

TOWN OF INGERSOLL

CLERK REPORT

Report No. C-059/09
Approval Date: April 14, 2009

Mayor Holbrough and Members of Council:

1.0 **Activities and Information**

(i) By-Law Review Sub-Committee

The Committee has resumed meeting with the first course of business being to establish a standard meeting date, being the fourth Thursday of each month at 8:30 a.m.

In addition, a request to extend the loading zone on Catherine St. behind McDonald's by 30' easterly to permit adequate area for the truck to make their delivery. Vehicular parking east of the sign impedes the delivery of the stock. The Committee is recommending that Council adopt the attached by-law on the April 14th Council meeting.

The Committee is investigating and garnering information on water bottles and no smoking on municipal owned lands.

(ii) Museum

The Ingersoll Cheese & Agricultural Museum will be opening their doors on seasonal hours commencing the week of May 4th, 2009 (Wednesday to Sunday – 10:00 a.m. to 5:00 p.m.). Commencing May 16th, 2009, the museum will be operational 7 days a week through Labour Day weekend.

The Museum is proud to participate in Oxford Doors Open on May 23rd, 2009.

2.0 **Other Activities**

- Administrative Duties
- Attended several meetings with Committees, Developers, Strategic Planning, Pay Equity and various Staff.
- Preparation of Planning Documents – Severance Agreements and Site Plan Agreements
- Training of staff
- Prepared ads for the sale of land and upcoming by-law considerations
- Organizing and volunteering at the Community Museum
- Preparation of the Mayor's Newsletter
- Research of Museum archives for information

Respectfully submitted,

Elaine Clark
Clerk Deputy Administrator