



**Corporation of the Town of Ingersoll
Council Agenda
Regular Meeting of Council
Meeting 2
Via Video Conference
Monday, August 10, 2020, 6:00 PM**

Live Stream Link:

<https://www.youtube.com/channel/UCFvWkWjgaTO54J6wAnnglFQ>

Call to Order

Disclosures of Pecuniary Interest

Minutes of Council Meetings

1. [July 13, 2020 Regular Meeting of Council Minutes](#)

Minutes of Council Committee Meetings

1. [PSB - Minutes -June-22](#)

Monthly Cheque Distribution

1. [June Chq Distribution](#)

DELEGATION 6:30pm

1. OPP Detachment Commander Anthony Hymers - Pandemic issues and enforcement

Special Staff Reports

1. Physician Recruitment [A-023-20](#)
2. Face Covering requested bylaw [A-024-20](#)
3. Bill 197 - Changes to EA process re landfill requirements [A-025-20](#)

4. Fence Variance 14 Wadsworth [B-009-20](#)
5. Exemption to Animal Control By-Law [C-022-20](#)
6. Seniors Flooring Report [CS-014-20](#)
7. Westfield Tennis Courts [CS-015-20](#)
8. Ingersoll Municipal Recreational Services - Feasibility of Resumption of Services Update [CS-016-20](#)
9. Asphalt construction work on North Town Line West [OP-005-20](#)
10. Interim Financials for 6 months 2020 [T-016-20](#)

Planning Application - Public Meeting 7pm

1. Application for draft plan of Subdivision south side of Clarke Road, west of Harris Street (Oxford Road 119) [CP 2020-178](#)

Comments and requests regarding this application can be submitted in writing to planning@oxfordcounty.ca. All written comments received will be read out loud for the Council's consideration. If you wish to speak as part of the virtual public meeting, you must register in advance by contacting the Clerk's office at 519-485-0120 or clerks@ingersoll.ca

Delegations & Presentations

1. Right to say No - Bill 197- Bryan Smith of OPAL [Right to say No](#)
2. EARTH Corporation Shareholder Update - Paul Madden [Update August 2020](#)

Correspondence & Resolution

1. [Town of Amherstburg Long Term Care Home Improvements](#)
2. Correspondence from Ministry regarding ICIP Funding Application for MURC [ICIP funding update](#)

Correspondence - For Discussion

1. Tetra Tech Update on Environmental Assessment Peer Review [Ingersoll Peer Review Team Update Letter](#)

Consideration of By-Laws

1. August Confirmation By-Law [By-Law 20-5102](#)

Upcoming Council Meetings

Regular Meeting of Council
Monday, September 14, 2020, 6:00 p.m.
Via Video Conference
OR
Town Centre, Council Chambers

Council Committee Meetings

**PLEASE NOTE: NON ESSENTIAL COMMITTEE MEETINGS
ARE PRESENTLY ON HOLD**

Closed Session

1. Section 239 (2)(c) a proposed or pending acquisition or disposition of land by the municipality or local board;
2. Section 239 (2)(d) labour relations or employee negotiations;
3. Section 239 (2)(f) advice that is subject to solicitor-client privilege, including communications necessary for that purpose;

Adjournment



**Corporation of the Town of Ingersoll
Regular Meeting of Council Minutes
Town Centre, Council Chambers
Monday, July 13, 2020
Open Session, 6:00 PM**

Council Members Present:

Comiskey, Freeman, Petrie, Van Kooten-Bossence, Eus, Bowman, Lesser

Staff Present:

Michael Graves, Director of Corporate Services/Clerk-Deputy CAO

Staff on conference call link up:

John Holmes, Fire Chief

Iryna Koval, Director of Finance/Treasurer

Kyle Stefanovic, Director of Community Services

Ramesh Ummat, Town Engineer and Director of Operations

Staff Member Regrets:

William Tiger, CAO

Media Present:

Rogers TV

Call to Order

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

Disclosures of Pecuniary Interest

None declared

Closed Session Reporting

Council went into closed session on June 8, 2020 regarding:

1. Section 239 (2) (d) labour relations or employee negotiations. Council received as information
2. Section 239 (2) (f) Advice that is subject to solicitor-client Privilege, including communications necessary for that purpose. Council received as information.

July 13, 2020 Regular Meeting of Council Minutes

Minutes of Council Meetings

Moved by Deputy Mayor Freeman; seconded by Councillor Lesser

C20-07-152 THAT the minutes from the June 8, Regular meeting and June 15, 2020 Special meeting of Council be adopted as presented.

CARRIED

Minutes of Council Committee Meetings

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

C20-07-153 THAT the minutes from the May 26, 2020 Upper Thames BOD AGM be adopted as presented

CARRIED

Moved by Councillor Lesser; seconded by Councillor Eus

C20-07-154 THAT the minutes from the BIA meeting dated May 26, 2020, be adopted as presented.

CARRIED

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

C20-07-155 THAT the minutes from the Police Services Board meeting dated May 25, 2020, be adopted as presented.

CARRIED

Monthly Cheque Distribution

Moved by Councillor Eus; seconded by Councillor Bowman

C20-07-156 THAT the May Cheque distribution be adopted as presented

CARRIED

Special Staff Reports

1) Demand the Right Report

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

C20-07-157 THAT report A-022-20 be received by the Council of the Town of Ingersoll as information.

July 13, 2020 Regular Meeting of Council Minutes

AND THAT Council authorizes the closure of Thames Street between King Street and Charles Street on the ultimate date of the event, from 9 am until 4 pm for the official announcement of Bill 197 at the Gazebo Park.

AND FURTHER THAT Council encourage the safe attendance of the community observing proper social distancing and wearing masks if at all possible to help in the fight against the spread of COVID-19.

CARRIED

2) SWOX - Ingersoll Boundary Adjustment Update

Moved by Deputy Mayor Freeman; seconded by Councillor Lesser

C20-07-158 THAT report C-019-20 : Town of Ingersoll/Township of South-West Oxford Boundary Adjustment Update; be received by the Council of the Town of Ingersoll as information;

AND FURTHER THAT the Council be prepared to schedule a special Council meeting during the month of July to consider a boundary adjustment agreement between the Corporation of the Town of Ingersoll, the Corporation of the Township of South-West Oxford and the County of Oxford.

CARRIED

3) Correspondence from Tim Lobzun

Moved by Councillor Van Kooten-Bossence; seconded by Mayor Comiskey

C20-07-159 THAT report C-020-20 be received by the Council of the Town of Ingersoll as information.

AND FURTHER THAT correspondence be forwarded to Mr. Lobzun, thanking him for his interest and concern for the Town, that his suggestions were considered, analyzed and ultimately deemed non supportable based on information, evidence and full understanding of the issues.

CARRIED

Delegations & Presentations

1 Update regarding Ingersoll's Alexandra Hospital from Sandy Jansen President & CEO

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

C20-07-160 THAT Council receive the presentation regarding Alexandra Hospital as information

CARRIED

Correspondence & Resolution

July 13, 2020 Regular Meeting of Council Minutes

County Reports and other matters for consideration

- 1) Transitioning the Blue Box Programme to full FPR

Moved by Councillor Petrie; seconded by Councillor Eus

C20-07-161 THAT County report PW 2020-21 be received by Council of the Town of Ingersoll as information.

CARRIED

- 2) Highway Traffic Act Amendment – School Bus Cameras

Moved by Councillor Eus; seconded by Councillor Petrie

C20-07-162 THAT County report PW 2020-24, be received by Council of the Town of Ingersoll as information.

CARRIED

- 3) SWIFT 2.0 Package for Member Counties FINAL

Moved by Councillor Bowman; seconded by Deputy Mayor Freeman

C20-07-163 THAT the information provided by the County of Oxford regarding the SWIFT 2.0 be received by Council of the Town of Ingersoll as information.

AND THAT The Council for the Town of Ingersoll supports the SWIFT 2.0 initiative as Southwestern Ontario's funding mechanism to advance the expansion of critical broadband infrastructure across the region.

CARRIED

- 4) Intercommunity Transportation Update

Moved by Deputy Mayor Freeman; seconded by Councillor Lesser

C20-07-164 THAT the County report PW 2020-23 be received by Council of the Town of Ingersoll as information.

CARRIED

- 5) Ingersoll BIA's Request for Approval - August event

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

C20-07-165 THAT the Request by Ingersoll BIA to hold their "Big Spend Event" be received by the Council for the Town of Ingersoll as information

AND THAT Council gives consent for the event to take place, on 8th August from 10am to 4pm on Thames St. between King & Charles.

AND FURTHER THAT Council gives consent to close Thames st to traffic from King St to Charles St for the duration of the event

July 13, 2020 Regular Meeting of Council Minutes

AND FURTHER THAT Council asks the BIA to promote Southwestern Public Health's COVID-19 guidelines relating to public events to the public, advising that they should they be followed during the event. And that the public be encouraged to wear masks.

DEFEATED

Correspondence Note & File

- 1) BIA Board Application for consideration

Moved by Councillor Lesser; seconded by Councillor Bowman

C20-07-166 THAT Council approve Chelsea Stephens application for appointment to the Ingersoll BIA, to this will be formalized via by-law.

CARRIED

Consideration of By-Laws

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

C20-07-167 THAT the mover have leave to introduce and go into Committee of the Whole on the following by- laws:

1. By-Law 20-5099 –Animal Control By-Law
2. By-Law 20-5100 – July Confirmation By-Law

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

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

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

CARRIED

Moved by Councillor Eus; seconded by Deputy Mayor Freeman

C20-07-168 THAT the Committee do now rise out of Committee of the Whole.

CARRIED

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

C20-07-169 THAT By-law's 20-5099 and 20-5100 be now read a third time, passed, signed and sealed and that this constitutes the third reading of the by-laws.

CARRIED

July 13, 2020 Regular Meeting of Council Minutes

Upcoming Council Meetings

Regular Meeting of Council
Monday August 10, 2020, 6:00 p.m.
Town Centre, Council Chambers
OR
Via Video Conferencing if required

Council Committee Meetings

**PLEASE NOTE: NON ESSENTIAL COMMITTEE MEETINGS
ARE PRESENTLY ON HOLD**

Adjournment

Moved by Councillor Bowman; seconded by Councillor Petrie

C20-07-170 THAT the Council for the Corporation of the Town of Ingersoll adjourns the July 13, 2020 Regular Meeting of Council at 8.12 p.m.

CARRIED

Edward (Ted) Comiskey, Mayor

Michael Graves, Clerk



INGERSOLL POLICE SERVICES BOARD

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

MINUTES OF GENERAL BOARD MEETING

OF

June 22, 2020

Minutes of the General Board Meeting of Ingersoll Police Services Board held on Monday June 22, 2020 at 5:00 pm as a conference Virtual Zoom call.

Present:

Rick Eus, Member
Mhairi Kersel, Chair
Darell Parker, Vice chair
Ted Comiskey, Mayor
Sam Horton, Member
Sherri Wiebe, Secretary

Also Present:

Inspector Tony Hymers, OPP Oxford
Adam Funnell, Visitor

1. CALL TO ORDER

The Vice Chair called meeting to order at 5:02pm.

2. ADOPTION OF AGENDA

June 22, 2020 Police Services Board Meeting.

Moved by: D. Parker

Seconded by: S.Horton

That the June 22, 2020 Ingersoll Police Services Board meeting agenda be approved as printed and circulated with additions. CARRIED.

3. Delegations declared – There were none.

“Dedicated to Excellence”

4. DECLARATIONS OF CONFLICT OF INTEREST – There were none.

5. ADOPTION OF MINUTES

a) May 25, 2020 Police Services Board meeting minutes.

The Board reviewed the minutes of May 25, 2020 meeting.

Moved by: R. Eus

Seconded by: T. Comiskey

That the May 25, 2020 Police Services Board Meeting Minutes be approved as printed and circulated. CARRIED

6. BUSINESS ARISING FROM THE MINUTES- Inspector clarified wording of page two to elaborate it is labor intensive to investigate all tickets with each officer as it is their discretion on what charges to lay.

7. DETACHMENT REPORTS

That the following Detachment reports as presented by the Detachment Commander, be received for information:

- a) Public complaints, daily activity reporting patrol hours, staffing updates, detachment initiatives
- b) Motor vehicle collisions, violent crime, property crime, drug crime, clearance rates
- c) Provincial offenses
- d) Calls for Service Billing summary
- e) High School resource officer report
- f) Crimestoppers
- g) See reports attached.

Inspector T. Hymers provided a comprehensive review of the Police Services report for May 2020. May calls for service is reported 201 and year to date 1093 and 2019 356 for month and year to date 1546 with operational 2 calls year to date 126 and 2019 year to date 289 (continuing the downward trend and quite confident that the changes of how calls are received and handled is making a difference). Inspector's action list items to report to:
1. Sent Secretary the press release regarding fraud to put on our web site was completed and updated.

"Dedicated to Excellence"

Moved by: T. Comiskey

Seconded by: S. Horton

That the Town of Ingersoll Police Services Board Report for May were received.

CARRIED.

8. POLICE BUSINESS

A) The board members reviewed the Town of Ingersoll Committee Financial Analysis Report for May 2020 and noticed our budget numbers were loaded and showing salaries over budget already. Secretary is investigating this to ensure we even out throughout advised the budget numbers will be loaded into our May report.

B) The board members reviewed the expenses for secretary in the amount of \$111.86 (secretary's internet next bill \$61.01 and flower arrangement for Mrs Hennessy \$50.85 total =\$111.86)

Moved by: R. Eus

Seconded by: T. Comiskey

The Town of Ingersoll Police Services Board accepts and approves to pay the expenses for the secretary in the amount \$111.86 for internet for secretary and flower arrangement.

CARRIED.

9. OTHER BUSINESS

A) next OAPSB meeting in 2020 is September 29 in Norfolk OPP.

B) A cheque received in the amount of \$12187.50 for 2nd installment from Community Safety and Policing Grant.

C) Inspector asked secretary to give him an action listing with each meeting as to things the board wishes for him to follow up on. 1. Inspector working on press release, "what number do I call for what purpose? Who do I call?"

E) R. Eus brought up some concerns with speeding in downtown area, noise control, and parking in bike lanes. The Inspector needs the calls to investigate these issues, and if residents don't call to lodge the complaint they cannot do focused patrol in areas of town. In the past 5 years there were 668 collisions and only 5% of these were related to speed and only .07% due to excessive speed. Inspector suggested the speed spy in the areas of concern, put up for a full 7 days. R.Eus will direct the department to organize the speed spy on King Street. As for the parking in bike lanes, the reminder is to call when noticed at the time. Officers can only charge according to the current

bylaw, which hasn't been updated to not park in bike lanes. The officers can only lay a bylaw charge if the road in the bylaw states no parking.

10. CLOSED SESSION-There were no closed session items.

11. NEXT MEETING

The next meeting of the Police Services Board will take place on Monday July 27, 2020 via public Zoom conference call or at the call of the Chair.

12. ADJOURNMENT

Moved by: T. Comiskey

That the meeting of the Ingersoll Police Service Board held Monday June 22, 2020 be adjourned at 6:05 p.m.

CARRIED.

MINUTES APPROVED July 27, 2020

Chair

Secretary

Town of Ingersoll
 Monthly Cheque Disbursements
 June 2020

PURCHASED FROM VENDORS LOCATED IN INGERSOLL \$ 55,300.28

<u>VENDOR/VOUCHER</u>	<u>CHEQUE #</u>	<u>ACCOUNT</u>	<u>ACCOUNT DESCRIPTION</u>	<u>TRANSACTION DESCRIPTION</u>	<u>DEBITS</u>	<u>CREDITS</u>
PROPERTY OWNER						
95,972	54678	01-0000-2000-00755	BUILDING PERMITS - DEPOSIT	DAMDP REFUND 2018-85	\$1,000.00	
95,972	54678	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	DAMDP REFUND 2018-85	\$0.00	\$1,000.00
BERNARD CAIRNS LIMITED						
95,873	54679	01-1000-4000-41240	TAXI LICENSING	TAXI LIC PLATES	\$137.38	
95,873	54679	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	TAXI LIC PLATES	\$15.17	
95,873	54679	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	TAXI LIC PLATES	\$0.00	\$152.55
BLYTHE DALE SAND & GRAVEL						
95,891	54680	01-4500-4220-80000	MATERIALS-SIDEWALK REPAIRS	GRAVEL	\$166.59	
95,891	54680	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	GRAVEL	\$18.40	
95,891	54680	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	GRAVEL	\$0.00	\$184.99
CEDAR SIGNS						
95,944	54681	01-4500-4160-80000	MATERIALS-SAFETY DEVICES, SIGNS, GUIDE RAIL	SIGNS	\$571.68	
95,944	54681	01-4500-4130-80000	MATERIALS-HARDTOP MAINT, PATCHING & SPRAYIN	SIGNS	\$966.72	
95,944	54681	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	SIGNS	\$63.14	
95,944	54681	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	SIGNS	\$106.78	
95,944	54681	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	SIGNS	\$0.00	\$1,708.32
PROPERTY OWNER						
95,954	54682	01-0000-0090-99910	TAXES - CLEARING	REFUND PAP NO CANCELLED	\$308.70	
95,954	54682	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	REFUND PAP NO CANCELLED	\$0.00	\$308.70
EQUINOX ENVIRONMENTAL						
95,880	54683	40-8000-6950-41430	STREET DECORATIONS	DEWAN PARK PLANTERS	\$28,278.45	
95,880	54683	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	DEWAN PARK PLANTERS	\$3,123.50	
95,880	54683	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	DEWAN PARK PLANTERS	\$0.00	\$31,401.95
INGERSOLL PRODUCTS INC.						
95,852	54684	01-1000-4000-40515	EMERGENCY EXPENSES-COVID 19	HAND SANITIZER	\$244.16	
95,852	54684	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	HAND SANITIZER	\$26.97	
95,852	54684	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	HAND SANITIZER	\$0.00	\$271.13
95,853	54684	01-1000-4000-40515	EMERGENCY EXPENSES-COVID 19	HAND SANITIZER	\$244.16	
95,853	54684	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	HAND SANITIZER	\$26.97	
95,853	54684	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	HAND SANITIZER	\$0.00	\$271.13
CONTRACTED PAINTER						
95,946	54685	10-0000-3125-80000	MATERIALS	CANOPY PAINT+LIFT RENTAL	\$2,104.40	
95,946	54685	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	CANOPY PAINT+LIFT RENTAL	\$232.44	
95,946	54685	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	CANOPY PAINT+LIFT RENTAL	\$0.00	\$2,336.84
BIA BUCKS						
95,893	54686	40-8000-6900-40500	SPECIAL EVENT	BIA BUCKS	\$1,000.00	
95,893	54686	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	BIA BUCKS	\$0.00	\$1,000.00
MBH ELECTRICAL						

Town of Ingersoll
 Monthly Cheque Disbursements
 June 2020

PURCHASED FROM VENDORS LOCATED IN INGERSOLL \$ 55,300.28

<u>VENDOR/VOUCHER</u>	<u>CHEQUE #</u>	<u>ACCOUNT</u>	<u>ACCOUNT DESCRIPTION</u>	<u>TRANSACTION DESCRIPTION</u>	<u>DEBITS</u>	<u>CREDITS</u>
95,892	54687	40-8000-6900-01950	TRSFs FROM OWN FUNDS-RESERVES	DEWAN PARK LED SIGN	\$536.88	
95,892	54687	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	DEWAN PARK LED SIGN	\$59.30	
95,892	54687	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	DEWAN PARK LED SIGN	\$0.00	\$596.18
MCKIM HARDWARE						
95,885	54688	01-3000-4100-41700	BLDG REPAIRS & MAINTENANCE	FIRE DEPT BLDG REPAIR	\$53.04	
95,885	54688	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	FIRE DEPT BLDG REPAIR	\$5.86	
95,885	54688	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	FIRE DEPT BLDG REPAIR	\$0.00	\$58.90
95,886	54688	01-4500-4220-80000	MATERIALS-SIDEWALK REPAIRS	CONCRETE SCREW	\$30.77	
95,886	54688	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	CONCRETE SCREW	\$3.40	
95,886	54688	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	CONCRETE SCREW	\$0.00	\$34.17
95,887	54688	01-4500-4230-46409	940900 LAWN MOWER/WEED CUTTERS	PAINT	\$56.19	
95,887	54688	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	PAINT	\$6.21	
95,887	54688	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	PAINT	\$0.00	\$62.40
95,888	54688	01-5000-6050-41700	BLDG REPAIRS AND MAINT	FENCE TIES	\$9.34	
95,888	54688	01-0000-0200-00325	HST RECEIVABLE100%	FENCE TIES	\$1.21	
95,888	54688	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	FENCE TIES	\$0.00	\$10.55
95,889	54688	01-5000-6050-41700	BLDG REPAIRS AND MAINT	TOILET VALVE	\$16.99	
95,889	54688	01-0000-0200-00325	HST RECEIVABLE100%	TOILET VALVE	\$2.21	
95,889	54688	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	TOILET VALVE	\$0.00	\$19.20
95,890	54688	01-5000-6050-41700	BLDG REPAIRS AND MAINT	BOLT	\$8.08	
95,890	54688	01-0000-0200-00325	HST RECEIVABLE100%	BOLT	\$1.05	
95,890	54688	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	BOLT	\$0.00	\$9.13
95,917	54688	01-4500-4100-41700	BLDG REPAIRS & MAINTENANCE	SOFTNER SALT	\$32.52	
95,917	54688	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	SOFTNER SALT	\$3.59	
95,917	54688	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	SOFTNER SALT	\$0.00	\$36.11
MCQ HANDLING INC.						
95,933	54689	01-4500-4100-41550	MAINTENANCE CONTRACTS	MAY GARBAGE SERVICES	\$446.88	
95,933	54689	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	MAY GARBAGE SERVICES	\$49.35	
95,933	54689	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	MAY GARBAGE SERVICES	\$0.00	\$496.23
PROGRAM ENROLLMENT						
95,956	54690	01-5000-4000-40282	FACILITY USER INSURANCE	USER INSURANCE REFUND	\$10.00	
95,956	54690	01-0000-2020-00666	H.S.T. PAYABLE	USER INSURANCE REFUND	\$1.30	
95,956	54690	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	USER INSURANCE REFUND	\$0.00	\$11.30
PROPERTY OWNER						
95,857	54691	01-0000-2000-00755	BUILDING PERMITS - DEPOSIT	DAMDP REFUND 2019-105	\$1,000.00	
95,857	54691	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	DAMDP REFUND 2019-105	\$0.00	\$1,000.00
NICHOL HOOD CLEANING						
95,968	54692	01-5200-4100-41530	EQUIP REPAIRS & MAINT	FUSION EXHAUST HOOD CLEANING	\$885.00	
95,968	54692	01-0000-0200-00325	HST RECEIVABLE100%	FUSION EXHAUST HOOD CLEANING	\$115.05	

Town of Ingersoll
 Monthly Cheque Disbursements
 June 2020

PURCHASED FROM VENDORS LOCATED IN INGERSOLL \$ 55,300.28

<u>VENDOR/VOUCHER</u>	<u>CHEQUE #</u>	<u>ACCOUNT</u>	<u>ACCOUNT DESCRIPTION</u>	<u>TRANSACTION DESCRIPTION</u>	<u>DEBITS</u>	<u>CREDITS</u>
95,968	54692	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	FUSION EXHAUST HOOD CLEANING	\$0.00	\$1,000.05
ONTARIO REFRIGERATED SERVICES						
95,957	54693	01-0000-2000-00750	SITE PLAN SECURITY - DEPOSIT	OAKWOOD ST SECURITY DEPOSIT	\$15,000.00	
95,957	54693	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	OAKWOOD ST SECURITY DEPOSIT	\$0.00	\$15,000.00
P M HYDRAULICS ***						
95,937	54694	01-4500-4230-46426	942600 PRESSURE WASHER	PRESSURE WASHER PARTS	\$58.61	
95,937	54694	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	PRESSURE WASHER PARTS	\$6.48	
95,937	54694	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	PRESSURE WASHER PARTS	\$0.00	\$65.09
95,938	54694	01-4500-4230-46384	938400 T4-15 INTERNATIONAL TRUCK	PARTS	\$491.40	
95,938	54694	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	PARTS	\$54.28	
95,938	54694	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	PARTS	\$0.00	\$545.68
PROPERTY OWNER						
95,943	54695	01-1000-4000-40820	PLANNING ACT EXPENSES	CHERRY ST OVERSIZING	\$7,945.76	
95,943	54695	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	CHERRY ST OVERSIZING	\$0.00	\$7,945.76
MARRIAGE LIC						
95,874	54696	01-1000-4000-01120	MARRIAGE LICENSES	REFUND WEDDING CEREMONY	\$250.00	
95,874	54696	01-0000-2020-00666	H.S.T. PAYABLE	REFUND WEDDING CEREMONY	\$32.50	
95,874	54696	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	REFUND WEDDING CEREMONY	\$0.00	\$282.50
WARREN SINCLAIR CONSTRUCTION *						
95,858	54697	01-0000-2000-00755	BUILDING PERMITS - DEPOSIT	DAMDP REFUND 2017-161	\$1,000.00	
95,858	54697	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	DAMDP REFUND 2017-161	\$0.00	\$1,000.00
95,859	54697	01-0000-2000-00755	BUILDING PERMITS - DEPOSIT	DAMDP REFUND 2017-162	\$1,000.00	
95,859	54697	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	DAMDP REFUND 2017-162	\$0.00	\$1,000.00
95,860	54697	01-0000-2000-00755	BUILDING PERMITS - DEPOSIT	DAMDP REFUND 2017-171	\$1,000.00	
95,860	54697	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	DAMDP REFUND 2017-171	\$0.00	\$1,000.00
95,861	54697	01-0000-2000-00755	BUILDING PERMITS - DEPOSIT	DAMDP REFUND 2017-170	\$1,000.00	
95,861	54697	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	DAMDP REFUND 2017-170	\$0.00	\$1,000.00
AJ STONE COMPANY LTD						
95,870	54698	01-3000-4000-41610	FIRE FIGHTING EQUIPMENT	PORTABLE PUMP	\$5,685.47	
95,870	54698	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	PORTABLE PUMP	\$627.99	
95,870	54698	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	PORTABLE PUMP	\$0.00	\$6,313.46
POSTMEDIA NETWORK INC.						
95,879	54699	40-8000-6900-41000	ADVERTISING	REDISCOVER DT INGERSOLL AD	\$406.02	
95,879	54699	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	REDISCOVER DT INGERSOLL AD	\$44.85	
95,879	54699	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	REDISCOVER DT INGERSOLL AD	\$0.00	\$450.87
SUTERA CANADA INC.						
95,969	54700	01-5000-6050-41720	HORTICULTURAL SUPPLIES	DOG PARK SUTERA BIN	\$5,565.00	
95,969	54700	01-0000-0200-00325	HST RECEIVABLE 100%	DOG PARK SUTERA BIN	\$723.45	
95,969	54700	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	DOG PARK SUTERA BIN	\$0.00	\$6,288.45

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<u>VENDOR/VOUCHER</u>	<u>CHEQUE #</u>	<u>ACCOUNT</u>	<u>ACCOUNT DESCRIPTION</u>	<u>TRANSACTION DESCRIPTION</u>	<u>DEBITS</u>	<u>CREDITS</u>
TEAM TRUCK CENTRES						
95,936	54701	01-4500-4230-46395	939500 ELGIN SWEEPER	PARTS	\$32.48	
95,936	54701	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	PARTS	\$3.59	
95,936	54701	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	PARTS	\$0.00	\$36.07
INDEPENDENT - FUSION						
95,896	54702	01-5200-6090-40420	PROGRAM SUPPLIES	FUSION PROG SUPPLIES	\$23.04	
95,896	54702	01-0000-0200-00325	HST RECEIVABLE100%	FUSION PROG SUPPLIES	\$0.01	
95,896	54702	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	FUSION PROG SUPPLIES	\$0.00	\$23.05
95,897	54702	01-5200-6090-40420	PROGRAM SUPPLIES	FUSION PROG SUPPLIES	\$16.10	
95,897	54702	01-0000-0200-00325	HST RECEIVABLE100%	FUSION PROG SUPPLIES	\$0.01	
95,897	54702	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	FUSION PROG SUPPLIES	\$0.00	\$16.11
95,898	54702	01-5200-6090-40260	SUBSCRIP AND PUBLICATIONS	PRIZES	\$123.99	
95,898	54702	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	PRIZES	\$0.00	\$123.99
95,899	54702	01-5200-6090-40420	PROGRAM SUPPLIES	FUSION PROG SUPPLIES	\$42.38	
95,899	54702	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	FUSION PROG SUPPLIES	\$0.00	\$42.38
CONTRACTED PAINTER						
95,945	54703	10-0000-3125-80000	MATERIALS	CANOPY PAINTING	\$1,653.60	
95,945	54703	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	CANOPY PAINTING	\$182.65	
95,945	54703	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	CANOPY PAINTING	\$0.00	\$1,836.25
AAROC AGGREGATES LTD.						
96,054	54704	01-4500-4130-80000	MATERIALS-HARDTOP MAINT, PATCHING & SPRAYIN	GRAVEL	\$116.98	
96,054	54704	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	GRAVEL	\$12.92	
96,054	54704	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	GRAVEL	\$0.00	\$129.90
AL'S TIRE INGERSOLL						
96,003	54705	01-5000-6050-41510	VEHICLE REPAIRS & MAINT	RIDER TIRES	\$149.28	
96,003	54705	01-0000-0200-00325	HST RECEIVABLE100%	RIDER TIRES	\$19.40	
96,003	54705	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	RIDER TIRES	\$0.00	\$168.68
PROGRAM ENROLLMENT						
95,983	54706	01-5200-6090-01265	PROGRAM FEES/REVENUE	BIRTHDAY PARTY CANCELLATION	\$170.00	
95,983	54706	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	BIRTHDAY PARTY CANCELLATION	\$0.00	\$170.00
CANADIAN TIRE ASSOCIATE STORE						
96,072	54707	01-5000-6020-41700	BLDG REPAIRS & MAINT	ARENA BLDG SUPPLIES	\$260.85	
96,072	54707	01-0000-0200-00325	HST RECEIVABLE100%	ARENA BLDG SUPPLIES	\$33.91	
96,072	54707	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	ARENA BLDG SUPPLIES	\$0.00	\$294.76
96,073	54707	01-5200-4100-40270	NEW EQUIPMENT	FUSION BLDG SUPPLIES	\$58.98	
96,073	54707	01-0000-0200-00325	HST RECEIVABLE100%	FUSION BLDG SUPPLIES	\$7.67	
96,073	54707	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	FUSION BLDG SUPPLIES	\$0.00	\$66.65
CEDAR SIGNS						
96,053	54708	01-4500-4160-80000	MATERIALS-SAFETY DEVICES, SIGNS, GUIDE RAIL	SIGNS	\$158.30	

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96,053	54708	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	SIGNS	\$17.48	
96,053	54708	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	SIGNS	\$0.00	\$175.78
D & J PATON BROS. LTD.						
96,059	54709	01-0000-0250-61780	GC19-468-364 VICTORIA-ADDITION	364 VIC ST TOP SOIL	\$128.22	
96,059	54709	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	364 VIC ST TOP SOIL	\$14.16	
96,059	54709	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	364 VIC ST TOP SOIL	\$0.00	\$142.38
PROPERTY OWNER						
95,982	54710	01-0000-2000-00755	BUILDING PERMITS - DEPOSIT	DAMDP REFUND 2018-92	\$1,000.00	
95,982	54710	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	DAMDP REFUND 2018-92	\$0.00	\$1,000.00
FABRIZONE CLEANING PROFESSIONA						
95,985	54711	01-5200-4100-41700	BLDG REPAIRS AND MAINT	CARPET CLEANING	\$664.00	
95,985	54711	01-0000-0200-00325	HST RECEIVABLE100%	CARPET CLEANING	\$86.32	
95,985	54711	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	CARPET CLEANING	\$0.00	\$750.32
95,986	54711	01-5100-4100-41700	BLDG REPAIRS AND MAINT	VPCC CARPET CLEANING	\$124.00	
95,986	54711	01-0000-0200-00325	HST RECEIVABLE100%	VPCC CARPET CLEANING	\$16.12	
95,986	54711	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	VPCC CARPET CLEANING	\$0.00	\$140.12
PROPERTY OWNER						
95,981	54712	01-0000-2000-00755	BUILDING PERMITS - DEPOSIT	DAMDP REFUND 2019-0240	\$1,000.00	
95,981	54712	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	DAMDP REFUND 2019-0240	\$0.00	\$1,000.00
PROPERTY OWNER						
95,980	54713	01-0000-2000-00755	BUILDING PERMITS - DEPOSIT	DAMDP REFUND 2020-0036	\$1,000.00	
95,980	54713	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	DAMDP REFUND 2020-0036	\$0.00	\$1,000.00
INGERSOLL HOME CENTRE LTD						
96,075	54714	01-3200-4100-41700	BLDG REPAIRS & MAINTENANCE	OPP BLDG REPAIR	\$55.15	
96,075	54714	01-0000-0200-00325	HST RECEIVABLE100%	OPP BLDG REPAIR	\$7.17	
96,075	54714	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	OPP BLDG REPAIR	\$0.00	\$62.32
96,076	54714	01-3000-4100-40210	JANITORIAL SUPPLIES	CLEANING SUPPLIES	\$5.96	
96,076	54714	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	CLEANING SUPPLIES	\$0.66	
96,076	54714	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	CLEANING SUPPLIES	\$0.00	\$6.62
BIA BUCKS						
96,074	54715	40-8000-6900-40500	SPECIAL EVENT	BIA BUCKS	\$2,000.00	
96,074	54715	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	BIA BUCKS	\$0.00	\$2,000.00
LIND LUMBER LIMITED						
96,052	54716	01-4500-4160-80000	MATERIALS-SAFETY DEVICES, SIGNS, GUIDE RAIL	SIGNS LUMBER	\$118.81	
96,052	54716	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	SIGNS LUMBER	\$13.13	
96,052	54716	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	SIGNS LUMBER	\$0.00	\$131.94
LOBLAW PROPERTIES LIMITED						
95,975	54717	01-0000-0090-99910	TAXES - CLEARING	REFUND OF ARB 2009-2020	\$406,089.39	
95,975	54717	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	REFUND OF ARB 2009-2020	\$0.00	\$406,089.39

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VENDOR/VOUCHER	CHEQUE #	ACCOUNT	ACCOUNT DESCRIPTION	TRANSACTION DESCRIPTION	DEBITS	CREDITS
ONTARIO LINE CLEARING & TREE E						
96,049	54718	01-4500-4121-80000	MATERIALS-ROADSIDE MAINT, BRUSH, TREE TRIM,	TREE REMOVAL	\$14,889.02	
96,049	54718	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	TREE REMOVAL	\$1,644.58	
96,049	54718	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	TREE REMOVAL	\$0.00	\$16,533.60
96,050	54718	01-0000-2000-00780	PW TREE TRIMMING/REMOVAL-DEPOSIT	TREE REMOVAL DEPOSIT 2019-4121	\$5,000.00	
96,050	54718	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	TREE REMOVAL DEPOSIT 2019-4121	\$0.00	\$5,000.00
96,051	54718	01-4500-4121-80000	MATERIALS-ROADSIDE MAINT, BRUSH, TREE TRIM,	TREE REMOVAL	\$3,263.16	
96,051	54718	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	TREE REMOVAL	\$360.44	
96,051	54718	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	TREE REMOVAL	\$0.00	\$3,623.60
SOUTHWESTERN CHAPTER O.B.O.A.						
96,039	54719	01-3400-4000-40600	MEMBERSHIP FEES	OBOA ANNUAL FEES	\$35.00	
96,039	54719	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	OBOA ANNUAL FEES	\$0.00	\$35.00
STANDARD AXLE CO. LTD.						
96,056	54720	01-4500-4230-46414	941400 TRAFFIC TRAILER	DRUM BRAKES	\$269.66	
96,056	54720	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	DRUM BRAKES	\$29.79	
96,056	54720	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	DRUM BRAKES	\$0.00	\$299.45
STEVE'S ELECTRIC ***						
95,992	54721	01-3000-4000-42900	MISCELLANEOUS EXPENSE	FIRE DEPT TRAINING RM UPGRADES	\$1,383.52	
95,992	54721	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	FIRE DEPT TRAINING RM UPGRADES	\$152.82	
95,992	54721	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	FIRE DEPT TRAINING RM UPGRADES	\$0.00	\$1,536.34
AJ STONE COMPANY LTD						
95,995	54722	01-1000-4000-40515	EMERGENCY EXPENSES-COVID 19	REUSABLE N95 RESPIRATORS	\$2,765.29	
95,995	54722	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	REUSABLE N95 RESPIRATORS	\$305.44	
95,995	54722	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	REUSABLE N95 RESPIRATORS	\$0.00	\$3,070.73
TEAM TRUCK CENTRES						
96,060	54723	01-4500-4230-46395	939500 ELGIN SWEEPER	SWEEPER REPAIR	\$347.15	
96,060	54723	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	SWEEPER REPAIR	\$38.35	
96,060	54723	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	SWEEPER REPAIR	\$0.00	\$385.50
96,061	54723	01-4500-4230-46395	939500 ELGIN SWEEPER	SWEEPER REPAIR	\$50.26	
96,061	54723	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	SWEEPER REPAIR	\$5.55	
96,061	54723	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	SWEEPER REPAIR	\$0.00	\$55.81
VERMEER CANADA INC.						
96,046	54724	01-4500-4230-46424	942400 ERIE THAMES CHIPPER	CHIPPER PARTS	\$411.26	
96,046	54724	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	CHIPPER PARTS	\$45.43	
96,046	54724	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	CHIPPER PARTS	\$0.00	\$456.69
VIKING CIVES LTD.						
96,057	54725	01-4500-4150-80000	MATERIALS-WINTER CONTROL, PLOWING, SANDING,	TRUCK#4 PUMP	\$758.55	
96,057	54725	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	TRUCK#4 PUMP	\$83.79	
96,057	54725	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	TRUCK#4 PUMP	\$0.00	\$842.34

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96,058	54725	01-4500-4150-80000	MATERIALS-WINTER CONTROL, PLOWING, SANDING,	TRUCK#3 PUMP	\$758.55	
96,058	54725	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	TRUCK#3 PUMP	\$83.79	
96,058	54725	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	TRUCK#3 PUMP	\$0.00	\$842.34
UNION GAS						
96,077 EFT		01-5000-6050-40350	NATURAL GAS	GAS MAY-JUN	\$633.30	
96,077 EFT		01-5000-6040-40350	NATURAL GAS	GAS MAY-JUN	\$253.38	
96,077 EFT		01-5000-6040-40350	NATURAL GAS	GAS MAY-JUN	\$66.45	
96,077 EFT		01-5100-4100-40350	NATURAL GAS	GAS MAY-JUN	\$0.00	\$250.36
96,077 EFT		01-6200-4100-40350	NATURAL GAS	GAS MAY-JUN	\$81.35	
96,077 EFT		01-6200-4100-40350	NATURAL GAS	GAS MAY-JUN	\$50.26	
96,077 EFT		01-4500-4100-40350	NATURAL GAS	GAS MAY-JUN	\$462.21	
96,077 EFT		01-2000-4025-40350	NATURAL GAS	GAS MAY-JUN	\$608.53	
96,077 EFT		01-5200-4100-40350	NATURAL GAS	GAS MAY-JUN	\$513.26	
96,077 EFT		01-5000-6020-40350	NATURAL GAS	GAS MAY-JUN	\$762.50	
96,077 EFT		01-3200-4100-40350	NATURAL GAS	GAS MAY-JUN	\$75.06	
96,077 EFT		01-3000-4000-40350	NATURAL GAS	GAS MAY-JUN	\$157.95	
96,077 EFT		01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	GAS MAY-JUN	\$135.71	
96,077 EFT		01-0000-0200-00325	HST RECEIVABLE100%	GAS MAY-JUN	\$284.03	
96,077 EFT		01-0000-0100-00100	BANK	GAS MAY-JUN	\$0.00	\$3,833.63
ROYAL BANK VISA						
96,081 EFT		01-5200-6090-40260	SUBSCRIP AND PUBLICATIONS	VISA MAY 2020-FUSION	\$9.03	
96,081 EFT		01-0000-0100-00100	BANK	VISA MAY 2020-FUSION	\$0.00	\$9.03
ROYAL BANK VISA						
96,082 EFT		01-0000-0090-99999	SUSPENSE - CLEARING	VISA MAY 2020-MUSEUM	\$39.55	
96,082 EFT		01-0000-0100-00100	BANK	VISA MAY 2020-MUSEUM	\$0.00	\$39.55
ROYAL BANK VISA						
96,083 EFT		01-0000-0090-99999	SUSPENSE - CLEARING	VISA MAY 2020-CLERK	\$150.07	
96,083 EFT		01-0000-0100-00100	BANK	VISA MAY 2020-CLERK	\$0.00	\$150.07
ROYAL BANK VISA						
96,084 EFT		01-1000-4000-40515	EMERGENCY EXPENSES-COVID 19	VISA MAY 2020-PUBLIC WORKS	\$13.79	
96,084 EFT		01-4500-4000-41650	SMALL TOOLS & SAFETY EQUIP	VISA MAY 2020-PUBLIC WORKS	\$48.82	
96,084 EFT		01-4500-4000-40630	STAFF TRAINING	VISA MAY 2020-PUBLIC WORKS	\$203.52	
96,084 EFT		01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	VISA MAY 2020-PUBLIC WORKS	\$1.52	
96,084 EFT		01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	VISA MAY 2020-PUBLIC WORKS	\$5.40	
96,084 EFT		01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	VISA MAY 2020-PUBLIC WORKS	\$22.48	
96,084 EFT		01-0000-0100-00100	BANK	VISA MAY 2020-PUBLIC WORKS	\$0.00	\$295.53
ROYAL BANK VISA						
96,085 EFT		01-4500-4230-46392	939200 2012 BACKHOE LOADER	VISA MAY 2020-PUBLIC WORKS	\$113.97	
96,085 EFT		01-4500-4000-40290	UNIFORMS & CLOTHING	VISA MAY 2020-PUBLIC WORKS	\$223.82	

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96,085 EFT		01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	VISA MAY 2020-PUBLIC WORKS	\$12.59	
96,085 EFT		01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	VISA MAY 2020-PUBLIC WORKS	\$24.72	
96,085 EFT		01-0000-0100-00100	BANK	VISA MAY 2020-PUBLIC WORKS	\$0.00	\$375.10
ROYAL BANK VISA						
96,086 EFT		01-0000-0090-99999	SUSPENSE - CLEARING	VISA MAY 2020-CAO	\$429.54	
96,086 EFT		01-0000-0100-00100	BANK	VISA MAY 2020-CAO	\$0.00	\$429.54
ROYAL BANK VISA						
96,087 EFT		01-5100-4100-40220	TELEPHONE	VISA MAY 2020-TREASURY	\$104.99	
96,087 EFT		01-5000-6020-40220	TELEPHONE	VISA MAY 2020-TREASURY	\$60.88	
96,087 EFT		01-1002-4000-40220	TELEPHONE	VISA MAY 2020-TREASURY	\$246.51	
96,087 EFT		01-0000-0200-00325	HST RECEIVABLE100%	VISA MAY 2020-TREASURY	\$13.65	
96,087 EFT		01-0000-0200-00325	HST RECEIVABLE100%	VISA MAY 2020-TREASURY	\$7.91	
96,087 EFT		01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	VISA MAY 2020-TREASURY	\$27.23	
96,087 EFT		01-0000-0100-00100	BANK	VISA MAY 2020-TREASURY	\$0.00	\$461.17
ROYAL BANK VISA						
96,088 EFT		01-5100-6060-40630	STAFF TRAINING	VISA MAY 2020-PARKS & REC	\$36.15	
96,088 EFT		01-5000-6020-40430	CANTEEN SUPPLIES	VISA MAY 2020-PARKS & REC	\$7.95	
96,088 EFT		01-5100-4100-40430	CANTEEN SUPPLIES	VISA MAY 2020-PARKS & REC	\$7.95	
96,088 EFT		01-5200-6090-40420	PROGRAM SUPPLIES	VISA MAY 2020-PARKS & REC	\$7.95	
96,088 EFT		01-5100-6070-41500	CONTRACTED SERVICES	VISA MAY 2020-PARKS & REC	\$260.77	
96,088 EFT		01-5000-6020-41550	MAINTENANCE CONTRACTS	VISA MAY 2020-PARKS & REC	\$375.00	
96,088 EFT		01-5100-4100-41550	MAINTENANCE CONTRACTS	VISA MAY 2020-PARKS & REC	\$384.93	
96,088 EFT		01-5000-4000-41000	ADVERTISING	VISA MAY 2020-PARKS & REC	\$137.95	
96,088 EFT		01-0000-0200-00325	HST RECEIVABLE100%	VISA MAY 2020-PARKS & REC	\$1.03	
96,088 EFT		01-0000-0200-00325	HST RECEIVABLE100%	VISA MAY 2020-PARKS & REC	\$1.03	
96,088 EFT		01-0000-0200-00325	HST RECEIVABLE100%	VISA MAY 2020-PARKS & REC	\$1.03	
96,088 EFT		01-0000-0200-00325	HST RECEIVABLE100%	VISA MAY 2020-PARKS & REC	\$33.90	
96,088 EFT		01-0000-0200-00325	HST RECEIVABLE100%	VISA MAY 2020-PARKS & REC	\$48.75	
96,088 EFT		01-0000-0200-00325	HST RECEIVABLE100%	VISA MAY 2020-PARKS & REC	\$50.05	
96,088 EFT		01-0000-0200-00325	HST RECEIVABLE100%	VISA MAY 2020-PARKS & REC	\$17.93	
96,088 EFT		01-0000-0100-00100	BANK	VISA MAY 2020-PARKS & REC	\$0.00	\$1,372.37
ROYAL BANK VISA						
96,089 EFT		01-4000-4000-40220	TELEPHONE	VISA MAY 2020-IT	\$14.55	
96,089 EFT		01-4000-4000-40220	TELEPHONE	VISA MAY 2020-IT	\$14.55	
96,089 EFT		01-1300-4000-40220	TELEPHONE EXPENSE	VISA MAY 2020-IT	\$19.39	
96,089 EFT		01-4500-4000-40220	TELEPHONE	VISA MAY 2020-IT	\$19.39	
96,089 EFT		01-5000-6020-40220	TELEPHONE	VISA MAY 2020-IT	\$22.30	
96,089 EFT		01-4000-4000-40220	TELEPHONE	VISA MAY 2020-IT	\$19.39	
96,089 EFT		01-1002-4000-40220	TELEPHONE	VISA MAY 2020-IT	\$19.39	

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<u>VENDOR/VOUCHER</u>	<u>CHEQUE #</u>	<u>ACCOUNT</u>	<u>ACCOUNT DESCRIPTION</u>	<u>TRANSACTION DESCRIPTION</u>	<u>DEBITS</u>	<u>CREDITS</u>
96,089 EFT		01-0100-4000-40220	TELEPHONE	VISA MAY 2020-IT	\$19.73	
96,089 EFT		01-5200-6090-40220	TELEPHONE	VISA MAY 2020-IT	\$19.38	
96,089 EFT		01-0900-4000-40220	TELEPHONE	VISA MAY 2020-IT	\$19.65	
96,089 EFT		01-4500-4000-41520	COMMUNICATION	VISA MAY 2020-IT	\$14.55	
96,089 EFT		01-4500-4000-41520	COMMUNICATION	VISA MAY 2020-IT	\$14.55	
96,089 EFT		01-5100-4100-40220	TELEPHONE	VISA MAY 2020-IT	\$19.05	
96,089 EFT		01-5100-4100-40220	TELEPHONE	VISA MAY 2020-IT	\$25.40	
96,089 EFT		01-5000-6050-40220	TELEPHONE	VISA MAY 2020-IT	\$49.77	
96,089 EFT		01-5000-6050-40220	TELEPHONE	VISA MAY 2020-IT	\$19.05	
96,089 EFT		01-5000-4000-40220	TELEPHONE	VISA MAY 2020-IT	\$33.04	
96,089 EFT		01-4500-4150-80000	MATERIALS-WINTER CONTROL, PLOWING, SANDING,	VISA MAY 2020-IT	\$19.39	
96,089 EFT		01-4500-4000-40220	TELEPHONE	VISA MAY 2020-IT	\$19.61	
96,089 EFT		01-0100-4000-40220	TELEPHONE	VISA MAY 2020-IT	\$19.81	
96,089 EFT		01-1002-4000-40220	TELEPHONE	VISA MAY 2020-IT	\$21.09	
96,089 EFT		01-1000-4000-40220	TELEPHONE	VISA MAY 2020-IT	\$22.30	
96,089 EFT		01-3000-4000-40220	TELEPHONE	VISA MAY 2020-IT	\$19.39	
96,089 EFT		01-3000-4000-40220	TELEPHONE	VISA MAY 2020-IT	\$19.42	
96,089 EFT		01-4000-4000-40220	TELEPHONE	VISA MAY 2020-IT	\$21.33	
96,089 EFT		01-4000-4000-40220	TELEPHONE	VISA MAY 2020-IT	\$19.97	
96,089 EFT		01-7000-4000-40220	TELEPHONE	VISA MAY 2020-IT	\$31.70	
96,089 EFT		01-3400-4000-40310	FAX OPERATIONS	VISA MAY 2020-IT	\$19.72	
96,089 EFT		01-4000-4000-40220	TELEPHONE	VISA MAY 2020-IT	\$19.64	
96,089 EFT		01-5200-6090-40220	TELEPHONE	VISA MAY 2020-IT	\$19.05	
96,089 EFT		01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	VISA MAY 2020-IT	\$47.37	
96,089 EFT		01-0000-0200-00325	HST RECEIVABLE100%	VISA MAY 2020-IT	\$26.95	
96,089 EFT		01-1002-4000-40410	LICENCES, TAGS, ETC.	VISA MAY 2020-IT	\$1,013.52	
96,089 EFT		01-1002-4000-41550	MAINTENANCE CONTRACTS	VISA MAY 2020-IT	\$20.00	
96,089 EFT		01-1002-4000-41550	MAINTENANCE CONTRACTS	VISA MAY 2020-IT	\$21.46	
96,089 EFT		01-0000-0100-00100	BANK	VISA MAY 2020-IT	\$0.00	\$1,764.85
ROYAL BANK VISA						
96,090 EFT		01-3000-4000-40300	UTILITIES	VISA MAY 2020-FIRE DEPT	\$129.23	
96,090 EFT		01-3000-4000-40410	LICENCES, TAGS, ETC.	VISA MAY 2020-FIRE DEPT	\$1,519.67	
96,090 EFT		01-0000-0400-00280	PREPAID EXPENSES	VISA MAY 2020-FIRE DEPT	\$1,085.47	
96,090 EFT		01-3000-4000-40290	UNIFORMS & CLOTHING	VISA MAY 2020-FIRE DEPT	\$912.59	
96,090 EFT		01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	VISA MAY 2020-FIRE DEPT	\$14.28	
96,090 EFT		01-0000-0100-00100	BANK	VISA MAY 2020-FIRE DEPT	\$0.00	\$3,661.24
AKIRA STUDIO LTD						
95,894 EFT000000001743		01-1002-4000-41550	MAINTENANCE CONTRACTS	ACCESSIBILITY CHECKER RENEWAL	\$178.08	
95,894 EFT000000001743		01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	ACCESSIBILITY CHECKER RENEWAL	\$19.67	

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<u>VENDOR/VOUCHER</u>	<u>CHEQUE #</u>	<u>ACCOUNT</u>	<u>ACCOUNT DESCRIPTION</u>	<u>TRANSACTION DESCRIPTION</u>	<u>DEBITS</u>	<u>CREDITS</u>	
	95,894	EFT000000001743	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	ACCESSIBILITY CHECKER RENEWAL	\$0.00	\$197.75
	95,895	EFT000000001743	01-1002-4000-41550	MAINTENANCE CONTRACTS	NINJA TABLES&DOWNLOAD RENEW	\$134.24	
	95,895	EFT000000001743	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	NINJA TABLES&DOWNLOAD RENEW	\$14.83	
	95,895	EFT000000001743	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	NINJA TABLES&DOWNLOAD RENEW	\$0.00	\$149.07
ALBERT'S GENERATOR							
	95,865	EFT000000001744	01-3000-4000-41550	MAINTENANCE CONTRACTS	FIRE HALL GENERATOR REPAIR	\$691.45	
	95,865	EFT000000001744	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	FIRE HALL GENERATOR REPAIR	\$76.37	
	95,865	EFT000000001744	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	FIRE HALL GENERATOR REPAIR	\$0.00	\$767.82
ART BLAKE REGRIGERATION LTD							
	95,866	EFT000000001745	01-3000-4100-41700	BLDG REPAIRS & MAINTENANCE	FIRE HALL HVAC SERVICE	\$547.93	
	95,866	EFT000000001745	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	FIRE HALL HVAC SERVICE	\$60.52	
	95,866	EFT000000001745	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	FIRE HALL HVAC SERVICE	\$0.00	\$608.45
	95,867	EFT000000001745	01-3200-4100-41700	BLDG REPAIRS & MAINTENANCE	OPP HVAC SERVICE	\$591.34	
	95,867	EFT000000001745	01-0000-0200-00325	HST RECEIVABLE100%	OPP HVAC SERVICE	\$76.87	
	95,867	EFT000000001745	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	OPP HVAC SERVICE	\$0.00	\$668.21
ASSOC. OF MUNICIPAL.ONTARIO							
	95,863	EFT000000001746	01-0100-4000-40610	MEETINGS & CONFERENCES	AMO AGM REG 8/17-8/19	\$610.56	
	95,863	EFT000000001746	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	AMO AGM REG 8/17-8/19	\$67.44	
	95,863	EFT000000001746	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	AMO AGM REG 8/17-8/19	\$0.00	\$678.00
ATTACHE GROUP INC.							
	95,958	EFT000000001747	01-1002-4000-41550	MAINTENANCE CONTRACTS	SUPPORT 2/01/2020-1/31/2021	\$3,726.53	
	95,958	EFT000000001747	01-0000-0400-00280	PREPAID EXPENSES	SUPPORT 2/01/2020-1/31/2021	\$338.78	
	95,958	EFT000000001747	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	SUPPORT 2/01/2020-1/31/2021	\$411.62	
	95,958	EFT000000001747	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	SUPPORT 2/01/2020-1/31/2021	\$37.42	
	95,958	EFT000000001747	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	SUPPORT 2/01/2020-1/31/2021	\$0.00	\$4,514.35
BACKYARD BY DESIGN							
	95,966	EFT000000001748	01-5000-6050-41720	HORTICULTURAL SUPPLIES	PARKS PLANTS	\$1,528.05	
	95,966	EFT000000001748	01-0000-0200-00325	HST RECEIVABLE100%	PARKS PLANTS	\$198.65	
	95,966	EFT000000001748	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	PARKS PLANTS	\$0.00	\$1,726.70
CONTRACTED CLEANER							
	95,940	EFT000000001749	01-2000-4030-41500	CONTRACTED SERVICES	MAY CLEANING	\$1,221.12	
	95,940	EFT000000001749	01-2000-4025-41500	CONTRACTED SERVICES	MAY CLEANING	\$407.04	
	95,940	EFT000000001749	01-1000-4000-40515	EMERGENCY EXPENSES-COVID 19	MAY CLEANING	\$12.72	
	95,940	EFT000000001749	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	MAY CLEANING	\$134.88	
	95,940	EFT000000001749	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	MAY CLEANING	\$44.96	
	95,940	EFT000000001749	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	MAY CLEANING	\$1.41	
	95,940	EFT000000001749	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	MAY CLEANING	\$0.00	\$1,822.13
CANADIAN NATIONAL RAILWAYS							
	95,909	EFT000000001750	01-4500-4161-80000	MATERIALS-SAFETY DEVICES, RR CROSSING	MAY SIGNAL W. GATES MAINT.	\$816.25	

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95,909	EFT000000001750	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	MAY SIGNAL W. GATES MAINT.	\$0.00	\$816.25
CANSEL - TORONTO*****						
95,941	EFT000000001751	01-4000-4000-40220	TELEPHONE	GPS SERVICES	\$610.56	
95,941	EFT000000001751	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	GPS SERVICES	\$67.44	
95,941	EFT000000001751	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	GPS SERVICES	\$0.00	\$678.00
EMPLOYEE REIMBURSEMENT						
95,970	EFT000000001752	01-5000-6050-40290	UNIFORMS & CLOTHING	WORK PANTS	\$27.99	
95,970	EFT000000001752	01-0000-0200-00325	HST RECEIVABLE100%	WORK PANTS	\$3.64	
95,970	EFT000000001752	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	WORK PANTS	\$0.00	\$31.63
CIMCO REFRIGERATION						
95,967	EFT000000001753	01-5000-6020-41531	REFRIGERATION PLANT REPAIRS & MAINTENANCE--	COMPRESSOR BEARING REPLACE	\$975.00	
95,967	EFT000000001753	01-0000-0200-00325	HST RECEIVABLE100%	COMPRESSOR BEARING REPLACE	\$126.75	
95,967	EFT000000001753	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	COMPRESSOR BEARING REPLACE	\$0.00	\$1,101.75
CENTRALSQUARE CANADA SOFTWARE						
95,848	EFT000000001754	01-1002-4000-41550	MAINTENANCE CONTRACTS	DIAMOND RENEW 6/17/20-6/17/21	\$15,535.10	
95,848	EFT000000001754	01-0000-0400-00280	PREPAID EXPENSES	DIAMOND RENEW 6/17/20-6/17/21	\$13,145.08	
95,848	EFT000000001754	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	DIAMOND RENEW 6/17/20-6/17/21	\$1,715.93	
95,848	EFT000000001754	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	DIAMOND RENEW 6/17/20-6/17/21	\$1,451.94	
95,848	EFT000000001754	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	DIAMOND RENEW 6/17/20-6/17/21	\$0.00	\$31,848.05
EASY WAY CLEANING PRODUCTS LIM						
95,878	EFT000000001755	01-1000-4000-40515	EMERGENCY EXPENSES-COVID 19	PUMP	\$8.28	
95,878	EFT000000001755	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	PUMP	\$0.92	
95,878	EFT000000001755	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	PUMP	\$0.00	\$9.20
95,947	EFT000000001755	01-1000-4000-40515	EMERGENCY EXPENSES-COVID 19	WIPES	\$194.16	
95,947	EFT000000001755	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	WIPES	\$21.44	
95,947	EFT000000001755	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	WIPES	\$0.00	\$215.60
95,948	EFT000000001755	01-5100-4100-40210	JANITORIAL SUPPLIES	VPCC CLEANING SUPPLIES	\$166.09	
95,948	EFT000000001755	01-0000-0200-00325	HST RECEIVABLE100%	VPCC CLEANING SUPPLIES	\$21.59	
95,948	EFT000000001755	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	VPCC CLEANING SUPPLIES	\$0.00	\$187.68
ERTH HOLDINGS INC.						
95,850	EFT000000001756	01-0000-0250-61937	GC20-624-THAMES S-LIGHT POLE ACCIDENT	MVA THAMES ST	\$3,623.01	
95,850	EFT000000001756	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	MVA THAMES ST	\$400.19	
95,850	EFT000000001756	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	MVA THAMES ST	\$0.00	\$4,023.20
95,942	EFT000000001756	01-4000-4400-41530	EQUIPMENT REPAIRS & MAINT	ANN ST LIGHT ARMS	\$317.59	
95,942	EFT000000001756	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	ANN ST LIGHT ARMS	\$35.08	
95,942	EFT000000001756	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	ANN ST LIGHT ARMS	\$0.00	\$352.67
FASTENAL CANADA ***						
95,883	EFT000000001757	01-1000-4000-40515	EMERGENCY EXPENSES-COVID 19	FACE MASKS	\$2,696.64	
95,883	EFT000000001757	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	FACE MASKS	\$297.86	

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	95,883	EFT000000001757 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	FACE MASKS	\$0.00	\$2,994.50
	95,922	EFT000000001757 01-5000-6020-41700	BLDG REPAIRS & MAINT	ARENA BLDG SUPPLIES	\$32.84	
	95,922	EFT000000001757 01-0000-0200-00325	HST RECEIVABLE100%	ARENA BLDG SUPPLIES	\$4.27	
	95,922	EFT000000001757 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	ARENA BLDG SUPPLIES	\$0.00	\$37.11
	95,923	EFT000000001757 01-5100-4100-41700	BLDG REPAIRS AND MAINT	VPCC BLDG SUPPLIES	\$1.75	
	95,923	EFT000000001757 01-0000-0200-00325	HST RECEIVABLE100%	VPCC BLDG SUPPLIES	\$0.23	
	95,923	EFT000000001757 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	VPCC BLDG SUPPLIES	\$0.00	\$1.98
	95,924	EFT000000001757 01-5000-6050-40290	UNIFORMS & CLOTHING	PARKS UNIFORMS	\$102.82	
	95,924	EFT000000001757 01-0000-0200-00325	HST RECEIVABLE100%	PARKS UNIFORMS	\$13.37	
	95,924	EFT000000001757 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	PARKS UNIFORMS	\$0.00	\$116.19
	95,925	EFT000000001757 01-4500-4000-41650	SMALL TOOLS & SAFETY EQUIP	ADAPTOR	\$88.15	
	95,925	EFT000000001757 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	ADAPTOR	\$9.73	
	95,925	EFT000000001757 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	ADAPTOR	\$0.00	\$97.88
GRA - HAM	ENERGY					
	95,903	EFT000000001758 01-4500-4230-41440	DIESEL FUEL CLR - LIC VEH	CLEAR DIESEL	\$734.36	
	95,903	EFT000000001758 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	CLEAR DIESEL	\$81.12	
	95,903	EFT000000001758 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	CLEAR DIESEL	\$0.00	\$815.48
	95,904	EFT000000001758 01-4500-4230-41440	DIESEL FUEL CLR - LIC VEH	CLEAR DIESEL	\$1,123.35	
	95,904	EFT000000001758 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	CLEAR DIESEL	\$124.08	
	95,904	EFT000000001758 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	CLEAR DIESEL	\$0.00	\$1,247.43
	95,905	EFT000000001758 01-4500-4230-41420	FUEL- GASOLINE	REGULAR GAS	\$427.05	
	95,905	EFT000000001758 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	REGULAR GAS	\$47.17	
	95,905	EFT000000001758 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	REGULAR GAS	\$0.00	\$474.22
	95,906	EFT000000001758 01-4500-4230-41420	FUEL- GASOLINE	REGULAR GAS	\$526.30	
	95,906	EFT000000001758 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	REGULAR GAS	\$58.14	
	95,906	EFT000000001758 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	REGULAR GAS	\$0.00	\$584.44
	95,907	EFT000000001758 01-4500-4230-41460	DIESEL FUEL CLRED - UNLIC VEH	COLORLED DIESEL	\$448.51	
	95,907	EFT000000001758 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	COLORLED DIESEL	\$49.54	
	95,907	EFT000000001758 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	COLORLED DIESEL	\$0.00	\$498.05
	95,908	EFT000000001758 01-4500-4230-41460	DIESEL FUEL CLRED - UNLIC VEH	COLORLED DIESEL	\$226.82	
	95,908	EFT000000001758 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	COLORLED DIESEL	\$25.06	
	95,908	EFT000000001758 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	COLORLED DIESEL	\$0.00	\$251.88
	95,961	EFT000000001758 01-5000-6050-41470	VEHICLE FUEL	FUEL	\$65.59	
	95,961	EFT000000001758 01-0000-0200-00325	HST RECEIVABLE100%	FUEL	\$8.53	
	95,961	EFT000000001758 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	FUEL	\$0.00	\$74.12
	95,962	EFT000000001758 01-5000-6050-41470	VEHICLE FUEL	FUEL	\$278.09	
	95,962	EFT000000001758 01-0000-0200-00325	HST RECEIVABLE100%	FUEL	\$36.15	
	95,962	EFT000000001758 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	FUEL	\$0.00	\$314.24
GROWER'S CHOICE	LANDSCAPE PROD					

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95,964	EFT000000001759	01-5000-6050-41740	LAND MAINTENANCE & IMPROVEMENTS	SOIL	\$1,275.00	
95,964	EFT000000001759	01-0000-0200-00325	HST RECEIVABLE100%	SOIL	\$165.75	
95,964	EFT000000001759	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	SOIL	\$0.00	\$1,440.75
HILLSIDE KENNELS						
95,872	EFT000000001760	01-3600-4000-41560	CONTRACTS	MAY ANIMAL CONTROL	\$712.32	
95,872	EFT000000001760	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	MAY ANIMAL CONTROL	\$78.68	
95,872	EFT000000001760	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	MAY ANIMAL CONTROL	\$0.00	\$791.00
HR DOWNLOADS INC						
95,847	EFT000000001761	01-0900-4000-40880	CONSULTING FEES	RENEWAL 8/06/2020-8/06/2021	\$2,456.68	
95,847	EFT000000001761	01-0000-0400-00280	PREPAID EXPENSES	RENEWAL 8/06/2020-8/06/2021	\$3,439.36	
95,847	EFT000000001761	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	RENEWAL 8/06/2020-8/06/2021	\$271.35	
95,847	EFT000000001761	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	RENEWAL 8/06/2020-8/06/2021	\$379.89	
95,847	EFT000000001761	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	RENEWAL 8/06/2020-8/06/2021	\$0.00	\$6,547.28
INGERSOLL GLASS & MIRROR ***						
95,845	EFT000000001762	40-8000-6900-40500	SPECIAL EVENT	COUNTEGIASSES	\$3,052.80	
95,845	EFT000000001762	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	COUNTEGIASSES	\$337.20	
95,845	EFT000000001762	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	COUNTEGIASSES	\$0.00	\$3,390.00
INGERSOLL RENT-ALL ***						
95,918	EFT000000001763	01-5000-6050-41540	RENTAL	LEVEL RENTAL	\$39.60	
95,918	EFT000000001763	01-0000-0200-00325	HST RECEIVABLE100%	LEVEL RENTAL	\$5.15	
95,918	EFT000000001763	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	LEVEL RENTAL	\$0.00	\$44.75
95,919	EFT000000001763	01-5000-6050-40270	NEW EQUIPMENT	GAS CHAIN SAW	\$214.88	
95,919	EFT000000001763	01-0000-0200-00325	HST RECEIVABLE100%	GAS CHAIN SAW	\$27.93	
95,919	EFT000000001763	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	GAS CHAIN SAW	\$0.00	\$242.81
95,920	EFT000000001763	01-4500-4120-80000	MATERIALS-ROADSIDE MAINT, MOWING, WEED SPRA	WEED EATER PARTS	\$87.31	
95,920	EFT000000001763	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	WEED EATER PARTS	\$9.64	
95,920	EFT000000001763	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	WEED EATER PARTS	\$0.00	\$96.95
95,921	EFT000000001763	01-4500-4120-80000	MATERIALS-ROADSIDE MAINT, MOWING, WEED SPRA	WEED TRIMMER STRING	\$58.55	
95,921	EFT000000001763	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	WEED TRIMMER STRING	\$6.47	
95,921	EFT000000001763	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	WEED TRIMMER STRING	\$0.00	\$65.02
95,927	EFT000000001763	01-0000-0250-61780	GC19-468-364 VICTORIA-ADDITION	LAWN SEEDS	\$116.97	
95,927	EFT000000001763	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	LAWN SEEDS	\$12.92	
95,927	EFT000000001763	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	LAWN SEEDS	\$0.00	\$129.89
95,928	EFT000000001763	01-4500-4120-80000	MATERIALS-ROADSIDE MAINT, MOWING, WEED SPRA	ENGINE OIL	\$38.59	
95,928	EFT000000001763	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	ENGINE OIL	\$4.26	
95,928	EFT000000001763	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	ENGINE OIL	\$0.00	\$42.85
95,929	EFT000000001763	01-4500-4150-80000	MATERIALS-WINTER CONTROL, PLOWING, SANDING,	LAWN SEEDS	\$233.95	
95,929	EFT000000001763	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	LAWN SEEDS	\$25.84	
95,929	EFT000000001763	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	LAWN SEEDS	\$0.00	\$259.79

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PURCHASED FROM VENDORS LOCATED IN INGERSOLL \$ 55,300.28

VENDOR/VOUCHER	CHEQUE #	ACCOUNT	ACCOUNT DESCRIPTION	TRANSACTION DESCRIPTION	DEBITS	CREDITS	
INGERSOLL SENIORS ACTIVITY CEN							
	95,876	EFT000000001764	01-1000-4000-41160	HONOURS & AWARDS	MEM'L OF MICHAEL HENNESSY	\$50.00	
	95,876	EFT000000001764	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	MEM'L OF MICHAEL HENNESSY	\$0.00	\$50.00
INGERSOLL PHARMASAVE							
	95,934	EFT000000001765	01-4500-4100-40210	JANITORIAL SUPPLIES	FIRST AID SUPPLIES	\$10.49	
	95,934	EFT000000001765	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	FIRST AID SUPPLIES	\$1.16	
	95,934	EFT000000001765	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	FIRST AID SUPPLIES	\$0.00	\$11.65
LIFESAVING SOCIETY							
	95,965	EFT000000001766	01-5100-6060-41450	LEADERSHIP	INSTRUCTOR EXAM FEES	\$58.70	
	95,965	EFT000000001766	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	INSTRUCTOR EXAM FEES	\$0.00	\$58.70
TIM LOVETT INSTALLATIONS INC.							
	95,959	EFT000000001767	01-5000-6050-41700	BLDG REPAIRS AND MAINT	PARKS REMOVE GFI	\$61.40	
	95,959	EFT000000001767	01-0000-0200-00325	HST RECEIVABLE100%	PARKS REMOVE GFI	\$7.98	
	95,959	EFT000000001767	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	PARKS REMOVE GFI	\$0.00	\$69.38
	95,960	EFT000000001767	01-5000-6050-41700	BLDG REPAIRS AND MAINT	CEILING FAN SWITCH REPLACE	\$175.89	
	95,960	EFT000000001767	01-0000-0200-00325	HST RECEIVABLE100%	CEILING FAN SWITCH REPLACE	\$22.87	
	95,960	EFT000000001767	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	CEILING FAN SWITCH REPLACE	\$0.00	\$198.76
LWR AUTOMOTIVE							
	95,935	EFT000000001768	01-4500-4230-46431	VEHICLE MAINTENANCE	ANTI-FREEZE	\$83.09	
	95,935	EFT000000001768	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	ANTI-FREEZE	\$9.17	
	95,935	EFT000000001768	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	ANTI-FREEZE	\$0.00	\$92.26
M & L SUPPLY							
	95,869	EFT000000001769	01-3000-4000-41530	EQUIP REPAIRS & MAINTENANCE	HOSE FITTING	\$85.15	
	95,869	EFT000000001769	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	HOSE FITTING	\$9.41	
	95,869	EFT000000001769	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	HOSE FITTING	\$0.00	\$94.56
	95,955	EFT000000001769	01-3000-4000-41530	EQUIP REPAIRS & MAINTENANCE	EQUIP REPAIRS	\$99.80	
	95,955	EFT000000001769	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	EQUIP REPAIRS	\$11.02	
	95,955	EFT000000001769	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	EQUIP REPAIRS	\$0.00	\$110.82
MILLCREEK PRINTING INC							
	95,881	EFT000000001770	01-1000-4000-40200	OFFICE SUPPLIES	HR BUZ CARDS	\$25.10	
	95,881	EFT000000001770	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	HR BUZ CARDS	\$2.78	
	95,881	EFT000000001770	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	HR BUZ CARDS	\$0.00	\$27.88
	95,900	EFT000000001770	01-7000-4000-41010	GRAPHICS & PRINTING	ECON DEVEL BUZ CARDS	\$44.75	
	95,900	EFT000000001770	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	ECON DEVEL BUZ CARDS	\$4.95	
	95,900	EFT000000001770	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	ECON DEVEL BUZ CARDS	\$0.00	\$49.70
	95,971	EFT000000001770	01-3400-4000-40200	OFFICE SUPPLIES	BLDG INSPECT BUZ CARDS	\$40.43	
	95,971	EFT000000001770	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	BLDG INSPECT BUZ CARDS	\$4.46	
	95,971	EFT000000001770	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	BLDG INSPECT BUZ CARDS	\$0.00	\$44.89
NOVEXCO							

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PURCHASED FROM VENDORS LOCATED IN INGERSOLL \$ 55,300.28

VENDOR/VOUCHER	CHEQUE #	ACCOUNT	ACCOUNT DESCRIPTION	TRANSACTION DESCRIPTION	DEBITS	CREDITS	
	95,875	EFT000000001771	01-1000-4000-40200	OFFICE SUPPLIES	OFFICE SUPPLIES	\$52.38	
	95,875	EFT000000001771	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	OFFICE SUPPLIES	\$5.78	
	95,875	EFT000000001771	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	OFFICE SUPPLIES	\$0.00	\$58.16
ONTARIO SOUTHLAND RAILWAY INC.							
	95,930	EFT000000001772	01-4500-4161-80000	MATERIALS-SAFETY DEVICES, RR CROSSING	MAY FLASHING LIT MAINT.	\$3,267.99	
	95,930	EFT000000001772	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	MAY FLASHING LIT MAINT.	\$0.00	\$3,267.99
ONTARIO ONE CALL LTD.							
	95,851	EFT000000001773	01-4000-5020-41500	CONTRACTED SERVICES	MAY LOCATES	\$178.13	
	95,851	EFT000000001773	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	MAY LOCATES	\$19.68	
	95,851	EFT000000001773	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	MAY LOCATES	\$0.00	\$197.81
OXFORD COUNTY ***							
	95,846	EFT000000001774	01-1000-4000-40820	PLANNING ACT EXPENSES	Q1 CPP/OPPI MEMBERSHIP	\$910.07	
	95,846	EFT000000001774	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	Q1 CPP/OPPI MEMBERSHIP	\$0.00	\$910.07
	95,901	EFT000000001774	01-1600-4000-42400	PRINCIPLE - DEBT REPAYMENT	DB PMT 5168-2010A	\$67,725.64	
	95,901	EFT000000001774	01-1600-4000-42500	INTEREST - DEBT REPAYMENT	DB PMT 5168-2010A	\$18,713.17	
	95,901	EFT000000001774	01-0000-2550-00921	DEBENTURE PAYABLE-CMHC 2009	DB PMT 5168-2010A	\$67,725.64	
	95,901	EFT000000001774	01-0000-0200-00275	AMOUNTS TO BE RECOVERED IN FUTURE YRS	DB PMT 5168-2010A	\$0.00	\$67,725.64
	95,901	EFT000000001774	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	DB PMT 5168-2010A	\$0.00	\$86,438.81
	95,902	EFT000000001774	01-0000-2550-00946	LONG TERM DEBT-5695-2015 299 THAMES WATER/S	DB PMT 5695-2015C	\$898.58	
	95,902	EFT000000001774	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	DB PMT 5695-2015C	\$0.00	\$898.58
	95,916	EFT000000001774	01-4500-5012-80000	MATERIALS - DEBRIS & LITTER PICK UP	APR LANDFILL	\$239.00	
	95,916	EFT000000001774	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	APR LANDFILL	\$0.00	\$239.00
REGIS AUTO PARTS							
	95,910	EFT000000001775	01-4500-4230-46390	939000 T10-09 DODGE 2500	FILTERS	\$6.85	
	95,910	EFT000000001775	01-4500-4230-46382	938200 T2-16 FORD 1 TONNE	FILTERS	\$135.28	
	95,910	EFT000000001775	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	FILTERS	\$0.75	
	95,910	EFT000000001775	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	FILTERS	\$14.94	
	95,910	EFT000000001775	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	FILTERS	\$0.00	\$157.82
	95,911	EFT000000001775	01-4500-4230-46393	939300 2011 CAT FRONT END LOADER	DISSEL EXHAUST FLUIDE	\$14.77	
	95,911	EFT000000001775	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	DISSEL EXHAUST FLUIDE	\$1.63	
	95,911	EFT000000001775	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	DISSEL EXHAUST FLUIDE	\$0.00	\$16.40
	95,912	EFT000000001775	01-4500-4230-46387	938700 T7-09 DODGE 3500	OIL FILTER	\$67.74	
	95,912	EFT000000001775	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	OIL FILTER	\$7.48	
	95,912	EFT000000001775	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	OIL FILTER	\$0.00	\$75.22
	95,913	EFT000000001775	01-4500-4230-46387	938700 T7-09 DODGE 3500	FILTERS	\$67.74	
	95,913	EFT000000001775	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	FILTERS	\$7.48	
	95,913	EFT000000001775	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	FILTERS	\$0.00	\$75.22
	95,914	EFT000000001775	01-4500-4230-46387	938700 T7-09 DODGE 3500	FILTERS	\$67.74	
	95,914	EFT000000001775	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	FILTERS	\$7.48	

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PURCHASED FROM VENDORS LOCATED IN INGERSOLL \$ 55,300.28

VENDOR/VOUCHER	CHEQUE #	ACCOUNT	ACCOUNT DESCRIPTION	TRANSACTION DESCRIPTION	DEBITS	CREDITS	
	95,914	EFT000000001775	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	FILTERS	\$0.00	\$75.22
	95,915	EFT000000001775	01-4500-4230-46395	939500 ELGIN SWEEPER	AIR FILTERS	\$281.31	
	95,915	EFT000000001775	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	AIR FILTERS	\$31.07	
	95,915	EFT000000001775	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	AIR FILTERS	\$0.00	\$312.38
RIETTA'S DECOR & DESIGN CENTRE							
	95,871	EFT000000001776	01-3000-4000-42900	MISCELLANEOUS EXPENSE	FIRE DEPT TRAINING RM UPGRADE	\$63.97	
	95,871	EFT000000001776	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	FIRE DEPT TRAINING RM UPGRADE	\$7.06	
	95,871	EFT000000001776	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	FIRE DEPT TRAINING RM UPGRADE	\$0.00	\$71.03
	95,949	EFT000000001776	01-5200-4100-41700	BLDG REPAIRS AND MAINT	PAINT	\$83.94	
	95,949	EFT000000001776	01-0000-0200-00325	HST RECEIVABLE100%	PAINT	\$10.91	
	95,949	EFT000000001776	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	PAINT	\$0.00	\$94.85
	95,950	EFT000000001776	01-5200-4100-41700	BLDG REPAIRS AND MAINT	PAINT	\$69.66	
	95,950	EFT000000001776	01-0000-0200-00325	HST RECEIVABLE100%	PAINT	\$9.06	
	95,950	EFT000000001776	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	PAINT	\$0.00	\$78.72
	95,951	EFT000000001776	01-5100-4100-41700	BLDG REPAIRS AND MAINT	DROPSHEET	\$8.98	
	95,951	EFT000000001776	01-0000-0200-00325	HST RECEIVABLE100%	DROPSHEET	\$1.17	
	95,951	EFT000000001776	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	DROPSHEET	\$0.00	\$10.15
	95,952	EFT000000001776	10-0000-3125-80000	MATERIALS	CANOPY PAINT	\$22.73	
	95,952	EFT000000001776	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	CANOPY PAINT	\$2.51	
	95,952	EFT000000001776	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	CANOPY PAINT	\$0.00	\$25.24
	95,953	EFT000000001776	10-0000-3125-80000	MATERIALS	CANOPY PAINT	\$90.29	
	95,953	EFT000000001776	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	CANOPY PAINT	\$9.97	
	95,953	EFT000000001776	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	CANOPY PAINT	\$0.00	\$100.26
SAFEDESIGN APPAREL LTD							
	95,862	EFT000000001777	01-3000-4000-41610	FIRE FIGHTING EQUIPMENT	FIREFIGHTER BOOTS	\$554.08	
	95,862	EFT000000001777	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	FIREFIGHTER BOOTS	\$61.21	
	95,862	EFT000000001777	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	FIREFIGHTER BOOTS	\$0.00	\$615.29
STAPLES ADVANTAGE							
	95,882	EFT000000001778	01-1000-4000-40200	OFFICE SUPPLIES	OFFICE SUPPLIES	\$17.18	
	95,882	EFT000000001778	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	OFFICE SUPPLIES	\$1.89	
	95,882	EFT000000001778	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	OFFICE SUPPLIES	\$0.00	\$19.07
STONETOWN SUPPLY SERVICES(ING)							
	95,855	EFT000000001779	01-3000-4100-40210	JANITORIAL SUPPLIES	FIRE DEPT CLEANING SUPPLIES	\$94.63	
	95,855	EFT000000001779	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	FIRE DEPT CLEANING SUPPLIES	\$10.45	
	95,855	EFT000000001779	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	FIRE DEPT CLEANING SUPPLIES	\$0.00	\$105.08
	95,868	EFT000000001779	01-3000-4100-40210	JANITORIAL SUPPLIES	FIRE DEPT CLEANING SUPPLIES	\$64.87	
	95,868	EFT000000001779	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	FIRE DEPT CLEANING SUPPLIES	\$7.17	
	95,868	EFT000000001779	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	FIRE DEPT CLEANING SUPPLIES	\$0.00	\$72.04
SUN LIFE OF CANADA							

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<u>VENDOR/VOUCHER</u>	<u>CHEQUE #</u>	<u>ACCOUNT</u>	<u>ACCOUNT DESCRIPTION</u>	<u>TRANSACTION DESCRIPTION</u>	<u>DEBITS</u>	<u>CREDITS</u>	
	95,856	EFT000000001780	01-0000-2100-00716	HEALTH CARE PAYABLE	JUNE PREMIUM	\$48,335.25	
	95,856	EFT000000001780	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	JUNE PREMIUM	\$0.00	\$48,335.25
TETRA-CHEM INDUSTRIES LTD.							
	95,864	EFT000000001781	01-1000-4000-40515	EMERGENCY EXPENSES-COVID 19	DISINFECTANT CLEANER	\$317.49	
	95,864	EFT000000001781	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	DISINFECTANT CLEANER	\$35.07	
	95,864	EFT000000001781	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	DISINFECTANT CLEANER	\$0.00	\$352.56
TETRA TECH CANADA INC.							
	95,877	EFT000000001782	01-0900-4000-40710	LEGAL FEES	WEG APPLICATION REVIEW	\$15,509.76	
	95,877	EFT000000001782	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	WEG APPLICATION REVIEW	\$1,713.14	
	95,877	EFT000000001782	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	WEG APPLICATION REVIEW	\$0.00	\$17,222.90
TOROMONT INDUSTRIES LTD							
	95,939	EFT000000001783	01-4500-4230-46392	939200 2012 BACKHOE LOADER	LOADER PARTS	\$107.75	
	95,939	EFT000000001783	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	LOADER PARTS	\$11.91	
	95,939	EFT000000001783	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	LOADER PARTS	\$0.00	\$119.66
ULINE							
	95,854	EFT000000001784	01-3000-4100-40210	JANITORIAL SUPPLIES	GLOVES	\$104.92	
	95,854	EFT000000001784	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	GLOVES	\$11.59	
	95,854	EFT000000001784	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	GLOVES	\$0.00	\$116.51
WASTE CONNECTIONS OF CANADA							
	95,963	EFT000000001785	01-5000-6020-41550	MAINTENANCE CONTRACTS	JUN WASTE SERVICES	\$324.53	
	95,963	EFT000000001785	01-5100-4100-41550	MAINTENANCE CONTRACTS	JUN WASTE SERVICES	\$343.74	
	95,963	EFT000000001785	01-5200-4100-41550	MAINTENANCE CONTRACTS	JUN WASTE SERVICES	\$318.46	
	95,963	EFT000000001785	01-5000-6040-41550	MAINTENANCE CONTRACTS	JUN WASTE SERVICES	\$318.46	
	95,963	EFT000000001785	01-5000-6050-41550	MAINTENANCE CONTRACTS	JUN WASTE SERVICES	\$318.46	
	95,963	EFT000000001785	01-3000-4100-41550	MAINTENANCE CONTRACTS	JUN WASTE SERVICES	\$155.18	
	95,963	EFT000000001785	01-0000-0200-00325	HST RECEIVABLE100%	JUN WASTE SERVICES	\$42.19	
	95,963	EFT000000001785	01-0000-0200-00325	HST RECEIVABLE100%	JUN WASTE SERVICES	\$44.69	
	95,963	EFT000000001785	01-0000-0200-00325	HST RECEIVABLE100%	JUN WASTE SERVICES	\$41.40	
	95,963	EFT000000001785	01-0000-0200-00325	HST RECEIVABLE100%	JUN WASTE SERVICES	\$41.40	
	95,963	EFT000000001785	01-0000-0200-00325	HST RECEIVABLE100%	JUN WASTE SERVICES	\$41.40	
	95,963	EFT000000001785	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	JUN WASTE SERVICES	\$17.15	
	95,963	EFT000000001785	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	JUN WASTE SERVICES	\$0.00	\$2,007.06
WHOLE TIRE SERVICE LTD.							
	95,931	EFT000000001786	01-4500-4230-46397	939700 SIDEWALK TRACTOR	SIDEWALK TRACTOR TIRES	\$249.31	
	95,931	EFT000000001786	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	SIDEWALK TRACTOR TIRES	\$27.54	
	95,931	EFT000000001786	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	SIDEWALK TRACTOR TIRES	\$0.00	\$276.85
	95,932	EFT000000001786	01-4500-4230-46391	939100 1987 Champion Grader	GRADER TIRE	\$81.41	
	95,932	EFT000000001786	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	GRADER TIRE	\$8.99	
	95,932	EFT000000001786	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	GRADER TIRE	\$0.00	\$90.40

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VENDOR/VOUCHER	CHEQUE #	ACCOUNT	ACCOUNT DESCRIPTION	TRANSACTION DESCRIPTION	DEBITS	CREDITS
PSB REIMBURSEMENT						
95,884	EFT000000001787	01-3230-4000-41520	COMMUNICATION	MAY INTERNET	\$54.94	
95,884	EFT000000001787	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	MAY INTERNET	\$6.07	
95,884	EFT000000001787	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	MAY INTERNET	\$0.00	\$61.01
AFFORDABLE PORTABLES						
96,029	EFT000000001788	01-5000-6050-41540	RENTAL	EDWARD PARK JUN TOILET RENTAL	\$155.00	
96,029	EFT000000001788	01-0000-0200-00325	HST RECEIVABLE100%	EDWARD PARK JUN TOILET RENTAL	\$20.15	
96,029	EFT000000001788	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	EDWARD PARK JUN TOILET RENTAL	\$0.00	\$175.15
AKIRA STUDIO LTD						
95,977	EFT000000001789	01-1002-4000-41550	MAINTENANCE CONTRACTS	INGERSOLL.CA ANNUAL WEB HOSTIN	\$3,052.80	
95,977	EFT000000001789	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	INGERSOLL.CA ANNUAL WEB HOSTIN	\$337.20	
95,977	EFT000000001789	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	INGERSOLL.CA ANNUAL WEB HOSTIN	\$0.00	\$3,390.00
ART BLAKE REGRIGERATION LTD						
95,987	EFT000000001790	01-5000-6040-41530	EQUIPMENT REPAIRS & MAINT	SR CENTRE DINING RM AC	\$550.00	
95,987	EFT000000001790	01-0000-0200-00325	HST RECEIVABLE100%	SR CENTRE DINING RM AC	\$71.50	
95,987	EFT000000001790	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	SR CENTRE DINING RM AC	\$0.00	\$621.50
95,988	EFT000000001790	01-3200-4100-41700	BLDG REPAIRS & MAINTENANCE	OPP AC REPAIR	\$274.00	
95,988	EFT000000001790	01-0000-0200-00325	HST RECEIVABLE100%	OPP AC REPAIR	\$35.62	
95,988	EFT000000001790	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	OPP AC REPAIR	\$0.00	\$309.62
95,989	EFT000000001790	01-4500-4100-41700	BLDG REPAIRS & MAINTENANCE	PW COMPRESSOR RM DAMPER	\$194.36	
95,989	EFT000000001790	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	PW COMPRESSOR RM DAMPER	\$21.47	
95,989	EFT000000001790	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	PW COMPRESSOR RM DAMPER	\$0.00	\$215.83
95,990	EFT000000001790	01-3200-4100-41700	BLDG REPAIRS & MAINTENANCE	OPP COMPRESSOR REPLACEMENT	\$3,755.28	
95,990	EFT000000001790	01-0000-0200-00325	HST RECEIVABLE100%	OPP COMPRESSOR REPLACEMENT	\$488.19	
95,990	EFT000000001790	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	OPP COMPRESSOR REPLACEMENT	\$0.00	\$4,243.47
BACKYARD BY DESIGN						
96,032	EFT000000001791	01-5000-6050-41720	HORTICULTURAL SUPPLIES	PLANTS	\$207.00	
96,032	EFT000000001791	01-0000-0200-00325	HST RECEIVABLE100%	PLANTS	\$26.91	
96,032	EFT000000001791	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	PLANTS	\$0.00	\$233.91
CAMPBELL STRATEGIES						
96,040	EFT000000001792	01-0900-4000-40710	LEGAL FEES	JUNE RETAINER	\$14,246.41	
96,040	EFT000000001792	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	JUNE RETAINER	\$1,573.59	
96,040	EFT000000001792	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	JUNE RETAINER	\$0.00	\$15,820.00
CIMCO REFRIGERATION						
96,027	EFT000000001793	01-5000-6020-41531	REFRIGERATION PLANT REPAIRS & MAINTENANCE--	INSTALL 16 ADDITIONAL GASKETS	\$2,295.00	
96,027	EFT000000001793	01-0000-0200-00325	HST RECEIVABLE100%	INSTALL 16 ADDITIONAL GASKETS	\$298.35	
96,027	EFT000000001793	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	INSTALL 16 ADDITIONAL GASKETS	\$0.00	\$2,593.35
96,028	EFT000000001793	01-5000-6020-41531	REFRIGERATION PLANT REPAIRS & MAINTENANCE--	HEAT EXCHANGER REGASKET	\$14,385.00	
96,028	EFT000000001793	01-0000-0200-00325	HST RECEIVABLE100%	HEAT EXCHANGER REGASKET	\$1,870.05	

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	96,028	EFT000000001793	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	HEAT EXCHANGER REGASKET	\$0.00	\$16,255.05
EASY WAY CLEANING PRODUCTS LIM							
	96,004	EFT000000001794	01-1000-4000-40515	EMERGENCY EXPENSES-COVID 19	DISINFECTANT SPRAY	\$219.58	
	96,004	EFT000000001794	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	DISINFECTANT SPRAY	\$24.25	
	96,004	EFT000000001794	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	DISINFECTANT SPRAY	\$0.00	\$243.83
	96,005	EFT000000001794	01-1000-4000-40515	EMERGENCY EXPENSES-COVID 19	MASKS	\$7,555.68	
	96,005	EFT000000001794	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	MASKS	\$834.57	
	96,005	EFT000000001794	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	MASKS	\$0.00	\$8,390.25
	96,006	EFT000000001794	01-5200-4100-40210	JANITORIAL SUPPLIES	SUNSCREEN	\$49.95	
	96,006	EFT000000001794	01-0000-0200-00325	HST RECEIVABLE100%	SUNSCREEN	\$6.49	
	96,006	EFT000000001794	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	SUNSCREEN	\$0.00	\$56.44
	96,007	EFT000000001794	01-5100-4100-40210	JANITORIAL SUPPLIES	JANITORIAL SUPPLIES	\$143.71	
	96,007	EFT000000001794	01-0000-0200-00325	HST RECEIVABLE100%	JANITORIAL SUPPLIES	\$18.68	
	96,007	EFT000000001794	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	JANITORIAL SUPPLIES	\$0.00	\$162.39
	96,008	EFT000000001794	01-1000-4000-40515	EMERGENCY EXPENSES-COVID 19	GLOVES + DISINFECTANT WIPES	\$377.68	
	96,008	EFT000000001794	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	GLOVES + DISINFECTANT WIPES	\$41.72	
	96,008	EFT000000001794	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	GLOVES + DISINFECTANT WIPES	\$0.00	\$419.40
	96,009	EFT000000001794	01-5200-4100-40210	JANITORIAL SUPPLIES	JANITORIAL SUPPLIES	\$50.00	
	96,009	EFT000000001794	01-0000-0200-00325	HST RECEIVABLE100%	JANITORIAL SUPPLIES	\$6.50	
	96,009	EFT000000001794	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	JANITORIAL SUPPLIES	\$0.00	\$56.50
	96,010	EFT000000001794	01-1000-4000-40515	EMERGENCY EXPENSES-COVID 19	MASKS	\$2,747.52	
	96,010	EFT000000001794	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	MASKS	\$303.48	
	96,010	EFT000000001794	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	MASKS	\$0.00	\$3,051.00
	96,011	EFT000000001794	01-5100-4100-41700	BLDG REPAIRS AND MAINT	BLDG SUPPLIES	\$69.22	
	96,011	EFT000000001794	01-0000-0200-00325	HST RECEIVABLE100%	BLDG SUPPLIES	\$9.00	
	96,011	EFT000000001794	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	BLDG SUPPLIES	\$0.00	\$78.22
ERTH HOLDINGS INC.							
	96,043	EFT000000001795	01-4000-4400-41530	EQUIPMENT REPAIRS & MAINT	MAY ST LIT MAINT	\$43.76	
	96,043	EFT000000001795	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	MAY ST LIT MAINT	\$4.83	
	96,043	EFT000000001795	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	MAY ST LIT MAINT	\$0.00	\$48.59
FASTENAL CANADA ***							
	96,016	EFT000000001796	01-1000-4000-40515	EMERGENCY EXPENSES-COVID 19	FACE SHIELDS	\$1,159.23	
	96,016	EFT000000001796	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	FACE SHIELDS	\$128.04	
	96,016	EFT000000001796	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	FACE SHIELDS	\$0.00	\$1,287.27
	96,017	EFT000000001796	01-4500-4160-80000	MATERIALS-SAFETY DEVICES, SIGNS, GUIDE RAIL	STOCK	\$212.18	
	96,017	EFT000000001796	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	STOCK	\$23.44	
	96,017	EFT000000001796	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	STOCK	\$0.00	\$235.62
	96,018	EFT000000001796	01-5200-4100-41700	BLDG REPAIRS AND MAINT	FUSION SUPPLIES	\$83.31	
	96,018	EFT000000001796	01-0000-0200-00325	HST RECEIVABLE100%	FUSION SUPPLIES	\$10.83	

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<u>VENDOR/VOUCHER</u>	<u>CHEQUE #</u>	<u>ACCOUNT</u>	<u>ACCOUNT DESCRIPTION</u>	<u>TRANSACTION DESCRIPTION</u>	<u>DEBITS</u>	<u>CREDITS</u>
96,018	EFT000000001796	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	FUSION SUPPLIES	\$0.00	\$94.14
EMPLOYEE REIMBURSEMENT						
96,044	EFT000000001797	01-4500-4000-40290	UNIFORMS & CLOTHING	CLOTHING ALLOWANCE	\$36.59	
96,044	EFT000000001797	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	CLOTHING ALLOWANCE	\$4.04	
96,044	EFT000000001797	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	CLOTHING ALLOWANCE	\$0.00	\$40.63
GRA - HAM ENERGY						
96,020	EFT000000001798	01-4500-4230-41420	FUEL- GASOLINE	REGULAR GAS	\$239.65	
96,020	EFT000000001798	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	REGULAR GAS	\$26.47	
96,020	EFT000000001798	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	REGULAR GAS	\$0.00	\$266.12
96,021	EFT000000001798	01-4500-4230-41460	DIESEL FUEL CLRED - UNLIC VEH	COLORED DIESEL	\$426.61	
96,021	EFT000000001798	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	COLORED DIESEL	\$47.12	
96,021	EFT000000001798	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	COLORED DIESEL	\$0.00	\$473.73
96,022	EFT000000001798	01-4500-4230-41440	DIESEL FUEL CLR - LIC VEH	CLEAR DIESEL	\$703.84	
96,022	EFT000000001798	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	CLEAR DIESEL	\$77.75	
96,022	EFT000000001798	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	CLEAR DIESEL	\$0.00	\$781.59
96,023	EFT000000001798	01-4500-4230-46431	VEHICLE MAINTENANCE	DIESEL EXHAUST FLUID	\$803.90	
96,023	EFT000000001798	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	DIESEL EXHAUST FLUID	\$88.80	
96,023	EFT000000001798	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	DIESEL EXHAUST FLUID	\$0.00	\$892.70
96,024	EFT000000001798	01-5000-6050-41470	VEHICLE FUEL	FUEL	\$468.32	
96,024	EFT000000001798	01-0000-0200-00325	HST RECEIVABLE100%	FUEL	\$60.88	
96,024	EFT000000001798	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	FUEL	\$0.00	\$529.20
96,025	EFT000000001798	01-5000-6050-41470	VEHICLE FUEL	FUEL	\$155.55	
96,025	EFT000000001798	01-0000-0200-00325	HST RECEIVABLE100%	FUEL	\$20.22	
96,025	EFT000000001798	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	FUEL	\$0.00	\$175.77
96,026	EFT000000001798	01-5000-6050-41470	VEHICLE FUEL	FUEL	\$960.79	
96,026	EFT000000001798	01-0000-0200-00325	HST RECEIVABLE100%	FUEL	\$124.90	
96,026	EFT000000001798	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	FUEL	\$0.00	\$1,085.69
GROWER'S CHOICE LANDSCAPE PROD						
96,033	EFT000000001799	01-5000-6050-41740	LAND MAINTENANCE & IMPROVEMENTS	PINE MULCH	\$2,030.00	
96,033	EFT000000001799	01-0000-0200-00325	HST RECEIVABLE100%	PINE MULCH	\$263.90	
96,033	EFT000000001799	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	PINE MULCH	\$0.00	\$2,293.90
HURON TRACTOR LTD						
96,000	EFT000000001800	01-5000-6050-41530	EQUIP REPAIRS & MAINT	FILTERS & LIGHT	\$102.98	
96,000	EFT000000001800	01-0000-0200-00325	HST RECEIVABLE100%	FILTERS & LIGHT	\$13.39	
96,000	EFT000000001800	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	FILTERS & LIGHT	\$0.00	\$116.37
96,001	EFT000000001800	01-5000-6050-41530	EQUIP REPAIRS & MAINT	FILTERS	\$47.20	
96,001	EFT000000001800	01-0000-0200-00325	HST RECEIVABLE100%	FILTERS	\$6.14	
96,001	EFT000000001800	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	FILTERS	\$0.00	\$53.34
96,002	EFT000000001800	01-5000-6050-41530	EQUIP REPAIRS & MAINT	RIDER REPAIR	\$585.26	

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	96,002	EFT000000001800	01-0000-0200-00325	HST RECEIVABLE100%	RIDER REPAIR	\$76.08	
	96,002	EFT000000001800	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	RIDER REPAIR	\$0.00	\$661.34
INGERSOLL GLASS & MIRROR ***							
	96,034	EFT000000001801	01-1000-4000-40515	EMERGENCY EXPENSES-COVID 19	VPCC COUNTER SHIELDS	\$856.82	
	96,034	EFT000000001801	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	VPCC COUNTER SHIELDS	\$94.64	
	96,034	EFT000000001801	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	VPCC COUNTER SHIELDS	\$0.00	\$951.46
	96,035	EFT000000001801	01-1000-4000-40515	EMERGENCY EXPENSES-COVID 19	POOL MAIN DESK COUNTER SHIELDS	\$1,571.17	
	96,035	EFT000000001801	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	POOL MAIN DESK COUNTER SHIELDS	\$173.55	
	96,035	EFT000000001801	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	POOL MAIN DESK COUNTER SHIELDS	\$0.00	\$1,744.72
	96,036	EFT000000001801	01-1000-4000-40515	EMERGENCY EXPENSES-COVID 19	FUSION COUNTER SHIELDS	\$717.41	
	96,036	EFT000000001801	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	FUSION COUNTER SHIELDS	\$79.24	
	96,036	EFT000000001801	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	FUSION COUNTER SHIELDS	\$0.00	\$796.65
	96,037	EFT000000001801	01-1000-4000-40515	EMERGENCY EXPENSES-COVID 19	ARENA COUNTER SHIELDS	\$437.57	
	96,037	EFT000000001801	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	ARENA COUNTER SHIELDS	\$48.33	
	96,037	EFT000000001801	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	ARENA COUNTER SHIELDS	\$0.00	\$485.90
INGERSOLL RENT-ALL ***							
	95,978	EFT000000001802	01-4500-4121-80000	MATERIALS-ROADSIDE MAINT, BRUSH, TREE TRIM,	ENGINE OIL	\$43.15	
	95,978	EFT000000001802	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	ENGINE OIL	\$4.76	
	95,978	EFT000000001802	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	ENGINE OIL	\$0.00	\$47.91
	95,979	EFT000000001802	01-5000-6050-40270	NEW EQUIPMENT	STRING TRIMMER	\$382.46	
	95,979	EFT000000001802	01-0000-0200-00325	HST RECEIVABLE100%	STRING TRIMMER	\$49.72	
	95,979	EFT000000001802	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	STRING TRIMMER	\$0.00	\$432.18
JOE JOHNSON EQUIPMENT INC							
	96,055	EFT000000001803	01-4500-4131-80000	MATERIALS-HARDTOP MAINT, SWEEPING, FLUSHING	BROOMS	\$1,099.17	
	96,055	EFT000000001803	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	BROOMS	\$121.41	
	96,055	EFT000000001803	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	BROOMS	\$0.00	\$1,220.58
LECLAIR & ASSOCIATES							
	96,041	EFT000000001804	01-0900-4000-40710	LEGAL FEES	LEGAL FEES	\$362.52	
	96,041	EFT000000001804	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	LEGAL FEES	\$40.04	
	96,041	EFT000000001804	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	LEGAL FEES	\$0.00	\$402.56
	96,042	EFT000000001804	01-0900-4000-40710	LEGAL FEES	LEGAL FEES	\$1,380.12	
	96,042	EFT000000001804	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	LEGAL FEES	\$152.44	
	96,042	EFT000000001804	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	LEGAL FEES	\$0.00	\$1,532.56
LONDON FIRE EQUIPMENT LTD ***							
	96,012	EFT000000001805	01-5200-4100-41530	EQUIP REPAIRS & MAINT	KITCHEN HOOD SYS MAINT.	\$196.85	
	96,012	EFT000000001805	01-0000-0200-00325	HST RECEIVABLE100%	KITCHEN HOOD SYS MAINT.	\$25.59	
	96,012	EFT000000001805	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	KITCHEN HOOD SYS MAINT.	\$0.00	\$222.44
	96,013	EFT000000001805	01-5000-6020-41530	EQUIPMENT REPAIRS & MAINTENANCE	KITCHEN HOOD SYS MAINT	\$213.80	
	96,013	EFT000000001805	01-0000-0200-00325	HST RECEIVABLE100%	KITCHEN HOOD SYS MAINT	\$27.79	

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96,013	EFT000000001805	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	KITCHEN HOOD SYS MAINT	\$0.00	\$241.59
96,014	EFT000000001805	01-5000-6040-41530	EQUIPMENT REPAIRS & MAINT	SR CNTR FIRE ALARM+SPRINKLER	\$1,870.00	
96,014	EFT000000001805	01-0000-0200-00325	HST RECEIVABLE100%	SR CNTR FIRE ALARM+SPRINKLER	\$243.10	
96,014	EFT000000001805	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	SR CNTR FIRE ALARM+SPRINKLER	\$0.00	\$2,113.10
96,015	EFT000000001805	01-5000-6040-41530	EQUIPMENT REPAIRS & MAINT	SR CNTR MAINT.	\$197.80	
96,015	EFT000000001805	01-0000-0200-00325	HST RECEIVABLE100%	SR CNTR MAINT.	\$25.71	
96,015	EFT000000001805	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	SR CNTR MAINT.	\$0.00	\$223.51
TIM LOVETT INSTALLATIONS INC.						
96,048	EFT000000001806	01-4500-4100-41700	BLDG REPAIRS & MAINTENANCE	THERMOSTAT REPAIR	\$61.06	
96,048	EFT000000001806	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	THERMOSTAT REPAIR	\$6.74	
96,048	EFT000000001806	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	THERMOSTAT REPAIR	\$0.00	\$67.80
96,070	EFT000000001806	01-2000-4025-41700	BLDG REPAIRS & MAINT	REPLACE TC BASEMENT BALLASTS	\$1,145.92	
96,070	EFT000000001806	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	REPLACE TC BASEMENT BALLASTS	\$126.57	
96,070	EFT000000001806	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	REPLACE TC BASEMENT BALLASTS	\$0.00	\$1,272.49
96,071	EFT000000001806	01-2000-4025-41700	BLDG REPAIRS & MAINT	CHAMBER LITS REPAIR	\$91.58	
96,071	EFT000000001806	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	CHAMBER LITS REPAIR	\$10.12	
96,071	EFT000000001806	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	CHAMBER LITS REPAIR	\$0.00	\$101.70
MISTER SAFETY SHOES (FORMERLY						
96,038	EFT000000001807	01-5100-4100-40290	UNIFORMS AND CLOTHING	SAFETY SHOES	\$221.24	
96,038	EFT000000001807	01-0000-0200-00325	HST RECEIVABLE100%	SAFETY SHOES	\$28.76	
96,038	EFT000000001807	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	SAFETY SHOES	\$0.00	\$250.00
OLDE TYME TAXI						
96,045	EFT000000001808	01-1001-4000-41560	CONTRACTS	MAY PARA TAXI	\$2,991.39	
96,045	EFT000000001808	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	MAY PARA TAXI	\$330.41	
96,045	EFT000000001808	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	MAY PARA TAXI	\$0.00	\$3,321.80
PARKSMART INC.						
96,065	EFT000000001809	01-1000-4240-41505	PARKING ENFORCEMENT CONTRACT	MAY PARKING SYS FEES	\$464.79	
96,065	EFT000000001809	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	MAY PARKING SYS FEES	\$51.34	
96,065	EFT000000001809	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	MAY PARKING SYS FEES	\$0.00	\$516.13
EMPLOYEE REIMBURSEMENT						
95,984	EFT000000001810	01-5100-6070-40290	UNIFORMS AND CLOTHING	CLOTHING ALLOWANCE	\$262.00	
95,984	EFT000000001810	01-0000-0200-00325	HST RECEIVABLE100%	CLOTHING ALLOWANCE	\$34.06	
95,984	EFT000000001810	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	CLOTHING ALLOWANCE	\$0.00	\$296.06
PUROLATOR COURIER LTD						
96,069	EFT000000001811	01-3000-4000-40240	COURIER CHARGES	COURIER CHRGS	\$9.03	
96,069	EFT000000001811	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	COURIER CHRGS	\$1.15	
96,069	EFT000000001811	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	COURIER CHRGS	\$0.00	\$10.18
RAINFOREST LIGHTHOUSE						
95,999	EFT000000001812	01-5000-6030-41530	EQUIP REPAIRS & MAINT	SPRINKLER REPAIR	\$312.00	

Town of Ingersoll
 Monthly Cheque Disbursements
 June 2020

PURCHASED FROM VENDORS LOCATED IN INGERSOLL \$ 55,300.28

<u>VENDOR/VOUCHER</u>	<u>CHEQUE #</u>	<u>ACCOUNT</u>	<u>ACCOUNT DESCRIPTION</u>	<u>TRANSACTION DESCRIPTION</u>	<u>DEBITS</u>	<u>CREDITS</u>	
	95,999	EFT000000001812	01-0000-0200-00325	HST RECEIVABLE100%	SPRINKLER REPAIR	\$40.56	
	95,999	EFT000000001812	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	SPRINKLER REPAIR	\$0.00	\$352.56
REGIS AUTO PARTS							
	95,996	EFT000000001813	01-3000-4000-41510	VEHICLE REPAIRS & MAINTENANCE	PUMP 2 REPAIR	\$28.02	
	95,996	EFT000000001813	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	PUMP 2 REPAIR	\$3.10	
	95,996	EFT000000001813	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	PUMP 2 REPAIR	\$0.00	\$31.12
	95,997	EFT000000001813	01-5000-6050-41530	EQUIP REPAIRS & MAINT	MOTOR TREATMENT	\$1.29	
	95,997	EFT000000001813	01-0000-0200-00325	HST RECEIVABLE100%	MOTOR TREATMENT	\$0.17	
	95,997	EFT000000001813	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	MOTOR TREATMENT	\$0.00	\$1.46
RIETTA'S DECOR & DESIGN CENTRE							
	96,019	EFT000000001814	01-5200-4100-41700	BLDG REPAIRS AND MAINT	PAINT	\$95.89	
	96,019	EFT000000001814	01-0000-0200-00325	HST RECEIVABLE100%	PAINT	\$12.47	
	96,019	EFT000000001814	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	PAINT	\$0.00	\$108.36
RPC							
	95,993	EFT000000001815	01-3000-4000-41530	EQUIP REPAIRS & MAINTENANCE	AIR ANALYSIS	\$280.58	
	95,993	EFT000000001815	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	AIR ANALYSIS	\$35.67	
	95,993	EFT000000001815	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	AIR ANALYSIS	\$0.00	\$316.25
	95,994	EFT000000001815	01-3000-4000-41530	EQUIP REPAIRS & MAINTENANCE	BLOWN BURST DISC REPLACEMENT	\$137.74	
	95,994	EFT000000001815	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	BLOWN BURST DISC REPLACEMENT	\$17.51	
	95,994	EFT000000001815	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	BLOWN BURST DISC REPLACEMENT	\$0.00	\$155.25
SAFEDESIGN APPAREL LTD							
	95,991	EFT000000001816	01-3000-4000-41610	FIRE FIGHTING EQUIPMENT	FIREFIGHTER HELMET	\$423.31	
	95,991	EFT000000001816	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	FIREFIGHTER HELMET	\$46.76	
	95,991	EFT000000001816	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	FIREFIGHTER HELMET	\$0.00	\$470.07
	96,066	EFT000000001816	01-3000-4000-40290	UNIFORMS & CLOTHING	FIRE DEPT UNIFORMS	\$107.17	
	96,066	EFT000000001816	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	FIRE DEPT UNIFORMS	\$11.84	
	96,066	EFT000000001816	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	FIRE DEPT UNIFORMS	\$0.00	\$119.01
R & B SHULMAN INC.							
	95,998	EFT000000001817	10-0000-3704-80100	PRIME CONTRACT	FUSION SIGN REINSTALLED	\$780.00	
	95,998	EFT000000001817	01-0000-0200-00325	HST RECEIVABLE100%	FUSION SIGN REINSTALLED	\$101.40	
	95,998	EFT000000001817	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	FUSION SIGN REINSTALLED	\$0.00	\$881.40
SPECTRUM COMMUNICATIONS LTD.							
	96,067	EFT000000001818	01-3000-4000-41520	COMMUNICATION	FIRE DEPT PAGER REPAIR	\$22.28	
	96,067	EFT000000001818	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	FIRE DEPT PAGER REPAIR	\$2.46	
	96,067	EFT000000001818	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	FIRE DEPT PAGER REPAIR	\$0.00	\$24.74
	96,068	EFT000000001818	01-3000-4000-41520	COMMUNICATION	FIRE DEPT NEW PAGER	\$590.21	
	96,068	EFT000000001818	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	FIRE DEPT NEW PAGER	\$65.19	
	96,068	EFT000000001818	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	FIRE DEPT NEW PAGER	\$0.00	\$655.40
STONETOWN SUPPLY SERVICES(ING)							

Town of Ingersoll
 Monthly Cheque Disbursements
 June 2020

PURCHASED FROM VENDORS LOCATED IN INGERSOLL \$ 55,300.28

<u>VENDOR/VOUCHER</u>	<u>CHEQUE #</u>	<u>ACCOUNT</u>	<u>ACCOUNT DESCRIPTION</u>	<u>TRANSACTION DESCRIPTION</u>	<u>DEBITS</u>	<u>CREDITS</u>
96,062	EFT000000001819	01-3000-4100-40210	JANITORIAL SUPPLIES	CLEANING SUPPLIES	\$82.70	
96,062	EFT000000001819	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	CLEANING SUPPLIES	\$9.14	
96,062	EFT000000001819	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	CLEANING SUPPLIES	\$0.00	\$91.85
96,064	EFT000000001819	01-4500-4100-40210	JANITORIAL SUPPLIES	SUPPLIES	\$47.25	
96,064	EFT000000001819	01-4500-4121-80000	MATERIALS-ROADSIDE MAINT, BRUSH, TREE TRIM,	SUPPLIES	\$51.40	
96,064	EFT000000001819	01-4500-5012-80000	MATERIALS - DEBRIS & LITTER PICK UP	SUPPLIES	\$81.99	
96,064	EFT000000001819	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	SUPPLIES	\$5.22	
96,064	EFT000000001819	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	SUPPLIES	\$5.67	
96,064	EFT000000001819	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	SUPPLIES	\$9.06	
96,064	EFT000000001819	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	SUPPLIES	\$0.00	\$200.58
THINK ON INC.						
95,976	EFT000000001820	01-1002-4000-41550	MAINTENANCE CONTRACTS	JUL BACKUP CLOUD STORAGE	\$130.13	
95,976	EFT000000001820	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	JUL BACKUP CLOUD STORAGE	\$14.37	
95,976	EFT000000001820	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	JUL BACKUP CLOUD STORAGE	\$0.00	\$144.50
EMPLOYEE REIMBURSEMENT						
96,047	EFT000000001821	01-3400-4000-40630	STAFF TRAINING	PUBLIC ADMIN COURSE BALANCE	\$492.85	
96,047	EFT000000001821	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	PUBLIC ADMIN COURSE BALANCE	\$0.00	\$492.85
OXFORD COUNTY ***						
95,974	EFT000000001822	01-1400-9950-75010	COUNTY OF OXFORD - GENERAL	SECOND PAYMENT 2020	\$1,580,463.00	
95,974	EFT000000001822	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	SECOND PAYMENT 2020	\$0.00	\$1,580,463.00
					=====	
DISTRIBUTION TOTALS:					\$2,511,689.79	\$2,511,689.79
					=====	



Department: Administration - Economic Development

Report Number: A-023-20

Council Meeting Date: August 10, 2020

Title: Physician Recruitment

Objective

To inform Council on the activities surrounding, and needs for, physician recruitment for the Town.

Background

Physician shortages are an issue that most communities face across Ontario. Physician recruitment is a tool that can be used to attract physicians to a community and there are a wide variety of activities and programs that can be utilized in order to accomplish this.

In mid-2018 staff began participating in the Oxford County Physician Recruitment Committee. The committee is granted approximately \$30,000 per year from Oxford County to perform activities related to physician recruitment. Traditionally the committee focused on print advertising in magazines that new graduates would receive. More recently a targeted advertising campaign based on internet searches has been used to target anyone searching key words such as physician recruitment, doctor recruitment, physician jobs, etc. The committee also worked with the Oxford Workforce Development Partnership and operated the www.PracticeInOxford.ca website. Any leads generated as a result of these activities are shared among the members of the committee.

In 2018 two physicians were recruited to Ingersoll through Health Force Ontario, Dr. Jay Taylor and Dr. Amy Blake. Dr. Taylor is now the head of emergency at Alexandra Hospital. Health Force Ontario is the province's strategy to ensure that Ontarians have access to the right number and mix of qualified health care providers, now and in the future. Health Force Ontario provides a variety of assistance to communities in physician recruitment.

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August 10, 2020

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Dr. Jay Taylor has recently indicated an interest in joining the Oxford County Physician recruitment committee, and has been actively working on recruitment activities for the Town.

According to Dr. Taylor and Jane Tillman, the Town of Ingersoll is in immediate need of 2 family physicians, with needs for one full time emergency department physician and one full time or two part time hospitalists. Health Force Ontario projects 1,300 residents in Ingersoll without a primary care provider. This does not necessarily reflect the rural residents surrounding the Town that may also require a physician, as well as the projected growth of the Town. For every 500 homes added to the Town, a new primary care physician is required. The Town also has two practicing physicians that are aged 65+.

Analysis

Ingersoll is competing against many other centres for physicians, within Oxford County Norwich, Tillsonburg, and Woodstock are all actively recruiting physicians for similar positions with similar value propositions. Traditionally family physicians in Ingersoll are generalists where they operate their practices, see patients in the hospital and work in the emergency department. Physician recruitment is going to be needed on an ongoing basis for the foreseeable future with an expanding population, and succession planning for practicing physicians as they retire. The age distribution of physicians practicing in Ingersoll according to Health Force Ontario is two physicians over 65, one between 55 and 59, 1 between 50 and 54, 1 between 45 and 49, 1 between 35 and 39, and 3 between 30 and 34. Based on this, Ingersoll has a healthy range of physician ages. For every 500 homes added to the Town, a new primary care physician is required.

Physicians are primarily recruited from medical school students, residency programs, international medical graduates, professional associations, family medicine teaching units, and community networking. Recruitment efforts in communities tend to utilize committees, hire recruiters, attend medical school and residency events, position the Town to attract physicians, and engaging with existing physicians.

According to Health Force Ontario, by and large new family physicians are looking to join team based practices (access to other health professionals such as Nurse Practitioners, Social Workers and Pharmacists) with most wanting a greater work/life balance than the physicians that are retiring. New physicians are also rostering fewer patients than the physicians that are retiring with many rostering 1000 to 1500 patients versus the traditional 2000 to 3000. According to a survey of family medicine residents graduating in 2016/2017 93.7% wanted to join a team based practice versus 4.5% wanting to join a solo practice. Financial incentives are not enough to recruit physicians. New physicians want already established infrastructure, access to virtual care and specialists, teams of physicians, and a community life and engagement. Currently there is no structure at the federal or provincial level to support what is needed to address what physicians need and want to practice in smaller Towns, rural and remote areas.

The County Physician Committee has been in state of flux over the past year with the passing of its former chair. The committee has been trying new things including the targeted online ads. The committee has also committed to attending more events and placing more efforts on targeting new grads and exposing them to Oxford County opportunities. As with most things, the current COVID-19 pandemic has stopped major recruitment events and efforts, and the committee hasn't met during the pandemic.

Communities that have seen great success in recruitment have been able to promote or create "turnkey" opportunities for physicians. Goderich Ontario, recruited 13 doctors over a short period for a population of 8,000. Their recruiter developed a program to familiarize physicians with the community by hosting medical students for weekends and evenings, the Municipality with funds raised built a medical centre as well as a YMCA and Library to provide the services that would attract physicians. Ingersoll is home to great services that will be attractive to physicians (arena, pool, library), and the physician's spouse will be able to find employment in Ingersoll or nearby as well. Currently there are not any "turnkey" operations for physicians to join teams in the Town which will make recruitment more difficult.

Staff have consulted a variety of sources to determine best practices for physician recruitment including establishing a committee, hiring a recruiter, offering financial incentives, providing Municipal assistance to physicians, providing Municipal space to physicians, familiarization tours, hosting and participating in events.

At this point, staff feel that establishing a committee of Council to further explore physician recruitment would be advantageous. Dr. Taylor and Sandy Jansen President and CEO of Alexandra Hospital have indicated an interest in joining a committee, if established, or assisting with physician recruitment at any level. Jane Tillman of Health Force Ontario has volunteered to provide guidance and support for the Town's recruitment efforts and would be a resource for the committee if established. A committee would provide the opportunity for members to collaborate, share resources, champion initiatives, and ensure consistency in recruitment efforts for the Town. The committee could provide the Town with an opportunity to further collaborate with the hospital and its staff.

If Council were to decide to establish a committee, according to Health Force Ontario the next steps are:

- Determine Goals
 - o Partners
 - o Funding Allocation
 - o Short Term/Long Term
- Research
 - o Successful strategies
 - o Current Barriers
 - o Facilities
 - o Oxford Ontario Health Team
 - o Primary Care Options

- Virtual
- Alternate Providers
- Team Care Expansion
- Specialist/Hospital Support

With the COVID-19 pandemic and many events on hold, it would give the committee time to establish itself, goals, and background so that when events resume the Town would be in a favourable position for recruitment efforts.

Financial Implications

A budget to be developed for physician recruitment efforts for Council's consideration for the 2021 Town operating budget.

Recommendation

THAT Council receives this report for information and further directs staff to establish a physician recruitment committee.

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



Department: Administration

Report Number: A-024-20

Council Meeting Date: August 10th, 2020

Title: Face Covering – Public Health- Municipal Bylaw request

Objective

The purpose of the report is to provide information and make recommendations to Council.

Background

The Covid-19 pandemic continues to dominate the activities of Town's operation and we as individuals as well.

On July 30th, 2020 the Medical Officer of Health for Southwestern Public Health issued a letter of instruction to persons responsible for a business or organization permitted to open under the Reopening Ontario Act and its related regulations.

The letter requires that those noted above must have a policy in place to ensure that no Person is permitted to enter or remain in an enclosed Public Space of a business or organization unless they are wearing a Face Covering at all times in a manner that covers the mouth, nose and chin without gaping. The face covering may be temporarily removed to access service provided by the business or organization where it is reasonably required to do so.

The letter of instruction is attached for Council's benefit.

The MOH also offers the following information to support their decision to proceed with the letter of instruction as noted below.

My rationale for proceeding with this course of action, at this time, is as follows:

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As we proceed through the stages of the province's plan to open the economy, there is a risk of resurgence of COVID-19 transmission in our communities. There have been very worrisome examples of resurgence internationally, and we have had some experiences of limited resurgence in Ontario.

There is emerging evidence, primarily based on ecological studies and modelling, suggesting that COVID-19 transmission rates can be reduced with a high level of population compliance of face covering/non-medical mask use, in conjunction with physical distancing, hand sanitation, and self-isolation and testing when ill.

I am aware of a high degree of support for face coverings expressed by many in our community and I am also aware that some do not support using face coverings.

*For these reasons, I am proceeding with my instruction using this regulation. Further to this instruction, **I advise our local municipalities to enact a local bylaw that requires face coverings in enclosed public spaces and articulates, at minimum, the same scope and breadth of this letter of instruction.***

Constituents elect municipal leaders to represent their interests – they respect your authority and guidance on all matters related to their community. Bylaws are recognized as part of the municipal process and give municipalities control over their local approach to COVID-19 prevention and containment measures. As well, unlike a letter of instruction, a bylaw timeline is not tied to Provincial or Municipal Emergency Orders, giving further autonomy to municipalities.

Of interest is the advice that Municipalities enact a bylaw noted above in bold font.

Analysis

Staff have reviewed the suggestion and would offer the following for Council's consideration in determining if they wish to pass a bylaw.

First and foremost, personally staff support the letter of instruction as issued by the MOH. However personal perspectives are not material in Council's deliberations.

Staff believe that before a municipality should pass a bylaw, for any purpose, there should be a number of tests:

1. Does the municipality have jurisdiction? In this case staff believe there is adequate jurisdiction within the Municipal Act in regards to the health and safety of its citizens.

2. Is it necessary? In this case staff would question the necessity. The MOH has the authority to issue the letter as noted above.
3. Are there other mechanisms to achieve the desired results? Additionally the MOH has powers under the Public Health Act to issue and order, a more forceful tool to require face covering use in public places. The MOH has determined not to proceed along this avenue at this time, instead asking for Municipal Bylaws to support the letter of instruction. This would then put more onus on the Municipalities and potentially its Police Services to enforce the bylaw. The MOH has indicated that the letter is hoping for good faith acceptance and is looking to educate the public and gain widespread acceptance.
4. Is the bylaw reasonably enforceable? In speaking with the Detachment Commander, who will appear as a guest at the Council meeting, the Western Region is not looking to enforce municipal face covering bylaws in the immediate future. They have indicated that they will always respond to keeping the peace should disagreements escalate. Also they will respond to notice of trespass should a person not leave property when requested to do so by the owner or an authorized agent of the owner.

The Municipality does not have the resources to enforce the bylaw, and would have to look at augmenting the staffing levels to do so. This would be an additional cost with little benefit to be realized.

That is because medical exemptions are permitted and no one has to provide proof of the exemption, once claimed there is nothing that can be done. Additionally even without an exemption, an individual is not required to provide identification to a bylaw officer.

Finally, any such enforcement would be by summons as no short term wording is in place. A violation would require a court hearing, with evidence being presented and a judgement being rendered. A time consuming and expensive process with limited chance of success.

For these reasons the Administration believes that the best course of action is to add to the public education of the value of face coverings, promote it through the Town's website and social media sites, and not pass a bylaw at this time.

Staff have spoken to other CAOs within Oxford County who share the similar concerns and do not support the enactment of a municipal bylaw at this time.

Council should however in staff's opinion pass a resolution endorsing the MOH's Letter of instruction for face coverings. Promote the use of face coverings in public places as noted within the letter and advocate through its own sources the value and need of face coverings in slowing the spread of Covid-19

Interdepartmental Implications

The passage of a bylaw would consume a disproportionate amount of time and resources from both branches of the Town's bylaw team.

Additional time would be required should offences be issued and resulting court hearings.

Financial Implications

The costs of bylaw enforcement would have to be significant to have a measurable impact, when really education is more important.

Recommendation

That the Council of the Corporation of the Town of Ingersoll receives report numbered A -024-20 as information;

And further that Council supports the MOH's Letter of instruction for mandatory face covering in public places in the following manner:

And Further Council states that as we proceed through the stages of the province's plan to open the economy, there is a risk of resurgence of COVID-19 transmission in our communities. There have been very worrisome examples of resurgence internationally, and we have had some experiences of limited resurgence in Ontario.

And Further Council feels there is emerging evidence, primarily based on ecological studies and modelling, suggesting that COVID-19 transmission rates can be reduced with a high level of population compliance of face covering/non-medical mask use, in conjunction with physical distancing, hand sanitation, and self-isolation and testing when ill.

And Further Council is aware of a high degree of support for face coverings expressed by many in our community and I am also aware that some do not support using face coverings.

And Further for these reasons Council of the Town of Ingersoll implores all individuals to wear a mask where physical distancing is not possible and where the physical health of the individual allows.

Attachments

1. Letter of Instruction to Employers in Elgin County, Oxford County and the City of St. Thomas, dated July 30th 2020.
2. Memo to Councils and CAO in the Southwestern Public Health Region.
3. Face Covering Frequently asked questions

Prepared by: William Tigert, Chief Administrative Officer

Department Report A-024-20
Regular Meeting of Council
August 10, 2020



St. Thomas Site
Administrative Office
1230 Talbot Street
St. Thomas, ON
N5P 1G9

Woodstock Site
410 Buller Street
Woodstock, ON
N4S 4N2

News

July 30, 2020

Southwestern Public Health issues letter of instruction to mandate face coverings in enclosed public spaces

Businesses in Oxford County, Elgin County and City of St. Thomas to require face coverings

Southwestern Public Health has issued a letter of instruction for all businesses in Oxford County, Elgin County and the City of St. Thomas to mandate face coverings in enclosed public spaces.

The instruction takes effect at 11:59 p.m. on July 30th and includes a one-week grace period to allow businesses time to prepare. Policies must be in place by 12:00 a.m. on August 6th.

All commercial establishments, public transit, and commercial service vehicles are instructed to implement two policies: one that requires everyone to wear face coverings while in enclosed public spaces, and a second for public health measures in enclosed employee spaces that are not accessible to the public. This second policy focuses on physical distancing, face coverings when physical distancing is not possible, enhanced cleaning and disinfecting, and requiring staff who are sick to stay home while advising they be tested for COVID-19.

Southwestern Public Health also recommends municipalities pass bylaws for a consistent approach to face coverings across the region, subject to timing for local councils to meet.

“Our response has evolved throughout this pandemic, yet it has always been centred on measures equal to local risks,” says Dr. Lock. “Our confirmed cases have increased, most public spaces are open, and we have more opportunities to interact with each other. Face coverings will help manage these risks.”

When it comes to enforcement, Southwestern Public Health and its municipal partners will take an education-first approach. However, individuals and corporations that do not comply could face fines.

“Our hope is the community will share the responsibility of containing COVID-19 by following these policies,” says Dr. Lock. “It is an incredibly caring act to wear a face covering because it protects other people from your germs. My mask protects you, and your mask protects me.”

Certain individuals are exempt from wearing a face covering, including children under 2 or children under 5 if they cannot be persuaded to wear one by a caregiver, people with health conditions that make it difficult to wear one, people in situations where a face covering would limit the ability to breathe (such as swimming), and people who cannot put on or remove a face covering without help.

Businesses cannot ask anyone for proof of exemption. "Please be understanding if someone cannot wear a face covering due to health conditions," says Dr. Lock, who adds face coverings are not intended to replace physical distancing.

The letter of instruction will remain in effect until further notice. Learn more at www.swpublichealth.ca/WorkplacesCOVID-19.

About Southwestern Public Health

Southwestern Public Health works with its partners to ensure the health of the whole community. Our programs respond to public health emergencies; promote healthy lifestyles; help prevent injuries, illness and disease in the community; and promote positive change and social conditions that improve health. Southwestern Public Health delivers mandated programs under the [Ontario Public Health Standards](#) and is regulated by the [Ontario Health Protection and Protection Act](#). The health unit maintains primary locations in Woodstock and St. Thomas. For more information, visit www.swpublichealth.ca.

Contacts

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519-631-9900 x 1215 | 1-800-922-0096
nrowe@swpublichealth.ca



Elgin St. Thomas Site
Administrative Office
1230 Talbot Street
St. Thomas, ON
N5P 1G9

Woodstock Site
410 Buller Street
Woodstock, ON
N4S 4N2

July 30, 2020

To: Employers in Elgin County, Oxford County, and the City of St. Thomas:

Re: Instructions to Persons Responsible for a Business or Organization Permitted to Open under the *Reopening Ontario Act, S.O. 2020* and related Regulations

I am writing to all persons responsible for a business or organization permitted to be open in the Southwestern Public Health service area. This letter conveys my instructions to such persons pursuant to [Ontario Regulation 364/20](#): Rules for Areas in Stage 3 under the *Reopening Ontario Act*, formerly a regulation under the *Emergency Management and Civil Protection Act* (EMCPA).

Much of the province, including the area served by Southwestern Public Health, entered Stage 3 of [Reopening Ontario](#) on July 17, 2020. In Stage 3, more restrictions are loosened and nearly all businesses and public spaces are reopened, provided they follow Public Health advice and workplace safety guidance.

Make no mistake, the key to continued success in protecting our health and our economy from COVID-19 is in our hands. The Public Health instructions to business and organization owners and operators provide you with clear direction so you can continue to be part of the solution in keeping our communities safe. I sincerely thank you for your ongoing work and commitment.

As Medical Officer of Health, the following are my instructions, pursuant to O. Reg. 364/20, Schedule 1, s.2(2), formerly a regulation under the EMCPA but now found as a regulation under the new *Reopening Ontario Act* (or as current), to all persons who are responsible for a business or organization that is open within the geographic area served by Southwestern Public Health, effective 11:59 p.m. on July 30, 2020. Note that to the extent that anything in these instructions conflicts with setting-specific rules under the former O. Reg. 364, now found as a regulation under the new *Reopening Ontario Act*, or other applicable provincial legislation or policy, those provincial directions prevail. Where conflicts do not exist, these instructions are additional to any applicable provincial directions.

INSTRUCTIONS:

1. (1) Have a policy in place to ensure that no Person is permitted to enter or remain in an **Enclosed Public Space** of a business or organization unless they are wearing a **Face Covering** at all times in a manner that covers the mouth, nose and chin without gaping. The **Face Covering** may be temporarily removed to access services provided by the business or organization where it is reasonably required to do so.

For greater clarity, a **Person** means any customer, client, patron, employee, or visitor, who enters the enclosed public space; **Enclosed Public Space** means indoor public spaces of businesses or organizations accessed by the public, including all Public Transit Vehicles and Commercial Transportation Vehicles; **Face Covering** means a medical mask or a non-medical mask or other face covering such as a bandana, a scarf, or a cloth that covers the mouth and nose. Face shields are not an acceptable form of a face covering for the purpose of these instructions.

- (2) Have a policy in place for **Enclosed Employee Space (accessed by Employees and not accessed by the public)** to ensure the following are in place for Persons accessing this space:

- i. Physical distancing of two metres.
- ii. Face Covering requirement if physical distancing is not possible.
- iii. Routine screening for COVID-19 symptoms, including requiring those with symptoms to stay home and advising them to be tested for COVID-19.
- iv. Promoting excellence in hand hygiene and cough and sneeze etiquette.
- v. Enhanced cleaning and disinfecting of surfaces.

For greater clarity, **Employees** means employees, volunteers, students, contractors, and others who access the Enclosed Employee Space.

- (3) Subsections (1) and (2)(ii) do not apply to:

- a) Children under two years of age; or children under the age of five years either chronologically or developmentally who refuse to wear a face covering and cannot be persuaded to do so by their caregiver;
- b) Persons who are unable to wear a face covering as a result of a medical condition (for example, due to breathing difficulties, cognitive difficulties, hearing or communication difficulties);

- c) Where wearing a face covering would inhibit the person’s ability to breathe such as, but not limited to, during athletic, fitness or physical activity or any activity that would preclude its use (such as swimming); or
 - d) Persons who cannot wear or remove a face covering without assistance, including people who are accommodated under the *Accessibility for Ontarians with Disabilities Act (AODA)* or are protected under the *Ontario Human Rights Code*, R.S.O. 1990, c.H. 19 as amended.
2. Implement and enforce the policies based on “**good faith**,” using them primarily as a means of educating Persons on Face Covering use.
 3. Post appropriate visible signage indicating that all persons entering or remaining inside the Enclosed Public Space must wear a Face Covering.
 4. Require that employees provide verbal reminders to Persons entering the Enclosed Public Space without a Face Covering or Persons unreasonably removing the Face Covering while in the premises.
 5. Ensure the availability of alcohol-based hand rub (60% alcohol or more) at all entrances and exits for the use of all Persons entering or exiting the premises.
 6. Ensure that all employees are aware of the policies and are trained on their implementation and enforcement.
 7. Provide a copy of the policies, upon request, to a Public Health Inspector or other person authorized to enforce the *Reopening Ontario Act* (formerly EMCPA).
 8. No person shall be required to provide proof of any of the exemptions set out in Subsection 1.
 9. Where **sufficient barriers** are provided for employees/volunteers that protect the persons from close contact from a member of the public, a face covering is not required for the employee/volunteer, but is required for the member of the public.
 10. Every Owner/Operator of a commercial establishment and transportation service, upon request, shall provide a copy of the policy to a Public Health Inspector or other person authorized to enforce the provisions of the *Reopening Ontario Act* (formerly EMCPA).

It is important to know that while we will commence with an educational and supportive approach, as per the *Reopening Ontario Act* (formerly EMCPA), those who do not comply with the above-noted requirements may be fined. Individuals may be liable for a fine of \$750 - \$1,000 up to a maximum of \$100,000, while corporations may be liable for a fine of up to \$10,000,000 for each day or part of each day on which the offence occurs or continues.

Please be reminded that O. Reg. 364, formerly a regulation under the EMCPA, but now found as a regulation under the new *Reopening Ontario Act*, requires persons responsible for a place of business or a facility that is open to the public to limit the number of persons in the place of business or facility so that every member of the public is able to maintain a physical distance of at least two meters from every other person in the business or facility. Exceptions are specified in the Regulation.

Southwestern Public Health is committed to supporting local businesses and organizations to reopen safely. Please [visit our website](#) to access the workplace toolkit for this purpose. The toolkit includes [sample policies, checklist, signage](#), and a [Frequently Asked Questions](#) resource.

Should you require additional information, please visit <https://www.swpublichealth.ca/facecoverings> for additional information and resources or contact the Southwestern Public Health COVID-19 Call Centre Toll-free at 1-800-922-0096 x 9.

Thank you for your ongoing collaboration as we work together to keep the brakes on COVID-19 and the accelerator on our local reopening.

Sincerely,



Dr. Joyce Lock, MD, MSC, FRCPC
Medical Officer of Health
Southwestern Public Health
1230 Talbot Street
St. Thomas, Ontario, N5P 1G9

c: Dr. David Williams, Chief Medical Officer of Health, Ministry of Health

DEFINITIONS

1. A commercial establishment may include but is not limited to the following:

- Bank or financial institutions
- Casino, bingo hall and charitable gaming establishments
- Convenience stores
- Entertainment venues, including cinemas
- Indoor farmers' markets and flea markets
- Fitness centres and gyms
- Grocery stores and bakeries
- Gas stations (indoor premises)
- Malls and plazas
- Mechanics shops, garages and repair shops
- Personal service settings
- Retail stores
- Restaurants, cafes, pubs, bars, and nightclubs
- Sports and recreational centres, including community centres

NOTE: These requirements do not apply to the following as they are provincially regulated:

- Schools under the Education Act, R.S.O. 1990, c. E.2, as amended;
- Child care centres and providers governed by the Child Care and Early Years Act, 2014, S.O. 2014, c. 11, as amended;
- Day camps.

2. A public transit service means any municipally operated or contracted conventional or specialized passenger transportation service including buses and paratransit.

3. A commercial transportation service means any vehicle commissioned for transporting passengers including taxis, limousines, buses, or rideshare agencies.

4. A person means any customer, patron, employee or visitor, who enters the establishment, public transit vehicle, or commercial transportation vehicle.

5. **Indoor public space** of an establishment, public transit vehicle, or commercial transportation vehicle that is subject to the mandatory face covering requirements of these instructions is defined as:
- Any indoor areas within the establishment, public transit vehicle, or commercial transportation vehicle that are open or accessible to members of the public and not exclusively to employees/employers only.
 - Examples may include, but are not limited to, indoor dining areas of a restaurant, an indoor farmers' market, indoor food court areas of a mall, and indoor areas of a mechanic's shop or gas station which are open to the public.
6. A **face covering** means a non-medical mask or other face covering such as a bandana, scarf, or cloth (including hijab and niqab) that covers the nose, mouth and chin that provides a barrier that limits community transmission. Face shields (clear plastic coverings to protect the eyes and possibly the lower part of the face) are not an acceptable alternative to a face covering for the purpose of these instructions (as they are less supported by research regarding their effectiveness). However, they may be used by individuals in addition to a face covering for added protection; in addition, anyone exempted in this instruction from using a face covering may, but are not required to, use a face shield for added protection.
7. **Best efforts** when restricting entry to customers/riders wearing face coverings are defined as follows:
- A verbal reminder that the customer/rider should be wearing a face covering as a result of these instructions shall be given to any customer/rider entering establishments, public transit vehicles, or commercial transportation vehicles without one. For greater clarity, there is not a need for an establishment, public transit services, or commercial transportation service to turn away the customer to achieve the best effort standard.
 - For persons in an establishment, public transit vehicle, or commercial transportation vehicle seen removing their face covering for extended periods of time, a verbal reminder to the customer/rider of the requirement to wear face coverings under these instructions is recommended.
8. **Good faith:** Although an establishment, public transit service, and commercial transportation service has the right to deny entry to their premises, the policy regarding the use of face coverings indoors should be enacted and enforced in "good faith" and used as a means to educate people on face covering use. Under "good faith", there is no need for a business to turn away the customer to achieve the best effort standard—this is the decision of the business, understanding that COVID-19 resurgence will impact the health of individuals and our economy. To ensure that no customer or patron is turned away, PPH recommends that establishments have a supply of face coverings for sale or at no cost to ensure patrons have access.

9. **Sufficient barriers** consist of solid surfaces such as glass or plexiglass that forms a barrier between employees/volunteers and members of the public. Barriers that allow for potential exposure and transmission because they do not provide complete separation will not be considered sufficient; in such situations face coverings will be required by staff providing service to the public. An example of an insufficient barrier would be plexiglass arrangements that allow members of the public to be within unobstructed reach of employees.

COVID-19 (Novel Coronavirus) FAQ for Face Coverings

Mandatory Face Coverings in Enclosed Spaces

July 30, 2020

Background

- On July 30, 2020, Southwestern Public Health issued a letter of instruction to businesses to implement mandatory face coverings in all enclosed public spaces in Oxford County, Elgin County and the City of St. Thomas.
- It takes effect at 11:59 p.m. on July 30, 2020.
- Businesses have a one-week grace period to prepare and train staff. All policies are required to be in place by 12:00 a.m. on August 6, 2020.
- Under the instruction, no person aged two years or older is permitted to enter or remain in an enclosed public space unless they are wearing a face covering at all times.
- Certain individuals may be exempt based on medical conditions, age – developmentally or chronologically – or during specific activities that may inhibit a person’s ability to breathe.
- The full letter of instruction can be found [here](#).

When does the face covering instruction come into effect?

The letter of instruction comes into effect at 11:59 p.m. on July 30, 2020. Businesses have a one-week grace period if they need time to prepare and train staff. All policies are required to be in-place by 12:00 a.m. on August 6th, 2020

What establishments/businesses/organizations are included in this instruction?

This letter of instruction for face coverings is intended for all commercial establishments, public transit, and commercial transportation service vehicles – such as limousines, taxis, buses and rideshare agencies.

It applies to indoor areas in these establishments that are open or accessible to the public. Examples include indoor dining areas of a restaurant, indoor farmers’ markets, or indoor food courts at a mall, among other spaces.

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A commercial establishment may include but is not limited to:

- Banks or financial institutions
- Casinos, bingo halls and charitable gaming establishments
- Convenience stores
- Entertainment venues, including cinemas
- Indoor farmers' markets and flea markets
- Fitness centres and gyms,
- Grocery stores and bakeries
- Gas stations (indoor premises)
- Malls and plazas
- Mechanics shops, garages, and repair shops
- Personal service settings
- Retail stores
- Restaurants, cafes, pubs, bars, and nightclubs
- Sports and recreational centres, including community centres
- Municipal and government offices
- Non-profit agencies serving the public
- Professional offices serving the public (e.g. lawyers, accountants, etc.)

Additionally, it applies to establishments that offer to provide services, including but not limited to professional, counselling, personal care, funeral home, transportation, repair, and rental services, to the public. It does not apply to services related to childcare and day camps, care for the elderly and persons with disabilities.

I own/operate/am responsible for one of these defined businesses/organizations. What is my responsibility?

There are two policies each business or organization is required to have under this instruction. You are required to train employees on how to implement and enforce them.

1. Enclosed Public Space Policy:

- Have a policy in place to ensure that no person is permitted to enter or remain in an enclosed public space of your business or organization unless they are wearing a face covering at all times. The face covering must cover the mouth, nose, and chin without gaping, and may be temporarily removed to access services provided by your business or organization when it is reasonably required. Here is a sample policy to consider ([Toolkits for Establishments and Businesses – including sample policy](#)).

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2. *Enclosed Employee Space Policy:*

- You must also have a policy in place for enclosed employee spaces which are accessed by employees and not accessed by the public.
- Ensure the following are in place for persons accessing this space:
 - Physical distancing of two metres.
 - Face covering requirement if physical distancing is not possible.
 - Routine screening for COVID-19 symptoms, including requiring those with symptoms to stay home and advising them to be tested for COVID-19.
 - Promoting excellence in hand hygiene and cough and sneeze etiquette.
 - Enhanced cleaning and disinfecting of surfaces.

What additional measures are expected under this letter of instruction?

- Post visible **signage** indicating all persons must wear a face covering.
- Require employees to provide verbal reminders to persons entering the premises without a face covering, or persons removing their face covering while in the premises.
- Place alcohol-based hand sanitizer (60% alcohol or more) at all entrances and exits.
- Ensure all employees are aware of the policies and are trained on implementation and enforcement.
- Provide a copy of the policies, if requested, to a Public Health Inspector or other person authorized to enforce the relevant instructions.

As a reminder, Ontario Regulation 364, a regulation under the new *Reopening Ontario Act*, also requires persons responsible for a place of business or a facility that is open to the public to limit the number of people in the place of business or facility. This is so that every member of the public is able to maintain physical distancing of at least two metres (6 feet) from one another.

As a member of the public, what is my responsibility when I visit these establishments?

You are required to wear a face covering at any business or organization that operates an enclosed public space. This includes wearing a face covering when you enter the establishment, and for the entire time you are there. You are not permitted to remove the face covering unless for temporary reasons – such as emergencies, or to eat or to drink. Your face covering must cover your mouth, nose and chin without gaping.

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COVID-19 (Novel Coronavirus) FAQ for Face Coverings

I own/operate/am responsible for a business/organization that is not a commercial establishment/public transit/commercial transportation service. What is my responsibility?

Workplaces and businesses that are not commercial establishments, public transit, or commercial transportation are not part of the mandatory face covering instruction.

Southwestern Public Health strongly advises all businesses and workplaces to develop a face covering policy that outlines when a face covering should be used, particularly in any space where physical distancing of two metres (6 feet) cannot be maintained. Here is a sample policy to consider ([Toolkits for Establishments and Businesses – including sample policy](#)). Be sure to incorporate training to ensure all employees understand the policy.

As a member of the public, I plan to visit an establishment that is not listed in this Letter of Instruction. Can they make me wear a face covering?

Workplaces and businesses that are not commercial establishments, public transit, or commercial transportation are not part of this mandatory face covering instruction.

However, Southwestern Public Health strongly advises all businesses and workplaces to develop a face covering policy that outlines when a face covering should be used, particularly in any space where physical distancing of two metres (6 feet) cannot be maintained. If a business or workplace adopts a face covering policy even when they are not part of this mandatory face covering instruction, customers should respect and follow that policy unless they have reasons for exemption (see below). The business or organization should not request proof of this exemption. Operators should not refuse entry to someone for not having a face covering based on the need for an exemption that the customer/client identifies in “good faith.”

In what situations may a face covering be exempt?

If sufficient barriers are provided for employees or volunteers to protect them from close contact from a member of the public (e.g., a Plexiglas barrier), a face covering is not required for the employee/volunteer. A face covering is still required for the member of the public, however.

Certain individuals may be exempt based on medical conditions, age – developmentally or chronologically, or during specific activities that may inhibit a person’s ability to breathe. Refer to the full letter of instruction for exemption examples. Operators should not refuse entry to someone for not having a face covering based on the need for an exemption that the customer/client identifies in “good faith.”

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COVID-19 (Novel Coronavirus) FAQ for Face Coverings

It is our hope that everyone takes responsibility to help contain COVID-19 and that no one makes a false exemption claim. Wearing a face covering is an incredibly caring act to protect other people from illness.

I have a condition that prevents me from wearing a face covering. Can I still visit these establishments?

Certainly. We recognize that there are individuals who cannot wear a face covering for medical reasons. **You cannot be asked for proof of your exemption**, and operators should not refuse entry to someone for not having a face covering based on the need for an exemption that the customer/client identifies in “good faith.”

Someone has refused to wear a face covering. What can I tell them?

Remember, some individuals cannot wear a face covering for medical reasons which are not always visible or apparent. For example, an exemption may be needed for those with lived trauma, individuals with mental health concerns, and individuals with sensory disorders. Please be caring and compassionate to each other. Wearing your face covering protects those who cannot wear one.

Operators should not refuse entry to someone for not having a face covering based on the need for an exemption that the customer/client identifies in “good faith.”

How will this be enforced?

These policies will be enforced in “good faith”, using them primarily to educate persons on face covering use. Best efforts must be made to only allow entry to customers wearing a face covering. Employees must remind customers upon entry that a face covering is mandatory, or if a person unreasonably removed their face covering while in the premises.

Operators should not refuse entry to someone for not having a face covering based on the need for an exemption that the customer/client identifies in “good faith.”

Are there fines for not wearing a face covering under this instruction?

Yes. While we encourage and support an education-first approach that is supportive to all persons, those who do not comply with the requirements may face a fine of \$750-\$1,000 up to a maximum of \$100,000. Corporations may also be liable for a fine of up to \$10,000,000 for each day or part of each day on which the offence occurs or continues.

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COVID-19 (Novel Coronavirus) FAQ for Face Coverings

Can a business or organization deny entry to people?

It is recommended that businesses avoid confrontation on this mandate. Please remember that not everyone is able to wear a face covering due to medical or other genuine reasons. You cannot tell by looking at someone whether they have a condition that may inhibit them to wear a face covering. Show care and compassion for these individuals. We must trust that people will do what they can to protect themselves and others.

Operators should not refuse entry to someone for not having a face covering based on the need for an exemption that the customer/client identifies in "good faith."

Can customers remove their face covering?

Temporary removal, where necessary, is allowed for members of the public. Here are some examples:

- When communicating with someone with hearing or communication difficulties
- While actively engaging in an athletic or fitness activity where a face covering would inhibit breathing, such as swimming
- When consuming food or drink
- For any emergency or medical purpose

Are employees required to wear a face covering at all times?

If the employee/volunteer works behind or within a physical barrier, or in an area not designed for public access, a face covering is not needed for the employee/volunteer as long as physical distancing from all other people can be maintained. All employees/volunteers who have contact with the public and do not work behind or within a physical barrier must wear a face covering.

How do I safely wear a face covering?

Health Canada provides an [excellent resource](#) for how to put on a non-medical mask or face covering. Southwestern Public Health has additional resources, including [this video](#) for putting on and removing a face covering, and this [signage](#) for properly wearing a face covering.

What is a face covering?

The term "non-medical mask" and "face covering" are often used interchangeably by the Government of Canada and Public Health Ontario. Wearing a face covering is intended to protect other people from your germs, and their face covering protects you from their germs.

According to [Health Canada](#), face coverings should:

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COVID-19 (Novel Coronavirus) FAQ for Face Coverings

- be made of at least two layers of tightly woven fabric (i.e. cotton or linen)
- be large enough to completely and comfortably cover the nose, mouth and chin without gaping
- fit snugly to the nose, mouth and chin and secured to the head with ties or ear loops
- allow for easy breathing
- maintain shape after washing and drying
- be comfortable when worn so as not to require frequent adjusting
- be changed as soon as possible if damp or dirty

Is a plastic face shield considered a face covering?

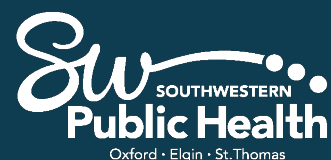
No. When you wear a plastic face shield, you do not have a snug fit around your nose, mouth and chin. A face shield may be used in combination with another form of protection (such as a non-medical mask, bandana, or other face covering, for example) to provide extra precaution for the wearer against droplets from another person.

Evidence shows that plastic face shields alone are NOT the equivalent to wearing a face covering. It does not filter respiratory droplets and does not provide a snug fit. However, the [World Health Organization](#) supports the use of face shields as a “better than nothing” approach. At a minimum, the face shield should cover the sides of the face and extend below the chin.

Where can I find more information?

Call the Southwestern Public Health COVID-19 Call Centre at 1-800-922-0096 ext. 9 or visit www.swpublichealth.ca/WorkplacesCOVID-19 for information, signage and other resources to support face covering policies.

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Department: Administration

Report Number: A-025-20

Council Meeting Date: August 10th, 2020

Title: COVID-19 Economic Recovery Act, 2020 and Changes to the Environmental Assessment Process Impacting the Proposed Landfill in Zorra Township

Objective

To provide Council with information regarding changes to the Environmental Assessment Process under Bill 197 and the implications the Proposed Landfill in Zorra Township.

Background

In 2015 Council established its strategic priorities for the next four years. The highest priority, number one, was the continued opposition to the Walker Environmental Groups Southwest Landfill Proposal.

Council has steadfastly made its opposition to the proposal known to all parties. Council has hired experts to challenge the EA on a technical basis and will continue to do so as long as Walker continues with the EA consultation.

Council of the Town of Ingersoll has been at the forefront of the "Demand the Right" process from its inception with the Mayor being the Chair of the Demand the Right Coalition. Council has garnered the support of 150 municipalities across Ontario, representing more than 70 percent of the provinces population.

This Coalition has worked tirelessly with the Province and the Ministry over the last three years championing the municipal right to determine if they wished to be host to a private landfill operation.

Department Report A-025-20
Regular Meeting of Council
August 10, 2020

On July 21, 2020, the government listened to the Demand the Right Coalition and enacted Bill 197 (the COVID-19 Economic Recovery Act, 2020, S.O. 2020, c.18), which is an omnibus bill amending a number of laws.

Among other things the legislation amends the environmental assessment process to require that the proponent provide to the Ministry "a copy of a municipal council resolution for each impacted local municipality in respect of which municipal support is required...indicating the municipality supports the undertaking to establish a waste disposal site that is a landfilling site". Without the noted resolutions of municipal support the EA submission will be deemed incomplete and cannot proceed in the Provincial approval process.

In this case that means that the Township of Zorra [the host local municipality], and the Township of South West Oxford and the Town of Ingersoll [the local municipalities with proximate settlement areas within the 3.5 km impact radius] must all provide support for the landfill to enable Ministerial acceptance of an Environmental Assessment submission. The requirement for municipal support is now in force and is applicable to the Walker landfill proposal.

Walker can proceed with submission of their documentation, but without municipal support the application will essentially be deemed incomplete and cannot proceed to an approval stage.

Analysis

Throughout this process, Council and Staff have always sought the best expert advice from legal Counsel, technical expertise, and to consulting government relations expertise. Neither staff, nor Council intend to change that wise course of action at this time.

As such Staff recommend and expect that Council will follow legal advice from Folger Rubinoff (as provided to Council in Closed Session).

At this time there is actually nothing that Council of the Town of Ingersoll has to do as it is Walker that requires the "support" of the impacted municipalities to advance their application.

Staff suggest that Council **needs to do nothing at this time**. Without the approval of Council Walker will not be able to get approval to build a landfill in the quarry adjacent to the Town.

Interdepartmental Implications

N/A

Financial Implications

N/A

Recommendation

That the Council of the Corporation of the Town of Ingersoll received report numbered A-025-20 as information.

Attachments

None

Prepared by: William Tigert, Chief Administrative Officer



Department: Building Department

Report Number: B-009-20

Council Meeting Date: August 10, 2020

Title: Minor Variance to By-law 13-4720 (property boundary fences)

Objective

To provide Council with information regarding a requested variance to the Town of Ingersoll's By-law for regulating and governing of property boundary fences in the Town of Ingersoll.

Background

The owners of 14 Wadsworth were in the process of upgrading their fence when it was discovered that it was not compliant with the property boundary fence by-law 13-4720.

Analysis

The owners are requesting a 6' high fence to be installed in the front yard facing Wadsworth Drive.

The by-law states:

3.7 Corner Lot

No person shall erect or maintain a fence on a corner lot in a residential zone that:

c) Exceeds 0.6 metres (2 feet) in height within a front yard;

In this case the fence is surrounding an existing pool which is required to have a fence around it. The fence in question only projects 10 feet 3 inches into the front yard and does not cause any visual limitations in the area. The proposed fence is to be constructed in a similar location as the previous pool fence.

Staff have attended the site and based on the requirement to fence around the pool and that this fence does not propose to project very far into the front yard, staff feel comfortable recommending approval of the requested variance.

Financial Implications

None

Interdepartmental Implications

None

Recommendation

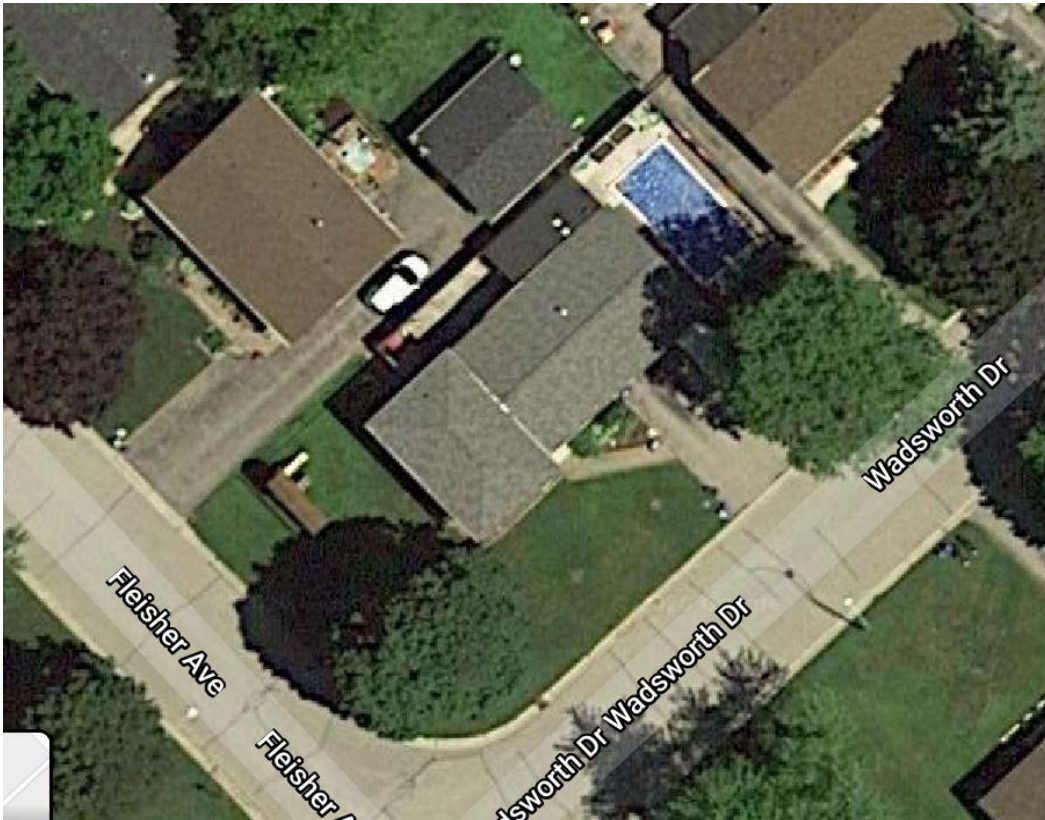
THAT staff report B-009-20 be received by the Council for the Town of Ingersoll as information.

AND THAT Council approve the applicant's request for relief the Town of Ingersoll Property Boundary Fence By-law 13-4720 to allow for a 6' chain link fence projecting 10 feet 3 inches into the front yard.

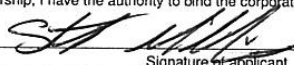
Attachments

1. Application for Permit
2. Site Plan Drawing

Prepared by: Jennie Schmitt, Building Inspector
Approved by: William Tigert, Chief Administrative Officer



Application for a Permit to Construct or Demolish
This form is authorized under subsection 8(1.1) of the Building Code Act.

For use by Principal Authority			
Application number:		Permit number (if different):	
Date received:		Roll number:	
Application submitted to: The Corporation of the Town of Ingersoll (Name of municipality, upper-tier municipality, board of health or conservation authority)			
A. Project Information			
Building number, street name 14 wadsworth Dr		Unit number	Lot/con.
Municipality Ingersoll	Postal code NSC 2C1	Plan number/other description	
Project value est. \$ 77500.	Area of work (m ²)		
B. Purpose of application			
<input type="checkbox"/> New construction <input type="checkbox"/> Addition to an existing building <input checked="" type="checkbox"/> Alteration/repair <input type="checkbox"/> Demolition <input type="checkbox"/> Conditional Permit			
Proposed use of building		Current use of building	
Description of proposed work Replace existing wood fence with larger on back of house			
C. Applicant			
Applicant is: <input checked="" type="checkbox"/> Owner or		<input type="checkbox"/> Authorized agent of owner	
Last name Mills		First name Steven	Corporation or partnership
Street address 14 wadsworth Dr		Unit number	Lot/con.
Municipality Ingersoll	Postal code NSC 2C1	Province Ontario	E-mail stevem@service-buchanan-hall.ca
Telephone number ()	Fax ()	Cell number () 921-5972	
D. Owner (if different from applicant)			
Last name		First name	Corporation or partnership
Street address		Unit number	Lot/con.
Municipality	Postal code	Province	E-mail
Telephone number ()	Fax ()	Cell number ()	
E. Builder (optional)			
Last name		First name	Corporation or partnership (if applicable)
Street address		Unit number	Lot/con.
Municipality	Postal code	Province	E-mail
Telephone number ()	Fax ()	Cell number ()	
F. Tarrion Warranty Corporation (Ontario New Home Warranty Program)			
i. Is proposed construction for a new home as defined in the Ontario New Home Warranties Plan Act? If no, go to section G.		<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
ii. Is registration required under the Ontario New Home Warranties Plan Act?		<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
iii. If yes to (ii) provide registration number(s):			
G. Required Schedules			
i) Attach Schedule 1 for each individual who reviews and takes responsibility for design activities.			
ii) Attach Schedule 2 where application is to construct on-site, install or repair a sewage system.			
H. Completeness and compliance with applicable law			
i) This application meets all the requirements of clauses 1.3.1.3 (5) (a) to (d) of Division C of the Building Code (the application is made in the correct form and by the owner or authorized agent, all applicable fields have been completed on the application and required schedules, and all required schedules are submitted). Payment has been made of all fees that are required, under the applicable by-law, resolution or regulation made under clause 7(1)(c) of the Building Code Act, 1992, to be paid when the application is made.		<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
ii) This application is accompanied by the plans and specifications prescribed by the applicable by-law, resolution or regulation made under clause 7(1)(b) of the Building Code Act, 1992.		<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
iii) This application is accompanied by the information and documents prescribed by the applicable by-law, resolution or regulation made under clause 7(1)(b) of the Building Code Act, 1992 which enable the chief building official to determine whether the proposed building, construction or demolition will contravene any applicable law.		<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
iv) The proposed building, construction or demolition will not contravene any applicable law.		<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
I. Declaration of applicant			
I, Steve Mills declare that:			
(print name)			
1. The information contained in this application, attached schedules, attached plans and specifications, and other attached documentation is true to the best of my knowledge.			
2. If the owner is a corporation or partnership, I have the authority to bind the corporation or partnership.			
June 5 / 2020			
Date		Signature of applicant	

Personal information contained in this form and schedules is collected under the authority of subsection 8(1.1) of the Building Code Act, 1992, and will be used in the administration and enforcement of the Building Code Act, 1992. Questions about the collection of personal information may be addressed to: a) the Chief Building Official of the municipality or upper-tier municipality to which this application is being made, or, b) the inspector having the powers and duties of a chief building official in relation to sewage systems or plumbing for an upper-tier municipality, board of health or conservation authority to whom this application is made, or, c) Director, Building and Development Branch, Ministry of Municipal Affairs and Housing 777 Bay St., 2nd Floor. Toronto, M5G 2E5 (416) 585-6666.

14 WADSWORTH - PROPOSED SITE PLAN

- PROPERTY LINE
- EXISTING WOOD FENCE
- PROPOSED NEW WOOD FENCE
- GATES
- EXISTING CHAIN LINK FENCE





Department: Clerk's Department

Report Number: C-022-20

Council Meeting Date: August 10, 2020

Title: Application for a variance to Animal Control By-law

Objective

To present Council with the necessary information to decide a request for an exemption to By-law 01-3989 concerning backyard chickens.

Background

On July 14th, 2020 the applicant was contacted By-law enforcement who were responding to a by-law enforcement complaint about backyard chickens. Originally the applicant advised that the chickens would be removed from the property within 3 weeks after a suitable home was found for them.

Since that time the applicant submitted the attached letter requesting an exemption to the animal control by-law (request attached).

In 2016 Council conducted a lengthy public process to consider the issue of backyard chickens. In the end Council chose not to amend the by-law to allow backyard chickens.

Analysis

Staff greatly appreciate the service of this individual to our community given these troubling times and staff appreciate that everyone is seeking avenues to reduce stress.

However, staff have difficulty recommending Council approve this exemption.

One of the biggest concerns that was identified in the 2016 review of the backyard chicken issue was the threat of spread of avian flu. Council will recall the attached letter from Public Health especially in regards to the potential spread of the avian flu to humans and the suggested requirement that any individual housing backyard chickens report any unusual illness and death

of the animals to the Canadian Food inspection agency.

Staff remind Council that although this individual may be a very prudent caretaker of backyard chickens, providing this exemption would set a precedent that could be pursued by other residents of the Town.

Even creating a stringent licensing, inspection and disease inspection program would not negate the possible risk of spread of avian flu to humans and as such, staff cannot in good conscious make the recommendation to approve the exemption.

Interdepartmental Implications

N/A.

Financial Implications

N/A

Recommendation

THAT the Council of the Town of Ingersoll receive report C-022-20 as information;

Attachments

- Request from Lisa Robles
- Letter from Dr. Jill Matsuo
- Memorandum from Elaine Reddick, Public Health Re: Backyard Chickens

Prepared by: Michael Graves, Director of Corporate Services/Clerk-Deputy CAO

Approved by: William Tigert, Chief Administrative Officer



Department: Community Services

Report Number: CS-014-20

Council Meeting Date: August 10th 2020

Title: Seniors Flooring Capital Project

Objective

To provide Council with information regarding the 2020 seniors flooring capital project

Background

As per the 2020 capital budget, \$30,000 was allocated for flooring repair projects at the Seniors Centre based on the facility condition assessment.

Seniors Centre have indicated that they have had contractors try to fix the floor on multiple occasions with poor results. The plywood flooring keeps peeling up in several areas in the room causing trip hazards and unsafe areas throughout the room. Seniors staff received a quote from a local flooring company to repair the floors at a cost of \$30,000.

An engineered report was never completed for this area so town staff decided to get an engineer to look at the space before going ahead with the \$30,000 in repairs. In early July, Scot McAvour from the IRC Group attended and completed an inspection of the 2nd floor of the seniors centre which included the gym area which was previously assessed by POW.

Analysis

Second Floor Gym

Prior to the renewal of the seniors center lease agreement in November of 2019 the second floor gym was assessed by POW engineering to ensure that buildings construction could adequately support the weight of the gym equipment. At that time it

was POW's opinion that the existing floor construction had sufficient capacity for the use utilizing the existing equipment.

When Scot McAvour from IRC was out to do the load capacity testing of the building this area was re-assessed. Scot McAvour noted the following:

- The floor was designed for a 50psf loading which would be consistent with its original usage and the building code at the time of construction.
- The current building code prescribes a 100psf live loading for the current of the area use as a "gymnasium". The code does however recognize that a "change in use" can result in a reduction in "performance level" which in this case is an inadequacy in the floor framing system to carry the prescribed loads. The code accommodates this challenge by allowing for areas such as this to be posted restricting the loading to what the floor can actually accommodate.
- Given the above McAvour would suggest that the current usage can continue with the following course of action:
 - a) Open up the ceiling on the ground floor to confirm the assumed structural member sizes and spacing.
 - b) Using the information above determine what restriction would be required and post a sign in the room stating the restriction. The restriction would be in the form of the number of people allowed in the room at any given time.
- Note that the room area is currently functioning well without any issues and I believe that any restrictions that we determine would not necessarily change the utility of the space.

Based upon McAvour findings further investigation will need to be done to confirm the assumed member sizes and spacing which will determine the amount of people that can in the space at one time. The space would need to be signed in accordance with this determination and it would be the responsibility of the senior's center to ensure compliance with this patron limit.

Second Floor Activity Room

Working with the IRC Group, the following issues have been identified

- The second floor activity room was originally designed to be a meeting room

- On the architectural drawing set. As such the Ontario Building Code (OBC) that was in place at the time of design and construction would have required that the floor be designed for a live loading of 50psf. If the room was to be designed today as a dance floor or a gymnasium floor the prescribed design load would be 100psf. In addition the OBC further cautions that the fundamental vibration frequency of a structural system supporting an assembly occupancy used for rhythmic activities, such as dancing, concerts, jumping exercises or gymnastics requires investigation by means of a dynamic analysis.
- It is the opinion of IRC that the floor area reviewed is deficient in both its load capacity and stiffness for the current usage. The lack of stiffness is what is leading directly to the cracking observed in the vinyl floor tile. In order to continue utilizing the subject space as assembly occupancy, without restrictions, the floor would need to be reinforced to bring the live load capacity up to 100psf and the fundamental vibration frequency of the floor assembly to more than 6 Hz as required by the OBC. This would include the removal of all of the finishes on the ceilings in the dining room and kitchen. It is likely that reinforcement of the second floor would include sistering of floor joists as well as augmenting the beams and/or columns
- The costs associated with the required reinforcing are difficult to establish given that the exact composition of the floor assembly is not known. A rough budget estimate in excess of \$100,000 is suggested and this along with the disruption to ground floor operations could likely make the project unfeasible

Conclusions from the engineer report:

- In conclusion it is the opinion of IRC that the current use of the second floor area in the North wing at the Ingersoll Seniors Centre as an activity room is not appropriate to the as built construction. The original floor design loading of 50psf is less than the 100psf prescribed by the current OBC for an activity room where rhythmic dancing and other gymnasium type activities are being done. **As such the subject area should not continue to be used as an activity room.**
- The under design from the live loading is also a factor in the lack of stiffness in the floor which is leading to the observed cracking in the vinyl tile flooring. If the floor were to be reinforced the floor system which includes the beams and finishes would require structural review to insure adequate stiffness
- Costs for bringing the floor system up to code for the current usage along with the disruption to the ground floor operations would be significant and are difficult to evaluate at this time given the limited information currently available on the actual construction of the second floor along with relocation of built in mechanical systems, electrical and other kitchen equipment that would be

impacted by the reinforcing operations. A budget number in excess of \$100,000 is a suggested starting point

- A ground floor area, with a slab on grade construction, would be a better alternative to accommodate the activities that are currently being run by the Seniors Centre

Financial Implications

\$100,000+ to reinforce 2nd floor to support its current use. \$30,000 allocated in current capital budget which could be reallocated to other projects.

Recommendation

That the Council for the Town of Ingersoll receives report CS-014-20 as information and in accordance with engineer assessment;

And That Council directs staff to further investigation to confirm the assumed structure member sizes and spacing which will determine the amount of people that can in the gym space at one time; as the space would need to be signed in accordance with this determination and it would be the responsibility of the senior's center to ensure compliance with this patron limit;

And further the seniors centre **immediately cease use** of the 2nd floor activity space for activities which live load handling cannot be adequately supported and move these activities to a ground floor area, with a slab on grade construction.

Attachments

IRC Second Floor Assessment

Prepared by: Joe Sym, Manager, Facility Operations
Kyle Stefanovic, Director of Community Services

Approved by: William Tigert, CAO



August 13, 2018

Reference: 18-05-0026

Town of Ingersoll
Community Services
355 Wellington Street
Ingersoll, Ontario N5C 1T2

ATTENTION: KYLE STEFANOVIC, DIRECTOR OF COMMUNITY SERVICES

Dear Sir:

RE: INGERSOLL SENIOR CENTRE SECOND FLOOR CAPACITY ASSESSMENT

Further to your request to review the current Gymnasium on the second floor of the Ingersoll Seniors Centre located at Ingersoll Street.

The existing floor construction is noted to be:

- Finish flooring
- ¾" plywood sheathing
- 2x10 spf #2 floor joists @ 12" o.c.
- Sound blanket insulation
- Resilient channel at 24" o.c.
- 5/8" gypsum board

Typical second floor loading per Part 4 of the Ontario Building Code is to have a minimum of 2.4 kPa (50psf) live load and 0.48kPa (10psf) dead load.

A gymnasium under Part 4 of the O.B.C. is to have a design live load of 4.8kPa (100psf). The existing treadmill equipment installed at the facility has a maximum capacity of 272kg (600lbs) and has a footprint area of 1.6m² (17sq.ft). This equates to a live load of 1.6kPa (34.3psf) on the existing floor.

The capacity of the existing floor construction will provide a minimum live loading of:

- 3.45kPa (72psf) live load using 0.96kPa (20psf) dead load
- 3.83kPa (80psf) live load using 0.48kPa (10psf) dead load.

Per the above noted loading, the actual loading that the floor structure will realize will be 1.6kPa (34.3psf) which is less than half of the actual capacity. It is our opinion that the existing floor construction has sufficient capacity for the use utilizing the existing equipment.

Note that the floor was reviewed as per the current loading pattern and any changes are to be reviewed.

Page Two
Reference: 18-05-0026
August 13, 2018

Should you require further discussion in the above regard, please do not hesitate to contact our office.

Yours truly,

POW PETERMAN
Consulting Engineers



Chris G. Willie, M.A.A.T.O., CAHP, APTI
Senior Project Coordinator
CGW/sp

N:\Projects\2018 Project Files\18-05-0026\18-05-0026 Ingersoll Senior Centre Floor Loading Letter 20180813.docx



Existing Equipment Layout





IRC Building Sciences Group
4026 Meadowbrook Drive, Suite 131
London, Ontario, N6L 1C7
Tel: 519.652.5985, Fax: 519.652.9926
Toll Free: 1.888.607.5245

Town of Ingersoll
97 Mutual Street
Ingersoll, ON N5C 1S6

July 16, 2020

Attention: Joe Sym

Tel: (519) 485-5023

joe.sym@ingersoll.ca

RE: Second Floor Assessment
IRC Project No. LB20-022CR-23200
Ingersoll Seniors Centre
250 Ingersoll Street S.
Ingersoll, Ontario

Dear Mr. Sym,

1 Terms of Reference

IRC Building Sciences Group (IRC) was authorized by Joe Sym from the Town of Ingersoll to perform an assessment of the second floor workout room floor at the Ingersoll Seniors Centre located at 250 Ingersoll Street South, Ingersoll, Ontario. It is IRC understands that the facility operators are experiencing ongoing performance difficulties with existing flooring.

2 Scope of Work

IRC was requested to perform a visual assessment to determine the current condition of the Seniors Centre's workout room floor its components and to provide recommendations for minor and major repairs and their replacements. The assessment did not include any allowance for destructive investigation.

Provide an estimate of the cost of repairs and maintenance of any deficiencies found to the components observed.

The following was the agreed upon scope of work and limit of services:

- Review of Client provided information, drawings reports and concerns.
- General review of the existing floor condition to determine assessment procedures.
- Detailed visual assessment of the floor and area to determine the condition of the floor. No destructive investigation was to be undertaken.
- Creation of a photographic record of the floor in general and specific areas of distress.
- Preparation of a report providing the following:
 - Summary of the visual assessment,
 - Remediation recommendations relating to the determined condition,
 - Budget costing and prioritization for proposed remediation,

3 Document Review

IRC was provided with some of the original building documentation including architectural drawings as well as drawings for a 2001 redevelopment of the building. No structural drawings were made available and the composition of the floor structure could not be obtained from the documentation.

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4 Description of Structure

The subject building is a two storey wood framed structure with no basement. The building is composed of four wings and the North Wing is the location of the subject area. The building was originally designed to be a residence for employees at the adjacent CAMI facility and was known as Suzuki House. Currently the building is owned by the Town of Ingersoll and is used as a seniors activity centre.

The assessment of the building was limited to the second floor in the North Wing (Photo1). The activity room is located over the ground floor dining room and kitchen (Photo 2).

The second floor of the north wing is one large open room that is used for group fitness activities. Activities range from Yoga to clogging.



Ingersoll Seniors Centre



Photo 1: Second Floor Activity Room

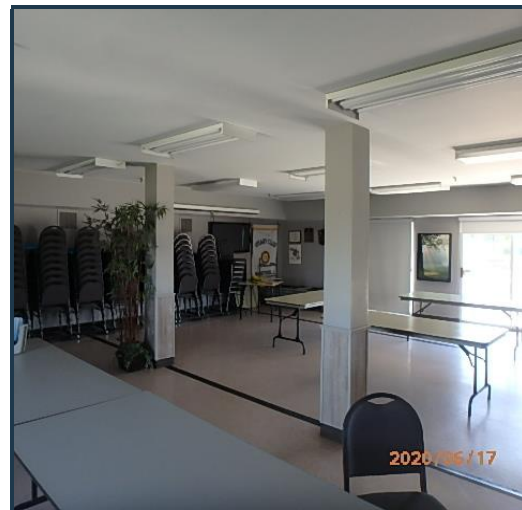


Photo 2: Ground Floor Dining Room

5 Visual Review and Observations

The purpose of the visual assessment of the activity room was to determine the cause of cracking that has appeared in the vinyl tile flooring of the room. Staff reported that the existing flooring is not original and is at least the third attempt in eight years at a flooring solution in the subject area. Previous flooring options had included strip laminate “click” flooring which did not perform well. The current installation was intended to be a more resilient improvement on the previous flooring system and it included the installation of a new plywood sub floor.

The subject floor area is approximately 1800sq.ft in size and is column free. The floor is a suspended wood structure composed of wood joist supported by wood beams on columns. The size and orientation of the joists and beams could not be determined due to hard ceiling finishes in the rooms below. In a conventional framing system the joists would span east to west and be supported on beams that run north to south and are supported in turn on columns and footings below. The column spacing was observable on the ground area below the activity room which is a dining room and kitchen area.

The flooring material was observed to be a 12 vinyl tile that has been glued to the floor with an adhesive (Photo3). The tile was observed to be cracked in numerous areas. Duct tape had been applied over a number of the cracks in an effort make the floor less of a trip hazard (Photo 4).

A close examination of the tile cracks revealed a pattern that was consistent, though not exclusive, with the seams in the plywood subflooring. The sub flooring is composed of plywood sheet of an unknown thickness but of the standard 4'x8' dimension (Photo 5). The long dimension of the subfloor would appear from the observed cracks to run in the north to south direction for the most part. The plywood joint was clearly observed at a number of crack locations where the tile has chipped off and where tile was removed for closer observation (Photo 6 to Photo 7). Dirt stains under the removed tile are also an indicator of floor movement (Photo 8).



Photo 3: Back of tile showing adhesive pattern



Photo 4: Duct tape over cracks in vinyl flooring



Photo 5: Crack at 8' dimension in subflooring



Photo 6: Damaged flooring at subfloor joints



Photo 7: Damaged flooring at subfloor joints



Photo 8: Dirt stain under tile



6 Discussion

Staff indicated that the subject area is used as an activity room and that many of the activities are vigorous and rhythmic in nature. A wood flooring system such as the one installed on the second floor at the Ingersoll Seniors Centre is by its nature elastic. This elasticity allows the floor to flex and depending upon the loading and or activity this movement can lead to serviceability cracks such as those observed in the subject area.

It should be noted that the second floor activity room was originally designed to be a meeting room as indicated on the architectural drawing set. As such the Ontario Building Code (OBC) that was in placed at the time of design and construction would have required that the floor be designed for a live loading of 50psf. If the room was to be designed today as a dance floor or a gymnasium floor the prescribed design load would be 100psf. In addition the OBC further cautions that the fundamental vibration frequency of a structural system supporting an assembly occupancy used for rhythmic activities, such as dancing, concerts, jumping exercises or gymnastics requires investigation by means of a dynamic analysis.

It is the opinion of IRC that the floor area reviewed is deficient in both its load capacity and stiffness for the current usage. The lack of stiffness is what is leading directly to the cracking observed in the vinyl floor tile.

In order to continue utilizing the subject space as assembly occupancy, without restrictions, the floor would need to be reinforced to bring the live load capacity up to 100psf and the fundamental vibration frequency of the floor assembly to more than 6 Hz as required by the OBC. This would include the removal of all of the finishes on the ceilings in the dining room and kitchen it is likely that reinforcement of the second floor would include sistering of floor joists as well as augmenting the beams and/or columns.

The costs associated with the required reinforcing are difficult to establish given that the exact composition of the floor assembly is not known. A rough budget estimate in excess of \$100,000 is suggested and this along with the disruption to ground floor operations could likely make the project unfeasible.

It should be noted that the issue that we are observing with the second floor activity is not unique to this facility. Change in use is recognized by the OBC as being potentially problematic and the code allows for the possibility of the change in loading to be accommodated through non invasive measures. This is usually achieved by posting limits on the number of people that the room can accommodate for a given activity. This solution however would not address the fundamental problem of the lack of stiffness in the floor and the ongoing cracking of floor finishes.

7 Conclusions and Recommendations

In conclusion it is the opinion of IRC that the current use of the second floor area in the North wing at the Ingersoll Seniors Centre as an activity room is not appropriate to the as built construction. The original floor design loading of 50psf is less than the 100psf prescribed by the current OBC for an activity room where rhythmic dancing and other gymnasium type activities are being done. As such the subject area should not continue to be used as an activity room.

The under design from the live loading is also a factor in the lack of stiffness in the floor which is leading to the observed cracking in the vinyl tile flooring. If the floor were to be reinforced the floor system which includes the beams and finishes would require structural review to insure adequate stiffness.

Costs for bringing the floor system up to code for the current usage along with the disruption to the ground floor operations would be significant and are difficult to evaluate at this time given the limited information currently available on the actual construction of the second floor along with relocation of built in mechanical systems, electrical and other kitchen equipment that would be impacted by the reinforcing operations. A budget number in excess of \$100,000 is a suggested starting point.

A ground floor area, with a slab on grade construction, would be a better alternative to accommodate the activities that are currently being run by the Seniors Centre.



8 Limitations

IRC prepared this report solely for the client named. The responsibilities of IRC are as described in the Terms of Reference and the Scope of Work. The material in this report reflects the opinion of IRC at the time of preparation and within the terms of reference as agreed. Any use, which a Third Party makes of this report, or any reliance on decisions based on it, are the responsibility of such Third Party.

The assessment provided is based on visually observed defects at a limited number of locations and our experience with similar types of structures. Deficiencies may exist at other areas not referenced in this report or that are not visually apparent given the level of evaluation. No responsibility is therefore assumed concerning these matters, or for failure to carry out technical or engineering techniques which would be required to discover any inherent or hidden conditions of the property since such an investigation was not included in the scope of work.

We trust that the above is satisfactory for your purposes. If you have any questions or comments concerning the above, please contact the undersigned at your convenience.

Yours Truly,

IRC Building Sciences Group

Scot McCavour, P.Eng., BDS
Executive Director



Department: Community Services

Report Number: CS-015-20

Council Meeting Date: August 10th 2020

Title: Westfield Tennis Courts Reconstruction

Objective

To provide council with an update on the 2020 Westfield Tennis Court reconstruction capital project.

Background

The reconstruction of Westfield Tennis Courts was originally identified in the 2019 Capital budget but was deferred to the 2020 capital budget as result of the project coming in over budget. Additional monies were added to the 2020 capital budget based on tenders received and project was retendered again this year.

Analysis

Two bids for the project were received through the 2020 tendering process which closed on July 17th 2020. Both bids received were over the budgeted amount of \$85,000 with the lowest tender coming in at \$102,800 +HST. As a result of the global pandemic material and labor costs for this project have gone up significantly since last year.

Due to the fact that tenders for this project have now come in over budget in subsequent years, staff are recommending that an additional \$17,000 be allocated and the project is completed in 2020.

Department Report CS-015-20
Regular Meeting of Council
August 10, 2020

In reviewing community services 2020 capital budget projects that have been completed to date there has been some capital budget savings which can be used to coverage this overage.

The seniors centre automatic doors capital project has come in \$10,000 under budget as senior staff have recommended only proceeding with installation of automatic doors on the main floor of the building.

In addition the senior's centre electrical upgrades came in \$3000 under budget.

Lastly the arena ice edger project came in \$4000 under budget amount. These three projects combined have resulted in approximately \$17,000 in budget savings which could be allocated to the Westfield Tennis courts to be able to complete that project this year.

Financial Implications

Additional \$17,000 to be able to complete this capital project this year which can be covered by capital budget savings from completed 2020 capital budget projects.

Recommendation

That the council for the Town of Ingersoll receives report CS-015-20 as information and approves reallocating \$17,000 in capital budget surplus realized in other 2020 projects, to the Parks Facility reserve to complete the Westfield tennis courts reconstruction in the current budget year.

Attachments

Prepared by: Kyle Stefanovic, Director of Community Services
Reviewed by: Iryna Koval, Director of Finance/Treasurer
Approved by: William Tigert, CAO.



Department: Community Services

Report Number: CS-016-20

Council Meeting Date: August 10th 2020

Title: Ingersoll Municipal Recreational Services – Feasibility of resumption of Services Update

Objective

The objective of this report is to provide information to Council and seek direction on the resumption of municipal services that have been curtailed by the pandemic

Background

As Council is fully aware the Covid-19 pandemic and the resulting Provincial declared Emergency has significantly impacted the delivery of municipal services in Ingersoll. All services have been impacted, most significantly those within the Community Services department.

At the June 8th 2020 regular meeting of council the community services department presented report CS-011-20 in regards to the feasibility of the resumption of services. Based on the information that was available at the time council approved all Ingersoll Community Services facilities (Fusion, VPCC and Arena) remain closed until restrictions are lifted to a point at which it makes sense to open from both an operational and financial perspective.

With the Province easing some of the restrictions that were in place to flatten the rate of infection, and the provincial announcement of proceeding into phase 3 staff have outlined below an updated report in regards potential resumption of services.

Staff are providing information and making recommendations on the resumption of services, based on the following considerations, financial impact, employee and public safety and public demand.

Analysis

With the announcement of the Provincial phase 3 reopening plan, Ingersoll Community Services staff gathered information in regards to potential reopening of facilities in accordance with provincial and public health regulations. To accomplish this the Ingersoll Community Services Department developed a tiered reopening approach.

It is important to note that the guidelines for reopening have not changed significantly since the report to Council in June. As part of the phase 3 reopening announcement the province stated that a maximum 50 patron's not including staff could gather indoors and a maximum of 100 patrons could gather outdoors as long as you can ensure physical and social distancing. The Max 50-person indoor limit does apply to the entire facility, even if the facility is able to accommodate separate or segregated groups. With that in mind staff have calculated how many patrons can safely be in each space in a facility to be able to ensure physical and social distancing. For example 100 patrons would not be able to fit on the splash pad at one time while also ensuring physical and social distancing, rather only 25 patrons can be on splash pad at one time to be able to maintain physical and social distance. Also important to consider that larger spaces can accommodate higher number patrons but how patrons enter and exit those larger spaces into change rooms, hallways etc. becomes a challenge to ensure physical and social distancing and requires managing staggered entry and exists.

Also important to note as of the writing of this report current active case counts are on the rise in Southwest Public Health region and based on current epidemiology shared by Southwestern Public Health they are predicting a potential a second wave at the beginning of September which begs the question of whether reopening facilities makes sense operationally or financially.

Following the announcement of the Provincial Phase 3 reopening the significantly reduced community services staffing compliment was able to open the following amenities to public.

- a) Parks playground structures opened to the public and were signed according to provincial and public health guidelines. Playground structures are not cleaned and sanitized and are use at your own risk. Other than some initial some issues with social distancing guidelines not being followed the general public has been adhering to Provincial and public health guidelines.
- b) Splash Pad: Hours were extended to 10:30am to 6:30pm daily. Patron limit was increased to allow for 25 patrons to be on the splash pad at one time. General public has been adhering to provincial and public health guidelines. Staff have noticed that splash pad is seeing significantly reduced usage than a typical summer.

- c) Skateboard Park: patron limit was increased to allow for 15 patrons to be on the skateboard park at one time. There has been issues with patrons not ensuring physical and social distancing which staff have been managing.
- d) Beach Volley Ball Courts at Fusion opened to the public with a 6 patron maximum occupancy. Staff have noticed that the beach volley ball courts have seen little to no use.
- e) Outdoor Ball Hockey rink at Fusion opened to the public with 10 patron maximum occupancy. Staff have noticed that the outdoor ball hockey rink have seen little to no use.
- f) Shuffleboard; Shuffleboard programming at the arena started on Monday July 20th and runs. Mondays and Wednesdays from 1 to 4pm. All patrons are following provincial and public health guidelines and we are reaching the 28 maximum patrons allowed at one time to ensure physical and social distancing each day program is offered.
- g) New Gym at Victoria Park Community Centre reopened on Monday July 27th with a maximum occupancy of 10 patrons in the gym at one time. Limited hours of operation based on reduced staffing compliment schedules and pre-registration required. As of the writing of this report there has not been the anticipated participation with 4 or less patron's pre registering for each time slot.
- h) A limited selection of indoor fitness classes offered as of Monday July 27th. Maximum occupancy for 6 patrons per class. Pre-registration required. As of the writing of this report we have seen little to no uptake in these classes.

As the province continues exploring a phased in approach to reopening they have shared various guidance's documents with staff. Staff have reviewed these documents and have developed detailed tiered reopening plans for each facility in accordance with provincial guidelines.

1) Programs/Fitness

Below staff have outlined a plan to potentially further open the VPCC fitness center/classes and programming. Staff have developed a tiered reopening plan to ensure safety of both the public and staff alike.

Guidance and Outline for Tier 1-3 Fitness and programming

Definition of Tiers:

Tier 1: Full time staff in place to offer modified programming and limited services

Tier 2: Part time staff recalled to offer additional programming and an extension of services

Tier 3: Full operational programming and services

Details	Tier 1	Tier 2	Tier 3
Building Hours	Starting July 27,2020 6am-4pm Monday-Friday	Tier 3 start date TBA 5:45am-9:30pm Monday-Thursday 5:45am-8:30pm Friday 8am-8pm Saturday 9am-3pm Sunday	Fully operational hours- Date TBA
Details	Tier 1	Tier 2	Tier 3
Cycle Classes	Monday, Wednesday and Friday 6:30am-7:15am	Returning fitness/programming staff will be required for Tier 3 schedule.	Date to be fully operational TBA
Boot Camp Classes	Tuesdays and Thursdays 8:30am-9:15am	Staff schedule is dependent on which staff return	
Fitness Centre	Open for 90 min appointment blocks as follows: 6:00am-7:30am 8:00am-9:30am 10:00am-11:30am 12:00pm-1:30pm 2:00pm-3:30pm Summer Shuffle board program has been added at the Arena ice pad at a Max of 28 Mon and Wed 1-4pm	Additional general programming will be offered based on numbers to maintain social distancing and what we can accommodate due to restrictions Additional fitness centre blocks of time will be offered with the increase of facility hours	
Details/overview	Tier 1	Tier 2	Tier 3
Registration • Participants may register for class 5 days prior to class. • Registration online or through VPCC • Waiver is to be completed at registration • Failure to show up for scheduled booking results in loss of payment	Beginning July 27 th : Fitness classes: 6 spots per class Fitness Centre: 10 spots through BookKing Orientations and personal training unavailable	Date to enter Tier 3 TBA Registration now available for personal training Appointments continue to be required for Fitness Centre with a max of 10/time slot Orientations and Personal Training by appointment based on instructor availability	Date to be fully operational TBA

		Fitness classes remain at 8 spots/class	
Point of Entry / Exit & Controlling Access vpcc	<ul style="list-style-type: none"> • Directional traffic flow signage will be posted to studio and fitness centre * Arrive to facility ready to participate * Protective Barrier installed at front reception and fitness centre reception areas • Participants are encouraged to arrive no earlier than 15 minutes prior to class and will be required to depart within 15 minutes post workout • Participants will enter into fitness studio filling farthest bike/station (labelled A- F) and will exit departing the bike/station closest to the rear door of the studio and vacate building via east exit door to parking lot • Participants will be required to stay in their respective stations for duration of class. Areas will be marked for use. • Daily attendance will be taken for classes, weight room use and personal training • Entrance to Fitness Centre via front south stairwell to second floor and entrance to fitness centre via west door. • Exit from fitness centre via east doors to east stairwell. • Exit from facility via East exit door to parking lot • Elevator will be available for use for those patrons requiring assistance to and from second floor 		
Facility Screening	<ul style="list-style-type: none"> • Upon arrival to facility, staff will complete a COVID-19 risk assessment Entry to facility will be determined by results from screening • Any participant exhibiting or experiencing signs or symptoms of COVID19 will be prohibited from entry <p>Symptoms of COVID-19 are as listed on Health Unit website https://covid-19.ontario.ca/self-assessment/</p>		
Physical Distancing	<ul style="list-style-type: none"> • Participant expectation is to maintain a distance of 2m at all times during arrival, participation and departure. (Distancing exceptions are made for those who are from the same household). During fitness classes participants are required to maintain a distance of 3m at all times. • Participants are required to follow directional signage * Throughout building in accordance with Provincial guidelines signage has been posted 		
Sanitation, Cleaning and Disinfecting	<ul style="list-style-type: none"> • Routine facility cleaning protocols, increased frequency of sanitation will be completed as per Board of Health recommendations • Participants are required to disinfect any used fitness equipment before and after use with disinfectant wipes provided • Hand sanitizer and disinfectant wipe stations will be available throughout the facility • Participants are prohibited from hanging face towels or other belongings on the bikes/equipment at any time 		
Washrooms/change rooms	<ul style="list-style-type: none"> • Designated facility washrooms will be available for emergency use only • Change rooms will not be available for use * Designated facility washrooms available for emergency use only during Tier 1 and 2. Full use at Tier 3 * Change rooms will not be available for use until Tier 3 		
Encourage Participant Hygiene	<ul style="list-style-type: none"> • Sharing any personal items (e.g. water bottles, face towels, etc.) is not recommended • Participants are required to perform proper hand hygiene practices before, and after their work outs • Participants should refrain from touching eyes, nose mouth, and face • Participants are to exhibit good respiratory etiquette (i.e., sneezing or coughing into the crook of the elbow, no spitting, no clearing of nasal passages, coughing or sneezing into a tissue) 		

Masks	In accordance with SWPH direction Face Coverings are required but may be temporarily removed when engaging in physical activity which would inhibit ability to breathe.
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Recommendation: Current building hours of operation and programs offered are based on limited staffing compliment availability. In order to expand facility hours of operation and increase programming levels fitness/program staff as well as front desk reception staff would need to be recalled(Tier 2). As of the writing of this report and as noted above staff are seeing significantly reduced patronage and as a result staff are recommending to remain at Tier One until such point that community demand requires proceeding to Tier Two.

2) Aquatics

Below staff have outlined the process that would have to be undertaken to be able to open the Victoria Park Community Centre pool. Staff have also outlined any potential issues or items of discussion that come with opening the pool.

Before pool can be opened to the public the following must be completed:

1. Under regulation 5 subsection 3 of Regulation 565 Public Pools, written notice is required where a pool wishes to re-open after being closed for at least four weeks. This was completed on Wednesday July 22nd 2020.
2. Programming input into our BookKing system and registration taken for programs being offered.
3. Education to the public on the building flow, expectations while in the building, changeroom flow and usage, program requirements, and communication surrounding the cleaning and disinfection strategy.

The following is an outlined Tiered approach to reopening the pool:

Tier 1 – Manager only aquatic programming

All programs, other than Advanced Aquatic courses, require at least two lifeguards on deck in order to meet health regulations, covid-19 guidelines, and ensure we can render first aid and aid in a timely and safe manner under the new requirements to reduce viral spread.

That said the Aquatics Manager can run Advanced Aquatic programs as long as someone is in the building within call during operation. In this scenario the aquatics manager can offer any of the following courses:

- Bronze Medallion
- Bronze Cross

- National Lifeguard
- Online portion of the Swim Assistant/Instructor course
- Standard First Aid* - currently the only way we can offer this is in-person therefore we would delay this course until online resources are available

Class minimums would be set to three in order to perform necessary skills. Any skills that require contact would be done using manikins, weights, and CPR dummies etc.

Should a rescue skill need to be performed that requires physical contact, and we cannot use other devices, all contact would be minimal and wherever possible barrier devices such as masks, gloves, face shields, etc. would be used. If a class has more than three participants, participants will be grouped at the beginning of the program and would only work with that group of participants for the entirety of the course.

****NOTE** where possible, blended learning would occur for these courses. Participants would have some online self-directed learning to complete. This would allow for us to limit in person contact for safety purposes.

Running only advanced courses would generate some revenue for the department and also allow for the Aquatic Manager to have time to train aquatics staff on updated protocol and update their certifications should the choice be made to call them back while these courses are running.

Tier 2 – Modified Programming for the public.

Staffing: All Aquatics staff would be recalled with reduced hours as a way to test the waters and provide some programming which can be adjusted based on community needs.

Program: scheduled to operate on a two week cycle. Once a four week/two cycle period is completed modifications could be made based on community need and current staffing levels. * Ingersoll Speed Sharks Swim Team could be considered in this Tier and would be limited to operational hours that can support their usage.

Potential Schedule: Monday to Thursday 8am-12pm and 4pm-6pm

Mondays and Wednesdays	Tuesdays and Thursdays
Lane swimming	ReFit Water Fitness classes
7:30-8:00am Aquatic staff perform opening duties and ready the deck for programming	
8:00-9:00am-arrival through change room onto pool deck moving one way direction towards assigned space in assigned lane.	8:10am-8:50am Deep Water REFIT. Due to class size limits lane ropes may be in to encourage visual indication of physical distancing.
9:00am-9:15am – lifeguards perform disinfection and cleaning routine	*8:00-8:10 is staggered entry, 8:50-9:00am is staggered exit. Lifeguards perform disinfection and cleaning routine.
9:15am-10:15am – arrival through change room onto pool deck moving one way direction towards assigned space in assigned lane.	9:10am-9:50am Shallow Water REFIT. Flutter boards or cones placed on deck as visual indicators to encourage physical distancing.
10:15am-10:30am – lifeguards perform disinfection and cleaning routine.	9:00-9:10 staggered entry, 9:50-10:00 staggered exit. Lifeguards perform disinfection and cleaning routine.
10:30am-11:30am - arrival through change room onto pool deck moving one way direction towards assigned space in assigned lane	10:10-10:50am COMBO deep/shallow REFIT class. Instructors will cue for both depths. Flutter boards/cones placed on deck as visual indicators to encourage physical distancing. Lifeguards perform disinfection and cleaning routine.
11:30am-12:00pm - lifeguards perform disinfection and cleaning routine.	11:00-12:00 Open Swim

Family/household group swim lesson and Private Lessons.

DAILY Monday to Thursday 4:00-6:00pm

* Each lesson would be scheduled for a total of 30 minutes and would include staggered entry and exit to ensure physical distancing from other families/groups/children.

* “Family/Household Group” lessons are for Parent Tot 1 to Preschool 5 and Swimmer 1 and 2. These levels require in-water support, therefore an adult/guardian must be present in water.

- Family/Household Group lessons will be taught in the whirlpool and pod areas.
- Private lessons will each have their own lane for Swimmer 3 level and up.

* We would only provide equipment as needed for lessons and will clean and disinfect at the end of the entire lesson set. Each child/group etc. will have their own equipment to use and nothing will be shared between participants.

Tier 3 Program Model

Programming and building hours would be adjusted to continue to meet community need while ensuring staff and public safety.

Tier 4 program Model

Resumption of “regular” program schedule and hours of operation

Program Implications – Tier Two and Three. All programs will require attendance by appointment.

Open Swims – In accordance with Lifesaving Society Guide to reopening, it is suggested to operate at 25% capacity to ensure physical distancing. Following this guideline and in order to ensure physical and social distancing only 25 patrons can be in the pool for an open swim at one time. Change rooms are not equipped handle this amount of patrons at one time and ensure physical and social distance and as a result staff would have to manage a staggered entry and exit.

Lane Swims- Based on Lifesaving Society guidelines, physical distancing is still required in the pool and due to the size/shape etc. of our pool we can allow for two double-wide lanes, with four people per lane, meaning a maximum of 8 patrons at one time. This set up would require swimmers must keep swimming, they are not allowed to pass or swim up the middle of the lane, all swimmers must remain at least 3m apart in the pool while swimming and swim up one side of the lane and down the other side.

Swimming Lessons –due to physical distancing requirements lessons would have to be modified to allow the swim instructor to be out of the pool.

Water Fitness –Classes would initially be set for a total of 40 minutes. A maximum of 15 patrons would be allowed per class and participants must maintain physical distancing while participating in the class

Program Equipment – due to the need for increased cleaning and sanitation and the desire to offer our programming to the public without having to decrease times in order to provide this service, staff propose moving to a purchase and bring your own equipment model. Measures would be put in place to auction off current inventory and bring in new inventory for sale at the front desk.

Hours of Operation- typical hours of operation prior to the Pandemic were from 6am-9pm Monday to Friday, and 6am-3pm Saturdays, 12pm-3pm Sundays, with a multitude of back to back programming. With reduced staffing compliment, and Covid 19 requirements, these hours of operation would need to be modified, proposed hours for

Tier Two could be from 8am-12pm and 4pm-6pm. Changes in these hours for Tier 3 would be program and community needs driven.

Opening- Official opening date to the public would be dependent on receiving COVID specific first aid response and PPE supplies and recalling and retraining all staff. Staff anticipate a maximum of one month to recall, retrain and re-orient aquatic staff to their roles, emergency procedures, cleaning and disinfection policies/requirements.

Changerooms – In order to ease the flow through change rooms and allow for showers with soap and water prior to entry, it is recommended that change rooms are only open for aquatic programming participation. It is also recommended that the male/female change rooms become universal. All patrons would be required to arrive and leave in their bathing attire, there will be no opportunity to change in order to limit time spent in the changeroom. Bathroom access would be from the pool side to the family changeroom and one person/family at a time may use the bathroom strictly for that purpose. Patrons would exit the pool from the spectator area and/or the double doors at the deep end of the pool to limit travel through the building. The Health Promotion and Protection act Regulation 565 Pools, that governs pool operation, requires all people to shower with soap and water prior to entry to the pool. Enforcement of this will be emphasized and is the reason why change rooms would be opened for aquatics patrons only.

Financial implications- staff hours are included during the 2020 operation budget but have not been incurred during the closure. Opening with a modified schedule would reduce staffing costs but would also have direct correlation to potential program revenues. In accordance with provincial and public health guidelines operating at 25% capacity in order to ensure physical and social would mean that the department would only receive a maximum of 25% of its normal revenue.

It has been noted not only here in Ingersoll but in many municipalities across the province that participation in programs and attendance to recreation facilities and more specifically pools has been significantly reduced. With that said the department would likely receive less than 25% of its normal revenue. In summary if we open to the public we start incurring expenses and potentially have limited to no participation or revenue generated.

Recommendation

Staff recommend re-opening the pool at Tier 1 and seek input from the community during this time to gauge programming needs and proceed to tier 2 based on the results of the community consultation process.

3) Fusion Centre

Below staff have outlined the process that would have to be undertaken to be able to open the Fusion Centre. Staff have also outlined any potential issues or items of discussion that come with opening the Fusion Centre. Staff have developed a tiered reopening plan to be able to safely reopen to the public.

Tier 1: focuses on reopening Fusion Centre to a modified schedule and building hours. This modified schedule and building hours would allow staff to assess community need and accommodate accordingly in subsequent tiers. To accommodate this modified schedule and building hours staff recommend recalling all full time contract staff. Part time staff could be brought back in Tier 2 based on community need and in order to expand building hours and programming. It would take a maximum of one month to reopen in accordance with provincial and public health guidelines, which will include recalling and retraining all full time contract staff.

Potential Program Schedule

According to ministry guideline documents we would be required to limit the amount of patrons entering the facility to ensure physical and social distancing. Following this guideline a total of 37 patrons could safely be in the building at one time. Proposed Youth Centre hours for Tier 1 would be from (2:30-9:00pm Monday-Friday)

Below is a sample schedule of what the youth program schedule could look and outlines how many patrons could fit in each room of the facility to be able to ensure physical/social distance.

Fusion Youth Centre Programs Schedule 2:30-9:00pm					
Program	Monday	Tuesday	Wednesday	Thursday	Friday
Lounge & Leisure 8 youth +1 staff					
Lounge – (7 youth) all ages	5:00-9:00	5:00-9:00	5:00-9:00	5:00-9:00pm	5:00-9:00
Big Screen Movie Night					5:00-7:00 In the gym

Music & Recording – 2 youth +1 staff					
Music Individual Lessons (All Ages)		2:30-6:00	2:30-7:00		
Jam Session (All Ages)	2:30-4:00			7:00-8:00	2:30-5:00
Technology Centre – 6 youth +1 staff (Internet& Gaming Zone & IMAC Studio)					
Internet & Gaming (All Ages)	2:30-9:00	2:30-5:00& 6:00-9:00	2:30-4:00 & 6:00-9:00	2:30-9:00	5:00-9:00
Create & Animate (All Ages)			4:00-6:00		
Art Room (Social Distancing Guidelines (7 youth +1 staff)					
Makeshift Monday's (All Ages)	5:00-6:00			2:30-5:00	2:30-5:00
Creative Curiosity(All Ages)		5:00-7:00			
Gymnasium - Sports, Fitness, Recreation 6 – youth +1 staff					
Badminton (All Ages)	2:30-4:00	4:00-5:00		2:30-4:00	
Open Gym (Grades 6-8)	4:00-5:00			4:00-5:00	
Open Gym (Grades 9-12)			4:00-5:00	6:00-8:00	

Basketball Shooting Drills (Grades 6-8)			5:00-6:00		2:30-4:00
Basketball (Grades 9-12) Shooting Drills	6:00-8:00	2:30-4:00		5:00-6:00	4:00-5:00

Teir 2: Increased hours of operation and programming based on community needs. All part time staff would need to be recalled to increased hours of operation and programming.

Teir 3: resumption of “normal” program schedule and hours of operation.

User Groups affected

Community Partners- VON, ISSI, Wellkin, Pats Driving School, Trinity youth for Christ, private kitchen rentals and Girl Guides all use the facility for their programming and activities. In accordance with provincial guidance documents all community partners would be required to submit pandemic plans to be able to use our facilities. Staff will need to review these plans ensure public guidelines are adhered to and failure to meet guidelines would result in the loss of their.

	Monthly Revenue
Von	\$750.00
ISSI	\$600.00
Pat's Driving School	\$600.00
WELLKIN	\$833.00
WELLKIN Cleaning	\$265.00
	\$3,048.00

Out of the community partners VON is the only group that has returned the centre. VON is running a modified program with 1-2 staff and only 1 client each day. ISSI has expressed interest in returning in September, but has not yet submitted a Pandemic plan for staff to review. Pat Durham from Pat’s Driving School has notified Fusion management that she has received confirmation from MTO that in person driving classes will not be

permitted until October. WELLKIN has not expressed any interest in returning to Fusion at this time.

Signage Requirements

In accordance with provincial guidance documents various signage in regards to screening, hand washing, keeping your distance etc. which have been installed throughout the facility.

Protective Barrier Installation

In accordance with provincial guidance document plexi glass was installed at the reception desk for the safety and protection of staff and patrons.

Cleaning and Disinfection

In accordance with provincial guidance documents high touchpoints areas must be cleaned and sanitized at least twice daily. Maintenance staff would exceed this requirement by cleaning and sanitizing high touch point areas in 2 hour cycles based upon use of space.

High touch point areas could be cleaned and sanitized in 2 hour cycles based upon use of space. Currently there is a full time unionized staff on to meet this requirement from 7 to 3:30pm, but not from 3:30 till close daily. As a result fusion program staff would have incorporate cleaning and sanitization requirements of spaces into their program schedule or additional staff would need to be hired to meet cleaning and disinfection requirements.

Cooling Centre

Fusion is the location for Ingersoll's Cooling Centre on days that Southwest Public Health issues a Heat Warning. If decision is made to reopen Fusion Centre staff would not be able to run programs from 2 to 5pm in order to still accommodate the cooling center as the lounge & Tech Centre are spaces that are designated for the Cooling Centre. An option would be for the Cooling Centre to switch to an alternative location which will be a challenge as VPCC and the arena do not have three separate spaces for patrons to go based on screening as per public health guidelines. The arena auditorium could be used as an alternative but would require all patrons being in one room using the same washrooms.

In addition if Ingersoll Support Services returns to Fusion and begins the day program the lounge would not be available for the Cooling Centre.

Staffing Currently there are only 2 full time management staff working at Fusion as all full and part time program staff were laid in accordance with facility closures on March 16th 2020. As outlined in Teir 1 in order to reopen the Fusion Centre staff recommend bringing back all full time contract staff to offer a modified schedule with modified hours of operation. Based on community demand staff would be able to expand programming

and hours of operation and could be able to open on weekends. In order to increase our hours of operation part time staff would have to be recalled.

Hours of Operation- With a reduced staffing & compliment the hours of operation could be 2:30-9:00pm Monday – Friday. Part time staff would need to be recalled in order to be open on the weekend

Opening- as noted in the report if council decides to open Fusion following a tired approach it will take a maximum of one month to get everything in place to safely reopen to the public.

School Board Announcement

On July 30th, the Provincial government announced a full in class return to school in September 5-days a week with strict health and safety guidelines in place. Mandatory masks for staff and cloth masks for students in grades 4 to 12. Fusion Youth Centre patrons are directly linked to the school board system and as a result staff will continue to monitor guidelines and restrictions for safe school reopening to ensure consistency with provincial and public health guidelines.

Financial Implications

- Monthly program & facility expenses is included in the 2020 operating budget.
- Staffing – 4 full time program staff = \$10,492.60 per month this does not include the shift supervisor & managers salary which is included in the 2020 operating budget. These are hours are included in the 2020 budget but have not been incurred while closed.

Recommendation

In accordance with the Provincial announcement of a full in class return to school and with Fusion Youth Centre patrons being directly linked to the school system, staff are recommending that the Fusion Centre open to the public following a tiered approach.

4) Ingersoll Memorial Arena

At the time of writing this report there is very little information available from sport governing bodies on how to re-open for their respective sports safely. Groups that use the arena that have a governing body include: Ingersoll Minor Hockey, Ingersoll Skating Club and West Oxford Inferno Girls Hockey. Other user groups that don't have a governing body will need to have pandemic plans in place to describe how they safely plan on re-entering the arena

Physical Distancing

Following the physical distancing guidelines we can only have 9 people in a change room at a time. Most hockey teams have more than 9 players. It's likely we will have to

offer teams two change rooms, which would work for practices but for games we will require buffer times as teams will be using 4 change rooms out of the 5 available. This will significantly affect the amount of revenue received as there will be less rentable hours available for use.

Following physical distancing requirements our penalty boxes are only big enough to hold 1 person. Leagues will need to come up with a plan in case they have more than 1 penalty at a time

Following physical distancing requirements our player's benches are only big enough to hold 7 people total.

Ice Use Requests

As of the writing of this report all arena user groups have indicated they would be interested in using their typical ice times for the season but that their actual ice time usage will be dependent on requirements from provincial and public health authorities and their sport governing bodies. As noted previously buffer times may need to be scheduled between usage to meet cleaning and disinfection requirements. These buffer times would reduce the amount of available rentable ice and as a result could significantly effect revenue.

Cleaning and Disinfection

Cleaning and disinfection will need to be increased to meet provincial and public health guidelines. Our current staffing compliment is not be able to meet these increased requirements. As a result the facility will see increased staffing cost to meet cleaning and sanitization requirements.

Staffing

As noted above to meet cleaning and disinfection requirements two staff will be required for all afternoon and weekend shifts. Without having an ice schedule at this time it is hard to predict what staffing would look like but it would be safe to assume this additional requirement will be a significant and unbudgeted for expense.

Startup

If decision is made to install the ice for the 2020-2021 staff could start making ice on August 24th. It would take approx. one week to make & paint the ice surface to get it ready to go. Official opening date to the public could be September 8th

Hours of Operation- Hours will be based on the ice requests from user groups once it's received. There is the potential for staff to run in house programs (Parent & Tot Skate, Adult Skate and Public Skate) at their regular times. These programs would need to run in accordance with provincial and public health guidelines which would require limiting participation to ensure physical distancing requirements which will ultimately effect revenue.

Financial Implications

- Yearly startup which is included in the 2020 operating budget.
- Potential repair costs if any issues are found during start up inspection.
- Additional signage requirements.
- Additional staffing requirements to be able to clean and sanitize as needed according to public health regulations
- Potential lost ice revenues to build in buffer times between games and practices due to physical distancing requirements
- Reduced program revenues as a result of having to limit patrons to ensure physical and social distancing.

Recommendation

Staff are recommending that we continue to gather information from arena user groups, governing bodies as well as provincial and public health officials to be able to fully understand and assess what will be required to safely open the arena to the public. While this information is being gathered staff recommend proceeding as planned to start installing ice as of August 24th 2018 to be able to be open for September 8th 2020. As information is received these dates and timelines can be adjusted to accommodate a safe reopening.

Recommendation

That the Council for the Corporation of the Town of Ingersoll receives report CS-016-20 as information and directs staff to:

- 1) Remain in Tier 1 for fitness classes and programming until such point that community demand requires proceeding to Tier Two.
- 2) Open the VPCC Pool into Tier 1 and seek input from the community during this time to gauge programming needs and proceed to tier 2 based on the results of the community consultation process
- 3) Open the Fusion Centre open to the public following a tiered approach.
- 4) Plan to open and operate the arena for the 2020/2021 ice season depending on information received from the provincial government, public health officials, minor sports groups, and organizing bodies in regards to a safe reopening.

Attachments

Prepared by: Joe Sym, Manager of Facility Operations
Nancy Nadalin, Program/Fitness Manager
Craig Boddy, Fusion Manager
Amy Nelder, Aquatics Manager
Kyle Stefanovic, Director of Community Services

Approved by: William Tigert, CAO.



Department: Engineering

Report Number: OP-005-20

Council Meeting Date: August 12, 2020

Title: Asphalt construction work on North Town Line West

Objective

To provide Council with an updated status report on the last phase of the reconstruction of North-Town-Line, a road that is shared by Town of Ingersoll and Township of Zorra, and, to seek Council direction to award the work of a section of the North-Town Line to a single source contractor.

Background

North Town Line borders the Town of Ingersoll and is a shared boundary between the Town and the Township of Zorra. From engineering, maintenance, and asset management perspectives, the road can be considered to be made up in three sections

- (i) Highway #119 (Bell Street) intersection to Thames Street intersection;
- (ii) The Thames Street intersection to Mutual Street intersection, and
- (iii) The Mutual Street intersection to Pemberton Street intersection;

All these three sections of North Town Line (NTL) have been upgraded based on condition of assets through the Asset Management Plan and requirements of the County.

Section (iii) of NTL was completely rebuilt in 2017 and carried a warranty of 2 years. Its warranty therefore expired on 2019. However with the quality of asphalt work carried out at this section, the road has held quite well.

Condition rating of section (ii) of NTL indicated that it is in reasonable condition and should be milled and paved again to preserve the strength and wear surface.

Department Report OP-005-20
Regular Meeting of Council
August 10, 2020

Condition rating of section (i) of NTL, once again indicated that a complete re-build was required. This rebuild was carried out in 2018 and carried a warranty of 2 years. That warranty is about to run out by the end of this year (2020). This section has been problematic so far as the quality and work of asphalt laying has been concerned, as will be detailed below.

Analysis

The tender for the complete construction of **section (i)** was awarded to Blue-Con Construction as general contractors and through them Stead-Evans were the sub-contractors for asphalt-work paving. The construction started in July 2018 and the project was completed in November 2018 with a warranty of 2 years.

During the first inspection in the winter of 2018, a number of defects in asphalt work were identified both by the Town staff and Zorra staff. These defects were conveyed to the contractor. During the winter time, not much was or could be done in terms of repairs. Later on the 8th of May, 2019, a full staff meeting was held between the Town and Zorra where the geotechnical consultant for Englobe was also present to ensure the identified defects are addressed in a timely manner.

The paving sub-contractor started repairing defects on 22nd May and was completed by 24th May, after which the work was halted due to commencement of the Bell-Street project. In October of 2019, another full staff meeting was held with the Town Engineer and the Director of Public Works for Zorra as well as representatives of the contractor. The cracks and widening of construction joints was noted and it was recommended that the joints and cracks be sealed using infrared-thermal heating and patching. Despite this work being done, there has not been any significant improvement in the condition of asphalt.

Asphalt construction deficiencies still persist as of May 2020, this year as the 2 year warranty is about to expire.

Town staff is seized of the issue and the limited options that it has under these circumstances. For example:

- a. The Town can pull the performance bond of the general contractor and get the work done through its own forces. However, all other work of the general contractor is par with good quality work and this action to pull the bond may open the town for protracted litigation.
- b. The Town can take the base-coat as it with it defects and tender for the top coat. However, knowing that there are already cracks and defects in the base-coat, it is doubtful that any contractor will pick up the contract and complete the work as well as warranty everything for two years, knowing that the base coat is cracked.

Knowing that there are limited options of getting this project done at a comparable quality, both the staff of the Town and staff of Zorra have negotiated with the contractor

Blue-Con to get a best path forward. Blue-Con have indicated that they are willing to help out and are willing to take on this project at the most competitive rates. The project will consist of base course repairs and application of HL3 top coat and all other processes contingent thereto.

The contractor, Blue-Con Construction has presented a cost estimate and tender form that is competitive as compared to other asphalt related projects. Additionally, the contractor will fill the defects and assume full responsibility of the entire product for two-years from the date of substantial completion of the project.

Financial Implications

The contractor has provided a tender quote for carrying out the base-coat repairs and laying the required top coat including assuming responsibility of the repairs for one year in the form of a warranty.

Since this is a Township and Town shared project, the costs would also be shared accordingly. The Township share of the project out of the above would be \$165,122.52 The Town share of the project out of the above would be **\$104,205.42**.

For sections (ii) and (iii) of NTL, a tender for top coat has already been issued on the bidding site. Once awarded, the entire NTL will have a new top coat.

Recommendation

THAT Council receive report OP-005-20 as information; and

FURTHER THAT Council approve carrying **\$104,205.42** for the project of base-coat repairs and topcoat paving of section (i) of NTL; and

AND FURTHER THAT Council approves sole-source awarding this project to Blue-Con Construction.

Attachments

Prepared by:
Approved by: William Tigert, CAO



Department: Treasury

Report Number: T-016-20

Council Meeting Date: August 10, 2020

Title: Operating Budget Variance Report for the 6 months ended June 30, 2020

Objective

To provide Council with a financial overview of operations for the six months ended June 30, 2020 as well as financial projections to the end of the year.

Background

A review of the Town's financial operations for the six months ended June 30, 2020 was completed. The COVID -19 pandemic is causing significant uncertainty and financial challenges for the Town. In the initial review of financial impacts of the pandemic it was projected that the Town would incur a net budgetary saving of \$ 20,000. It was noted that the projected financial impacts were high level preliminary estimates and that they would likely change depending in the duration and severity of the pandemic. This financial overview provides the operating variance analysis for the 6 months ended June 30, 2020 and reflects revised assumptions to the COVID-19 related financial impacts.

Analysis

Town Operations as of June 30, 2020 and Year – End Projections

Appendix A provides details on the interim operating results for each department as of June 30, 2020. The figures in the Operating Budget to Actual Variance Report are indicating an overall surplus of \$194,312. Detailed comments have been provided for each department in the attached report. The comments are based on departmental input and Treasury review.

Year-end projections, summarized in Table 1, reflect revised assumptions related to recreational revenue losses, the impacts of relief measures put in place to support local residents and businesses, and revised investment revenue. Cost mitigation measures to

offset losses in revenue have been revised also to include reductions in discretionally spending, reduced utilities costs, program expenses and other operating expenses.

- Council: A favorable year to date net operating variance of \$16K mainly attributable to savings in meetings, conferences and promotional events. Consistent with year to date results, a favourable \$18K variances is projected to the end of year.
- Chief Administrative Officer: A favorable year to date net operating variance of \$12K primarily due to savings in marketing and promotion expenses. Consistent with year to date results, a favourable \$25K variances is projected to the end of year.
- Clerks (including Parking Enforcement and Animal Control): An unfavourable year to date net operating variance of \$23K reflects the additional costs of prevention and containment measures put in place for COVID-19 as well as lower than budgeted marriage licensing revenue and issuance of the non-budgeted \$25K grant to OPAL. These additional costs were partially offset by savings in salaries and benefits and other operating costs. Consistent with year to date results, an unfavourable \$33K variances is projected to the end of year.
- Information Technology: A favorable year to date net operating variance of \$2K. A net zero variance is projected for year-end.
- Treasury Admin: A favorable year to date net operating variance of \$11K mainly due to the refund from Sunlife for underused health benefits. An unfavourable variance of \$88K is projected for year-end mainly due to impacts from COVID-19 which resulted in lower than budgeted investment income, loss of revenue due to cancellation of interest and penalties on all property tax arrears, and higher than planned insurance costs.
- Property Taxes: An unfavourable year to date net operating variance of \$234K primarily due to settlement of two major assessment appeals (Loblaw's and Coilplus). The Town refunded \$270K for the municipal portion of property taxes for both appeals. It is difficult to forecast when settlements would take place therefore these refunds were not budgeted. A transfer from the Finance Reserve will be performed at the end of the year to offset these costs resulting in a net zero operating variance.
- Building Inspections and Property Standards: Net zero variance to date. The trend is expected to continue to the end of the year.
- Municipal Office: A favorable year to date net operating variance of \$34K driven by savings in salary and benefits and the reduced costs of utilities. Consistent with year to date results, a favorable variance of \$13K is projected to the end of the year.

- Fire: A favorable year to date net operating variance of \$37K due to savings for the operation of the Fire Hall that include lower than projected wages of cleaning staff and lower building repair and maintenance costs. Consistent with year to date results, a \$13K favourable variance is projected to the end of the year.
- Police (including Crossing Guards and Police Services Board): A favorable year to date net operating variance of \$38K primarily due to school closures in Mid-March and resulting lay off of crossing guards. Cancellation of Police Services Board meetings and conferences resulted in additional savings. Consistent with year to date results, a \$20K favourable variance is projected to the end of the year.
- Engineering: A favorable year to date net operating variance of \$27K results from the timing of events compare to calendarized budget estimates. A net zero variance is projected to the end of the year.
- Public Works: A favorable year to date net operating variance of \$72K mainly driven by savings in winter control expenses and the timing of events compare to calendarized budget estimates. It is difficult to forecast for winter control for that reason a net zero variance is projected to year-end.
- Parks and Arena: A favorable year to date net operating variance of \$63K due to a 4 week delay in hiring of part time casual employees for parks maintenance and resulting savings in wages. Safe Cycling and Trails Committees have not met since the Provincial Emergency orders were imposed and Safe Cycling event was cancelled. As the Province has lifted some restrictions to allow for recreational facilities and amenities to reopen, the Town will have to incur additional costs to ensure safety measures are put in place at the Arena in order to comply with provincial guidelines. Both revenue and expenses will be highly dependent on the duration of the pandemic, mandated capacity restrictions as well as the level of participation. Consistent with our projections, an unfavourable variance of \$40K is projected to the end of the year.
- VPCC: A favorable year to date net operating variance of \$28K. With closures of VPCC and other recreational amenities, program cancellations, a number of casual and part-time employees were unable to perform their duties and were placed on a Declared Emergency Leave. The staffing savings somewhat offset the recreation revenue losses. As the Province has lifted some restrictions to allow for recreational facilities and amenities to reopen, the Town will have to incur additional costs to ensure safety measures are put in place at VPCC to comply with provincial guidelines. Both revenue and expenses will be highly dependent on the duration of the pandemic, mandated capacity restrictions as well as the level of participation in programs. Consistent with our projections, a favourable variance of \$76K is projected to the end of the year.
- Fusion Centre: A favorable year to date net operating variance of \$96K due to the closure of the facility and cancellation of all programs resulting in significant savings in wages and benefits. We are projecting a favourable variance of \$100K to the end of the year.

- Museum: A favorable year to date net operating variance of \$3K. The trend is expected to continue to the end of the year.
- Economic Development: A favorable year to date net operating variance of \$13K due to reduced costs related to marketing and promotion activities and cancellations of various tradeshow due to COVID-19. Consistent with year to date results a favourable variance of \$25K is projected to the end of the year.

The following table summarizes the anticipated year-end financial operating variances.

Table 1: Year - End Projected Operating Variances

Area	Year-end Projections fav (unfav)
Council	\$18,000
Chief Administrative Officer	\$25,000
Clerks	(\$33,000)
Information Technology	\$0
Treasury Admin	(\$88,000)
Property Taxes	\$0
Building Inspections and Property Standards	\$0
Municipal Office	\$13,000
Fire	\$13,000
Police	\$20,000
Engineering	\$0
Public Works	\$0
Parks and Arena	(\$40,000)
VPCC	\$76,000
Fusion Centre	\$100,000
Museum	\$3,000
Economic Development	\$25,000
Total	\$132,000

Financial Implications

As of June 30, 2020 the Town reported a favourable operating budget variance of \$194,312. The Town is projecting for December 31, 2020 a favourable operating budget variance of \$132,000.

Recommendation

THAT Report No. T-016-20 be received as information.

Attachments

Operating Budget Variance Report for the 6 months Ended June 30, 2020

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

Appendix A

**THE CORPORATION OF THE TOWN OF
INGERSOLL**

**Operating Budget Variance Report for 6 Months Ended
June 30, 2020**

Town of Ingersoll
6 Months Ended June 30, 2020

Summary All Departments by Revenue/Expense Grouping

	YTD Actual		YTD Budget	Variance YTD 2020 Budget vs Actual	Annual Budget	Remaining Budget
	2019	2020	2020	fav (unfav)	2020	2020
	1	2	3	4=3-2	5	6=5-2
COUNCIL	122,958	112,472	128,864	16,392	288,873	176,401
CHIEF ADMINISTRATIVE OFFICER	247,296	261,555	274,016	12,461	375,970	114,415
CLERKS						
ADMINISTRATION	250,553	396,691	366,104	(30,587)	582,540	185,849
ANIMAL CONTROL	(5,209)	(20)	(3,375)	(3,355)	6,200	6,220
PARKING	3,893	(1,382)	8,536	9,919	22,500	23,882
PARATRANSIT	20,871	23,011	23,678	667	55,840	32,829
TREASURY						
ADMINISTRATION	(589,506)	165,796	176,674	10,878	841,113	675,317
TAXATION	(19,965,181)	(21,129,712)	(21,363,436)	(233,723)	(14,743,787)	6,385,925
INFORMATION TECHNOLOGY	159,049	161,669	163,453	1,784	320,000	158,331
BUILDING INSPECTION						
INSPECTION	(80,365)	(19,213)	(21,264)	(2,051)	0	19,213
PROPERTY STANDARDS	11,289	12,346	13,682	1,336	26,720	14,374
TOWN CENTRE	18,002	17,444	51,686	34,242	167,808	150,364
PUBLIC BUILDINGS - OTHER	(6,645)	(8,830)	(9,585)	(755)	1,400	10,230
FIRE						
ADMINISTRATION	366,020	392,800	402,396	9,596	1,084,258	691,458
FACILITY	23,498	41,247	68,568	27,321	20,746	(20,501)
POLICE						
ADMINISTRATION	1,204,678	1,279,844	1,302,837	22,993	2,621,441	1,341,597
FACILITY	(37,803)	(41,187)	(26,251)	14,936	32,134	73,321
ENGINEERING						
ADMINISTRATION	152,125	170,215	184,427	14,212	2,167,550	1,997,335
EQUIPMENT	(3,190)	(389)	(1,417)	(1,028)	0	389
STREET LIGHTING	85,195	97,749	112,416	14,666	293,000	195,251
TRAFFIC SIGNALS	5,759	8,299	7,393	(906)	15,200	6,901
PUBLIC WORKS						
ADMINISTRATION & EQUIPMENT	49,654	188,207	140,020	(48,187)	308,032	119,825
FACILITY	32,283	23,425	30,675	7,250	64,468	41,043
BRIDGES & CULVERTS	7,400	5,648	4,555	(1,093)	11,660	6,012
ROADSIDE MAINTENANCE	75,348	89,372	130,357	40,985	261,880	172,508
SURFACE MAINTENANCE	103,826	72,836	83,605	10,769	283,860	211,024
ROADS, SIDEWALKS & PARKING LOTS	98,111	85,878	78,011	(7,868)	257,070	171,192
WINTER CONTROL	374,117	244,306	331,595	87,288	501,480	257,174
ENVIRONMENTAL SERVICES	34,238	46,213	28,880	(17,333)	106,072	59,859
PARKS AND ARENA						
ADMINISTRATION	63,557	63,070	79,067	15,997	165,610	102,540
ARENA	58,347	89,068	87,957	(1,111)	409,123	320,055
PARKS	256,300	226,558	257,036	30,479	901,266	674,708
PARKS PROGRAMS	15,489	17,700	13,896	(3,804)	75,140	57,440
CAMI PARKS / SUZUKI HOUSE	59,417	55,912	77,740	21,828	232,892	176,980
VICTORIA PARK COMMUNITY CENTRE						
ADMINISTRATION	52,978	24,285	44,420	20,135	97,521	73,236
AQUATICS	42,469	60,561	45,109	(15,452)	167,225	106,664
FITNESS	7,447	59,447	67,632	8,185	169,853	110,406
GENERAL PROGRAMS	(4,309)	34,409	(18,747)	(53,156)	11,710	(22,699)
FACILITY	238,753	187,315	255,857	68,542	596,577	409,262
YOUTH CENTRE						
FACILITY	37,229	45,785	51,583	5,798	313,976	268,191
GENERAL PROGRAMS	150,683	102,975	193,633	90,658	388,392	285,417
MUSEUMS						
FACILITY	10,736	7,297	9,156	1,859	30,560	23,263
PROGRAMS	22,838	71,713	72,411	698	169,762	98,049
ECONOMIC DEVELOPMENT						
	66,717	104,853	117,700	12,846	296,365	191,512
	<u>(16,163,086)</u>	<u>(16,152,763)</u>	<u>(15,958,451)</u>	<u>194,312</u>	--	<u>16,152,763</u>

Town of Ingersoll
6 Months Ended June 30, 2020

Summary All Departments by Revenue/Expense Grouping

	YTD Actual		YTD Budget	Variance YTD 2020 Budget vs Actual	Annual Budget	Remaining Budget
	2019	2020	2020	4-3-2 fav (unfav)	2020	2020
	1	2	3		5	6-5-2
REVENUE						
SALE OF GOODS OR SERVICES	(32,025)	(21,517)	(34,861)	(13,344)	(95,255)	(73,738)
PERMITS/LICENSES	(197,900)	(125,219)	(139,674)	(14,455)	(214,595)	(89,376)
ICE RENTAL	(102,945)	(81,600)	(102,161)	(20,561)	(244,965)	(163,365)
RENT / LEASES	(96,621)	(88,101)	(108,183)	(20,083)	(207,068)	(118,967)
USER FEES	(157,978)	(80,615)	(144,518)	(63,903)	(268,328)	(187,713)
MEMBERSHIPS	(66,341)	(40,473)	(79,161)	(38,688)	(158,790)	(118,317)
RECOVERIES	(40,594)	(20,197)	(29,064)	(8,867)	(112,704)	(92,507)
COUNTY RECOVERY	(55,460)	(57,231)	(57,228)	3	(306,788)	(249,557)
TAXATION	(20,021,300)	(21,414,390)	(21,440,262)	(25,872)	(15,363,787)	6,050,603
INTEREST / DIVIDENDS	(385,911)	(296,431)	(289,610)	6,821	(769,500)	(473,069)
GRANTS / SUBSIDIES / REBATES	(813,008)	(54,303)	(56,568)	(2,265)	(120,575)	(66,272)
LAND SALES	-	(1,130)	-	1,130	-	1,130
PROGRAM REVENUES	(109,071)	(19,992)	(150,430)	(130,438)	(241,938)	(221,946)
DONATIONS / FUNDRAISING	(127,957)	(36,147)	(49,027)	(12,880)	(130,988)	(94,841)
	<u>(22,207,110)</u>	<u>(22,337,345)</u>	<u>(22,680,747)</u>	<u>(343,402)</u>	<u>(18,235,281)</u>	<u>4,102,064</u>
EXPENSE						
SALARIES, WAGES & BENEFITS	3,010,817	2,973,593	3,298,206	324,612	7,194,153	4,220,560
ADMINISTRATIVE EXPENSE	41,278	41,813	42,690	878	78,828	37,015
OPERATING EXPENSE	99,093	89,371	116,543	27,172	212,562	123,191
COMMUNICATIONS	40,837	32,078	41,457	9,380	114,485	82,407
INSURANCE EXPENSE	104,872	121,771	123,357	1,586	253,965	132,194
UTILITIES - HYDRO	203,014	218,113	301,824	83,711	672,084	453,971
UTILITIES - NATURAL GAS	43,776	41,409	59,377	17,969	101,350	59,941
UTILITIES - WATER	27,521	26,831	38,824	11,993	109,000	82,169
SUPPLIES	28,027	5,766	13,671	7,905	32,319	26,553
PROGRAM EXPENSES	57,670	81,059	77,376	(3,683)	132,993	51,934
MEETINGS, CONFERENCES, TRAINING	68,476	24,488	69,013	44,526	152,090	127,602
FUEL / TRANSPORTATION COSTS	50,152	30,481	55,745	25,263	110,842	80,361
PROFESSIONAL FEES	150,929	179,455	194,121	14,666	768,000	588,545
CONTRACTED SERVICES	76,760	111,682	138,560	26,878	267,528	155,846
PROPERTY TAX REFUNDS & ADJUSTMENTS	56,119	284,677	76,826	(207,851)	620,000	335,323
MARKETING & PROMOTION	38,574	18,096	45,236	27,139	134,410	116,314
GRANTS TO VOLUNTEER ORGANIZATIONS	60,695	73,996	55,100	(18,896)	102,100	28,104
REPAIRS & MAINTENANCE	18,381	18,588	21,221	2,633	47,188	28,600
LAND MAINTENANCE & IMPROVEMENT	23,516	9,623	29,570	19,947	60,500	50,877
EQUIP REPAIRS & MAINTENANCE	74,072	76,463	90,719	14,257	192,031	115,568
BLDG REPAIRS & MAINTENANCE	52,147	40,931	86,911	45,980	159,200	118,269
SNOW REMOVAL AND SANDING	42,229	33,669	42,136	8,467	50,300	16,631
MAINTENANCE CONTRACTS	109,814	109,000	123,890	14,890	179,090	70,090
MATERIALS - PUBLIC WORKS	177,364	139,809	148,133	8,324	426,040	286,231
EQUIPMENT USAGE	23,287	20,520	66,764	46,244	90,200	69,680
TRANSFER TO BIA	-	-	-	-	78,000	78,000
TRANSFERS TO CEMETERY BOARD	50,000	25,000	25,000	-	93,083	68,083
	<u>4,729,420</u>	<u>4,828,282</u>	<u>5,382,270</u>	<u>553,988</u>	<u>12,432,341</u>	<u>7,604,059</u>
NET OPERATING REVENUE	<u>(17,477,690)</u>	<u>(17,509,063)</u>	<u>(17,298,478)</u>	<u>210,585</u>	<u>(5,802,940)</u>	<u>11,706,123</u>
OTHER						
O.P.P. CONTRACT	1,200,614	1,302,728	1,306,477	3,749	2,607,746	1,305,018
OMPF - ONT MUN PARTNER GRANT	(227,194)	(119,450)	(119,450)	0	(238,900)	(119,450)
TRANSFER FROM RESERVES & RES FUNDS	-	-	-	-	(640,870)	(640,870)
TRANSFER TO RESERVES & RES FUNDS	-	13,967	-	(13,967)	3,366,270	3,352,303
RESERVE FUND - GAS TAX SUBSIDIES	--	-	-	-	0	0
DEBENTURE PAYMENT	341,184	159,055	153,000	(6,055)	708,694	549,639
	<u>1,314,603</u>	<u>1,356,300</u>	<u>1,340,027</u>	<u>(16,273)</u>	<u>5,802,940</u>	<u>4,446,640</u>
	<u>(16,163,086)</u>	<u>(16,152,763)</u>	<u>(15,958,451)</u>	<u>194,312</u>	<u>--</u>	<u>16,152,763</u>

Town of Ingersoll
6 Months Ended June 30, 2020

DEPARTMENT: MAYOR & COUNCIL	YTD Actual		YTD Budget	Variance YTD	Annual Budget		Remaining Budget
	2019	2020	2020	vs Actual	2020	2020	
	1	2	3	4=3-2	5	6=5-2	
REVENUE							
EXPENSE							
SALARIES, WAGES & BENEFITS	89,958	95,608	94,200	(1,408)	190,363	94,755	
ADMINISTRATIVE EXPENSE	411	2,167	550	(1,617)	550	(1,617)	
COMMUNICATIONS	433	616	1,551	935	4,000	3,384	
PROGRAM EXPENSES	5,157	5,371	5,160	(211)	5,160	(211)	
MEETINGS, CONFERENCES, TRAINING	21,612	7,641	17,444	9,802 (1)	21,200	13,559	
FUEL / TRANSPORTATION COSTS	1,199	404	1,354	950	1,800	1,396	
PROFESSIONAL FEES	--	--	2,400	2,400	55,000	55,000	
MARKETING & PROMOTION	3,834	665	6,205	5,540	10,600	9,935	
	<u>122,958</u>	<u>112,472</u>	<u>128,864</u>	<u>16,392</u>	<u>288,873</u>	<u>176,401</u>	
NET OPERATING (REVENUE) EXPENSE	<u>122,958</u>	<u>112,472</u>	<u>128,864</u>	<u>16,392</u>	<u>288,873</u>	<u>176,401</u>	
OTHER							
	<u>--</u>	<u>--</u>	<u>--</u>	<u>--</u>	<u>--</u>	<u>--</u>	
	<u>122,958</u>	<u>112,472</u>	<u>128,864</u>	<u>16,392</u>	<u>288,873</u>	<u>176,401</u>	

NOTES

(1) Due to COVID-19 conferences have been cancelled or moved on-line. Online conference are offered at a reduced price and there is no need to pay for accommodations , food and other travel expenses.

Town of Ingersoll
6 Months Ended June 30, 2020

DEPARTMENT: CHIEF ADMINISTRATIVE OFFICER	YTD Actual		YTD Budget	Variance YTD 2020 Budget vs Actual	Annual Budget		Remaining Budget	
	2019	2020	2020	fav (unfav)	2020	2020		
	1	2	3	4=3-2	5	6=5-2		
REVENUE								
RECOVERIES	--	(13,967)	--	13,967	(1)	--	13,967	
	--	(13,967)	--	13,967		--	13,967	
EXPENSE								
SALARIES, WAGES & BENEFITS	88,723	91,618	93,261	1,643		187,770	96,152	
ADMINISTRATIVE EXPENSE	212	--	72	72		150	150	
OPERATING EXPENSE	60	60	--	(60)		750	690	
COMMUNICATIONS	78	98	230	132		850	752	
PROGRAM EXPENSES	800	814	1,000	186		1,000	186	
MEETINGS, CONFERENCES, TRAINING	2,842	1,763	2,738	975		5,500	3,737	
PROFESSIONAL FEES	152,825	166,925	171,664	4,739		610,000	443,075	
MARKETING & PROMOTION	1,563	278	5,051	4,773		18,700	18,422	
	247,296	261,555	274,016	12,461		825,970	564,415	
NET OPERATING (REVENUE) EXPENSE	247,296	247,588	274,016	26,428		825,970	578,382	
OTHER								
TRANSFER TO RESERVES & RES FUNDS	--	13,967	--	(13,967)	(1)	--	(13,967)	
	--	13,967	--	(13,967)		(450,000)	(463,967)	
	247,296	261,555	274,016	12,461		375,970	114,415	

NOTES

(1) Accounting entry to move the money set aside for physician recruitment from accrued liabilities account into the Health Recruitment Reserve.

Town of Ingersoll
6 Months Ended June 30, 2020

DEPARTMENT: CLERKS	YTD Actual		YTD Budget	Variance YTD 2020 Budget vs Actual		Annual	Remaining
	2019	2020	2020	fav (unfav)		Budget	Budget
	1	2	3	4=3-2		2020	2020
ACTIVITY: ADMINISTRATION							6=5-2
REVENUE							
SALE OF GOODS OR SERVICES	(4)	(20)	(12)	8		(25)	(5)
PERMITS/LICENSES	(6,279)	(3,116)	(8,680)	(5,564)	(1)	(18,300)	(15,185)
USER FEES	(21,833)	(14,443)	(13,510)	933		(29,100)	(14,657)
RECOVERIES	--	(421)	--	421		--	421
LAND SALES	--	(1,130)	--	1,130		--	1,130
	<u>(28,115)</u>	<u>(19,129)</u>	<u>(22,202)</u>	<u>(3,072)</u>		<u>(47,425)</u>	<u>(28,296)</u>
EXPENSE							
SALARIES, WAGES & BENEFITS	196,542	239,011	245,449	6,439		527,660	288,649
ADMINISTRATIVE EXPENSE	16,066	13,581	14,140	559		27,155	13,574
OPERATING EXPENSE	1,529	1,814	7,682	5,868		10,800	8,986
COMMUNICATIONS	4,729	4,946	3,847	(1,099)		8,500	3,554
PROGRAM EXPENSES	1,534	43,729	10,575	(33,154)	(2)	27,450	(16,279)
MEETINGS, CONFERENCES, TRAINING	1,724	538	3,646	3,108		7,310	6,772
FUEL / TRANSPORTATION COSTS	--	--	594	594		1,200	1,200
PROFESSIONAL FEES	178	1,261	1,033	(228)		10,000	8,739
CONTRACTED SERVICES	3,807	46,425	53,478	7,053		62,680	16,255
MARKETING & PROMOTION	2,264	519	2,761	2,242		5,800	5,281
GRANTS TO VOLUNTEER ORGANIZATIONS	50,295	63,996	45,100	(18,896)	(3)	45,100	(18,896)
	<u>278,668</u>	<u>415,820</u>	<u>388,305</u>	<u>(27,515)</u>		<u>733,655</u>	<u>317,835</u>
NET OPERATING (REVENUE) EXPENSE	<u>250,553</u>	<u>396,691</u>	<u>366,104</u>	<u>(30,587)</u>		<u>686,230</u>	<u>289,539</u>
OTHER							
	--	--	--	--		(103,690)	(103,690)
	<u>250,553</u>	<u>396,691</u>	<u>366,104</u>	<u>(30,587)</u>		<u>582,540</u>	<u>185,849</u>

NOTES

- (1) Lost marriage certificates revenues due to COVID-19.
- (2) Expenses directly attributed to the pandemic including cleaning supplies, various PPE items, protective screens, modifications to the glass barriers at the Town hall.
- (3) Unbudgeted \$25,000 Grant to OPAL to support landfill opposition.

**Town of Ingersoll
6 Months Ended June 30, 2020**

DEPARTMENT: CLERKS	YTD Actual		YTD Budget	Variance YTD 2020 Budget vs Actual	Annual Budget		Remaining Budget	
	2019	2020	2020	fav (unfav)	2020	2020		
	1	2	3	4=3-2	5	6=5-2		
ACTIVITY: ANIMAL CONTROL								
REVENUE								
PERMITS/LICENSES	(9,410)	(3,710)	(8,311)	(4,601) (1)	(9,000)	(5,290)		
	(9,410)	(3,710)	(8,311)	(4,601)	(9,000)	(5,290)		
EXPENSE								
CONTRACTED SERVICES	4,201	3,690	4,936	1,246	15,000	11,310		
	4,201	3,690	4,936	1,246	15,200	11,510		
NET OPERATING (REVENUE) EXPENSE	(5,209)	(20)	(3,375)	(3,355)	6,200	6,220		
OTHER								
	(5,209)	(20)	(3,375)	(3,355)	6,200	6,220		

NOTES

(1) Lost of dog Licences revenue due to COVID-19

**Town of Ingersoll
6 Months Ended June 30, 2020**

DEPARTMENT: CLERKS	YTD Actual		YTD Budget	Variance YTD 2020 Budget vs Actual	Annual Budget	Remaining Budget
	2019	2020	2020	fav (unfav)	2020	2020
	1	2	3	4=3-2	5	6=5-2
ACTIVITY: PARKING						
REVENUE						
USER FEES	(10,732)	(10,112)	(5,674)	4,438	(15,300)	(5,188)
	(10,732)	(10,112)	(5,674)	4,438	(15,300)	(5,188)
EXPENSE						
CONTRACTED SERVICES	14,624	8,730	14,210	5,480	37,800	29,070
	14,624	8,730	14,210	5,480	37,800	29,070
NET OPERATING (REVENUE) EXPENSE	3,893	(1,382)	8,536	9,919	22,500	23,882
OTHER						
	--	--	--	--	--	--
	3,893	(1,382)	8,536	9,919	22,500	23,882

NOTES

No parking enforcement since March 2020 due to COVID-19

Town of Ingersoll
6 Months Ended June 30, 2020

DEPARTMENT: CLERKS	YTD Actual		YTD Budget	Variance YTD 2020 Budget vs Actual		Annual	Remaining
	2019	2020	2020	fav (unfav)		2020	2020
	1	2	3	4=3-2		5	6=5-2
ACTIVITY: PARATRANSIT							
REVENUE							
SALE OF GOODS OR SERVICES	(10,317)	(5,454)	(9,630)	(4,176)	(1)	(21,000)	(15,546)
	(10,317)	(5,454)	(9,630)	(4,176)		(21,000)	(15,546)
EXPENSE							
SALARIES, WAGES & BENEFITS	2,945	6,639	7,580	941		7,640	1,001
COMMUNICATIONS	470	167	634	467		1,400	1,233
CONTRACTED SERVICES	27,380	21,530	24,976	3,446	(2)	67,000	45,470
MARKETING & PROMOTION	395	129	118	(10)		800	671
	31,188	28,465	33,308	4,843		76,840	48,375
NET OPERATING (REVENUE) EXPENSE	20,871	23,011	23,678	667		55,840	32,829
	20,871	23,011	23,678	667		55,840	32,829

NOTES

- (1) Reduction in ridership due to the pandemic
- (2) A commensurate reduction in costs

**Town of Ingersoll
6 Months Ended June 30, 2020**

DEPARTMENT: TREASURY	YTD Actual		YTD Budget	Variance YTD 2020 Budget vs Actual	Annual Budget	Remaining Budget
	2019	2020	2020	fav (unfav)	2020	2020
	1	2	3	4=3-2	5	6=5-2
ACTIVITY: INFORMATION TECHNOLOGY						
REVENUE						
EXPENSE						
SALARIES, WAGES & BENEFITS	76,432	84,576	86,066	1,490	181,620	97,044
ADMINISTRATIVE EXPENSE	--	--	100	100	100	100
OPERATING EXPENSE	20,241	13,062	12,572	(490)	28,550	15,488
COMMUNICATIONS	1,387	1,599	1,422	(177)	3,000	1,401
PROGRAM EXPENSES	171	171	180	9	180	9
MEETINGS, CONFERENCES, TRAINING	139	--	677	677	8,600	8,600
FUEL / TRANSPORTATION COSTS	544	126	392	266	1,100	974
EQUIP REPAIRS & MAINTENANCE	2,387	3,101	2,314	(787)	3,000	(101)
MAINTENANCE CONTRACTS	57,747	59,034	59,730	696	73,750	14,716
	<u>159,049</u>	<u>161,669</u>	<u>163,453</u>	<u>1,784</u>	<u>300,000</u>	<u>138,331</u>
NET OPERATING (REVENUE) EXPENSE	<u>159,049</u>	<u>161,669</u>	<u>163,453</u>	<u>1,784</u>	<u>300,000</u>	<u>138,331</u>
OTHER						
	--	--	--	--	20,000	20,000
	<u>159,049</u>	<u>161,669</u>	<u>163,453</u>	<u>1,784</u>	<u>320,000</u>	<u>158,331</u>

NOTES

No significant variances

Town of Ingersoll
6 Months Ended June 30, 2020

DEPARTMENT: TREASURY	YTD Actual		YTD Budget	Variance YTD 2020 Budget vs Actual	Annual Budget	Remaining Budget
	2019	2020	2020	fav (unfav)	2020	2020
	1	2	3	4=3-2	5	6=5-2
ACTIVITY: ADMINISTRATION						
REVENUE						
SALE OF GOODS OR SERVICES	(9,600)	(7,490)	(7,587)	(97)	(16,000)	(8,510)
USER FEES	(13,372)	(6,533)	(6,635)	(102)	(18,500)	(11,967)
INTEREST / DIVIDENDS	(385,911)	(296,431)	(289,610)	6,821	(769,500)	(473,069)
	<u>(1,098,931)</u>	<u>(310,454)</u>	<u>(303,832)</u>	<u>6,622</u>	<u>(808,200)</u>	<u>(497,746)</u>
EXPENSE						
SALARIES, WAGES & BENEFITS	251,229	278,648	287,862	9,214	589,250	310,602
ADMINISTRATIVE EXPENSE	4,315	5,627	5,157	(470)	10,770	5,143
OPERATING EXPENSE	298	265	195	(70)	400	135
COMMUNICATIONS	78	158	207	49	420	262
INSURANCE EXPENSE	104,990	122,701	123,157	456	252,915	130,214
PROGRAM EXPENSES	2,585	2,585	2,623	38	2,750	165
MEETINGS, CONFERENCES, TRAINING	594	--	807	807	2,900	2,900
FUEL / TRANSPORTATION COSTS	121	96	340	244	650	554
PROFESSIONAL FEES	(22,863)	--	--	--	28,000	28,000
CONTRACTED SERVICES	3,019	1,191	1,200	9	3,100	1,909
MARKETING & PROMOTION	816	374	407	33	950	576
EQUIP REPAIRS & MAINTENANCE	254	--	--	--	250	250
TRANSFER TO BIA	--	--	--	--	78,000	78,000
TRANSFERS TO CEMETERY BOARD	50,000	25,000	25,000	--	93,083	68,083
	<u>395,435</u>	<u>436,645</u>	<u>446,955</u>	<u>10,310</u>	<u>1,063,438</u>	<u>626,793</u>
NET OPERATING (REVENUE) EXPENSE	<u>(703,496)</u>	<u>126,191</u>	<u>143,124</u>	<u>16,932</u>	<u>255,238</u>	<u>129,047</u>
OTHER						
OMPF - ONT MUN PARTNER GRANT	(227,194)	(119,450)	(119,450)	--	(238,900)	(119,450)
TRANSFER FROM RESERVES & RES FUNDS	--	--	--	--	(33,919)	(33,919)
TRANSFER TO RESERVES & RES FUNDS	--	--	--	--	150,000	150,000
DEBENTURE PAYMENT	341,184	159,055	153,000	(6,055)	708,694	549,639
	<u>113,990</u>	<u>39,605</u>	<u>33,550</u>	<u>(6,055)</u>	<u>585,875</u>	<u>546,270</u>
	<u>(589,506)</u>	<u>165,796</u>	<u>176,674</u>	<u>10,878</u>	<u>841,113</u>	<u>675,317</u>

NOTES

(1) Tax policy changes to waive penalties and interest for non-payment or late payment of property taxes and to defer the final property tax due dates have resulted in loss revenue. Compare to the same period of 2019 we've lost over \$22,000 of interest revenue for overdue property taxes. The Town also lost approximately \$40,000 in investment income due to the reduction of interest rate by the Bank of Canada by 1.5%. We budgeted conservatively for investment income thus the budget to actual variance is not significant.

**Town of Ingersoll
6 Months Ended June 30, 2020**

DEPARTMENT: TREASURY	YTD Actual		YTD Budget	Variance YTD 2020 Budget vs Actual	Annual Budget		Remaining Budget
	2019	2020	2020	fav (unfav)	2020	2020	2020
ACTIVITY: TAXATION	1	2	3	4=3-2	5	6=5-2	
REVENUE							
TAXATION	(20,021,300)	(21,414,390)	(21,440,262)	(25,872)	(1)	(15,363,787)	6,050,603
	(20,021,300)	(21,414,390)	(21,440,262)	(25,872)		(15,363,787)	6,050,603
EXPENSE							
PROPERTY TAX REFUNDS & ADJUSTMENTS	56,119	284,677	76,826	(207,851)	(2)	620,000	335,323
	56,119	284,677	76,826	(207,851)		620,000	335,323
NET OPERATING (REVENUE) EXPENSE	(19,965,181)	(21,129,712)	(21,363,436)	(233,723)		(14,743,787)	6,385,925
OTHER							
	--	--	--	--		--	--
	<u>(19,965,181)</u>	<u>(21,129,712)</u>	<u>(21,363,436)</u>	<u>(233,723)</u>		<u>(14,743,787)</u>	<u>6,385,925</u>

NOTES

- (1) Due to the timing of events, expected to balance by the end of the year.
- (2) Two significant assessment appeals have been settled this year. Loblaw's Property Limited assessment appeals for 2009-2020 taxation years and Coilplus for 2017-2020 were settled. The Town refunded \$270K for the municipal portion of property taxes for both appeals. It is difficult to forecast when settlements would take place therefore these refunds were not budgeted. A transfer from Reserve will be performed at the end of the year to offset these costs.

**Town of Ingersoll
6 Months Ended June 30, 2020**

DEPARTMENT: BUILDING	YTD Actual		YTD Budget	Variance YTD 2020 Budget vs Actual	Annual Budget	Remaining Budget
	2019	2020	2020	fav (unfav)	2020	2020
	1	2	3	4=3-2	5	6=5-2
ACTIVITY: INSPECTION						
REVENUE						
PERMITS/LICENSES	(172,911)	(110,944)	(117,148)	(6,205)	(177,095)	(66,151)
USER FEES	(1,270)	(790)	(1,242)	(452)	(2,000)	(1,210)
	<u>(174,181)</u>	<u>(111,734)</u>	<u>(118,390)</u>	<u>(6,657)</u>	<u>(179,095)</u>	<u>(67,361)</u>
EXPENSE						
SALARIES, WAGES & BENEFITS	81,013	88,758	86,441	(2,317)	193,530	104,772
ADMINISTRATIVE EXPENSE	24	645	815	170	1,500	855
OPERATING EXPENSE	583	60	517	457	1,050	990
COMMUNICATIONS	250	98	154	56	300	202
PROGRAM EXPENSES	946	918	1,250	332	1,250	332
MEETINGS, CONFERENCES, TRAINING	6,487	2,042	4,890	2,848	8,650	6,608
FUEL / TRANSPORTATION COSTS	720	--	468	468	1,000	1,000
PROFESSIONAL FEES	3,642	--	1,392	1,392	4,000	4,000
CONTRACTED SERVICES	--	--	500	500	2,100	2,100
EQUIP REPAIRS & MAINTENANCE	--	--	500	500	1,000	1,000
	<u>93,816</u>	<u>92,521</u>	<u>97,127</u>	<u>4,606</u>	<u>214,755</u>	<u>122,234</u>
NET OPERATING (REVENUE) EXPENSE	<u>(80,365)</u>	<u>(19,213)</u>	<u>(21,264)</u>	<u>(2,051)</u>	<u>35,660</u>	<u>54,873</u>
OTHER						
	<u>--</u>	<u>--</u>	<u>--</u>	<u>--</u>	<u>(35,660)</u>	<u>(35,660)</u>
	<u>(80,365)</u>	<u>(19,212.88)</u>	<u>(21,264)</u>	<u>(2,051)</u>	<u>--</u>	<u>19,213</u>

NOTES

No significant variances

**Town of Ingersoll
6 Months Ended June 30, 2020**

DEPARTMENT: BUILDING	YTD Actual		YTD Budget	Variance YTD 2020 Budget vs Actual	Annual Budget	Remaining Budget
	2019	2020	2020	fav (unfav)	2020	2020
	1	2	3	4=3-2	5	6=5-2
ACTIVITY: PROPERTY STANDARDS						
REVENUE						
EXPENSE						
SALARIES, WAGES & BENEFITS	11,279	12,346	13,682	1,336	26,420	14,074
	11,289	12,346	13,682	1,336	26,720	14,374
NET OPERATING (REVENUE) EXPENSE	11,289	12,346	13,682	1,336	26,720	14,374
OTHER						
	--	--	--	--	--	--
	11,289	12,346	13,682	1,336	26,720	14,374

NOTES

No significant variances

**Town of Ingersoll
6 Months Ended June 30, 2020**

DEPARTMENT: BUILDING	YTD Actual		YTD Budget	Variance YTD 2020 Budget vs Actual	Annual Budget	Remaining Budget
	2019	2020	2020	fav (unfav)	2020	2020
	1	2	3	4=3-2	5	6=5-2
ACTIVITY: TOWN CENTRE						
REVENUE						
COUNTY RECOVERY	(55,460)	(57,231)	(57,228)	3	(98,110)	(40,879)
	(55,460)	(57,231)	(57,228)	3	(98,110)	(40,879)
EXPENSE						
SALARIES, WAGES & BENEFITS	20,541	23,582	33,070	9,488	51,540	27,958
OPERATING EXPENSE	744	379	643	264	3,000	2,621
COMMUNICATIONS	849	425	771	346	1,698	1,273
UTILITIES - HYDRO	15,426	15,501	24,407	8,907	62,000	46,499
UTILITIES - NATURAL GAS	5,406	4,692	9,162	4,470	13,500	8,808
UTILITIES - WATER	3,627	3,582	5,381	1,799	11,500	7,918
MEETINGS, CONFERENCES, TRAINING	--	--	192	192	400	400
CONTRACTED SERVICES	7,612	8,466	10,800	2,334	21,600	13,134
REPAIRS & MAINTENANCE	369	209	526	318	1,050	841
LAND MAINTENANCE & IMPROVEMENT	--	--	10	10	650	650
EQUIP REPAIRS & MAINTENANCE	10,037	3,480	4,624	1,144	21,000	17,520
BLDG REPAIRS & MAINTENANCE	1,073	8,526	10,306	1,780	17,000	8,474
SNOW REMOVAL AND SANDING	1,374	712	1,089	376	1,400	688
MAINTENANCE CONTRACTS	6,405	5,121	7,933	2,812	9,580	4,459
	73,462	74,675	108,914	34,239	215,918	141,243
NET OPERATING (REVENUE) EXPENSE	18,002	17,444	51,686	34,242	117,808	100,364
OTHER						
	--	--	--	--	50,000	50,000
	18,002	17,444	51,686	34,242	167,808	150,364

NOTES

All variances are due to the timing of events

**Town of Ingersoll
6 Months Ended June 30, 2020**

DEPARTMENT: BUILDING	YTD Actual		YTD Budget	Variance YTD 2020 Budget vs Actual	Annual Budget	Remaining Budget
	2019	2020	2020	fav (unfav)	2020	2020
	1	2	3	4=3-2	5	6=5-2
ACTIVITY: PUBLIC BUILDINGS - OTHER						
REVENUE						
RENT / LEASES	(9,889)	(9,862)	(11,500)	(1,638)	(11,500)	(1,638)
	(9,889)	(9,862)	(11,500)	(1,638)	(11,500)	(1,638)
EXPENSE						
UTILITIES - HYDRO	159	174	299	125	500	326
UTILITIES - WATER	141	146	286	140	500	354
BLDG REPAIRS & MAINTENANCE	457	--	240	240	500	500
SNOW REMOVAL AND SANDING	1,374	712	1,090	378	1,400	688
	3,244	1,032	1,915	883	2,900	1,868
NET OPERATING (REVENUE) EXPENSE	(6,645)	(8,830)	(9,585)	(755)	(8,600)	230
OTHER						
	--	--	--	--	10,000	10,000
	(6,645)	(8,830)	(9,585)	(755)	1,400	10,230

NOTES

No significant variances

**Town of Ingersoll
6 Months Ended June 30, 2020**

DEPARTMENT: FIRE	YTD Actual		YTD Budget	Variance YTD 2020 Budget vs Actual	Annual Budget	Remaining Budget
	2019	2020	2020	fav (unfav)	2020	2020
	1	2	3	4=3-2	5	6=5-2
ACTIVITY: ADMINISTRATION						
REVENUE						
SALE OF GOODS OR SERVICES	(150)	(140)	(734)	(594)	(20,050)	(19,910)
USER FEES	(1,295)	(971)	(1,753)	(783)	(4,000)	(3,030)
	<u>(1,445)</u>	<u>(1,111)</u>	<u>(2,487)</u>	<u>(1,377)</u>	<u>(26,550)</u>	<u>(25,440)</u>
EXPENSE						
SALARIES, WAGES & BENEFITS	302,051	321,297	325,550	4,253	732,280	410,984
ADMINISTRATIVE EXPENSE	416	1,214	397	(817)	1,758	544
OPERATING EXPENSE	31,050	40,081	38,069	(2,012)	48,700	8,619
COMMUNICATIONS	12,907	10,199	14,117	3,918	48,020	37,821
UTILITIES - HYDRO	5,311	4,802	10,962	6,160	18,950	14,148
UTILITIES - NATURAL GAS	2,044	1,675	2,206	531	3,200	1,525
UTILITIES - WATER	952	997	1,405	408	2,900	1,903
PROGRAM EXPENSES	544	705	905	200	905	200
MEETINGS, CONFERENCES, TRAINING	4,901	2,301	2,589	289	12,500	10,199
FUEL / TRANSPORTATION COSTS	2,416	1,330	3,351	2,021	7,000	5,670
MARKETING & PROMOTION	781	1,957	1,035	(922)	6,535	4,578
EQUIP REPAIRS & MAINTENANCE	3,839	6,661	3,543	(3,118)	21,500	14,839
MAINTENANCE CONTRACTS	252	691	754	63	1,560	869
	<u>367,465</u>	<u>393,910</u>	<u>404,883</u>	<u>10,972</u>	<u>905,808</u>	<u>511,898</u>
NET OPERATING (REVENUE) EXPENSE	<u>366,020</u>	<u>392,800</u>	<u>402,396</u>	<u>9,596</u>	<u>879,258</u>	<u>486,458</u>
OTHER						
	<u>--</u>	<u>--</u>	<u>--</u>	<u>--</u>	<u>205,000</u>	<u>205,000</u>
	<u>366,020</u>	<u>392,800</u>	<u>402,396</u>	<u>9,596</u>	<u>1,084,258</u>	<u>691,458</u>

NOTES

No significant variances

**Town of Ingersoll
6 Months Ended June 30, 2020**

DEPARTMENT: FIRE	YTD Actual		YTD Budget	Variance YTD 2020 Budget vs Actual	Annual Budget	Remaining Budget
	2019	2020	2020	fav (unfav)	2020	2020
	1	2	3	4=3-2	5	6=5-2
ACTIVITY: FACILITY						
REVENUE						
EXPENSE						
SALARIES, WAGES & BENEFITS	17,660	34,339	49,977	15,638	77,810	43,471
OPERATING EXPENSE	1,860	2,369	1,603	(766)	4,150	1,781
LAND MAINTENANCE & IMPROVEMENT	--	--	24	24	50	50
EQUIP REPAIRS & MAINTENANCE	--	146	392	246	500	354
BLDG REPAIRS & MAINTENANCE	2,992	2,991	14,038	11,047	17,200	14,209
MAINTENANCE CONTRACTS	986	1,403	2,534	1,131	4,020	2,617
	<u>23,498</u>	<u>41,247</u>	<u>68,568</u>	<u>27,321</u>	<u>103,730</u>	<u>62,483</u>
NET OPERATING (REVENUE) EXPENSE	<u>23,498</u>	<u>41,247</u>	<u>68,568</u>	<u>27,321</u>	<u>20,746</u>	<u>(20,501)</u>
OTHER						
	--	--	--	--	--	--
	<u>23,498</u>	<u>41,247</u>	<u>68,568</u>	<u>27,321</u>	<u>20,746</u>	<u>(20,501)</u>

NOTES

All variances are due to the timing of events

**Town of Ingersoll
6 Months Ended June 30, 2020**

DEPARTMENT: POLICE	YTD Actual		YTD Budget	Variance YTD 2020 Budget vs Actual	Annual Budget		Remaining Budget
	2019	2020	2020	fav (unfav)	2020	2020	2020
	1	2	3	4=3-2	5	6=5-2	
ACTIVITY: ADMINISTRATION							
REVENUE							
SALE OF GOODS OR SERVICES	(4,813)	(4,715)	(6,041)	(1,326)	(13,300)		(8,585)
USER FEES	(1,840)	(1,806)	(1,934)	(128)	(3,000)		(1,194)
GRANTS / SUBSIDIES / REBATES	(37,511)	(48,750)	(48,818)	(68)	(65,590)		(16,840)
	<u>(44,165)</u>	<u>(55,271)</u>	<u>(56,793)</u>	<u>(1,522)</u>	<u>(81,890)</u>		<u>(26,619)</u>
EXPENSE							
SALARIES, WAGES & BENEFITS	36,553	24,906	40,092	15,186 (1)	74,200		49,294
ADMINISTRATIVE EXPENSE	--	--	48	48	100		100
OPERATING EXPENSE	68	323	782	459	1,300		977
COMMUNICATIONS	366	267	329	62	745		478
PROGRAM EXPENSES	9,699	5,887	5,939	52	10,140		4,253
MEETINGS, CONFERENCES, TRAINING	1,158	811	4,892	4,081	5,600		4,789
FUEL / TRANSPORTATION COSTS	385	143	316	173	800		657
MARKETING & PROMOTION	--	49	556	507	2,300		2,251
	<u>48,229</u>	<u>32,387</u>	<u>53,154</u>	<u>20,767</u>	<u>95,585</u>		<u>63,198</u>
NET OPERATING (REVENUE) EXPENSE	<u>4,065</u>	<u>(22,884)</u>	<u>(3,640)</u>	<u>19,245</u>	<u>13,695</u>		<u>36,579</u>
OTHER							
O.P.P. CONTRACT	1,200,614	1,302,728	1,306,477	3,749	2,607,746		1,305,018
	<u>1,200,614</u>	<u>1,302,728</u>	<u>1,306,477</u>	<u>3,749</u>	<u>2,607,746</u>		<u>1,305,018</u>
	<u>1,204,678</u>	<u>1,279,844</u>	<u>1,302,837</u>	<u>22,993</u>	<u>2,621,441</u>		<u>1,341,597</u>

NOTES

(1) Cost savings due to school closures and reduction in staffing .

**Town of Ingersoll
6 Months Ended June 30, 2020**

DEPARTMENT: POLICE	YTD Actual		YTD Budget	Variance YTD 2020 Budget vs Actual	Annual Budget	Remaining Budget
	2019	2020	2020	fav (unfav)	2020	2020
	1	2	3	4=3-2	5	6=5-2
ACTIVITY: FACILITY						
REVENUE						
RENT / LEASES	(53,638)	(54,088)	(53,062)	1,026	(105,000)	(50,912)
	(53,638)	(54,088)	(53,062)	1,026	(22,016)	32,072
EXPENSE						
UTILITIES - HYDRO	7,649	5,610	10,993	5,383	20,000	14,390
UTILITIES - NATURAL GAS	792	767	1,351	584	1,850	1,083
UTILITIES - WATER	1,203	1,248	1,638	390	3,400	2,152
BLDG REPAIRS & MAINTENANCE	5,684	4,771	12,330	7,559	17,750	12,979
MAINTENANCE CONTRACTS	505	505	500	(5)	500	(5)
	15,834	12,901	26,811	13,910	44,150	31,249
NET OPERATING (REVENUE) EXPENSE	(37,803)	(41,187)	(26,251)	14,936	22,134	63,321
OTHER						
	--	--	--	--	10,000	10,000
	(37,803)	(41,187)	(26,251)	14,936	32,134	73,321

NOTES

No significant variances

**Town of Ingersoll
6 Months Ended June 30, 2020**

DEPARTMENT: ENGINEERING	YTD Actual		YTD Budget	Variance YTD 2020 Budget vs Actual	Annual Budget	Remaining Budget
	2019	2020	2020	fav (unfav)	2020	2020
	1	2	3	4=3-2	5	6=5-2
ACTIVITY: ADMINISTRATION						
REVENUE						
RECOVERIES	(32,908)	(3,899)	(21,697)	(17,798)	(74,200)	(70,301)
	(36,342)	(5,006)	(22,627)	(17,621)	(75,900)	(70,894)
EXPENSE						
SALARIES, WAGES & BENEFITS	161,408	162,062	176,987	14,925	411,850	249,788
ADMINISTRATIVE EXPENSE	8,364	6,862	8,743	1,882	10,550	3,688
OPERATING EXPENSE	1,615	51	4,087	4,036	7,120	7,069
COMMUNICATIONS	2,906	2,383	5,021	2,638	11,000	8,617
PROGRAM EXPENSES	1,620	633	2,942	2,309	3,080	2,447
MEETINGS, CONFERENCES, TRAINING	4,131	101	3,781	3,680	20,550	20,449
FUEL / TRANSPORTATION COSTS	1,292	21	1,578	1,557	3,100	3,079
CONTRACTED SERVICES	339	449	745	296	2,500	2,051
EQUIP REPAIRS & MAINTENANCE	34	1,933	2,000	67	3,500	1,567
	188,467	175,221	207,054	31,833	493,450	318,229
NET OPERATING (REVENUE) EXPENSE	152,125	170,215	184,427	14,212	417,550	247,335
OTHER						
	--	--	--	--	1,750,000	1,750,000
	152,125	170,215	184,427	14,212	2,167,550	1,997,335

NOTES

All variances are due to the timing of events

Town of Ingersoll
6 Months Ended June 30, 2020

DEPARTMENT: ENGINEERING	YTD Actual		YTD Budget	Variance YTD 2020 Budget vs Actual	Annual Budget		Remaining Budget	
	2019	2020	2020	fav (unfav)	2020	2020		
	1	2	3	4=3-2	5	6=5-2		
ACTIVITY: EQUIPMENT								
REVENUE								
EXPENSE								
EQUIP REPAIRS & MAINTENANCE	(3,190)	(389)	(1,417)	(1,028)	(7,000)	(6,611)		
	(3,190)	(389)	(1,417)	(1,028)	(7,000)	(6,611)		
NET OPERATING (REVENUE) EXPENSE	(3,190)	(389)	(1,417)	(1,028)	(7,000)	(6,611)		
OTHER								
	--	--	--	--	7,000	7,000		
	(3,190)	(389)	(1,417)	(1,028)	--	389		

NOTES

No significant variances

**Town of Ingersoll
6 Months Ended June 30, 2020**

DEPARTMENT: ENGINEERING	YTD Actual		YTD Budget	Variance YTD 2020 Budget vs Actual	Annual Budget	Remaining Budget
	2019	2020	2020	fav (unfav)	2020	2020
	1	2	3	4=3-2	5	6=5-2
ACTIVITY: STREET LIGHTING						
REVENUE						
EXPENSE						
UTILITIES - HYDRO	75,308	95,856	104,072	8,216	275,000	179,144
EQUIP REPAIRS & MAINTENANCE	9,887	1,894	8,344	6,450	18,000	16,106
	<u>85,195</u>	<u>97,749</u>	<u>112,416</u>	<u>14,666</u>	<u>293,000</u>	<u>195,251</u>
NET OPERATING (REVENUE) EXPENSE	<u>85,195</u>	<u>97,749</u>	<u>112,416</u>	<u>14,666</u>	<u>293,000</u>	<u>195,251</u>
OTHER						
	<u>--</u>	<u>--</u>	<u>--</u>	<u>--</u>	<u>--</u>	<u>--</u>
	<u>85,195</u>	<u>97,749</u>	<u>112,416</u>	<u>14,666</u>	<u>293,000</u>	<u>195,251</u>

NOTES

Timing variances

**Town of Ingersoll
6 Months Ended June 30, 2020**

DEPARTMENT: ENGINEERING	YTD Actual		YTD Budget	Variance YTD 2020 Budget vs Actual	Annual Budget	Remaining Budget
	2019	2020	2020	fav (unfav)	2020	2020
	1	2	3	4=3-2	5	6=5-2
ACTIVITY: TRAFFIC SIGNALS						
REVENUE						
EXPENSE						
UTILITIES - HYDRO	1,406	1,230	2,858	1,628	5,000	3,770
EQUIP REPAIRS & MAINTENANCE	4,353	7,068	4,535	(2,533)	10,200	3,132
	<u>5,759</u>	<u>8,299</u>	<u>7,393</u>	<u>(906)</u>	<u>15,200</u>	<u>6,901</u>
NET OPERATING (REVENUE) EXPENSE	<u>5,759</u>	<u>8,299</u>	<u>7,393</u>	<u>(906)</u>	<u>15,200</u>	<u>6,901</u>
OTHER						
	<u>--</u>	<u>--</u>	<u>--</u>	<u>--</u>	<u>--</u>	<u>--</u>
	<u>5,759</u>	<u>8,299</u>	<u>7,393</u>	<u>(906)</u>	<u>15,200</u>	<u>6,901</u>

NOTES

No significant variances

Town of Ingersoll
6 Months Ended June 30, 2020

DEPARTMENT: PUBLIC WORKS	YTD Actual		YTD Budget	Variance YTD 2020 Budget vs Actual	Annual Budget	Remaining Budget
	2019	2020	2020	fav (unfav)	2020	2020
	1	2	3	4=3-2	5	6=5-2
ACTIVITY: PUBLIC WORKS						
REVENUE						
SALE OF GOODS OR SERVICES	(4,055)	(2,868)	(4,516)	(1,648)	(8,680)	(5,812)
PERMITS/LICENSES	(8,550)	(7,450)	(5,535)	1,915	(10,000)	(2,550)
RECOVERIES	(6,299)	(1,671)	(6,690)	(5,019)	(21,000)	(19,329)
COUNTY RECOVERY	--	--	--	--	(208,678)	(208,678)
	<u>(18,904)</u>	<u>(11,988)</u>	<u>(16,741)</u>	<u>(4,753)</u>	<u>(248,658)</u>	<u>(236,670)</u>
EXPENSE						
SALARIES, WAGES & BENEFITS	480,861	517,136	507,090	(10,046)	1,091,635	574,499
ADMINISTRATIVE EXPENSE	269	1,574	456	(1,118)	1,375	(199)
OPERATING EXPENSE	8,101	6,858	6,444	(413)	17,000	10,142
COMMUNICATIONS	3,335	2,426	2,729	304	9,408	6,982
UTILITIES - HYDRO	3,342	3,655	6,046	2,391	10,800	7,145
UTILITIES - NATURAL GAS	4,171	4,044	5,703	1,659	7,900	3,856
UTILITIES - WATER	682	634	935	301	1,800	1,166
PROGRAM EXPENSES	1,005	688	1,261	573	1,528	840
MEETINGS, CONFERENCES, TRAINING	7,431	3,595	8,155	4,560	11,200	7,605
FUEL / TRANSPORTATION COSTS	32,545	21,542	35,255	13,713	65,075	43,533
CONTRACTED SERVICES	14,898	19,782	26,667	6,885	40,000	20,218
MARKETING & PROMOTION	2,103	125	475	350	800	675
REPAIRS & MAINTENANCE	--	--	121	121	250	250
BLDG REPAIRS & MAINTENANCE	4,827	4,008	6,516	2,507	16,000	11,992
SNOW REMOVAL AND SANDING	19,177	17,325	16,182	(1,143)	20,000	2,675
MAINTENANCE CONTRACTS	10,646	4,465	5,554	1,089	11,410	6,945
MATERIALS - PUBLIC WORKS	177,364	139,809	148,133	8,324	426,040	286,231
EQUIPMENT USAGE	23,124	20,207	66,717	46,510	90,000	69,793
	<u>793,880</u>	<u>767,873</u>	<u>844,439</u>	<u>76,565</u>	<u>1,822,221</u>	<u>1,054,348</u>
NET OPERATING (REVENUE) EXPENSE	<u>774,976</u>	<u>755,885</u>	<u>827,698</u>	<u>71,812</u>	<u>1,573,563</u>	<u>817,678</u>
OTHER						
	<u>--</u>	<u>--</u>	<u>--</u>	<u>--</u>	<u>220,959</u>	<u>220,959</u>
	<u>774,976</u>	<u>755,885</u>	<u>827,698</u>	<u>71,812</u>	<u>1,794,522</u>	<u>1,038,637</u>

NOTES

Timing variances

Town of Ingersoll
6 Months Ended June 30, 2020

DEPARTMENT: PARKS AND ARENA	YTD Actual		YTD Budget	Variance YTD 2020 Budget vs Actual	Annual Budget	Remaining Budget
	2019	2020	2020	fav (unfav)	2020	2020
	1	2	3	4=3-2	5	6=5-2
ACTIVITY: ADMINISTRATION						
REVENUE						
USER FEES	--	(934)	--	934	--	934
DONATIONS / FUNDRAISING	(7,094)	(2,780)	--	2,780	--	2,780
	(7,094)	(3,714)	--	3,714	--	3,714
EXPENSE						
SALARIES, WAGES & BENEFITS	56,667	65,147	62,795	(2,353)	130,885	65,738
ADMINISTRATIVE EXPENSE	108	--	36	36	75	75
OPERATING EXPENSE	503	--	199	199	300	300
COMMUNICATIONS	555	145	1,501	1,356	3,000	2,855
INSURANCE EXPENSE	(118)	(930)	--	930	--	930
PROGRAM EXPENSES	6,482	956	9,676	8,720	12,000	11,044
MEETINGS, CONFERENCES, TRAINING	377	1,022	168	(854)	2,000	978
PROFESSIONAL FEES	5,789	--	480	480	1,000	1,000
MARKETING & PROMOTION	288	384	2,915	2,531	5,000	4,616
EQUIP REPAIRS & MAINTENANCE	--	60	48	(12)	100	40
	70,651	66,784	79,067	12,283	155,610	88,826
NET OPERATING (REVENUE) EXPENSE	63,557	63,070	79,067	15,997	155,610	92,540
OTHER						
	--	--	--	--	10,000	10,000
	63,557	63,070	79,067	15,997	165,610	102,540

NOTES

(1) Safe Cycling and Trails Committees have not met since the Provincial Emergency orders were imposed. Safe Cycling event was cancelled.

**Town of Ingersoll
6 Months Ended June 30, 2020**

DEPARTMENT: PARKS AND ARENA		YTD Actual		YTD Budget	Variance YTD 2020 Budget vs Actual	Annual Budget	Remaining Budget	
		2019	2020	2020	fav (unfav)	2020	2020	
ACTIVITY:	ARENA	1	2	3	4=3-2	5	6=5-2	
REVENUE								
	SALE OF GOODS OR SERVICES	(407)	(452)	(533)	(81)	(6,700)	(6,248)	
	ICE RENTAL	(102,945)	(81,600)	(102,161)	(20,561)	(1)	(244,965)	(163,365)
	RENT / LEASES	(9,311)	(1,477)	(2,141)	(664)		(5,900)	(4,423)
	USER FEES	(5,116)	(5,346)	(3,882)	1,464		(8,070)	(2,724)
	MEMBERSHIPS	--	(8,007)	(15,759)	(7,752)	(2)	(31,517)	(23,510)
		<u>(117,779)</u>	<u>(96,881)</u>	<u>(124,476)</u>	<u>(27,595)</u>		<u>(297,152)</u>	<u>(200,271)</u>
EXPENSE								
	SALARIES, WAGES & BENEFITS	99,461	96,589	94,845	(1,744)		214,730	118,141
	ADMINISTRATIVE EXPENSE	45	613	109	(504)		350	(263)
	OPERATING EXPENSE	1,864	2,438	3,007	569		7,304	4,866
	COMMUNICATIONS	1,463	1,242	857	(384)		2,000	758
	UTILITIES - HYDRO	27,746	26,904	48,063	21,159	(3)	85,000	58,096
	UTILITIES - NATURAL GAS	7,277	7,706	9,006	1,299		14,000	6,294
	UTILITIES - WATER	3,881	5,190	5,315	125		12,000	6,810
	SUPPLIES	179	95	--	(95)		400	305
	FUEL / TRANSPORTATION COSTS	1,088	1,267	2,013	746		2,900	1,633
	REPAIRS & MAINTENANCE	681	681	30	(651)		1,000	319
	EQUIP REPAIRS & MAINTENANCE	15,248	28,101	28,147	47		41,531	13,430
	BLDG REPAIRS & MAINTENANCE	3,932	3,443	5,484	2,041		22,500	19,057
	SNOW REMOVAL AND SANDING	3,051	2,388	5,321	2,933		5,900	3,512
	MAINTENANCE CONTRACTS	8,469	8,541	10,235	1,694		20,500	11,959
		<u>176,126</u>	<u>185,949</u>	<u>212,433</u>	<u>26,484</u>		<u>437,065</u>	<u>251,116</u>
	NET OPERATING (REVENUE) EXPENSE	<u>58,347</u>	<u>89,068</u>	<u>87,957</u>	<u>(1,111)</u>		<u>139,913</u>	<u>50,845</u>
OTHER								
		--	--	--	--		269,210	269,210
		<u>58,347</u>	<u>89,068</u>	<u>87,957</u>	<u>(1,111)</u>		<u>409,123</u>	<u>320,055</u>

NOTES

- (1) The loss of ice revenue due to Arena closure due to the COVID pandemic.
- (2) The loss of membership revenues due to the COVID 19 pandemic.
- (3) Savings to utilities costs due to reduced usage.

Town of Ingersoll
6 Months Ended June 30, 2020

DEPARTMENT: PARKS AND ARENA	YTD Actual		YTD Budget	Variance YTD 2020 Budget vs Actual		Annual	Remaining
	2019	2020	2020	fav (unfav)		Budget	Budget
	1	2	3	4=3-2		2020	2020
ACTIVITY: PARKS						5	6=5-2
REVENUE							
USER FEES	(26,945)	--	(25,541)	(25,541)	(1)	(27,000)	(27,000)
	(26,945)	0	(25,541)	(25,541)		(35,200)	(35,200)
EXPENSE							
SALARIES, WAGES & BENEFITS	197,036	163,289	186,570	23,281	(2)	453,750	290,461
OPERATING EXPENSE	6,303	4,264	4,598	334		15,046	10,782
COMMUNICATIONS	698	842	459	(383)		1,250	408
UTILITIES - HYDRO	5,391	4,107	8,037	3,930		20,500	16,393
UTILITIES - NATURAL GAS	5,137	5,248	5,855	607		8,600	3,352
UTILITIES - WATER	522	346	1,003	657		13,000	12,654
PROGRAM EXPENSES	481	483	444	(39)		500	17
MEETINGS, CONFERENCES, TRAINING	599	170	41	(129)		2,000	1,830
FUEL / TRANSPORTATION COSTS	8,139	5,067	5,986	919		17,000	11,933
REPAIRS & MAINTENANCE	11,370	14,706	13,580	(1,126)		14,400	(306)
LAND MAINTENANCE & IMPROVEMENT	22,753	9,363	27,175	17,812	(3)	56,300	46,937
EQUIP REPAIRS & MAINTENANCE	9,515	10,700	13,295	2,595		30,000	19,300
BLDG REPAIRS & MAINTENANCE	9,656	2,048	8,479	6,431		13,000	10,952
SNOW REMOVAL AND SANDING	--	--	440	440		1,100	1,100
MAINTENANCE CONTRACTS	5,405	5,922	4,915	(1,007)		8,320	2,398
	283,245	226,558	282,577	56,020		656,466	429,908
NET OPERATING (REVENUE) EXPENSE	256,300	226,558	257,036	30,479		621,266	394,708
OTHER							
	--	--	--	--		280,000	280,000
	256,300	226,558	257,036	30,479		901,266	674,708

NOTES

- (1) Attributed to the loss of baseball registrations due to COVID-19. All baseball groups cancelled their seasons.
- (2) Due to a 4 week delay in hiring of part time casual employees for parks maintenance.
- (3) Savings in soccer fields, ball diamonds and play grounds maintenance.

**Town of Ingersoll
6 Months Ended June 30, 2020**

DEPARTMENT: PARKS AND ARENA	YTD Actual		YTD Budget	Variance YTD 2020 Budget vs Actual	Annual Budget	Remaining Budget
	2019	2020	2020	fav (unfav)	2020	2020
	1	2	3	4=3-2	5	6=5-2
ACTIVITY: PARKS PROGRAMS						
REVENUE						
SALE OF GOODS OR SERVICES	--	--	(1,000)	(1,000)	(1,000)	(1,000)
USER FEES	--	680	--	(680)	(6,100)	(6,780)
	<u>0</u>	<u>680</u>	<u>(1,000)</u>	<u>(1,680)</u>	<u>(7,100)</u>	<u>(7,780)</u>
EXPENSE						
SALARIES, WAGES & BENEFITS	14,812	15,528	12,524	(3,004)	54,240	38,712
SUPPLIES	611	1,464	2,071	607	8,500	7,036
	<u>15,489</u>	<u>17,020</u>	<u>14,896</u>	<u>(2,124)</u>	<u>82,240</u>	<u>65,220</u>
NET OPERATING (REVENUE) EXPENSE	<u>15,489</u>	<u>17,700</u>	<u>13,896</u>	<u>(3,804)</u>	<u>75,140</u>	<u>57,440</u>
OTHER						
	<u>--</u>	<u>--</u>	<u>--</u>	<u>--</u>	<u>--</u>	<u>--</u>
	<u>15,489</u>	<u>17,700</u>	<u>13,896</u>	<u>(3,804)</u>	<u>75,140</u>	<u>57,440</u>

NOTES

No significant variances

**Town of Ingersoll
6 Months Ended June 30, 2020**

DEPARTMENT: PARKS AND ARENA	YTD Actual		YTD Budget	Variance YTD 2020 Budget vs Actual	Annual Budget	Remaining Budget
	2019	2020	2020	fav (unfav)	2020	2020
	1	2	3	4=3-2	5	6=5-2
ACTIVITY: CAMI PARKS / SUZUKI HOUSE						
REVENUE						
RENT / LEASES	--	(5,304)	(5,091)	213	(10,608)	(5,304)
	0	(5,304)	(5,091)	213	(30,608)	(25,304)
EXPENSE						
SALARIES, WAGES & BENEFITS	4,545	5,039	5,561	522	10,370	5,331
UTILITIES - HYDRO	25,359	23,989	35,443	11,454 (1)	60,000	36,011
UTILITIES - NATURAL GAS	2,089	2,062	3,321	1,259	5,700	3,638
UTILITIES - WATER	6,484	6,751	7,083	332	30,000	23,249
GRANTS TO VOLUNTEER ORGANIZATIONS	10,400	10,000	10,000	--	57,000	47,000
EQUIP REPAIRS & MAINTENANCE	1,443	4,896	8,158	3,262	10,500	5,604
BLDG REPAIRS & MAINTENANCE	599	2,100	2,398	298	11,000	8,900
SNOW REMOVAL AND SANDING	4,014	3,116	4,867	1,751	5,500	2,384
MAINTENANCE CONTRACTS	3,721	3,004	3,999	995	7,910	4,906
	59,417	61,216	82,831	21,615	213,500	152,284
NET OPERATING (REVENUE) EXPENSE	59,417	55,912	77,740	21,828	182,892	126,980
OTHER	--	--	--	--	50,000	50,000
	59,417	55,912	77,740	21,828	232,892	176,980

NOTES

(1) Savings to utilities costs due to reduced usage.

**Town of Ingersoll
6 Months Ended June 30, 2020**

DEPARTMENT: VICTORIA PARK COMMUNITY CENTRE		YTD Actual		YTD Budget	Variance YTD 2020 Budget vs Actual fav (unfav) 4=3-2	Annual	Remaining
		2019	2020	2020		2020	Budget
ACTIVITY:	ADMINISTRATION	1	2	3		5	6=5-2
REVENUE							
	SALE OF GOODS OR SERVICES	(402)	(144)	(500)	(356)	(1,000)	(856)
	USER FEES	--	--	(485)	(485)	(500)	(500)
	RECOVERIES	(183)	(240)	(677)	(437)	(1,354)	(1,114)
		<u>(585)</u>	<u>(383)</u>	<u>(1,662)</u>	<u>(1,279)</u>	<u>(2,854)</u>	<u>(2,471)</u>
EXPENSE							
	SALARIES, WAGES & BENEFITS	39,787	13,592	30,774	17,182	69,700	56,108
	ADMINISTRATIVE EXPENSE	8,094	6,339	9,119	2,781	17,075	10,736
	OPERATING EXPENSE	233	1,417	2,000	583	3,100	1,683
	COMMUNICATIONS	5,013	3,182	3,988	806	10,000	6,818
	SUPPLIES	300	139	--	(139)	--	(139)
		<u>53,563</u>	<u>24,668</u>	<u>46,081</u>	<u>21,413</u>	<u>100,375</u>	<u>75,707</u>
	NET OPERATING (REVENUE) EXPENSE	<u>52,978</u>	<u>24,285</u>	<u>44,420</u>	<u>20,135</u>	<u>97,521</u>	<u>73,236</u>
OTHER							
		<u>--</u>	<u>--</u>	<u>--</u>	<u>--</u>	<u>--</u>	<u>--</u>
		<u>52,978</u>	<u>24,285</u>	<u>44,420</u>	<u>20,135</u>	<u>97,521</u>	<u>73,236</u>

NOTES

(1) Reduced staffing compliment. A number of casual part -time admin employees were placed on a Declared Emergency Leave.

**Town of Ingersoll
6 Months Ended June 30, 2020**

DEPARTMENT: VICTORIA PARK COMMUNITY CENTRE		YTD Actual		YTD Budget	Variance YTD 2020 Budget vs Actual	Annual Budget	Remaining Budget
		2019	2020	2020	fav (unfav)	2020	2020
ACTIVITY:	AQUATICS	1	2	3	4=3-2	5	6=5-2
REVENUE							
	RENT / LEASES	(6,592)	(1,931)	(17,142)	(15,211)	(31,290)	(29,359)
	USER FEES	(12,043)	(31,773)	(14,685)	17,088	(25,000)	6,773
	MEMBERSHIPS	(12,883)	(10,009)	(20,249)	(10,240)	(39,397)	(29,388)
	PROGRAM REVENUES	(52,461)	(3,259)	(95,662)	(92,402)	(146,359)	(143,100)
		<u>(84,235)</u>	<u>(46,972)</u>	<u>(147,738)</u>	<u>(100,765)</u>	<u>(242,046)</u>	<u>(195,074)</u>
EXPENSE							
	SALARIES, WAGES & BENEFITS	114,490	99,477	176,349	76,872	377,030	277,553
	OPERATING EXPENSE	8,124	5,066	4,914	(152)	8,195	3,129
	SUPPLIES	1,673	1,442	1,415	(27)	2,604	1,162
	PROGRAM EXPENSES	553	864	4,228	3,364	12,225	11,361
	MEETINGS, CONFERENCES, TRAINING	1,353	551	5,473	4,923	8,200	7,649
	FUEL / TRANSPORTATION COSTS	511	133	468	334	1,017	884
		<u>126,704</u>	<u>107,533</u>	<u>192,847</u>	<u>85,314</u>	<u>409,271</u>	<u>301,738</u>
	NET OPERATING (REVENUE) EXPENSE	<u>42,469</u>	<u>60,561</u>	<u>45,109</u>	<u>(15,452)</u>	<u>167,225</u>	<u>106,664</u>
OTHER							
		<u>--</u>	<u>--</u>	<u>--</u>	<u>--</u>	<u>--</u>	<u>--</u>
		<u>42,469</u>	<u>60,561</u>	<u>45,109</u>	<u>(15,452)</u>	<u>167,225</u>	<u>106,664</u>

NOTES

Variances are due to pool closure caused by COVID-19 and the deferral of swimming programs. These revenue losses are somewhat offset by savings in program and staffing expenses.

**Town of Ingersoll
6 Months Ended June 30, 2020**

DEPARTMENT: VICTORIA PARK COMMUNITY CENTRE		YTD Actual		YTD Budget	Variance YTD 2020 Budget vs Actual	Annual Budget	Remaining Budget
		2019	2020	2020	fav (unfav)	2020	2020
ACTIVITY:	FITNESS	1	2	3	4=3-2	5	6=5-2
REVENUE							
	USER FEES	(4,124)	(2,487)	(5,410)	(2,923)	(7,169)	(4,682)
	MEMBERSHIPS	(52,786)	(10,009)	(19,120)	(9,111)	(39,397)	(29,388)
	PROGRAM REVENUES	(7,399)	(2,359)	(6,096)	(3,737)	(15,619)	(13,260)
		<u>(64,309)</u>	<u>(14,854)</u>	<u>(30,626)</u>	<u>(15,772)</u>	<u>(62,185)</u>	<u>(47,331)</u>
EXPENSE							
	SALARIES, WAGES & BENEFITS	69,583	71,695	87,147	15,452	193,530	121,835
	OPERATING EXPENSE	117	262	6,386	6,124	9,750	9,488
	SUPPLIES	248	35	36	0	180	145
	PROGRAM EXPENSES	--	65	400	335	400	335
	MEETINGS, CONFERENCES, TRAINING	816	607	974	367	1,980	1,373
	CONTRACTED SERVICES	820	1,349	1,026	(323)	1,848	499
	MARKETING & PROMOTION	--	100	480	380	1,000	900
	EQUIP REPAIRS & MAINTENANCE	171	188	1,746	1,558	3,050	2,863
		<u>71,755</u>	<u>74,301</u>	<u>98,257</u>	<u>23,957</u>	<u>212,038</u>	<u>137,737</u>
	NET OPERATING (REVENUE) EXPENSE	<u>7,447</u>	<u>59,447</u>	<u>67,632</u>	<u>8,185</u>	<u>149,853</u>	<u>90,406</u>
OTHER							
		<u>--</u>	<u>--</u>	<u>--</u>	<u>--</u>	<u>20,000</u>	<u>20,000</u>
		<u>7,447</u>	<u>59,447</u>	<u>67,632</u>	<u>8,185</u>	<u>169,853</u>	<u>110,406</u>

NOTES

Variances are due to closure of VPCC caused by COVID-19

**Town of Ingersoll
6 Months Ended June 30, 2020**

DEPARTMENT: VICTORIA PARK COMMUNITY CENTRE		YTD Actual		YTD Budget	Variance YTD 2020 Budget vs Actual	Annual Budget	Remaining Budget
		2019	2020	2020	fav (unfav)	2020	2020
ACTIVITY:	PROGRAMS	1	2	3	4=3-2	5	6=5-2
REVENUE							
	USER FEES	(41,452)	(2,960)	(46,554)	(43,593)	(65,595)	(62,635)
	MEMBERSHIPS	--	(8,007)	(15,759)	(7,752)	(31,517)	(23,510)
	PROGRAM REVENUES	(47,275)	(14,284)	(40,934)	(26,650)	(70,960)	(56,676)
		(88,727)	(25,251)	(103,246)	(77,994)	(190,730)	(165,479)
EXPENSE							
	SALARIES, WAGES & BENEFITS	74,528	56,107	74,216	18,109	181,540	125,433
	OPERATING EXPENSE	1,347	--	866	866	2,975	2,975
	SUPPLIES	2,095	638	2,771	2,133	5,485	4,847
	PROGRAM EXPENSES	5,122	2,863	5,840	2,976	10,090	7,227
	MEETINGS, CONFERENCES, TRAINING	1,137	--	279	279	1,100	1,100
	FUEL / TRANSPORTATION COSTS	--	52	167	115	500	448
	MARKETING & PROMOTION	189	--	360	360	750	750
		84,417	59,660	84,498	24,838	202,440	142,780
	NET OPERATING (REVENUE) EXPENSE	(4,309)	34,409	(18,747)	(53,156)	11,710	(22,699)
OTHER							
		--	--	--	--	--	--
		(4,309)	34,409	(18,747)	(53,156)	11,710	(22,699)

NOTES

Variances are due to closure of VPCC caused by COVID-19

**Town of Ingersoll
6 Months Ended June 30, 2020**

DEPARTMENT: VICTORIA PARK COMMUNITY CENTRE		YTD Actual		YTD Budget	Variance YTD 2020 Budget vs Actual	Annual Budget	Remaining Budget
		2019	2020	2020	fav (unfav)	2020	2020
ACTIVITY:	FACILITY	1	2	3	4=3-2	5	6=5-2
REVENUE							
SALE OF GOODS OR SERVICES		(471)	--	(1,810)	(1,810)	(2,500)	(2,500)
RENT / LEASES		(578)	(365)	(362)	3	(925)	(560)
		<u>(1,049)</u>	<u>(365)</u>	<u>(2,172)</u>	<u>(1,807)</u>	<u>(3,425)</u>	<u>(3,060)</u>
EXPENSE							
SALARIES, WAGES & BENEFITS		121,914	98,515	119,042	20,527	276,470	177,955
OPERATING EXPENSE		6,947	4,707	6,352	1,645	12,162	7,455
COMMUNICATIONS		282	851	15	(836)	72	(779)
UTILITIES - HYDRO		31,081	31,876	39,316	7,440	90,000	58,124
UTILITIES - NATURAL GAS		12,485	10,706	17,000	6,294	38,000	27,294
UTILITIES - WATER		8,365	6,392	13,520	7,128	28,500	22,108
SUPPLIES		171	662	--	(662)	--	(662)
MEETINGS, CONFERENCES, TRAINING		2,285	--	1,440	1,440	3,000	3,000
REPAIRS & MAINTENANCE		5,959	2,162	6,268	4,106	14,018	11,856
EQUIP REPAIRS & MAINTENANCE		13,817	4,578	8,264	3,686	24,400	19,822
BLDG REPAIRS & MAINTENANCE		19,637	10,624	19,831	9,207	26,050	15,426
SNOW REMOVAL AND SANDING		5,880	2,858	6,649	3,790	8,000	5,142
MAINTENANCE CONTRACTS		10,978	13,748	20,332	6,584	28,830	15,082
		<u>239,801</u>	<u>187,680</u>	<u>258,029</u>	<u>70,349</u>	<u>550,002</u>	<u>362,322</u>
NET OPERATING (REVENUE) EXPENSE		<u>238,753</u>	<u>187,315</u>	<u>255,857</u>	<u>68,542</u>	<u>546,577</u>	<u>359,262</u>
OTHER							
		--	--	--	--	50,000	50,000
		<u>238,753</u>	<u>187,315</u>	<u>255,857</u>	<u>68,542</u>	<u>596,577</u>	<u>409,262</u>

NOTES

Variances are due to closure of VPCC and splash pad due to COVID-19.

**Town of Ingersoll
6 Months Ended June 30, 2020**

DEPARTMENT: YOUTH CENTRE	YTD Actual		YTD Budget	Variance YTD 2020 Budget vs Actual	Annual Budget	Remaining Budget
	2019	2020	2020	fav (unfav)	2020	2020
	1	2	3	4=3-2	5	6=5-2
REVENUE						
RENT / LEASES	(16,443)	(15,005)	(18,715)	(3,710)	(41,545)	(26,540)
	(16,443)	(15,005)	(18,715)	(3,710)	(42,795)	(27,790)
EXPENSE						
SALARIES, WAGES & BENEFITS	28,978	32,317	31,011	(1,305)	58,860	26,543
OPERATING EXPENSE	2,929	4,879	1,812	(3,067) (1)	7,105	2,226
COMMUNICATIONS	38	--	15	15	72	72
UTILITIES - HYDRO	3,976	3,839	9,914	6,076	20,134	16,295
UTILITIES - NATURAL GAS	3,362	3,501	4,833	1,332	7,000	3,499
UTILITIES - WATER	573	544	1,125	581	2,800	2,256
FUEL / TRANSPORTATION COSTS	--	--	400	400	400	400
REPAIRS & MAINTENANCE	--	829	696	(133)	1,450	621
EQUIP REPAIRS & MAINTENANCE	6,274	4,046	4,572	525	7,500	3,454
BLDG REPAIRS & MAINTENANCE	2,989	2,298	4,515	2,217	10,000	7,702
SNOW REMOVAL AND SANDING	360	2,478	5,000	2,522	5,000	2,522
MAINTENANCE CONTRACTS	4,193	6,060	6,405	345	11,450	5,390
	53,672	60,790	70,298	9,508	131,771	70,981
NET OPERATING (REVENUE) EXPENSE	37,229	45,785	51,583	5,798	88,976	43,191
OTHER	--	--	--	--	225,000	225,000
	37,229	45,785	51,583	5,798	313,976	268,191

NOTES

(1) Added expenses attributed to the pandemic including cleaning supplies and various PPE items.

**Town of Ingersoll
6 Months Ended June 30, 2020**

DEPARTMENT: YOUTH CENTRE	YTD Actual		YTD Budget	Variance YTD 2020 Budget vs Actual	Annual Budget	Remaining Budget
	2019	2020	2020	fav (unfav)	2020	2020
	1	2	3	4=3-2	5	6=5-2
ACTIVITY: GENERAL PROGRAMS						
REVENUE						
RENT / LEASES	(81)	(29)	(109)	(80)	(200)	(171)
USER FEES	(14,724)	(2,034)	(15,462)	(13,429)	(33,494)	(31,460)
MEMBERSHIPS	(673)	(4,441)	(8,276)	(3,834)	(16,962)	(12,521)
PROGRAM REVENUES	--	--	(240)	(240)	(500)	(500)
DONATIONS / FUNDRAISING	(74,178)	(32,649)	(43,007)	(10,358)	(116,438)	(83,789)
	<u>(126,120)</u>	<u>(39,154)</u>	<u>(67,094)</u>	<u>(27,941)</u>	<u>(180,023)</u>	<u>(140,869)</u>
EXPENSE						
SALARIES, WAGES & BENEFITS	238,376	134,838	228,071	93,233	508,690	373,852
ADMINISTRATIVE EXPENSE	900	2,556	1,898	(658)	4,820	2,264
OPERATING EXPENSE	4,040	775	11,853	11,078	16,855	16,080
COMMUNICATIONS	3,748	1,948	2,682	734	6,500	4,552
SUPPLIES	21,246	1,088	5,748	4,660	11,150	10,062
PROGRAM EXPENSES	2,083	108	2,797	2,689	7,100	6,992
MEETINGS, CONFERENCES, TRAINING	4,669	774	5,132	4,358	6,250	5,476
FUEL / TRANSPORTATION COSTS	564	--	298	298	700	700
CONTRACTED SERVICES	61	42	22	(20)	100	58
MARKETING & PROMOTION	1,115	--	821	821	2,250	2,250
EQUIP REPAIRS & MAINTENANCE	--	--	1,405	1,405	1,500	1,500
	<u>276,803</u>	<u>142,129</u>	<u>260,728</u>	<u>118,599</u>	<u>565,915</u>	<u>423,786</u>
NET OPERATING (REVENUE) EXPENSE	<u>150,683</u>	<u>102,975</u>	<u>193,633</u>	<u>90,658</u>	<u>385,892</u>	<u>282,917</u>
OTHER						
	<u>--</u>	<u>--</u>	<u>--</u>	<u>--</u>	<u>2,500</u>	<u>2,500</u>
	<u>150,683</u>	<u>102,975</u>	<u>193,633</u>	<u>90,658</u>	<u>388,392</u>	<u>285,417</u>

NOTES

Fusion Centre was closed to the public on March 16th. All variances are due to closure of the facility and cancellation of programs. Revenue losses are offset by savings in staffing and program expenses.

**Town of Ingersoll
6 Months Ended June 30, 2020**

DEPARTMENT: MUSEUMS	ACTIVITY:	FACILITY	YTD Actual		YTD Budget	Variance YTD	Annual Budget		Remaining Budget
			2019	2020	2020	2020 Budget vs Actual	2020	2020	
			1	2	3	4=3-2	5	6=5-2	
REVENUE									
EXPENSE									
		OPERATING EXPENSE	--	12	35	23		200	188
		UTILITIES - HYDRO	858	570	1,413	843		4,200	3,630
		UTILITIES - NATURAL GAS	980	1,008	941	(67)		1,600	592
		UTILITIES - WATER	1,093	1,000	1,133	133		2,600	1,600
		LAND MAINTENANCE & IMPROVEMENT	--	--	361	361		1,500	1,500
		EQUIP REPAIRS & MAINTENANCE	--	--	240	240		500	500
		BLDG REPAIRS & MAINTENANCE	300	123	2,774	2,652		8,200	8,078
		SNOW REMOVAL AND SANDING	7,000	4,080	1,499	(2,581)	(1)	2,000	(2,080)
		MAINTENANCE CONTRACTS	505	505	760	255		760	255
			<u>10,736</u>	<u>7,297</u>	<u>9,156</u>	<u>1,859</u>		<u>21,560</u>	<u>14,263</u>
		NET OPERATING (REVENUE) EXPENSE	<u>10,736</u>	<u>7,297</u>	<u>9,156</u>	<u>1,859</u>		<u>21,560</u>	<u>14,263</u>
		OTHER							
			<u>--</u>	<u>--</u>	<u>--</u>	<u>--</u>		<u>9,000</u>	<u>9,000</u>
			<u>10,736</u>	<u>7,297</u>	<u>9,156</u>	<u>1,859</u>		<u>30,560</u>	<u>23,263</u>

NOTES

(1) The 2020 snow removal budget has been spent. This variance is projected to the end of the year.

**Town of Ingersoll
6 Months Ended June 30, 2020**

DEPARTMENT: MUSEUMS	YTD Actual		YTD Budget	Variance YTD 2020 Budget vs Actual	Annual Budget	Remaining Budget
	2019	2020	2020	fav (unfav)	2020	2020
	1	2	3	4=3-2	5	6=5-2
ACTIVITY: PROGRAMS						
REVENUE						
SALE OF GOODS OR SERVICES	(1,806)	(235)	(2,497)	(2,262)	(5,000)	(4,765)
RENT / LEASES	(90)	(40)	(62)	(22)	(100)	(60)
USER FEES	(550)	--	(822)	(822)	(1,700)	(1,700)
GRANTS / SUBSIDIES / REBATES	--	(522)	--	522	(12,148)	(11,626)
PROGRAM REVENUES	(1,936)	(90)	(7,499)	(7,409)	(8,500)	(8,410)
DONATIONS / FUNDRAISING	(46,685)	(718)	(6,020)	(5,302)	(14,550)	(13,832)
	<u>(51,066)</u>	<u>(1,604)</u>	<u>(16,900)</u>	<u>(15,296)</u>	<u>(41,998)</u>	<u>(40,394)</u>
EXPENSE						
SALARIES, WAGES & BENEFITS	64,186	69,456	73,149	3,693	167,400	97,944
ADMINISTRATIVE EXPENSE	352	635	419	(216)	1,450	815
OPERATING EXPENSE	60	170	1,044	874	3,100	2,930
COMMUNICATIONS	328	217	344	127	750	533
SUPPLIES	1,504	203	1,630	1,427	4,000	3,797
PROGRAM EXPENSES	5,165	1,036	9,106	8,070	23,510	22,474
MEETINGS, CONFERENCES, TRAINING	196	--	18	18	1,700	1,700
FUEL / TRANSPORTATION COSTS	--	--	96	96	300	300
MARKETING & PROMOTION	2,114	1,600	3,255	1,655	6,250	4,650
EQUIP REPAIRS & MAINTENANCE	--	--	10	10	1,000	1,000
MAINTENANCE CONTRACTS	--	--	240	240	500	500
	<u>73,904</u>	<u>73,317</u>	<u>89,311</u>	<u>15,994</u>	<u>211,760</u>	<u>138,443</u>
NET OPERATING (REVENUE) EXPENSE	<u>22,838</u>	<u>71,713</u>	<u>72,411</u>	<u>698</u>	<u>169,762</u>	<u>98,049</u>
OTHER						
	<u>--</u>	<u>--</u>	<u>--</u>	<u>--</u>	<u>--</u>	<u>--</u>
	<u>22,838</u>	<u>71,713</u>	<u>72,411</u>	<u>698</u>	<u>169,762</u>	<u>98,049</u>

NOTES

Museum operations are seeing reduced program revenues and fundraising due to COVID-19. These revenue losses are offset by savings in program expenses.

Town of Ingersoll
6 Months Ended June 30, 2020

DEPARTMENT: ECONOMIC DEVELOPMENT	YTD Actual		YTD Budget	Variance YTD	Annual	Remaining
	2019	2020	2020	2020 Budget vs Actual	Budget	Budget
	1	2	3	fav (unfav) 4=3-2	2020	2020
REVENUE						
GRANTS / SUBSIDIES / REBATES	(49,931)	(5,032)	(7,750)	(2,718)	(7,750)	(2,718)
	(49,931)	(5,032)	(7,750)	(2,718)	(7,750)	(2,718)
EXPENSE						
SALARIES, WAGES & BENEFITS	68,180	71,479	68,844	(2,635)	153,390	81,911
ADMINISTRATIVE EXPENSE	1,692	--	431	431	550	550
OPERATING EXPENSE	60	60	883	823	950	890
COMMUNICATIONS	925	269	584	315	1,500	1,231
PROGRAM EXPENSES	13,723	13,182	13,051	(131)	13,725	543
MEETINGS, CONFERENCES, TRAINING	4,145	1,823	5,477	3,655	14,000	12,177
FUEL / TRANSPORTATION COSTS	437	299	1,356	1,057	3,500	3,201
PROFESSIONAL FEES	4,764	11,270	16,529	5,259	40,500	29,230
MARKETING & PROMOTION	22,721	11,503	18,295	6,791	66,000	54,497
	116,648	109,885	125,450	15,564	294,115	184,230
NET OPERATING (REVENUE) EXPENSE	66,717	104,853	117,700	12,846	286,365	181,512
OTHER						
	--	--	--	--	10,000	10,000
	66,717	104,853	117,700	12,846	296,365	191,512

NOTES

(1) Cost related to marketing and promotion activities are under budget due to the cancellation of various tradeshow due to COVID-19.

To: Mayor and Members of Ingersoll Town Council
From: Ron Versteegen, Senior Planner, Community Planning

Application for Draft Plan of Subdivision
File No.: 32T-07007, Corporation of the Town of Ingersoll

REPORT HIGHLIGHTS

- The Town of Ingersoll has initiated an application for draft plan of subdivision. The proposed plan will facilitate the creation of eight blocks to accommodate future industrial development, a stormwater management block, six new local streets and six blocks for road widening purposes.

DISCUSSION

Background

OWNERS: Corporation of the Town of Ingersoll
130 Oxford Street, 2nd Floor
Ingersoll, ON
N5C 2V5

LOCATION:

The subject lands are described as Part Lots 19 & 20, (West Oxford). The property is located on the south side of Clarke Road, west of Harris Street (Oxford Road 119), in the Town of Ingersoll.

COUNTY OF OXFORD OFFICIAL PLAN:

Schedule "I-1" Town of Ingersoll Land Use Plan Industrial

TOWN OF INGERSOLL ZONING BY-LAW NO. 04-4160:

Existing Zoning: 'Special General Industrial Zone (MG-6)'

PROPOSAL:

The Town of Ingersoll has initiated an application for a draft plan of subdivision to facilitate the development of an industrial subdivision on the subject property. The proposed subdivision is

comprised of eight (8) blocks for industrial development, one (1) stormwater management block, six (6) internal streets; and six (6) blocks for road widening purposes.

The subject lands are approximately 33.21 ha (82.1 ac.) in area with approximately 497 m (1,630.6 ft.) of frontage on Clarke Road. The lands are currently vacant and are in agricultural production.

Surrounding land uses are predominately residential and institutional to the north, existing industrial and planned service commercial to the east, Highway 401 to the immediate south and a wetland feature associated with Whiting Creek to the west.

In support of the proposed application, the following reports have been prepared:

- i) Clarke Road Industrial Subdivision Stormwater Management Facility, prepared by R.J. Burnside & Associates Ltd., dated February, 2020; and
- ii) Transportation Plan, Proposed Industrial Development, prepared by Trans-Plan, Transportation Engineering, dated May, 2020.

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

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

Plate 3, Proposed Draft Plan of Subdivision, provides the layout of the proposed draft plan of subdivision.

Comments

OFFICIAL PLAN:

The subject lands are designated Industrial in the Official Plan. Permitted uses in the Industrial designation include assembling, manufacturing, fabricating, processing, repair activities, environmental industries, wholesaling, storage and wholesaling industries, construction industries, communication and utility industries and technological service industries. Accessory or ancillary uses to industrial operations such as retail and wholesaling operated as a subsidiary to any permitted industry are also permitted.

Section 9.3.4.5.6 of the Official Plan established by OPA 64 contains special policies for the subject property. The policies state that new industrial development abutting Clark Road requires greater landscaping, setbacks and fencing, and prohibits outdoor storage to minimize impacts on existing and proposed residential properties on the north side of Clark Road.

In addition, considering the proximity of existing residential uses to the proposed industrial development, Section 3.3.3.1 of the Official Plan contains policies that place restrictions on noise sensitive uses relative to industrial facilities. In particular, noise sensitive uses in proximity to sensitive land uses (e.g. residential) are restricted as follows:

- within 20 m (65 ft.) of a Class 1 industrial facility;
- within 70 m (230 ft.) of a Class 2 industrial facility;
- within 300 m (984 ft.) of a Class 3 industrial facility.

That said, the policies also detail that in circumstances where proposals to reduce the above distances are proposed Town Council may require a feasibility assessment and/or a detailed noise study be undertaken by a qualified professional.

Section 9.3.4.4 [INDUSTRIAL AREAS – ZONING AND SITE PLAN CONTROL] includes policies that state that within the Industrial area designation, a number of criteria are to be considered prior to permitting development. In particular, where Industrial designated areas are near existing or planned residential, open space or institutional uses, adequate buffering through distance separation, fencing or landscaping and building or site design will be provided to minimize potential nuisance.

ZONING BY-LAW:

The subject lands are currently zoned 'Special General Industrial Zone (MG-6)', in the Town of Ingersoll Zoning By-law, which permits a full range of industrial uses and other uses including a cartage, express or truck transportation terminal, and a food processing plant as well as all non-residential uses permitted in the 'Restricted Industrial Zone (MR)', which include a manufacturing plant, processing plant and a municipal recreation facility.

The 'MG' zone requires a minimum lot area of 600 m² (6,458.5 ft²), as well as a minimum lot frontage of 20 m (65.6 ft.) and a minimum lot depth of 30 m (98.4 ft.).

The 'MG-6' zone also contains special setback provisions regarding open storage as well as building/development setbacks.

Specifically, no open storage of goods or materials for those properties abutting Clarke Road is permitted between the Clarke Road road allowance and any building. In addition to this, no development is permitted within 20 m (65.6 ft.) of an 'Open Space Zone (OS)'. However, grading activities, stormwater management facilities, trails and similar activities may be permitted within 20 m (65.6 ft.) of an OS Zone.

PUBLIC CONSULTATION:

Notice of complete application regarding the proposed subdivision was provided to surrounding property owners on June 19, 2020 and notification of a public meeting was issued on July 23, 2020, in accordance with the requirements of the Planning Act. One comment has been received from a neighbouring landowner and is attached for Council's information.

CONCLUSION:

The above-noted information is provided for Council's information. A subsequent report, including comments received via agency circulation, a summary of public input and a Planning staff recommendation will be provided for Council's consideration at a future scheduled meeting.

RECOMMENDATION

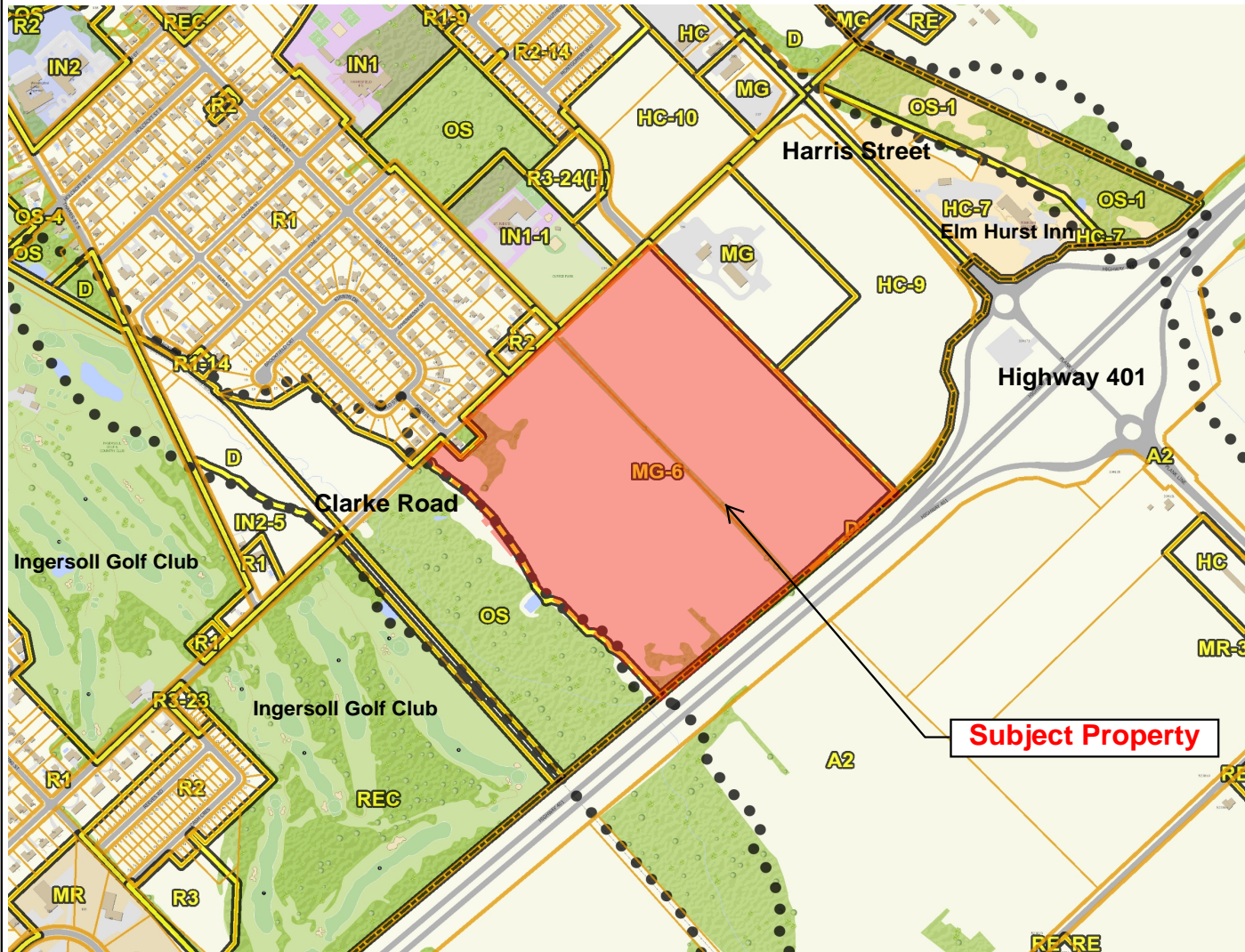
It is recommended that the Town of Ingersoll Council receive Report No. CP 2020-179, dated July 28, 2020 as information.

SIGNATURES

Authored by: *"Original signed by"* Ron Versteegen, MCIP, RPP, Senior Planner

Approved for Submission: *"Original signed by"* Gordon K. Hough, RPP, Director

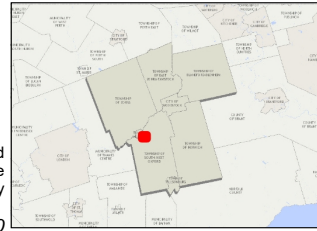
RV/rv
July 28, 2020



Legend

- Parcel Lines
 - Property Boundary
 - Assessment Boundary
 - Unit
 - Road
 - Municipal Boundary
- Zoning Floodlines
 - Regulation Limit
 - 100 Year Flood Line
 - 30 Metre Setback
 - Conservation Authority Regulation Limit
 - Regulatory Flood And Fill Lines
- Land Use Zoning (Displays 1:16000 to 1:500)

Notes

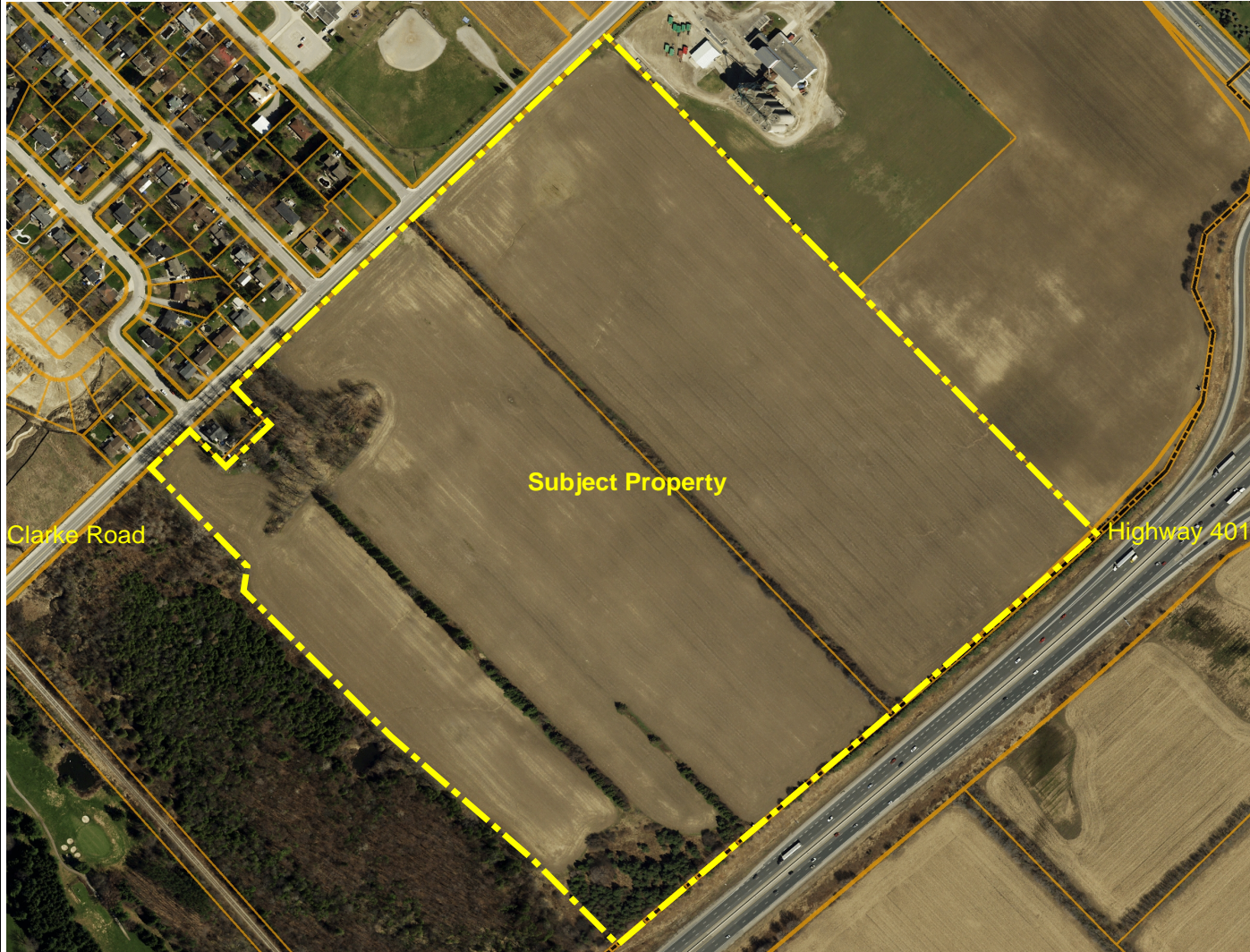


0 261 522 Meters
NAD_1983_UTM_Zone_17N



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

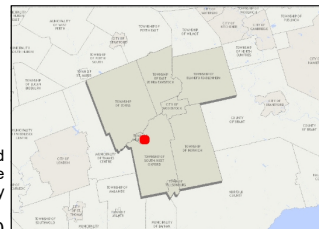
April 23, 2020



Legend

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

Notes



0 130 261 Meters

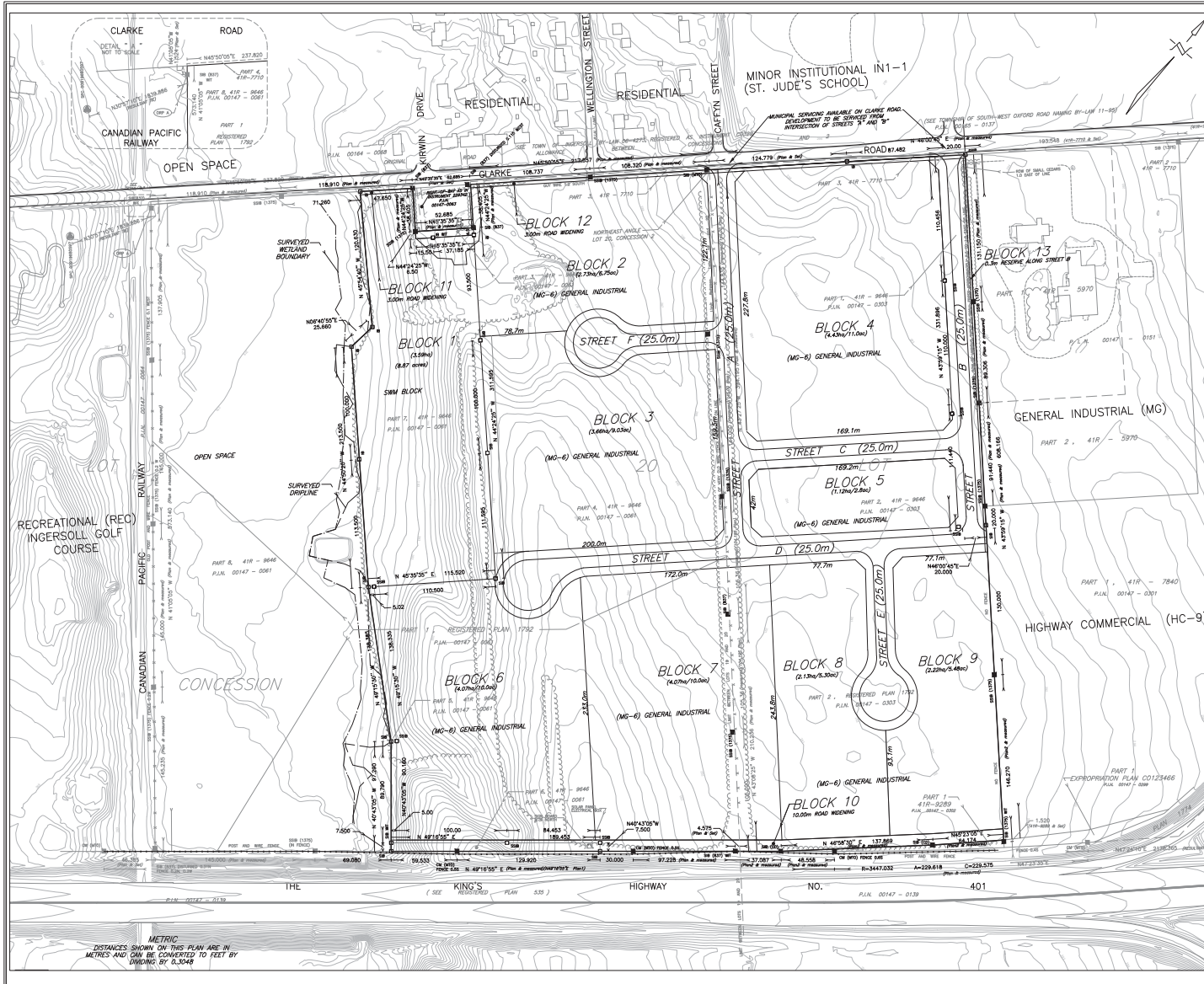
NAD_1983_UTM_Zone_17N



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

July 7, 2020

Plate 3 - Proposed Draft Plan of Subdivision
 File No.: 32T-07007, Town of Ingersoll, Part Lots 19 & 20, Concession 2, (West Oxford)



KEY PLAN
 SCALE 1:5,000

SURVEYOR'S CERTIFICATE
 I HEREBY CERTIFY THAT THE BOUNDARIES OF THE LOTS TO BE SUBDIVIDED ARE CORRECTLY SHOWN.

DATE: _____

OWNER'S CERTIFICATE
 TOWN OF INGERSOLL
 I, THE UNDERSIGNED, HEREBY AUTHORIZE THE SUBMISSION OF THIS PROPOSED DRAFT PLAN OF SUBDIVISION TO THE TOWN OF INGERSOLL AND COUNTY OF OXFORD.

DATE: _____

SITE DATA:
 REQUIREMENTS OF SECTION 51(17) OF THE Planning Act, R.S.O. 1990, c. 316:

- (A) AS SHOWN ON DRAFT PLAN
- (B) AS SHOWN ON DRAFT PLAN
- (C) ACCORDING TO THE LAND USE SCHEDULES BELOW
- (D) AS SHOWN ON DRAFT PLAN
- (E) AS SHOWN ON DRAFT PLAN
- (F) AS SHOWN ON DRAFT PLAN
- (G) AS SHOWN ON DRAFT PLAN
- (H) MUNICIPAL WATER SERVICE
- (I) AS SHOWN ON DRAFT PLAN
- (J) FULL MUNICIPAL SERVICES TO BE INSTALLED
- (K) AS SHOWN ON DRAFT PLAN

LAND USE SCHEDULE

ZONE	BLOCK	AREA
INDUSTRIAL	BLOCK 11	1.00 ha
INDUSTRIAL	BLOCK 12	3.00 ha
INDUSTRIAL	BLOCK 13	1.00 ha
INDUSTRIAL	BLOCK 2	12.20 ha
INDUSTRIAL	BLOCK 3	3.60 ha
INDUSTRIAL	BLOCK 4	4.40 ha
INDUSTRIAL	BLOCK 5	1.10 ha
INDUSTRIAL	BLOCK 6	4.00 ha
INDUSTRIAL	BLOCK 7	4.00 ha
INDUSTRIAL	BLOCK 8	2.10 ha
INDUSTRIAL	BLOCK 9	2.20 ha
INDUSTRIAL	BLOCK 10	10.00 ha

DRAFT PLAN OF SUBDIVISION
 PART OF
 LOTS 19 & 20
 CONCESSION 2
 IN THE GEOGRAPHIC
 TOWNSHIP OF WEST OXFORD
 FORMERLY IN THE TOWNSHIP OF SOUTHWEST OXFORD
 TOWN OF INGERSOLL
 COUNTY OF OXFORD
 SCALE 1:1,000 (METRIC)

1:1,000
 METRIC
 DISTANCES AND COORDINATES SHOWN ON THIS PLAN ARE IN METRES AND CAN BE CONVERTED TO FEET BY DIVIDING BY 0.3048

Ron Versteegen

From: Shelley Buchanan
Sent: July 14, 2020 9:04 AM
To: Ron Versteegen
Subject: FW: File 32T-07007

Shelley

From: Vito Frijia [mailto:]
Sent: July-14-20 9:04 AM
To: Planning <planning@oxfordcounty.ca>
Cc: Vito Frijia <vito@southsidegroup.ca>
Subject: File 32T-07007

Attention: Ron Versteegen

Ron,

Further to the above notice we respectfully inquire about the anticipated infrastructure requirements.

1. Is a storm pond required noting our land drains currently to the west?
2. Sanitary sewer connection and upgrades.
3. Road upgrades for Clarke and Hwy 19.

If you wish to discuss please let me know as we may be able to share in some of these upgrade costs.

Thank you.

Regards,

Vito Frijia, President/Owner
Southside Group

Southside Group
75 Blackfriars Street
London, Ontario N6H 1K8
Telephone: 519-433-0634
Fax: 519-433-9904
www.southsidegroup.ca

A decorative graphic on the left side of the page, consisting of a network of light blue lines and circles that resemble a circuit board or a neural network. The lines are vertical and horizontal, with some diagonal connections, and the circles are small and white with blue outlines.

A DELEGATION TO THE TOWN OF INGERSOLL

PROSPERITY THROUGH PROGRESS ON BILL 197

OPAL ALLIANCE

- Bryan Smith, President



THANK YOU

For July 16



Bill 197 changes the landscape.

It gives Ingersoll the right to decide if it is a willing host to an adjacent private landfill.

When a progressive community says “no” to a regressive model of waste management, you’re saying “yes” to sustainable prosperity.

INGERSOLL IS PROGRESSIVE



A helpful dishpan hand



- Ingersoll and its residents work to preserve the environment through conservation efforts and waste diversion.
- Transition to Less Waste makes massive reductions in waste at events and trains more.
- Mayor Ted Comiskey co-chairs Zero Waste Oxford and introduces the County's zero waste bylaw to the Official Plan

LANDFILLING IS REGRESSIVE

Sixth Century Elusha, a Byzantine town in the Middle East heads toward collapse when waste systems regress.



- While Walker talks about its multiple recovery activities at its Thorold site, near Ingersoll, it proposes dumping mixed industrial, commercial and institutional waste together into the ground.
- While Walker talks about a modern dump, they propose an ancient idea.

Regressive dump vs. Progressive Community

SIGNS OF PROGRESSIVE IDEAS



- Ingersoll residents have been requesting signs to show their opposition to the dump.
- Ingersoll taxpayers have been joining OPAL.
- Ingersoll people have been vocal against the dump.

THERE IS NO LANDFILL CRISIS

Working toward Zero Waste since 2015



The ministry is committed to supporting sustainable, environmentally responsible options for managing waste and will ensure that both the benefits and potential environmental effects of the Project are carefully studied and comprehensively assessed before any final decisions are made. As outlined in the Strategy for a Waste-Free Ontario, the province is committed to ensuring that landfills are well planned to avoid oversupply and are well managed to mitigate environmental impacts.

Thank you for bringing your concerns to the attention of the ministry. If you have any questions please do not hesitate to contact Agni Papageorgiou, Special Project Officer, at 416-314-7225 or by e-mail at Agni.Papageorgiou@ontario.ca.

Sincerely,

A handwritten signature in black ink that reads "Andrew Evers".

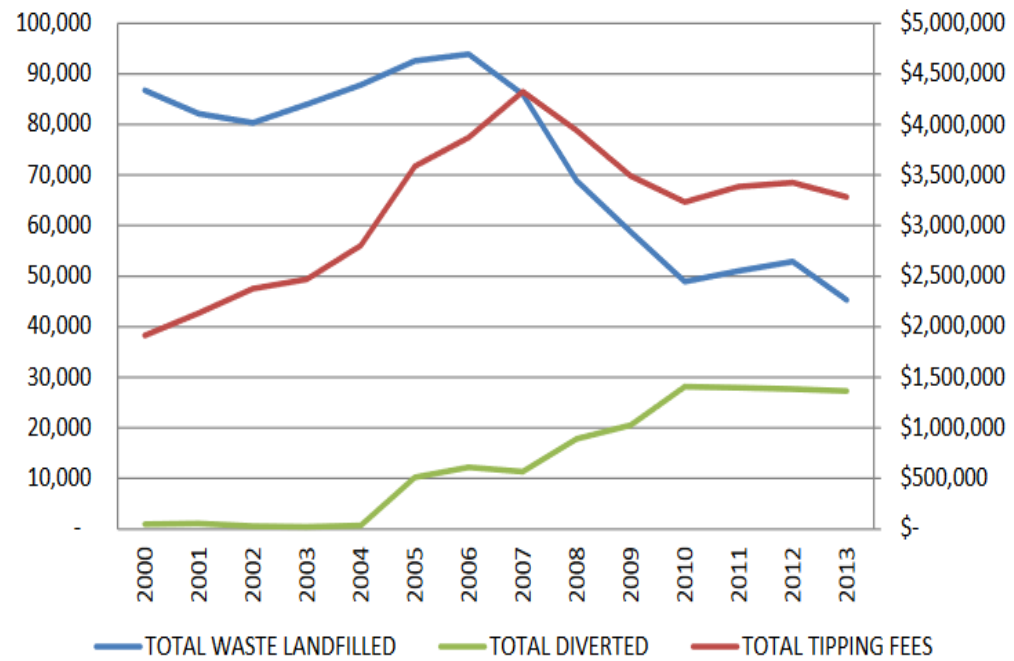
Andrew Evers
Supervisor, Project Coordination Unit
Environmental Approvals Branch

OXFORD HAS NO GARBAGE CRISIS

It has a plan to make its own dump last past 2100



Figure 2: Waste Material Tonnage Handled by Oxford County Programs



THE GTAH HAS A GARBAGE PROBLEM

It is no longer possible [...] to confine our waste to the category of 'out of sight – out of mind'. Derek Flack, BlogTO July 08, 2009



THE RIGHT TO DECIDE GIVES INGERSOLL THE RIGHT TO SAY “NO”.

It is a question of principle, and leadership.



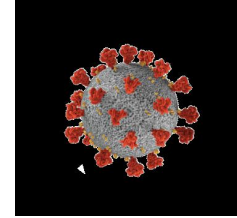
- Whereas residents of the Town of Ingersoll have indicated that they are unwilling to see a private landfill hosted less than 3.5 kilometres from homes;
- And, whereas the Town of Ingersoll seeks prosperity through progressive management of resources;
- And, whereas Bill 197, the COVID 19 Economic Recovery Act makes clear the right of municipal governments to decide;
- Therefore, be it resolved that the Town of Ingersoll invite neighbouring Zorra and South-West Oxford to join in declaring themselves unwilling to host a private dump.

ERTH Corporation Shareholder Update

Paul Madden – Ingersoll Board Representative

August 2020

COVID-19 Update



- Health and Safety of our staff and of the public remain top of mind
- ERTH Power Corporation (Utility Business) along with ERTH Corporations Subsidiary Companies were deemed to be **“essential service”**
- Construction and maintenance work continued through the height of the Pandemic
 - maintained our highest service levels throughout
- ERTH leveraged its multiple service locations including “work from home” protocols for office staff which helped to provide the necessary safe-guards for staff around social distancing
- ERTH facilities remain closed to non-essential visitors for foreseeable future
- Restrictions remain in place for face-to-face meetings
 - by appointment only and only if completely necessary
 - Restrictions on travel remain in place
 - ERTH has leveraged video conferencing for business meetings as well as our Board meetings
- Pandemic Guideline document for staff including policies and procedures have been put in place
- ERTH is currently working on office space layouts, incorporating safety barriers with the goal to have full staff returning to work by mid-September
- ERTH Power - disconnection moratorium was extended till July 31st . ERTH Power will be working with its customers for payment arrangements moving forward.

ERTH AGM Scheduled for September 10th

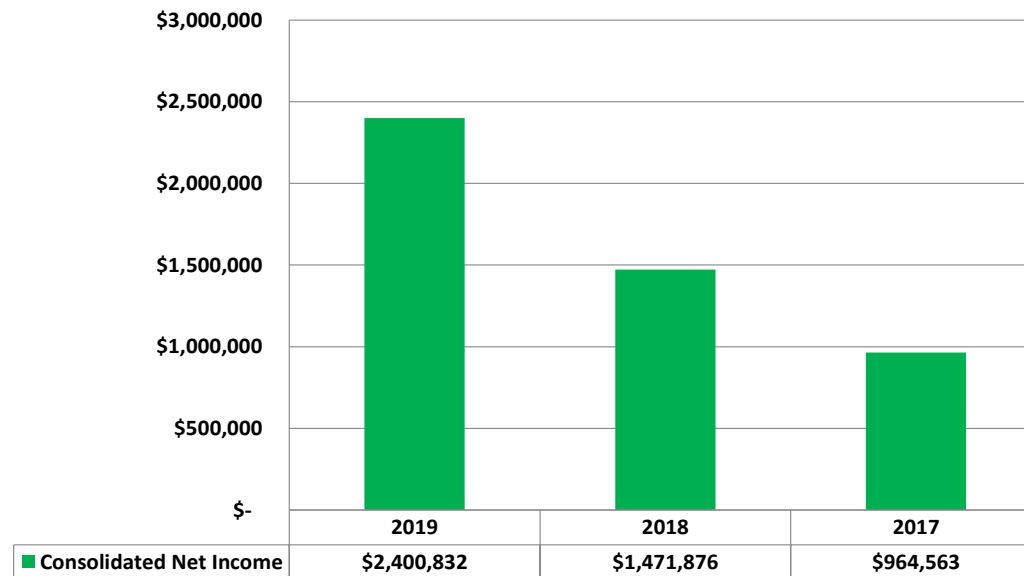
ERTH Business Highlights

- Finalized the merger with Goderich Hydro (9th shareholder) and have completed the full integration of people, process and technology in first 12 months of operation
- Continue to drive the organization forward through a “ONE TEAM” approach
- Completed corporate re-org and right-sizing through attrition has been completed
- ERTH Power is now the 15th utility member of the “Grid Smart City” Cooperative
 - serves over 760,000 customers in 40 communities with over \$2.5 billion in assets
 - leverage cost efficiency, buying power, collaboration, innovation
- Annual investments in infrastructure improvements
 - > \$3m made locally to ensure the safety and reliability of ERTH Power’s electricity distribution system
- Continue to invest in our business for growth
 - balance investments that address short-term risk and longer-term opportunities
- Continue to advanced ERTH’s Cyber Security roadmap
- Shareholder returns of approximately \$21.85M between 2000 and 2019
- ERTH’s share value has more than doubled since 2001
- 2019 KPI’s reported annually to the Ontario Energy Board showing strong results

Consolidated Financial Update

2019 Results

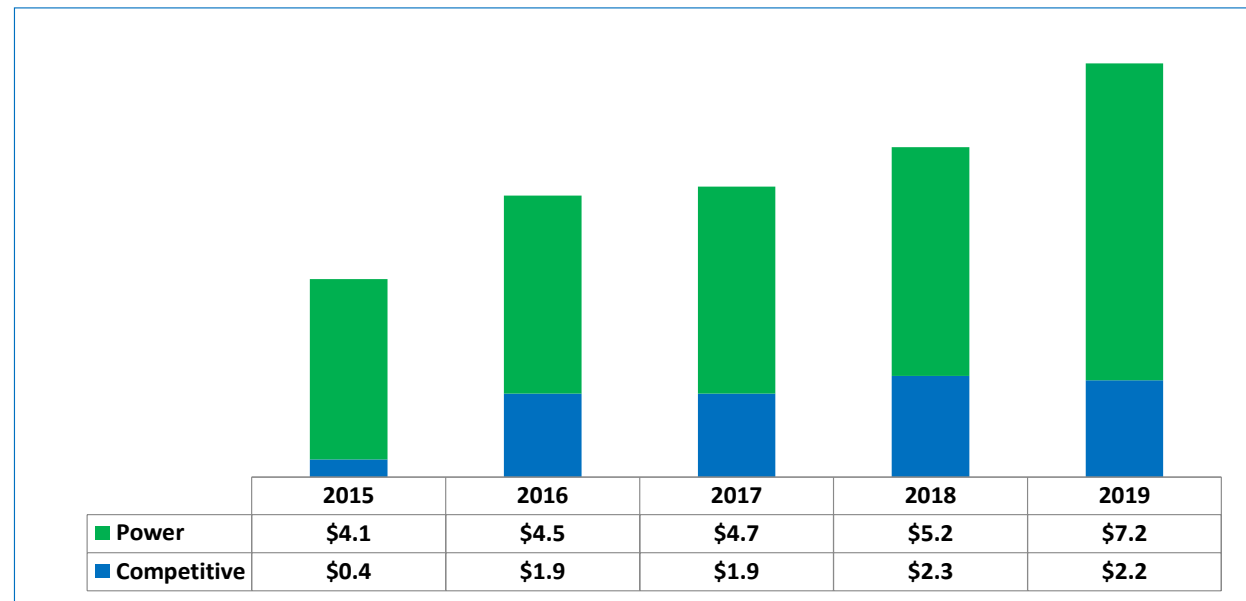
- Consolidated Net Income after tax of \$2.4 million - \$850k ahead of budget
- \$600k Dividend declared – payment timing on hold due to COVID-19
- Forecast for 2020 projected to be \$200k - \$300k behind budget due to COVID



Consolidated Financial Update

2019 Results

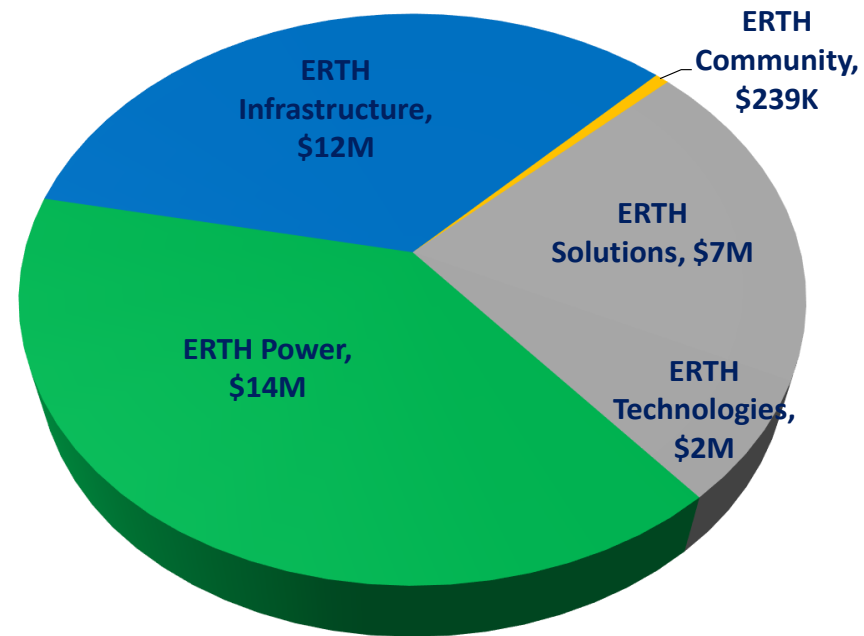
- Income from operations \$9.4 million



Consolidated Financial Update

2019 Results

- Revenue by Business Unit – Total \$35 million



Corporate Office Renovations Completed – 180 Whiting Street Ingersoll



ERTH Energy

Renewable Energy Generation:

Via a limited partnership, ERTH Community Power One L.P. owns and operates four solar PV projects on municipal rooftops, including

Embros Zorra Community Centre (250kW),

Tavistock and District Recreation Centre (250kW),

Thamesford District Recreation Centre (200kW),

Hickson Park Pavilion (100kW). In 2019,

The projects generated 941,355 kWhs, which is enough electricity to power over 100 homes for the year. In doing so, the projects offset over 221 tonnes of carbon dioxide emissions. The projects produced \$237k in revenue in 2019.

Electric Vehicle (EV) Charging:

In 2019, ERTH applied under the Zero Emission Vehicle Infrastructure Program (ZEVIP) program for funding from Natural Resources Canada (NRCan) to install 24 electric vehicle (EV) charging stations at twelve locations in eight ERTH communities.

These EV charging stations will be ERTH's first investment in the deployment the "*ERTH Energy Community EV Network*", a network of EV charging locations connecting ERTH's 15 service communities stretching from Lake Erie to Lake Huron designed to promote ERTH Corporation and its support in the adoption a more cleaner sustainable future through Electric Vehicle Transportation.

Questions??



The Corporation of The Town of Amherstburg

VIA EMAIL

To: All Ontario Municipalities

RE: Long Term Care Home Improvements

At its meeting of July 13th, 2020, Council passed the following resolution for your consideration:

That Administration BE DIRECTED to send correspondence in support of the City of Sarnia's resolution regarding their request for long term care home improvements.

Enclosed is a copy of the City of Sarnia's resolution for convenience and reference purposes.

Regards,

Tammy Fowkes
Deputy Clerk, Town of Amherstburg
(519) 736-0012 ext. 2216
tfowkes@amherstburg.ca

Website: www.amherstburg.ca
271 SANDWICH ST. SOUTH, AMHERSTBURG, ONTARIO N9V 2A5
Phone: (519) 736-0012 Fax: (519) 736-5403 TTY: (519)736-9860

cc:

Doug Ford, Premier of Ontario
Email: premier@ontario.ca

Taras Natyshak, MPP
Email: tnayshak-qp@ndp.on.ca

Chris Lewis, MP
Email: chris.lewis@parl.gc.ca

Dianne Gould-Brown
City Clerk, City of Sarnia
Email: clerks@sarnia.ca

Robert Auger, Town Solicitor, Legal and Legislative Services/Clerk - Town of Essex
Email: rauger@essex.ca

Jennifer Astrologo, Director of Corporate Services/Clerk - Town of Kingsville
Email: jastrologo@kingsville.ca

Agatha Robertson, Director of Council Services/Clerk - Town of LaSalle
Email: arobertson@lasalle.ca

Kristen Newman, Director of Legislative and Legal Services/Clerk - Town of Lakeshore
Email: knewman@lakeshore.ca

Brenda Percy, Municipal Clerk/Manager of Legislative Services - Municipality of Leamington
Email: bpercy@leamington.ca

Laura Moy, Director of Corporate Services/Clerk - Town of Tecumseh
Email: lmoy@tecumseh.ca

Mary Birch, Director of Council and Community Services/Clerk -County of Essex
Email: mbirch@countyofessex.ca

Valerie Critchley, City Clerk – City of Windsor
Email: clerks@citywindsor.ca

Association of Municipalities of Ontario (AMO)
Email: amo@amo.on.ca

Website: www.amherstburg.ca
271 SANDWICH ST. SOUTH, AMHERSTBURG, ONTARIO N9V 2A5
Phone: (519) 736-0012 Fax: (519) 736-5403 TTY: (519)736-9860



**THE CORPORATION OF THE CITY OF SARNIA
City Clerk's Office**

255 Christina Street N. PO Box 3018
Sarnia ON Canada N7T 7N2
519 332-0330 519 332-3995 (fax)
519 332-2664 (TTY)
www.sarnia.ca clerks@sarnia.ca

June 24, 2020

To: All Ontario Municipalities

Re: Long Term Care Home Improvements

At its meeting held on June 22, 2020, Sarnia City Council adopted the following resolution submitted by Councillor Margaret Bird with respect to the conditions in Long Term Care homes exposed by the pandemic:

That due to the deplorable conditions exposed by the pandemic in LTC homes in the province, and because this is a time for action, not just continuous streams of investigations, commissions and committees, and because the problems have been clearly identified, that Sarnia City Council direct staff to send this motion to the 444 Ontario Municipalities, asking them to urge Premier Ford to start implementing the required resolutions immediately, as follows:

- 1. increasing hours for all part-time and casual labour***
- 2. since the government provides funding for privately-operated homes, they have an obligation to inspect these homes and see that they are being properly run, and that funds are being used for the benefit of the residents and not the huge profitability of the operators, and***
- 3. to end the neglect and unacceptable conditions being experienced, each day, by our vulnerable seniors.***

Sarnia City Council respectfully seeks your endorsement of this resolution. If your municipal council endorses this resolution, we would request that a copy of the resolution be forwarded to the following:

Doug Ford, Premier of Ontario; and

City of Sarnia, City Clerk's Office
clerks@sarnia.ca

Sincerely,

A handwritten signature in blue ink that reads "Dianne Gould-Brown". The signature is written in a cursive style.

Dianne Gould-Brown
City Clerk

cc: AMO

From: **ICIP Culture (MOI)** <ICIPculture@ontario.ca>
Date: Fri, Aug 7, 2020 at 11:23 AM
Subject: Investing in Canada Infrastructure Program: Community, Culture, and Recreation Stream
To: kyle.stefanovic@ingersoll.ca <kyle.stefanovic@ingersoll.ca>

BY EMAIL ONLY

RE: 2019-10-1-1417261879: Ingersoll Multi-use Recreation Centre

Dear Kyle Stefanovic:

I am writing to provide an update on the project that was submitted under the Community, Culture and Recreation funding stream of the Investing in Canada Infrastructure Program (ICIP). Following an evidence-based provincial review process, your project, **Ingersoll Multi-use Recreation Centre**, was not nominated for federal review and approval. The intake of this funding stream was highly competitive, and total demand reached upwards of \$10 billion against total available joint funding (federal-provincial-applicant) of nearly \$1 billion. Projects that were nominated to the federal government for review and approval were those that most closely aligned with the provincial assessment criteria and federal requirements. The provincial assessment criteria included reviewing projects based on, Community Need, Community Support, Lack of Similar Services Accessible Nearby, Operational/Financial Capacity, Value for Money, Asset Management Planning, whether projects were open to the public and efficiencies through joint projects.

Your organization may be able to access other financial tools (e.g., IO loans) to support local projects.

If you have any questions, staff can be reached via email at ICIPculture@ontario.ca.

Sincerely,

[original signed by]

Julia Danos
Director of Intergovernmental Policy
Ministry of Infrastructure



August 6, 2020

Ingersoll Town Hall
130 Oxford St 2nd floor
Ingersoll, ON N5C 2V5

ISSUED FOR USE
FILE: 704-SWM.SWOP03434-01
Via Email: wtigert@ingersoll.ca

Attention: William Tigert, Chief Administrative Officer

Subject: Ingersoll Peer Review Team Update

Dear Mr. Tigert,

Tetra Tech and Arcadis are in the final stage of reviewing the draft Environmental Assessment (EA) as submitted by Walker Environmental Group (WEG). A draft version of this report is slated to be completed by August 12, 2020, for your review. Our submission to WEG will then be submitted prior to the August 28, 2020, public consultation period but it is not known when WEG will be in a position to respond to all stakeholder comments.

At this time, we have assembled what we consider key issues from the draft EA based on the work done by our respective consultants. The comments are as follows:

Ecology Assessment

- Water quality is not addressed in sufficient detail. No information is provided on potential exceedances of PWQO (Provincial Water Quality Objectives), CCME (Canadian Council of Ministers of the Environment), and Protection of Aquatic Life guidelines.
- Contingency plans are not proposed to protect aquatic receptors from potential impacts from stormwater.

Groundwater Assessment

- The groundwater study area is set at about 1 km radius of the proposed landfill site without adequate rationales. The study area radius appeared to be similar to the current radius of influence of 1 km as a result of the quarry dewatering activities. Clarification and rationale for the 1 km study area should be provided.
- WEG had a low response to its door-to-door survey of potable water well users in the vicinity of the proposed landfill. As WEG has stated that the contaminants associated with a waste disposal site can enter and impact groundwater or surface water, then WEG needs to provide confirmation that the results of the door-to-door well survey program would be representative and sufficient to document the groundwater conditions prior to landfilling operations.

Surface Water Assessment

- There is very heavy reliance on the successful outcome of discharging treated effluent to Patterson-Robbins Drain (Drain) that will meet all PWQO parameters. As the Drain has recorded zero and near zero flows over time, it may be the case that all of flow in the Drain will constitute treated effluent (no dilution). The potential impact of that and the implications on downstream aquatic habitat has not be addressed. The Drain is connected to the Thames River through Ingersoll further downstream of the discharge point.

Tetra Tech Canada Inc.
Suite 203 – 111 Farquhar Street
Guelph, ON N1H 3N4 CANADA
Tel 226.343.4381 | 226.203.5209

- Hydrology modelling results are poorly calibrated to flow data collected during several storm events. This is important when understanding the changes to area hydrology and flows in area watercourses during various stages of the landfill. It also potentially affects contaminant loading calculations where changes in water quality are anticipated. More simulations and model calibrations would identify if there are impacts that need to be mitigated.

Human Health Risk Assessment (HHRA)

- HHRA assumes there will be no impacts to groundwater beyond the site boundary, and no significant negative impacts on groundwater quality or surface water quality related to the project. Therefore, no potential impacts to human health due to groundwater or surface water are expected. This assumes that there will be 100% containment and 100% treatment success of leachate and there will be no accidents, spills, or malfunctions. Consideration of potential future exposure to COCs (Contaminants of Concern) in surface water/groundwater should be considered in the HHRA or support that 100% containment and treatment efficacy are realistic assumptions.
- Selection of TRVs (Toxicity Reference Values) and parameters assessed. Parameters without TRVs were not considered COCs and not assessed and it is not clear how different toxicological endpoints were considered in the assessment. As such, additional scientific support or justification is required.
- A number of assumptions used in the modeling of predicted concentrations require further refinement or justification, which could impact the Health Impact Assessment.

Cumulative Effects

- While WEG states that “the SWL (Solid Waste Landfill) EA was designed from the outset as a cumulative effects assessment”, there seems to be no overall integration of cumulative effects across technical disciplines and reference periods.

Design and Operations

- There is a lack of detail concerning the design of the liner system. This makes it difficult to assess how effective the system will work. There is similar lack of details regarding the operations. It should be noted that WEG had committed to provide more information but as of the time of this letter had not.
- Litter and dust control in the pit have not been adequately addressed. Given that a portion of the landfill will extend above the pit area, easterly winds could bring both litter and dust to residents located on the east side of the town.

Air and Noise Impacts

- Odour Emission Rates used by WEG are dated and lower than more recent studies have shown. This means that the neighbours located to the east side of the landfill (Town of Ingersoll) could experience odour problems as the landfill operations advance. In the cases of litter, dust and odour, the close proximity of town residents (approximately 1 km) make these problems more significant.
- PM_{2.5} (Particulate Matter 2.5 microns or less) has not been measured in town and with the combined impact of town and landfill traffic and the landfill operations could impact human health of town residents.

Leachate Impacts

- According to the literature, TKN (Total Kjeldahl Nitrogen) in raw leachate from municipal waste landfills varies from 10 mg/L to 1,200 mg/L. The concentration used for the treatment design is 250 mg/L considering pre-oxidation of the raw leachate in the aerated pond. However, the designer should consider that no nitrogen

will be removed in the ponds during wintertime so a higher concentration of nitrogen ammonia should be considered.

- Knowing that the removal of nitrogen ammonia will generate nitrates (NO₃) in concentrations as high as the raw leachate nitrogen ammonia concentration, removal of this contaminant should be considered especially under dry ditch conditions. Both leachate concerns in addition to the Patterson-Robbins issues outlined above will make it difficult for WEG to be able to dispose leachate.

There are numerous other concerns contained in the draft EA review which need responses from WEG.

Yours respectfully,



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**Corporation of the Town of Ingersoll
By-Law 20-5102**

**A bylaw to adopt and confirm all actions and proceedings of the Council of the
Town of Ingersoll at the Council meetings 1 & 2 held on August 10, 2020**

WHEREAS Section 5 (3) of The Municipal Act, Chapter, S.O. 2001, c. M.25 as amended, states that a municipal power, including a municipality's capacity, rights, powers and privileges under section 9, shall be exercised by by-law unless the municipality is specifically authorized to do otherwise;

AND WHEREAS in many cases, action which is taken or authorized to be taken by Council or Committee of Council does not lend itself to or require an individual by-law

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

1. **THAT** all actions and proceedings of the Council of The Corporation of the Town of Ingersoll at the two meetings held on August 10, 2020, are hereby adopted.
2. **THAT** the taking of any action authorized in or by the Council of The Corporation of the Town of Ingersoll are hereby adopted, ratified and confirmed.
3. **THAT** where no individual by-law has been or is passed with respect to the taking of any action authorized in or by the Council of The Corporation of the Town of Ingersoll, then this by-law shall be deemed for all purposes to be the by-law required for approving and authorizing the taking of the action.
4. **THAT** the Mayor and Officers of The Corporation of the Town of Ingersoll are hereby authorized and directed to do all things necessary to give effect to the recommendations, motions, resolutions, reports, action and other decisions of the Council and the Mayor and Clerk are hereby authorized and directed to execute all necessary documents in the name of The Corporation of the Town of Ingersoll and to affix the seal of the Corporation thereto.
5. **AND FURTHER THAT** this by-law shall become effective and shall come into force after third reading of the by-law.

READ a first and second time in Open Council this 10th day of August, 2020.

READ a third time in Open Council and passed this 10th day of August, 2020.

Edward (Ted) Comiskey, Mayor

Michael Graves, Clerk