

TOWN OF INGERSOLL

CLERK REPORT

Report No. C-009/10

Approval Date: December 11, 2009

Mayor Holbrough and Members of Council:

1.0 **Activities and Information**

(i) By-Law Review Sub-Committee

- (a) The Committee met to review the referral from Council on the request for a parking exemption on Wonham St. between Victoria and Bell and to consider a traffic complaint and a parking complaint.

A separate memo is attached under Special Reports for Council's consideration and direction.

(ii) Enabling Accessibility Fund

This office has been contacted verbally by the Ministry to confirm that our funding has been approved for the three (3) locations (Thames/Bell; Thames/Victoria and King/Whiting/Charles).

The accessible signals may be ordered after December 22nd, 2009 and shall be installed no later than December 21st, 2010. Funding from the Province is to be received in early January, 2010.

Official written confirmation should be received prior to December 31st, 2009.

2.0 **Other Activities**

- Administrative Duties
- Attended several meetings with Committees, Developers, Museum, and various Staff, Town Solicitors, Committee of Adjustment
- Preparation of Planning Documents – Minor Variances, Severance Agreements and Site Plan Agreements
- Training of staff
- Organizing and volunteering at the Community Museum
- Follow-up on grants

- Committee meetings: Museum, Harvest Festival, Tourism, Accessibility, Waste Management
- Tours at the Museum
- Budgets
- Tenders for Office Supplies
- Election Preparation
- Newsletter

Respectfully submitted,

Elaine Clark
Clerk/Deputy Administrator