03-065 THAT the Cheque Disbursement Sheets for the month of February 2018 be received as information.

CARRIED

Monthly Staff Reports

Moved by Councillor Bowman; seconded by Deputy Mayor Freeman

C18-03-066 THAT Council do now go into Committee of the Whole, Council in Committee of the Whole Councillor Van Kooten-Bossence in the Chair.

CARRIED

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

Moved by Deputy Mayor Freeman; seconded by Councillor Bowman

C18-03-067 THAT the monthly staff reports be received as information.

CARRIED

Special Staff Reports

Moved by Councillor Franklin; seconded by Councillor Lesser

C18-03-068 THAT the Council for the Town of Ingersoll receives report C-010-18 as **THAT** staff report C-010-18 be received as information.

AND THAT an exemption to the noise by-law 94-3633 be approved for the following events:

Between 5:00 pm and 9:00 pm each Sunday night in Bonnie Mott Memorial Park commencing June 24th and ending on Sunday August 28th for the First Baptist Church Ingersoll.

CARRIED

Moved by Councillor Lesser; seconded by Councillor Franklin

C18-03-069 THAT staff report C-012-18 be received as information.

AND THAT an exemption to the noise by-law 94-3633 be approved for the MTO project G.W.P. 3051-17-00 Upgrade of existing luminaires at Highway 401 and Culloden Road from July 15, 2018 to September 15, 2018.

CARRIED

Moved by Councillor Petrie; seconded by Councillor Lesser

C18-03-070 THAT the Council for the Town of Ingersoll receives as information the Treasury Department Report T-006-18.

AND THAT Council approve allocation of the part of the 2017 operating surplus as follows:

- a) A transfer of \$129,216 to the Industrial Lands Reserve Fund
- b) A transfer of \$21,601 to the Unfinanced Industrial Lands Reserve
- c) A transfer of \$166,140.56 to the Building Inspection Reserve
- d) A transfer of \$15,000 to the Clerk's Operational Reserve

Transfers total: \$331,957.56

CARRIED

Moved by Councillor Bowman; seconded by Deputy Mayor Freeman

C18-03-071 THAT Report No. T-007-18 Council Remuneration and Expenses for the year ended December 31, 2017 be received as information

CARRIED

Moved by Deputy Mayor Freeman; seconded by Councillor Bowman

C18-03-072 THAT the Council for the Town of Ingersoll approve the Development Charge indexing of 2.7% effective April 1, 2018 in accordance with the Development Charges By-law #14-4760.

CARRIED

Moved by Councillor Franklin; seconded by Councillor Lesser

C18-03-073 THAT Council receives report number F-005-18 as information

CARRIED

Moved by Councillor Councillor Bowman; seconded by Deputy Mayor Freeman

C18-03-074 THAT the Committee do now rise out of Committee of the Whole.

CARRIED

Moved by Mayor Comiskey; seconded by Councillor Franklin

C18-03-075 THAT Council do hereby adopt, ratify and confirm all resolutions passed in the Committee of the Whole as if each resolution was adopted, ratified and confirmed by separate resolution of Council.

CARRIED

Moved by Councillor Lesser; seconded by Councillor Franklin

C18-03-076 THAT the Council for the Town of Ingersoll adjourns the March 5, 2018 Regular Meeting of Council at 7.03 p.m. to go into a Committee of Adjustment meeting to consider the following Minor Variance application:

- 1) A-011-17, 37 William St., Universal Vedic Ashram Inc.

CARRIED

Committee of Adjustment

Committee of Adjustment – Minor Variance – Vedic Institute Inc.

Councillor Brian Petrie and Deputy Mayor Fred Freeman declare a pecuniary interest and leave the meeting.

Planner Adam Ager gives the planning report and recommends approval of the minor variance.

Louie D'orazio speaks on behalf of the applicant and advises that they do not need that many parking spaces because of the nature of their use.

Councillor Gord Lesser asks a question through the chair to Mr. D'orazio, asking if the site could be adjusted to accommodate more parking spaces if they are needed in the future. Mr. D'orazio responds that it could be adjusted in the future.

Motion carried – Minor Variance granted.

Moved by Councillor Lesser; seconded by Councillor Franklin

C18-03-077 THAT the Town of Ingersoll Committee of Adjustment **approve** Application File A11-17, submitted by Wayne Johnston for lands described as Lots 1-8 South of Alma, Lots 2-7 North of William, Plan 95 in the Town of Ingersoll as it relates to:

1. Relief from the provisions of Table 5.19.2.1 – Parking Standards; to reduce the minimum required parking spaces for an Institutional Use from 69 spaces to 42 spaces to facilitate the existing use on the subject lands; subject to the following condition:

i. That the relief granted apply only for a place of worship and accessory uses thereto.

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 will recognize the parking for the existing use of the lands and it is not anticipated that neighboring properties will be affected;

The proposed relief is desirable for the current use of the subject lands;

The proposed relief maintains the general intent and purpose of the Town of Ingersoll Zoning Bylaw as the development generally maintains the provisions in the IN1 zone; and

The relief maintains the intent and purpose of the Official Plan as the existing minor institutional use is ancillary to the low density residential development contemplated by the Official Plan.

CARRIED

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

C18-03-078 THAT the March 5, 2018 Regular Council meeting come back to order.

CARRIED

Delegations & Presentations

Moved by Councillor Bowman; seconded by Deputy Mayor Freeman

C18-03-079 THAT the Council for the Town of Ingersoll receives the details presented by Sam Horton of the Ingersoll Safe Cycling Committee, providing a review and update on progress as information.

CARRIED

Moved by Deputy Mayor Freeman; seconded by Councillor Bowman

C18-03-080 THAT the Council for the Town of Ingersoll receives the presentation from Nathan Goetz & David Sheard regarding considerations for the Noise By Law amendments as information.

CARRIED

Moved by Councillor Franklin; seconded by Councillor Lesser

C18-03-081 THAT the Council for the Town of Ingersoll receives the presentation from Richard Miller of Realty Executives Allegiance, regarding 297 Whiting Street, as information

CARRIED

Correspondence & Resolution

Consideration By-Laws

Moved by Councillor Lesser seconded by Councillor Franklin

C18-03-082 THAT the mover have leave to introduce and go into Committee of the Whole on the following by- laws:

18-4984 through 18-4986

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

CARRIED

Moved by Councillor Petrie; seconded by Councillor Lesser

C18-03-083 THAT the Committee do now rise out of Committee of the Whole.

CARRIED

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

C18-03-084 THAT By-laws 18-4984 through 18-4986 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, April 9, 2018, 6:00 p.m.
Town Centre, Council Chambers

Closed Session

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

C18-03-085 THAT Council do now go into Committee of the Whole at 8:10 p.m. for a Closed Meeting pursuant to Section 239 (2) of the Municipal Act, 2001, as amended to discuss the following matters:

- 1) Minutes of the Closed Session Meeting on February 12, 2018
- 2) Section 239. (2) (c) proposed or pending disposition of land by the municipality – Industrial Lands, Clark Road
- 3) Section 239. (2) (c) proposed or pending disposition of land by the municipality – 132 Thames St South

CARRIED

Moved by Councillor Bowman; seconded by Deputy Mayor Freeman

C18-03-086 THAT Council do now rise out of the Committee of the Whole from a Closed Session meeting at 8:50 p.m.

CARRIED

Moved by Councillor Franklin; seconded by Councillor Lesser

C18-03-087 THAT the Closed Session Council meeting minutes from February 12, 2018 be adopted as presented

CARRIED

Adjournment

Moved by Councillor Lesser; seconded by Councillor Bowman

C18-03-088 THAT the Council for the Town of Ingersoll adjourns the March 5, 2018 Regular Meeting of Council at 8:51p.m.

CARRIED

Edward (Ted) Comiskey, Mayor

Michael Graves, Clerk



INGERSOLL POLICE SERVICES BOARD

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

MINUTES OF GENERAL BOARD MEETING

OF

Jan 29, 2018

Minutes of the General Board Meeting of Ingersoll Police Services Board held on Monday January 29, 2018 at 5:00 pm in the J.C. Herbert room, 130 Oxford Street (Town Hall).

Present:

Fred Freeman, Member, regrets
Reagan Franklin, Member
Rick Eus, Chair (previous)
Mhairi Kersel, Vice chair (previous)
Darell Parker, Member
Sherri Wiebe, Secretary

Also Present:

Inspector Tony Hymers, OPP Oxford

Meeting called to order at 5:00 pm, welcome everyone.

Election of Officers

Sherri asked for nominations on the floor for Chair of police board for 2018.

RF nominated Rick as Chair for 2018. No further nominations and Rick accepts the Chair position and nominations closed.

Rick asked for nominations on the floor for Vice Chair of police board for 2018.

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

Vice Chair position and nominations closed.

1 Delegation: K.Bylsma reported on his position at High School as resource officer. He is building rapport with children and reviewed his report with us. Recently did Violence Threat Risk and the biggest takeaway was to treat everyone the same.

0 conflicts declared

Motion: Moved by DP, seconded by RF to accept agenda as presented and some amendments.
CARRIED

MOTION: Moved by RF, seconded by MK to accept and approve the minutes of November 27, 2017 and December 10, 2017. **CARRIED**

No business arising from minutes.

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

- O.P.P. Contract Policing hours =Nov 326 hours cruiser patrol, 35 foot patrol hours, 2 ride programs, 50.75 school patrol hours/ Dec= cruiser 280, foot patrol 38.25, school patrol 56, 12 ride programs
- Crime Statistics reports= Nov motor vehicle 14 occurrences/ Dec 10
- Provincial offences notices, speeding locations, charge locations=Nov=47 and Dec =30
- Calls for service
- Crimestoppers monthly report= Nov = 32 calls and Dec 22 calls
- IDCI monthly report
- **CARRIED.**

MOTION: Moved by MK, seconded by RF the police board accepts and pays the expenses for the secretary and board members in the amount of \$77.06 and accepts the financials as presented. **CARRIED.**

MOTION: Moved by RE, seconded by RF, the police board pays the OAPSB Zone 4 membership fee of \$50.00 and the OAPSB membership of \$1258.21. **CARRIED**

Miscellaneous discussions and follow up items: First meeting went well at the new location. Discussion made with placing the PSB mandate the link to police services act and possibly the provincial link, next meeting dates (subject to change). Sherri to send email to Inspector of each board members email address so that he can get their email added to the OPP portal for press releases. Rick announced he got a new job and asked around the table about starting at a later time, possibly 6pm. Sherri to email Fred to ask. Sherri to report to Information and privacy the annual report by Feb 28, and payment of all membership fees.

Motion to adjourn meeting and moved by RF at 6:30pm.

Dates of upcoming meetings: at February 26, March 26, April 23, May 28, June 25, July 23 or Aug 27(choice by board), Sept 24, Oct 29, Nov 26.

Respectfully submitted by:

Rick Eus, Chair

Sherri Wiebe, Secretary

Ingersoll Safe Cycling Committee - MINUTES
March 8th 2018 - Town Hall - JC Hubert Room

Present: Randy Lewis-Chair
Jordan Sangers
Kyle Stefanovic
Fred Freeman
Sandra Lawson
Sam Horton
Brian Petrie
Meaghan Lichti

Regrets: Angela Peters
Darryl Capern

1. **Call to Order** - Chair Randy Lewis - 6:30 pm
2. **Approval of agenda - 1st – Sam Horton**
2nd – Sandra Lawson. CARRIED
3. **Approval of Previous Meeting Minutes-** reminder for Kyle to share with group
4. **Oxford Update**
 - Safe Routes to School- Kelly Vanderhoven Regina Smith principal/Royal Roads. Stacey Cuthbert to meet. Safe routes may be postponed somewhat. Need buy in from parent council. Need support from principal. Municipality here to help make safe routes. This would be Ingersoll's first but Country's third. London has been implementing across the board.
 - Sam motions that ISSC sends letters to school parent councils to request delegation at a meeting to discuss safe school routes. **2nd Brian- CARRIED**
Letter on ISSC logo – Sam to write memo
 - **Version Zero** conference in Toronto was really good. Program getting by across North America. Date driven decisions. Focus is zero critical/serious injuries, Focus not on zero collisions. Always have data to support decisions. Will never get to vision zero without reducing speed.
 - Perception based technologies to slow traffic, harrowing the road, curbing etc.
 - Need for collaboration between all groups (police, engineers, parks and rec etc.)
 - Over time we have accepted risk when we shouldn't. What can we do to avoid serious injuries & fatalities?
 - Program has resulted in reducing serious/critical injuries & fatalities.
 - County needs to develop safe roads strategy.
 - Possible integration between Vision Zero and Share the Road.
 - Meghan to give Angela info to post to social media (Meghan to send Kyle info and I'll send to Angela)
5. **June Bike Month**
 - June 2nd Family Bike Day – 12:00pm – 4:00pm.
 - June 3rd Rain date.
 - Location: Start from Memorial Park.
 - Kiwanis to help and support the event.
 - Kiwanis to do hot dogs.
 - Independent to provide healthy snacks.

- Looking for collaboration between service clubs (Big Brothers & Sisters, Rotary, Lions, Unifor, Masons, Cadets and Jr. Farmers)
- Each group to have a function (develop ad hoc committee which includes our group)
- Family bike ride.
- Children puzzle ride. Pick up pieces at each location.
- Scavenger hunt ride for youth.
- All possible idea's for Ad Hoc committee to discuss.
- Sam moved to get delegation status at all service cup meetings to discuss the event and gage interest.
- Ride don't hide and Wednesday night bike rides are a success.

6. Social Media Update

- Promote meetings, invite people to show up and see what committee is all about.
- Meghan to give me info from conference to give to Angela.

7. Trail Counters

- Got some preliminary info on winter lights.
- Will be great to have on trails. Will get some really useful data to help future discussions as we will have data to support future projects.

8. Ministry Tourism, Culture and Sport – Safe Cycling Education Fund

- We applied for 5 cases of 240 light kits each.
- To be handed out at family bike day if approved.

9. Commuter Trail

- Tender closes at end of each month.
- Work can't start until June 1st, has to be completed by end of September.
- Pricing we get back will determine length.
- 5 year program can apply for next piece
- County planning on doing cycling master plan next year.

10. New Business

- Need to update website with new 2018 dates.
- Add mental health ride (Sept 8th- Medix ride for mental health)
- Need to get member of this committee on police services board.

11. Next Meeting- April 10th , 2018

12. Motion to Adjourn- Brian Petrie

Ingersoll Recreational Trails Ad Hoc Committee - MINUTES

March 21st 2018 – 6:35 pm – Town Hall – JC Herbert Room

| | | |
|-----------------|--|---|
| Present: | Kyle Stefanovic Jordon Sangers Reagan Franklin | Kathy Edge Rob Alexander |
| Regrets: | Steve McSwiggan Natasha Wreford Ted Comiskey | Mike Hawkins Fred Freeman Darryl Capern |

1. Call to Order – Kyle Stefanovic – 6:35 pm

2. Approval of Minutes

Moved By: Kyle Stefanovic

Seconded By: Reagan Franklin

CARRIED

3. Sign Discussion

- Summary Signs, What is their purpose, Do we need them?
- Once you add new trail summary sign is useless
- Decision made not to make any Summary Signs and only do trail head signs. Summary Signs to be put up on website, will have to update on website with new trail head maps also.
- Change logo to Thomas Ingersoll Recreational Trails for insurance purpose's
- Kathy Motions to change logo name to "Ingersoll Recreational Trails" on all trail signs.

2nd Reagan

Carried

- Jordan to do trails in bright red and thicker (Full red primary, dashed secondary)
- All trails app (possible to update it with our info) Barcode scanner to be able to see other trails
- Oxford tourism would also need to be updated
- Code of Conduct on each sign? Rules listed on each trail head sign
- Jordan, Kyle and Sandra to discuss North Meadows Trail
- Reagan motions that we explore costing of connecting Cheese Trail Bridge to Sifton Storm Water Management Trail.

Katy 2nd

Carried

- # of Signs (Trail Head Signs Only)
 2. John Lawson (entrance & bottom of hill off Ingersoll St)
 3. North Meadows (each entrance)
 4. Along John Lawson

- Depending on cost
 - Cheese
 - Sifton Entrance
 - Hall St
 - VPCC by Monument
 - Canterbury
 - Memorial Trail
 - Bridges
 - Wellington to Smith's pond
- Thomas Ingersoll Signs should be larger than North Meadows as there is more info
 - Add directional signs as required
 - New trail brochures with new maps, available at VPCC and the Cheese Museum

4. Next Meetings – April 18th 2018

5. Motion to Adjourn – Jordan Sangers

MINUTES

Boundary Adjustment Committee

March 27, 2018 at 3:00 p.m.
at the
Town of Ingersoll, JC Herbert Room

Present: Mayor Ted Comiskey, Deputy Mayor Fred Freeman (Chair of Boundary Adjustment Committee), Councillor Gord Lesser

Staff: C.A.O. William Tigert, Economic Development Officer Curtis Tighe, Deputy Clerk/Executive Assistant Danielle Richard

Regrets: None

Call Meeting to Order

Chair Fred Freeman called the meeting to order at 3:19 pm and a quorum was present.

Declaration of Pecuniary Interest

There were no declarations.

Discussion Items

A) *Previously stated positions of Ingersoll and SWOX to be reviewed.*

Unopened Road Allowances

The committee reviewed unopened road allowances and associated issues including potential charges and servicing. The question arose as to what value should be placed on the road allowances and what the Town of Ingersoll is willing to spend to obtain them. Potential options considered included offering a certain amount of money per hectare or a lump sum amount. The committee also considered the merits of asking South-West Oxford to sell the road allowances to the adjacent landowners by a certain date with the condition that if the sales are not made by the established deadline, they are to be sold to the Town for a pre-established amount.

Town of Ingersoll CAO William Tigert advised the committee against entering into a boundary adjustment with unopened road allowances that are in South West Oxford's ownership. The committee's preference is that SWOX Transfer ownership of the unopened road allowances, but if they want to sell them they agreed that an amount needs to be decided upon and presented to Council. The question remaining is what it

will take to obtain the road allowances from SWOX, and what value they place on the land.

The committee agreed to add a discussion of cost-share for boundary roads to the upcoming agenda for the meeting with SWOX.

Barn Structures to be Assumed and MDS Issues

The committee reviewed their position on the issue brought forward by South-West Oxford at the last joint-committee meeting concerning the barns that would be assumed under the boundary adjustment and the homeowners' concerns with potential MDS reductions.

CAO, William Tigert advised that assurances cannot be provided to South-West Oxford and the affected homeowners with regards to their expansion rights as the current Council cannot tie the hands of future Councils who may decide to change designations or planning policies. It was established that when these lands are assumed under the boundary adjustment that current South West Oxford policies will apply until changed by Council.

CAMI Assessment Rates

The committee reviewed the proposal that will be presented to South-West Oxford concerning future assessment rate calculations for CAMI. A percentage of the total assessment rate is to be assigned to each municipality, which cannot be determined until MPAC provides the necessary information upon which to base the calculation. The intent of the proposed approach is to establish an easy and fair calculation for Ingersoll and SWOX which will be applied to any new additions to the existing building.

Next Meeting Date

Not set

Adjournment

4:11 pm, moved by Mayor Ted Comiskey and Gord Lesser, seconded by Fred Freeman.

Minister of
Seniors Affairs

6th Floor
400 University Avenue
Toronto ON M7A 2R9
Tel.: (416) 314-9710
Fax: (416) 325-4787

Ministre des Affaires
des personnes âgées

6^e étage
400, avenue University
Toronto ON M7A 2R9
Tél.: (416) 314-9710
Télééc.: (416) 325-4787



March 2018

Dear Mayor, Reeve and Members of Council:

I am pleased to invite you to submit a nomination for the **2018 Senior of the Year Award**. This annual award was established in 1994 to give each municipality in Ontario the opportunity to **honour one outstanding local senior**; who, after the age of 65, has enriched the social, cultural, or civic life of his or her community. The award pays tribute to this accomplishment, while simultaneously showing how seniors are making a difference in the lives of those around them.

[Click here to submit a nomination.](#)

Deadline: April 30, 2018

A certificate will be provided by the Ontario government and include as signatories: Her Honour the Honourable Elizabeth Dowdeswell, Lieutenant Governor, myself, Minister of Seniors Affairs, and the local Head of Council.

The Government of Ontario is proud to work with municipalities on this initiative. Seniors have generously offered their time, knowledge and expertise to make this province a great place to live and it is important we recognize their valuable contributions.

If you have questions, please contact the Ontario Honours and Awards Secretariat:

Email: ontariohonoursandawards@ontario.ca
Phone: 416-314-7526
Toll-free: 1-877-832-8622
TTY: 416-327-2391

Thank you for your support.

Sincerely,

A handwritten signature in blue ink, appearing to read "Dipika Damerla".

Dipika Damerla
Minister

Minister of
Seniors Affairs

6th Floor
400 University Avenue
Toronto ON M7A 2R9
Tel.: (416) 314-9710
Fax: (416) 325-4787

Ministre des Affaires
des personnes âgées

6^e étage
400, avenue University
Toronto ON M7A 2R9
Tél.: (416) 314-9710
Télééc.: (416) 325-4787



Mars 2018

Madame la mairesse, Madame la préfète, membres du conseil,
Monsieur le maire, Monsieur le préfet, membres du conseil,

J'ai le plaisir de vous inviter à proposer une candidature pour le **Prix de la personne âgée de l'année 2018**. Ce prix annuel a été instauré en 1994 pour donner à chaque municipalité la possibilité de rendre hommage à une personne âgée exceptionnelle de la localité qui, après ses 65 ans, a enrichi la vie sociale, culturelle ou citoyenne de sa collectivité. Le prix rend hommage à cette réalisation, tout en montrant parallèlement comment les personnes âgées font une différence dans la vie des gens autour d'elles.

[Cliquez ici pour proposer une candidature.](#)

Date limite : le 30 avril 2018

Un certificat sera offert par le gouvernement de l'Ontario et inclura comme signataires : Son Honneur l'honorable Elizabeth Dowdeswell, lieutenant-gouverneure, moi-même, ministre des Affaires des personnes âgées, et la ou le chef du conseil de la localité.

Le gouvernement de l'Ontario est fier de travailler avec les municipalités sur cette initiative. Les personnes âgées ont généreusement fait don de leur temps, de leurs connaissances et de leur savoir-faire pour faire de cette province un endroit où il fait bon vivre, et il est important que nous rendions hommage à leurs précieuses contributions.

Pour toute question, veuillez communiquer avec le Secrétariat des distinctions et prix de l'Ontario :

Courriel : ontariohonoursandawards@ontario.ca
Téléphone : 416 314-7526
Sans frais : 1 877 832-8622
ATS : 416 327-2391

Je vous remercie de votre appui, et je vous prie de croire à l'expression de mes sentiments les meilleurs.

La ministre,

A blue ink signature of Dipika Damerla.

L'honorable Dipika Damerla



Danielle Richard <danielle.richard@ingersoll.ca>

Fwd: New Noise Bylaw

1 message

Michael Graves <mgraves@ingersoll.ca>
To: Danielle Richard <danielle.richard@ingersoll.ca>

Tue, Mar 27, 2018 at 9:06 AM

Please include as correspondence on the next Council agenda.

Michael

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

From: Rick Eus <rickeus1966@gmail.com>

Date: Thu, Mar 15, 2018 at 8:47 PM

Subject: New Noise Bylaw

To: Ted Comiskey <mayor@ingersoll.ca>, William Tigert <wtigert@ingersoll.ca>, Michael Graves <mgraves@ingersoll.ca>, Fred Freeman <ffreeman@ingersoll.ca>, reagan franklin <rfranklin@ingersoll.ca>, Kristy Van Kooten-Bossence <kvankootenbossence@ingersoll.ca>, Gord Lesser <glessler@ingersoll.ca>, Brian Petrie <bpetrie@ingersoll.ca>, Mike Bowman <mbowman@ingersoll.ca>

Council, further to your request regarding feed back from the Ingersoll Police Services Board.

It is the position of the PSB that we are not able to offer legal advice to the Town regarding the new Noise Bylaw currently being discussed by council.

Regards,

Rick Eus
Chair
Ingersoll Police Services Board

Town of Ingersoll
 Monthly Cheque Disbursements
 March 2018

PURCHASED FROM VENDORS LOCATED IN INGERSOLL \$ 81,709.85

| <u>VENDOR NAME</u> | <u>CHEQUE #</u> | <u>ACCOUNT</u> | <u>ACCOUNT DESCRIPTION</u> | <u>TRANSACTION DESCRIPTION</u> | <u>DEBITS</u> | <u>CREDITS</u> |
|-------------------------------------|-----------------|--------------------|------------------------------------|--------------------------------|---------------|----------------|
| ASSOC.MUN.MANAGER,CLERK-TREAS | | | | | | |
| 86,854 | 51257 | 01-1000-4000-41000 | ADVERTISING | DEPUTY CLERK JOB POSTING | \$518.98 | |
| 86,854 | 51257 | 01-0000-0200-00320 | HST RECEIVABLE (PST 78%, GST 100%) | DEPUTY CLERK JOB POSTING | \$57.32 | |
| 86,854 | 51257 | 01-0000-2020-00000 | ACCOUNTS PAYABLE - GENERAL CONTROL | DEPUTY CLERK JOB POSTING | \$0.00 | 576.30 |
| ATTRACTIONS ONTARIO | | | | | | |
| 86,828 | 51258 | 01-6200-4000-40600 | MEMBERSHIP FEES | 2018 ATTRACTION ON MEMBERSHIP | \$125.00 | |
| 86,828 | 51258 | 01-0000-0200-00325 | HST RECEIVABLE100% | 2018 ATTRACTION ON MEMBERSHIP | \$16.25 | |
| 86,828 | 51258 | 01-0000-2020-00000 | ACCOUNTS PAYABLE - GENERAL CONTROL | 2018 ATTRACTION ON MEMBERSHIP | \$0.00 | 141.25 |
| BELL CANADA *** | | | | | | |
| 86,860 | 51259 | 01-1000-4000-40220 | TELEPHONE | FEB PHONE CHRGS | \$754.80 | |
| 86,860 | 51259 | 01-2000-4025-40220 | TELEPHONE | FEB PHONE CHRGS | \$141.54 | |
| 86,860 | 51259 | 01-1001-4000-40220 | TELEPHONE | FEB PHONE CHRGS | \$74.91 | |
| 86,860 | 51259 | 01-1002-4000-40220 | TELEPHONE | FEB PHONE CHRGS | \$212.20 | |
| 86,860 | 51259 | 01-3000-4000-40220 | TELEPHONE | FEB PHONE CHRGS | \$266.85 | |
| 86,860 | 51259 | 01-4500-4100-40220 | TELEPHONE | FEB PHONE CHRGS | \$243.55 | |
| 86,860 | 51259 | 01-5000-6020-40220 | TELEPHONE | FEB PHONE CHRGS | \$191.23 | |
| 86,860 | 51259 | 01-5000-6050-40220 | TELEPHONE | FEB PHONE CHRGS | \$79.15 | |
| 86,860 | 51259 | 01-5100-4000-40220 | TELEPHONE | FEB PHONE CHRGS | \$733.19 | |
| 86,860 | 51259 | 01-5100-4000-40220 | TELEPHONE | FEB PHONE CHRGS | \$238.74 | |
| 86,860 | 51259 | 01-5200-6090-40220 | TELEPHONE | FEB PHONE CHRGS | \$496.05 | |
| 86,860 | 51259 | 01-6200-4000-40220 | TELEPHONE | FEB PHONE CHRGS | \$54.04 | |
| 86,860 | 51259 | 01-0000-0200-00320 | HST RECEIVABLE (PST 78%, GST 100%) | FEB PHONE CHRGS | \$187.14 | |
| 86,860 | 51259 | 01-0000-0200-00325 | HST RECEIVABLE100% | FEB PHONE CHRGS | \$233.07 | |
| 86,860 | 51259 | 01-0000-2020-00000 | ACCOUNTS PAYABLE - GENERAL CONTROL | FEB PHONE CHRGS | \$0.00 | 3,906.46 |
| BELL-CAMP MANUFACTURING INC. | | | | | | |
| 86,931 | 51260 | 01-4500-4230-46395 | 939500 ELGIN SWEEPER | SWEEPER PARTS | \$1,058.30 | |
| 86,931 | 51260 | 01-0000-0200-00320 | HST RECEIVABLE (PST 78%, GST 100%) | SWEEPER PARTS | \$116.90 | |
| 86,931 | 51260 | 01-0000-2020-00000 | ACCOUNTS PAYABLE - GENERAL CONTROL | SWEEPER PARTS | \$0.00 | 1,175.20 |
| IAN R. BLAIN, BARRISTER & SOLICITOR | | | | | | |
| 86,855 | 51261 | 01-1000-4000-40710 | LEGAL FEES | LEGAL FEES-GEORGE JOHNSON BLVD | \$2,583.53 | |
| 86,855 | 51261 | 01-0000-0200-00320 | HST RECEIVABLE (PST 78%, GST 100%) | LEGAL FEES-GEORGE JOHNSON BLVD | \$261.62 | |
| 86,855 | 51261 | 01-0000-2020-00000 | ACCOUNTS PAYABLE - GENERAL CONTROL | LEGAL FEES-GEORGE JOHNSON BLVD | \$0.00 | 2,845.15 |
| B N H TRUCK & TRAILER SERVICE | | | | | | |
| 86,921 | 51262 | 01-4500-4230-46386 | 938603 T6-11 FREIGH TRUCK | TRUCK#6 REPAIR | \$502.92 | |
| 86,921 | 51262 | 01-0000-0200-00320 | HST RECEIVABLE (PST 78%, GST 100%) | TRUCK#6 REPAIR | \$55.55 | |
| 86,921 | 51262 | 01-0000-2020-00000 | ACCOUNTS PAYABLE - GENERAL CONTROL | TRUCK#6 REPAIR | \$0.00 | 558.47 |

Town of Ingersoll
 Monthly Cheque Disbursements
 March 2018

PURCHASED FROM VENDORS LOCATED IN INGERSOLL \$ 81,709.85

| <u>VENDOR NAME</u> | <u>CHEQUE #</u> | <u>ACCOUNT</u> | <u>ACCOUNT DESCRIPTION</u> | <u>TRANSACTION DESCRIPTION</u> | <u>DEBITS</u> | <u>CREDITS</u> |
|--------------------------------|-----------------|--------------------|--|--------------------------------|---------------|----------------|
| CONTRACTED CLEANER | | | | | | |
| 86,824 | 51263 | 01-2000-4015-41550 | MAINTENANCE CONTRACTS | FEB CARRS WLKWY CLEANING | \$600.00 | |
| 86,824 | 51263 | 01-0000-0200-00325 | HST RECEIVABLE100% | FEB CARRS WLKWY CLEANING | \$78.00 | |
| 86,824 | 51263 | 01-0000-2020-00000 | ACCOUNTS PAYABLE - GENERAL CONTROL | FEB CARRS WLKWY CLEANING | \$0.00 | 678.00 |
| PAUL BROWN & SONS EXCAVATING L | | | | | | |
| 86,924 | 51264 | 01-4500-4151-80000 | MATERIALS-WINTER CONTROL, SNOW REMOVAL | DT CORE SNOW REMOVAL | \$295.61 | |
| 86,924 | 51264 | 01-0000-0200-00320 | HST RECEIVABLE (PST 78%, GST 100%) | DT CORE SNOW REMOVAL | \$32.66 | |
| 86,924 | 51264 | 01-0000-2020-00000 | ACCOUNTS PAYABLE - GENERAL CONTROL | DT CORE SNOW REMOVAL | \$0.00 | 328.27 |
| BYRNES COMMUNICATIONS | | | | | | |
| 86,836 | 51265 | 40-8000-6900-40990 | ADVERTISING - RADIO | NEW YR RADIO AD | \$381.60 | |
| 86,836 | 51265 | 01-0000-0200-00320 | HST RECEIVABLE (PST 78%, GST 100%) | NEW YR RADIO AD | \$42.15 | |
| 86,836 | 51265 | 01-0000-2020-00000 | ACCOUNTS PAYABLE - GENERAL CONTROL | NEW YR RADIO AD | \$0.00 | 423.75 |
| 86,837 | 51265 | 40-8000-6900-40990 | ADVERTISING - RADIO | VALENTINE'S DAY CAMPAIGN | \$381.60 | |
| 86,837 | 51265 | 01-0000-0200-00320 | HST RECEIVABLE (PST 78%, GST 100%) | VALENTINE'S DAY CAMPAIGN | \$42.15 | |
| 86,837 | 51265 | 01-0000-2020-00000 | ACCOUNTS PAYABLE - GENERAL CONTROL | VALENTINE'S DAY CAMPAIGN | \$0.00 | 423.75 |
| CAMPBELL STRATEGIES | | | | | | |
| 86,853 | 51266 | 01-0900-4000-40710 | LEGAL FEES | FEB RETAINER&DISBURSEMENT | \$14,246.41 | |
| 86,853 | 51266 | 01-0900-4000-40710 | LEGAL FEES | FEB RETAINER&DISBURSEMENT | \$4,779.90 | |
| 86,853 | 51266 | 01-0000-0200-00320 | HST RECEIVABLE (PST 78%, GST 100%) | FEB RETAINER&DISBURSEMENT | \$1,573.59 | |
| 86,853 | 51266 | 01-0000-2020-00000 | ACCOUNTS PAYABLE - GENERAL CONTROL | FEB RETAINER&DISBURSEMENT | \$0.00 | 20,599.90 |
| CANADIAN RED CROSS-NB | | | | | | |
| 86,887 | 51267 | 01-5100-6090-40420 | PROGRAM SUPPLIES | BABYSITTING KITS | \$118.76 | |
| 86,887 | 51267 | 01-0000-0200-00325 | HST RECEIVABLE100% | BABYSITTING KITS | \$5.94 | |
| 86,887 | 51267 | 01-0000-2020-00000 | ACCOUNTS PAYABLE - GENERAL CONTROL | BABYSITTING KITS | \$0.00 | 124.70 |
| CANADIAN TIRE ASSOCIATE STORE | | | | | | |
| 86,861 | 51268 | 01-5000-6020-41700 | BLDG REPAIRS & MAINT | COFFEE MAKER & FILTERS | \$31.98 | |
| 86,861 | 51268 | 01-0000-0200-00325 | HST RECEIVABLE100% | COFFEE MAKER & FILTERS | \$4.16 | |
| 86,861 | 51268 | 01-0000-2020-00000 | ACCOUNTS PAYABLE - GENERAL CONTROL | COFFEE MAKER & FILTERS | \$0.00 | 36.14 |
| 86,862 | 51268 | 01-5000-6020-41700 | BLDG REPAIRS & MAINT | BATTERIES | \$9.99 | |
| 86,862 | 51268 | 01-0000-0200-00325 | HST RECEIVABLE100% | BATTERIES | \$1.30 | |
| 86,862 | 51268 | 01-0000-2020-00000 | ACCOUNTS PAYABLE - GENERAL CONTROL | BATTERIES | \$0.00 | 11.29 |
| 86,863 | 51268 | 01-5000-6040-41700 | BLDG REPAIRS & MAINT | LIGHTS | \$12.00 | |
| 86,863 | 51268 | 01-0000-0200-00325 | HST RECEIVABLE100% | LIGHTS | \$1.56 | |
| 86,863 | 51268 | 01-0000-2020-00000 | ACCOUNTS PAYABLE - GENERAL CONTROL | LIGHTS | \$0.00 | 13.56 |
| 86,864 | 51268 | 01-5000-6050-41530 | EQUIP REPAIRS & MAINT | TRAILER LIGHTS | \$28.28 | |
| 86,864 | 51268 | 01-0000-0200-00325 | HST RECEIVABLE100% | TRAILER LIGHTS | \$3.68 | |

Town of Ingersoll
 Monthly Cheque Disbursements
 March 2018

PURCHASED FROM VENDORS LOCATED IN INGERSOLL \$ 81,709.85

| <u>VENDOR NAME</u> | <u>CHEQUE #</u> | <u>ACCOUNT</u> | <u>ACCOUNT DESCRIPTION</u> | <u>TRANSACTION DESCRIPTION</u> | <u>DEBITS</u> | <u>CREDITS</u> |
|------------------------|-----------------|--------------------|---|--------------------------------|---------------|----------------|
| 86,864 | 51268 | 01-0000-2020-00000 | ACCOUNTS PAYABLE - GENERAL CONTROL | TRAILER LIGHTS | \$0.00 | 31.96 |
| 86,865 | 51268 | 01-5000-6050-41700 | BLDG REPAIRS AND MAINT | MICRO-TORCH | \$32.99 | |
| 86,865 | 51268 | 01-0000-0200-00325 | HST RECEIVABLE100% | MICRO-TORCH | \$4.29 | |
| 86,865 | 51268 | 01-0000-2020-00000 | ACCOUNTS PAYABLE - GENERAL CONTROL | MICRO-TORCH | \$0.00 | 37.28 |
| 86,866 | 51268 | 01-5000-6020-41700 | BLDG REPAIRS & MAINT | ARENA BLDG SUPPLIES | \$10.14 | |
| 86,866 | 51268 | 01-0000-0200-00325 | HST RECEIVABLE100% | ARENA BLDG SUPPLIES | \$1.32 | |
| 86,866 | 51268 | 01-0000-2020-00000 | ACCOUNTS PAYABLE - GENERAL CONTROL | ARENA BLDG SUPPLIES | \$0.00 | 11.46 |
| 86,867 | 51268 | 01-5000-6050-41510 | VEHICLE REPAIRS & MAINT | BATTERY CHARGER | \$97.99 | |
| 86,867 | 51268 | 01-0000-0200-00325 | HST RECEIVABLE100% | BATTERY CHARGER | \$12.74 | |
| 86,867 | 51268 | 01-0000-2020-00000 | ACCOUNTS PAYABLE - GENERAL CONTROL | BATTERY CHARGER | \$0.00 | 110.73 |
| 86,868 | 51268 | 01-5000-6110-40420 | PROGRAM SUPPLIES | BLUE LED LIGHTS | \$123.92 | |
| 86,868 | 51268 | 01-0000-0200-00325 | HST RECEIVABLE100% | BLUE LED LIGHTS | \$16.11 | |
| 86,868 | 51268 | 01-0000-2020-00000 | ACCOUNTS PAYABLE - GENERAL CONTROL | BLUE LED LIGHTS | \$0.00 | 140.03 |
| 86,869 | 51268 | 01-4000-4000-40200 | OFFICE SUPPLIES | BATTERIES | \$19.31 | |
| 86,869 | 51268 | 01-0000-0200-00320 | HST RECEIVABLE (PST 78%, GST 100%) | BATTERIES | \$2.14 | |
| 86,869 | 51268 | 01-0000-2020-00000 | ACCOUNTS PAYABLE - GENERAL CONTROL | BATTERIES | \$0.00 | 21.45 |
| CANADA'S FINEST COFFEE | | | | | | |
| 86,831 | 51269 | 01-0100-4000-41020 | PROMOTION & MEALS | TOWN HALL COFFEE SUPPLIES | \$48.00 | |
| 86,831 | 51269 | 01-0000-2020-00000 | ACCOUNTS PAYABLE - GENERAL CONTROL | TOWN HALL COFFEE SUPPLIES | \$0.00 | 48.00 |
| CARRIER TRUCK CENTERS | | | | | | |
| 86,919 | 51270 | 01-4500-4230-46383 | 938300 T3-17 INTERNATIONAL TRUCK | FILTERS | \$212.64 | |
| 86,919 | 51270 | 01-0000-0200-00320 | HST RECEIVABLE (PST 78%, GST 100%) | FILTERS | \$23.48 | |
| 86,919 | 51270 | 01-0000-2020-00000 | ACCOUNTS PAYABLE - GENERAL CONTROL | FILTERS | \$0.00 | 236.12 |
| 86,957 | 51270 | 01-4500-4230-46383 | 938300 T3-17 INTERNATIONAL TRUCK | TRUCK#3 AIR FILTER | \$507.15 | |
| 86,957 | 51270 | 01-0000-0200-00320 | HST RECEIVABLE (PST 78%, GST 100%) | TRUCK#3 AIR FILTER | \$56.02 | |
| 86,957 | 51270 | 01-0000-2020-00000 | ACCOUNTS PAYABLE - GENERAL CONTROL | TRUCK#3 AIR FILTER | \$0.00 | 563.17 |
| CMS CONSULTING | | | | | | |
| 86,852 | 51271 | 01-1000-4000-40630 | STAFF TRAINING | MINUTE-TAKING TRAINING | \$172.99 | |
| 86,852 | 51271 | 01-0000-0200-00320 | HST RECEIVABLE (PST 78%, GST 100%) | MINUTE-TAKING TRAINING | \$19.11 | |
| 86,852 | 51271 | 01-0000-2020-00000 | ACCOUNTS PAYABLE - GENERAL CONTROL | MINUTE-TAKING TRAINING | \$0.00 | 192.10 |
| COMPASS MINERALS | | | | | | |
| 86,932 | 51272 | 01-4500-4150-80000 | MATERIALS-WINTER CONTROL, PLOWING, SANDING, | ROAD SALT | \$5,581.66 | |
| 86,932 | 51272 | 01-0000-0200-00320 | HST RECEIVABLE (PST 78%, GST 100%) | ROAD SALT | \$616.53 | |
| 86,932 | 51272 | 01-0000-2020-00000 | ACCOUNTS PAYABLE - GENERAL CONTROL | ROAD SALT | \$0.00 | 6,198.19 |
| 86,933 | 51272 | 01-4500-4150-80000 | MATERIALS-WINTER CONTROL, PLOWING, SANDING, | ROAD SALT | \$4,033.90 | |
| 86,933 | 51272 | 01-0000-0200-00320 | HST RECEIVABLE (PST 78%, GST 100%) | ROAD SALT | \$445.57 | |

Town of Ingersoll
 Monthly Cheque Disbursements
 March 2018

PURCHASED FROM VENDORS LOCATED IN INGERSOLL \$ 81,709.85

| <u>VENDOR NAME</u> | <u>CHEQUE #</u> | <u>ACCOUNT</u> | <u>ACCOUNT DESCRIPTION</u> | <u>TRANSACTION DESCRIPTION</u> | <u>DEBITS</u> | <u>CREDITS</u> |
|-----------------------------------|-----------------|--------------------|---|--------------------------------|---------------|----------------|
| 86,933 | 51272 | 01-0000-2020-00000 | ACCOUNTS PAYABLE - GENERAL CONTROL | ROAD SALT | \$0.00 | 4,479.47 |
| 86,934 | 51272 | 01-4500-4150-80000 | MATERIALS-WINTER CONTROL, PLOWING, SANDING, | ROAD SALT | \$8,107.26 | |
| 86,934 | 51272 | 01-0000-0200-00320 | HST RECEIVABLE (PST 78%, GST 100%) | ROAD SALT | \$895.49 | |
| 86,934 | 51272 | 01-0000-2020-00000 | ACCOUNTS PAYABLE - GENERAL CONTROL | ROAD SALT | \$0.00 | 9,002.75 |
| 86,935 | 51272 | 01-4500-4150-80000 | MATERIALS-WINTER CONTROL, PLOWING, SANDING, | ROAD SALT | \$2,678.05 | |
| 86,935 | 51272 | 01-0000-0200-00320 | HST RECEIVABLE (PST 78%, GST 100%) | ROAD SALT | \$295.80 | |
| 86,935 | 51272 | 01-0000-2020-00000 | ACCOUNTS PAYABLE - GENERAL CONTROL | ROAD SALT | \$0.00 | 2,973.85 |
| 86,936 | 51272 | 01-4500-4150-80000 | MATERIALS-WINTER CONTROL, PLOWING, SANDING, | ROAD SALT | \$2,437.18 | |
| 86,936 | 51272 | 01-0000-0200-00320 | HST RECEIVABLE (PST 78%, GST 100%) | ROAD SALT | \$269.20 | |
| 86,936 | 51272 | 01-0000-2020-00000 | ACCOUNTS PAYABLE - GENERAL CONTROL | ROAD SALT | \$0.00 | 2,706.38 |
| 86,937 | 51272 | 01-4500-4150-80000 | MATERIALS-WINTER CONTROL, PLOWING, SANDING, | ROAD SALT | \$2,394.03 | |
| 86,937 | 51272 | 01-0000-0200-00320 | HST RECEIVABLE (PST 78%, GST 100%) | ROAD SALT | \$264.43 | |
| 86,937 | 51272 | 01-0000-2020-00000 | ACCOUNTS PAYABLE - GENERAL CONTROL | ROAD SALT | \$0.00 | 2,658.46 |
| DA-LEE PAVEMENT PRODUCTS LP | | | | | | |
| 86,928 | 51273 | 01-4500-4130-80000 | MATERIALS-HARDTOP MAINT, PATCHING & SPRAYIN | POTHOLE REPAIR | \$1,060.34 | |
| 86,928 | 51273 | 01-0000-0200-00320 | HST RECEIVABLE (PST 78%, GST 100%) | POTHOLE REPAIR | \$117.12 | |
| 86,928 | 51273 | 01-0000-2020-00000 | ACCOUNTS PAYABLE - GENERAL CONTROL | POTHOLE REPAIR | \$0.00 | 1,177.46 |
| DIRECTOR OF FAMILY RESPONSIBILITY | | | | | | |
| 86,848 | 51274 | 01-0000-2100-00718 | FAMILY SERVICES | FAMILY SUPPORT CASE 1005697 | \$2,061.00 | |
| 86,848 | 51274 | 01-0000-2020-00000 | ACCOUNTS PAYABLE - GENERAL CONTROL | FAMILY SUPPORT CASE 1005697 | \$0.00 | 2,061.00 |
| ELECTRICAL SAFETY AUTHORITY | | | | | | |
| 86,889 | 51275 | 01-5000-6050-41740 | LAND MAINTENANCE & IMPROVEMENTS | 2018 CONTI SAFETY SERVICES PRO | \$2,652.73 | |
| 86,889 | 51275 | 01-5100-4100-41700 | BLDG REPAIRS AND MAINT | 2018 CONTI SAFETY SERVICES PRO | \$505.28 | |
| 86,889 | 51275 | 01-5000-6020-41700 | BLDG REPAIRS & MAINT | 2018 CONTI SAFETY SERVICES PRO | \$505.28 | |
| 86,889 | 51275 | 01-5000-6040-41700 | BLDG REPAIRS & MAINT | 2018 CONTI SAFETY SERVICES PRO | \$505.28 | |
| 86,889 | 51275 | 01-5200-4100-41700 | BLDG REPAIRS AND MAINT | 2018 CONTI SAFETY SERVICES PRO | \$505.28 | |
| 86,889 | 51275 | 01-6200-4100-41700 | BLDG REPAIRS & MAINTENANCE | 2018 CONTI SAFETY SERVICES PRO | \$505.27 | |
| 86,889 | 51275 | 01-3200-4100-41700 | BLDG REPAIRS & MAINTENANCE | 2018 CONTI SAFETY SERVICES PRO | \$505.28 | |
| 86,889 | 51275 | 01-3000-4100-41700 | BLDG REPAIRS & MAINTENANCE | 2018 CONTI SAFETY SERVICES PRO | \$514.17 | |
| 86,889 | 51275 | 01-2000-4015-41700 | BLDG REPARIS & MAINTENANCE | 2018 CONTI SAFETY SERVICES PRO | \$505.27 | |
| 86,889 | 51275 | 01-2000-4025-41700 | BLDG REPAIRS & MAINT | 2018 CONTI SAFETY SERVICES PRO | \$514.17 | |
| 86,889 | 51275 | 01-4500-4100-41700 | BLDG REPAIRS & MAINTENANCE | 2018 CONTI SAFETY SERVICES PRO | \$514.17 | |
| 86,889 | 51275 | 01-0000-0200-00325 | HST RECEIVABLE100% | 2018 CONTI SAFETY SERVICES PRO | \$344.85 | |
| 86,889 | 51275 | 01-0000-0200-00325 | HST RECEIVABLE100% | 2018 CONTI SAFETY SERVICES PRO | \$65.69 | |
| 86,889 | 51275 | 01-0000-0200-00325 | HST RECEIVABLE100% | 2018 CONTI SAFETY SERVICES PRO | \$65.69 | |
| 86,889 | 51275 | 01-0000-0200-00325 | HST RECEIVABLE100% | 2018 CONTI SAFETY SERVICES PRO | \$65.69 | |

Town of Ingersoll
 Monthly Cheque Disbursements
 March 2018

PURCHASED FROM VENDORS LOCATED IN INGERSOLL \$ 81,709.85

| <u>VENDOR NAME</u> | <u>CHEQUE #</u> | <u>ACCOUNT</u> | <u>ACCOUNT DESCRIPTION</u> | <u>TRANSACTION DESCRIPTION</u> | <u>DEBITS</u> | <u>CREDITS</u> |
|-----------------------------|-----------------|--------------------------|---|--------------------------------|---------------|----------------|
| | 86,889 | 51275 01-0000-0200-00325 | HST RECEIVABLE100% | 2018 CONTI SAFETY SERVICES PRO | \$65.69 | |
| | 86,889 | 51275 01-0000-0200-00325 | HST RECEIVABLE100% | 2018 CONTI SAFETY SERVICES PRO | \$65.69 | |
| | 86,889 | 51275 01-0000-0200-00325 | HST RECEIVABLE100% | 2018 CONTI SAFETY SERVICES PRO | \$65.69 | |
| | 86,889 | 51275 01-0000-0200-00320 | HST RECEIVABLE (PST 78%, GST 100%) | 2018 CONTI SAFETY SERVICES PRO | \$56.80 | |
| | 86,889 | 51275 01-0000-0200-00325 | HST RECEIVABLE100% | 2018 CONTI SAFETY SERVICES PRO | \$65.69 | |
| | 86,889 | 51275 01-0000-0200-00320 | HST RECEIVABLE (PST 78%, GST 100%) | 2018 CONTI SAFETY SERVICES PRO | \$56.80 | |
| | 86,889 | 51275 01-0000-0200-00320 | HST RECEIVABLE (PST 78%, GST 100%) | 2018 CONTI SAFETY SERVICES PRO | \$56.80 | |
| | 86,889 | 51275 01-0000-2020-00000 | ACCOUNTS PAYABLE - GENERAL CONTROL | 2018 CONTI SAFETY SERVICES PRO | \$0.00 | 8,707.26 |
| EMBREE INDUSTRIES LIMITED | | | | | | |
| | 86,818 | 51276 01-3600-4000-41010 | GRAPHICS & PRINTING | 2018 DOG TAGS | \$186.22 | |
| | 86,818 | 51276 01-0000-0200-00320 | HST RECEIVABLE (PST 78%, GST 100%) | 2018 DOG TAGS | \$20.57 | |
| | 86,818 | 51276 01-0000-2020-00000 | ACCOUNTS PAYABLE - GENERAL CONTROL | 2018 DOG TAGS | \$0.00 | 206.79 |
| ERIE THAMES POWERLINES CORP | | | | | | |
| | 86,890 | 51277 10-0000-3272-80000 | MATERIALS | VICTORIA ST RELOCATE HYDRO | \$10,695.20 | |
| | 86,890 | 51277 01-0000-0200-00320 | HST RECEIVABLE (PST 78%, GST 100%) | VICTORIA ST RELOCATE HYDRO | \$1,181.34 | |
| | 86,890 | 51277 01-0000-2020-00000 | ACCOUNTS PAYABLE - GENERAL CONTROL | VICTORIA ST RELOCATE HYDRO | \$0.00 | 11,876.54 |
| EXP SERVICES INC. | | | | | | |
| | 86,823 | 51278 10-0000-3126-80000 | MATERIALS | TOWN HALL ROOF CONSULTING FEE | \$610.56 | |
| | 86,823 | 51278 01-0000-0200-00320 | HST RECEIVABLE (PST 78%, GST 100%) | TOWN HALL ROOF CONSULTING FEE | \$67.44 | |
| | 86,823 | 51278 01-0000-2020-00000 | ACCOUNTS PAYABLE - GENERAL CONTROL | TOWN HALL ROOF CONSULTING FEE | \$0.00 | 678.00 |
| FASTENAL CANADA *** | | | | | | |
| | 86,949 | 51279 01-4500-4150-80000 | MATERIALS-WINTER CONTROL, PLOWING, SANDING, | PW SUPPLIES | \$12.82 | |
| | 86,949 | 51279 01-0000-0200-00320 | HST RECEIVABLE (PST 78%, GST 100%) | PW SUPPLIES | \$1.42 | |
| | 86,949 | 51279 01-0000-2020-00000 | ACCOUNTS PAYABLE - GENERAL CONTROL | PW SUPPLIES | \$0.00 | 14.24 |
| | 86,950 | 51279 01-4500-4150-80000 | MATERIALS-WINTER CONTROL, PLOWING, SANDING, | PW SUPPLIES | \$13.60 | |
| | 86,950 | 51279 01-0000-0200-00320 | HST RECEIVABLE (PST 78%, GST 100%) | PW SUPPLIES | \$1.50 | |
| | 86,950 | 51279 01-0000-2020-00000 | ACCOUNTS PAYABLE - GENERAL CONTROL | PW SUPPLIES | \$0.00 | 15.10 |
| | 86,951 | 51279 01-4500-4230-46397 | 939700 SIDEWALK TRACTOR | PARTS | \$7.55 | |
| | 86,951 | 51279 01-0000-0200-00320 | HST RECEIVABLE (PST 78%, GST 100%) | PARTS | \$0.83 | |
| | 86,951 | 51279 01-0000-2020-00000 | ACCOUNTS PAYABLE - GENERAL CONTROL | PARTS | \$0.00 | 8.38 |
| | 86,952 | 51279 01-4500-4150-80000 | MATERIALS-WINTER CONTROL, PLOWING, SANDING, | PW SUPPLIES | \$44.65 | |
| | 86,952 | 51279 01-0000-0200-00320 | HST RECEIVABLE (PST 78%, GST 100%) | PW SUPPLIES | \$4.93 | |
| | 86,952 | 51279 01-0000-2020-00000 | ACCOUNTS PAYABLE - GENERAL CONTROL | PW SUPPLIES | \$0.00 | 49.58 |
| | 86,953 | 51279 01-4500-4150-80000 | MATERIALS-WINTER CONTROL, PLOWING, SANDING, | PARTS | \$22.62 | |
| | 86,953 | 51279 01-0000-0200-00320 | HST RECEIVABLE (PST 78%, GST 100%) | PARTS | \$2.50 | |
| | 86,953 | 51279 01-0000-2020-00000 | ACCOUNTS PAYABLE - GENERAL CONTROL | PARTS | \$0.00 | 25.12 |

Town of Ingersoll
 Monthly Cheque Disbursements
 March 2018

PURCHASED FROM VENDORS LOCATED IN INGERSOLL \$ 81,709.85

| <u>VENDOR NAME</u> | <u>CHEQUE #</u> | <u>ACCOUNT</u> | <u>ACCOUNT DESCRIPTION</u> | <u>TRANSACTION DESCRIPTION</u> | <u>DEBITS</u> | <u>CREDITS</u> |
|-------------------------|-----------------|--------------------------|---|--------------------------------|---------------|----------------|
| | 86,955 | 51279 01-4500-4150-80000 | MATERIALS-WINTER CONTROL, PLOWING, SANDING, | PARTS | \$10.18 | |
| | 86,955 | 51279 01-0000-0200-00320 | HST RECEIVABLE (PST 78%, GST 100%) | PARTS | \$1.12 | |
| | 86,955 | 51279 01-0000-2020-00000 | ACCOUNTS PAYABLE - GENERAL CONTROL | PARTS | \$0.00 | 11.30 |
| FLORAL OCCASIONS *** | | | | | | |
| | 86,839 | 51280 01-7000-4000-41020 | PROMOTION & MEALS | SOMA VISITOR FLOWER | \$109.90 | |
| | 86,839 | 51280 01-0000-0200-00320 | HST RECEIVABLE (PST 78%, GST 100%) | SOMA VISITOR FLOWER | \$12.14 | |
| | 86,839 | 51280 01-0000-2020-00000 | ACCOUNTS PAYABLE - GENERAL CONTROL | SOMA VISITOR FLOWER | \$0.00 | 122.04 |
| | 86,841 | 51280 40-8000-4000-41020 | PROMOTION & MEALS | MEMORIAL FLOWERS | \$63.04 | |
| | 86,841 | 51280 01-0000-0200-00320 | HST RECEIVABLE (PST 78%, GST 100%) | MEMORIAL FLOWERS | \$6.96 | |
| | 86,841 | 51280 01-0000-2020-00000 | ACCOUNTS PAYABLE - GENERAL CONTROL | MEMORIAL FLOWERS | \$0.00 | 70.00 |
| G & L PRINTING SERVICES | | | | | | |
| | 86,840 | 51281 01-7000-4000-41020 | PROMOTION & MEALS | TOWN LOGO COAT | \$119.33 | |
| | 86,840 | 51281 01-0000-0200-00320 | HST RECEIVABLE (PST 78%, GST 100%) | TOWN LOGO COAT | \$13.19 | |
| | 86,840 | 51281 01-0000-2020-00000 | ACCOUNTS PAYABLE - GENERAL CONTROL | TOWN LOGO COAT | \$0.00 | 132.52 |
| GRA - HAM ENERGY | | | | | | |
| | 86,916 | 51282 01-4500-4230-41460 | DIESEL FUEL CLRED - UNLIC VEH | COLORED DIESEL | \$1,061.89 | |
| | 86,916 | 51282 01-0000-0200-00320 | HST RECEIVABLE (PST 78%, GST 100%) | COLORED DIESEL | \$117.29 | |
| | 86,916 | 51282 01-0000-2020-00000 | ACCOUNTS PAYABLE - GENERAL CONTROL | COLORED DIESEL | \$0.00 | 1,179.18 |
| | 86,917 | 51282 01-4500-4230-41440 | DIESEL FUEL CLR - LIC VEH | CLEAR DIESEL | \$2,222.25 | |
| | 86,917 | 51282 01-0000-0200-00320 | HST RECEIVABLE (PST 78%, GST 100%) | CLEAR DIESEL | \$245.46 | |
| | 86,917 | 51282 01-0000-2020-00000 | ACCOUNTS PAYABLE - GENERAL CONTROL | CLEAR DIESEL | \$0.00 | 2,467.71 |
| | 86,918 | 51282 01-4500-4230-41420 | FUEL- GASOLINE | REGULAR GAS | \$327.02 | |
| | 86,918 | 51282 01-0000-0200-00320 | HST RECEIVABLE (PST 78%, GST 100%) | REGULAR GAS | \$36.12 | |
| | 86,918 | 51282 01-0000-2020-00000 | ACCOUNTS PAYABLE - GENERAL CONTROL | REGULAR GAS | \$0.00 | 363.14 |
| | 86,960 | 51282 01-4500-4230-41460 | DIESEL FUEL CLRED - UNLIC VEH | COLORED DIESEL | \$703.54 | |
| | 86,960 | 51282 01-0000-0200-00320 | HST RECEIVABLE (PST 78%, GST 100%) | COLORED DIESEL | \$77.71 | |
| | 86,960 | 51282 01-0000-2020-00000 | ACCOUNTS PAYABLE - GENERAL CONTROL | COLORED DIESEL | \$0.00 | 781.25 |
| | 86,961 | 51282 01-4500-4230-41440 | DIESEL FUEL CLR - LIC VEH | CLEAR DIESEL | \$2,244.19 | |
| | 86,961 | 51282 01-0000-0200-00320 | HST RECEIVABLE (PST 78%, GST 100%) | CLEAR DIESEL | \$247.88 | |
| | 86,961 | 51282 01-0000-2020-00000 | ACCOUNTS PAYABLE - GENERAL CONTROL | CLEAR DIESEL | \$0.00 | 2,492.07 |
| | 86,962 | 51282 01-4500-4230-41420 | FUEL- GASOLINE | REGULAR GAS | \$412.25 | |
| | 86,962 | 51282 01-0000-0200-00320 | HST RECEIVABLE (PST 78%, GST 100%) | REGULAR GAS | \$45.54 | |
| | 86,962 | 51282 01-0000-2020-00000 | ACCOUNTS PAYABLE - GENERAL CONTROL | REGULAR GAS | \$0.00 | 457.79 |
| | 86,963 | 51282 01-4500-4230-46431 | VEHICLE MAINTENANCE | MOTOR OIL | \$876.51 | |
| | 86,963 | 51282 01-0000-0200-00320 | HST RECEIVABLE (PST 78%, GST 100%) | MOTOR OIL | \$96.82 | |
| | 86,963 | 51282 01-0000-2020-00000 | ACCOUNTS PAYABLE - GENERAL CONTROL | MOTOR OIL | \$0.00 | 973.33 |

Town of Ingersoll
 Monthly Cheque Disbursements
 March 2018

PURCHASED FROM VENDORS LOCATED IN INGERSOLL \$ 81,709.85

| <u>VENDOR NAME</u> | <u>CHEQUE #</u> | <u>ACCOUNT</u> | <u>ACCOUNT DESCRIPTION</u> | <u>TRANSACTION DESCRIPTION</u> | <u>DEBITS</u> | <u>CREDITS</u> |
|---------------------------|-----------------|--------------------------|------------------------------------|--------------------------------|---------------|----------------|
| EMPLOYEE REIMBURSEMENT | | | | | | |
| | 86,846 | 51283 01-3400-4000-40620 | MILEAGE | MILEAGE-BLDG INSPECT | \$120.12 | |
| | 86,846 | 51283 01-0000-0200-00320 | HST RECEIVABLE (PST 78%, GST 100%) | MILEAGE-BLDG INSPECT | \$13.26 | |
| | 86,846 | 51283 01-0000-2020-00000 | ACCOUNTS PAYABLE - GENERAL CONTROL | MILEAGE-BLDG INSPECT | \$0.00 | 133.38 |
| EMPLOYEE REIMBURSEMENT | | | | | | |
| | 86,897 | 51284 01-5200-4100-40620 | MILEAGE | MILEAGE-FUSION STAFF | \$28.67 | |
| | 86,897 | 51284 01-0000-0200-00325 | HST RECEIVABLE100% | MILEAGE-FUSION STAFF | \$3.73 | |
| | 86,897 | 51284 01-0000-2020-00000 | ACCOUNTS PAYABLE - GENERAL CONTROL | MILEAGE-FUSION STAFF | \$0.00 | 32.40 |
| HOT,COLD & FREEZING | | | | | | |
| | 86,902 | 51285 01-5100-4100-41530 | EQUIP REPAIRS & MAINT | VPCC BOILER REPAIR | \$120.00 | |
| | 86,902 | 51285 01-0000-0200-00325 | HST RECEIVABLE100% | VPCC BOILER REPAIR | \$15.60 | |
| | 86,902 | 51285 01-0000-2020-00000 | ACCOUNTS PAYABLE - GENERAL CONTROL | VPCC BOILER REPAIR | \$0.00 | 135.60 |
| | 86,903 | 51285 01-5000-6020-41530 | EQUIPMENT REPAIRS & MAINTENANCE | ARENA PUMP REPAIR | \$305.54 | |
| | 86,903 | 51285 01-0000-0200-00325 | HST RECEIVABLE100% | ARENA PUMP REPAIR | \$39.72 | |
| | 86,903 | 51285 01-0000-2020-00000 | ACCOUNTS PAYABLE - GENERAL CONTROL | ARENA PUMP REPAIR | \$0.00 | 345.26 |
| | 86,904 | 51285 01-5100-4100-41700 | BLDG REPAIRS AND MAINT | HEATER REPAIR | \$120.00 | |
| | 86,904 | 51285 01-0000-0200-00325 | HST RECEIVABLE100% | HEATER REPAIR | \$15.60 | |
| | 86,904 | 51285 01-0000-2020-00000 | ACCOUNTS PAYABLE - GENERAL CONTROL | HEATER REPAIR | \$0.00 | 135.60 |
| | 86,905 | 51285 01-5100-4100-41700 | BLDG REPAIRS AND MAINT | FURNANCE REPAIR | \$160.00 | |
| | 86,905 | 51285 01-0000-0200-00325 | HST RECEIVABLE100% | FURNANCE REPAIR | \$20.80 | |
| | 86,905 | 51285 01-0000-2020-00000 | ACCOUNTS PAYABLE - GENERAL CONTROL | FURNANCE REPAIR | \$0.00 | 180.80 |
| | 86,906 | 51285 01-5000-6050-41700 | BLDG REPAIRS AND MAINT | FURNANCE REPAIR | \$130.00 | |
| | 86,906 | 51285 01-0000-0200-00325 | HST RECEIVABLE100% | FURNANCE REPAIR | \$16.90 | |
| | 86,906 | 51285 01-0000-2020-00000 | ACCOUNTS PAYABLE - GENERAL CONTROL | FURNANCE REPAIR | \$0.00 | 146.90 |
| | 86,907 | 51285 10-0000-3506-80000 | MATERIALS | DRYTRON REPAIR | \$1,776.42 | |
| | 86,907 | 51285 01-0000-0200-00325 | HST RECEIVABLE100% | DRYTRON REPAIR | \$230.93 | |
| | 86,907 | 51285 01-0000-2020-00000 | ACCOUNTS PAYABLE - GENERAL CONTROL | DRYTRON REPAIR | \$0.00 | 2,007.35 |
| | 86,908 | 51285 01-5100-4100-41700 | BLDG REPAIRS AND MAINT | HEATER REPAIR | \$461.20 | |
| | 86,908 | 51285 01-0000-0200-00325 | HST RECEIVABLE100% | HEATER REPAIR | \$59.96 | |
| | 86,908 | 51285 01-0000-2020-00000 | ACCOUNTS PAYABLE - GENERAL CONTROL | HEATER REPAIR | \$0.00 | 521.16 |
| | 86,915 | 51285 01-2000-4025-41700 | BLDG REPAIRS & MAINT | TOWN HALL AC REPAIR | \$203.52 | |
| | 86,915 | 51285 01-0000-0200-00320 | HST RECEIVABLE (PST 78%, GST 100%) | TOWN HALL AC REPAIR | \$22.48 | |
| | 86,915 | 51285 01-0000-2020-00000 | ACCOUNTS PAYABLE - GENERAL CONTROL | TOWN HALL AC REPAIR | \$0.00 | 226.00 |
| INGERSOLL HOME CENTRE LTD | | | | | | |
| | 86,870 | 51286 01-3000-4100-41700 | BLDG REPAIRS & MAINTENANCE | FIRE DEPT BLDG SUPPLIES | \$39.13 | |
| | 86,870 | 51286 01-0000-0200-00320 | HST RECEIVABLE (PST 78%, GST 100%) | FIRE DEPT BLDG SUPPLIES | \$4.32 | |

Town of Ingersoll
 Monthly Cheque Disbursements
 March 2018

PURCHASED FROM VENDORS LOCATED IN INGERSOLL \$ 81,709.85

| <u>VENDOR NAME</u> | <u>CHEQUE #</u> | <u>ACCOUNT</u> | <u>ACCOUNT DESCRIPTION</u> | <u>TRANSACTION DESCRIPTION</u> | <u>DEBITS</u> | <u>CREDITS</u> |
|--------------------|-----------------|--------------------|---|--------------------------------|---------------|----------------|
| 86,870 | 51286 | 01-0000-2020-00000 | ACCOUNTS PAYABLE - GENERAL CONTROL | FIRE DEPT BLDG SUPPLIES | \$0.00 | 43.45 |
| 86,871 | 51286 | 01-3000-4100-41700 | BLDG REPAIRS & MAINTENANCE | FIRE DEPT WET FLOOR SIGN | \$18.94 | |
| 86,871 | 51286 | 01-0000-0200-00320 | HST RECEIVABLE (PST 78%, GST 100%) | FIRE DEPT WET FLOOR SIGN | \$2.09 | |
| 86,871 | 51286 | 01-0000-2020-00000 | ACCOUNTS PAYABLE - GENERAL CONTROL | FIRE DEPT WET FLOOR SIGN | \$0.00 | 21.03 |
| 86,884 | 51286 | 01-5200-4100-41700 | BLDG REPAIRS AND MAINT | TANK LEVER | \$7.99 | |
| 86,884 | 51286 | 01-0000-0200-00325 | HST RECEIVABLE100% | TANK LEVER | \$1.04 | |
| 86,884 | 51286 | 01-0000-2020-00000 | ACCOUNTS PAYABLE - GENERAL CONTROL | TANK LEVER | \$0.00 | 9.03 |
| 86,885 | 51286 | 01-5200-4100-41700 | BLDG REPAIRS AND MAINT | TAPE + GLUE | \$29.67 | |
| 86,885 | 51286 | 01-0000-0200-00325 | HST RECEIVABLE100% | TAPE + GLUE | \$3.86 | |
| 86,885 | 51286 | 01-0000-2020-00000 | ACCOUNTS PAYABLE - GENERAL CONTROL | TAPE + GLUE | \$0.00 | 33.53 |
| 86,886 | 51286 | 01-5200-4100-41700 | BLDG REPAIRS AND MAINT | TANK LEVER | \$6.99 | |
| 86,886 | 51286 | 01-0000-0200-00325 | HST RECEIVABLE100% | TANK LEVER | \$0.91 | |
| 86,886 | 51286 | 01-0000-2020-00000 | ACCOUNTS PAYABLE - GENERAL CONTROL | TANK LEVER | \$0.00 | 7.90 |
| 86,965 | 51286 | 01-4500-4150-80000 | MATERIALS-WINTER CONTROL, PLOWING, SANDING, | MAIL BOX | \$22.38 | |
| 86,965 | 51286 | 01-0000-0200-00320 | HST RECEIVABLE (PST 78%, GST 100%) | MAIL BOX | \$2.47 | |
| 86,965 | 51286 | 01-0000-2020-00000 | ACCOUNTS PAYABLE - GENERAL CONTROL | MAIL BOX | \$0.00 | 24.85 |
| 86,966 | 51286 | 01-4500-4121-80000 | MATERIALS-ROADSIDE MAINT, BRUSH, TREE TRIM, | WAINSCOT PANEL | \$9.96 | |
| 86,966 | 51286 | 01-0000-0200-00320 | HST RECEIVABLE (PST 78%, GST 100%) | WAINSCOT PANEL | \$1.10 | |
| 86,966 | 51286 | 01-0000-2020-00000 | ACCOUNTS PAYABLE - GENERAL CONTROL | WAINSCOT PANEL | \$0.00 | 11.06 |
| 86,967 | 51286 | 01-5000-6050-41700 | BLDG REPAIRS AND MAINT | FILM,ELECT TAPE | \$25.01 | |
| 86,967 | 51286 | 01-0000-0200-00325 | HST RECEIVABLE100% | FILM,ELECT TAPE | \$3.25 | |
| 86,967 | 51286 | 01-0000-2020-00000 | ACCOUNTS PAYABLE - GENERAL CONTROL | FILM,ELECT TAPE | \$0.00 | 28.26 |
| 86,968 | 51286 | 01-5100-4100-41700 | BLDG REPAIRS AND MAINT | LAMPS + TAPE | \$31.83 | |
| 86,968 | 51286 | 01-5000-6040-41700 | BLDG REPAIRS & MAINT | LAMPS + TAPE | \$33.83 | |
| 86,968 | 51286 | 01-0000-0200-00325 | HST RECEIVABLE100% | LAMPS + TAPE | \$4.14 | |
| 86,968 | 51286 | 01-0000-0200-00325 | HST RECEIVABLE100% | LAMPS + TAPE | \$4.40 | |
| 86,968 | 51286 | 01-0000-2020-00000 | ACCOUNTS PAYABLE - GENERAL CONTROL | LAMPS + TAPE | \$0.00 | 74.20 |
| 86,969 | 51286 | 01-5000-6040-41700 | BLDG REPAIRS & MAINT | PIPES + MURIATIC | \$1.58 | |
| 86,969 | 51286 | 01-5100-4100-41710 | CHEMICALS | PIPES + MURIATIC | \$60.17 | |
| 86,969 | 51286 | 01-0000-0200-00325 | HST RECEIVABLE100% | PIPES + MURIATIC | \$0.20 | |
| 86,969 | 51286 | 01-0000-0200-00325 | HST RECEIVABLE100% | PIPES + MURIATIC | \$7.82 | |
| 86,969 | 51286 | 01-0000-2020-00000 | ACCOUNTS PAYABLE - GENERAL CONTROL | PIPES + MURIATIC | \$0.00 | 69.77 |
| 86,970 | 51286 | 01-5100-6070-40420 | PROGRAM SUPPLIES | FITNESS EQUIP BATTERIES | \$10.77 | |
| 86,970 | 51286 | 01-0000-0200-00325 | HST RECEIVABLE100% | FITNESS EQUIP BATTERIES | \$1.40 | |
| 86,970 | 51286 | 01-0000-2020-00000 | ACCOUNTS PAYABLE - GENERAL CONTROL | FITNESS EQUIP BATTERIES | \$0.00 | 12.17 |

INGERSOLL RENT-ALL ***

Town of Ingersoll
 Monthly Cheque Disbursements
 March 2018

PURCHASED FROM VENDORS LOCATED IN INGERSOLL \$ 81,709.85

| <u>VENDOR NAME</u> | <u>CHEQUE #</u> | <u>ACCOUNT</u> | <u>ACCOUNT DESCRIPTION</u> | <u>TRANSACTION DESCRIPTION</u> | <u>DEBITS</u> | <u>CREDITS</u> |
|--------------------------------------|-----------------|--------------------|---|---------------------------------|---------------|----------------|
| 86,942 | 51287 | 01-4500-4230-46408 | 940800 CHAINSAWS | FILLER CAP | \$12.32 | |
| 86,942 | 51287 | 01-0000-0200-00320 | HST RECEIVABLE (PST 78%, GST 100%) | FILLER CAP | \$1.36 | |
| 86,942 | 51287 | 01-0000-2020-00000 | ACCOUNTS PAYABLE - GENERAL CONTROL | FILLER CAP | \$0.00 | 13.68 |
| 86,943 | 51287 | 01-4500-4151-80000 | MATERIALS-WINTER CONTROL, SNOW REMOVAL | SKIDSTEER RENTAL 2/20 | \$212.68 | |
| 86,943 | 51287 | 01-0000-0200-00320 | HST RECEIVABLE (PST 78%, GST 100%) | SKIDSTEER RENTAL 2/20 | \$23.49 | |
| 86,943 | 51287 | 01-0000-2020-00000 | ACCOUNTS PAYABLE - GENERAL CONTROL | SKIDSTEER RENTAL 2/20 | \$0.00 | 236.17 |
| 86,944 | 51287 | 01-4500-4230-46408 | 940800 CHAINSAWS | SPARK PLUG | \$157.63 | |
| 86,944 | 51287 | 01-0000-0200-00320 | HST RECEIVABLE (PST 78%, GST 100%) | SPARK PLUG | \$17.41 | |
| 86,944 | 51287 | 01-0000-2020-00000 | ACCOUNTS PAYABLE - GENERAL CONTROL | SPARK PLUG | \$0.00 | 175.04 |
| 86,945 | 51287 | 01-4500-4230-46408 | 940800 CHAINSAWS | AIR FILTER+FUEL PICKUP | \$104.81 | |
| 86,945 | 51287 | 01-0000-0200-00320 | HST RECEIVABLE (PST 78%, GST 100%) | AIR FILTER+FUEL PICKUP | \$11.58 | |
| 86,945 | 51287 | 01-0000-2020-00000 | ACCOUNTS PAYABLE - GENERAL CONTROL | AIR FILTER+FUEL PICKUP | \$0.00 | 116.39 |
| 86,946 | 51287 | 01-4500-4230-46408 | 940800 CHAINSAWS | CHAIN SHARPENING | \$18.26 | |
| 86,946 | 51287 | 01-0000-0200-00320 | HST RECEIVABLE (PST 78%, GST 100%) | CHAIN SHARPENING | \$2.02 | |
| 86,946 | 51287 | 01-0000-2020-00000 | ACCOUNTS PAYABLE - GENERAL CONTROL | CHAIN SHARPENING | \$0.00 | 20.28 |
| 86,947 | 51287 | 01-4500-4100-41700 | BLDG REPAIRS & MAINTENANCE | EQUIP RENTAL 2/13 | \$638.04 | |
| 86,947 | 51287 | 01-0000-0200-00320 | HST RECEIVABLE (PST 78%, GST 100%) | EQUIP RENTAL 2/13 | \$70.47 | |
| 86,947 | 51287 | 01-0000-2020-00000 | ACCOUNTS PAYABLE - GENERAL CONTROL | EQUIP RENTAL 2/13 | \$0.00 | 708.51 |
| EMPLOYEE REIMBURSEMENT | | | | | | |
| 86,838 | 51288 | 40-8000-6900-42900 | MISCELLANEOUS EXPENSE | SOMA INVESTOR TOUR+BIA SKATE | \$43.23 | |
| 86,838 | 51288 | 01-7000-4000-41020 | PROMOTION & MEALS | SOMA INVESTOR TOUR+BIA SKATE | \$151.86 | |
| 86,838 | 51288 | 01-0000-0200-00320 | HST RECEIVABLE (PST 78%, GST 100%) | SOMA INVESTOR TOUR+BIA SKATE | \$0.92 | |
| 86,838 | 51288 | 01-0000-0200-00320 | HST RECEIVABLE (PST 78%, GST 100%) | SOMA INVESTOR TOUR+BIA SKATE | \$12.12 | |
| 86,838 | 51288 | 01-0000-2020-00000 | ACCOUNTS PAYABLE - GENERAL CONTROL | SOMA INVESTOR TOUR+BIA SKATE | \$0.00 | 208.13 |
| JOHNSTON BROS | | | | | | |
| 86,940 | 51289 | 01-4500-4150-80000 | MATERIALS-WINTER CONTROL, PLOWING, SANDING, | WINTER SAND | \$823.21 | |
| 86,940 | 51289 | 01-0000-0200-00320 | HST RECEIVABLE (PST 78%, GST 100%) | WINTER SAND | \$90.93 | |
| 86,940 | 51289 | 01-0000-2020-00000 | ACCOUNTS PAYABLE - GENERAL CONTROL | WINTER SAND | \$0.00 | 914.14 |
| 86,941 | 51289 | 01-4500-4150-80000 | MATERIALS-WINTER CONTROL, PLOWING, SANDING, | WINTER SAND | \$829.64 | |
| 86,941 | 51289 | 01-0000-0200-00320 | HST RECEIVABLE (PST 78%, GST 100%) | WINTER SAND | \$91.64 | |
| 86,941 | 51289 | 01-0000-2020-00000 | ACCOUNTS PAYABLE - GENERAL CONTROL | WINTER SAND | \$0.00 | 921.28 |
| LONDON CIVIC EMPLOY,LOCAL 107 | | | | | | |
| 86,849 | 51290 | 01-0000-2100-00707 | CUPE 107 UNION DUES (12100) | FEB UNION DUES | \$1,354.29 | |
| 86,849 | 51290 | 01-0000-2020-00000 | ACCOUNTS PAYABLE - GENERAL CONTROL | FEB UNION DUES | \$0.00 | 1,354.29 |
| TIM LOVETT INSTALLATIONS INC. | | | | | | |
| 86,913 | 51291 | 01-2000-4015-41530 | EQUIP REPAIRS & MAINTENANCE | CARRS WLKWKY DOOR OPENER REPAIR | \$90.00 | |

Town of Ingersoll
 Monthly Cheque Disbursements
 March 2018

PURCHASED FROM VENDORS LOCATED IN INGERSOLL \$ 81,709.85

| <u>VENDOR NAME</u> | <u>CHEQUE #</u> | <u>ACCOUNT</u> | <u>ACCOUNT DESCRIPTION</u> | <u>TRANSACTION DESCRIPTION</u> | <u>DEBITS</u> | <u>CREDITS</u> |
|-----------------------------|-----------------|--------------------------|------------------------------------|---------------------------------|---------------|----------------|
| | 86,913 | 51291 01-0000-0200-00325 | HST RECEIVABLE100% | CARRS WLKWKY DOOR OPENER REPAIR | \$11.70 | |
| | 86,913 | 51291 01-0000-2020-00000 | ACCOUNTS PAYABLE - GENERAL CONTROL | CARRS WLKWKY DOOR OPENER REPAIR | \$0.00 | 101.70 |
| MAR-VER MACHINE & TOOL INC. | | | | | | |
| | 86,939 | 51292 01-4500-4230-46395 | 939500 ELGIN SWEEPER | SWEEPER SHAFT | \$76.32 | |
| | 86,939 | 51292 01-0000-0200-00320 | HST RECEIVABLE (PST 78%, GST 100%) | SWEEPER SHAFT | \$8.43 | |
| | 86,939 | 51292 01-0000-2020-00000 | ACCOUNTS PAYABLE - GENERAL CONTROL | SWEEPER SHAFT | \$0.00 | 84.75 |
| EMPLOYEE REIMBURSEMENT | | | | | | |
| | 86,896 | 51293 01-5100-6060-40620 | MILEAGE | MILEAGE-VPCC STAFF | \$16.73 | |
| | 86,896 | 51293 01-0000-0200-00325 | HST RECEIVABLE100% | MILEAGE-VPCC STAFF | \$2.17 | |
| | 86,896 | 51293 01-0000-2020-00000 | ACCOUNTS PAYABLE - GENERAL CONTROL | MILEAGE-VPCC STAFF | \$0.00 | 18.90 |
| MCKIM HARDWARE | | | | | | |
| | 86,971 | 51294 01-3000-4000-41520 | COMMUNICATION | FIRE DEPT GAS DETECTOR BATTERY | \$124.83 | |
| | 86,971 | 51294 01-0000-0200-00320 | HST RECEIVABLE (PST 78%, GST 100%) | FIRE DEPT GAS DETECTOR BATTERY | \$13.79 | |
| | 86,971 | 51294 01-0000-2020-00000 | ACCOUNTS PAYABLE - GENERAL CONTROL | FIRE DEPT GAS DETECTOR BATTERY | \$0.00 | 138.62 |
| | 86,972 | 51294 01-3000-4100-41700 | BLDG REPAIRS & MAINTENANCE | SAFETY SIGNS | \$13.83 | |
| | 86,972 | 51294 01-0000-0200-00320 | HST RECEIVABLE (PST 78%, GST 100%) | SAFETY SIGNS | \$1.53 | |
| | 86,972 | 51294 01-0000-2020-00000 | ACCOUNTS PAYABLE - GENERAL CONTROL | SAFETY SIGNS | \$0.00 | 15.36 |
| | 86,973 | 51294 01-6200-4100-41700 | BLDG REPAIRS & MAINTENANCE | MUSEUM DISPLAY LIT BULBS | \$6.82 | |
| | 86,973 | 51294 01-6200-4000-41400 | DISPLAYS | MUSEUM DISPLAY LIT BULBS | \$5.49 | |
| | 86,973 | 51294 01-0000-0200-00325 | HST RECEIVABLE100% | MUSEUM DISPLAY LIT BULBS | \$0.89 | |
| | 86,973 | 51294 01-0000-0200-00325 | HST RECEIVABLE100% | MUSEUM DISPLAY LIT BULBS | \$0.71 | |
| | 86,973 | 51294 01-0000-2020-00000 | ACCOUNTS PAYABLE - GENERAL CONTROL | MUSEUM DISPLAY LIT BULBS | \$0.00 | 13.91 |
| | 86,974 | 51294 01-4500-4000-40200 | OFFICE SUPPLIES | PW BATTERY | \$7.77 | |
| | 86,974 | 51294 01-0000-0200-00320 | HST RECEIVABLE (PST 78%, GST 100%) | PW BATTERY | \$0.86 | |
| | 86,974 | 51294 01-0000-2020-00000 | ACCOUNTS PAYABLE - GENERAL CONTROL | PW BATTERY | \$0.00 | 8.63 |
| | 86,975 | 51294 01-4500-4100-41700 | BLDG REPAIRS & MAINTENANCE | MAIL BOX | \$13.83 | |
| | 86,975 | 51294 01-0000-0200-00320 | HST RECEIVABLE (PST 78%, GST 100%) | MAIL BOX | \$1.53 | |
| | 86,975 | 51294 01-0000-2020-00000 | ACCOUNTS PAYABLE - GENERAL CONTROL | MAIL BOX | \$0.00 | 15.36 |
| | 86,976 | 51294 01-4500-4000-40200 | OFFICE SUPPLIES | BATTERIES | \$25.91 | |
| | 86,976 | 51294 01-0000-0200-00320 | HST RECEIVABLE (PST 78%, GST 100%) | BATTERIES | \$2.86 | |
| | 86,976 | 51294 01-0000-2020-00000 | ACCOUNTS PAYABLE - GENERAL CONTROL | BATTERIES | \$0.00 | 28.77 |
| | 86,977 | 51294 01-5000-6020-41530 | EQUIPMENT REPAIRS & MAINTENANCE | ARENA MAINT SUPPLIES | \$88.56 | |
| | 86,977 | 51294 01-0000-0200-00325 | HST RECEIVABLE100% | ARENA MAINT SUPPLIES | \$11.51 | |
| | 86,977 | 51294 01-0000-2020-00000 | ACCOUNTS PAYABLE - GENERAL CONTROL | ARENA MAINT SUPPLIES | \$0.00 | 100.07 |
| | 86,978 | 51294 01-5100-4100-41710 | CHEMICALS | MURIATIC ACID | \$50.96 | |
| | 86,978 | 51294 01-0000-0200-00325 | HST RECEIVABLE100% | MURIATIC ACID | \$6.62 | |

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|-------------------------------|-----------------|--------------------------|---|--------------------------------|---------------|----------------|
| | 86,978 | 51294 01-0000-2020-00000 | ACCOUNTS PAYABLE - GENERAL CONTROL | MURIATIC ACID | \$0.00 | 57.58 |
| TOWN RESIDENT | | | | | | |
| | 86,851 | 51295 01-0000-2000-00755 | BUILDING PERMITS - DEPOSIT | DAMDP REFUND 2017-239 | \$1,000.00 | |
| | 86,851 | 51295 01-0000-2020-00000 | ACCOUNTS PAYABLE - GENERAL CONTROL | DAMDP REFUND 2017-239 | \$0.00 | 1,000.00 |
| MILLCREEK PRINTING INC | | | | | | |
| | 86,832 | 51296 01-6200-4000-41400 | DISPLAYS | PHOTOS FOR EXHIBIT | \$33.15 | |
| | 86,832 | 51296 01-0000-0200-00325 | HST RECEIVABLE100% | PHOTOS FOR EXHIBIT | \$4.31 | |
| | 86,832 | 51296 01-0000-2020-00000 | ACCOUNTS PAYABLE - GENERAL CONTROL | PHOTOS FOR EXHIBIT | \$0.00 | 37.46 |
| | 86,833 | 51296 01-1000-4000-40200 | OFFICE SUPPLIES | BUSINESS CARDS | \$25.28 | |
| | 86,833 | 51296 01-0000-0200-00320 | HST RECEIVABLE (PST 78%, GST 100%) | BUSINESS CARDS | \$2.79 | |
| | 86,833 | 51296 01-0000-2020-00000 | ACCOUNTS PAYABLE - GENERAL CONTROL | BUSINESS CARDS | \$0.00 | 28.07 |
| MINISTRY OF FINANCE (OPP)*** | | | | | | |
| | 86,819 | 51297 01-3200-4000-41070 | R.I.D.E. EXPENSES | RIDE DEC 9, 2017 | \$833.64 | |
| | 86,819 | 51297 01-0000-2020-00000 | ACCOUNTS PAYABLE - GENERAL CONTROL | RIDE DEC 9, 2017 | \$0.00 | 833.64 |
| | 86,820 | 51297 01-3200-4000-41070 | R.I.D.E. EXPENSES | RIDE DEC 16, 2017 | \$833.64 | |
| | 86,820 | 51297 01-0000-2020-00000 | ACCOUNTS PAYABLE - GENERAL CONTROL | RIDE DEC 16, 2017 | \$0.00 | 833.64 |
| | 86,821 | 51297 01-3200-4000-40450 | OPP CONTRACTED SERVICES | FEB OPP SERVICES | \$195,365.00 | |
| | 86,821 | 51297 01-0000-2020-00000 | ACCOUNTS PAYABLE - GENERAL CONTROL | FEB OPP SERVICES | \$0.00 | 195,365.00 |
| | 86,822 | 51297 01-3200-4000-41070 | R.I.D.E. EXPENSES | RIDE FEB 2 | \$1,413.60 | |
| | 86,822 | 51297 01-0000-2020-00000 | ACCOUNTS PAYABLE - GENERAL CONTROL | RIDE FEB 2 | \$0.00 | 1,413.60 |
| | 86,856 | 51297 01-3000-4000-40630 | STAFF TRAINING | FIRE DEPT TRAINING COURSE REG | \$65.00 | |
| | 86,856 | 51297 01-0000-2020-00000 | ACCOUNTS PAYABLE - GENERAL CONTROL | FIRE DEPT TRAINING COURSE REG | \$0.00 | 65.00 |
| MISTER SAFETY SHOES (FORMERLY | | | | | | |
| | 86,834 | 51298 01-3220-4000-40290 | UNIFORMS AND CLOTHING | CROSSING GUARD RAIN COATS | \$254.15 | |
| | 86,834 | 51298 01-0000-0200-00320 | HST RECEIVABLE (PST 78%, GST 100%) | CROSSING GUARD RAIN COATS | \$28.07 | |
| | 86,834 | 51298 01-0000-2020-00000 | ACCOUNTS PAYABLE - GENERAL CONTROL | CROSSING GUARD RAIN COATS | \$0.00 | 282.22 |
| MOHAWK COLLEGE ENTERPRISE | | | | | | |
| | 86,842 | 51299 01-1300-4000-40630 | STAFF TRAINING | LEADERSHIP PROG DAY 6 | \$432.48 | |
| | 86,842 | 51299 01-0000-0200-00320 | HST RECEIVABLE (PST 78%, GST 100%) | LEADERSHIP PROG DAY 6 | \$47.77 | |
| | 86,842 | 51299 01-0000-2020-00000 | ACCOUNTS PAYABLE - GENERAL CONTROL | LEADERSHIP PROG DAY 6 | \$0.00 | 480.25 |
| M.V.H. METAL PRODUCTS INC. | | | | | | |
| | 86,914 | 51300 01-4500-4130-80000 | MATERIALS-HARDTOP MAINT, PATCHING & SPRAYIN | PW COLD PATCH | \$66.14 | |
| | 86,914 | 51300 01-0000-0200-00320 | HST RECEIVABLE (PST 78%, GST 100%) | PW COLD PATCH | \$7.31 | |
| | 86,914 | 51300 01-0000-2020-00000 | ACCOUNTS PAYABLE - GENERAL CONTROL | PW COLD PATCH | \$0.00 | 73.45 |
| NEOPOST CANADA LTD *** | | | | | | |
| | 86,830 | 51301 01-1000-4000-40230 | POSTAGE | POSTAGE MACHINE LEASE MAR-JUN | \$442.66 | |

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|--------------------------------|-----------------|--------------------------|--|--------------------------------|---------------|----------------|
| | 86,830 | 51301 01-0000-0200-00320 | HST RECEIVABLE (PST 78%, GST 100%) | POSTAGE MACHINE LEASE MAR-JUN | \$48.89 | |
| | 86,830 | 51301 01-0000-2020-00000 | ACCOUNTS PAYABLE - GENERAL CONTROL | POSTAGE MACHINE LEASE MAR-JUN | \$0.00 | 491.55 |
| O.M.E.R.S. *** | | | | | | |
| | 86,850 | 51302 01-0000-2100-00704 | OMERS (15000) | FEB CONTRIBUTION | \$57,952.02 | |
| | 86,850 | 51302 01-0000-2020-00000 | ACCOUNTS PAYABLE - GENERAL CONTROL | FEB CONTRIBUTION | \$0.00 | 57,952.02 |
| ONTARIO SOUTHLAND RAILWAY INC. | | | | | | |
| | 86,920 | 51303 01-4500-4161-80000 | MATERIALS-SAFETY DEVICES, RR CROSSING | FEB FLASHING LIT MAINT | \$3,267.99 | |
| | 86,920 | 51303 01-0000-2020-00000 | ACCOUNTS PAYABLE - GENERAL CONTROL | FEB FLASHING LIT MAINT | \$0.00 | 3,267.99 |
| OXFORD CTY ROAD SUPERVISOR AS | | | | | | |
| | 86,922 | 51304 01-4500-4000-40600 | MEMBERSHIP FEES | 2018 MEMBERSHIP | \$380.00 | |
| | 86,922 | 51304 01-0000-2020-00000 | ACCOUNTS PAYABLE - GENERAL CONTROL | 2018 MEMBERSHIP | \$0.00 | 380.00 |
| TOWN RESIDENT | | | | | | |
| | 86,829 | 51305 01-0000-0090-99910 | TAXES - CLEARING | BLDG DEMOLISHED IN 2017 REFUND | \$442.32 | |
| | 86,829 | 51305 01-0000-2020-00000 | ACCOUNTS PAYABLE - GENERAL CONTROL | BLDG DEMOLISHED IN 2017 REFUND | \$0.00 | 442.32 |
| RECEIVER GENERAL FOR CANADA ** | | | | | | |
| | 86,858 | 51306 01-3000-4000-40410 | LICENCES, TAGS, ETC. | FIRE DEPT RADIO RENEWAL | \$1,082.00 | |
| | 86,858 | 51306 01-0000-2020-00000 | ACCOUNTS PAYABLE - GENERAL CONTROL | FIRE DEPT RADIO RENEWAL | \$0.00 | 1,082.00 |
| ROCK SOLID DESIGNS | | | | | | |
| | 86,835 | 51307 01-6200-4100-41750 | LOT SNOW REMOVAL AND SANDING | JAN MUSEUM SNOW PLOW | \$1,235.00 | |
| | 86,835 | 51307 01-0000-0200-00325 | HST RECEIVABLE100% | JAN MUSEUM SNOW PLOW | \$160.55 | |
| | 86,835 | 51307 01-0000-2020-00000 | ACCOUNTS PAYABLE - GENERAL CONTROL | JAN MUSEUM SNOW PLOW | \$0.00 | 1,395.55 |
| | 86,929 | 51307 01-4500-4151-80000 | MATERIALS-WINTER CONTROL, SNOW REMOVAL | DT CORE SNOW REMOVAL | \$259.49 | |
| | 86,929 | 51307 01-0000-0200-00320 | HST RECEIVABLE (PST 78%, GST 100%) | DT CORE SNOW REMOVAL | \$28.66 | |
| | 86,929 | 51307 01-0000-2020-00000 | ACCOUNTS PAYABLE - GENERAL CONTROL | DT CORE SNOW REMOVAL | \$0.00 | 288.15 |
| ROGERS (WIRELESS) | | | | | | |
| | 86,847 | 51308 01-4000-4000-40220 | TELEPHONE | FEB CELLPHONE CHRGS | \$15.52 | |
| | 86,847 | 51308 01-4000-4000-40220 | TELEPHONE | FEB CELLPHONE CHRGS | \$15.52 | |
| | 86,847 | 51308 01-1300-4000-40220 | TELEPHONE EXPENSE | FEB CELLPHONE CHRGS | \$35.90 | |
| | 86,847 | 51308 01-4500-4000-40220 | TELEPHONE | FEB CELLPHONE CHRGS | \$20.63 | |
| | 86,847 | 51308 01-5000-6020-40220 | TELEPHONE | FEB CELLPHONE CHRGS | \$55.09 | |
| | 86,847 | 51308 01-4000-4000-40220 | TELEPHONE | FEB CELLPHONE CHRGS | \$42.39 | |
| | 86,847 | 51308 01-1002-4000-40220 | TELEPHONE | FEB CELLPHONE CHRGS | \$51.94 | |
| | 86,847 | 51308 01-0100-4000-40220 | TELEPHONE | FEB CELLPHONE CHRGS | \$385.21 | |
| | 86,847 | 51308 01-5200-6090-40220 | TELEPHONE | FEB CELLPHONE CHRGS | \$21.35 | |
| | 86,847 | 51308 01-0900-4000-40220 | TELEPHONE | FEB CELLPHONE CHRGS | \$37.27 | |
| | 86,847 | 51308 01-5100-4100-40220 | TELEPHONE | FEB CELLPHONE CHRGS | \$5.00 | |

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|--------------------|-----------------|--------------------|---|--------------------------------|---------------|----------------|
| 86,847 | 51308 | 01-5200-4100-40220 | TELEPHONE | FEB CELLPHONE CHRGS | \$5.00 | |
| 86,847 | 51308 | 01-5000-6050-40220 | TELEPHONE | FEB CELLPHONE CHRGS | \$5.00 | |
| 86,847 | 51308 | 01-5000-6050-40220 | TELEPHONE | FEB CELLPHONE CHRGS | \$65.00 | |
| 86,847 | 51308 | 01-5000-6020-40220 | TELEPHONE | FEB CELLPHONE CHRGS | \$36.50 | |
| 86,847 | 51308 | 01-5000-6050-40220 | TELEPHONE | FEB CELLPHONE CHRGS | \$5.00 | |
| 86,847 | 51308 | 01-5000-6050-40220 | TELEPHONE | FEB CELLPHONE CHRGS | \$5.00 | |
| 86,847 | 51308 | 01-5000-6050-40220 | TELEPHONE | FEB CELLPHONE CHRGS | \$5.00 | |
| 86,847 | 51308 | 01-5000-6050-40220 | TELEPHONE | FEB CELLPHONE CHRGS | \$5.00 | |
| 86,847 | 51308 | 01-5000-6050-40220 | TELEPHONE | FEB CELLPHONE CHRGS | \$5.00 | |
| 86,847 | 51308 | 01-5000-6050-40220 | TELEPHONE | FEB CELLPHONE CHRGS | \$5.00 | |
| 86,847 | 51308 | 01-5000-6050-40220 | TELEPHONE | FEB CELLPHONE CHRGS | \$5.00 | |
| 86,847 | 51308 | 01-5000-6050-40220 | TELEPHONE | FEB CELLPHONE CHRGS | \$5.00 | |
| 86,847 | 51308 | 01-5000-6050-40220 | TELEPHONE | FEB CELLPHONE CHRGS | \$5.00 | |
| 86,847 | 51308 | 01-5000-6050-40220 | TELEPHONE | FEB CELLPHONE CHRGS | \$5.00 | |
| 86,847 | 51308 | 01-4500-4150-80000 | MATERIALS-WINTER CONTROL, PLOWING, SANDING, | FEB CELLPHONE CHRGS | \$5.09 | |
| 86,847 | 51308 | 01-0100-4000-40220 | TELEPHONE | FEB CELLPHONE CHRGS | \$20.61 | |
| 86,847 | 51308 | 01-4500-4000-40220 | TELEPHONE | FEB CELLPHONE CHRGS | \$36.39 | |
| 86,847 | 51308 | 01-0100-4000-40220 | TELEPHONE | FEB CELLPHONE CHRGS | \$21.97 | |
| 86,847 | 51308 | 01-4500-4150-80000 | MATERIALS-WINTER CONTROL, PLOWING, SANDING, | FEB CELLPHONE CHRGS | \$5.09 | |
| 86,847 | 51308 | 01-1002-4000-40220 | TELEPHONE | FEB CELLPHONE CHRGS | \$52.87 | |
| 86,847 | 51308 | 01-1000-4000-40220 | TELEPHONE | FEB CELLPHONE CHRGS | \$46.34 | |
| 86,847 | 51308 | 01-3000-4000-40220 | TELEPHONE | FEB CELLPHONE CHRGS | \$5.09 | |
| 86,847 | 51308 | 01-3000-4000-40220 | TELEPHONE | FEB CELLPHONE CHRGS | \$49.81 | |
| 86,847 | 51308 | 01-4000-4000-40220 | TELEPHONE | FEB CELLPHONE CHRGS | \$47.24 | |
| 86,847 | 51308 | 01-4000-4000-40220 | TELEPHONE | FEB CELLPHONE CHRGS | \$51.40 | |
| 86,847 | 51308 | 01-7000-4000-40220 | TELEPHONE | FEB CELLPHONE CHRGS | \$69.53 | |
| 86,847 | 51308 | 01-3400-4000-40310 | FAX OPERATIONS | FEB CELLPHONE CHRGS | \$25.49 | |
| 86,847 | 51308 | 01-4000-4000-40220 | TELEPHONE | FEB CELLPHONE CHRGS | \$51.94 | |
| 86,847 | 51308 | 01-0000-0200-00320 | HST RECEIVABLE (PST 78%, GST 100%) | FEB CELLPHONE CHRGS | \$120.78 | |
| 86,847 | 51308 | 01-0000-0200-00325 | HST RECEIVABLE100% | FEB CELLPHONE CHRGS | \$29.64 | |
| 86,847 | 51308 | 01-1300-4000-40730 | BANK SERVICE CHARGES | FEB CELLPHONE CHRGS | \$19.10 | |
| 86,847 | 51308 | 01-0000-2020-00000 | ACCOUNTS PAYABLE - GENERAL CONTROL | FEB CELLPHONE CHRGS | \$0.00 | 1,490.70 |
| SAFETY KLEEN | | | | | | |
| 86,956 | 51309 | 01-4500-4100-41700 | BLDG REPAIRS & MAINTENANCE | USED OIL RECYCLE | \$50.88 | |
| 86,956 | 51309 | 01-0000-0200-00320 | HST RECEIVABLE (PST 78%, GST 100%) | USED OIL RECYCLE | \$5.62 | |
| 86,956 | 51309 | 01-0000-2020-00000 | ACCOUNTS PAYABLE - GENERAL CONTROL | USED OIL RECYCLE | \$0.00 | 56.50 |
| SHAW DIRECT | | | | | | |
| 86,859 | 51310 | 01-3000-4000-40300 | UTILITIES | FIRE DEPT SATELLITE | \$116.01 | |
| 86,859 | 51310 | 01-0000-0200-00320 | HST RECEIVABLE (PST 78%, GST 100%) | FIRE DEPT SATELLITE | \$12.81 | |

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|--------------------------------|-----------------|--------------------------|------------------------------------|--------------------------------|---------------|----------------|
| | 86,859 | 51310 01-0000-2020-00000 | ACCOUNTS PAYABLE - GENERAL CONTROL | FIRE DEPT SATELLITE | \$0.00 | 128.82 |
| SHOPPERS DRUG MART | | | | | | |
| | 86,895 | 51311 01-5200-6090-40420 | PROGRAM SUPPLIES | FUSION PROG SUPPLIES | \$170.84 | |
| | 86,895 | 51311 01-0000-0200-00320 | HST RECEIVABLE (PST 78%, GST 100%) | FUSION PROG SUPPLIES | \$2.02 | |
| | 86,895 | 51311 01-0000-2020-00000 | ACCOUNTS PAYABLE - GENERAL CONTROL | FUSION PROG SUPPLIES | \$0.00 | 172.86 |
| SOAK IT UP INC | | | | | | |
| | 86,826 | 51312 01-6200-4100-41700 | BLDG REPAIRS & MAINTENANCE | MUSEUM MAT RENTAL | \$25.00 | |
| | 86,826 | 51312 01-0000-0200-00325 | HST RECEIVABLE100% | MUSEUM MAT RENTAL | \$3.25 | |
| | 86,826 | 51312 01-0000-2020-00000 | ACCOUNTS PAYABLE - GENERAL CONTROL | MUSEUM MAT RENTAL | \$0.00 | 28.25 |
| | 86,827 | 51312 01-6200-4100-41700 | BLDG REPAIRS & MAINTENANCE | MUSEUM MAT RENTAL | \$25.00 | |
| | 86,827 | 51312 01-0000-0200-00325 | HST RECEIVABLE100% | MUSEUM MAT RENTAL | \$3.25 | |
| | 86,827 | 51312 01-0000-2020-00000 | ACCOUNTS PAYABLE - GENERAL CONTROL | MUSEUM MAT RENTAL | \$0.00 | 28.25 |
| | 86,911 | 51312 01-2000-4015-41540 | RENTAL | CARRS WLK WY MAT RENTAL | \$18.00 | |
| | 86,911 | 51312 01-0000-0200-00325 | HST RECEIVABLE100% | CARRS WLK WY MAT RENTAL | \$2.34 | |
| | 86,911 | 51312 01-0000-2020-00000 | ACCOUNTS PAYABLE - GENERAL CONTROL | CARRS WLK WY MAT RENTAL | \$0.00 | 20.34 |
| | 86,912 | 51312 01-2000-4025-41540 | RENTAL | TOWN HALL MAT RENTAL | \$36.12 | |
| | 86,912 | 51312 01-0000-0200-00320 | HST RECEIVABLE (PST 78%, GST 100%) | TOWN HALL MAT RENTAL | \$4.00 | |
| | 86,912 | 51312 01-0000-2020-00000 | ACCOUNTS PAYABLE - GENERAL CONTROL | TOWN HALL MAT RENTAL | \$0.00 | 40.12 |
| STAPLES ADVANTAGE | | | | | | |
| | 86,845 | 51313 01-1000-4000-40200 | OFFICE SUPPLIES | TOWN HALL OFFICE SUPPLIES | \$103.32 | |
| | 86,845 | 51313 01-0000-0200-00320 | HST RECEIVABLE (PST 78%, GST 100%) | TOWN HALL OFFICE SUPPLIES | \$8.67 | |
| | 86,845 | 51313 01-0000-2020-00000 | ACCOUNTS PAYABLE - GENERAL CONTROL | TOWN HALL OFFICE SUPPLIES | \$0.00 | 111.99 |
| STONETOWN SUPPLY SERVICES(ING) | | | | | | |
| | 86,843 | 51314 01-3200-4100-41700 | BLDG REPAIRS & MAINTENANCE | OPP STN ENTRANCE MAT | \$468.12 | |
| | 86,843 | 51314 01-0000-0200-00325 | HST RECEIVABLE100% | OPP STN ENTRANCE MAT | \$60.86 | |
| | 86,843 | 51314 01-0000-2020-00000 | ACCOUNTS PAYABLE - GENERAL CONTROL | OPP STN ENTRANCE MAT | \$0.00 | 528.98 |
| | 86,857 | 51314 01-3000-4100-40210 | JANITORIAL SUPPLIES | FIRE DEPT JANITORIAL SUPPLIES | \$86.89 | |
| | 86,857 | 51314 01-0000-0200-00320 | HST RECEIVABLE (PST 78%, GST 100%) | FIRE DEPT JANITORIAL SUPPLIES | \$9.60 | |
| | 86,857 | 51314 01-0000-2020-00000 | ACCOUNTS PAYABLE - GENERAL CONTROL | FIRE DEPT JANITORIAL SUPPLIES | \$0.00 | 96.49 |
| | 86,923 | 51314 01-4500-4100-40210 | JANITORIAL SUPPLIES | PW GLOVES | \$88.68 | |
| | 86,923 | 51314 01-0000-0200-00320 | HST RECEIVABLE (PST 78%, GST 100%) | PW GLOVES | \$9.80 | |
| | 86,923 | 51314 01-0000-2020-00000 | ACCOUNTS PAYABLE - GENERAL CONTROL | PW GLOVES | \$0.00 | 98.48 |
| TEAM TRUCK CENTRES | | | | | | |
| | 86,958 | 51315 01-4500-4230-46395 | 939500 ELGIN SWEEPER | ADJUSTABLE ARMREST | \$64.10 | |
| | 86,958 | 51315 01-0000-0200-00320 | HST RECEIVABLE (PST 78%, GST 100%) | ADJUSTABLE ARMREST | \$7.08 | |
| | 86,958 | 51315 01-0000-2020-00000 | ACCOUNTS PAYABLE - GENERAL CONTROL | ADJUSTABLE ARMREST | \$0.00 | 71.18 |

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PURCHASED FROM VENDORS LOCATED IN INGERSOLL \$ 81,709.85

| <u>VENDOR NAME</u> | <u>CHEQUE #</u> | <u>ACCOUNT</u> | <u>ACCOUNT DESCRIPTION</u> | <u>TRANSACTION DESCRIPTION</u> | <u>DEBITS</u> | <u>CREDITS</u> |
|--------------------------------|-----------------|--------------------------|---|--------------------------------|---------------|----------------|
| | 86,959 | 51315 01-4500-4230-46395 | 939500 ELGIN SWEEPER | SWEEPER PARTS | \$54.54 | |
| | 86,959 | 51315 01-0000-0200-00320 | HST RECEIVABLE (PST 78%, GST 100%) | SWEEPER PARTS | \$6.03 | |
| | 86,959 | 51315 01-0000-2020-00000 | ACCOUNTS PAYABLE - GENERAL CONTROL | SWEEPER PARTS | \$0.00 | 60.57 |
| TETRA-CHEM INDUSTRIES LTD. | | | | | | |
| | 86,925 | 51316 01-4500-4150-80000 | MATERIALS-WINTER CONTROL, PLOWING, SANDING, | WINDSHIELD FLUID | \$549.50 | |
| | 86,925 | 51316 01-0000-0200-00320 | HST RECEIVABLE (PST 78%, GST 100%) | WINDSHIELD FLUID | \$60.70 | |
| | 86,925 | 51316 01-0000-2020-00000 | ACCOUNTS PAYABLE - GENERAL CONTROL | WINDSHIELD FLUID | \$0.00 | 610.20 |
| THAMESFORD PIZZA | | | | | | |
| | 86,888 | 51317 01-5200-6090-40420 | PROGRAM SUPPLIES | FUSION VALENTINE'S DANCE PIZZA | \$47.62 | |
| | 86,888 | 51317 01-0000-0200-00325 | HST RECEIVABLE100% | FUSION VALENTINE'S DANCE PIZZA | \$2.38 | |
| | 86,888 | 51317 01-0000-2020-00000 | ACCOUNTS PAYABLE - GENERAL CONTROL | FUSION VALENTINE'S DANCE PIZZA | \$0.00 | 50.00 |
| TYCO INTEGRATED FIRE & SECURIT | | | | | | |
| | 86,894 | 51318 01-5000-6040-41530 | EQUIPMENT REPAIRS & MAINT | FALSE ALARM INSPECT | \$299.00 | |
| | 86,894 | 51318 01-0000-0200-00325 | HST RECEIVABLE100% | FALSE ALARM INSPECT | \$38.87 | |
| | 86,894 | 51318 01-0000-2020-00000 | ACCOUNTS PAYABLE - GENERAL CONTROL | FALSE ALARM INSPECT | \$0.00 | 337.87 |
| EMPLOYEE REIMBURSEMENT | | | | | | |
| | 86,909 | 51319 01-3400-4000-40620 | MILEAGE | MILEAGE-BLDG INSPECT | \$160.96 | |
| | 86,909 | 51319 01-0000-0200-00320 | HST RECEIVABLE (PST 78%, GST 100%) | MILEAGE-BLDG INSPECT | \$17.78 | |
| | 86,909 | 51319 01-0000-2020-00000 | ACCOUNTS PAYABLE - GENERAL CONTROL | MILEAGE-BLDG INSPECT | \$0.00 | 178.74 |
| | 86,910 | 51319 01-3400-4000-40620 | MILEAGE | MILEAGE-BLDG INSPECT | \$252.38 | |
| | 86,910 | 51319 01-0000-0200-00320 | HST RECEIVABLE (PST 78%, GST 100%) | MILEAGE-BLDG INSPECT | \$27.88 | |
| | 86,910 | 51319 01-0000-2020-00000 | ACCOUNTS PAYABLE - GENERAL CONTROL | MILEAGE-BLDG INSPECT | \$0.00 | 280.26 |
| VIKING CIVES LTD. | | | | | | |
| | 86,926 | 51320 01-4500-4230-46383 | 938300 T3-17 INTERNATIONAL TRUCK | TRUCK#3 PARTS | \$111.43 | |
| | 86,926 | 51320 01-0000-0200-00320 | HST RECEIVABLE (PST 78%, GST 100%) | TRUCK#3 PARTS | \$12.31 | |
| | 86,926 | 51320 01-0000-2020-00000 | ACCOUNTS PAYABLE - GENERAL CONTROL | TRUCK#3 PARTS | \$0.00 | 123.74 |
| | 86,927 | 51320 01-4500-4230-46386 | 938603 T6-11 FREIGH TRUCK | TRUCK#6 PARTS | \$641.21 | |
| | 86,927 | 51320 01-0000-0200-00320 | HST RECEIVABLE (PST 78%, GST 100%) | TRUCK#6 PARTS | \$70.83 | |
| | 86,927 | 51320 01-0000-2020-00000 | ACCOUNTS PAYABLE - GENERAL CONTROL | TRUCK#6 PARTS | \$0.00 | 712.04 |
| WASTE MANAGEMENT | | | | | | |
| | 86,938 | 51321 01-4500-4100-41550 | MAINTENANCE CONTRACTS | JAN WASTE COLLECTION | \$671.93 | |
| | 86,938 | 51321 01-0000-0200-00320 | HST RECEIVABLE (PST 78%, GST 100%) | JAN WASTE COLLECTION | \$74.22 | |
| | 86,938 | 51321 01-0000-2020-00000 | ACCOUNTS PAYABLE - GENERAL CONTROL | JAN WASTE COLLECTION | \$0.00 | 746.15 |
| WASTE CONNECTIONS OF CANADA | | | | | | |
| | 86,893 | 51322 01-5000-6020-41550 | MAINTENANCE CONTRACTS | FEB GARBAGE PICKUP | \$284.30 | |
| | 86,893 | 51322 01-5200-4100-41550 | MAINTENANCE CONTRACTS | FEB GARBAGE PICKUP | \$278.30 | |

Town of Ingersoll
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PURCHASED FROM VENDORS LOCATED IN INGERSOLL \$ 81,709.85

| <u>VENDOR NAME</u> | <u>CHEQUE #</u> | <u>ACCOUNT</u> | <u>ACCOUNT DESCRIPTION</u> | <u>TRANSACTION DESCRIPTION</u> | <u>DEBITS</u> | <u>CREDITS</u> |
|-------------------------------|-----------------|--------------------------|------------------------------------|--------------------------------|---------------|----------------|
| | 86,893 | 51322 01-5100-4100-41550 | MAINTENANCE CONTRACTS | FEB GARBAGE PICKUP | \$278.30 | |
| | 86,893 | 51322 01-5000-6040-41550 | MAINTENANCE CONTRACTS | FEB GARBAGE PICKUP | \$278.30 | |
| | 86,893 | 51322 01-5000-6050-41550 | MAINTENANCE CONTRACTS | FEB GARBAGE PICKUP | \$278.30 | |
| | 86,893 | 51322 01-0000-0200-00325 | HST RECEIVABLE100% | FEB GARBAGE PICKUP | \$36.96 | |
| | 86,893 | 51322 01-0000-0200-00325 | HST RECEIVABLE100% | FEB GARBAGE PICKUP | \$36.18 | |
| | 86,893 | 51322 01-0000-0200-00325 | HST RECEIVABLE100% | FEB GARBAGE PICKUP | \$36.18 | |
| | 86,893 | 51322 01-0000-0200-00325 | HST RECEIVABLE100% | FEB GARBAGE PICKUP | \$36.18 | |
| | 86,893 | 51322 01-0000-0200-00325 | HST RECEIVABLE100% | FEB GARBAGE PICKUP | \$36.18 | |
| | 86,893 | 51322 01-0000-0200-00325 | HST RECEIVABLE100% | FEB GARBAGE PICKUP | \$36.18 | |
| | 86,893 | 51322 01-0000-2020-00000 | ACCOUNTS PAYABLE - GENERAL CONTROL | FEB GARBAGE PICKUP | \$0.00 | 1,579.18 |
| EMPLOYEE REIMBURSEMENT | | | | | | |
| | 86,891 | 51323 01-4500-4000-40290 | UNIFORMS & CLOTHING | CLOTHING ALLOWANCE | \$197.44 | |
| | 86,891 | 51323 01-0000-0200-00320 | HST RECEIVABLE (PST 78%, GST 100%) | CLOTHING ALLOWANCE | \$21.81 | |
| | 86,891 | 51323 01-0000-2020-00000 | ACCOUNTS PAYABLE - GENERAL CONTROL | CLOTHING ALLOWANCE | \$0.00 | 219.25 |
| | 86,892 | 51323 01-4500-4000-40620 | MILEAGE | ASSESSMENT MILEAGE | \$164.36 | |
| | 86,892 | 51323 01-0000-0200-00320 | HST RECEIVABLE (PST 78%, GST 100%) | ASSESSMENT MILEAGE | \$18.16 | |
| | 86,892 | 51323 01-0000-2020-00000 | ACCOUNTS PAYABLE - GENERAL CONTROL | ASSESSMENT MILEAGE | \$0.00 | 182.52 |
| WOODSTOCK DISTRICT CHAMBER OF | | | | | | |
| | 86,844 | 51324 01-0100-4000-41020 | PROMOTION & MEALS | BREAKFAST W. MAYOR | \$25.44 | |
| | 86,844 | 51324 01-0000-0200-00320 | HST RECEIVABLE (PST 78%, GST 100%) | BREAKFAST W. MAYOR | \$2.81 | |
| | 86,844 | 51324 01-0000-2020-00000 | ACCOUNTS PAYABLE - GENERAL CONTROL | BREAKFAST W. MAYOR | \$0.00 | 28.25 |
| WORK EQUIPMENT LTD. | | | | | | |
| | 86,930 | 51325 01-4500-4230-46397 | 939700 SIDEWALK TRACTOR | TILE & VALVE STEM | \$142.46 | |
| | 86,930 | 51325 01-0000-0200-00320 | HST RECEIVABLE (PST 78%, GST 100%) | TILE & VALVE STEM | \$15.74 | |
| | 86,930 | 51325 01-0000-2020-00000 | ACCOUNTS PAYABLE - GENERAL CONTROL | TILE & VALVE STEM | \$0.00 | 158.20 |
| WORKPLACE SAFETY & INS. BOARD | | | | | | |
| | 86,964 | 51326 01-0000-2100-00708 | WSIB PAYABLE | FEB PREMIUM | \$11,686.40 | |
| | 86,964 | 51326 01-0000-2100-00708 | WSIB PAYABLE | FEB PREMIUM | \$19,914.31 | |
| | 86,964 | 51326 01-0000-2020-00000 | ACCOUNTS PAYABLE - GENERAL CONTROL | FEB PREMIUM | \$0.00 | 31,600.71 |
| XEROX CANADA LTD. | | | | | | |
| | 86,825 | 51327 01-6200-4000-40250 | PHOTOCOPIER | MUSEUM COPIES 10/30/17-1/31/18 | \$6.60 | |
| | 86,825 | 51327 01-0000-0200-00325 | HST RECEIVABLE100% | MUSEUM COPIES 10/30/17-1/31/18 | \$0.86 | |
| | 86,825 | 51327 01-0000-2020-00000 | ACCOUNTS PAYABLE - GENERAL CONTROL | MUSEUM COPIES 10/30/17-1/31/18 | \$0.00 | 7.46 |
| | 86,898 | 51327 01-5000-6020-40250 | PHOTOCOPIER | ARENA COPIES OCT30'17-JAN31'18 | \$25.84 | |
| | 86,898 | 51327 01-0000-0200-00325 | HST RECEIVABLE100% | ARENA COPIES OCT30'17-JAN31'18 | \$3.36 | |
| | 86,898 | 51327 01-0000-2020-00000 | ACCOUNTS PAYABLE - GENERAL CONTROL | ARENA COPIES OCT30'17-JAN31'18 | \$0.00 | 29.20 |
| | 86,899 | 51327 01-5100-4000-40250 | PHOTOCOPIER | VPCC COPIES OCT30'17-JAN25'18 | \$8.47 | |

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PURCHASED FROM VENDORS LOCATED IN INGERSOLL \$ 81,709.85

| <u>VENDOR NAME</u> | <u>CHEQUE #</u> | <u>ACCOUNT</u> | <u>ACCOUNT DESCRIPTION</u> | <u>TRANSACTION DESCRIPTION</u> | <u>DEBITS</u> | <u>CREDITS</u> |
|-------------------------------|-----------------|--------------------------|------------------------------------|--------------------------------|---------------|----------------|
| | 86,899 | 51327 01-0000-0200-00325 | HST RECEIVABLE100% | VPCC COPIES OCT30'17-JAN25'18 | \$1.10 | |
| | 86,899 | 51327 01-0000-2020-00000 | ACCOUNTS PAYABLE - GENERAL CONTROL | VPCC COPIES OCT30'17-JAN25'18 | \$0.00 | 9.57 |
| | 86,900 | 51327 01-5100-4000-40250 | PHOTOCOPIER | VPCC COPIES OCT26'17-JAN25'18 | \$2,135.47 | |
| | 86,900 | 51327 01-0000-0200-00325 | HST RECEIVABLE100% | VPCC COPIES OCT26'17-JAN25'18 | \$277.61 | |
| | 86,900 | 51327 01-0000-2020-00000 | ACCOUNTS PAYABLE - GENERAL CONTROL | VPCC COPIES OCT26'17-JAN25'18 | \$0.00 | 2,413.08 |
| | 86,901 | 51327 01-5200-6090-40250 | PHOTOCOPIER | FUSION COPIES OCT25'17-JAN25'1 | \$124.39 | |
| | 86,901 | 51327 01-0000-0200-00325 | HST RECEIVABLE100% | FUSION COPIES OCT25'17-JAN25'1 | \$16.17 | |
| | 86,901 | 51327 01-0000-2020-00000 | ACCOUNTS PAYABLE - GENERAL CONTROL | FUSION COPIES OCT25'17-JAN25'1 | \$0.00 | 140.56 |
| SUN LIFE OF CANADA | | | | | | |
| | 86,979 | 51328 01-0000-2100-00716 | HEALTH CARE PAYABLE | MARCH PREMIUM | \$54,191.26 | |
| | 86,979 | 51328 01-0000-0100-00100 | BANK | MARCH PREMIUM | \$0.00 | 54,191.26 |
| MINISTER OF FINANCE - EHT *** | | | | | | |
| | 86,980 | 51329 01-0000-2100-00720 | EMPLOYER HEALTH TAX (13135) | 2017 RECON+FEB PREMIUM | \$7,465.37 | |
| | 86,980 | 51329 01-0000-2100-00720 | EMPLOYER HEALTH TAX (13135) | 2017 RECON+FEB PREMIUM | \$594.87 | |
| | 86,980 | 51329 01-0000-0100-00100 | BANK | 2017 RECON+FEB PREMIUM | \$0.00 | 8,060.24 |
| ABELL PEST CONTROL INC | | | | | | |
| | 86,635 | 51330 01-5200-4100-41550 | MAINTENANCE CONTRACTS | FUSION PEST CNTL MAR'18-FEB'19 | \$759.10 | |
| | 86,635 | 51330 01-0000-0400-00280 | PREPAID EXPENSES | FUSION PEST CNTL MAR'18-FEB'19 | \$151.82 | |
| | 86,635 | 51330 01-0000-0200-00325 | HST RECEIVABLE100% | FUSION PEST CNTL MAR'18-FEB'19 | \$98.68 | |
| | 86,635 | 51330 01-0000-0200-00325 | HST RECEIVABLE100% | FUSION PEST CNTL MAR'18-FEB'19 | \$19.74 | |
| | 86,635 | 51330 01-0000-2020-00000 | ACCOUNTS PAYABLE - GENERAL CONTROL | FUSION PEST CNTL MAR'18-FEB'19 | \$0.00 | 1,029.34 |
| ACAPULCO *** | | | | | | |
| | 86,997 | 51331 01-5100-4100-41710 | CHEMICALS | VPCC POOL CHEMICAL | \$395.34 | |
| | 86,997 | 51331 01-0000-0200-00325 | HST RECEIVABLE100% | VPCC POOL CHEMICAL | \$51.39 | |
| | 86,997 | 51331 01-0000-2020-00000 | ACCOUNTS PAYABLE - GENERAL CONTROL | VPCC POOL CHEMICAL | \$0.00 | 446.73 |
| | 86,998 | 51331 01-5100-4100-41710 | CHEMICALS | VPCC POOL CHEMICAL | \$691.78 | |
| | 86,998 | 51331 01-0000-0200-00325 | HST RECEIVABLE100% | VPCC POOL CHEMICAL | \$89.93 | |
| | 86,998 | 51331 01-0000-2020-00000 | ACCOUNTS PAYABLE - GENERAL CONTROL | VPCC POOL CHEMICAL | \$0.00 | 781.71 |
| | 86,999 | 51331 01-5100-4100-41710 | CHEMICALS | VPCC POOL CHEMICAL | \$523.00 | |
| | 86,999 | 51331 01-0000-0200-00325 | HST RECEIVABLE100% | VPCC POOL CHEMICAL | \$67.99 | |
| | 86,999 | 51331 01-0000-2020-00000 | ACCOUNTS PAYABLE - GENERAL CONTROL | VPCC POOL CHEMICAL | \$0.00 | 590.99 |
| TOWN RESIDENT | | | | | | |
| | 86,989 | 51332 01-1300-4000-40740 | BANK FEES - PAP TAXES | MAR PAP NSF REIMBURSE | \$15.22 | |
| | 86,989 | 51332 01-0000-2020-00000 | ACCOUNTS PAYABLE - GENERAL CONTROL | MAR PAP NSF REIMBURSE | \$0.00 | 15.22 |
| EMPLOYEE REIMBURSEMENT | | | | | | |
| | 87,033 | 51333 01-5200-6185-40630 | STAFF TRAINING | MILEAGE-FUSION STAFF | \$35.51 | |

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PURCHASED FROM VENDORS LOCATED IN INGERSOLL \$ 81,709.85

| <u>VENDOR NAME</u> | <u>CHEQUE #</u> | <u>ACCOUNT</u> | <u>ACCOUNT DESCRIPTION</u> | <u>TRANSACTION DESCRIPTION</u> | <u>DEBITS</u> | <u>CREDITS</u> |
|-------------------------------|-----------------|--------------------------|---------------------------------------|--------------------------------|---------------|----------------|
| | 87,033 | 51333 01-0000-0200-00325 | HST RECEIVABLE100% | MILEAGE-FUSION STAFF | \$4.62 | |
| | 87,033 | 51333 01-0000-2020-00000 | ACCOUNTS PAYABLE - GENERAL CONTROL | MILEAGE-FUSION STAFF | \$0.00 | 40.13 |
| BINNENDYK ORCHARDS | | | | | | |
| | 87,014 | 51334 01-5000-6051-40420 | PROGRAM SUPPLIES | GARDEN FRESH VEGGIES | \$75.00 | |
| | 87,014 | 51334 01-0000-2020-00000 | ACCOUNTS PAYABLE - GENERAL CONTROL | GARDEN FRESH VEGGIES | \$0.00 | 75.00 |
| B N H TRUCK & TRAILER SERVICE | | | | | | |
| | 87,058 | 51335 01-4500-4230-46384 | 938400 T4-15 INTERNATIONAL TRUCK | TRUCK #4 REPAIR | \$443.67 | |
| | 87,058 | 51335 01-0000-0200-00320 | HST RECEIVABLE (PST 78%, GST 100%) | TRUCK #4 REPAIR | \$49.01 | |
| | 87,058 | 51335 01-0000-2020-00000 | ACCOUNTS PAYABLE - GENERAL CONTROL | TRUCK #4 REPAIR | \$0.00 | 492.68 |
| TOWN RESIDENT | | | | | | |
| | 86,991 | 51336 01-1300-4000-40740 | BANK FEES - PAP TAXES | MAR PAP NSF REIMBURSE | \$45.00 | |
| | 86,991 | 51336 01-0000-2020-00000 | ACCOUNTS PAYABLE - GENERAL CONTROL | MAR PAP NSF REIMBURSE | \$0.00 | 45.00 |
| CONTRACTED CLEANER | | | | | | |
| | 87,087 | 51337 01-2000-4025-41550 | MAINTENANCE CONTRACTS | FEB TOWN HALL CLEANING | \$2,747.52 | |
| | 87,087 | 51337 01-0000-0200-00320 | HST RECEIVABLE (PST 78%, GST 100%) | FEB TOWN HALL CLEANING | \$303.48 | |
| | 87,087 | 51337 01-0000-2020-00000 | ACCOUNTS PAYABLE - GENERAL CONTROL | FEB TOWN HALL CLEANING | \$0.00 | 3,051.00 |
| | 87,088 | 51337 01-2000-4015-41750 | LOT SNOW REMOVAL & SANDING | FEB SNOW REMOVAL | \$325.00 | |
| | 87,088 | 51337 01-2000-4025-41750 | LOT SNOW REMOVAL & SANDING | FEB SNOW REMOVAL | \$330.72 | |
| | 87,088 | 51337 01-2000-4020-41750 | LOT SNOW REMOVAL | FEB SNOW REMOVAL | \$330.72 | |
| | 87,088 | 51337 01-0000-0200-00325 | HST RECEIVABLE100% | FEB SNOW REMOVAL | \$42.25 | |
| | 87,088 | 51337 01-0000-0200-00320 | HST RECEIVABLE (PST 78%, GST 100%) | FEB SNOW REMOVAL | \$36.53 | |
| | 87,088 | 51337 01-0000-0200-00320 | HST RECEIVABLE (PST 78%, GST 100%) | FEB SNOW REMOVAL | \$36.53 | |
| | 87,088 | 51337 01-0000-2020-00000 | ACCOUNTS PAYABLE - GENERAL CONTROL | FEB SNOW REMOVAL | \$0.00 | 1,101.75 |
| | 87,142 | 51337 01-1000-4000-45900 | LAND SALE EXPENSES | CARNEGIE LIBRARY PRESALE CLEAN | \$910.75 | |
| | 87,142 | 51337 01-0000-0200-00320 | HST RECEIVABLE (PST 78%, GST 100%) | CARNEGIE LIBRARY PRESALE CLEAN | \$100.60 | |
| | 87,142 | 51337 01-0000-2020-00000 | ACCOUNTS PAYABLE - GENERAL CONTROL | CARNEGIE LIBRARY PRESALE CLEAN | \$0.00 | 1,011.35 |
| R.J.BURNSIDE & ASSOCIATES | | | | | | |
| | 87,070 | 51338 10-0000-3272-80000 | MATERIALS | VICTORIA ST CULVERT INSPECT | \$3,721.37 | |
| | 87,070 | 51338 01-0000-0200-00320 | HST RECEIVABLE (PST 78%, GST 100%) | VICTORIA ST CULVERT INSPECT | \$411.04 | |
| | 87,070 | 51338 01-0000-2020-00000 | ACCOUNTS PAYABLE - GENERAL CONTROL | VICTORIA ST CULVERT INSPECT | \$0.00 | 4,132.41 |
| CANADIAN NATIONAL RAILWAYS | | | | | | |
| | 87,046 | 51339 01-4500-4161-80000 | MATERIALS-SAFETY DEVICES, RR CROSSING | FEB SIGNAL W. GATES MAINT | \$697.50 | |
| | 87,046 | 51339 01-0000-2020-00000 | ACCOUNTS PAYABLE - GENERAL CONTROL | FEB SIGNAL W. GATES MAINT | \$0.00 | 697.50 |
| CANADIAN RED CROSS-NB | | | | | | |
| | 87,140 | 51340 01-3000-4000-40630 | STAFF TRAINING | RED CROSS TRAINING | \$100.00 | |
| | 87,140 | 51340 01-0000-2020-00000 | ACCOUNTS PAYABLE - GENERAL CONTROL | RED CROSS TRAINING | \$0.00 | 100.00 |

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PURCHASED FROM VENDORS LOCATED IN INGERSOLL \$ 81,709.85

| <u>VENDOR NAME</u> | <u>CHEQUE #</u> | <u>ACCOUNT</u> | <u>ACCOUNT DESCRIPTION</u> | <u>TRANSACTION DESCRIPTION</u> | <u>DEBITS</u> | <u>CREDITS</u> |
|-------------------------------|-----------------|--------------------|------------------------------------|--------------------------------|---------------|----------------|
| CANADIAN TIRE ASSOCIATE STORE | | | | | | |
| 87,095 | 51341 | 01-5000-6020-41700 | BLDG REPAIRS & MAINT | AXXESS KEYS | \$14.95 | |
| 87,095 | 51341 | 01-0000-0200-00325 | HST RECEIVABLE100% | AXXESS KEYS | \$1.94 | |
| 87,095 | 51341 | 01-0000-2020-00000 | ACCOUNTS PAYABLE - GENERAL CONTROL | AXXESS KEYS | \$0.00 | 16.89 |
| 87,096 | 51341 | 01-5000-6020-41700 | BLDG REPAIRS & MAINT | CABLE TIES | \$11.78 | |
| 87,096 | 51341 | 01-0000-0200-00325 | HST RECEIVABLE100% | CABLE TIES | \$1.53 | |
| 87,096 | 51341 | 01-0000-2020-00000 | ACCOUNTS PAYABLE - GENERAL CONTROL | CABLE TIES | \$0.00 | 13.31 |
| 87,097 | 51341 | 01-5000-6020-41700 | BLDG REPAIRS & MAINT | ARENA PAINT ROLLER | \$4.99 | |
| 87,097 | 51341 | 01-0000-0200-00325 | HST RECEIVABLE100% | ARENA PAINT ROLLER | \$0.65 | |
| 87,097 | 51341 | 01-0000-2020-00000 | ACCOUNTS PAYABLE - GENERAL CONTROL | ARENA PAINT ROLLER | \$0.00 | 5.64 |
| 87,098 | 51341 | 01-5000-6050-41700 | BLDG REPAIRS AND MAINT | PAINTERS TAPE | \$8.99 | |
| 87,098 | 51341 | 01-0000-0200-00325 | HST RECEIVABLE100% | PAINTERS TAPE | \$1.17 | |
| 87,098 | 51341 | 01-0000-2020-00000 | ACCOUNTS PAYABLE - GENERAL CONTROL | PAINTERS TAPE | \$0.00 | 10.16 |
| 87,099 | 51341 | 01-5000-6050-41700 | BLDG REPAIRS AND MAINT | PARKS PAINT SUPPLIES | \$21.47 | |
| 87,099 | 51341 | 01-0000-0200-00325 | HST RECEIVABLE100% | PARKS PAINT SUPPLIES | \$2.79 | |
| 87,099 | 51341 | 01-0000-2020-00000 | ACCOUNTS PAYABLE - GENERAL CONTROL | PARKS PAINT SUPPLIES | \$0.00 | 24.26 |
| 87,100 | 51341 | 01-5000-6050-41700 | BLDG REPAIRS AND MAINT | PARKS PAINT SUPPLIES | \$47.44 | |
| 87,100 | 51341 | 01-0000-0200-00325 | HST RECEIVABLE100% | PARKS PAINT SUPPLIES | \$6.17 | |
| 87,100 | 51341 | 01-0000-2020-00000 | ACCOUNTS PAYABLE - GENERAL CONTROL | PARKS PAINT SUPPLIES | \$0.00 | 53.61 |
| 87,101 | 51341 | 01-5000-6050-41700 | BLDG REPAIRS AND MAINT | PARKS LIGHT BULBS | \$55.44 | |
| 87,101 | 51341 | 01-0000-0200-00325 | HST RECEIVABLE100% | PARKS LIGHT BULBS | \$7.21 | |
| 87,101 | 51341 | 01-0000-2020-00000 | ACCOUNTS PAYABLE - GENERAL CONTROL | PARKS LIGHT BULBS | \$0.00 | 62.65 |
| 87,102 | 51341 | 01-5000-6050-41700 | BLDG REPAIRS AND MAINT | PARKS PAINT BRUSHES | \$8.79 | |
| 87,102 | 51341 | 01-0000-0200-00325 | HST RECEIVABLE100% | PARKS PAINT BRUSHES | \$1.14 | |
| 87,102 | 51341 | 01-0000-2020-00000 | ACCOUNTS PAYABLE - GENERAL CONTROL | PARKS PAINT BRUSHES | \$0.00 | 9.93 |
| 87,103 | 51341 | 01-5000-6050-41510 | VEHICLE REPAIRS & MAINT | WASHER FLUID, CHARGER | \$36.37 | |
| 87,103 | 51341 | 01-0000-0200-00325 | HST RECEIVABLE100% | WASHER FLUID, CHARGER | \$4.73 | |
| 87,103 | 51341 | 01-0000-2020-00000 | ACCOUNTS PAYABLE - GENERAL CONTROL | WASHER FLUID, CHARGER | \$0.00 | 41.10 |
| 87,104 | 51341 | 01-5000-6050-41700 | BLDG REPAIRS AND MAINT | DRYWALL PLUGS | \$14.99 | |
| 87,104 | 51341 | 01-0000-0200-00325 | HST RECEIVABLE100% | DRYWALL PLUGS | \$1.95 | |
| 87,104 | 51341 | 01-0000-2020-00000 | ACCOUNTS PAYABLE - GENERAL CONTROL | DRYWALL PLUGS | \$0.00 | 16.94 |
| 87,105 | 51341 | 01-5000-6020-41700 | BLDG REPAIRS & MAINT | LED BULBS | \$29.97 | |
| 87,105 | 51341 | 01-0000-0200-00325 | HST RECEIVABLE100% | LED BULBS | \$3.90 | |
| 87,105 | 51341 | 01-0000-2020-00000 | ACCOUNTS PAYABLE - GENERAL CONTROL | LED BULBS | \$0.00 | 33.87 |
| 87,106 | 51341 | 01-5000-6050-41700 | BLDG REPAIRS AND MAINT | OFFICE CABINET | \$199.99 | |
| 87,106 | 51341 | 01-0000-0200-00325 | HST RECEIVABLE100% | OFFICE CABINET | \$26.00 | |

Town of Ingersoll
 Monthly Cheque Disbursements
 March 2018

PURCHASED FROM VENDORS LOCATED IN INGERSOLL \$ 81,709.85

| <u>VENDOR NAME</u> | <u>CHEQUE #</u> | <u>ACCOUNT</u> | <u>ACCOUNT DESCRIPTION</u> | <u>TRANSACTION DESCRIPTION</u> | <u>DEBITS</u> | <u>CREDITS</u> |
|------------------------|-----------------|--------------------------|---|--------------------------------|---------------|----------------|
| | 87,106 | 51341 01-0000-2020-00000 | ACCOUNTS PAYABLE - GENERAL CONTROL | OFFICE CABINET | \$0.00 | 225.99 |
| | 87,107 | 51341 01-5000-6020-41700 | BLDG REPAIRS & MAINT | BLDG REPAIR SUPPLIES | \$12.97 | |
| | 87,107 | 51341 01-0000-0200-00325 | HST RECEIVABLE100% | BLDG REPAIR SUPPLIES | \$1.69 | |
| | 87,107 | 51341 01-0000-2020-00000 | ACCOUNTS PAYABLE - GENERAL CONTROL | BLDG REPAIR SUPPLIES | \$0.00 | 14.66 |
| CANADA COMPUTERS | | | | | | |
| | 87,090 | 51342 10-0000-3581-80000 | MATERIALS | FUSION GAME COMPUTER UPGRADE | \$8,734.99 | |
| | 87,090 | 51342 01-0000-0200-00325 | HST RECEIVABLE100% | FUSION GAME COMPUTER UPGRADE | \$1,135.55 | |
| | 87,090 | 51342 01-0000-2020-00000 | ACCOUNTS PAYABLE - GENERAL CONTROL | FUSION GAME COMPUTER UPGRADE | \$0.00 | 9,870.54 |
| CANSEL - TORONTO***** | | | | | | |
| | 86,983 | 51343 01-4000-4000-40220 | TELEPHONE | GPS SERVICES | \$264.58 | |
| | 86,983 | 51343 01-0000-0200-00320 | HST RECEIVABLE (PST 78%, GST 100%) | GPS SERVICES | \$29.22 | |
| | 86,983 | 51343 01-0000-2020-00000 | ACCOUNTS PAYABLE - GENERAL CONTROL | GPS SERVICES | \$0.00 | 293.80 |
| | 86,984 | 51343 01-4000-4000-40220 | TELEPHONE | GPS SERVICES | \$264.58 | |
| | 86,984 | 51343 01-0000-0200-00320 | HST RECEIVABLE (PST 78%, GST 100%) | GPS SERVICES | \$29.22 | |
| | 86,984 | 51343 01-0000-2020-00000 | ACCOUNTS PAYABLE - GENERAL CONTROL | GPS SERVICES | \$0.00 | 293.80 |
| CAREY'S PRODUCE | | | | | | |
| | 87,013 | 51344 01-5000-6051-40420 | PROGRAM SUPPLIES | GARDEN FRESH VEGGIES | \$427.00 | |
| | 87,013 | 51344 01-0000-2020-00000 | ACCOUNTS PAYABLE - GENERAL CONTROL | GARDEN FRESH VEGGIES | \$0.00 | 427.00 |
| TOWN RESIDENT | | | | | | |
| | 86,987 | 51345 01-1300-4000-40740 | BANK FEES - PAP TAXES | MAR PAP NSF REIMBURSE | \$45.00 | |
| | 86,987 | 51345 01-0000-2020-00000 | ACCOUNTS PAYABLE - GENERAL CONTROL | MAR PAP NSF REIMBURSE | \$0.00 | 45.00 |
| CHUBB SECURITY SYSTEMS | | | | | | |
| | 87,086 | 51346 01-2000-4025-41550 | MAINTENANCE CONTRACTS | TOWN HALL ALARM JAN-MAR | \$124.55 | |
| | 87,086 | 51346 01-0000-0200-00320 | HST RECEIVABLE (PST 78%, GST 100%) | TOWN HALL ALARM JAN-MAR | \$13.76 | |
| | 87,086 | 51346 01-0000-2020-00000 | ACCOUNTS PAYABLE - GENERAL CONTROL | TOWN HALL ALARM JAN-MAR | \$0.00 | 138.31 |
| COMMISSIONAIRES | | | | | | |
| | 86,995 | 51347 01-1000-4240-41505 | PARKING ENFORCEMENT CONTRACT | PKG ENFORCE 1/28-2/10 | \$1,050.35 | |
| | 86,995 | 51347 01-0000-0200-00320 | HST RECEIVABLE (PST 78%, GST 100%) | PKG ENFORCE 1/28-2/10 | \$116.01 | |
| | 86,995 | 51347 01-0000-2020-00000 | ACCOUNTS PAYABLE - GENERAL CONTROL | PKG ENFORCE 1/28-2/10 | \$0.00 | 1,166.36 |
| COMPASS MINERALS | | | | | | |
| | 87,060 | 51348 01-4500-4150-80000 | MATERIALS-WINTER CONTROL, PLOWING, SANDING, | ROAD SALT | \$2,894.55 | |
| | 87,060 | 51348 01-0000-0200-00320 | HST RECEIVABLE (PST 78%, GST 100%) | ROAD SALT | \$319.72 | |
| | 87,060 | 51348 01-0000-2020-00000 | ACCOUNTS PAYABLE - GENERAL CONTROL | ROAD SALT | \$0.00 | 3,214.27 |
| | 87,061 | 51348 01-4500-4150-80000 | MATERIALS-WINTER CONTROL, PLOWING, SANDING, | ROAD SALT | \$5,415.98 | |
| | 87,061 | 51348 01-0000-0200-00320 | HST RECEIVABLE (PST 78%, GST 100%) | ROAD SALT | \$598.22 | |
| | 87,061 | 51348 01-0000-2020-00000 | ACCOUNTS PAYABLE - GENERAL CONTROL | ROAD SALT | \$0.00 | 6,014.20 |

**Town of Ingersoll
 Monthly Cheque Disbursements
 March 2018**

PURCHASED FROM VENDORS LOCATED IN INGERSOLL \$ 81,709.85

| <u>VENDOR NAME</u> | <u>CHEQUE #</u> | <u>ACCOUNT</u> | <u>ACCOUNT DESCRIPTION</u> | <u>TRANSACTION DESCRIPTION</u> | <u>DEBITS</u> | <u>CREDITS</u> |
|-------------------------------------|-----------------|--------------------------|---|--------------------------------|---------------|----------------|
| | 87,062 | 51348 01-4500-4150-80000 | MATERIALS-WINTER CONTROL, PLOWING, SANDING, | ROAD SALT | \$2,857.66 | |
| | 87,062 | 51348 01-0000-0200-00320 | HST RECEIVABLE (PST 78%, GST 100%) | ROAD SALT | \$315.64 | |
| | 87,062 | 51348 01-0000-2020-00000 | ACCOUNTS PAYABLE - GENERAL CONTROL | ROAD SALT | \$0.00 | 3,173.30 |
| CON. SCOLAIRE VIAMONDE | | | | | | |
| | 87,116 | 51349 01-1400-9962-75010 | PUBLIC SCHOOL BD FR - RES & COMM | FIRST PAYMENT 2018 | \$5,496.22 | |
| | 87,116 | 51349 01-0000-2020-00000 | ACCOUNTS PAYABLE - GENERAL CONTROL | FIRST PAYMENT 2018 | \$0.00 | 5,496.22 |
| CONSEIL SCOLAIRE CATHOLIQUE PR | | | | | | |
| | 87,119 | 51350 01-1400-9963-75010 | SEPARATE SCHOOL BD FR - RES & COMM | FIRST PAYMENT 2018 | \$12,979.67 | |
| | 87,119 | 51350 01-0000-2020-00000 | ACCOUNTS PAYABLE - GENERAL CONTROL | FIRST PAYMENT 2018 | \$0.00 | 12,979.67 |
| COURTNEY'S | | | | | | |
| | 87,008 | 51351 01-5100-6090-40420 | PROGRAM SUPPLIES | VPCC PROGRAM SUPPLIES | \$388.65 | |
| | 87,008 | 51351 01-0000-0200-00325 | HST RECEIVABLE100% | VPCC PROGRAM SUPPLIES | \$50.52 | |
| | 87,008 | 51351 01-0000-2020-00000 | ACCOUNTS PAYABLE - GENERAL CONTROL | VPCC PROGRAM SUPPLIES | \$0.00 | 439.17 |
| D&D COMMERCIAL PROPERTY MAINTENANCE | | | | | | |
| | 87,080 | 51352 01-4500-4221-41500 | CONTRACTED SERVICES | DEC SIDEWALK SNOW REMOVAL | \$6,162.84 | |
| | 87,080 | 51352 01-0000-0200-00320 | HST RECEIVABLE (PST 78%, GST 100%) | DEC SIDEWALK SNOW REMOVAL | \$680.72 | |
| | 87,080 | 51352 01-0000-2020-00000 | ACCOUNTS PAYABLE - GENERAL CONTROL | DEC SIDEWALK SNOW REMOVAL | \$0.00 | 6,843.56 |
| | 87,081 | 51352 01-4500-4221-41500 | CONTRACTED SERVICES | JAN SIDEWALK SNOW REMOVAL | \$3,719.33 | |
| | 87,081 | 51352 01-0000-0200-00320 | HST RECEIVABLE (PST 78%, GST 100%) | JAN SIDEWALK SNOW REMOVAL | \$410.82 | |
| | 87,081 | 51352 01-0000-2020-00000 | ACCOUNTS PAYABLE - GENERAL CONTROL | JAN SIDEWALK SNOW REMOVAL | \$0.00 | 4,130.15 |
| TOWN RESIDENT | | | | | | |
| | 86,993 | 51353 01-1300-4000-40740 | BANK FEES - PAP TAXES | MAR PAP NSF REIMBURSE | \$45.00 | |
| | 86,993 | 51353 01-0000-2020-00000 | ACCOUNTS PAYABLE - GENERAL CONTROL | MAR PAP NSF REIMBURSE | \$0.00 | 45.00 |
| DIGITELLE CREATIVE | | | | | | |
| | 87,034 | 51354 01-5000-4000-40856 | SAFE CYCLING COMMITTEE EXPENSES | SAFE CYCLING FEB SOCIAL MEDIA | \$99.00 | |
| | 87,034 | 51354 01-0000-2020-00000 | ACCOUNTS PAYABLE - GENERAL CONTROL | SAFE CYCLING FEB SOCIAL MEDIA | \$0.00 | 99.00 |
| EASY WAY CLEANING PRODUCTS LIM | | | | | | |
| | 87,000 | 51355 01-5100-4100-40210 | JANITORIAL SUPPLIES | VPCC SUPPLIES | \$148.96 | |
| | 87,000 | 51355 01-5100-4100-40270 | NEW EQUIPMENT | VPCC SUPPLIES | \$599.00 | |
| | 87,000 | 51355 01-0000-0200-00325 | HST RECEIVABLE100% | VPCC SUPPLIES | \$19.36 | |
| | 87,000 | 51355 01-0000-0200-00325 | HST RECEIVABLE100% | VPCC SUPPLIES | \$77.87 | |
| | 87,000 | 51355 01-0000-2020-00000 | ACCOUNTS PAYABLE - GENERAL CONTROL | VPCC SUPPLIES | \$0.00 | 845.19 |
| | 87,018 | 51355 01-5100-4100-40210 | JANITORIAL SUPPLIES | JANITORIAL SUPPLIES | \$405.00 | |
| | 87,018 | 51355 01-0000-0200-00325 | HST RECEIVABLE100% | JANITORIAL SUPPLIES | \$52.65 | |
| | 87,018 | 51355 01-0000-2020-00000 | ACCOUNTS PAYABLE - GENERAL CONTROL | JANITORIAL SUPPLIES | \$0.00 | 457.65 |
| | 87,023 | 51355 01-5000-6020-40210 | JANITORIAL SUPPLIES | ARENA JANITORIAL SUPPLIES | \$221.24 | |

Town of Ingersoll
 Monthly Cheque Disbursements
 March 2018

PURCHASED FROM VENDORS LOCATED IN INGERSOLL \$ 81,709.85

| <u>VENDOR NAME</u> | <u>CHEQUE #</u> | <u>ACCOUNT</u> | <u>ACCOUNT DESCRIPTION</u> | <u>TRANSACTION DESCRIPTION</u> | <u>DEBITS</u> | <u>CREDITS</u> |
|------------------------|-----------------|--------------------------|---|--------------------------------|---------------|----------------|
| | 87,023 | 51355 01-0000-0200-00325 | HST RECEIVABLE100% | ARENA JANITORIAL SUPPLIES | \$28.76 | |
| | 87,023 | 51355 01-0000-2020-00000 | ACCOUNTS PAYABLE - GENERAL CONTROL | ARENA JANITORIAL SUPPLIES | \$0.00 | 250.00 |
| EMPLOYEE REIMBURSEMENT | | | | | | |
| | 87,085 | 51356 01-4000-4000-40630 | STAFF TRAINING | DRAINAGE COURSE MEALS | \$32.42 | |
| | 87,085 | 51356 01-4000-4000-40630 | STAFF TRAINING | DRAINAGE COURSE MEALS | \$55.94 | |
| | 87,085 | 51356 01-0000-0200-00320 | HST RECEIVABLE (PST 78%, GST 100%) | DRAINAGE COURSE MEALS | \$3.58 | |
| | 87,085 | 51356 01-0000-0200-00320 | HST RECEIVABLE (PST 78%, GST 100%) | DRAINAGE COURSE MEALS | \$5.27 | |
| | 87,085 | 51356 01-0000-2020-00000 | ACCOUNTS PAYABLE - GENERAL CONTROL | DRAINAGE COURSE MEALS | \$0.00 | 97.21 |
| ENGLOBE CORP. | | | | | | |
| | 86,996 | 51357 01-0000-0250-61214 | GC16-1066-OXF ST N-DESIGN/INSP | GEOTECH SRV-OXFORD ST SEWER | \$6,309.12 | |
| | 86,996 | 51357 01-0000-0200-00320 | HST RECEIVABLE (PST 78%, GST 100%) | GEOTECH SRV-OXFORD ST SEWER | \$696.88 | |
| | 86,996 | 51357 01-0000-2020-00000 | ACCOUNTS PAYABLE - GENERAL CONTROL | GEOTECH SRV-OXFORD ST SEWER | \$0.00 | 7,006.00 |
| ERTH HOLDINGS INC. | | | | | | |
| | 87,074 | 51358 01-4000-4410-41530 | EQUIP REPAIRS & MAINTENANCE | CHARLES@MUTUAL TRAFFIC LIGHTS | \$370.15 | |
| | 87,074 | 51358 01-0000-0200-00320 | HST RECEIVABLE (PST 78%, GST 100%) | CHARLES@MUTUAL TRAFFIC LIGHTS | \$40.89 | |
| | 87,074 | 51358 01-0000-2020-00000 | ACCOUNTS PAYABLE - GENERAL CONTROL | CHARLES@MUTUAL TRAFFIC LIGHTS | \$0.00 | 411.04 |
| FANTACTICS INC. | | | | | | |
| | 87,036 | 51359 01-4500-4230-46395 | 939500 ELGIN SWEEPER | SWEEPER REPAIR | \$488.45 | |
| | 87,036 | 51359 01-0000-0200-00320 | HST RECEIVABLE (PST 78%, GST 100%) | SWEEPER REPAIR | \$53.95 | |
| | 87,036 | 51359 01-0000-2020-00000 | ACCOUNTS PAYABLE - GENERAL CONTROL | SWEEPER REPAIR | \$0.00 | 542.40 |
| FASTENAL CANADA *** | | | | | | |
| | 87,029 | 51360 01-5000-6050-40210 | JANITORIAL SUPPLIES | PARKS JANITORIAL SUPPLIES | \$85.22 | |
| | 87,029 | 51360 01-0000-0200-00325 | HST RECEIVABLE100% | PARKS JANITORIAL SUPPLIES | \$11.08 | |
| | 87,029 | 51360 01-0000-2020-00000 | ACCOUNTS PAYABLE - GENERAL CONTROL | PARKS JANITORIAL SUPPLIES | \$0.00 | 96.30 |
| | 87,055 | 51360 01-4500-4150-80000 | MATERIALS-WINTER CONTROL, PLOWING, SANDING, | STOCK | \$49.17 | |
| | 87,055 | 51360 01-0000-0200-00320 | HST RECEIVABLE (PST 78%, GST 100%) | STOCK | \$5.43 | |
| | 87,055 | 51360 01-0000-2020-00000 | ACCOUNTS PAYABLE - GENERAL CONTROL | STOCK | \$0.00 | 54.60 |
| | 87,056 | 51360 01-4500-4150-80000 | MATERIALS-WINTER CONTROL, PLOWING, SANDING, | STOCK | \$375.19 | |
| | 87,056 | 51360 01-0000-0200-00320 | HST RECEIVABLE (PST 78%, GST 100%) | STOCK | \$41.44 | |
| | 87,056 | 51360 01-0000-2020-00000 | ACCOUNTS PAYABLE - GENERAL CONTROL | STOCK | \$0.00 | 416.63 |
| | 87,057 | 51360 01-4500-4150-80000 | MATERIALS-WINTER CONTROL, PLOWING, SANDING, | STOCK | \$9.21 | |
| | 87,057 | 51360 01-0000-0200-00320 | HST RECEIVABLE (PST 78%, GST 100%) | STOCK | \$1.02 | |
| | 87,057 | 51360 01-0000-2020-00000 | ACCOUNTS PAYABLE - GENERAL CONTROL | STOCK | \$0.00 | 10.23 |
| GRA - HAM ENERGY | | | | | | |
| | 87,031 | 51361 01-5000-6050-41470 | VEHICLE FUEL | FUEL | \$83.72 | |
| | 87,031 | 51361 01-0000-0200-00325 | HST RECEIVABLE100% | FUEL | \$10.88 | |

Town of Ingersoll
 Monthly Cheque Disbursements
 March 2018

PURCHASED FROM VENDORS LOCATED IN INGERSOLL \$ 81,709.85

| <u>VENDOR NAME</u> | <u>CHEQUE #</u> | <u>ACCOUNT</u> | <u>ACCOUNT DESCRIPTION</u> | <u>TRANSACTION DESCRIPTION</u> | <u>DEBITS</u> | <u>CREDITS</u> |
|--------------------------------|-----------------|--------------------------|------------------------------------|--------------------------------|---------------|----------------|
| | 87,031 | 51361 01-0000-2020-00000 | ACCOUNTS PAYABLE - GENERAL CONTROL | FUEL | \$0.00 | 94.60 |
| | 87,032 | 51361 01-5000-6050-41470 | VEHICLE FUEL | FUEL | \$151.64 | |
| | 87,032 | 51361 01-0000-0200-00325 | HST RECEIVABLE100% | FUEL | \$19.71 | |
| | 87,032 | 51361 01-0000-2020-00000 | ACCOUNTS PAYABLE - GENERAL CONTROL | FUEL | \$0.00 | 171.35 |
| | 87,052 | 51361 01-4500-4230-41420 | FUEL- GASOLINE | REGULAR GAS | \$415.67 | |
| | 87,052 | 51361 01-0000-0200-00320 | HST RECEIVABLE (PST 78%, GST 100%) | REGULAR GAS | \$45.91 | |
| | 87,052 | 51361 01-0000-2020-00000 | ACCOUNTS PAYABLE - GENERAL CONTROL | REGULAR GAS | \$0.00 | 461.58 |
| | 87,053 | 51361 01-4500-4230-41440 | DIESEL FUEL CLR - LIC VEH | CLEAR DIESEL | \$2,009.61 | |
| | 87,053 | 51361 01-0000-0200-00320 | HST RECEIVABLE (PST 78%, GST 100%) | CLEAR DIESEL | \$221.97 | |
| | 87,053 | 51361 01-0000-2020-00000 | ACCOUNTS PAYABLE - GENERAL CONTROL | CLEAR DIESEL | \$0.00 | 2,231.58 |
| | 87,054 | 51361 01-4500-4230-41460 | DIESEL FUEL CLRED - UNLIC VEH | COLOR DIESEL | \$413.84 | |
| | 87,054 | 51361 01-0000-0200-00320 | HST RECEIVABLE (PST 78%, GST 100%) | COLOR DIESEL | \$45.71 | |
| | 87,054 | 51361 01-0000-2020-00000 | ACCOUNTS PAYABLE - GENERAL CONTROL | COLOR DIESEL | \$0.00 | 459.55 |
| | 87,111 | 51361 01-3000-4000-41470 | VEHICLE FUEL | FIRE DEPT VEHICLE FUEL | \$112.32 | |
| | 87,111 | 51361 01-0000-0200-00320 | HST RECEIVABLE (PST 78%, GST 100%) | FIRE DEPT VEHICLE FUEL | \$12.41 | |
| | 87,111 | 51361 01-0000-2020-00000 | ACCOUNTS PAYABLE - GENERAL CONTROL | FIRE DEPT VEHICLE FUEL | \$0.00 | 124.73 |
| | 87,138 | 51361 01-3000-4000-41470 | VEHICLE FUEL | FIRE DEPT VEHICLE FUEL | \$55.05 | |
| | 87,138 | 51361 01-0000-0200-00320 | HST RECEIVABLE (PST 78%, GST 100%) | FIRE DEPT VEHICLE FUEL | \$6.08 | |
| | 87,138 | 51361 01-0000-2020-00000 | ACCOUNTS PAYABLE - GENERAL CONTROL | FIRE DEPT VEHICLE FUEL | \$0.00 | 61.13 |
| GREEN LEA | | | | | | |
| | 87,047 | 51362 01-4500-4230-46386 | 938603 T6-11 FREIGH TRUCK | COUPLER | \$27.54 | |
| | 87,047 | 51362 01-0000-0200-00320 | HST RECEIVABLE (PST 78%, GST 100%) | COUPLER | \$3.04 | |
| | 87,047 | 51362 01-0000-2020-00000 | ACCOUNTS PAYABLE - GENERAL CONTROL | COUPLER | \$0.00 | 30.58 |
| EMPLOYEE REIMBURSEMENT | | | | | | |
| | 87,089 | 51363 01-3400-4000-40620 | MILEAGE | MILEAGE-BLDG INSPECT | \$161.93 | |
| | 87,089 | 51363 01-0000-0200-00320 | HST RECEIVABLE (PST 78%, GST 100%) | MILEAGE-BLDG INSPECT | \$17.89 | |
| | 87,089 | 51363 01-0000-2020-00000 | ACCOUNTS PAYABLE - GENERAL CONTROL | MILEAGE-BLDG INSPECT | \$0.00 | 179.82 |
| EMPLOYEE REIMBURSEMENT | | | | | | |
| | 87,084 | 51364 01-4000-4000-40620 | MILEAGE | MILEAGE-ENG | \$17.02 | |
| | 87,084 | 51364 01-0000-0200-00320 | HST RECEIVABLE (PST 78%, GST 100%) | MILEAGE-ENG | \$1.88 | |
| | 87,084 | 51364 01-0000-2020-00000 | ACCOUNTS PAYABLE - GENERAL CONTROL | MILEAGE-ENG | \$0.00 | 18.90 |
| HAZEN MASONRY & RESTORATION IN | | | | | | |
| | 87,011 | 51365 10-0000-3506-80000 | MATERIALS | ROOF REPAIR ASSESSMENT | \$300.00 | |
| | 87,011 | 51365 01-0000-0200-00325 | HST RECEIVABLE100% | ROOF REPAIR ASSESSMENT | \$39.00 | |
| | 87,011 | 51365 01-0000-2020-00000 | ACCOUNTS PAYABLE - GENERAL CONTROL | ROOF REPAIR ASSESSMENT | \$0.00 | 339.00 |
| HILLSIDE KENNELS | | | | | | |

Town of Ingersoll
 Monthly Cheque Disbursements
 March 2018

PURCHASED FROM VENDORS LOCATED IN INGERSOLL \$ 81,709.85

| <u>VENDOR NAME</u> | <u>CHEQUE #</u> | <u>ACCOUNT</u> | <u>ACCOUNT DESCRIPTION</u> | <u>TRANSACTION DESCRIPTION</u> | <u>DEBITS</u> | <u>CREDITS</u> |
|-------------------------------|-----------------|--------------------------|------------------------------------|--------------------------------|---------------|----------------|
| | 87,120 | 51366 01-3600-4000-41560 | CONTRACTS | FEB ANIMAL CONTROL | \$712.32 | |
| | 87,120 | 51366 01-0000-0200-00320 | HST RECEIVABLE (PST 78%, GST 100%) | FEB ANIMAL CONTROL | \$78.68 | |
| | 87,120 | 51366 01-0000-2020-00000 | ACCOUNTS PAYABLE - GENERAL CONTROL | FEB ANIMAL CONTROL | \$0.00 | 791.00 |
| TOWN RESIDENT | | | | | | |
| | 86,990 | 51367 01-1300-4000-40740 | BANK FEES - PAP TAXES | MAR PAP NSF REIMBURSE | \$45.00 | |
| | 86,990 | 51367 01-0000-2020-00000 | ACCOUNTS PAYABLE - GENERAL CONTROL | MAR PAP NSF REIMBURSE | \$0.00 | 45.00 |
| PETTY CASH - FUSION | | | | | | |
| | 86,986 | 51368 01-5200-6090-40200 | OFFICE SUPPLIES | PETTY CASH - FUSION | \$6.02 | |
| | 86,986 | 51368 01-5200-6090-40420 | PROGRAM SUPPLIES | PETTY CASH - FUSION | \$308.63 | |
| | 86,986 | 51368 01-5200-6185-40420 | PROGRAM SUPPLIES | PETTY CASH - FUSION | \$60.00 | |
| | 86,986 | 51368 01-0000-0200-00325 | HST RECEIVABLE100% | PETTY CASH - FUSION | \$0.78 | |
| | 86,986 | 51368 01-0000-0200-00325 | HST RECEIVABLE100% | PETTY CASH - FUSION | \$31.82 | |
| | 86,986 | 51368 01-0000-0200-00325 | HST RECEIVABLE100% | PETTY CASH - FUSION | \$7.80 | |
| | 86,986 | 51368 01-0000-2020-00000 | ACCOUNTS PAYABLE - GENERAL CONTROL | PETTY CASH - FUSION | \$0.00 | 415.05 |
| | 87,001 | 51368 01-5200-4100-41700 | BLDG REPAIRS AND MAINT | PETTY CASH - FUSION | \$30.00 | |
| | 87,001 | 51368 01-5200-6090-40430 | CANTEEN SUPPLIES | PETTY CASH - FUSION | \$7.52 | |
| | 87,001 | 51368 01-5200-6090-40750 | CASH SHORTAGE/OVERAGE | PETTY CASH - FUSION | \$3.10 | |
| | 87,001 | 51368 01-0000-0200-00325 | HST RECEIVABLE100% | PETTY CASH - FUSION | \$3.90 | |
| | 87,001 | 51368 01-0000-0200-00325 | HST RECEIVABLE100% | PETTY CASH - FUSION | \$0.98 | |
| | 87,001 | 51368 01-0000-2020-00000 | ACCOUNTS PAYABLE - GENERAL CONTROL | PETTY CASH - FUSION | \$0.00 | 45.50 |
| HUMAN RESOURCES PROFESSIONALS | | | | | | |
| | 87,110 | 51369 01-1000-4008-40600 | MEMBERSHIP FEE | HRPA RENEWAL DUES | \$477.27 | |
| | 87,110 | 51369 01-0000-0200-00320 | HST RECEIVABLE (PST 78%, GST 100%) | HRPA RENEWAL DUES | \$52.72 | |
| | 87,110 | 51369 01-0000-2020-00000 | ACCOUNTS PAYABLE - GENERAL CONTROL | HRPA RENEWAL DUES | \$0.00 | 529.99 |
| HUNTER STEEL SALES | | | | | | |
| | 87,043 | 51370 01-4500-4230-46413 | 941300 CARRIER TRAILER | NUTS AND BOLTS | \$139.61 | |
| | 87,043 | 51370 01-0000-0200-00320 | HST RECEIVABLE (PST 78%, GST 100%) | NUTS AND BOLTS | \$15.43 | |
| | 87,043 | 51370 01-0000-2020-00000 | ACCOUNTS PAYABLE - GENERAL CONTROL | NUTS AND BOLTS | \$0.00 | 155.04 |
| | 87,044 | 51370 01-4500-4230-46395 | 939500 ELGIN SWEEPER | NUTS AND BULTS | \$188.26 | |
| | 87,044 | 51370 01-0000-0200-00320 | HST RECEIVABLE (PST 78%, GST 100%) | NUTS AND BULTS | \$20.79 | |
| | 87,044 | 51370 01-0000-2020-00000 | ACCOUNTS PAYABLE - GENERAL CONTROL | NUTS AND BULTS | \$0.00 | 209.05 |
| | 87,045 | 51370 01-4500-4230-46413 | 941300 CARRIER TRAILER | NUTS AND BOLTS | \$137.38 | |
| | 87,045 | 51370 01-0000-0200-00320 | HST RECEIVABLE (PST 78%, GST 100%) | NUTS AND BOLTS | \$15.17 | |
| | 87,045 | 51370 01-0000-2020-00000 | ACCOUNTS PAYABLE - GENERAL CONTROL | NUTS AND BOLTS | \$0.00 | 152.55 |
| TOWN RESIDENT | | | | | | |
| | 86,992 | 51371 01-1300-4000-40740 | BANK FEES - PAP TAXES | MAR PAP NSF REIMBURSE | \$45.00 | |

Town of Ingersoll
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PURCHASED FROM VENDORS LOCATED IN INGERSOLL \$ 81,709.85

| <u>VENDOR NAME</u> | <u>CHEQUE #</u> | <u>ACCOUNT</u> | <u>ACCOUNT DESCRIPTION</u> | <u>TRANSACTION DESCRIPTION</u> | <u>DEBITS</u> | <u>CREDITS</u> |
|------------------------------|-----------------|--------------------------|---|--------------------------------|---------------|----------------|
| | 86,992 | 51371 01-0000-2020-00000 | ACCOUNTS PAYABLE - GENERAL CONTROL | MAR PAP NSF REIMBURSE | \$0.00 | 45.00 |
| INGERSOLL GLASS & MIRROR *** | | | | | | |
| | 87,004 | 51372 01-5000-6020-41700 | BLDG REPAIRS & MAINT | ARENA DOOR GLASS | \$246.00 | |
| | 87,004 | 51372 01-0000-0200-00325 | HST RECEIVABLE100% | ARENA DOOR GLASS | \$31.98 | |
| | 87,004 | 51372 01-0000-2020-00000 | ACCOUNTS PAYABLE - GENERAL CONTROL | ARENA DOOR GLASS | \$0.00 | 277.98 |
| INGERSOLL RENT-ALL *** | | | | | | |
| | 87,048 | 51374 01-4500-4230-46408 | 940800 CHAINSAWS | CHAIN SHARPENING | \$13.18 | |
| | 87,048 | 51374 01-0000-0200-00320 | HST RECEIVABLE (PST 78%, GST 100%) | CHAIN SHARPENING | \$1.45 | |
| | 87,048 | 51374 01-0000-2020-00000 | ACCOUNTS PAYABLE - GENERAL CONTROL | CHAIN SHARPENING | \$0.00 | 14.63 |
| | 87,049 | 51374 01-4500-4230-46408 | 940800 CHAINSAWS | CHAIN SHARPENING | \$57.80 | |
| | 87,049 | 51374 01-0000-0200-00320 | HST RECEIVABLE (PST 78%, GST 100%) | CHAIN SHARPENING | \$6.38 | |
| | 87,049 | 51374 01-0000-2020-00000 | ACCOUNTS PAYABLE - GENERAL CONTROL | CHAIN SHARPENING | \$0.00 | 64.18 |
| | 87,050 | 51374 01-4500-4230-46409 | 940900 LAWN MOWER/WEED CUTTERS | GEARBOX GREASE | \$35.16 | |
| | 87,050 | 51374 01-0000-0200-00320 | HST RECEIVABLE (PST 78%, GST 100%) | GEARBOX GREASE | \$3.88 | |
| | 87,050 | 51374 01-0000-2020-00000 | ACCOUNTS PAYABLE - GENERAL CONTROL | GEARBOX GREASE | \$0.00 | 39.04 |
| | 87,051 | 51374 01-4500-4230-46408 | 940800 CHAINSAWS | CHAIN OIL, ENGINE OIL | \$93.98 | |
| | 87,051 | 51374 01-4500-4130-80000 | MATERIALS-HARDTOP MAINT, PATCHING & SPRAYIN | CHAIN OIL, ENGINE OIL | \$53.88 | |
| | 87,051 | 51374 01-0000-0200-00320 | HST RECEIVABLE (PST 78%, GST 100%) | CHAIN OIL, ENGINE OIL | \$10.38 | |
| | 87,051 | 51374 01-0000-0200-00320 | HST RECEIVABLE (PST 78%, GST 100%) | CHAIN OIL, ENGINE OIL | \$5.95 | |
| | 87,051 | 51374 01-0000-2020-00000 | ACCOUNTS PAYABLE - GENERAL CONTROL | CHAIN OIL, ENGINE OIL | \$0.00 | 164.19 |
| INGERSOLL VACUUM | | | | | | |
| | 87,024 | 51375 01-5000-6050-41700 | BLDG REPAIRS AND MAINT | VACUUM BELT | \$4.00 | |
| | 87,024 | 51375 01-0000-2020-00000 | ACCOUNTS PAYABLE - GENERAL CONTROL | VACUUM BELT | \$0.00 | 4.00 |
| INSIGHT CANADA | | | | | | |
| | 87,093 | 51376 01-1002-4000-40270 | NEW EQUIPMENT | DOCKING STATION | \$703.96 | |
| | 87,093 | 51376 01-0000-0200-00320 | HST RECEIVABLE (PST 78%, GST 100%) | DOCKING STATION | \$77.75 | |
| | 87,093 | 51376 01-0000-2020-00000 | ACCOUNTS PAYABLE - GENERAL CONTROL | DOCKING STATION | \$0.00 | 781.71 |
| | 87,094 | 51376 01-1002-4000-40270 | NEW EQUIPMENT | TABLET+LAPTOPS | \$6,079.17 | |
| | 87,094 | 51376 01-0000-0200-00320 | HST RECEIVABLE (PST 78%, GST 100%) | TABLET+LAPTOPS | \$671.47 | |
| | 87,094 | 51376 01-0000-2020-00000 | ACCOUNTS PAYABLE - GENERAL CONTROL | TABLET+LAPTOPS | \$0.00 | 6,750.64 |
| D.H. JUTZI LIMITED | | | | | | |
| | 87,021 | 51377 01-5000-6020-41550 | MAINTENANCE CONTRACTS | JAN WATER TREATMENT | \$375.00 | |
| | 87,021 | 51377 01-0000-0200-00325 | HST RECEIVABLE100% | JAN WATER TREATMENT | \$48.75 | |
| | 87,021 | 51377 01-0000-2020-00000 | ACCOUNTS PAYABLE - GENERAL CONTROL | JAN WATER TREATMENT | \$0.00 | 423.75 |
| EMPLOYEE REIMBURSEMENT | | | | | | |
| | 87,075 | 51378 01-4000-4000-40620 | MILEAGE | MILEAGE-ENG | \$16.54 | |

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PURCHASED FROM VENDORS LOCATED IN INGERSOLL \$ 81,709.85

| <u>VENDOR NAME</u> | <u>CHEQUE #</u> | <u>ACCOUNT</u> | <u>ACCOUNT DESCRIPTION</u> | <u>TRANSACTION DESCRIPTION</u> | <u>DEBITS</u> | <u>CREDITS</u> |
|--------------------------------------|-----------------|--------------------------|------------------------------------|--------------------------------|---------------|----------------|
| | 87,075 | 51378 10-0000-3277-80010 | LABOUR & BURDEN | MILEAGE-ENG | \$9.73 | |
| | 87,075 | 51378 01-0000-0200-00320 | HST RECEIVABLE (PST 78%, GST 100%) | MILEAGE-ENG | \$1.82 | |
| | 87,075 | 51378 01-0000-0200-00320 | HST RECEIVABLE (PST 78%, GST 100%) | MILEAGE-ENG | \$1.07 | |
| | 87,075 | 51378 01-0000-2020-00000 | ACCOUNTS PAYABLE - GENERAL CONTROL | MILEAGE-ENG | \$0.00 | 29.16 |
| | 87,076 | 51378 01-4000-4000-40290 | UNIFORMS & CLOTHING | CLOTHING ALLOWANCE | \$315.18 | |
| | 87,076 | 51378 01-0000-0200-00320 | HST RECEIVABLE (PST 78%, GST 100%) | CLOTHING ALLOWANCE | \$34.82 | |
| | 87,076 | 51378 01-0000-2020-00000 | ACCOUNTS PAYABLE - GENERAL CONTROL | CLOTHING ALLOWANCE | \$0.00 | 350.00 |
| COUNCILLOR REIMBURSEMENT | | | | | | |
| | 87,113 | 51379 01-0100-4000-40610 | MEETINGS & CONFERENCES | OGRA CONF EXP | \$668.30 | |
| | 87,113 | 51379 01-0100-4000-40610 | MEETINGS & CONFERENCES | OGRA CONF EXP | \$161.93 | |
| | 87,113 | 51379 01-0100-4000-40610 | MEETINGS & CONFERENCES | OGRA CONF EXP | \$405.24 | |
| | 87,113 | 51379 01-0000-0200-00320 | HST RECEIVABLE (PST 78%, GST 100%) | OGRA CONF EXP | \$73.82 | |
| | 87,113 | 51379 01-0000-0200-00320 | HST RECEIVABLE (PST 78%, GST 100%) | OGRA CONF EXP | \$17.89 | |
| | 87,113 | 51379 01-0000-0200-00320 | HST RECEIVABLE (PST 78%, GST 100%) | OGRA CONF EXP | \$44.76 | |
| | 87,113 | 51379 01-0000-2020-00000 | ACCOUNTS PAYABLE - GENERAL CONTROL | OGRA CONF EXP | \$0.00 | 1,371.94 |
| LIFESAVING SOCIETY | | | | | | |
| | 87,010 | 51380 01-5100-6060-41450 | LEADERSHIP | NLS 1ST AID RECERT | \$287.85 | |
| | 87,010 | 51380 01-0000-2020-00000 | ACCOUNTS PAYABLE - GENERAL CONTROL | NLS 1ST AID RECERT | \$0.00 | 287.85 |
| LONDON DIST. CATH. SCHOOL BD. | | | | | | |
| | 87,117 | 51381 01-1400-9961-75010 | SEP SCHOOL BD - ENG. - RES & COMM | FIRST PAYMENT 2018 | \$186,877.13 | |
| | 87,117 | 51381 01-0000-2020-00000 | ACCOUNTS PAYABLE - GENERAL CONTROL | FIRST PAYMENT 2018 | \$0.00 | 186,877.13 |
| LONG & McQUADE | | | | | | |
| | 87,078 | 51382 01-5200-6090-40270 | NEW EQUIPMENT | AUDIO EQUIPMENT | \$12,897.75 | |
| | 87,078 | 51382 01-0000-0200-00325 | HST RECEIVABLE100% | AUDIO EQUIPMENT | \$1,676.71 | |
| | 87,078 | 51382 01-0000-2020-00000 | ACCOUNTS PAYABLE - GENERAL CONTROL | AUDIO EQUIPMENT | \$0.00 | 14,574.46 |
| TIM LOVETT INSTALLATIONS INC. | | | | | | |
| | 86,985 | 51383 01-4500-4100-41700 | BLDG REPAIRS & MAINTENANCE | PW SHOP LIGHTS REPAIRS | \$1,340.87 | |
| | 86,985 | 51383 01-0000-0200-00320 | HST RECEIVABLE (PST 78%, GST 100%) | PW SHOP LIGHTS REPAIRS | \$148.11 | |
| | 86,985 | 51383 01-0000-2020-00000 | ACCOUNTS PAYABLE - GENERAL CONTROL | PW SHOP LIGHTS REPAIRS | \$0.00 | 1,488.98 |
| | 87,019 | 51383 01-5200-4100-41700 | BLDG REPAIRS AND MAINT | FUSION VON ROOM LED REPAIR | \$294.00 | |
| | 87,019 | 51383 01-0000-0200-00325 | HST RECEIVABLE100% | FUSION VON ROOM LED REPAIR | \$38.22 | |
| | 87,019 | 51383 01-0000-2020-00000 | ACCOUNTS PAYABLE - GENERAL CONTROL | FUSION VON ROOM LED REPAIR | \$0.00 | 332.22 |
| | 87,020 | 51383 01-5100-4100-41700 | BLDG REPAIRS AND MAINT | ESA DEFECTS | \$720.86 | |
| | 87,020 | 51383 01-5000-6020-41700 | BLDG REPAIRS & MAINT | ESA DEFECTS | \$360.42 | |
| | 87,020 | 51383 01-5200-4100-41700 | BLDG REPAIRS AND MAINT | ESA DEFECTS | \$360.42 | |
| | 87,020 | 51383 01-0000-0200-00325 | HST RECEIVABLE100% | ESA DEFECTS | \$93.70 | |

Town of Ingersoll
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PURCHASED FROM VENDORS LOCATED IN INGERSOLL \$ 81,709.85

| <u>VENDOR NAME</u> | <u>CHEQUE #</u> | <u>ACCOUNT</u> | <u>ACCOUNT DESCRIPTION</u> | <u>TRANSACTION DESCRIPTION</u> | <u>DEBITS</u> | <u>CREDITS</u> |
|-------------------------------|-----------------|--------------------------|---|--------------------------------|---------------|----------------|
| | 87,020 | 51383 01-0000-0200-00325 | HST RECEIVABLE100% | ESA DEFECTS | \$46.86 | |
| | 87,020 | 51383 01-0000-0200-00325 | HST RECEIVABLE100% | ESA DEFECTS | \$46.86 | |
| | 87,020 | 51383 01-0000-2020-00000 | ACCOUNTS PAYABLE - GENERAL CONTROL | ESA DEFECTS | \$0.00 | 1,629.12 |
| AL McCULLOCH'S LOCK SERVICE | | | | | | |
| | 87,005 | 51384 01-5200-4100-41700 | BLDG REPAIRS AND MAINT | FUSION PANIC BAR REPAIR | \$329.95 | |
| | 87,005 | 51384 01-0000-0200-00325 | HST RECEIVABLE100% | FUSION PANIC BAR REPAIR | \$42.89 | |
| | 87,005 | 51384 01-0000-2020-00000 | ACCOUNTS PAYABLE - GENERAL CONTROL | FUSION PANIC BAR REPAIR | \$0.00 | 372.84 |
| TOWN RESIDENT | | | | | | |
| | 86,988 | 51385 01-1300-4000-40740 | BANK FEES - PAP TAXES | MAR PAP NSF REIMBURSE | \$10.95 | |
| | 86,988 | 51385 01-0000-2020-00000 | ACCOUNTS PAYABLE - GENERAL CONTROL | MAR PAP NSF REIMBURSE | \$0.00 | 10.95 |
| MILLCREEK PRINTING INC | | | | | | |
| | 86,981 | 51386 01-4000-4000-40200 | OFFICE SUPPLIES | ENG BUSINESS CARDS | \$25.28 | |
| | 86,981 | 51386 01-0000-0200-00320 | HST RECEIVABLE (PST 78%, GST 100%) | ENG BUSINESS CARDS | \$2.79 | |
| | 86,981 | 51386 01-0000-2020-00000 | ACCOUNTS PAYABLE - GENERAL CONTROL | ENG BUSINESS CARDS | \$0.00 | 28.07 |
| | 87,030 | 51386 01-5100-4000-40200 | OFFICE SUPPLIES | NAME PLATE | \$12.80 | |
| | 87,030 | 51386 01-0000-0200-00325 | HST RECEIVABLE100% | NAME PLATE | \$1.66 | |
| | 87,030 | 51386 01-0000-2020-00000 | ACCOUNTS PAYABLE - GENERAL CONTROL | NAME PLATE | \$0.00 | 14.46 |
| MINUTEMAN PRESS | | | | | | |
| | 87,009 | 51387 01-5000-4000-40250 | PHOTOCOPIER | MARCH BREAK EVENTS FLYERS | \$269.50 | |
| | 87,009 | 51387 01-0000-0200-00325 | HST RECEIVABLE100% | MARCH BREAK EVENTS FLYERS | \$35.04 | |
| | 87,009 | 51387 01-0000-2020-00000 | ACCOUNTS PAYABLE - GENERAL CONTROL | MARCH BREAK EVENTS FLYERS | \$0.00 | 304.54 |
| MISTER SAFETY SHOES (FORMERLY | | | | | | |
| | 87,006 | 51388 01-5200-4100-40290 | UNIFORMS AND CLOTHING | WORK BOOTS-D HENDERSON | \$219.95 | |
| | 87,006 | 51388 01-0000-0200-00325 | HST RECEIVABLE100% | WORK BOOTS-D HENDERSON | \$28.59 | |
| | 87,006 | 51388 01-0000-2020-00000 | ACCOUNTS PAYABLE - GENERAL CONTROL | WORK BOOTS-D HENDERSON | \$0.00 | 248.54 |
| | 87,007 | 51388 01-5200-4100-40290 | UNIFORMS AND CLOTHING | CLOTHING ALLOWANCE | \$24.99 | |
| | 87,007 | 51388 01-0000-0200-00325 | HST RECEIVABLE100% | CLOTHING ALLOWANCE | \$3.25 | |
| | 87,007 | 51388 01-0000-2020-00000 | ACCOUNTS PAYABLE - GENERAL CONTROL | CLOTHING ALLOWANCE | \$0.00 | 28.24 |
| M.V.H. METAL PRODUCTS INC. | | | | | | |
| | 87,042 | 51389 01-4500-4130-80000 | MATERIALS-HARDTOP MAINT, PATCHING & SPRAYIN | COLD PATCH | \$132.29 | |
| | 87,042 | 51389 01-0000-0200-00320 | HST RECEIVABLE (PST 78%, GST 100%) | COLD PATCH | \$14.61 | |
| | 87,042 | 51389 01-0000-2020-00000 | ACCOUNTS PAYABLE - GENERAL CONTROL | COLD PATCH | \$0.00 | 146.90 |
| NELLA CUTLERY (HAMILTON) INC | | | | | | |
| | 87,022 | 51390 01-5000-6020-41530 | EQUIPMENT REPAIRS & MAINTENANCE | ICE RESURFACING+BLADE SHARPEN | \$60.00 | |
| | 87,022 | 51390 01-0000-0200-00325 | HST RECEIVABLE100% | ICE RESURFACING+BLADE SHARPEN | \$7.80 | |
| | 87,022 | 51390 01-0000-2020-00000 | ACCOUNTS PAYABLE - GENERAL CONTROL | ICE RESURFACING+BLADE SHARPEN | \$0.00 | 67.80 |

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PURCHASED FROM VENDORS LOCATED IN INGERSOLL \$ 81,709.85

| <u>VENDOR NAME</u> | <u>CHEQUE #</u> | <u>ACCOUNT</u> | <u>ACCOUNT DESCRIPTION</u> | <u>TRANSACTION DESCRIPTION</u> | <u>DEBITS</u> | <u>CREDITS</u> |
|---------------------------|-----------------|--------------------|---------------------------------------|--------------------------------|----------------|----------------|
| TOWN RESIDENT | | | | | | |
| 87,092 | 51391 | 01-1300-4000-40740 | BANK FEES - PAP TAXES | MAR PAP NSF REIMBURSE | \$25.00 | |
| 87,092 | 51391 | 01-0000-2020-00000 | ACCOUNTS PAYABLE - GENERAL CONTROL | MAR PAP NSF REIMBURSE | \$0.00 | 25.00 |
| OLDE TYME TAXI | | | | | | |
| 87,114 | 51392 | 01-1001-4000-41560 | CONTRACTS | FEB PARA TAXI | \$4,602.42 | |
| 87,114 | 51392 | 01-0000-0200-00320 | HST RECEIVABLE (PST 78%, GST 100%) | FEB PARA TAXI | \$508.37 | |
| 87,114 | 51392 | 01-0000-2020-00000 | ACCOUNTS PAYABLE - GENERAL CONTROL | FEB PARA TAXI | \$0.00 | 5,110.79 |
| ORCO SIGNS | | | | | | |
| 87,072 | 51394 | 01-0000-0250-61214 | GC16-1066-OXF ST N-DESIGN/INSP | OXFORD ST CONSTRUCTION SIGN | \$494.55 | |
| 87,072 | 51394 | 10-0000-3277-80000 | MATERIALS | OXFORD ST CONSTRUCTION SIGN | \$494.55 | |
| 87,072 | 51394 | 01-0000-0200-00320 | HST RECEIVABLE (PST 78%, GST 100%) | OXFORD ST CONSTRUCTION SIGN | \$54.63 | |
| 87,072 | 51394 | 01-0000-0200-00320 | HST RECEIVABLE (PST 78%, GST 100%) | OXFORD ST CONSTRUCTION SIGN | \$54.63 | |
| 87,072 | 51394 | 01-0000-2020-00000 | ACCOUNTS PAYABLE - GENERAL CONTROL | OXFORD ST CONSTRUCTION SIGN | \$0.00 | 1,098.36 |
| OXFORD COUNTY *** | | | | | | |
| 87,063 | 51395 | 01-4500-5012-80000 | MATERIALS - DEBRIS & LITTER PICK UP | FEB LANDFILL | \$843.00 | |
| 87,063 | 51395 | 01-0000-2020-00000 | ACCOUNTS PAYABLE - GENERAL CONTROL | FEB LANDFILL | \$0.00 | 843.00 |
| 87,064 | 51395 | 01-4500-4123-80000 | MATERIALS-ROADSIDE MAINT, CATCHBASINS | BULK WATER | \$413.35 | |
| 87,064 | 51395 | 01-0000-2020-00000 | ACCOUNTS PAYABLE - GENERAL CONTROL | BULK WATER | \$0.00 | 413.35 |
| 87,091 | 51395 | 10-0000-3289-80000 | MATERIALS | TRANSFER REVIEW-MUTUAL ST | \$1,100.00 | |
| 87,091 | 51395 | 01-0000-2020-00000 | ACCOUNTS PAYABLE - GENERAL CONTROL | TRANSFER REVIEW-MUTUAL ST | \$0.00 | 1,100.00 |
| 87,115 | 51395 | 01-1400-9950-75010 | COUNTY OF OXFORD - GENERAL | FIRST PAYMENT 2018 | \$1,541,550.00 | |
| 87,115 | 51395 | 01-0000-2020-00000 | ACCOUNTS PAYABLE - GENERAL CONTROL | FIRST PAYMENT 2018 | \$0.00 | 1,541,550.00 |
| OXFORD FEED SUPPLY LTD | | | | | | |
| 87,003 | 51396 | 01-5000-6020-41700 | BLDG REPAIRS & MAINT | ARENA SOFTNER SALT | \$130.65 | |
| 87,003 | 51396 | 01-0000-0200-00325 | HST RECEIVABLE100% | ARENA SOFTNER SALT | \$16.98 | |
| 87,003 | 51396 | 01-0000-2020-00000 | ACCOUNTS PAYABLE - GENERAL CONTROL | ARENA SOFTNER SALT | \$0.00 | 147.63 |
| OXFORD HONEY AND SUPPLIES | | | | | | |
| 87,015 | 51397 | 01-5000-6051-40420 | PROGRAM SUPPLIES | GARDEN FRESH VEGGIES | \$195.80 | |
| 87,015 | 51397 | 01-0000-2020-00000 | ACCOUNTS PAYABLE - GENERAL CONTROL | GARDEN FRESH VEGGIES | \$0.00 | 195.80 |
| P M HYDRAULICS *** | | | | | | |
| 87,041 | 51398 | 01-4500-4230-46395 | 939500 ELGIN SWEEPER | PW PARTS | \$332.60 | |
| 87,041 | 51398 | 01-4500-4230-46392 | 939200 2012 BACKHOE LOADER | PW PARTS | \$67.77 | |
| 87,041 | 51398 | 01-0000-0200-00320 | HST RECEIVABLE (PST 78%, GST 100%) | PW PARTS | \$36.74 | |
| 87,041 | 51398 | 01-0000-0200-00320 | HST RECEIVABLE (PST 78%, GST 100%) | PW PARTS | \$7.49 | |
| 87,041 | 51398 | 01-0000-2020-00000 | ACCOUNTS PAYABLE - GENERAL CONTROL | PW PARTS | \$0.00 | 444.60 |
| PRODUCE EXPRESS | | | | | | |

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PURCHASED FROM VENDORS LOCATED IN INGERSOLL \$ 81,709.85

| <u>VENDOR NAME</u> | <u>CHEQUE #</u> | <u>ACCOUNT</u> | <u>ACCOUNT DESCRIPTION</u> | <u>TRANSACTION DESCRIPTION</u> | <u>DEBITS</u> | <u>CREDITS</u> |
|--------------------|-----------------|--------------------|------------------------------------|--------------------------------|---------------|----------------|
| 87,012 | 51399 | 01-5000-6051-40420 | PROGRAM SUPPLIES | GARDEN FRESH VEGGIES | \$481.00 | |
| 87,012 | 51399 | 01-0000-2020-00000 | ACCOUNTS PAYABLE - GENERAL CONTROL | GARDEN FRESH VEGGIES | \$0.00 | 481.00 |
| REALTAX INC | | | | | | |
| 87,121 | 51400 | 01-0000-0090-99910 | TAXES - CLEARING | TAX REGISTRATION FEES | \$391.78 | |
| 87,121 | 51400 | 01-0000-0200-00320 | HST RECEIVABLE (PST 78%, GST 100%) | TAX REGISTRATION FEES | \$43.27 | |
| 87,121 | 51400 | 01-0000-2020-00000 | ACCOUNTS PAYABLE - GENERAL CONTROL | TAX REGISTRATION FEES | \$0.00 | 435.05 |
| 87,122 | 51400 | 01-0000-0090-99910 | TAXES - CLEARING | TAX REGISTRATION FEES | \$391.78 | |
| 87,122 | 51400 | 01-0000-0200-00320 | HST RECEIVABLE (PST 78%, GST 100%) | TAX REGISTRATION FEES | \$43.27 | |
| 87,122 | 51400 | 01-0000-2020-00000 | ACCOUNTS PAYABLE - GENERAL CONTROL | TAX REGISTRATION FEES | \$0.00 | 435.05 |
| 87,123 | 51400 | 01-0000-0090-99910 | TAXES - CLEARING | TAX REGISTRATION FEES | \$391.78 | |
| 87,123 | 51400 | 01-0000-0200-00320 | HST RECEIVABLE (PST 78%, GST 100%) | TAX REGISTRATION FEES | \$43.27 | |
| 87,123 | 51400 | 01-0000-2020-00000 | ACCOUNTS PAYABLE - GENERAL CONTROL | TAX REGISTRATION FEES | \$0.00 | 435.05 |
| 87,124 | 51400 | 01-0000-0090-99910 | TAXES - CLEARING | TAX REGISTRATION FEES | \$391.78 | |
| 87,124 | 51400 | 01-0000-0200-00320 | HST RECEIVABLE (PST 78%, GST 100%) | TAX REGISTRATION FEES | \$43.27 | |
| 87,124 | 51400 | 01-0000-2020-00000 | ACCOUNTS PAYABLE - GENERAL CONTROL | TAX REGISTRATION FEES | \$0.00 | 435.05 |
| 87,125 | 51400 | 01-0000-0090-99910 | TAXES - CLEARING | TAX REGISTRATION FEES | \$391.78 | |
| 87,125 | 51400 | 01-0000-0200-00320 | HST RECEIVABLE (PST 78%, GST 100%) | TAX REGISTRATION FEES | \$43.27 | |
| 87,125 | 51400 | 01-0000-2020-00000 | ACCOUNTS PAYABLE - GENERAL CONTROL | TAX REGISTRATION FEES | \$0.00 | 435.05 |
| 87,126 | 51400 | 01-0000-0090-99910 | TAXES - CLEARING | TAX REGISTRATION FEES | \$391.78 | |
| 87,126 | 51400 | 01-0000-0200-00320 | HST RECEIVABLE (PST 78%, GST 100%) | TAX REGISTRATION FEES | \$43.27 | |
| 87,126 | 51400 | 01-0000-2020-00000 | ACCOUNTS PAYABLE - GENERAL CONTROL | TAX REGISTRATION FEES | \$0.00 | 435.05 |
| 87,127 | 51400 | 01-0000-0090-99910 | TAXES - CLEARING | TAX REGISTRATION FEES | \$391.78 | |
| 87,127 | 51400 | 01-0000-0200-00320 | HST RECEIVABLE (PST 78%, GST 100%) | TAX REGISTRATION FEES | \$43.27 | |
| 87,127 | 51400 | 01-0000-2020-00000 | ACCOUNTS PAYABLE - GENERAL CONTROL | TAX REGISTRATION FEES | \$0.00 | 435.05 |
| 87,128 | 51400 | 01-0000-0090-99910 | TAXES - CLEARING | TAX REGISTRATION FEES | \$391.78 | |
| 87,128 | 51400 | 01-0000-0200-00320 | HST RECEIVABLE (PST 78%, GST 100%) | TAX REGISTRATION FEES | \$43.27 | |
| 87,128 | 51400 | 01-0000-2020-00000 | ACCOUNTS PAYABLE - GENERAL CONTROL | TAX REGISTRATION FEES | \$0.00 | 435.05 |
| 87,129 | 51400 | 01-0000-0090-99910 | TAXES - CLEARING | TAX REGISTRATION FEES | \$391.78 | |
| 87,129 | 51400 | 01-0000-0200-00320 | HST RECEIVABLE (PST 78%, GST 100%) | TAX REGISTRATION FEES | \$43.27 | |
| 87,129 | 51400 | 01-0000-2020-00000 | ACCOUNTS PAYABLE - GENERAL CONTROL | TAX REGISTRATION FEES | \$0.00 | 435.05 |
| 87,130 | 51400 | 01-0000-0090-99910 | TAXES - CLEARING | TAX REGISTRATION FEES | \$391.78 | |
| 87,130 | 51400 | 01-0000-0200-00320 | HST RECEIVABLE (PST 78%, GST 100%) | TAX REGISTRATION FEES | \$43.27 | |
| 87,130 | 51400 | 01-0000-2020-00000 | ACCOUNTS PAYABLE - GENERAL CONTROL | TAX REGISTRATION FEES | \$0.00 | 435.05 |
| 87,131 | 51400 | 01-0000-0090-99910 | TAXES - CLEARING | TAX REGISTRATION FEES | \$391.78 | |
| 87,131 | 51400 | 01-0000-0200-00320 | HST RECEIVABLE (PST 78%, GST 100%) | TAX REGISTRATION FEES | \$43.27 | |
| 87,131 | 51400 | 01-0000-2020-00000 | ACCOUNTS PAYABLE - GENERAL CONTROL | TAX REGISTRATION FEES | \$0.00 | 435.05 |

Town of Ingersoll
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PURCHASED FROM VENDORS LOCATED IN INGERSOLL \$ 81,709.85

| <u>VENDOR NAME</u> | <u>CHEQUE #</u> | <u>ACCOUNT</u> | <u>ACCOUNT DESCRIPTION</u> | <u>TRANSACTION DESCRIPTION</u> | <u>DEBITS</u> | <u>CREDITS</u> |
|--------------------------------|-----------------|--------------------|------------------------------------|--------------------------------|---------------|----------------|
| 87,132 | 51400 | 01-0000-0090-99910 | TAXES - CLEARING | TAX REGISTRATION FEES | \$391.78 | |
| 87,132 | 51400 | 01-0000-0200-00320 | HST RECEIVABLE (PST 78%, GST 100%) | TAX REGISTRATION FEES | \$43.27 | |
| 87,132 | 51400 | 01-0000-2020-00000 | ACCOUNTS PAYABLE - GENERAL CONTROL | TAX REGISTRATION FEES | \$0.00 | 435.05 |
| 87,133 | 51400 | 01-0000-0090-99910 | TAXES - CLEARING | TAX REGISTRATION FEES | \$391.78 | |
| 87,133 | 51400 | 01-0000-0200-00320 | HST RECEIVABLE (PST 78%, GST 100%) | TAX REGISTRATION FEES | \$43.27 | |
| 87,133 | 51400 | 01-0000-2020-00000 | ACCOUNTS PAYABLE - GENERAL CONTROL | TAX REGISTRATION FEES | \$0.00 | 435.05 |
| 87,134 | 51400 | 01-0000-0090-99910 | TAXES - CLEARING | TAX REGISTRATION FEES | \$391.78 | |
| 87,134 | 51400 | 01-0000-0200-00320 | HST RECEIVABLE (PST 78%, GST 100%) | TAX REGISTRATION FEES | \$43.27 | |
| 87,134 | 51400 | 01-0000-2020-00000 | ACCOUNTS PAYABLE - GENERAL CONTROL | TAX REGISTRATION FEES | \$0.00 | 435.05 |
| 87,135 | 51400 | 01-0000-0090-99910 | TAXES - CLEARING | TAX REGISTRATION FEES | \$391.78 | |
| 87,135 | 51400 | 01-0000-0200-00320 | HST RECEIVABLE (PST 78%, GST 100%) | TAX REGISTRATION FEES | \$43.27 | |
| 87,135 | 51400 | 01-0000-2020-00000 | ACCOUNTS PAYABLE - GENERAL CONTROL | TAX REGISTRATION FEES | \$0.00 | 435.05 |
| 87,136 | 51400 | 01-0000-0090-99910 | TAXES - CLEARING | TAX REGISTRATION FEES | \$391.78 | |
| 87,136 | 51400 | 01-0000-0200-00320 | HST RECEIVABLE (PST 78%, GST 100%) | TAX REGISTRATION FEES | \$43.27 | |
| 87,136 | 51400 | 01-0000-2020-00000 | ACCOUNTS PAYABLE - GENERAL CONTROL | TAX REGISTRATION FEES | \$0.00 | 435.05 |
| REGIS AUTO PARTS | | | | | | |
| 86,994 | 51401 | 01-3000-4000-41510 | VEHICLE REPAIRS & MAINTENANCE | FIRE DEPT DIESEL EXHAUST FLUID | \$12.20 | |
| 86,994 | 51401 | 01-0000-0200-00320 | HST RECEIVABLE (PST 78%, GST 100%) | FIRE DEPT DIESEL EXHAUST FLUID | \$1.35 | |
| 86,994 | 51401 | 01-0000-2020-00000 | ACCOUNTS PAYABLE - GENERAL CONTROL | FIRE DEPT DIESEL EXHAUST FLUID | \$0.00 | 13.55 |
| 87,037 | 51401 | 01-4500-4230-46382 | 938200 T2-16 FORD 1 TONNE | TRUCK#2 FUEL FILTER | \$29.94 | |
| 87,037 | 51401 | 01-0000-0200-00320 | HST RECEIVABLE (PST 78%, GST 100%) | TRUCK#2 FUEL FILTER | \$3.30 | |
| 87,037 | 51401 | 01-0000-2020-00000 | ACCOUNTS PAYABLE - GENERAL CONTROL | TRUCK#2 FUEL FILTER | \$0.00 | 33.24 |
| 87,038 | 51401 | 01-4500-4230-46390 | 939000 T10-09 DODGE 2500 | OIL FILTER | \$6.57 | |
| 87,038 | 51401 | 01-0000-0200-00320 | HST RECEIVABLE (PST 78%, GST 100%) | OIL FILTER | \$0.73 | |
| 87,038 | 51401 | 01-0000-2020-00000 | ACCOUNTS PAYABLE - GENERAL CONTROL | OIL FILTER | \$0.00 | 7.30 |
| 87,039 | 51401 | 01-4500-4230-46387 | 938700 T7-09 DODGE 3500 | TRUCK#7 FILTERS | \$36.55 | |
| 87,039 | 51401 | 01-0000-0200-00320 | HST RECEIVABLE (PST 78%, GST 100%) | TRUCK#7 FILTERS | \$4.04 | |
| 87,039 | 51401 | 01-0000-2020-00000 | ACCOUNTS PAYABLE - GENERAL CONTROL | TRUCK#7 FILTERS | \$0.00 | 40.59 |
| 87,040 | 51401 | 01-4500-4230-46391 | 939100 1987 Champion Grader | FILTERS | \$97.13 | |
| 87,040 | 51401 | 01-0000-0200-00320 | HST RECEIVABLE (PST 78%, GST 100%) | FILTERS | \$10.73 | |
| 87,040 | 51401 | 01-0000-2020-00000 | ACCOUNTS PAYABLE - GENERAL CONTROL | FILTERS | \$0.00 | 107.86 |
| RIETTA'S DECOR & DESIGN CENTRE | | | | | | |
| 87,027 | 51402 | 01-5000-6050-41700 | BLDG REPAIRS AND MAINT | PARKS PAINT | \$24.19 | |
| 87,027 | 51402 | 01-0000-0200-00325 | HST RECEIVABLE100% | PARKS PAINT | \$3.14 | |
| 87,027 | 51402 | 01-0000-2020-00000 | ACCOUNTS PAYABLE - GENERAL CONTROL | PARKS PAINT | \$0.00 | 27.33 |
| 87,028 | 51402 | 01-5000-6050-41700 | BLDG REPAIRS AND MAINT | PARKS PAINT | \$108.71 | |

Town of Ingersoll
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 March 2018

PURCHASED FROM VENDORS LOCATED IN INGERSOLL \$ 81,709.85

| <u>VENDOR NAME</u> | <u>CHEQUE #</u> | <u>ACCOUNT</u> | <u>ACCOUNT DESCRIPTION</u> | <u>TRANSACTION DESCRIPTION</u> | <u>DEBITS</u> | <u>CREDITS</u> |
|---------------------------------------|-----------------|--------------------------|------------------------------------|--------------------------------|---------------|----------------|
| | 87,028 | 51402 01-0000-0200-00325 | HST RECEIVABLE100% | PARKS PAINT | \$14.13 | |
| | 87,028 | 51402 01-0000-2020-00000 | ACCOUNTS PAYABLE - GENERAL CONTROL | PARKS PAINT | \$0.00 | 122.84 |
| | 87,108 | 51402 01-3200-4100-41700 | BLDG REPAIRS & MAINTENANCE | OPP STATION PAINT | \$60.30 | |
| | 87,108 | 51402 01-0000-0200-00325 | HST RECEIVABLE100% | OPP STATION PAINT | \$7.84 | |
| | 87,108 | 51402 01-0000-2020-00000 | ACCOUNTS PAYABLE - GENERAL CONTROL | OPP STATION PAINT | \$0.00 | 68.14 |
| ROCK SOLID DESIGNS | | | | | | |
| | 87,016 | 51403 01-5000-6020-41750 | LOT SNOW REMOVAL & SANDING | DEC SNOW REMOVAL | \$2,040.00 | |
| | 87,016 | 51403 01-5100-4100-41750 | LOT SNOW REMOVAL & SANDING | DEC SNOW REMOVAL | \$2,005.00 | |
| | 87,016 | 51403 01-5000-6040-41750 | LOT SNOW REMOVAL & SANDING | DEC SNOW REMOVAL | \$2,185.00 | |
| | 87,016 | 51403 01-5200-4100-41750 | LOT SNOW REMOVAL & SANDING | DEC SNOW REMOVAL | \$1,920.00 | |
| | 87,016 | 51403 01-0000-0200-00325 | HST RECEIVABLE100% | DEC SNOW REMOVAL | \$265.20 | |
| | 87,016 | 51403 01-0000-0200-00325 | HST RECEIVABLE100% | DEC SNOW REMOVAL | \$260.65 | |
| | 87,016 | 51403 01-0000-0200-00325 | HST RECEIVABLE100% | DEC SNOW REMOVAL | \$284.05 | |
| | 87,016 | 51403 01-0000-0200-00325 | HST RECEIVABLE100% | DEC SNOW REMOVAL | \$249.60 | |
| | 87,016 | 51403 01-0000-2020-00000 | ACCOUNTS PAYABLE - GENERAL CONTROL | DEC SNOW REMOVAL | \$0.00 | 9,209.50 |
| | 87,065 | 51403 01-4500-4221-41500 | CONTRACTED SERVICES | SIDEWALK SNOW REMOVAL | \$10,135.30 | |
| | 87,065 | 51403 01-0000-0200-00320 | HST RECEIVABLE (PST 78%, GST 100%) | SIDEWALK SNOW REMOVAL | \$1,119.50 | |
| | 87,065 | 51403 01-0000-2020-00000 | ACCOUNTS PAYABLE - GENERAL CONTROL | SIDEWALK SNOW REMOVAL | \$0.00 | 11,254.80 |
| SEARLES MOTOR PRODUCTS LIMITED | | | | | | |
| | 87,025 | 51404 01-5000-6050-41510 | VEHICLE REPAIRS & MAINT | PARKS TRUCK MAINT-'12 CHEVY | \$122.90 | |
| | 87,025 | 51404 01-0000-0200-00325 | HST RECEIVABLE100% | PARKS TRUCK MAINT-'12 CHEVY | \$15.98 | |
| | 87,025 | 51404 01-0000-2020-00000 | ACCOUNTS PAYABLE - GENERAL CONTROL | PARKS TRUCK MAINT-'12 CHEVY | \$0.00 | 138.88 |
| | 87,026 | 51404 01-5000-6050-41510 | VEHICLE REPAIRS & MAINT | PARKS TRUCK MAINT-'14 GMC | \$92.90 | |
| | 87,026 | 51404 01-0000-0200-00325 | HST RECEIVABLE100% | PARKS TRUCK MAINT-'14 GMC | \$12.08 | |
| | 87,026 | 51404 01-0000-2020-00000 | ACCOUNTS PAYABLE - GENERAL CONTROL | PARKS TRUCK MAINT-'14 GMC | \$0.00 | 104.98 |
| SIROSKI DOOR AND HARDWARE | | | | | | |
| | 87,068 | 51405 01-2000-4015-41700 | BLDG REPARIS & MAINTENANCE | CARRS WLKWKY DOOR REPAIR | \$374.00 | |
| | 87,068 | 51405 01-0000-0200-00325 | HST RECEIVABLE100% | CARRS WLKWKY DOOR REPAIR | \$48.62 | |
| | 87,068 | 51405 01-0000-2020-00000 | ACCOUNTS PAYABLE - GENERAL CONTROL | CARRS WLKWKY DOOR REPAIR | \$0.00 | 422.62 |
| SOAK IT UP INC | | | | | | |
| | 87,066 | 51406 01-2000-4015-41540 | RENTAL | CARR WLKWKY MAT RENTAL | \$18.00 | |
| | 87,066 | 51406 01-0000-0200-00325 | HST RECEIVABLE100% | CARR WLKWKY MAT RENTAL | \$2.34 | |
| | 87,066 | 51406 01-0000-2020-00000 | ACCOUNTS PAYABLE - GENERAL CONTROL | CARR WLKWKY MAT RENTAL | \$0.00 | 20.34 |
| | 87,067 | 51406 01-2000-4025-41540 | RENTAL | TOWN HALL MAT RENTAL | \$36.12 | |
| | 87,067 | 51406 01-0000-0200-00320 | HST RECEIVABLE (PST 78%, GST 100%) | TOWN HALL MAT RENTAL | \$4.00 | |
| | 87,067 | 51406 01-0000-2020-00000 | ACCOUNTS PAYABLE - GENERAL CONTROL | TOWN HALL MAT RENTAL | \$0.00 | 40.12 |

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PURCHASED FROM VENDORS LOCATED IN INGERSOLL \$ 81,709.85

| <u>VENDOR NAME</u> | <u>CHEQUE #</u> | <u>ACCOUNT</u> | <u>ACCOUNT DESCRIPTION</u> | <u>TRANSACTION DESCRIPTION</u> | <u>DEBITS</u> | <u>CREDITS</u> |
|--------------------------------|-----------------|--------------------|--|--------------------------------|---------------|----------------|
| SOUTH-WEST OXFORD TOWNSHIP | | | | | | |
| 87,137 | 51407 | 01-3000-4000-40630 | STAFF TRAINING | FIRE DEPT TRAINING COURSE | \$300.00 | |
| 87,137 | 51407 | 01-0000-2020-00000 | ACCOUNTS PAYABLE - GENERAL CONTROL | FIRE DEPT TRAINING COURSE | \$0.00 | 300.00 |
| SOUTHWESTERN CHAPTER O.B.O.A. | | | | | | |
| 87,069 | 51408 | 01-3400-4000-40600 | MEMBERSHIP FEES | SOUTHWESTERN CHAPTER OBOA FEE | \$75.00 | |
| 87,069 | 51408 | 01-0000-2020-00000 | ACCOUNTS PAYABLE - GENERAL CONTROL | SOUTHWESTERN CHAPTER OBOA FEE | \$0.00 | 75.00 |
| SPECTRUM COMMUNICATIONS LTD. | | | | | | |
| 87,139 | 51409 | 01-3000-4000-41520 | COMMUNICATION | FIRE DEPT PAGER REPAIR | \$1,078.40 | |
| 87,139 | 51409 | 01-0000-0200-00320 | HST RECEIVABLE (PST 78%, GST 100%) | FIRE DEPT PAGER REPAIR | \$119.12 | |
| 87,139 | 51409 | 01-0000-2020-00000 | ACCOUNTS PAYABLE - GENERAL CONTROL | FIRE DEPT PAGER REPAIR | \$0.00 | 1,197.52 |
| EMPLOYEE REIMBURSEMENT | | | | | | |
| 86,982 | 51410 | 01-4500-4151-80000 | MATERIALS-WINTER CONTROL, SNOW REMOVAL | JAN WINTER PATROL PHONE CHRGS | \$31.52 | |
| 86,982 | 51410 | 01-0000-0200-00320 | HST RECEIVABLE (PST 78%, GST 100%) | JAN WINTER PATROL PHONE CHRGS | \$3.48 | |
| 86,982 | 51410 | 01-0000-2020-00000 | ACCOUNTS PAYABLE - GENERAL CONTROL | JAN WINTER PATROL PHONE CHRGS | \$0.00 | 35.00 |
| 87,071 | 51410 | 01-4500-4151-80000 | MATERIALS-WINTER CONTROL, SNOW REMOVAL | FEB WINTER PATROL PHONE CHRGS | \$31.52 | |
| 87,071 | 51410 | 01-0000-0200-00320 | HST RECEIVABLE (PST 78%, GST 100%) | FEB WINTER PATROL PHONE CHRGS | \$3.48 | |
| 87,071 | 51410 | 01-0000-2020-00000 | ACCOUNTS PAYABLE - GENERAL CONTROL | FEB WINTER PATROL PHONE CHRGS | \$0.00 | 35.00 |
| STAPLES ADVANTAGE | | | | | | |
| 87,017 | 51411 | 01-5100-4000-40200 | OFFICE SUPPLIES | VPCC OFFICE SUPPLIES | \$512.29 | |
| 87,017 | 51411 | 01-0000-0200-00325 | HST RECEIVABLE100% | VPCC OFFICE SUPPLIES | \$66.59 | |
| 87,017 | 51411 | 01-0000-2020-00000 | ACCOUNTS PAYABLE - GENERAL CONTROL | VPCC OFFICE SUPPLIES | \$0.00 | 578.88 |
| 87,141 | 51411 | 01-0100-4000-40200 | OFFICE SUPPLIES | OFFICE SUPPLIES | \$104.05 | |
| 87,141 | 51411 | 01-0000-0200-00320 | HST RECEIVABLE (PST 78%, GST 100%) | OFFICE SUPPLIES | \$11.49 | |
| 87,141 | 51411 | 01-0000-2020-00000 | ACCOUNTS PAYABLE - GENERAL CONTROL | OFFICE SUPPLIES | \$0.00 | 115.54 |
| EMPLOYEE REIMBURSEMENT | | | | | | |
| 87,079 | 51412 | 01-5000-4000-40220 | TELEPHONE | JAN - MAR CELLPHONE REIMBURSE | \$92.92 | |
| 87,079 | 51412 | 01-0000-0200-00325 | HST RECEIVABLE100% | JAN - MAR CELLPHONE REIMBURSE | \$12.08 | |
| 87,079 | 51412 | 01-0000-2020-00000 | ACCOUNTS PAYABLE - GENERAL CONTROL | JAN - MAR CELLPHONE REIMBURSE | \$0.00 | 105.00 |
| STONETOWN SUPPLY SERVICES(ING) | | | | | | |
| 87,035 | 51413 | 01-4500-5012-80000 | MATERIALS - DEBRIS & LITTER PICK UP | PW SUPPLIES | \$98.30 | |
| 87,035 | 51413 | 01-4500-4100-40210 | JANITORIAL SUPPLIES | PW SUPPLIES | \$40.06 | |
| 87,035 | 51413 | 01-0000-0200-00320 | HST RECEIVABLE (PST 78%, GST 100%) | PW SUPPLIES | \$10.86 | |
| 87,035 | 51413 | 01-0000-0200-00320 | HST RECEIVABLE (PST 78%, GST 100%) | PW SUPPLIES | \$4.43 | |
| 87,035 | 51413 | 01-0000-2020-00000 | ACCOUNTS PAYABLE - GENERAL CONTROL | PW SUPPLIES | \$0.00 | 153.65 |
| 87,112 | 51413 | 01-3000-4100-40210 | JANITORIAL SUPPLIES | FIRE DEPT JANITORIAL SUPPLIES | \$104.17 | |
| 87,112 | 51413 | 01-0000-0200-00320 | HST RECEIVABLE (PST 78%, GST 100%) | FIRE DEPT JANITORIAL SUPPLIES | \$11.51 | |

**Town of Ingersoll
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PURCHASED FROM VENDORS LOCATED IN INGERSOLL \$ 81,709.85

| <u>VENDOR NAME</u> | <u>CHEQUE #</u> | <u>ACCOUNT</u> | <u>ACCOUNT DESCRIPTION</u> | <u>TRANSACTION DESCRIPTION</u> | <u>DEBITS</u> | <u>CREDITS</u> |
|--------------------------------|-----------------|--------------------------|------------------------------------|--------------------------------|---------------|----------------|
| | 87,112 | 51413 01-0000-2020-00000 | ACCOUNTS PAYABLE - GENERAL CONTROL | FIRE DEPT JANITORIAL SUPPLIES | \$0.00 | 115.68 |
| THAMES VALLEY DIST. SCHOOL BD. | | | | | | |
| | 87,118 | 51414 01-1400-9960-75010 | PUBLIC SCHOOL BD ENG - RES & COMM | FIRST PAYMENT 2018 | \$935,716.89 | |
| | 87,118 | 51414 01-0000-2020-00000 | ACCOUNTS PAYABLE - GENERAL CONTROL | FIRST PAYMENT 2018 | \$0.00 | 935,716.89 |
| WASTE MANAGEMENT | | | | | | |
| | 87,059 | 51415 01-4500-4100-41550 | MAINTENANCE CONTRACTS | FEB GARBAGE SERVICES | \$818.81 | |
| | 87,059 | 51415 01-0000-0200-00320 | HST RECEIVABLE (PST 78%, GST 100%) | FEB GARBAGE SERVICES | \$90.44 | |
| | 87,059 | 51415 01-0000-2020-00000 | ACCOUNTS PAYABLE - GENERAL CONTROL | FEB GARBAGE SERVICES | \$0.00 | 909.25 |
| INGERSOLL GOLF & COUNTRY CLUB | | | | | | |
| | 87,109 | 51416 01-0900-4000-41030 | STAFF CHRISTMAS PARTY | STAFF XMAS PARTY DEPOSIT | \$575.00 | |
| | 87,109 | 51416 01-0000-2020-00000 | ACCOUNTS PAYABLE - GENERAL CONTROL | STAFF XMAS PARTY DEPOSIT | \$0.00 | 575.00 |
| ONTARIO PUBLIC WORKS ASSOCIATI | | | | | | |
| | 87,077 | 51417 01-4000-4000-40630 | STAFF TRAINING | OPWA AGM | \$94.56 | |
| | 87,077 | 51417 01-0000-0200-00320 | HST RECEIVABLE (PST 78%, GST 100%) | OPWA AGM | \$10.44 | |
| | 87,077 | 51417 01-0000-2020-00000 | ACCOUNTS PAYABLE - GENERAL CONTROL | OPWA AGM | \$0.00 | 105.00 |
| TOWN RESIDENT | | | | | | |
| | 87,234 | 51418 01-0000-0090-99910 | TAXES - CLEARING | RETURN TAX PMT | \$7,875.02 | |
| | 87,234 | 51418 01-0000-0100-00100 | BANK | RETURN TAX PMT | \$0.00 | 7,875.02 |
| ROYAL BANK VISA | | | | | | |
| | 87,225 EFT | 01-3000-4000-41000 | ADVERTISING | VISA FEB 2018-FIRE DEPT | \$73.47 | |
| | 87,225 EFT | 01-3000-4000-42900 | MISCELLANEOUS EXPENSE | VISA FEB 2018-FIRE DEPT | \$30.00 | |
| | 87,225 EFT | 01-0000-0090-99999 | SUSPENSE - CLEARING | VISA FEB 2018-FIRE DEPT | \$259.90 | |
| | 87,225 EFT | 01-0000-0200-00320 | HST RECEIVABLE (PST 78%, GST 100%) | VISA FEB 2018-FIRE DEPT | \$8.12 | |
| | 87,225 EFT | 01-0000-0100-00100 | BANK | VISA FEB 2018-FIRE DEPT | \$0.00 | 371.49 |
| ROYAL BANK VISA | | | | | | |
| | 87,226 EFT | 01-4500-4000-42900 | MISCELLANEOUS EXPENSE | VISA FEB 2018-PUBLIC WORKS | \$30.00 | |
| | 87,226 EFT | 01-4500-4000-40630 | STAFF TRAINING | VISA FEB 2018-PUBLIC WORKS | \$172.99 | |
| | 87,226 EFT | 01-4500-4000-40270 | NEW EQUIPMENT | VISA FEB 2018-PUBLIC WORKS | \$80.22 | |
| | 87,226 EFT | 01-4500-4000-40270 | NEW EQUIPMENT | VISA FEB 2018-PUBLIC WORKS | \$658.29 | |
| | 87,226 EFT | 01-0000-0090-99999 | SUSPENSE - CLEARING | VISA FEB 2018-PUBLIC WORKS | \$42.93 | |
| | 87,226 EFT | 01-0000-0200-00320 | HST RECEIVABLE (PST 78%, GST 100%) | VISA FEB 2018-PUBLIC WORKS | \$19.11 | |
| | 87,226 EFT | 01-0000-0200-00320 | HST RECEIVABLE (PST 78%, GST 100%) | VISA FEB 2018-PUBLIC WORKS | \$8.88 | |
| | 87,226 EFT | 01-0000-0200-00320 | HST RECEIVABLE (PST 78%, GST 100%) | VISA FEB 2018-PUBLIC WORKS | \$72.71 | |
| | 87,226 EFT | 01-0000-0100-00100 | BANK | VISA FEB 2018-PUBLIC WORKS | \$0.00 | 1,085.13 |
| ROYAL BANK VISA | | | | | | |
| | 87,227 EFT | 01-4500-4000-41520 | COMMUNICATION | VISA FEB 2018-ENG | \$993.00 | |

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PURCHASED FROM VENDORS LOCATED IN INGERSOLL \$ 81,709.85

| <u>VENDOR NAME</u> | <u>CHEQUE #</u> | <u>ACCOUNT</u> | <u>ACCOUNT DESCRIPTION</u> | <u>TRANSACTION DESCRIPTION</u> | <u>DEBITS</u> | <u>CREDITS</u> |
|--------------------|-----------------|--------------------|------------------------------------|--------------------------------|---------------|----------------|
| | 87,227 EFT | 01-4000-4000-40600 | MEMBERSHIP FEES | VISA FEB 2018-ENG | \$147.55 | |
| | 87,227 EFT | 01-4500-4000-42900 | MISCELLANEOUS EXPENSE | VISA FEB 2018-ENG | \$30.00 | |
| | 87,227 EFT | 01-4500-4000-42900 | MISCELLANEOUS EXPENSE | VISA FEB 2018-ENG | \$7.18 | |
| | 87,227 EFT | 01-4000-4000-40610 | MEETINGS & CONFERENCES | VISA FEB 2018-ENG | \$67.16 | |
| | 87,227 EFT | 01-0000-0200-00320 | HST RECEIVABLE (PST 78%, GST 100%) | VISA FEB 2018-ENG | \$16.30 | |
| | 87,227 EFT | 01-0000-0200-00320 | HST RECEIVABLE (PST 78%, GST 100%) | VISA FEB 2018-ENG | \$7.42 | |
| | 87,227 EFT | 01-0000-0100-00100 | BANK | VISA FEB 2018-ENG | \$0.00 | 1,268.61 |
| ROYAL BANK VISA | | | | | | |
| | 87,228 EFT | 01-4500-4000-42900 | MISCELLANEOUS EXPENSE | VISA FEB 2018-PUBLIC WORKS | \$30.00 | |
| | 87,228 EFT | 01-4500-4000-40630 | STAFF TRAINING | VISA FEB 2018-PUBLIC WORKS | \$926.02 | |
| | 87,228 EFT | 01-4500-4000-40290 | UNIFORMS & CLOTHING | VISA FEB 2018-PUBLIC WORKS | \$223.36 | |
| | 87,228 EFT | 01-0000-0200-00320 | HST RECEIVABLE (PST 78%, GST 100%) | VISA FEB 2018-PUBLIC WORKS | \$102.28 | |
| | 87,228 EFT | 01-0000-0200-00320 | HST RECEIVABLE (PST 78%, GST 100%) | VISA FEB 2018-PUBLIC WORKS | \$24.68 | |
| | 87,228 EFT | 01-0000-0100-00100 | BANK | VISA FEB 2018-PUBLIC WORKS | \$0.00 | 1,306.34 |
| ROYAL BANK VISA | | | | | | |
| | 87,229 EFT | 01-1002-4000-41530 | EQUIPMENT REPAIRS & MAINTENANCE | VISA FEB 2018-IT | \$423.80 | |
| | 87,229 EFT | 01-1002-4000-40410 | LICENCES, TAGS, ETC. | VISA FEB 2018-IT | \$743.22 | |
| | 87,229 EFT | 01-1002-4000-40270 | NEW EQUIPMENT | VISA FEB 2018-IT | \$80.45 | |
| | 87,229 EFT | 01-1002-4000-42900 | MISCELLANEOUS EXPENSE | VISA FEB 2018-IT | \$30.00 | |
| | 87,229 EFT | 01-1002-4000-42900 | MISCELLANEOUS EXPENSE | VISA FEB 2018-IT | \$21.61 | |
| | 87,229 EFT | 01-1002-4000-40270 | NEW EQUIPMENT | VISA FEB 2018-IT | \$152.27 | |
| | 87,229 EFT | 01-1002-4000-40270 | NEW EQUIPMENT | VISA FEB 2018-IT | \$61.57 | |
| | 87,229 EFT | 01-1002-4000-40410 | LICENCES, TAGS, ETC. | VISA FEB 2018-IT | \$20.34 | |
| | 87,229 EFT | 01-1002-4000-40270 | NEW EQUIPMENT | VISA FEB 2018-IT | \$52.17 | |
| | 87,229 EFT | 01-0000-0200-00320 | HST RECEIVABLE (PST 78%, GST 100%) | VISA FEB 2018-IT | \$23.18 | |
| | 87,229 EFT | 01-0000-0200-00320 | HST RECEIVABLE (PST 78%, GST 100%) | VISA FEB 2018-IT | \$8.89 | |
| | 87,229 EFT | 01-0000-0200-00320 | HST RECEIVABLE (PST 78%, GST 100%) | VISA FEB 2018-IT | \$16.83 | |
| | 87,229 EFT | 01-0000-0200-00320 | HST RECEIVABLE (PST 78%, GST 100%) | VISA FEB 2018-IT | \$6.80 | |
| | 87,229 EFT | 01-0000-0200-00320 | HST RECEIVABLE (PST 78%, GST 100%) | VISA FEB 2018-IT | \$2.25 | |
| | 87,229 EFT | 01-0000-0200-00320 | HST RECEIVABLE (PST 78%, GST 100%) | VISA FEB 2018-IT | \$5.77 | |
| | 87,229 EFT | 01-0000-0100-00100 | BANK | VISA FEB 2018-IT | \$0.00 | 1,649.15 |
| ROYAL BANK VISA | | | | | | |
| | 87,230 EFT | 01-5000-4000-40856 | SAFE CYCLINING COMMITTEE EXPENSES | VISA FEB 2018-PARKS & REC | \$606.20 | |
| | 87,230 EFT | 01-5200-6090-40610 | MEETINGS & CONFERENCES | VISA FEB 2018-PARKS & REC | \$395.50 | |
| | 87,230 EFT | 01-5200-6090-40610 | MEETINGS & CONFERENCES | VISA FEB 2018-PARKS & REC | \$301.00 | |
| | 87,230 EFT | 01-5100-4000-40435 | PRO SHOP SUPPLIES | VISA FEB 2018-PARKS & REC | \$124.94 | |

Town of Ingersoll
 Monthly Cheque Disbursements
 March 2018

PURCHASED FROM VENDORS LOCATED IN INGERSOLL \$ 81,709.85

| <u>VENDOR NAME</u> | <u>CHEQUE #</u> | <u>ACCOUNT</u> | <u>ACCOUNT DESCRIPTION</u> | <u>TRANSACTION DESCRIPTION</u> | <u>DEBITS</u> | <u>CREDITS</u> |
|--------------------|-----------------|--------------------|------------------------------------|--------------------------------|---------------|----------------|
| | 87,230 EFT | 01-5000-4000-42900 | MISCELLANEOUS EXPENSE | VISA FEB 2018-PARKS & REC | \$30.00 | |
| | 87,230 EFT | 01-5000-4000-42900 | MISCELLANEOUS EXPENSE | VISA FEB 2018-PARKS & REC | \$11.73 | |
| | 87,230 EFT | 01-5100-4000-40435 | PRO SHOP SUPPLIES | VISA FEB 2018-PARKS & REC | \$67.00 | |
| | 87,230 EFT | 01-0000-0090-99910 | TAXES - CLEARING | VISA FEB 2018-PARKS & REC | \$226.00 | |
| | 87,230 EFT | 01-0000-0200-00325 | HST RECEIVABLE100% | VISA FEB 2018-PARKS & REC | \$78.80 | |
| | 87,230 EFT | 01-0000-0200-00325 | HST RECEIVABLE100% | VISA FEB 2018-PARKS & REC | \$38.16 | |
| | 87,230 EFT | 01-0000-0200-00325 | HST RECEIVABLE100% | VISA FEB 2018-PARKS & REC | \$7.85 | |
| | 87,230 EFT | 01-0000-0200-00325 | HST RECEIVABLE100% | VISA FEB 2018-PARKS & REC | \$3.35 | |
| | 87,230 EFT | 01-0000-0100-00100 | BANK | VISA FEB 2018-PARKS & REC | \$0.00 | 1,890.53 |
| ROYAL BANK VISA | | | | | | |
| | 87,231 EFT | 01-3400-4000-40630 | STAFF TRAINING | VISA FEB 2018-BLDG INSPECT | \$1,221.12 | |
| | 87,231 EFT | 01-3400-4000-42900 | MISCELLANEOUS EXPENSE | VISA FEB 2018-BLDG INSPECT | \$50.94 | |
| | 87,231 EFT | 01-3400-4000-42900 | MISCELLANEOUS EXPENSE | VISA FEB 2018-BLDG INSPECT | \$30.00 | |
| | 87,231 EFT | 01-3400-4000-40630 | STAFF TRAINING | VISA FEB 2018-BLDG INSPECT | \$10.81 | |
| | 87,231 EFT | 01-3400-4000-40290 | UNIFORMS & CLOTHING | VISA FEB 2018-BLDG INSPECT | \$30.53 | |
| | 87,231 EFT | 01-3400-4000-40610 | MEETINGS & CONFERENCES | VISA FEB 2018-BLDG INSPECT | \$711.30 | |
| | 87,231 EFT | 01-0000-0090-99999 | SUSPENSE - CLEARING | VISA FEB 2018-BLDG INSPECT | \$336.74 | |
| | 87,231 EFT | 01-0000-0200-00320 | HST RECEIVABLE (PST 78%, GST 100%) | VISA FEB 2018-BLDG INSPECT | \$134.88 | |
| | 87,231 EFT | 01-0000-0200-00320 | HST RECEIVABLE (PST 78%, GST 100%) | VISA FEB 2018-BLDG INSPECT | \$1.10 | |
| | 87,231 EFT | 01-0000-0200-00320 | HST RECEIVABLE (PST 78%, GST 100%) | VISA FEB 2018-BLDG INSPECT | \$1.19 | |
| | 87,231 EFT | 01-0000-0200-00320 | HST RECEIVABLE (PST 78%, GST 100%) | VISA FEB 2018-BLDG INSPECT | \$3.37 | |
| | 87,231 EFT | 01-0000-0200-00320 | HST RECEIVABLE (PST 78%, GST 100%) | VISA FEB 2018-BLDG INSPECT | \$78.57 | |
| | 87,231 EFT | 01-0000-0100-00100 | BANK | VISA FEB 2018-BLDG INSPECT | \$0.00 | 2,610.55 |
| ROYAL BANK VISA | | | | | | |
| | 87,232 EFT | 01-7000-4000-41020 | PROMOTION & MEALS | VISA FEB 2018-ECON DEVEL | \$103.10 | |
| | 87,232 EFT | 01-1000-4000-40630 | STAFF TRAINING | VISA FEB 2018-ECON DEVEL | \$361.25 | |
| | 87,232 EFT | 01-7000-4000-41000 | ADVERTISING | VISA FEB 2018-ECON DEVEL | \$152.64 | |
| | 87,232 EFT | 01-7000-4000-41300 | TRADE SHOWS | VISA FEB 2018-ECON DEVEL | \$506.36 | |
| | 87,232 EFT | 01-7000-4000-41020 | PROMOTION & MEALS | VISA FEB 2018-ECON DEVEL | \$10.17 | |
| | 87,232 EFT | 01-7000-4000-41020 | PROMOTION & MEALS | VISA FEB 2018-ECON DEVEL | \$76.57 | |
| | 87,232 EFT | 01-7000-4000-41020 | PROMOTION & MEALS | VISA FEB 2018-ECON DEVEL | \$10.05 | |
| | 87,232 EFT | 01-7000-4000-40610 | MEETINGS & CONFERENCES | VISA FEB 2018-ECON DEVEL | \$83.75 | |
| | 87,232 EFT | 01-7000-4000-40610 | MEETINGS & CONFERENCES | VISA FEB 2018-ECON DEVEL | \$675.71 | |
| | 87,232 EFT | 01-7000-4000-40270 | NEW EQUIPMENT | VISA FEB 2018-ECON DEVEL | \$37.64 | |
| | 87,232 EFT | 01-7000-4000-42900 | MISCELLANEOUS EXPENSE | VISA FEB 2018-ECON DEVEL | \$16.58 | |
| | 87,232 EFT | 01-7000-4000-42900 | MISCELLANEOUS EXPENSE | VISA FEB 2018-ECON DEVEL | \$35.08 | |

Town of Ingersoll
 Monthly Cheque Disbursements
 March 2018

PURCHASED FROM VENDORS LOCATED IN INGERSOLL \$ 81,709.85

| <u>VENDOR NAME</u> | <u>CHEQUE #</u> | <u>ACCOUNT</u> | <u>ACCOUNT DESCRIPTION</u> | <u>TRANSACTION DESCRIPTION</u> | <u>DEBITS</u> | <u>CREDITS</u> |
|--------------------|-----------------|--------------------|------------------------------------|--------------------------------|---------------|----------------|
| 87,232 | EFT | 01-7000-4000-42900 | MISCELLANEOUS EXPENSE | VISA FEB 2018-ECON DEVEL | \$13.95 | |
| 87,232 | EFT | 01-7000-4000-42900 | MISCELLANEOUS EXPENSE | VISA FEB 2018-ECON DEVEL | \$63.77 | |
| 87,232 | EFT | 01-0100-4000-40610 | MEETINGS & CONFERENCES | VISA FEB 2018-ECON DEVEL | \$110.92 | |
| 87,232 | EFT | 01-7000-4000-41020 | PROMOTION & MEALS | VISA FEB 2018-ECON DEVEL | \$25.22 | |
| 87,232 | EFT | 01-7000-4000-42900 | MISCELLANEOUS EXPENSE | VISA FEB 2018-ECON DEVEL | \$40.39 | |
| 87,232 | EFT | 01-7000-4000-42900 | MISCELLANEOUS EXPENSE | VISA FEB 2018-ECON DEVEL | \$30.00 | |
| 87,232 | EFT | 01-0000-0400-00280 | PREPAID EXPENSES | VISA FEB 2018-ECON DEVEL | \$0.00 | 207.88 |
| 87,232 | EFT | 01-0000-0090-99999 | SUSPENSE - CLEARING | VISA FEB 2018-ECON DEVEL | \$345.22 | |
| 87,232 | EFT | 01-0000-0200-00320 | HST RECEIVABLE (PST 78%, GST 100%) | VISA FEB 2018-ECON DEVEL | \$9.76 | |
| 87,232 | EFT | 01-0000-0200-00320 | HST RECEIVABLE (PST 78%, GST 100%) | VISA FEB 2018-ECON DEVEL | \$39.90 | |
| 87,232 | EFT | 01-0000-0200-00320 | HST RECEIVABLE (PST 78%, GST 100%) | VISA FEB 2018-ECON DEVEL | \$16.86 | |
| 87,232 | EFT | 01-0000-0200-00320 | HST RECEIVABLE (PST 78%, GST 100%) | VISA FEB 2018-ECON DEVEL | \$10.93 | |
| 87,232 | EFT | 01-0000-0200-00320 | HST RECEIVABLE (PST 78%, GST 100%) | VISA FEB 2018-ECON DEVEL | \$1.12 | |
| 87,232 | EFT | 01-0000-0200-00320 | HST RECEIVABLE (PST 78%, GST 100%) | VISA FEB 2018-ECON DEVEL | \$7.25 | |
| 87,232 | EFT | 01-0000-0200-00320 | HST RECEIVABLE (PST 78%, GST 100%) | VISA FEB 2018-ECON DEVEL | \$1.11 | |
| 87,232 | EFT | 01-0000-0200-00320 | HST RECEIVABLE (PST 78%, GST 100%) | VISA FEB 2018-ECON DEVEL | \$9.25 | |
| 87,232 | EFT | 01-0000-0200-00320 | HST RECEIVABLE (PST 78%, GST 100%) | VISA FEB 2018-ECON DEVEL | \$68.87 | |
| 87,232 | EFT | 01-0000-0200-00320 | HST RECEIVABLE (PST 78%, GST 100%) | VISA FEB 2018-ECON DEVEL | \$4.16 | |
| 87,232 | EFT | 01-0000-0200-00320 | HST RECEIVABLE (PST 78%, GST 100%) | VISA FEB 2018-ECON DEVEL | \$0.51 | |
| 87,232 | EFT | 01-0000-0200-00320 | HST RECEIVABLE (PST 78%, GST 100%) | VISA FEB 2018-ECON DEVEL | \$3.32 | |
| 87,232 | EFT | 01-0000-0200-00320 | HST RECEIVABLE (PST 78%, GST 100%) | VISA FEB 2018-ECON DEVEL | \$1.55 | |
| 87,232 | EFT | 01-0000-0200-00320 | HST RECEIVABLE (PST 78%, GST 100%) | VISA FEB 2018-ECON DEVEL | \$7.05 | |
| 87,232 | EFT | 01-0000-0200-00320 | HST RECEIVABLE (PST 78%, GST 100%) | VISA FEB 2018-ECON DEVEL | \$12.25 | |
| 87,232 | EFT | 01-0000-0200-00320 | HST RECEIVABLE (PST 78%, GST 100%) | VISA FEB 2018-ECON DEVEL | \$2.39 | |
| 87,232 | EFT | 01-0000-0200-00320 | HST RECEIVABLE (PST 78%, GST 100%) | VISA FEB 2018-ECON DEVEL | \$0.00 | 22.96 |
| 87,232 | EFT | 01-0000-0100-00100 | BANK | VISA FEB 2018-ECON DEVEL | \$0.00 | 2,663.81 |
| ROYAL BANK VISA | | | | | | |
| 87,233 | EFT | 01-0900-4000-41020 | PROMOTION & MEALS | VISA FEB 2018-CLERK | \$5.40 | |
| 87,233 | EFT | 01-0900-4000-41020 | PROMOTION & MEALS | VISA FEB 2018-CLERK | \$841.92 | |
| 87,233 | EFT | 01-0900-4000-41020 | PROMOTION & MEALS | VISA FEB 2018-CLERK | \$40.12 | |
| 87,233 | EFT | 01-1000-4000-42900 | MISCELLANEOUS EXPENSE | VISA FEB 2018-CLERK | \$30.00 | |
| 87,233 | EFT | 01-0900-4000-41020 | PROMOTION & MEALS | VISA FEB 2018-CLERK | \$1,595.21 | |
| 87,233 | EFT | 01-1000-4000-40270 | NEW EQUIPMENT | VISA FEB 2018-CLERK | \$608.52 | |
| 87,233 | EFT | 01-0900-4000-41020 | PROMOTION & MEALS | VISA FEB 2018-CLERK | \$88.53 | |
| 87,233 | EFT | 01-0900-4000-41020 | PROMOTION & MEALS | VISA FEB 2018-CLERK | \$51.20 | |
| 87,233 | EFT | 01-1000-4000-42900 | MISCELLANEOUS EXPENSE | VISA FEB 2018-CLERK | \$97.14 | |

Town of Ingersoll
 Monthly Cheque Disbursements
 March 2018

PURCHASED FROM VENDORS LOCATED IN INGERSOLL \$ 81,709.85

| <u>VENDOR NAME</u> | <u>CHEQUE #</u> | <u>ACCOUNT</u> | <u>ACCOUNT DESCRIPTION</u> | <u>TRANSACTION DESCRIPTION</u> | <u>DEBITS</u> | <u>CREDITS</u> |
|--------------------|--------------------|------------------------------------|------------------------------------|--------------------------------|---------------|----------------|
| 87,233 EFT | 01-0900-4000-41020 | PROMOTION & MEALS | PROMOTION & MEALS | VISA FEB 2018-CLERK | \$34.66 | |
| 87,233 EFT | 01-0900-4000-42900 | MISCELLANEOUS EXPENSE | MISCELLANEOUS EXPENSE | VISA FEB 2018-CLERK | \$50.48 | |
| 87,233 EFT | 01-0000-0090-99999 | SUSPENSE - CLEARING | SUSPENSE - CLEARING | VISA FEB 2018-CLERK | \$242.95 | |
| 87,233 EFT | 01-0000-0200-00320 | HST RECEIVABLE (PST 78%, GST 100%) | HST RECEIVABLE (PST 78%, GST 100%) | VISA FEB 2018-CLERK | \$0.60 | |
| 87,233 EFT | 01-0000-0200-00320 | HST RECEIVABLE (PST 78%, GST 100%) | HST RECEIVABLE (PST 78%, GST 100%) | VISA FEB 2018-CLERK | \$93.00 | |
| 87,233 EFT | 01-0000-0200-00320 | HST RECEIVABLE (PST 78%, GST 100%) | HST RECEIVABLE (PST 78%, GST 100%) | VISA FEB 2018-CLERK | \$4.44 | |
| 87,233 EFT | 01-0000-0200-00320 | HST RECEIVABLE (PST 78%, GST 100%) | HST RECEIVABLE (PST 78%, GST 100%) | VISA FEB 2018-CLERK | \$176.20 | |
| 87,233 EFT | 01-0000-0200-00320 | HST RECEIVABLE (PST 78%, GST 100%) | HST RECEIVABLE (PST 78%, GST 100%) | VISA FEB 2018-CLERK | \$67.22 | |
| 87,233 EFT | 01-0000-0200-00320 | HST RECEIVABLE (PST 78%, GST 100%) | HST RECEIVABLE (PST 78%, GST 100%) | VISA FEB 2018-CLERK | \$9.78 | |
| 87,233 EFT | 01-0000-0200-00320 | HST RECEIVABLE (PST 78%, GST 100%) | HST RECEIVABLE (PST 78%, GST 100%) | VISA FEB 2018-CLERK | \$1.24 | |
| 87,233 EFT | 01-0000-0200-00320 | HST RECEIVABLE (PST 78%, GST 100%) | HST RECEIVABLE (PST 78%, GST 100%) | VISA FEB 2018-CLERK | \$10.73 | |
| 87,233 EFT | 01-0000-0200-00320 | HST RECEIVABLE (PST 78%, GST 100%) | HST RECEIVABLE (PST 78%, GST 100%) | VISA FEB 2018-CLERK | \$3.29 | |
| 87,233 EFT | 01-0000-0100-00100 | BANK | BANK | VISA FEB 2018-CLERK | \$0.00 | 4,052.63 |
| ROYAL BANK VISA | | | | | | |
| 87,235 EFT | 01-0100-4000-40610 | MEETINGS & CONFERENCES | MEETINGS & CONFERENCES | VISA FEB 2018-CAO | \$796.89 | |
| 87,235 EFT | 01-0100-4000-41020 | PROMOTION & MEALS | PROMOTION & MEALS | VISA FEB 2018-CAO | \$65.74 | |
| 87,235 EFT | 01-0900-4000-41020 | PROMOTION & MEALS | PROMOTION & MEALS | VISA FEB 2018-CAO | \$1,185.05 | |
| 87,235 EFT | 01-0900-4000-41020 | PROMOTION & MEALS | PROMOTION & MEALS | VISA FEB 2018-CAO | \$445.03 | |
| 87,235 EFT | 01-0000-0400-00280 | PREPAID EXPENSES | PREPAID EXPENSES | VISA FEB 2018-CAO | \$0.00 | 222.52 |
| 87,235 EFT | 01-0900-4000-41020 | PROMOTION & MEALS | PROMOTION & MEALS | VISA FEB 2018-CAO | \$48.63 | |
| 87,235 EFT | 01-0900-4000-42900 | MISCELLANEOUS EXPENSE | MISCELLANEOUS EXPENSE | VISA FEB 2018-CAO | \$30.00 | |
| 87,235 EFT | 01-0900-4000-41020 | PROMOTION & MEALS | PROMOTION & MEALS | VISA FEB 2018-CAO | \$2,573.77 | |
| 87,235 EFT | 01-0900-4000-41020 | PROMOTION & MEALS | PROMOTION & MEALS | VISA FEB 2018-CAO | \$65.60 | |
| 87,235 EFT | 01-0900-4000-41020 | PROMOTION & MEALS | PROMOTION & MEALS | VISA FEB 2018-CAO | \$55.15 | |
| 87,235 EFT | 01-0900-4000-42900 | MISCELLANEOUS EXPENSE | MISCELLANEOUS EXPENSE | VISA FEB 2018-CAO | \$70.11 | |
| 87,235 EFT | 01-0000-0090-99999 | SUSPENSE - CLEARING | SUSPENSE - CLEARING | VISA FEB 2018-CAO | \$264.98 | |
| 87,235 EFT | 01-0000-0200-00320 | HST RECEIVABLE (PST 78%, GST 100%) | HST RECEIVABLE (PST 78%, GST 100%) | VISA FEB 2018-CAO | \$88.04 | |
| 87,235 EFT | 01-0000-0200-00320 | HST RECEIVABLE (PST 78%, GST 100%) | HST RECEIVABLE (PST 78%, GST 100%) | VISA FEB 2018-CAO | \$7.26 | |
| 87,235 EFT | 01-0000-0200-00320 | HST RECEIVABLE (PST 78%, GST 100%) | HST RECEIVABLE (PST 78%, GST 100%) | VISA FEB 2018-CAO | \$122.63 | |
| 87,235 EFT | 01-0000-0200-00320 | HST RECEIVABLE (PST 78%, GST 100%) | HST RECEIVABLE (PST 78%, GST 100%) | VISA FEB 2018-CAO | \$49.13 | |
| 87,235 EFT | 01-0000-0200-00320 | HST RECEIVABLE (PST 78%, GST 100%) | HST RECEIVABLE (PST 78%, GST 100%) | VISA FEB 2018-CAO | \$0.00 | 24.56 |
| 87,235 EFT | 01-0000-0200-00320 | HST RECEIVABLE (PST 78%, GST 100%) | HST RECEIVABLE (PST 78%, GST 100%) | VISA FEB 2018-CAO | \$4.38 | |
| 87,235 EFT | 01-0000-0200-00320 | HST RECEIVABLE (PST 78%, GST 100%) | HST RECEIVABLE (PST 78%, GST 100%) | VISA FEB 2018-CAO | \$273.06 | |
| 87,235 EFT | 01-0000-0200-00320 | HST RECEIVABLE (PST 78%, GST 100%) | HST RECEIVABLE (PST 78%, GST 100%) | VISA FEB 2018-CAO | \$6.04 | |
| 87,235 EFT | 01-0000-0200-00320 | HST RECEIVABLE (PST 78%, GST 100%) | HST RECEIVABLE (PST 78%, GST 100%) | VISA FEB 2018-CAO | \$4.99 | |
| 87,235 EFT | 01-0000-0100-00100 | BANK | BANK | VISA FEB 2018-CAO | \$0.00 | 5,909.40 |

Town of Ingersoll
 Monthly Cheque Disbursements
 March 2018

PURCHASED FROM VENDORS LOCATED IN INGERSOLL \$ 81,709.85

| <u>VENDOR NAME</u> | <u>CHEQUE #</u> | <u>ACCOUNT</u> | <u>ACCOUNT DESCRIPTION</u> | <u>TRANSACTION DESCRIPTION</u> | <u>DEBITS</u> | <u>CREDITS</u> |
|--------------------|-----------------|--------------------|---------------------------------|--------------------------------|---------------|----------------|
| ROYAL BANK VISA | | | | | | |
| | 87,236 EFT | 01-5200-6090-40420 | PROGRAM SUPPLIES | VISA FEB 2018-FUSION | \$360.86 | |
| | 87,236 EFT | 01-5200-6090-40420 | PROGRAM SUPPLIES | VISA FEB 2018-FUSION | \$176.26 | |
| | 87,236 EFT | 01-5200-6185-40625 | PRGM PARTICIPANT TRANSPORTATION | VISA FEB 2018-FUSION | \$376.81 | |
| | 87,236 EFT | 01-5200-6090-40420 | PROGRAM SUPPLIES | VISA FEB 2018-FUSION | \$184.34 | |
| | 87,236 EFT | 01-5200-6090-40270 | NEW EQUIPMENT | VISA FEB 2018-FUSION | \$1,500.00 | |
| | 87,236 EFT | 01-5200-6090-40260 | SUBSCRIP AND PUBLICATIONS | VISA FEB 2018-FUSION | \$10.99 | |
| | 87,236 EFT | 01-5200-6090-40500 | SPECIAL EVENTS | VISA FEB 2018-FUSION | \$446.55 | |
| | 87,236 EFT | 01-5200-6185-40420 | PROGRAM SUPPLIES | VISA FEB 2018-FUSION | \$183.70 | |
| | 87,236 EFT | 01-5200-6185-40420 | PROGRAM SUPPLIES | VISA FEB 2018-FUSION | \$204.36 | |
| | 87,236 EFT | 01-5200-6185-40420 | PROGRAM SUPPLIES | VISA FEB 2018-FUSION | \$51.09 | |
| | 87,236 EFT | 01-5200-6185-40420 | PROGRAM SUPPLIES | VISA FEB 2018-FUSION | \$119.99 | |
| | 87,236 EFT | 01-5200-6090-40420 | PROGRAM SUPPLIES | VISA FEB 2018-FUSION | \$949.00 | |
| | 87,236 EFT | 01-5200-6090-40420 | PROGRAM SUPPLIES | VISA FEB 2018-FUSION | \$200.00 | |
| | 87,236 EFT | 01-5200-6090-40420 | PROGRAM SUPPLIES | VISA FEB 2018-FUSION | \$65.98 | |
| | 87,236 EFT | 01-5200-6185-41039 | FIELD TRIPS | VISA FEB 2018-FUSION | \$247.46 | |
| | 87,236 EFT | 01-5200-6090-40630 | STAFF TRAINING | VISA FEB 2018-FUSION | \$350.00 | |
| | 87,236 EFT | 01-5200-6090-40610 | MEETINGS & CONFERENCES | VISA FEB 2018-FUSION | \$37.28 | |
| | 87,236 EFT | 01-5200-6090-40610 | MEETINGS & CONFERENCES | VISA FEB 2018-FUSION | \$4.47 | |
| | 87,236 EFT | 01-5200-6090-40630 | STAFF TRAINING | VISA FEB 2018-FUSION | \$7.19 | |
| | 87,236 EFT | 01-5200-6090-40610 | MEETINGS & CONFERENCES | VISA FEB 2018-FUSION | \$64.06 | |
| | 87,236 EFT | 01-5200-6090-40630 | STAFF TRAINING | VISA FEB 2018-FUSION | \$64.06 | |
| | 87,236 EFT | 01-5200-6090-40630 | STAFF TRAINING | VISA FEB 2018-FUSION | \$30.71 | |
| | 87,236 EFT | 01-5200-6090-40610 | MEETINGS & CONFERENCES | VISA FEB 2018-FUSION | \$30.71 | |
| | 87,236 EFT | 01-5000-4000-42900 | MISCELLANEOUS EXPENSE | VISA FEB 2018-FUSION | \$30.00 | |
| | 87,236 EFT | 01-5000-4000-42900 | MISCELLANEOUS EXPENSE | VISA FEB 2018-FUSION | \$127.02 | |
| | 87,236 EFT | 01-5200-6090-40260 | SUBSCRIP AND PUBLICATIONS | VISA FEB 2018-FUSION | \$10.99 | |
| | 87,236 EFT | 01-0000-0200-00325 | HST RECEIVABLE100% | VISA FEB 2018-FUSION | \$46.93 | |
| | 87,236 EFT | 01-0000-0200-00325 | HST RECEIVABLE100% | VISA FEB 2018-FUSION | \$22.91 | |
| | 87,236 EFT | 01-0000-0200-00325 | HST RECEIVABLE100% | VISA FEB 2018-FUSION | \$48.98 | |
| | 87,236 EFT | 01-0000-0200-00325 | HST RECEIVABLE100% | VISA FEB 2018-FUSION | \$58.05 | |
| | 87,236 EFT | 01-0000-0200-00325 | HST RECEIVABLE100% | VISA FEB 2018-FUSION | \$26.52 | |
| | 87,236 EFT | 01-0000-0200-00325 | HST RECEIVABLE100% | VISA FEB 2018-FUSION | \$6.63 | |
| | 87,236 EFT | 01-0000-0200-00325 | HST RECEIVABLE100% | VISA FEB 2018-FUSION | \$15.60 | |
| | 87,236 EFT | 01-0000-0200-00325 | HST RECEIVABLE100% | VISA FEB 2018-FUSION | \$123.37 | |
| | 87,236 EFT | 01-0000-0200-00325 | HST RECEIVABLE100% | VISA FEB 2018-FUSION | \$8.58 | |

Town of Ingersoll
 Monthly Cheque Disbursements
 March 2018

PURCHASED FROM VENDORS LOCATED IN INGERSOLL \$ 81,709.85

| <u>VENDOR NAME</u> | <u>CHEQUE #</u> | <u>ACCOUNT</u> | <u>ACCOUNT DESCRIPTION</u> | <u>TRANSACTION DESCRIPTION</u> | <u>DEBITS</u> | <u>CREDITS</u> |
|--------------------|-----------------|--------------------|------------------------------------|--------------------------------|---------------|----------------|
| | 87,236 EFT | 01-0000-0200-00325 | HST RECEIVABLE100% | VISA FEB 2018-FUSION | \$32.17 | |
| | 87,236 EFT | 01-0000-0200-00325 | HST RECEIVABLE100% | VISA FEB 2018-FUSION | \$45.50 | |
| | 87,236 EFT | 01-0000-0200-00325 | HST RECEIVABLE100% | VISA FEB 2018-FUSION | \$4.03 | |
| | 87,236 EFT | 01-0000-0200-00325 | HST RECEIVABLE100% | VISA FEB 2018-FUSION | \$0.58 | |
| | 87,236 EFT | 01-0000-0200-00325 | HST RECEIVABLE100% | VISA FEB 2018-FUSION | \$0.93 | |
| | 87,236 EFT | 01-0000-0200-00325 | HST RECEIVABLE100% | VISA FEB 2018-FUSION | \$6.49 | |
| | 87,236 EFT | 01-0000-0200-00325 | HST RECEIVABLE100% | VISA FEB 2018-FUSION | \$6.49 | |
| | 87,236 EFT | 01-0000-0200-00325 | HST RECEIVABLE100% | VISA FEB 2018-FUSION | \$3.99 | |
| | 87,236 EFT | 01-0000-0200-00325 | HST RECEIVABLE100% | VISA FEB 2018-FUSION | \$3.99 | |
| | 87,236 EFT | 01-0000-0100-00100 | BANK | VISA FEB 2018-FUSION | \$0.00 | 6,295.62 |
| ROYAL BANK VISA | | | | | | |
| | 87,237 EFT | 01-6200-4000-40270 | NEW EQUIPMENT | VISA FEB 2018-MUSEUM | \$249.99 | |
| | 87,237 EFT | 01-0000-0090-99999 | SUSPENSE - CLEARING | VISA FEB 2018-MUSEUM | \$413.68 | |
| | 87,237 EFT | 01-0000-0200-00325 | HST RECEIVABLE100% | VISA FEB 2018-MUSEUM | \$32.50 | |
| | 87,237 EFT | 01-0000-0100-00100 | BANK | VISA FEB 2018-MUSEUM | \$0.00 | 696.17 |
| ROYAL BANK VISA | | | | | | |
| | 87,238 EFT | 01-0900-4000-41020 | PROMOTION & MEALS | VISA FEB 2018-TREASURY | \$267.79 | |
| | 87,238 EFT | 01-0900-4000-41020 | PROMOTION & MEALS | VISA FEB 2018-TREASURY | \$445.03 | |
| | 87,238 EFT | 01-0000-0400-00280 | PREPAID EXPENSES | VISA FEB 2018-TREASURY | \$0.00 | 222.52 |
| | 87,238 EFT | 01-1300-4000-40270 | NEW EQUIPMENT | VISA FEB 2018-TREASURY | \$304.26 | |
| | 87,238 EFT | 01-1300-4000-42900 | MISCELLANEOUS EXPENSE | VISA FEB 2018-TREASURY | \$30.00 | |
| | 87,238 EFT | 01-1300-4000-42900 | MISCELLANEOUS EXPENSE | VISA FEB 2018-TREASURY | \$15.27 | |
| | 87,238 EFT | 01-0000-0200-00320 | HST RECEIVABLE (PST 78%, GST 100%) | VISA FEB 2018-TREASURY | \$27.96 | |
| | 87,238 EFT | 01-0000-0200-00320 | HST RECEIVABLE (PST 78%, GST 100%) | VISA FEB 2018-TREASURY | \$49.13 | |
| | 87,238 EFT | 01-0000-0200-00320 | HST RECEIVABLE (PST 78%, GST 100%) | VISA FEB 2018-TREASURY | \$0.00 | 24.56 |
| | 87,238 EFT | 01-0000-0200-00320 | HST RECEIVABLE (PST 78%, GST 100%) | VISA FEB 2018-TREASURY | \$33.61 | |
| | 87,238 EFT | 01-0000-0100-00100 | BANK | VISA FEB 2018-TREASURY | \$0.00 | 925.97 |
| ROYAL BANK VISA | | | | | | |
| | 87,239 EFT | 01-0900-4000-41020 | PROMOTION & MEALS | VISA FEB 2018-CAO | \$1,350.70 | |
| | 87,239 EFT | 01-0000-0200-00320 | HST RECEIVABLE (PST 78%, GST 100%) | VISA FEB 2018-CAO | \$149.19 | |
| | 87,239 EFT | 01-0000-0100-00100 | BANK | VISA FEB 2018-CAO | \$0.00 | 1,499.89 |
| ROYAL BANK VISA | | | | | | |
| | 87,240 EFT | 01-0000-0090-99999 | SUSPENSE - CLEARING | VISA FEB 2018-FIRE DEPT | \$35.45 | |
| | 87,240 EFT | 01-0000-0100-00100 | BANK | VISA FEB 2018-FIRE DEPT | \$0.00 | 35.45 |
| ROYAL BANK VISA | | | | | | |
| | 87,241 EFT | 01-0000-0090-99999 | SUSPENSE - CLEARING | VISA FEB 2018-ENG | \$77.57 | |

Town of Ingersoll
 Monthly Cheque Disbursements
 March 2018

PURCHASED FROM VENDORS LOCATED IN INGERSOLL \$ 81,709.85

| <u>VENDOR NAME</u> | <u>CHEQUE #</u> | <u>ACCOUNT</u> | <u>ACCOUNT DESCRIPTION</u> | <u>TRANSACTION DESCRIPTION</u> | <u>DEBITS</u> | <u>CREDITS</u> |
|----------------------|-----------------|--------------------|------------------------------------|--------------------------------|----------------|----------------|
| ROYAL BANK VISA | 87,241 EFT | 01-0000-0100-00100 | BANK | VISA FEB 2018-ENG | \$0.00 | 77.57 |
| ROYAL BANK VISA | 87,242 EFT | 01-0000-0090-99999 | SUSPENSE - CLEARING | VISA FEB 2018-PARKS & REC | \$660.51 | |
| ROYAL BANK VISA | 87,242 EFT | 01-0000-0100-00100 | BANK | VISA FEB 2018-PARKS & REC | \$0.00 | 660.51 |
| ROYAL BANK VISA | 87,243 EFT | 01-0000-0090-99999 | SUSPENSE - CLEARING | VISA FEB 2018-IT | \$745.44 | |
| ROYAL BANK VISA | 87,243 EFT | 01-0000-0100-00100 | BANK | VISA FEB 2018-IT | \$0.00 | 745.44 |
| ROYAL BANK VISA | 87,244 EFT | 01-0000-0090-99999 | SUSPENSE - CLEARING | VISA FEB 2018-CAO | \$1,074.72 | |
| ROYAL BANK VISA | 87,244 EFT | 01-0000-0100-00100 | BANK | VISA FEB 2018-CAO | \$0.00 | 1,074.72 |
| ROYAL BANK VISA | 87,245 EFT | 01-0000-0090-99999 | SUSPENSE - CLEARING | VISA FEB 2018-ECON DEVEL | \$2,318.59 | |
| UNION GAS | 87,245 EFT | 01-0000-0100-00100 | BANK | VISA FEB 2018-ECON DEVEL | \$0.00 | 2,318.59 |
| | 87,246 EFT | 01-5000-6020-40350 | NATURAL GAS | GAS FEB-MAR | \$2,398.43 | |
| | 87,246 EFT | 01-3200-4100-40350 | NATURAL GAS | GAS FEB-MAR | \$339.71 | |
| | 87,246 EFT | 01-3000-4000-40350 | NATURAL GAS | GAS FEB-MAR | \$595.76 | |
| | 87,246 EFT | 01-5000-6050-40350 | NATURAL GAS | GAS FEB-MAR | \$1,839.66 | |
| | 87,246 EFT | 01-4500-4100-40350 | NATURAL GAS | GAS FEB-MAR | \$1,528.42 | |
| | 87,246 EFT | 01-5000-6040-40350 | NATURAL GAS | GAS FEB-MAR | \$646.57 | |
| | 87,246 EFT | 01-5000-6040-40350 | NATURAL GAS | GAS FEB-MAR | \$68.77 | |
| | 87,246 EFT | 01-5100-4100-40350 | NATURAL GAS | GAS FEB-MAR | \$5,043.73 | |
| | 87,246 EFT | 01-5200-4100-40350 | NATURAL GAS | GAS FEB-MAR | \$1,148.59 | |
| | 87,246 EFT | 01-6200-4100-40350 | NATURAL GAS | GAS FEB-MAR | \$192.22 | |
| | 87,246 EFT | 01-6200-4100-40350 | NATURAL GAS | GAS FEB-MAR | \$59.13 | |
| | 87,246 EFT | 01-2000-4020-40350 | NATURAL GAS | GAS FEB-MAR | \$320.86 | |
| | 87,246 EFT | 01-2000-4025-40350 | NATURAL GAS | GAS FEB-MAR | \$2,045.57 | |
| | 87,246 EFT | 01-2000-4015-40350 | NATURAL GAS | GAS FEB-MAR | \$370.40 | |
| | 87,246 EFT | 01-2000-4015-40350 | NATURAL GAS | GAS FEB-MAR | \$130.78 | |
| | 87,246 EFT | 01-0000-0200-00320 | HST RECEIVABLE (PST 78%, GST 100%) | GAS FEB-MAR | \$460.56 | |
| | 87,246 EFT | 01-0000-0200-00325 | HST RECEIVABLE100% | GAS FEB-MAR | \$1,632.66 | |
| | 87,246 EFT | 01-0000-0100-00100 | BANK | GAS FEB-MAR | \$0.00 | 18,821.82 |
| | | | | | ===== | |
| DISTRIBUTION TOTALS: | | | | | \$3,361,678.55 | 3,361,678.55 |
| | | | | | ===== | |



DEPARTMENT: BUILDING

REPORT NO: B-005-18

COUNCIL MEETING DATE April 9, 2018

TITLE: March 2018 Building and By-Law Report

A. Chief Building Official and Facilities Manager

Facilities Management

Waiting on warmer weather for the final items for the roof completion.

Painting of the second floor common area is scheduled to be painted April 21.

Waiting on County facilities department to coordinate the install of the new front doors.

By-Law Enforcement – March 2018

| | |
|--|---|
| Total Complaints for 2018 | 6 |
| Total # of letters sent | 6 |
| Total # closed to date, completed | 0 |
| Waiting for Compliance/Under Investigation | 5 |
| To be investigated | 1 |

Complaint Summary

| Total Complaints to Date (2018) | |
|------------------------------------|---|
| Property Standards/Lot Maintenance | 5 |
| Building without permit | 0 |
| Zoning | 1 |
| Parking | 0 |
| Fencing | 0 |
| Swimming Pool | 0 |

| March 2018 Complaints | |
|------------------------------------|---|
| Total # of Complaints | 1 |
| Property Standards/Lot Maintenance | 1 |
| Zoning | |

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

Under March 2018 Complaints the indented topics (weeds, trees etc) is a breakdown of what type of Property Standards complaint we have received.

Building Department

March 2018 Permits – 15 building permits for construction valued at \$3,101,564.00 were issued for the month of March.

- a. Total permits fees collected **\$24,052.96**
- b. Single and Multi-Unit for March - 6 single family dwellings & 0 Multi-Units (0 units) & 2 Semi-Detached Dwelling (4 units) & 0 Apartment dwellings
- c. **Total Single & Multi units permits over year to date (2018);**
 - **11 Single Family Dwelling permits**
 - **2 Semi-detached Dwelling permits- 4 units**
 - **0 Multi-Unit permits – 0 Units**
 - **0 Apartments**
- d. Total March Sewer and Water Permits – 3
- e. March Permit Comparison Summary and Permit Reports as follows:

Permit Comparison Summary from 3/1/2018 to 3/31/2018

| Category | Previous Year | | | | | | Current Year | | | | | |
|-------------------------|---------------|------------|-------------|-----------|-------------|-----------|--------------|-------------|-------------|-----------|--------------|-------------|
| | # | Building | Muni Dev. | Muni Levy | County | Value | # | Building | Muni Dev. | Muni Levy | County | Value |
| Accessory (Residential) | 1 | \$281.48 | \$0.00 | \$0.00 | \$0.00 | \$4,000 | 3 | \$477.00 | \$0.00 | \$0.00 | \$0.00 | \$10,700 |
| Commercial | 1 | \$155.00 | \$0.00 | \$0.00 | \$0.00 | \$2,500 | 3 | \$2,107.00 | \$0.00 | \$0.00 | \$0.00 | \$129,000 |
| Agricultural | 0 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0 | 0 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0 |
| Institutional | 0 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0 | 0 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0 |
| Industrial | 1 | \$950.00 | \$0.00 | \$0.00 | \$0.00 | \$83,600 | 0 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0 |
| Residential | 12 | \$9,085.08 | \$10,641.00 | \$0.00 | \$44,580.00 | \$775,150 | 9 | \$21,468.96 | \$36,780.00 | \$0.00 | \$154,080.00 | \$2,961,864 |

| | Previous Year | Current Year |
|-------------------------------------|---------------|----------------|
| Total Permits Issued | 15 | 15 |
| Total Dwelling Units Created | 3 | 6 |
| Total Permit Value | \$865,250.00 | \$3,101,564.00 |
| Total Permit Fees | \$10,471.56 | \$24,052.96 |

TOWN OF INGERSOLL Permit Summary From 3/1/2018 to 3/31/2018

| Building Code Category | Total | | New Structures | | Add/Reno/UseCh | | Demolitions | | Signs | | Other | |
|------------------------|--------------------|-----------|--------------------|-----------|------------------|----------|-----------------|----------|----------------|----------|------------|----------|
| | Value | # | Value | # | Value | # | Value | # | Value | # | Value | # |
| Accessory Residential | \$10,700 | 3 | \$10,700 | 3 | \$0 | 0 | \$0 | 0 | \$0 | 0 | \$0 | 0 |
| Residential | \$2,961,864 | 9 | \$2,943,864 | 8 | \$0 | 0 | \$18,000 | 1 | \$0 | 0 | \$0 | 0 |
| Agricultural | \$0 | 0 | \$0 | 0 | \$0 | 0 | \$0 | 0 | \$0 | 0 | \$0 | 0 |
| Commercial | \$129,000 | 3 | \$0 | 0 | \$125,000 | 2 | \$0 | 0 | \$4,000 | 1 | \$0 | 0 |
| Industrial | \$0 | 0 | \$0 | 0 | \$0 | 0 | \$0 | 0 | \$0 | 0 | \$0 | 0 |
| Institutional | \$0 | 0 | \$0 | 0 | \$0 | 0 | \$0 | 0 | \$0 | 0 | \$0 | 0 |
| TOTALS | \$3,101,564 | 15 | \$2,954,564 | 11 | \$125,000 | 2 | \$18,000 | 1 | \$4,000 | 1 | \$0 | 0 |

Respectfully Submitted,
 Shannon Vanderydt
 Chief Building Official/By-Law Enforcement Officer/Property Manager



DEPARTMENT: Clerk's Department

REPORT NO: C-013-18

COUNCIL MEETING DATE: April 9, 2018

SUBJECT: Clerk's Department Monthly Report

1. Closed Session Reporting

Council went into closed session on March 5, 2018 for two items under Section 239. (2) (c) proposed or pending disposition of land by the municipality regarding Industrial Lands – Clark Road and 132 Thames Street South

2. Upcoming Legislation

Nothing to report at this time.

3. Museum

SUMMARY: Since the start of the year, there have been a number of group tour bookings, several inquiries for assistance on research topics (as well as several self-generated research projects) and some wonderful improvements to our collection database and storage areas.

Buildings & Grounds: The Museum has experienced numerous false alarms since the beginning of the year; some were triggered by faulty batteries while others are of an unknown cause. There was also some down time due to problems with our telephone lines and connections to the town's intranet network. The Town's IT Department assisted the museum.

Due to heavy snow and ice buildup on the Blacksmith Shop roof, we lost the eaves trough on the front of the building. Local businessman, The Eaves Doctor was called in to make the necessary repairs and improvements by replacing the damaged piece and installing ice guard on the roof.

Group Tours & Programming: The curator was the guest speaker at the inaugural lecture series hosted by the South Dumfries Historical Society in St. George Ontario on March 11th. The Curator also has been asked to do a presentation Courtland and at the Dairy Capital Cheese Festival in April.

There currently have been five group tour bookings for April, two in early May (in addition to the Shunpiker Tour on May 13th and Big Cheese Days every Saturday) and one in July.

Research: Staff have been asked for assistance with different research inquiries that have come in to the Oxford Archives, most notably about the Stickey Fly Trap Company and the Church of the Good Shepherd. Other topics have included the old Carnegie Library building, the Masonic career of Edward Norsworthy while he lived in

Montreal, and ideas for a Safe Cycling Committee event. Staff have also been asked to provide details on some different families which have lived in the area. This has been in response to requests sent to the Oxford Branch of the Ontario Genealogy Society. As a result, Mrs. Pat Adam has since volunteered and has started to do some research for us on the Harris-Ranney-Farrington families.

Another intriguing topic is the story of J. Castell Hopkins. He was a prolific author, writing several biographies of Canadian statesmen, compiling a Who's Who of Canada in the 1890s, and the story of the Norsworthy Family. He is also considered the author of the first Canadian encyclopedia. Hopkins worked for the Imperial Bank in the 1880s and may have been living in Ingersoll in 1886 when he led the Imperial Federation movement and is given acknowledgement by historians for forming the Ontario branch that year while he was in town.

Ingersoll Mystery Cycling Tour: The Safe Cycling Committee has reached out to the Curator for ideas on developing a mystery tour for families on bicycles that is to run on June 2nd.

Oxford Remembers: The final installment of the travelling exhibits about Oxford's Own has been installed at the museum and will remain here until the middle of June. Supplementing this year's exhibit and as the balance of events to complete the targeting 100 activities, we will be hosting the Norsworthy monument re-dedication event, a lecture about local troops sent to Siberia, the King & Country re-enactment, a walking tour of the cemetery, and the town-wide ringing of bells on November 11th.

"Not For Fame" is the name of the Norsworthy event, based on the text of the bronze plaque on the monument honouring the late Major Edward C. Norsworthy. This will take place in the cemetery on Sunday April 22nd, commencing at 2:00 pm. Since the members of King Hiram Lodge were instrumental in the original unveiling in 1918, the Curator has asked for the support of both lodges in Ingersoll. The Ingersoll Pipe Band will lead members of the Royal Canadian Legion Branch 109 colour party, dignitaries, Masons, and the general public on a short parade through the cemetery to the family plot. The Deputy Grand Master of the Grand Lodge of Canada in the Province of Ontario will speak (using text from the speech originally given by the Grand Master 100 years ago). The band will play a couple of numbers and then we will march off. Everyone is invited back to the museum for refreshments and a chance to see the new exhibit. The curators has been invited to go on Rogers TV to promote this event and others on April 10th. Posters have been sent to all the lodges in the district and shared on various Facebook pages across Ontario. (As reported last month, we were also asked by Veterans Affairs Canada for some additional information and better quality photographs. They have also allowed us to promote our event on their national calendar of events.

"To Russia With Love" will be a joint presentation on Thursday May 10th by the Curator and Dr. Oleksa Drachewych of Ingersoll and McMaster University on the history and background of the Canadian Siberian Expeditionary Force and why it was sent to Russia, and how men like Fred Noe and Clifford Love got involved.

Dairy Capital Cheese Festival: The museum will be participating in the 3rd Annual cheese festival at the Oxford Auditorium in Woodstock on Saturday April 28th. The museum will be taking another display and the Mammoth Cheese.

Miscellaneous:

Our application for a summer student under Young Canada Works has been approved.

4. Human Resources

Human Resources highlights and initiatives for March 2018:

1. Recruitment

- Three new employee requisitions were received in March.

- All offers of employment for the Town's summer student program have been presented; preparations for onboarding and training are underway.

2. Policy Development/Implementation

- HR is currently working on updating and developing a number of policies for internal use across all divisions.
- Processes were established and are in the process of being implemented in support of various Bill 148 provisions.

3. Senior Management Support

- Human Resources continues to provide ongoing HR support to the Senior Management team; from contract development and administration to the handling of personnel matters and the provision of general HR guidance; daily aid is provided as requested.

4. Training and Development

- Members of the Town's management/supervisory team participated in a series of four workplace mental health and wellbeing training webinars.
- A number of staff have completed WHMIS 2015 training with the remainder to be trained by the end of June 2018.

The Human Resources Coordinator was offered the position of Deputy Clerk/Executive Assistant after a rigorous search and a number of interviews. Danielle Richard accepted the offer and consequently staff have posted the Human Resources Coordinator position.

5. Crossing Guard Program

Management of the School Crossing Guard Program moved from the Ontario Provincial Police to the Town's Clerks Department in November of 2016. The Town of Ingersoll employs 12 dedicated adult Crossing Guards to ensure the safe crossing of students as they travel to and from school. The crossing guards work different hours depending on which schools are crossing at their station. There are currently 8 crossing locations throughout the Town.

Staff accept applications throughout the year for Crossing Guards and hire on an as-needed basis. Staff have been busy going through resumes and did conduct a couple of interviews in the month of January and are happy to have had an offer of employment accepted, however the Town is in need of 2-3 additional Reserve Crossing Guards. If anyone is interested or knows of someone that may be interested they can contact the Clerk's department directly and staff would be happy to provide information or resumes and a brief cover letter may be sent to Danielle Richard, Human Resource Coordinator at the Town Hall Office or through danielle.richard@ingersoll.ca

ATTACHMENTS

Clerk's Department Monthly Statistics - March 2018

| | Current Month | Prior Yr. Month | Percentage | Year-to-date | Prior-Year-to-date | Percentage |
|-------------------------------|---------------|-----------------|-------------|--------------|--------------------|-------------|
| MARRIAGE LICENCES | | | | | | |
| In Town Marriage Licences | 3 | 2 | 150% | 10 | 6 | 167% |
| Out-of-Town Marriage Licences | 6 | 6 | 100% | 13 | 14 | 93% |
| CIVIL WEDDINGS | | | | | | |
| Ceremonies Held | 0 | 1 | 0% | 3 | 6 | 50% |
| Ceremonies Booked | 2 | 1 | 200% | 9 | 5 | 180% |
| Burial Permits | | | | | | |
| In Town Burial Permits | 6 | 8 | 75% | 16 | 21 | 76% |
| Out-of-Town Burial Permits | 7 | 5 | 140% | 14 | 16 | 88% |
| Commissioners of Oaths | 19 | 16 | 119% | 49 | 47 | 104% |
| Paratransit Tickets | 696 | 353 | 197% | 1727 | 788 | 219% |
| Parking Passes | | | | | | |
| Day Parking Passes | 2 | 3.0 | 67% | 5 | 4.0 | 125% |
| Evening Parking Passes | 1 | 0 | 0% | 2 | 3 | 67% |
| 24-Hour Parking Passes | 1 | 2 | 50% | 3 | 7 | 43% |
| Plaques Ordered | | | | | | |
| Commemorative Plaques | 1 | 1 | 100% | 2 | 2 | 100% |
| Certificates Ordered | 0 | 1 | 0% | 1 | 1 | 100% |
| Transient Traders Licenses | 0 | 0 | 0% | 0 | 0 | 0% |
| Lottery Licenses | 1 | 0 | 0% | 2 | 0 | 0% |
| Lunch Wagon Permits | 0 | 0 | 0% | 1 | 0 | 0% |

Prepared by: Michael Graves, Clerk

Approved by: William Tigert, Chief Administrative Officer



DEPARTMENT: Community Services

REPORT NO: CS-005-18

COUNCIL MEETING DATE: April 9th, 2018

TITLE: 2018 April Monthly Report

Working on following projects:

- Fee's Report including new subsidy program.
- Updated Ice Allocation Policy
- Advertising Policy
- R Zone Behavior Policy
- Outside Personal Trainer's using Town Facilities to conduct their business.
- Gathering information and will be issuing RFP on updating current VPCC Gym/Fitness Room Equipment in an effort to increase revenue and get more members.
- Negotiating Reciprocal Use Agreement with Thames Valley School Board.
- **Updating Leases for:** Seniors Centre, Ingersoll Minor Soccer and Unifor Fields.
- **Woodingford Lodge Emergency Evacuation Request:** Through consultation with The Manager at Woodinford Lodge they would only require VPCC to be a temporary site to provide support until accommodations were found and that we would not be expected to house or have beds for any of their residents. With that said I will work with the Manager to modify the agreement to clearly outline what our responsibilities are as I don't have any issues with VPCC being a temp holding site while they determine permanent solution as then my concerns over being able to house these residents would be alleviated. Through consultation with the fire chief it has been recommend that add language to the agreement to reflect how many people VPCC would be able to temporarily accommodate and for how long.

Facility Operation Highlights

Arena:

- 2 Minor Hockey Teams advanced to the OMHA finals with the Bantam Reps winning the OMHA Championship. The Atom Reps are in a close series. 4 West Oxford Inferno teams will be playing

DEPARTMENT REPORT NO. CS-005-18
REGULAR MEETING OF COUNCIL
Date April 9, 2018

in Provincials in April. Congratulations and best of luck to all teams. You represent Ingersoll well!

- The Figure Skating Carnival took place on March 25, all reports were they were happy with how things went. Crowds were down for the evening show
- Ice will be taken out starting April 2 2018

VPCC:

- Special Staff Report on Engineered Air Unit.
- Brick work completed on the Exterior Walls.
- Working towards getting RFP out for Roof once engineered air unit is running at 100%
- Hired 2 new part time maintenance staff, with training to begin in immediate future

Seniors Centre:

- New door handles were installed to replace ones that had been removed. The other issues identified from the Fire Inspection are either completed or being addressed immediately

Fusion:

- Inspection of Snoozlyn Room equipment in April 2018
- Boiler for Building requires a descaling and may need to be replaced in near future. Conducting assessment on what our options are.

Parks Department Highlights

- Christmas tree from Heritage dismantled and brought back to shop
- Light display posts removed from all parks
- Planted plants in greenhouse to start for Spring
- Interviews for Summer staff were done – 4 staff returning
- Interviewed 4 students for 1 position.
- Erie Thames in the process of Installing the poles for the safety netting at GE 2
- Maintenance on equipment and trucks has been completed'
- Ingersoll Rotary Club donating 50 trees to be planted in various parks throughout Town in an effort to increase the Town's Tree Cover. Tree Planting to take place on Earth Day. Of the 50 trees(10 are Harlequin Maple, 25 are Tempura Sugar Maples and 15 are red maples.

Programming Highlights

- March Break camp was full at 40 kids/week and 10-12 kids daily for a total of 52-54 kids.
- Friday kids night out doing well with numbers 75-80 kids/night
- Adult classes registration slow for spring
- Camp registration starting April 15th
- PD day coming up April 27
- Offers of employment for summer camp students slowly coming in signed
- 22 teams for Co-Ed Ball this year
- IDCI Physical Education students from 2 classes booking in with the VPCC over 3 weeks in April/May. Coming for wt. room, community swim, fitness testing, classes

- Co-Ed Volley Ball at Harris Field School rapping up on April 25th
- Working on report on outside personal trainers/support workers using the VPCC facilities.

Aquatics Highlights

- March break ran smoothly. Most swims were very well attended with over 100 patrons at most of the afternoon community swims
- Spring 1 Session has started. We are very full with a few spots left in mostly the higher levels. I have added classes but we still have a waitlist
- On April 8th and 29th we will be holding Sunday morning swim meets
- Switch over to lifesaving program is coming together.
 - Summer lessons are ready to go. Change over charts and letters to parents are ready. Announcements to be made on flyers and the Facebook webpage
 - Sunday June 6th 9:00am-1:00pm – Lifesaving Society will be here to switch Aquatics staff over to Lifesaving Swim Instructors. We will need the projector
 - July 1st - We will be switching all Aquatic programs over to the Lifesaving Society. All Aquatic staff are very excited to begin this program

Fusion Highlights

- March Break Programming went very well. Each day during March Break a special event took place. Regular programming occurred as well throughout the week. Youth enjoyed the following events: Pickleball Tournament, Foosball Tournament, Wood Slice Art, St. Patrick's Day Dance, and a "Bake off" competition
- March 1 – Andrea Brown participated in the Oxford Child and Youth Planning Table committee meeting
- March 14- Fusion hosted "Good Beginnings" Child Care Program (45) children aged 6-12. Fusion staff facilitated programming for the group which consisted of Baking, Sports & Recreation & Multimedia
- March 21 – "Big Brothers & Big Sisters" Night at Fusion. 6 youth & 4 adult volunteers visited Fusion and participated in the Nutrition & Multi Media programs.
- March 22 – Andrea Brown and Craig Boddy attended the United Way Oxford Community Celebration where Fusion was recognized as a funded partner
- March 26 – Craig Boddy participated in the Action 4 Inclusion: Start The Conversation Exchange Workshop put on by WDDS
- March 26 – 20 Students from University Of Waterloo Economic Development Master's program toured Fusion
- March 27- Craig Boddy made a presentation at Fanshawe College to the Child Youth Worker Program.
- March 29 – Royal Roads assembly took place as part of the Recruitment strategy.
- Saturday March 31 – Easter Saturday at Fusion. A number of different Easter activities taking place at Fusion. Such as an Egg Hunt, "Minute to Win It" games and a baking competition.
- Day Camp brochures have been completed and fees updated
- As of March 27th there have been 38 new memberships for the month
- As of March 27th there have been a total of 1547 youth visits

- As of March 27th there have been 432 participants in the school outreach visits
- The average number of youth per night at Fusion for the month of March was 70
- Youth Art Exhibition – May 27 – June 17
- Bike Safety Day – June 2
- Run Ingersoll – June 10
- Skateboard Park to open at beginning of June.

Prepared by: Kyle Stefanovic, Director of Parks & Recreation

Approved by: William Tigert, CAO



DEPARTMENT: Ingersoll Fire & Emergency Services

REPORT NO: F-007-18

COUNCIL MEETING DATE: April 9, 2018

TITLE: Month End Report

FIRE CALLS

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

- 2 – Institutional
- 2 – Residential
- 3 – Vehicles / M.V.C.
- 5 – Carbon Monoxide
- 2 – General Assistance
- 2 – Rescue/ Medical Assist

There was a \$5000 structural loss during the month of November.

TRAINING

During March your firefighters upgraded their first aid skills which they do annually.

TRAFFIC ACTIVITY

Traffic Infractions for the month are as follows:

- 100 – Number of Tickets Issued
 - 8 – Number of Tickets Not Paid
 - 91 – Fully paid
 - 56 – Tickets paid early

FIRE PREVENTION INSPECTIONS

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

1 – Assembly

8 – Business & Personal

PUBLIC EDUCATION

Your Firefighters attended the annual Rotary Easter Egg Hunt and provided truck tours and fire prevention education to school aged children.

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:

– Open Air Burn – Bylaw #13-4726

There was X by-law investigation during the month of November that were resolved.

Prepared by: John Holmes, Fire Chief/CEMC

Approved by: William Tigert, Chief Administrative Officer



DEPARTMENT: OPERATIONS

REPORT NO: OP-008-18

COUNCIL MEETING DATE: April 9, 2018

TITLE: March Operations Report

I worked on a number of Site Plans, Subdivision Agreements, Consents, Minor Variances and Zoning applications.

The Town was successful in receiving a Safe Cycling Education Fund Grant of \$4,432.67. This grant had a very short window for applying and the funds had to be expended by March 31, 2018. The Town was able to purchase front and rear bicycle lights that will be provided to participants of any Safe Cycling program or events by the Safe Cycling Committee.

Oxford County has launched a community consultation campaign regarding unique technology to reduce and recover materials from the County's waste stream. As part of the County's zero waste initiative, **Enhanced Material Recovery & Biological Treatment** has emerged as the preferred solution to recover as much as 90% of waste materials. Achieving this milestone would extend the lifespan of the County's landfill to the year 2100.

As part of a six week consultation period (through April 30), a [Speak Up, Oxford!](#) Campaign will provide more details about the preferred technology and solicit feedback from the public. There will also be a series of public meetings being held around the County to provide more information on the technology. The next Public Meetings will be held in Embro and Princeton Public Libraries on April 11th and 17th respectively from 6 to 8 pm.

Engineering Services responded to 45 requests for locates or re-locates during March. This included emergency locates.

Respectfully Submitted
Sandra Lawson, P.Eng.
Town Engineer

A. Public Works Manager

MAINTENANCE

Winter Control

| Events for December | 2015 | 2016 | 2017 | 2018 |
|----------------------------|-------------|-------------|-------------|-------------|
| Roads | 21 | 14 | 10 | 7 |
| Sidewalks | 17 | 11 | 5 | 4 |
| Snow Loading | 3 | 1 | 0 | 0 |

All road and sidewalk plow damage will be repaired when dry topsoil is available and the tree removal contract has been completed.

Road Maintenance

- Staff have been patching potholes with a semi-permanent cold mix asphalt.

Traffic Signs

- Painted posts & brackets, broken signs are being replaced as necessary.

Tree Trimming and Removal Tender

- The annual removal tender is underway. Stumps will be removed and repaired later in the spring.
- We are expecting to receive the free trees 2nd week in April for residents.

Staff Training

- Chainsaw refresher and traffic control training are scheduled for mid-April.

Doug Wituik, Manager
Public Works Department

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



DEPARTMENT: TREASURY DEPARTMENT

REPORT NO: T-009-18

COUNCIL MEETING DATE: April 9, 2018

TITLE: TREASURY DEPARTMENT MONTHLY REPORT

Department Activities and Information for the month of March 2018:

Treasury

1. Finished the year end reporting for Federal and Provincial Gas Tax programs, OCIF and Clean Water and Wastewater Fund.
2. In process of finalizing 2017 yearend financial results and preparing the 2017 financial statements, FIR and reconciling capital assets transactions. The 2017 year-end audit was performed from March 13th through March 16th.
3. Participated in negotiations on a new agreement between the County of Oxford and the Town as to the joint use of the Town Hall / Library building and the sharing of operating expenses and capital repairs.
4. Participated in negotiations on a new lease agreement between the Town and the Seniors Centre.
5. In the process of developing a strategic asset management policy to ensure compliance with the requirements of Regulation 588/17.
6. Finance and Property Tax Statistics:

| | |
|--------|---|
| 113 | 2018 Property Tax Title Changes YTD |
| 15 | Properties registered for tax sales (2 plus years in arrears) |
| 8 | Extension Agreements |
| 1 | Properties to be sold by tax sale in 2018 |
| \$0.00 | Taxes on Supplemental / Omitted Assessments YTD |

| | |
|-----------|--|
| \$888,028 | Property Taxes O/S March 31, 2018 |
| \$5,121 | Revenue – Treasurer Certificates, Title Changes, Other |
| \$31,520 | Interest Earned |
| \$34,954 | Interest on Overdue Taxes |

Information Technology

1. Upgraded Fire Department incident management equipment and software.
2. Setup a new Parking enforcement terminal at the Fire Station.
3. Initiated first steps for the installation of the microwave data link connecting the Museum to the Town Hall.

Monthly Statistics

Closed Tickets - 82
 Opened Tickets -79
 Still Outstanding - 3

Website Stats

Users – 6,689
 Page Views – 21,686

Most Viewed Pages

Employment (1,317 views)
 VPCC Pool Schedule (1,110 views)
 Bids and Tenders (989 views)

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



DEPARTMENT: Chief Administrative Officer

REPORT NO: A-009-18

COUNCIL DATE: April 9th, 2018

TITLE: Resolution to Zorra Township requesting direction on Boundary Adjustment request for 99 North Town Line East.

OBJECTIVE: To consider the adoption and presentation of a resolution to Zorra Township, requesting a decision on whether they will enter into formal boundary adjustment discussions on 99 North Town Line East for use as Ingersoll's Multi-Use Recreational Facility.

BACKGROUND: Council authorized Boundary Adjustment Committee members Deputy Mayor Fred Freeman (Chair) and Mayor Ted Comiskey (member) to make a presentation to Zorra Township in June of 2017 with a request for a boundary adjustment on the above-noted property.

Zorra Township and Ingersoll representatives met again in August of 2017 where Ingersoll requested a formal response as to whether Zorra would participate in limited boundary adjustment discussion for this property and this use only.

To date, there has been no formal response from Zorra Township.

Ingersoll needs to move forward on its site selection process to ensure that it is shovel-ready should Federal and Provincial infrastructure funding become available.

Since the evaluation of the site will be significantly different based on whether the property remains in Zorra Township or is brought into the Town, it is imperative that an answer is received.

Once known, Ingersoll will then be able to proceed with the necessary steps to determine if the site can be used and whether or not it would be identified as a preferred site. Obviously, the preference would be to have the site come into the town, but

knowing Zorra's position one way or another will allow for the Town to move forward in its planning for the future Recreation Facility.

The following draft resolution is presented for Council's consideration. It can be amended as Council sees fit. Staff believe that the Deputy Mayor and Mayor should attend the meeting as a delegation and present the resolution and answer any questions that may arise at the meeting.

Draft Resolution for Council's consideration.

Whereas The Corporation of the Town of Ingersoll has embarked on a process to identify the components, location and timeframe for the construction of a new Multi-Use Recreation Facility for the needs of the Town and surrounding community.

And whereas a comprehensive community survey has been undertaken to identify the components desired by the stakeholders.

And whereas, preliminary cost estimates have been developed for three potential sites under consideration by the Town, those being, 99 North Town Line East, 200 Clark Road and the current arena site on Mutual Street.

And whereas the Mutual Street option has been eliminated due to size restrictions, actual development costs along with Conservation Flood Plain issues.

And whereas the site at 99 North Town Line East, is of the size and configuration that would lend itself to development of a comprehensive and complete Multi-Use Recreational Facility.

And whereas, the Town has entered into an economically advantageous option to purchase with the current owner in consideration of future naming privileges.

And whereas 99 North Town Line East currently is located in the Township of Zorra

And whereas the Town's priority and preference is to develop its Multi-Use Recreation Facility within its own corporate Boundaries, for the practicality of servicing requirements.

And whereas the Town attended Zorra Township in June 2017, and met with representatives of Zorra Township again in August of 2017, and has asked that the Township provide an answer on whether it is open and agreeable to the concept of allowing for a boundary adjustment of this particular site and only for the Town's Multi-Use Recreation Facility.

And whereas the Town of Ingersoll believes the Township of Zorra has not provided an answer to this request as of this date.

And whereas the Town is desirous to have a definitive answer, so as to enable it to make decisions on the suitability of the site, in comparison to the Clark Road site, which will vary on whether the site remains in the Township or is brought into the Town.

And whereas servicing options of the site will differ greatly should it remain in the Township rather than come into the Town.

Now, therefore, be it resolved that the Corporation of the Town of Ingersoll respectfully requests that the Corporation of the Township of Zorra consider the request and provide a definitive answer on whether it is willing and open to discuss the boundary adjustment for 99 North Town Line East for the Town's Multi-Use Recreation Facility.

And Further that the Town of Ingersoll respectfully request the Township of Zorra respond and provide a definitive answer by June 1st, 2018 to the Town so that the Town may proceed in a timely fashion in evaluating its options for a site selection, understanding the ramification of the lands being either within the Town or adjacent to the Town in a neighbouring municipality.

INTERDEPARTMENTAL IMPLICATIONS: N/A

FINANCIAL IMPLICATIONS: There will be financial implications in continuing the process of site selection and identifying the preferred site. The actual costs will vary depending on whether the property remains in Zorra Township or is brought into the Town of Ingersoll through a boundary adjustment.

RECOMMENDATION: That the Council of the Corporation of the Town of Ingersoll receives this report numbered A-009-18 as information.

And further that it requests a definitive answer from the Township of Zorra on whether it is willing to begin negotiations on a boundary adjustment by June 1st, 2018.

Prepared by: William Tigert, Chief Administrative Officer



DEPARTMENT: Chief Administrative Officer

REPORT NO: A-012-18

COUNCIL DATE: April 9th, 2018

TITLE: Ontario Trillium Foundation Grant Application

OBJECTIVE: To provide information and make recommendation on the administration of the OTF grant should it be approved.

BACKGROUND: As Council is aware, Staff have made application to the Ontario Trillium Foundation for a capital grant.

The grant requested was in the amount of \$150,000 for the VPCC roof repairs. Staff are optimistic that the Town will be successful in receiving some if not all of the grant.

In anticipation of the announcement and to ensure the Town is able to respond in a timely fashion it is recommended that a primary contact be authorized by Council to enter into any necessary agreement with OTF.

ANALYSIS: With the anticipated provincial election and the timelines that may be short it would be advantageous if Council were to approve the Chief Administrative Officer as the primary contact for the grant and authorized the CAO to enter into any necessary agreements for the administration of the grant once received.

INTERDEPARTMENTAL IMPLICATIONS: N/A

FINANCIAL IMPLICATIONS: The grant, if received represents 33percent of the funding identified in the 2018 Capital budget for the roof repairs slated for the Victoria Park Community Centre.

RECOMMENDATION: That the Council of Town of Ingersoll receives this report numbered A-012-18 as information.

And Further hereby designates the CAO as primary contact with signing authority for the OTF capital grant for the VPCC roof project.

CHIEF ADMINISTRATIVE OFFICER REPORT
REGULAR MEETING OF COUNCIL
April 9th, 2018

Prepared by: William J. Tigert, Chief Administrative Officer



DEPARTMENT: Administration-Economic Development

REPORT NO: A-013-18

COUNCIL MEETING DATE: April 9, 2018

TITLE: Canadian Youth Leaders Visit to Taiwan

OBJECTIVE

To receive permission from Council to attend the Canadian Youth Leaders Visit to Taiwan June 23 to 30th, 2018 if selected from the nominees to attend.

BACKGROUND

Grace Buie a Toronto resident is very active in the Taiwanese-Canadian community and is a board member of the Taiwanese Canadian Association of Toronto as well as a Canadian Mackay Committee member. Staff met Ms. Buie in 2017 through a business interested in locating in Ingersoll which never came to fruition as the business owner abandoned his expansion plans.

Oxford County has close ties to the Taiwanese community through George Mackay who was born near Embro and led an overseas mission in 1872 to Tamsui, Taiwan. There, he practiced dentistry and trained local clergy. He established 60 chapels, several schools, and a hospital. Known as the "Black-Bearded Barbarian" he is still highly regarded in the Taiwanese community.

Ms Buie was asked to nominate a Youth Leader (under 40) for the Canadian Youth Leaders Visit to Taiwan through the Taipei Economic and Cultural Office in Canada (TECO) and nominated Curtis Tighe. If permitted by Council and chosen from the Nominees, Curtis would join the Canadian youth leaders delegation to visit Taiwan during the week of June 23-30, with sponsors inviting youth leaders from all over Canada to explore Taiwan and gain a better understanding of Taiwan's latest development through

extensive exchanges with government leaders as well as leaders of private sectors from various fields. The visit will include meetings with government officials from the Foreign Ministry, the Mainland Affairs Council, Economic Ministry and Taiwan External Trade Development Council. There will also be visits to Economic and Tourist establishments.

Expenses including round trip air ticket, and local accommodation and transportation will be borne by the sponsors.

ANALYSIS

This is a huge opportunity for the Town of Ingersoll to have a representative attend these meetings, and at minimal cost to the Town. The caliber of meetings proposed would open opportunities and contacts for the Town which may lead to future investment and economic opportunities.

INTERDEPARTMENTAL IMPLICATIONS

None

FINANCIAL IMPLICATIONS

The majority of expenses will be paid by the sponsors.

RECOMMENDATION

THAT the Council for the Town of Ingersoll receives this report A-013-18 as information, and permits Curtis Tighe to attend the Canadian Youth Leaders Visit to Taiwan if chosen from the nominees.

Prepared by: Curtis Tighe, Economic Development Officer
Approved by: William Tigert, Chief Administrative Officer



DEPARTMENT: Chief Administrative

Officer REPORT NO: A-014-18

COUNCIL DATE: April 9th, 2018

TITLE: Peer Review Team Response to Walker Environmental Work Plans.

OBJECTIVE: To provide information to Council.

BACKGROUND: As Council is aware, it's peer review team headed up by Tetra Tech and Arcadis, have been reviewing the work plans that have been prepared by WEG as part of their responsibility in conducting the EA and meeting the requirements of the Terms of Reference that were approved by the MOECC in 2016.

Peter Klaassen and Fred Bernard presented to Council in February on the status of the review and outlined where the process was in relation to the Environmental Assessment requirements.

ANALYSIS: The team has completed its review and are submitting it now to Council as information.

The document will also be submitted to the MOECC and will be used as a bench mark to hold WEG accountable to both the ToR requirements and the data that comes out of the work plans when they submit their final EA documents for approval.

INTERDEPARTMENTAL IMPLICATIONS: The landfill applications represents a serious concern to the entire municipality and the potential to negatively impact the community as a whole.

FINANCIAL IMPLICATIONS: The work presented with this report is approved as part of the 2018 budget.

Monitoring of the work plan data collection and commenting on future activities by WEG is also part of the 2018 budget.

RECOMMENDATION: That the Council for the Corporation of the Town of Ingersoll receive this report Numbered A-013-18 and accompanying documentation as information.

AND FURTHER direct staff to forward the peer review response to the Ministry of Environment and Climate Change as well as the partners in the JMCC.

Prepared by: William J. Tigert, Chief Administrative Officer

ATTACHMENTS: Peer Review Team Response to Walker Environmental Work Plans

INGERSOLL PEER REVIEW TEAM RESPONSES TO FINAL WEG WORK PLANS



PRESENTED TO
Town of Ingersoll

APRIL 4, 2018
ISSUED USE
FILE: 704-SWM.SWOP03434-01

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EXECUTIVE SUMMARY

The Town of Ingersoll (Town) has retained the services of Tetra Tech Canada Inc. (Tetra Tech) and Arcadis Canada Inc. (Arcadis) to conduct technical reviews of various aspects of Walker Environmental Group (WEG) proposed Southwest Landfill project. In particular, the Town sought technical expertise in the areas of:

- Financial Impact.
- Overall Landfill Design and Operations (D&O), Financial Assurance.
- Landfill Leachate Treatment.
- Surface Water Management.
- Landfill Gas.
- Traffic.
- Air Quality and Odour.
- EA Planning.
- Risk Assessment (Human Health).
- Risk Assessment (Ecological).
- Hydrogeology.
- Air Quality and Health Assessment.

WEG is proposing the construction of the Southwest Landfill Site in the Township of Zorra, Oxford County, Ontario. The proposed location for the landfill is on the lands owned by Carmeuse Lime (Canada), 374681 37th Line (Oxford County Road 6) in the Township of Zorra. The landfill is being proposed on a part of the property that has already been mined for aggregate resources.

The proposed landfill is intended to handle solid, non-hazardous waste generated in the Province of Ontario and would accept up to 850,000 tonnes of waste per year (plus daily cover), a total of approximately 17 million tonnes over a 20-year operating period.

WEG's proposal is subject to Ontario's *Environmental Assessment Act*, 1990, as amended and the project must undergo an environmental assessment (EA) in accordance with the *Act*. The proposed landfill will be designed, operated, closed, and maintained in accordance with the requirements of Ontario Regulation 232/98 (Landfilling Sites) under the province's *Environmental Protection Act*. WEG would need to secure Environmental Compliance Approvals (ECAs) for key operational effects of the proposed landfill such as noise, air emissions, waste water discharges, etc.

The EA process for WEG's proposed Southwest Landfill is well underway. Following are some key milestone dates associated with this process:

1. March 28, 2012 – Notice of Commencement, Terms of Reference.
2. August 29, 2013 – Submission of Terms of Reference.

3. May 26, 2014 – Submission of Addendum/Additional Commitments.
4. March 17, 2016 – Approval of Terms of Reference as Amended by the Minister.
5. May 11, 2016 – Notice of Commencement, Environmental Assessment.

Among the amendments to the Terms of Reference, the Ontario Minister of Environment and Climate Change (MOECC) stipulated that WEG finalize Technical Work Plans. Technical Work Plans are an integral part of the EA process as they provide a guide for the technical studies to be carried out by experts/specialists to assess the potential environmental effects of a proposed project.

Tetra Tech and Arcadis have undertaken technical reviews of the Technical Work Plans prepared by WEG, on behalf of the Town of Ingersoll. To ensure a comprehensive review, the technical review team undertook the following activities:

- Site visits – windshield surveys outside property boundary.
- Meeting attendance – attended Joint Municipal Coordinating Committee (JMCC) and Community Liaison Committee (CLC) meetings to gain a broader understanding of stakeholder issues.
- Communication with WEG – through face-to-face meeting and electronic communications.
- Peer review of WEG’s Draft Technical Work Plans and submitted comments to WEG.
- Participation in round-table review sessions with MOECC and WEG (surface and groundwater, air quality, and Human Health Risk Assessment).
- Responded to WEG’s comments on peer review of Draft Technical Work Plans.
- Peer review of WEG’s Final Technical Work Plans.
- Ongoing liaison with the Town of Ingersoll.

The following Sections is a detailed disposition of comments between the Town of Ingersoll technical review team and WEG, on WEG’s draft and final Technical Work Plans. These comments and responses do not represent the entirety of the comments submitted to WEG by the Town and its technical review team, and the Town reserves the right to continue to provide comment and seek responses to these and other previous and future issues the Town determines to be unresolved.

Following is an index of the comments and responses contained in the following Sections.

- Updated Cumulative Effects Assessment Work Plan
- Updated Ecology Assessment Work Plan
- Updated Economic Assessment Work Plan
- Updated Groundwater and Surface Water Assessment Work Plan
- Updated Traffic Assessment Work Plan
- Updated Human Health Assessment Work and Human Health Risk Assessment Work Plans
- Updated Air Quality Assessment Work Plan

Some of the key highlights extracted from the detailed comments/responses in the following Sections include:

Environmental Assessment and Government Policy

- Current Government has touted “Waste Free Ontario” to reduce amount of waste going to landfills.
- Emphasis is now on increasing recycling and potentially banning organics from landfills.
- Carbon Reduction initiatives may incentivize not building a landfill.

Cumulative Effects

- WEG needs to include the cumulative impact of all surrounding sources (including Carmeuse).

Ecological Assessment

- More details of sampling protocol and preliminary analysis needed to assess risk.

Financial Impact

- WEG needs to assess impact of landfill on the whole Town of Ingersoll, not immediate surrounding residences.

Ground and Surface Water

- Sub-surface composition is complex and may not be easily defined.
- Landfill design (yet to be detailed) may not account for the sub-surface complexity and ultimately may allow leachate to migrate to surrounding wells.

Traffic Planning

- More details needed to assess impact of traffic on the Town of Ingersoll.

Air and Noise

- Not all potential air contaminants appear in the work plan.
- WEG does not account for accumulated odour that can be additive from non-landfill sources.

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LIMITATIONS OF REPORT

This report and its contents are intended for the sole use of the Town of Ingersoll and their agents. Tetra Tech Canada Inc. (Tetra Tech) and Arcadis Canada Inc. (Arcadis) do not accept any responsibility for the accuracy of any of the data, the analysis, or the recommendations contained or referenced in the report when the report is used or relied upon by any Party other than The Town of Ingersoll or for any Project other than the proposed development at the subject site. Any such unauthorized use of this report is at the sole risk of the user. Use of this document is subject to the Limitations on the Use of this Document attached in the Appendix or Contractual Terms and Conditions executed by both parties.

1.0 UPDATED CUMULATIVE EFFECTS ASSESSMENT WORK PLAN

Southwestern Landfill Environmental Assessment, Updated Cumulative Effects Assessment Work Plan

Comments Received From: Frederick Bernard, Arcadis and Peter Klassen, P. Eng., Tetra Tech on behalf of the Town of Ingersoll

| Comment | Walker Response | Disposition | Town of Ingersoll Response |
|--|--|-------------|----------------------------|
| It appears that the approach outlined in the WEG Cumulative Effects Work Plan, January 12, 2017, is consistent with the requirements as set out in the Approved Amended Terms of Reference (ToR). | Noted. | - | Noted. |
| The report correctly acknowledges that cumulative effects assessment is neither explicitly required nor defined under the Ontario Environmental Assessment Act, nor is there any specific procedural guidance provided in the associated Code of Practice. In light of this, Walker has indicated that the guidance provided by the federal government regarding cumulative effects assessment under the former Canadian Environmental Assessment Act (CEAA) and CEAA 2012 is available and was consulted. This seems to be a reasonable approach. | Noted. | - | Noted. |
| The reviewer agrees that the five-step methodology outlined above is a reasonable approach to take for this EA. | Noted. | - | Noted. |
| The reviewer agrees, as noted in the Executive Summary, that the Southwestern Landfill EA should be designed from the outset as a cumulative effects assessment; and that it be embedded in the EA methodology rather than a separate study or additional step in the EA process. | Noted. | - | Noted. |
| Though not a requirement, it is not clear whether stakeholders were consulted specific to the preparation of the cumulative effects assessment work plan. It is acknowledged that Walker had some consultation with government agencies, Aboriginal Communities and interested members of the public on these during the preparation of ToR and other draft technical work plans, but it is not clear whether specific input was sought for this draft. Please clarify. | There was not a preliminary work plan created for cumulative effects during the development of the ToR, as with the other technical studies, since the cumulative effects assessment was integrated into the overall EA methodology expressed directly in the ToR. Subsequently, though, the Minister's amendment to the ToR required a separate work plan for this aspect of the EA which resulted in this draft work plan currently undergoing review by government agencies, municipal peer review, Aboriginal communities and interested members of the public. Face-to-face sessions have also been held with the CLC and at a public Open House. | - | Noted. |

| Comment | Walker Response | Disposition | Town of Ingersoll Response |
|---|---|-------------|---|
| <p>In Section 5.1 (Scoping), under “Examining Physical Activities That Will Be Carried Out”, Walker should at least provide a partial list of activities that could potentially interact to cause cumulative effects such as on-Site and in the site vicinity; along the haul routes; and wider area.</p> <ul style="list-style-type: none"> ▪ Walker should confirm if each technical discipline will develop a worst-case scenario for assessing cumulative effects. ▪ How would Walker verify future operations for Carmuse Quarry in order to establish future environmental baseline conditions, from which to extrapolate cumulative effects? | <p>Until data are reviewed and field inventoried are carried out, any list of potential activities that could result in cumulative effects would be incomplete or, at best, only examples. Nevertheless, during the course of consultation examples have been given regularly such as the various quarry operations in the same vicinity.</p> <p>The EA will not examine “worst case” scenarios in the context of emergency or upset conditions – these will be dealt with through a set of contingency/emergency response procedures. Rather, the EA will be based on the proposed normal or typical operating scenarios, although in most cases within a range to reflect reasonable variations. (As an example, peaking factors will be applied to landfill traffic trips to account for daily or seasonal variability, as appropriate).</p> <p>The future scenarios for Carmeuse, and the other local quarry operators, will be drawn from their approved <i>Aggregate Resources Act</i> site plans, and by consultation directly with these operators.</p> | - | The reference to “worst case” was in the context of Peak or maximum activities under normal operations, not emergency or upset. |
| <p>As per Section 5.2, the reviewer acknowledges that the methodology will vary from study to study (i.e., either quantitative or qualitative), depending on the nature of the effect. It is recommended, however, that quantitative methodology be used to the greatest extent possible, especially since the proposed landfill would be adjacent to an active and operational Carmeuse Quarry. Walker should make all reasonable efforts to obtain information/data from the quarry owner in order to conduct quantitative cumulative effects analyses</p> <p>Without this information/data, the true cumulative effects of the proposed landfill cannot be known.</p> | Agreed. | - | Noted. |
| The last two paragraphs in section 5.3 are somewhat confusing and should be rewritten so that they could be clearly understood. The concepts of, and relationships between criteria, indicators and thresholds should be more thoroughly explained. | The indicators are already proposed for each of the EA Criteria, in the corresponding technical work plans to which they are assigned. This approach was taken so that the indicators could be understood in the context of their respective | - | This overall approach is not unreasonable; however, the comment on the unclear text still stands. The Draft EA will be reviewed to ensure that the EA |

| Comment | Walker Response | Disposition | Town of Ingersoll Response |
|--|--|-------------|--|
| <p>While it is stated in this section “that many of the indicators were already developed and proposed, and subject to review and comment by government agencies, Aboriginal groups and the public, as part of the preliminary draft work plans for each of the technical studies”, it is apparent the WEG is only going to present these indicators with the EA report. This approach is reasonable, but would require careful peer review of each technical supporting report document to ensure that the appropriate indicators were applied.</p> | <p>technical studies, whereas listing them all in the cumulative effects work plan without any technical context would ultimately prove more confusing than helpful.</p> | | <p>criteria are appropriately applied.</p> |

2.0 UPDATED ECOLOGY ASSESSMENT WORK PLAN

Southwestern Landfill Environmental Assessment, Updated Ecology Assessment Work Plan

Comments Received From: Barbara Hard, P. Bio., Arcadis on behalf of the Town of Ingersoll

| Comment | Walker Response | Disposition | Town of Ingersoll Response |
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| The elements of the Ecological Assessment Work Plan are in line with general requirements of natural resources inventory and environmental impact assessments for EAs. However, review of the Work Plan noted a number of deficiencies with regards to details of the execution of the Work Plan. It appears to be written as a proposed Terms of Reference for the Ecological Assessment rather than a work plan that is ready to be implemented. For example, site reconnaissance and selection of sampling and reference locations should have been made at this stage and should be available for review by stakeholders and agencies. | Noted. Aquatic sampling locations are identified in Section 7.2.1 of the work plan (although Figure 1, which is referenced, was inadvertently omitted from this draft). | Figure 1 to be included in the final work plan. | Figure 1 should be made available for review of sampling and reference locations. Only benthic invertebrate sampling locations have been provided on Figure 2. A figure showing the fish sampling locations (indicating reference and exposure locations) should be provided for review. |
| The selection of appropriate survey and reference locations is of great importance for natural environment surveys. Therefore, this is considered a significant deficiency that make it impossible to properly assess the work plan. | Aquatic sampling locations are identified in Section 7.2.1 of the work plan (although Figure 1, which is referenced, was inadvertently omitted from this draft). | Figure 1 to be included in the final work plan. | See response above. |
| The Work Plan does not include provisions for the development of mitigation plans and implementation of mitigation measures, should they be deemed necessary. | It is a requirement of the EAA, part of the EA methodology in Section 8.2 of the approved ToR and listed as a major objective in Section 2(c) of the Ecology work plan. | - | Although it is mentioned in the objectives that environmental impact actions may have to be evaluated it is not included in the work plan and a methodology is not presented. At minimum it should be discussed what constitutes potential impacts or effects, which receptor groups may be impacted and how they are determined. |
| Page 5: No overview of the study areas was provided. Therefore, an assessment of whether the proposed study areas are appropriate was not possible. | Figure 1, which is referenced, was inadvertently omitted from this draft. | Figure 1 to be included in the final work plan. | Noted. The study area is not marked on Figure 2, presumably, it is the area marked subject property +500m. This should be confirmed. |
| Page 1, 1st Paragraph: It is mentioned in this paragraph that cumulative effects will be assessed. However, there is no discussion under Section 8, Data Analysis that discusses | The overall methodology for this EA is a cumulative effects assessment; it is not a separate study or activity. Refer to the methodology in | - | Noted. |

| Comment | Walker Response | Disposition | Town of Ingersoll Response |
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| <p>cumulative effects and how they may be assessed, monitored and possibly mitigated, if needed. This is a deficiency in the report. Cumulative effects may originate from effects of the landfill on the natural environment, including potential failure of the liner and the sudden release of contaminants, the effects of the operational quarry and truck traffic or a combination of both. Details of the methodology should be provided.</p> | <p>Section 8.2 of the approved ToR and the draft Cumulative Effects Assessment Work Plan for further details.</p> <p>Failure of the liner is not a form of cumulative effect (either multi-source or multi-stressor), although ecological effects that could be related to groundwater or surface water contamination is nevertheless a criterion included in this EA (see EA Criterion #36).</p> <p>Cumulative effects related to concurrent quarry operations are, by virtue of the EA methodology, evaluated as part of the environmental baseline.</p> | | |
| <p>Page 3: There is no indication of number of samples proposed, sampling locations and number and location of reference sites for both fish and benthic invertebrate studies. Although a figure is cited that shows proposed sampling location, it was not provided. This should be part of the proposed Work Plan as review of suitability of locations is necessary before sampling commences.</p> | <p>Figure 1, which is referenced, was inadvertently omitted from this draft.</p> | <p>Figure 1 to be included in the final work plan.</p> | <p>Only benthic invertebrate sampling locations have been provided on Figure 2. A figure showing the fish sampling locations (indicating reference and exposure locations) should be provided for review.</p> <p>A number of comments are provided from the review of Figure 2 for benthic invertebrate sampling locations:</p> <ol style="list-style-type: none"> 1. On Figure 2, north west EXP location: It appears that the creek coming off the Site bypasses the EXP location. A rationale should be provided why this was deemed a suitable EXP location. 2. The REF location along the Thames River next to the pond: A rationale should be provided why a location upstream away from the potential influence of quarry and pond was not chosen as reference? |

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| | | | <p>3. The most southern EXP location along the Thames River: A rationale should be provided why this is thought to be a meaningful EXP location, given that creeks and runoff from the urban areas of Ingersoll are flowing into the river between the suggested REF location and the EXP location downstream? It is unclear how potential impact can be attributed to quarry/landfill and/or other sources of contaminants?</p> <p>4. The REF location on Foldens Creek: A rationale should be provided for using this survey location as reference site, as it is located in a woodlot, after the creek flows through a pond. Private homes and a road are located in the vicinity. It appears that none of the other REF or EXP locations have similar characteristics.</p> |
| <p>Page 4, 1st Paragraph: The Scope of Work states that fish sampling will occur twice annually, during the spring and fall, but no indication is given for how many years this will be implemented. It is also not clear if this sampling is meant to be part of the long-term effects monitoring.</p> | <p>For the purpose of this EA one year of data is proposed. Any ongoing monitoring will be a recommendation of the EA assessment.</p> | <p>-</p> | <p>Noted.</p> |
| <p>Benthic Invertebrate Study: Page 4: OBBN Protocol Manual (Jones et al., 2004) - an updated version is available (2007).</p> | <p>The study protocol has been revised following direction from the Ministry of Environmental and Climate Change.</p> | <p>Study protocol revision.</p> | <p>Noted.</p> |
| <p>It is proposed to use the Hilsenhoff Biotic Index only. However, in order to ensure that differences in samples and sample locations in comparison to reference locations are captured, additional indices and criteria are suggested: Simpson's Evenness, Shannon-Wiener Diversity Index, % EPT (Ephemeroptera, Plecoptera, Trichoptera), % Worms, % Dominants, % Diptera, % Insects, total number of individuals.</p> | <p>Please see above response.</p> | | <p>Noted.</p> |

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| Ecological Land Classification (ELC) and Floral Surveys Page 5: The fall survey should be completed in September/October, rather than August/September, as an August survey would be too close to a July summer survey and would potentially not reflect a true fall survey. | Agreed, September has been inserted, October risks an early frost. | Language amended – fall survey to be completed in September. | Noted. |
| Page 5, last line: The year should be added to the Lee et al. reference. | Corrected. | Reference correction. | Noted. |
| Page 6, 3rd Paragraph: The floral surveys should not be confined to the property and should include all study areas such as Vicinity Study Area and Haul Roads and should also be included in the description of benthic/fish sampling locations. | The paragraph refers to the “area” not just the proposed landfill site itself. The inventory will include the Site Vicinity (within the limits of private property access). | - | Noted. |
| Qualitative Surveys for Species at Risk and Rare Species Page 6: Species at Risk Ontario (SARO) lists 32 Species at Risk (SAR) in the Ingersoll area (Oxford County). Since this is a Work Plan and not a proposed Terms of Reference document, the screening for SAR should have already been completed and a work plan to address (include/exclude) each species with justification should have been developed. A location plan for species specific surveys should be shown. None of these tasks have been completed. This is a significant deficiency in the Work Plan. | The screening is a component of the EA studies. The approved ToR required updating and consultation of the work plans in advance of the EA studies. | - | Noted. |
| Breeding Bird Surveys: Page 6: It is not indicated which protocol is proposed for the breeding bird surveys and how they will be carried out (timing, spacing between locations etc.). The standard breeding bird atlas protocol calls for surveys to be 15 days apart rather than 7 days as proposed in the work plan. Survey locations for breeding bird surveys should be provided on a figure. This has not been done. | The Atlas methodology is scientifically inappropriate for site specific surveys. It is meant to contribute to a large province-wide data set). We use the protocol presented on all our surveys across the province. Set routes are not used and the survey need not be repeatable in the sense of a monitoring program comparing data sets through time. | | Response not detailed enough for evaluation. Please provide more details on the methodology. This item remains outstanding (including proposed survey locations). |
| Amphibian Surveys: Page 7: It is stated that amphibian survey locations have been selected, but no figure, description or rationale for survey location | We cannot pre-judge where amphibians might be. Once the field program commences we will determine where potential sites are. | | A survey location figure should be made available for review of sampling and reference locations once locations are chosen. This item is still outstanding. |

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| <p>selection is given. It is also not indicated how many survey locations have been selected. Survey locations for amphibian surveys should be provided on a figure. The above deficiencies are significant.</p> | <p>These will be the survey locations in the spring of 2018.</p> | | |
| <p>Bird Hazards: Page 8: It is proposed to review background information before a field sampling plan is developed. However, as this is a Work Plan and not a proposed Terms of Reference document, the field program should have been developed and should be able for review and comments by stakeholders. This is a significant deficiency.</p> | <p>The data collection and background review is a component of the EA studies. The approved ToR required updating and consultation of the work plans in advance of the EA studies.</p> | - | Noted. |
| <p>Page 9, 1st Paragraph: It is stated that the Index of Biotic Integrity analyzes fish for 12 possible metrics which will be determined by professional judgment. Only five (5) metrics are listed. It is not clear what the remaining 7 metrics are and, given that this is the Scope of Work, these should have been already established at this point. The absence of this information does not allow for the review of adequacy and suitability of the unnamed metrics for the Index of Biotic Integrity.</p> | <p>The analysis protocol has been revised following direction from the Ministry of Environmental and Climate Change.</p> | Protocol revision. | Noted. |
| <p>Page 11, Paragraph 4: More information should be provided on the suitability of the benchmarks to assess impact of dust on plants as well as the methodology and implementation. It is unclear if the benchmarks referred to have been accepted by environmental agencies such as Ministry of Environment or US EPA. Further discussion is required.</p> | <p>There is very little information or standards available on ecological effects of dust on plants. We have successfully applied this approach in other EAs. New benchmarks are incorporated as they become available.</p> | | The response is in contradiction to Paragraph 4 on Page 11. More details should be provided on the proposed use of the benchmarks. |
| <p>There are a number of references listed in the reference section that are not cited in the text. References should be cross referenced for ease of review.</p> | Corrected. | Reference correction. | Noted. |

3.0 UPDATED ECONOMIC ASSESSMENT WORK PLAN

Southwestern Landfill Environmental Assessment, Updated Economic Assessment Work Plan

Comments Received From: Peter Klassen, P. Eng., Tetra Tech on behalf of the Town of Ingersoll

| Comment | Walker Response | Disposition | Town of Ingersoll Response |
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| <p>There are several references within the work plan to specific areas of impact. While physical impacts such as air and noise decrease as distance from the source increases, financial and economic impact may not be solely predicated on distance from the source.</p> <p>The work plan focuses on three impact areas: On Site and in the Site Vicinity, Along the Haul Routes, and Wider Area. The Town has expressed concern with the proximity of the landfill to town. As such the entire town should be included in the area denoted as Site Vicinity since residents may travel and use services throughout the town including close proximity to the proposed site.</p> <p>Similarly, WEG has designated a band of 500 m around the Haul Routes which excludes the potential increased traffic on the emergency haul routes. The haul routes would be used in times of weather issues or accidents along Hwy 401 and should be included in the same category.</p> | <p>In response to requests during consultation, the “Site Vicinity” study area has been extended to include the Town of Ingersoll.</p> <p>The EA is designed to assess the effects of the normal, day-to-day operation of the proposed landfill (although not necessarily just the “average” conditions, but also the range of effects that could result from normal operations, where appropriate). The EA will not include an assessment of emergency or upset conditions – it is not appropriate in an EA to characterize and weigh the advantages and disadvantages to the environment on conditions that are not planned or expected to occur, may never occur, or could occur at some unknown time and frequency.</p> <p>Instead, contingency plans for unexpected or upset conditions are required to be submitted to the Ministry as part of an application for an Environmental Compliance Approval (ECA) for a landfill under the Environmental Protection Act. If the EA is approved, Walker will prepare a Design and Operations Report (D&O) in support of the ECA application based on the facility characteristics that emerge from the EA. Included in the D&O will be a description of the proposed contingency plans that will address emergency detour routes (along with other possible emergency or upset conditions).</p> | <p>“Site Vicinity” has been amended to include the Town of Ingersoll.</p> | <p>Noted.</p> |
| <p>Future development plans may be impacted by the proximity of either a future or ongoing landfill site. Resultantly, the location of current development may not be reflective of how the Town expands.</p> <p>The work plan should include a comprehensive study of how anticipated</p> | <p>The baseline conditions for this EA will not be based simply on the location of current development, but rather will also account for future growth during the landfill lifespan, with the assumptions drawn from the County OP and related documents (see approved ToR, Section 8.2). In assessing the EA criteria, where</p> | <p>-</p> | <p>Noted.</p> |

| Comment | Walker Response | Disposition | Town of Ingersoll Response |
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| <p>and constructed waste facilities, including landfills and haulage routes (including emergency routes) have impacted development around the respective locations.</p> | <p>relevant, evidence from development around other landfill sites will be considered.</p> | | |
| <p>There are two recently enacted regulatory initiatives Bill 151 (Waste Free Ontario Act, 2016) and the Cap and Trade Program Regulation and Quantification, Reporting and Verification of Greenhouse Gas Emissions Regulation that may have significant impact on the viability of the proposed WEG landfill. Accompanying Bill 151 the government of Ontario has also outlined its strategy with initiatives with a goal to reduce waste generation, increase diversion (from landfills) and reduce the amount of greenhouse gas generation from waste.</p> <p>The Financial/Economic work plan should include a comprehensive review of the impact of these two regulations, as there may be both regulatory and strategic initiatives to discourage the use of landfills in Ontario.</p> | <p>Walker has carefully reviewed the recent legislation and does not believe that it affects the viability of this undertaking. In fact, the province's <i>Proposed Strategy for a Waste-Free Ontario</i> under Bill 151 actually supports this proposed undertaking: "Ontario will need 16 new or expanded landfills by 2050"; "The size of landfills will also be considered to reduce the need for multiple new landfills and use landfill gas reduction facilities effectively" (i.e., larger regional sites); and "Ontario will continue to be a leading jurisdiction in setting strict landfill standards and requirements. This means continuing to protect drinking water by applying groundwater protection limits and design requirements for leachate collection systems that are unsurpassed by any other jurisdiction in North America" (i.e., the MOECC generic liner designs).</p> <p>Furthermore, Walker has committed in its EA to assess the effects of greenhouse gas emissions.</p> | <p>-</p> <p>-</p> | <p>The financial portion of the EA process should include the impact of relevant regulations on both the proposed landfill and its effect on the town of Ingersoll. This should include the evolving impacts derived from Bill 151 and the Cap and Trade regulations.</p> |
| <p>Property value may change in different periods of time as the impact of development moves forward. As the Municipal Property Assessment Corporation does evaluations every four years, the actual information related to properties may be out of date in relation to the perception of value in the four different stages of the potential WEG project.</p> <p>In lieu of this, the Financial/Economic Work Plan should incorporate both historic impacts of similar projects and consult with independent real estate</p> | <p>Noted. Real estate information and area real estate reports are included in the data collection listed in Section 7.1 of the work plan. This can be supplemented through contact with local agents if and as necessary (Walker already has made contact with several as part of this project). Previous property value protection studies and programs are also listed among the data collection in Section 7.1.</p> | <p>-</p> | <p>Noted.</p> |

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| agents who understand and can assess the impact within the Town. | | | |
| There are several elements that impact the value and cost of disposal within the region. These elements include the cost of diversion, the long term environmental cost of landfilling, the cost of disposal to competitive landfill sites (including the US), the cost of transportation, and the potential loss of revenue to surrounding municipal landfill sites. All these aspects should be considered in the overall value to both regional and surrounding customers to the site. | Noted. These are all factors that are considered to be reflected in the cost of service. | - | Noted. |
| One-time and ongoing financial compensation has been given to neighbours of other waste processing and disposal sites. The Economic/Financial Assessment should include formulas and examples that have been used in past in both Ontario and outside Ontario. All impacted residents of Ingersoll must be satisfied with an agreed upon formula for compensation prior to an approval under the Environmental Assessment. | It is premature to propose compensation, or even a method for compensation, in this work plan prior to actually determining if there will be impacts, and to what extent. This is a matter that will be addressed in the EA as part of impact management planning (see approved ToR, Section 8.2, Step #5). | - | WEG should indicate how other waste management sites have provided compensation. (i.e., what mechanisms were used) It is understood that the actual compensation proposal will occur at a later date. |
| Two periods are contemplated (Operational Period, Post-Closure Period) and should be expanded to four and should now include pre-construction phase, and construction phase. | As explained in Section 3 of the work plan, and in Section 6.2 of the approved ToR, the construction period is combined with the operational period in this EA since construction and operation of this type of landfill occur concurrently throughout the landfill lifespan. | - | Varying valuations of properties will most likely be impacted at the design (pre-construction) and initial construction phases. This would be distinct from the ongoing operational post closure phases. |
| Section 4 Study Areas (Pages 7 and 8) <ul style="list-style-type: none"> ▪ On Site Vicinity should now include the Town of Ingersoll. ▪ Haul Routes should include 500m around Emergency Routes. | See previous responses, above. | - | Noted. |
| Section 6.2.2 – (Page 15) Should include potential that the Town will expand into surrounding townships and the work plan should examine the | As noted above, the baseline planning forecast is drawn from the County Official Plan. | - | |

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| possibility that eastward expansion will be discouraged. | | | |
| <p>Section 7.1 Ontario Ministry of Environment and Climate Change – (Page 18)</p> <ul style="list-style-type: none"> ▪ Background data should include Bill 151, supportive MOECC strategy and legislation and potential ban to specific materials to disposal. ▪ Paragraph 2 – revised assessment should include annual updates to ensure most recent values are used. ▪ Paragraph 3 – the relationship between the term “zones” and Site Vicinity should be clarified. | Noted. | - | Noted. |
| <p>Section 7.2 Field Data Collection – (Page 19)</p> <p>Key Stakeholder Interviews should include residents in Site Vicinity and along Haul Routes.</p> | Residents will be surveyed as part of the social assessment, and these data will be made available to inform the economic assessment as required (see the Social Assessment work plan). | - | Noted. |
| <p>Section 8 Data Analysis – Property Value Impact Assessment – (Page 20 – 22)</p> <p>Paragraph 1 – property value should be expanded to include all of the Town of Ingersoll.</p> | The initial study area is judged to be adequate based on current knowledge and experience. However, as stated in the same section of the work plan: <i>“It is noted that this area may be adjusted outward if information from other disciplines flags the potential for direct or indirect effects associated with operation and closure of the site beyond the two kilometre line.”</i> | - | Property value may not be specifically related to other disciplines. |
| <p>List of Recommendations to mitigate and or otherwise manage potential add bullet:</p> <ul style="list-style-type: none"> ▪ Review of Compensation mechanisms at other waste landfill/processing sites. | As noted above, these are listed as data supporting the assessment in Section 7.1. | - | Comment given above. |

4.0 UPDATED GROUNDWATER AND SURFACE WATER ASSESSMENT WORK PLAN

Southwestern Landfill Environmental Assessment, Updated Draft Groundwater and Surface Water Assessment Work Plan

Comments Received From: Thomas Franz, Arcadis; Dr. Walter Illman, Hydro Resources International; and Brian Adeney, Tetra Tech; on behalf of the Town of Ingersoll

| Comment | Walker Response | Disposition | Town of Ingersoll Response |
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| p. 1: Title page: revised report. This is a revised report and not a final work plan. A final work plan should include details to the study that will be conducted at the site. It should be noted that many of the comments on Dr. Illman's previous submissions as part of Town of Ingersoll's submissions are not incorporated into the revised report. Please provide a detailed response to Dr. Illman's previous comments. | Walker provided the MOECC with detailed responses to comments from the Town of Ingersoll, including those of Dr. Illman, for consideration by the Minister prior to approving the Terms of Reference, all of which is on file as part of the public record at: http://www.walkerea.com (Documents/EA Documentation). | - | The reviewer was unable to confirm this response, and it will need to be verified later. |
| p. 4: Study Durations, Operational Period. How long is the operation period expected to last? What are some issues that could affect the operational period? | The operational period has been estimated at approximately 20 years based on maximum filling rates, but could extend somewhat longer depending on market conditions. (See approved ToR, Section 5.2.) | - | Noted. |
| p. 4: Study Durations, Post-Closure Period. How long is this period estimated to be? The timeframe should be specified. | The full contaminating lifespan of the landfill (i.e., leachate and gas). This will be assessed and presented as part of the EA reporting, in accordance with the requirements of O. Reg. 232/98. The Landfill Standards (s. 4.5) provides the following initial guidance: <i>"For planning post-closure care activities for a site utilizing the single or double composite generic design, the contaminating life span for leachate impact on groundwater (based on the minimum infiltration rate of 0.15 metres per year) is 160 years and 360 years, respectively."</i> | - | Noted. |
| p. 4: Study Durations, EA Criteria, Effects due to contact with contaminated groundwater or surface water. How about the effect on the natural groundwater flow path when the landfill is constructed? Would this change the flow direction? Will this focus groundwater flows into certain | The proposed modeling program will address groundwater flow relative to baseline (i.e., without the landfill), which will identify the potential for any related implications for contaminant transport. See Section 9 of the work plan. | - | Further review of the modelling (flow and contaminant transport) will be required. We agree that spill/leak controls in non-active cell areas during operations can be prepared should the undertaking be approved and are not |

| Comment | Walker Response | Disposition | Town of Ingersoll Response |
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| areas and create stagnant zones where contaminants can accumulate over long periods? | | | specifically required as part of the EA. We only wanted to be sure that any stormwater management design/grading plans took this issue properly into account. |
| p. 5: Study Durations, EA Criteria, Loss/displacement of surface water resources. If the groundwater flow path is altered with the construction of the landfill, how will this affect stream flows and flow into/out of wetlands? | Determining the potential effects on stream flows and flow into/out of wetlands is the objective of this criterion. See Section 9 of the work plan. | - | Noted. |
| p. 5, "Post closure Period"; the comment "and thus have a more limited range of potential effects" is not appropriate, because the most significant effects or impacts, especially in groundwater and surface water may potentially occur in the post closure period. | Noted; however, these are broad definitions for the study areas taken from the approved ToR. As noted directly below in the same section of the work plan, the post-closure period has been identified as significant for several of the groundwater and surface water criteria. | - | We understand the Walker response to mean that the post closure period will be examined. |
| p. 5; statement "These contaminants have the potential to seep into the groundwater or surface water and could pose a public health concern" should be re-phrased to include environmental health concerns. | In this context, the criterion is specific to public health. Other criteria are included in the EA related to environmental and ecosystem effects which are noted in Section 3 of the work plan. | - | It is unclear to us why environmental health is not included in the context of the hydrogeological evaluation and the consideration of contaminant migration in this part of the study. |
| p. 6: 5.0 Study Areas. The study area may need to be examined to consider the impacts of regional groundwater flow. How will current and future municipal wells be affected by activities at the proposed landfill? | The initial study areas are intended to be sufficient to characterize the full extent of any effects from the proposed landfill, including those on municipal well supplies, but as noted in the same section of the work plan: <i>"These study areas are not intended to be fixed. Flexibility is available to -expand or focus study areas, depending on the study findings. The boundaries of the study areas will reflect the limits of the groundwater flow domain and/or the limits of any potential effects of the proposed undertaking on groundwater or surface water flow, quantity and/or quality."</i> | - | A flexible approach to setting study boundaries is reasonable. The Ingersoll reviewer understands that the response means that the municipal wells will be included in the study area and concurs with this approach. |
| p. 6: 5.0 Study Areas, "These study areas are not intended to be fixed". Study areas may not be intended to be fixed, but they should be defined in greater detail. Also, | The table directly below this statement in the work plan provides the rationale for the study areas on a criterion-by-criterion basis. | - | Noted. |

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| the rationale for selecting the study area should be better explained. | | | |
| p. 6: 5.0 Study Areas, "These study areas are not intended to be fixed." The areal extent is mentioned, but what about the vertical extent? Would deeper units be affected by the proposed landfill if leaks develop? Would the leachate be dense and sink causing the plume to migrate downwards? One would also need to know what the expected leachate chemicals will consist of and their concentrations. | The vertical aspect of the assessment is described in terms of the subsurface investigations proposed to be carried out during the EA (see Section 8.2 of the work plan, as well as the accompanying Draft Hydrogeological Technical Work Program (Golder, April 6, 2017)). The expected leachate characterization will be in accordance with O.Reg. 232/98 and the Landfill Standards. | - | It is unclear to the reviewer what vertical extent will be used. |
| p. 6: 5.0 Study Areas, "...initial estimate of the study areas based on experience with the existing Carmeuse Lime (Canada) Limited site, and other landfills." Is the extent of the study site based on aggregate operations? The area may be too small considering that the impacts from the landfill are anticipated to be potentially more severe (leakage of contaminants and migration of landfill gases). | No, as noted, the initial study area is based on experience with other landfill sites, applied to this particular quarry setting. | - | Noted. |
| p. 6: 5.0 Study Areas, "...and other landfills". What other landfills are considered to base the experience upon? Are these landfills built in unconsolidated deposits, fractured rocks, and/or karst terrains? | Golder has corporate experience in landfills in a wide variety of settings and terrain. Furthermore, Walker has direct expertise in the permitting, construction, operation, and post-closure care of landfills in comparable quarry settings in Niagara Region. | - | The comment was a specific question, but the response is generic. It remains unclear what the "other landfills" are and whether they are comparable. |
| p. 6: 5.0 Study Areas, "The boundaries of the study areas will reflect the limits of the groundwater flow domain..." It is not clear how the limits of the groundwater flow domain will be established. How will the impacts of the proposed landfill be anticipated? | The groundwater flow domain will likely be based on regional hydraulic boundaries such as groundwater flow divides and major discharge boundaries. The domain will be refined as physiographic mapping, hydrogeologic data, and previous modelling reports for the area are reviewed. The model will be sufficiently large such that undue "boundary effects" will not | - | The response is not unacceptable and reflects a best practices approach. |

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| | <p>occur. Interim model simulations will reveal if the boundaries are appropriately proportioned to avoid artificially influencing the potential impacts of the proposed landfill. If boundary effects are observed the model domain will be re-assessed and, if necessary, expanded / altered.</p> | | |
| <p>p. 7: 5.0 Study Areas, EA criteria, Explosive hazard due to combustible gas accumulation in confined spaces. What criteria are used to determine the distance of “500 m” for examining explosive hazard due to combustible gas accumulation in confined spaces? What infrastructure is present (e.g., water mains, sewer lines, tile drains, cables, gas lines, etc.) in the area that could cause the migration and storage of landfill gases that could lead to explosion hazards? The radial focal point is not indicated in the Work Plan (i.e., 500 metres from the limit of waste, or property boundary). The assessment of LFG migration potential does not specifically include the identification all potential receptors within the study area, or evaluation of theoretical gas migration potential within the study area in the event of failure of landfill environmental controls.</p> | <p>See Section 9 of the work plan as it relates to the scope of the assessment for landfill gas migration.</p> | - | <p>Noted, this will be reviewed in more detail as part of the EA.</p> |
| <p>p.7: 5.0 Study Areas, Loss/Displacement of surface water resources; there are several external watercourses north of the site that will need to be diverted or incorporated into the on-site drainage collection system and controls. Given the potential for increased snowmelt and peak flow runoff over time, this volume will need to be addressed in the site drainage plan and not adversely impact downstream water users or aquatic systems due to lower flows, if any, to the confluence point of the Thames River.</p> | <p>Noted.</p> | - | <p>Potential for accentuated low flows and lower assimilative capacity in the Thames River (in part due to higher evaporation from climate change) is acknowledged. This issue will have to be balanced against effluent treatment levels to meet discharge permits. We will need to see the analysis to comment further.</p> |

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| <p>p. 8: 5.0 Study Areas, EA criteria, impact on the availability of groundwater supply to wells. The study site to assess this appears to be too small and needs to be rigorously justified. There are municipal wells in surrounding areas (and new wells could also be installed in the future for groundwater extraction for drinking water purposes).</p> | <p>See the previous response re: initial study areas.</p> | <p>-</p> | <p>Based on the reviewer's understanding of the initial study areas, the reviewer believes that the initial study area is too small and should include municipal wells and other important receptors.</p> |
| <p>p. 8: 5.0 Study Areas, EA criteria, impact on the availability of groundwater supply to wells, "...due to the existing and proposed activities at the Site". Will quarrying be permitted as a proposed activity alongside the construction and operation of the proposed landfill?</p> | <p>Quarrying may continue within the landfill footprint as the landfill is being developed in other, completed sections.</p> | <p>-</p> | <p>The studies and EA need to consider what potential effects could occur on the newly constructed landfill due to quarrying. Monitoring programs should be laid out to detect effects.</p> |
| <p>p. 9: 6.0 Indicators/Measures, "Effects due to contact with contaminated groundwater or surface water". What is it meant by effects due to contact with contaminated groundwater or surface water? It would be better to specify the potential receptors.</p> | <p>This criterion is in the group "Public Health & Safety", so in this case it is clearly related to human contact or ingestion.</p> | <p>-</p> | <p>Other receptors should include fish and other aquatic life?</p> |
| <p>pgs. 7, 8, 9: study area. The study area for groundwater should not be constrained to the study area shown in Figure 1. The study area should be extended to natural boundaries of groundwater flow, e.g. groundwater divides, in order avoid that artificial boundary effects are created due to the setting of arbitrary boundaries (e.g. in the modelling). In order to properly define hydrogeological conditions (e.g. to infer groundwater flow directions and natural groundwater flow boundaries), interpretations and interpolations of data from outside of natural boundaries are typically required, and therefore, the area for data collection and monitoring should include areas far outside what is shown in Figure 1, and must be flexible as described in the TOR. A minimum starting point would be the natural surface water divides</p> | <p>See responses to previous comments regarding the study area, and the flexibility concept.</p> | <p>-</p> | <p>The flexibility concept is noted. However, the reviewer believes that the initial study area is too small.</p> |

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| that are further assessed based on underlying strata and direction. | | | |
| p. 10: Indicators/Measures: Reg. 153/04 (as amended) together with its "Rationale" document (including updates) should be included in the table showing the Proposed Indicators/Measures for "Effects due to contact with contaminated groundwater or surface water". Reg. 153/04 and its underlying "Rationale" document are currently the most complete compendium of human health and environmental standards in groundwater and surface water. | Agreed. | Indicators/Measures updated. | Noted. |
| p. 11: 7.0 Assumption, 7.1 Facility Characteristics, Groundwater Comment: Why is the buffer variable from 30 to 150 m? According to EPA ON reg 232-98, s. 7(2), the buffer area should be at least 100 m wide at every point. Note the exceptions (30m buffer) in s.7(3), however, WEG needs to demonstrate that a 30 m buffer is sufficient. | Noted. Walker has been clear that any areas where the buffer width is less than 30m will require justification. | - | Noted. |
| p. 11: 7.0 Assumption, 7.1 Facility Characteristics, Groundwater, "The waste fill area will average approximately 32.85 m thick; depth below grade will range between 30 and 40 m and depth below the bedrock/overburden interface will range between 10 and 20 m." Landfill will encompass both the overburden and bedrock, hence the site is heterogeneous which will make groundwater flow more complex. This will cause the design and operation of the proposed landfill to be more technically complex. | Noted. | - | In its response to comments provided regarding the Facility Characteristics Assumptions relating to depth of fill, differential settlement, geomembranes, base preparation, liner construction, and material importation, WEG has indicated that the comments raised can all be effectively addressed in its application for an Environmental Compliance Approval under the Ontario Environmental Protection Act, following approval of the EA. No specific responses to the technical issues raised were put forth. It is acknowledged that this level of detail can be addressed at the ECA approval stage, and that the requirements of O. Reg. 232/98 (which sets out design standards for new landfill sites) will be |

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| | | | met. The application of the requirements of O. Reg. 232/98 and the approvals process for the ECA for the waste management site may not be straightforward in this case due to some of the unique aspects of the proposed facility. WEG maintains that its experience with its existing site in Thorold will be applied to this development, but specifics have not been provided nor is it acknowledged that many of the design elements applied at their existing quarry landfill site predates the implementation of the design standard of O. Reg. 232/98. |
| p. 12: 7.0 Assumption, 7.1 Facility Characteristics, Landfill gas. Will gas pressure be monitored to eliminate positive gas pressure? How will this be accomplished? | The landfill gas control system will be designed to mitigate positive gas pressure. Landfill gas monitoring would include vacuum/pressure measurements. Appropriate landfill gas control system design and monitoring programs will be developed over the course of the EA. | - | Noted. |
| p. 12: "Groundwater"; states "compacted engineered backfill" – the nature of the material and compaction criteria are unknown and need to be specified. Backfill type and its compaction have a significant effect on differential settlement of the material which can cause deformation of the liner(s) and leachate collections system pipes, and can even cause failure (breaking) of these systems. | Noted. In accordance with O. Reg. 232/98 Walker will be required to submit design specifications for the proposed landfill that must include: <i>"a geotechnical assessment of the suitability of the site for the landfilling of municipal waste that considers bearing capacity, differential settlement and slope stability during construction, operation and after closure, and that addresses the potential effects on any liner or leachate collection system"</i> (s.4.1.1(6)(2)(c)(v)) | - | Noted. |
| p. 12: "Groundwater" and "Surface Water"; it is unclear if dewatering and water management in general will be conducted during the operational life only, or if these activities will be continued in perpetuity. The hydrogeological and hydrological assessments and any modelling of effects and impacts on local groundwater and surface water resources and receptors | Dewatering is currently being carried out as part of the quarry operations, which is expected to continue during and following the landfill operational period. Walker would carry out supplemental dewatering during its operational period only if and as required for landfill construction purposes. The groundwater and surface water | - | Evaluations of for various operational scenarios of the dewatering system will be important to understand the groundwater and surface water flow regimes and contaminant transport. |

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| (including groundwater / surface water flow and contaminant transport) must take this into account. | assessment will incorporate these assumptions. | | |
| p.11 “Surface Water”; it is stated that the landfill, stormwater and groundwater seepage on the undeveloped portion of the quarry will be managed separately. As the new landfill would be constructed on fill, its base may be significantly higher than the unused and adjacent future quarry floor elevation resulting in a significant groundwater and surface water gradient. It will be important to detail how this will be controlled so that potentially impacted runoff does not affect groundwater quality beneath the site. The monitoring well network will need to be oriented to detect any early issues. Similarly, it will need to be clear how the elevation of the existing waterbody south of the proposed landfill site relates to the landfill area and the potential for contaminants to migrate towards the waterbody and further to the Thames River or groundwater system. | <p>Noted; these matters will be addressed during the EA.</p> <p>It should be noted that any water that comes into contact with waste, more commonly referred to as leachate or contact water, will be contained within lined portion of the site and managed accordingly via the leachate collection and treatment systems.</p> | - | Noted that the EA will address these matters. |
| P. 11: “Surface Water”; spills management during operations not mentioned. While waste coming to the site will be classified as non-hazardous, there is the possibility of hazardous materials being present at site and vehicle spills/fuel leaks entering the “undeveloped area” drainage system and contaminating a large volume of site runoff. This will need to be addressed in the drainage system design as it could impact water quality for discharge and treatment requirements. The site operations plan should also address the potential for the site runoff to become impacted by operations and include viable contingencies. | The EA is intended to characterize the environmental advantages and disadvantages of the undertaking as planned (i.e., normal or typical operations). If the EA is approved, contingency and emergency response plans will be developed as part of the Design and Operations report for submission under the EPA, and will include spills response. | - | |
| p. 12: 7.3 Climate Change. Section 7.3 of the draft Work Plan outlines anticipated | Agreed. Additional assumptions may be extracted from the reference document(s), | - | Climate change is still discussed in terms of seasonal average increases |

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| <p>average annual and seasonal changes in temperature and precipitation from recent climate change projections for Ontario. (McDermid and Hogg, 2015). While these data show changes suitable for long-term water balance calculations, they do not show possible changes due to discrete extreme precipitation events. For example, reductions in summer precipitation could vary from 2.5 to 4.5% over the next 80 years but the intensity of individual short-term events could increase significantly from present levels (e.g. 4 hr, 6 hr, or 24 hr precipitation amounts). This will factor greatly in the design and costs for on-site stormwater management infrastructure and facilities within the base area of the landfill to isolate non-contact water.</p> <p>A similar issue exists with high flow changes in the upper Thames River basin. This extreme flow condition may be compounded by the anticipated higher winter precipitation (snowpack) and higher resultant runoff that could combine with higher short duration rainfall events to create higher peak flows. The resultant flows from higher spring runoff should be assessed in conjunction with the 1:250 year storm event for design purposes for peak flows expected in the Thames River to address potential overflow onto the site.</p> | <p>as required, in order to address climate change resilience in the facility design (including storm water management).</p> | | <p>in precipitation and evaporation and not on an extreme storm basis. Golder do note that other data in the climate change reports will be accessed as required. I think the best way forward is to allow the analysis to be done and request that extreme events be tested through our comments/questions if not done.</p> |
| <p>p.12: 7.3 Climate Change; higher summer temperatures and evaporation have the potential to worsen low flow conditions in the Thames River which already has historically poor assimilative capacity for dilution of treated leachate discharged to the river. This could further affect water quality and associated aquatic health.</p> | <p>Noted.</p> | <p>-</p> | <p>The comment was made to have this situation addressed by the scope of work. It is unclear if this will be done?</p> |
| <p>p.15: 8.2 Field Data Collection. Because the quarry is currently being dewatered, and during the construction and operation</p> | <p>As noted in previous responses, the design specifications for the engineered liner system and subgrade (backfill) will be set</p> | <p>-</p> | <p>There is no response regarding the characterization of the unsaturated zone.</p> |

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| <p>of the landfill, this dewatering will continue, a deep unsaturated zone is/will be present. Therefore, the unsaturated zone should also be characterized, but this is not apparent in the work plan. Also, what will WEG do to characterize surface water/groundwater interaction? How will WEG characterize the fluxes of groundwater into and out of the Thames River and other surface water bodies? The work plan should also include some language of the characterization of the engineered barrier system (e.g., lab tests on cover and backfill material, clay liner, etc.).</p> | <p>out as a requirement of O. Reg. 232/98 for the EPA submission.</p> <p>Surface water / groundwater interactions will be characterized by analyzing gradients between surface water and shallow groundwater level data. In addition, an analysis of existing pumping records associated with dewatering of the existing Carmeuse Quarry will be completed. This information will be used to calibrate the groundwater model and quantify flux rates between the Thames River any associated tributaries and the quarry.</p> | | <p>The practice of using dewatering information for the calibration of the groundwater flow model is considered best practice (provided that Walker means that the model will be calibrated for both hydraulic head responses and water balance).</p> <p>It would make the model much more reliable if the flux between groundwater and surface water were quantified by field measurements (at least in some representative locations) in order to provide calibration points.</p> |
| <p>p.15: 8.2 Field Data Collection. Will parameters necessary for conducting contaminant transport simulations obtained during the field studies? This was not apparent in the work plan. For example, parameters such as the diffusion coefficient, longitudinal and transverse dispersivity, degradation and reaction parameters, etc. should be obtained for the overburden, fractured bedrock, backfill, clay liner, and any other material used as part of the engineered barrier system.</p> | <p>At this time we do not feel a contaminant transport model is necessary to meet the objectives of the study. Instead, failure scenarios and associated mitigation measures may be examined by assessing potential contaminant flow pathways using the groundwater flow model assuming a conservative proxy parameter. However, if, in the course of the study, it is decided that the failure scenario should include calculating specific parameter concentrations at various points along the flow path (for example property line, surface water receptor etc.), a contaminant transport model may be employed in a coupled or loosely coupled approach with the groundwater flow model</p> | - | <p>In the opinion of the reviewer, a contaminant transport model will be required. The proposed landfill is in a unique and complex hydrogeological setting, and relying on a flow model alone or a “loosely coupled” model will not suffice. It is unclear/unknown what “loosely coupled” means. In addition, transport parameters for the unconsolidated deposits and fractured rocks should be characterized.</p> |
| <p>p.16: 8.2 Field Data Collection. Will the MOECC or other parties such as the Town of Ingersoll be consulted to make sure that the characterization and sampling plan is adequate? Such language is included for the surface water characterization and monitoring below.</p> | <p>This detail is provided in the accompanying Draft Hydrogeological Technical Work Program (Golder, April 6, 2017) which has been reviewed with the MOECC.</p> | - | <p>The work plan provided is at a high level, not providing sufficient detail for a technical review. Study reports or results can be reviewed once they are available, but it may be more effective to allow a review of the detailed work plans prior to implementing them.</p> |
| <p>p. 16: states “Drill boreholes in the bedrock and overburden at representative locations on the site to characterize site geological</p> | <p>Noted.</p> | <p>Language has been updated.</p> | <p>Noted.</p> |

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| and hydrogeological conditions...”; this should say to “characterize in great detail”. | | | |
| p. 16: states “Obtain and review available site specific studies previously undertaken to determine hydraulic conductivity in the bedrock aquifer(s) and assess groundwater flow directions”. This statement is somewhat unclear, as the groundwater flow and contaminant transport would occur through fractured rock. It should be re-phrased to indicate that appropriate hydrogeological studies will be undertaken to appropriately characterize flow through discrete fractures (e.g. vertical fractures) and through more frequently and randomly fractured media (horizontal and vertical). | This is intended to mean that previous studies may have information concerning conductivity and groundwater flow, which would be used to supplement the on-site investigations. | - | It is noted that previous studies will be used only to supplement the on-site investigations. |
| p. 16 states “Carry out an inventory of private and public water wells in the vicinity of the site, based on MOE water well records, augmented with door-to-door inventories of selected receptor points.” It is unclear what will be done with this information. It should be clear that this information will be used cautiously, as the drillers’ logs of these wells are not always reliable, but it should also be noted that selected wells from this database should be used for groundwater quality monitoring. | Noted. These data are intended to be used judiciously to supplement other types of information. | - | Noted. |
| p. 16: states “Retain an expert in Karst geology provide input into, and participate in data collection and interpretation regarding Karst features”. This work should also include an evaluation of the effect on the development of Karst due the potential presence of more aggressive landfill leachate within the fractured bedrock. | It is premature at this stage to presume that any leachate will be emitted into the bedrock, but it is an issue that can be examined further if that is found to be the case. | - | It may be too late to consider leakage through karst or other features after it has occurred. Therefore, proper characterization of all potential pathways to receptors should take place during the EA process. |
| p. 17: states “Groundwater samples will be collected using dedicated sampling equipment and analyzed by an independent accredited laboratory for the | Noted; that is what the work plan states. | - | Noted. |

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| <p>parameters listed in Section 10 of O. Reg.232/98, as well as for a suite of groundwater quality indicator parameters.” The list of parameters contained in O.Reg. 232/98 is a good starting point, but it is necessary to consider additional chemical parameters in the groundwater quality characterization in order to establish pre-construction (pre- operation) conditions, and during on-going monitoring in order to detect effects.</p> | | | |
| <p>p.18: 9.0 Data Analysis, Groundwater. What scenarios will be considered in the groundwater modeling? What conceptual model will be utilized and how will this be decided? Will a 2D or 3D model be constructed? How large will the model be and what features will be built into the model (e.g., 3D extent of the landfill and the buffer materials)? Will surface water/groundwater flow and transport be jointly considered or will they be treated separately? If surface water and groundwater are treated separately, what is the rationale for this? What is the extent of the groundwater model?</p> <p>It should at the minimum consider the critical receptors (municipal wells, etc.) in the area. How will the landfill be treated in the groundwater model and how will the leakage be simulated? How will the groundwater model account for the contaminant attenuation zone? Will biodegradation, sorption, etc. be considered?</p> | <p>At this time the following basic scenarios are being contemplated: 1) Existing Conditions; 2) Operations at Full Build Out; 3) Closure; and 4) Potential Failure. Additional scenarios may be added as the study progresses.</p> <p>The conceptual model will be developed during the early to mid stages of the study and will involve the syntheses of several sources of information including: Walker site data and drawings, regional topographic, physiographic and geologic mapping, publically available databases (for e.g. the MOECC WWIS) background reports, previous models in the area, borehole and/or geophysical logs, water levels, flow packer or slug testing, and water chemistry.</p> <p>We anticipate the groundwater model will be 3D.</p> <p>The model will likely be regional in scale (see prior comment on model domain).</p> <p>At this time it is intended that groundwater and surface water models will be simulated separately to avoid unnecessary computational efforts when pairing</p> | <p>-</p> | <p>The proposed scenarios are reasonable, and the flexibility to add further scenarios, depending on study findings is considered best practice by the reviewer.</p> <p>The data sources are comprehensive.</p> <p>A 3D model is best practice. It makes sense that the model is regional scale to include the full study area and to avoid boundary effects. Based on another study area comment and response, the area can focus into a more detailed area, if appropriate and/or advantageous. The model grid should have similar flexibility for additional refinement either within the regional model or consider separate, more detailed small scale models for local scale issues. The reviewer notes that this approach seems to have been expressed as Walker’s intent in Walker’s responses.</p> <p>The simulation of groundwater and surface water as separate models may be pragmatic, but requires careful implementation to ensure that the model outputs are reflected as model inputs where these systems meet. The</p> |

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| | <p>potentially incongruous time and temporal scales between the two hydrologic domains. However, as there is clearly interaction between groundwater / surface water, the input / output of each model will be jointly reviewed to ensure that appropriate integration occurs where necessary (for example, shared infiltration rates).</p> <p>A detailed description of how the landfill will be implemented in the model is not possible until a conceptual model has first been established through the study. However, in general terms, the landfill will be modelled based on the hydraulic containment design and include the necessary topographic mapping and engineered structures. Features that require depressurization will likely be modelled via drain- type or pumping well boundary conditions. Areas that act as barriers will likely be modelled using low permeability zones.</p> <p>At this time we do not consider that a contaminant transport model is necessary to meet the objectives of the study. Instead, failure scenarios and associated mitigation measures may be examined by assessing potential contaminant flow pathways using the groundwater flow model assuming a conservative proxy parameter. However, if, in the course of the study, it is decided that the failure scenario should include calculating specific parameter concentrations at various points along the flow path (for example property line, surface water receptor etc.), a contaminant transport model may be employed in a coupled or loosely coupled approach with the groundwater flow model.</p> | | <p>reviewer notes that Walker has recognized this in the response to another comment elsewhere. It should be noted that fully integrated models that consider both surface water and groundwater flow and contaminant transport now exist and the implementation of such models should better allow for the seamless exchange between the surface water and groundwater regimes.</p> <p>In the opinion of the reviewer, that a fully coupled groundwater flow and contaminant transport model should be developed for the landfill. It is unclear what a “loosely coupled” approach means.</p> |

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| <p>p.18: 9.0 Data Analysis, Groundwater. The length of the simulation period should also be discussed. How long is the operational period and the closure period? How long would potential hazards need to be considered? Would changes in material properties be considered in the assessment if the closure period is excessively long (e.g., > 1000 years)?</p> | <p>See previous responses re: study durations.</p> | <p>-</p> | <p>The reviewers' comment was made to express concern about the potential for the existence of karst and the effect of landfill leachate on karst. If the contaminating lifespan of the landfill exceed the service life of engineering systems and allow leachate to escape, then such effects can potentially take place. Therefore, it may be appropriate to consider longer simulation time frames, and changes in (i.e., deterioration of) material properties may become relevant.</p> |
| <p>p.18: 9.0 Data Analysis, Groundwater. What model will be used to conduct the groundwater flow and contaminant transport studies? For the surface water assessment, a model is specified.</p> | <p>A 3D numerical model code will be used to conduct the groundwater flow modeling. It is anticipated the flow code used will be industry standard codes MODFLOW or FEFLOW.</p> <p>At this time we do not feel a contaminant transport model is necessary to meet the objectives of the study. Instead, failure scenarios and associated mitigation measures may be examined by assessing potential contaminant flow pathways using the groundwater flow model assuming a conservative proxy parameter. However, if, in the course of the study, it is decided that the failure scenario should include calculating specific parameter concentrations at various points along the flow path (for example property line, surface water receptor etc.), a contaminant transport model may be employed in a coupled or loosely coupled approach with the groundwater flow model.</p> | <p>Additional detail added for clarity.</p> | <p>MODFLOW or FEFLOW are commonly accepted models and are suitable for the proposed work to assess groundwater impacts for flow in porous media. In fractured rocks, these codes have also been used when the fracture density is high and the fractured rock can be idealized to be an equivalent porous medium. When there are dominant fractures or karst features, there may be a need to consider discrete features.</p> <p>At the minimum, the reviewer is of the opinion that an integrated (coupled) groundwater flow / contaminant transport model should be developed for the site, due to the unusual and complex hydrogeological setting. As mentioned above, it is unclear what a "loosely coupled" approach means. For a more complete assessment, it may be better to consider an integrated surface water/groundwater flow and contaminant transport model given the complex nature of the problem.</p> |
| <p>p.18: 9.0 Data Analysis, Groundwater, "The degree of potential effects will be compared using the criteria and</p> | <p>See Section 3 of the work plan where the respective EA criteria are described in association with the public issues and</p> | <p>-</p> | <p>Noted. For the purpose of the workplan, this is acceptable.</p> |

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| indicators". This is quite vague. What kinds of potential effects do WEG anticipate and how will this be simulated and assessed? | concerns, and also Section 5 where each criterion is related to its associated regulatory standards. | | |
| p.18: 9.0 Data Analysis, Groundwater, "A groundwater monitoring program will be developed and proposed trigger mechanisms will be set for the implementation of a contingency plan". The groundwater monitoring program will be very critical. Because the tear in the liner may be small, the release of contaminants may be very narrow causing a narrow plume. How will the planned monitoring system detect a narrow plume? | Noted. Appropriate monitoring programs will be developed during the course of the EA once the net effects are analysed. | - | The issue described in the comment is an issue that should be captured by the workplan. |
| p.18: 9.0 Data Analysis, Groundwater, "The potential for leachate from the landfill impacting adjacent properties will be assessed". Presumably, the monitoring will only take at some horizontal distance away from the landfill. What if there is leakage beneath the landfill? Will there be monitoring systems placed below the engineered barrier system, to what depth, and at what density? | Appropriate monitoring programs will be developed during the course of the EA once the net effects are analysed. | - | It would have been more reassuring to commit to install monitoring systems beneath the landfill footprint. This is not unusual. |
| p.18: 9.0 Data Analysis, Groundwater, "Prediction of future environmental conditions will be completed using modeling and other methods. This will specifically identify, recognize and determine any potential effects upon the Wellhead Protection Areas (WHPA) associated with the municipal drinking water wells, Highly Vulnerable Aquifers (HVA) and Significant Groundwater Recharge Areas (SGRA) identified in the source water protection studies. Further, the County of Oxford will be consulted with to identify any pre-existing plans for municipal well field expansion, and incorporate those into the evaluation." If the impacts of the proposed landfill are to be identified, recognized, and determined, then the field studies and groundwater | See previous responses re: study areas. | - | If the study area encompasses existing and areas of future water supply potential, then Walker's response is adequate. |

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| models have to encompass these areas. Therefore, the current study areas may be too small. | | | |
| p. 18: states “During each sampling event, surface water quantity, in the form of discharge rates, will be established measured at each sampling station using an industry standard flow meter. A cross-section will be measured at of each station, (if not previously determined), will be taken and flow measurements will be collected following standard Provincial flow measurement protocols”. The use of weirs should be considered in smaller streams in order to allow a more accurate measurement of stream flows. | Weirs will be considered if difficult hydraulic conditions are encountered at the flow gauging locations; however, the potential effect of the weirs on fish passage will need to be balanced with the potential increase in accuracy of flow measurements. In most cases, the flow gauging stations are planned to be implemented upstream of culverts, which often provide good hydraulic control for development of stage discharge relationships. | - | Noted. |
| p. 19: 9.0 Data Analysis, Groundwater, “The Geology and Hydrogeology discipline, in consultation with the EA Management Team and the Design and Operations Team, will provide input...” Would input be obtained and considered from outside experts including MOECC, JMCC, the Town of Ingersoll and other parties? This section implies that the input will only come from the proponent's side. | The proposed mitigation measures would be fully documented in the EA report for review and comment by all stakeholders. | - | Noted. |
| p. 19: states “A predictive model of landfill performance (contaminant transport model and/or flow model) will be conducted. Requirements to meet groundwater quality criteria will be assessed at the On-Site site property boundary using the results of the contaminant transport model.” It is noted here that a combination of one- and three-dimensional models will likely be required to achieve this goal. Models will need to be calibrated and then will need to appropriately represent the fate and transport of leachate through the liner system, backfill, and natural (fractured | In terms of the engineered liner system, Walker has elected to adopt Generic Design Option II – Double Liner as per O. Reg. 232/98 and the Landfill Standards. Consequently, the contaminating lifespan of the leachate, the service life of the engineering components in the liner system, and the full-term performance of the liner system have been established in O. Reg. 232/98 and the Landfill Standards and are not required to be replicated (s. 6(2)(c)(xix-xx)). | - | <p>The reviewer provided many suggestions about modelling scenarios to identify potential impacts and to allow the mitigation of such impacts.</p> <p>The generic design of a double liner (option II) in O.Reg. 232/98 provides standards for engineering components, but the proposed landfill is proposed in a unique and highly complex hydrogeological setting, and therefore, it is not sufficient, in the</p> |

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| <p>rock) groundwater system, and this will need to be done under various plausible scenarios (base case operation and failure modes). The models have to be capable of predicting groundwater flow and contaminant transport to private and municipal wells and surface water features, and they have to be able to do this during and after the operational phase of the waste disposal site.</p> <p>In general, the Work Plan lacks details on the groundwater modeling given the complexity of the heterogeneous overburden and fractured rock terrain. The groundwater modelling should be used to evaluate the migration of landfill leachate and landfill gas with the fracture rock system. The modelling should consider the lifespan of engineered systems and the strength of the contamination potential of the landfill based on when a potential release of leachate would occur (e.g. due to breach in the liner).</p> <p>Modelling should be conducted for the performance and operation of the engineering systems, taking into account:</p> <ol style="list-style-type: none"> a. Contaminating lifespan of the waste; <ol style="list-style-type: none"> i. Design lifespans of the engineering systems (liners, covers, leachate collection systems, etc.). ii. Groundwater management by dewatering (it is unclear if dewatering is intended to continue during only the operating life of the waste disposal site or is it will continue beyond this time frame); iii. Effect of landfill operation on stream baseflow, including dewatering (and potential discontinuation of dewatering). | <p>The groundwater assessment will, however, address several of the other matters mentioned here, including:</p> <ul style="list-style-type: none"> ▪ Physical flow alteration (incorporating baseline assumptions regarding ongoing quarrying and quarry dewatering). ▪ Feasible contingency measures that can be employed in the event of a failure in the liner system. ▪ Any effects on stream baseflow. <p>The issue of basal stability and differential settlement is dealt with in previous responses, above.</p> <p>Potential future development scenarios are incorporated into this EA through the characterization of the (future) baseline conditions assessment. Walker has provided a set of common assumptions regarding forecast growth and development within the study area for this purpose, as set out in Section 7.2 of the work plan.</p> <p>In addition, Walker has committed to consultation with the municipality/ municipalities as part of the study, regarding plans for new wells or changes to pumping.</p> | | <p>opinion of the reviewer, to solely rely on the designs of O.Reg. 232/98. In the reviewer's opinion, a consideration of the site-specific setting is required, in terms of the characterization and simulation of both the groundwater/surface water flow regimes, the unsaturated zone AND contaminant migration. Once implemented, the engineering systems become part of the overall flow and transport system, and therefore, they will need to be simulated in these models; the scenarios were described in the original comment.</p> <p>Walker's response about consultation with municipalities about water supply wells and pumping changes is reactive, but it seems obvious to the reviewer that a better approach is to look at the population growth projections to gauge the future water needs and to incorporate appropriate modelling scenarios for increased pumping and new water wells as part of the EA.</p> |

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| <p>iv. Continued extraction of rock from existing and future quarries.</p> <p>b. Potential failure scenarios, including, but not limited to:</p> <ul style="list-style-type: none"> i. Differential settlement of material beneath the liner system(s) in order to evaluate the effects of abrupt failure of liner and/or leachate collection system on releases of contaminants into the groundwater flow system. ii. Failure of the leachate collection systems, including timing of such failures which may affect changes in leachate chemistry migrating within the fracture rock system (i.e., the earlier leachate can escape from the landfill, the higher will be the leachate concentrations). iii. Failure of dewatering pumping wells, e.g. to predict effects on contaminant migration on drinking water supplies and streams. <p>c. Potential development scenarios, including, but not limited to:</p> <ul style="list-style-type: none"> i. Increased pumping from municipal wells. ii. Establishment of new municipal wells. iii. Continued extraction of rock from existing and future quarries. | | | |
| <p>p. 19: 9.0 Data Analysis, Landfill gas. Will a model for landfill gas migration be developed for this undertaking? If so, what model will be used?</p> | <p>It is not expected that modeling will be necessary for the assessment of landfill gas migration. Appropriate design elements (liner and landfill gas control system) will mitigate the potential for landfill gas migration.</p> | <p>-</p> | <p>The assumption is that the system (liner and landfill gas control system) will not fail. However, what if one or more of these systems fail? It is recommended that modeling is done to design the landfill gas control and contingency systems.</p> |

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| <p>p. 19: 9.0 Data Analysis, Landfill gas. There is no mention of the unsaturated zone. Will the unsaturated zone be characterized during the EA studies? The extent of the unsaturated zone is unclear. What is the depth to the water table under current conditions, under operational conditions, and during the closure period? The pathway for gas migration may be different depending on the extent of the unsaturated zone (e.g., depending on the amount of dewatering, the extent of the unsaturated zone could be deeper exposing more units and pathways in both the overburden and fractured bedrock to landfill gas migration).</p> | <p>Noted. As mentioned previously in these responses, ongoing quarrying and dewatering will be taken into account in the assessment. As noted in Section 9 of the work plan, the focus in terms of landfill gas will be prevention, backed up with appropriate monitoring and contingency plans.</p> | <p>-</p> | <p>As stated in the previous response, modeling of gas migration should be considered in designing the landfill gas monitoring and contingency systems.</p> |
| <p>p. 24, Figure 1: Location Plan. The Wellhead Protection Area designated by the source water protection plan should be included on this figure. The study area may have to be made larger to consider the Wellhead Protection Areas of the Town of Ingersoll. While WEG states that the current Wellhead Protection Areas do not intersect the current quarry and the potential landfill, the Wellhead Protection Areas could change with the construction of the landfill and future quarrying operations. In addition, all environmentally sensitive features designated by various agencies should be included in the groundwater/surface water study areas.</p> | <p>As set out in the work plan, the study will assess any potential effects of the proposed landfill on WHPA and environmentally sensitive features. That does not necessarily mean that the study areas must include every WHPA and environmentally sensitive feature. See previous responses re: study area flexibility.</p> | <p>-</p> | <p>The response is not clear to the reviewer. In the reviewer's opinion, all WHPAs within a hydrogeological system that is affected by the proposed landfill should be included. The reviewer is of the opinion that all environmentally sensitive areas and/or receptors potentially affected by the landfill should be identified and therefore need to be included.</p> |
| <p>p. 24, Figure 1: Location Plan. Will all of these surface water bodies be sampled and monitored during the investigation?</p> | <p>See Section 9 of the work plan: <i>"An assessment of the existing flow regime in the Thames River and local tributaries will be completed using existing flow information from nearby hydrometric stations and measurements collected during the field programme."</i> All tributaries falling within the study area shown in Figure 1 will be assessed.</p> | <p>-</p> | <p>Noted.</p> |
| <p>p. 24, Figure 1: Location Plan. The boundary of the study area should be</p> | <p>See previous responses re: flexible study area boundaries.</p> | <p>-</p> | <p>Noted.</p> |

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| <p>extended beyond the current one and include all the nearby municipal wells and the Carmeuse property as aggregate resources may be extracted in the future. Cumulative impacts from both the proposed landfill and future quarry operations on adjacent Carmeuse lands need to be considered.</p> | | | |
| <p>p. 24, Figure 1: Location Plan. The figure also includes breaks in the study area with arrows indicating that the study area will also include "contributing drainage area". While this is good, the contributing area should also include that for the groundwater. The contributing areas for the surface water and groundwater regimes may be different.</p> | <p>Noted. See previous responses re: flexible study area boundaries.</p> | - | <p>Noted.</p> |

5.0 UPDATED TRAFFIC ASSESSMENT WORK PLAN

Southwestern Landfill Environmental Assessment, Updated Traffic Assessment Work Plan

Comments Received From: Paul Steel, P. Eng., Tetra Tech on behalf of the Town of Ingersoll

| Comment | Walker Response | Disposition | Town of Ingersoll Response |
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| <p>The Approved Amended Terms of Reference (Page 43) notes that the inclusion of 'the Emergency Detour Routes as a traffic contingency' was also done so in response to input from interested parties and CLC members. The initial Traffic Study Assessment Work Plan noted that 'a contingency plan will be prepared, which will identify feasible alternative route(s) to the site in the event of Highway 401 road closures. Emergency Detour Routes will be considered in the development of the Contingency Plan'. The revised draft for this work plan subsequently removed this statement, but provided no indication as to how this specific item is to be addressed other than information will be obtained from the Ministry of Transportation Ontario (MTO).</p> <p>The work plan should, as a minimum, review the Emergency Detour Routes for Highway 401 as noted in the Terms of Reference to appease the input already received in this regard. The work plan should also identify any special conditions or considerations that should be made in the event that an emergency detour is put in place, i.e., that only the designated routes are to be followed to ensure the integrity of the local road network for other road users.</p> | <p>Contingency plans for unexpected or upset conditions are required to be submitted to the Ministry as part of an application for an Environmental Compliance Approval (ECA) for a landfill under the Environmental Protection Act. If the EA is approved, Walker will prepare a D&O Report in support of the ECA application based on the facility characteristics that emerge from the EA. Included in the D&O Report will be a description of the proposed contingency plans that will address emergency detour routes (along with other possible emergency or upset conditions).</p> <p>However, during background data collection (work plan Section 7.1) information will be obtained from MTO on Emergency Detour Routes including the frequency of closures of Highway 401.</p> | <p>-</p> | <p>While it is understood that the environmental assessment would include a component addressing the Emergency Detour Routes, these routes nonetheless must be compatible with the transportation network and the operating characteristics to ensure effectiveness. It remains unclear as to any role that the traffic study assessment will play in conjunction with the environmental assessment in the establishment of the contingency plan and feasible alternative route(s) other than obtaining information. It is also silent regarding how this information will be used.</p> |

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| <p>As noted in Table 5 of the Approved Amended Terms of Reference (Page 46), one of the comments received from a local interested party relates to the accelerated deterioration of the roads with increased truck use. The revised Traffic Study Assessment Work Plan identifies pavement structure conditions and studies/reports to be collected and observed as part of the field data collection. There appears to be no indication within the work plan as to how this data is to be used and how such concerns will be addressed.</p> <p>The work plan should indicate how the pavement structure data is to be used and whether there is any intension to address concerns related to accelerated pavement deterioration as part of the scope of the assessment. In addition, the minimum acceptable pavement condition should be agreed upon between the appropriate municipality and WEG to ensure that any future rehabilitation is assigned to the appropriate party.</p> | <p>The data are to be collected and reviewed to confirm that the road structure is suitable for heavy vehicle traffic. (However, now with the more recent selection of County Road #6 as the preferred haul route from among the other alternatives, this may be largely unnecessary since CR#6 is already designated by the County as a trucking route.)</p> <p>Maintenance of CR#6 for this purpose is within the authority of the County of Oxford.</p> | <p>Language added for clarity regarding the purpose of obtaining pavement structure conditions information.</p> | <p>The latest work plan and response comments do not appear to address the need to confirm minimum acceptable pavement condition parameters that would assign responsibility for accelerated deterioration to the appropriate party, other than noting that current maintenance is the responsibility of the County of Oxford. If through the course of the assessment, it is determined that the road structure is not suitable for the increases in heavy traffic, identifying an appropriate course of action should be completed.</p> |
| <p>Re: Updated Draft Technical Work Plan Summary</p> <p>In the section titled Key Updates to Traffic Technical Work Plan in the Updated Draft Technical Work Plan Summary (Page 2 of 4), it is noted that the 'traffic forecasts for the landfill will be based on approximately 163 inbound trucks per day of various sizes...'. There is no other mention of the inclusion of other vehicles and/or outbound movements.</p> <ul style="list-style-type: none"> The forecasts should also include any outbound movements from the landfill as well as address the demands from other vehicles that will access the landfill on a typical day, not just the 163 inbound waste trucks. | <p>This summary was prepared for the purposes of consultation with the general public about the work plans. Section 6.1 of the updated traffic work plan itself includes a listing of assumed vehicle trips and types related to the landfill operation. Outbound trips are assumed to match inbound.</p> | <p>Language has been added to note that the number of outbound trips are assumed to be the same number as inbound.</p> | <p>The latest work plan appears to satisfy this comment.</p> |

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| <ul style="list-style-type: none"> The actual design vehicle (classification of truck) to which any improvements to the existing road infrastructure will need to accommodate should be defined. | | | |
| <p>Re: Updated Draft Technical Work Plan Summary</p> <p>In the section titled Key Community Input Provided to Technical Experts in the Updated Draft Technical Work Plan Summary (Page 2 of 4), four bullets are listed with key input items raised by various community parties. The work plan is silent regarding whether these items and any others that have been or will be provided are to be specifically addressed within the context of the traffic study, as part of another component of the approval submission, or not at all.</p> <p>Since four specific items are included as part of the work plan summary, it could be interpreted or misconstrued that the traffic study will seek to address these items. The means to address the various key community inputs should be provided that will allow the various parties raising concerns to understand the process to receive an adequate response.</p> | <p>This summary was prepared for the purposes of consultation with the general public about the work plans. The tables in Section 3 of the full traffic work plan are meant to correlate common issues heard from the community to the approved EA Criteria. The evaluation of each of these criteria in the EA conveys an assurance that these community issues will be addressed.</p> | | <p>The response to this comment seeks to provide assurances that as part of the environmental assessment process, these items will be addressed. Reference to Section 3 of the latest work plan is cited in the response; however, it is still unclear as to the role of the traffic study assessment in addressing these traffic related issues. Reiterating the point from bullet 1 above, addressing some of these issues involves solutions that must be compatible to the transportation aspects of this project, and hence the interrelationship needs to be better defined.</p> |
| <p>Re: Updated Draft Technical Work Plan Summary</p> <p>One of the key community input items referenced in Point 5 above relates to the need to 'review existing County traffic studies on County Road 6 (specifically southbound traffic). Since the focus of the study will be on the proposed (or primary) haul route with inbound (loaded) trucks largely travelling north (northwest) along the route, it would seem that there are some concerns that exist for those vehicles travelling outbound (unloaded) from the landfill. The other three</p> | <p>Noted. This summary was prepared for the purposes of consultation with the general public about the work plans. Refer to the full work plan for a complete description of the proposed data collection and assessment, in particular the tables in Section 3 of the full traffic work plan which correlate common issues heard from the community to the approved EA Criteria.</p> | - | <p>It is anticipated that since the response to this comment acknowledges its validity that it will be addressed within the traffic study assessment, although this is not specifically identified in the latest work plan.</p> |

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| <p>bullets provide more context regarding the concerns raised by the community.</p> <p>It would be beneficial to expand upon the concerns related specifically with southbound traffic travelling along the haul route to ensure that such concerns are addressed to the satisfaction of not only those making the observation, but to all parties involved. It is anticipated that this item was raised based on the findings documented in the County of Oxford Transportation Master Plan Study (2009), which noted that the link selected by WEG as its primary haul route (County Road 6) is the only link 'east of Ingersoll, north of Highway 401...where the volume exceeds' the road capacity in the southbound direction. The addition of vehicles using this link from the proposed landfill may only compound such capacity issues.</p> | | | |
| <p>Re: Updated Draft Technical Work Plan Summary</p> <p>The proposed methodology in the Updated Draft Technical Work Plan Summary (Page 1 of 4) notes the use of 'traffic impact study guidelines of the County of Oxford and the Ministry of Transportation'. However, within the list of Key Guidance Documents/Standards (Page 3 of 4) to be consulted the only reference made to the County of Oxford relates to their road design criteria.</p> <p>The work plan should reference any applicable documents and/or guidelines published by the County of Oxford that will be consulted beyond the road design criteria already listed. Alternatively, the reference to such guidelines from the County of Oxford should be corrected, if made in error.</p> | <p>Noted. The correct reference is "road design criteria for the Town of Ingersoll and County of Oxford" as is listed in the full work plan.</p> | <p>-</p> | <p>Appears to be satisfied as per the response to this comment.</p> |

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| <p>Re: Updated Draft Technical Work Plan Summary</p> <p>Referring to Page 34 of the County of Oxford Transportation Master Plan Study (2009), and expanding upon Point 6 above, the County's master plan also notes 'the preliminary conclusion of a capacity deficiency on Oxford Road 6 east of Ingersoll should be considered further in an environmental assessment study, which would also examine the needs of both local and through traffic in the urban area as a whole.' There is no reference to either this transportation master plan or any follow up study within the Updated Draft Technical Work Plan Summary that may have been completed to further assess this issue as noted in the County's master plan.</p> <ul style="list-style-type: none"> ▪ Additional sources of information, data and analyses such as those contained in the County of Oxford Transportation Master Plan Study (2009) and any follow up studies would prove to be relevant sources of key guidance that should be cited in the work plan. It may be that no such follow up analyses have been completed; however, this should be confirmed prior to advancing with any analysis for the landfill. ▪ Given the findings noted in the County's master plan, it would appear that any improvements to County Road 6 should be identified as part of a larger study that considers local and through traffic in the urban area as a whole, i.e., not in isolation. Although it is recognized that the traffic study for the proposed landfill needs to focus on a finite corridor, there may be opportunities to improve the surrounding network as a whole that should be addressed prior to a significant development such as the landfill | <p>Noted. This summary was prepared for the purposes of consultation with the general public about the work plans. Refer to the full work plan for a complete description of the proposed data collection and assessment.</p> <p>Note that this study would be among the documents collected and reviewed during the EA as mentioned in Section 7.1 (Background Data Collection) of the work plan. We agree that any broader transportation assessment for the County or local townships is beyond the reasonable scope of this EA.</p> | <p>-</p> | <p>Appears to be satisfied as per the response to this comment, although it would be prudent to confirm if any follow up analyses have been completed. This may be an area of interest to parties other than WEG to address current infrastructure deficiencies that could be further compounded by this landfill development.</p> |

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| <p>progressing. Some of the capacity pressures noted in the County's master plan specific to southbound traffic may be alleviated elsewhere by enhancing alternative route options. This may present alternative routing scenarios for WEG besides the proposed haul route and/or provide more credence for this route option if existing capacity constraints can be adequately addressed that are not compounded by the proposed landfill. The need to conduct and advance an environmental assessment study would be determined by municipal government(s), not WEG.</p> | | | |
| <p>The proposed haul route seeks to establish a private road access from an existing field entrance onto County Road 6. The Traffic Study Assessment Work Plan indicates that 'the study area for the traffic assessment will be based on the preferred haul route, which consists of access from Highway 401 via County Road 6 interchange, north on County Road 6, and then west onto a private road into the landfill.' Beyond this description and other references to the Highway 401 interchange at County Road 6, there are limited details regarding those intersections that will specifically be analyzed as part of the traffic assessment. Page 10 notes the sight distance at the site entrance is a proposed indicator/measure to gauge the potential for traffic collisions. The site entrance is proposed to be located in the northwestern corner of the site at Road 64/35 Line. Similarly, the calculated collision rate 'at all study intersections' is also a proposed indicator/measure to gauge the potential for traffic collisions. In addition there are several references to 'key intersections'. One of the assumed key intersections will be on County Road 6 where the private road access is to be established.</p> | <p>We are aware of the County requirements for new access and will be following their requirements in this regard. We note, though, that this section of CR #6 (near the proposed new haul route access) is <u>not</u> part of the province's Emergency Detour Route (EDR) for Highway 401, as stated by the reviewer.</p> | <p>-</p> | <p>The latest work plan does not specifically address any of these items other than the response noting that WEG is aware of the County's requirements. Whether or not these items will be addressed to the satisfaction required may have to wait until the assessment has been completed.</p> |

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| <ul style="list-style-type: none"> ▪ The work plan should identify the various ‘key intersections’ that will be analyzed to allow interested parties to comment on their applicability as well as to identify other possible intersections that should be included in the assessment. ▪ The County of Oxford defines specific requirements for the management of accesses onto their road network. These requirements are included in Section 4 of the County of Oxford Transportation Master Plan Study (2009), which largely conform to national guidelines published by the Transportation Association of Canada. The traffic assessment should specifically address the appropriateness of the proposed location for the establishment of the private road access into the landfill to ensure that it meets the requirements set out in the County’s policy documents. Specific items of interest are the need to limit the number of accesses onto county roads (arterials) since land access is a secondary consideration, provision of shared access to the adjacent lands from what is being defined as a private access, the driveway alignment in relation to a nearby entrance on the opposing side of County Road 6, and sight distance requirements due to the presence of the backslope along the west ditch of County Road 6. The proposed private road access is also located at the end of an auxiliary lane along northbound County Road 6 that could be impacted by any turning lane requirements. This section of County Road 6 is also part of the Emergency Detour Route for Highway 401 that may introduce additional stipulations for access management that should be addressed. | | | |

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| <ul style="list-style-type: none"> Similar considerations should be made, where appropriate, for other key intersections to be assessed. | | | |
| <p>The Traffic Study Assessment Work Plan provides a set of working assumptions regarding future land uses (both community based and industry focused) that are to be used to guide the forecasting of traffic volumes along the proposed haul route. These working assumptions (Page 13 of the work plan) were identified by WEG; however, in the Transcript of Recording for the CLC Meeting No. 24 held on January 25, 2017, part of the discussion recording notes that 'one of the things we are doing, we will meet with Carmeuse, Lafarge and Federal White, to find out what they're plans are for the next 20 years, regarding tonnage, rehabilitation, all those types of things and those will be incorporated in the final Land Use Planning Forecast' (refer to Page 55 of 130).</p> <p>It will be important to document the final land use plans and assumptions as part of finalizing the work plan for the traffic study. All assumptions regarding community and industry growth should be vetted through and agreed upon by the appropriate parties to substantiate the baseline conditions. The traffic forecasting will rely on the accuracy and relevance of these assumptions.</p> | <p>Noted. Walker is in the process of updating and finalizing these assumptions in consultation with the respective parties. The assumptions will be documented in an updated an updated Land Use Planning Forecast. It will also be documented in the EA report for review and comment.</p> | <p>-</p> | <p>The latest work plan does not address this comment; however, WEG's response does indicate that these assumptions are being confirmed with the respective parties and will then be documented in an updated land use forecast. It is understood that this forecast would then be given due consideration within the traffic study assessment.</p> |
| <p>The Transcript of Recording for the CLC Meeting No. 24 notes that a portion of the discussion related to cumulative impacts associated with additional truck traffic onto County Road 6 and possible impacts from the frequent shunting of rail cars. Concerns were expressed regarding the potential queuing that can occur at the at-grade crossing, which could be compounded by traffic accessing the proposed landfill. Some options were raised regarding possible improvements that could be considered for the intersection</p> | <p>Noted. The need for any further mitigation measures such as these can only be addressed pending completion of the impact assessment during the EA.</p> | | <p>No response is required to address this comment within the latest work plan. The response does recognize that the traffic study assessment (and others) may highlight issues that need further consideration as part of the larger environmental assessment process.</p> |

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| <p>between County Road 6 and Beachville Road, as well as grade separation of the railway. The response to the option for grade separation was documented as 'if the assessment points that far, that extreme, then we'll consider it but it's too early, too premature to tell at this time'.</p> <p>The need to provide any kind of grade separation for roads, railway, watercourses etc. can make any project cost prohibitive. One of the options ruled out from the feasibility screening documented in the CLC.</p> <p>Consultation Paper was Route 1; the rationale for such was 'major upgrades to the bridge are cost prohibitive'. With the potential for the proposed haul route to require grade separation of the railway crossing, this may render this route option to also be cost prohibitive and/or bring Route 1 back into the list of those to be re-evaluated against the criteria and indicators.</p> | | | |
| <p>The Facility Characteristics Assumptions (Revision 02) notes that 'secondary haul routes for any local deliveries will follow the most appropriate County roads' (Page 3). In addition, the Updated Draft Technical Work Plan Summary (Page 2 of 4) advises of the analysis that will be undertaken 'along the primary haul route (and secondary roads if applicable).'</p> <p>It is recognized that these secondary routes may be subject to change based on the origin of the local deliveries; however, in order to analyze such, WEG must either make some assumptions or already have at its disposal an idea as to these origins. In a similar vain to Point 9, it would be beneficial for the work plan to identify which secondary roads could form a part of the analyses to allow interested</p> | <p>Given the proximity of the site to Highway 401, and the selection of the preferred haul route directly from Highway 401 to the site along CR #6, we anticipate that the majority of short-haul waste, soil import and construction materials will also use the designated haul route. Any local access to the site, expected to be limited to some of the employees in personal vehicles and possibly occasional waste deliveries from local businesses, will be incidental and spread out over a variety of routes as necessary. As a result, at this point, Walker does not intend to designate or assess any secondary haul routes.</p> | <p>Reference to assessment of secondary haul routes has been removed from the work plan.</p> | <p>The response to this comment indicates that any secondary routes will be incidental and spread out over a wide area based on local business needs and employee commuting options. At this time, WEG does not intend to designate or assess any secondary haul routes. This response has not been captured within the latest work plan, which still references the potential for secondary haul routes.</p> |

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| <p>parties to comment on their applicability as well as to identify other possible routes that could be considered in the assessment.</p> | | | |
| <p>The Facility Characteristics Assumptions (Revision 02) indicates that subject to approvals, 'construction is projected to commence in 2020, and landfilling to commence in 2023' (Page 10). With this in mind, the horizon years chosen to meet MTO requirements have been identified as 2023, 2028 and 2033 (Updated Draft Technical Work Plan Summary, Page 2 of 4). Volumes have been estimated (noted in Point 4) for the operations phase of the landfill, which are assumed to remain constant throughout the landfill's lifecycle. However, the proposed site development stages noted in the Facility Characteristics Assumptions (Page 2) indicates a five-year cycle from one stage to the next (four stages in total) at maximum filling rates. The assumptions also state that 'additional equipment will be required during construction and closure phases which are expected to occur up to 8 months per year' (Page 13).</p> <p>The work plan should confirm the intent to maintain a consistent number of vehicle trips from the landfill for each of the horizon years being analyzed or identify where any discrepancies could occur. Likewise, the work plan should comment on whether or not an overlap from any construction activities and associated vehicle trips can be expected beyond those specifically listed in the Traffic Study Assessment Work Plan, i.e., additional vehicles are required to access the landfill as part of the closure of one stage and the preparation of the subsequent stage beyond the regular operational requirements. Given the length of time that this can be expected to occur, the traffic volume estimates may need to be revised. It may also be prudent to</p> | <p>Noted. Construction vehicles are incorporated into the traffic estimate, and appropriate peaking factors will be applied to these landfill traffic estimates during the assessment and documented in the EA.</p> | <p>-</p> | <p>The response to this comment confirms that this item will be addressed but it has not been captured in the latest work plan.</p> |

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| <p>consider undertaking a sensitivity analysis that confirms capacity thresholds or triggers for further upgrades and whether any staging can be implemented to delay any major capital expenditures where applicable.</p> | | | |
| <p>The Facility Characteristics Assumptions (Revision 02) notes that 'seasonality of traffic assumptions are not considered in the above estimates' (Page 11), referring to the traffic volume estimates and trips per day. One of the points of discussion recorded in the Transcript of Recording for the CLC Meeting No. 24 (Page 54 of 130) raised a concern regarding the seasonal variations in traffic volumes and trip types that can be expected within the study area. County Road 6 serves summer recreational demands with vehicles heading to the lake areas and in wintertime due to vehicles rerouting to avoid Highway 401.</p> <p>To appease the feedback received specific to seasonal fluctuations, it may be prudent to consider a separate analysis beyond the typical peak hour periods. Any variations to the traffic volumes previously estimated that account for seasonal demands should be documented.</p> | <p>Noted. Seasonal variations are to be examined in the existing or new traffic count data and, if they are significant, allowance will be made in the assessment.</p> | <p>-</p> | <p>The response to this comment confirms that this item will be addressed and the latest work plan acknowledges the need to review seasonal fluctuations</p> |
| <p>The Facility Characteristics Assumptions (Revision 02) provide staffing requirements specific to full-time personnel required for landfill operations (Page 13). It is assumed that the 15 personnel trips per day itemized in the Traffic Study Assessment Work Plan are attributed to this staffing requirement.</p> <p>The documents reviewed appear to be silent on the possibility of part-time or seasonal staffing requirements, which could alter the number of personnel trips per day. Any revisions required to the traffic volume</p> | <p>As noted above, appropriate peaking and/or seasonal factors will be applied to these landfill traffic estimates during the assessment and documented in the EA.</p> | <p>-</p> | <p>The response to this comment confirms that this item will be addressed but it does not appear to be specifically captured in the latest work plan.</p> |

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| <p>estimates to account for staffing demands should be reflected in the work plan.</p> | | | |
| <p>There are multiple sources of information provided by WEG in support of their application and approval process; however, interested parties have to pull this information together from the various sources to gain a comprehensive understanding as to how, what and why certain decisions have been made.</p> <p>Whether through completion of the traffic study or by some other means, it would be beneficial to have one document that can be referenced instead of multiple that documents the process from start to finish, specific to traffic related items.</p> | <p>Noted. Currently the EA is in its consultation phase and materials are being issued progressively as “work-in-progress”. The EA report will comprehensively consolidate all of the materials.</p> | - | <p>The response to this comment notes that the environmental assessment report will be the comprehensive source to consolidate all documents. No response is required to address this comment within the latest work plan.</p> |
| <p>An item that does not appear to be noted in any of the available documentation is the possibility of considering the use of larger trucks to transport the waste from the regional transfer stations to the landfill. Many provinces allow longer combination vehicles to operate on certain corridors in an attempt to increase the efficiency and reduce operating costs associated with goods movement.</p> <p>This possibility should be investigated further to determine whether this may be a valid option to increase efficiencies while reducing the net number of trucks and trips on the surrounding road network. Such a consideration would need to ensure there is no deterioration in the safety performance, level of service, travel delay or other pertinent traffic metrics. This should be done in conjunction with defining the design vehicle for the traffic analyses.</p> | <p>With the exception of small number of Walker owned trucks, the vast majority of trucks hauling materials and waste to the proposed are not owned or controlled by Walker. Therefore, Walker cannot dictate what type of vehicles haulers must use. The truck traffic assumptions being used in the EA represent a conservative estimate which will be used in the effects assessment.</p> <p>Walker can however, seek ways to support and incentivize haulers to use more efficient means of transporting materials which would reduce the net number of trucks accessing the site while reducing carbon emissions.</p> <p>Some recent examples of Walkers support of increasing efficiency, reducing traffic and carbon emissions at our currently operating South Landfill in Niagara include;</p> <ul style="list-style-type: none"> ▪ For Walker owned trucks, when retiring older 48 foot trailers, we replaced them with 53 foot trailers, thereby increasing | - | <p>The response to this comment provides good examples of WEG intentions to increase operational efficiencies, reducing traffic demands and carbon emissions. No response is required to address this comment within the latest work plan.</p> |

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| | <p>payload and reducing the net number of trucks required to move the same volume of material.</p> <ul style="list-style-type: none"> ▪ For independently owned haulers, we made significant investment in 2 truck tippers. These tippers provide a means of unloading trailers without the requiring walking floor or hydraulic tipping equipment. This in turn allows the haulers to replace their fleet with lighter and larger trailers that carry a higher payload which ultimately meets the objectives noted above. ▪ Feasibility assessments are underway to convert landfill gas into renewable natural gas (RNG) at Niagara. The RNG could then be compressed to vehicle fuel requirements and used as a fuel source for trucks using Walker's Niagara facilities. <p>Walker will continue to invest in and support innovations that reduce truck traffic, improve efficiencies and lower carbon emissions as part of its ongoing operations.</p> | | |
| <p>Point 1 above discussed the Emergency Detour Routes in place for the Highway 401 corridor adjacent to the Town and Point 11 above noted concerns regarding the frequent shunting of rail cars across County Road 6. In the documents reviewed, the topic of establishing an emergency access and an emergency access route specific to the landfill does not seem to be discussed.</p> <ul style="list-style-type: none"> ▪ Given the recent sensitivity regarding a lack of emergency egress from communities within Canada, it may be prudent for WEG to consider specific ingress and egress routes for the landfill beyond the proposed haul route and site entrance documented in the various traffic related documents. It is recognized that | <p>Contingency plans for unexpected or upset conditions are required to be submitted to the Ministry as part of an application for an Environmental Compliance Approval (ECA) for a landfill under the Environmental Protection Act. If the EA is approved, Walker will prepare a D&O Report in support of the ECA application based on the facility characteristics that emerge from the EA. Included in the D&O will be a description of the proposed contingency plans that will address emergency detour routes (along with other possible emergency or upset conditions). Walker would be amenable to participating in any other emergency response planning</p> | - | <p>The response to this comment confirms that this item will be addressed. It should be recognized that while the environmental assessment will address contingency planning, such plans must be compatible with the adjacent transportation network and should not be developed independent of the traffic study assessment.</p> |

| Comment | Walker Response | Disposition | Town of Ingersoll Response |
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| <p>this may already be something that WEG is in the process of addressing, but it isn't necessarily something that has been discussed in the available documentation reviewed to date that focus on traffic related items. In addition, with the proposed landfill in close proximity to the Town, WEG should consider development of a transportation plan, for approval by the Town and/or the Ministry, which specifically speaks to the response requirements for emergencies and/or events that can be prone to landfill development.</p> <ul style="list-style-type: none"> Although it may be prudent for WEG to consider specific ingress and egress routes for the landfill beyond the proposed haul route and site entrance documented in the various traffic related documents, it may be appropriate for the Town (and other adjacent municipalities) to work with WEG to establish a transportation plan (in the absence of a current plan) that specifically addresses any emergency response requirements for emergencies and/or events that can be prone to landfill development. For example, large volumes of methane gas and other combustibles can be generated or accumulated through improper disposal of waste, and through improper treatment can lead to nearby residences having to be evacuated. Establishing an emergency plan to identify detour routes for road closures, railway crossing blockages, evacuation needs and maintaining adequate first responder access may be needed. | <p>exercise that the local municipalities may consider.</p> | | |
| <p>In the Updated Draft Technical Work Plan Summary, a list of Key Guidance Documents/Standards (Page 3 of 4) notes the use of 'road design criteria for the Town of Ingersoll and the County of Oxford'.</p> | <p>Noted.</p> | <p>-</p> | <p>No response is required to address this comment within the latest work plan.</p> |

| Comment | Walker Response | Disposition | Town of Ingersoll Response |
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| <ul style="list-style-type: none"> ▪ The Town may wish to use this as an opportunity to guide the way in which their road design criteria is applied as part of the traffic study and beyond through to implementation, if applicable. In lieu of such criteria or since the County's network may be impacted greater than the Town's, the Town and County should confirm the minimum acceptable standards that WEG will need to adhere to with respect to road infrastructure improvements and possible triggers to implement such improvements. ▪ WEG should consider whether there any current bylaws or known restrictions that are currently in place or could be put into effect that might improve the situation for neighbouring municipalities, i.e., time restrictions for large/heavy waste vehicles travelling through municipal boundaries, road bans, or alternatively whether the Environmental Assessment Act approval should impose conditions to the same effect. | | | |
| <p>The Traffic Study Assessment Work Plan provides a set of working assumptions regarding future land uses (both community based and industry focused) that are to be used to guide the forecasting of traffic volumes along the proposed haul route. These working assumptions (Page 13 of the work plan) were identified by WEG and provided to the consultant responsible for the traffic study.</p> <p>Supporting documentation of these assumptions as stated by WEG regarding the Lafarge Woodstock Quarry, the Carmeuse operations and the population/employment growth should be confirmed and documented through peer review and/or consultation with the relevant municipalities/parties. Any known variances from the stated</p> | <p>Noted. Walker is in the process of updating and finalizing these assumptions in consultation with the respective parties. The assumptions will be documented in an updated an updated Land Use Planning Forecast. It will also be documented in the EA report for review and comment.</p> | <p>-</p> | <p>The latest work plan does not address this comment; however, WEG's response does indicate that these assumptions are being confirmed with the respective parties and will then be documented in an updated land use forecast.</p> |

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| <p>assumptions could influence the rate at which traffic volumes are expected to grow along the proposed haul route and alter the analysis findings.</p> | | | |
| <p>The current traffic control scheme at County Road 6 and Beachville Road is a four-way stop. This may or may not be adequate to address the future traffic volumes from background traffic growth and landfill development, which will be assessed as part of the traffic study. Some improvement to this control scheme is expected as will be defined from the analyses to be completed by WEG.</p> <p>Once specific intersection improvements have been identified through the appropriate analyses, WEG should consult with the adjacent municipalities to confirm whether the proposed improvements are acceptable to these municipalities based on their experience, concerns, and observations with similar improvement implementation elsewhere.</p> | <p>Noted.</p> | <p>-</p> | <p>The latest work plan does not specifically address whether such consultation will occur and if it is to, whether input will be sought during the assessment or once it is complete. Given the consultation program delivered to date by WEG, such consultation would be expected.</p> |

6.0 UPDATED HUMAN HEALTH ASSESSMENT WORK AND HUMAN HEALTH RISK ASSESSMENT WORK PLANS

Southwestern Landfill Environmental Assessment, Updated Human Health Assessment Work and Human Health Risk Assessment Work Plans

Comments Received From: Dr. Jennifer Kirk, Arcadis on behalf of the Town of Ingersoll, Arcadis Response to Walker's Response

| Comment | Walker Response | Disposition | Town of Ingersoll's Response |
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| <p>The proposed human health risk assessment is in line with a typical risk assessment completed to address exposure to parameters in the environment. There are some additional considerations that have been proposed below, however, the general approach for this type of assessment is acceptable as proposed.</p> | <p>Noted.</p> | <p>--</p> | <p>No response required.</p> |
| <p>What does not appear to be adequately addressed are the health impacts resulting from the proposed project that are not related directly to chemical exposure. A screening level SHR has been added to the ToR; however, from the information provided in the work program it is not possible to evaluate whether the SHR will be of sufficient depth to adequately address the concerns of the community and stakeholders, or to provide meaningful information into the process. The objective of the SHR should be to improve the knowledge of the potential impacts and to propose adjustments to mitigate the negative and maximize the positive impacts (National Collaborating Centre for Healthy Public Policy, 2010). While the work plan discusses the steps involved in the SHR and the health determinants, it does not adequately provide information on how the results of each of the health determinants are to be evaluated, related back to impacts to human health or how the results will be incorporated into operation and post-closure of the landfill. The steps and the process of the SHR were outlined but it was not clear how the results of the process would be evaluated with respect to impacts to human health.</p> | <p><i>"The objective of the SHR should be to improve the knowledge of the potential impacts and to propose adjustments to mitigate the negative and maximize the positive impacts."</i> Because this health assessment is integrated within an EA framework, and not a separate health assessment, the potential impacts and any necessary mitigation will have already been assessed in conjunction with a wide array of criteria and disciplines within the EA that have inherent health components (See Table 11-1 in the work plan.). Therefore, the scope of the supplementary review is simply to determine whether there is a potential for any <u>additional</u> indirect health effects that could arise and, if so, whether any further assessment is required.</p> | <p>--</p> | <p>Noted.</p> |
| <p>The proposed HHRA is following a format that is typical for HHRAs for contaminated sites; however, it does not address the concerns of the public. The main omissions may be covered in</p> | <p>The Supplementary Health Review (SHR) is not intended to address the potential direct effects of the landfill operation (groundwater, surface water, air and soil contamination), which are the subject of</p> | <p>--</p> | <p>Noted.</p> |

| Comment | Walker Response | Disposition | Town of Ingersoll's Response |
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| <p>the SHR, but it appears that this SHR will be preliminary, hence the word "screening" and will not be comprehensive enough to address the community's concerns. From my perspective, major shortcomings are:</p> | <p>the Human Health Risk Assessment (HHRA). Rather, as specified by the Minister in Amendment #13 to the ToR, the SHR is required to carry out "a screening-level review of the socio-economic assessment results to determine the potential for related health effects" (Section 11.0).</p> | | |
| <p>1. Addressing the potential for engineering designs to fail and the impacts to groundwater and surface water.</p> | <p>The EA will be based on normal operating conditions of the site, not possible emergency or upset conditions; those will be dealt with through the development of contingency/emergency response plans set out in the Design and Operations Report submitted for approval under the <i>Environmental Protection Act</i>.</p> | -- | <p>Some high-level discussion of contingency/emergency response plans should be provided in the EA.</p> |
| <p>2. How the quality of the Thames River for human use (i.e., recreational use and consumption of fish) is being (or is not being) addressed by WEG.</p> | <p>The HHRA will incorporate information from the Groundwater and Surface Water Assessment conducted by Golder. As part of the work plan, Golder aims to:</p> <p><i>"Grab surface water samples will be collected on a seasonal basis (spring, summer, fall and winter), in addition to data available from the existing annual monitoring program, in an effort to capture the full range of flow conditions present at the Site, in the Thames River, upstream and downstream and in the representative tributary streams. Each sample will be analyzed by a certified laboratory for surface water quality indicator parameters (e.g., metals and hydrocarbons), including target parameters that are routinely tested for the detection of leachate."</i></p> <p>Data from this assessment will inform the HHRA conducted by Intrinsic.</p> | -- | <p>Accepted subject to review in the EA</p> |
| <p>3. Consideration of contaminants of emerging concerns (i.e., PFAS), how these are being addressed.</p> | <p>The HHRA will assess potential risks to these COPCs predicted by both the Air Quality and Groundwater/Surface water Studies, where data is available. If a particular COPC, for example a contaminant of emerging concern such as PFAS, does not have an existing appropriate health-based regulatory standard or TRV, this COPC will be evaluated qualitatively within the assessment, using information where available from literature or jurisdictional resources, such as the MOECC.</p> | -- | <p>Additional rationale should be included. PFAS are known landfill contaminants, and have health based guidelines developed by Federal Agencies for the protection of human health and the environment. Based on the meeting held on November 28, the proposed approach appears acceptable but will be reviewed upon completion of the EA report.</p> |

| Comment | Walker Response | Disposition | Town of Ingersoll's Response |
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| 4. Acknowledgement and consideration of the effects of stress on the residents/communities and how stress affects human health. | The acknowledgement of health effects related to stress will be identified through the health review of the socio-economic assessments, which will assess criteria such as use and enjoyment of property, community character and social cohesion (see Appendix A to the work plan). | -- | Accepted subject to review of the EA report. |
| 5. Consideration of collection of rainwater for irrigation. | The Groundwater/Surface Water Assessment does not take into consideration the collection of rainwater for irrigation purposes. As such, this is out of scope of work for the HHRA. The Groundwater/Surface Water Assessment does, however, consider that: <i>"The establishment and operation of the waste disposal facility may affect agricultural crop or livestock production and related agriculture activities."</i> | -- | It should be confirmed that people in the community do not use collected rainwater for any purposes as rain water on roofs would be impacted by air particulate emissions and not leachate. Based on the meeting held November 28, it appears that Intrinsik will confirm if any of the properties identified in the air modelling as potentially being affected by deposition collect and use rain water. This approach would be acceptable and is subject to review based on the additional studies. It does not appear that this was addressed in the updated HHRA workplan. |
| 6. Consideration of effects on crop species (HHRA indicates livestock, not crops) for both consumption and yield for cash crops. | Acknowledged. This has been updated in Section 9.3.1 of the latest work plan: "If it is determined that these types of agricultural or small livestock operations exist with the Study Area (i.e., a 5 km radius from the proposed facility), the HHRA will consider this type of exposure scenario." | This has been updated in Section 9.3.1 of the HHRA work plan. | Updates are acceptable but will be subject to review within the EA report. |
| It appears that the SHR is focusing primarily on dust and soil impacts, with some consideration for potable groundwater. However, there are other exposure pathways, such as vapour intrusion, significant impacts to potable water supplies (municipal and private), impacts to irrigation and livestock water, and extensive impacts to surface water, that have not been considered in the event that the landfill design and treatment system lose efficacy or there is a failure. In addition, chemical concentrations would be expected to be higher than those predicted if loss in efficacy or design failure were to occur. | The EA will be based on normal operating conditions of the site, not possible emergency or upset conditions; those will be dealt with through the development of contingency/emergency response plans set out in the Design and Operations Report submitted for approval under the <i>Environmental Protection Act</i> . | -- | Noted. However, the engineered design of the landfill has a design lifespan and would be expected to have reduced efficacy in the future. Consideration for all exposure pathways should be given. The updated workplan has not considered these additional exposure pathways, the concern, therefore still remains. |

| Comment | Walker Response | Disposition | Town of Ingersoll's Response |
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| Why is the potential impacts on home garden or the agricultural food chain from vehicle deposition not considered? | Particulates along the haul routes due to traffic is being assessed and supplied as input to the HHRA (see Section 5.2 of the Air Quality Assessment work plan). | -- | It is assumed then that it is being considered. The approach will be reviewed once presented in the EA report. |
| Are there people on the haul route that capture rain water for irrigation or livestock water; deposition onto roofs and followed by precipitation could impact the water quality. Is this being considered? | The groundwater assessment will include a water well inventory to confirm the water supplies used in the site vicinity. This information will be available to the HHRA. Refer to the groundwater/surface water assessment work plan. Deposition on captured rain water for irrigation or livestock purposes is not considered a significant pathway for exposure and as such will not be evaluated in the HHRA. | -- | The community should be engaged to ensure that potentially impacted receptors are considered, if present. If any receptors along the haul route do capture and use rain water, then it should be considered in the HHRA. Based on the meeting held November 28, it appears that Intrinsik will confirm if any of the properties identified in the air modelling as potentially being affected by deposition collect and use rain water. This approach would be acceptable and is subject to review based on the additional studies. The updated workplan however, does not address this as a potential exposure pathway requiring consideration. |
| Section 5: The study areas are very loosely defined. At what point will these be determined so that the appropriateness of the study areas and receptors can be evaluated? | The "study areas" for the health assessment are essentially an amalgam of those of the individual studies that will be supplying the input (groundwater, surface water, air, etc.). Furthermore, in some cases there are unique study areas for different criteria within each study. And lastly, this EA reflects a flexible (adaptive) approach to study areas that may evolve as the studies are completed. For all of these reasons, the study areas for the health assessment are not easily defined at this stage of the EA, but will be in the EA reporting, which will be made available for peer review. | -- | Noted and accepted subject to review of the EA |
| Section 6: Effects due to contact with contaminated surface water and groundwater: Is the consumption of fish from the Thames River being considered? Is dermal contact from surface water being considered? Section 5 indicates that impacts to groundwater and surface water would be expected. How will these be evaluated within the HHRA and/or SHR? | The selection of specific exposure groundwater and surface water pathways for consideration in the HHRA will be conducted in collaboration with the Groundwater/Surface Water Assessment conducted by Golder. Where exposure to groundwater and/or drinking water is identified as a complete exposure pathway in the problem formulation step of the HHRA, these pathways will be carried forward for further assessment. Since the wider study area includes the Thames River, this | Section 9.1.3 of the HHRA work plan has been updated in response to the comment. | Accepted subject to review of the final EA. Section 9.1.3 does not indicate that the consumption of fish will be considered but does indicate potential exposure through food and surface water. The inclusion of this specific pathway, or the rationale for its exclusion, will be reviewed upon submission of the EA report. |

| Comment | Walker Response | Disposition | Town of Ingersoll's Response |
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| | pathway will be considered for inclusion in the HHRA and has been added as a potential pathway in Section 9.1.3. | | |
| Section 6: It is not clear if the proposed indicator of predicted air concentrations (for emissions and for fine particulate) are predicted based on landfill activity only or on the incremental increase resulting from the landfill. Will the indicators consider the additive effects of the landfill to the existing quarry and other local background sources? | This EA is designed to characterize the cumulative effects; therefore, the landfill emissions will be superimposed on the baseline emissions from other local sources (see the air quality assessment work plan). | -- | Point clarified. Response is accepted. |
| Section 6: The proposed provincial and federal groundwater standards to be relied upon should have been provided to allow for appropriate comparison with the measured and modeled predicted contaminant of potential concern (COPC) concentrations. | These standards are published and readily available; they are referenced in the groundwater/surface water assessment work plan. Further information on the selection of COPCs is presented in Section 9.2.2 of the work plan. | -- | Transparency would be increased if they were provided in the HHRA. Section 9.2.2 indicates the sources of regulatory standards for groundwater and/or surface water and lists the MOECC Rationale Document and HC drinking water guidelines. It should be noted that neither of these documents contain standards/guidelines for surface water protective of human health. To increase transparency, the workplan should indicate that drinking water guidelines are protective of drinking (and dermal) exposures, regardless of source of water. |
| It is not clear how COPCs in surface water will be evaluated within the HHRA as only groundwater standards/guidelines have been mentioned. | Section 6.0 of the groundwater/surface water assessment work plan provides a more comprehensive list of the applicable water quality standards. The standards address drinking water quality from both sources. | -- | For transparency, this information should be presented in the HHRA workplan and report. Will the consumption of fish be considered in the identification of surface water COPCs? |
| Section 7.3: It is not clear how climate change is being considered in the HHRA. Please clarify. | Section 7.3 is simply common language included in all work plans to convey Walker's commitment to consider climate change in this EA, where relevant, and to supply the standard reference material. In fact, it is not directly relevant to the health assessment given that the supporting studies supplying the input will have already incorporated climate change into their analyses. | -- | Noted. |

| Comment | Walker Response | Disposition | Town of Ingersoll's Response |
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| Section 8.0: No information was provided regarding the data relied upon or consideration for background, therefore an evaluation of the data being used could not be completed. | Noted; the background data do not exist until the other studies are completed. | -- | Noted. |
| Section 9.1.3: The receptors and exposure pathways have not yet been identified. The Work Plan should have included the receptors and the exposure pathways that the receptors could be exposed to allow evaluation of the comprehensiveness of the study. Since only a list of possible exposure pathways were provided, comments are limited to this and have not been fully evaluated: a. Will consideration of dermal contact from groundwater and surface water be considered? Residual impacts in treated leachate would be expected. b. Will consideration of ingestion of local crops be considered? c. Will consideration of consumption of fish be considered? d. Will consideration of incidental ingestion and dermal contact of surface water and groundwater be considered? | It is noted in the work plan that the receptors, exposure pathways and conceptual model will be established once the associated studies have carried out their assessments. The discussions in Section 9.1.3 are indicated as preliminary based on the currently available study area information and professional judgment, and Figure 9-3 is labeled as an "example" at this time. | -- | Review of receptors and exposure pathways will be completed once provided. |
| Figure 9-3 should also show the potential for landfill leachate to impact groundwater and discharge to surface water. The conceptual site model does not show the source of impacts and the potential for distribution within the environment. | Figure 9-3 does illustrate both groundwater and surface water as potential pathways and links the two together (although the arrow joining them could perhaps be double-ended). Regardless, Figure 9-3 is an example only and the conceptual model will not be fully established until the associated studies are more advanced. | -- | Noted. The CSM will be reviewed once developed. Will Walker be providing an opportunity for third party comment on the proposed CSM when completed and prior to completion of the HHRA? |
| Section 9.2, p. 15: The level of effort should be the same to assess any COPC originating (or predicted to originate) from the landfill. What process is proposed to choose the smaller number of chemicals on which to focus? | The process for selecting the COPCs is described further in Sections 9.2.1 through 9.2.4. | -- | A number of COPCs have been identified based on the individual studies. Any comments regarding the appropriate COPC selection will be captured under those workplan reviews. |
| Section 9.2.2: The standards/guidelines proposed in this Section may not be protective of all operable exposure pathways. For example, how will COPCs relevant for the consumption of | If predicted COPC concentrations in surface water do not exceed the Ontario Drinking Water Standard, one can assume the concentration does not pose a dermal contact risk for recreational swimmers using | -- | The approach seems reasonable, however, some potential COPCs, such as PFAS, might not have levels present in the Ontario Sport Fishing |

| Comment | Walker Response | Disposition | Town of Ingersoll's Response |
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| fish and dermal contact of surface water be identified using MOECC groundwater standards and Canadian Drinking water guidelines? | the surface water body. Assuming concentrations do not exceed appropriate ecological aquatic protection value (APV) benchmarks (as specified in the MOECC MGRA model) or drinking water standards, the only fish consumption risk might be from chemicals that are persistent and/or bioaccumulative in nature, such as PCBs, pesticides, etc. These particular chemicals are also outlined in the annual Ontario Sport Fishing Guide. Should any of these chemicals be predicted within the surface water around or downstream of the landfill, based on emissions from the landfill, risks arising from fish consumption for these COPCs will be formally assessed in the detailed HHRA. | | Guide and may need to be considered further. |
| Section 9.2.3: It appears that the HHRA approach is only considering COPCs through deposition from air; however, the potential for leachate to impact groundwater if the design fails and for groundwater and/or leachate to reach the Thames River does not appear to be considered. This is particularly important given the Arcadis comments on surface and groundwater, relating to the greater potential at this proposed landfill for the sudden failure of the liner and release of contaminants and gas to the groundwater. The HHRA should also account for the potential for exposure to occur via these exposure pathways. | <p>The EA is based on normal or typical operating conditions, so that the environmental advantages and disadvantages of the proposed undertaking are characterized in the way that it is expected to operate day-to-day and year-to-year.</p> <p>Walker will be developing monitoring, contingency and emergency response plans for the landfill (including the liner system) as part of the application for an Environmental Compliance Approval (ECA) under the Environmental Protection Act.</p> | -- | Noted. It is expected that the Town will have an opportunity to review emergency response plan to ensure that the Town is protected. Engineered designs have a design lifespan, and therefore should be expected to have a reduced efficacy in time as part of the normal operating conditions, and this should be considered. |
| Section 9.2.4: How will COPCs be evaluated where an appropriate health-based regulatory air standard or toxicity value CANNOT be identified? | Should COPCs will be identified in the Air Quality or the Groundwater / Surface Water Assessment that do not have an appropriate health-based regulatory standards or TRVs, they will be assessed in the HHRA. In such a case, a qualitative assessment of potential risks will be conducted for that COPC, using information where available from literature or jurisdictional resources, such as the MOECC. | -- | It is not clear why a quantitative evaluation would not be conducted if the federal government or another reputable agency has developed guidelines/standards. Please clarify. Based on the discussion in the meeting on November 28, 2017, it appears that other reputable agencies will be considered for TRV or standards. The approach seems reasonable but will be reviewed upon submission of the HHRA. |
| Section 9.2.4: Any COPC that meets the requirements of persistent or bioaccumulative substance that could be associated with the | Yes, as outlined in the workplan, any COPC that meets the requirements of persistent or | -- | The approach is reasonable. |

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| landfill should be retained and assessed for multi-media exposure, not only those that show an increasing trend or that are already present. | bioaccumulative will be retained and assessed for multi-media exposure. | | |
| Section 9.2.4: How will contaminants of emerging concern be addressed in the HHRA (for example PFAS are associated with landfill leachates, standards do not currently exist at the Provincial level and they typically are not part of a standard routine monitoring)? Please provide an indication of how the HHRA assessment will address contaminants of emerging concern and failure or under performance of the design of the landfill. | The HHRA will assess potential risks to these COPCs predicted by both the Air Quality and Groundwater/Surface water Studies, where data is available. If a particular COPC does not have an existing appropriate health-based regulatory standard or TRV, this COPC will be evaluated qualitatively within the assessment, using information where available from literature or jurisdictional resources, such as the MOECC. | -- | Please provide an indication of how PFAS and other contaminants that may in the future be identified as concern will be addressed. |
| Section 9.2.4: Please clarify how parameters identified in groundwater and/or surface water that have not been flagged previously for the multimedia assessment will be addressed. | Please see responses above. | -- | See responses above. |
| Section 9.3.1: Will the updated Compendium of Canadian Human Exposure Factors for Risk Assessment be considered? | The Compendium of Canadian Exposure Factors for Risk Assessment is listed in Section 9.3.1 as one of the resources to be considered when characterizing receptors in the HHRA. However, those receptor characteristics recommended by the MOECC under O. Reg. 153/04 will be primarily used in the current assessment. | -- | Noted. |
| Section 9.3.1: Since only "potential" human exposure scenarios were provided and not the actual ones that will be considered in the HHRA, a thorough review of the exposure scenarios could not be completed at this time. | Noted. | -- | No response required. |
| Section 11.2: Scoping of the Health Assessment: How will stress from negative impacts of the project be considered with respect to human health effects of the project? While the determinants are listed, it is not clear the approach proposed to be taken to address each of the determinants. Therefore, detailed comments on the work plan for the SHR could not be made at this time. | Any potential effects related to stress will be identified through the health review of the socio-economic assessments, which will assess criteria such as use and enjoyment of property, community character and social cohesion (see Appendix A to the work plan). | -- | Noted, will be reviewed when provided. |
| Appendix A: Would impact to surface water and groundwater not be considered for the wider area? Would impacts to groundwater and | The definition for "Wider Area" in Section 5 of the work plan indicates that it is more regional and intended for "some of the general or indirect effects | -- | Noted. |

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| <p>surface water also not impact ecology, social and land use (future)?</p> | <p>of a landfill that are not resulting from specific physical activities on the site". In this case the groundwater and surface water studies have defined their Site and Site Vicinity study areas as large enough to encompass all of the related effects.</p> <p>Yes, the groundwater, surface water ecology, social and land use effects are interrelated. However, this is not intended to be depicted in the tables in Appendix A (although it is described in the criteria definitions/rationale in these tables). Table A-2 in the approved ToR illustrates many of the key discipline inter- relationships in the EA.</p> | | |
| <p>Appendix A: Would disease transmission via insects and vermin not also be a concern for human health? Please clarify.</p> | <p>Yes, and this information will be conveyed to the health assessment if any evidence is found that there could be disease vectors. (However, it should be noted that these are no longer typically experienced at well-run modern engineered landfills.)</p> | -- | Noted. |
| <p>Appendix A: Stress is an adverse health effect, is there any reason that criteria that could result in stress are not assessed in the SHR? Example: displacement of residents from houses, disruption to use and enjoyment of public facilities, disruption of local traffic networks etc.</p> | <p>Agreed. These issues are within the scope of the social assessment, which will be reviewed by the health expert as part of the SHR, as stated in the work plan.</p> | -- | Noted. Will be reviewed once provided. |
| <p>Additional Comments on the Air Quality Assessment Work Plan</p> | | | |
| <p>Section 5.2.1: According to the HHRA, the HHRA is identifying COPCs based on the results of other studies, such as the Air Quality study. This section suggests that based on the results of the HHRA, additional parameters may be considered in the Air Quality study, this appears to be a circular argument. The Air Quality study should identify any and all COPCs associated with vehicular exhaust and include these in their modeling to be incorporated into the HHRA.</p> | <p>This simply reflects the collaborative approach that is being used in this EA; the two studies will work cooperatively on the development of the appropriate parameters.</p> | -- | The selection of COPCs will be reviewed once provided. |
| <p>Section 5.2.1: It is not clear how the list of parameters were identified for vehicle exhaust. Is there a reason that other constituents of automobile exhaust, such as carbon dioxide,</p> | <p>The MOECC has provided a list of compounds they have deemed as applicable for the evaluation of automobile emissions. This list of compounds has been revised to accommodate the MOECC's requested list.</p> | Updated Compound List for Haul Route is provided in Section 5.2.1 | Updated list will be reviewed once provided. |

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| TSP, benzene, acrolein, acetaldehyde, 1,3-butadiene and formaldehyde were not included? | | | |
| Table 6.2.2.1: 1,1,2,2-tetrachloroethane does not have criteria, how will this be evaluated within the study? | Information for all compounds will be provided to the HHRA. For compounds without standards/guidelines from the MOECC, additional information from the HHRA Technical Team will be utilized for evaluation. | -- | The selection of alternative criteria will be reviewed once received. |
| Section 5.3: The consideration of an objectionable level for odour of 3 to 5 OU was stated, despite the recommendation by the MOECC of 1 OU. Since complaints at other landfills would be dependent on any number of factors, the assessment should support the rationale that 3 to 5 OU would be appropriate for this landfill given site specific considerations (distance to nearest receptor etc.). | The statement about 3 to 5 OU will be removed and the evaluation criteria will be 1 OU and will also include an evaluation of frequency of occurrence. | Language amended for clarity. | Noted, the revised workplan will be reviewed to ensure the concern was addressed. |
| Section 7.3.1: Since there appears to be mistrust from the community with respect to the historical monitoring data, it would be advisable for RWDI to complete additional monitoring around the existing Carmeuse site to validate the historical data. | "Community mistrust" is not, of itself, a suitable rationale to disregard existing data. RWDI has proposed to carry out a critical review of the historical data in consultation with the MOECC. | -- | It was not suggested to disregard existing data, but rather to validate the historical data with additional monitoring. |
| Section 7.3.2: To clarify, is it a total of ten receptor locations for both study areas or 10 receptor locations for each study area (dust dispersion). | For clarity, the presentation of the results for 10 receptor areas is only part of the evaluation. In addition, concentration isopleths will be provided as noted in the Air Quality Work Plan | -- | Noted. |
| The modeling for odour and dust indicate a maximum of ten receptors to be modelled. There is no indication of what the minimum number will be. This should be understood so that it can be confirmed that sufficient modelling is completed to address receptors in the vicinity of the landfill site and the haul route. | The receptor locations will be chosen collaboratively among the Walker study team once sufficient background data has been collected, and may be further refined as the analyses progress. The final receptors will be fully documented in the EA. | -- | It is recommended that once the receptor locations are selected that third party consultation occur to obtain concurrence from the stakeholders. |
| Additional Comments on the Visual Assessment Work Plan | | | |
| It is not clear how the potential effects to human health (annoyance and stress) are being evaluated or addressed if visual impacts are deemed unacceptable. Once further details for the study design are presented, a review of potential impacts to health can be completed. | Noted. As discussed above, these issues are within the scope of the social assessment, which will be reviewed by the health expert as part of the SHR, as stated in the work plan. | -- | Noted, this will be reviewed once complete. |

| Comment | Walker Response | Disposition | Town of Ingersoll's Response |
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| <p>Section 4.0: Along the Haul Routes: Other work plans have considered properties within a certain distance of the haul route (i.e., 500 m), not just those directly adjacent to these roads. Please explain why the visual assessment is only considering properties directly adjacent to the haul routes?</p> | <p>It is the visual expert's opinion at this time that those most likely to be affected by the visibility of additional trucks along the haul routes are those whose properties have frontage along the haul routes. However, following the initial reconnaissance if there are additional properties fronting on other roads (e.g., side streets) but with similar views, they can also be considered.</p> | <p>--</p> | <p>Noted.</p> |
| <p>Additional Comments on the Cumulative Effects Assessment Work Plan</p> | | | |
| <p>Section 4: It appears that the cumulative effects of the quarry (and other local activities) and the proposed landfill are being considered through the evaluation of baseline conditions. What is not apparent is if "background" conditions are being considered i.e., those without the quarry and/or landfill.</p> | <p>A scenario whereby the quarry is not considered as part of the baseline has no relevance or value. There is no indication that the quarry will be closing within the time frame of the proposed landfill.</p> | <p>--</p> | <p>Noted.</p> |
| <p>Section 5.2: The report indicates that certain types of impacts will be characterized to the extent possible. The footnote (number 8) indicates that noise, odour and visibility cannot easily be added quantitatively. What is not clear, is if the potential health impacts associated with the above, such as stress caused by the annoyance of noise, odour and visibility will be evaluated within the cumulative effects? Please clarify.</p> | <p>As discussed above, these issues are within the scope of the social assessment, which will be reviewed by the health expert as part of the SHR, as stated in the work plan.</p> | <p>--</p> | <p>Noted.</p> |
| <p>Additional Comments on the Social Assessment Work Plan</p> | | | |
| <p>The Social Assessment Work Plan appears to be inclusive of concerns raised by the community. However, it is not clear how the results of the Social Assessment will be incorporated into an overall evaluation of human health.</p> | <p>As specified by the Minister in Amendment #13 to the ToR, the SHR is required to carry out "a screening-level review of the socio-economic assessment results to determine the potential for related health effects" (Section 11.0).</p> <p>The acknowledgement of health effects related to stress will be identified through the health review of the socio-economic assessments, which will assess criteria such as use and enjoyment of property, community character and social cohesion (see Appendix A to the work plan).</p> | <p>--</p> | <p>Noted, the approach will be reviewed once completed.</p> |
| <p>Section 7.2.2: What is the expected response rate of the questionnaire? For people in close proximity to the landfill it would be advisable to</p> | <p>A professional polling firm will be retained to ensure that the response rate is statistically suitable. In that same section: "An attempt will be made to sample</p> | <p>--</p> | <p>Noted, the approach seems reasonable.</p> |

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| provide all residents with the questionnaire, not 1 in 4 households as suggested, so that the sample size of returned questionnaires is suitable to draw meaningful information from. | <i>more households closer to the site and in areas where the greatest potential for impacts are anticipated (i.e., within 500 m of the landfill and along the haul route).</i> " The next section of the work plan (Section 7.2.3) also discusses the use of personal interviews with nearest neighbours. | | |
| Additional Comments on the Groundwater and Surface Water Assessment Work Plan | | | |
| It is not clear, based on the human health work plan whether recreational use of surface water bodies has been considered including the consumption of fish. | The presence of, and potential effects on, fish in and around the site will be determined through the ecological assessment, and recreational uses around the site will be documented through the social assessment. See those respective work plans. All of these data will be available as input to the health assessment. | -- | The ecological assessment will not consider the protection of humans consuming fish and as it is not an ecological risk assessment being completed, the potential effects of COPCs to ecological health will not be considered. Response to comments above indicate consideration of bioaccumulative substances. Other parameters which are taken up by fish should also be considered. |
| Suggest that groundwater quality in private drinking wells or wells used for irrigation within the study area be characterized to establish pre-landfill conditions. | Baseline water quality will be established using purpose-built groundwater monitoring installations. It is generally not as useful to rely on private water supplies to characterize baseline groundwater quality since they can be influenced by a variety of factors such as the construction and condition of the well and the piping system, etc. | -- | Noted. |
| Additional Comments on the Agricultural Assessment Work Plan | | | |
| It doesn't appear that the work plan is considering the potential loss of yield resulting from impacts to air quality or groundwater impacted by the landfill. | Section 3 of the agricultural work plan indicates the potential linkages, through the EA criteria, between groundwater, surface water, air quality and agriculture. Furthermore, in Section 5 of the same work plan, the indicators for the agricultural assessment include: <ul style="list-style-type: none"> ▪ Area of cropland potentially affected by emissions, fine particulates (dust), flooding or drainage disruption; and ▪ Number of farm operations with potential for loss of water quality or quantity affecting livestock or crop production. | -- | It is still unclear if the potential for reduced yield is being considered as an indicator of impact. |

| Comment | Walker Response | Disposition | Town of Ingersoll's Response |
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| Additional Comments on the Noise/Vibration Assessment Work Plan | | | |
| It is recommended that a review of the final receptor locations be completed prior to completing the studies to allow input from the community and stakeholders. | See previous responses re: receptors. | -- | Once the receptor locations are selected, it is recommended that stakeholders are provided an opportunity to review the locations prior to completion of the studies. |

7.0 UPDATED AIR QUALITY ASSESSMENT WORK PLAN

Southwestern Landfill Environmental Assessment, Air Quality Assessment Work Plan

Comments Received From: Dr. Lucas Neil, Airzone One Ltd. on behalf of the Town of Ingersoll, Airzone Response to Walker's Response

| Item No. | Comment | Walker Response | Disposition | Town of Ingersoll's Response |
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| 1 | <p>Under "ENVIRONMENTAL ASSESSMENT CRITERIA' (p. 5), RWDI indicate that "Effects due to fine particulate exposure" will consider only the operational period assuming that particulate impacts will be negligible following closure and rehabilitation efforts. However, RWDI do not provide any evidence or rationale for excluding this assessment from the Post-Closure Period assessment. These emissions should be directly assessed based on proposed Post-Closure operations. Any sources considered negligible under any scenarios should be accompanied with appropriate rationale and assessments to allow reviewers to confirm negligibility.</p> | <p>See Section 6.2 and Table A-1 of the approved Terms of Reference; the study duration for this criterion was proposed to be limited to the operational period on the basis that the ongoing operation of the control facilities along with routine monitoring and maintenance were activities that were insignificant in terms of particulate emission.</p> | -- | <p>The "Facility Characteristics Assumptions" (March 28, 2017) report indicates that potential post-closure uses could be green space and agriculture, which Walker indicates will be the uses considered for the EA. However, the report also indicates that other potential end uses may be considered. At this point, it is not clear if some of these operations will relate to on-going management of the landfill post-closure emissions (e.g., flaring). Therefore, how can particulate emissions be considered negligible at this stage if not all potential end uses are considered in the EA? Consequently, any potential post-closure uses that may emit particulate matter should be explicitly evaluated, with rationale provided for assuming the insignificance of any operation/source.</p> |

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| 2 | <p>RWDI indicate a criterion of 25% of the applicable limit as the basis for expanding the corresponding study areas (p. 6). However, this criterion appears to be based solely on contaminant emissions from the subject facility and not a cumulative air quality assessment of each contaminant. RWDI should provide rationale, or clarification, on why this criterion is based on subject source emissions only. Furthermore, RWDI have not provided a basis for the use of 25% as the criterion; rationale, or clarification, is required.</p> | <p>There is no published document from the MOECC regarding applying a percent of criterion to expanding the corresponding study area. The 25% indicator was outlined as a suggestion when to expand the study area. Due to the nature of the sources from the site, it is anticipated that most contaminants will be highest close to the property line and not at the furthest extent of the study area. In the event that concentrations are predicted to be greater than 25% of the limit at the furthest extent of the study area, the study area would be extended. With respect to the cumulative air quality assessment versus subject facility, the verbiage will be updated to reflect the results from the cumulative air quality assessment.</p> | <p>S.4 will be updated to include verbiage regarding cumulative air quality assessment results.</p> | <p>This wording does not appear to be included in the final Work Plan. Item is still open.</p> |
| 3 | <p>RWDI provide a generic list of potential receptors in Section 4 (p. 7). As we have previously indicated, allowance must be made for review by all stakeholders of all information used to select receptors, including Town of Ingersoll, and allowance should be made for input into the decision-making process by all stakeholders to choose distinct receptors. It is not clear if RWDI will include all appropriate stakeholders in the determination of distinct receptors.</p> | <p>Receptor locations will be developed collaboratively among our experts as the EA progresses. They have already held some preliminary conferences to discuss possible common receptor points and they will continue to work together to refine these as they collect more data and carry out their analyses throughout the EA studies, for instance, once they have carried out some initial field inventories.</p> | <p>--</p> | <p>Walker has not responded to our comment. Our comment was to ensure that <u>all</u> stakeholders (e.g., the Town, residents, etc.) would have opportunity to provide input on this item prior to the completion of the draft EA, not just RWDI's internal experts..</p> |
| 4 | <p>On p.8, RWDI indicate (Tabulated) that contaminants will be compared to certain indicators or measures but do not mention that certain contaminants (e.g., PM2.5 or substances with no Ontario benchmarks) will need to be referred to the human health or ecological assessment.</p> | <p>The health assessment study addresses the input of data from the air quality assessment.</p> | <p>--</p> | <p>Response acceptable. The HHRA references "SUMMARY of STANDARDS and GUIDELINES to support Ontario Regulation 419: Air Pollution – Local Air Quality", dated April 2012. However, this document has been replaced with the MOECC's Air Contaminants Benchmarks (ACB) List, Version 1.0, dated December 13, 2016. The HHRA should be updated to reflect this change.</p> |

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| 5 | <p>In answer to one of our original critiques of the ToR, RWDI has provided a list of potential contaminants (Table 6.1.1.2) that may be emitted as constituents of dust. However, this list appears to only consider potential waste streams to be received by the site and only metals. While RWDI admit that this list may be altered, they should be sure to give consideration to soil constituents (e.g., crystalline silica) and other constituents (e.g., mineralogical or other materials) that may become airborne during the working of fill material, as well as other soil movement operations. RWDI should also provide references and sources for their complete list of particle constituents in the final assessment and not confine themselves just to metals.</p> | <p>Walker has specific standard operating procedures for waste that may contain controlled substances such as Silica and Asbestos. These operating procedures are developed to contain the waste material and prevent releases to the air of these substances. These substances will continue to be managed through these operational procedures.</p> | -- | <p>RWDI have not answered our question. The presence of standard operating procedures does not guarantee that no releases to air will occur. Furthermore, the SOPs for waste handling may not apply to other materials (e.g., any soil cover materials). Consequently, having SOPs does not obviate the need to assess for air emissions. Walker should ensure that <u>all</u> these materials are properly assessed for air emissions.</p> |
| 6 | <p>In Section 5.2.1, RWDI make no reference to volatile organic compounds (e.g., Benzene,) nor Total Suspended Particulate Matter (and constituents thereof) as potential contaminants emitted from haul route traffic. These contaminants, and corresponding criteria, should be added to Table 6.2.1.1. This comment has been previously made on the draft ToR and RWDI appear to have still not considered all contaminants from vehicle exhausts. RWDI should also consider emissions of Diesel Particulate Matter, for evaluation by the Human Health Assessment.</p> | <p>Noted - Section 5.2.1 and Section 6.2.11 have been updated</p> | <p>Refer to Section 5.2.1 and 6.2.1.1 of the updated Work Plan</p> | <p>Item still open. The updated Work Plan does not address Diesel Particulate Matter.</p> |

| Item No. | Comment | Walker Response | Disposition | Town of Ingersoll's Response |
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| 7 | Again, as with the draft ToR, RWDI appears to have not fully considered all contaminants from landfill gas and its flaring. Tables 6.2.2.1 and 6.2.2.2 are incomplete lists of contaminants that can potentially be emitted, as described in our 5 May 2014 report (and further in our 3 June 2013 report). RWDI have previously indicated that 6.2.2.2 is complete "based on extensive experience with other landfill assessments". RWDI should divulge its "extensive experience with other landfill assessments" and explicitly show how this justifies the abbreviated list provided. Alternatively they should expand the list as suggested in our comment 5.1 (ii) (b) submitted 3 June 2013. | The MOECC has provided comment on the list of compounds to be considered for this study. Table 6.2.2.1 and 6.2.2.2 have been updated to incorporate their comments. | Refer to Table 6.2.2.1 and 6.2.2.2 of the Work Plan. | Item still open. Cannot confirm the inclusion of all contaminants suggested by MOECC, as list was not provided by MOECC or RWDI. |
| 8 | Section 5.2.2 of the draft ToR, RWDI discusses 23 compounds associated with landfill gas to be assessed based upon the 1992 Ontario "Interim Guide to Estimate and Assess Landfill Air Impacts". It is noted that the revised ToR identifies only 22 compounds in Table 6.2.2.1. Further, it is noted that due consideration should be given to LFG Constituents listed in Table 2.4-1 of US EPA AP42. | See comment above | Refer to Table 6.2.2.1 and 6.2.2.2 of the Work Plan | Item still open. Contaminants from AP42 list have not been considered. |
| 9 | In Section 5.3 RWDI indicate "Through our experience with other landfills in Southern Ontario, we have considered an objectionable level for odour to be generally in the range of 3 to 5 OU. These levels are more closely related to public complaints." They do not, however, provide "our experience" for public review and so their assertion remains uncertain and questionable. | This statement will be removed. There was no intent to only assess levels from the 3 to 5 range but only a comment discussing annoyance versus detection. | Statement deleted | Point clarified. Item closed. |

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| 10 | <p>In Section 6.3, the Minister's amendment #12 to the Approved Amended Terms of Reference required that "climate change should be considered in this environmental assessment". It is not clearly specified in the work plan how these expected changes to the local weather systems are to be accounted for in the environmental assessment.</p> | <p>Section 6.3 is simply meant to identify the assumptions (along with the associated reference document, for any further assumptions that are necessary) that are being adopted for this assessment. It is self-evident that wherever the assessment methodology makes reference to the use of meteorological data in the modelling or analysis of future scenarios (either baseline and/or landfill) that they would be adjusted to incorporate these climate change assumptions.</p> | -- | <p>Walker has not addressed our concern. They should provide a description of the method for adjusting the meteorological data within the Work Plan. Adjusting meteorological data for future changes is not a trivial task; consequently it should be made explicitly clear to all stakeholders how the meteorological data will be manipulated to account for these climate change assumptions before the EA is completed.</p> |
| 11 | <p>In Section 7.1, RWDI states that "meteorological data will be requested from the Ontario Ministry of the Environment and Climate Change for a local meteorological station approved by the MOECC." As we have commented before, the response from RWDI does not appear to allow for review of input from all stakeholders. Further it does not discuss the possibility, nor make allowance, that no existing data may be appropriate for the site (i.e., that default MOECC meteorological data is not appropriate for use in this assessment). The dataset typically provided by the MOECC for assessment purposes in the region would include 5 years of data from the London airport for the period from 1996 through 2000. However as this data is already 15 years old, and in the light of increasingly significant climate change, a more recent 5 year meteorological dataset from the nearest local (i.e., < 70km from site) meteorological station should be used to prepare the initial case assessments of air quality and odour related impacts.</p> | <p>The MOECC will require that the project obtain site specific meteorological data from the MOECC and approved by the MOECC for the specific site. RWDI intends to follow this procedure and required site specific data from the MOECC under s.13.1 of O.Reg.419/05 (as amended). See note below:</p> <p>13.1 (3) Local or site-specific meteorological data approved by the Director as an accurate reflection of meteorological conditions.</p> | -- | <p>Will the MOECC's rationale for choice of surface and upper air stations be made available for review by stakeholders, prior to use in the EA? Will the meteorological data itself be made available to stakeholders for reviewer, prior to use in the EA?</p> |

| Item No. | Comment | Walker Response | Disposition | Town of Ingersoll's Response |
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| 12 | <p>Further to Section 7.1, and further to comments in our 5 May 2014 report, the review of historical ambient air quality data should be open and transparent to all stakeholders and allow input from other stakeholders. It is not clear if RWDI plans to include third party stakeholders in discussions with the MOECC prior to utilizing the data. Concerns stem from the appropriateness of historical data to be representative of the current and future conditions at the site in question. Furthermore, RWDI does not provide criteria against which it will "review and validate the measurements to ensure the data set would be considered valid for this evaluation." These criteria and evaluation processes should be made available to all stakeholders. Lastly, for all ambient air quality data, RWDI should provide all appropriate technical information on how samples were collected, processed and analysed, to allow for proper stakeholder input. This would also apply to soil and road samples that will be collected, as outlined in Section 7.3.2.</p> | <p>Any historical data that are used in the assessment will be documented in the EA report for review by all stakeholders, along with any further details on the sampling and testing methodologies.</p> | -- | <p>We are requesting that stakeholders have the opportunity to comment on the use of data <u>prior</u> to Walker completing the EA. This will ensure an open and transparent process. It will also help to ensure that review of the final EA is expedited, as most points of contention will have already been discussed and addressed by that stage.</p> |
| 13 | <p>When collecting background data concerning existing ECAs, Section 7.1, we would advise caution on how this data is used and caution RWDI to be careful on their reliance of this data. The process for obtaining an ECA has different requirements than those for completing an environmental assessment. Consequently, ECAs, and any corresponding reports, may not contain all relevant information required to complete an environmental assessment.</p> | <p>Noted. Any data obtained from existing ECAs are only one source of background information to be used in the EA.</p> | -- | <p>Item closed.</p> |

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| 14 | In Section 7.3.2, the use of mitigation measures to adjust dust emissions rates should be accompanied with appropriate proof of efficacy and effectiveness. We have previously recommended that the general mitigation methods intended for use at the site should be described as part of the ToR so that they can be agreed upon before-hand. This, however, has not been done. | It is inappropriate to determine mitigation measures in advance of carrying out the assessment of potential effects (refer to Section 8.2 of the approved ToR for details on the overall EA methodology). Assumptions regarding any mitigation measures that are assessed during the EA will be documented in the EA report. | -- | Walker's response contradicts their statement within the Work Plan: "Dust emission rates will be adjusted based on the proposed mitigation measures" (p. 22). This indicates that Walker is already considering potential dust mitigation measures. As previously stated, we have recommended that the mitigation methods intended for use at the site should have been described as part of the ToR. However, since they were not incorporated into the ToR, they should be included in the Work Plan. This would ensure adequate review by all stakeholders. |
| 15 | When modelling dust, as outlined in Section 7.3.2, RWDI appears to be ignoring non-subject sources, local traffic and landfill gas flaring, all of which can potentially produce particulate emissions. RWDI needs to include these in the dust dispersion modelling or provide rationale for their exclusion. As we have previously commented in our 5 May 2014 report, it is not clear what guidance Walker Environmental's consultants will be using to decide which non-subject, local pollutant sources to include in the modelling (see, for example, International Association of Impact Assessment "Guiding Principles For Air Quality Assessment Components Of Environmental Impact Assessments"). | Local traffic and landfill gas flaring will be included in the particulate evaluation. Section 7.3.2 notes: <i>The future proposed operating scenario(s) for modeling will also include local traffic based on information supplied by the traffic expert.</i> For landfill gas flaring, Section 7.3.2 will be updated to add in landfill gas flaring to be clearer. | Update to Section 7.3.2 | Final Work Plan wording not updated as indicated, as there is no mention of landfill gas flaring or other appropriate non-subject sources. Therefore, this item is still open. It should be noted that local traffic and landfill gas flaring were only intended as examples of potential non-subject sources. Walker should ensure that <u>all</u> appropriate non-subject sources are assessed as part of the dust modelling. |
| 16 | Section 7.3.2, as in other sections of the report, indicates that results from only ten (10) of the closest discrete receptors will be provided. RWDI needs to provide rationale on why results from only ten (10) discrete receptors will be provided, as opposed to the entire list of discrete receptors that will be assessed as discussed in Section 4. | It is noted in the same paragraph in Section 7.3.2 that contour plots will also be presented in the EA, which will characterize emissions at an infinite number of receptor points within the study area. | -- | Point clarified. Item closed. |

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| 17 | The final paragraph of Section 7.3.2 indicates that only 24-hour concentrations of PM2.5 will be presented; annual PM2.5 should also be provided. | Noted, this has been updated | Update to Section 7.3.2. | Final Work Plan wording not updated as indicated. Therefore, this item is still open. |
| 18 | In our 5 May 2014 report, we requested that any intended computer modelling of dust should be provided with and without fall-out. However, it appears that RWDI will not provide the alternate results as requested. In addition, the choice of deposition parameters should be open to all stakeholders to review as part of the development of the final technical work plan. | Deposition parameters and all other relevant modeling assumptions will be documented in the EA report. The use of deposition as well as the choice of deposition parameters will need to be approved by the MOECC. | -- | To clarify, we are requesting that airborne particulate matter results be presented with and without the implementation of deposition. Given the potential uncertainty in the model's ability to calculate deposition (resulting from uncertainty in model deposition parameters), reporting particulate matter concentrations without deposition implemented would provide a conservative upper limit of estimated off-property concentrations. However, deposition must be calculated to estimate dust deposition, obviously. |
| 19 | Section 7.4 of the ToR indicates 23 landfill gas related compounds of interest. As indicated above, only 22 are presented in Table 6.2.2.1. | See previous response. | -- | Contaminants from AP42 list have not been considered. Therefore, item still open. |
| 20 | Section 7.4.2 provides a discussion on the ambient monitoring of VOCs; however, no discussion is given to specific methods. RWDI's intended methods to measure background VOCs should be reviewed and agreed to before use in the environmental assessment. Furthermore, RWDI has not clarified how they will define upwind and downwind. Depending on how samples are collected, classification of upwind and downwind may not be straightforward and are subject to the meteorological conditions during sample collection. | A new section is added to the work plan outlining the updated ambient monitoring as requested by the MOECC and the proposed sampling plan. Additional information is provided in this new section regarding how the upwind and downwind locations will be selected. | A new section is added to the Work Plan that discusses sampling strategies as discussed with the MOECC. | Point clarified Item closed. |

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| 21 | In Section 7.4.3 RWDI have confined themselves to assessing 23 contaminants emitted from landfill gas without providing an explanation of this restriction. | See previous response. | -- | Item still open. RWDI have not indicated why the list of measured contaminants (Table 7.4.2.1.1) is shorter than the list of contaminants provided in Table 5.2.2.1. Justification for the exclusion of contaminants must be provided. |
| 22 | In Section 7.4.3 RWDI propose to estimate "rates from the proposed waste soil derived from the flux measurement programs for other landfill sites" but do not make it clear that those estimations will be transparent to public reviewers (such as the Town of Ingersoll), which it should. | The EA report will document the sources of data and assumptions used in the assessment. | -- | We are requesting that stakeholders have the opportunity to comment on the use of data <u>prior</u> to Walker completing the EA. This will ensure an open and transparent process. It will also help to ensure that review of the final EA is expedited, as most points of contention will have already been discussed and addressed. |
| 23 | In Section 7.5 the data "Odour source emission data have been collected for other landfill sites that would be utilized for this evaluation" should be made fully accessible for third-party review. | The EA report will document the sources of data and assumptions used in the assessment. | -- | <p>We are requesting that stakeholders have the opportunity to comment on the use of data <u>prior</u> to Walker completing the EA. This will ensure an open and transparent process. It will also help to ensure that review of the final EA is expedited, as most points of contention will have already been discussed and addressed.</p> <p>In response to a similar question from JMCC, Walker indicated that an interim report may be made available. If this is made available before completion of the EA, this would satisfy our concern on accessibility and transparency.</p> |

| Item No. | Comment | Walker Response | Disposition | Town of Ingersoll's Response |
|----------|---|---|--|--|
| 24 | <p>In Section 7.5.1, RWDI admit that local agricultural sources may emit odours “related to landfill type odours.” These may add to odours emitted from the landfill and cumulatively cause higher odour levels in the surrounding community. However, Walker Environmental consultants do not intend to take those preexisting odour sources into account. RWDI have previously indicated that odour will not be evaluated cumulatively and, therefore, do not intend to take those pre-existing odour sources into account; no rationale is provided. We recommend that Walkers consultants either include background odour or provide a detailed rationale as to why it is ignored. It is a general and fundamental element of EA air studies that the cumulative (subject source + background) levels of pollutants in the community be fully assessed.</p> | <p>Odours from agricultural operations and landfilling operations are typically distinct and are not additive. We request the Town of Ingersoll consultants provide examples from other EA air studies for landfill sites that have assessed odours from agricultural operations with the landfilling related odours for reference in order to evaluate what was completed.</p> | <p>This may be discussed further at the Sept 20, 2017 meeting.</p> | <p>We have raised this point specifically because of Walker s wording within Section 7.5.1 of the Work Plan. In this section, they indicated that “agricultural odours can be related to landfill type odours”. Now, Walker is arguing that they are “distinct” – why? Walker needs to clarify if these two odour sources are “distinct” or “related” and provide appropriate rationale as to why. Following this, Walker needs to provide rationale as to why these different odour sources are not additive. RWDI’s continued evasiveness on this issue is becoming a significant concern.</p> |
| 25 | <p>In Section 7.5.2 landfill gas (containing hydrogen sulphide) is identified as being “offensive to most people all of the time”, indicating that it would be considered objectionable at the detectable level, or 1 Odour Unit (OU)/m3; however, in Section 5.3 the suggested criteria for an objectionable odour, or “annoyance threshold”, is proposed to be set at 3 to 5 OU/m3. Suggesting that off-site impacts in a range from 3 to 5 times the prescribed MOECC odour limit of 1 OU/m3 should be used to assess the potential impacts from the site is inconsistent with the intent of Section 14 of the Environmental Protection Act (R.S.O. 1990, c. E.19). Landfill gas, which is clearly identified as being “offensive to most people all of the time” would be one of the key odourous emissions from the facility and therefore likely to cause an adverse effect at any detectable concentration (i.e. 1 OU/m3 as defined by the MOECC).</p> | <p>Noted. In the same section RWDI proposes to model and characterize the emissions in terms of both the detection and annoyance thresholds.</p> | <p>--</p> | <p>Point clarified. Item closed.</p> |

| Item No. | Comment | Walker Response | Disposition | Town of Ingersoll's Response |
|----------|---|--|---------------------------------------|-------------------------------|
| 26 | <p>Further to Section 7.5.2, RWDI do not indicate what frequency threshold will be used as a basis for acceptability of odour exceedances. RWDI have previously indicated "that 0.5% exceedance frequency of 1 OU limit will be considered acceptable", based on "MOE correspondence". First, this threshold is not referenced in the draft work plan. Second, the only 0.5% criterion we are aware of is applicable to individual contaminants with 10 minute averaging periods and not whole odour assessments (TECHNICAL BULLETIN: METHODOLOGY FOR MODELLING ASSESSMENTS OF CONTAMINANTS WITH 10-MINUTE AVERAGE STANDARDS AND GUIDELINES for Odour under O. Reg. 419/05, MOECC, September 2016). RWDI should provide rationale for the applicability of this criterion to whole odour assessments. It should be noted that the proposed range is not supported by MOECC publications or guidelines. 1 OU/m³ is the prescribed standard; the Ontario Ministry of the Environment Interim Guide to Estimate and Assess Landfill Air Impacts (Air Resources Branch, 1992), Section C.4 Estimating Odour Impacts, Item (iv) specifies a criteria of less than or equal to 1 OU/m³ over 10 minute averaging time, with more stringent criteria to be applied in certain circumstances. There is no mention in any MOECC publication that supports the use of a less stringent criteria.</p> | <p>RWDI will be evaluating odour levels less than 1 OU and greater than 1 OU if predicted to occur. We will also look at frequency of occurrence for levels about 1 OU in order to assess the frequency of time when a receptor or receptors may experience detectable odours. It should be noted that the MOECC has treated odour similar to the Technical Bulletin in determining the potential for causing nuisance. Evaluating the frequency of occurrence is an important evaluation that will remain as part of the study.</p> | -- | Point clarified. Item closed. |
| 27 | <p>In Section 7.5.2 the odour levels suggested as being annoying are cited as 3 to 7 OU, whereas in Section 5.3 the annoying range is cited as being 3 to 5 OU. This is inconsistent and it is not clear which is the intended proposed standard to be used in the assessment.</p> | <p>These statements will be removed. As noted in the Work Plan, RWDI was always intending to assess levels above 1 OU. The comment about annoyance levels was to provide context around detection versus annoyance. Removing the statements does not change the intended evaluation.</p> | Statement removed from Section 7.5.2. | Point clarified. Item closed. |

| Item No. | Comment | Walker Response | Disposition | Town of Ingersoll's Response |
|----------|---|---|--|-----------------------------------|
| 28 | <p>The following statement from Section 7.4.1 requires clarification: Using the U.S. EPA's LandGEM landfill gas emission estimation model is the most direct method to determine first-order emission rates of VOCs from the proposed landfill. It is also recommended by the MOECC; however, it can generate conservative estimates (i.e. overestimate) of VOC emissions. This could result in predicted levels in excess of the MOECC's air quality standards, even with a proposed landfill gas collection system in place. For this assessment U.S. EPA default values for landfill gas constituents will be used.</p> <p>It is unclear from the statement above whether or not the LandGEM landfill gas emission estimation model is to be used to estimate VOC emissions. It is specified as the recommended method, but the statements following suggests that it could be inaccurate and that U.S. EPA default values for landfill gas constituents will be used [as inputs in the LandGEM model?]. This point should be clarified.</p> | <p>As referenced "For this assessment U.S. EPA default values for landfill gas constituents will be used" Therefore, LandGEM will be used with U.S. EPA default values for landfill constituents. The other statement just notes that this is intended to be a conservative evaluation.</p> | -- | Point clarified. Item closed. |
| 29 | <p>When modelling haul route traffic, as outlined in Section 7.6, RWDI appears to be ignoring non-subject sources, landfill gas flaring and ambient background data. RWDI needs to include these in the dispersion modelling or provide rationale for their exclusion. Also, they appear to be ignoring volatile organic compound emissions (e.g., benzene) from vehicles.</p> | <p>This is not the case. When modeling haul route source emissions, RWDI will also be including all like emissions from other sources on the site. In addition, ambient background data will also be included in the evaluation. S.7.6 will be reviewed to update wording. The list of compounds to be assessed for the vehicular emissions has been updated as per discussions with the MOECC.</p> | s.7.6 and the s. 5.2.1 have been updated. | Point clarified. Item closed. |
| 30 | <p>The Glossary contains potentially misleading and inappropriate definitions (s. 12). RWDI insist that the glossary of terms described in the work plan are based on RWDI's experience with similar projects. This response however, does not directly address our concerned raised in our comments submitted 3 June 2013.</p> | <p>The Glossary will be reviewed again with respect to the comments raised in June of 2013.</p> | This may be discussed further at the September 20, 2017 meeting. | No further comments at this time. |

8.0 CLOSURE

We trust this document meets your present requirements. If you have any questions or comments, please contact the undersigned.

Respectfully submitted,
Tetra Tech Canada Inc.



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/lm



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DEPARTMENT: BUILDING

REPORT NO: B-004-18

COUNCIL MEETING DATE: March 5, 2018

TITLE: 2017 Annual Building Department Report

OBJECTIVE

To provide Council with the 2017 Building Department Annual Report and the general state of the construction industry in 2017.

BACKGROUND

Every year the Building Department is required to publish an Annual Report that shows costs of the Building Department Services. This information will allow Council to establish a base line of information sufficient for a comprehensive analysis of the department's direct and indirect costs and revenues in delivering Building Services to the residents of the Town. As part of this report is a comparison between the building permits issued between the different classes from 2016 to 2017.

ANALYSIS

The following chart shows the permits issued, the gross construction value and the permit fees collected for 2017 for all classes. Institutional, industrial and residential accessory permits decreased, but new residential permits increased.

Permit Comparison Summary from 1/1/2017 to 12/31/2017

| Category | Previous Year | | | | | | Current Year | | | | | |
|-------------------------|---------------|--------------|--------------|-----------|----------------|--------------|--------------|--------------|--------------|-----------|----------------|--------------|
| | # | Building | Muni Dev. | Muni Levy | County | Value | # | Building | Muni Dev. | Muni Levy | County | Value |
| Accessory (Residential) | 64 | \$14,410.42 | \$0.00 | \$0.00 | \$0.00 | \$533,701 | 92 | \$26,118.03 | \$0.00 | \$0.00 | \$0.00 | \$799,849 |
| Commercial | 22 | \$30,675.07 | \$0.00 | \$0.00 | \$0.00 | \$445,300 | 10 | \$16,043.97 | \$0.00 | \$0.00 | \$57,048.75 | \$1,205,900 |
| Agricultural | 0 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0 | 0 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0 |
| Institutional | 6 | \$10,050.00 | \$0.00 | \$0.00 | \$0.00 | \$250,250 | 4 | \$10,835.31 | \$0.00 | \$0.00 | \$0.00 | \$711,700 |
| Industrial | 7 | \$54,390.18 | \$0.00 | \$0.00 | \$0.00 | \$2,189,460 | 6 | \$6,719.00 | \$0.00 | \$0.00 | \$0.00 | \$773,842 |
| Residential | 124 | \$265,122.03 | \$348,332.00 | \$0.00 | \$1,398,985.00 | \$22,025,344 | 138 | \$276,327.78 | \$395,023.00 | \$0.00 | \$1,652,334.00 | \$25,519,125 |

| | Previous Year | Current Year |
|------------------------------|-----------------|-----------------|
| Total Permits Issued | 223 | 250 |
| Total Dwelling Units Created | 76 | 75 |
| Total Permit Value | \$25,444,055.00 | \$29,010,416.00 |
| Total Permit Fees | \$374,647.70 | \$336,044.09 |

In 2017 there were 75 single family dwellings, six multi-unit (25 units), eight semi-detached (16 units) and 2 apartments constructed. Compared to 2016 there were 79 single family dwellings, three multi-units (14 units), 6 semi-detached (12 units) and 54 apartments.

FINANCIAL IMPLICATIONS

The attached Annual Report – Building Permit Fees shows a surplus of \$166,140.56 which the Treasurer will transfer into the building departments dedicated reserve fund.

RECOMMENDATION

THAT report B-004-18 be received as information.

ATTACHMENT

Annual Report – Building Permit Fees

Prepared by: Shannon Vanderydt, CBO

Approved by: William Tigert, CAO

Corporation of the Town of Ingersoll

Annual Report - Building Permit Fees

Total Fees (Revenues) collected for the period January 1, 2017 to December 31, 2017 under Bylaw No. 17-4926, of the Town of Ingersoll \$353,572.54

Costs of Delivering Services: \$187,431.98

Direct Costs:

Direct Costs are deemed to include the costs of the Building Department of the Town of Ingersoll for the processing of building permit applications, the review of building plans conducting inspections and building-related enforcement duties.

Total Administration Costs..... \$187,431.98

Total Enforcement Costs..... \$0

Total - Direct Costs..... \$187,431.98

Revenues over costs as of December 31, 2017 \$166,140.56

Statement of Reserves:

Building Department Reserve Fund (to December 31, 2017) \$358,832.71



DEPARTMENT: BUILDING

REPORT NO: B-006-18

COUNCIL MEETING DATE: April 9, 2018

TITLE: Minor Variance to By-law 82-3079 (Sign By-Law)

OBJECTIVE

To provide Council with the information regarding a requested variance to the Town of Ingersoll consolidated sign by-law 82-3079 for 129 Thames St S.

BACKGROUND

Ownership has changed hands of 129 Thames St S. and the existing signage has been removed as per section 11 of the by-law. The new owners have applied for a building permit for similar signage on the front and south side of the building as what was existing.

ANALYSIS

Section 7 of the by-law permits for one fascia sign for each place of business in a commercial area or one for every twenty-five feet or fraction thereof, of continuous frontage facing on a street or public lane. The frontage of the existing building facing Thames St. is 31'-6" which would permit two fascia signs on the front face and none along the south as it is not considered a public lane.

The applicant is requesting for 4 fascia signs and 2 projecting signs on the front face and one sign along the south side.

Section 14 of the by-law indicates that the Municipality recognizes that there may be exceptions to the rule and an appeal to council may be made for a variance to the sign by-law.

FINANCIAL IMPLICATIONS

None

RECOMMENDATION

THAT report B-006-18 be received as information and council provide staff with direction on the variance.

ATTACHMENT

Graphics of signs proposed

Prepared by: Shannon Vanderydt, CBO

Approved by: William Tigert, CAO





DEPARTMENT: BUILDING

REPORT NO: B-007-18

COUNCIL MEETING DATE: April 9, 2018

TITLE: Town Centre Capital Update

OBJECTIVE

To provide Council with an update at the end of the first quarter on Town Centre 2018 approved capital projects

BACKGROUND

Council approves a yearly budget for capital projects to maintain municipal assets, it is the responsibility of the overseeing department to ensure completion of these projects occurs in a timely and cost effective manner and in compliance with the Procurement bylaw..

ANALYSIS

Curbing and front entry- Consultants have been retained to prepare the tender documents and oversee the project. Tender anticipated to be released in the spring.

Clock replacement- The clock mechanisms and new LED lighting have been ordered and is scheduled to be installed late May/early June.

Fire alarm- Last year we received three quotes for the upgrade of the fire alarm system. As a result of the fire last fall it was noted that additional alarms be installed. Staff are waiting on the revised quotes to include any changes to the yearly pricing and the addition of the newly required alarms.

Security system upgrades. Currently Staff is looking into cost associated to install commercial grade pin pads for entry doors on second floor and basement. Panic buttons have been ordered and waiting for install date. Looking into over the counter security glass options, staff have had onsite meetings with local glass companies to provide options and quotes.

FINANCIAL IMPLICATIONS

None

RECOMMENDATION

THAT report B-007-18 be received as information.

ATTACHMENT

None

Prepared by: Shannon Vanderydt, CBO

Approved by: William Tigert, CAO



DEPARTMENT: BUILDING

REPORT NO: B-008-18

COUNCIL MEETING DATE: April 9 2018

TITLE: Sewage Systems within the Town of Ingersoll

OBJECTIVE

To provide better coordination of servicing requirements and development needs of existing lots not serviced by municipal services within Town limits. And to provide the residents of Ingersoll one location to obtain development information.

BACKGROUND

Oxford County Public Health and the Town of Ingersoll currently have a sewage system management agreement that will expire in April, which permits the County of Oxford Public Health Unit to provide septic services to the residents of Ingersoll.

The Oxford County public health is currently undergoing a merger with the Elgin St. Thomas public health to create a new Board of Health, this merge has not come into effect, nor have the details become available as to what impact this will have on the Town of Ingersoll residents requiring to utilize this service.

According to the County of Oxford, currently within the Town of Ingersoll limits there are three properties that require maintenance inspections every five years as a result of them being located within source water protected areas. And there are 105 currently addressed properties on private services within the town limits.

ANALYSIS

Current internal staff are qualified to issue and inspect septic systems within part 8 of the Ontario Building Code anything outside of part 8 would fall within the Ministry of Environments jurisdiction.

When new municipal services are installed building department staff are already onsite inspecting the new connections which would allow for the inspection of the decommissioning of the septic to occur with one inspection.

In the past seven years Oxford County shows that they have issued two septic permits for the Town of Ingersoll.

FINANCIAL IMPLICATIONS

With adopting the current fees as implemented by the County for the issuance of permits and maintenance inspections for sewage systems full cost recover should be achieved, therefore, there will be no financial implications.

RECOMMENDATION

THAT report B-008-18 be received as information and council authorize administration to notify the Oxford County Public Health that the Town will resume care and control of septic systems within the Town's boundary.

ATTACHMENT

None

Prepared by: Shannon Vanderydt, CBO

Approved by: William Tigert, CAO



DEPARTMENT: Community Services

REPORT NO: CS-006-18

COUNCIL MEETING DATE: April 9th 2018

TITLE: Engineered Air Unit Report at VPCC

OBJECTIVE: To provide council with an update in regards to the status of the Drytron Unit at VPCC.

BACKGROUND: In 2016 a roof report was completed by Garland Canada Inc. and it identified a significant amount of humidity in the building. Staff met with POW Engineering to go over the report, at that point it was recommended to speak with the manufacturer of the Engineered Air Unit to ensure our unit was working at its peak capacity. Engineered Air gave us a recommendation on a service provider to contact to do a thorough investigation of our unit.

ANALYSIS: We have received a full report on the issues of the Engineered Air Unit at the VPCC.

Initial Findings:

- Pool air temp/humidity sensor not reading causing 1st stage cooling to operate continuously
- Pool water temp sensor not reading
- Outdoor air dampers seized open
- Damper actuators are not functioning as intended
- Economizer control and unit interlock not operating/ wired as intended
- 2nd stage compressor not connected(dehumidification)

Repairs Completed:

- Supplied and installed new air temp/humidity sensor
- Supplied and installed new pool water temp sensor
- Verified damper operation after site staff repaired

DEPARTMENT REPORT NO. CS-006-18
REGULAR MEETING OF COUNCIL
Date Monday April 9 2018

Repairs Required:

- Compressor 2 requires a leak test, repair, and complete refrigerant charge
- Damper actuators need to be replaced
- Economizer control needs to be converted to new style as existing is obsolete and not functioning
- Controls interlock to be completed to ensure proper sequence of operation
- Replace one condenser fan contactor
- Investigate water flow issue on pool water heating coil
- Investigate dehumidification operation once compressor two is functioning

Boiler Concerns:

Although an atmospheric boiler is not as efficient as a condensing boiler you often see them used in this application. There are provisions within the Eng Air unit to heat the pool water using the heat from the compressor when it is operating (not currently functioning). The pool heater (boiler) should only operate to supplement this and is designed to keep the inlet temperature high enough to prevent condensation within the pool heater. Of course this is all dependent on some of the original design criteria. For instance, I see the specs on the documents we received from Eng Air stipulate pool water at 80f and room temp at 84f and 50%RH. If the conditions are much higher than this then you may operate the pool heater much more frequently and see benefit from a condensing style of heater.

Exterior Brick: Significant moisture was found in the exterior walls around the pool of the VPCC. POW engineering approved the installation of additional weepers to help dry out the exterior walls. Doug Hazen was hired to complete this work and they also caulked and fixed deteriorating bricks around the building.

Next Steps: The next step is to finish the recommended repairs on the Engineered Air Unit which will address the underlying cause of the buildings envelope issues. Once the unit is fixed we can then start on fixing the roof and be able to determine any there are any other necessary repairs.

INTERDEPARTMENTAL IMPLICATIONS

None

FINANCIAL IMPLICATIONS

An estimate was given of approximately \$20,000 do get the Engineered Air Unit working properly.

The cost to add weepers and fix bricks was approximately \$8500

RECOMMENDATION

THAT the Council for The Town of Ingersoll receives report **CS-006-18** as information.

ATTACHMENTS

Prepared by: Danny Roth, Manager of Facility Operations
 Kyle Stefanovic, Director of Community Services.

Approved by: William Tigert, CAO



DEPARTMENT: Community Services

REPORT NO: CS-007-18

COUNCIL MEETING DATE: April 9th 2018

TITLE: Facilities Committee

OBJECTIVE: To notify council about the creation of the facilities committee and to provide information around what the committee is working on.

BACKGROUND: As part of the 2018 Budget process a Manager of Facilities was identified as a need going forward to be able better maintain all Town Facilities. Council decided against hiring a person in the role for this year and as a result it was decided that all department heads with facilities would get together on a regular basis to discuss facility issues.

ANALYSIS:

Facilities Committee: Kyle Stefanovic, Danny Roth, Chief John Holmes, Micheal Graves, Shannon Vanderydt, Public Works Rep(yet to be determined)

- To date have had two productive meetings with the committee. Items discussed include:
 - Streamlining of all town contracts: i.e. all departments going on the same waste disposal contract, same alarm monitoring, etc. By streamlining this process the Town is able to receive better pricing as one large contract is cheaper than multiple small contracts. The committee has also discusses current, HVAC, plumbing and electrical contracts as we all use the same contractors.
 - Combining like projects. I.e. instead of hiring separate contractors for similar jobs the committee coordinates all the work to go through

the same contractor and by doing so we are able to get better pricing.

- OPP Security Assessments: have discussed lessons learned from assessments conducted at Town Hall and VPCC and have identified projects that can be completed in all facilities, some changes will be implemented immediately, others will be brought forward for 2019 budget consideration.
- CSS Contract- Committee has enrolled the Town in a CSS contract through the Electrical Safety Authority. The Continuous Safety Services Program offers customers a full range of customized services designed to help maximize electrical safety facilities, and supports municipalities in Ontario in complying with the requirements of the Ontario Electrical Safety Code. Ontario's Electrical Safety Code, Regulation 164/99 requires: Inspection of all electrical installations (including maintenance), Documentation all electrical work, Electrical products bear the mark of a recognized Certification Agency or Field Evaluation Agency and "Shock and Flash" protection for workers and patrons. To date Inspections have been conducted at VPCC, Arena and Fusion and will continue in April at Fire Hall, Police Department, Town Hall and Seniors Centre

INTERDEPARTMENTAL IMPLICATIONS

Coordination of all Departments to discuss facility maintenance.

FINANCIAL IMPLICATIONS

Streamlining the process by which the Town deals with facility maintenance should result in significant cost savings and better service. Should also see a reeducation in future capital costs through better maintaining current building assets.

RECOMMENDATION

THAT the Council for The Town of Ingersoll receives report **CS-007-18** as

ATTACHMENTS

Prepared by: Kyle Stefanovic, Director of Community Services.

Approved by: William Tigert, CAO



DEPARTMENT: Community Services

REPORT NO: CS-008-18

COUNCIL MEETING DATE: April 9th 2018

TITLE: Quarter Capital Report

OBJECTIVE: To provide council with an update on 2018 Community Service Capital Projects

ANALYSIS:

- **Arena LED Lighting Upgrade (\$10,000)** - Capital Project has been completed and came in under budget. Still waiting to receive our upgrade rebate.
- **Recreational Trail Development (\$ 40,000)** - Waiting for four seasons assessment from Upper Thames River Conservation Authority on where Butternut Trail can be developed. Currently getting costing on connecting cheese trail bridge (John Lawson Trail) to Sifton Development Storm Water Management Pond Trail.
- **Commuter Trail on Ingersoll St-** covered in Engineering Report. Project currently out for Tender. Price with determine length.
- **Victoria Park Exterior Water Line Installation (\$10,000)** - will look into this project once ground thaws.
- **Parks Shop Windows and Door Replacement (\$10,000)** - have received quotes. Work yet to begin. Project should come in under budget.
- **Parks Shops Roof Repair (\$30,000)** - Money for this project will need to transferred to fix a structural beam that was damaged some years ago and was identified by Joint Health and Safety Committee as Safety concern. POW Engineering has completed drawings for the project and we will need to take out a building permit. Total cost expect to be approx. \$15,000. Will determine if remaining \$15,000 can be put into roof repairs.

- **Replace John Deer Riding Mower (\$35,000)** - RFP has closed. Project will come in on budget. Mower should be at the shop by the end of April
- **Replace 2005 Pick Up (\$ 10,000)** - awaiting for Public Works new truck to come in. Once they have their new truck we will purchase one from them.
- **VPCC Roof Repairs (\$ 500,000)-** As identified in the special staff report working towards fixing the underlying cause(Drytron Unit). Once Drytron Unit is working at 100% percent will start roof work. Exterior brick repair work already completed. While underlying cause is being fixed RFP is being prepared and will be issued to have contractor in place to begin repairs once Drytron is fixed.
- **Recreation Software (replace Class (\$60,000)-** Only 1 request for expression of interest received. Will be issuing RFP in near future as a result of the low bid response.
- **Fusion Replace Technology Equipment (Gaming Computers) (\$10,000)-** in the process of being completed will come in slightly under budget.

RECOMMENDATION

THAT the Council for The Town of Ingersoll Report CS-008-18 as information.

ATTACHMENTS

Prepared by: Kyle Stefanovic, Director of Community Services.

Approved by: William Tigert, CAO



DEPARTMENT: Fire Services

REPORT NO: F-008-18

COUNCIL MEETING DATE: April 9, 2018

TITLE: 2018 Capital Project First Quarter Update

OBJECTIVE: To provide an update to Council on Fire Services capital projects for 2018.

BACKGROUND

In the 2018 capital budget Council approved \$30,000 to have engineer drawings created for an expansion of the fire station to accommodate a new aerial truck that will be replaced in 2022.

ANALYSIS

In order to have the drawings created for the fire station upgrades there is a need to get approval from the Upper Thames River Conservation Authority first. Without their approval the building renovations cannot proceed as the building sits in a flood plane area.

To date the application with drawings have been submitted for permit approval and no response has been received.

INTERDEPARTMENTAL IMPLICATIONS

None anticipated at this time.

FINANCIAL IMPLICATIONS

None at this time.

RECOMMENDATION

THAT Council receives report number F-008-18 as information.

Prepared by: John Holmes, Fire Chief

Approved by: William Tigert, CAO



DEPARTMENT: OPERATIONS

REPORT NO: OP-009-18

COUNCIL MEETING DATE: April 9, 2018

TITLE: Christmas Tree Pick-up

OBJECTIVE

For Council to review and provide direction on the continuation of the Christmas Tree Pick-up Program for 2019.

BACKGROUND

The Town of Ingersoll each year has a Christmas Tree Pick-up Program whereby the Public Works staff patrols the Town after New Year's picking up Christmas Trees that have been placed by curb side by residents. Public Works staff then disposes of the trees in the County Brush Depot at the Public Works Yard.

Council during budget deliberations requested staff to look into the cost of the program and whether to continue the program in 2019.

ANALYSIS

At the end of every Christmas season, Public Works picks up Christmas trees and disposes of them in the County's Brush Depot. This pick up is done generally sometime in January, when the staff is not doing winter control or roadside maintenance.

Many times because of winter snow conditions, the trees do not get picked up until late in January and have been buried by snow. Residents are often calling about getting the trees picked up and the Town doesn't have sufficient time or staff because of the weather. Staff is recommending that Council look at discontinuing the program for 2019, as residents have the ability to get the tree home to their residence, they should be able to dispose of the tree at the County Brush Depot at the Public Works Yard after the Christmas season.

While the costs for continuing the program are not substantial, residents can reduce their frustration over the lengthy period of the trees waiting to be picked up by disposing of them at their convenience. Additionally it will improved the overall appearance of the town if trees are not left for longer durations at curbside awaiting removal.

As well Public Works staff can concentrate on Winter Control or road maintenance to improve the safety of the roads in the community.

FINANCIAL IMPLICATIONS

The cost for tree pick up has been fairly consistent over the last three years. The following is the cost for labour and equipment for the program.

| | |
|------|------------|
| 2016 | \$2,336.39 |
| 2017 | \$2,305.48 |
| 2018 | \$2,281.51 |

RECOMMENDATION

THAT the Council for the Town of Ingersoll receives staff report OP-009-18 as information

AND FURTHER THAT Council discontinues the Christmas Tree Pick-up Program for 2019 and advertize this decision.

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



DEPARTMENT: OPERATIONS

REPORT NO: OP-010-18

COUNCIL MEETING DATE: April 9, 2018

TITLE: 160 Clark Road East

OBJECTIVE

To obtain Council approval on the disposition of land adjacent to the Town owned Industrial Land.

BACKGROUND

In preparation for site certification of the Town's industrial property at 140 Clark Road E, staff obtained a legal survey of the property. As a result of the survey it was determined that the owners of 160 Clark Road E were encroaching on Town land.

ANALYSIS

The Town Engineer along with Councilor Van Kooten-Bossence met at the request of the owner of 140 Clark Road E and discussed the encroachment.

The owner was not interested in obtaining the driveway he utilized on Town lands ,at the east end of the property but was interested in obtaining approximately 3.0 metres (10') off the back of the property which would be about 70.25 m² (0.017 acres). He had planted trees and has a small utility shed located in that area.

The owner is willing to pay legal and survey costs for the piece of property. This additional piece of property will provide an additional buffer from the stormwater management pond which abuts this property. Staff is recommending transferring this piece of property to the owner of 140 Clark Road E for the cost of legal and survey fees.

FINANCIAL IMPLICATIONS

This will have no financial implications.

RECOMMENDATION

THAT the Council for the Town of Ingersoll receives staff report OP-010-18 as information

AND FURTHER THAT Council approves the 70.25 m2 parcel of land to the owner of 160 Clark Road East for the cost of legal and survey fees.

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

Approved by: William Tigert, CAO



DEPARTMENT: OPERATIONS

REPORT NO: OP-011-18

COUNCIL MEETING DATE: April 9, 2018

TITLE: Westfield Subdivision Servicing Through Westfield Ball Diamond

OBJECTIVE

To advise Council of the servicing going through Westfield Ball Diamond as part of Oak Country's Whiting Street Subdivision.

BACKGROUND

Oak Country Homes purchased the property where Sharpe's Bus Lines and Westfield Public School used to reside. Draft Plan was approved in 2013 and an extension was granted in 2016 to October of 2018 to remove the conditions on the draft plan. The consultant for Oak Country has submitted engineering drawings for the subdivision that include a stormwater retention system and sanitary sewer connection that crosses Westfield Ball Diamond and outlets into/connects to systems on Chisholm Street.

ANALYSIS

Staff has met with the developer to discuss the restoration of the ball diamond as a result of the stormwater and sanitary sewer construction. The Director of Community Services has indicated that the Ingersoll Minor Ball Association has previously discussed upgrading the Westfield Diamond to be a showcase diamond for their youth ball players. Minor Ball is also willing to work with the developer on scheduling of the construction during their season.

Staff has obtained costing for the restoration work required as a result of the developer's construction. The developer has agreed to pay the Town these costs so that the redevelopment of the diamond can be done by one qualified contractor at a more economical price. The total cost to complete the restoration and install protective netting as per the subdivision agreement is \$40,700. Breakdown; \$8,700 Protective Netting, \$15,000 for fencing and backstop, \$ 17,000 for infield restoration.

FINANCIAL IMPLICATIONS

This will have no financial implications.

RECOMMENDATION

THAT the Council for the Town of Ingersoll receives staff report OP-012-18 as information

AND FURTHER THAT Council approves the payment of \$40,700 from Oak Country Homes Ltd for the restoration of Westfield Ball Diamond as a result of the construction of the stormwater retention system and sanitary sewer through the ball diamond.

AND FURTHER THAT staff include the necessary clauses within the Subdivision agreement that allows for the servicing to cross municipal parkland in return for the payment to the restoration and improvement of the park facilities.

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

Approved by: William Tigert, CAO



DEPARTMENT: OPERATIONS

REPORT NO: OP-012-18

COUNCIL MEETING DATE: April 9, 2018

TITLE: Servicing of Mutual Street Lot

OBJECTIVE

To update Council on the tender results for the servicing of the Mutual Street lot that the Town has for sale.

BACKGROUND

In February Council approved the motion that directed staff to service the closed Helen Street road allowance lot that abuts 152 Mutual Street and put it up for sale for \$125,000. This was based on the servicing costs for the lot being approximately \$65,000.

ANALYSIS

Tenders for the sanitary sewer extension on Mutual Street to service the lot were opened on March 28, 2018. There were two bidders with the low being R. Russell Construction out of London for \$99,921.83. With the servicing costs coming in over budget, Council has two options they can consider. Option one would be to continue to go forward with the sale of the lot for \$125,000 or Option two would be to not service the lot and or put it up for sale. In choosing this option Council must consider that Mutual Street will be milled and paved later this summer and future servicing of the lot will mean the newly paved road being cut into and more expensive to service.

FINANCIAL IMPLICATIONS

The Town has set the purchase price for the lot at \$125,000 based on the \$1630 cost to do the appraisal, legal fees of approximately \$1000 and the cost to do the servicing of the lot being approximately \$65,000. With the tender prices for the servicing coming in now at approximately \$100,000, this would mean the Town would make \$22,370 on the lot.

RECOMMENDATION

THAT the Council for the Town of Ingersoll receives staff report OP-012-18 as information

AND FURTHER THAT Council approves Option 1.

AND FURTHER THAT Council approves Option 2.

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

Approved by: William Tigert, CAO



DEPARTMENT: OPERATIONS

REPORT NO: OP-013-18

COUNCIL MEETING DATE: April 9, 2018

TITLE: 2018 Engineering Capital Program Update

OBJECTIVE

To update Council on the 2018 Engineering Capital Program.

BACKGROUND

Every year Council approves the Capital Budget early in the year in order to obtain the best possible tender prices and to schedule projects with staff.

ANALYSIS

Numerous tenders were opened on March 27th and 28th for the Capital Program.

Oxford Street Sanitary Sewer & Parking Lot had three bidders with the low bidder being 291 Construction Ltd out of Dorchester and was within budget. A preconstruction meeting with the contractor, staff from the County and Town and the utilities companies will be held on April 18th and the second Public Information Meeting with the contractor in attendance will be held April 25th. The contractor tentative schedule is for May and June construction. Notification signs have already been installed in the parking lot notifying residents of the pending construction and alternate parking locations.

North Town Line West Reconstruction had three bidders with the low bidder being Blue Con out of London and was within budget. Utility relocation has already started and the preconstruction and Public Information Meeting has tentatively been set for May 9th and 16th respectively. Construction has tentatively been scheduled for June, July and August.

Caffyn Street Road Reconstruction had seven bidders with the low bidder being Gedco Excavating Ltd. out of Brantford and was within budget. Construction is scheduled for July and August when school is out. A Public Information Meeting will be scheduled for mid June.

The Topcoat and Resurfacing Contract had six bidders with the low bidder being Gedco Excavating Ltd. out of Brantford and was within budget. Paving is scheduled throughout the summer and signage notifying the public will be placed one week before paving.

The construction of the Ingersoll Street Multi-Use Path had nine bidders with the low bidder being Gedco Excavating Ltd. out of Brantford and was within budget. Relocation of utilities will take place in May with construction tentatively scheduled for June and July. A sod turning ceremony will be scheduled in May.

The tender for the servicing of the Mutual Street lot had two bidders with the low bidder being R. Russell Construction out of London. This project came in over budget and Council will consider options under a separate special report.

Tenders were also opened for the retaining wall on McKeand Street. There were two bidders with the low bidder being Rock Solid Design of Ingersoll and was within budget.

The Environmental Assessment is nearing completion for the Victoria Street Culvert. The Public Meeting was held on March 27th and once the appeal process is complete the consultant can finalize the design. The consultant has met with the Cheese Factory owner and the Conservation Authority and plans on tendering the project in mid May for construction in June, July, August and September.

The tender for the pickup truck and tandem truck has been awarded to Searles of Ingersoll and Carrier of Woodstock. The delivery dates are end of May and end of November respectively. Staff is looking at different loader options and will be tendering this piece of equipment shortly.

FINANCIAL IMPLICATIONS

No financial implications.

RECOMMENDATION

THAT the Council for the Town of Ingersoll receives staff report OP-013-18 as information.

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



DEPARTMENT: Treasury

REPORT NO: T-010-18

COUNCIL MEETING DATE: April 9, 2018

TITLE: 2017 Development Charge Reserve Fund Statement

OBJECTIVE

To present Council with the Development Charge Statement for 2017.

BACKGROUND

This report is being submitted as a requirement of the *Development Charges Act, 1997*. The *Act* requires Town staff to submit to Council for informational purposes an annual financial statement relating to the development charges by-law and reserve funds. This statement to be forwarded to the Minister of Municipal Affairs and Housing on request, and made available to the public.

ANALYSIS

The *Development Charges Act, 1997, c.27, s.43 (1); 2015, c.26, s.7 (1)*, requires the statement to include:

- opening and closing balances;
- description of each service and/or service category for which the reserve fund was established (including a list of services within a service category);
- transactions for the year including each assets capital costs to be funded from the DC reserve fund and the manner for funding the capital costs not funded under the DC by-law;
- for projects financed by development charges, the amount spent on the project from the DC reserve fund and the amount and source of any other monies spent on the project;
- amounts borrowed from the DC reserve fund, purpose of the borrowing and interest accrued during previous year;

- amount and source of money used by the municipality to repay municipal obligations to the DC reserve fund;
- a statement as to compliance with s.s. 59.1 (1) of The *Development Charges Act, 1997* whereby the municipality shall not impose, directly or indirectly, a charge related to a development or a requirement to construct a service related to development, except as permitted by The *Development Charges Act* or another Act.

INTERDEPARTMENTAL IMPLICATIONS

None

FINANCIAL IMPLICATIONS

There is no financial complications to this report.

RECOMMENDATION

THAT Council receive the Development Charge Statement as of December 31, 2017 as information, and

THAT the statement to be made available to the public.

ATTACHMENTS

Development Charge Reserve Statement as of December 31, 2017

Prepared by: Iryna Koval, Director of Finance, Treasurer

Approved by: William Tigert, CAO

The Corporation of the Town of Ingersoll
Development Charge Reserve Fund Statement , BY-LAW 14-4760
As of December 31, 2017

| Description | Administration | Fire Services | Police | Public Works | Roads and Related | Parks and Recreation | Stormwater | Total |
|---|-------------------|------------------|-----------------|------------------|-------------------|----------------------|------------------|---------------------|
| Opening Balance, January 1, 2017 | \$ 82,236 | \$ 36,563 | \$ 6,818 | \$ 26,649 | \$ 357,920 | \$ 445,898 | \$ 10,411 | \$ 966,495 |
| <i>Plus:</i> | | | | | | | | |
| Development Charges Collections | \$ 24,963 | \$ 19,399 | \$ - | \$ - | \$ 261,960 | \$ 76,971 | \$ 7,135 | \$ 390,428 |
| Accrued Interest | \$ 1,069 | \$ 515 | \$ 79 | \$ 308 | \$ 5,367 | \$ 5,518 | \$ 155 | \$ 13,010 |
| <i>Less:</i> | | | | | | | | |
| Amount Transferred to Capital Fund | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| Amount Transferred to Operating Fund (Note 1) | \$ - | \$ - | \$ - | \$ - | \$ (25,998) | \$ - | \$ - | \$ (25,998) |
| Closing Balance, December 31, 2017 | \$ 108,268 | \$ 56,477 | \$ 6,897 | \$ 26,956 | \$ 599,249 | \$ 528,387 | \$ 17,701 | \$ 1,343,935 |

Note 1

| Amount Transferred to Operating Fund | | | | | | |
|--|-----------------------|---------------|--------------------|--------------|-----------------|-----------------------------|
| Operating Fund Transactions | Annual Debt Repayment | | DC Reserve Funding | | Non -DC Funding | |
| | Principal, \$ | Interest, \$ | Principal, \$ | Interest, \$ | Principal, \$ | Interest, \$ Funding Source |
| <u>Roads and Related</u> | | | | | | |
| LED Street Light Project, 63% of eligible principal amount | 201,500 | 41,344 | 10,891 | - | 190,609 | 41,344 Tax Levy |
| King St West Project, 63% of eligible principal amount | 59,948 | 26,491 | 15,107 | - | 44,841 | 26,491 Tax Levy |
| Total Roads and Related | 261,448 | 67,834 | 25,998 | 0 | 235,450 | 67,834 |

The Town of Ingersoll is compliant with s.s. 59.1 (1) of the *Development Charges Act*, 1997 whereby charges are not directly or indirectly imposed on development nor has a requirement to construct a service related to development been imposed, except as permitted by the *Development Charges Act* or another Act.

To: Mayor and Members of Town of Ingersoll Council

From: Ron Versteegen, Senior Planner, Community Planning

Application for Minor Modification to Draft Approved Plan of Subdivision SB 14-02-6 – Sifton Properties Limited (Harrisview)

REPORT HIGHLIGHTS

- An application has been received to modify the lot frontages and lot depths of 41 lots within an existing draft approved plan of subdivision. No additional lots will be created and no changes are proposed to the road network as a result of the planned modifications.
- The proposed residential lots in the revised plan will range in frontage from 11.58 m (40 ft.) to 15 m (49.2 ft.).
- Agency circulation resulted in no concerns with the proposed development.

DISCUSSION

BACKGROUND

OWNERS: Sifton Properties Limited
c/o Maureen Zunti
195 Dufferin Avenue
London, ON N6A 1K7

SOLICITORS: Lerner
68 Dufferin Avenue
London, ON N6A 1K4

LOCATION:

The subject lands are described as Part of Lot 19, Concession 1, (West Oxford), in the Town of Ingersoll. The lands are located on the north side of Clarke Road East, between Harris Street and Hollingshead Road, in the south-eastern area of Ingersoll.

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: 'Special Residential Type 2 Zone (R2-14)'

PROPOSAL:

An application has been submitted for the purpose of modifying an existing draft approved plan of subdivision to amend the lot frontages and lot depths of 41 lots. No new lots are being created and no changes are proposed to the road network as a result of the intended modifications.

The owners have indicated that the request for minor revisions is to initiate the engineering approvals process for this portion of the subdivision so that additional lots are available for development, while the planning applications for the remainder of Phase 4 are being considered.

Planning staff note that the southeast corner of the draft plan has been excluded from the red-line revised plan. For Council's information, the applicant has submitted applications to amend the Official Plan and Zoning By-law to extend the residential designation further south, into Block 14 as illustrated on Plate 4 of this report. The subsequent revisions to the draft plan would include street access to this proposed extension through this area, as illustrated and as such, this area is excluded from the current proposed revisions, pending consideration of the above-noted Official Plan and Zoning By-law amendments.

The current plan of subdivision was supported by Town Council in May, 2015 and was draft approved by the County of Oxford in June, 2015. A portion of the plan was subsequently registered in December, 2015.

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

Plate 2, Air Photo (2015), provides an aerial view of the subject lands.

Plate 3, Proposed Minor Modifications to Draft Approved Plan of Subdivision, shows the newly configured lots detailed in red.

Plate 4, Proposed Major Modifications to Draft Approved Plan of Subdivision, shows the extent of changes proposed through the Official Plan amendment, zone change and revision to the draft approved plan of subdivision that affect Block 14.

APPLICATION REVIEW

PROVINCIAL POLICY STATEMENT:

Section 1.1.3.3 of the PPS directs 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 of the PPS directs that planning authorities shall provide for an appropriate mix of housing types and densities to meet projected requirements of current and future residents of the regional market area by:

- Establishing and implementing minimum targets for the provision of housing which is affordable to low and moderate income households;
- 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, including special needs requirements;
- Directing the development of new housing towards locations where appropriate levels of infrastructure and public service facilities are or will be available to support current and projected needs;
- Promoting densities for new housing which efficiently uses land, resources, infrastructure and public service facilities, and support the use of active transportation and transit areas where it exists or is to be developed; and
- 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 designated 'Low Density Residential' according to the Residential Density Plan for the Town of Ingersoll. Areas designated for low density use are primarily developed or planned for a variety of low-rise, low density housing forms including single-detached dwellings, semi-detached, duplex and converted dwellings, street fronting townhouses, low density cluster development and low-rise apartments. It is intended that there will be a mix of housing types and integration of various forms of housing to achieve an overall low density of use.

Section 9.2.1 of the Official Plan states that it is a strategic aim of Town Council to accommodate present and future demands for housing through the efficient use of vacant, residentially designated lands and underutilized parcels.

Similarly, Section 9.2.3.1 of the Official Plan states that the objectives of the Town are to provide a sufficient supply of residentially designated lands to accommodate anticipated demands for a broad range of housing types as well as supporting a choice of dwelling types throughout the Town to satisfy a broad range of housing requirements.

TOWN OF INGERSOLL ZONING BY-LAW:

The subject lands are currently zoned 'Special Residential Type 2 Zone (R2-14)', which permits all of the uses permitted in the R2 zone including but not limited to a single detached dwelling.

Special provisions in the R2-14 zone include front yard and exterior side yard setbacks of 4.5 m (14.8 ft.) and a maximum lot coverage of 45%.

It appears that the lots to be amended all meet the minimum lot frontage, lot depth and lot area requirements of the R2 zone.

AGENCY COMMENTS:

This application has been circulated to those agencies that were considered to have an interest in the proposal. The following comments were received:

The Town of Ingersoll Chief Building Official noted that the configuration of Lots 41-50 will need to be revisited once the size of Block 14 (commercial block) has been finalized and that a buffer between the residential lands and Block 14 will be required.

The Oxford County Public Works Department, Town of Ingersoll Engineer and Upper Thames River Conservation Authority indicated that they had no objections or concerns with the proposal.

PLANNING ANALYSIS:

The purpose of the minor modifications to the draft plan of subdivision is to amend the lot frontages and lot depths of 41 lots within the existing draft approved plan. No additional lots will be created and no changes are proposed to the road network that will service the subdivision as a result of the planned modifications.

The owners advised Planning staff that the request for revisions has been submitted to initiate the engineering approvals process for this portion of the subdivision so that additional lots are available for construction while the planning applications for the remainder of Phase 4 are being considered.

As detailed above, these lands are located immediately north of lands that are subject to an Official Plan amendment, zone change and major revision to the draft approved plan. As noted previously in this report, the intent of the noted planning applications is to facilitate the extension of the limit of the residential subdivision southwards into the commercial block (Block 14). These applications are currently in process and being considered by Town and County Planning staff.

Planning staff advise that consideration of the proposed modifications in this report in no way prejudices the consideration of the applications for the extension of the residential area detailed above. In the event the applications for the extension of the residential lands are not successful, the area at the southeast corner of the draft plan that has been excluded from this revision will be subject to additional modifications that will be brought forward to Town Council in the future.

It is the opinion of Planning staff that the proposed modifications have no impact on Provincial or Official Plan policy as the proposal seeks to modify the lot frontages and lot depths within an existing draft approved plan of subdivision.

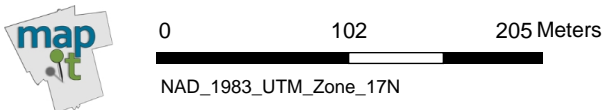
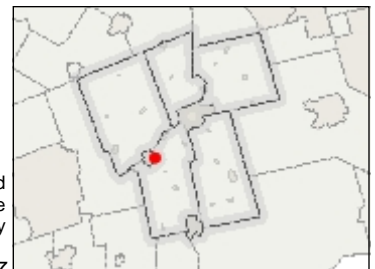
Town staff and County Public Works reviewed the proposal and advised that they had no objection to the proposed modifications.



Legend

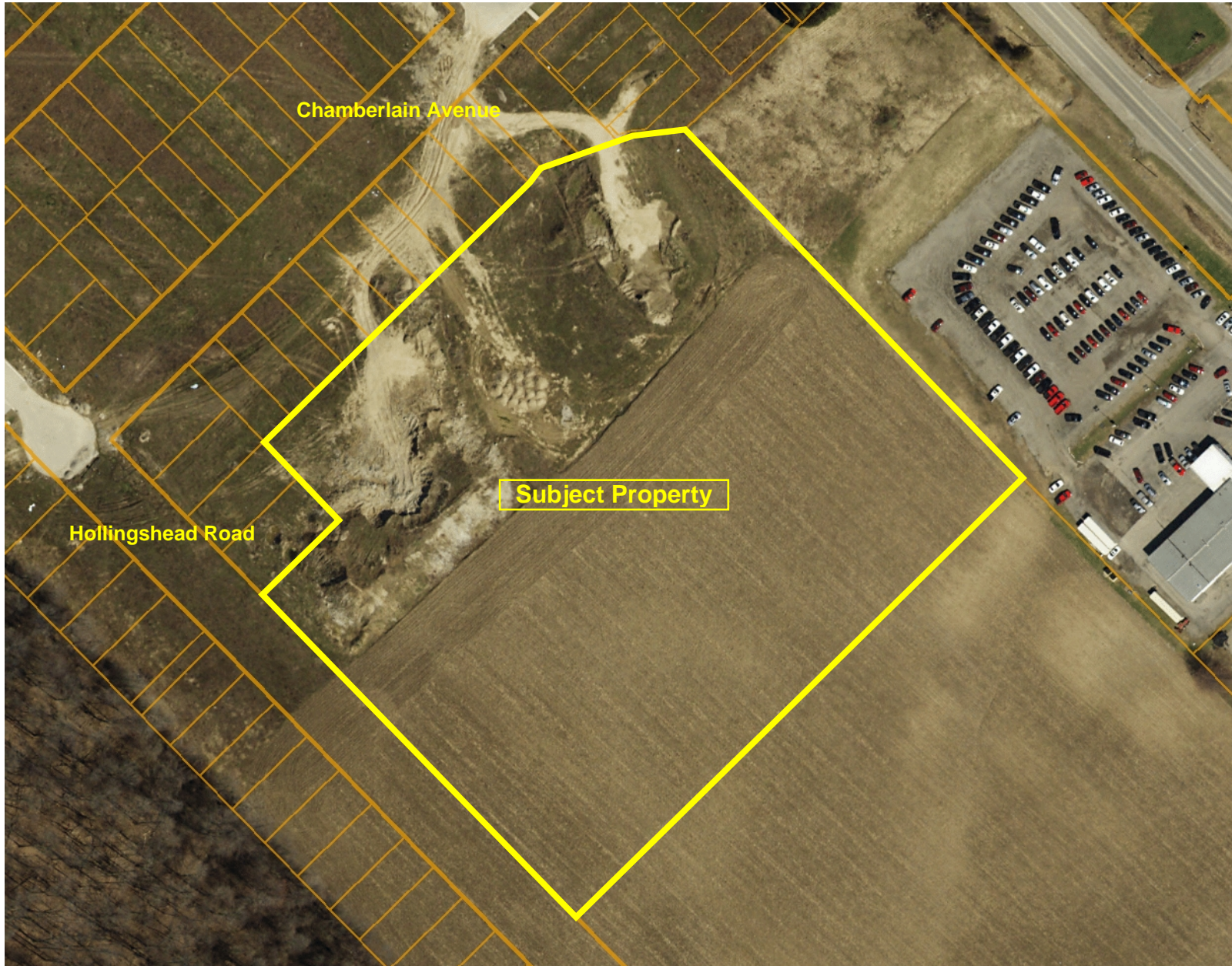
- Environmental Protection/Flood Overlay
 - Flood Fringe
 - Floodway
 - Environmental Protection (EP1)
 - Environmental Protection (EP2)
- Zoning
 - Zoning (Displays 1:16000 to 1:500)
- Floodlines/Regulation Limit
 - 100 Year Flood Line
 - 30 Metre Setback
 - Conservation Authority Regulation Limit
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

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

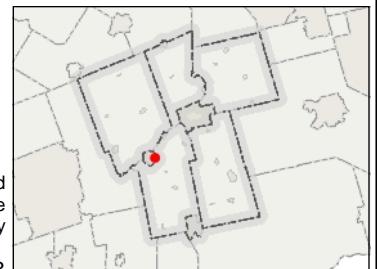
January 11, 2017



Legend

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

Notes



0 48 96 Meters

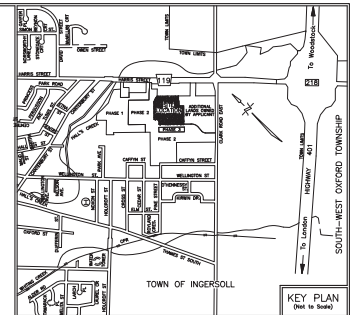
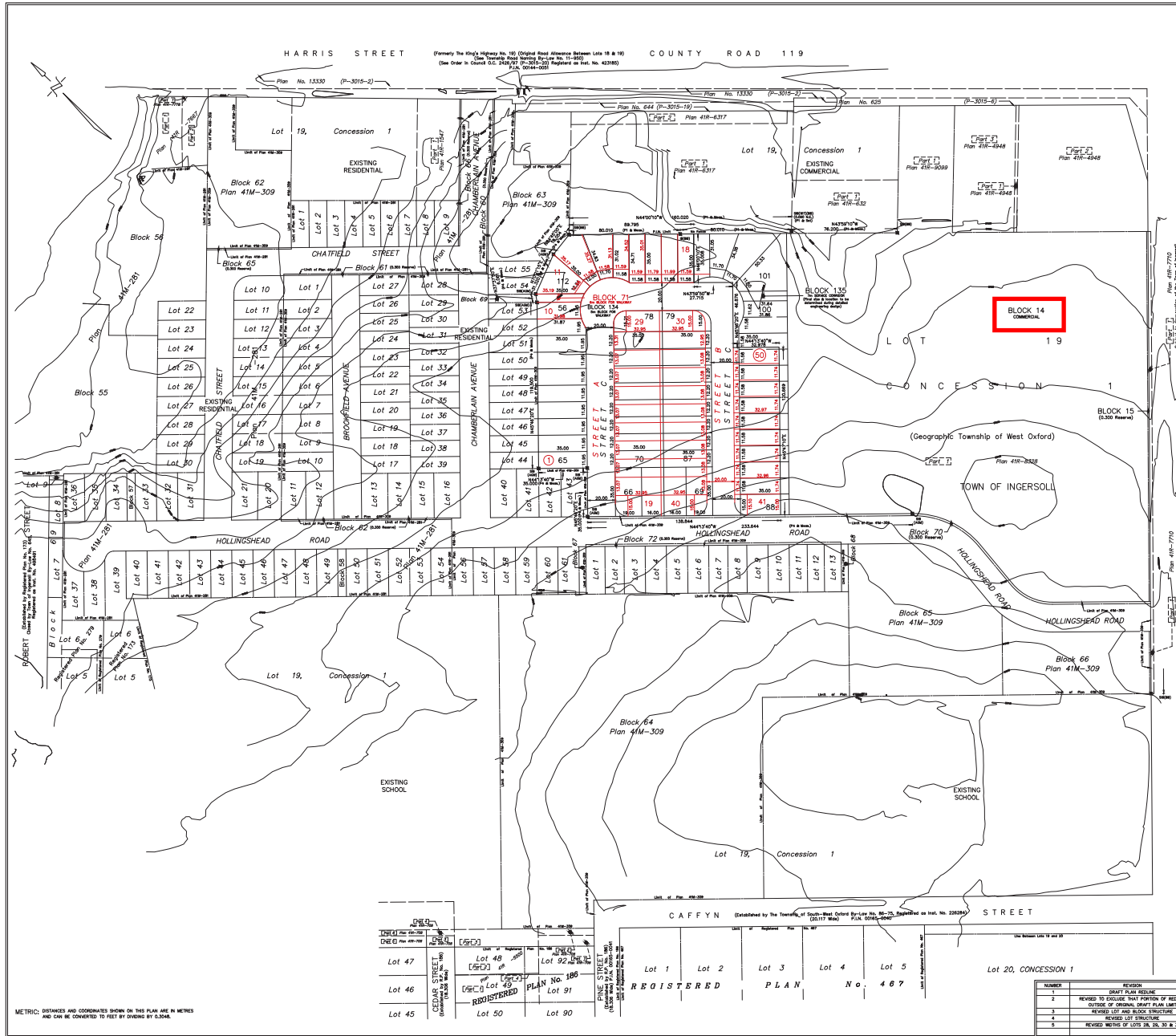
NAD_1983_UTM_Zone_17N



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

March 15, 2018

Plate 3 - Proposed Minor Modifications to Draft Approved Plan of Subdivision
 File No.: SB 14-02-6, Sifton Properties Ltd., Part Lot 19, Concession 1 (West Oxford), Town of Ingersoll



DRAFT PLAN OF SUBDIVISION
 OF PART OF
LOT 19, CONCESSION 1
 (Geographic Township of West Oxford)
 IN THE
TOWN OF INGERSOLL
 COUNTY OF OXFORD

SCALE: 1:1000 (METRIC)

2018
 ARCHIBALD, GRAY & MCKAY LTD.
 ONTARIO LAND SURVEYORS

INFORMATION REQUIRED UNDER SECTION 51(17) OF THE PLANNING ACT

- A - AS SHOWN ON DRAFT PLAN
- B - AS SHOWN ON DRAFT PLAN AND KEY PLANS
- C - AS SHOWN ON DRAFT PLAN AND KEY PLANS 1
- D - ACCORDING TO LAND USE SCHEDULE 1
- E - AS SHOWN ON DRAFT PLAN
- F - AS SHOWN ON DRAFT PLAN
- G - AS SHOWN ON DRAFT PLAN
- H - AS SHOWN ON DRAFT PLAN
- I - AS SHOWN ON DRAFT PLAN
- J - AS SHOWN ON DRAFT PLAN
- K - AS SHOWN ON DRAFT PLAN
- L - AS SHOWN ON DRAFT PLAN

SCHEDULE OF LAND USE (IN HECTARES)

| LAND USE | AREA (HA) |
|-------------------|--------------|
| RESIDENTIAL | 0.122 |
| LOTS (1-50) | 0.250 |
| ROADS (1" SURVEY) | 0.813 |
| TOTAL | 2.895 |

OWNER'S AUTHORIZATION

I HEREBY AUTHORIZE AND AGREE TO PREPARE AND SUBMIT THIS DRAFT PLAN OF SUBDIVISION TO THE COUNTY OF OXFORD. SIFTON PROPERTIES LIMITED

 PRESIDENT

 EXECUTIVE VICE PRESIDENT

DATE: _____

SURVEYOR'S CERTIFICATE

I HEREBY CERTIFY THAT THE DIMENSIONS OF THE LAND TO BE SUBDIVIDED, AS SHOWN ON THIS PLAN, AND THEIR RELATIONSHIP TO THE ADJACENT LANDS ARE ACCURATELY AND CORRECTLY SHOWN.

 LONDON, ONTARIO

 JACKSON BLISSARD
 ONTARIO LAND SURVEYOR

SUBJECT TO THE CONDITIONS, IF ANY, SET FORTH IN OUR LETTER DATED _____ DAY OF _____, 2018. THIS DRAFT PLAN IS APPROVED UNDER SECTION 51 OF THE PLANNING ACT, R.S.O. 1990, AS AMENDED, THIS _____ DAY OF _____, 2018.

 SIGNATURE

REGISTERED PLAN No. 487

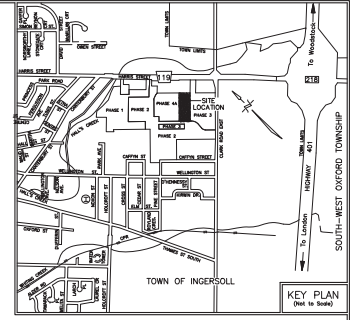
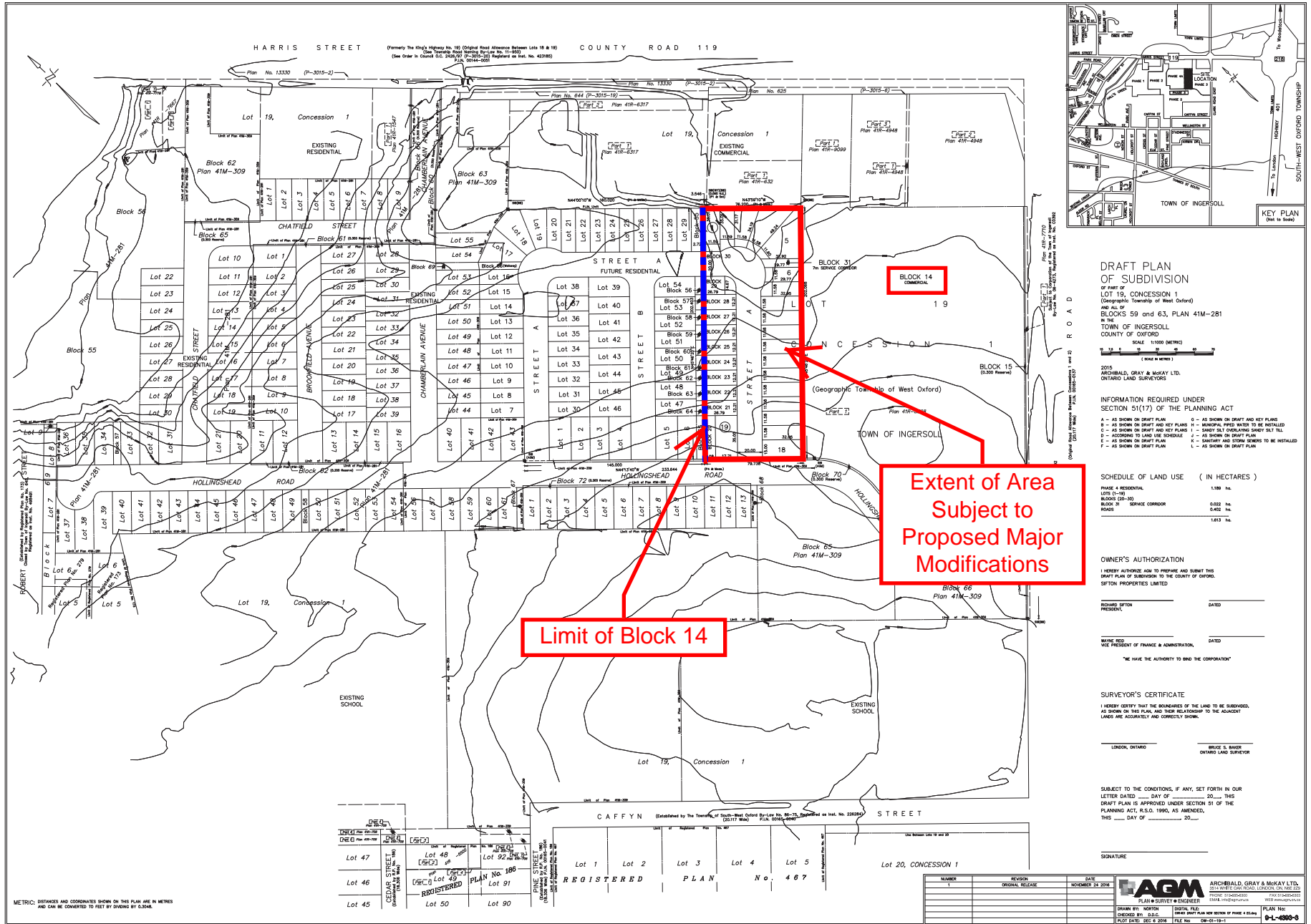
| LOT | AREA (SQ. METERS) | AREA (SQ. FEET) |
|----------------------|-------------------|-----------------|
| Lot 1 | 11.58 | 125.5 |
| Lot 2 | 11.58 | 125.5 |
| Lot 3 | 11.58 | 125.5 |
| Lot 4 | 11.58 | 125.5 |
| Lot 5 | 11.58 | 125.5 |
| Lot 20, CONCESSION 1 | 11.58 | 125.5 |

| NUMBER | REVISION | DATE |
|--------|---|------------------|
| 1 | DRAFT PLAN RESUBMIT | OCTOBER 19 2018 |
| 2 | REVISED TO INCLUDE THAT PORTION OF RESERVE OUTSIDE OF ORIGINAL DRAFT PLAN LIMIT | NOVEMBER 24 2018 |
| 3 | REVISED LOT AND BLOCK STRUCTURE | MARCH 8 2017 |
| 4 | REVISED LOT STRUCTURE | FEBRUARY 1 2018 |
| 5 | REVISED METRS OF LOTS 28, 29, 30 & 31 | MARCH 15 2018 |

ARCHIBALD, GRAY & MCKAY LTD.
 200 SHEPPARD AVENUE EAST, SUITE 200, OXFORD, ONTARIO N4Y 2B2
 PHONE: 519-885-2266 FAX: 519-885-2268
 PLAN & SURVEY & BUSINESS DEVELOPMENT
 ARCHIBALD.GRAY@AGM.COM
 PLAN No. 487-2018-001

METRIC: DIMENSIONS AND COORDINATES SHOWN ON THIS PLAN ARE IN METRES AND CAN BE CONVERTED TO FEET BY DIVIDING BY 0.3048

Plate 4 - Proposed Major Modifications to Draft Approved Plan of Subdivision
 File No.: SB 14-02-6, Sifton Properties Ltd., Part Lot 19, Concession 1 (West Oxford), Town of Ingersoll



DRAFT PLAN OF SUBDIVISION
 OF PART OF
LOT 19, CONCESSION 1
 (Geographic Township of West Oxford)
 AND ALL OF
BLOCKS 59 and 63, PLAN 41M-281
 IN THE
TOWN OF INGERSOLL
 COUNTY OF OXFORD

SCALE: 1:1000 (METRES)
 (1 CM = 10 METRES)

2015
 ARCHIBALD, GRAY & MCKAY LTD.
 ONTARIO LAND SURVEYORS

INFORMATION REQUIRED UNDER SECTION 51(17) OF THE PLANNING ACT

G - AS SHOWN ON DRAFT PLAN
 H - AS SHOWN ON DRAFT AND KEY PLANS
 I - AS SHOWN ON DRAFT AND KEY PLANS
 J - AS SHOWN ON DRAFT PLAN
 K - AS SHOWN ON DRAFT PLAN
 L - AS SHOWN ON DRAFT PLAN

AS SHOWN ON DRAFT PLAN
 AS SHOWN ON DRAFT AND KEY PLANS
 AS SHOWN ON DRAFT AND KEY PLANS
 AS SHOWN ON DRAFT PLAN
 AS SHOWN ON DRAFT PLAN
 AS SHOWN ON DRAFT PLAN

SCHEDULE OF LAND USE (IN HECTARES)

| | |
|--------------------------------|----------|
| TRACT 4 RESIDENTIAL LOTS 11-19 | 1.589 HA |
| BLOCK 20-30 | 0.000 HA |
| BLOCK 31 SERVICE CORRIDOR | 0.000 HA |
| ROADS | 1.613 HA |

OWNER'S AUTHORIZATION

I HEREBY AUTHORIZE AND TO PREPARE AND SUBMIT THIS DRAFT PLAN OF SUBDIVISION TO THE COUNTY OF OXFORD, SIFTON PROPERTIES LIMITED

ROBERT SIFTON
 PRESIDENT, DATED _____

MAURICE REED
 VICE PRESIDENT OF FINANCE & ADMINISTRATION, DATED _____

"WE HAVE THE AUTHORITY TO BIND THE CORPORATION"

SURVEYOR'S CERTIFICATE

I HEREBY CERTIFY THAT THE BOUNDARIES OF THE LAND TO BE SUBDIVIDED, AS SHOWN ON THIS PLAN, AND THEIR RELATIONSHIP TO THE ADJACENT LANDS ARE ACCURATELY AND CORRECTLY SHOWN.

LONDON, ONTARIO _____ BRUCE S. BAUER
 ONTARIO LAND SURVEYOR

SUBJECT TO THE CONDITIONS, IF ANY, SET FORTH IN OUR LETTER DATED _____ DAY OF _____, THIS DRAFT PLAN IS APPROVED UNDER SECTION 51 OF THE PLANNING ACT, R.S.O. 1990, AS AMENDED, THIS _____ DAY OF _____, 2015.

SIGNATURE _____

| REVISION | REVISION | DATE |
|----------|----------|------|
| | | |
| | | |

ARCHIBALD, GRAY & MCKAY LTD.
 200 EAST GERRARD STREET, SUITE 200, GERRARD ONTARIO, CANADA N4Y 2G1
 PHONE: 519-885-2222 FAX: 519-885-2222
 EMAIL: info@agm.com WEBSITE: www.agm.com

PLAN No. 487
 DRAWN BY: MORTON
 CHECKED BY: G.L.C.
 PLOT DATE: DEC 8 2014 FILE NO.: SB-14-02-6-1

METRIC: DIMENSIONS AND COORDINATES SHOWN ON THIS PLAN ARE IN METRES AND CAN BE CONVERTED TO FEET BY DIVIDING BY 30.48

REGISTERED PLAN No. 487

| | | | |
|--------|--------|--------|--------|
| Lot 47 | Lot 48 | Lot 49 | Lot 90 |
| Lot 46 | Lot 45 | Lot 91 | Lot 92 |
| Lot 45 | Lot 90 | Lot 91 | Lot 92 |

REGISTERED PLAN No. 487

| | | | | | |
|-------|-------|-------|-------|-------|----------------------|
| Lot 1 | Lot 2 | Lot 3 | Lot 4 | Lot 5 | Lot 20, CONCESSION 1 |
|-------|-------|-------|-------|-------|----------------------|

| REVISION | REVISION | DATE |
|----------|----------|------|
| | | |
| | | |



TOWNSHIP OF ZORRA

274620 27th Line, PO Box 306 Ingersoll, ON, N5C 3K5
Ph. 519-485-2490 • 1-888-699-3868 • Fax 519-485-2520
Website www.zorra.on.ca • Email admin@zorra.on.ca

February 16, 2018

Hon. Kathleen Wynne
Premier of Ontario
Via Email

Please be advised the Township of Zorra Council passed the following resolution at the February 13, 2018 meeting:

“WHEREAS the Township of Zorra understands that the proposed Ontario Government High Speed Rail plan is in the early stages and many details are to be determined through Environmental Assessments yet to be completed;

AND WHEREAS some urban Ontario Municipalities feel that they may benefit from High Speed Rail;

AND WHEREAS, there is great concern in rural Ontario, and the Township of Zorra in particular, with respect to the significant loss of Prime Agricultural Land, the potential for dead-ended roads creating increased emergency response time, creating increased school transportation time, the severing of farm businesses, disruption to community cohesion, reducing local resident access to Municipal services, and the health, safety and well-being of our local residents;

THEREFORE BE IT RESOLVED THAT the Township of Zorra does not oppose improved rail service in South Western Ontario;

AND THAT the Township of Zorra does take the following position on the proposed High Speed Rail Plan going forward:

THAT High Speed Rail is only one viable option to improve transportation in Southwestern Ontario;

THAT the Environmental Assessment must also include other viable options to improve transportation in Southwestern Ontario;

THAT all committees created for the purpose of HSR also have representation from the Councils and community members/organizations directly affected by this proposed HSR plan;

AND THAT the resolution of this motion be forwarded to the Premier of Ontario, Minister of Transportation, Minister of Agriculture, Food and Rural Affairs, as well as the Association of Municipalities of Ontario, Concerned Citizens of HSR and Ministry of Community Safety and Correctional Services.”

If you have any questions, please contact me.

Yours truly,

Karen Martin
PER: Karen Martin

Director of Corporate Services

18-008



David Mayberry, Warden

21 Reeve Street, Woodstock, ON N4S 7Y3
519.539.9800, ext. 3003 | 1.800.755.0394
www.oxfordcounty.ca

March 23, 2018

Mayor and Members of Council
Town of Ingersoll

Re: High Speed Rail Environmental Assessment Terms of Reference
Notice of Commencement

Mayor Comiskey:

Please find attached my March 23, 2018 letter to Premier Wynne, Minister McGarry and Minister Ballard regarding the High Speed Rail Environmental Assessment Terms of Reference – Notice of Commencement.

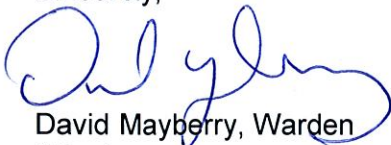
I ask that your Council confirm its support for Oxford County's position that undertaking an HSR EA Terms of Reference, as required by the Environmental Assessment Act of Ontario includes **a full and comparative assessment of alternatives**, including the optimization of existing rail corridors such as the High Performance Rail (HPR) alternative. In doing so I respectfully and specifically ask that your Council adopt the following resolution:

That Council request the Province of Ontario commit to a High Speed Rail Environmental Assessment Terms of Reference that, as required under the Environmental Assessment Act, explicitly include the full and comparative assessment of alternatives to HSR including the optimization of existing rail corridors such as the High Performance Rail (HPR) alternative;

And further, that the Premier of Ontario, the Minister of Transportation, the Minister of Environment and Climate Change and the Executive Director, High Speed Rail Programs, MTO be so advised.

My sincere thank you in advance for your support.

Sincerely,



David Mayberry, Warden
Attach.

Cc: The Honourable Kathleen Wynne, Premier of Ontario
The Honourable Kathryn McGarry, Minister of Transportation, Ontario
The Honourable Chris Ballard, Minister of the Environment and Climate Change, Ontario

David Mayberry, Warden

21 Reeve Street, Woodstock, ON N4S 7Y3
519.539.9800, ext. 3003 | 1.800.755.0394
www.oxfordcounty.ca

March 23, 2018

The Honourable Kathleen Wynne, Premier of Ontario
The Honourable Kathryn McGarry, Minister of Transportation, Ontario
The Honourable Chris Ballard, Minister of the Environment and Climate Change, Ontario

Re: High Speed Rail Environmental Assessment Terms of Reference – Notice of Commencement

Dear Premier Wynne, Minister McGarry and Minister Ballard:

The Ministry of Transportation has issued a Notice of Commencement for the High Speed Rail Environmental Assessment (EA) Terms of Reference (Attachment 1) in accordance with the requirements of the *Environmental Assessment Act*. As articulated in the commencement notice, **“Topics that are addressed within a Terms of Reference include: project study area; purpose and description of the project; alternatives that will be examined; a description of the existing environment and the potential environmental effects of the project; approach to assessment and evaluation of alternatives; mitigation commitments; and a consultation plan.”**

At its meeting on March 14, 2018, Oxford County Council affirmed Oxford County’s position on the HSR EA as outlined in my January 18, 2018 letter (Attachment 2) through the adoption of the following resolution:

That the Ministry of Transportation correspondence dated February 27, 2018 regarding the High Speed Rail (HSR) Environmental Assessment (EA) Terms of Reference – Notice of Commencement be received;

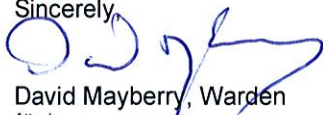
And further, that the County of Oxford respectfully and unequivocally expects, as is required under the Environmental Assessment Act, the proposed HSR EA Terms of Reference to explicitly include a full and comparative assessment of the High Performance Rail alternative as outlined in Warden Mayberry’s January 18, 2018 letter to Premier Wynne, Minister Del Duca (then Minister of Transportation) and Minister Ballard (Minister of the Environment and Climate Change);

And further, that the Premier of Ontario, the Minister of Transportation, the Minister of the Environment and Climate Change, the Leader of the PC Party of Ontario, the Leader of the Ontario New Democratic Party, the Leader of the Green Party of Ontario, Ernie Hardeman (MPP Oxford), and the Executive Director of High Speed Rail be so advised.

Please ensure that Ministry of Transportation staff are directed to develop an HSR EA Terms of Reference that meets the Premier’s May 19, 2017 commitment to a “comprehensive environmental assessment”. A “comprehensive environmental assessment” as required by the *Environmental Assessment Act* of Ontario includes a **full and comparative assessment of alternatives** and should therefore include the optimization of existing rail corridors to a High Performance Rail (HPR) operating standard.

We look forward to your favourable response.

Sincerely,



David Mayberry, Warden

Attach.

Cc: Arthur Potts, MPP, Parliamentary Assistant to Minister of Transportation Ontario Doug Ford, Leader of the Ontario PC Party Andrea Horwath, Leader of the Ontario NDP, Mike Schreiner, Leader of the Green Party of Ontario, Mayor and Members of Council, Township of Blandford-Blenheim, Mayor and Members of Council, Township of East Zorra Tavisock, Mayor and Members of Council, Town of Ingersoll, Mayor and Members of Council, Township of Norwich, Mayor and Members of Council, Township of South West Oxford, Mayor and Members of Council, Town of Tillsonburg, Mayor Members of Council, City of Woodstock, Mayor and Members of Council, Township of Zorra, Mayor and Members of Council, Township of Wilmot, Mayor and Members of Council, Municipality of Thames Centre, Western Ontario Wardens Caucus (WOWC), Mayors of South West Ontario (MOSO), South Central Ontario Region Economic Development Corp (SCOR), Ernie Hardeman, MPP (Oxford), Jennifer Graham Harkness, Executive Director, High Speed Rail Programs, MTO

Ministry of Transportation

Policy and Planning Division
High Speed Rail Branch
900 Bay Street, 1st Floor,
Macdonald Block, Room M1-21
Toronto, Ontario
M7A 2A2
Tél: 416-212-3444
Fax: 416-212-1936

Ministère des Transports

Division des politiques et de la planification
Bureau du train à grande vitesse
900 rue Bay, 1er étage,
édifice Macdonald, pièce M1-21
Toronto, Ontario
M7A 2A2
Tél: 416-212-3444
Télé: 416-212-1936



COUNTY OF OXFORD
CAO/CLERK'S OFFICE
RECEIVED

February 27, 2018

MAR - 6 2018

Ms. Brenda J. Tabor
Clerk
Oxford County
21 Reeve Street, PO Box 1614
Woodstock, Ontario
N4S 7Y3

REFER TO _____

File/EDMS: _____

Dear Ms. Tabor:

Subject: High Speed Rail Environmental Assessment Terms of Reference – Notice of Commencement

The Ontario Ministry of Transportation (MTO) has initiated an environmental assessment (EA) Terms of Reference for High Speed Rail (HSR) between Kitchener-Waterloo and London. The attached Ontario Government Notice announces the commencement of the study.

The planning and design of HSR is being undertaken in accordance with the *Ontario Environmental Assessment Act*. Prior to preparing an EA study, the Act requires that a proponent prepare a Terms of Reference and submit the document to the Minister of the Environment and Climate Change for approval. Once approved, the Terms of Reference will set out a framework to guide the subsequent planning, design and EA study.

Topics that are addressed within a Terms of Reference include: project study area; purpose and description of the project; alternatives that will be examined; a description of the existing environment and the potential environmental effects of the project; approach to assessment and evaluation of alternatives; mitigation commitments; and a consultation plan.

Consultation is an integral component of the EA process as the input and feedback provided will inform assessment and evaluation, and influence decision-making. The Terms of Reference will be developed through engagement with Indigenous communities and consultation with municipalities, government agencies and members of the public. Please confirm your interest in receiving additional project notices by contacting Ms. Nicole Zdero, MTO Policy Analyst at 905-704-2213 or Nicole.Zdero@ontario.ca.

.../2

Should you require further information regarding this study, please contact Mr. John Slobodzian, MTO Project Coordinator at 905-704-2204 or John.Slobodzian@ontario.ca.

Sincerely,



Jennifer Graham Harkness, P. Eng.
Executive Director

Attachment

- c. John Slobodzian, MTO
Nicole Zdero, MTO

ONTARIO GOVERNMENT NOTICE

Notice of Commencement of the High Speed Rail Environmental Assessment Terms of Reference

The Ontario **Ministry of Transportation (MTO)** has initiated an Environmental Assessment (EA) under the Ontario *Environmental Assessment Act* for high speed rail (HSR) from Kitchener-Waterloo to London.

THE PROCESS

This study will be carried out in accordance with the requirements of the Ontario *Environmental Assessment Act*. The first step of the process is the preparation of a Terms of Reference. The Terms of Reference will set out the proponent's framework and work plan for addressing the Ontario *Environmental Assessment Act* requirements when preparing the environmental assessment, including such things as the alternatives that will be considered and the public consultation activities that will be carried out. If approved by the Minister of Environment and Climate Change, the Terms of Reference will provide the framework and requirements for the preparation of the environmental assessment.

In May 2017, the Premier of Ontario announced that the province would be moving ahead with the planning, design, and EA work for HSR. MTO is embarking on a transformative program to deliver HSR to Ontario – the first for Canada and one of the largest infrastructure projects in Ontario. High speed rail cuts down on travel times, gives people more low-carbon transportation options, and creates new opportunities for workers and businesses.

CONSULTATION

Members of the public, agencies, Indigenous communities and other interested persons are encouraged to actively participate in the planning process by attending consultation opportunities or contacting staff directly with comments or questions. Consultation opportunities are planned throughout the planning process and will be advertised to the public and interested persons. A number of options will be used to advertise consultation opportunities such as, the project website (www.ontario.ca/highspeedrail), local newspapers and direct mail.

For further information on the proposed study, please visit our website at www.ontario.ca/highspeedrail or contact:

John Slobodzian
MTO Project Coordinator
2nd Floor, Garden City Tower
301 St. Paul Street, St. Catharines, ON L2R 7R4
tel: 905-704-2204
e-mail: john.slobodzian@ontario.ca

Nicole Zdero
MTO Policy Analyst
2nd Floor, Garden City Tower
301 St. Paul Street, St. Catharines, ON L2R 7R4
tel: 905-704-2213
e-mail: nicole.zdero@ontario.ca

All personal information included in a submission – such as name, address, telephone number and property location – is collected, maintained and disclosed by the Ministry of the Environment and Climate Change for the purpose of transparency and consultation. The information is collected under the authority of the Ontario *Environmental Assessment Act* or is collected and maintained for the purpose of creating a record that is available to the general public as described in s.37 of the *Freedom of Information and Protection of Privacy Act*. Personal information you submit will become part of a public record that is available to the general public unless you request that your personal information remain confidential. For more information, please contact the Ministry of the Environment and Climate Change's Freedom of Information and Privacy Coordinator at 416-327-1434.





David Mayberry, Warden
21 Reeve Street, Woodstock, ON N4S 7Y3
519.539.9800, ext. 3003 | 1.800.755.0394
www.oxfordcounty.ca

January 18, 2018

VIA ELECTRONIC MAIL

Kathleen Wynne, Premier of Ontario
Chris Ballard, Minister of the Environment and Climate Change
Kathryn McGarry, Minister of Transportation

Dear Premier Wynne and Ministers Ballard and McGarry:

Re: High Speed Rail (HSR) Environmental Assessment

Oxford County is aware that the Ontario Ministry of Transportation (MTO) is about to take the important step of initiating the environmental assessment study process for the proposed High Speed Rail (HSR) Environmental Assessment, a project with significant potential long-term implications for our County and the Province as a whole. We understand that the critically important first phase of this process will involve the development of a Terms of Reference for the HSR Environmental Assessment (EA) and the associated *Canadian Environmental Assessment Act* (CEAA) approval process. This is a process that the County very much supports

The purpose of this letter, however, is to bring to your attention the County's grave concern with what appears to be a fundamental deficiency in the EA study process that the MTO is about to commence.

Specifically, it has come to our attention that the MTO may be considering narrowing the scope of the environmental assessment study process to exclude the consideration of alternatives to HSR and focus strictly on corridor variations and mitigating measures. As discussed below, in our view this would be a fundamental mistake which would not only contravene the purpose, intent and requirements of Ontario's *Environmental Assessment Act*, but arbitrarily eliminate, without appropriate consideration, a viable and potentially preferable option.

The first stage of the Ontario *Environmental Assessment Act* approval process involves the development, with public consultation, the Terms of Reference for the environmental assessment studies to follow. While this process does allow for some scoping of alternatives, it does not, in our view allow for the arbitrary elimination of viable and reasonable options. Further, scoping the EA to such a significant degree is entirely contrary, in our opinion, to the "comprehensive environmental assessment" emphasized by the Premier in her May 19, 2017 release announcing the intent of the government to initiate the HSR EA.

In particular, the approach that MTO appears to be adopting would eliminate, without appropriate study or stakeholder consultation, a viable, proven alternative to HSR which appears to have potential as a far more effective and cost effective approach: **High Performance Rail**.

The High Performance Rail (HPR) alternative, when integrated with an extensive inter-community transportation system, has been proven around the world, and in fact right here in Ontario, to be a fast, frequent, reliable and affordable intercity/regional passenger service.

For over 50 years the GO Transit HPR rail network, integrated with an extensive GO Transit Bus feeder system used to supplement rail service and cultivate emerging passenger markets, has been serving the Greater Toronto and Hamilton Area, and points beyond quite successfully. Oxford contends that a distinct but similar rail/bus network serving Southwestern Ontario from Toronto to Windsor is highly viable and feasible.

One key advantage of HPR is that it can be implemented in a much more timely and cost-effective manner than HSR thereby addressing Southwestern Ontario's immediate and pressing inter-city transportation needs. HPR would not require a new rail corridor and can be phased in incrementally and far more quickly than HSR. HPR offers a lower cost, operationally effective rail network (passenger and freight) across Southwestern Ontario without the dramatic community and agricultural impacts of a new rail corridor.

A failure to consider this alternative to the concept of the HSR proposal as part of the EA process will mean that Ontario stakeholders will be deprived of an assessment which compares HPR with establishing a new rail corridor based on key decision-making factors and associated incremental risks including:

- Impacts on the Natural Environment
- Weather-related delays and quality control issues
- Cost control
- Lifecycle costs
- Supplier and contractor Interface
- Revenue/ridership

While developing and properly assessing this option will require cooperation and coordination with other industry stakeholders, the assessment process itself has advantages. With multi-stakeholder consultation and coordination come strategic and incremental implementation opportunities that will result in earlier implementation.

More information on HPR is provided in the attached brief. We would respectfully request you take the time to review this information.

The County of Oxford is very concerned that MTO is considering commencing a crucially important study and decision-making process vital to the long term economic and social wellbeing of our County, Central and Southwest Ontario for generations to come. Arbitrarily eliminating, without full study and stakeholder consultation, an alternative which in the end could have proven to be vastly superior to HSR runs counter to the interests not only of the County of Oxford but of all Ontarians.

On behalf of Oxford County and in the best public interest, I ask the Premier to confirm that the HSR Environmental Assessment will include a complete and thorough comparative assessment of the High Performance Rail alternative.

We look forward to your favourable response

Yours truly,



David Mayberry, Warden

Attach.

Copy to: Ernie Hardeman, MPP (Oxford), Patrick Brown, Leader of PC Party of Ontario, Andrea Horwath, Leader of Ontario New Democratic Party, Mike Schreiner, Leader of Green Party of Ontario, Ms. Jennifer Graham-Harkness, Director of High Speed Rail, MTO

Connecting Southwestern Ontario

January 2018



Amtrak Capitol Corridor

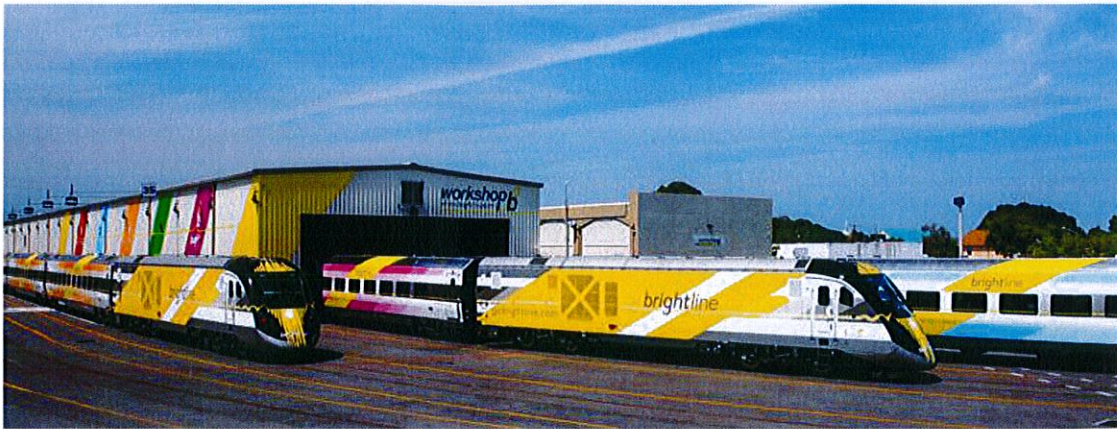
Southwestern Ontario deserves a High-Speed Rail EA that considers all options

The Province of Ontario is about to initiate an Environmental Assessment (EA) for its High-Speed Rail (HSR) proposal for the Toronto-Windsor corridor, including the development of a new rail corridor west of Kitchener. The implied preference is to ignore viable alternatives as required by the Environmental Assessment Act by developing a Terms of Reference that eliminates the need to consider alternatives. Oxford County believes such an approach is contrary to the intent of the Environmental process and that there is a viable alternative worthy of consideration.

Fast, frequent and affordable intercity rail passenger service— High-Performance Rail (HPR)— is at the core of many integrated public transportation systems now operating in thriving regions around the world. Coupled with inter-community transportation connections, this regional transportation option offers:

- Higher-than-conventional speeds that shorten travel time and allow for greater frequency in service;
- Emphasis on existing infrastructure that lowers costs and shortens implementation timelines;
- Less adverse impacts on the environment and on communities.

Examples around the world suggest HPR is the best option to quickly, efficiently and effectively connect large and medium-sized urban centres to small urban-rural Ontario. With HPR often described as an affordable near-term option that can be implemented incrementally and used to build market demand for an ultimate high-speed rail (HSR) service, the Province should consider the advantages offered by high-performance rail in the Toronto-London-Windsor corridor.



All Aboard Florida's Brightline high-performance rail system

What is HPR?

High-performance rail is a middle ground between VIA Rail's current service and high-speed rail that optimizes existing rail corridors rather than requiring new rail corridor development. It does not require corridor "overhead" electrification, but rather allows for the evolution from diesel-electric to alternate energy solutions without costly infrastructure. HPR incrementally improves all aspects of existing conventional rail operations, offering higher speed and improved performance at lower costs. For over 50 years, the Province of Ontario has demonstrated this approach in serving transportation needs in and out of Toronto through the constantly evolving GO Transit Rail-Bus network.

What is inter-community transportation?

In similar fashion to the GO Transit Bus network feeding the GO Transit Rail system, inter-community transportation encompasses small urban-rural community transportation connections—such as bus, van or other—that connect smaller communities to each other, to larger urban centres, and to an improved core rail system. These connections are vital to quality of life, removing barriers that make it difficult for some populations to fully access:

- Work
- Health care and specialized medical services
- Public service agencies and programs
- Education
- Entertainment
- Community events and supports
- Urban transit systems
- Other intercity rail, air and bus services

An inter-community transportation system in Southwestern Ontario could be developed leveraging and complementing existing motor coach services in a similar manner as the Ontario Northland bus network.

Why HPR and not HSR?

HPR optimizes existing rail corridors rather than creating new ones. This allows for a transportation solution at a lower cost, in less time, with greater preservation of agricultural lands, rail freight improvements and less detrimental community impacts. The incremental build approach allows HPR to offer immediate mobility benefits to a region while still allowing flexibility for incremental improvement to the system.

Oxford County strongly believes that improved public transportation services across Southwestern Ontario are vital to our economic vitality, our community wellbeing and, fundamentally, a healthy environment. To demonstrate the feasibility of this position, Oxford County is developing a more definitive outline of the HPR alternative and the Southwestern Ontario inter-community transportation concept.



Draft Resolution for Council's consideration.

Whereas The Corporation of the Town of Ingersoll has embarked on a process to identify the components, location and timeframe for the construction of a new Multi-Use Recreation Facility for the needs of the Town and surrounding community.

And whereas a comprehensive community survey has been undertaken to identify the components desired by the stakeholders.

And whereas, preliminary cost estimates have been developed for three potential sites under consideration by the Town, those being, 99 North Town Line East, 200 Clark Road and the current arena site on Mutual Street.

And whereas the Mutual Street option has been eliminated due to size restrictions, actual development costs along with Conservation Flood Plain issues.

And whereas the site at 99 North Town Line East, is of the size and configuration that would lend itself to development of a comprehensive and complete Multi-Use Recreational Facility.

And whereas, the Town has entered into an economically advantageous option to purchase with the current owner in consideration of future naming privileges.

And whereas 99 North Town Line East currently is located in the Township of Zorra

And whereas the Town's priority and preference is to develop its Multi-Use Recreation Facility within its own corporate Boundaries, for the practicality of servicing requirements.

And whereas the Town attended Zorra Township in June 2017, then met with representatives of Zorra Township in August of 2017, and has asked that the Township provide an answer on whether it is open and agreeable to the concept of allowing for a boundary adjustment of this particular site and only for the Town's Multi-Use Recreation Facility.

And whereas the Town of Ingersoll believes the Township of Zorra has not provided an answer to this request as of this date.

And whereas the Town is desirous to have a definitive answer, so as to enable it to make decisions on the suitability of the site, in comparison to the Clark Road



site, which will vary on whether the site remains in the Township or is brought into the Town.

And whereas servicing options of the site will differ greatly should it remain in the Township rather than come into the Town.

Now, therefore, be it resolved that the Corporation of the Town of Ingersoll respectfully requests that the Corporation of the Township of Zorra consider the request and provide a definitive answer on whether it is willing and open to discuss the boundary adjustment for 99 North Town Line East for the Town's Multi-Use Recreation Facility.

And Further that the Town of Ingersoll respectfully request the Township of Zorra respond and provide a definitive answer by June 1st, 2018 to the Town so that the Town may proceed in a timely fashion in evaluating its options for a site selection, understanding the ramification of the lands being either within the Town or adjacent to the Town in a neighbouring municipality.



**Corporation of the Town of Ingersoll
By-Law 18-4987**

A By-law to open and establish as a public highway certain lands on Chamberlain Avenue and Chatfield Street (Block 60 and Block 65, Plan 41M-281)

WHEREAS the Corporation of the Town of Ingersoll own lands on Chamberlain Avenue and Chatfield Street, being Block 60 and Block 65 on Plan 41M-281;

AND WHEREAS The Town of Ingersoll now desires to dedicate Block 60, plan 41M-281 as a public highway to be known as Chamberlain Avenue;

AND WHEREAS The Town of Ingersoll now desires to dedicate Block 65, plan 41M-281 as a public highway to be known as Chatfield Street;

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

1. That the land known as Block 60 on Plan 41M-281 is hereby opened and established as a public highway to be known as Chamberlain Avenue;
2. That the land known as Block 65 on Plan 41M-281 is hereby opened and established as a public highway to be known as Chatfield Street;
3. That this by-law be registered against the title to the said lands.

READ a first and second time in Open Council this 9th day of April, 2018.

READ a third time in Open Council and passed this 9th day of April, 2018.

Edward (Ted) Comiskey, Mayor

Michael Graves, Clerk



**Corporation of the Town of Ingersoll
By-Law 16-4988**

**A by-law to appoint a Deputy Clerk and Deputy Division Registrar
(Danielle Richard)**

WHEREAS Section 228 (2) of the Municipal Act provides that a Municipality may appoint a Deputy Clerk who has all the powers and duties of the Clerk under this and any Act;

AND WHEREAS Chapter V.4 Section 38(4), R.S.O. 1990 of the *Vital Statistics Act*, provides that a Division Registrar may, with the approval of the Registrar General, appoint one or more Deputy Division Registrars to act for him or her and any such Deputy while so acting has all the powers and duties of the Division Registrar who appointed the Deputy;

AND WHEREAS Chapter M.3 Section 11(3) R.S.O. 1990 of the *Marriage Act* provides that an issuer may, with the approval in writing of the Minister or of the Head of Council of the Municipality of which he or she is the Clerk, appoint in writing one or more Deputies to act for him or her, and any such Deputy while so acting has the power of the issuer appointing him or her;

AND WHEREAS the Council for the Town of Ingersoll deems it expedient to appoint a Deputy Clerk and an additional Deputy Division Registrar;

NOW THEREFORE, the Council of the Corporation of the Town of Ingersoll enacts the following:

1. **THAT** Danielle Richard, be and is hereby appointed Deputy Clerk for the Corporation of the Town of Ingersoll.
2. **AND THAT** Danielle Richard is hereby appointed as a Deputy Division Registrar upon approval of the Registrar General;
3. **AND THAT** the said Danielle Richard shall hold office during the pleasure of Council and shall exercise all the authority, powers and rights and shall perform all the duties and obligations which by Statute or by-laws are or may be conferred or imposed upon the Deputy Clerk and the Division Registrar and Issuers of Marriage Licences and any other duties that may be imposed by Council.
4. **AND FURTHER THAT** this by-law shall become effective and shall come into force after third reading of the by-law.
5. **AND THAT** By-Law 10-4596 be rescinded in its entirety.

READ a first and second time in Open Council this 9th day of April, 2018.

READ a third time in Open Council and passed this 9th day of April, 2018.

Ted Comiskey, Mayor

Michael Graves, Clerk



**Corporation of the Town of Ingersoll
By-Law 18-4989**

A By-law to authorize the execution of a municipal funding agreement between The Corporation of the Town of Ingersoll and The Association of Municipalities of Ontario regarding Ontario's Main Street Revitalization Initiative.

WHEREAS Sections 8 (1) and 9 of the Municipal Act, 2001, S.O. 2001, c. 25, as amended, provide that the powers of a municipality under this or any other Act shall be interpreted broadly so as to confer broad authority on the municipality to enable the municipality to govern its affairs as it considers appropriate and to enhance the municipality's ability to respond to municipal issues and has the capacity, rights, powers and privileges of a natural person for the purpose of exercising its authority under this or any other Act;

WHEREAS The Corporation of the Town of Ingersoll wishes to enter into a funding Agreement with the Association of Municipalities of Ontario regarding Ontario's Main Street Revitalization Initiative;

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

1. That the Mayor and Clerk are hereby authorized and directed to execute an agreement with The Association of Municipalities of Ontario for the provision of a funding agreement for the purpose of Ontario's Main Street Revitalization Initiative.
2. That a copy of the said agreement in substantially the same form shall be annexed to and form part of this by-law.

READ a first and second time in Open Council this 9th day of April, 2018.

READ a third time in Open Council and passed this 9th day of April, 2018.

Edward (Ted) Comiskey, Mayor

Michael Graves, Clerk

MUNICIPAL FUNDING AGREEMENT

ONTARIO'S MAIN STREET REVITALIZATION INITIATIVE

This Agreement made as of 1st day of April, 2018.

BETWEEN:

THE ASSOCIATION OF MUNICIPALITIES OF ONTARIO

(referred to herein as "AMO")

AND:

THE TOWN OF INGERSOLL

(a municipal corporation pursuant to the Municipal Act, 2001, referred to herein as the "Recipient")

WHEREAS the Province of Ontario is making \$26 million available for allocation for the purposes of supporting municipal Main Street Revitalization Initiatives in Ontario;

WHEREAS the Province of Ontario, Ontario municipalities as represented by AMO are signatories to Ontario's Main Street Revitalization Initiative Transfer Payment Agreement on March 12, 2018 (the "OMAFRA-AMO Agreement"), whereby AMO agreed to administer Main Street Revitalization funds made available to all Ontario municipalities, excluding Toronto;

WHEREAS the OMAFRA-AMO Transfer Payment Agreement contains a framework for the transfer of provincial funds to Ontario lower-tier and single-tier municipalities represented by AMO;

WHEREAS the Recipient wishes to enter into this Agreement in order to participate in Ontario's Main Street Revitalization Initiative;

WHEREAS AMO is carrying out the fund administration in accordance with its obligations set out in the OMAFRA-AMO Agreement and it will accordingly undertake certain activities and require Recipients to undertake activities as set out in this Agreement.

THEREFORE the Parties agree as follows:

1. DEFINITIONS AND INTERPRETATION

- 1.1 **Definitions.** When used in this Agreement (including the cover and execution pages and all of the schedules), the following terms shall have the meanings ascribed to them below unless the subject matter or context is inconsistent therewith:

“Agreement” means this Agreement, including the cover and execution pages and all of the schedules hereto, and all amendments made hereto in accordance with the provisions hereof.

“Annual Report” means the duly completed report to be prepared and delivered to AMO as described in Section 7.2 and Section 2 of Schedule D.

“Association of Municipalities of Ontario (AMO)” means a legally incorporated entity under the Corporations Act, 1990 R.S.O. 1990, Chapter c.38.

“Communication Report” means the duly completed report to be prepared and delivered to AMO as described in Section 7.1 and Section 1 of Schedule D.

“Community Improvement Plan” has the meaning as defined under section 28(1) of the Planning Act, R.S.O. 1990, c. P.13.

“Contract” means an agreement between the Recipient and a Third Party whereby the latter agrees to supply a product or service to an Eligible Project in return for financial consideration.

“Effective Date” is April 1, 2018.

“Eligible Costs” means those expenditures described as eligible in Schedule C.

“Eligible Projects” means projects as described in Schedule B.

“Eligible Recipient” means a

- a. Municipality or its agent (including its wholly owned corporation); and
- b. Non-municipal entity, including for profit, non-governmental and not-for profit organizations, on the condition that the Municipality(ies) has (have) indicated support for the Eligible Project through a formal grant agreement between the Municipality and the non-municipal entity.

“Event of Default” has the meaning given to it in Section 11.1 of this Agreement.

“Funds” mean the Funds made available to the Recipient through the Main Street Revitalization Initiative, a program established by the Government of Ontario. Funds are made available pursuant to this Agreement and includes any interest earned on the said Funds. For greater certainty: (i) Funds transferred to another Municipality in accordance with Section 6.2 of this Agreement, other than as set out in Sections 7.1(a), (c) and (f), are to be treated as Funds by the Municipality to which the Funds are transferred and are not to be treated as Funds by the Recipient; and (ii) any Funds transferred to a non-municipal entity in accordance with Section 6.3 of this Agreement shall remain as Funds under this Agreement for all purposes and the Recipient shall continue to be bound by all provisions of this Agreement with respect to such transferred Funds.

“Ineligible Costs” means those expenditures described as ineligible in Schedule C.

“Lower-tier Municipality” means a Municipality that forms part of an Upper-tier Municipality for municipal purposes, as defined under the Municipal Act, 2001 S.O. 2001, c.25.

“Municipal Fiscal Year” means the period beginning January 1st of a year and ending December 31st of the same year.

“Municipality” and “Municipalities” means every municipality as defined under the Municipal Act, 2001 S.O. 2001 c.25.

“Municipal Physical Infrastructure” means municipal or regional, publicly or privately owned, tangible capital assets primarily for public use or benefit in Ontario.

“Ontario” means Her Majesty in Right of Ontario, as represented by the Minister of Agriculture, Food and Rural Affairs.

“Parties” means AMO and the Recipient.

“Project Completion Date” means the Recipient must complete its Project under this Agreement by March 31, 2020.

“Recipient” has the meaning given to it on the first page of this Agreement.

“Results Report” means the report prepared and delivered to AMO by the Recipient by which reports on how Funds are supporting progress towards achieving the program objective, more specifically described in Section 3 of Schedule D.

“Single-tier Municipality” means a municipality, other than an upper-tier municipality, that does not form part of an upper-tier municipality for municipal purposes as defined under the Municipal Act, 2001, S.O. 2001 c. 25.

“Third Party” means any person or legal entity, other than the Parties to this Agreement who participates in the implementation of an Eligible Project by means of a Contract.

“Transfer By-law” means a by-law passed by Council of the Recipient pursuant to Section 6.2 and delivered to AMO in accordance with that section.

“Unspent Funds” means the amount reported as unspent by the Recipient as of December 31, as submitted in the Recipient's Annual Report.

1.2 Interpretations:

Herein, etc. The words “herein”, “hereof” and “hereunder” and other words of similar import refer to this Agreement as a whole and not any particular schedule, article, section, paragraph or other subdivision of this Agreement.

Currency. Any reference to currency is to Canadian currency and any amount advanced, paid or calculated is to be advanced, paid or calculated in Canadian currency.

Statutes. Any reference to a federal or provincial statute is to such statute and to the regulations made pursuant to such statute as such statute and regulations may at any time be amended or modified and in effect and to any statute or regulations that may be passed that have the effect of supplementing or superseding such statute or regulations.

Gender, singular, etc. Words importing the masculine gender include the feminine or neuter gender and words in the singular include the plural, and vice versa.

2. TERM OF AGREEMENT

- 2.1 **Term.** Subject to any extension or termination of this Agreement or the survival of any of the provisions of this Agreement pursuant to the provisions contained herein, this Agreement shall be in effect from the date set out on the first page of this Agreement, up to and including March 31, 2020.
- 2.2 **Amendment.** This Agreement may be amended at any time in writing as agreed to by AMO and the Recipient.
- 2.3 **Notice.** Any of the Parties may terminate this Agreement on written notice.

3. RECIPIENT REQUIREMENTS

- 3.1 **Communications.** The Recipient will comply with all requirements outlined, including providing upfront project information on an annual basis, or until all Funds are expended for communications purposes in the form described in Section 7.1 and Section 1 of Schedule D.
- a) Unless otherwise directed by Ontario, the Recipient will acknowledge the support of Ontario for Eligible Projects in the following manner: "The Project is funded [if it is partly funded the Recipient should use "in part"] by the Ontario Ministry of Agriculture, Food and Rural Affairs."
 - b) The Recipient shall notify Ontario within five (5) business days of planned media events or announcements related to the Project, organized by the Recipient to facilitate the attendance of Ontario. Media events and announcements include, but are not limited to, news conferences, public announcements, official events or ceremonies, and news releases.
- 3.2 **Contracts.** The Recipient will award and manage all Contracts in accordance with its relevant policies and procedures and, if applicable, in accordance with the Canadian Free Trade Agreement and applicable international trade agreements, and all other applicable laws.
- a) The Recipient will ensure any of its Contracts for the supply of services or materials to implement its responsibilities under this Agreement will be

awarded in a way that is transparent, competitive, consistent with value for money principles and pursuant to its adopted procurement policy.

4. ELIGIBLE PROJECTS

- 4.1 **Eligible Projects.** Costs directly and reasonably incurred by the Recipient for construction, renewal, renovation or redevelopment or material enhancement activities funded under existing Community Improvement Plan financial incentive programs or activities funded under the Municipal Physical Infrastructure category, including projects in downtown or main street areas, as defined through an existing Community Improvement Plan or other municipal land use planning policy that will support the role of small businesses in main street areas as more specifically described in Schedule B and Schedule C
- 4.2 **Recipient Fully Responsible.** The Recipient is fully responsible for the completion of each Eligible Project in accordance with Schedule B and Schedule C.

5. ELIGIBLE COSTS

- 5.1 **Eligible Costs.** Schedule C sets out specific requirements for Eligible and Ineligible Costs.
- 5.2 **Discretion of Ontario.** Subject to Section 5.1, the eligibility of any items not listed in Schedule B and/or Schedule C to this Agreement is solely at the discretion of Ontario.
- 5.3 **Unspent Funds.** Any Unspent Funds, and any interest earned thereon, will be subject to the terms and conditions of this Agreement.
- 5.4 **Reasonable Access.** The Recipient shall allow AMO and Ontario reasonable and timely access to all documentation, records and accounts and those of their respective agents or Third Parties related to the receipt, deposit and use of Funds and Unspent Funds, and any interest earned thereon, and all other relevant information and documentation requested by AMO or Ontario or their respective designated representatives for the purposes of audit, evaluation, and ensuring compliance with this Agreement.
- 5.5 **Retention of Receipts.** The Recipient will keep proper and accurate accounts and records of all Eligible Projects including invoices and receipts for Eligible Expenditures in accordance with the Recipient's municipal records retention by-law and, upon reasonable notice, make them available to AMO and Ontario.

6. FUNDS

- 6.1 **Allocation of Funds.** AMO will allocate and transfer Funds on the basis of the formula determined by Ontario.
- 6.2 **Transfer of Funds to a Municipality.** Where a Recipient decides to allocate and transfer Funds to another Municipality (the "Transferee Municipality"):

- a) The allocation and transfer shall be authorized by by-law (a "Transfer By-law"). The Transfer By-law shall be passed by the Recipient's council and submitted to AMO as soon thereafter as practicable. The Transfer By-law shall identify the Transferee Municipality and the amount of Funds the Transferee Municipality is to receive for the Municipal Fiscal Year specified in the Transfer By-law.
- b) The Recipient is still required to submit an Annual Report in accordance with Sections 7.1 (a), (c) and (f) hereof with respect to the Funds transferred.
- c) No transfer of Funds pursuant to this Section 6.2 shall be effected unless and until the Transferee Municipality has either (i) entered into an agreement with AMO on substantially the same terms as this Agreement, or (ii) has executed and delivered to AMO a written undertaking to assume all of the Recipient's obligations under this Agreement with respect to the Funds transferred; in a form satisfactory to AMO.

6.3 **Transfer of Funds to a non-municipal entity.** Where a Recipient decides to support an Eligible Project undertaken by an Eligible Recipient that is not a Municipality:

- a) The provision of such support shall be authorized by a grant agreement between the Municipality and the Eligible Recipient in support of a Community Improvement Plan. The grant agreement shall identify the Eligible Recipient, and the amount of Funds the Eligible Recipient is to receive for that Eligible Project.
- b) The Recipient shall continue to be bound by all of the provisions of this Agreement notwithstanding any such transfer including the submission of an Annual Report in accordance with Section 7.2.
- c) No transfer of Funds pursuant to this Section 6.3 shall be effected unless and until the non-municipal entity receiving the Funds has executed and delivered to the Municipality the grant agreement.

6.4 **Use of Funds.** The Recipient acknowledges and agrees the Funds are intended for and shall be used only for Eligible Expenditures in respect of Eligible Projects.

6.5 **Payout of Funds.** The Recipient agrees that all Funds will be transferred by AMO to the Recipient upon full execution of this Agreement.

6.6 **Use of Funds.** The Recipient will deposit the Funds in a dedicated reserve fund or other separate distinct interest bearing account and shall retain the Funds in such reserve fund, or account until the Funds are expended or transferred in accordance with this Agreement. The Recipient shall ensure that:

- a) any investment of unexpended Funds will be in accordance with Ontario law and the Recipient's investment policy; and,

- b) any interest earned on Funds will only be applied to Eligible Costs for Eligible Projects, more specifically on the basis set out in Schedule B and Schedule C.
- 6.7 **Funds advanced.** Funds transferred by AMO to the Recipient shall be expended by the Recipient in respect of Eligible Costs. AMO reserves the right to declare that Unspent Funds after March 31, 2020 become a debt to Ontario which the Recipient will reimburse forthwith on demand to AMO for transmission to Ontario.
- 6.8 **Expenditure of Funds.** The Recipient shall expend all Funds by March 31, 2020.
- 6.9 **GST & HST.** The use of Funds is based on the net amount of goods and services tax or harmonized sales tax to be paid by the Recipient net of any applicable tax rebates.
- 6.10 **Limit on Ontario's Financial Commitments.** The Recipient may use Funds to pay up to one hundred percent (100%) of Eligible Expenditures of an Eligible Project.
- 6.11 **Stacking.** If the Recipient is receiving funds under other programs in respect of an Eligible Project to which the Recipient wishes to apply Funds, the maximum contribution limitation set out in any other program agreement made in respect of that Eligible Project shall continue to apply.
- 6.12 **Insufficient funds provided by Ontario.** If Ontario does not provide sufficient funds to AMO for this Agreement, AMO may terminate this Agreement.

7. REPORTING REQUIREMENTS

- 7.1 **Communication Report.** Immediately upon execution of this Agreement the Recipient shall report to AMO any Eligible Project being undertaken in the current Municipal Fiscal Year in the form described in Schedule D.
- 7.2 **Annual Report.** The Recipient shall report in the form in Schedule D due by May 15th following the Municipal Fiscal Year on:
 - a) the amounts received from AMO under this Agreement;
 - b) the amounts received from another Eligible Recipient;
 - c) the amounts transferred to another Eligible Recipient;
 - d) amounts paid by the Recipient in aggregate for Eligible Projects;
 - e) amounts held at year end by the Recipient in aggregate, including interest, to pay for Eligible Projects;
 - f) indicate in a narrative the progress that the Recipient has made in meeting its commitments and contributions; and,

g) a listing of all Eligible Projects that have been funded, indicating the Eligible Project category, project description, amount of Funds, total project cost, start date, end date and completion status.

7.3 **Results Report.** The Recipient shall account in writing for results achieved by the Funds through a Results Report to be submitted to AMO. Specifically the Results Report shall document performance measures achieved through the investments in Eligible Projects in the form described in Section 3 of Schedule D.

8. RECORDS AND AUDIT

8.1 **Accounting Principles.** All accounting terms not otherwise defined herein have the meanings assigned to them; all calculations will be made and all financial data to be submitted will be prepared in accordance with generally accepted accounting principles (GAAP) in effect in Ontario. GAAP will include, without limitation, those principles approved or recommended for local governments from time to time by the Public Sector Accounting Board or the Canadian Institute of Chartered Accountants or any successor institute, applied on a consistent basis.

8.2 **Separate Records.** The Recipient shall maintain separate records and documentation for the Funds and keep all records including invoices, statements, receipts and vouchers in respect of Funds expended on Eligible Projects in accordance with the Recipient's municipal records retention by-law. Upon reasonable notice, the Recipient shall submit all records and documentation relating to the Funds to AMO and Ontario for inspection or audit.

8.3 **External Auditor.** AMO and/or Ontario may request, upon written notification, an audit of Eligible Project or an Annual Report. AMO shall retain an external auditor to carry out an audit of the material referred to in Sections 5.4 and 5.5 of this Agreement. AMO shall ensure that any auditor who conducts an audit pursuant to this Section of this Agreement or otherwise, provides a copy of the audit report to the Recipient and Ontario at the same time that the audit report is given to AMO.

9. INSURANCE AND INDEMNITY

9.1 **Insurance.** The Recipient shall put in effect and maintain in full force and effect or cause to be put into effect and maintained for the term of this Agreement all the necessary insurance with respect to each Eligible Project, including any Eligible Projects with respect to which the Recipient has transferred Funds pursuant to Section 6 of this Agreement, that would be considered appropriate for a prudent Municipality undertaking Eligible Projects, including, where appropriate and without limitation, property, construction and liability insurance, which insurance coverage shall identify Ontario and AMO as additional insureds for the purposes of the Eligible Projects.

9.2 **Certificates of Insurance.** Throughout the term of this Agreement, the Recipient shall provide AMO with a valid certificate of insurance that confirms compliance with the requirements of Section 9.1. No Funds shall be expended

or transferred pursuant to this Agreement until such certificate has been delivered to AMO.

- 9.3 **AMO not liable.** In no event shall Ontario or AMO be liable for:
- (a) any bodily injury, death or property damages to the Recipient, its employees, agents or consultants or for any claim, demand or action by any Third Party against the Recipient, its employees, agents or consultants, arising out of or in any way related to this Agreement; or
 - (b) any incidental, indirect, special or consequential damages, or any loss of use, revenue or profit to the Recipient, its employees, agents or consultants arising out of any or in any way related to this Agreement.
- 9.4 **Recipient to Compensate Ontario.** The Recipient will ensure that it will not, at any time, hold Ontario, its officers, servants, employees or agents responsible for any claims or losses of any kind that the Recipient, Third Parties or any other person or entity may suffer in relation to any matter related to the Funds or an Eligible Project and that the Recipient will, at all times, compensate Ontario, its officers, servants, employees and agents for any claims or losses of any kind that any of them may suffer in relation to any matter related to the Funds or an Eligible Project. The Recipient's obligation to compensate as set out in this section does not apply to the extent to which such claims or losses relate to the negligence of an officer, servant, employee, or agent of Ontario in the performance of his or her duties.
- 9.5 **Recipient to Indemnify AMO.** The Recipient hereby agrees to indemnify and hold harmless AMO, its officers, servants, employees or agents (each of which is called an "Indemnatee"), from and against all claims, losses, damages, liabilities and related expenses including the fees, charges and disbursements of any counsel for any Indemnatee incurred by any Indemnatee or asserted against any Indemnatee by whomsoever brought or prosecuted in any manner based upon, or occasioned by, any injury to persons, damage to or loss or destruction of property, economic loss or infringement of rights caused by or arising directly or indirectly from:
- (a) the Funds;
 - (b) the Recipient's Eligible Projects, including the design, construction, operation, maintenance and repair of any part or all of the Eligible Projects;
 - (c) the performance of this Agreement or the breach of any term or condition of this Agreement by the Recipient, its officers, servants, employees and agents, or by a Third Party, its officers, servants, employees, or agents; and
 - (d) any omission or other wilful or negligent act of the Recipient or Third Party and their respective officers, servants, employees or agents.

10. DISPOSAL

- 10.1 **Disposal.** The Recipient will not, without Ontario's prior written consent, sell, lease or otherwise dispose of any asset purchased or created with the Funds or

for which Funds were provided, the cost of which exceed \$50,000 at the time of sale, lease or disposal prior to March 31, 2021.

11. DEFAULT AND TERMINATION

- 11.1 **Event of Default.** AMO may declare in writing that an event of default has occurred when the Recipient has not complied with any condition, undertaking or term in this Agreement. AMO will not declare in writing that an event of default has occurred unless it has first consulted with the Recipient. Each and every one of the following events is an “Event of Default”:
- (a) failure by the Recipient to deliver in a timely manner an Annual Report or Results Report.
 - (b) delivery of an Annual Report that discloses non-compliance with any condition, undertaking or material term in this Agreement.
 - (c) failure by the Recipient to co-operate in an external audit undertaken by AMO or its agents.
 - (d) delivery of an external audit report that discloses non-compliance with any condition, undertaking or term in this Agreement.
 - (e) failure by the Recipient to expend Funds in accordance with Sections 4.1 and 6.8.
- 11.2 **Waiver.** AMO may withdraw its notice of an Event of Default if the Recipient, within thirty (30) calendar days of receipt of the notice, either corrects the default or demonstrates, to the satisfaction of AMO in its sole discretion that it has taken such steps as are necessary to correct the default.
- 11.3 **Remedies on default.** If AMO declares that an Event of Default has occurred under Section 11.1, after thirty (30) calendar days from the Recipient’s receipt of the notice of an Event of Default, it may immediately terminate this Agreement.
- 11.4 **Repayment of Funds.** If AMO declares that an Event of Default has not been cured to its satisfaction, AMO reserves the right to declare that prior payments of Funds become a debt to Ontario which the Recipient will reimburse forthwith on demand to AMO for transmission to Ontario.

12. CONFLICT OF INTEREST

- 12.1 **No conflict of interest.** The Recipient will ensure that no current member of the AMO Board of Directors and no current or former public servant or office holder to whom any post-employment, ethics and conflict of interest legislation, guidelines, codes or policies of Ontario applies will derive direct benefit from the Funds, the Unspent Funds, and interest earned thereon, unless the provision of receipt of such benefits is in compliance with such legislation, guidelines, policies or codes.

13. NOTICE

13.1 **Notice.** Any notice, information or document provided for under this Agreement will be effectively given if in writing and if delivered by hand, or overnight courier, mailed, postage or other charges prepaid, or sent by facsimile or email to the addresses, the facsimile numbers or email addresses set out in Section 13.3. Any notice that is sent by hand or overnight courier service shall be deemed to have been given when received; any notice mailed shall be deemed to have been received on the eighth (8) calendar day following the day on which it was mailed; any notice sent by facsimile shall be deemed to have been given when sent; any notice sent by email shall be deemed to have been received on the sender's receipt of an acknowledgment from the intended recipient (such as by the "return receipt requested" function, as available, return email or other written acknowledgment), provided that in the case of a notice sent by facsimile or email, if it is not given on a business day before 4:30 p.m. Eastern Standard Time, it shall be deemed to have been given at 8:30 a.m. on the next business day for the recipient.

13.2 **Representatives.** The individuals identified in Section 13.3 of this Agreement, in the first instance, act as AMO's or the Recipient's, as the case may be, representative for the purpose of implementing this Agreement.

13.3 **Addresses for Notice.** Further to Section 13.1 of this Agreement, notice can be given at the following addresses:

a) If to AMO:

Executive Director
Main Streets Agreement
Association of Municipalities of Ontario 200 University Avenue, Suite 801
Toronto, ON M5H 3C6

Telephone: 416-971-9856
Email: mainstreets@amo.on.ca

b) If to the Recipient:

Director of Finance/Treasurer
Iryna Koval
TOWN OF INGERSOLL
130 Oxford St., 2nd Floor
Ingersoll, ON N5C 2V5
(519) 485-0120 x2227
iryina.koval@ingersoll.ca

14. MISCELLANEOUS

14.1 **Counterpart Signature.** This Agreement may be signed in counterpart, and the signed copies will, when attached, constitute an original Agreement.

14.2 **Severability.** If for any reason a provision of this Agreement that is not a fundamental term is found to be or becomes invalid or unenforceable, in whole or in part, it will be deemed to be severable and will be deleted from this

Agreement, but all the other terms and conditions of this Agreement will continue to be valid and enforceable.

- 14.3 **Waiver.** AMO may waive any right in this Agreement only in writing, and any tolerance or indulgence demonstrated by AMO will not constitute waiver of rights in this Agreement. Unless a waiver is executed in writing, AMO will be entitled to seek any remedy that it may have under this Agreement or under the law.
- 14.4 **Governing Law.** This Agreement shall be governed by and construed in accordance with the laws of the Province of Ontario.
- 14.5 **Survival.** The Recipient agrees that the following sections and provisions of this Agreement shall extend for seven (7) years beyond the expiration or termination of this Agreement: Sections 5, 6.7, 6.8, 7, 9.4, 9.5, 11.4 and 14.8.
- 14.6 **AMO, Ontario and Recipient independent.** The Recipient will ensure its actions do not establish or will not be deemed to establish a partnership, joint venture, principal-agent relationship or employer-employee relationship in any way or for any purpose whatsoever between Ontario and the Recipient, between AMO and the Recipient, between Ontario and a Third Party or between AMO and a Third Party.
- 14.7 **No Authority to Represent.** The Recipient will ensure that it does not represent itself, including in any agreement with a Third Party, as a partner, employee or agent of Ontario or AMO.
- 14.8 **Debts Due to AMO.** Any amount owed under this Agreement will constitute a debt due to AMO, which the Recipient will reimburse forthwith, on demand, to AMO.
- 14.9 **Priority.** In the event of a conflict, the part of this Agreement that precedes the signature of the Parties will take precedence over the Schedules.

15. SCHEDULES

- 15.1 This Agreement, including:
- Schedule A Municipal Allocation
 - Schedule B Eligible Projects
 - Schedule C Eligible and Ineligible Costs
 - Schedule D Reporting

constitute the entire agreement between the Parties with respect to the subject matter contained in this Agreement and supersedes all prior oral or written representations and agreements.

16. SIGNATURES

IN WITNESS WHEREOF, AMO and the Recipient have respectively executed, sealed and delivered this Agreement on the date set out on the front page.

RECIPIENT'S NAME:

TOWN OF INGERSOLL

Mayor Name

Signature

Clerk Name

Signature

THE ASSOCIATION OF MUNICIPALITIES OF ONTARIO

By Title

Signature

In the presence of:

Witness Title

Signature

**SCHEDULE A
MUNICIPAL ALLOCATION**

RECIPIENT'S NAME: TOWN OF INGERSOLL

ALLOCATION: \$48931.0486

The Recipient acknowledges this is a one time payment for Eligible Projects with Eligible Costs.

SCHEDULE B ELIGIBLE PROJECTS

Funding is to be directed to Eligible Projects to support revitalization activities within main street areas, as defined through an existing Community Improvement Plan or any other municipal land use planning policy. Funding can be used in one or both of the following categories:

- 1. Community Improvement Plan** – construction, renewal, renovation or redevelopment or material enhancement activities that implement priority financial incentives in existing Community Improvement Plans such as:
 - a. Commercial building façade improvements
 - b. Preservation and adaptive reuse of heritage and industrial buildings
 - c. Provision of affordable housing
 - d. Space conversion for residential and commercial uses
 - e. Structural improvements to buildings (e.g. Building Code upgrades)
 - f. Improvement of community energy efficiency
 - g. Accessibility enhancements

- 2. Other Municipal Land Use Planning Policy** – construction, renewal or material enhancement activities to fund strategic Municipal Physical Infrastructure and promotional projects such as:
 - a. Signage – wayfinding/directional, and gateway.
 - b. Streetscaping and landscape improvements – lighting, banners, murals, street furniture, interpretive elements, public art, urban forestation, accessibility, telecommunications/broadband equipment, parking, active transportation infrastructure (e.g. bike racks/storage, cycling lanes and paths) and pedestrian walkways/trails.
 - c. Marketing plan implementation – business attraction and promotion activities, special events.

SCHEDULE C
ELIGIBLE AND INELIGIBLE COSTS

1. Eligible Costs include:

- a. Costs directly and reasonably incurred on or after April 1, 2018 up to and including the Project Completion Date by the Recipient for construction, renewal, renovation or redevelopment or material enhancement activities funded under existing Community Improvement Plan financial incentive programs.
- b. Costs directly and reasonably incurred on or after April 1, 2018 up to and including the Project Completion Date by the Recipient for construction, renewal or material enhancement activities funded under the Municipal Physical Infrastructure category including projects in downtown or main street areas, as defined through an existing Community Improvement Plan or other municipal land use planning policy that will support the success of small businesses in main street areas.

2. Ineligible Costs include:

- a. Costs incurred prior to Effective Date or after the Project Completion Date;
- b. Any costs associated with providing the Annual and Results Reports to AMO;
- c. Any costs associated with lobbying Ontario, including other Ministries, agencies and organizations of the Government of Ontario;
- d. Costs associated with construction, renewal, renovation or redevelopment or material enhancement of all things in the following categories: highways, short-sea shipping, short-line rail, regional or local airports, and brownfield redevelopment;
- e. Costs of infrastructure construction, renewal, renovation or redevelopment or material enhancement that do not improve energy efficiency, accessibility, aesthetics or marketability of small businesses within an Recipient's main street areas; or that do not encourage strategic public investments in municipal and other public infrastructure within main street areas that will benefit small businesses; or that otherwise will likely fail to contribute to the success of main street businesses;
- f. Costs of infrastructure construction, renewal, renovation or redevelopment or material enhancement outside of the Recipient's main street areas, as defined through an existing Community Improvement Plan or other municipal land use planning policy;
- g. The cost of leasing of equipment by the Recipient, any overhead costs, including salaries and other employment benefits of any employees of the Recipient, its direct or indirect operating or administrative costs of Recipients, and more specifically its costs related to planning, engineering, architecture, supervision, management and other activities normally carried out by its staff, except in accordance with Eligible Costs above;
- h. Taxes, to which the Recipient is eligible for a tax rebate;
- i. Purchase of land or any interest therein, and related costs; and,
- j. Routine repair and maintenance Municipal Physical Infrastructure.

**SCHEDULE D
REPORTING**

1. Communication Report

Immediately following the Municipality executing this Agreement the Recipient will provide AMO a Communication Report in an electronic format deemed acceptable to AMO, consisting of the following:

| Project Title | Project Description | Eligible Project Category (CIP/ Municipal Physical Infrastructure | Total Project Cost | Estimate of Funds (Main Street) Spent |
|----------------------|----------------------------|--|---------------------------|--|
| | | | | |
| | | | | |
| | | | | |
| | | | | |

2. Annual Report

The Recipient will provide to AMO an Annual Report in an electronic format deemed acceptable to AMO, consisting of the following:

- a. Financial Reporting Table: The financial report table will be submitted in accordance with the following template:

| Annual Report Financial Table | Annual | Cumulative |
|---|---------|-------------|
| | 20xx | 2018 - 2020 |
| Opening Balance | \$xxx | |
| Received from AMO | \$xxx | \$xxx |
| Interest Earned | \$xxx | \$xxx |
| Received from An Eligible Recipient | \$xxx | \$xxx |
| Transferred to an Eligible Recipient | (\$xxx) | (\$xxx) |
| Spent on Eligible Projects (for each Eligible Project category) | (\$xxx) | (\$xxx) |
| Closing Balance of Unspent Funds | \$xxx | |

- b. Project List: The Recipient will provide to AMO a project list submitted in accordance with the following template:

| Recipient | Project Title | Project Description | Eligible Project Category | Total Project Cost | Main Street Funds Used | Start & End Date | Completed? |
|-----------|---------------|---------------------|---------------------------|--------------------|------------------------|------------------|--------------------|
| | | | | | | | Yes/No/ Ongoing |
| | | | | | | | |

3. Project Results.

The Results Report shall outline, in a manner to be provided by AMO, the degree to which investments in each project are supporting progress towards achieving revitalization within main street areas:

- a. Community Improvement Plan Eligible Projects
 - Number of small businesses supported;
 - Total value of physical improvements;
 - Total Main Street Funds provided;
 - Total Municipal investment; and,
 - Total private investment.

- b. Municipal Physical Infrastructure Eligible Projects
 - Total value of physical improvements;
 - Total Main Street Funds provided; and
 - Total municipal investment.



**Corporation of the Town of Ingersoll
By-Law 18-4990**

**A by-law to authorize the execution of an agreement between The Corporation of
The Town of Ingersoll and Canadian Union of Public Employees Local No. 107 –
Parks and Recreation**

WHEREAS Sections 8 (1) and 9 of the Municipal Act, 2001, S.O. 2001, c. 25, as amended, provide that the powers of a municipality under this or any other Act shall be interpreted broadly so as to confer broad authority on the municipality to enable the municipality to govern its affairs as it considers appropriate and to enhance the municipality's ability to respond to municipal issues and has the capacity, rights, powers and privileges of a natural person for the purpose of exercising its authority under this or any other Act;

WHEREAS the Town of Ingersoll are desirous of entering into an agreement with Canadian Union of Public Employees Local No. 107 – Parks and Recreation.

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

1. That the Mayor and Clerk are hereby authorized to execute an agreement between the Town and Canadian Union of Public Employees Local No. 107 – Parks and Recreation for the purposes of a Collective Agreement, and to affix the seal of the Corporation of the Town of Ingersoll thereto.
2. That a copy of the said agreement in substantially the same form shall be annexed to and form part of this by-law.

READ a first and second time in Open Council this 9th day of April, 2018.

READ a third time in Open Council and passed this 9th day of April, 2018.

Edward (Ted) Comiskey, Mayor

Michael Graves, Clerk

Schedule "A" to By-law 18-4990



JULY 1, 2017 TO JUNE 30, 2020

COLLECTIVE AGREEMENT

BETWEEN

THE CORPORATION OF THE TOWN OF INGERSOLL

AND

LONDON CIVIC EMPLOYEES UNION LOCAL 107

CANADIAN UNION OF PUBLIC EMPLOYEES

INGERSOLL PARKS AND RECREATION

THIS AGREEMENT is made and entered into this _____ day of _____, 2018.

COLLECTIVE AGREEMENT

BETWEEN

THE CORPORATION OF THE TOWN OF INGERSOLL

(hereinafter referred to as "The Town")

OF THE FIRST PART

-and-

LONDON CIVIC EMPLOYEES, LOCAL 107

CANADIAN UNION OF PUBLIC EMPLOYEES

(INGERSOLL PARKS AND RECREATION)

(hereinafter referred to as the "Union")

OF THE SECOND PART

ARTICLE 1. UNION RECOGNITION

1.01 The Town recognizes the Union as the exclusive bargaining agent for all employees of The Town in its Parks and Recreation Department save and except Supervisors, persons above the rank of Supervisor, Administrative Coordinator to the Director of Parks and Recreation, persons employed for not more than twenty-four (24) hours per week and students employed during the school vacation period.

ARTICLE 2. UNION SECURITY

2.01 The Town and the Union agree that there shall be no discrimination interference, restriction, or coercion exercised or practiced with respect to any employee in the matters of hiring, wage rates, training, up-grading, promotion, transfer, lay-off, recall, discipline, discharge, or in the administration of any of the provisions of this Collective Agreement by reason of any grounds prohibited under the Ontario Human Rights Code, or for any other reason.

2.02 The Town agrees that there will be no discrimination, interference, restrictions or coercion exercised or practiced by any of its representatives with respect to any employee because of his/her membership or non-membership in the Union.

2.03 The Town and the Union acknowledge that the Ontario Human Rights Code, the Employment Standards Act, the Ontario Labour Relations Act, and the Occupational Health & Safety Act shall apply to all employees. Any greater right or benefit contained in these Acts shall prevail.

- 2.04 All employee of The Town covered by this Agreement, as a condition of continuing employment, shall remain members in good standing of the Union. All future employees shall, upon acquiring seniority, become and remain members of the Union.
- 2.05 The Union shall notify The Town of the amount of union dues to be deducted monthly and fees or assessments levied by the Union on its members. The Union shall indemnify and save The Town harmless from any and all claims or causes of action made by the employees or otherwise arising out of such deduction and remittance.
- The Town shall deduct from all employees who have acquired seniority the dues payable on the first pay day of each calendar month and shall remit the same to the Union prior to the end of such month.
- 2.06 Persons whose jobs are not in the bargaining unit shall not work on any jobs which are included in the bargaining unit, except for purposes of rendering temporary assistance, instruction, experimenting, or in emergencies when regular employees are not available, and provided that the act of performing the aforementioned operations, in itself, does not reduce the hours of work or pay of any employee.
- 2.07 It is agreed between the parties that the Town will have the right to employ temporary employees on a seasonal basis for a period of eight (8) months which may be extended by mutual agreement of the parties.
- (i) Article 18 - Vacations
- It is agreed by the parties that vacation pay for temporary seasonal employees will be governed by the Employment Standards Act R.S.O. 1990, Chap. E.14, as amended from time to time.
- (ii) Article 21- Short Term Income Protection Plan
- (iii) Article 22 - Health and Welfare Benefits
- 2.08 It is agreed by the parties that temporary seasonal employees will lose seniority rights upon termination and any seniority rights cannot be carried forward should the employee be rehired in subsequent years.
- 2.09 It is agreed by the parties that temporary seasonal employees will not be able to grieve, under Article 5, their termination due to the completion of the work.
- 2.10 (i) Temporary seasonal employees will be entitled to the full time employees payment towards safety shoes at the beginning of the third year of continuous seasonal employment with The Town.
- (ii) Temporary seasonal employees will be provided with two (2) golf or tee shirts or sweatshirts or fleece zippered jackets at the commencement of employment.
- (iii) All other provisions of Article 12.05 except (e) do not apply.
- (iv) When a part time employee is employed on a full time basis for more than two (2) continuous weeks their rate of pay will be the Temporary /Full Time Fill In rate as per Schedule A of this agreement.

ARTICLE 3. MANAGEMENT RIGHTS

- 3.01 The Union acknowledges that it is the responsibility and function of The Town to hire, promote, demote, transfer, reclassify and suspend employees; and also the right of The Town to discipline or discharge any employee for cause, provided that a claim by an employee, who has acquired seniority, that he/she has been discharged, suspended or disciplined without reasonable cause may be the subject of a grievance and dealt with as hereinafter provided. It is understood and agreed that such functions shall not be exercised in a manner inconsistent with the provisions of this Agreement.
- 3.02 The Union further recognizes the right of The Town to manage the affairs of the operation on all respects. The location of the plants, the direction of the working forces, the methods, processes and means of work used, the schedules of operation, the right to decide on the number of employees needed by The Town at any time, the right to use improved methods, machinery and jurisdiction over all operations, buildings, machinery, tools and employees, are the function and responsibility of The Town. The Town also has the right to make, alter and enforce from time to time reasonable rules and regulations, not inconsistent with the Collective Agreement, to be observed by the employees, but where new rules and regulations are made or altered, The Town will cause same to be duly posted on the bulletin board over the signature of the Director of Parks and Recreation and copy mailed to the Unit Chairperson.
- 3.03 In applying the responsibilities, rights and authorities, set out in the foregoing sections, The Town agrees that these functions will not be exercised in a manner inconsistent with this Agreement and are subject to the right of the Union and/or the employee concerned to process a grievance in the manner and to the extent provided in this Agreement.
- 3.04 The Town has the right to assign part-time employees to fill in for full-time employees who are absent or are not scheduled to work on a given day provided such assignments do not reduce the regular hours of work or pay of any employee in the Bargaining Unit.

ARTICLE 4. UNION REPRESENTATION

- 4.01 The Town will recognize a Unit chairperson selected by the Union. The Town shall be advised of the name of the Unit Chairperson and shall be notified of any change from time to time in writing. The Unit Chairperson shall be a permanent employee of The Town and shall have at least one year of service with The Town. The Union may select an alternate Unit Chairperson in the event such additional representation is needed. The Union shall have the right, at any time, to have assistance of a representative of the Canadian Union of Public Employees when dealing or negotiating with The Town.
- 4.02 In the event the parties mutually agree to convene a meeting between them, in connection with a matter arising out of this Agreement, and the Unit Chairperson or alternate or both, are required by The Town or by this Agreement to be present, such Unit Chairperson or alternate may leave work without loss of basic pay to attend such meeting provided a Time Off request form is completed. The Unit Chairperson or alternate to attend at meetings for negotiation, only, during hours outside of their regularly scheduled shift, and such time shall be considered hours worked in place of their regularly scheduled hours.
- 4.03 The negotiating committee will consist of a maximum of four (4) persons, one of whom shall be a National Representative of C.U.P.E. and at least one, an employee of the Unit.

- 4.04 It is agreed by the parties that a signing officer and/or a nominee of the Local and/or a National Representative shall assist the employee and Unit Chairperson in grievance and arbitration meetings that may arise from time to time with The Town. It is further agreed that The Town may have any assistance which may be required from time to time including legal counsel subject to advising the Union in writing.
- 4.05 The Town agrees that the Unit Chairperson, Alternate or Steward, shall not be hindered, coerced, restrained or interfered with in any way in the performance of their duties, while investigating disputes and presenting adjustments as provided in this Article. The Union understands and agrees that the Unit Chairperson is employed to perform full-time work for The Town and that he/she will not leave work during working hours without permission from the Manager.

ARTICLE 5. GRIEVANCE PROCEDURE

- 5.01 The parties to this Agreement are agreed that it is of the utmost importance to adjust complaints and grievances as quickly as possible.
- 5.02 No grievances shall be considered:
- (a) where the circumstances giving rise to it occurred or originated more than ten (10) working days before the filing of the grievance.
 - (b) where the circumstances giving rise to it occurred or originated more than five (5) days before the filing of the grievance if a Unit Chairperson has been appointed or named from the Ingersoll Unit.
- 5.03 Grievances shall be adjusted and settled as follows:

Step No.1

The aggrieved employee shall present his/her grievance in writing on a form supplied by the Union. The grievance shall be presented to the Employee's Supervisor with the assistance of the Unit Chairperson. If a settlement, satisfactory to the employee concerned is not reached within five (5) working days (or any other period of time which may be mutually agreed upon), the grievance may be presented as follows at any time within three (3) working days thereafter.

Step No.2

The aggrieved employee may present his/her grievance in writing to the Director of Parks and Recreation with the assistance of the Unit Chairperson. If a settlement, satisfactory to the employee concerned is not reached within five (5) working days (or any other period of time which may be mutually agreed upon), the grievance may be presented as follows at any time within three (3) working days thereafter.

Step No.3

The aggrieved employee may present his/her grievance in writing to the Chief Administrative Officer. He/she shall have the assistance of the Unit Chairperson, and he/she may also have the assistance of the President of the Union if he/she so desires. The decision of the Chief Administrative Officer shall be given within five (5) working days after the time the matter is presented.

- 5.04 If the decision of the Chief Administrative Officer is not satisfactory to the aggrieved employee, and if the grievance is one which concerns the interpretation or alleged violation of this Agreement, the grievance may be referred by either party to arbitration as provided in Article 6 below at any time within twenty (20) working days after the decision of the Chief

Administrative Officer has been communicated to the aggrieved employee or to the Union.

ARTICLE 6. ARBITRATION

- 6.01 Both parties to this Agreement agree that any dispute or grievance concerning the interpretation or alleged violation of this Agreement, which has been properly carried through all the steps of the grievance procedure outlined in Article 5 above, and which has not been settled, will be referred to a Board of Arbitration, at the request of either of the parties hereto.
- 6.02 The Board of Arbitration will be composed of one person appointed by The Town, one person appointed by the Union and a third person to act as chairperson chosen by the other two members of the Board.
- 6.03 Within five (5) days of the request of either party for the Board, each party shall notify the other of the name of its appointee.
- 6.04 Should the person chosen by The Town to act on the Board, and the person chosen by the Union, fail to agree on a third person within seven (7) days of the notification mentioned in 6.03 above, the Minister of Labour for the Province of Ontario will be asked to appoint a Chairperson.
- 6.05 The decision of a Board of Arbitration, or a majority thereof, constituted in the above manner shall be binding on both parties.
- 6.06 The Board of Arbitration shall not have any power to alter or change any of the provisions of this Agreement or to substitute any new provisions for any existing provisions, nor to give any decision inconsistent with the terms or provisions of this Agreement.
- 6.07 Each of the parties to this Agreement will bear the expenses of the Arbitrator appointed by it; and the parties will jointly bear the expenses, if any, of the Chairperson.
- 6.08 No person shall be selected as Arbitrator who has been directly involved in attempts to negotiate or settle the grievance or the Agreement.
- 6.09 Notwithstanding the foregoing, on agreement between the parties, a single Arbitrator may be substituted for the Arbitration Board set out herein in which case the grievance will be assigned to an Arbitrator mutually agreed upon by the parties.

If the referring party proposes the use of a single Arbitrator, it shall include the written notice of referral the name(s) of the single Arbitrator(s) it proposes to hear the grievance.

Upon receipt of the notice, the recipient shall inform the other party in writing within ten (10) working days whether it is agreeable to the use of a single Arbitrator. If the recipient of the notice is not agreeable to the use of a single Arbitrator, it shall state in its written response the name of its appointee to the Board of Arbitration.

In the event the parties agree to the use of a single Arbitrator, the party who filed the grievance shall, within and not after thirty (30) working days from the date of the parties writing upon the identity of the single Arbitrator, invite the Arbitrator in writing to hear the matter and to schedule a mutually agreeable date(s) for hearing.

If the parties agree to the use of a single Arbitrator, but are unable to agree upon the identity of the single Arbitrator within the thirty (30) working days from the date of the referral to arbitration, either party may thereafter request the Minister to make such appointment as may be necessary in accordance with section 48 of the Labour Relations Act, 1995.

If the parties agree to the use of a single Arbitrator, then the cost of such Arbitrator shall be shared equally by the parties.

ARTICLE 7. MANAGEMENT GRIEVANCES

- 7.01 It is understood that the Management may at any time request a meeting with the Unit Chairperson and a National Representative of the Union, to be held at a time convenient to both of the parties hereto, to discuss any complaint with respect to the conduct of the Union, its officers or members, in its relationship with The Town or other employees and that, if such complaint by the Management is not settled to the mutual satisfaction of the conferring parties, it shall be treated as a grievance and may be referred to arbitration for determination in the same way and to the same extent as the grievance of an employee.

ARTICLE 8. POLICY GRIEVANCE

- 8.01 Any dispute which concerns the interpretation or alleged violation of the Agreement and which involves the interest of the employees as a whole may be taken up by the Union as a policy grievance and processed in accordance with the grievance procedure if a written statement of such grievances is lodged with the Chief Administrative Officer within fourteen (14) days after the circumstances giving rise to the grievance originated. All preliminary steps of the grievance procedure prior to Step No. 2 shall be omitted in such cases. It is further agreed that a representative of the Canadian Union of Public Employees may be present at any step in the grievance procedure with respect to such policy grievance.

ARTICLE 9. DISCHARGE CASES

- 9.01 "In the event of an employee being discharged from employment and the employee feeling as though Management did not have just cause for the discharge, the case may be taken up as a grievance.
- 9.02 All such cases shall be taken up within three (3) working days and disposed of within seven (7) days of the date the employee is notified of his/her discharge, except where a case is taken to arbitration. A claim by an employee that he/she has been unjustly discharged from his/her employment shall be treated as a grievance if a written statement of such grievance is lodged with the Chief Administrative Officer within three (3) days after the employee is notified of his/her discharge. All preliminary steps of the grievance procedure prior to Step No.2 will be omitted in such cases.
- 9.03 Such special grievance may be settled by confirming the management's action in dismissing the employee, or by reinstating the employee in his/her former position with full compensation for time lost, or by any other arrangement which is just and equitable in the opinion of the conferring parties or the Arbitrator.

ARTICLE 10. NO STRIKES NO LOCKOUTS

- 10.01 So long as this Agreement continues to operate, there will be no strikes or lockouts as those terms are defined in the Labour Relations Act, 1995, as amended from time to time.
- 10.02 The Town shall have the right to discharge or otherwise discipline employees who take part in or instigate any strike picketing, stoppage or slowdown, but a claim of unjust discharge or treatment may be the subject of a grievance and dealt with as provided in Article 5 above.
- 10.03 Should the Union claim that cessation of work constitutes a lockout, it may file a grievance with the Chief Administrative Officer and such grievance may be processed in accordance with the grievance procedure and the

arbitration procedure.

ARTICLE 11. SENIORITY

- 11.01 (a) Seniority, skill, ability, experience and qualifications all will be considered in promotions when skill, ability, experience and qualifications are relatively equal, seniority shall govern in making the appointment within the Bargaining Unit.
- (b) Seniority will govern on a voluntary basis in regards to lay-offs and vacations.
- (c) Overtime will be distributed on an equitable basis.
- (d) All seniority accrued by the members as SERCO/CLC/RSI employees will be honoured by The Town.
- 11.02 (a) Any new employee, other than a student employee, shall be considered probationary until such employee has been employed for a period of sixty (60) days worked in a twelve calendar month period beginning at his/her original hiring date, and shall have no seniority rights during that period. After sixty (60) days worked, service seniority rights shall be established and shall date back sixty (60) days worked from that date.
- (b) If an employee is retained in employment beyond the probationary period, he/she shall receive payment for all Statutory Holidays as listed in Article 19.01 falling within the probationary period.
- 11.03 An employee shall only lose seniority and have his/her employment terminated in the event he/she:
- (i) is discharged for just cause and is not reinstated;
- (ii) resigns;
- (iii) is absent from work in excess of three (3) working days, without notifying The Town, unless such notice was not reasonably possible;
- (iv) fails to return to work within seven (7) calendar days following a lay-off and after receipt of a registered letter to do so, unless through sickness or other just cause. It shall be the responsibility of the employee to keep The Town informed of his/her current address;
- (v) is laid off for a period of 1 (one) year.
- 11.04 A seniority list shall be prepared by the Town and shall be posted on the Bulletin Board in January of each year.

ARTICLE 12. HEALTH & SAFETY

- 12.01 (a) The Town shall continue to make reasonable provisions for the safety and health of its employees during hours of employment. The Union agrees to assist the Town in maintaining proper observation of all safety and health rules. A Joint Health and Safety Committee has been approved for the Town and the Union shall appoint one (1) member to the committee. The Safety Committee will meet to discuss and adopt Safety and Health measures when requested by either party.
- (b) The Town and Union agree to work under The Occupational Health and Safety Act, as amended and all provisions of the Act.

- 12.02 (a) An employee who is injured during working hours and is required to leave for treatment or is sent home for such injury shall receive payment for the remainder of the shift at his/her regular rate of pay without deduction from sick leave, provided that a doctor or nurse states that the employee is unfit for further work on that shift.
- (b) Where an employee is absent as a result of an accident while at work, or illness inherent to occupation, and, as a result is receiving Workers' Compensation as awarded by the Workplace Safety and Insurance Board, he/she shall receive the difference between his/her regular pay and the Board's award, such difference not to be deducted from his/her sick leave credit.
- 12.03 The Town agrees that all vehicles and buildings be equipped with fire extinguishers and adequate first aid kits.
- 12.04 The Town agrees to the training of, and recognition of qualified first aid personnel through St. John Ambulance or Red Cross training and to pay the cost of the course including books.
- 12.05 During the term of this Agreement, The Town agrees to supply uniforms to members of the Bargaining Unit and further agrees that the initial issue applies to new employees, employees without uniforms and current employees will be supplied uniforms as set out in Clause 12.05(e).
- (a) Maintenance Personnel (Parks, Arena, V.P.C.C.)
- Initial issue for new employees upon completion of probation:
- 1 bomber jacket or parka jacket and
 - 1 pair regular or insulated coveralls
 - 5 pair pants
 - 5 shirts or golf or sweatshirts or fleece zippered jacket rubber boots for use at VPCC
- Upon completion of probation, The Town will pay -\$250.00 per calendar year as cash allowance with receipt towards the purchase of safety shoes.
- (b) V.P.C.C. Aquatic Staff
- Initial issue upon completion of probation:
- 3 bathing suits
 - 3 sweatshirts or fleece zippered jackets or golf shirts or tank tops per year
 - 2 pairs sweatpants
- (c) V.P.C.C. Front Desk Staff
- Initial issue upon completion of probation:
- 4 golf shirts or sweatshirts or fleece zippered jackets or blouses
 - 3 pair basic slacks or skirts or shorts
- (d) V.P.C.C. Fitness Staff
- Initial issue upon completion of probation
- 4 pair of leotards or tights
 - 4 golf shirts, or sweatshirts or fleece zippered jackets or tank tops
 - 1 pair sweatpants
- Upon completion of probation, The Town will pay a shoe allowance of \$100.00 per calendar year as cash allowance. (Note: Taxable benefit without a receipt.)

- (e) It is agreed that The Town provided clothing will be worn at all times while on duty and shall be clean at the commencement of the shift. In the event an article of clothing becomes unsightly or beyond reasonable repair, the clothing article will be replaced on a replacement basis by The Town. Clothing damaged off the job will be replaced at the expense of the employee. (Note: Town agrees to change the colour of the shirt subject to being phased in during the term of the contract.)

ARTICLE 13. POSTING OF NOTICES

- 13.01 If the Union desires to post notices in the plant, such notices shall be first submitted to the Director and/or the supervisor for approval. A bulletin board will be provided by The Town for notices and no notice shall be posted except on such board. A bulletin board will be provided at the Arena, Parks building and the Victoria Park Community Centre. There will be no distribution or posting by employees of pamphlets, advertising or political matter, cards, notices or any other kind of literature upon The Town's property except as herein provided

ARTICLE 14. LEAVE OF ABSENCES

- 14.01 The Town will grant leave of absence without pay to two (2) employees elected by the Union to attend Union Conventions and conferences for a period or periods not exceeding fourteen (14) working days in any calendar year, provided that a written request is submitted to the Director or Chief Administrative Officer (or his or her designate) at least two weeks in advance and in the opinion of the Director, this shall not interfere with the efficient operation of the employee's department and provided further that such leave shall not be unreasonably withheld.
- 14.02
 - a) The Town shall grant a leave of absence without pay to an employee for legitimate personal reasons provided such absence does not interfere with the efficient operation of the department. For the purpose of this paragraph, the fact that an employee's vacation does not coincide with that of his/her spouse and desire to vacation together shall not be considered "a legitimate personal reason." An employee shall not take employment elsewhere while on leave of absence without the consent of The Town.
 - b) Employees will be allowed one (1) paid day per calendar year for the purposes of personal or family preventative health care, tending to family illness, for family emergencies, or for bereavement leave not covered under article 14.03
- 14.03 An employee will be granted leave of absence, without loss of pay in order to make the necessary arrangements for and to attend the funeral of family members for up to the maximum number of days set forth in the following schedule:
 - a) 5 scheduled working days in the event of death of spouse (including common-law), child, father, mother, legal ward or guardian of the employee.
 - b) 3 scheduled working days for grandparent, grandchild, mother-in-law, father-in-law, son-in-law, daughter-in-law, sister, brother.
 - c) 1 day in the event of death of uncle, aunt, first cousin, brother-in-law or sister-in-law of the employee except if the funeral is 250 km or more from Ingersoll, then two (2) days may be granted and if the funeral is more than 400 km or more from Ingersoll then three (3) days may be granted.
 - d) 1 day to serve as pallbearer.

- e) If the funeral is 250 km or more from Ingersoll, then one (1) additional day may be granted for family members described in 14.03 (a) and 14.03 (b).

14.04 An employee who is summoned to serve as juror or is required by writ or subpoena to appear in court as a witness during the employees scheduled working days, shall be paid regular pay for the time required to be in court, provided the employee presents to The Town the process which required a presence in court and pays over to The Town the amount received as such juror or witness.

ARTICLE 15. CORRESPONDENCE

15.01 All correspondence between the parties arising out of this Agreement or incidental thereto, save and except with reference to employee grievances, shall pass to and from the Chief Administrative Officer (or his/her designate) and the President of the Union, and with a copy to the Unit Chairperson.

ARTICLE 16. WAGES

16.01 During the term of this Agreement, The Town and the Union agree that all payments of wages will be made in accordance with the wage rates set forth in Schedule "A" hereto, which is hereby made a part of this Agreement.

ARTICLE 17. HOURS OF WORK AND OVERTIME

17.01 The following paragraphs and sections are intended to define normal hours of work and shall not be construed as a guarantee or hours of work per day or per week or of days of work per week.

17.02 (a) Overtime at the rate of time and one-half of the employee's basic hourly rates will be paid for all hours worked in excess of the employee's normally scheduled hours of work.

(b) Any overtime not deemed to be an emergency or necessary to protect the Town's facilities, must be authorized by the Supervisor and shown on the Time Sheets.

17.03 (a) The normal work for employees shall consist of five (5) working days and not necessarily consecutive.

Arena

Summer

| | |
|---------------------|--------------------|
| Normal Event Booked | 8:30 am – 4:30 pm |
| | 10:00 am – 6:00 pm |
| | 6:00 pm – 2:00 am |

Winter

| | |
|------------------|--------------------|
| Monday to Friday | 6:30 am – 2:30 pm |
| | 2:30 pm – 12:30 am |

| | |
|----------|--------------------|
| Saturday | 5:30 am – 2:30 pm |
| | 2:30 pm – 12:30 am |

When there is no event in the auditorium

| | |
|--|-------------------|
| Sunday | 5:30 am – 2:30 am |
| Three (3) shifts at 8 (eight) hours with paid lunch for up to seven (7) days pending any mechanical problems | |

Parks

Temporary/Seasonal as required

Monday to Friday 8:30 am – 4:30 pm with one half (½) hour unpaid lunch

Victoria Park Community Centre

Front Desk Monday to Friday Shift 1 6:00 a.m. -1:30 p.m. with one (1) hour unpaid lunch

Shift 2 Covered by Part-Time Staff Only

Aquatics

Seven (7) day rotation between the hours of:

Monday to Friday 7:00 am – 10:00 pm
Saturday 7:00 am – 5:00 pm
Sunday 9:00 am – 5:00 pm
½ hour unpaid lunch

Fitness

Monday to Friday 6:30 am – 10:00 pm
½ hour unpaid lunch
Fitness will be required to work a seven (7) day shift rotation, subject to mutually agreed hours.

Fusion Maintenance

Monday to Friday 6:00 a.m. to 2:30 p.m.-1/2 hour unpaid lunch with the approval of the Manager, the work schedule can be flexible to accommodate maintenance requirements for special events in the evenings and weekends

Maintenance

Monday to Friday Shift 1 5:30 am – 2:00 pm half (1/2) hour unpaid lunch

Shift 2 8 Hour Shift with hours agreed upon between the employee and Director of Parks & Recreation or designate twenty (20) minute paid lunch.

It is agreed that a midnight shift may be required from time to time upon mutual agreement by both parties

17.04

CALL-IN, OVERTIME, AND CALLBACK

- (a) An employee who is called into work on a scheduled work day after he/she has left the place of work, shall be paid at the appropriate overtime rate for all hours worked subsequent to being called back to work with a minimum payment of three (3) hours. However, if the employee is called into work prior to the start of his/her normal shift, he/she shall not be entitled to the minimum allowance but will be paid at the appropriate overtime rate for all hours worked up to the commencement of his/her normal shift plus one-half (1/2) hour.

- (b) An employee who is called into work on a scheduled day off or statutory holiday will be paid at the appropriate overtime rate for all hours worked with a minimum payment of three (3) hours.
- (c) Standby provisions will apply to the Victoria Park Community Centre's operations. The standby period will run from Friday 1:00 pm to Sunday at 3:00 pm. The employee required to be on standby duty shall receive an allowance of \$75 per standby period (as established above). This allowance shall in no way affect the overtime provisions of this Agreement. One (1) employee per week may be required for standby, during periods to be determined by the Town with agreeable notification.

- 17.05
- (a) Overtime and call-back time will be offered on an equitable basis among employees who are willing and qualified to perform the available work. Any employee who refuses or is not available by phone shall be considered to have worked.
 - (b) An employee may elect to bank overtime to a maximum of 40 hours (each 26.7 overtime hours worked = 40 hours banked) at any time in the calendar year. Such overtime banked will be used or paid out no later than the final pay period in each calendar year. Banked overtime may be used for time off work as mutually agreed between the manager and employee.

A shift premium \$1.60 per hour will be paid for all shift hours other than regular Monday to Friday dayshift.

ARTICLE 18. VACATION PAY

- 18.01 Employees shall receive the following vacation days:
- Less than one (1) year of service – one (1) working day for each full month of service – maximum 10 days.
- | | |
|------------------|------------------|
| 1 year service | 2 weeks with pay |
| 4 years service | 3 weeks with pay |
| 10 years service | 4 weeks with pay |
| 15 years service | 5 weeks with pay |
| 21 years service | 6 weeks with pay |
| 30 years service | 7 weeks with pay |
- 18.02 Vacation will be computed as of January 1st of each year.
- 18.03 The Town reserves the right to limit the number of employees on annual vacation to no more than one (1) employee per classification in each of Parks, Arena, and V.P.C.C.
- 18.04 On or before the first (1st) day of March in each year, The Town will post a list so that each employee may write in his/her choice of vacation dates. When preparing the annual vacation schedule, The Town shall, subject to its right to maintain a qualified working force and article 18.04, give the choice of vacation dates to employees with the greatest seniority provided they give notice of such choice not later than the 15th day of March. The vacation schedule shall be completed on or before the 1st day of April in each year and, when completed, copies will be posted on the bulletin boards not later than the 15th day of April.
- 18.05 Vacation periods requested following the posting of the vacation schedule

as required by Clause 18.04, must be submitted to The Town for approval fourteen (14) calendar days prior to the 'commencement of period requested.

- 18.06 If an employee decides not to take his/her vacation as recorded on the posted vacation schedule, then the employee must give The Town fourteen (14) calendar days' notice of his/her intention to cancel.
- 18.07 The notice requirement in Clause 18.06 will not apply if the employee or immediate family members are proven sick within a reasonable time or there is a death of a family member as set out in Article 14.03 (a) (b). Such sickness or death must have occurred within seven (7) calendar days prior to the start of the employee's vacation.
- 18.08 If an employee is on vacation and becomes ill, the employee may revert to the Short Term Income Protection Plan as set out in Article 21, provided the employee has completed one (1) working day of his/her vacation and provides The Town with a medical certificate indicating the date of the illness and the date the employee is able to return to work even though the employee has scheduled vacation time remaining and any remaining vacation entitlement is deferred to a later date as mutually agreed.
- 18.09 Arena staff shall be entitled to only one five (5) consecutive working days' vacation during the ice season unless otherwise mutually agreed upon between the employee and the Town.

ARTICLE 19. PAID HOLIDAYS

- 19.01 All employees who have attained seniority under Article 11.02(a) of this Agreement shall receive payment of their regular rates for the following holidays:

| | | |
|------------------|---------------|-----------------|
| New Year's Day | Labour Day | Good Friday |
| Thanksgiving Day | Easter Monday | Remembrance Day |
| Victoria Day | Christmas Day | Canada Day |
| Boxing Day | Civic Holiday | Family Day |

One (1) full day before Christmas
One (1) full day before New Year's Day

- 19.02 In addition, each employee will receive two (2) Floating Holidays subject to the Town being notified at least fourteen (14) calendar days in advance of the day(s) the employee wishes to have off or at a time mutually agreed between the supervisor and employee.
- 19.03 Such payment for not working shall be based on the employee's regular current hourly rate for a normal scheduled work day subject to the following conditions:
- (i) In order to paid holiday pay, the employee must work his/her full scheduled shift immediately preceding and immediately following the paid holiday concerned, unless absence is due to sickness, vacation or approved leave of absence.
 - (ii) If any of the paid holidays fall on a Saturday or Sunday, The Town may establish the Monday and/or the Tuesday subsequent to the holiday and/or the Friday previous to the holiday as the day to be observed, unless otherwise mutually agreed.
 - (iii) Where the vacation period taken by an employee under the provisions of the preceding clauses includes one or more paid holiday, then such period shall be increased by one (1) day of each paid holiday so included in the vacation period.

- (iv) If an employee works on one of the above named paid holidays, he/she will received payment at one and one-half (1-1/2) times actually worked in addition to receiving his/her holiday pay.

ARTICLE 20. GENERAL

- 20.01 Employees who work an eight (8) hour day, shall be granted a fifteen (15) minute rest period in the first and second half of their shift in addition to the regular scheduled paid or unpaid lunch break.
- 20.02 Employees who work a seven (7) hour day shall be granted a fifteen (15) minute rest period in the first half of their shift in addition to the regular scheduled paid or unpaid lunch break.
- 20.03 All employees will take their breaks and paid lunches on the job site or in the facility to which they are assigned.
- 20.04 Employees shall have the right to review their personnel file, upon providing 72 hours written notification to the Human Resources Coordinator. Such review shall occur in the presence of the Human Resources Coordinator.
- 20.05 It is agreed that in any grievance or arbitration that neither party shall refer to or rely upon any record of discipline existing prior to January 1, 2012, whether the purpose of such reference or reliance be to establish a positive record or a negative record as the case may be.

Employees in the bargaining unit represented by CUPE Local 107 will be judged on their record of discipline from January 1, 2012 and onwards, but not on any prior record.

For greater certainty, the aforementioned agreement is intended to restrict the rights of both parties with respect to use of any employee's prior record of discipline in grievance and arbitration proceedings but shall not in any way be interpreted to prohibit or prevent the Town from disciplining or dismissing employees in accordance with the Collective Agreement for conduct occurring on or after January 1, 2012.

ARTICLE 21. SHORT TERM INCOME PROTECTION PLAN

- 21.01 Sick leave means the period of time an employee is absent from work with full or partial pay by virtue of being unable to perform his/her duties or alternate duties as a result of sickness or disability, exposure to contagious disease or because of an accident for which compensation is not payable under the Workplace Safety and Insurance Act.
- 21.02 All full time employees who have completed ninety (90) days worked shall be enrolled in the town's Short Term Income Protection Plan in accordance with the terms and conditions set out herein.
- 21.03
 - (i) An employee will be entitled to up to fifteen (15) days sick leave with full regular pay per calendar year, non-cumulative, if by virtue of illness or-injury the employee is unable to perform his/her duties and for which the employee is not eligible for benefits under the Workplace Safety and Insurance Act, and such leave shall be subject to Article 21.05.
 - (ii) In order to qualify for the sick leave, an employee making such claim must have reported his/her illness to the Manager and/or designate of his/her absence from work at least forty-five (45) minutes prior to the commence of the shift.
- 21.04
 - (i) After three (3) consecutive working days of illness, all full time regular employees shall be provided an Income Protection Plan in

accordance with the following schedule so long as the employee is not in receipt of Workplace Safety and Insurance benefits.

Insured Weeks at:

| <u>Length of Service</u> | <u>Full Salary</u> | <u>75% of Salary</u> |
|-------------------------------|--------------------|----------------------|
| 3 months but less than 1 year | 1 | 16 |
| 1 year but less than 2 years | 2 | 15 |
| 2 years but less than 3 years | 3 | 14 |
| 3 years but less than 4 years | 4 | 13 |
| 4 years but less than 5 years | 5 | 12 |
| 5 years but less than 6 years | 7 | 10 |
| 6 years but less than 7 years | 9 | 8 |
| 7 years but less than 8 years | 11 | 6 |
| 8 years but less than 9 years | 13 | 4 |
| Over 9 years | 17 | 0 |

(ii) The maximum short term income protection will be seventeen (17) weeks from the date of disability except there shall be a waiting period of thirty (30) working days between applications for the same injury or illness in excess of an accumulated total of seventeen (17) weeks.

(iii) Once a full time regular employee has exhausted/utilized all fifteen (15) days and is absent due to illness/injury beyond and including the three (3) consecutive working days, the employer shall compensate for the three (3) days of illness/injury providing a Doctor's note for the entire absence of the illness/injury is submitted to the Employer.

21.05 In order to qualify for Short Term Income Protection, an employee making such claim must have reported his/her illness during the first day to the Manager and/or designate of his/her absence from work and within at least forty-five (45) minutes prior to the commencement of the shift.

21.06 An employee who is absent because of illness will continue to accumulate seniority. The Town will pay benefits as listed in Article 22.01(a) on behalf of an employee who is absent because of illness.

21.07 The Town has the right to require an employee on Short Term Income Protection benefits to perform duties for which the employee is medically fit to perform. The Town has the right to require and pay for a medical certificate, if the cost is not covered by Ontario's health Plan, to establish the fitness of an employee to return to modified or regular duties.

ARTICLE 22. HEALTH AND WELLNESS PLAN

22.01 (a) During the term of this Agreement, The Town will pay 100% of the premium costs for the following schedule of benefits:

- (i) Ontario Employees Health Tax and/or premium based Health Insurance Plan.
- (ii) Life - 2 x annual earnings, minimum of \$70,000 and maximum of \$200,000; no evidence limit of \$200,000.
- (iii) Accident Death and Dismemberment

The amount of Accidental Death and Dismemberment insurance is equal to the Employee's life insurance benefit shown above.

(iv) Dependent Life - all eligible dependents

Spouse- \$5,000;
Child- \$3,000

(v) Long Term Disability Income -75% of monthly earnings up to a maximum benefit of \$4,000 per month. Qualifying period is 119 days of continuous disability with benefit payments to age 65. If benefits are received from Workers' Compensation, C.P.P. or any other source specified in the group policy, the benefit amount may be reduced by some or all of the benefits received from other sources.

(vi) Extended Health Care:

| | |
|--|--|
| Hospital Semi-Private | 100% |
| Professional and Medical | 100% |
| Physiotherapy | 100% - \$750 annually per person cap |
| Prescriptions | 100% |
| Drugs | Implement the carrier's generic or lowest priced equivalent, unless otherwise prescribed by a physician |
| Chiropractor | Maximum \$600 per person per calendar year for licensed Chiropractic Service |
| Massage Therapy | \$600 maximum per person per calendar year |
| Vision Care | 100% |
| Maximum Benefit every 12 months for adults aged 19 and over | \$400 |
| Maximum Benefit every 12 months for children up to an including age 18 | \$400 |

(Note: Vision Care includes cost of contact lenses, eyeglasses, sunglasses or laser eye correction surgery up to a maximum of \$400 per person in any 12 month period.)

Acupuncture Maximum \$20 per person per
visit for a maximum of 20 visits annually

(vii) Dental Care - Employees and their eligible dependents:

| | |
|------------------|------|
| Basic | 100% |
| Additional Basic | 100% |
| Major | 50% |
| Orthodontia | 50% |

Annual maximum per individual:

| | |
|----------------------------|------------|
| Basic and Additional Basic | \$1000.00 |
| Major | \$2,000.00 |
| Deductible | Nil |

| | |
|---|----------------------------------|
| Lifetime Orthodontic Maximum | |
| Per insured child | \$2,500.00 |
| | \$3,000.00 Effective Jan.1, 2013 |
| Provincial Fee Schedule, General Practitioners Dental | |

9 month dental exams per person, 6 month recall for dependents under 18

There is a three (3) month waiting period for the above noted benefits with the exception of one (1) Ontario Employer's Health Tax.

22.02 In addition to the Canada Pension Plan every employee shall join the Ontario Municipal Employees Retirement System. The Town and the employees shall make contributions in accordance with the provisions of the OMERS Plan.

22.03 RETIREMENT BENEFITS

22.03 (a) The Town will pay 100% of the premium cost of the following benefits to retired employees in receipt of an OMERS Pension (and at least fifty-five (55) years of age), up to the age of sixty-five (65). Effective July 1st, 2012 any new employees hired must have a minimum of fifteen (15) years' service with the Town in order to be eligible for this benefit.

New employees hired after July 1st 2014.

The Town will pay 100% of the premium cost of the following benefits to retired employee's in receipt of an OMERS pension (and who are at least 55 years of age), up to the age of sixty five (65). Effective July 1st, 2014 any new employees hired must have a minimum of twenty (20) years' service with the Town in order to be eligible for this benefit.

- (i) Extended Health Care as described in Clause 22.01(vi) with a restriction of lifetime maximum of \$10,000 being imposed on all out-of-province charges.
- (ii) Dental Care as described in Clause 22.01(vii).
- (iii) The Town will pay 100% of the premium cost of the following benefits to retired employees in receipt of an OMERS Pension (and at least fifty-five (55) years of age), up to the age of sixty-five (65). Effective July 1st, 2014 any new employees hired must have a minimum of twenty (20) years' service with the Town in order to be eligible for this benefit.
- (b) A retiree must not be engaged in other employment for more than eighty (80) hours per month to be eligible for benefits. The retiree will notify the Town if benefit coverage is provided from full time employment elsewhere.
- (c) The retiree must enroll for the benefits at the date of retirement and must continue uninterrupted participation to be eligible.
- (d) The retiree must be domiciled in Canada.

(e) The retiree will waive any right to claim against the Town and the carrier in the event his/her coverage lapses by reason of any act or omission on the retiree's part in fulfilling any of the terms and conditions of the benefit program.

22.04 The Town funds on Employee Assistance Plan (EAP) which may include professional counseling for personal issues such as death, marital breakdown, finances.

ARTICLE 23. DURATION

23.01 This Agreement shall be effective from July 1, 2017, and shall remain in full force and effect until June 30, 2020, and from year to year thereafter until notice of intention to terminate or amend this Agreement is given by either party not more than ninety (90) days and not less than thirty (30) days before the termination of the said Agreement.

Dated this _____ day of _____ 20____

IN WITNESS WHEREOF each of the parties hereto has caused this Agreement to be signed by its duly authorized representative as of the date and year first above written.

THE TOWN OF INGERSOLL

LONDON CIVIC EMPLOYEES, LOCAL 107

Ted Comiskey, Mayor

President CUPE Local 107

Michael Graves, Clerk

National Representative, CUPE

Negotiating Bargaining Unit Member

Negotiating Bargaining Unit Member

SCHEDULE "A"

HOURLY RATES

| Classification | Regular Hours Weekly | Probationary Job Rate July 1, 2017 | Job Rate July 1, 2017 | Probationary Job Rate July 1, 2018 | Job Rate July 1, 2018 | Probationary Job Rate July 1, 2019 | Job Rate July 1, 2019 |
|-----------------------------|-----------------------------|---|------------------------------|---|------------------------------|---|------------------------------|
| Maintenance | 40 | \$22.73 | \$23.52 | \$22.96 | \$23.75 | \$23.29 | \$24.11 |
| Fitness Instructor | 35 | \$23.04 | \$23.87 | \$23.27 | \$24.12 | \$23.63 | \$24.47 |
| Temporary/Full Time Fill-In | 40 | \$17.05 | \$17.63 | \$17.21 | \$17.81 | \$17.48 | \$18.08 |
| | 35 | | \$15.87 | | \$16.04 | | \$16.28 |

ARENA WORK SCHEDULE

| SHIFT | MONDAY | TUESDAY | WEDNESDAY | THURSDAY | FRIDAY | SATURDAY | SUNDAY |
|---------|---------------------|-------------------|------------------|------------------|------------------|---------------------|------------------|
| SHIFT 1 | | 6:30am - 2:30p.m. | 6:30am - 2:30pm | 6:30am - 2:30pm | 6:30am - 2:30pm | 5:30am - 1:30pm | OFF |
| SHIFT 2 | 6:30a.m. - 4:30p.m. | 2:30pm - 12:30am | OFF | OFF | OFF | 4:00P.M. - 2:00A.M. | 3:00PM - 1:00 AM |
| SHIFT 3 | 2:30pm - 12:30 am | OFF | 2:30pm - 12:30am | 2:30pm - 12:30am | 2:30pm - 12:30am | OFF | OFF |

| SHIFT | MONDAY | TUESDAY | WEDNESDAY | THURSDAY | FRIDAY | SATURDAY | SUNDAY |
|---------|------------------|------------------|------------------|------------------|------------------|-----------------|-----------------|
| SHIFT 1 | 6:30am - 4:30pm | 2:30pm - 12:30am | OFF | OFF | OFF | 4:00pm - 2:00am | 3:00pm - 1:00am |
| SHIFT 2 | 2:30pm - 12:30am | OFF | 2:30pm - 12:30am | 2:30pm - 12:30am | 2:30pm - 12:30am | OFF | OFF |
| SHIFT 3 | OFF | 6:30am- 2:30pm | 6:30am - 2:30pm | 6:30am - 2:30pm | 6:30am - 2:30pm | 5:30am - 1:30pm | OFF |

| SHIFT | MONDAY | TUESDAY | WEDNESDAY | THURSDAY | FRIDAY | SATURDAY | SUNDAY |
|---------|------------------|-----------------|-----------------|------------------|------------------|-----------------|-----------------|
| SHIFT 1 | 2:30pm - 12:30am | OFF | 2:30pm -12:30am | 2:30pm - 12:30am | 2:30pm - 12:30am | OFF | OFF |
| SHIFT 2 | OFF | 6:30am - 2:30pm | 6:30am -2:30pm | 6:30am - 2:30pm | 6:30am - 2:30pm | 5:30am -1:30pm | OFF |
| SHIFT 3 | 6:30am- 4:30pm | 2:30pm-12:30am | OFF | OFF | OFF | 4:00pm - 2:00am | 3:00pm - 1:00am |

Note: The Saturday hours of work will be:

5:30am – 2:30pm

2:30pm – 12.30am

when there is no event at the Auditorium

LETTER OF UNDERSTANDING

BETWEEN

LONDON CIVIC EMPLOYEES, LOCAL 107, CUPE

AND

THE CORPORATION OF THE TOWN OF INGERSOLL

RE: DEFINITION OF STUDENT

For the purpose of this collective agreement the parties agree a "Student" is an employee who is hired for a period of employment between the dates of April 15th and September 15th of the same year and the said student employee shall not work more than one hundred (100) working days during said period. It is further agreed student employees shall not be entitled to any of the benefits contained in Articles 21 or 22 of this Collective Agreement. It is understood that students are supernumary and will not temporarily or permanently fill a bargaining unit position.

THE TOWN OF INGERSOLL

LONDON CIVIC EMPLOYEES, LOCAL 107

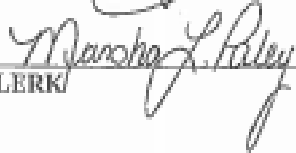
MAYOR



PRESIDENT



CLERK



UNIT CHAIRPERSON





**Corporation of the Town of Ingersoll
By-Law 18-4991**

**A by-law to authorize the execution of an agreement between The Corporation of
The Town of Ingersoll and Canadian Union of Public Employees Local No. 107 –
Public Works**

WHEREAS Sections 8 (1) and 9 of the Municipal Act, 2001, S.O. 2001, c. 25, as amended, provide that the powers of a municipality under this or any other Act shall be interpreted broadly so as to confer broad authority on the municipality to enable the municipality to govern its affairs as it considers appropriate and to enhance the municipality's ability to respond to municipal issues and has the capacity, rights, powers and privileges of a natural person for the purpose of exercising its authority under this or any other Act;

WHEREAS the Town of Ingersoll are desirous of entering into an agreement with Canadian Union of Public Employees Local No. 107 – Public Works.

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

1. That the Mayor and Clerk are hereby authorized to execute an agreement between the Town and Canadian Union of Public Employees Local No. 107 – Public Works for the purposes of a Collective Agreement, and to affix the seal of the Corporation of the Town of Ingersoll thereto.
2. That a copy of the said agreement in substantially the same form shall be annexed to and form part of this by-law.

READ a first and second time in Open Council this 9th day of April, 2018.

READ a third time in Open Council and passed this 9th day of April, 2018.

Edward (Ted) Comiskey, Mayor

Michael Graves, Clerk

Schedule "A" to By-law 18-4991



2017 - 2020

COLLECTIVE AGREEMENT

BETWEEN

THE CORPORATION OF THE TOWN OF INGERSOLL

AND

CANADIAN UNION OF PUBLIC EMPLOYEES

PUBLIC WORKS - LOCAL 107

THIS AGREEMENT is made and entered into this _____ day of _____, 2018.

BETWEEN

THE CORPORATION OF THE TOWN OF INGERSOLL
(hereinafter referred to as "The Town")

OF THE FIRST PART

-and-

CANADIAN UNION OF PUBLIC EMPLOYEES, on behalf of its
LOCAL 107 – INGERSOLL UNIT
(hereinafter referred to as the "Union")

OF THE SECOND PART

ARTICLE 1. UNION RECOGNITION

1.01 The Town recognizes the Union as the exclusive bargaining agency for all employees of the Town in its Public Works Department save and except the Public Works Foreman, Manager of Public Works, persons above the rank of Public Works Foreman and office staff.

ARTICLE 2. UNION SCOPE

2.01 The Town and the Union agree that there shall be no discrimination interference, restriction, or coercion exercised or practiced with respect to any employee in the matters of hiring, wage rates, training, up-grading, promotion, transfer, lay-off, recall, discipline, discharge, or in the administration of any of the provisions of this Collective Agreement by reason of any grounds prohibited under the Ontario Human Rights Code, or for any other reason.

2.02 The Town agrees that there will be no discrimination, interference, restrictions or coercion exercised or practiced by any of its representatives with respect to any employee because of his/her membership or non-- membership in the Union.

2.03 The Town and the Union acknowledge that the Ontario Human Rights Code, the Employment Standards Act, the Ontario Labour Relations Act, and the Occupational Health & Safety Act shall apply to all employees. Any greater right or benefit contained in these Acts shall prevail.

2.04 All employees of the Town covered by this Agreement, as a condition of continuing employment, shall remain members in good standing of the Union. All future employees shall, upon acquiring seniority, become and remain members of the Union.

2.05 The Union shall notify the Town of the amount of union dues to be deducted monthly and fees or assessments levied by the Union on its members. The Union shall indemnify and save the Town harmless from any and all claims or causes of action made by the employees or otherwise arising out of such deduction and remittance.

The Town shall deduct from all employees who have acquired seniority the dues payable on the first pay day of each calendar month and shall remit the same to the Union prior to the end of such month.

2.06 Persons whose jobs are not in the bargaining unit shall not work on any jobs which are included in the bargaining unit, except for the purposes of instruction, experimenting, or in emergencies when regular employees are not available, and provided that the act of performing the aforementioned operations, in itself, does not reduce the hours of work or pay of an employee. The parties recognize that during extreme weather conditions, for various reasons, staff shortages may occur that require the Foreperson to assist in winter control operations. In

recognition of this provision the Town agrees to provide an additional float holiday per year.

ARTICLE 3. MANAGEMENT RIGHTS

- 3.01 The Union acknowledges that it is the responsibility and function of the Town to hire, promote, demote, transfer, reclassify and suspend employees; and also the right of the Town to discipline or discharge any employee for cause, provided that a claim by an employee, who has acquired seniority, that he/she has been discharged, suspended or disciplined without reasonable cause may be the subject of a grievance and dealt with as hereinafter provided. It is understood and agreed that such functions shall not be exercised in a manner inconsistent with the provisions of this Agreement.
- 3.02 The Union further recognizes the right of the Town to manage the affairs of the operation on all respects. The location of the plants, the direction of the working forces, the methods, processes and means of work used, the schedules of operation, the right to decide on the number of employees needed by the Town at any time, the right to use improved methods, machinery and jurisdiction over all operations, buildings, machinery, tools and employees, are the function and responsibility of the Town. The Town also has the right to make, alter and enforce from time to time reasonable rules and regulations, not inconsistent with the Collective Agreement, to be observed by the employees, but where new rules and regulations are made or altered, the Town will cause same to be duly posted on the bulletin board over the signature of the Chief Administrative Officer and a copy mailed to the Unit Chairperson.
- 3.03 In applying the responsibilities, rights and authorities, set out in the foregoing sections, the Town agrees that these functions will not be exercised in a manner inconsistent with this Agreement and are subject to the right of the Union and/or the employee concerned to process a grievance in the manner and to the extent provided in this Agreement.

ARTICLE 4. UNIT CHAIRPERSON

- 4.01 The Town will recognize a Unit Chairperson selected by the Union. The Town shall be advised of the name of the Unit Chairperson and shall be notified of any change from time to time in writing. The unit Chairperson shall be a permanent employee of the Town and shall have at least one year of service with the Town. The Union may select an alternate Union Chairperson in the event such additional representation is needed. The Union shall have the right, at any time, to have the assistance of a representative of the Canadian Union of Public Employees when dealing or negotiating with the Town.
- 4.02 In the event the parties mutually agree to convene a meeting between them, in connection with a matter arising out of this Agreement, and the Unit Chairperson or alternate or both, are required by the Town or by this Agreement to be present, such Unit Chairperson or alternate may leave work without loss of basic pay to attend such meeting.
- 4.03 The negotiating committee will consist of a maximum of five (5) persons, one of whom shall be a National Representative of C.U.P.E. and at least two (2) employees of the Unit. Unit employees, as appointed to the Negotiating Committee by the Union, may attend such meetings as arranged with the Town representative during regular working hours without loss of basic pay.
- 4.04 It is agreed by the parties that a signing officer and/or a nominee of the Local and/or a National Representative shall assist the employee and Unit Chairperson in grievance and arbitration meetings that may arise from time to time with the Town. It is further agreed that the Town may have any assistance which may be required from time to time including legal counsel subject to advising the Union in writing.

- 4.05 The Town agrees that the unit Chairperson shall not be hindered, coerced, restrained or interfered with in any way in the performance of their duties, while investigating disputes and presenting adjustments as provided in this Article. The Union understands and agrees that the Unit Chairperson is employed to perform fulltime work for the Town and that he/she will not leave work during working hours without permission from the Director of Public Works.

ARTICLE 5. GRIEVANCE PROCEDURE

- 5.01 The parties to this Agreement are agreed that it is of the utmost importance to adjust complaints and grievances as quickly as possible.

- 5.02 No grievance shall be considered:

(a) Where the circumstances giving rise to it occurred or Originated more than ten (10) working days before the filing of the grievance.

(b) Where the circumstances giving rise to it occurred or originated more than five (5) days before the filing of the grievance if a Unit Chairperson has been appointed or named from the Ingersoll Unit.

- 5.03 Grievance shall be adjusted and settled as follows:

Step No.1

The aggrieved employee shall present his/her grievance in writing on a form supplied by the Union and approved by the Town to the Foreperson with the assistance of the Unit Chairperson. If a settlement, satisfactory to the employee concerned is not reached within five (5) working days (or any other period of time which may be mutually agreed upon), the grievance may be presented as follows at any time within three (3) working days thereafter.

Step No.2

The aggrieved employee may present his/her grievance in writing to the Director of Public Works with the assistance of the Unit Chairperson. If a settlement, satisfactory to the employee concerned is not reached within five (5) working days (or any other period of time which may be mutually agreed upon), the grievance may be presented as follows at any time within three (3) working days thereafter.

Step No.3

The aggrieved employee may present his/her grievance in writing to the Chief Administrative Officer or delegate. He/she shall have the assistance of the Unit Chairperson, and he/she may also have the assistance of a National Representative of the Union if he/she so desires. The decision of the Chief Administrative Officer or delegate shall be given within five (5) working days after the time the matter is presented.

- 5.04 If the decision of the Chief Administrative Officer or delegate is not satisfactory to the aggrieved employee, and if the grievance is one which concerns the interpretation or alleged violation of this Agreement, the grievance may be referred by either party to arbitration as provided in Article 6 below at any time within twenty (20) working days after the decision of the Chief Administrative Officer or delegate has been communicated to the aggrieved employee or to the Union.

ARTICLE 6. ARBITRATION

- 6.01 Both parties to this Agreement agree that any dispute or grievance concerning the interpretation or alleged violation of this Agreement, which has been properly carried through all the steps of the grievance procedure outlined in Article 5 above, and which has not been settled, will be referred to a Board of Arbitration,

or where both parties agree to a single Arbitrator, at the request of either of the parties hereto.

- 6.02 The Board of Arbitration will be composed of one person appointed by the Town, one person appointed by the Union and a third person to act as Chairperson chosen by the other two members of the Board.
- 6.03 Within five (5) days of the request by either party for the Board, each party shall notify the other of the name of its appointee.
- 6.04 Should the person chosen by the Town to act on the Board, and the person chosen by the Union, fail to agree on a third person within seven (7) days of the notification mentioned in 6.03 above, the Minister of Labour for the Province of Ontario will be asked to nominate a member of the judiciary of the Province of Ontario to act as Chairperson.
- 6.05 The decision of a Board of Arbitration, or a majority thereof, constituted in the above manner shall be binding on both parties.
- 6.06 The Board of Arbitration shall not have any power to alter or change any of the provisions of this Agreement or to substitute any new provisions for any existing provisions, nor to give any decision inconsistent with the terms of provisions of this Agreement.
- 6.07 Each of the parties to this Agreement will bear the expenses of the Nominee appointed by it; and the parties will jointly bear the expenses, if any, of the Chairperson.
- 6.08 No person shall be selected as Arbitrator who has been directly involved in attempts to negotiate or settle the grievance or the Agreement.
- 6.09 Notwithstanding the foregoing, on agreement between the parties, a single Arbitrator may be substituted for the Arbitration Board set out herein in which case the grievance will be assigned to an Arbitrator mutually agreed upon by the parties.

If the referring party proposes the use of a single Arbitrator, it shall include the written notice of referral the name(s) of the single Arbitrator(s) it proposes to hear the grievance.

Upon receipt of the notice, the recipient shall inform the other party in writing within ten (10) working days whether it is agreeable to the use of a single Arbitrator. If the recipient of the notice is not agreeable to the use of a single Arbitrator, it shall state in its written response the name of its appointee to the Board of Arbitration.

In the event the parties agree to the use of a single Arbitrator, the party who filed the grievance shall, within and not after thirty (30) working days from the date of the parties writing upon the identity of the single Arbitrator, invite the Arbitrator in writing to hear the matter and to schedule a mutually agreeable date(s) for hearing.

If the parties agree to the use of a single Arbitrator, but are unable to agree upon the identity of the single Arbitrator within the thirty (30) working days from the date of the referral to arbitration, either party may thereafter request the Minister to make such appointment as may be necessary in accordance with section 48 of the Labour Relations Act, 1995.

If the parties agree to the use of a single Arbitrator, then the cost of such Arbitrator shall be shared equally by the parties

ARTICLE 7. MANAGEMENT GRIEVANCES

- 7.01 It is understood that the Management may at any time request a meeting with the

Unit Chairperson and a National Representative of the Union, to be held at a time convenient to both of the parties hereto, to discuss any complaint with respect to the conduct of the Union, its officers or members, in its relationship with the Town or other employees and that, if such complaint by the Management is not settled to the mutual satisfaction the conferring parties, it shall be treated as a grievance and may be referred to arbitration for determination in the same way and to the same extent as the grievance of an employee.

ARTICLE 8. POLICY GRIEVANCES

8.01 Any dispute which concerns the interpretation or alleged violation of the Agreement and which involves the interest of the employees as a whole may be taken up by the Union as a policy grievance and processed in accordance with the grievance procedure if a written statement of such grievances is lodged with the Chief Administrative Officer within fourteen (14) days after the circumstances giving rise to the grievance originated. All preliminary steps of the grievance procedure prior to Step No. 2 shall be omitted in such cases. It is further agreed that a representative of the Canadian Union of Public Employees may be present at any step in the grievance procedure with respect to such policy grievance.

ARTICLE 9. DISCHARGE CASES

9.01 In the event of an employee who has attained seniority being discharged from employment and the employee feeling as though Management did not have just cause for the discharge, the case may be taken up as a grievance.

9.02 All of such cases shall be taken up within three (3) working days and disposed of within seven (7) days of the date the employee is notified of his/her discharge, except where a case is taken to arbitration. A claim by an employee who has attained seniority that he/she has been unjustly discharged from his/her employment shall be treated as a grievance if a written statement of such grievance is lodged with the Chief Administrative Officer within three (3) days after the employee is notified of his/her discharge. All preliminary steps of the grievance procedure prior to Step No.2 will be omitted in such cases.

9.03 Such special grievance may be settled by confirming the management's action in dismissing the employee, or by reinstating the employee in his/her former position with full compensation for time lost, or by any other arrangement which is just and equitable in the opinion of the conferring parties or the Arbitrator.

ARTICLE 10. NO STRIKES NO LOCKOUTS

10.01 In view of the orderly procedures established by this Agreement for the settling of disputes and the handling of grievances, the Union agrees that, during the lifetime of this Agreement, there will be no strikes or lockouts either complete or partial and no picketing. Strike and lockout shall be as defined in the Labour Relations Act, R.S.O. 1990, Chapter L.2., as amended.

10.02 The Town shall have the right to discharge or otherwise discipline employees who take part in or instigate any strike picketing, stoppage or slowdown, but a claim of unjust discharge or treatment may be the subject of a grievance and dealt with as provided in Article 5 above.

10.03 Should the Union claim that cessation of work constitutes a lockout, it may file a grievance with the Chief Administrative Officer and such grievance may be processed in accordance with the grievance procedure and the arbitration procedure.

ARTICLE 11. SENIORITY

11.01 (a) In all cases of promotion within the Bargaining Unit, provided the employee has the necessary skill, competence and efficiency, seniority shall be the governing factor.

- (b) Seniority will govern on a voluntary basis in regards to lay-offs and vacations.
 - (c) Overtime and equipment operations will be distributed on an equitable basis.
- 11.02 (a) Any new employee, other than a student employee, shall be considered probationary until such employee has been employed for a period of sixty (60) days worked in a twelve calendar month period beginning at his/her original hiring date, and shall have no seniority rights during that period. After sixty (60) days worked, service seniority rights shall be established and shall date back sixty (60) days worked from that date.
- (b) If an employee is retained in employment beyond the probationary period, he/she shall receive payment for all Statutory Holidays as listed in Article 19.01 falling within the probationary period.
- 11.03 An employee shall not lose his/her seniority rights if he/she is absent from work because of sickness, accident, lay-off, or leave of absence approved by the Town.
- An employee shall only lose seniority in the even he/she:
- (i) Is discharged for just cause and is not reinstated
 - (ii) Resigns
 - (iii) Is absent from work in excess of three (3) working days, without notifying the Town, unless such notice was not reasonably possible
 - (iv) Fails to return to work within seven (7) calendar days following a lay-off and after receipt of a registered letter to do so, unless through sickness or other just cause. It shall be the responsibility of the employee to keep the Town informed of his/her current address.
 - (v) Is laid off for a period longer than one (1) year.
- 11.04 A seniority list shall be prepared by the Town and shall be posted on the Bulletin Board in January of each year.
- 11.05 If an employee covered by this Agreement should be promoted to a supervisory or confidential position not subject to this Agreement, he/she shall retain the seniority earned to the time of such promotion for a period of sixty (60) worked days, subject to the following limitations:
- (a) While the employee remains in a position outside this Bargaining Unit, such seniority shall have no application whatsoever.
 - (b) If the employee is subsequently returned to Bargaining Unit, seniority previously earned shall be restored and additional seniority shall begin to accrue upon his/her return.
 - (c) An employee returned to the Bargaining Unit shall be placed in the position of a regular employee and no permanent employee shall be laid off or displaced as a result of this action.
- 11.06 "Casual Worker" is a person contracted for circumstances when regular employees are not available. The use of a casual worker shall not result in a reduction the hours of work or pay of any employee covered by this collective agreement. This employee will be covered under all Articles in the Collective Agreement except seniority, sick leave, benefits and vacation. Vacation pay will be as per the Employment Standards Act. A casual worker will not work more than 60 accumulated days in a 12 month period.

ARTICLE 12. HEALTH & SAFETY

- 12.01 (a) The Town shall continue to make reasonable provisions for the safety and health of its employees during the hours of employment. The Union agrees to assist the Town in maintaining proper observation of all safety and health rules. A Joint Health and Safety Committee has been approved for the Town and the Union shall appoint one (1) member to the Committee. The Safety Committee will meet to discuss and adopt Safety and Health measures when requested by either party.
- (b) The Town and the Union agree to work under The Occupational Health and Safety Act as amended and all provisions of the Act
- 12.02 (a) An employee who is injured during working hours and is required to leave for treatment or is sent home for such injury shall receive payment for the remainder of the shift at his/her regular rate of pay without deduction from sick leave, provided that a doctor or nurse states that the employee is unfit for further work on that shift.
- (b) Where an employee is absent as a result of an accident while at work, or illness inherent to occupation, and, as a result is receiving Workers Compensation as awarded by the Workplace Safety and Insurance Board, he/she shall receive the difference between his/her regular pay and the Board's award, such difference not to be deducted from his/her sick leave credit.
- 12.03 The Town agrees that all vehicles and buildings be equipped with fire extinguishers and adequate first aid kits.
- 12.04 The Town agrees to the training of, and recognition of qualified first aid personnel and to pay the cost of the course including books.
- 12.05 Deleted
- 12.06 (a) The Town will pay \$550.00 per year to each employee no later than the first pay period in October, as a clothing allowance. Safety boots as required by the Town must be worn as a condition of employment.
- (b) In the event of an employee is hired after October 1", payment will be prorated on the basis of the time remaining to October 1st in the following year.

ARTICLE 13. POSTING OF NOTICES

- 13.01 If the Union desires to post notices in the plant, such notices shall be first submitted to the Director of Public Works for approval. A bulletin board will be provided by the Town for notices and no notice shall be posted except on such board.

There will be no distribution or posting by employees of pamphlets, advertising or political matter, cards, notices or any other kind of literature upon the Town's property except as herein provided.

ARTICLE 14. LEAVE OF ABSENCES

- 14.01 The Town will grant leave of absence without pay to two (2) employees elected by the Union to attend Union Conventions and Conferences for a period or periods not exceeding fourteen (14) working days in any calendar year, provided that, in the opinion of the Director of Public Works this shall not interfere with the efficient operation of the Plant and provided further that such leave shall not be unreasonably withheld.
- 14.02 The Town shall grant a leave of absence without pay to an employee for legitimate personal reasons with seniority accumulating provided such absence does not interfere with the efficient operation of the department. For the purpose

of this paragraph, the fact that an employee's vacation does not coincide with that of his/her spouse and the desire to vacation together shall not be considered "a legitimate personal reason". An employee shall not take employment elsewhere while on leave of absence without the consent of the Town.

14.03 An employee will be granted leave of absence, without loss of pay in order to make the necessary arrangements for and to attend the funeral of family members for up to the maximum number of days set forth in the following schedule:

- (a) 5 scheduled working days in the event of death of spouse (including common-law), child, father, mother, legal ward or guardian of the employee.
- (b) 3 scheduled working days for grandparent, grandchild, mother-in-law, father-in-law, son-in-law, daughter-in-law, sister, brother of the employee.
- (c) 1 day in the event of death of uncle, aunt, first cousin, brother-in-law or sister-in-law of the employee, except if the funeral is 250 km or more from Ingersoll, then two (2) days may be granted and if the funeral is more than 400 km or more from Ingersoll then three (3) days may be granted.
- (d) 1 day to serve as pallbearer.
- (e) If the funeral is 250 km or more from Ingersoll then one (1) additional day may be granted for family members described in 14.03 (a) and 14.03 (b).

14.04 An employee who is summoned to serve as juror or is required by writ or subpoena to appear in court as a witness during the employees scheduled working hours, shall be paid regular pay for the time required to be in court, provided the employee presents to the Town the process which required a presence in court and pays over to the Town the amount received as such juror or witness.

ARTICLE 15. CORRESPONDENCE

15.01 All correspondence between the parties arising out of this Agreement or incidental thereto, save and except with reference to employee grievances, shall pass to and from the Chief Administrative Officer and the Secretary of the Union.

ARTICLE 16. WAGES

16.01 During the term of this Agreement, the Town and the Union agree that all payments of wages will be made in accordance with the wage rates set forth in Schedule "A" hereto, which is hereby made a part of this Agreement.

ARTICLE 17. HOURS OF WORK AND OVERTIME

17.01 The following paragraphs and sections are intended to define normal hours of work and shall not be construed as a guarantee of hours of work per day or per week or of days of work per week.

17.02 (a) Overtime at the rate of time and one-half the employee's basic rate shall be paid for all hours worked in excess of eight (8) hours per day or forty hours per week, and for the first three hours worked on Saturday. Overtime at the rate of double the employee's basic rate shall be paid for all hours worked in excess of the first three hours worked on Saturday and for all hours worked on Sunday.

(b) Any overtime must be authorized by the Director of Public Works or Foreperson and appear on the time card. No overtime will be allowed for 5 minutes or less, of time worked, nor will an employee lose time if he/she is late 5 minutes or less. If he/she works 6 minutes and less than 15 minutes overtime, he/she will be paid for 15 minutes. If he/she is late by more than 5 minutes, he/she will have 15 minutes time deducted from his/her pay. The above formula will apply for each quarter hour paid.

- (c) Notwithstanding Clauses 17.02(a) and (b), an employee may elect to bank any earned overtime to a maximum of forty (40) hours in a calendar year. Banked overtime to be paid out at the end of each month with notification submitted with time sheets. Such banked overtime not used or paid out by November 30th will be paid out by the second (2nd) pay date in December of the calendar year it was accumulated. An employee may elect to request banked overtime to be paid out at the end of each month with notification submitted with pay sheet. Banked overtime may be used for time off work on the basis of a full day as set out in Clause 17.03 (a) as mutually agreed between the Superintendent and the employee. If an employee leaves the employment of the Town for any reason, such accumulated overtime will be paid out and added to the final pay cheque.
- 17.03 (a) The normal work week for all employees save and except shift employees shall consist of five (5) working days commencing on Monday and ending on Friday. A normal working day shall consist of eight (8) working hours. A day shift will not commence before 7:00 a.m. to noon and 12:30 p.m. to 3:30 p.m. with on half hour unpaid lunch, with the exception of the Street Sweeper who may be required to start before 7:00 a.m. Any variation during hours of work shall be negotiated by the Town and the Union.
- (b) Employees who are called in early, may leave, after eight (8) hours of work with the approval of the Superintendent/Foreperson, and without pay for the remainder of the scheduled work day. The provisions of Clause 17.05 will not be affected.
- 17.04 (a) Employees who are required to be on standby duty shall receive and allowance of \$250.00 per seven (7) day week. This allowance shall in no way affect the overtime provisions of this Agreement. One employee per week will be required for standby, during periods to be determined by the Town with agreeable notification. The Town reserves the right to require two employees per week for standby with agreeable notice and in compliance with Clauses 17.04 (a), (b), and (c).
- (b) If a statutory holiday or holidays occurs in a week that an employee is on standby duty in accordance with Article 17.04(a), then the employee shall receive an additional \$20.00 for each statutory holiday that occurs in that week and paid on the calendar date of such statutory holiday.
- (c) The Town will supply the employee on standby with a cellular phone.
- 17.05 An employee, who is called into work after he/she has left the plant, shall be paid at the appropriate overtime rate for all hours worked with a minimum payment of three (3) hours. However, if the employee is called into work prior to the start of his/her scheduled shift and works until the commencement of his/her normal shift, he/she shall not be entitled to the minimum allowance but will be paid at the appropriate overtime rate for all hours worked up to the commencement of his/her normal shift plus one-half hour.
- 17.06 Overtime and call back time will be offered on an equitable basis among employees who are willing and qualified to perform the available work. Any employee who refuses or is not available by phone shall be considered to have worked.
- 17.07 One \$15.00 Meal Allowance will be paid per employee for overtime worked on a weekend or holiday, when accompanied with receipts.

ARTICLE 18. VACATION WITH PAY

- 18.01 The Town and Union mutually agree that the following interpretation of the Article shall prevail:
- (a) An employee shall not be entitled to receive his/her vacation in units of less than five (5) consecutive working days unless otherwise mutually agreed

upon between the employee and the Town.

- (b) Vacation entitlement for employees, hired after July 1", 1996, will be computed from January 1 of each calendar year.
- (c) On or before the 15th day of March in each year, the Town will circulate a list so that each employee may write in his/her choice of vacation dates. When preparing the annual vacation schedule, the Town shall, subject to its right to maintain a qualified working force, give the choice of vacation dates to employees with the greatest seniority provided they give notice of such choice not later than the 1st day of April. The vacation schedule shall be completed on or before the 15th day of April in each year, and when completed, copies shall be posted on the bulletin board.
- (d) Vacation periods requested following the posting of the vacation schedule as required must, by Article 18.01 (c), be submitted to the Town no later than seven (7) days prior to the period requested.
- (e) If an employee decides not to take his/her vacation as recorded on the posted Vacation Schedule, then the employee must give the Town fourteen (14) calendar days' notice of his/her intention to cancel.
- (f) The fourteen (14) days' notice requirement will not apply if the employee or immediate family members are proven sick or there is a death of a family member as set out in Article 14.03(a) and (b). Such sickness or death must have occurred within seven (7) calendar days prior to the start of the employee's vacation.
- (g) All employees will use their vacation allotment by June 30th of the following year. All employees may carry over a maximum of five (5) vacation days in any year.

18.02 Less than 1 year of service – 1 Working day for each full month of service to a maximum 10 days

After 1 years of service - 10 working days

After 4 years of service - 15 working days

After 10 years of service - 20 working days

After 15 years of service - 25 working days

After 21 years of service - 30 working days

After 30 years of service - 35 working days

18.03 An employee's vacation period and time off for banked overtime shall be made available at any time throughout the calendar year subject to the right of the Town to maintain an adequate working force, but in no case, will more than three (3) employees be on vacation at any one time. During the months of December through March inclusive, the third employee's vacation time shall be subject to a guarantee of availability of one of the three employees for call-in as required.

ARTICLE 19. STATUTORY HOLIDAYS

19.01 All employees who have attained seniority under Article 11.02 of this Agreement shall receive payment at their regular rates for the following holidays:

New Year's Day
Good Friday
Easter Monday
Victoria Day
Canada Day

Civic Holiday
Labour Day
Thanksgiving Day
Remembrance Day
Christmas Day
Boxing Day
Family Day
Day before Christmas
Day before New Years

Agree to add Heritage Day if and when such a day is declared a statutory holiday by the Federal Government.

In addition to the above, each employee of the Public Works Department will receive two (2) floating holidays, but the Town must be notified at least seven (7) days in advance of the day the employee requests to have off.

Such payment for not working shall be based on the employee's regular current hourly rate for a normal work day subject to the following conditions:

- (i) In order to qualify for holiday pay, the employee must work his/her full scheduled shift immediately preceding and immediately following the holiday concerned, unless absence is due to sickness, vacation or approved leave of absence.
- (ii) If any of the above holidays fall on a Saturday or Sunday, the Town may establish the Monday and/or Tuesday subsequent to the holiday and/or the Friday previous to the holiday as the day to be observed as the holiday, unless otherwise mutually agreed.
- (iii) Where the vacation period taken by an employee under the provisions of the preceding paragraphs includes one or more holidays, then such period shall be increased by one day of each holiday so included with such period.
- (iv) If an employee works on one of the above named paid statutory holidays, he/she will receive payment at double time actually worked in addition to receiving his/her holiday pay.

ARTICLE 20. GENERAL

20.01 Employees shall be granted a fifteen (15) minute rest period in the morning in addition to the regular scheduled lunch period.

ARTICLE 21. SICK LEAVE

21.01 Sick leave means the period of time an employee is absent from work with full pay by virtue of being sick or disabled, exposed to contagious disease or because of an accident for which compensation is not payable under the Workplace Safety & Insurance Act.

21.02 Eighteen (18) days sick leave per year shall be earned by employees who have attained seniority at the rate of one and one-half (1 1/2) days for every month.

21.03 For every month of regular attendance, an employee who has attained seniority, shall be granted a sick leave credit of one and one-half (1 1/2) days per month and the sick leave credits of the employee may accumulate to a maximum of not more than two hundred (200) days at any one time.

21.04 In order to qualify for sick leave benefits, an employee making such claim must have reported his/her illness during the first day to the Public Works Office of his/her absence from work and within thirty (30) minutes of the commencement of that working day.

21.05 An employee may be required after three (3) consecutive days illness to produce

evidence from a medical practitioner for any illness, certifying that he/she is unable to carry out his/her duties due to illness.

- 21.06 An employee, who has attained four (4) years seniority on termination of employment for any reason except discharge for reasonable and just cause which is not reversed through the grievance procedure and/or arbitration procedure, shall be entitled to 50% of his/her accumulative sick leave benefits at his/her normal daily wage rate.
- 21.07 An employee who is absent because of illness will continue to accumulate seniority for the first fifty-two (52) weeks of such absence. Thereafter, he/she will retain the seniority he/she has already acquired but will not continue to accumulate seniority during his/her absence. The Town will pay benefits as listed in paragraph 22.01(a) on behalf of an employee who is absent because of illness.
- 21.08 Notwithstanding paragraph 21.03, the accumulated sick leave days to the credit of each employee pursuant to Section 21.03 on September 30, 1983, shall be frozen and will not accumulate beyond the credit as posted by the Town no later than October 31, 1985, except that any employee who has less than 100 days of accumulated sick leave (or the equivalent hours), shall be permitted to accumulate no more than 100 days at any one time.

ARTICLE 22. HEALTH AND WELLNESS PLAN

22.01 During the term of this Agreement, the Town will pay 100% of the premium costs of the following:

- (a) Ontario Employer Health Tax and/or a premium based Health Insurance Plan
- (b) Chiropractic- maximum \$600 per person per calendar year for licensed chiropractic services
- Physiotherapy - 100%
- Massage Therapy- \$600.00 maximum per person per calendar year.
- (c) Benefit provider E.H.C.
- (d) Benefit provider Dental Plan
- (e) Additional Major Coverage:
- (i) Charges for inlays, onlays and crowns made from stainless steel, porcelain or acrylic and, with respect to back teeth only, cast gold or gold foil
- (ii) Charges for re-cementation of crowns and inlays
- (iii) Charges are reimbursed at 50% and are subject to the \$1,000 per person calendar year maximum, applicable to all Major Dental Services.
- (f) Orthodontic Services –
- (i) Charges for treatment, services and appliances required in connection with the correction of malocclusions for dependent children who are at least six (6) years of age to a maximum of eighteen (18) years.
- (ii) Effective January 1, 2013, charges are subject to 50% reimbursement and to a lifetime maximum of \$3,000 per insured child.

Note: All charges are subject to provision of a Treatment Plan for the Orthodontist prior to the start of a course of orthodontic treatment.

- (g) Dentures

- (i) Reimbursement for dentures will increase to 100% subject to the \$1,000 per person calendar year maximum applicable to all Major Dental Services.
- (h) Vision care- \$400 per person maximum benefit every 12 months and up to a maximum of one optometric examination or one eye refraction per benefit year.
 - (i) Hearing Aids - \$400 maximum payable every four years
- (j) Life Insurance and A.D. & D.- 250% of annual earnings of employee
 - spouse \$5,000
 - each child \$3,000
- (k) The Town will pay the difference between regular lenses and safety lenses to all members of the Bargaining Unit upon change in prescription.
- (l) The Town will enroll the employees in its Long Term Disability Plan with its benefits provider:

Qualifying period 105 days, benefit period to age 65, the monthly benefit before co-ordination with other income is 75% of regular monthly wages up to a maximum benefit of \$2,500 per month, the benefit is offset by primary Canada Pension Plan and reimbursement from the Workplace Safety & Insurance Board. The Town will pay 100% of the premium costs of the Plan.
- (m) Membership to VPCC for each permanent member and their immediate family.

22.02 In addition to the Canada Pension Plan, every employee shall join the Ontario Municipal Employees Retirement System. The Town and the employees shall make contributions in accordance with the provisions of the Plan.

22.03 **Job Security**

The Town agrees to maintain a work force of not less than nine (9) employees for the duration of this contract.

22.04 (i) a) The Town will pay one hundred percent (100%) of the premium cost of the following benefits to retired employees in receipt of an OMERS Pension up to the age of sixty-five (65). Effective July 1st, 2012 any new employees hired must have a minimum of fifteen (15) years' service with the Town in order to be eligible for this benefit.

- Benefit provider E.H.C
- Benefit provider Dental Plan
- Physiotherapy – 100%
- Massage Therapy - \$600.00 maximum per person per calendar year.
- Vision Care - \$300.00 per person maximum benefit every 12 months. Maximum of one optometric examination or one eye refraction per benefit year.
- Hearing Aids - \$400.00 maximum payable every four years.
- Chiropractic Services – maximum \$350.00 per person per calendar year for licensed chiropractic services.

- (b) Benefit coverage outlined in Article 22.04 (a) will cease if the retiree takes other employment providing benefit coverage and such coverage by the Town will not be renewed.
 - (c) The retiree must enroll for the benefits at the date of retirement and must continue uninterrupted participation to be eligible.
 - (d) The retiree must be domiciled in Ontario.
 - (e) The retiree will waive any right to claim against the Town and the carrier in the event his/her coverage lapses by reason of any acts or omission on the retiree's part in fulfilling any of the terms and conditions of the benefit program.
- (ii) New employees hired after July 1st 2014

The Town will pay 100% of the premium cost of the following benefits to retired employee's in receipt of an OMERS pension (and who are at least 55 years of age), up to the age of sixty five (65). Effective July 1st, 2014 any new employees hired must have a minimum of twenty (20) years' service with the Town in order to be eligible for this benefit.

- Benefit provider E.H.C
- Benefit provider Dental Plan
- Physiotherapy – 100%
- Massage Therapy - \$600.00 maximum per person per calendar year.
- Vision Care - \$ 400 per person maximum benefit every 12 months. Maximum of one optometric examination or one eye refraction per benefit year.
- Hearing Aids - \$400 maximum payable every four years.
- Chiropractic Services – maximum \$600 per person per calendar year for licensed chiropractic services.

ARTICLE 23. DURATION

23.01 This Agreement shall be effective from July 1st, 2017 and shall remain in full force and effect until the 30th day of June 2020 and from year to year thereafter unless notice of intention to terminate or amend this agreement is given by either party not more than ninety (90) days and not less than thirty (30) days before the termination of the said Agreement.

Dated this _____ day of _____ 2018.

IN WITNESS WHEREOF each of the parties hereto has cause this Agreement to be signed by its duly authorized representatives as of the date and year first above written.

THE TOWN OF INGERSOLL

CANADIAN UNION OF PUBLIC EMPLOYEES

Ted Comiskey, Mayor

President CUPE Local 107

Michael Graves, Clerk

National Representative CUPE

Negotiating Bargaining Unit Member

Negotiating Bargaining Unit Member

SCHEDULE "A"

Effective July 1st in each year:

| Employee Classification | 2017 | 2018 | 2019 |
|--------------------------------|-------------|-------------|-------------|
| Regular Employee | \$24.91 | \$25.16 | \$25.54 |
| Lead Hand | \$28.29 | \$28.57 | \$29.00 |
| Probationary | \$24.12 | \$24.35 | \$24.72 |
| * Student | \$15.38 | \$15.53 | \$15.76 |

A Lead hand may be appointed by the Town to assist the Director of Public Works, by directing one or more crews, directing the entire operations of the Unit in the Director of Public Work's absence and by keeping necessary time sheets and operational records as required.

Notwithstanding the above, it is expected the Lead hand will perform normal unit work assignments and operate equipment.

* Student employee shall be an employee for not more than 100 working days who shall not be entitled to employee benefits contained in Articles 21 and 22.

LETTER OF UNDERSTANDING

between

The Corporation of the Town of Ingersoll

(the Employer)

and

**London Civic Employees
CUPE Local 107, Ingersoll Unit**

(the Union)

The Town and the Union agree to institute an early shift starting no earlier than 4:00 a.m. and ending no later than 12:30 p.m. when operational requirements make it necessary.

The shift will be voluntary; notwithstanding, the Union agrees that at least two (2) people will be available for the shift.

The employees on the early shift will work their normal standby rotation.

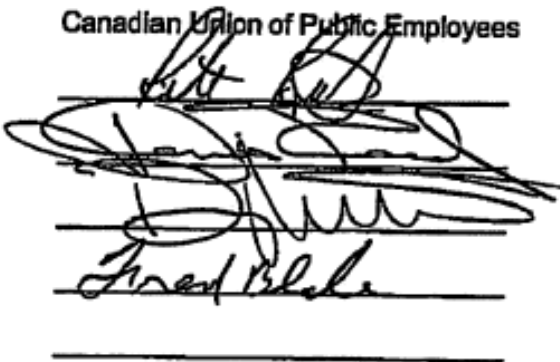
These hours will always be scheduled in a minimum of five (5) consecutive day blocks.

The parties may meet and may amend or extend this letter subject to mutual agreement and ratification by the parties.

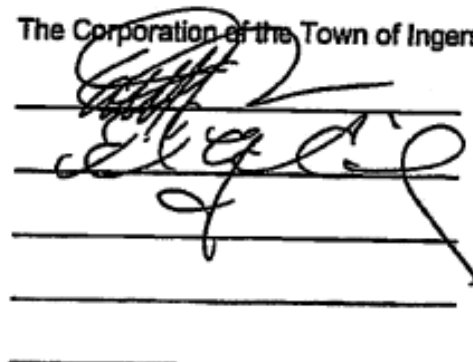
It is understood that shift premium will be paid at \$3.00 per hour. No shift premium shall be paid on overtime.

Dated this 11 day of October, 2012.

Canadian Union of Public Employees



The Corporation of the Town of Ingersoll



LETTER OF UNDERSTANDING

BETWEEN

LONDON CIVIC EMPLOYEES, LOCAL 107, CUPE

AND

THE CORPORATION OF THE TOWN OF INGERSOLL

RE: CLASS D MEDICAL REPORT REIMBURSEMENT

Permanent employees who are required to undergo a Ministry of Transportation medical in order to maintain a Class D driver's license, and such license classification is a condition of employment, will have the cost of the required medical report reimbursed by the Employer, upon submission of a receipt.

Dated this day ____ of _____ 20__

Canadian Union of Public Employees

The Corporation of Town of Ingersoll



**Corporation of the Town of Ingersoll
By-Law 18-4992**

A bylaw to adopt and confirm all actions and proceedings of the Council of the Town of Ingersoll at the Council meeting held on April 9, 2018

WHEREAS Section 5 (3) of The Municipal Act, Chapter, S.O. 2001, c. M.25 as amended, states that a municipal power, including a municipality's capacity, rights, powers and privileges under section 9, shall be exercised by by-law unless the municipality is specifically authorized to do otherwise;

AND WHEREAS in many cases, action which is taken or authorized to be taken by Council or Committee of Council does not lend itself to or require an individual by-law

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

1. **THAT** all actions and proceedings of the Council of The Corporation of the Town of Ingersoll at the meeting held on April 9, 2018, are hereby adopted.
2. **THAT** the taking of any action authorized in or by the Council of The Corporation of the Town of Ingersoll are hereby adopted, ratified and confirmed.
3. **THAT** where no individual by-law has been or is passed with respect to the taking of any action authorized in or by the Council of The Corporation of the Town of Ingersoll, then this by-law shall be deemed for all purposes to be the by-law required for approving and authorizing the taking of the action.
4. **THAT** the Mayor and Officers of The Corporation of the Town of Ingersoll are hereby authorized and directed to do all things necessary to give effect to the recommendations, motions, resolutions, reports, action and other decisions of the Council and the Mayor and Clerk are hereby authorized and directed to execute all necessary documents in the name of The Corporation of the Town of Ingersoll and to affix the seal of the Corporation thereto.
5. **AND FURTHER THAT** this by-law shall become effective and shall come into force after third reading of the by-law.

READ a first and second time in Open Council this 9th day of April, 2018.

READ a third time in Open Council and passed this 9th day of April, 2018.

Edward (Ted) Comiskey, Mayor

Michael Graves, Clerk