



**Corporation of the Town of Ingersoll  
Council Agenda  
Special Meeting of Council  
Town Centre, Council Chambers  
Thursday, December 20, 2018, 7:00 p.m.**

**Call to Order**

**Disclosures of Pecuniary Interest**

**2019 Budget Consideration**

- 1) 2019 Final Capital budget [T-028-18](#)

**Special Staff Reports**

- 1) Appointment to Upper Thames River Conservation Authority [C-038-18](#)

**By-Laws**

- 1) [18-5029](#) – to appoint a Closed Meeting Investigator

**Upcoming Council Meetings**

**Regular Meeting of Council**  
Monday, January 14, 2019, 6:00 p.m.  
Town Centre, Council Chambers

**Council Committee Meetings**

Please check the events calendar at [www.ingersoll.ca](http://www.ingersoll.ca) in the event of changes to Committee meeting dates and times

**Harvest Festival**  
4<sup>th</sup> Wednesday of the Month  
Cheese and Agricultural Museum  
6:30 p.m.

**Ingersoll BIA**  
2<sup>nd</sup> Tuesday of the Month  
Town Centre, JC Herbert Room  
6:30 p.m.

**Safe Cycling Committee**

2<sup>nd</sup> Thursday of the Month  
Town Centre, JC Herbert Room  
6.30pm

**Museum Committee**

3<sup>rd</sup> Thursday of the Month  
Cheese Museum  
6:30 p.m.

**Recreational Trails Committee**

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

**Police Services Board**

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

**Transportation Committee**

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

**Closed Session**

Section 239 (2) (b) personal matters about an identifiable individual, including municipal or local board employees.

**Adjournment**



**DEPARTMENT: TREASURY DEPARTMENT**

**REPORT NO: T-028-18**

**COUNCIL MEETING DATE: December 20, 2018**

**TITLE: 2019 Final Capital Budget**

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## **OBJECTIVE**

To present for Council's formal approval the 2019 Capital Budget as presented by Staff.

## **BACKGROUND**

The Town's 2019 Draft Capital Budget was presented to Council on December 12<sup>th</sup>, 2018. The proposed 2019 Capital Budget is \$6,499,000 and funded mainly from capital reserves. The 2019 Capital Budget includes repair work to facilities, roads, bridges, construction of new sidewalks, parks and the replacement of vehicles and equipment. Attachment 1 provides a summary of the 2019 Budget by project, by department, by division, and the detailed narrative pages to support each project.

The attached package also contains the Ten Year Capital Forecast showing the 2019 Capital Plan plus nine forecast years from 2020 to 2028.

## **ANALYSIS**

The adoption of the 2019 Capital Budget prior to the adoption of the 2019 Operating Budget is being recommended by Staff in order to facilitate timely work on the projects. The draft 2019 Operating Budget includes a sustainable contribution of funding into various capital reserves that support the Town's ten-year capital requirements and is not tied to any specific capital project. As such, the 2019 Capital Budget as proposed may be approved independently of the Operating Budget.

The proposed 2019 Capital Budget will be \$6,499,000 with funding from a levy of \$1,226,000 in the way of a cash transfer to capital reserves, reserves of \$3,214,000, reserve funds of \$1,451,000, grants of \$513,000 and others of \$96,000.

### **INTERDEPARTMENTAL IMPLICATIONS**

None.

### **FINANCIAL IMPLICATIONS**

The proposed 2019 Capital Budget is \$6,499,000. Finding sources for each project have been specified in the attached package - Attachment 1.

### **RECOMMENDATION**

**THAT** Report #T-028-18 be received; and

**THAT** the 2019 Capital Budget totaling \$6,499,000 as listed in Attachment 1, be approved; and

**THAT** the funding sources for each capital project be approved as those listed in Attachment 1.

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

**THE CORPORATION OF THE  
TOWN OF INGERSOLL**

**2019 CAPITAL BUDGET**

December 20, 2018

**Town of Ingersoll  
2019 Budget  
December 20, 2018**

**Introduction**

**Capital Budget**

The proposed 2019 **capital budget** will be \$6.5 million with funding from levy \$1.2 million, reserves of \$3.2million, reserve funds \$1.5 million, grants \$0.5 million and others of \$0.1 million.

The package also contains summaries of all proposed capital projects by department and division and provide one detailed narrative page to support each project.

A ten year Capital Forecast document provides a listing of Capital projects by department and division and provides funding sources for each project. The document also contains detailed information about projected reserves and reserve fund balances at the end of each year.

**2019 Draft Budget Highlights**

Provides \$3.7 million for road and bridge safety, street lights, maintenance and environmental services. The Victoria St. & Wonham St. Culvert Replacements project of \$1.6 million is a carry-forward from the 2018 budget year.

Continues to invest in Town facilitates with over \$335 thousand.

Utilizes reserves and reserve funds to support future infrastructure needs and don't require new debt.

Includes a \$150 thousand project to replace 28 yr. old gym equipment at the Victoria Park Community Center.

Provides \$750 thousand for servicing of the Clark Rd. Industrial Lands.

Continues to invest in the Multi Use Recreational Facility project with a \$550 thousand land acquisition.

Includes \$235 thousand for Town's sports fields, parks and trails.

Addresses the need for Wi-Fi connectivity in the Down Town Core.

Invests \$523 thousand into replacing and upgrading Town's equipment.

**2019 CAPITAL BUDGET  
CORPORATION OF THE TOWN OF INGERSOLL**

Pr #	PROJECT	Funding Source	2019
<b><u>GENERAL GOVERNMENT</u></b>			
<b>INFORMATION TECHNOLOGY - IT</b>			
3524	Phone System Replacement	IT Reserve	20
3069	New Town Website	IT Reserve	30
3070	Down Town Wi-Fi	R.E.D. Grant	13
		BIA	13
		DR Grant	24
<b>TOTAL - GENERAL GOVERNMENT</b>			<b>100</b>
<b><u>PROTECTION TO PERSONS &amp; PROPERTY</u></b>			
<b>FIRE</b>			
3135	Fire Station Upgrades - Doors	Fire Facility Reserve	50
3136	Fire Station Upgrades - LED Lights Garage	Fire Reserve	7
3137	Fire Station Upgrades - LED Lights Fire Station Interior	Fire Reserve	15
<b><u>PUBLIC BUILDINGS</u></b>			
3133	Town Centre Fire Alarm	Public Bldg Reserve	40
		Oxford County	40
3125/3134	Town Center Curbing and Canopy	Public Bldg Reserve	38
		Oxford County	38
3138	Town Centre Repainting of Common Area	Public Bldg Reserve	5
		Oxford County	5
3139	Town Centre-Eng/Bldg Painting Offices	Public Bldg Reserve	15
3140	OPP Bldg - ceiling tiles, lights, air vents	Police Reserve	25
<b><u>BUILDING DEPARTMENT / BY-LAW REINFORCEMENT</u></b>			
TBD	Chief Building Official - Truck transfer from Public Works	Building Reserve	9
<b>TOTAL - PROTECTION TO PERSONS</b>			<b>287</b>

**2019 CAPITAL BUDGET  
CORPORATION OF THE TOWN OF INGERSOLL**

Pr #	PROJECT	Funding Source	2019
<b><u>TRANSPORTATION</u></b>			
<b>CONSTRUCTION - ROADS &amp; BRIDGES</b>			
3242	Sidewalk / Retaining Wall Restoration Program	Eng Misc Projects	50
3265	<b>Pavement Preservation Program</b>		
	Charles Street West MP (Thames St S to Avonlea)	Gas Tax	139
	Charles St E Mill & Pave (Thames to Harris)	Gas Tax	250
	Canterbury St FDR (Harris to Wellington)	OCIF Grant	289
	Mutual St. MP (CNR Tracks to King Solomon)	Gas Tax	180
<b>Topcoat Asphalt</b>			
3255	Tunis St (Edna and Center st)	Gas Tax	35
3272	Sutherland Creek Flood Mitigation (Victoria St. & Wonham St. Culvert Replacements)	Eng Misc Projects OCIF Grant	1397 187
3277	Oxford St Parking Lot	Eng Misc Projects	12
3290	Bell Street Sidewalk	Eng Misc Projects	100
3291	Centre St (extend Centre Street from Ferguson to Concession)	Eng Misc Projects	150
3275	Dufferin St Reconstruction (Oxford St to West End)	Eng Misc Projects	400
3257	William St Reconstruction	Eng Misc Projects	50
3292	George St (William to Cathcart)	Eng Misc Projects	20
3293	George St (Carnegie to Catherine)	Eng Misc Projects	10
3294	Ann St. Reconstruction (Oxford - Thames St)	Eng Misc Projects	7
3276	Cherry St MP (Carrol St to Harris St)	Eng Misc Projects	10
3295	Clark Road over Hall's Creek Culvert Rehabilitation	Eng Misc Projects	12
3296	Canterbury St over Hall's Creek Culvert Rehabilitation	Eng Misc Projects	12
3297	Wonham St S Reconstruction	Eng Misc Projects	10
3298	Charles St E Reconstruction (Thames to Wonham)	Eng Misc Projects	292
<b>SUB-TOTAL - ROADS &amp; BRIDGES</b>			<b>3,612</b>



**2019 CAPITAL BUDGET  
CORPORATION OF THE TOWN OF INGERSOLL**

Pr #	PROJECT	Funding Source	2019
<b>STREET LIGHTING</b>			
3249	Street Light Replacement Program	Eng Misc Projects	30
<b>SUB TOTAL - STREET LIGHTING</b>			<b>30</b>
<b>TOTAL - TRANSPORTATION</b>			<b>3,642</b>
<b>ENGINEERING</b>			
3084	Data Collectors	Eng Equip	20
3084	Total Station	Eng Misc Projects	35
<b>TOTAL - ENGINEERING</b>			<b>55</b>
<b>PUBLIC WORKS</b>			
3419	REPLACE JIB CRANE	PW Equip	50
3420	REPLACE #7	PW Equip	50
3408	REPLACE LEAF MACHINE	PW Equip	38
3421	REPLACE TRUCK #10	PW Equip	34
3409	REPLACE TRUCK #1	PW Equip	36
3422	SKID STEER with FLAY MOWER	PW Equip	170
<b>TOTAL - PUBLIC WORKS</b>			<b>378</b>
<b>PARKS AND RECREATION</b>			
<b>ARENA</b>			
<b>Multi Use Rec Facility</b>			
3702	Land Acquisition (including OP Zoning, other studies)	Ice Fee Reserve	550
3703	Multi Use Facility Drawing & Specifications	Ice Fee Reserve	100
<b>SUB TOTAL - ARENA</b>			<b>650</b>

**2019 CAPITAL BUDGET  
CORPORATION OF THE TOWN OF INGERSOLL**

Pr #	PROJECT	Funding Source	2019
<b>PARKS &amp; REC</b>			
<b>Sports Fields</b>			
3550	Garnet Elliot 1 Fencing Upgrade	Parks Fac Reserve	20
3521	Reconstructions- Westfield Tennis Courts	Parks Fac Reserve	30
<b>Parks &amp; Trails</b>			
3574	Cycling MultiUse Trail on Ingersoll st	Eng Misc Projects	10
3575	Installation of Fibar Systems- Playground Surfaces	Parks Fac Reserve	25
3584	Riverfront Park & Trail Development	Trail Reserve	10
	DC Reserve max 90%	DC Reserve Fund	90
3585	Edward Park Upgrade	Parks Fac Reserve	50
<b>Parks Shop</b>			
3577	Parks Shop - Roof Repair	Parks Fac Reserve	10
<b>Equipment</b>			
3586	Replace 2001 Chevy Flatbed	Parks Equip	10
3587	Replace 1999 Pick up Truck	Parks Equip	35
3588	Replace John Deere riding mower #2	Parks Equip	35
3589	Stone Barrier Attachment for Trails/Infields	Parks Equip	20
<b>SUB TOTAL - PARKS</b>			<b>345</b>
<b>VPCC FACILITY</b>			
3590	Security Upgrades	VPCC Fac	8
<b>SUB TOTAL - VPCC FACILITY</b>			<b>8</b>
<b>VPCC FITNESS</b>			
3544	Replace Gym Equipment	Fit Equip	150
<b>SUB TOTAL - FITNESS</b>			<b>150</b>

**2019 CAPITAL BUDGET  
CORPORATION OF THE TOWN OF INGERSOLL**

<b>Pr #</b>	<b>PROJECT</b>	<b>Funding Source</b>	<b>2019</b>
<b>YOUTH CENTRE FACILITY</b>			
3537	Signage, Painting and Security Upgrades.	Rec Admin	25
<b><i>SUB TOTAL - YOUTH CENTRE FACILITY</i></b>			<b>25</b>
<b>MUSEUM</b>			
3610	Pavilion	Museum Reserve	43
		DC Reserve Fund	7
3605	Roof - Main building & North barn	Museum Reserve	60
<b><i>SUB TOTAL - MUSEUM</i></b>			<b>110</b>
<b>TOTAL - PARKS AND RECREATION</b>			<b>1288</b>
<b><i>ECONOMIC DEVELOPMENT</i></b>			
3651	Servicing Industrial Lands - Clark St - Phase 1	Industrial Land Res Fund	750
<b>TOTAL - ECONOMIC DEVELOPMENT</b>			<b>750</b>
<b>CAPITAL GRAND TOTAL</b>			<b>6,499</b>

**TOWN OF INGERSOLL  
2019 CAPITAL BUDGET  
December 20, 2018  
\$,000**

PROJECT	Dept	TOTAL	Levy Reserves	Reserve	Res Fund	Grants	BIA	County
Phone System Replacement	IT	20	20					
New Town Website	IT	30		30				
Down Town Wi-Fi	IT	50				37	13	
Fire Station Upgrades - Doors	Fire	50		50				
Fire Station Upgrades - LED Lights Garage	Fire	7		7				
Fire Station Upgrades - LED Lights Fire Station Interior	Fire	15		15				
Town Centre Fire Alarm	Bldgs	80		40				40
Town Centre Curbing and Canopy	Bldgs	76		38				38
Town Centre Repainting of Common Area	Bldgs	10	5					5
Town Centre-Eng/Bldg Painting Offices	Bldgs	15	15					
OPP Bldg - ceiling tiles, lights, air vents	Bldgs	25		25				
Chief Building Official - Truck transfer from Public Works	Bldgs	9		9				
Sidewalk / Retaining Wall Restoration Program	Eng	50	50					
Pavement Preservation Program (4 projects)	Eng	858			569	289		
Top Coat -Tunas St (Edna and Center st)	Eng	35			35			
Victoria St. & Wonham St. Culvert Replacements	Eng	1,584		1397		187		
Oxford St Parking Lot	Eng	12	12					
Bell Street Sidewalk	Eng	100	100					
Centre St (extend Centre Street from Ferguson to Concession)	Eng	150	150					
Dufferin St Reconstruction (Oxford St to West End)	Eng	400	400					
William St Reconstruction	Eng	50	50					
George St (William to Cathcart)	Eng	20	20					
George St (Carnegie to Catherine)	Eng	10	10					
Surveys for 5 road projects scheduled in 2020	Eng	51	51					
Charles St E Reconstruction (Thames to Wonham)	Eng	292		292				
Street Lights Replacement and Upgrades Program	Eng	30	30					
Data Collectors and Total Station	Eng	55		55				
Replace Jib Crane	PW	50		50				
Replace Truck #7	PW	50		50				
Replace Leaf Machine	PW	38		38				
Replace Truck #10	PW	34		34				
Replace Truck #1	PW	36		36				
Skid Steer with Flay Mower	PW	170		170				
Multi Use Rec Facility Land Acquisition	Parks&Rec	550		550				
Multi Use Facility Drawing & Specifications	Parks&Rec	100		100				
Garnet Elliot 1 Fencing Upgrade	Parks&Rec	20		20				
Reconstructions- Westfield Tennis Courts	Parks&Rec	30	30					
Cycling MultiUse Trail on Ingersoll st	Parks&Rec	10		10				
Installation of Fibar Systems- Playground Surfaces	Parks&Rec	25	25					
Riverfront Park & Trail Development	Parks&Rec	100		10	90			
Edward Park Upgrade	Parks&Rec	50		50				
Parks Shop - Roof Repair	Parks&Rec	10		10				
Replace 2001 Chevy Flatbed	Parks&Rec	10	10					
Replace 1999 Pick up Truck	Parks&Rec	35	35					
Replace John Deere riding mower #2	Parks&Rec	35	35					
Stone Barrier Attachment for Trails/Infields	Parks&Rec	20	20					
VPCC Security Upgrades	Parks&Rec	8	8					
Replace Gym Equipment	Parks&Rec	150	150					
Fusion Signage, Painting and Security Upgrades	Parks&Rec	25		25				
Museum Pavilion	Museum	50		43	7			
Museum Roof -Main building & North barn	Museum	60		60				
Servicing Industrial Lands - Clark St - Phase 1	Ec Dev	750			750			
<b>TOTAL CAPITAL PROJECTS</b>		<b>\$ 6,499</b>	<b>\$ 1,226</b>	<b>\$ 3,214</b>	<b>\$ 1,451</b>	<b>\$ 513</b>	<b>\$ 13</b>	<b>\$ 83</b>

**TOWN OF INGERSOLL  
10 YEAR CAPITAL FORECAST - 2019 TO 2028  
2019 CAPITAL BUDGET  
\$,000**

Pr #	PROJECT	Funding Source	Total 2019 & On	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028
<b>GENERAL GOVERNMENT</b>													
<b>INFORMATION TECHNOLOGY - IT</b>													
TBD	Phone System Replacement	IT Reserve	20	20									
TBD	New Town Website	IT Reserve	30	30									
TBD	Down Town Wi-Fi	R.E.D. Grant	13	13									
		BIA	13	13									
		DR Grant	24	24									
3050	Hardware Upgrades	IT Reserve	50		25						25		
3067	Wireless (Microwave) System Upgrade	IT Reserve	10			10							
TBD	Office Software License Renewal	IT Reserve	40				20						20
TBD	Server Upgrades	IT Reserve	50					50					
<b>TOTAL - GENERAL GOVERNMENT</b>			250	100	25	10	20	50	0	25	0	20	0
<b>PROTECTION TO PERSONS &amp; PROPERTY</b>													
<b>FIRE</b>													
TBD	Gear for additional volunteer firefighters (3)	DC Reserve Fund	32								32		
TBD	Fire Station Upgrades - Doors	Fire Facility Reserve	50	50									
TBD	Fire Station Upgrades - LED Lights Garage	Fire Reserve	7	7									
TBD	Fire Station Upgrades - LED Lights Fire Station Interior	Fire Reserve	15	15									
TBD	54-07 Chev 2011 Pickup	Fire Reserve	50		50								
TBD	54-04 AERIAL TRUCK	DC Reserve Fund	276								276		
		Fire Reserve	1,224								1,224		
<b>PUBLIC BUILDINGS</b>													
3133	Town Centre Fire Alarm	Public Bldg Reserve	40	40									
		Oxford County	40	40									
TBD	Town Center Curbing and Canopy	Public Bldg Reserve	38	38									
		Oxford County	38	38									
TBD	Town Centre Repainting of Common Area	Public Bldg Reserve	5	5									
		Oxford County	5	5									
TBD	Town Centre-Eng/Bldg Painting Offices	Public Bldg Reserve	15	15									
TBD	Town centre parking pavement replacement	Public Bldg Reserve	20		20								
		Oxford County	20		20								
TBD	Town Centre - Council Chambers Upgrade	Oxford Fac Reserve	40		40								
TBD	Town Centre Rooftop AC Units	Oxford Fac Reserve	250			250							
		Oxford County	250			250							
TBD	Town Centre - Large Windows	Oxford Fac Reserve	25				25						
		Oxford County	25				25						
TBD	Town Centre Facility Assessment	Public Bldg Reserve	5					5					
		Oxford County	5					5					
TBD	Town Centre sidewalk replacement	Oxford Fac Reserve	15						15				
		Oxford County	15						15				
TBD	Town Centre elevator replacement	Oxford Fac Reserve	75						75				
		Oxford County	75						75				
TBD	OPP Bldg - ceiling tiles, lights, air vents	Police Reserve	25	25									
TBD	OPP - parking lot - asphalt replacement	Police Reserve	40			40							
<b>BUILDING DEPARTMENT / BY-LAW REINFORCEMENT</b>													
TBD	Chief Building Official - Truck transfer from Public Works	Building Reserve	9	9									
<b>TOTAL - PROTECTION TO PERSONS</b>			2,728	287	130	540	1,550	42	180	0	0	0	0

**TOWN OF INGERSOLL**  
**10 YEAR CAPITAL FORECAST - 2019 TO 2028**  
**2019 CAPITAL BUDGET**  
**\$,000**

Pr #	PROJECT	Funding Source	Total 2019 & On	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028
<b>TRANSPORTATION</b>													
<b>CONSTRUCTION - ROADS &amp; BRIDGES</b>													
3269	Bridge Rehab Annual Inspections	Eng Misc Projects	700				100	100	100	100	100	100	100
3242	Sidewalk / Retaining Wall Restoration Program	Eng Misc Projects	500	50	50	50	50	50	50	50	50	50	50
3265	<b>Pavement Preservation Program</b>												
	Charles Street West MP (Thames St S to Avonlea)	Gas Tax	139	139									
	Charles St E Mill & Pave (Thames to Harris)	Gas Tax	250	250									
	Canterbury St FDR (Harris to Wellington)	OCIF Grant	289	289									
	Mutual St. MP (CNR Tracks to King Solomon)	Gas Tax	180	180									
	Oakwood St FDR (Tracks to Thomas)	Gas Tax	90		90								
	Concession St MP (Wellington to Park)	Gas Tax	35		35								
	Alma St FDR (Thames to George)	Gas Tax	80		80								
	Church St MP (King St to Charles St)	OCIF Grant	30		30								
	Fergusson Ave MP (Centre to Princess Park)	OCIF Grant	259		259								
	NTL MP (Thames St to George St)	Gas Tax	80		80								
	Janes Road MP (Pemberton St to Mutual St)	Gas Tax	120									120	
	Annual Program - Projects to be Determined	Gas Tax	2,400			300	300	300	300	300	300	300	300
		OCIF Grant	2,312			289	289	289	289	289	289	289	289
<b>Topcoat Asphalt</b>													
TBD	Tunis St (Edna and Center st)	Gas Tax	35	35									
		Gas Tax	84		84								
3258	N Town Line W (Thames to Shelton Drive) 72% of the total cost	DC Reserve Fund	216		216								
3256	North Town Line E (Pemberton to Mutual)	Gas Tax	70		70								
3272	Sutherland Creek Flood Mitigation	Eng Misc Projects	1,397	1397									
	(Victoria St. & Wonham St. Culvert Replacements)	OCIF Grant	187	187									
3277	Oxford St Parking Lot	Eng Misc Projects	12	12									
TBD	Bell Street Sidewalk	Eng Misc Projects	100	100									
3283	Hall's Creek Retaining Wall Replacement	Eng Misc Projects	110		110								
TBD	Centre St (extend Centre Street from Ferguson to Concession)	Eng Misc Projects	150	150									
3275	Dufferin St Reconstruction (Oxford St to West End)	Eng Misc Projects	400	400									
		Gas Tax	6			6							
3257	William St Reconstruction	Eng Misc Projects	700	50	650								
		Gas Tax	60				60						
TBD	George St (William to Cathcart)	Eng Misc Projects	770	20	750								
		Gas Tax	51				51						
TBD	George St (Carnegie to Catherine)	Eng Misc Projects	285	10	275								
		Gas Tax	20				20						
TBD	Ann St. Reconstruction (Oxford - Thames St)	Eng Misc Projects	467	7	460								
3276	Cherry St MP (Carrol St to Harris St)	Eng Misc Projects	262	10		252							
		Gas Tax	92					92					
TBD	Clark Road over Hall's Creek Culvert Rehabilitation	Eng Misc Projects	132	12		120							
	DC 33.3% of construction cost	DC Reserve Fund	60			60							
TBD	Canterbury St over Hall's Creek Culvert Rehabilitation	Eng Misc Projects	182	12		170							
TBD	Wonham St S Reconstruction	Eng Misc Projects	484	10		474							
		Gas Tax	26					26					
TBD	Charles St E Reconstruction (Thames to Wonham)	Eng Misc Projects	357	292		65							
TBD	Wonham St. S. over Whiting Creek Culvert Replacement	Eng Misc Projects	450			450							
TBD	Water Street over Hall's Creek Culvert Rehabilitation	Eng Misc Projects	130		5	125							
TBD	Wellington St over Hall's Creek Culvert Rehabilitation	Eng Misc Projects	165		5	160							
3286	Pemberton St. over Thames River Bridge Rehabilitation	Eng Misc Projects	650			650							
TBD	Charles St E over Hall's Creek Culvert Rehabilitation	Eng Misc Projects	160			160							
TBD	Merrit St Reconstruction (King to Charles)	Eng Misc Projects	283			8	275						
TBD	Clark Road E Intersection Upgrade	DC Reserve Fund	56			56							
TBD	Carnegie St over Henderson Creek Culvert Rehabilitation	Eng Misc Projects	120				120						

**TOWN OF INGERSOLL  
10 YEAR CAPITAL FORECAST - 2019 TO 2028  
2019 CAPITAL BUDGET  
\$,000**

Pr #	PROJECT	Funding Source	Total 2019 & On	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028
TBD	Kirwin Drive	Eng Misc Projects	677				677						
TBD	Frances St (Merrit to Wonham)	Eng Misc Projects	55				55						
TBD	Albert St Reconstruction (Charles St W to Ann St)	Eng Misc Projects	1,150				1150						
TBD	Sutherland Creek Flood Mitigation (Wonham St. N. - C4 Culvert Replacement)	Eng Misc Projects Eng Misc Projects	50 1,000				50	1,000					
TBD	Pemberton St Reconstruction - 2010	Eng Misc Projects	727				727						
3287	Mutual St over Thames River Bridge Rehabilitation	Eng Misc Projects	350				350						
TBD	Fuller Street Extension	DC Reserve Fund	1,957						1957				
TBD	King St E over Hall's Creek Culvert Rehabilitation	Eng Misc Projects	220						220				
TBD	Earl St Reconstruction (Ann St to Frances St)	Eng Misc Projects	460						460				
TBD	Clark Road E Reconstruction - Harris to Boundary Rd	Eng Misc Projects	644						644				
	DC 33.3% of construction cost	DC Reserve Fund	322						322				
3279	Caffyn St Reconstruction (Cross to Cedar)	Eng Misc Projects	360							360			
3280	Cross St Reconstruction (Wellington to Caffyn)	Eng Misc Projects	240							240			
TBD	Benson St & Frederick St Reconstruction	Eng Misc Projects	525							525			
TBD	Boles St Reconstruction	Eng Misc Projects	65							65			
TBD	Union St Reconstruction	Eng Misc Projects	125							125			
TBD	Replace Hall's Creek Culvert @ Centennial Park Lane	Eng Misc Projects	450							450			
TBD	Duke St & Duke Lane Reconstruction	Eng Misc Projects	615								615		
TBD	Cathcart St Recon.	Eng Misc Projects	350								350		
TBD	George St Culvert Rehab.	Eng Misc Projects	500								500		
TBD	Haines St Reconstruction	Eng Misc Projects	324									324	
	DC Reserve Fund	DC Reserve Fund	11									11	
TBD	Thames St S excluding culvert	Eng Misc Projects	904									904	
TBD	St Andrew St Reconstruction	Eng Misc Projects	180									180	
TBD	King St W Sidewalks (Ingersoll to Oakwood)	Eng Misc Projects	200									200	
<b>SUB-TOTAL - ROADS &amp; BRIDGES</b>			28,654	3,612	3,249	3,395	3,197	2,934	4,342	2,504	2,324	2,358	739
<b>STREET LIGHTING</b>													
3249	Street Light Replacement Program	Eng Misc Projects	195	30	30	35	25	25	10	10	10	10	10
<b>SUB TOTAL - STREET LIGHTING</b>			195	30	30	35	25	25	10	10	10	10	10
<b>TOTAL - TRANSPORTATION</b>			28,849	3,642	3,279	3,430	3,222	2,959	4,352	2,514	2,334	2,368	749
<b>ENGINEERING</b>													
TBD	Data Collectors	Eng Equip	40	20					20				
TBD	Total Station	Eng Misc Projects	35	35									
TBD	Engineering Van	Eng Equip	30				30						
TBD	GPS Units (2)	Eng Misc Projects	60					60					
<b>TOTAL - ENGINEERING</b>			165	55	0	0	30	60	20	0	0	0	0
<b>PUBLIC WORKS</b>													
TBD	REPLACE JIB CRANE	PW Equip	50	50									
TBD	REPLACE #7	PW Equip	100	50							50		
TBD	REPLACE LEAF MACHINE	PW Equip	38	38									
TBD	REPLACE TRUCK #10	PW Equip	68	34						34			
TBD	REPLACE TRUCK #1	PW Equip	72	36						36			
TBD	SKID STEER with FLAY MOWER	PW Equip	170	170									
TBD	PW22 Asphalt Roller	PW Equip	60	60									
TBD	PW29 Brush Chipper	PW Equip	90			90							
TBD	REPLACE TRUCK #6	PW Equip	245			245							
TBD	SALT BRINE TANKAGE & CONTAINMENT	PW Equip	20				20						
	DC Reserve Fund	DC Reserve Fund	5				5						
TBD	PW12 Tractor Backhoe	PW Equip	115				115						
TBD	PW15 Sweeper & Catch Basin Cleaner	PW Equip	230				230						

**TOWN OF INGERSOLL  
10 YEAR CAPITAL FORECAST - 2019 TO 2028  
2019 CAPITAL BUDGET  
\$,000**

Pr #	PROJECT	Funding Source	Total 2019 & On	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028
TBD	REPACE LEAF MACHINE	PW Equip	45					45					
TBD	PW17 Sidewalk Tractor	PW Equip	110					110					
TBD	REPLACE TRUCK #4	PW Equip	202					202					
TBD	REPLACE TRUCK #3	PW Equip	225						225				
TBD	PW23 PTO Generator	PW Equip	20						20				
TBD	PW13B Snow Plow	PW Equip	36							36			
TBD	Paver	PW Equip	230						230				
TBD	REPLACE TRUCK # 8	PW Equip	225							225			
3418	REPLACE TRUCK #9	PW Equip	36							36			
TBD	SALT STORAGE EXPANSION	DC Reserve Fund	100							100			
TBD	JIB CRANE	PW Equip	16								16		
3416	REPLACE #5	PW Equip	240									240	
<b>TOTAL - PUBLIC WORKS</b>			<b>2,748</b>	<b>378</b>	<b>60</b>	<b>335</b>	<b>370</b>	<b>357</b>	<b>511</b>	<b>431</b>	<b>66</b>	<b>240</b>	<b>0</b>
<b>PARKS AND RECREATION</b>													
<b>ARENA</b>													
TBD	Ice Resurfacer	Ice Fee Reserve	100		100								
TBD	Condenser	Parks Fac Reserve	100			100							
TDB	Parks & Recreation Master Plan	Parks Fac Reserve	30				30						
	DC Reserve less non-residential = 60% funded	DC Reserve Fund	45				45						
<b>Multi Use Rec Facility</b>													
TBD	IDMC Arena Replacement (land servicing)	Debenture	5,125					5,125					
	Land Acquisition (including OP Zoning, other studies)	Ice Fee Reserve	2,199	550				1,649					
		TBA	14,520					14,520					
TBD	Multi Use Facility Drawing & Specifications	Ice Fee Reserve	200	100	100								
3701	Multi Use Facility Capital Campaign Coach	Ice Fee Reserve	100		50	50							
<b>SUB TOTAL - ARENA</b>			<b>22,419</b>	<b>650</b>	<b>250</b>	<b>150</b>	<b>75</b>	<b>21,294</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>PARKS &amp; REC</b>													
<b>Sports Fields</b>													
TBD	Garnet Elliot 1 Fencing Upgrade	Parks Fac Reserve	20	20									
3550	Reconstructions- Westfield Tennis Courts	Parks Fac Reserve	30	30									
TBD	Replace Washrooms - GE & Westfield	Rec Admin	100				100						
TBD	Golf Estates Park (fencing, signs, playground equipment)	Parks Fac Reserve	50								50		
TBD	Replace VP Ball Diamond Light Fixtures - All Diamonds	Parks Fac Reserve	180									90	90
<b>Parks &amp; Trails</b>													
3574	Cycling MultiUse Trail on Ingersoll st	Eng Misc Projects	10	10									
		Oxford County	187		187								
3575	Installation of Fibar Systems- Playground Surfaces	Parks Fac Reserve	50	25	25								
TBD	Riverfront Park & Trail Development	Trail Reserve	10	10									
	DC Reserve max 90%	DC Reserve Fund	90										
TBD	Edward Park Upgrade	Parks Fac Reserve	50	50									
TBD	Splash pad retrofit	Parks Fac Reserve	50		50								
TBD	Replace Washrooms\New Change rooms- Vic Park	Parks Fac Reserve	112			112							
		DC Reserve Fund	14			14							
TBD	Replace Centennial Park Washrooms	Parks Fac Reserve	80				80						
TBD	Replace Washrooms - Memorial Park	Parks Fac Reserve	75					75					
<b>Parks Shop</b>													
3577	Parks Shop - Roof Repair	Parks Fac Reserve	10	10									



**TOWN OF INGERSOLL**  
**10 YEAR CAPITAL FORECAST - 2019 TO 2028**  
**2019 CAPITAL BUDGET**  
**\$,000**

Pr #	PROJECT	Funding Source	Total 2019 & On	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028
<b>Equipment</b>													
TBD	Replace 2001 Chevy Flatbed	Parks Equip	10	10									
TBD	Replace 1999 Pick up Truck	Parks Equip	35	35									
TBD	Replace John Deere riding mower #2	Parks Equip	35	35									
TBD	Stone Barrier Attachment for Trails/Infields	Parks Equip	20	20									
TBD	Replace John Deere riding mower #3	Parks Equip	35		35								
TBD	Replace 2007 Flatbed	Parks Equip	55		55								
TBD	Replace 2008 Flatbed	Parks Equip	55			55							
TBD	Replace Facility Manager Truck	Parks Equip	55			55							
TBD	Replace 2012 Chevy pick up	Parks Equip	55				55						
TBD	Replace 2014 GMC Pick up	Parks Equip	40						40				
TBD	Replace 2016 Chevy Pick up	Parks Equip	40								40		
<b>SUB TOTAL - PARKS</b>			1,553	345	352	236	235	75	40	0	90	90	90
<b>VPCC FACILITY</b>													
TBD	Security Upgrades	VPCC Fac	8	8									
TBD	Building Rekeying	VPCC Fac	10		10								
<b>SUB TOTAL - VPCC FACILITY</b>			18	8	10	0	0	0	0	0	0	0	0
<b>VPCC FITNESS</b>													
TBD	Replace Gym Equipment	Fit Equip	320	150									170
<b>SUB TOTAL - FITNESS</b>			320	150	0	0	0	0	0	0	0	0	170
<b>YOUTH CENTRE FACILITY</b>													
TBD	Signage, Painting and Security Upgrades.	Rec Admin	25	25									
TBD	Building Rekeying	Rec Admin	10		10								
3581	Replace Technology Equipment(Computers/Gaming Equipment)	Fusion Tech	10				10						
TBD	Kitchen Equipment Upgrade	Rec Admin	30									30	
<b>SUB TOTAL - YOUTH CENTRE FACILITY</b>			75	25	10	0	10	0	0	0	0	30	0
<b>CAMI-SUZUKI SENIOR CENTRE</b>													
TBD	HVAC upgrades and roof repairs	Parks Fac Reserve	50		50								
<b>SUB TOTAL - CAMI-SUZUKI SENIOR CENTRE</b>			50	0	50	0	0	0	0	0	0	0	0
<b>MUSEUM</b>													
3610	Pavilion	Museum Reserve	43	43									
		DC Reserve Fund	7	7									
TBD	Roof - Main building & North barn	Museum Reserve	60	60									
TBD	Roof - Blacksmith Shop	Museum Reserve	11				11						
TBD	Roof - School building	Museum Reserve	25						25				
TBD	Roof - Sherbrook Barn	Museum Reserve	6							6			
TBD	Facility Upgrades	Museum Reserve	8				3				3	3	
<b>SUB TOTAL - MUSEUM</b>			160	110	0	0	3	11	25	6	3	3	0
<b>TOTAL - PARKS AND RECREATION</b>			24,594	1,288	672	386	323	21,380	65	6	93	123	260
<b>ECONOMIC DEVELOPMENT</b>													
TBD	Servicing Industrial Lands - Clark St - Phase 1	Industrial Land Res Fund	750	750									
3657	Town Entrance Signs	Ec Dev	50		50								
<b>TOTAL - ECONOMIC DEVELOPMENT</b>			800	750	50	0	0	0	0	0	0	0	0
<b>CAPITAL GRAND TOTAL</b>			60,134	6,499	4,216	4,701	5,515	24,848	5,128	2,976	2,493	2,751	1,009

**TOWN OF INGERSOLL  
10 YEAR CAPITAL FORECAST - 2019 TO 2028  
2019 CAPITAL BUDGET  
\$,000**

Pr #	PROJECT	Funding Source	Total 2019 & On	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028
		Cfwd	--	--	--	--	--	--	--	--	--	--	--
		Unfunded	--	--	--	--	--	--	--	--	--	--	--
		Levy	--	--	--	--	--	--	--	--	--	--	--
		BIA	13	13	--	--	--	--	--	--	--	--	--
		DC Reserve Fund	3,191	97	216	130	326	32	2,279	100	--	11	--
		Debenture	5,125	--	--	--	--	5,125	--	--	--	--	--
		Donation	--	--	--	--	--	--	--	--	--	--	--
		DR Grant	24	24	--	--	--	--	--	--	--	--	--
		Capital Contingency	--	--	--	--	--	--	--	--	--	--	--
		Building Reserve	9	9	--	--	--	--	--	--	--	--	--
		Ec Dev	50	--	50	--	--	--	--	--	--	--	--
		Eng Misc Projects	19,437	2,607	2,335	2,719	2,502	2,312	1,484	1,925	1,625	1,768	160
		Eng Equip	70	20	--	--	30	--	20	--	--	--	--
		Fee Fac Reserve	--	--	--	--	--	--	--	--	--	--	--
		Fire Reserve	1,296	22	50	--	1,224	--	--	--	--	--	--
		Fire Facility Reserve	50	50	--	--	--	--	--	--	--	--	--
		Fit Equip	320	150	--	--	--	--	--	--	--	--	170
		Gas Tax	3,818	604	439	306	431	418	300	300	420	300	300
		Grant	--	--	--	--	--	--	--	--	--	--	--
		IT Reserve	200	50	25	10	20	50	--	25	--	20	--
		Industrial Land Res	750	750	--	--	--	--	--	--	--	--	--
		Museum Reserve	153	103	--	--	3	11	25	6	3	3	--
		OCIF Grant	3,077	476	289	289	289	289	289	289	289	289	289
		SCF Grant	--	--	--	--	--	--	--	--	--	--	--
		Stormwater grant	--	--	--	--	--	--	--	--	--	--	--
		Oxford County	660	83	207	250	25	5	90	--	--	--	--
		Oxford Fac Reserve	405	--	40	250	25	--	90	--	--	--	--
		Oxford Parking Lot	--	--	--	--	--	--	--	--	--	--	--
		Parks Equip	435	100	90	110	55	--	40	--	40	--	--
		Parks Fac Reserve	887	135	125	212	110	75	--	--	50	90	90
		Park Land Reserve	--	--	--	--	--	--	--	--	--	--	--
		Police Reserve	65	25	--	40	--	--	--	--	--	--	--
		Public Bldg Reserve	123	98	20	--	--	5	--	--	--	--	--
		PW Equip	2,643	378	60	335	365	357	511	331	66	240	--
		R.E.D. Grant	13	13	--	--	--	--	--	--	--	--	--
		Rec Admin	165	25	10	--	100	--	--	--	--	30	--
		Ice Fee Reserve	2,599	650	250	50	--	1,649	--	--	--	--	--
		VPCC Fac	18	8	10	--	--	--	--	--	--	--	--
		Fusion Tech	10	--	--	--	10	--	--	--	--	--	--
		Trail Reserve	10	10	--	--	--	--	--	--	--	--	--
		TBA	14,520	--	--	--	--	14,520	--	--	--	--	--
			60,134	6,499	4,216	4,701	5,515	24,848	5,128	2,976	2,493	2,751	1,009
		Reserve - Discretion R		4,439	3,065	3,726	4,444	4,459	2,170	2,287	1,784	2,151	420
		Reserve Fund RF		1,451	655	436	757	450	2,579	400	420	311	300
		Other (Grants, Donations)		609	496	539	314	19,939	379	289	289	289	289

**TOWN OF INGERSOLL  
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Pr #	PROJECT	Funding Source	Total 2019 & On	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028

**Reserves and Reserve Funds with a Capital Component**

**Reserves**

**IT Reserve 2500-00833**

open begin of year	68	38	33	43	43	13	33	28	28	48
transfer in	20	20	20	20	20	20	20	20	20	20
transfer out	(50)	(25)	(10)	(20)	(50)	--	(25)	--	(20)	--
close end of year	<u>38</u>	<u>33</u>	<u>43</u>	<u>43</u>	<u>13</u>	<u>33</u>	<u>28</u>	<u>48</u>	<u>28</u>	<u>68</u>

**Building Inspection Reserve 2500-00833**

open begin of year	358	350	350	350	350	350	350	350	350	350
transfer in	--	--	--	--	--	--	--	--	--	--
transfer out	(9)	--	--	--	--	--	--	--	--	--
close end of year	<u>350</u>	<u>350</u>	<u>350</u>	<u>350</u>	<u>350</u>	<u>350</u>	<u>350</u>	<u>350</u>	<u>350</u>	<u>350</u>

**Economic Dev Reserve 2500-00825**

open begin of year	33	43	3	13	23	33	43	53	53	63
transfer in	10	10	10	10	10	10	10	10	10	10
transfer out	--	(50)	--	--	--	--	--	--	--	--
close end of year	<u>43</u>	<u>3</u>	<u>13</u>	<u>23</u>	<u>33</u>	<u>43</u>	<u>53</u>	<u>63</u>	<u>63</u>	<u>73</u>

**Parks Fac Reserve 2500-00840**

open begin of year	230	145	120	58	98	173	323	473	473	573
transfer in	50	100	150	150	150	150	150	150	150	150
transfer out	(135)	(125)	(212)	(110)	(75)	--	--	(50)	(90)	(90)
close end of year	<u>145</u>	<u>120</u>	<u>58</u>	<u>98</u>	<u>173</u>	<u>323</u>	<u>473</u>	<u>573</u>	<u>533</u>	<u>633</u>

**Parks Trails Reserve 2500-00826**

open begin of year	30	40	60	80	100	120	140	160	160	180
transfer in	20	20	20	20	20	20	20	20	20	20
transfer out	(10)	--	--	--	--	--	--	--	--	--
close end of year	<u>40</u>	<u>60</u>	<u>80</u>	<u>100</u>	<u>120</u>	<u>140</u>	<u>160</u>	<u>180</u>	<u>180</u>	<u>200</u>

**Fire Reserve 2500-00803**

open begin of year	845	1,000	1,127	1,304	257	434	611	611	611	788
transfer in	177	177	177	177	177	177	177	177	177	177
transfer out	(22)	(50)	--	(1,224)	--	--	--	--	--	--
close end of year	<u>1,000</u>	<u>1,127</u>	<u>1,304</u>	<u>257</u>	<u>434</u>	<u>611</u>	<u>611</u>	<u>788</u>	<u>788</u>	<u>965</u>

**Fire Facility Reserve 2500-00861**

open begin of year	24	--	26	52	78	108	138	168	168	198
transfer in	26	26	26	26	30	30	30	30	30	30
transfer out	(50)	--	--	--	--	--	--	--	--	--
close end of year	<u>--</u>	<u>26</u>	<u>52</u>	<u>78</u>	<u>108</u>	<u>138</u>	<u>168</u>	<u>198</u>	<u>198</u>	<u>228</u>

**TOWN OF INGERSOLL  
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\$,000**

Pr #	PROJECT	Funding Source	Total 2019 & On	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028
	<b>130 Oxford Facility Reserve 2500-00816</b>												
	open begin of year			121	221	281	81	106	156	116	166	166	216
	transfer in			100	100	50	50	50	50	50	50	50	50
	transfer out			--	(40)	(250)	(25)	--	(90)	--	--	--	--
	close end of year			221	281	81	106	156	116	166	216	216	266
	<b>Public Bldg Reserve 2500-00817</b>												
	open begin of year			98	--	--	10	20	30	45	60	60	75
	transfer in			--	20	10	10	15	15	15	15	15	15
	transfer out			(98)	(20)	--	--	(5)	--	--	--	--	--
	close end of year			--	--	10	20	30	45	60	75	75	90
	<b>Police Facility Reserve 2500-0850</b>												
	open begin of year			67	52	62	32	42	52	62	72	72	82
	transfer in			10	10	10	10	10	10	10	10	10	10
	transfer out			(25)	--	(40)	--	--	--	--	--	--	--
	close end of year			52	62	32	42	52	62	72	82	82	92
	<b>Engineering Projects 2500-00820</b>												
	open begin of year			3,484	2,627	2,142	1,273	721	459	1,225	1,650	1,650	2,375
	transfer in			1,000	1,100	1,100	1,200	1,300	1,500	1,600	1,600	1,600	1,600
	2% levy increase			750	750	750	750	750	750	750	750	750	750
	transfer out			(2,607)	(2,335)	(2,719)	(2,502)	(2,312)	(1,484)	(1,925)	(1,625)	(1,768)	(160)
	close end of year			2,627	2,142	1,273	721	459	1,225	1,650	2,375	2,232	4,565
	<b>Eng Equip 2500-00860</b>												
	open begin of year			27	14	21	28	6	14	2	10	10	18
	transfer in			7	7	7	8	8	8	8	8	8	8
	transfer out			(20)	--	--	(30)	--	(20)	--	--	--	--
	close end of year			14	21	28	6	14	2	10	18	18	26
	<b>PW Equip 2500-00818</b>												
	open begin of year			373	245	435	360	270	193	2	11	11	265
	transfer in			250	250	260	275	280	320	340	320	300	320
	transfer out			(378)	(60)	(335)	(365)	(357)	(511)	(331)	(66)	(240)	--
	close end of year			245	435	360	270	193	2	11	265	71	585
	<b>Ice Fee Reserve 2500-00824</b>												
	open begin of year			1,104	723	742	961	1,280	--	369	738	738	1,108
	2% levy increase			250	250	250	300	350	350	350	350	350	350
	transfer in			19	19	19	19	19	19	19	20	19	19
	transfer out			(650)	(250)	(50)	--	(1,649)	--	--	--	--	--
	close end of year			723	742	961	1,280	--	369	738	1,108	1,107	1,477
	<b>Museum Reserve 2500-00806</b>												
	open begin of year			233	139	148	157	164	162	146	149	149	155
	transfer in			9	9	9	9	9	9	9	9	9	9
	transfer out			(103)	--	--	(3)	(11)	(25)	(6)	(3)	(3)	--
	close end of year			139	148	157	164	162	146	149	155	155	164

**TOWN OF INGERSOLL  
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\$,000**

Pr #	PROJECT	Funding Source	Total 2019 & On	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028
<b>Capital Contingency 2500-00813</b>													
				624	624	624	624	624	624	624	624	624	624
				--	--	--	--	--	--	--	--	--	--
				--	--	--	--	--	--	--	--	--	--
				624	624	624	624	624	624	624	624	624	624
<b>Recreation Admin 2500-00848</b>													
				62	47	47	67	2	37	52	67	67	83
				10	10	20	35	35	15	15	16	15	15
				(25)	(10)	--	(100)	--	--	--	--	(30)	--
				47	47	67	2	37	52	67	83	52	98
<b>Fitness Equipment 2500-00845</b>													
				18	18	38	58	78	98	118	138	138	158
				150	20	20	20	20	20	20	20	20	20
				(150)	--	--	--	--	--	--	--	--	(170)
				18	38	58	78	98	118	138	158	158	8
<b>Parks Equipment 2500-00838</b>													
				25	--	--	--	40	135	190	285	285	340
				75	90	110	95	95	95	95	95	95	95
				(100)	(90)	(110)	(55)	--	(40)	--	(40)	--	--
				--	--	--	40	135	190	285	340	380	435
<b>VPCC Facility 2500-00842</b>													
				128	171	211	261	311	361	411	461	461	511
				50	50	50	50	50	50	50	50	50	50
				(8)	(10)	--	--	--	--	--	--	--	--
				171	211	261	311	361	411	461	511	511	561
<b>FUSION, Technology Replacement 2500-00846</b>													
				15	18	21	24	17	20	23	26	26	29
				3	3	3	3	3	3	3	3	3	3
				--	--	--	(10)	--	--	--	--	--	--
				18	21	24	17	20	23	26	29	29	32
<b>Reserves Total</b>													
				7,967	6,496	6,469	5,811	4,612	3,551	4,999	6,273	6,273	8,209
				1,000	1,000	1,000	1,050	1,100	1,100	1,100	1,100	1,100	1,100
				1,986	2,038	2,068	2,184	2,298	2,518	2,461	2,620	2,598	2,618
				(4,439)	(3,065)	(3,726)	(4,444)	(4,459)	(2,170)	(2,287)	(1,784)	(2,151)	(420)
				6,514	6,469	5,811	4,602	3,551	4,999	6,273	8,209	7,820	11,507

**TOWN OF INGERSOLL  
10 YEAR CAPITAL FORECAST - 2019 TO 2028  
2019 CAPITAL BUDGET  
\$,000**

Pr #	PROJECT	Funding Source	Total 2019 & On	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028
<b>Reserve Funds</b>													
<b>Parkland Reserve Fund 20-0000-2700-00955</b>													
	open begin of year		11	15	19	23	27	31	35	39	39	39	43
	fees collected		4	4	4	4	4	4	4	4	4	4	4
	transfer out		--	--	--	--	--	--	--	--	--	--	--
	close end of year		15	19	23	27	31	35	39	43	43	43	47
<b>DC Reserve Fund 20-0000-2700-00963 to 977</b>													
	open begin of year		1,097	1,273	1,382	1,602	1,626	1,945	16	266	266	266	616
	fees collected		300	350	350	350	350	350	350	350	350	350	350
	transfer out		(124)	(241)	(130)	(326)	(32)	(2,279)	(100)	--	--	(11)	--
	close end of year		1,273	1,382	1,602	1,626	1,945	16	266	616	616	605	966
<b>Industrial Land Reserve Fund 20-0000-2700-00953</b>													
	open begin of year		750	--	--	--	--	--	--	--	--	--	--
	fees collected		--	--	--	--	--	--	--	--	--	--	--
	transfer out		(750)	--	--	--	--	--	--	--	--	--	--
	close end of year		--	--	--	--	--	--	--	--	--	--	--
<b>Gas Tax 2500-00839</b>													
	open begin of year		275	58	6	105	78	65	169	274	274	274	258
	collected		387	387	405	405	405	405	405	405	405	405	405
	transfer out		(604)	(439)	(306)	(431)	(418)	(300)	(300)	(420)	(300)	(300)	(300)
	close end of year		58	6	105	78	65	169	274	258	258	378	363
<b>Reserve Funds Total</b>													
	open begin of year		2,133	1,346	1,407	1,730	1,731	2,040	220	578	578	578	917
	transfer in		691	741	759	759	759	759	759	759	759	759	759
	transfer out		(1,478)	(680)	(436)	(757)	(450)	(2,579)	(400)	(420)	(311)	(300)	(300)
	close end of year		1,346	1,407	1,730	1,731	2,040	220	578	917	917	1,026	1,375
	combined impact +ve (-ve)		(3,240)	(966)	(1,336)	(2,258)	(1,852)	(1,473)	533	1,175	895	895	2,657

**Town of Ingersoll  
2019 Capital Budget Project Sheet**

<b>Department:</b> Information Technology	<b>GL Account:</b> 10-0000-????-
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**Project Name:** Phone System Replacement (All Buildings)

<b>Project Category</b>	Critical	
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<b>Project in Asset Management Plan?</b>	No	
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**Project Description/Location/Map:**  
 Currently each building has its own analogue Phone System which does not communicate with the other phone systems and requires multiple land lines for voice and fax. This project will replace all phone systems with a single cloud hosted system connecting all the buildings as one. This project will eliminate the need for land lines as voice and fax will operate through the network infrastructure. Each building will have a single land line for emergency use. The new system will include unlimited long distance, audio conferencing, call transfer between all buildings/devices, voicemail to text message/email, and auto attendant.

**Long-term Financial Impact:**  
 New phone system cost - \$14.00/user/month with 100 users = \$1,400.00/month  
 Current analogue voice and fax lines = \$3,800.00/month  
 Analogue lines kept for emergency use = \$520.00/month  
 New phone system operating cost = \$1,920.00/month  
 Projected savings of \$1,900/month  
 The system will pay for itself in 11 months

<b><u>Project Priority:</u></b>	High	
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**Project Risks:**  
 N/A

<b><u>Project Start Date:</u></b> 4/1/2019	<b><u>Project Completion Date:</u></b> 5/1/2019
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<b><u>Project Year:</u></b> 2019	
<b>Costs</b>	<b>Funding</b>
Contract	Levy \$ 20,000
Material	Reserve
Payroll	Dev Charges
Other \$ 20,000	Other:
<u>\$ 20,000</u>	Debenture
	<u>-</u>
County Costs not included in the above	

**Town of Ingersoll  
2019 Capital Budget Project Sheet**

<b>Department:</b> Information Technology	<b>GL Account:</b> 10-0000-????-
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<b>Project Name:</b> New Town Website
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<b>Project Category</b>	Critical	▼	
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<b>Project in Asset Management Plan?</b>	No	▼	
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**Project Description/Location/Map:**  
 This project aims to redesign the Town website on a more device friendly and user friendly platform. Along with a new look and feel, would be added functionality such as E-Agenda's, Online Integration for Property Taxes, Bylaws, and will tie into online bookings with the Parks and Recreation department.

**Long-term Financial Impact:**

<b><u>Project Priority:</u></b>	High	▼	
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**Project Risks:**  
 N/A

<b><u>Project Start Date:</u></b> 2/1/2019	<b><u>Project Completion Date:</u></b> 6/1/2019
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<b><u>Project Year:</u></b> 2019	
<b>Costs</b>	<b>Funding</b>
Contract _____	Levy _____
Material _____	Reserve _____ 30,000
Payroll _____	Dev Charges _____
Other _____ 30,000	Other: _____
30,000	Debenture _____ 30,000
30,000	30,000
County Costs not included in the above _____	



**Town of Ingersoll  
2019 Capital Budget Project Sheet**

<b>Department:</b> Information Technology	<b>GL Account:</b> 10-0000-????-
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**Project Name:** Downtown Public Wi-Fi Services

<b>Project Category</b>	Critical	
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<b>Project in Asset Management Plan?</b>	No	
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**Project Description/Location/Map:**

The objective of the Downtown Wireless project is to provide standard 802.11n/ac Wi-Fi access to business and consumer class Wi-Fi devices found in notebook computers, tablets, smartphones, and other devices. The system will provide no-fee public access to the Internet within the coverage area and will be able to accommodate needs of patrons to Downtown area businesses, citizens, students, and numerous special event attendees in a number of annual events. The system will also provide a private secure access to the internet within the same coverage area. The Town intends to have a portal page for system access, which may be used to facilitate the dissemination of Town news and information. The system is intended to provide "casual" coverage. The primary use will be to provide a free "Wi-Fi Hot Zone."

**Long-term Financial Impact:**

<b><u>Project Priority:</u></b>	High	
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**Project Risks:**

N/A

**Project Start Date:**

3/1/2019

**Project Completion Date:**

7/1/2019

**Project Year:**

2019

**Costs**

Contract	\$ 50,000
Material	_____
Payroll	_____
Other	_____
	<u>\$ 50,000</u>

**Funding**

Levy	_____
BIA Contribution	\$ 13,000
Dev Charges	_____
Grants	\$ 37,000
	<u>\$ 50,000</u>

County Costs not included in the above

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**Town of Ingersoll  
2019 Capital Budget Project Sheet**

<b>Department:</b> Fire Service	<b>GL Account:</b> 10-0000-????-
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**Project Name:** Fire Station Garage Doors and Openers

<b>Project Category</b>	Service Level	▼
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<b>Project in Asset Management Plan?</b>	No	▼
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**Project Description/Location/Map:**  
Replace old garage doors and openers.

**Long-term Financial Impact:**  
Lower cost to maintain doors

**Project Priority:** Medium ▼

**Project Risks:**  
None

<b><u>Project Start Date:</u></b> Spring 2019	<b><u>Project Completion Date:</u></b> Spring 2019
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**Project Year:** 2019

<b>Costs</b>		<b>Funding</b>	
Contract		Levy	
Material	<u>\$ 50,000</u>	Reserve	<u>\$ 50,000</u>
Payroll	<u>                    </u>	Dev Charges	<u>                    </u>
Other	<u>\$ 50,000</u>	Other:	<u>                    </u>
		Total	<u>50,000</u>
County Costs not included in the above	<u>                    </u>		

**Town of Ingersoll  
2019 Capital Budget Project Sheet**

<b>Department:</b> Fire Services		<b>GL Account:</b> 10-0000-????-	
<b>Project Name:</b> Fire Station Garage Lighting			
<b>Project Category</b>		Service Level	▼
<b>Project in Asset Management Plan?</b>		Yes	▼
<b><u>Project Description/Location/Map:</u></b> Upgrade fire station lighting to LED. Once the work is completed there is a potential rebate of \$880.			
<b><u>Long-term Financial Impact:</u></b> Lower cost of electricity by changing to LED lighting.			
<b><u>Project Priority:</u></b>		High	▼
<b><u>Project Risks:</u></b> Currently there is a grant for each light that is replaced. It is unknown how long the grant will be in place.			
<b><u>Project Start Date:</u></b> Spring 2019		<b><u>Project Completion Date:</u></b> Spring 2019	
<b><u>Project Year:</u></b> 2019			
<b>Costs</b>		<b>Funding</b>	
Contract		Levy	
Material	\$ 7,000	Reserve	\$ 7,000
Payroll		Dev Charges	
Other		Other:	
	<u>\$ 7,000</u>	Total	<u>7,000</u>
County Costs not included in the above			

**Town of Ingersoll  
2019 Capital Budget Project Sheet**

**Department:** Fire Services

**GL Account:** 10-0000-????-

**Project Name:** Fire Station Interior Lighting Upgrade

**Project Category:** Efficiency / Cost Savings

**Project in Asset Management Plan?** Yes

**Project Description/Location/Map:**

Upgrade interior lighting in the Fire station to LED. Once the work is completed there is a potential rebate of \$1825 for the lighting.

**Long-term Financial Impact:**

Lower cost of electricity by changing to LED lighting.

**Project Priority:** Medium

**Project Risks:**

Currently there is a grant given when upgrading lights to LED. Unknown how long the grant will be in place.

**Project Start Date:** Spring 2019

**Project Completion Date:** Spring 2019

**Project Year:** 2019

**Costs**

Contract	\$ 15,000
Material	_____
Payroll	_____
Other	_____
	<u>\$ 15,000</u>

**Funding**

Levy	_____
Reserve	\$ 15,000
Dev Charges	_____
Other:	_____
Total	<u>\$ 15,000</u>

County Costs not included in the above

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**Town of Ingersoll  
2019 Capital Budget Project Sheet**

<b>Department: Public Buildings</b>	<b>GL Account: 10-0000-????-</b>
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**Project Name: Town Center Fire Alarm (including panel)**

<b>Project Category</b>	Critical	▼	
<b>Project in Asset Management Plan?</b>	Yes	▼	

**Project Description/Location/Map:**

The Town Centre Fire Alarm and Panel replacement was budgeted to occur in 2018, however, upon hiring the consultant to review our current alarm and panel it was noted that our panel and the components are outdated and requires a complete upgrade and additional signals to be added for safety of the occupants of the building, which is why the project has been rolled over to 2019.

**Long-term Financial Impact:**

Due to the age of the current alarm system and panel the maintenance costs to ensure proper operation will increase as parts are no longer available

<b><u>Project Priority:</u></b>	High	▼	<i>Please select from drop down menu</i>
---------------------------------	------	---	--

**Project Risks:**

The fire alarm and panel is a life safety concern and is required to be upgraded. The proposal is to have the tender out spring 2019 to have work completed by summer 2019

<b><u>Project Start Date:</u></b> Spring 2019	<b><u>Project Completion Date:</u></b> Summer 2019
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**Project Year: 2019**

**Costs**

Contract	40,000
Material	_____
Payroll	_____
Other	_____
	<u>40,000</u>

**Funding**

Levy	_____
Reserve	\$ 40,000
Dev Charges	_____
Other:	_____
	<u>\$ 40,000</u>

County Costs not included in the above	\$ 40,000
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**Town of Ingersoll  
2019 Capital Budget Project Sheet**

<b>Department:</b> Public Buildings	<b>GL Account:</b> 10-0000-????-
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<b>Project Name:</b> Curbing & Entrance Canopy
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<b>Project Category</b> Efficiency / Cost Savings	▼
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<b>Project in Asset Management Plan?</b> Yes	▼
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**Project Description/Location/Map:**  
 Outside perimeter building curbing. Installation of new 2" insulation and pour concrete curb.

**Long-term Financial Impact:**  
 If the curbing does not get fixed we run the risk of water impacting the foundation and potential leakage into the basement through the freeze thaw cycle if left unrepaired. Instead of just parging which is in place now and requires replacement every couple of years the concrete curb will be stronger and minimal maintenance will be required.

<b><u>Project Priority:</u></b> High	▼
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**Project Risks:**  
 This project was originally slated to be completed in 2018, however, we hired a building science company to assess some of the concerns with the building and this ended up coming in higher than originally budgeted.

<b><u>Project Start Date:</u></b> Spring 2019	<b><u>Project Completion Date:</u></b> Spring 2019
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<b><u>Project Year:</u></b> 2019	
<b>Costs</b>	<b>Funding</b>
Contract                   \$     38,000	Levy
Material                   _____	Reserve                   \$     38,000
Payroll                    _____	Dev Charges            _____
Other                        _____	Other:                    _____
<b>\$     38,000</b>	<b>\$     38,000</b>
County Costs not included in the above	\$     38,000

**Town of Ingersoll  
2019 Capital Budget Project Sheet**

<b>Department:</b>	Public Buildings	<b>GL Account:</b>	10-0000-????-
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<b>Project Name:</b>	Repainting common/front entry area
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<b>Project Category</b>	Service Level	▼	
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<b>Project in Asset Management Plan?</b>	No	▼	
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**Project Description/Location/Map:**

The front entry to the townhall/library is in need of a fresh coat of paint and updating, the paint and colour appears to be original from construction over 20 years ago

**Long-term Financial Impact:**

<b><u>Project Priority:</u></b>	Low	▼	
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**Project Risks:**

none

<b><u>Project Start Date:</u></b>	<b><u>Project Completion Date:</u></b>
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spring 2019

spring 2019

<b><u>Project Year:</u></b>	<b>2019</b>
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<b>Costs</b>		<b>Funding</b>	
Contract	\$ 5,000	Levy	\$ 5,000
Material	_____	Reserve	_____
Payroll	_____	Dev Charges	_____
Other	_____	Other:	_____
	<u>\$ 5,000</u>		<u>\$ 5,000</u>
 County Costs not included in the above	 <u>\$ 5,000</u>		

**Town of Ingersoll  
2019 Capital Budget Project Sheet**

<b>Department:</b> Public Buildings	<b>GL Account:</b> 10-0000-????-
<b>Project Name:</b> Repainting 2nd floor offices (administration, building, engineering)	
<b>Project Category</b>	Service Level <input type="text" value=""/>
<b>Project in Asset Management Plan?</b>	No <input type="text" value=""/>

**Project Description/Location/Map:**  
 Repaint 2nd floor office spaces to update as the paint is original to construction over 20 years ago

**Long-term Financial Impact:**  
 none

**Project Priority:**

**Project Risks:**  
 none

<b><u>Project Start Date:</u></b> Spring 2019	<b><u>Project Completion Date:</u></b> Spring 2019
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<b><u>Project Year:</u></b> 2018	
<b>Costs</b>	<b>Funding</b>
Contract                   \$     15,000	Levy                           \$     15,000
Material                   _____	Reserve                     _____
Payroll                    _____	Dev Charges               _____
Other                        _____	Other:                       _____
<u>\$     15,000</u>	<u>\$     15,000</u>
County Costs not included in the above _____	



**Town of Ingersoll  
2019 Capital Budget Project Sheet**

<b>Department:</b> Building/By-law Enforcement	<b>GL Account:</b>
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**Project Name:** Truck (transfer from public works)

<b>Project Category</b> Efficiency / Cost Savi	
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<b>Project in Asset Management Plan?</b>	No	
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**Project Description/Location/Map:**  
 The Building and by-law enforcement department is interested obtaining a municipal vehicle for the purpose of building inspections and by-law enforcement. Driving a municipal vehicle helps to identify who we are when we arrive on site, allows us to carry the required tools to perform the job and is a safer option to our personal vehicles.

**Long-term Financial Impact:**  
 Maintenance and future replacement

<b><u>Project Priority:</u></b>	Medium	
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**Project Risks:**  
 maintenance, insurance, liability

<b><u>Project Start Date:</u></b> Spring 2019	<b><u>Project Completion Date:</u></b> Spring 2019
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<b><u>Project Year:</u></b> 2019			
<b>Costs</b>		<b>Funding</b>	
Contract	\$ 9,000	Levy	
Material	_____	Reserve	\$ 9,000
Payroll	_____	Dev Charges	_____
Other	_____	Other:	_____
	<b>\$ 9,000</b>		<b>\$ 9,000</b>
County Costs not included in the above			
	_____		

**Town of Ingersoll  
2019 Capital Budget Project Sheet**

<b>Department:</b>	OPP	<b>GL Account:</b>	10-0000-????-
<b>Project Name:</b>	OPP Station Interior Lighting Upgrade		
<b>Project Category</b>	Efficiency / Cost Savi		
<b>Project in Asset Management Plan?</b>	Yes		

**Project Description/Location/Map:**

Upgrade interior lighting in the OPP station to LED and repalce ceiling tiles. Once the work is completed there is a potential rebate from the lighting upgrade of \$4319.

**Long-term Financial Impact:**

Lower cost of electricity by changing to LED lighting.

**Project Priority:**

Medium

**Project Risks:**

Currently there is a grant given when upgrading lights to LED. Unknown how long the grant will be in place.

**Project Start Date:**

Spring 2019

**Project Completion Date:**

Spring 2019

**Project Year:**

2019

**Costs**

Contract	\$ 25,000
Material	_____
Payroll	_____
Other	_____
	<u>\$ 25,000</u>

**Funding**

Levy	_____
Reserve	\$ 25,000
Dev Charges	_____
Other:	_____
Total	<u>\$ 25,000</u>

County Costs not included in the above

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**Town of Ingersoll  
2019 Capital Budget Project Sheet**

**Department:** Transportation **GL Account:** 10-0000-????-

**Project Name:** Retaining Wall Restoration Program

**Project Category** Critical

**Project in Asset Management Plan?** Yes

**Project Description/Location/Map:**

Replacement of retaining wall in the Burnside report. Retaining walls in 2019 include Charles St E at Mill and Canterbury St at Centre St

**Long-term Financial Impact:**

**Project Priority:** High

Pedestrian safety is a concern due to the condition of retaining wall along Town sidewalks

**Project Risks:**

Staff complete estimates to the best of their ability using previous years contract pricing, there is a risk for unforeseen price increases in the market

**Project Start Date:**

Spring 2019

**Project Completion Date:**

Spring 2019

**Project Year:** 2018

**Costs**

Contract	\$ 47,500
Material	_____
Payroll	\$ 2,500
Other	_____
	<u>\$ 50,000</u>

**Funding**

Levy	\$ 50,000
Eng Reserve	_____
Debenture	_____
Other	_____
	<u>\$ 50,000</u>

County Costs not included in the above 10,000

**Town of Ingersoll  
2019 Capital Budget Project Sheet**

**Department:** Transportation **GL Account:** 10-0000-????-

**Project Name:** 2019 Pavement Preservation Program

**Project Category** Mandatory

**Project in Asset Management Plan?** Yes

**Project Description/Location/Map:**

Pavement Preservation projects include mill & pave of Charles Street W from Wonham to Thames St S including watermain replacement, Charles St E from Thames St S to Harris Street, including storm sewer repairs and sanitary sewer repairs and full depth replacement of Canterbury Street from Wellington to Harris Street, including watermain replacement from Wellington to Hall Streets

**Long-term Financial Impact:**

More cost effective to do a Mill and Pave now, then to wait for the road to need a full reconstruction

**Project Priority:** High

**Project Risks:**

Staff complete estimates to the best of their ability using previous years contract pricing, there is a risk for unforeseen price increases in the market

**Project Start Date:**

Spring and Fall 2019

**Project Completion Date:**

Spring and Fall 2019

**Project Year:** 2019

**Costs**

Contract	\$ 644,100
Material	<u>                    </u>
Payroll	\$ 33,900
Other	<u>                    </u>
	<u>\$ 678,000</u>

**Funding**

Gas Tax	\$ 389,000
OCIF Grant	\$ 289,000
Reserve	\$ 292,000
	<u>\$ 970,000</u>

County Costs not included in the above 300,000

**Town of Ingersoll  
2019 Capital Budget Project Sheet**

**Department:** Transportation **GL Account:** 10-0000-????-

**Project Name:** Mutual Street Mill and Pave

**Project Category** Efficiency / Cost Savings

**Project in Asset Management Plan?** Yes

**Project Description/Location/Map:**

50 mm Mill and Pave of asphalt on Mutual Street from the tracks to King Solomon Street

**Long-term Financial Impact:**

More cost effective to do a Mill and Pave now, then to wait for the road to need a full reconstruction

**Project Priority:** High

The road has a PCI of 68.2, Mill and Pave typically required between 60 and 75

**Project Risks:**

Staff complete estimates to the best of their ability using previous years contract pricing, there is a risk for unforeseen price increases in the market

**Project Start Date:**

Fall 2019

**Project Completion Date:**

Fall 2019

**Project Year:** 2019

**Costs**

Contract	\$ 162,000
Material	_____
Payroll	\$ 18,000
Other	_____
	<u>\$ 180,000</u>

**Funding**

Gas Tax	\$ 180,000
Eng Misc Reserve	\$ -
Debenture	_____
Other	_____
	<u>\$ 180,000</u>

County Costs not included in the above

\_\_\_\_\_

**Town of Ingersoll  
2019 Capital Budget Project Sheet**

**Department:** Transportation **GL Account:** 10-0000-????-

**Project Name:** Sutherland Creek Flood Mitigation - Victoria St Culvert (C1)

**Project Category** Critical

**Project in Asset Management Plan?** Yes

**Project Description/Location/Map:**

Reconstruction of the Victoria Street Culvert over Sutherland Creek, including bank stabilization work. Also included in this project is Full Depth Asphalt replacement and watermain replacement on Victoria Street from Wonham St S to Union Street.

**Long-term Financial Impact:**

Will reduce maintenance costs of public works with regards to the culvert and the sidewalk

**Project Priority:** High

Recommended for immediate replacement through Biennial Bridge Inspections from Burnside Engineering

**Project Risks:**

There is a building located within close proximity to the structure.  
Current ongoing Environmental Assessment may alter the scope/methodology of the project

**Project Start Date:**

Current

**Project Completion Date:**

Fall 2019

**Project Year:** 2019

**Costs**

Contract	\$ 1,568,160
Material	<u>                    </u>
Payroll	\$ 15,840
Other	<u>                    </u>
	<u>\$ 1,584,000</u>

**Funding**

OCIF Grant	\$ 187,000
Eng. Misc. Reserve	\$ 1,397,000
Debenture	<u>                    </u>
Other	<u>                    </u>
	<u>\$ 1,584,000</u>

County Costs not included in the above

	<u>\$ 250,000</u>
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**Town of Ingersoll  
2019 Capital Budget Project Sheet**

**Department:** Transportation **GL Account:** 10-0000-????-

**Project Name:** Oxford Street Parking Lot/Market Lane

**Project Category** Critical

**Project in Asset Management Plan?** No

**Project Description/Location/Map:**

Repaving of a portion of the Oxford Street Parking Lot as a result of replacing of Sanitary Sewer lateral.

**Long-term Financial Impact:**

**Project Priority:** High

**Project Risks:**

Unknown infrastructure in ground due to this being an older area of Town with insufficient drawings.

**Project Start Date:**

Spring 2019

**Project Completion Date:**

Spring 2019

**Project Year:** 2019

**Costs**

Contract	\$ 7,000
Material	_____
Payroll	\$ 5,000
Other	_____
	<u>\$ 12,000</u>

**Funding**

Levy	\$ 12,000
Gas Tax	_____
Debenture	_____
	<u>\$ 12,000</u>

County Costs not included in the above

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**Town of Ingersoll  
2019 Capital Budget Project Sheet**

<b>Department:</b> Transportation		<b>GL Account:</b> 10-0000-????-	
<b>Project Name:</b> Pre-Engineering			
<b>Project Category:</b> Efficiency / Cost Savi			
<b>Project in Asset Management Plan?</b>		Yes	
<b>Project Description/Location/Map:</b> The survey and design and any utility relocation for Capital Projects scheduled for 2021 which are Ann St, Cherry St, Clark Rd E, Canterbury St over Hall's Creek and Wonham St S			
<b>Long-term Financial Impact:</b> Will be able to provide more accurate cost estimates of projects for both the County and Town. Will have projects already designed and shovel ready.			
<b>Project Priority:</b>		High	
Will have projects already designed and shovel ready.			
<b>Project Risks:</b> Staff complete estimates to the best of their ability, there is a risk for unforeseen price increases in the market			
<b>Project Start Date:</b> Spring 2019		<b>Project Completion Date:</b> Fall 2019	
<b>Project Year:</b> 2019			
<b>Costs</b>		<b>Funding</b>	
Contract	21,000	Levy	51,000
Material	_____	Reserve	_____
Payroll	30,000	Dev Charges	_____
Other	_____	Other:	_____
	51,000	Debenture	-
	_____		_____
County Costs not included in the above			
	_____		



**Town of Ingersoll  
2019 Capital Budget Project Sheet**

**Department:** Transportation **GL Account:** 10-0000-????-

**Project Name:** North Town Line West Reconstruction

**Project Category:** Critical

**Project in Asset Management Plan?** Yes

**Project Description/Location/Map:**

A joint reconstruction project with Zorra Township. Work includes urbanization of cross section, complete with curb and gutter, sidewalks, bicycle lanes and storm sewers from Thames Street to the Town Limit

**Long-term Financial Impact:**

Will reduce maintenance costs for Public Works.  
Additional assets will be acquired and added to the Asset Management Plan

**Project Priority:** High

This is a joint project with Zorra Township.  
The road is currently rated at a 53 PCI (typically do a full depth asphalt replacement between a 50 and 60). The road is also not up to Town standards incl. sidewalks, curb and gutter, storm sewers, etc.

**Project Risks:**

Staff complete estimates to the best of their ability using previous years contract pricing, there is a risk for unforeseen price increases in the market

**Project Start Date:**

Spring 2018

**Project Completion Date:**

Fall 2020

**Financial:**

	Prior Year	2018	2020	Total
<b>Costs</b>				
Prime Contract		\$ 668,000	\$ 285,000	\$ 953,000
Material				\$ -
Payroll		\$ 75,000	\$ 15,000	\$ 90,000
Other				\$ -
	-	\$ 743,000	\$ - \$ 300,000	\$ 1,043,000
<b>Funding</b>				
Levy		\$ 343,000		\$ 343,000
Reserve/ Reserve Funds				\$ -
Dev. Charges		\$ 400,000	\$ 216,000	\$ 616,000
Stormwater Grant		\$ -		\$ -
Gas Tax		\$ -	\$ 84,000	\$ 84,000
Debenture		\$ -		\$ -
	-	\$ 743,000	\$ - \$ 300,000	\$ 1,043,000

Zorra Costs not included in the above

**Town of Ingersoll  
2019 Capital Budget Project Sheet**

**Department:** Transportation **GL Account:** 10-0000-????-

**Project Name:** Tunis Street Topcoat

**Project Category:** Critical

**Project in Asset Management Plan?** Yes

**Project Description/Location/Map:**  
Complete the topcoat of Tunis Street from Edna to Centre Street once the settlement of the area has been repaired.

**Long-term Financial Impact:**

**Project Priority:** High  
Recommended for immediate rehabilitation through biennial Bridge Inspections by R. J. Burnside

**Project Risks:**

**Project Start Date:** **Project Completion Date:**

<b>Financial:</b>	<u>Prior Year</u>	<u>2018</u>	<u>2019</u>	<u>Total</u>
Costs				
Prime Contract	\$	76,500	\$ 33,250	\$ 109,750
Material			\$	-
Payroll	\$	8,500	\$ 1,750	\$ 10,250
Other			\$	-
	-	\$ 85,000	\$ -	\$ 120,000
Funding				
Levy				\$ -
Reserve/ Reserve Funds				\$ -
Dev. Charges	\$	-		\$ -
Stormwater Grant	\$	-		\$ -
Gas Tax	\$	85,000	\$ 35,000	\$ 120,000
Debenture	\$	-		\$ -
	-	\$ 85,000	\$ -	\$ 120,000
County Costs not included in the above				-

**Town of Ingersoll  
2019 Capital Budget Project Sheet**

**Department:** Transportation **GL Account:** 10-0000-????-

**Project Name:** Dufferin St Reconstruction

**Project Category:** Critical

**Project in Asset Management Plan?** Yes

**Project Description/Location/Map:**  
A joint reconstruction project with the County. Work includes urbanization of cross section, complete with curb and gutter, sidewalks, watermain replacement, sanitary and storm sewers from Oxford Street westerly to the dead end.

**Long-term Financial Impact:**  
Will reduce maintenance costs for Public Works. Additional assets will be acquired and added to the Asset Management Plan

**Project Priority:** High  
This is a joint project with the County of Oxford. The road is currently rated at a 54 PCI (typically do a full depth asphalt replacement between a 50 and 60). The road is also not up to Town standards incl. sidewalks, curb and gutter, storm sewers, etc.

**Project Risks:**  
Staff complete estimates to the best of their ability using previous years contract pricing, there is a risk for unforeseen price increases in the market

**Project Start Date:** Spring 2019 **Project Completion Date:** Summer 2019

<b>Financial:</b>	<b>Prior Year</b>	<b>2019</b>	<b>2020</b>	<b>2021</b>	<b>Total</b>
Costs					
Prime Contract		360,000		5,000	365,000
Material					-
Payroll		40,000		1,000	41,000
Other					-
	-	400,000	-	6,000	406,000
Funding					
Levy		400,000			400,000
Reserve/ Reserve Funds					-
Dev Charges					
Gas Tax				6,000	6,000
Other					-
Debenture					-
	-	400,000	-	6,000	406,000
County Costs not included in the above	170,000				170,000

**Town of Ingersoll  
2019 Capital Budget Project Sheet**

<b>Department:</b>	Transportation	<b>GL Account:</b>	10-0000-????-
<b>Project Name:</b>	William St Reconstruction		
<b>Project Category</b>	Critical	▼	
<b>Project in Asset Management Plan?</b>	Yes	▼	

**Project Description/Location/Map:**  
 A joint reconstruction project with the County. Work includes urbanization of cross section, complete with curb and gutter, watermain replacement, sanitary and storm sewers

**Long-term Financial Impact:**  
 Will reduce maintenance costs for Public Works. Additional assets will be acquired and added to the Asset Management Plan

**Project Priority:** High ▼

This is a joint project with the County of Oxford. The road is currently rated at a 54 PCI (typically do a full depth asphalt replacement between a 50 and 60). The road is also not up to Town standards incl. sidewalks, curb and gutter, storm sewers, etc.

**Project Risks:**  
 Staff complete estimates to the best of their ability using previous years contract pricing, there is a risk for unforeseen price increases in the market

<b>Project Start Date:</b>	<b>Project Completion Date:</b>
Fall 2019	Summer 2020

<b>Financial:</b>	<b>2019</b>	<b>2020</b>	<b>2022</b>
Costs			
Prime Contract		617,500	54,000
Material			
Payroll	50,000	32,500	6,000
Other			
	- 50,000	650,000	60,000
Funding			
Levy	50,000		
Reserve/ Reserve Funds		650,000	
Dev Charges			
Gas Tax			60,000
Other			
Debenture			
	- 50,000	650,000	60,000
County & Developer Costs not included in the above			-

**Town of Ingersoll  
2019 Capital Budget Project Sheet**

<b>Department:</b>	Transportation	<b>GL Account:</b>	10-0000-????-
<b>Project Name:</b>	George St Reconstruction		
<b>Project Category</b>	Critical	▼	
<b>Project in Asset Management Plan?</b>	Yes	▼	
<b>Project Description/Location/Map:</b>			
A joint reconstruction project with the County. Work includes urbanization of cross section, complete with curb and gutter, watermain replacement, sanitary and storm sewers from Carnegie to Catherine and William to Cathcart.			
<b>Long-term Financial Impact:</b>			
Will reduce maintenance costs for Public Works. Additional assets will be acquired and added to the Asset Management Plan			
<b>Project Priority:</b>	High	▼	
This is a joint project with the County of Oxford and the developer. This road is being widened and serviced to develop four lots. The road is also not up to Town standards incl. sidewalks, curb and gutter, watermain and sanitary and storm sewers, etc.			
<b>Project Risks:</b>			
Staff complete estimates to the best of their ability using previous years contract pricing, there is a risk for unforeseen price increases in the market			
<b>Project Start Date:</b>		<b>Project Completion Date:</b>	
Fall 2019		Summer 2020	

<b>Financial:</b>	<u>2019</u>	<u>2020</u>	<u>2022</u>
<b>Costs</b>			
Prime Contract		973,750	64,000
Material			
Payroll	30,000	51,250	7,000
Other			
	- 30,000	1,025,000	71,000
<b>Funding</b>			
Levy	30,000		
Reserve/ Reserve Funds			
Dev Charges			
Gas Tax			71,000
Other			
Debenture			
	- 30,000	-	71,000
County & Developer Costs not included in the above			-

**Town of Ingersoll  
2019 Capital Budget Project Sheet**

<b>Department:</b>	Transportation	<b>GL Account:</b>	10-0000-????-
<b>Project Name:</b>	Street Light Replacement and Upgrades Program		
<b>Project Category</b>	Critical	▼	
<b>Project in Asset Management Plan?</b>	Yes	▼	

**Project Description/Location/Map:**  
 The replacement of 40 new street light poles in the Wadsworth, Dean and Chisholm subdivision. This includes the relocation of the street lights and arms

**Long-term Financial Impact:**  
 Will reduce maintenance costs for ERTH.

**Project Priority:** High ▼  
 The street light poles have reached there useful life and will be replaced 8 poles per year for five years

**Project Risks:**  
 Staff complete estimates to the best of their ability, there is a risk for unforeseen price increases in the market

**Project Start Date:** Summer 2019      **Project Completion Date:** Summer 2023

<b>Financial:</b>	<b>2019</b>	<b>2020</b>	<b>2021 - 2023</b>
<b>Costs</b>			
Prime Contract	30,000	30,000	35,000/yr
Material			
Payroll			
Other			
	- 30,000	30,000	35,000/ yr
<b>Funding</b>			
Levy	30,000	30,000	35,000/yr
Reserve/ Reserve Funds			
Dev Charges			
Gas Tax			
Other			
Debenture			
	- 30,000	30,000	35,000/yr
County & Developer Costs not included			-

**Town of Ingersoll  
2019 Capital Budget Project Sheet**

**Department:** Transportation **GL Account:** 10-0000-????-

**Project Name:** Centre Street Reconstruction

**Project Category:** Growth

**Project in Asset Management Plan?** Yes

**Project Description/Location/Map:**

A joint reconstruction project with the County and Developer. Work includes urbanization of cross section, complete with curb and gutter, sidewalks, watermain replacement, sanitary and storm sewers from Oxford Street westerly to the dead end.

**Long-term Financial Impact:**

Will reduce maintenance costs for Public Works. Additional assets will be acquired and added to the Asset Management Plan

**Project Priority:** High

This is a joint project with the County of Oxford and the developer. This road is being widened and serviced to develop four lots. The road is also not up to Town standards incl. sidewalks, curb and gutter, watermain and sanitary and storm sewers, etc.

**Project Risks:**

Staff complete estimates to the best of their ability using previous years contract pricing, there is a risk for unforeseen price increases in the market

**Project Start Date:**

Summer 2019

**Project Completion Date:**

Summer 2019

**Project Year:** 2019

**Costs**

Contract	135,000
Material	_____
Payroll	15,000
Other	_____
	<u>150,000</u>

**Funding**

Levy	150,000
Reserve	_____
Dev Charges	_____
Other:	_____
Debenture	<u>-</u>

County & Developer  
Costs not included in  
the above 251,000

**Town of Ingersoll  
2019 Capital Budget Project Sheet**

<b>Department:</b> Transportation	<b>GL Account:</b> 10-0000-????-
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**Project Name:** Bell Street Sidewalk

<b>Project Category</b>	Service Level	▼
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<b>Project in Asset Management Plan?</b>	Yes	▼
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**Project Description/Location/Map:**  
 The County is reconstructing Bell Street which is a County Road and constructing sidewalk in areas where there presently no sidewalk. Sidewalks are a Town responsibility on County roads

**Long-term Financial Impact:**  
 Will increase maintenance costs for Public Works. Additional assets will be acquired and added to the Asset Management Plan

<b><u>Project Priority:</u></b>	High	▼
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This is a joint project with the County and the sidewalks will give the Town increased accessibility.

**Project Risks:**  
 Staff complete estimates to the best of their ability using previous years contract pricing, there is a risk for unforeseen price increases in the market

<b><u>Project Start Date:</u></b> Summer 2019	<b><u>Project Completion Date:</u></b> Summer 2019
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<b><u>Project Year:</u></b> 2019	
<b>Costs</b>	<b>Funding</b>
Contract	100,000
Material	_____
Payroll	_____
Other	_____
	<u>100,000</u>
County Costs not included in the above	_____
	Levy
	Reserve
	Dev Charges
	Other:
	Debenture
	100,000
	_____
	_____
	-
	<u>_____</u>



**Town of Ingersoll  
2019 Capital Budget Project Sheet**

**Department:** Transportation **GL Account:** 10-0000-????-

**Project Name:** Data Collectors & Total Station

**Project Category:** Critical

**Project in Asset Management Plan?** Yes

**Project Description/Location/Map:**  
Replacement of the Total Station & Data Collectors (Survey Equipment)

**Long-term Financial Impact:**  
Increased efficiency and accurate data for design and construction

**Project Priority:** High  
The survey equipment has reached the end of its useful life and old technology. The data collectors are no longer tech and parts supported

**Project Risks:**

**Project Start Date:** Winter 2019 **Project Completion Date:** Winter 2019

**Project Year:** 2019

**Costs**

Contract	55,000
Material	_____
Payroll	_____
Other	_____
	<u>55,000</u>

**Funding**

Levy	_____
Reserve	55,000
Dev Charges	_____
Other:	_____
Debenture	_____

County Costs not included in the above \_\_\_\_\_

**Town of Ingersoll  
2019 Capital Budget Project Sheet**

<b>Department:</b> Public Works		<b>GL Account:</b> 10-0000-????-	
<b>Project Name:</b> Jib Crane			
<b>Project Category</b>		Critical	▼
<b>Project in Asset Management Plan?</b>		Yes	▼
<b><u>Project Description/Location/Map:</u></b> Replacement of the Jib Crane			
<b><u>Long-term Financial Impact:</u></b> Increase efficiency for Public Works			
<b><u>Project Priority:</u></b>		High	▼
The present jib crane has been decommissioned and the crane is needed to change over equipment from different seasons			
<b><u>Project Risks:</u></b> With newer and better designed equipment will reduce the risk of injury to staff			
<b><u>Project Start Date:</u></b> Summer 2019		<b><u>Project Completion Date:</u></b> Summer 2019	
<b><u>Project Year:</u></b> 2019			
<b>Costs</b>		<b>Funding</b>	
Contract	50,000	Levy	
Material	_____	Reserve	50,000
Payroll	_____	Dev Charges	_____
Other	_____	Other:	_____
	<u>50,000</u>	Debenture	_____
County Costs not included in the above	_____		

**Town of Ingersoll  
2019 Capital Budget Project Sheet**

<b>Department:</b> Public Works	<b>GL Account:</b> 10-0000-????-
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<b>Project Name:</b> Replacement Truck #1	
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<b>Project Category</b>	Critical	
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<b>Project in Asset Management Plan?</b>	Yes	
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**Project Description/Location/Map:**  
 This truck will be transferred to the Building Department, as they are in need of a truck for 2019, Public works will then buy a new truck for patrolling.

**Long-term Financial Impact:**  
 This truck is being repurposed to the Building Department, thereby removing the need for that department to buy a new truck.  
 Decreased capital costs in the Building Department Budget

<b><u>Project Priority:</u></b>	High	
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Truck being replaced as per Public Works 6 year replacement policy

**Project Risks:**

<b><u>Project Start Date:</u></b> Summer 2019	<b><u>Project Completion Date:</u></b> Summer 2019
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<b><u>Project Year:</u></b> 2019	
<b>Costs</b>	<b>Funding</b>
Contract	36,000
Material	_____
Payroll	_____
Other	_____
	<u>36,000</u>
County Costs not included in the above	_____
	Levy
	Reserve
	Dev Charges
	Other:
	Debenture
	_____
	_____

**Town of Ingersoll  
2019 Capital Budget Project Sheet**

<b>Department:</b> Public Works	<b>GL Account:</b> 10-0000-????-
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<b>Project Name:</b> Replacement Truck #7	
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<b>Project Category</b>	Critical	
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<b>Project in Asset Management Plan?</b>	Yes	
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**Project Description/Location/Map:**  
 The replacement of truck #7, a 2008 Dodge 1 Ton which is used for general road maintenance work

**Long-term Financial Impact:**

<b><u>Project Priority:</u></b>	High	
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Truck being replaced as per Public Works 8 year replacement policy

**Project Risks:**

<b><u>Project Start Date:</u></b> Summer 2019	<b><u>Project Completion Date:</u></b> Summer 2019
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<b><u>Project Year:</u></b> 2019			
<b>Costs</b>		<b>Funding</b>	
Contract	50,000	Levy	
Material	_____	Reserve	50,000
Payroll	_____	Dev Charges	_____
Other	_____	Other:	_____
	<u>50,000</u>	Debenture	_____
County Costs not included in the above	_____		

**Town of Ingersoll  
2019 Capital Budget Project Sheet**

<b>Department:</b> Public Works		<b>GL Account:</b> 10-0000-????-	
<b>Project Name:</b> Replacement Truck #10			
<b>Project Category</b>		Critical	▼
<b>Project in Asset Management Plan?</b>		Yes	▼
<b><u>Project Description/Location/Map:</u></b> The replacement of truck #10, a 2009 Dodge 1500 which is used for patrolling			
<b><u>Long-term Financial Impact:</u></b>			
<b><u>Project Priority:</u></b>		High	▼
Truck being replaced as per Public Works 8 year replacement policy			
<b><u>Project Risks:</u></b>			
<b><u>Project Start Date:</u></b> Summer 2019		<b><u>Project Completion Date:</u></b> Summer 2019	
<b><u>Project Year:</u></b> 2019			
<b>Costs</b>		<b>Funding</b>	
Contract	34,000	Levy	
Material	_____	Reserve	34,000
Payroll	_____	Dev Charges	_____
Other	_____	Other:	_____
	<u>34,000</u>	Debenture	_____
County Costs not included in the above	_____		

**Town of Ingersoll  
2019 Capital Budget Project Sheet**

<b>Department:</b> Public Works		<b>GL Account:</b> 10-0000-????-	
<b>Project Name:</b> Leaf Machine			
<b>Project Category</b>		Critical	▼
<b>Project in Asset Management Plan?</b>		Yes	▼
<b><u>Project Description/Location/Map:</u></b> Replacement of the Leaf Machine which was damaged in the 2018 leaf pickup			
<b><u>Long-term Financial Impact:</u></b>			
<b><u>Project Priority:</u></b>		High	▼
Leaf pickup has a very short season and two machines are required to complete the entire Town			
<b><u>Project Risks:</u></b>			
<b><u>Project Start Date:</u></b> Summer 2019		<b><u>Project Completion Date:</u></b> Summer 2019	
<b><u>Project Year:</u></b> 2019			
<b>Costs</b>		<b>Funding</b>	
Contract	38,000	Levy	
Material	_____	Reserve	38,000
Payroll	_____	Dev Charges	_____
Other	_____	Other:	_____
	<u>38,000</u>	Debenture	_____
County Costs not included in the above	_____		

**Town of Ingersoll  
2019 Capital Budget Project Sheet**

<b>Department:</b> Public Works	<b>GL Account:</b> 10-0000-????-
<b>Project Name:</b> Skid Steer and Flay Mower	
<b>Project Category</b>	Critical <input type="text"/>
<b>Project in Asset Management Plan?</b>	Yes <input type="text"/>
<b><u>Project Description/Location/Map:</u></b> Purchase of a skid steer and flay mower attachment to be jointly used between Public Works and Parks	
<b><u>Long-term Financial Impact:</u></b> Improved efficiency of the Public Works and Parks Department to be able to reach steep slopes and ditches which are presently be cut by labour intensive methods	
<b><u>Project Priority:</u></b>	High <input type="text"/>
Presently the Town is cutting ditches and steep slopes with whipper snippers which is labour and time extensive. This piece of equipment will reduce time and labour	
<b><u>Project Risks:</u></b>	
<b><u>Project Start Date:</u></b> Summer 2019	<b><u>Project Completion Date:</u></b> Summer 2019
<b><u>Project Year:</u></b> 2019	
<b>Costs</b>	<b>Funding</b>
Contract <span style="float: right;">170,000</span>	Levy <span style="float: right;">_____</span>
Material <span style="float: right;">_____</span>	Reserve <span style="float: right;">170,000</span>
Payroll <span style="float: right;">_____</span>	Dev Charges <span style="float: right;">_____</span>
Other <span style="float: right;">170,000</span>	Other: <span style="float: right;">_____</span>
	Debenture <span style="float: right;">_____</span>
County Costs not included in the above <span style="float: right;">_____</span>	

**Town of Ingersoll  
2019 Capital Budget Project Sheet**

<b>Department:</b> Parks and Recreation	<b>GL Account:</b> 10-0000-????
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**Project Name:** Arena Replacement Land Acquisition

<b>Project Category</b>	Growth	▼	
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<b>Project in Asset Management Plan?</b>	No	▼	
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**Project Description/Location/Map:**

Steps Remaining in the MURC development process to be shovel ready and be in a position to apply for grants. 1) **A site for the MURC needs to be established** 2) Need to determine what the MURC will include. 3) Drawings and Specifications(Blue Prints) need to be drawn up, 4) Capital Campaign.

**Long-term Financial Impact:**

**Project Priority:**

Medium ▼

**Project Risks:**

Steps 1 ,2 and 3 noted above must be completed prior capital campaign. Need to established location and specifications.

**Project Start Date:**

spring 2019

**Project Completion Date:**

winter 2019

**Project Year:**

2019

**Costs**

Contract	\$ 550,000
Material	_____
Payroll	_____
Other	_____
	<b><u>\$ 550,000</u></b>

**Funding**

Levy	_____
Reserve	\$ 550,000
Dev Charges	_____
Other:	_____
	<b><u>\$ 550,000</u></b>

County Costs not included in the above

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**Town of Ingersoll  
2019 Capital Budget Project Sheet**

<b>Department:</b> Parks and Recreation	<b>GL Account:</b> 10-0000-????
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**Project Name:** MURC Drawings and Specifications

<b>Project Category</b>	Growth	▼	
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<b>Project in Asset Management Plan?</b>	No	▼	
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**Project Description/Location/Map:**

Steps Remaining in the MURC development process to be shovel ready and be in a position to apply for grants. 1) A site for the MURC needs to be established 2) Need to determine what the MURC will include. 3) Drawings and Specifications(Blue Prints) need to be drawn up, 4) Capital Campaign. Capital Campaign Coach will conduct community assessment to determine how much money could potentially be raised through a capital campaign. Following that assessment a capital campaign committee will need to be established with the direction of the campaign coach to raise funds to off set the cost of development.

**Long-term Financial Impact:**

Operating costs of new facility and replacement in in the future.

<b><u>Project Priority:</u></b>	Medium	▼	
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**Project Risks:**

Steps 1 ,2 and 3 noted above must be completed prior capital campaign. Need to established location and specifications.

**Project Start Date:**

Spring 2019

**Project Completion Date:**

Spring 2019

**Project Year:** 2019

**Costs**

Contract	\$ 100,000
Material	_____
Payroll	_____
Other	_____
	<u>\$ 100,000</u>

**Funding**

Levy	_____
Reserve	\$ 100,000
Dev Charges	_____
Other:	_____
	<u>\$ 100,000</u>

County Costs not included in the above \_\_\_\_\_

**Town of Ingersoll  
2019 Capital Budget Project Sheet**

<b>Department:</b> Parks and Recreation	<b>GL Account:</b> 10-0000-????
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<b>Project Name:</b> Garnett Elliott Fencing Upgrades
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<b>Project Category</b>	Service Level	▼	
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<b>Project in Asset Management Plan?</b>	No	▼	
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**Project Description/Location/Map:**

Upgrading the entire outfield fence at Ball Diamond 1 at Garnett Elliott Park. The height of the existing fence is currently 4ft. The fencing will be replaced with a 6ft fence. The outdoor fence is being upgraded due to safety concerns.

**Long-term Financial Impact:**

<b><u>Project Priority:</u></b>	High	▼	
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**Project Risks:**

<b><u>Project Start Date:</u></b> Spring 2019	<b><u>Project Completion Date:</u></b> Spring 2019
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**Project Year:** 2019

**Costs**

Contract	_____
Material	\$ 20,000
Payroll	_____
Other	_____
	<u>\$ 20,000</u>

**Funding**

Levy	_____
Reserve	\$ 20,000
Dev Charges	_____
Other:	_____
	<u>\$ 20,000</u>

County Costs not included in the above \_\_\_\_\_

**Town of Ingersoll  
2019 Capital Budget Project Sheet**

<b>Department:</b> Parks and Recreation	<b>GL Account:</b> 10-0000-????
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**Project Name:** Reconstruction Westfield Tennis Courts

<b>Project Category</b>	Critical	▼	
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<b>Project in Asset Management Plan?</b>	No	▼	
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**Project Description/Location/Map:**

Complete upgrade of court surface. The courts are original with visible, cracks, crevasses, & surface issues which are a serious safety concern.

**Long-term Financial Impact:**

**Project Priority:**

High	▼	
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**Project Risks:**

**Project Start Date:**

Spring 2019

**Project Completion Date:**

Spring 2019

**Project Year:**

2019

**Costs**

Contract	_____
Material	\$ 30,000
Payroll	_____
Other	_____
	<u>\$ 30,000</u>

**Funding**

Levy	\$ 30,000
Reserve	_____
Dev Charges	_____
Other:	_____
	<u>\$ 30,000</u>

County Costs not included in the above

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**Town of Ingersoll  
2019 Capital Budget Project Sheet**

**Department:** Parks and Recreation      **GL Account:** 10-0000-????

**Project Name:** Cycling Multi Use Trail

**Project Category:** Growth

**Project in Asset Management Plan?** No

**Project Description/Location/Map:**

To complete the paved multi use commuter trail on Ingersoll St. Work must be done at the Underwood and Ingersoll St Intersection.

**Long-term Financial Impact:**

Trail maintenance operating costs and replacement in the future

**Project Priority:** Medium

**Project Risks:**

**Project Start Date:**

Spring 2019

**Project Completion Date:**

Summer 2019

**Project Year:** 2019

**Costs**

Contract	\$ 10,000
Material	_____
Payroll	_____
Other	_____
	<b><u>\$ 10,000</u></b>

**Funding**

Levy	_____
Reserve	\$ 10,000
Dev Charges	_____
Other:	_____
	<b><u>\$ 10,000</u></b>

County Costs not included in the above

\_\_\_\_\_

**Town of Ingersoll  
2019 Capital Budget Project Sheet**

<b>Department:</b> Parks and Recreation	<b>GL Account:</b> 10-0000-????
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**Project Name:** Installation of Fibar Systems - Playground Surfaces

<b>Project Category</b>	Critical		
<b>Project in Asset Management Plan?</b>	Yes		

**Project Description/Location/Map:**  
Continue Replacement of sand surface on Playgrounds with Fibar System Safety Surface.

**Long-term Financial Impact:**  
Less maintenance costs after installed.

**Project Priority:** High

**Project Risks:**

<b><u>Project Start Date:</u></b> Spring 2019	<b><u>Project Completion Date:</u></b> Spring 2019
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<b><u>Project Year:</u></b> 2019	
<b>Costs</b>	<b>Funding</b>
Contract                   \$     25,000	Levy                             \$     25,000
Material                   _____	Reserve                       _____
Payroll                     _____	Dev Charges                 _____
Other                       _____	Other:                         _____
\$     25,000	\$     25,000
County Costs not included in the above	
_____	

**Town of Ingersoll  
2019 Capital Budget Project Sheet**

<b>Department:</b> Parks and Recreation	<b>GL Account:</b> 10-0000-????
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<b>Project Name:</b> Recreational Trail Development
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<b>Project Category</b>	Service Level	▼
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<b>Project in Asset Management Plan?</b>	No	▼
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**Project Description/Location/Map:**

To being development of Waterfront Trail which is one of Council's Strategic Priorities.

**Long-term Financial Impact:**

Ongoing maintenance on developed trails and future replacements costs.

**Project Priority:**

Medium ▼

**Project Risks:**

**Project Start Date:**

Spring 2019

**Project Completion Date:**

Fall 2019

**Project Year:**

**2019**

**Costs**

Contract	\$ 100,000
Material	_____
Payroll	_____
Other	_____
	<b><u>\$ 100,000</u></b>

**Funding**

Levy	
Reserve	\$ 10,000
Dev Charges	\$ 90,000
Other:	_____
	<b><u>\$ 100,000</u></b>

County Costs not included in the above

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**Town of Ingersoll  
2019 Capital Budget Project Sheet**

<b>Department:</b> Parks and Recreation	<b>GL Account:</b> 10-0000-????
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**Project Name:** Edward Park Upgrade

<b>Project Category</b>	Service Level	▼	
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<b>Project in Asset Management Plan?</b>	Yes	▼	
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**Project Description/Location/Map:**

Upgrade of entire playground. To move the park so that it is visible from the street. Currently Edward Park is not visible from the street and is tucked away in a corner. Park identified by insurance as having safety concerns that need to be addressed. Upgrade to include safety surface. Will connect with Ingersoll Playright to help fundraise for the project.

**Long-term Financial Impact:**

**Project Priority:**

High ▼

**Project Risks:**

**Project Start Date:**

spring 2019

**Project Completion Date:**

spring 2019

**Project Year:**

2019

**Costs**

Contract  
Material  
Payroll  
Other

	\$	50,000
	\$	50,000

**Funding**

Levy  
Reserve  
Dev Charges  
Other:

	\$	50,000
	\$	50,000

County Costs not included in the above

**Town of Ingersoll  
2019 Capital Budget Project Sheet**

<b>Department:</b> Parks and Recreation	<b>GL Account:</b> 10-0000-????
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<b>Project Name:</b> Parks Shop Roof Repair
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<b>Project Category</b>	Service Level	▼	
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<b>Project in Asset Management Plan?</b>	No	▼	
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**Project Description/Location/Map:**  
Repair leaks in the roof.

**Long-term Financial Impact:**

<b><u>Project Priority:</u></b>	High	▼	
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**Project Risks:**

<b><u>Project Start Date:</u></b> Spring 2019	<b><u>Project Completion Date:</u></b> Summer 2019
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<b><u>Project Year:</u></b> 2019			
<b>Costs</b>		<b>Funding</b>	
Contract		Levy	
Material	\$ 10,000	Reserve	\$ 10,000
Payroll		Dev Charges	
Other		Other:	
	<u>\$ 10,000</u>		<u>\$ 10,000</u>
County Costs not included in the above			
	<u>                    </u>		



**Town of Ingersoll  
2019 Capital Budget Project Sheet**

<b>Department:</b> Parks and Recreation	<b>GL Account:</b> 10-0000-????
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**Project Name:** Parks Stake Truck

<b>Project Category</b>	Service Level	▼	
<b>Project in Asset Management Plan?</b>	Yes	▼	

**Project Description/Location/Map:**  
 Public Works will be replacing their stake truck, with Parks purchasing their existing truck. 2001 Parks stake truck will be taken out of service. \$10,000 will be moved from Community Services to Public Works to cover the cost of the PW truck.

**Long-term Financial Impact:**  
 Ongoing maintenance and replacement in the future

**Project Priority:** Medium

**Project Risks:**

<b><u>Project Start Date:</u></b> 1/1/2019	<b><u>Project Completion Date:</u></b> 12/1/2019
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**Project Year:** 2019

<b>Costs</b>		<b>Funding</b>	
Contract	_____	Levy	\$ 10,000
Material	_____	Reserve	_____
Payroll	_____	Dev Charges	_____
Other	\$ 10,000	Other:	_____
	<u>\$ 10,000</u>		<u>\$ 10,000</u>
County Costs not included in the above	_____		

**Town of Ingersoll  
2019 Capital Budget Project Sheet**

<b>Department:</b> Parks and Recreation	<b>GL Account:</b> 10-0000-????
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**Project Name:** Replace Park's truck

<b>Project Category</b>	Service Level	
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<b>Project in Asset Management Plan?</b>	No	
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**Project Description/Location/Map:**  
 Replace 1999 Park's truck as it is not running. Truck has exceeded life expectancy and maintenance costs are rising.

**Long-term Financial Impact:**  
 Save money on maintenance costs of trucks

<b><u>Project Priority:</u></b>	High	
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**Project Risks:**

<b><u>Project Start Date:</u> Spring 2019</b>	<b><u>Project Completion Date:</u> Spring 2019</b>
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<b><u>Project Year:</u> 2019</b>	
<b>Costs</b>	<b>Funding</b>
Contract                   \$     35,000	Levy                             \$     35,000
Material                   _____	Reserve                       _____
Payroll                     _____	Dev Charges                 _____
Other                        _____	Other:                         _____
\$     35,000	\$     35,000
County Costs not included in the above	
_____	

**Town of Ingersoll  
2019 Capital Budget Project Sheet**

<b>Department:</b> Parks and Recreation	<b>GL Account:</b> 10-0000-????
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<b>Project Name:</b> Riding mower replacement
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<b>Project Category</b>	Service Level	▼	
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<b>Project in Asset Management Plan?</b>	Yes	▼	
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**Project Description/Location/Map:**  
 Replace riding mower #2 . The 2000 mower is the oldest lawnmower in the fleet. Has over 5000 hours on it and is used for all grass cutting purposes.

**Long-term Financial Impact:**  
 Save on maintenance costs and repairs to current rider

<b><u>Project Priority:</u></b>	High	▼	
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**Project Risks:**

<b><u>Project Start Date:</u></b> Spring 2019	<b><u>Project Completion Date:</u></b> Spring 2019
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<b><u>Project Year:</u></b> 2019	
<b>Costs</b>	<b>Funding</b>
Contract	Levy \$ 35,000
Material \$ 30,000	Reserve
Payroll	Dev Charges
Other	Other:
\$ 30,000	\$ 35,000
County Costs not included in the above	

**Town of Ingersoll  
2019 Capital Budget Project Sheet**

<b>Department:</b> Parks and Recreation	<b>GL Account:</b> 10-0000-????
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**Project Name:** Trails Groomer

<b>Project Category</b>	Service Level	▼	
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<b>Project in Asset Management Plan?</b>	No	▼	
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**Project Description/Location/Map:**

New groomer will be used to pull behind tractor or lawnmower for trails maintenance and grooming purposes. Will also be used to maintain and groom ball diamond warning tracks.

**Long-term Financial Impact:**

Ongoing maintenance and future replacements cost.

**Project Priority:**

High	▼
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**Project Risks:**

**Project Start Date:**

Spring 2019

**Project Completion Date:**

Spring 2019

**Project Year:**

**2019**

**Costs**

Contract	\$ 20,000
Material	_____
Payroll	_____
Other	_____
	<b>\$ 20,000</b>

**Funding**

Levy	\$ 20,000
Reserve	_____
Dev Charges	_____
Other:	_____
	<b>\$ 20,000</b>

County Costs not included in the above

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**Town of Ingersoll  
2019 Capital Budget Project Sheet**

<b>Department:</b> Parks and Recreation	<b>GL Account:</b> 10-0000-????
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<b>Project Name:</b> Security Glass VPCC
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<b>Project Category</b>	Critical	▼	
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<b>Project in Asset Management Plan?</b>	No	▼	
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**Project Description/Location/Map:**

In 2018 an OPP assessment was done in our buildings and it was indented that front desk staff who are handling money and records are to accessible and not protected. In that recommendation it stated the Town should explore security glass around the front desk area for the protection of our staff.

**Long-term Financial Impact:**

Ongoing maintenance and future replacements cost.

**Project Priority:**

High	▼
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**Project Risks:**

**Project Start Date:**

Spring 2019

**Project Completion Date:**

Spring 2019

**Project Year:**

2019

**Costs**

Contract	\$ 7,500
Material	_____
Payroll	_____
Other	_____
	<u>\$ 7,500</u>

**Funding**

Levy	_____
Reserve	\$ 7,500
Dev Charges	_____
Other:	_____
	<u>\$ 7,500</u>

County Costs not included in the above

\_\_\_\_\_

**Town of Ingersoll  
2019 Capital Budget Project Sheet**

<b>Department:</b> Parks and Recreation	<b>GL Account:</b> 10-0000-????
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**Project Name:** VPCC - Replace Gym Equipment

<b>Project Category</b>	Service Level	▼	
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<b>Project in Asset Management Plan?</b>	No	▼	
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**Project Description/Location/Map:**

The project is to replace outdated cardio and fitness/weight equipment at the Town of Ingersoll's recreational community centre. The current equipment is 28 years old and in need of replacement due to wear and tear and an inability to service equipment and replace parts due to the age of the pieces. Have applied for \$150,000 Trillium Capital Grant for this project.

**Long-term Financial Impact:**

\$14,000 is already allocated to repair and maintain the 28 year old fitness equipment so over a ten year period the new equipment will essentially pay for itself as there will be very minimal maintenance costs with the new equipment.

<b><u>Project Priority:</u></b>	High	▼	
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**Project Risks:**

**Project Start Date:**

2/1/2019

**Project Completion Date:**

Summer 2019

**Project Year:** 2018

**Costs**

Contract	
Material	\$ 150,000
Payroll	
Other	
	\$ 150,000

**Funding**

Levy	\$ 150,000
Reserve	
Dev Charges	
Other:	

County Costs not included in the above

**Town of Ingersoll  
2019 Capital Budget Project Sheet**

<b>Department:</b> Parks and Recreation	<b>GL Account:</b> 10-0000-????
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**Project Name:** Fusion - Signage, Painting and Security Upgrades

<b>Project Category</b>	Service Level	▼	
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<b>Project in Asset Management Plan?</b>	No	▼	
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**Project Description/Location/Map:**

This project is to paint the interior of Fusion which currently has paint that is peeling and a gym with graffiti. The goal is to update the space to match other facilities in the Community Services department and to freshen up the building to make it more appealing to patrons. The outdoor signs at Fusion will match the Community Services colour scheme and are in need of replacement as the outdoor signs are peeling and sun damaged and do not portray a professional image. The security upgrades were recommended during the OPP assessment. The cost of painting will be approximately \$10,000 with the additional \$15,000 being used for the signage and security upgrades.

**Long-term Financial Impact:**

<b><u>Project Priority:</u></b>	High	▼	
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**Project Risks:**

<b><u>Project Start Date:</u></b> Spring 2019	<b><u>Project Completion Date:</u></b> winter 2019
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**Project Year:** 2019

**Costs**

Contract	_____
Material	_____
Payroll	_____
Other	_____
	\$ -

**Funding**

Levy	_____
Reserve	\$ 25,000
Dev Charges	_____
Other:	_____
	\$ 25,000

County Costs not included in the above

\_\_\_\_\_

**Town of Ingersoll  
2019 Capital Budget Project Sheet**

**Department:** Clerks: Museum **GL Account:** 10-0000-????

**Project Name:** Pavilion Project

**Project Category:** Growth

**Project in Asset Management Plan?** No

**Project Description/Location/Map:**

As has been planned for a number of years at the Museum a pavilion to be built beside the museum utilizing historical wood frame from the Kirwin barn.

**Long-term Financial Impact:**

**Project Priority:** High

**Project Risks:**

Keeping costs to within budget by ensuring the concrete tender comes in at a good price by putting the tender out in early spring. Also by getting the extra wood needed milled by the Amish

**Project Start Date:**

**Project Completion Date:**

**Project Year:** 2019

**Costs**

Contract	\$ 50,000
Material	_____
Payroll	_____
Other	_____
	<u>\$ 50,000</u>

**Funding**

Levy	_____
Reserve	\$ 43,000
Dev Charges	\$ 7,000
Other:	_____
	<u>\$ 50,000</u>

County Costs not included in the above \_\_\_\_\_



**Town of Ingersoll  
2019 Capital Budget Project Sheet**

<b>Department:</b> Museum	<b>GL Account:</b> 10-0000-????
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**Project Name:** Replace Roof at Main Museum Building and North Barn

<b>Project Category</b>	Mandatory	▼
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<b>Project in Asset Management Plan?</b>	Yes	▼
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**Project Description/Location/Map:**  
 After the Building assessment was completed it was determined that the roof needed to be replaced at both the Main Museum Building and the North Barn. The funding will come from reserves. As the museum currently places about \$9,000 in reserves annually these funds will be replenished as time goes on creating a true asset management plan for the museum facilities.

**Long-term Financial Impact:**  
 The museum will be in a good financial place if we follow this asset management plan.

<b><u>Project Priority:</u></b>	High	▼
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**Project Risks:**  
 The only risks is if we do not replace the roofs at the main building and the north barn as we are beginning to see damage

<b><u>Project Start Date: January 1, 2019</u></b>	<b><u>Project Completion Date:</u></b> 12/31/2019
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<b><u>Project Year:</u></b> 2019	
<b>Costs</b>	<b>Funding</b>
Contract	60,000
Material	_____
Payroll	_____
Other	_____
	<u>60,000</u>
County Costs not included in the above	_____
	Levy
	Reserve
	Dev Charges
	Other:
	Debenture
	<u>60,000</u>



**DEPARTMENT:** Clerk's

**REPORT NO:** C-038-18

**COUNCIL MEETING DATE:** December 20, 2018

**TITLE:** Appointment to Upper Thames River Conservation Authority

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**OBJECTIVE:** To receive direction from Council on the appointment of a representative to the Upper Thames River Conservation Authority Board (UTRCA Board).

### **BACKGROUND/ANALYSIS**

The Town of Ingersoll is allowed to recommend one member to the County of Oxford to appoint to the Board of the Upper Thames River Conservation Authority.

The County of Oxford then appoints the member based on the Town of Ingersoll's recommendation.

**INTERDEPARTMENTAL IMPLICATIONS:** N/A

**FINANCIAL IMPLICATIONS:** N/A

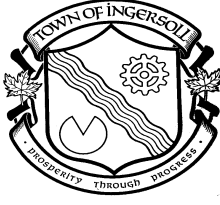
### **RECOMMENDATION**

**THAT** the council for the Town of Ingersoll receives report C- 038-18 as information;

**AND FUTHER** that Council recommends to Oxford County Council that \_\_\_\_\_ be appointed to the Upper Thames River Conservation Authority Board for the 2018 – 2022 term.

**ATTACHMENTS:** None

Prepared by: Michael Graves, Clerk  
Approved by: William Tigert, CAO



**THE CORPORATION OF THE TOWN OF INGERSOLL  
BY-LAW NO. 18-5029**

**A by-law to appoint a Closed Meeting Investigator**

**WHEREAS** effective January 1, 2009, Section 239.1 of the *Municipal Act, 2001*, as amended permits a person to request an investigation of whether a municipality or local board has complied with Section 239 of the *Municipal Act 2001*, as amended, or a procedure by-law under subsection 238(2) in respect of a meeting or part of a meeting that was closed to the public;

**AND WHEREAS** the *Municipal Act, 2011*, s. 239.2 authorizes a municipality to appoint a meeting investigator who has the function to investigate in an independent manner;

**AND WHEREAS** Council deems it expedient to pass a by-law to appoint Gregory F. Stewart, as the Closed Meeting Investigator for the Corporation of the Town of Ingersoll;

**NOW THEREFORE THE COUNCIL OF THE CORPORATION OF THE TOWN OF INGERSOLL ENACTS AS FOLLOWS:**

- 1) That pursuant to Sections 9, 10, 11 and 239.2 of the *Municipal Act, 2001*, as amended, Council hereby appoints Gregory F. Stewart as the Closed Meeting Investigator for the Corporation of the Town of Ingersoll.
- 2) That the appointment shall be for a term of four years commencing the 1<sup>st</sup> day of January 2019 and ending on the 31<sup>st</sup> day of December 2022, in accordance with the terms and conditions of the agreement attached to this by-law as Schedule "A".
- 3) That every request for an investigation shall be in accordance with the policies and processes that may be established by Council from time to time.
- 4) That By-law 14-4782 is hereby repealed.
- 5) That this By-law shall come into force and take effect on the day of passing.

**READ** a first and second time in Open Council this 20th day of December 2018.

**READ** a third time and passed in Open Council this 20th day of December 2018.

\_\_\_\_\_  
Edward (Ted) Comiskey, Mayor

\_\_\_\_\_  
Michael Graves, Clerk

### Municipal Meeting Investigator Agreement

This Agreement dated this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_

B E T W E E N:

[Town of Ingersoll]

(hereinafter referred to as the “Town of Ingersoll”)

- and -

Gregory F. Stewart

(hereinafter referred to as the “Independent Investigator”)

**WHEREAS** section 239.2 of the *Municipal Act*, S.O. 2001, c.25 (the “Act”) authorizes a municipality to appoint an investigator to investigate in an independent manner any complaint as to whether the Town of Ingersoll has complied with the Act or a Municipal procedural by-law in respect of a meeting (or part of a meeting) that was closed to the public;

**AND WHEREAS** the investigation of the relevant municipality or local board must be undertaken by an Investigator appointed by the municipality pursuant to Sections 9, 10, 11 and 239.2 of the Act or by an Ombudsman appointed pursuant to the *Ombudsman Act* if the municipality has not appointed an Investigator under the Act;

**AND WHEREAS** the Town of Ingersoll deems it desirable to appoint Gregory F. Stewart as the Investigator to investigate all requests received by the Town of Ingersoll after December 31, 2018 pursuant to the Act respecting any meeting of the Council of the Town of Ingersoll, a local board or a committee of Council;

**AND WHEREAS** the Independent Investigator has the skills and ability and is interested in acting as the Investigator for the Town of Ingersoll on the terms and conditions set out in this Agreement;

**NOW THEREFORE**, the parties agree as follows:

## **1.0 Appointment**

1.1 Pursuant to the Act, the Town of Ingersoll hereby appoints Gregory F. Stewart to provide the Investigator services, in accordance with the Act, for all requests for an investigation of the Council and Committees of the Town of Ingersoll and the Local Boards and/or their Committees. For the purposes of this Agreement, “committee” and “local board” shall have the meaning as defined Section 238 of the Act.

1.2 The Town of Ingersoll hereby grants to the Independent Investigator those powers and duties outlined in Section 239.2 of the Act.

1.3 The Town of Ingersoll, when subject of an investigation shall provide to the Independent Investigator the following documents for the Town of Ingersoll and for the Local Boards where applicable:

- 1.3.1 A certified copy of the municipal procedure by-law;
- 1.3.2 A certified copy of the municipal notice by-law, and;
- 1.3.3 A listing of the applicable Boards and Committees subject to this Agreement.

## **2.0 Services and Process**

2.1 Every request for an investigation by a person shall include all of the following:

- 2.1.1 Be directed to the Clerk of the Town of Ingersoll;
- 2.1.2 Be in writing;
- 2.1.3 Include the reasons for the request;
- 2.1.4 Be signed; and
- 2.1.5 Include an address and telephone number of the person making the request.

2.2 Upon receipt of a request for an investigation regarding a Meeting, it is agreed that the Clerk of the Town of Ingersoll shall forthwith forward the following documents to the Independent Investigator as appropriate.

- 2.2.1 The original request for an investigation;
- 2.2.2 A certified copy of the agenda with all relevant attachments relating to the Meeting;
- 2.2.3 A certified copy of the minutes of the Meeting;
- 2.2.4 A contact list for all members of the Council/Board/Committee for which the request is made and for all persons present at the Meeting;
- 2.2.5 Such other information or documentation that the Clerk of the Town of Ingersoll deems relevant; and
- 2.2.6 Such other information or documentation that the Independent Investigator may from time to time deem relevant to the investigation.

2.3 Duties of the Independent Investigator shall be:

- 2.3.1 To conduct investigations from time to time as requested by the Town of Ingersoll upon receipt of a complaint in respect of meetings or part of meetings that are closed to the public to determine compliance with the Act;
- 2.3.2 To report in writing on such investigations to the Council of the Town of Ingersoll;
- 2.3.3 To proceed without undue delay and with due diligence to investigate a complaint and to consider time to be of the essence with any and all investigations;
- 2.3.4 To proceed to investigate a complaint independently of the Town of Ingersoll and impartially;
- 2.3.5 To hear or obtain information from such persons as the Independent Investigator sees fit;
- 2.3.6 To preserve the confidentiality of all matters of the investigation that require secrecy save and except disclosure of such matters as in the Independent Investigator's opinion ought to be disclosed in order to establish grounds for report conclusions and/or recommendations;
- 2.3.7 If at any time during the course of an investigation it appears to the Investigator that there may be sufficient grounds for a report or recommendation that may adversely affect the Town of Ingersoll, a local board or any other individual person, the Investigator shall give him or her an opportunity to make representations respecting the adverse report or recommendation, either personally or by counsel;
- 2.3.8 To include in the written report whether the meeting (or portion thereof) in question was closed to the public contrary to the Act or Municipal Procedure by-law and to make appropriate recommendations to the Town of Ingersoll in this regard and;
- 2.3.9 To dismiss a complaint deemed to be vexatious and prepare a report to this effect; and
- 2.4 Upon receipt by the Municipal Council/Committee/Local Board, the report of the Independent Investigator shall be a public record.

**3.0 Fees**

- 3.1 The Town of Ingersoll agrees to pay fees and expenses of the Independent Investigator at a rate of \$250.00 per hour plus applicable taxes during such time as the Independent Investigator is performing the duties as described in this Agreement.  
The Independent Investigator agrees such rate shall be charged only for such time that the Investigator is actively investigating a complaint and preparing and presenting the report with respect hereto.

3.2 The Independent Investigator shall be entitled to be reimbursed for mileage and other reasonable receipted expenses related to these duties. The Independent Investigator shall submit his invoice to the Town of Ingersoll.

**4.0 Term of the Agreement**

4.1 The term of this Agreement is for a fixed four (4) year term commencing the 1<sup>st</sup> day of January, 2019 and may be renewed by agreement of the parties.

4.2 The Independent Investigator shall provide the Town of Ingersoll with a minimum of thirty (30) days notice prior to the end of the Agreement if the Investigator does not agree to renew the Agreement if such renewal were to be available.

**5.0 Termination**

5.1 This Agreement may be terminated by either Party on ninety (90) days written notice to the other Party, provided that any investigations commenced prior to the termination date shall be completed pursuant to this Agreement and the appointing by-law and all related fees shall be paid as set out in the Agreement.

**IN WITNESS WHEREOF** the Parties have executed this Agreement.

**[TOWN OF INGERSOLL]**

Per: \_\_\_\_\_  
Name, Mayor

Per: \_\_\_\_\_  
Name, Clerk  
We have authority to bind the Corporation.

\_\_\_\_\_  
Gregory F. Stewart