

**THE TOWNSHIP OF NORTH HURON
COUNCIL AGENDA**



Date: Tuesday, August 8, 2023
Time: 6:00 p.m.
Location: HELD IN THE NORTH HURON TOWN HALL THEATRE

Pages

1.	CALL TO ORDER	
2.	CONFIRMATION OF THE AGENDA	
	<i>THAT the Council of the Township of North Huron hereby accept the agenda for the August 8, 2023 Council Meeting; as presented.</i>	
3.	DISCLOSURE OF PECUNIARY INTEREST	
4.	PUBLIC COMMENT (Opportunity for members of the public to speak to an item of business on the agenda, two minutes per person)	
5.	CONSENT AGENDA	
	<i>THAT the Council of the Township of North Huron hereby adopts Consent Item 5.1.1.;</i>	
	<i>AND FURTHER, THAT the Council of the Township of North Huron hereby receives Consent Items 5.2.1. to 5.3.2. for information.</i>	
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7.1	Clerk's Department	
7.1.1	CL-2023-17 Amendment to Procedure By-law – Town Hall Public Meeting	85
	<i>THAT the Council of the Township of North Huron hereby receives the joint report of the Director of Legislative Services/Clerk and the Director of Finance/Treasurer, dated August 8, 2023 regarding an Amendment to the Procedure By-law to remove the Town Hall Public Meeting requirement, for information purposes;</i>	
	<i>AND FURTHER, THAT Council supports the proposed approach to receiving public input into the budget process as outlined in staff report CL-2023-17;</i>	
	<i>AND FURTHER, THAT Council directs the Director of Legislative Services/Clerk to prepare a by-law for the September 5, 2023 Regular meeting to amend By-law No. 116-2017 to remove the Town Hall Public Meeting requirement.</i>	
7.2	Finance Department	
7.3	Recreation and Community Services Department	
7.4	Public Works and Facilities Department	
7.4.1	PW-2023-22 2024-2025 Asset Management Plan (AMP)	88
	<i>THAT the Council of the Township of North Huron hereby receives the joint report from the Director of Public Works and Facilities, Asset Management Coordinator, and Director of Finance/Treasurer, dated August 8, 2023, regarding the 2024-2025 Asset Management Plan (AMP) for information purposes;</i>	
	<i>AND FURTHER, THAT the Council of the Township of North Huron hereby pre-approves a total of \$173,501 under asset management in the 2024 operating budget in order to complete the Ontario Regulated 588/17 Compliant 2025 Asset Management Plan and implement CityWide GIS and Maintenance Manager;</i>	
	<i>AND FURTHER, THAT the Council of the Township of North Huron hereby pre-approves the inclusion of a full-time, permanent Asset Management Coordinator (starting January 1, 2024) within the Public Works and Facilities Department.</i>	
7.4.2	PW-2023-23 Blyth-Hullett Landfill Woodlot Management Revenues	140
	<i>THAT the Council of the Township of North Huron hereby receives the report from the Director of Public Works and Facilities, dated August 8, 2023 regarding woodlot management at the Blyth-Hullett Landfill, for information purposes;</i>	
	<i>AND FURTHER, THAT Council directs the Director of Finance/Treasurer to transfer the net proceeds (\$22,531.50) from the woodlot harvest into the Blyth-Hullett Landfill Reserve.</i>	

7.5	Fire Department	
7.6	Office of the CAO	
7.6.1	CS-2023-07 North Huron Museum Deaccessioning Project – Report #2	142
	<i>THAT the Council of the Township of North Huron hereby receives the report prepared by the Community Engagement Coordinator dated August 8, 2023, regarding the North Huron Museum Deaccessioning Project – Report #2, for information purposes.</i>	
	<i>AND FURTHER, THAT Council authorizes staff to continue with the deaccessioning process for the list of artifacts attached to Staff Report CS-2023-07 in accordance with the North Huron Museum Deaccessioning Policy.</i>	
7.6.2	CAO-2023-15 Housing Accelerator Fund Action Plan	276
	<i>THAT the Council of the Township of North Huron hereby receives the report of the Economic Development Officer, dated August 8, 2023, regarding the Action Plan for the Housing Accelerator Fund application, for information purposes;</i>	
	<i>AND FURTHER, THAT Council approves the action plan prepared by Township of North Huron staff for the Housing Accelerator Fund application, with a focus on the following five initiatives:</i>	
	<ol style="list-style-type: none"> 1. <i>Additional residential unit policy and zoning update;</i> 2. <i>Housing friendly lens policy and zoning update;</i> 3. <i>Blyth water and wastewater infrastructure upgrades;</i> 4. <i>Wingham water and wastewater infrastructure upgrades; and</i> 5. <i>Community Improvement Plan policy expansion.</i> 	
8.	CORRESPONDENCE	
9.	COUNCIL REPORTS	
9.1	REEVE ACTIVITY REPORT	
9.2	COUNCIL MEMBER REPORTS (Verbal or written updates from members who sit on boards/committees)	
9.3	COMMENTS BY MEMBERS	
9.4	NOTICE OF MOTION	
10.	BY-LAWS	
10.1	By-law No. 53-2023 - Records Management and Retention Policy	279
	<i>THAT By-law No. 53-2023; being a By-law to adopt a Records Management and Retention Policy for the Corporation of the Township of North Huron and to repeal By-law No. 94-2016; be introduced, read a first, second, third and final time, be signed by the Reeve and Clerk, and be engrossed in the By-law book.</i>	

10.2	By-law No. 54-2023 - Lease Agreement with AMDSB for Before and After School Program	302
	<i>THAT By-law No. 54-2023; being a By-law to authorize the Reeve and Clerk to sign, on behalf of Council, a Lease Agreement between the Avon Maitland District School Board (Landlord) and the Corporation of the Township of North Huron (Tenant) for the lease of space at 250 John Street East, Wingham, Township of North Huron, County of Huron (Maitland River Elementary School) for the 2023/2024 school year, for the purpose of a Before and After School Program; be introduced, read a first, second, third and final time, be signed by the Reeve and Clerk, and be engrossed in the By-law book.</i>	
10.3	By-law No. 55-2023 - Appointment of Deputy Clerk/Planning Coordinator	307
	<i>THAT By-law No. 55-2023; being a By-law to appoint a Deputy Clerk/Planning Coordinator for the Township of North Huron; be introduced, read a first, second, third and final time, be signed by the Reeve and Clerk, and be engrossed in the By-law book.</i>	
10.4	By-law No. 56-2023 - Appointment of Lottery Licensing Officers	308
	<i>THAT By-law No. 56-2023; being a By-law to appoint Lottery Licensing Officers for the Township of North Huron; be introduced, read a first, second, third and final time, be signed by the Reeve and Clerk, and be engrossed in the By-law book.</i>	
10.5	By-law No. 57-2023 - Designation of Head for the Purposes of the Municipal Freedom of Information and Protection of Privacy Act	309
	<i>THAT By-law No. 57-2023; being a By-law to designate a Head of the Corporation of the Township of North Huron for the purposes of the Municipal Freedom of Information and Protection of Privacy Act; be introduced, read a first, second, third and final time, be signed by the Reeve and Clerk, and be engrossed in the By-law book.</i>	
11.	ANNOUNCEMENTS	
	A Strategic Planning Council meeting will be held on Thursday, August 10, 2023 at 8:30am at the Blyth & District Community Centre.	
	The next Regular Council meeting will be held on Tuesday, September 5, 2023 at 6:00pm in the North Huron Town Hall Theatre.	
	The next Wingham BIA Board meeting will be held on Thursday, August 17, 2023 at 6:30pm in the Hot Stove Lounge at the North Huron Westcast Community Complex.	
	The next Blyth BIA Board meeting will be held on Thursday, August 31, 2023 at 8:00am at the Blyth & District Community Centre.	
12.	OTHER BUSINESS	
13.	CLOSED SESSION AND REPORTING OUT	
14.	CONFIRMATORY BY-LAW	

14.1 By-law No. 58-2023 - Confirmatory By-law

310

THAT By-law No. 58-2023; being a by-law to adopt, confirm and ratify matters dealt with by the Council of the Township of North Huron at the August 8, 2023 meeting; be introduced, read a first, second, third and final time, be signed by the Reeve and Clerk and be engrossed in the By-law book.

15. ADJOURNMENT

THAT the Council of the Township of North Huron agree that there being no further business before Council; the meeting be hereby adjourned at pm.

**MINUTES OF THE TOWNSHIP OF NORTH HURON
REGULAR COUNCIL MEETING**



Date: Monday, July 17, 2023
Time: 6:00 p.m.
Location: HELD IN THE NORTH HURON TOWN HALL THEATRE

MEMBERS PRESENT: Reeve Paul Heffer
Deputy Reeve Kevin Falconer
Councillor Ric McBurney
Councillor Chris Palmer
Councillor Anita van Hittersum
Councillor Lonnie Whitfield

MEMBERS ABSENT: Councillor Mitch Wright

STAFF PRESENT: Dwayne Evans, CAO/Deputy Clerk
Carson Lamb, Director of Legislative Services/Clerk
Chris Townes, Director of Finance/Treasurer
Hanna Holman, Planner
Kent Readman, Fire Chief
Gregg Furtney, Director of Public Works and Facilities

OTHERS PRESENT: Nancy Michie, Steve Wever, Scott Stephenson

1. CALL TO ORDER

Reeve Heffer called the meeting to order at 6:00pm. Heffer recited the Township of North Huron Indigenous land acknowledgement statement.

2. CONFIRMATION OF THE AGENDA

M219/23

MOVED BY: K. Falconer

SECONDED BY: L. Whitfield

THAT the Council of the Township of North Huron hereby accept the agenda for the July 17, 2023 Council Meeting as amended, to include agenda items 7.6.1. and 10.1.

CARRIED

3. DISCLOSURE OF PECUNIARY INTEREST

None noted.

4. PUBLIC COMMENT (Opportunity for members of the public to speak to an item of business on the agenda, two minutes per person)

None noted.

5. CONSENT AGENDA

M220/23

MOVED BY: A. van Hittersum

SECONDED BY: L. Whitfield

THAT the Council of the Township of North Huron hereby adopts Consent Item 5.1.1.;

AND FURTHER, THAT the Council of the Township of North Huron hereby receives Consent Items 5.1.2. to 5.3.3. for information.

CARRIED

5.1 Minutes

5.1.1 Minutes of the Regular Council Meeting held July 4, 2023

5.1.2 Minutes of the County of Huron Council Meeting held June 21, 2023

5.2 Reports

5.2.1 Bills and Accounts

5.2.2 PW-2023-20 Water and Wastewater Operations Report - June 2023

5.3 Correspondence

5.3.1 Town of Petrolia – Resolution - Regulations for Licensed Home-based Childcare Operators

5.3.2 Whitewater Region - Resolution - Declaring Intimate Partner Violence as an Epidemic

5.3.3 Huron Perth Public Health – Non-COVID Programs and Services Report – March 2020 – March 2022

6. PUBLIC MEETINGS/HEARINGS AND DELEGATIONS

7. REPORTS

7.1 Clerk's Department

7.1.1 PL-2023-09 Second Draft Amendment of Zoning By-law Update

M221/23

MOVED BY: R. McBurney

SECONDED BY: A. van Hittersum

THAT the Council of the Township of North Huron hereby receive the second draft of the proposed Zoning By-law amendment with text and mapping changes, for information;

AND FURTHER, THAT Council directs staff to schedule a statutory public meeting on September 18, 2023, and to circulate the required notices;

AND FURTHER, THAT Council directs staff to provide notices to landowners abutting the property proposed to be pre-zoned and for the request to be considered at the statutory public meeting.

CARRIED

7.1.2 DR-2023-01 Petition for Drainage Works – Branch to the Robinson Drain

M222/23

MOVED BY: K. Falconer

SECONDED BY: C. Palmer

THAT the Council of the Township of North Huron hereby receives the report of the Director of Legislative Services/Clerk, dated July 17, 2023, regarding a Petition for Drainage Works – Branch to the Robinson Drain, for information purposes;

AND FURTHER, THAT Council hereby accepts the Petition for Drainage Works by the Owners of Concession 9 South Part Lot 30, Concession 9 Part Lot 31 Registered Plan 22R7172 Part 1, and Concession 8 Part East Part Lot 30, for a branch to the Robinson Municipal Drain as described in the petition submitted under Section 4 of the Drainage Act;

AND FURTHER, THAT Council instructs the Clerk to send the notice required under Section 5 of the Drainage Act to the Maitland Valley Conservation Authority, the Ontario Ministry of Agriculture Food and Rural Affairs, and to the petitioners who submitted the Petition for Drainage Works;

AND FURTHER, THAT Dietrich Engineering Ltd. be appointed to prepare a report to fulfil the requirements under Section 8 of the Drainage Act for the area requiring drainage as part of their report already being prepared to fulfill the requirements under Section 78 of the Drainage Act for repairs and improvements to the Robinson Municipal Drain.

CARRIED

7.1.3 CL-2023-15 Records Management and Retention Policy

M223/23

MOVED BY: L. Whitfield

SECONDED BY: R. McBurney

THAT the Council of the Township of North Huron hereby receives the report of the Director of Legislative Services/Clerk, dated July 17, 2023, regarding an updated Records Management and Retention Policy, for information purposes;

AND FURTHER, THAT Council approves the updated Records Management and Retention Policy, as presented;

AND FURTHER, THAT the Director of Legislative Services/Clerk be directed to prepare a by-law for the August 8, 2023 regular Council meeting to adopt a Records Management and Retention Policy for the Corporation of the Township of North Huron and to repeal By-law No. 94-2016.

CARRIED

7.2 Finance Department

7.3 Recreation and Community Services Department

7.3.1 CC-2023-03 Lease Agreement with Avon Maitland District School Board for Before and After School Program

M224/23

MOVED BY: R. McBurney

SECONDED BY: A. van Hittersum

THAT the Council of the Township of North Huron hereby receives the report prepared by the Manager of Child Care Services, dated July 17, 2023, regarding renewal of a lease agreement with the Avon Maitland District School Board for the 2023/2024 school year for the Before and After School Program;

AND FURTHER, THAT the Director of Legislative Services/Clerk be directed to prepare a by-law for the August 8, 2023 regular meeting authorizing the Reeve and Clerk to sign a lease agreement between the Avon Maitland District School Board and the Corporation of the Township of North Huron for the lease of space at 250 John Street East (Maitland River Elementary School) for the 2023/2024 school year, for the purpose of a Before and After School Program.

CARRIED

7.3.2 RC-2023-17 Request from Wingham Ironmen for Exemption to Ice In/Ice Out Policy

M225/23

MOVED BY: L. Whitfield

SECONDED BY: A. van Hittersum

THAT the Council of the Township of North Huron hereby receives the report of the CAO dated July 17, 2023, regarding a request from the Wingham Ironmen to grant an exemption from the North Huron Ice In/Ice Out Policy for the 2023/2024 season, for information purposes;

AND FURTHER, THAT Council grants an exemption from the North Huron Ice In/Ice Out Policy and allows the 2023/2024 ice season to extend from September 5, 2023 to March 31, 2024 in Wingham;

AND FURTHER, THAT staff be directed to continue gathering, monitoring and analyzing ice time data and report back to Council if an amendment to the Ice In/Ice Out Policy is warranted.

CARRIED

7.4 Public Works and Facilities Department

7.4.1 PW-2023-21 Tandem Plow Truck RFQ Results

M226/23

MOVED BY: K. Falconer

SECONDED BY: L. Whitfield

THAT the Council of the Township of North Huron hereby receives the report from the Director of Public Works and Facilities, dated July 17, 2023, regarding the Tandem Plow Truck RFQ Results, for information purposes;

AND FURTHER, THAT Council awards the purchase of a Tandem Plow Truck to Altruck International in the amount of \$382,827, plus applicable taxes (\$389,600);

AND FURTHER, THAT Council authorizes the Director of Finance/Treasurer to carry over the \$185,000 from the 2023 Capital Budget into the 2024 Capital Budget;

AND FURTHER, THAT Council gives pre-budget approval (2024) for the remaining \$204,600 to be available and split in the approved 2024 (\$102,300) and 2025 (\$102,300) capital budgets to complete the purchase.

CARRIED

7.4.2 FA-2023-02 North Huron Council Chambers Project RFT Results

M227/23

MOVED BY: K. Falconer

SECONDED BY: L. Whitfield

THAT the Council of the Township of North Huron hereby receives the joint report from the Director of Legislative Services/Clerk and the Director of Public Works and Facilities, dated July 17, 2023, regarding the Request for Tender Results for the proposed North Huron Council Chambers Project, for information purposes;

AND FURTHER, THAT Council hereby awards the contract for the North Huron Council Chambers Project to Melloul Blamey in the amount of \$385,488, plus applicable taxes;

AND FURTHER, THAT the Director of Finance/Treasurer be directed to make the necessary changes to the 2023 budget.

CARRIED

7.5 Fire Department

7.6 Office of the CAO

7.6.1 CAO-2023-14 Rural Economic Development 2023 Program Agreement

M228/23

MOVED BY: R. McBurney

SECONDED BY: K. Falconer

THAT the Council of the Township of North Huron hereby receives the report of the Economic Development Officer, dated July 17, 2023, regarding the Rural Economic Development (RED) Program Agreement, for information purposes;

AND FURTHER, THAT at the July 17, 2023 meeting, Council adopts By-law No. 52-2023; being a by-law to authorize the Reeve and Clerk to sign, on behalf of Council, a Rural Economic Development Program Agreement between the Corporation of the Township of North Huron and His Majesty the King in right of Ontario as represented by the Minister of Agriculture, Food, and Rural Affairs.

CARRIED

8. CORRESPONDENCE

9. COUNCIL REPORTS

9.1 REEVE ACTIVITY REPORT

Reeve Heffer updated Council on the status of the County's Wingham patrol yard redevelopment. Heffer noted his attendance at the Lions Club breakfast to present North Huron pins to the international attendees. Heffer also updated Council on the Vance Fund meeting and encouraged Council to inform the public of the funding available.

9.2 COUNCIL MEMBER REPORTS (Verbal or written updates from members who sit on boards/committees)

None noted.

9.3 COMMENTS BY MEMBERS

Councillor Palmer inquired into the status of the Wingham tennis courts project.

Deputy Reeve Falconer congratulated the Blyth Festival for the success of municipal night.

Councillor McBurney thanked staff for the well-prepared staff reports.

9.4 NOTICE OF MOTION

None noted.

10. BY-LAWS**10.1 By-law No. 52-2023 - Rural Economic Development Program Agreement****M229/23****MOVED BY:** K. Falconer**SECONDED BY:** L. Whitfield

THAT By-law No. 52-2023; being a By-law to authorize the Reeve and Clerk to sign, on behalf of Council, a Rural Economic Development Program Agreement between the Corporation of the Township of North Huron and Her Majesty the Queen in right of Ontario as represented by the Minister of Agriculture, Food, and Rural Affairs; be introduced, read a first, second, third and final time, be signed by the Reeve and Clerk, and be engrossed in the By-law book.

CARRIED**11. ANNOUNCEMENTS**

The next Regular Council meeting will be held on Tuesday, August 8, 2023 at 6:00pm in the North Huron Town Hall Theatre.

A Strategic Planning Council meeting will be held on Thursday, August 10, 2023 at 8:30am at the Blyth & District Community Centre.

The next Wingham BIA Board meeting will be held on Thursday, August 17, 2023 at 6:30pm in the Hot Stove Lounge at the North Huron Westcast Community Complex.

The next Blyth BIA Board meeting will be held on Thursday, August 31, 2023 at 8:00am at the Blyth & District Community Centre.

12. OTHER BUSINESS

None noted.

13. CLOSED SESSION AND REPORTING OUT**14. CONFIRMATORY BY-LAW****14.1 By-law No. 51-2023 - Confirmatory By-law****M230/23****MOVED BY:** C. Palmer**SECONDED BY:** A. van Hittersum

THAT By-law No. 51-2023; being a by-law to adopt, confirm and ratify matters dealt with by the Council of the Township of North Huron at the July 17, 2023 meeting; be introduced, read a first, second, third and final time, be signed by the Reeve and Clerk and be engrossed in the By-law book.

CARRIED

15. ADJOURNMENT

M231/23

MOVED BY: R. McBurney

SECONDED BY: L. Whitfield

THAT the Council of the Township of North Huron agree that there being no further business before Council; the meeting be hereby adjourned at 7:30pm.

CARRIED

Paul Heffer, Reeve

Carson Lamb, Clerk

Accounts Payable

Paid Invoice History By Cheque Report - GENERAL DIRECT DEPOSIT 9801014

Cheque Date 07/14/2023 to 12/31/2023

Vendor 000000 to 999999

Vendor Number	Vendor Name	Invoice Number	Invoice Date	Invoice Description	Invoice Amount
Cheque 509623 Date 07/28/2023 Amount 4,444.57					
003445	A J STONE COMPANY LTD	176384	07/21/2023	FIRE- 2023 SCBA FLOWTEST	4,444.57
				Invoice Count 1 Total	4,444.57
Cheque 509624 Date 07/28/2023 Amount 1,430.86					
001490	ALLAN AVIS ARCHITECTS INC	7562	06/02/2023	TH- ACCESSIBLE RAMP- CHA	1,430.86
				Invoice Count 1 Total	1,430.86
Cheque 509625 Date 07/28/2023 Amount 125.45					
001987	ALLSTREAM BUSINESS INC.	19629807	06/27/2023	PW-EW- PHONE	125.45
				Invoice Count 1 Total	125.45
Cheque 509626 Date 07/28/2023 Amount 145.91					
005707	ALYSSA LIDOW	7-6-2023	07/06/2023	HEALTH & SAFETY- MILEAGE	36.58
005707	ALYSSA LIDOW	7-13-2023	07/13/2023	ADMIN- THANK YOU GIFT CAI	109.33
				Invoice Count 2 Total	145.91
Cheque 509627 Date 07/28/2023 Amount 354.44					
000925	AQUAM SPECIALISTE AQUATIQUE	396134	07/10/2023	AQUATICS- PROGRAM SUPPLI	354.44
				Invoice Count 1 Total	354.44
Cheque 509628 Date 07/28/2023 Amount 1,644.15					
000073	B M ROSS AND ASSOCIATES LTD	24826	07/10/2023	HUTTON HEIGHTS- SERVICIN	1,644.15
				Invoice Count 1 Total	1,644.15
Cheque 509629 Date 07/28/2023 Amount 118.48					
003919	CINTAS CANADA LIMITED	4162157883	07/20/2023	FIRE/PW- GRAY MAT RENTAL	118.48
				Invoice Count 1 Total	118.48
Cheque 509630 Date 07/28/2023 Amount 254.40					
000159	CORPORATION OF THE COUNTY OF HI	6/19/2023	06/19/2023	Admin- MFIPPA presentation	254.40
				Invoice Count 1 Total	254.40
Cheque 509631 Date 07/28/2023 Amount 1,115.03					
000186	DELTA ELEVATOR COMPANY LTD	9289701	07/01/2023	TOWN HALL- ELEVATOR MAII	558.23
000186	DELTA ELEVATOR COMPANY LTD	9289702	07/01/2023	COMPLEX- ELEVATOR MAINT	556.80
				Invoice Count 2 Total	1,115.03
Cheque 509632 Date 07/28/2023 Amount 985.60					
002183	DONNELLY & MURPHY	7018	07/04/2023	ADMIN- LEGAL FEES	604.55
002183	DONNELLY & MURPHY	7019	07/04/2023	ADMIN- LEGAL FEES	381.05
				Invoice Count 2 Total	985.60
Cheque 509633 Date 07/28/2023 Amount 96.12					

Accounts Payable

Paid Invoice History By Cheque Report - GENERAL DIRECT DEPOSIT 9801014

Cheque Date 07/14/2023 to 12/31/2023

Vendor 000000 to 999999

Vendor Number	Vendor Name	Invoice Number	Invoice Date	Invoice Description	Invoice Amount
004738	DWAYNE EVANS	7-19-2023	07/19/2023	ADMIN- LUNCH MEETINGS	96.12
				Invoice Count 1 Total	96.12
Cheque 509634		Date 07/28/2023	Amount 288.15		
005189	FIVE9 SOLUTIONS INC.	INV003681	07/17/2023	FIRE- REPAIRED RADIO PRO	288.15
				Invoice Count 1 Total	288.15
Cheque 509635		Date 07/28/2023	Amount 2,034.00		
004399	FLUENT INFORMATION MANAGEMENT	INV-8017	07/01/2023	FIRE-ANNUAL SUBSCRIPTIO	2,034.00
				Invoice Count 1 Total	2,034.00
Cheque 509636		Date 07/28/2023	Amount 11,920.26		
000074	FOXTON FUELS LIMITED	552493	06/06/2023	LANDFILL- COMPACTOR FUE	697.67
000074	FOXTON FUELS LIMITED	553185	06/19/2023	FIRE- FUEL FOR FIRE TRUCK	1,532.61
000074	FOXTON FUELS LIMITED	553279	06/20/2023	LANDFILL- COMPACTOR FUE	343.67
000074	FOXTON FUELS LIMITED	553495	06/23/2023	PW-WING- CLEAR DIESEL	1,833.20
000074	FOXTON FUELS LIMITED	553496	06/23/2023	PW- WINGHAM- DYED DIESEI	1,641.78
000074	FOXTON FUELS LIMITED	553558	06/26/2023	PW- BLYTH- ETHANOL	1,309.95
000074	FOXTON FUELS LIMITED	553559	06/26/2023	PW- BLYTH - DYED DIESEL	1,969.58
000074	FOXTON FUELS LIMITED	553532	06/28/2023	PW- DURON 30 ENGINE OIL 2	124.30
000074	FOXTON FUELS LIMITED	554299	06/30/2023	BUILDING- JUNE FUEL	159.80
000074	FOXTON FUELS LIMITED	554353	06/30/2023	FIRE- JUNE FUEL	1,076.69
000074	FOXTON FUELS LIMITED	554669	06/30/2023	PW- JUNE FUEL	1,100.63
000074	FOXTON FUELS LIMITED	Service Charges	06/30/2023	PW- BLYTH- LATE PAYMENT	130.38
				Invoice Count 12 Total	11,920.26
Cheque 509637		Date 07/28/2023	Amount 2,251.47		
004907	GABEL ELECTRIC, PLUMBING & HVAC	25359	07/14/2023	CEMETERY- REPLACE PUMF	2,251.47
				Invoice Count 1 Total	2,251.47
Cheque 509638		Date 07/28/2023	Amount 94.51		
000249	GREEN'S MEAT MARKET	23779	07/14/2023	DAY CARE- MEAT SUPPLIES	94.51
				Invoice Count 1 Total	94.51
Cheque 509639		Date 07/28/2023	Amount 109.49		
000272	HODGINS BUILDING CENTRE	365276	07/08/2023	PARKS- PLYWOOD, SCREWS	109.49
				Invoice Count 1 Total	109.49
Cheque 509640		Date 07/28/2023	Amount 41.53		
005083	HODGINS BUILDING CENTRE- FIRE DE	364640	06/29/2023	FIRE- DANGER TAPE 200'	33.73
005083	HODGINS BUILDING CENTRE- FIRE DE	366359	07/24/2023	FIRE- MACHINE SCREW, WA	7.80
				Invoice Count 2 Total	41.53
Cheque 509641		Date 07/28/2023	Amount 670.22		
000274	HORTON'S DAIRY	02400	07/04/2023	DAY CARE- DAIRY SUPPLIES	206.05
000274	HORTON'S DAIRY	02694	07/11/2023	DAY CARE- DAIRY SUPPLIES	202.44

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Vendor Number	Vendor Name	Invoice Number	Invoice Date	Invoice Description	Invoice Amount
000274	HORTON'S DAIRY	02862	07/18/2023	DAY CARE- DAIRY SUPPLIES	261.73
				Invoice Count 3 Total	670.22
Cheque 509642 Date 07/28/2023 Amount 3,013.16					
000284	HURON PERTH CATHOLIC DISTRICT S	INV101747	06/01/2023	EARLY LEARNING- JUNE REN	1,506.58
000284	HURON PERTH CATHOLIC DISTRICT S	INV101780	07/01/2023	EARLY LEARNING- JULY REN	1,506.58
				Invoice Count 2 Total	3,013.16
Cheque 509643 Date 07/28/2023 Amount 26,894.00					
000286	HURON TRACTOR LTD	MO3469	07/20/2023	PW- PROGRESSIVE TRAIL MK	26,894.00
				Invoice Count 1 Total	26,894.00
Cheque 509644 Date 07/28/2023 Amount 99.26					
000296	IDEAL SUPPLY INC.	5237443	06/01/2023	CEMETERY- WATER LINE CL	11.44
000296	IDEAL SUPPLY INC.	5324618	06/23/2023	07-17 - RELAY	24.28
000296	IDEAL SUPPLY INC.	5335568	06/27/2023	PW- SCOTT SHOP TOWELS	46.31
000296	IDEAL SUPPLY INC.	5382439	07/11/2023	07-17-BLACK PAINT	17.23
				Invoice Count 4 Total	99.26
Cheque 509645 Date 07/28/2023 Amount 412.45					
005363	INNOSOFT CANADA INC.	STD0000932	06/30/2023	FIRE/REC ADMIN- PLASTIC IC	412.45
				Invoice Count 1 Total	412.45
Cheque 509646 Date 07/28/2023 Amount 213.75					
004836	JOHNATHON MCDOWELL	7-21-2023	07/21/2023	PW- MEDICAL, DZ LICENCE R	213.75
				Invoice Count 1 Total	213.75
Cheque 509647 Date 07/28/2023 Amount 16,950.00					
000755	JOHNSTON BROS (BOTHWELL) LTD	7-21-2023	07/21/2023	ROADS- 3000 T GRANULAR B	16,950.00
				Invoice Count 1 Total	16,950.00
Cheque 509648 Date 07/28/2023 Amount 4,802.30					
003506	LESLIE MOTORS LTD	962568	07/04/2023	FIRE- REPAIRS 2017 FORD IN	4,802.30
				Invoice Count 1 Total	4,802.30
Cheque 509649 Date 07/28/2023 Amount 250.00					
000372	LIFESAVING SOCIETY	212495	07/18/2023	AQUATICS- STANDRD FIRST	250.00
				Invoice Count 1 Total	250.00
Cheque 509650 Date 07/28/2023 Amount 170.17					
002521	LORI VADER	6-29-2023	06/29/2023	EARLY LEARNING- ECE/SUPP	170.17
				Invoice Count 1 Total	170.17
Cheque 509651 Date 07/28/2023 Amount 231.95					

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Vendor Number	Vendor Name	Invoice Number	Invoice Date	Invoice Description	Invoice Amount
002258	MARIA WALDEN	6-28-2023	06/28/2023	EARLY ON- MILEAGE/SUPPLI	231.95
				Invoice Count 1 Total	231.95
		Cheque 509652	Date 07/28/2023	Amount	1,133.89
000281	MIDWEST CO-OP	8014	07/05/2023	ROADS- 2 6V BATTERIES	40.66
000281	MIDWEST CO-OP	8304	07/11/2023	PW- CALCIUM CHLORIDE WIL	67.77
000281	MIDWEST CO-OP	8632	07/19/2023	PARKS W/B- FRONT TINE TIL	1,015.87
000281	MIDWEST CO-OP	8634	07/19/2023	PARKS- OIL-10W30	9.59
				Invoice Count 4 Total	1,133.89
		Cheque 509653	Date 07/28/2023	Amount	1,627.20
003728	MONTGOMERY BUS LINES	199983	07/14/2023	REC PROG.- BUS ONT SCIEN	1,627.20
				Invoice Count 1 Total	1,627.20
		Cheque 509654	Date 07/28/2023	Amount	678.55
000629	MORAN MECHANICAL AND ELECTRICA	105955	06/29/2023	PARKS W- TOILET AT BALL P.	678.55
				Invoice Count 1 Total	678.55
		Cheque 509655	Date 07/28/2023	Amount	202.34
000498	ORKIN CANADA CORPORATION	C-4079609	07/06/2023	LANDFILL- PEST CONTROL	202.34
				Invoice Count 1 Total	202.34
		Cheque 509656	Date 07/28/2023	Amount	395.50
002127	P E INGLIS HOLDINGS INC.	44519	06/30/2023	PARKS B/EW-PORTABLE TOII	395.50
				Invoice Count 1 Total	395.50
		Cheque 509657	Date 07/28/2023	Amount	2,061.30
005063	PBJ CLEANING DEPOT INC.	6470	06/28/2023	DAY CARE- JANITORIAL SUPI	640.90
005063	PBJ CLEANING DEPOT INC.	6889	07/05/2023	COMPLEX- JANITORIAL SUPP	321.08
005063	PBJ CLEANING DEPOT INC.	7221	07/12/2023	DAY CARE- JANITORIAL SUPI	231.09
005063	PBJ CLEANING DEPOT INC.	7500	07/19/2023	TOW HALL- JANITORIAL SUPI	417.58
005063	PBJ CLEANING DEPOT INC.	7600	07/19/2023	COMPLEX- JANITORIAL SUPP	221.21
005063	PBJ CLEANING DEPOT INC.	7500-02	07/24/2023	TOWN HALL- KRAFT PAPER 1	229.44
				Invoice Count 6 Total	2,061.30
		Cheque 509658	Date 07/28/2023	Amount	528.72
004609	RADAR AUTO PARTS- BRUSSELS	5341-392682	06/16/2023	PW- DEF FLUID PUMP-20' HO	413.11
004609	RADAR AUTO PARTS- BRUSSELS	5341-393115	06/21/2023	PW- LEMMER HOSE KIT	85.08
004609	RADAR AUTO PARTS- BRUSSELS	5341-393840	06/27/2023	05-12-HYDRAULIC HOSE	30.53
				Invoice Count 3 Total	528.72
		Cheque 509659	Date 07/28/2023	Amount	170.75
004569	RICOH	SCO94134478	06/29/2023	DAY CARE- COPIER RENT/CC	170.75
				Invoice Count 1 Total	170.75
		Cheque 509660	Date 07/28/2023	Amount	412.27

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Vendor Number	Vendor Name	Invoice Number	Invoice Date	Invoice Description	Invoice Amount
002355	ROBERT'S FARM EQUIPMENT	P18804	06/26/2023	19-28/14-33/21-52- FILTERS	412.27
				Invoice Count 1 Total	412.27
		Cheque 509661	Date 07/28/2023	Amount	2,400.00
005728	RUTLING HOLDINGS LTD.	7-26-2023	07/26/2023	216 RUTLEGDE DEPOSITS- LI	2,400.00
				Invoice Count 1 Total	2,400.00
		Cheque 509662	Date 07/28/2023	Amount	564.18
002640	SCHMIDT'S POWER EQUIPMENT	A48826	07/06/2023	PW- CUTTING WHEELS, CHAI	531.13
002640	SCHMIDT'S POWER EQUIPMENT	A48899	07/12/2023	PW-W- REPAIRS TO SHOP S/	33.05
				Invoice Count 2 Total	564.18
		Cheque 509663	Date 07/28/2023	Amount	21,470.00
000682	SEEBACH & COMPANY	7-10-2023	07/10/2023	ADMIN- ACCOUNTING/AUDITI	21,470.00
				Invoice Count 1 Total	21,470.00
		Cheque 509664	Date 07/28/2023	Amount	362.68
004330	SEPOY WIRING	19110	07/10/2023	CAMPGRD B- REPLACE BRE/	362.68
				Invoice Count 1 Total	362.68
		Cheque 509665	Date 07/28/2023	Amount	6,589.60
001289	SPRING BREEZES GREENHOUSES	7-3-2023	07/03/2023	PARKS W/B- FLOWERS	6,589.60
				Invoice Count 1 Total	6,589.60
		Cheque 509666	Date 07/28/2023	Amount	772.78
000602	STANTON HARDWARE	327118	06/01/2023	COMPLEX- T8 LIGHT BULBS	67.79
000602	STANTON HARDWARE	327195	06/06/2023	DAY CARE- EYE, SCREW LAG	5.40
000602	STANTON HARDWARE	327202	06/06/2023	TOWN HALL- KEYS	6.76
000602	STANTON HARDWARE	327214	06/07/2023	PARKS W- KEYS/KEYMATE	11.25
000602	STANTON HARDWARE	327226	06/08/2023	TOWN HALL- WATER COOLEI	8.85
000602	STANTON HARDWARE	327229	06/08/2023	PARKS W- UTILITY PULL, SCF	31.28
000602	STANTON HARDWARE	327275	06/12/2023	BLYTH THEATRE- RATCHET	23.12
000602	STANTON HARDWARE	327308	06/13/2023	EMERGENCY PREPAREDNES	70.57
000602	STANTON HARDWARE	327332	06/14/2023	POOL- WATER COOLER REFI	8.85
000602	STANTON HARDWARE	327380	06/16/2023	POOL- LED LANTERNS	169.47
000602	STANTON HARDWARE	327381	06/16/2023	FITNESS- BASKET BALLS	149.11
000602	STANTON HARDWARE	327409	06/20/2023	TOWN HALL- WATER COOLEI	5.90
000602	STANTON HARDWARE	327422	06/20/2023	COMPLEX- T8 LIGHT BULBS	67.79
000602	STANTON HARDWARE	327444	06/22/2023	EARLY ON- HANGERS, BATTI	26.53
000602	STANTON HARDWARE	327503	06/27/2023	TOWN HALL- WATER COOLEI	5.90
000602	STANTON HARDWARE	327548	06/29/2023	AQUATICS- CLEANERS	40.52
000602	STANTON HARDWARE	327565	06/29/2023	COMPLEX- WATER, T8 LIGHT	73.69
				Invoice Count 17 Total	772.78
		Cheque 509667	Date 07/28/2023	Amount	5,464.08
004780	SUNBELT RENTALS OF CANADA INC.	75963015-0001	07/12/2023	SIDEWALKS- CONCRETE PLA	5,464.08
				Invoice Count 1 Total	5,464.08

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Vendor Number	Vendor Name	Invoice Number	Invoice Date	Invoice Description	Invoice Amount
Cheque 509668		Date 07/28/2023	Amount	321.82	
000620	SWAN DUST CONTROL LTD	6337734	06/13/2023	COMPLEX- MAT & MOP RENT	160.91
000620	SWAN DUST CONTROL LTD	6345362	06/27/2023	COMPLEX- MAT /MOP RENTA	160.91
			Invoice Count	2 Total	321.82
Cheque 509669		Date 07/28/2023	Amount	199.49	
004451	VANESSA MARKS	7-4-2023	07/04/2023	DAY CARE- RECE RENEWAL/	199.49
			Invoice Count	1 Total	199.49
Cheque 509670		Date 07/28/2023	Amount	32,588.31	
001735	WASTE MANAGEMENT	0651874-0256-8	06/02/2023	MAY - WASTE/RECYCLING	32,588.31
			Invoice Count	1 Total	32,588.31
Cheque 509671		Date 07/28/2023	Amount	219.53	
000685	WATSON'S HOME HARDWARE	BR7300	07/06/2023	PARKS B- BUNGEE CORDS, \	54.22
000685	WATSON'S HOME HARDWARE	BR7459	07/10/2023	ARENA B- WASHERS, LAG SC	36.07
000685	WATSON'S HOME HARDWARE	BR7753	07/12/2023	PW- BLYTH- BATTERIES	19.20
000685	WATSON'S HOME HARDWARE	BR7783	07/12/2023	ARENA B- BATTERIES	33.89
000685	WATSON'S HOME HARDWARE	BR7823	07/12/2023	FIRE- JERRY CAN, LUBRICAN	49.70
000685	WATSON'S HOME HARDWARE	BR7840	07/13/2023	PW- ANCHOR WEDGE, SEAL/	26.45
			Invoice Count	6 Total	219.53
Cheque 509672		Date 07/28/2023	Amount	161.00	
002186	WEED MAN PAYMENT PROCESSING	V32770908	07/13/2023	CENOTAPH- GRUB MANAGEM	88.00
002186	WEED MAN PAYMENT PROCESSING	V32770907	07/14/2023	CENOTAPH- FERTILIZATION (73.00
			Invoice Count	2 Total	161.00
Cheque 509673		Date 07/28/2023	Amount	3,730.71	
000856	WEILER'S CLEANING & RESTORATION	123225712	06/30/2023	TH/DC/LIBRARY- JANITORIAL	3,730.71
			Invoice Count	1 Total	3,730.71
Cheque 509674		Date 07/28/2023	Amount	146.62	
000704	WINGHAM COLUMBUS CENTRE	4446	07/18/2023	JOB FAIR- TARTS AND SQUAI	146.62
			Invoice Count	1 Total	146.62
Cheque 509675		Date 07/28/2023	Amount	60.97	
002081	WINGHAM FOODLAND	725-600-6607	06/09/2023	EARLY ON- FOOD SUPPLIES	47.01
002081	WINGHAM FOODLAND	725-600-7412	07/07/2023	LANDFILL- WATER BOTTLES	13.96
			Invoice Count	2 Total	60.97
Report Total					163,423.97

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Cheque Date 07/14/2023 to 12/31/2023

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Vendor Number	Vendor Name	Invoice Number	Invoice Date	Invoice Description	Invoice Amount
Cheque 047219 Date 07/17/2023 Amount 50.00					
005844	HKS PROFESSIONAL CORPORATION	NOT LOCATED IN NH	07/17/2023	TAX CERTIFICATE FEE REFU	50.00
				Invoice Count 1 Total	50.00
Cheque 047220 Date 07/28/2023 Amount 160.00					
003588	BRANDY HUTTON	7-5-2023	07/05/2023	EL- CECE MEMBERSHIP	160.00
				Invoice Count 1 Total	160.00
Cheque 047221 Date 07/28/2023 Amount 257.36					
005715	EQUIPMENT ONTARIO	P23511	06/21/2023	07-17- SOLENOIDS	257.36
				Invoice Count 1 Total	257.36
Cheque 047222 Date 07/28/2023 Amount 1,763.18					
000885	FOGAL'S INDEPENDENT GROCER- STC	90453300022-0431	06/30/2023	EARLY LEARNING - FOOD SU	197.84
000885	FOGAL'S INDEPENDENT GROCER- STC	90453300022-7358	06/30/2023	DAY CARE- FOOD SUPPLIES	369.94
000885	FOGAL'S INDEPENDENT GROCER- STC	90453300036-6421	07/05/2023	PW- WATER BOTTLES	69.80
000885	FOGAL'S INDEPENDENT GROCER- STC	90453300022-6767	07/06/2023	DAY CARE- LASAGNE	15.96
000885	FOGAL'S INDEPENDENT GROCER- STC	90453300022-7417	07/06/2023	DAY CARE- FOOD SUPPLIES	370.59
000885	FOGAL'S INDEPENDENT GROCER- STC	90453300022-02-1918	07/10/2023	EARLY LEARNING- FOOD SUI	216.43
000885	FOGAL'S INDEPENDENT GROCER- STC	90453300022-66-7483	07/13/2023	DAY CARE- FOOD SUPPLIES	352.27
000885	FOGAL'S INDEPENDENT GROCER- STC	90453300022-023121	07/17/2023	EARLY LEARNING- FOOD SUI	170.35
				Invoice Count 8 Total	1,763.18
Cheque 047223 Date 07/28/2023 Amount 72.88					
004812	IRON MOUNTAIN CANADA	HRPN568	06/30/2023	DAY CARE- DOCUMENT SHRI	24.29
004812	IRON MOUNTAIN CANADA	HRPN569	06/30/2023	ADMIN-DOCUMENT SHREDDI	24.30
004812	IRON MOUNTAIN CANADA	HRPN570	06/30/2023	REC ADMIN- DOCUMENT SHF	24.29
				Invoice Count 3 Total	72.88
Cheque 047224 Date 07/28/2023 Amount 2,356.07					
005355	JD'S TRUCK AND TRACTOR SERVICE	18351	06/07/2023	03-09- SAFETY INSPECTION	922.50
005355	JD'S TRUCK AND TRACTOR SERVICE	18342	06/12/2023	18-03- SAFETY INSPECTION	1,433.57
				Invoice Count 2 Total	2,356.07
Cheque 047225 Date 07/28/2023 Amount 67.05					
002899	MARILYN MURRAY-SCOTT	6-30-2023	06/30/2023	AQUATICS- YEAR-END SOCI/	67.05
				Invoice Count 1 Total	67.05
Cheque 047226 Date 07/28/2023 Amount 339.00					
004176	PLAYCON RECREATION INC	5459	06/29/2023	FITNESS- 4 WALLEYBALLS	339.00
				Invoice Count 1 Total	339.00
Cheque 047227 Date 07/28/2023 Amount 169.50					
004865	ROYAL CANADIAN LEGION BRANCH 18	7-12-2023	07/12/2023	JOB FAIR- UPPER HALL REN1	169.50
				Invoice Count 1 Total	169.50
Cheque 047228 Date 07/28/2023 Amount 1,636.89					

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Vendor Number	Vendor Name	Invoice Number	Invoice Date	Invoice Description	Invoice Amount
005847	SYSCO SOUTHWESTERN ONTARIO	3383134040	07/04/2023	DAY CARE- FOOD SUPPLIES	976.77
005847	SYSCO SOUTHWESTERN ONTARIO	3383150650	07/18/2023	DAY CARE- FOOD SUPPLIES	660.12
				Invoice Count	2
				Total	1,636.89
Report Total					6,871.93

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Vendor 000000 to 999999

Vendor Number	Vendor Name	Invoice Number	Invoice Date	Invoice Description	Invoice Amount
Cheque 005846		Date 07/14/2023	Amount 5,153.51		
000687	WESTARIO POWER INC.	300358068	06/20/2023	10446 KWH- WINGHAM STRE	5,153.51
				Invoice Count 1 Total	5,153.51
Cheque 005847		Date 07/14/2023	Amount 13,150.18		
000687	WESTARIO POWER INC.	2105155202	06/20/2023	72720 KWH- COMPLEX ELEC	13,150.18
				Invoice Count 1 Total	13,150.18
Cheque 005848		Date 07/20/2023	Amount 302.27		
003224	HURONTEL	10886812-7-2023	07/01/2023	REC ADMIN- PHONE/INTERNI	302.27
				Invoice Count 1 Total	302.27
Cheque 005849		Date 07/20/2023	Amount 159.28		
003224	HURONTEL	10886818-7-2023	07/01/2023	FIRE-W- PHONE/INTERNET	159.28
				Invoice Count 1 Total	159.28
Cheque 005850		Date 07/20/2023	Amount 96.35		
003224	HURONTEL	10886860-7-2023	07/01/2023	PW- WINGHAM- PHONE/INTEI	96.35
				Invoice Count 1 Total	96.35
Cheque 005851		Date 07/20/2023	Amount 28.61		
003224	HURONTEL	10886861-7-2023	07/20/2023	MUSEUM- PHONE	28.61
				Invoice Count 1 Total	28.61
Cheque 005852		Date 07/20/2023	Amount 550.68		
003224	HURONTEL	10886810-7-2023	07/01/2023	ADMIN/PW/TH- PHONE/INTER	550.68
				Invoice Count 1 Total	550.68
Cheque 005853		Date 07/20/2023	Amount 163.12		
003224	HURONTEL	10886813-7-2023	07/01/2023	DAY CARE- PHONE/INTERNE	163.12
				Invoice Count 1 Total	163.12
Cheque 005854		Date 07/20/2023	Amount 406.72		
000657	TOWNSHIP OF NORTH HURON WATER	263316	06/23/2023	CAMPGRD B- WATER/SEWER	406.72
				Invoice Count 1 Total	406.72
Cheque 005855		Date 07/20/2023	Amount 782.74		
000657	TOWNSHIP OF NORTH HURON WATER	263510	06/28/2023	ARENA/HALL B- WATER/SEW	782.74
				Invoice Count 1 Total	782.74
Cheque 005856		Date 07/20/2023	Amount 198.50		
000657	TOWNSHIP OF NORTH HURON WATER	263521	06/28/2023	FIRE/PW BLYTH WATER/SEW	198.50
				Invoice Count 1 Total	198.50
Cheque 005857		Date 07/20/2023	Amount 325.45		

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Cheque Date 07/14/2023 to 12/31/2023

Vendor 000000 to 999999

Vendor Number	Vendor Name	Invoice Number	Invoice Date	Invoice Description	Invoice Amount
000657	TOWNSHIP OF NORTH HURON WATER	263548	06/28/2023	SPRINKLER PARK- WATER/SI	325.45
				Invoice Count 1 Total	325.45
		Cheque 005858	Date 07/20/2023	Amount	163.99
000657	TOWNSHIP OF NORTH HURON WATER	263549	06/28/2023	DAY CARE- WATER/SEWER	163.99
				Invoice Count 1 Total	163.99
		Cheque 005859	Date 07/20/2023	Amount	870.68
000657	TOWNSHIP OF NORTH HURON WATER	263535	06/28/2023	COMPLEX- WATER/SEWER	870.68
				Invoice Count 1 Total	870.68
		Cheque 005860	Date 07/24/2023	Amount	42.33
003329	EASTLINK	20265191	07/03/2023	EARLY LEARNING- PHONE	42.33
				Invoice Count 1 Total	42.33
		Cheque 005861	Date 07/24/2023	Amount	12,920.78
000535	RECEIVER GENERAL FOR CANADA	7-20-2023-PT	07/20/2023	PT PAYROLL REMITTANCE	12,920.78
				Invoice Count 1 Total	12,920.78
		Cheque 005862	Date 07/24/2023	Amount	36,193.80
000535	RECEIVER GENERAL FOR CANADA	7-20-2023-FT	07/20/2023	FT PAYROLL REMITTANCE	36,193.80
				Invoice Count 1 Total	36,193.80
		Cheque 005863	Date 07/24/2023	Amount	757.10
004311	TELUS	6-30-2023	07/07/2023	PW- FLEET TRACKER	757.10
				Invoice Count 1 Total	757.10
		Cheque 005864	Date 07/24/2023	Amount	198.64
002697	TUCKERSMITH COMMUNICATIONS CO	11283616-7-2023	07/01/2023	ARENA/HALL B- PHONE/TV/IN	198.64
				Invoice Count 1 Total	198.64
		Cheque 005865	Date 07/24/2023	Amount	226.76
002697	TUCKERSMITH COMMUNICATIONS CO	11283708-7-2023	07/01/2023	FIRE B- PHONE/INTERNET	226.76
				Invoice Count 1 Total	226.76
		Cheque 005866	Date 07/24/2023	Amount	9,255.72
000721	W S I B	June 2023	06/30/2023	JUNE 2023 REMITTANCE	9,255.72
				Invoice Count 1 Total	9,255.72
		Cheque 005867	Date 07/24/2023	Amount	7,625.19
000294	HYDRO ONE NETWORKS INC	June 2023-3568	07/05/2023	3080 KWH- FIRE/PW BLYTH	664.79
000294	HYDRO ONE NETWORKS INC	June 2023-5734	07/05/2023	7497 KWH- #8 CAMP ENTRAN	1,451.50
000294	HYDRO ONE NETWORKS INC	June 2023-5772	07/05/2023	1200 KWH- 377 GYPSY OTHR	273.65
000294	HYDRO ONE NETWORKS INC	June 2023-5780	07/05/2023	108 KWH- HUTTON ST LIGHT	29.49
000294	HYDRO ONE NETWORKS INC	June 2023-5794	07/05/2023	42 KWH- CEMETERY	41.36
000294	HYDRO ONE NETWORKS INC	June 2023-5796	07/05/2023	255 KWH- AUBURN STREETLI	64.58

Accounts Payable

Paid Invoice History By Cheque Report - INTERNET/PRE-AUTHORIZED 9801014

Cheque Date 07/14/2023 to 12/31/2023

Vendor 000000 to 999999

Vendor Number	Vendor Name	Invoice Number	Invoice Date	Invoice Description	Invoice Amount
000294	HYDRO ONE NETWORKS INC	June 2023-5800	07/05/2023	262 KWH- HUMPHREY ST LIG	64.12
000294	HYDRO ONE NETWORKS INC	May 2023-5736	07/05/2023	31 KWH- 377 GYPSY OTHR SI	40.74
000294	HYDRO ONE NETWORKS INC	May 2023-5738	07/05/2023	129 KWH-429 MILL ST PW	60.02
000294	HYDRO ONE NETWORKS INC	May 2023-5770	07/05/2023	87 KWH- 377 GYPSY LANE PA	50.28
000294	HYDRO ONE NETWORKS INC	May 2023-5776	07/05/2023	118 KWH- LANDFILL	60.95
000294	HYDRO ONE NETWORKS INC	May 2023-5778	07/05/2023	14600 KWH- BLYTH ARENA/H	3,181.99
000294	HYDRO ONE NETWORKS INC	May 2023-5786	07/05/2023	8 KWH- 423 MILL ST PW	36.67
000294	HYDRO ONE NETWORKS INC	May 2023-5788	07/05/2023	3470 KWH- BLYTH STREETLIK	875.78
000294	HYDRO ONE NETWORKS INC	May 2023-5792	07/05/2023	2765 KWH- 850 JOSEPHINE S	575.76
000294	HYDRO ONE NETWORKS INC	May 2023-5798	07/05/2023	590 KWH- 39498 BELGRAVE F	153.51
				Invoice Count	16 Total 7,625.19
Cheque 005868		Date 07/20/2023	Amount 242.84		
000657	TOWNSHIP OF NORTH HURON WATER	263361	06/23/2023	TRAILER DUMP STN- WATER	242.84
				Invoice Count	1 Total 242.84
Cheque 005869		Date 07/20/2023	Amount 242.84		
000657	TOWNSHIP OF NORTH HURON WATER	263362	06/23/2023	RIVERSIDE PARK- WATER/SE	242.84
				Invoice Count	1 Total 242.84
Cheque 005870		Date 07/20/2023	Amount 242.84		
000657	TOWNSHIP OF NORTH HURON WATER	263363	06/23/2023	OPTIMIST PARK- WATER/SEV	242.84
				Invoice Count	1 Total 242.84
Cheque 005871		Date 07/20/2023	Amount 242.84		
000657	TOWNSHIP OF NORTH HURON WATER	263364	06/23/2023	LIBRARY- WATER/SEWER	242.84
				Invoice Count	1 Total 242.84
Cheque 005872		Date 07/31/2023	Amount 97.68		
000687	WESTARIO POWER INC.	300358307	07/06/2023	435 KWH- CRUICKSHANK PAI	97.68
				Invoice Count	1 Total 97.68
Cheque 005873		Date 08/01/2023	Amount 1,253.17		
000053	BELL MOBILITY	7-8-2023	07/08/2023	CELL PHONES/INTERNET	1,253.17
				Invoice Count	1 Total 1,253.17
Cheque 005874		Date 08/01/2023	Amount 21,528.64		
003888	EQUITABLE LIFE OF CANADA	8-1-2023	08/01/2023	AUGUST 2023 PREMIUM	21,528.64
				Invoice Count	1 Total 21,528.64
Report Total					113,423.25

Accounts Payable

Paid Invoice History By Cheque Report - SEWER GENERAL TD CANADA TRUST

Cheque Date 07/14/2023 to 12/31/2023

Vendor 000000 to 999999

Vendor Number	Vendor Name	Invoice Number	Invoice Date	Invoice Description	Invoice Amount
Cheque 003756		Date 07/28/2023	Amount		5,317.84
005848	MAITLAND WELDING & MACHINING	32095	07/06/2023	VDF REPLACEMENT- WING S	5,317.84
				Invoice Count	1
				Total	5,317.84
Report Total					5,317.84

Accounts Payable

Paid Invoice History By Cheque Report - SEWER PRE-AUTHORIZED/PAP

Cheque Date 07/14/2023 to 12/31/2023

Vendor 000000 to 999999

Vendor Number	Vendor Name	Invoice Number	Invoice Date	Invoice Description	Invoice Amount
Cheque 900563		Date 07/20/2023	Amount 96.35		
005499	HURONTEL- SEWER	10886876-7-2023	07/01/2023	SEWAGE PUMP STN- PHONE	96.35
				Invoice Count 1 Total	96.35
Cheque 900564		Date 07/20/2023	Amount 67.74		
005499	HURONTEL- SEWER	10886877-7-2023	07/01/2023	SEWAGE TRT PLT W- INTERN	67.74
				Invoice Count 1 Total	67.74
Cheque 900565		Date 07/24/2023	Amount 5,976.83		
005497	HYDRO ONE NETWORKS INC- SEWER	June 2023-5790	07/05/2023	32774 KWH- 60 LLOYD ST SE1	5,976.83
				Invoice Count 1 Total	5,976.83
Cheque 900566		Date 07/24/2023	Amount 3,454.76		
005497	HYDRO ONE NETWORKS INC- SEWER	May 2023-5784	07/05/2023	16560 KWH- BLYTH SEWGE T	3,454.76
				Invoice Count 1 Total	3,454.76
Cheque 900567		Date 07/24/2023	Amount 119.86		
005539	TUCKERSMITH COMMUNICATIONS- SE	11286584-7-2023	07/01/2023	BLYTH SEWGE TRT PLT- PHC	119.86
				Invoice Count 1 Total	119.86
Cheque 900568		Date 07/20/2023	Amount 242.84		
005567	TOWNSHIP OF NORTH HURON WATER	263356	06/23/2023	BLYTH SEWAGE TRT PLT- W/	242.84
				Invoice Count 1 Total	242.84
				Report Total	9,958.38

Accounts Payable

Paid Invoice History By Cheque Report - CIBC WATER ACCOUNT 6902413

Cheque Date 07/14/2023 to 12/31/2023

Vendor 000000 to 999999

Vendor Number	Vendor Name	Invoice Number	Invoice Date	Invoice Description	Invoice Amount
Cheque 005422		Date 07/26/2023	Amount 244.00		
005846	SHAWN BELLMORE	350 FRANCES ST	07/26/2023	OVERCHARGED FINAL BILL	244.00
				Invoice Count 1	Total 244.00
Cheque 005423		Date 07/28/2023	Amount 300.79		
000113	CARSON SUPPLY	S1707079.001	07/13/2023	WATER- AWWA SADDLE	167.81
000113	CARSON SUPPLY	S1707085.001	07/13/2023	WATER- CI IPS SADDLE DOU	132.98
				Invoice Count 2	Total 300.79
Cheque 005424		Date 07/28/2023	Amount 174.00		
005502	TRULY NOLEN (WATER)	V76751	07/11/2023	VEOLIA BLD- ANT FOUNDATI	174.00
				Invoice Count 1	Total 174.00
				Report Total	718.79

Accounts Payable

Paid Invoice History By Cheque Report - WATER INTERNET/PRE-AUTHORIZED 6902413

Cheque Date 07/14/2023 to 12/31/2023

Vendor 000000 to 999999

Vendor Number	Vendor Name	Invoice Number	Invoice Date	Invoice Description	Invoice Amount
Cheque 001538 Date 07/14/2023 Amount 1,752.35					
005537	WESTARIO POWER INC- WATER	2105155203	06/20/2023	6480 KWH- WELL #4	1,752.35
				Invoice Count 1	Total 1,752.35
Cheque 001539 Date 07/20/2023 Amount 210.07					
005500	HURONTEL- WATER	10886873-7-2023	07/01/2023	WATER TOWER-INTERNET	210.07
				Invoice Count 1	Total 210.07
Cheque 001540 Date 07/20/2023 Amount 67.74					
005500	HURONTEL- WATER	10886875-7-2023	07/01/2023	WELL #3- INTERNET	67.74
				Invoice Count 1	Total 67.74
Cheque 001541 Date 07/20/2023 Amount 96.35					
005500	HURONTEL- WATER	10886878-7-2023	07/01/2023	WELL #4- PHONE/INTERNET	96.35
				Invoice Count 1	Total 96.35
Cheque 001542 Date 07/20/2023 Amount 112.94					
005500	HURONTEL- WATER	10886915-7-2023	07/01/2023	VEOLIA OFFICE- INTERNET	112.94
				Invoice Count 1	Total 112.94
Cheque 001543 Date 07/24/2023 Amount 95.90					
000052	BELL CANADA	7-1-2023	07/01/2023	WATER- PHONE -357-9942	95.90
				Invoice Count 1	Total 95.90
Cheque 001544 Date 07/24/2023 Amount 2,101.67					
005498	HYDRO ONE NETWORKS INC-WATER	June 2023-5732	07/05/2023	10571 KWH- WELLS 1 & 2 BLY	2,101.67
				Invoice Count 1	Total 2,101.67
Cheque 001545 Date 07/24/2023 Amount 889.54					
005498	HYDRO ONE NETWORKS INC-WATER	May 2023-5802	07/05/2023	4248 KWH- WELL #5 BLYTH	889.54
				Invoice Count 1	Total 889.54
Cheque 001546 Date 07/24/2023 Amount 31.83					
005540	TUCKERSMITH COMMUNICATIONS- W/	11224287-7-2023	07/01/2023	WELL #5 PHONE	31.83
				Invoice Count 1	Total 31.83
Cheque 001547 Date 07/24/2023 Amount 110.37					
005540	TUCKERSMITH COMMUNICATIONS- W/	11283709-7-2023	07/01/2023	WELLS 1 & 2 - PHONE/INTER	110.37
				Invoice Count 1	Total 110.37
				Report Total	5,468.76



TOWNSHIP OF NORTH HURON

Report No.
FR-2023-04

REPORT TO: Reeve Heffer and Members of Council
PREPARED BY: Kent Readman, Fire Chief
DATE: 08/08/2023
SUBJECT: FR-2023-04 Fire Department Activity Report – Q2 of 2023
ATTACHMENTS: None

RECOMMENDATION:

THAT the Council of the Township of North Huron hereby receives the Fire Department Activity Report – Q2 of 2023 from the Fire Chief, dated August 8, 2023, for information purposes;

AND FURTHER, THAT Council directs the Fire Chief to share this activity report with the Municipalities of Morris-Turnberry, Central Huron, and the Township of Ashfield-Colborne-Wawanosh if they wish to receive a copy.

PURPOSE:

The purpose of this report is to provide Council with information on the 2023 second quarter activities for the Fire Department of North Huron.

BACKGROUND INFORMATION:

The Fire Department produces quarterly reports for Council that provide information and statistics on staffing levels, incident response, response times, significant incidents, fire prevention activities, public fire and life safety education activities and training initiatives.

DISCUSSION:

This report reviews current staffing levels, incident response, response times, significant incidents, fire prevention activities, public fire and life safety education activities and training initiatives.

Staffing Levels

The current Fire Department of North Huron staffing levels are outlined in the below table:

	2023 (Q1)	2023 (Q2)	2023 (Q3)	2023 (Q4)	Target
Fire Chief	0.5	0.5			0.5
Deputy Fire Chief	1	1			1
District Fire Chiefs	2	2			2
Captains	8	7*			8
Firefighters (Blyth Station)	15	14			16
Firefighters (Wingham Station)	16	16*			16
Total Personnel (staff & volunteer)	42.5	40.5			43.5

* Captain Interviews took place on August 3, 2023 to fill the vacant position

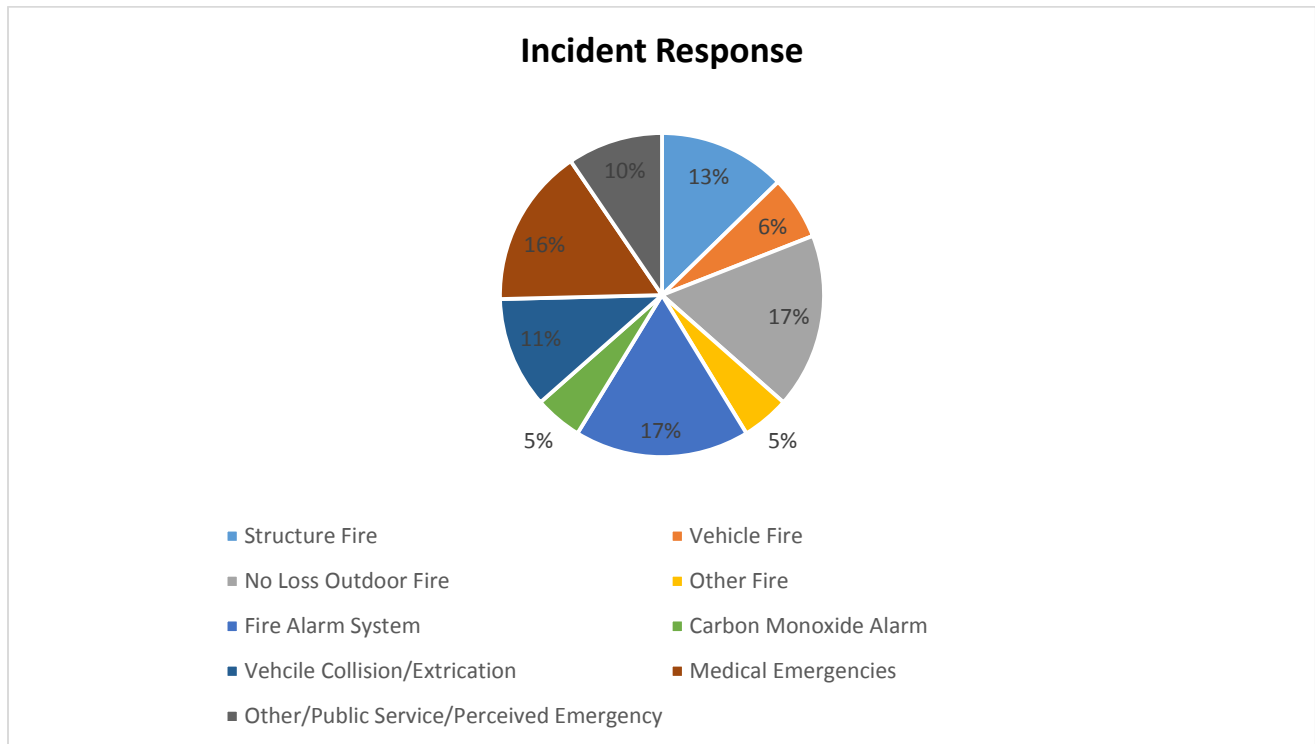
* Two Firefighters in the Wingham Station are on an extended leave.

Incident Response

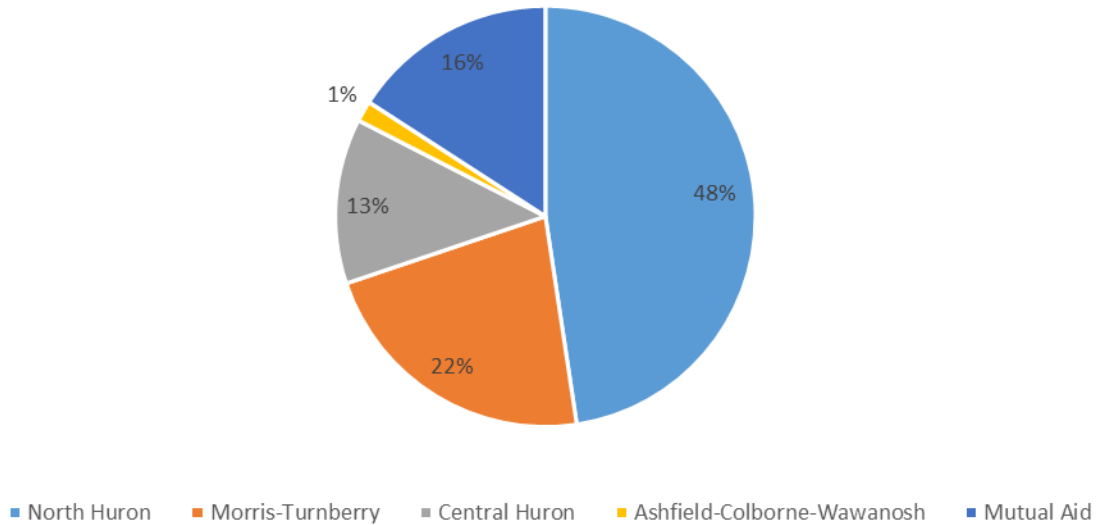
Below is the incident call breakdown from January 1 to March 31 2023:

CALL TYPE	NH	MT	CH	ACW	MA	Total
Structure Fire	2	0	2	0	4	8
Vehicle Fire (includes farm equipment)	1	1	1	0	1	4
No Loss Outdoor Fire	6	3	2	0	0	11
Other Fire (includes electrical)	2	0	0	0	1	3
Fire Alarm System (Malfunction/Accidental/False)	9	2	0	0	0	11
Carbon Monoxide Alarm (False/CO Present)	2/0	0/0	1/0	0/0	0/0	3/0
Vehicle Collision/Extrication	3/0	3/0	1/0	0/0	0/0	7/0
Medical Emergencies	4	5	1	0	0	10
Other/Public Service/Perceived Emergency	1	0	0	1	4	6
Quarter 1 (JANUARY 1 – MARCH 31 TOTALS)	17	8	5	2	3	35
Quarter 2 (APRIL 1 – JUNE 30)	30	14	8	1	10	63
Quarter 3 (JULY 1 – SEPTEMBER 30)						
Quarter 4 (OCTOBER 1 – DECEMBER 31)						
2023 TOTALS	47	22	13	3	13	98

Total incidents in Q1 2023 is 35 which is below the 3-year average of 40 in the same time period.
 Total incidents in Q2 2023 is 63 which is above the 3-year average of 43 in the same time period.
 Total incident to date in 2023 is 98 which is above the 3-year average of 83 in the same time period.



Incident Response by Area



Firefighter Turnout & Response Times

The below table outlines information related to firefighter turnout and response times for the 63 calls that occurred in the second quarter of 2023.

	2023 Q1	2023 Q2	2023 Q3	2023 Q4	Target
Total Calls for Service	35	63			N/A
Average number of firefighters per call	12.97	12.85			15
Percentage of applicable calls achieving 6 Firefighters in 14 minutes (rural standard)	67.86%	74.36%			80%
Percentage of applicable calls achieving 10 Firefighters in 10 minutes (suburban standard)	20%	3.57%			50%
Average response time of first apparatus to all calls	10:56	9:09			8:00
Time of first defibrillator to patient (medical calls)	8:52	8:48			6:00

Significant Incidents:

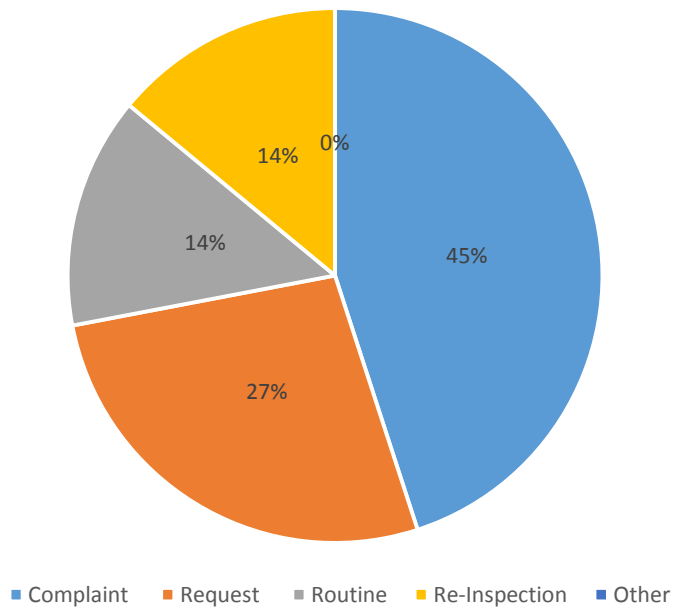
- On April 14th, 2023 FDNH responded at the request of Goderich Fire Department to provide mutual aid at a structure fire on Market Road in Ashfield Colborne Wawanosh. 16 personnel from the Wingham and Blyth stations responded with 5 apparatus. Fire departments from across Huron and Bruce Counties responded to this large-scale incident.
- On April 23rd, 2023 FDNH responded to a structure fire on Glen Road in North Huron. 27 personnel from the Wingham and Blyth stations responded with 5 apparatus.
- On June 18th, 2023 FDNH responded to a structure fire on Winthrop Road in Central Huron. 27 personnel from the Wingham and Blyth stations responded with 7 apparatus. Central Huron Fire Department provided additional support through mutual aid.
- On June 19th, 2023 FDNH responded to a structure fire on Hullett-McKillop Road in Central Huron. 36 personnel from the Wingham and Blyth Stations responded with 7 apparatus. Mutual Aid was provided from Central Huron Fire Department, Huron East Fire Department (Brussels, Grey and Seaforth stations), Bluewater Fire Department (Brucefield, Hensall and Zurich stations) and Goderich Fire Department. Station coverage was provided by South Huron Fire Department and South Bruce Fire Department.
- On June 20th, 2023 FDNH responded at the request of Huron East Fire Department to provide mutual aid at a structure fire on McNabb Line in Huron East. 12 personnel responded from the Wingham Station with 2 apparatus. Fire departments from across Huron and Perth Counties responded to this large-scale incident.

Fire Prevention Activities

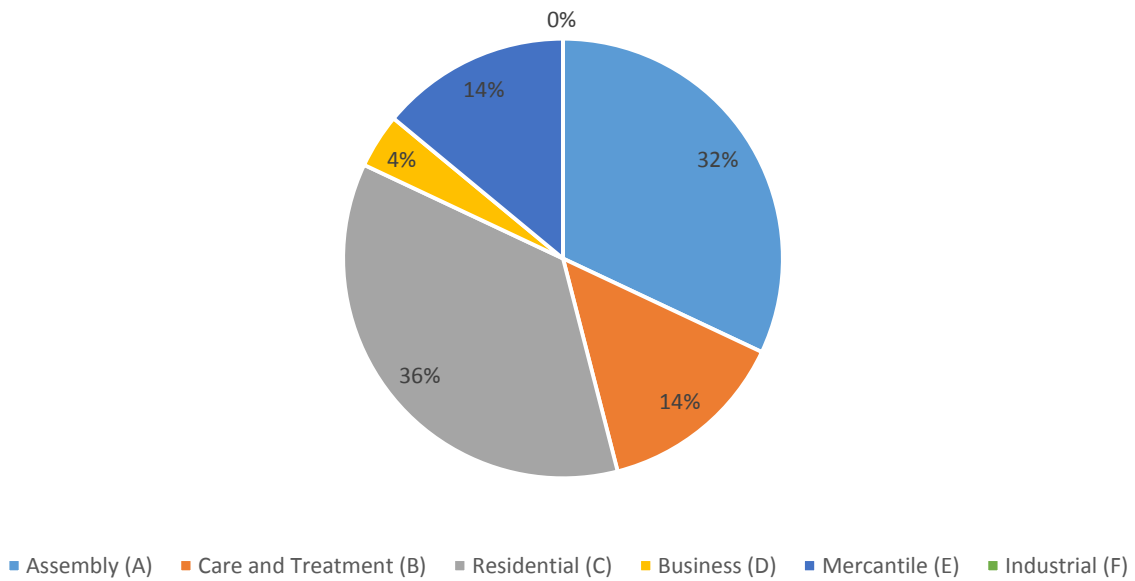
The below table outlines information related to fire prevention activities for the second quarter of 2023:

Inspection Type	Occupancy Type						Total
	Assembly A	Care and Treatment B	Residential C	Business D	Mercantile E	Industrial F	
Complaint	1	0	8	1	0	0	10
Request	3	0	0	0	3	0	6
Routine	0	3	0	0	0	0	3
Re-Inspection	3	0	0	0	0	0	3
Other	0	0	0	0	0	0	0
TOTAL	7	3	8	1	3	0	22

Fire Prevention Inspections by Type



Fire Prevention Inspections by Occupancy



Inspection Orders Issued	4
Inspection Orders Cleared	3
Fire Safety Plans Reviewed	21
Site Plan/Building Reviewed	6
File Search Reports	22
Smoke Alarms Installed	1
Carbon Monoxide (CO) Alarms Installed	1
Smoke/CO Alarms Installed	1

Public Fire and Life Safety Education Activities

In the second quarter of 2023, FDNH attended the following Public Fire and Life Safety Education activities:

- June 10 – *Wingham Musical Muskrat Festival*. FDNH personnel attended this event to take part in the “Touch a truck” and hand out fire safety information to public of all ages.
- June 14 – *Maitland River Elementary School*. FDNH personnel presented to one class in the morning and one in the afternoon. This included students from grades 2, 3 and 4.
- June 17 – *Rutabaga Festival*. FDNH personnel attended this event to take part in the “Touch a truck” and hand out fire safety information to public of all ages.
- June 22 – *FE Madill Colour Run*. FDNH personnel attended this event to hand out fire safety information to students from all grades at FE Madill.

In the second quarter of 2023, FDNH created 17 social media posts and generated the following interactions:

- Post Likes = 129
- Post Comments = 11
- Post Shares = 125

The Fire Department of North Huron Facebook page currently has 743 Likes and 863 Followers.

Training Initiatives

The second quarter of 2023 saw FDNH firefighters complete a significant amount of training. In addition to the regular weeknight training, specialized training was held in the Ontario Fire College’s Mobile Live Fire Training Unit (MLFTU) which was hosted in a partnership between North Huron and Huron East in Brussels.

The MLFTU was used by firefighters from FDNH, Huron East Fire Department, Howick Fire Department, Central Huron Fire Department and South Huron Fire Department while it was at this location. Training with our neighbouring and area departments is beneficial in building relationships and strengthening fireground operations during mutual aid events.

In the second quarter, firefighters committed approximately 636 hours towards training covering the following content:

- Apparatus and Station inspection and maintenance
- Driver Training
- Water supply
- Pumper Operations
- Tool and Truck Orientation
- Building Construction
- Large Scale Mock exercise in Ashfield-Colborne-Wawanosh
- Portable Pumps
- Live Fire Attack
- Search and Rescue
- RIT (Rapid Intervention Team)

Other Notable Projects

The Wingham Fire Station bathroom renovations will begin in the third quarter of 2023.

FDNH is currently completing demonstrations and wear trials on different SCBA models prior to the procurement process starting. This process ensures that adequate education and research takes place prior to making a purchase with a large financial impact that is expected to last 15+ years.

The tender for the Community Risk Assessment will be going out in the third quarter of 2023.

FINANCIAL IMPACT:

N/A

FUTURE/OTHER CONSIDERATIONS:

N/A

OTHERS CONSULTED:

Chad Kregar, Deputy Fire Chief

Michael Roess, Fire Prevention Officer

RELATIONSHIP TO THE STRATEGIC PLAN:

Our goal is to offer high-quality and well-balanced services that create a sense of belonging, support community well-being, promote safety, and encourage healthy and active lifestyles. 5.2 - Continue to deliver public education, fire prevention and fire service programs to ensure the safety of residents and visitors.



Kent Readman, Fire Chief



Dwayne Evans, CAO



TOWNSHIP OF NORTH HURON

Report No.
FIN-2023-22

REPORT TO: Reeve Heffer and Members of Council
PREPARED BY: Chris Townes , Director of Finance/Treasurer
DATE: 08/08/2023
SUBJECT: FIN-2023-22 - 2022 Fiscal Year Operational Net Cost Overview
ATTACHMENTS: FIN-2023-22 - 2022 Net Cost Presentation

RECOMMENDATION:

THAT the Council of the Township of North Huron hereby receives the report from the Director of Finance/Treasurer, dated August 8, 2023 regarding the 2022 Fiscal Year Operational Net Cost Overview, for information purposes;

PURPOSE:

With the adoption of the Annual Audited 2022 Financial Statements; the purpose of this report is to provide Council with an Operational Net Cost Overview for the 2022 operating year for information purposes.

BACKGROUND INFORMATION:

At the regular meeting of Council on June 19, 2023, Paul Seebach from Seebach and Company presented Council with the 2022 Audited Financial Statements for the Township of North Huron. As recommended by staff, Council adopted the Audited Financial Statements with no concerns.

DISCUSSION:

The Audited Financial Statements contain a Consolidated Statement of Operations, a Consolidated Statement of Change in Net Financial Assets, a Consolidated Statement of Cash Flow, a Consolidated Schedule of Tangible Capital Assets, a Consolidated Schedule of Continuity of Reserves, Reserve Funds and Deferred Revenue, as well identifies any Trusts, investments, and loans etc. Collectively, this document provides an overall "Statement of Financial Position" of the Township however, does not necessarily (or easily) provide an overview of the annual operations which were audited.

To assist Council with a better understanding of the Net Cost of the 2022 operations, please find attached a breakdown of the 2022 Net Costs by Area and Function.

**Please note that 1% = \$67,653.25; therefore, when you see a 0% listed, the dollar value associated with that area/function has not met this threshold. **

FINANCIAL IMPACT:

There are no financial impacts as a result of this report.

FUTURE/OTHER CONSIDERATIONS:

Reducing operating costs;
Review service delivery;
Review Fees and Charges By-law to better reflect actual costs including administrative overhead and capital costs;

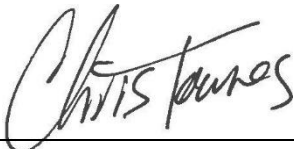
Reducing infrastructure deficit;
2024 operating and capital budget requirements;

OTHERS CONSULTED:

None.

RELATIONSHIP TO THE STRATEGIC PLAN:

Goal #3, Governance and Modernization; Our goal is to be a fiscally sustainable, transparent, and forward-thinking municipality that works with its residents and stakeholders through communications and community engagement.



Chris Townes
Director of Finance/Treasurer

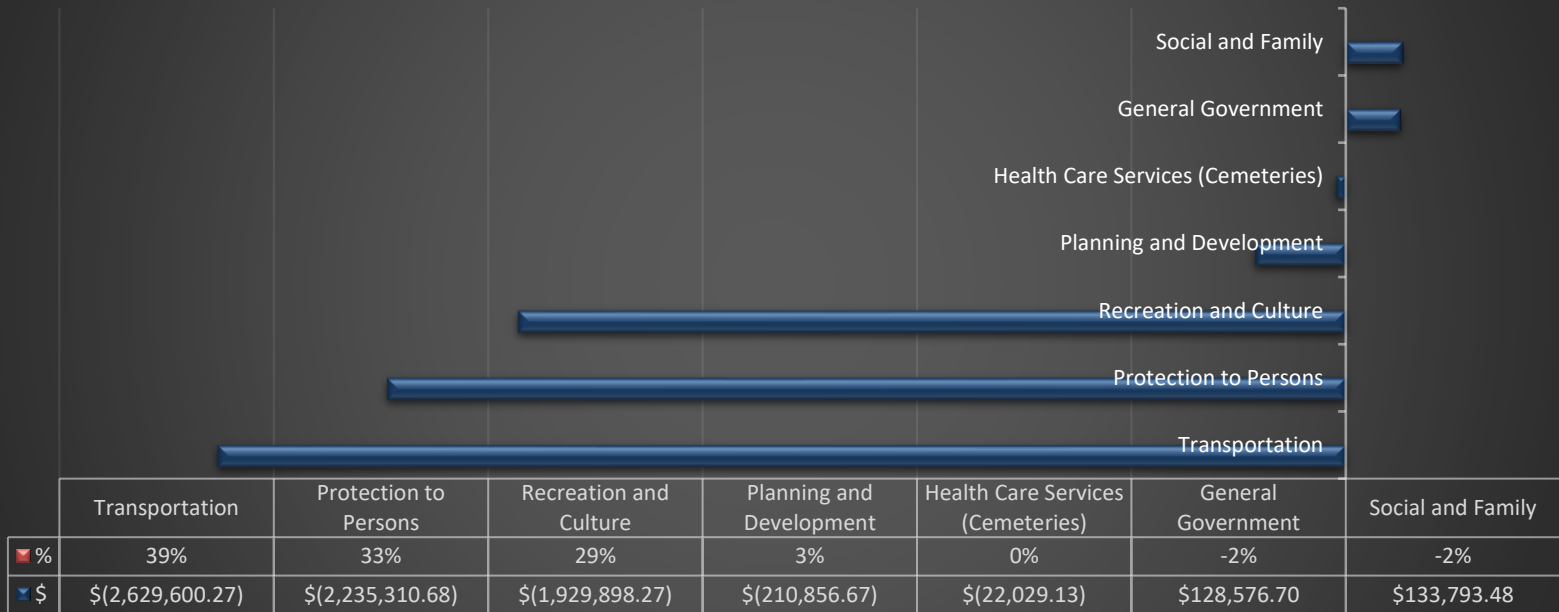


Dwayne Evans, CAO



2022 Fiscal Year Operational Net Cost Overview

2022 Operations Overview



Transportation Department - Non-Discretionary Service

39% OF 2022 OPERATING COSTS



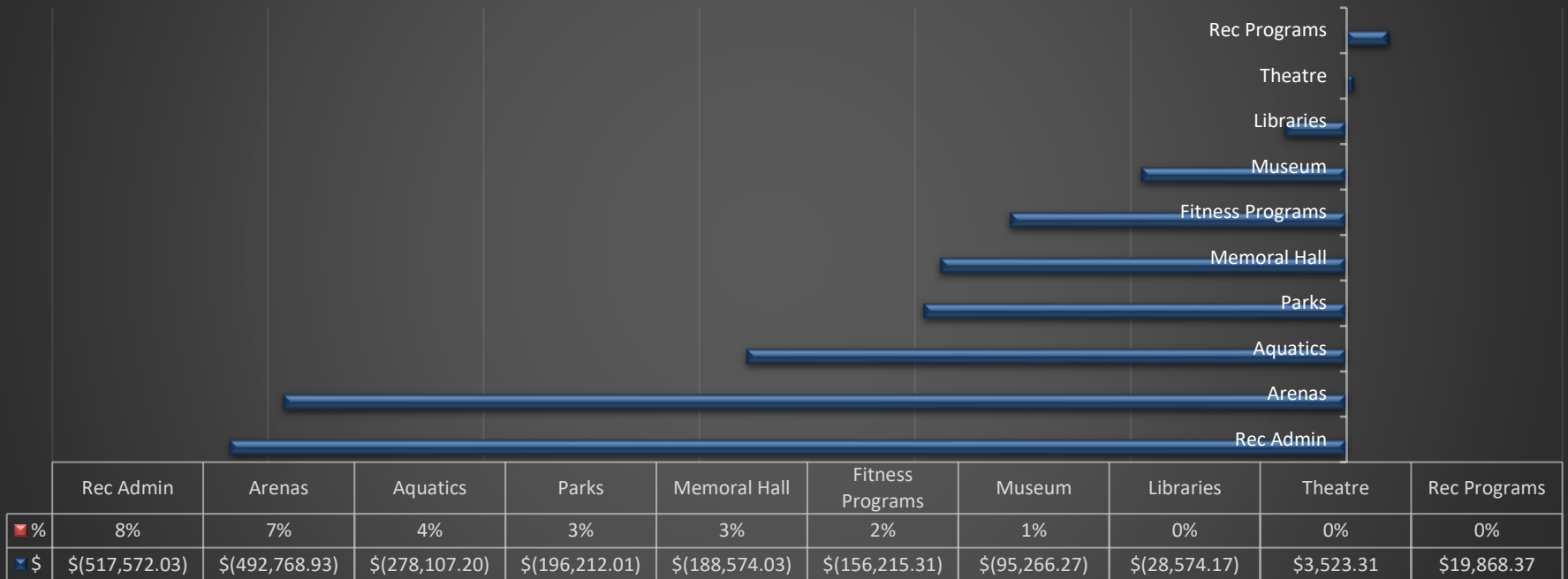
Protection to Persons- Non-Discretionary Service

33% OF 2022 OPERATING COSTS



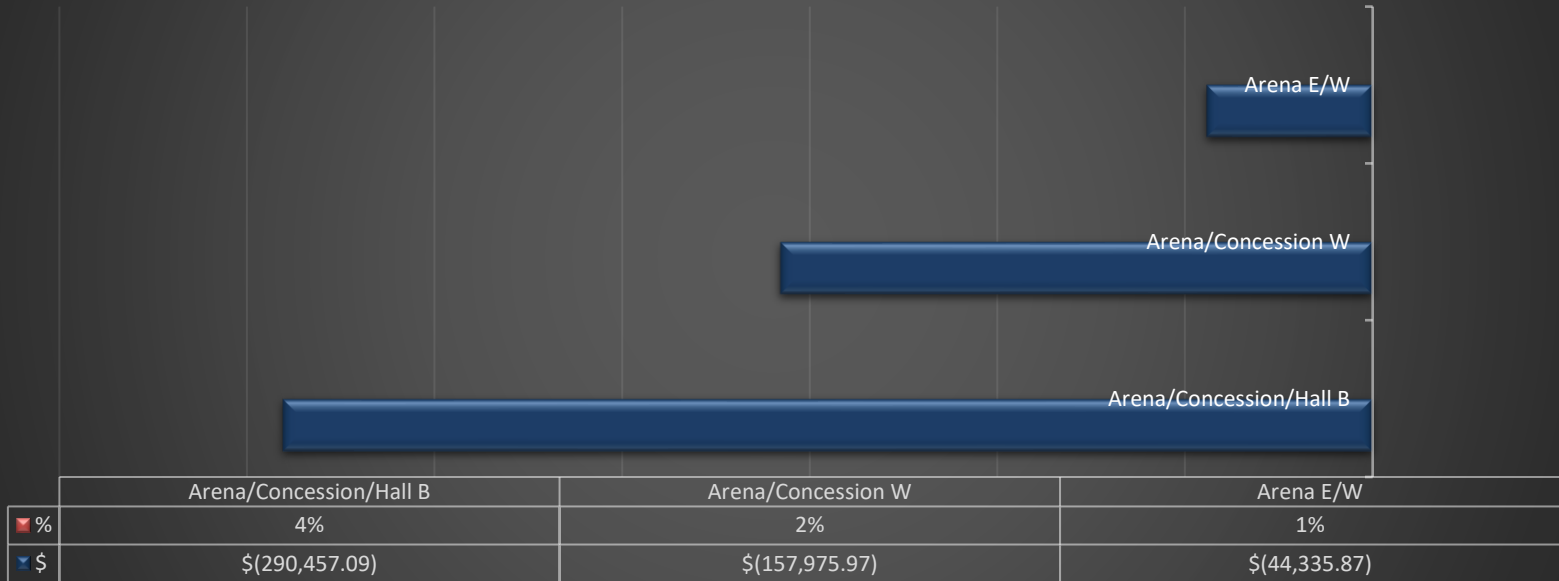
Recreation and Culture - Discretionary Service

29% OF 2022 OPERATING COSTS



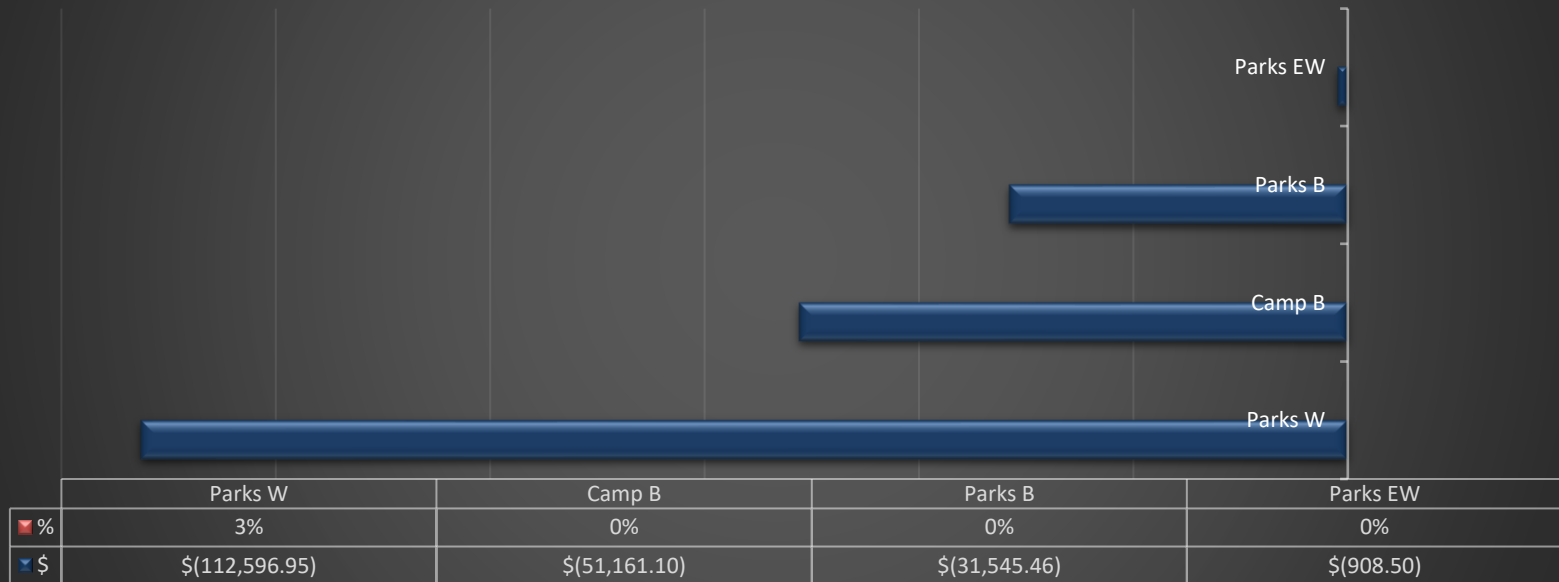
Arenas - Discretionary Service

7% OF 29% OF 2022 OPERATING COSTS



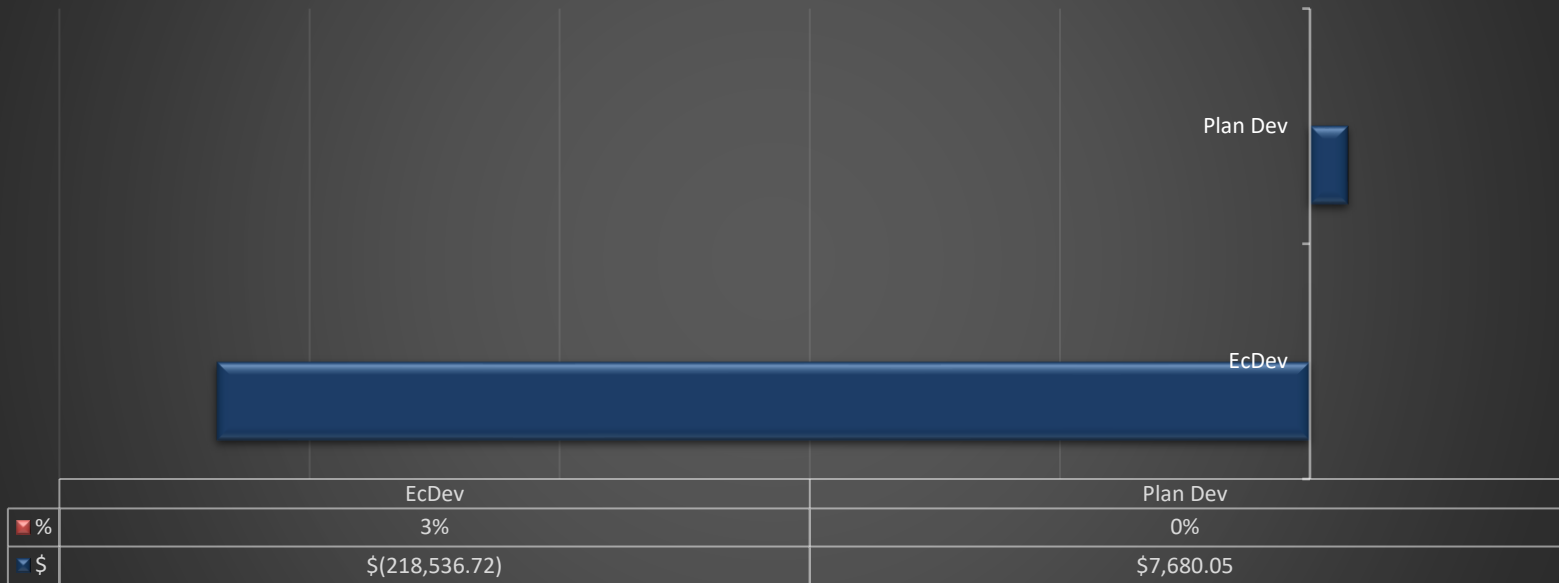
Parks - Discretionary Service

3% OF 29% OF 2022 OPERATING COSTS



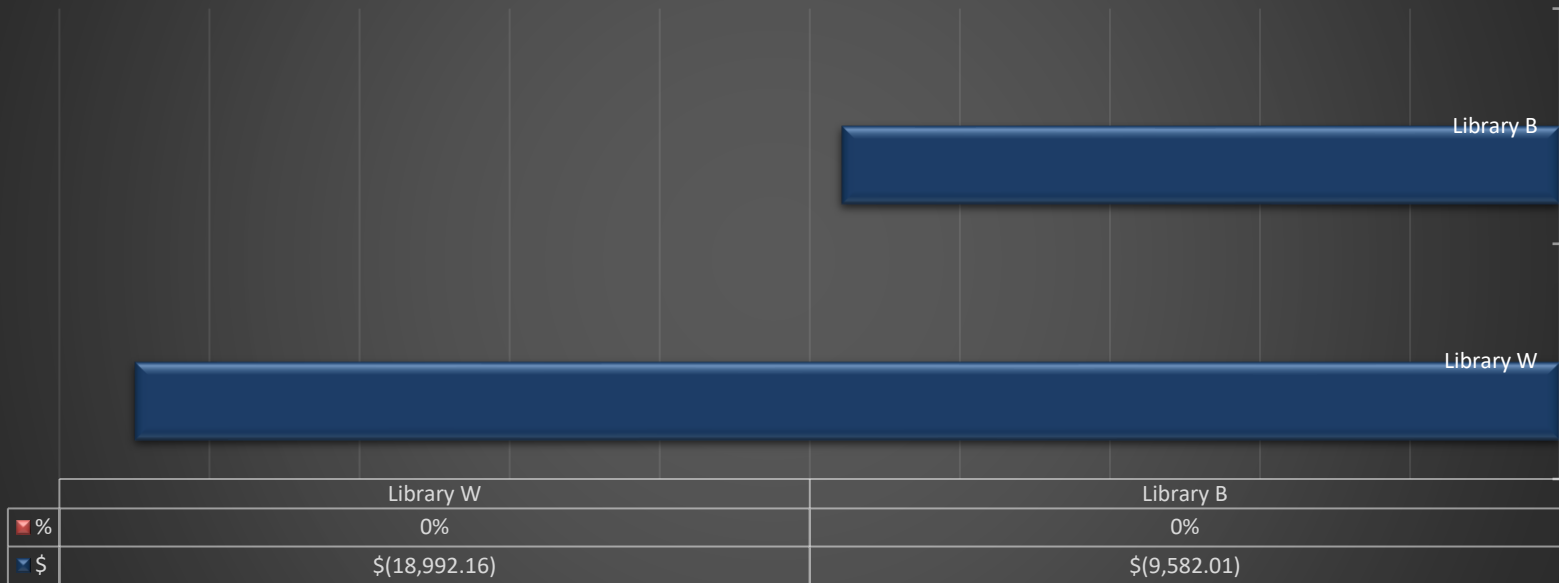
Planning and Development - Discretionary Service

3% OF 2022 OPERATING COSTS



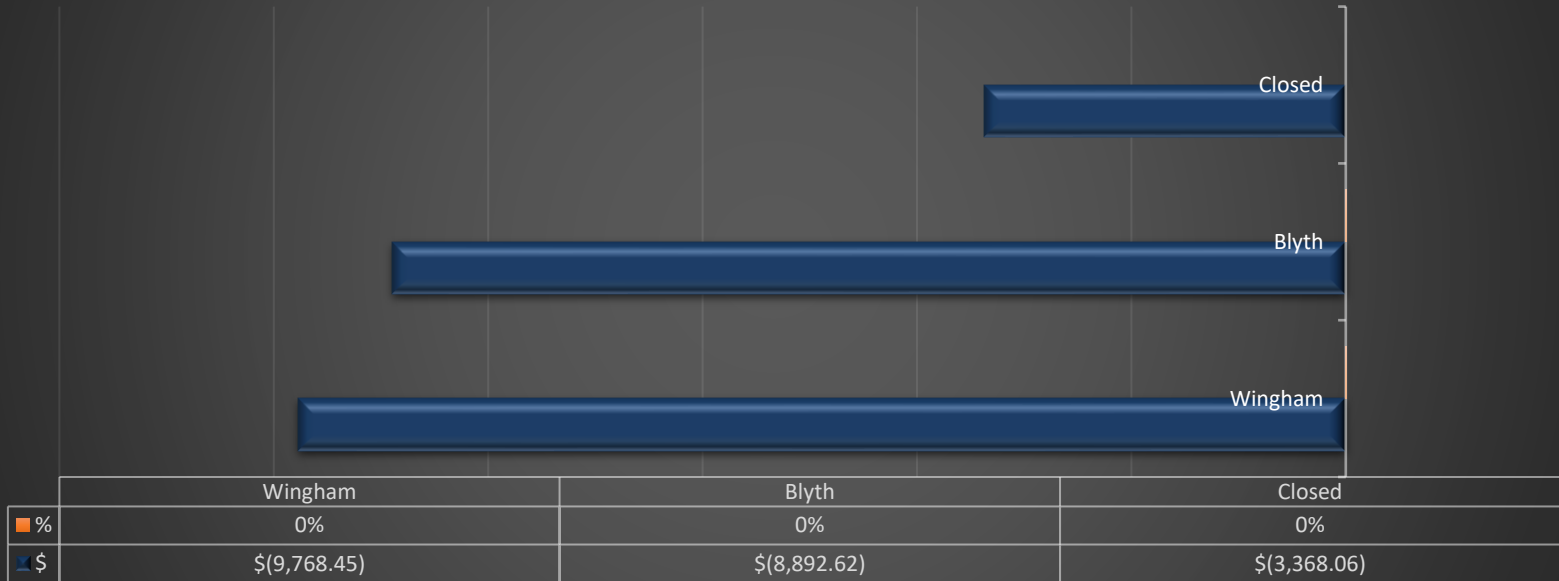
Libraries - Discretionary Service

LESS THAN 1% OF 29% OF 2022 OPERATING COSTS



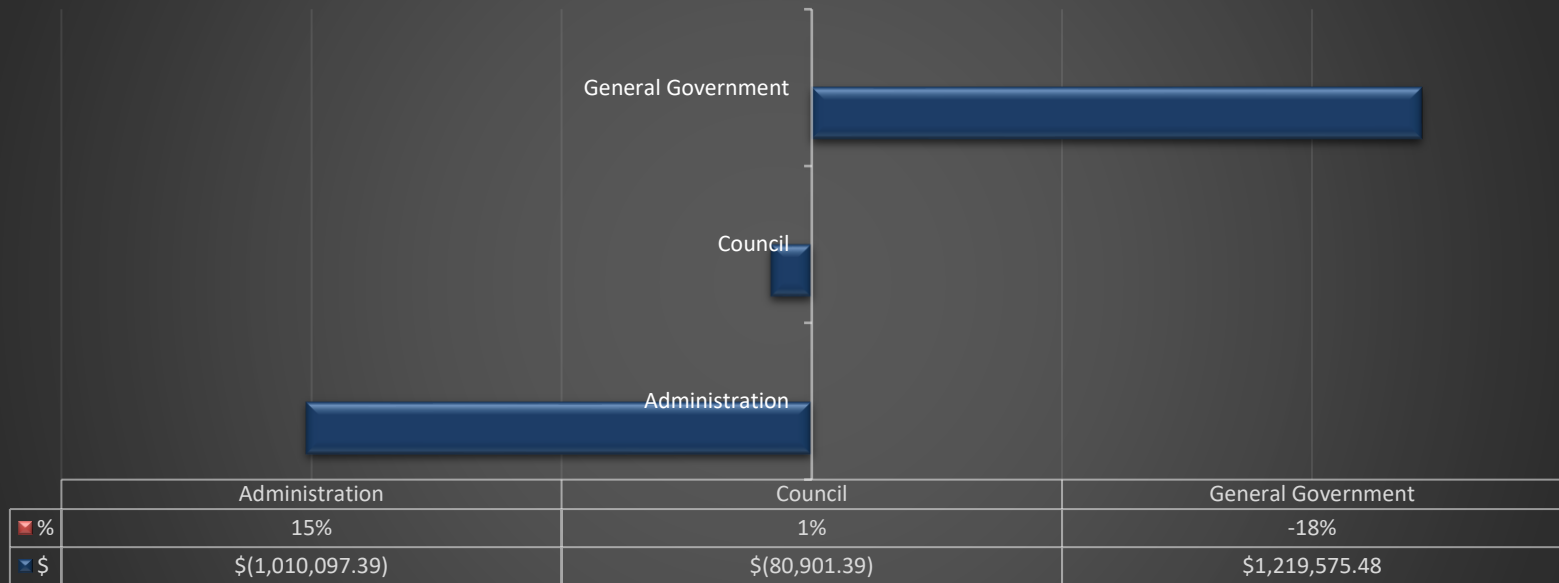
Cemeteries - Non-Discretionary Service

LESS THAN 1% OF 2022 OPERATING COSTS



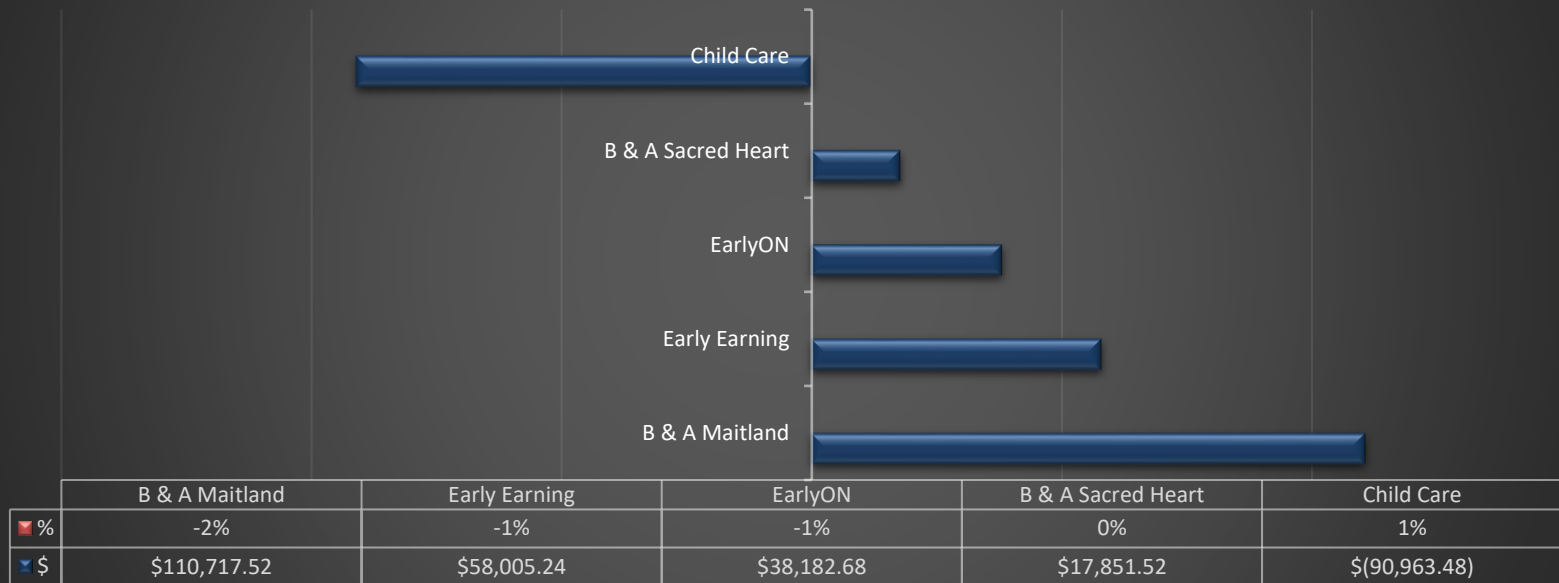
General Government - Non-Discretionary Service

-2% OF 2022 OPERATING COSTS



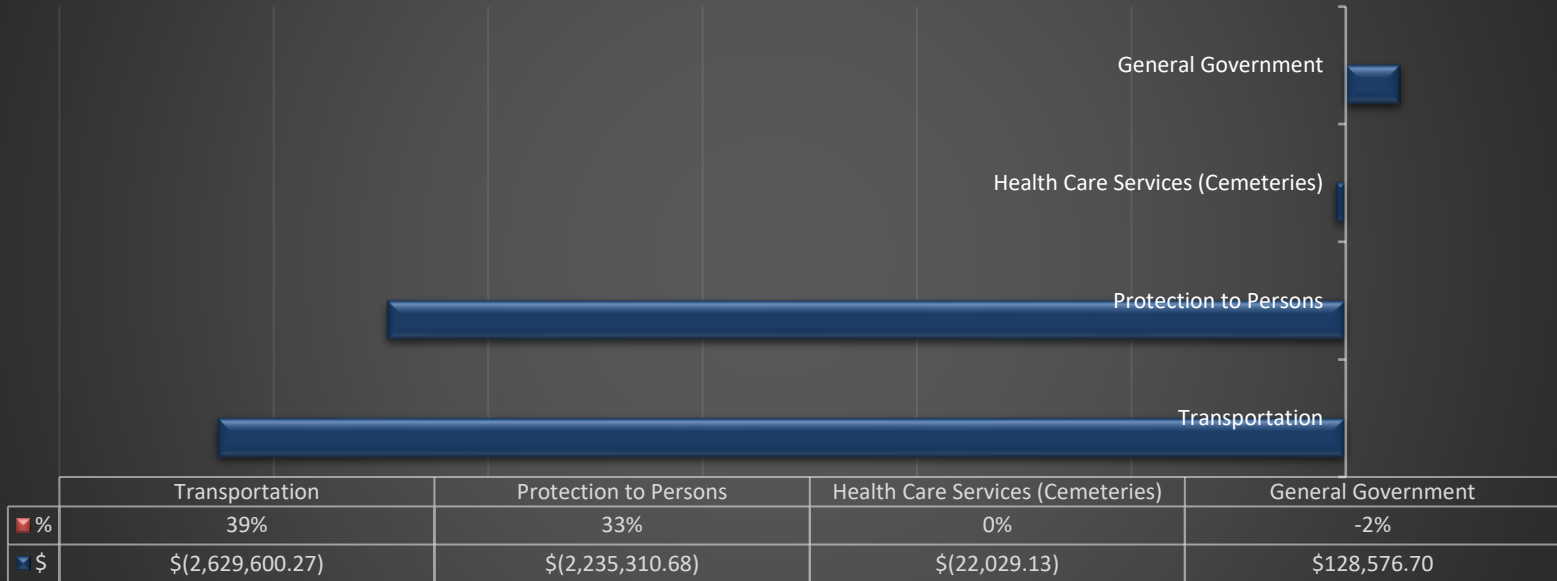
Social and Family Services - Discretionary Service

-2% OF 2022 OPERATING COSTS



Non-Discretionary Services

70% OF 2022 OPERATING COSTS



Discretionary Services

30% OF 2022 OPERATING COSTS





TOWNSHIP OF NORTH HURON

Report No.
CL-2023-16

REPORT TO: Reeve Heffer and Members of Council
PREPARED BY: Carson Lamb, Director of Legislative Services/Clerk
DATE: 08/08/2023
SUBJECT: CL-2023-16 Appointment of Deputy Clerk/Planning Coordinator
ATTACHMENTS: None

RECOMMENDATION:

THAT the Council of the Township of North Huron hereby receives the report of the Director of Legislative Services/Clerk, dated August 8, 2023 regarding the appointment of a Deputy Clerk/Planning Coordinator, for information purposes.

PURPOSE:

The purpose of this report is to provide an update on the recruitment of a Deputy Clerk/Planning Coordinator and to provide background on the need to adopt updated appointment by-laws for the newly recruited Deputy Clerk/Planning Coordinator.

BACKGROUND INFORMATION:

At the June 19, 2023 regular meeting, Council passed the following motion:

M200/23

MOVED BY: C. Palmer

SECONDED BY: M. Wright

THAT effective June 19, 2023, Council eliminates the Clerk’s Administrative Assistant position in favour of a Deputy Clerk/Planning Coordinator position and approves the attached Deputy Clerk/Planning Coordinator job description;

AND FURTHER, THAT Council authorizes staff to proceed with the recruitment process for the Deputy Clerk/Planning Coordinator position.

CARRIED

In accordance with motion M200/23, staff undertook the process to recruit a Deputy Clerk/Planning Coordinator with Olivia Kempel being the successful applicant. Updated appointment by-laws are required to complete her appointment and permit her to complete the required legislated duties of the position.

DISCUSSION:

By-law No. 55-2023; being a By-law to appoint a Deputy Clerk/Planning Coordinator for the Township of North Huron, is included in the August 8th Council agenda package for Council’s consideration and adoption.

Further, given the previously approved restructuring of the Clerk’s Department, it would also be prudent for Council to adopt an updated Lottery Licensing Officers appointment by-law to appoint the Deputy Clerk/Planning Coordinator position and remove the Clerk’s Administrative Assistant position. By-law No. 56-2023; being a By-law to appoint Lottery Licensing Officers for the Township

of North Huron, is included in the August 8th Council agenda package for Council's consideration and adoption.

Finally, it would also be prudent for Council to adopt an updated designation of the Head for the Purposes of the Municipal Freedom of Information and Protection of Privacy Act to reflect the restructuring. By-law No. 57-2023; being a By-law to Designate a Head of the Corporation of the Township of North Huron for the purposes of the Municipal Freedom of Information and Protection of Privacy Act, is included in the August 8th Council agenda package for Council's consideration and adoption.

FINANCIAL IMPACT:

There is no financial impact to the Township as a result of adopting the updated appointment by-laws.

FUTURE/OTHER CONSIDERATIONS:

In regard to other approvals, the required documentation has been sent to the Office of Registrar General to seek approval for the Deputy Clerk/Planning Coordinator to act as a Marriage License Issuer/Deputy Division Registrar (marriage licenses, burial permits, death registrations) for the Township of North Huron. Under the Commissioners for Taking Affidavits Act, Clerks, Deputy Clerks and Treasurers of local municipalities are Commissioners for taking Oaths and Affidavits in the local municipality. The required stamps have been ordered by the Township to allow the Deputy Clerk/Planning Coordinator to perform this function.

As noted in previous staff reports, the Director of Legislative Services/Clerk will work with the Deputy Clerk/Planning Coordinator in the coming months to transition the Planning Coordinator responsibilities to the Deputy Clerk/Planning Coordinator.

OTHERS CONSULTED:

None.

RELATIONSHIP TO THE STRATEGIC PLAN:

Goal #3 - Our goal is to be a fiscally sustainable, transparent, and forward-thinking municipality that works with its residents and stakeholders through communications and community engagement.

Goal #5 - Our goal is to offer high-quality and well-balanced services that create a sense of belonging, support community well-being, promote safety, and encourage healthy and active lifestyles.



Carson Lamb, Director of Legislative Services/Clerk



Dwayne Evans, CAO

Ministry of the Solicitor General

Strategic Policy Division
Office of the Assistant Deputy Minister

25 Grosvenor Street, 9th Floor
Toronto ON M7A 1Y6
Tel: 416 212-4221

Ministère du Solliciteur général

Division des politiques stratégiques
Bureau du sous-ministre adjoint

25, rue Grosvenor, 9^e étage
Toronto ON M7A 1Y6
Tél. : 416 212-4221



Steve Doherty
CAO
Municipality of Central Huron
cao@centralhuron.com

July 19, 2023

Greetings Steve Doherty,

Thank you for submitting your proposal for the Ontario Provincial Police (OPP) detachment board framework. Your patience has been greatly appreciated while all proposals went through a thorough review process.

At this time, I am pleased to confirm that the Huron OPP detachment board proposal has been approved by the Solicitor General to the next step in finalizing the board compositions, which is posting the composition on the Ontario Regulatory Registry (ORR). The ministry is currently working on drafting the regulation, which is expected to be available on the Ontario Regulatory Registry (ORR) for public comment in the summer or fall. Posting of the regulation is one of the last steps before the regulation can be finalized in advance of bringing the *Community Safety and Policing Act, 2019 (CSPA)* into force in early 2024.

The following board composition(s) have been approved for posting.

Board	Communities Serviced	Council Seats	Community Representative Seat(s)	Provincial Appointment Seat(s)	Total Seat(s)
1	Ashfield-Colborne-Wawanosh Township, Municipality of Bluewater, Municipality of Central Huron, Town of Goderich, Howick Township, Municipality of Huron East, Municipality of Morris-Turnberry, North Huron	6	2	2	10

	Township, Municipality of South Huron				
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On behalf of the Ministry of the Solicitor General, I would like to express my appreciation to all the communities involved in the proposal development process. I acknowledge and value the significant efforts undertaken to create a proposal for a detachment board that addresses the unique needs of each community that receives OPP policing services in your detachment. As the proposal lead, I kindly request that you disseminate this correspondence to all communities serviced by the proposed detachment board.

The ministry is planning to share more guidance as soon as possible on next steps, with the understanding that municipalities and First Nations require time to plan for the implementation of OPP detachment boards before the CSPA comes into force.

If you have any questions or concerns in the meantime, please contact Devendra Sukhdeo, Senior Policy Advisor, Public Safety and Policing Policy Unit (PSPPU), Strategic Policy Division, at Devendra.Sukhdeo@ontario.ca.

Sincerely,

Sarah Caldwell
Assistant Deputy Minister, Strategic Policy Division
Ministry of the Solicitor General



Soft Opening May 30



Canadian Mental
Health Association
Huron Perth



United Way
Perth-Huron

NORTHERN HURON CONNECTION CENTRE

Tue-Thu, 12–5 p.m.
23 John St., Wingham



SERVICES OFFERED



Warming/
Cooling



Food



Restrooms
& Showers



Clothing &
Outdoor Supplies



Laundry
Facilities



Telephone &
WiFi Access



Emotional
Support



Social
Connections



Referrals



Document
Navigation &
Completion



Housing
Stability



EMS & Nurse
Practitioner



Ontario
Works

NORTHERN HURON CONNECTION CENTRE



ABOUT

United Way Connection Centres are uniquely rural solutions to the pressing issue of chronic homelessness.

The centres help those already experiencing homelessness, those precariously housed as well as other vulnerable local people.

Connection Centres are a housing-based service staffed by caring, qualified staff and supported by well-trained volunteers.

Staff collaborate with community partners to provide wrap-around supports including trauma-informed care, substance use and mental health counselling and basic needs.

The Northern Huron Connection Centre is the fourth to open in Perth-Huron.

**GRAND
OPENING SOON**

A grand opening will be scheduled in the coming weeks to give the community a peek at what the Connection Centre offers!



A neighbourhood meeting to review the successes will be scheduled for Fall 2023.

Watch for more communication from CMHA Huron Perth.

VALUES

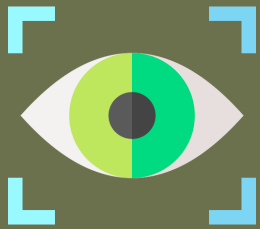


NORTHERN HURON
CONNECTION
CENTRE



Voluntary:

Allows participants the autonomy to determine service goals, empowering them with dignity and choice.



Client Centered: Focus on access to basic needs, prioritizes compassion, care and dignity.



Housing Focused

Unrelenting in efforts to make the experience of homelessness as brief as possible and return people to permanent accommodations.

FOUNDED AND FUNDED BY:



United Way
Perth-Huron

Fundraising:

Lisa Harper

lharper@perthhuron.unitedway.ca

OPERATED BY:



**Canadian Mental
Health Association**
Huron Perth

Programming:

Ashley Vines

ashley.vines@cmhahuronperth.com

LOCATION:

St. Paul's Trinity
Anglican Church

Facility:

JoAnn Todd – Minister

revjoann@hurontel.ca

PARTNERS



United Way
Perth-Huron

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NORTHERN HURON
CONNECTION
CENTRE



Inspector J. Younan
Detachment Commander
Huron O.P.P.



JANUARY 01ST, 2023 - PRESENT

860 OCCURRENCES IN TOWN OF WINGHAM (682-2022)

- 223 ON JOSEPHINE STREET

(18) ASSAULTS

(29) SUSPICIOUS PERSON/VEHICLE

(23) THEFT INCIDENTS

(6) TRESPASS TO PROPERTY

(6) UNWANTED PERSON

(36) WINGHAM HOSPITAL INCIDENTS

(36) MENTAL HEALTH (26-2022)

(5) RIDE PROGRAMS (1-IMPAIRED DRIVER)

(39) COMMUNITY SERVICE INCIDENTS

- 789.25 HOURS CRUISER PATROL

- 41.50 HOURS FOOT PATROL

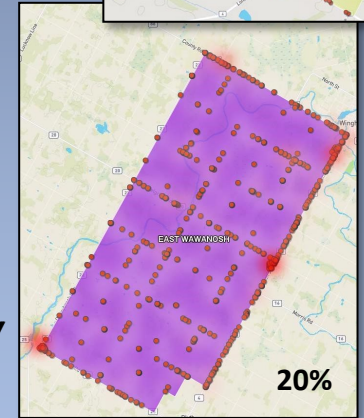
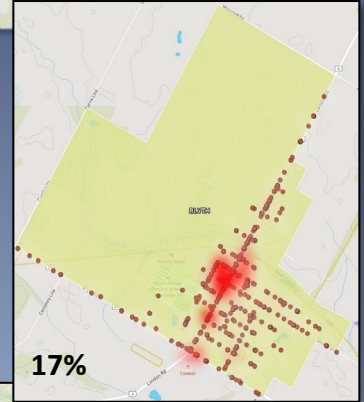
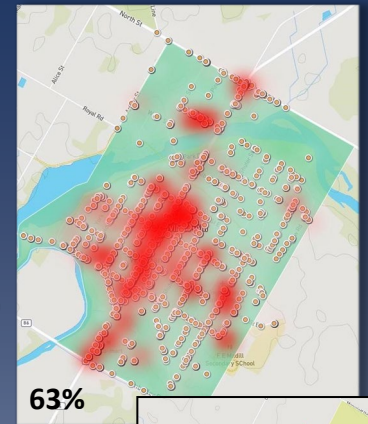
- 5.5 HOURS SCHOOL PATROL

- 19 HOURS COMMUNITY MOBILIZATION ACTIVITY

PROPERTY CRIME CLEARANCE RATE = 27.3 %

E-TICKETS: 213 (283 – 2022)

E-WARNS: 128 (102 – 2022)





**THE CORPORATION OF
THE TOWNSHIP OF NORTH HURON**

BY-LAW NO. 20-2009

Being a by-law to provide for the regulation and prohibition of unusual noises or noises likely to disturb the public and/or the prevention of public nuisances.

WHEREAS it is expedient to exercise the power conferred upon the Council pursuant to the Municipal Act, S.O. 2001 c. 25, s. 129 as amended to regulate noise;

AND WHEREAS the people have a right to and should be ensured an environment free from unusual, unnecessary or excessive sound or noise which may degrade the quality and tranquility of their life or cause nuisance;

NOW THEREFORE, the Council of the Corporation of the Township of North Huron enacts as follows:

1. Short Title

This by-law may be cited as the “noise control” by-law.

2. Interpretation

(1) For the purposes of this by-law, the following terms shall have the corresponding meaning;

- a. “Construction Equipment” means any equipment or device designed and intended for use in construction, or material handling, including but not limited to, air compressors, pile drivers, pneumatic or hydraulic tools, bulldozers, tractors, excavators, trenchers, cranes, derricks, loaders, scrapers, pavers, generators, off-highway haulers or trucks, ditchers, compactors and rollers, pumps, concrete mixers, graders, or other material handling equipment;
- b. “Highway” includes a common and public highway, street avenue, parkway, driveway, square, place, bridge, viaduct or trestle or any part of which is intended for or used by the general public for the passage of vehicles and includes the area between the lateral property lines thereof;
- c. “Institutional Area” means an area designated as an institutional zone in the Zoning By-law of the Township of North Huron
- d. “Motor Vehicle” includes an automobile, motorcycle, motor assisted vehicle, and any other vehicle propelled or driven otherwise than by muscular power; but does not include a street car, or other motor vehicles running only upon rails, or a motorized snow vehicle, traction engine, farm tractor, self propelled implement of husbandry or road-building machine within the meaning of the Highway Traffic Act;
- e. “Motorized Conveyance” means a conveyance propelled or driven otherwise than by muscular power; but does not include the cars of electric or steam railway, or other motor vehicles running only upon rails, or a motorized snow vehicle, traction engine, farm tractor, self-propelled implement of husbandry or road-building machine within the meaning of the Highway Traffic Act, R.S.O., 1990, c.H.8, as amended;
- f. “Municipality” means the land within the geographic limit of the Corporation of the Township of North Huron
- g. “Noise” means sound that is of such a volume or nature that it is likely to disturb the inhabitants of the municipality;
- h. “Point of Reception” means any point on the premises of a person where sound or vibration originating from other than those premises is received.

- i. “Person” includes a corporation, organization, association, partnership and the like;
- j. “Residential Area” means an area designated as residential in the Zoning By-law of the Township of North Huron as may be amended from time to time.
- k. “Statutory Holiday” means New Year’s Day, Good Friday, Victoria Day, Family Day, Canada Day, Civic Holiday, Labour Day, Thanksgiving Day, Christmas Day and Boxing Day.

3. General Prohibitions

No Person shall emit or cause or permit the emission of sound resulting from an act listed in Schedule 1-General Prohibitions, and which sound is clearly audible at a point of reception anywhere within the municipality, at any time.

4. Prohibitions by Time and Place

No person shall emit or cause or permit the emission of sound resulting from any act listed in Schedule 2 – Prohibitions by Time and Place if clearly audible at a point of reception located in an area of the municipality with in a prohibited time shown for such an area.

5. Exemption – Public Safety

Notwithstanding any other provision of this by-law, it shall be lawful to emit or cause or permit the emission of sound or vibration in connection with emergency measures undertaken:

- 1. For the immediate health, safety or welfare of the inhabitants or any of them; or,
- 2. For the preservation or restoration of property; unless such sound or vibration is clearly of a longer duration or by nature more disturbing, than is reasonable necessary for the accomplishment of such emergency purpose.

6. Grant of Exemption by Council

(1) Application to Municipality

Notwithstanding anything contained in this by-law, any person may make application to Council to be granted an exemption from any of the provisions of this by-law with respect to any source of sound and the municipality may refuse to grant any exemption or may grant the exemption applied for or any exemption of lesser effect and any exemption granted shall specify a time period, not in excess of six months, during which it is effective and may contain such terms and conditions as the municipality deems appropriate.

(2) Details of Application for Exemption

The applicant mentioned in subsection 6 (1) shall be made in writing, in the form attached as Schedule 4 – Application for Exemption, and shall contain:

- a. The name, address and telephone number of the applicant;
- b. A description of the source and location of sound in respect of which exemption is sought;
- c. A statement of the particular provision or provisions of this by-law from which exemption is sought;
- d. The period for time, of a duration not in excess of six months, for which the exemption is sought;
- e. The reasons why the exemption is sought;

- f. A statement of the steps, if any, planned or presently being taken to bring about compliance with the by-law.

(3) Decision

In deciding whether to grant the exemption, Council shall give the applicant and any person opposed to the applications and opportunity to be heard and may consider such other matters as it deems appropriate.

(4) Breach

A breach of any of the terms or conditions of an exemption granted by the Municipality that is caused or permitted by the applicant shall render the exemption null and void.

(5) Every person applying for an exemption shall, at least 10 business days prior to the Council meeting at which the request for exemption is to be addressed by Council, provide to the Clerk or the Chief Building Official of the municipality:

- a. A complete and accurate application form as prescribed by the municipality setting out the particulars respecting the exemption requested; and
- b. Payment of the exemption processing fee in the amount set by Council and in effect at the time of such exemption request.

7. Exemption of Activities

This by-law shall not apply to a person who emits or causes or permits the emission of sound in connection with any of the activities listed on Schedule 3-Exemption of Activities.

8. Exemption of Normal Farm Practices

This by-law shall not apply to a person who emits or causes or permits the emission of sound in connection with normal farming practices within the meaning of the Farming and Food Protection Act, 1998, S.O. 1998, c.1, as amended.

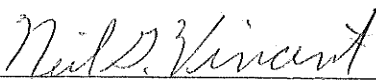
9. Severability


If a court of competent jurisdiction should declare any section or part of a section of this by-law to be invalid, such section or part of a section shall not be construed as having persuaded or influenced Council to pass the remainder of the by-law and it is hereby declared that the remainder of the by-law shall be valid and shall remain in force.

10. Enforcement and Penalty Provisions

1. The provisions of this by-law shall be enforced pursuant to the provisions set out in Part 1 of the Provincial Offences Act.
 2. Any person violating any of the provisions of this by-law is guilty of an offence and upon conviction shall be subject to a fine, exclusive of costs and all such fines shall be recoverable under the provisions of part 1 of the Provincial Offences Act.
11. The existing noise by-law of the former Town of Wingham By-Law No. 2336 (1998), passed prior to this By-law is hereby repealed.

Read a first time this 16th day of March, 2009.
Read a second time this 16th day of March, 2009.
Read a third time and passed this 16th day of March, 2009.


Neil Vincent, Reeve


Kriss Snell, CAO/Clerk

By-Law 20-2009
Township of North Huron
Noise Regulations

SCHEDULE 1

General Prohibitions

1. Racing of any motorized vehicle other than in a lawful racing event.
2. The operation of a motor vehicle in such a way that the tires squeal.
3. The operation of any combustion engine, pneumatic device or construction equipment without an effective exhaust or intake-muffling device in good working order and in constant operation.
4. The operation of a motor vehicle or a motor vehicle with a trailer resulting in banging, clanking, squealing or other sounds due to improperly secured load or equipment, or inadequate maintenance.
5. The operation of an engine or motor in , or on, any motor vehicle or item of attached auxiliary equipment for a continuous period exceeding five minutes, anywhere within the geographic area of the Township of North Huron, where the point of reception is in a Residential Area or Institutional Area unless;
 - a. The original equipment manufacturer specifically recommends a longer idling period for normal and efficient operation of the motor vehicle in which case such recommended period shall not be exceeded; or
 - b. Operation of such engine or motor is essential to a basic function of the vehicle or equipment, including but not limited to, operation of ready-mixed concrete trucks, lift platforms or refuse compactors; or
 - c. Weather condition justify the use of heating or refrigerating systems powered by the motor or engine for the safety and welfare of the operator, passengers or animals, or the preservation of perishable cargo, and the vehicle is stationary for purpose of delivery or loading; or
 - d. Prevailing low temperatures make longer idling periods necessary immediately after starting the motor or engine; or
 - e. The idling is for the purpose of cleaning or flushing the radiator and associated circulation system for seasonal change of antifreeze, cleaning of the fuel system, carburetor or the like, when such work is performed other than for profit.
6. The use of any mechanical equipment that is not operating or being maintained in accordance with the manufacturer's specification resulting in noise other than that emitted in the normal operation of the equipment.
7. The operation of a motor vehicle horn or other warning device except where required or authorized by by-law or in accordance with good safety practices.
8. The operation of a stereo or other electronic device designed to amplify sound in, or on a motor vehicle in such a way that the sound can easily be heard outside of the motor vehicle.
9. Persistent barking, calling or whining or other similar persistent noise making by any domestic pet, or any other animal, kept or used for any purpose other than agriculture.

**By-Law 20-2009
Township of North Huron
Noise Regulations**

SCHEDULE 2

Prohibitions by Time and Place

Act	Prohibition Period of Time	Prohibition Place
1. The discharge of firearms.	At all times	Residential Area
2. The operation of any electronic device or group of connected electronic device or group of connected electronic devices incorporating one or more loudspeakers or other electro-mechanical transducers, and intended for the production, reproduction or amplification of sound in a residential area.	A	Municipality
3. The operation of any motorized conveyance other than on a highway or other place intended for its operation.	B	Residential Area
4. Yelling, shouting, hooting, whistling or singing.	A	Municipality
5. Detonation of fireworks or explosive devices not used in construction or exempt by permit issued by the Township pursuant to Fireworks By-Law 26-2005.	At all times	Residential Area
6. The operation of a radio, television, stereo or other electronic device including any amplification device, or any musical or other sound producing instrument.	At all times	Municipality
7. The operation of any auditory signalling device, including but not limited to the ringing of bells or gongs and the blowing of horns or sirens or whistles or the production, reproduction or amplification of any similar sounds by electronic means except where required or authorized by law or in accordance with good safety practices.	A	Municipality
8. The operation of any equipment in connection with construction.	B	Municipality
9. The operation or use of any tool for domestic purposes other than snow removal	A	Municipality

A-23 00 one day to 07 00 next day (09 00 Sundays)
B-21 00 one day to 07 00 next day (09 00 Sundays)

By-Law 20-2009
Township of North Huron
Noise Regulations

SCHEDULE 3

Activities to Which the By-law does not apply

A list of sources (activities) shall constitute this Schedule and shall specify those events which Council considers to be exempt from the provisions of this By-law.

- a. Road and Bicycle races authorized by the municipality;
- b. Regimental salutes.
- c. Parades authorized by the municipality;
- d. Fireworks displays authorized by the municipality;
- e. Midways and circuses authorized by the municipality;
- f. Sporting, recreational and entertainment events in public parks, buildings or grounds authorized by the municipality;
- g. Musical and other performances in public parks, buildings or grounds authorized by the municipality;
- h. Special neighbourhood social activities on streets or other public land authorized by the municipality;
- i. Transformers and diesel operated pumps owned by the municipality and necessary preventive maintenance work undertaken by the municipality;
- j. Necessary municipal operations, including but not limited to snow clearing, street cleaning and garbage collection, undertaken by on or behalf of the municipality;
- k. Snow removal that is essential for the normal operation of a business
- l. Municipal or Church clocks striking the hour and chimes ringing and the playing of any church carillon.

**By-Law 20-2009
Township of North Huron
Noise Regulations**

SCHEDULE 4

**Application for Noise Exemption
To Noise Control By-law 20-2009**

Applicant Name	Last	First
Applicant Address	Street	Postal Code
Applicants Phone Number		
Group or Organization		
Event Title		
Date of Event	Time of Event	
(If event is being held over more than one day, specify times for each day)		
Description of Event – include the source of sound or vibration in respect of which the exemption is being sought:		

State the particular provision or provisions of the By-law from which the exemption is being sought		

Date

Signature

Submit to:
Clerk's Office
Township of North Huron
274 Josephine Street
Wingham, ON N0G 2W0

Title

By-Law 20-2009
Township of North Huron
Noise Regulations
“Part I Provincial Offences Act”

SCHEDULE 5

Item	COLUMN 1 Short Form Wording	COLUMN 2 Provision Creating or defining offence	COLUMN 3 Set Fine
1	Causing or permitting noise by racing a motorized vehicle	Section 3 Schedule 1-1	\$125.00
2	Causing or permitting noise from squealing tires	Section 3 Schedule 1-2	\$125.00
3	Causing or permitting noise by operating a combustion engine without exhaust in good working order	Section 3 Schedule 1-3	\$125.00
4	Causing or permitting noise by operating pneumatic device without exhaust in good working order	Section 3 Schedule 1-3	\$125.00
5	Causing or permitting noise by operating construction equipment without exhaust in good working order	Section 3 Schedule 1-3	\$125.00
6	Causing or permitting noise from the operation of a motor vehicle with a trailer	Section 3 Schedule 1-4	\$125.00
7	Causing or permitting noise from the idling of a vehicle	Section 3 Schedule 1-5	\$125.00
8	Causing or permitting noise from mechanical equipment that is not properly maintained	Section 3 Schedule 1-6	\$125.00
9	Causing or permitting noise from a vehicle horn or other warning device	Section 3 Schedule 1-7	\$125.00
10	Causing or permitting noise from a vehicle stereo or other electronic device	Section 3 Schedule 1-8	\$125.00
11	Causing or permitting noise from the discharge of a firearm	Section 4 Schedule 2-1	\$125.00
12	Causing or permitting noise from any electronic device or sound producing equipment	Section 4 Schedule 2-2	\$125.00
13	Causing or permitting noise from the operation of a motorized conveyance	Section 4 Schedule 2-3	\$125.00
14	Yelling, shouting, hooting, whistling or singing	Section 4 Schedule 2-4	\$125.00
15	Cause or permit noise from the detonation of fireworks or explosive devices"	Section 4 Schedule 2-5	\$125.00
16	Cause or permit noise from the operation of a radio, television, stereo or other electronic device including any amplification device, or any musical or other sound producing instrument.	Section 4 Schedule 2-6	\$125.00
17	Cause or permit noise from the operation of any auditory signalling device.	Section 4 Schedule 2-7	\$125.00
18	Cause or permit noise from the operation of any equipment in connection with construction.	Section 4 Schedule 2-8	\$125.00
19	Cause or permit noise from the operation or use of any tool for domestic purposes other than snow removal	Section 4 Schedule 2-9	\$125.00

Note: the general penalty provision for the offences listed above is section 10(2) of bylaw 20-2009, a certified copy of which has been filed.



April 7, 2009

Ms. Kathy Adams, Deputy Clerk
Township of North Huron
P.O. Box 90
Wingham, Ontario
N0G 2W0

Dear Ms. Adams:

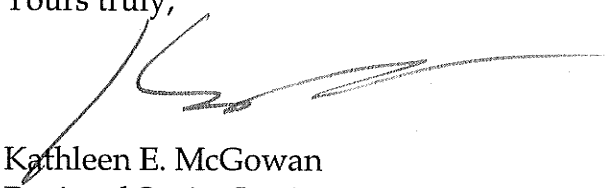
**Re: Set Fines - Provincial Offences Act - Part I
By-law Number 20-2009, of the Township of North Huron**

Enclosed herewith is a copy of an Order, and a copy of a schedule of set fines for the above referenced By-Law, the By-law indicated in the schedule.

The setting of the fines does not constitute my approval of the short form of wording used to describe the offences.

I have forwarded the copy of the Order and the schedule of set fines to the Provincial Offences Court in Goderich, together with a certified copy of the By-law.

Yours truly,


Kathleen E. McGowan
Regional Senior Justice
West Region

Enclosures

/pp

cc: Manager, Provincial Offences Court

RECEIVED
APR 14 2009
TOWNSHIP OF NORTH HURON

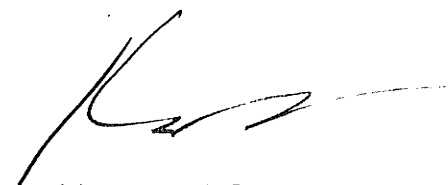
ONTARIO COURT OF JUSTICE

PROVINCIAL OFFENCES ACT

PART I

IT IS ORDERED pursuant to the provisions of the Provincial Offences Act and the rules for the Ontario Court of Justice that the amount set opposite each of the offences in the schedule of offences under the Provincial Statutes and Regulations thereunder and Municipal By-law No. 20-2009, of the Township of North Huron, attached hereto are the set fines for those offences. This Order is to take effect April 7, 2009.

Dated at London this 7th day of April, 2009



Kathleen E. McGowan
Regional Senior Justice
West Region

By-Law 20-2009
Township of North Huron
Noise Regulations
“Part I Provincial Offences Act”

SCHEDULE 5

Item	COLUMN 1 Short Form Wording	COLUMN 2 Provision Creating or defining offence	COLUMN 3 Set Fine
1	Causing or permitting noise by racing a motorized vehicle	Section 3 Schedule 1-1	\$125.00
2	Causing or permitting noise from squealing tires	Section 3 Schedule 1-2	\$125.00
3	Causing or permitting noise by operating a combustion engine without exhaust in good working order	Section 3 Schedule 1-3	\$125.00
4	Causing or permitting noise by operating pneumatic device without exhaust in good working order	Section 3 Schedule 1-3	\$125.00
5	Causing or permitting noise by operating construction equipment without exhaust in good working order	Section 3 Schedule 1-3	\$125.00
6	Causing or permitting noise from the operation of a motor vehicle with a trailer	Section 3 Schedule 1-4	\$125.00
7	Causing or permitting noise from the idling of a vehicle	Section 3 Schedule 1-5	\$125.00
8	Causing or permitting noise from mechanical equipment that is not properly maintained	Section 3 Schedule 1-6	\$125.00
9	Causing or permitting noise from a vehicle horn or other warning device	Section 3 Schedule 1-7	\$125.00
10	Causing or permitting noise from a vehicle stereo or other electronic device	Section 3 Schedule 1-8	\$125.00
11	Causing or permitting noise from the discharge of a firearm	Section 4 Schedule 2-1	\$125.00
12	Causing or permitting noise from any electronic device or sound producing equipment	Section 4 Schedule 2-2	\$125.00
13	Causing or permitting noise from the operation of a motorized conveyance	Section 4 Schedule 2-3	\$125.00
14	Yelling, shouting, hooting, whistling or singing	Section 4 Schedule 2-4	\$125.00
15	Cause or permit noise from the detonation of fireworks or explosive devices"	Section 4 Schedule 2-5	\$125.00
16	Cause or permit noise from the operation of a radio, television, stereo or other electronic device including any amplification device, or any musical or other sound producing instrument.	Section 4 Schedule 2-6	\$125.00
17	Cause or permit noise from the operation of any auditory signalling device.	Section 4 Schedule 2-7	\$125.00
18	Cause or permit noise from the operation of any equipment in connection with construction.	Section 4 Schedule 2-8	\$125.00
19	Cause or permit noise from the operation or use of any tool for domestic purposes other than snow removal	Section 4 Schedule 2-9	\$125.00

Note: the general penalty provision for the offences listed above is section 10(2) of bylaw 20-2009, a certified copy of which has been filed.

RECEIVED

APR - 3 2009

TOWNSHIP OF NORTH HURON

Ministry of the Attorney General

Ministère du Procureur général

400 Queen Street West

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Toronto, Ontario M5H 2M2

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Ontario

April 2, 2009

The Honourable Kathleen E. McGowan
Regional Senior Justice, West Region
Ontario Court of Justice (Provincial Division)
15th Floor, Unit G
80 Dundas Street
London N6A 6B3

Dear Regional Senior Justice McGowan:

Re: Township of North Huron, Huron County
Set Fine Application
Part I Provincial Offences Act
By-law No. 20 -2009: Noise

Please find enclosed one (1) set fine application submitted by Kathy Adams, Deputy Clerk, on behalf of the Township of North Huron.

Amendments have been made to this application and I am now content that it is complete and in order. I am forwarding it to Your Honour with a recommendation for its approval.

Should you have any questions, please do not hesitate to contact me.

Yours truly,

A handwritten signature in black ink that reads "Kerry Lee Thompson".

Kerry Lee Thompson,
Crown Counsel
/da

Enclosures

c.c. Kathy Adams

Date	Time	Temp – C	Reading – dB	Generator running – Notes
Wed, Apr 12, 23	08:35:00	20.7	44.5	No, Base Reading-School bus running
Wed, Apr 12, 23	09:02:00	20.1	40	No, Base Reading – Birds chirping
Wed, Apr 12, 23	10:30:00	20.3	39.6	No, Base Reading – Birds chirping
Wed, Apr 12, 23	14:10:00	25.1	40.1	No, Base Reading – Birds chirping
Wed, Apr 12, 23	17:45:00	22	44.5	No, Base Reading – Birds chirping
Thu, Apr 13, 23	09:00:00	23.6	41.9	No, Base Reading
Thu, Apr 13, 23	12:00:00	25.6	44.1	No, Base Reading – neighbour cutting grass
Thu, Apr 13, 23	14:30:00	26.4	42.3	No, Base Reading
Fri, Apr 14, 23	09:00:00	23	42.5	No, Base Reading
Fri, Apr 14, 23	09:30:00	31.7	54	No,Base Reading in sun – Neighbour using leaf blower
Fri, Apr 14, 23	11:30:00	20.9	51.2	No,Base Reading in sun – Neighbour using leaf blower
Wed, Apr 19, 23	13:03:00	13.5	74.2	Yes
Wed, Apr 19, 23	13:23:00	13.1	45.2	No, Base Reading
Thu, Apr 20, 23	11:55:00	17.2	68.4	No, Street sweeper passing on this side of street
Tue, Apr 25, 23	11:30:00	15.7	40.9	No, Base Reading
Tue, Apr 25, 23	13:00:00	11.6	40.2	No, Base Reading
Wed, Apr 26, 23	12:50:00	10.5	40.4	No, Base Reading
Wed, Apr 26, 23	13:05:00	10.5	73.5	Yes
Wed, Apr 26, 23	13:30:00	10.7	40.7	No, Base Reading
Wed, Apr 26, 23	16:50:00	11.2	73.1	No, cutting lawn next door
Wed, Apr 26, 23	19:30:00	6.1	41.2	No, Base Reading
Wed, May 3, 23	09:45:00	6.4	42.1	No, Base Reading
Wed, May 3, 23	12:50:00	8.5	43.5	No, Base Reading
Wed, May 3, 23	13:05:00	9.5	73.6	Yes
Wed, May 3, 23	13:25:00	9.3	46.6	No, Base Reading
Wed, May 10, 23	12:00:00	22.8	42.6	No, Base Reading
Wed, May 10, 23	13:05:00	24.1	75.5	Yes
Wed, May 10, 23	13:25:00	23.7	38.7	No, Base Reading
Wed, May 17, 23	11:48:00	9	42.2	No, Base Reading
Wed, May 17, 23	13:05:00	11.1	73.9	Yes
Wed, May 17, 23	13:25:00	10.6	42.2	No, Base Reading
Wed, May 24, 23	12:07:00	14.9	50.7	No, Base Reading – Windy
Wed, May 24, 23	13:03:00	14.3	74.5	Yes
Wed, May 24, 23	13:23:00	14.3	51.2	No, Base Reading – Windy
Wed, May 31, 23	10:27:00	31.6	40.3	No, Base Reading
Wed, May 31, 23	12:41:00	32.3	43.3	No, Base Reading
Wed, May 31, 23	13:03:00	32.5	73.4	Yes
Wed, May 31, 23	13:23:00	32.6	41.7	No, Base Reading
Wed, Jun 7, 23	11:50:00	21.5	42.8	No, Base Reading
Wed, Jun 7, 23	13:03:00	21.6	74.4	Yes
Wed, Jun 7, 23	13:23:00	21.9	43.2	No, Base Reading
Wed, Jun 14, 23	12:47:00	18.8	44.3	No, Base Reading
Wed, Jun 14, 23	13:03:00	19.1	72.7	Yes
Wed, Jun 14, 23	13:23:00	19.2	44.2	No, Base Reading
Wed, Jun 21, 23	12:39:00	28.6	44.5	No, Base Reading
Wed, Jun 21, 23	13:03:00	29.4	75.2	Yes
Wed, Jun 21, 23	13:23:00	29.8	54.2	No, cutting lawn next door
Wed, Jun 21, 23	14:00:00	29.8	45.2	No, Base Reading
Wed, Jun 28, 23	12:28:00	21.8	47	No, Base Reading
Wed, Jun 28, 23	13:03:00	21.9	75.7	Yes
Wed, Jun 28, 23	13:23:00	21.9	47.9	No, Base Reading
Wed, Jul 5, 23	12:55:00	32.6	41.9	No, Base Reading
Wed, Jul 5, 23	13:03:00	33	76.6	Yes
Wed, Jul 5, 23	13:03:00	32.8	42.7	No, Base Reading
Wed, Jul 12, 23	12:37:00	22.2	42.9	No, Base Reading
Wed, Jul 12, 23	13:00:00	23.4	73.5	Yes

Wed, Jul 12, 23	13:20:00	22.7	42.1	No, Base Reading
Wed, Jul 19, 23	12:32:00	27.9	41.2	No, Base Reading
Wed, Jul 19, 23	13:00:00	28	75.6	Yes
Wed, Jul 19, 23	13:20:00	26.4	56.5	No, neighbour cutting lawn
Wed, Jul 19, 23	13:30:00	26.3	42.1	No, Base Reading
Wed, Jul 26, 23	12:32:00	29.9	43.7	No, Base Reading
Wed, Jul 26, 23	13:00:00	30.7	44.6	No, generator attempted to start 3 times, did not run
Wed, Jul 26, 23	13:25:00	30.6	44.3	No, Base Reading

From: Mitch Wright
Sent: May 8, 2023 1:23 PM
To: William Bishop
Subject: Fwd: Noise complaint at 52 Bristol Terrace

Hi Bill,

I asked for a detailed response and received one below. Our noise bylaw doesn't have a specific dB level in it. It seems more based on the activity that is causing the noise. As indicated in the bylaw a generator has to be in good working order, which this one is. As such, despite the fact that it is causing you a disruption it doesn't appear to be violating the noise bylaw.

Councillor Mitch Wright
Township of North Huron

Begin forwarded message:

From: Mitch Wright <MWright@northhuron.ca>
Date: May 8, 2023 at 1:17:06 PM EDT
To: mitch.wright@brucepower.com
Subject: Fwd: Noise complaint at 52 Bristol Terrace

Councillor Mitch Wright
Township of North Huron

Begin forwarded message:

From: Riley Brugess <RBrugess@northhuron.ca>
Date: May 4, 2023 at 11:09:06 AM EDT
To: Mitch Wright <MWright@northhuron.ca>, Dwayne Evans <DEvans@northhuron.ca>
Cc: Nancy Small <NSmall@northhuron.ca>
Subject: RE: Noise complaint at 52 Bristol Terrace

Good morning Councillor Wright,

I have attached the Noise By-law for your review. As I stated to the complainant, the Ministry of the Environment, Conservation and Parks (MECP) enforces the Environmental Protection Act (EPA). The EPA prohibits the discharge of *contaminants* into the environment. *Sound* and *vibrations* are considered *contaminants* for the EPA. In addition, the province has Environmental Noise Guidelines which define levels of sound (measured in decibels). Noise above a certain decibel level is

considered a contaminant. Municipalities do not have the authority to enforce the EPA.

In addition, municipalities, through the Municipal Act, can regulate types of noises in a Noise By-law. The only section in our Noise By-law that regulates generators is section 3, schedule 1, item 3: "the operation of a combustion engine, pneumatic device, or construction equipment without an effective exhaust or intake muffling device in good working order and in constant operation."

An inspection of the generator was conducted. The generator appeared to be newer, in good condition, and installed by a professional company. There were no signs of missing pieces, damage, or anything to suggest that the generator would be missing any parts. We do not have the authority to open the generator without permission, and from my inspection I saw no signs that would warrant me to request access to the internal workings of the generator. Further, the use of the generator would likely fall under the exemption under section 5 (1) of the by-law where the noise is undertaken for the immediate safety, health or welfare of the inhabitants. It appears that the Electrical code may require emergency generators in certain cases (I am not sure if this building specifically applies, you have to pay to have full access to the code), and from my preliminary review it also appears that generators are recommended to run routine tests to ensure it is working properly in the event of a power outage.

Our Noise By-law does not regulate sound levels. I contacted the complainant after the inspection and informed him of the same. He was also provided information on how to contact the MECP to see if there was anything they could do. I believe the MECP called Nancy Small to discuss the issue and stated that they would not be investigating the generator.

The complainant was told that the generator was not visibly in non-compliance with any of our by-laws. I provided him with the information to speak as a delegation at a council meeting if he would like to discuss an amendment to the noise by-law to cover sound above a certain level.

Sincerely,

Riley Brugess
By-law Enforcement
Property Standards
Animal Control Officer
Township of North Huron
519.357.3550 ext. 135
rbrugess@northhuron.ca

www.northhuron.ca

From: Mitch Wright <MWright@northhuron.ca>
Sent: Thursday, May 4, 2023 10:10 AM
To: Riley Brugess <RBrugess@northhuron.ca>; Dwayne Evans <DEvans@northhuron.ca>
Subject: Fwd: Noise complaint at 52 Bristol Terrace

Riley,

I received the below note from my neighbour. Can you provide some attritional context to the investigation you performed? There isn't a noise bylaw posted on the website so I'm not sure what guidance it provides in situations like this. I did look up the complaint process and I noted that part of it is a review of provincial legislation. As far as I can tell the Ontario Environmental guideline for noise from a stationary source is 60 db.

Thanks,

Councillor Mitch Wright
Township of North Huron

Begin forwarded message:

From: Mitch Wright <MWright@northhuron.ca>
Date: May 4, 2023 at 9:58:12 AM EDT
To: William Bishop <hwbishop@gmail.com>
Subject: Re: Noise complaint at 52 Bristol Terrace

Bill,

No problem I will follow up and get some clarification.

Councillor Mitch Wright
Township of North Huron

On May 4, 2023, at 9:36 AM, William Bishop
<hwbishop@gmail.com> wrote:

You don't often get email from hwbbishop@gmail.com. [Learn why this is important](#)

Mitch,

I'm not sure if you have been home while the Backup Generator at 52 Bristol Terrace has been running but it is quite loud. The first time I heard it I purchased a Digital Sound Meter to see just how loud it is. Had this Generator only run during power outages I would not be as concerned as I am but this Generator runs a 20-minute no load test every Wednesday (minimum 17+ hrs a year) and as you are aware I like to sit out front on my deck but this is not possible while running as it drives you inside. It did run a few weeks back when our power was out and it ran for 2-1/2 hours straight.

During my testing over the past few weeks I came up with the following readings. Base reading average over a three week period (41.86 dB), readings taken over the last 3 Wednesdays while the Generator is running without load (73.85 dB). As you can see this is a large jump in levels and readings were taken from a consistent point approximately 60-ft from the Generator to the closest corner of my Deck. The Province classes levels in excess of 70 dB as LOUD.

Not wanting to bother you with this complaint, I did file a noise complaint last Thursday with the North Huron Bi-Law office (Riley Brugess) and advised that this Generator does a weekly test at 1:00pm on Wednesday's but this Bi-Law officer came out and inspected the Generator on Friday and gave me the following excuse for not proceeding "The generator appears to be in good working order and has no signs of any missing equipment." Not sure how they could tell it was in good working order since it did not run and the access doors are locked so who know what is or is not missing.

The Bi-Law officer now says that to go any further I have to appear before council as a Delegation and request an amendment to the municipal Bi-Law.

What is the purpose of noise complaints if this is the type of answers you get.

Thanks

Bill Bishop
519-357-2635

Sent from Mail for Windows

Generator Notes

Readings : Readings taken using Toptes Digital Sound Meter model : TS-501B
Taken using a sound isolating clamp on deck as shown in Photo-1
NE Corner of deck 144' 10" from street, 27' 3" from fence
54 Bristol Terrace, Single Family Bungalow,
Roll # 40-50-510-013-04501-0000
Readings taken with Generator in test mode, not under load
Average reading Generator OFF - 43.07dB (42 readings avg)
Average reading Generator ON - 74.45dB (14 weeks avg)
comparable, street sweeper passing (04/20/23) 68.4dB

Generator : Located at 52 Bristol Terrace, 16 unit, 2 story building
Aprox 70' from street, 18' from fence, in front of building
Unit is aprox 6'H x 7'W x 3' D powered by LNG, permanent
Equipped with 3' Exhaust pipe and debris flapper
Completes a self test for 20-minutes weekly (17-1/3 hrs year) min.
Test runs each week on Wednesdays from aprox 1:00pm to 1:20pm

By-Law : Believe 20-2009 Schedule-1, Section 5b (does not clearly specify
a Generator) is being effected, not Section 3 as advised by officer
(Riley Brugess), many unknown factors about the generator and
its construction, exhaust or muffling (none visible if any)

Additional : Provincial EPA Noise Guidelines class any devise operating above
70dB as LOUD, EPA advises this is a By-Law issue as residential.
No test was run on 07/26/23 as would not start (LNG appeared to be
turned off, 3-tries).
Unlike lawn mowers this unit does not move, sound source is fixed.

Recommendations :
The current By-Law to be amended to include back-up generators
and allowable sound levels. Levels above the Provincial guideline
of 70dB should require a sound deadening enclosure within
residential areas, in industrial areas hearing protection required.



TOWNSHIP OF NORTH HURON

Report No.
CL-2023-17

REPORT TO: Reeve Heffer and Members of Council
PREPARED BY: Carson Lamb, Director of Legislative Services/Clerk and Chris Townes, Director of Finance/Treasurer
DATE: 08/08/2023
SUBJECT: CL-2023-17 Amendment to Procedure By-law – Town Hall Public Meeting
ATTACHMENTS: None

RECOMMENDATION:

THAT the Council of the Township of North Huron hereby receives the joint report of the Director of Legislative Services/Clerk and the Director of Finance/Treasurer, dated August 8, 2023 regarding an Amendment to the Procedure By-law to remove the Town Hall Public Meeting requirement, for information purposes;

AND FURTHER, THAT Council supports the proposed approach to receiving public input into the budget process as outlined in staff report CL-2023-17;

AND FURTHER, THAT Council directs the Director of Legislative Services/Clerk to prepare a by-law for the September 5, 2023 Regular meeting to amend By-law No. 116-2017 to remove the Town Hall Public Meeting requirement.

PURPOSE:

The purpose of this report is to present Council with an alternative approach to the Town Hall public meeting in order to receive public input into the budget, as directed by motion M352/21.

BACKGROUND INFORMATION:

As set out in Section 5.10 of the Procedure By-law, Council is required to hold a minimum of one (1) Town Hall Public Meeting per year. The purpose of a Town Hall meeting is to allow members of the public an opportunity to provide comment and input to Council as a whole. Town Hall meetings are not a statutory requirement of Council and are offered as an added opportunity for dialogue.

Historically, Town Hall meetings have been scheduled in the Fall and have been used by Council to receive input into the budget process. Most questions received at Town Hall meetings have been specific and individuals were referred to a more appropriate channel for an answer. Resultantly, Council identified the need to investigate an alternative approach to the Town Hall public meeting to better receive public input into the budget process.

At the October 18, 2021 regular meeting, Council passed the following motion:

M352/21

MOVED BY: T. Seip

SECONDED BY: A. van Hittersum

THAT the Council of the Township of North Huron hereby directs staff to prepare a follow up report regarding potential alternatives to the Town Hall public meeting requirement in order to receive public input into the budget.

CARRIED

DISCUSSION:

As Council is aware, a follow up report from motion 352/21 was not presented in 2022 due to the Director of Finance/Treasurer vacancy. With the Director of Finance/Treasurer position now filled, an alternative approach to the Town Hall meeting has been developed. The approach focusses on how to best receive meaningful public input into the budget process and is proposed as follows:

- Staff will prepare a budget-related survey in August using Google Forms.
- The survey will be open for the entire month of September.
- Anonymity will be maintained for all who complete the survey.
- For those not technologically able to do complete an online survey, paper copies will be made available at Town Hall, and the two libraries in North Huron, for hard copy submissions.
- The survey questions will focus on areas such as: service level satisfaction, municipal priorities, use of tax dollars, etc.
- Once the survey is closed, the results will be provided to Council in October at the Year-to-Date/Strategic Plan update meeting to inform the budget process.

If Council is supportive of the proposed approach as outlined above, it would be implemented by Township staff for the development of the 2024 budget. A by-law to amend the Township's Procedure By-law would also be brought forward for the September 5th regular meeting to remove the Town Hall public meeting requirement.

FINANCIAL IMPACT:

No additional costs will be incurred for the proposed approach for the distribution of the survey. With the elimination of the Town Hall public meeting, some savings will be experienced related to staff time, Council remuneration, costs for a moderator, facility booking costs, etc.

FUTURE/OTHER CONSIDERATIONS:

As society changes, it is important that the Township adapts and modernizes. There are several ways to better engage with the residents of the Township to allow for more accountable and transparent governance. Staff will investigate ways to continuously improve how the Township engages with its residents and stakeholders on an ongoing basis.

OTHERS CONSULTED:

None.

RELATIONSHIP TO THE STRATEGIC PLAN:

Goal #3 - Our goal is to be a fiscally sustainable, transparent, and forward-thinking municipality that works with its residents and stakeholders through communications and community engagement.



Carson Lamb, Director of Legislative
Services/Clerk



Dwayne Evans, CAO



Chris Townes, Director of Finance/Treasurer



TOWNSHIP OF NORTH HURON

Report No.
PW-2023-22

REPORT TO: Reeve Heffer and Members of Council
PREPARED BY: Gregg Furtney, Director of Public Works and Facilities, Francene Francis, Asset Management Coordinator, and Chris Townes, Director of Finance/Treasurer
DATE: 08/08/2023
SUBJECT: PW-2023-22 2024-2025 Asset Management Plan (AMP)
ATTACHMENTS: North Huron O.Reg 588 (2025) Compliant AMP Proposal; North Huron CityWide GIS & MM Quote

RECOMMENDATION:

THAT the Council of the Township of North Huron hereby receives the joint report from the Director of Public Works and Facilities, Asset Management Coordinator, and Director of Finance/Treasurer, dated August 8, 2023, regarding the 2024-2025 Asset Management Plan (AMP) for information purposes;

AND FURTHER, THAT the Council of the Township of North Huron hereby pre-approves a total of \$173,501 under asset management in the 2024 operating budget in order to complete the Ontario Regulated 588/17 Compliant 2025 Asset Management Plan and implement CityWide GIS and Maintenance Manager;

AND FURTHER, THAT the Council of the Township of North Huron hereby pre-approves the inclusion of a full-time, permanent Asset Management Coordinator (starting January 1, 2024) within the Public Works and Facilities Department.

PURPOSE:

The purpose of this report is to obtain Council approval to:

1. Issue a purchase order for the implementation of the Ontario Regulated 588/17 Compliant 2025 Asset Management Plan;
2. Issue a purchase order for the implementation of CityWide GIS and Maintenance Manager to provide efficiencies within the Asset Management program;
3. To approve the inclusion of a full-time, permanent Asset Management Coordinator within the Public Works and Facilities Department, effective January 1, 2024.

BACKGROUND INFORMATION:

In 2014, Ontario introduced Ontario Regulation 588/17 stating that “Every municipality shall prepare a strategic asset management policy...” that supports any of the municipality’s goals, policies, or plans for replacement, renewal, maintenance, operation, and disposal of assets. To date, North Huron has developed and passed Asset Management Plans (AMPs) in 2013, 2016, and 2022. As per O. Reg 588/17 the next plans are due on July 1st of 2024 and 2025 respectively. The 2022 AMP was developed to identify the current practices and strategies that the Township applies to assess their age, condition, replacement, and services costs, levels of service, and asset performance of core municipal assets (water and sewage networks, facilities, transportation networks, etc.); make recommendations where these strategies can be further refined; and determine a 10-year lifecycle replacement or maintenance plan for core assets.

The 2024 AMP has the same requirements for all other municipal assets (facilities, fleet, information technology, machinery and equipment, and land improvements), including natural infrastructure. The 2025 component of O. Reg 588/17 builds on both the 2022 and 2024 AMPs by providing a feasible plan of the activities and funding required by the Township to meet the proposed levels of service detailed in the 2022/2024 plans, any forecasted budgetary shortfalls, and how the Township plans to address them. The 2022 North Huron AMP was written to also include 2024 regulations, however as the Asset Management process is dynamic, as more information was added deficiencies were found such as the lack of inclusion of natural infrastructure required in the 2024 plan. This will be corrected for the next round of AMPs which will combine the 2024 and 2025 AMPs into one regulatory document ready in time for the July 1, 2024 deadline.

The Township has been using PSD CityWide (further referred to as CityWide) to conduct our asset management planning and index our assets since 2013. Since then, we've maintained a good working relationship with CityWide and have used them as our sole asset database and main financial planning tool for the municipality. CityWide's services allow us to manage the estimated useful life, condition, replacement costs, valuation costs, and several other finance tools for each asset. We have been using the base Asset Manager CityWide module since 2013. As part of our asset management and reconciliation project, we propose adding CityWide's GIS and Maintenance Manager modules to provide the Township with a more comprehensive asset tracking system.

Since the hiring of an Asset Management Coordinator in June 2022, the aforementioned deficiency in our current Public Works data management system has been identified and our options considered. After weighing the cost-benefit analysis, having all our asset records managed using CityWide's services was the best option. We currently have our asset database and GIS mapping and work order forms on separate systems. Integrating these datasets into the same database will increase the efficiency and accuracy of updating and maintaining our data. This will save staff time as well as with more complete and modernized Township Public Works records. Having our GIS and Public Works information on CityWide, where all the assets are currently catalogued, will also create a more easily referenceable way to locate our assets. Switching from our current GIS provider to CityWide will have upfront costs however, the benefits will far outweigh the increase in cost. Having CityWide's services will enable Township staff to: (1) log work and service orders from anywhere; (2) enable staff to more readily find records connected to assets; (3) access mobile mapping; (4) have fleet logging and tracking; and (5) have an unlimited number of staff users. These services were previously unavailable to the Municipality.

To ensure the proper integration of our data into the new system and carry out the Asset Management planning, the Asset Management Coordinator will be spearheading the data collection and relaying processes. Over an estimated period of six months, the Asset Management Coordinator, with assistance from the Director of Public Works and Facilities, Director of Finance/Treasurer, and other staff as needed, will collect, update, and relay all necessary asset information to CityWide. There will also be community and staff consultations throughout the AMP process, led by the Asset Management Coordinator and CityWide, to determine that all information required for the plan is properly relayed and understood by both staff and the public. The Asset Management Coordinator will also be in charge of managing the integration of our asset catalogue and our GIS database and will continue to do so after the initial integration process is complete.

Following the completion of O. Reg. requirements, a full-time, permanent Asset Management Coordinator is needed as administration to oversee the continual maintenance of municipal assets and update our financial asset management. Having a dedicated staff in this role will ensure that the Township's assets are properly maintained and accounted for. Following this, O. Reg. 588/17 also states that after the first Asset Management Plan is prepared, each municipality should "review, and if necessary, update, [the AMP] at least every five years". Having a continually updated AMP is important as not only is it required by law, but having a complete and updated AMP also greatly assists the Township in acquiring provincial and federal grants and other funding the municipality depends on to complete capital projects and generate reserves for future maintenance and operations of the municipality. Lastly, completing the AMP process will greatly assist the municipality in all budgetary considerations for at least the next 10 years (the duration of the Asset Management Plan). Having this framework to guide decisions will greatly reduce staff time and contention around the budget process while also providing a publicly referenceable document that can be used to alleviate public concerns.

DISCUSSION:

With the Ontario Regulation deadlines fast approaching and Asset Management Consulting firms heavily burdened with previous commitments; it is imperative that the Township of North Huron takes immediate action. The Township of North Huron has been very fortunate to have an excellent working relationship with Public Sector Digest who is willing to work with staff and ensure compliance prior to the Provincially regulated deadline.

Staff have been informed that this project will take a minimum of six months to implement prior to initial use for its intended purposes.

Currently the contract for the Asset Management Coordinator is set to expire on December 29, 2023.

FINANCIAL IMPACT:

The Ontario Regulated 588/17 Compliant 2025 Asset Management Plan with Citizen Engagement and Council Sessions as well as an AODA compliant document for the Township of North Huron website has been quoted at \$76,100 plus applicable taxes.

The CityWide GIS and Maintenance Manager to assist with ongoing maintenance and management of the Ontario Regulated 588/17 Compliant 2025 Asset Management Plan has been quoted at \$94,400 plus applicable taxes.

After reviewing staffing levels, staffing requirements, and implementing a number of efficiencies within the Public Works Department, the Director of Public Works and Facilities is confident that including a full-time, permanent Asset Management Coordinator (starting January 1, 2024) to the Public Works and Facilities Department would pose little to no change in the required future salaries and benefits budget within the respective department.

Historically, the Township of North Huron has been budgeting annually \$127,826 for Asset Management and transferring these into reserves at year end. The net cost to the Township of North Huron to implement these requests would be \$173,501; a one-time net cost increase of \$45,675.

FUTURE/OTHER CONSIDERATIONS:

On-going Provincially regulated Asset Management related updates and maintenance;
Reducing infrastructure deficit;
Maintaining and implementing asset replacement schedules.

OTHERS CONSULTED:

Alyssa Lidow, Human Resources/Health & Safety Coordinator
Daniel Gray, Senior Account Manager – Public Sector Digest (PSD)

RELATIONSHIP TO THE STRATEGIC PLAN:

Goal #4.4 – Update an Asset Management Plan that includes:

- A review of current condition of Township facilities and needs assessment
- An audit of road conditions and related infrastructure, and a road resurfacing schedule
- A 10-year Capital Plan to establish savings targets to meet capital management needs



Gregg Furtney, Director of Public Works
and Facilities



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Township of North Huron

O. Reg 588 Compliant (2025) Asset Management Plan

Project Proposal

Date: July 4, 2023

Submitted By:

PSD Citywide Inc.

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Statement of Confidentiality

This document has been prepared specifically for the Client.

PSD Citywide shall treat as confidential all information obtained by PSD Citywide for and from the Client as well as all information compiled by PSD Citywide under this Agreement for the Client, including without limitation: business and marketing information, technical data, programs, source codes and other software, plans and projections.

This proposal and all of its associated pricing shall remain valid until **August 1/2023**.

Corporate Profile

PSD Citywide is Canada's top provider of enterprise asset management software and consulting. With a multi-disciplinary consulting team and a leading in-house software development group, PSD Citywide provides complete solutions to deliver best-in-class service for our public sector clients. Our mission is to empower government organizations to turn complex infrastructure and financial decisions into simple directions to move forward.

Founded in 2003 as Public Sector Digest Inc, our firm rebranded as PSD Citywide in 2021 with a renewed focus on our core service areas of software and consulting. Headquartered in London, Ontario with additional offices in Toronto and Victoria, PSD Citywide works closely with local governments from all over North America. To ensure client programs adhere to leading standards, our consultants and analysts are certified through the Institute of Asset Management (IAM) and well-versed in international best practices including ISO 55000.

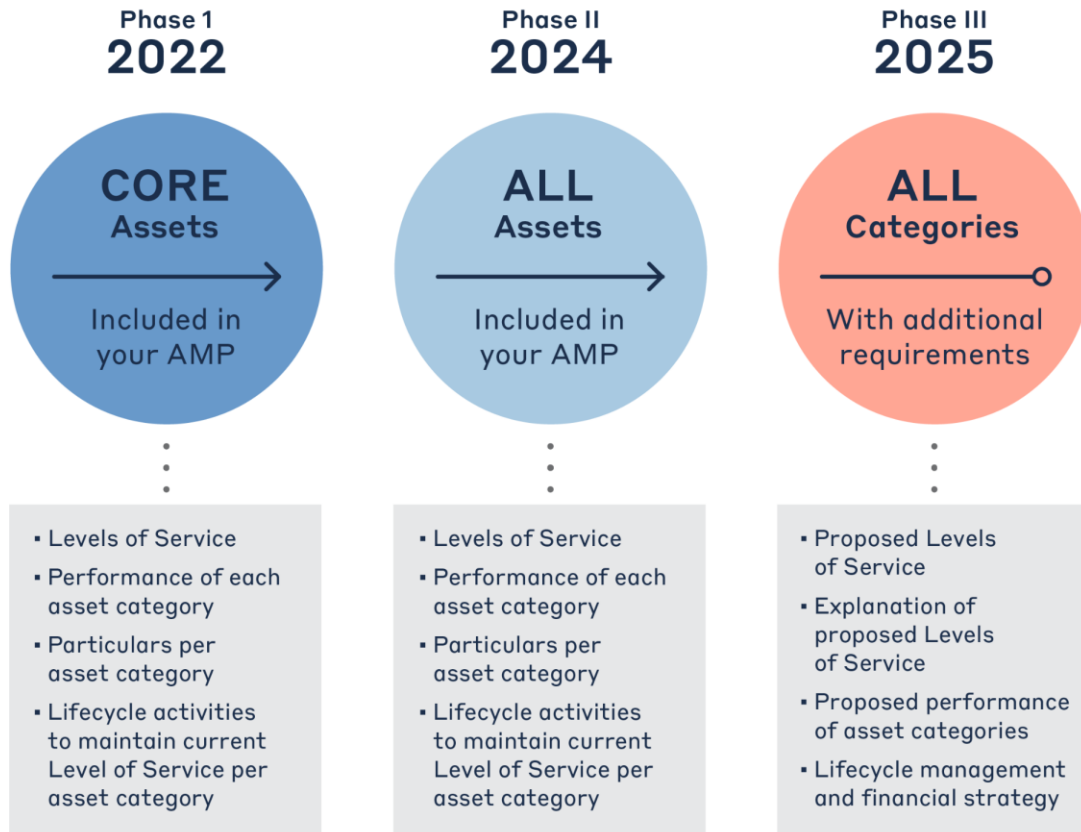
Project Deliverables

This document contains a high-level project plan for the municipality for the purpose of developing and delivering an Asset Management Plan. The proposed schedule, requirements and scope presented in this document are to be refined and updated as client requirements, business and operational goals, and constraints are gathered throughout the project. The Asset Management Plan (AMP) will be composed with the following components at a minimum:

- Executive Summary
- Introduction
- State of Local Infrastructure
- Asset Management Strategy
- Levels of Service
- Financial Strategy

1. O. Reg 588/17 Compliant Asset Management Plan

The asset management plan will become a document that officials, staff, and residents can use to guide their decision-making and develop an educated perspective on managing a municipality's assets. Ontario Regulation 588/17 requires municipalities to develop an asset management plan in three stages:



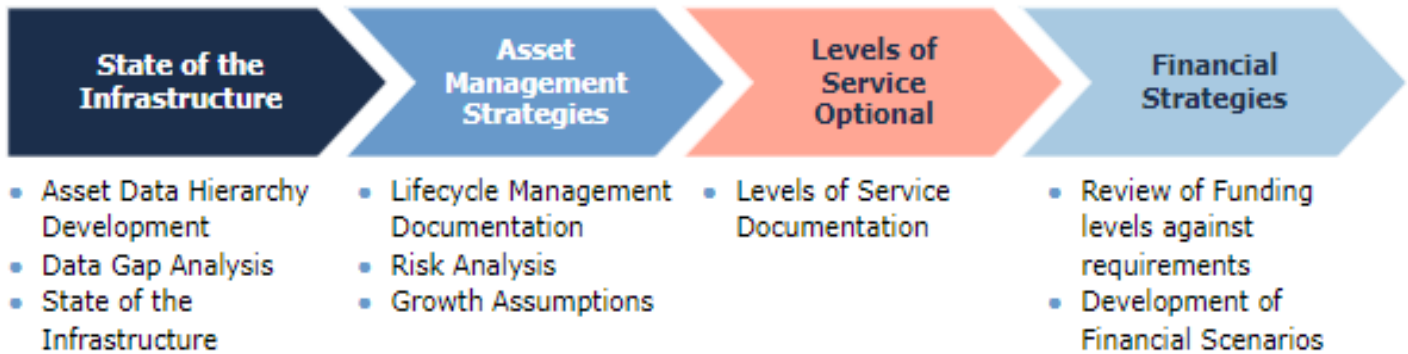
PSD Citywide’s work for the municipality will complete preparation for **Phase 3**, in order to comply with the **2025 requirements of AMP development**.

Asset Management Workshops and Interviews

The development of the AMP requires input from stakeholders across all departments to leverage existing knowledge, understand current practices, and review insights. At key intervals over the course of the project PSD Citywide will lead workshops and/or interviews with relevant staff to ensure all project requirements have been satisfied. The number of workshops and the content covered will be determined during the initial project planning stage in collaboration between PSD Citywide and key project stakeholders but may change as project requirements become better understood. This will depend on the maturity of data and processes currently and the availability of studies and reports. The budget for these engagements includes prep time, workshop design, and delivery.

Project Scope

There are 3 key sections in the asset management plan:



The following tables identify the content that will be included in the AMP for each asset category:

Asset Category	Project Requirements			
	State of Infrastructure	AM Strategies	Levels of Service	Financial Strategies
Road Network	Yes	Yes	Yes	Yes
Bridges & Culverts	Yes	Yes	Yes	Yes
Storm	Yes	Yes	Yes	Yes
Water	Yes	Yes	Yes	Yes
Wastewater	Yes	Yes	Yes	Yes
Facilities	Yes	Yes	Yes	Yes
Land Improvements/Parks	Yes	Yes	Yes	Yes
Machinery & Equipment	Yes	Yes	Yes	Yes
Vehicles	Yes	Yes	Yes	Yes

Topic	In Scope	Out of Scope
Inventory Analysis & State of the Infrastructure	<ul style="list-style-type: none"> ✓ Develop customized AMP classification structure (data hierarchy) ✓ Complete a data gap analysis ✓ Review and adjust Useful Lives and Replacement Costs ✓ Inventory duplication review & identification of excluded assets ✓ Upload available assessed condition data (e.g. Road Needs Study) that aligns with current asset inventory structure only 	<ul style="list-style-type: none"> ✗ Financial data adjustments (disposals, betterments, cost balancing) ✗ Inventory reconciliation or merging data between two datasets (e.g. TCA vs. GIS) ✗ Create links to GIS dataset ✗ Disaggregate pooled inventory data ✗ Complete on-site condition assessments
AM Strategies (Lifecycle)	<ul style="list-style-type: none"> ✓ Document current lifecycle and condition assessment strategies (all assets) ✓ Create lifecycle model(s) for Roads that identify current or proposed management strategies ✓ Lifecycle activities for bridges and structural culverts based on recommended activities in OSIM reports 	<ul style="list-style-type: none"> ✗ Identify optimal lifecycle strategies or make recommendations on best practices ✗ Create lifecycle model(s) for any assets other than Roads
AM Strategies (Risk)	<ul style="list-style-type: none"> ✓ Basic risk models developed for all asset categories (1-2 Consequence of Failure Metrics; 1-2 Probability of Failure Metrics) based on available data ✓ Development of risk matrices ✓ Identification of risks to infrastructure programs in general 	<ul style="list-style-type: none"> ✗ Development of risk mitigation strategies
AM Strategies (Growth)	<ul style="list-style-type: none"> ✓ Identification of growth assumptions based on the best available data ✓ Review of expected impacts of growth on asset management planning 	<ul style="list-style-type: none"> ✗ Growth forecasting
Levels of Service	<ul style="list-style-type: none"> ✓ Identification of proposed level of service (O.Reg 588/17 metrics) ✓ Selection of up to 1 -3 additional key performance measures per asset category 	<ul style="list-style-type: none"> ✗ Review of historical data and/or trend analysis
Financial Strategy	<ul style="list-style-type: none"> ✓ Review of historical approach to capital funding allocation and debt financing ✓ Development of phased-in financial strategy to meet capital lifecycle requirements (5-20 Years) 	<ul style="list-style-type: none"> ✗ Review of operating costs ✗ Integration of growth costs ✗ Development of reserve funding strategy
Draft/Report	<ul style="list-style-type: none"> ✓ 2 draft revision cycles ✓ Final presentation to Council as required 	

AMP Development

Phase 1: Document Review & Project Planning

To ensure alignment between the AMP and the municipality’s current strategic objectives, the development process will begin with a review of any previous AMPs and related infrastructure documentation, including strategic plans, AM policies, and other relevant studies.

PSD Citywide will then host a kickoff meeting with project stakeholders to establish a working group made up of designated municipal staff with assigned roles and responsibilities, and then work with staff to fully understand the project goals and objectives of the municipality. Our approach and methodologies implemented in developing the AMP will enable strategic asset management decision-making, and we will ensure that all training material and the content of the workshops are designed specifically for the municipality. Based on PSD Citywide’s review of provided documentation and the project kick-off meeting, a tailored project plan will be designed to ensure that the final deliverable meets all the identified goals and objectives.

Phase 2: Inventory Analysis & State of the Infrastructure

1. Asset Data Hierarchy Development

In addition to portfolio-level analysis, the AMP will also include detailed analysis at a network- or system-level. To enable this analysis, an asset data hierarchy will be developed which sorts assets into service areas or other functional categories. Our process will include a review of past AMPs, recent budget documents, as well as the municipality’s current asset inventory to determine an optimal data structure. An example of a three-tier asset hierarchy can be found below.

Service Area	Asset Category	Asset Type
Infrastructure Services	Engineering Services	Roads
		Bridges & Culverts
		Stormwater
	Transportation	Traffic
		Signages
		Street Lighting
	Roads & Fleet	Machinery & Equipment
		Vehicles

PSD Citywide will provide multiple options for the municipality to review and confirm, ensuring that the AMP aligns closely with other strategic documents.

2. Data Gap Analysis & Refinement

Asset management planning is only as strong as the data and information that it is based on. Each asset can have anywhere from several to dozens of attributes—from material type and replacement costs to useful life and condition information. With tens of thousands of assets across the portfolio, there are many opportunities for errors or inconsistencies to be introduced. For that reason, we spend a considerable portion of our project reviewing and refining key infrastructure data. A detailed data gap analysis will be performed across all asset categories to determine where additional data is needed and where existing data should be reviewed for accuracy. The following table provides an example of the data fields that are typically reviewed:

Data Fields	Completeness (%)	# of Assets with Gaps	Notes for Review
Quantity	95%	325	Quantities are present for almost all assets. Some anomalies require further review as identified in a separate worksheet.
In-Service Date	100%	0	No further review required
EUL	8%	6250	All assets from the provided GIS listing will require a Lifecycle EUL to be assigned.
Replacement Cost	0%	6489	Assets that have historical costs will use appropriate inflation measures to determine replacement cost. For core linear assets a unit cost template will be provided for review.
Assessed Condition	0%	6489	No condition data available in Citywide; please provide if available. Age-based estimates of condition will be used for all assets without assessed condition.

The process of data collection and analysis used by PSD Citywide is designed to increase confidence in the asset data itself, and the final project components that rely on this data. As data has such widespread implications across the asset management program, PSD Citywide will work with the municipality to address gaps and increase confidence in the accuracy and reliability of asset data.

While staff will be given time to review and close some data gaps, more involved data refinements (e.g. condition assessments, data disaggregation, new inventory development) will be recommended for future reference. PSD Citywide can provide some guidance on average replacement costs and EULs using data from similar-sized municipalities or available benchmarking data if required.

3. State of the Infrastructure

The State of the Infrastructure (SOTI) is a key element of our asset management plans. It includes data and information on each asset class, including inventory, replacement cost, asset condition, service life remaining, average age, and capital needs forecasts.

The analysis within the SOTI is only as reliable as the asset data and information that it is provided. Any concerns and assumptions with the accuracy and/or reliability of this data will be clearly identified in the report. Additional recommendations will be developed to address identified concerns. The SOTI will include portfolio-level analysis as well as network or system-level analysis in the following areas:

Asset Inventory & Replacement Cost

All the analysis included in the AMP is a product of the best available data on existing municipal infrastructure assets. From the provided asset inventory, we will develop a simplified overview of the scope and quantity of assets that the municipality owns to provide municipal services. This section will answer two questions in particular:

- What do we own?
- How much is it worth?

Determining asset replacement costs is one of the first steps in the development of a long-term capital forecast. There are several methods that can be employed to determine these costs including:

- **Cost Inflation** – inflation of the asset cost recorded at the time it was acquired to today’s value using an available index (CPI or BCPI)
- **Replacement Unit Costs** – A unit-based or asset-specific replacement cost determined through a review of recent contracts, reports, and/or staff estimates

We will work closely with staff to review and evaluate asset replacement costs to ensure that costing estimates and capital forecasts are based on the best available data. Where possible we will cross-reference with available industry costing data as well as internal datasets developed during our extensive working relationship with clients across North America of various sizes.

Asset Condition

Asset management planning should be based on the best available data on asset condition. Determining the current condition of assets will inform lifecycle management strategies, condition assessment strategies, and the development of long-term capital forecasts. All assets will be given a condition rating based on the best available data from **Very Good to Very Poor** as per the following industry-standard rating criteria identified in the Canadian Infrastructure Report Card.

Condition	Description	Criteria
Very Good	Fit for the future	Well maintained, good condition, new or recently rehabilitated
Good	Adequate for now	Acceptable, generally approaching mid-stage of expected service life
Fair	Requires attention	Signs of deterioration, some elements exhibit significant deficiencies
Poor	Increasing potential of affecting service	Approaching end of service life, condition below standard, large portion of system exhibits significant deterioration
Very Poor	Unfit for sustained service	Near or beyond expected service life, widespread signs of advanced deterioration, some assets may be unusable

To allow for a standard and comparable condition rating across all assets, we may need to adapt asset-specific condition assessment criteria to fit into the above categorization. Common condition rating criteria includes:

- Pavement Condition Index (PCI) for paved roads
- Bridge Condition Index (BCI) for bridges and structural culverts
- Facilities Condition Index (FCI) for buildings and facilities

- PACP Ratings for pipes

Based on available condition data we will be able to identify the current condition of infrastructure. Our findings will inform recommendations on the development and implementation of a portfolio-wide condition assessment program to inform long-term planning.

Average Age & Service Life Remaining

Using asset In-Service Dates and Estimated Useful Lives we will be able to identify the average age of infrastructure as well as the years of service life remaining to inform both short- and long-term planning.

Measuring this data across all asset categories will allow us to develop an annual forecast of asset replacement requirements. It will also inform our recommendations on the implementation of lifecycle management and condition assessment strategies.

Phase 3: Asset Management Strategies

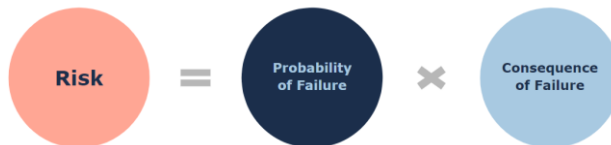
1. Lifecycle Management Strategies

The condition and/or performance of infrastructure assets will deteriorate over time. This process is affected by a range of factors including an asset’s physical characteristics, location, utilization, maintenance history and environment. Asset deterioration may be characterized by increased cost, risk, and even service disruption. To ensure that municipal assets are performing as expected and meeting the needs of the community, it is important to establish a strategy to proactively manage asset deterioration. Effective lifecycle management can extend the service life of assets and ensure that assets continue to meet service and performance requirements at the lowest total cost of ownership. The following graphic provides an example of the deterioration of an asset’s condition over its lifecycle and how strategic lifecycle management can extend service life while reducing total costs.

As part of the AMP development process, we will work with key staff to document the municipality’s current approach to lifecycle management strategies. Additionally, we’ll be able to identify optional lifecycle activities (e.g. maintenance, rehabilitation, and replacement) that the municipality may consider to reduce cost and risk. PSD Citywide will not build lifecycle models at this stage, just documenting. If lifecycle models will be built, please speak with your Account Manager or Client Support Representative.

2. Risk Analysis

The Risk Analysis in the AMP will comprise documentation of risks to infrastructure programs at both a corporate and network-level. It will also include an evaluation of risk and criticality based on condition and asset attribute data currently available in the municipality’s inventory. Asset risk evaluation considers both the probability of failure (PoF) and the consequence of failure (CoF).



Risk ratings can be used to:

- Assist with the prioritization of resources
- Prioritize and streamline inspection and condition assessment programs
- Prioritize and optimize operations and maintenance programs
- Prioritize and optimize capital budget processes and program delivery

- Ensure that available money and resources are applied to the right asset at the right time

A risk matrix is a useful tool to visualize risk across a group of assets. The AMP will include a risk matrix for each asset category similar to the example below:

Consequence	5 Severe	155.00 m \$261,795	- \$0	461.50 m \$935,461	- \$0	570.80 m \$1,025,935
	4 Major	1,881.60 m \$1,828,986	480.60 m \$406,429	723.00 m \$631,444	18.10 m \$16,815	302.46 m \$300,717
	3 Moderate	2,056.30 m \$1,669,479	788.40 m \$553,633	618.00 m \$464,836	39.60 m \$31,442	945.90 m \$713,604
	2 Minor	3,541.40 m \$2,147,557	2,887.00 m \$1,727,721	929.50 m \$556,567	2,124.10 m \$1,276,959	6,730.40 m \$4,026,603
	1 Insignificant	1,640.98 m \$1,066,646	3,974.25 m \$2,348,782	473.48 m \$279,827	321.50 m \$190,007	10,240.27 m \$6,052,000
		1 Rare	2 Unlikely	3 Possible	4 Likely	5 Almost Certain
		Probability				

3. Growth Assumptions

Understanding the key drivers of growth and demand will allow the municipality to more effectively plan for new infrastructure, and the upgrade or disposal of existing infrastructure. Increases or decreases in demand can affect what assets are needed and what level of service meets the needs of the community. PSD Citywide will work with the client to document some assumptions and key projects related to community growth, which in result, will greatly affect their asset management planning.

Phase 4: Levels of Service

Municipalities own and maintain assets with the end goal of providing a diverse range of high-quality services to the community. Through consultation with community stakeholders and often the development of strategic planning documents, a level of service standard is established.

These levels of service standards or objectives are key drivers in asset management planning and decision-making. A regular evaluation of the level of service is required to ensure that organizational objectives align with asset management outcomes. Levels of Service are used:

- To inform customers of the proposed type and level of service to be offered
- To identify the costs and benefits of the services offered
- To assess suitability, affordability and equity of the services offered
- As a measure of the effectiveness of the asset management plan

There are two levels of evaluation related to LOS:

1. **Current Level of Service** – What level of service are we providing today?
2. **Proposed Level of Service** – What level of service do we want to provide in the future?

This AMP will focus on the measurement of current levels of service. This requires the identification of key performance indicators that can be reliably and consistently measured. The differentiation between two types of indicators is described below:

1. **Community Level of Service** – Qualitative descriptions of the service provided (high-level)

2. **Technical Level of Service** – Quantitative measures of the service provided

We will work with the Click or tap here to enter text. to collect the required technical and community level of service measures. Additionally, we will identify supplementary performance measures that can help decision-makers to better understand the current level of service provided by the infrastructure in each asset category. Below is a list of the technical level of service metrics:

Asset Category	Technical LOS
Water Assets	Percentage of properties connected to the municipal water system.
	Percentage of properties where fire flow is available.
	The number of connection-days per year where a boil water advisory notice is in place compared to the total number of properties connected to the municipal water system.
	The number of connection-days per year due to water main breaks compared to the total number of properties connected to the municipal water system.
Wastewater Assets	Percentage of properties connected to the municipal wastewater system.
	The number of events per year where combined sewer flow in the municipal wastewater system exceeds system capacity compared to the total number of properties connected to the municipal wastewater system.
	The number of connection-days per year due to wastewater backups compared to the total number of properties connected to the municipal wastewater system.
	The number of effluent violations per year due to wastewater discharge compared to the total number of properties connected to the municipal wastewater system.
Stormwater Assets	Percentage of properties in municipalities resilient to a 100-year storm.
	Percentage of the municipal stormwater management system resilient to a 5-year storm.
Roads	Number of lane-kilometers of each of arterial roads, collector roads and local roads as a proportion of square kilometers of land area of the municipality.
	For paved roads in the municipality, the average pavement condition index value.
	For unpaved roads in the municipality, the average surface condition (e.g. excellent, good, fair or poor).
Bridges & Culverts	Percentage of bridges in the municipality with loading or dimensional restrictions.
	For bridges in the municipality, the average bridge condition index value.
	For structural culverts in the municipality, the average bridge condition index value.

Phase 5: Financial Strategies

1. Gather & Review Financial Data

Once the SOTI and AM Strategies have been confirmed, the development of the financial strategy can begin. We'll start with gathering and reviewing financial data provided by the municipality including:

- Revenues
- Reserves
- Debt
- Project Costs

A review of key financial data over the past three years will allow us to better understand the historical availability of infrastructure funding and identify sustainable revenue sources. Our Financial Data Analysts will complete a gap analysis and work with staff to gather, format and analyze all required data.

2. Financial Analysis & Scenarios

Assets will be divided between tax-funded and rate-funded asset categories based on their primary funding source. Where possible, our financial analysis will consider the cost requirements of multiple lifecycle management strategies. For some asset categories, we may only use an end-of-life replacement strategy. For others, where a proactive maintenance/rehabilitation strategy has been considered, we will be able to identify multiple sets of cost requirements for comparison. This will depend on the municipality's current lifecycle management strategies and any work completed during the AM Strategies stage of the project. With an in-depth understanding of current infrastructure funding levels and the availability of sustainable revenue sources, we will be able to compare the financial data against identified cost requirements to determine the extent of the funding shortfall. Once the funding shortfall is identified, we will develop multiple scenarios to be considered. Where necessary, this will include phased-in strategies over a period of up to 20 years. Our analysis will conclude with a recommended strategy to eliminate the infrastructure deficit and reach a sustainable level of infrastructure investment to maintain current levels of service.

Phase 6: AMP Draft Review Process and Document Finalization

The development and approval of a comprehensive AMP is a substantial task. The AMP itself is a complex, lengthy, and multi-faceted document. It should be reviewed by all relevant internal stakeholders. We complete two rounds of revisions to the document, and adhere to the following approach in ensuring the document is fully vetted prior to project close-out:

- **Draft 1 Submission:** After all necessary data is collected and analyzed, we will provide the Project Lead with the first full draft of the asset management plan.
- **Client Review of Draft 1:** Upon submission of Draft 1, and at the discretion of the Project Lead, the AMP should be circulated to all internal stakeholders for review and feedback. To ensure the process is efficient, this feedback must be consolidated by Project Lead prior to forwarding to PSD Citywide for revisions.
- **Revisions to Draft 1:** PSD Citywide will make revisions as necessary to Draft 1 and submit Draft 2 to Project Lead.
- **Client Review of Draft 2:** Upon submission of Draft 2, and at the discretion of the Project Lead, the AMP should be circulated to all internal stakeholders for review and feedback. As with revisions to Draft 1, any further feedback must be consolidated by Project Lead prior to forwarding to PSD Citywide for revisions.
- **Document Finalization:** Upon receiving further feedback on Draft 2, PSD Citywide will revise the document and finalize it for submission to Project Lead.

2. Citizen Engagement Sessions

A strong municipal asset management program, including levels of service, requires the support and buy-in of multiple departments, senior management and council. Furthermore, the broader community must be aware of the role asset management plays in supporting strategic long-term decisions regarding infrastructure investments. PSD Citywide's Levels of Service Communications Strategy Plan will assist your municipality with external and internal communications efforts surrounding levels of service and public education and engagement.

Through PSD Citywide's targeted municipal training, the community will have the opportunity to build a coherent and informed engagement and communications strategy meant specifically for communicating levels of service to relevant stakeholders and the public.

PSD Citywide will work with the municipality and asset management champions, to develop and execute engagement exercises and workshops to determine the level of awareness of asset management and levels of service among council, staff and the community. Following the engagement process, PSD Citywide will assist the municipality, as the means of technical consultants and resources, in designing tailored workshops and tools to gather feedback to determine realistic targets to improve or balance service levels from Key Stakeholders and the community. This will be completed through workshops that represent the municipality's demographic and by means of survey distribution via the municipality's website and analysis of the responses.

Upon completion of the workshops, PSD Citywide will put together a cumbersome report showcasing the overall findings from the workshops and feedback from the attendees. This report can be used by the municipality when staff and council discuss modification or setting of levels of service KPIs for the municipality.

Key areas of focus of the workshops would be to:

- To inform the community of the current state of Infrastructure
- Highlight on any infrastructure deficits
- To convey current levels of service for asset categories
- To assess suitability, affordability and equity of the services offered
- To gauge the wants and needs of the public regarding levels of service for each asset category
- Give an idea of financial consequences of increasing current services levels and consequences of not increasing taxation on current levels of service

3. Optimization Scenarios

Citywide Decision Support allows organizations to create various scenarios for infrastructure asset event strategies, taking into consideration risk, assessed condition and lifecycle event information. This module allows for the generation of unlimited scenarios, comparing up to 4 simultaneous scenarios at once, and a comprehensive understanding of the impacts of the assessed scenarios on actual available budget dollars. Because of the use of risk, condition and lifecycle information, the municipality will be able to forecast for future budgets using accurate asset information and data driven decision making, leading to long-term savings on your overall asset management program.

Scenario Example

If the municipality was seeking additional information on how to accurately forecast for the category of water mains, you would be able to use Citywide Decision Support to conduct this analysis. Users would choose the related water main asset profiles, set your date range (i.e. over the next two/five/10 years, etc...) and choose the custom budget (i.e. you have \$100,000 to spend over your date range), once this information is entered, users will run the scenario and be given your optimized list of asset intervention

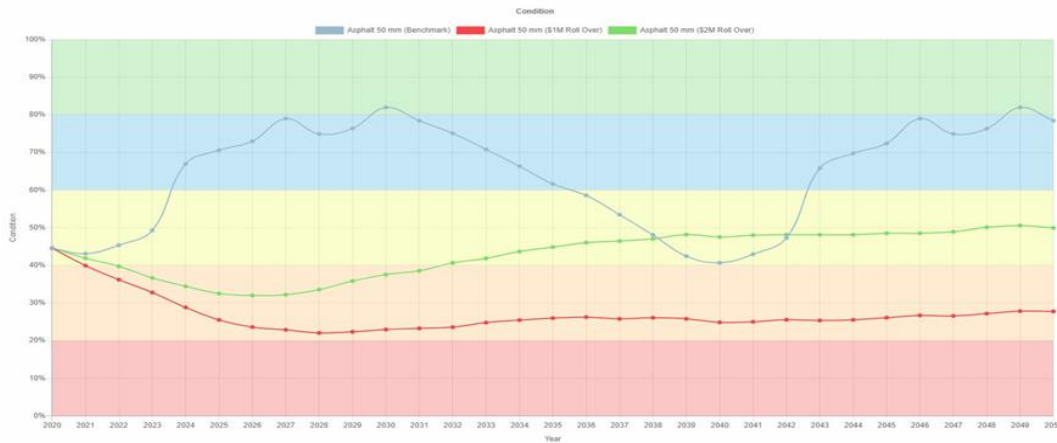
events to do on the chosen assets given the time period and budget parameters. This provides the municipality with a holistic view of all information on these assets and allows users to compare the averages (i.e. KPI's, condition, risk, lifecycle, etc...) and the most optimal events to maximize budget dollars.

Functionality

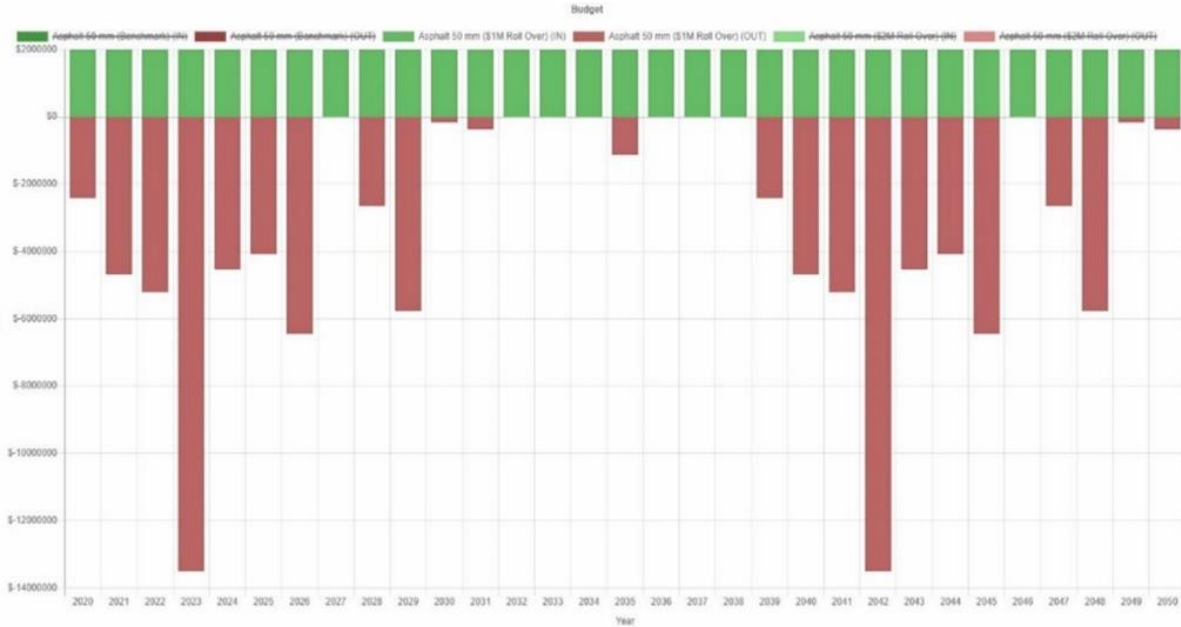
To further enhance the municipality's asset management programming, the following is also included in the Asset lifecycle strategies within Citywide Decision Support:

- Ongoing maintenance activities and costs
- Renewal/replacement activities, service thresholds and costs
- Rehabilitation activities, service threshold and cost
- Disposal activities and cost

PSD Citywide's Asset Lifecycle Strategy will compare multiple scenarios, where the budgets for each scenario can be the same each year, edited for specific years, or calculated with inflation to understand the cost of lifecycle activities and analyze which activities best contribute to the sustainability of their Asset Management Program, generating a maintenance plan. Multiple scenarios can be compared based on the yearly average condition or risk:



Within the strategy, for each asset category, recommendations will be made to determine the optimal lifecycle activities and options available to the municipality to ensure the long-term viability of the municipality's infrastructure and general capital while achieving the lowest total cost. This analysis will also have the options to discount costs and/or add inflation and will provide scenarios that include a full report of yearly budgets and cost.



Citywide can generate side-by-side comparisons of Key Scenarios used to quantify the benefits/detriments of different budgets employed by the municipality. Below is an example:

Asphalt 50 mm (Benchmark)	Asphalt 50 mm (\$1M Roll Over)	Asphalt 50 mm (\$2M Roll Over)
# Years: 30	# Years: 30	# Years: 30
# Assets: 244	# Assets: 244	# Assets: 244
# Profiles: 1	# Profiles: 1	# Profiles: 1
# Events: 4	# Events: 4	# Events: 4
Avg Condition: 64%	Avg Condition: 27%	Avg Condition: 43%
Avg Risk: 5.2	Avg Risk: 10.7	Avg Risk: 8.5

Infrastructure renewal and replacement needs typically exceed available financial resources. To ensure that these limited funds are allocated optimally, it is important that project prioritization parameters are developed to ensure that the right projects come forward into short- and long-term capital planning. Risk is also a key measure of the level of service being supplied to the community at large. A good risk model will therefore quantify how much risk is currently associated with the delivery of infrastructure services and provide a framework for analysis and management processes which address, mitigate, or reduce risk.

Asphalt 50 mm (Benchmark)

Asset	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037	2038	2039	2040	2041	2042	2043	2044	2045	2046	2047	2048	2049	2050	
14336	67%	63%	58%	53%	47%	42%	36%	29%	23%	15%	100%	97%	94%	91%	87%	83%	80%	76%	71%	67%	62%	57%	52%	47%	41%	35%	29%	22%	15%	100%	97%	%
14337	15%	100%	97%	94%	91%	87%	83%	80%	76%	71%	67%	62%	57%	52%	47%	41%	35%	29%	22%	15%	100%	97%	94%	91%	87%	83%	80%	76%	71%	67%	62%	%
14338	50%	44%	39%	32%	26%	15%	100%	97%	94%	91%	87%	83%	80%	76%	71%	67%	62%	57%	52%	47%	41%	35%	29%	22%	15%	100%	97%	94%	91%	87%	83%	%
14351	38%	32%	26%	19%	12%	2%	100%	97%	94%	91%	87%	83%	80%	76%	71%	67%	62%	57%	52%	47%	41%	35%	29%	22%	15%	100%	97%	94%	91%	87%	83%	%
14362	32%	26%	15%	100%	97%	94%	91%	87%	83%	80%	76%	71%	67%	62%	57%	52%	47%	41%	35%	29%	22%	15%	100%	97%	94%	91%	87%	83%	80%	76%	71%	%

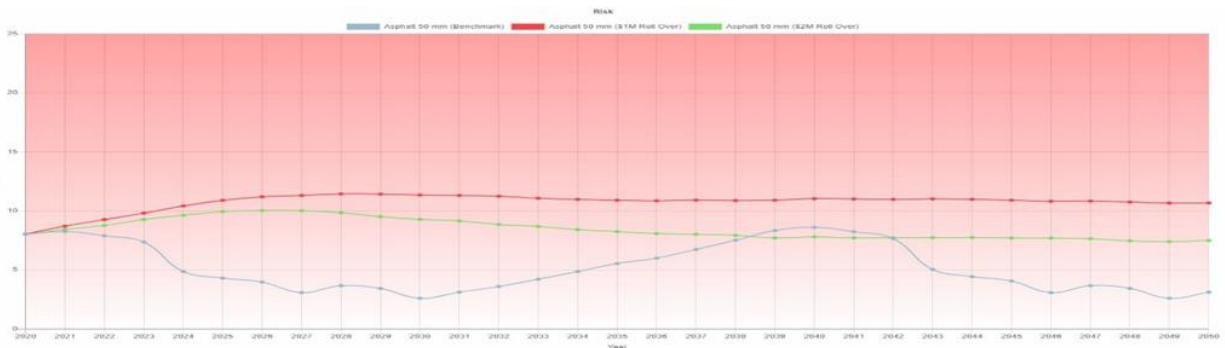
Asphalt 50 mm (\$1M Roll Over)

Asset	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037	2038	2039	2040	2041	2042	2043	2044	2045	2046	2047	2048	2049	2050			
14336	67%	63%	58%	53%	47%	42%	36%	29%	23%	16%	8%	1%	2%	6%	9%	100%	97%	94%	91%	87%	83%	80%	76%	71%	67%	62%	57%	52%	47%	41%	35%	29%	22%	%
14337	15%	8%	2%	2%	2%	2%	2%	2%	2%	2%	2%	2%	2%	2%	2%	2%	2%	2%	2%	2%	2%	2%	2%	2%	2%	2%	2%	2%	2%	2%	2%	2%	%	
14338	50%	44%	39%	32%	26%	15%	100%	97%	94%	91%	87%	83%	80%	76%	71%	67%	62%	57%	52%	47%	41%	35%	29%	22%	15%	100%	97%	94%	91%	87%	83%	%		
14351	38%	32%	26%	19%	12%	2%	100%	97%	94%	91%	87%	83%	80%	76%	71%	67%	62%	57%	52%	47%	41%	35%	29%	22%	15%	100%	97%	94%	91%	87%	83%	%		
14362	32%	26%	15%	100%	97%	94%	91%	87%	83%	80%	76%	71%	67%	62%	57%	52%	47%	41%	35%	29%	22%	15%	100%	97%	94%	91%	87%	83%	80%	76%	71%	%		

Asphalt 50 mm (\$2M Roll Over)

Asset	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037	2038	2039	2040	2041	2042	2043	2044	2045	2046	2047	2048	2049	2050	
14336	67%	63%	58%	53%	47%	42%	36%	29%	23%	100%	100%	97%	94%	91%	87%	83%	80%	76%	71%	67%	62%	57%	52%	47%	41%	35%	29%	22%	15%	100%	97%	%
14337	15%	100%	97%	94%	91%	87%	83%	80%	76%	71%	67%	62%	57%	52%	47%	41%	35%	29%	22%	15%	100%	97%	94%	91%	87%	83%	80%	76%	71%	67%	62%	%
14338	50%	44%	39%	32%	26%	15%	100%	97%	94%	91%	87%	83%	80%	76%	71%	67%	62%	57%	52%	47%	41%	35%	29%	22%	15%	100%	97%	94%	91%	87%	83%	%
14351	38%	32%	26%	19%	12%	2%	100%	97%	94%	91%	87%	83%	80%	76%	71%	67%	62%	57%	52%	47%	41%	35%	29%	22%	15%	100%	97%	94%	91%	87%	83%	%
14362	32%	26%	15%	100%	97%	94%	91%	87%	83%	80%	76%	71%	67%	62%	57%	52%	47%	41%	35%	29%	22%	15%	100%	97%	94%	91%	87%	83%	80%	76%	71%	%

Users can focus on minimizing exposure to risk using risk-based analysis to drive asset management decision-making and capital project prioritization at the municipality, therefore contributing to the prevention of consequential asset failure and major service disruption. The below screenshot depicts 3 different scenarios with inputs for asset profile, plan duration, risk weighting and projected budgets that can be compared by the municipality based on their yearly average condition or risk:



Following the scenario analysis, PSD Citywide staff will produce a **Financial Strategy** and overarching report based on the three-best level of service scenarios for each asset class. Further, a **Level of Service Optimization Report** will be developed that will provide the client with a snapshot of the project and additional guidance on using Decision Support (DS). The Report will contain a summary of the gap analysis and recommendations on current data and data practices and an overview of what still needs to be collected. In addition, an overview of the existing lifecycle and risk frameworks and the level of service parameters used will be included as the necessary information to run different scenarios in Decision Support. The Financial Strategy and Level of Service Optimization Report will provide the client with the information necessary to continue to use Decision Support across departments and for various scenarios.

The Level of Service Optimization Report will provide recommendations to optimize levels of service based on the previous analysis done on each asset profile. The report will provide the client with a holistic view of the completed process and an overview of the analysis done on all asset categories. Further changes and analysis can be completed at the client's discretion.

Project Schedule

The estimated duration of this project is **6 months**. The detailed project schedule and Gantt chart will be supplied after the kick-off meeting and will be reviewed and approved in phases as the project progresses. The duration of the project is dependent on multiple factors including client availability as well as data activities. Note that Client time and resources will be required regularly throughout the project. It is expected that the Client will provide data and additional inputs for each stage as well as review and provide feedback on the deliverable for each stage.

Project Communication

Due to the size and scope of the project, clear and efficient communications between the Client and PSD Citywide is vital to project success. In the kick-off meeting, the main point of contact for PSD Citywide and the Client will be decided upon and the Client will be introduced to PSD Citywide's Project Management Tool, Mavenlink, in which clients can have access to view the progress of the project. All high-level client communications, including project progress updates, scheduling future meetings/workshops and sending of data should be done between these individuals unless stated otherwise throughout the project. In addition, every two weeks starting with the kick-off meeting, the PSD Citywide Project Manager will provide a project status update that includes progress of tasks completed to date and the timelines and milestones of activities moving forward. Alternatively, the client can check project progress, statuses, and updates through Mavenlink.

Project Budget

Professional Services	
Service	Amount
O. Reg 588/17 Compliant 2025 Asset Management Plan *** If the client wishes for PSD Citywide to produce an AODA compliant document (for the website), it will be an additional \$2,500 charge for a document up to 150 pages.	\$49,600.00
Citizen Engagement & Council Sessions	\$15k-24k
Total	\$TBD



Township of North Huron

Citywide Maintenance Manager Full Implementation

Project Proposal

Date: July 4, 2023

Submitted By:

PSD Citywide Inc.

148 Fullarton St, 9th Floor

London, ON, N6A 5P3



Contact List

Township of North Huron ("Client")

Name	Title	Telephone	E-Mail
Chris Townes	Treasurer	(519) 357-3550	ctownes@northhuron.ca

PSD Citywide Inc. ("PSD Citywide")

Name	Title	Telephone	E-Mail
Dan Gray	Senior Account Manager	519-851-2627	dgray@psdcitywide.com
Matthew Van Dommelen	Regional Manager	519-690-2565	mvd@psdcitywide.com
Dana Ossman	Sales Operation Associate	519-690-2565	dossman@psdcitywide.com
Christie Wiggers	Program Manager, Implementation in Asset Management Advisory Services	519-690-565 x 2707	cwiggers@psdcitywide.com

Statement of Confidentiality

This document has been prepared specifically for the Client.

PSD shall treat as confidential all information obtained by PSD for and from the Client as well as all information compiled by PSD under this Agreement for the Client, including without limitation: business and marketing information, technical data, programs, source codes and other software, plans and projections.

This proposal and all of its associated pricing shall remain valid until **August 15th/2023**.

Corporate Profile

PSD Citywide is Canada's top provider of enterprise asset management software and consulting. With a multi-disciplinary consulting team and a leading in-house software development group, PSD Citywide provides complete solutions to deliver best-in-class service for our public sector clients. Our mission is to empower government organizations to turn complex infrastructure and financial decisions into simple directions to move forward.

Founded in 2003 as Public Sector Digest Inc, our firm rebranded as PSD Citywide in 2021 with a renewed focus on our core service areas of software and consulting. Headquartered in London, Ontario with additional offices in Toronto and Victoria, PSD Citywide works closely with local governments from all over North America. To ensure client programs adhere to leading standards, our consultants and analysts are certified through the Institute of Asset Management (IAM) and well-versed in international best practices including ISO 55000.

Project Deliverables

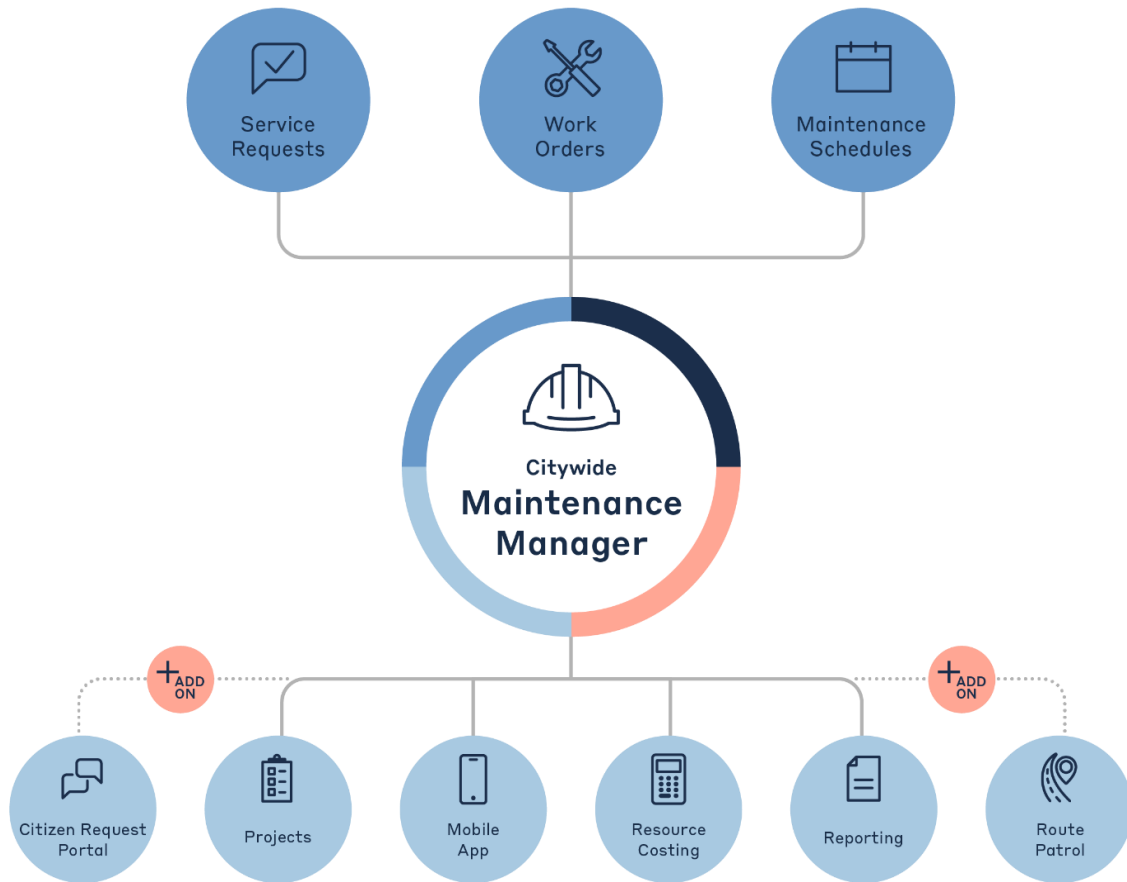
The purpose of this project is to implement Citywide Maintenance Manager to provide the municipality with a complete asset maintenance management solution that offers service requests, work orders, and preventative maintenance. The module will enable municipalities to prioritize, schedule, and track their maintenance requests, events, and projects. PSD will deliver the following items as part of the implementation of the Citywide Software Suite for the **Township of North Huron**. The work will include the following project(s):

1. Citywide Maintenance Manager

Citywide Maintenance Manager is a comprehensive Computerized Maintenance Management System (CMMS) with built-in service request, work order, and preventative maintenance applications. This solution is designed to enable all municipal departments to prioritize, schedule, and track maintenance projects and access and manage service requests and work orders from within the office or while out in the field. This solution has also been designed from the ground up to meet Public Works requirements by facilitating workflow management, project management, and resource calculation. At its core, Citywide Maintenance Manager supports each community's need to plan, manage, assign, record, and report on all manner of work completed as part of its daily operations.

Maintenance Manager is an enterprise, cloud-hosted solution that is fully integrated with the full suite of Citywide modular enterprise tools for asset management, GIS, and permits management, which are also hosted, developed, and supported by PSD Citywide.

Available for the Maintenance Manager module is also a mobile application, designed for staff to access the work order system information in the field. Users can consult work order information, update calendars, complete priority work, review and complete pending tasks. The mobile application remains functional when there is no available internet connection; information is synchronized once an internet connection is available.



Key Features and Benefits



Detailed Service Requests and Work Orders

Improve organizational workflow and customer service by tracking incoming requests from residents, generating work orders, and assigning those work orders to staff or contractors. Service requests and work orders are actively managed from initial actioning to final close-out.



Effective Resource Calculation

Easily track consumable parts and materials, equipment, employee labour hours, contractor hours, and other related costs that may be incurred. Users can accurately determine what their resources are, how much they've used, and what the costs of those resources are.



Accurate and Data-Rich Reporting

Leverage valuable data housed within the system to generate informative reports. Users can analyze trends, track resource usage, and make informed decisions related to maintenance and operations management.



Customizable Maintenance Schedules

Add maintenance schedules with notifications triggered by time & asset usage so that staff can stay on top of deadlines. Users can set up preventative maintenance schedules tied to the lifecycle strategy of assets or input regularly scheduled routine maintenance activities.



Built-in Mobile Functionality

Field staff can view and edit work orders in the field in real time, as well as see their current location and any work orders assigned to them so they can prioritize their day. Staff can also capture valuable data and pictures in the field for improved record-keeping and decision-making.



Project Tracking and Analysis

Projects can be created for capital or operational infrastructure projects to track progress and budget. Users can add work orders to the Project and track variance between Project Budget and Actuals over time.



Inspections and Compliance Monitoring

Reduce liability with inspection work orders and up-to-date, accurate, detailed, and organized inspection reports. Users can classify & customize work orders to maximize their ability to pull in records and figures.



Full GIS Capabilities

View all service requests, work orders, inspections, scheduled maintenance, assets, and related spatial components on the map.



Workflow Process Control

Help manage flow of communications, data quality, ensuring that processes are being completed by the right person at the right time in the right way to the right assets.



Email Notifications

As part of the workflow process control, users can highlight and be notified about key activities and statuses of work orders.

Citywide Maintenance Manager Add-On Features



Route Patrol

Complete road and winter patrols efficiently with automated work orders and optimized routes. Field staff can easily mark deficiencies and monitor maintenance standards on their iOS or Android device.



Route Patrol AI

Leverage the power of artificial intelligence to auto-calculate and track compliance with Minimum Maintenance Standards (MMS) based on actual patrol coverage and patrol frequency. The AI can process all road patrols completed and synced during the previous workday and produce reports.



Citizen Request Portal

Embed a simple online portal that anyone can use into the community website. Users can define custom fields so that citizen service requests are recorded and automatically directed to the right department.



Application Programming Interface (API)

Citywide Maintenance Manager's versatile API is a RESTful web service available to clients to allow for bi-directional integration with custom software. This API is designed to be consumed by other applications.

Project Scope

The scope of this project includes and excludes the following items:

Client Business Units to be Implemented

Business Unit	In Scope
Public Works	Yes
Wastewater & Water	Yes
Parks and Recreation	Yes
Fleet	No
Facilities	Yes
By-Law	No

Asset Classes to be Imported

AM Asset Classes	In Scope	Exists in AM Inventory	Asset Registry Build or Breakdown Required*
Road	Yes	Yes	Internal Client Resources
Bridges	Yes	Yes	Internal Client Resources
Water	Yes	Yes	Internal Client Resources
Wastewater	Yes	Yes	Internal Client Resources
Facilities	Yes	Yes	Internal Client Resources
Parks	Yes	Yes	Internal Client Resources
Equipment	Yes	Yes	Internal Client Resources
Vehicles	No	Yes	Internal Client Resources

Citywide Maintenance Manager Functions to be Implemented

Maintenance Manager Functions	Public Works	Water & Wastewater	Parks & Recreation	Facilities
	In Scope?	In Scope?	In Scope?	In Scope?
Activity Based Work Orders	Yes	Yes	Yes	Yes
Asset Based Work Orders	Yes	Yes	Yes	Yes
Asset Based Work Orders via Mapped Assets	Yes	Yes	Yes	Yes
Workflow Process Control <ul style="list-style-type: none"> · Email notifications · User defined attributes · User defined processes 	Yes	Yes	Yes	Yes
Asset Based Routine Inspections	No	No	No	No
Service Requests	Yes	Yes	Yes	Yes
Customers & Properties	Yes	Yes	Yes	Yes
Preventative Maintenance Scheduling	No	No	No	No
Resource Costing – Labour	No	No	No	No
Resource Costing – Equipment	No	No	No	No
Resource Costing – Parts & Materials	No	No	No	No
Mobile App – Work Orders, Service Requests, Inspections	Yes	Yes	No	No
Mobile App – Patrol (Trails/Paths)	Yes	Yes	No	No

Value Added Services

The value-added services included and not included as part of this implementation project are outlined below. Additional services can be purchased at the applicable PSD Professional Services daily rate.

Value Added Services	In Scope
End User Training	Yes
Pre-implementation Needs Analysis	Yes
Custom Reporting Services	No
Customized Address Search	Yes
Citizen Request Portal	No
Process Mapping and Improvement	No
Legacy Data Analysis & Upload	No
Asset Data analysis/disaggregation	No
3 rd Party Integration	No
Digitize Assets from Map/OrthoPhotos (Park assets, Storm assets, Facilities)	No

Training and Support

Training

PSD follows the “Train the Trainer” model such that Client Admin users are trained to be comfortable with the system functionality to the level where they can conduct in-house end user training with additional users. End User Training is a value-added service as outlined above. Training can occur on-site or remotely (via web or phone). On-site training is subject to standard travel and accommodation expenses as outlined in the Project Budget section below. Training hours must be used before the completion of the project.

Support

Version Protection/maintenance of Citywide Software includes the following:

- Version Protection such that the Client will have access to added software enhancements without additional cost
- Web Hosting such that PSD will provide redundant internet connections, daily backup both on and off-site of client data, 24 Hour video, on-site security, and fire suppression
- Access to the Citywide Support Center in order to report software issues and access the online user guide
- Additional requests for guidance, consulting, or advice on use of the software will be billed in 15-minute increments at the hourly rate of \$200.00/hour which will be invoiced at the end of the month. The Client will be made aware of billing prior to providing assistance.

Project Budget

Citywide Maintenance Manager Software License		Amount
Base Software Cost - Citywide Maintenance Manager		\$19,600.00
Total Software		\$19,600.00
Implementation Professional Services		Amount
Project Management	Needs Assessment, Kickoff Meeting, Project Planning, Schedules, Status Reports, Update Meetings, Issues and Go-Live Planning	\$3,200.00
	Total Project Management	\$3,200.00
Data Migration	Data Analysis & Upload Workflow Process Control Work Orders, Service Requests, Inspections, PM Events, Sch Maintenance Events, Status's. Email notifications User defined attributes User defined processes Route Patrol	\$62,000.00
	Testing - AT, System, Test Cases/Scenarios	\$1,600.00
	Go-Live Support	\$800.00
	Total Data Migration and Implementation	\$64,400.00
Training	Maintenance Manager Admin Training	\$3,200.00
	Citywide System Admin Training	\$1,600.00
	End User Training	\$1,600.00
	Mobile Training	\$800.00
	Total Training	\$7,200.00
Value Added Services	Custom Reporting Services	n/a
	Citizen Request Portal	n/a
	Customized Address Search	n/a
	Legacy Data Analysis & Upload	n/a
	Third Party Integration	n/a
	Import Existing GIS Database Files	n/a
	Total Value-Added Services	N/A
Total Implementation Costs		\$74,800.00

Total Citywide Maintenance Manager Software and Implementation Services	\$94,400.00
Version Protection & Maintenance	Amount
Citywide Maintenance Manager Module	\$18,500.00

Appendix A

Citywide Maintenance Manager (Work Order Module)

This module is a service request, work order, and preventative maintenance application designed to enable public works departments to prioritize, schedule and track work. In addition, Citywide Maintenance Manager calculates resources utilized, inventory consumed, as well as direct and indirect labor. The application integrates with other Citywide modules.

Create & Track Service Requests and Work Orders

- Manage all your service requests and work orders and assign them to workers or contractors
- Use the system to create time sheets for your workers
- Track equipment and parts used as well as labor to get the full cost of a work order

Reporting

- Allow administrators to view a range of reports and graphs
- Help identify areas of improvement and high cost to improve efficiency

Manage Preventative Maintenance

- Add preventative maintenance events to assets
- Get notifications when they should be performed and can easily be turned into work orders

Mobile Workforce

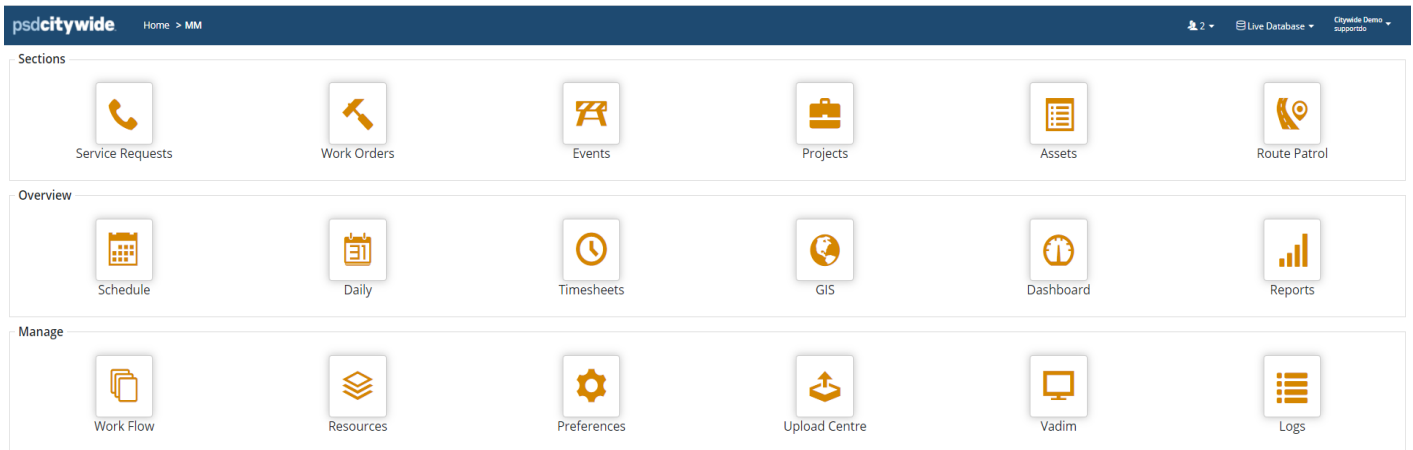
- View and edit Work Orders in the field in real time
- Allow workers to see their current location and any Work Orders assigned to them so they can prioritize their day
- Pictures can be attached directly from the device

Additional Features

- Built-in Route Patrol
- Manage vendors and suppliers
- Attach documents, pictures or manuals
- Built-in GIS viewer that offers integration with existing GIS systems

Citywide Maintenance Manager Landing Page

The Maintenance Manager landing page is designed to provide easy access to the different modules that make up Maintenance Manager, with a simple layout for users to interpret and follow.



Service Requests

Citywide Maintenance Manager allows users to create service requests whether they are associated with an asset or not. Citywide offers an iframe that is embedded into the client's website, where citizens can submit service requests that can be reviewed, acknowledged, and assigned to the client's staff. Citywide provides the resident with a notification once the work has been acknowledged and again when work is completed. Selecting the Service Request module will bring users to the service request data grid:

psdcitywide Home > MM > Service Requests

Filter Advanced Filter 1 Selections

Showing 694 records (3,989 total)

Select	ID	Department	Service Request Type	Priority	Status	Work Orders	Work Order Statuses	Issue Address/Location	Created Date	Created By	Last Modified By	Customer Name	Actions
<input type="checkbox"/>	SR-3992	DRAINAGE	Catch Basin Repair	Medium	Open				2022-01-14 12:59:04	supportjts	supportjts	markbeggs	+W ✓ ✗
<input type="checkbox"/>	SR-3991	DRAINAGE	Catch Basin Repair	Medium	Open			123 French Street	2022-01-13 14:24:31	supportjts		Andrew Jackson	+W ✓ ✗
<input type="checkbox"/>	SR-3990	DRAINAGE	Catch Basin Repair	Medium	Open			123 French Street	2022-01-13 14:24:31	supportjts		Andrew Jackson	+W ✓ ✗
<input type="checkbox"/>	SR-3989	DRAINAGE	Catch Basin Repair	Medium	Open			123 French Street	2022-01-13 13:51:17	supportjts		Andrew Jackson	+W ✓ ✗
<input type="checkbox"/>	SR-3988	DRAINAGE	Catch Basin Repair	Medium	Open			123 French Street	2022-01-13 13:51:17	supportjts		Andrew Jackson	+W ✓ ✗
<input type="checkbox"/>	SR-3984	DRAINAGE	Catch Basin Repair	Medium	Open			123 French Street	2021-09-22 11:01:34	supportjtm		Andrew Jackson	+W ✓ ✗
<input type="checkbox"/>	SR-3983	ROADS	Pothole	Medium	Open			Bouffard Road, Essex Co.	2021-09-01 14:48:43	supportmvd	supportmvd	Joe Mayer	+W ✓ ✗
<input type="checkbox"/>	SR-3982	Public Works and Engine...	Roads General Complaint	Low	Open				2021-08-18 10:53:21	supportrdg			+W ✓ ✗
<input type="checkbox"/>	SR-3981	PARKS	Garbage clean-up	Low	Open			642 Bouffard Road, Esse...	2021-07-21 10:45:31	supportmvd		Joe Jojax	+W ✓ ✗
<input type="checkbox"/>	SR-3980	BUILDING SERVICES	0001 - Miscellaneous	Low	Open			110 Longview Cr, Londo...	2021-04-15 12:30:53	supportjtm	supportjts		+W ✓ ✗
<input type="checkbox"/>	SR-3979	PARKS	Graffiti Removal	High	Open			34 Longview Cr, Londo...	2021-04-15 12:31:48	supportjtm			+W ✓ ✗
<input type="checkbox"/>	SR-3978	admin	0000 - Miscellaneous	Low	Open			331 Bouffard Road, Esse...	2021-02-02 09:30:47	supportjts	supportjts		+W ✓ ✗
<input type="checkbox"/>	SR-3974	COUNCIL	0001 - Miscellaneous	Low	Open			1879 Shore Rd, Londo...	2020-12-17 10:25:20	supporttzt	supporttzt		+W ✓ ✗
<input type="checkbox"/>	SR-3973	PARKS	Garbage clean-up	Low	Open			2 - 123 Main	2020-11-11 10:10:07	supportrdg		Chad Smith	+W ✓ ✗
<input type="checkbox"/>	SR-3972	PARKS	Tree maintenance	Critical	Open			301 Sunnyside Boulevar...	2020-11-04 12:08:23	supportrgm	supporttzt	Joe P	+W ✓ ✗
<input type="checkbox"/>	SR-3971	DSI	2854 - Fireworks	Low	Open			1301 Mayfair Avenue, Es...	2020-10-26 14:17:48	supportrgm		Mike Gallant	+W ✓ ✗
<input type="checkbox"/>	SR-3970	PARKS	Roadside Cutting	Medium	Open			4156 Mainway, Burlingto...	2020-10-22 09:47:22	supportrdg		Dave Bennet	+W ✓ ✗
<input type="checkbox"/>	SR-3969	PARKS	Garbage clean-up	Low	Open			Superior Street, Essex C...	2020-10-15 11:53:54	supportmvd		Joe Signorelli	+W ✓ ✗
<input type="checkbox"/>	SR-3965	FLEET & FACILITIES	Operations and Mainte...	Low	Open				2020-08-07 13:27:07	jmuir (jeff muir)			+W ✓ ✗
<input type="checkbox"/>	SR-3964	PARKS	Tree maintenance	Critical	Open			500 Sacred Heart Drive...	2020-08-07 09:28:27	supportjts		Bob Baker	+W ✓ ✗
<input type="checkbox"/>	SR-3962	BUILDING SERVICES	0001 - Miscellaneous	Low	Open				2020-07-10 09:55:39	supporttzt	supporttzt		+W ✓ ✗
<input type="checkbox"/>	SR-3960	PARKS	Garbage clean-up	Medium	Open			946 Huron Street, Essex...	2020-06-26 14:23:09	supportmvd	supportmw	Robert Bondy	+W ✓ ✗
<input type="checkbox"/>	SR-3958	DRAINAGE	Clean Ditch Request	Low	Open			London	2020-06-22 11:07:27	supportjts	supportmvd		+W ✓ ✗
<input type="checkbox"/>	SR-3957	PARKS	Garbage clean-up	Low	Open				2020-06-18 16:32:18	supportea			+W ✓ ✗
<input type="checkbox"/>	SR-3953	4.2 OMR Communication...	joindahouse	Low	Open				2020-04-22 11:02:07	supportjts	supportjts		+W ✓ ✗
<input type="checkbox"/>	SR-3952	COUNCIL	Ryan SRT Empty	Low	Open			526 Bouffard Road, Esse...	2020-03-06 12:06:28	supportmvd	supportmvd	Matthew Van Dommelen	+W ✓ ✗
<input type="checkbox"/>	SR-3950	ADMINISTRATION	Test SRT	Low	Open				2020-02-28 08:48:35	supporttzt		zaiba	+W ✓ ✗
<input type="checkbox"/>	SR-3949	PARKS	Empty Garbage Can	Medium	Open			626 Bouffard Road, Esse...	2020-02-26 09:16:18	supportmvd		Joe Jojax	+W ✓ ✗
<input type="checkbox"/>	SR-3948	DSI	2854 - Fireworks	Low	Open				2020-02-05 17:19:29	supporttzt			+W ✓ ✗
<input type="checkbox"/>	SR-3944	ADMINISTRATION	0001 - Miscellaneous	Low	Open				2020-01-22 08:37:43	zaiba		Zaiba (Zaiba Tai)	+W ✓ ✗
<input type="checkbox"/>	SR-3943	DSI	911 Sign	Low	Open				2020-01-20 11:04:44	supporttzt			+W ✓ ✗

User- relevant information is easily accessible and can be filtered through the module’s Advanced Filter setting, allowing users to narrow-down what they want to see in the Data Grid. Each user can customize what is displayed in this view, such that each time users login, the system automatically displays only those service requests that are relevant to them, which they have selected previously.

For example, filters can be applied to show only service requests from certain departments, dates, service request types, (low, medium, high and critical priority), classification (Preventative Maintenance, Replacement, Unscheduled Maintenance, etc.). Service request status can also be adjusted such that only open or approved etc. service requests are displayed.

psdcitywide Home > MM > Service Requests

Filter Advanced Filter

Advanced Filter

Hide After: 1 Month

Department: None Selected

Date: None Selected

Service Request Type: None Selected

Priority: None Selected

Classification: None Selected

Status: None Selected

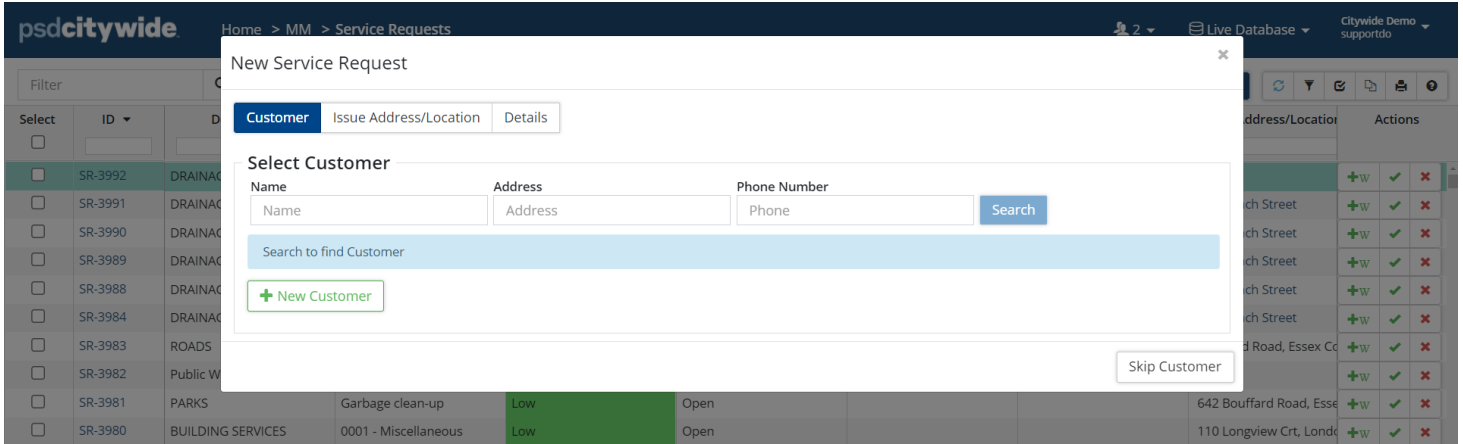
Area: None Selected

Community: None Selected

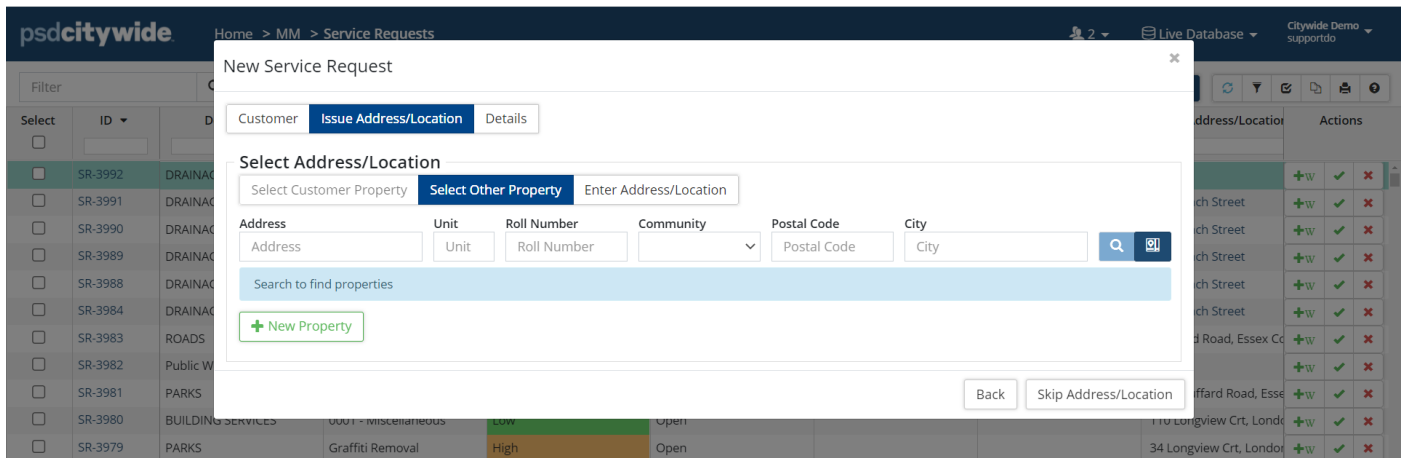
Clear All Apply

Select	ID	Department	Service Request Type	Priority	Status	Work Orders	Work Order Statuses	Issue Address/Location	Created Date	Created By	Last Modified By	Customer Name	Actions
<input type="checkbox"/>	SR-3992	DRAINAGE	Catch Basin Repair	Medium	Open								+W ✓ ✗
<input type="checkbox"/>	SR-3991	DRAINAGE	Catch Basin Repair	Medium	Open			123 French Street				Andrew Jackson	+W ✓ ✗
<input type="checkbox"/>	SR-3990	DRAINAGE	Catch Basin Repair	Medium	Open			123 French Street				Andrew Jackson	+W ✓ ✗
<input type="checkbox"/>	SR-3989	DRAINAGE	Catch Basin Repair	Medium	Open			123 French Street				Andrew Jackson	+W ✓ ✗
<input type="checkbox"/>	SR-3988	DRAINAGE	Catch Basin Repair	Medium	Open			123 French Street				Andrew Jackson	+W ✓ ✗
<input type="checkbox"/>	SR-3984	DRAINAGE	Catch Basin Repair	Medium	Open			123 French Street				Andrew Jackson	+W ✓ ✗
<input type="checkbox"/>	SR-3983	ROADS	Pothole	Medium	Open			Bouffard Road, Essex Co				Joe Mayer	+W ✓ ✗
<input type="checkbox"/>	SR-3982	Public Works and Engine...	Roads General Complaint	Low	Open								+W ✓ ✗
<input type="checkbox"/>	SR-3981	PARKS	Garbage clean-up	Low	Open			642 Bouffard Road, Esse				Joe Jojax	+W ✓ ✗
<input type="checkbox"/>	SR-3980	BUILDING SERVICES	0001 - M	Low	Open			110 Longview Cr, Londo					+W ✓ ✗
<input type="checkbox"/>	SR-3979	PARKS	Graffiti R	High	Open			34 Longview Cr, Londo					+W ✓ ✗
<input type="checkbox"/>	SR-3978	admin	0000 - M	Low	Open			331 Bouffard Road, Esse					+W ✓ ✗
<input type="checkbox"/>	SR-3974	COUNCIL	0001 - M	Low	Open			1879 Shore Rd, Londo					+W ✓ ✗
<input type="checkbox"/>	SR-3973	PARKS	Garbage	Low	Open			2 - 123 Main				Chad Smith	+W ✓ ✗
<input type="checkbox"/>	SR-3972	PARKS	Tree maintenance	Critical	Open			301 Sunnyside Boulevar				Joe P	+W ✓ ✗
<input type="checkbox"/>	SR-3971	DSI	2854 - Fireworks	Low	Open			1301 Mayfair Avenue, E				Mike Gallant	+W ✓ ✗

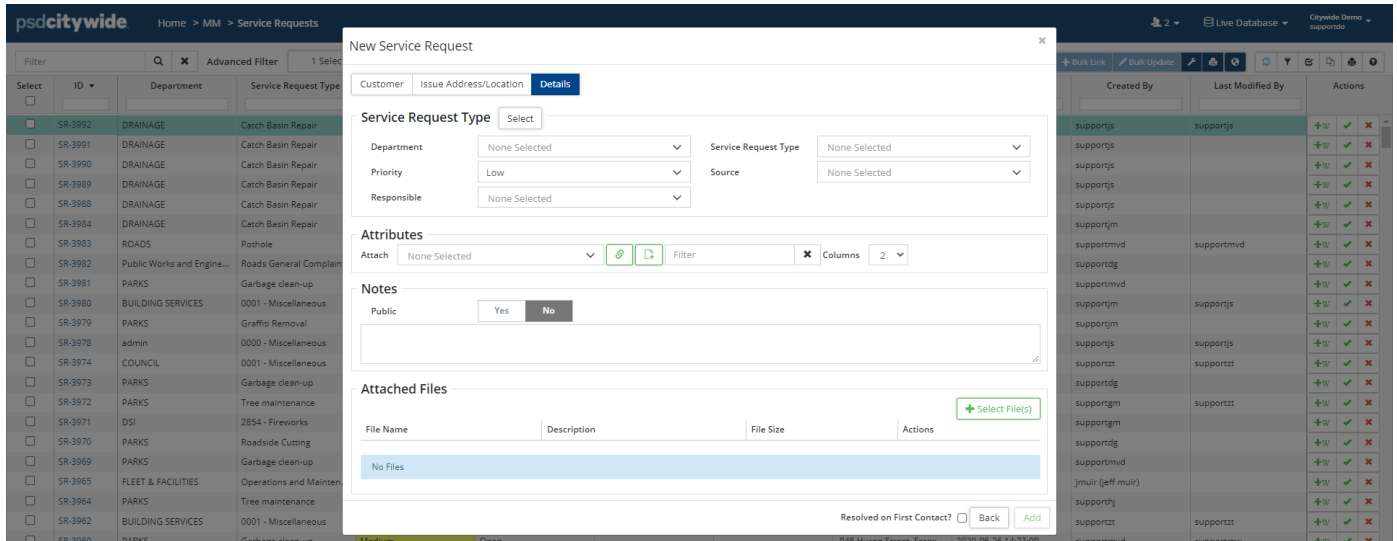
In order to generate new service requests from Maintenance Manager, users can utilize the New Service Request wizard by clicking the "Add" button in the service request menu. The service request section can be completed by the user in an intuitive 3-step process to fill in information related to a Customer: users can search by name, address or phone number. Searches allow the user to avoid generating redundancy in issuing multiple service request profiles for the same customer:



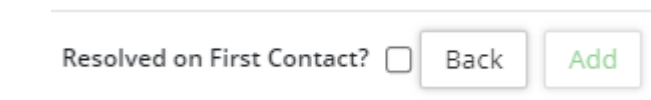
Address/Location of the reported issue:



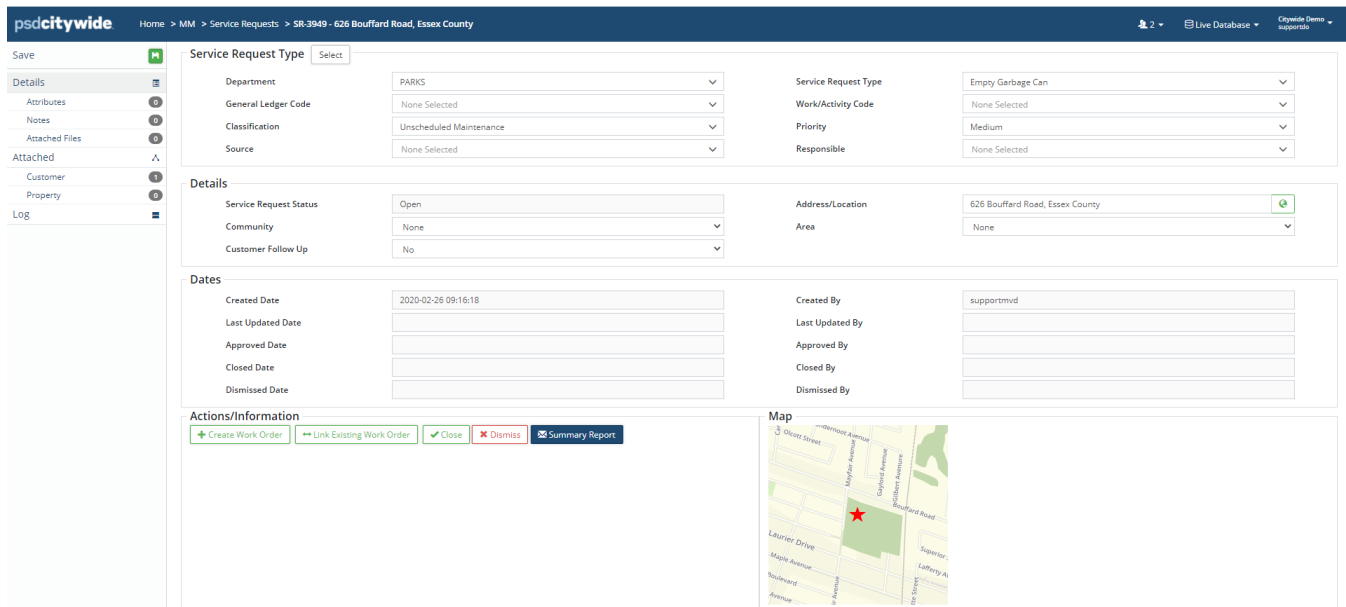
Details, where users can record information such as files, location, asset information, department, CCTV videos, notes, attach files etc. Citywide will prompt required information.



Users can also indicate the service request had been resolved at first contact. This information can be reported on, indicating to the Client how many issues did not require follow-up.



Once the service request has been successfully added, users will be taken to the service request record page, pictured below:



The record page displays all the information that was set up in the New Service Request wizard. Based on the Work Order process that is set up, an email can be generated within the system and sent to the assigned worker, containing key information about the work order, in addition to a link to the particular service request record that the user can click on to be taken to Citywide.

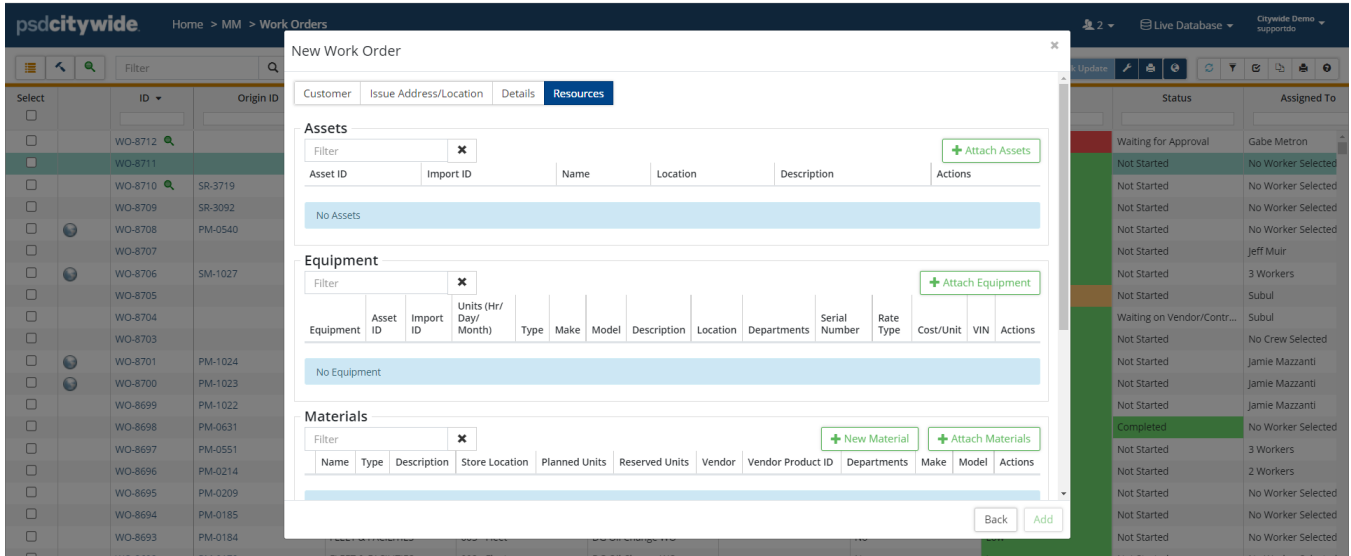
Service Requests Information

The user can resolve each Service Request (SR) from within the record. From here, a new Work Order for the SR can also be created or it can be closed and dismissed. An email notification can be set up to be sent to a variety of municipal personnel if required.

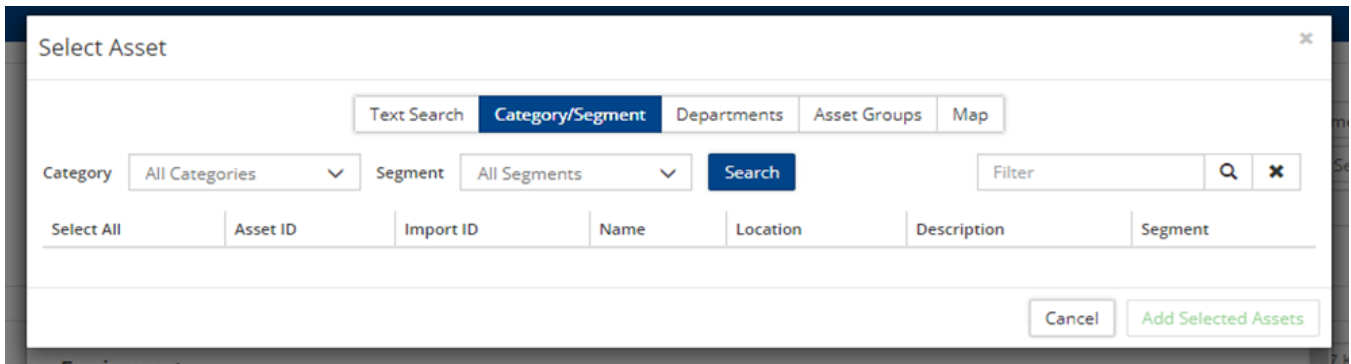
Citywide Maintenance Manager Work Order Interface

When a New Work Order (WO) is added, the user can include information such as the work order type, priority, resources needed, location and any other relevant information that should be included with the WO.

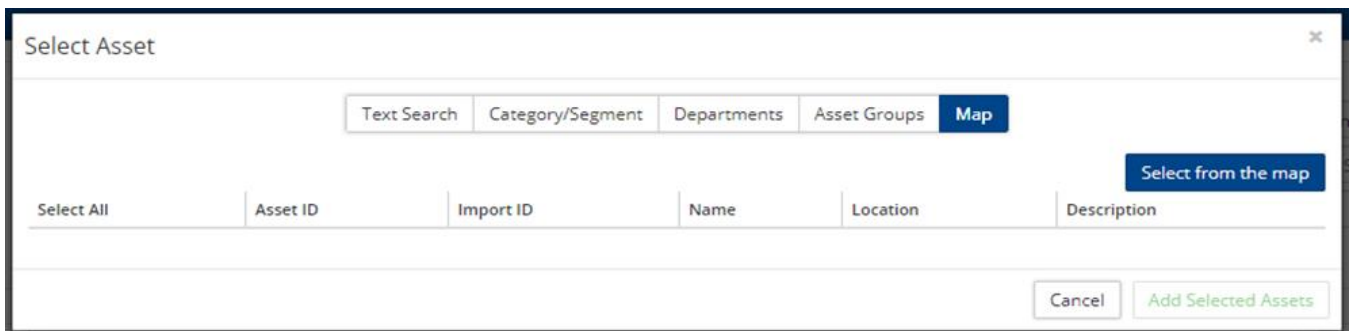
Users can also attach the work order to assets, select necessary equipment and materials and set processes:



Clicking on "Attach Assets", users can access their core Asset Manager inventory repository through Maintenance Manager. Users can perform tabular searches for assets with Text Search, Category/Segment, by Department, Asset Groups:



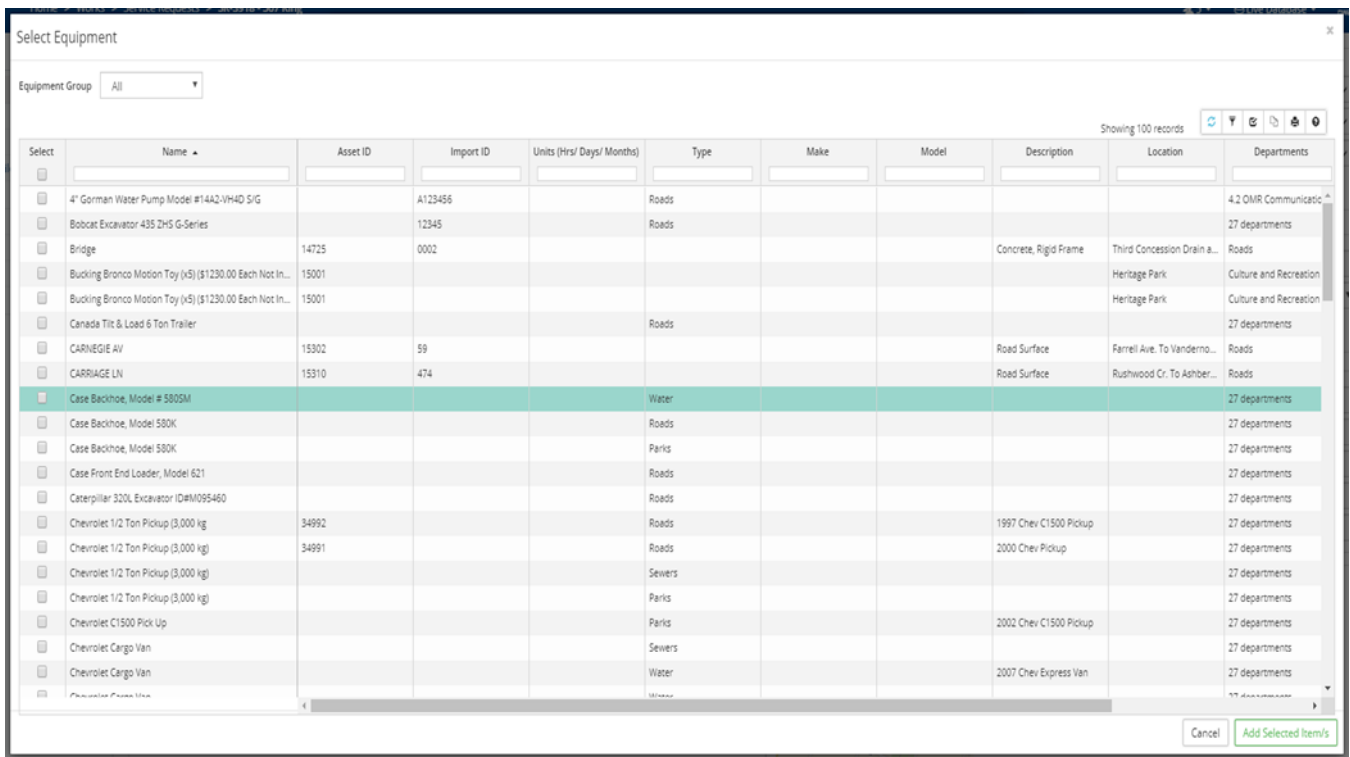
Or engage their GIS system in Citywide to search via map:



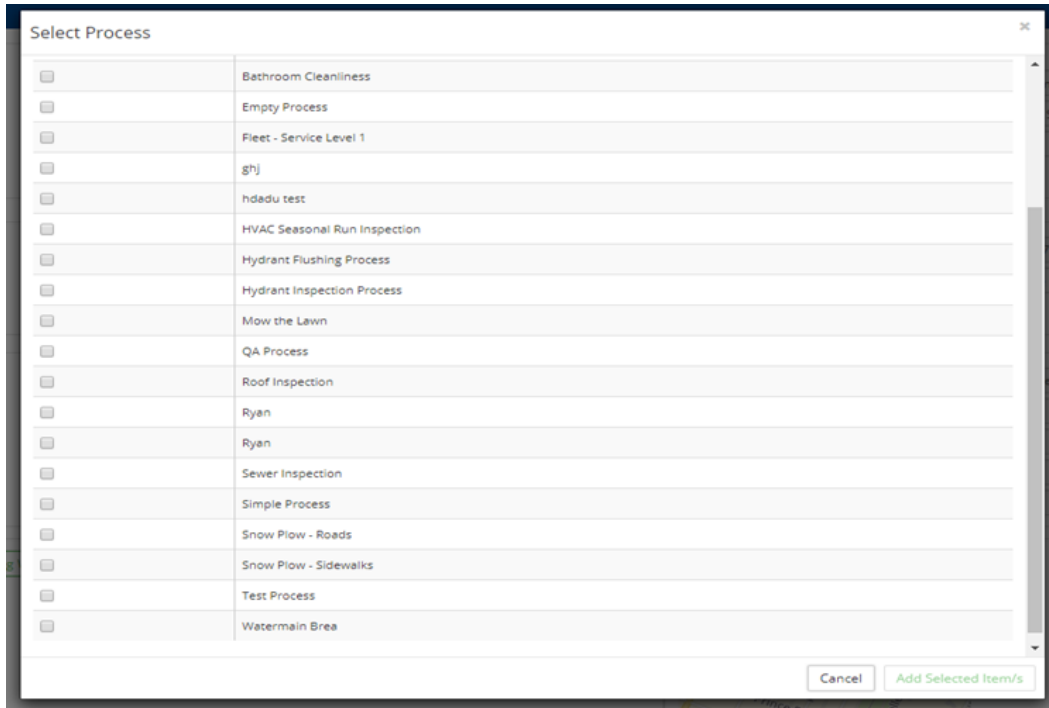
Based on the location of the address, the system automatically zooms in to the particular user-selected assets on the map:



Once selected, the asset becomes part of the work order. Users can then use the Select Equipment setting to choose vehicles, resources, tools etc. necessary to complete the work:



And relevant user - defined processes



Informational messages will pop up as the user navigates the system at this stage to remind the user of forgotten crucial information and generate an impasse until the proper information has been filled out.

Work Order Information

Now, depending on workflow control that has been configured, and notification rules, the work order is created, and a notification is sent to the particular assigned worker. Each individual record has a summary page highlighting items such as resources, asset information, job check-ins and costs, location and details on customer and type of work order as well as a link to the GIS and the location of the WO. These points can be updated in the web app after a WO has been generated, to ensure consistent accuracy.

psdcitywide Home > MM > Work Orders > WO-5979 - 34 Richmond London on

Live Database Open in Demo

Save +

Work Order Type Select

Department: ROADS
 Work Order Type: Asphalt Repair
 General Ledger Code: None Selected
 Classification: Corrective Maintenance
 Source: None Selected

Work Order Type Group: Default Group
 Work Order Subtype: None Selected
 Work/Activity Code: None Selected
 Priority: High
 Description:

Details

Status: Waiting on Customer
 Address/Location: 34 Richmond London on
 Community: None
 Area: None
 Follow Up: No

Assigned To

Assigned To: Workers
 Workers: NITIN SHARMA

Schedule Dates Select

Scheduled Start Date: 2019-10-07
 Scheduled End Date: 2019-10-30
 Scheduled Start Time: 09:00 AM
 Scheduled End Time: 05:00 PM

Other Dates

Created Date: 2017-05-15 16:50:46
 Last Updated Date: 2019-10-09 10:56:13
 Completed Date:
 Target Date: 2017-04-14 Specify Time

Created By: seed
 Last Updated By: nsharma
 Completed By:

Actions

Summary Report + Create Work Order

Map

New Check-In

Worker

Worker: All Workers
 Wage Type: Regular - 001
 Transaction Description:

Worker Positions

Allen Burgess: Worker Override
 BOB RUDAK: Worker Override

Check-In

Method: By Hours
 Start Date: 2019-08-15
 End Date: 2019-08-15
 Hours: 0

Extra

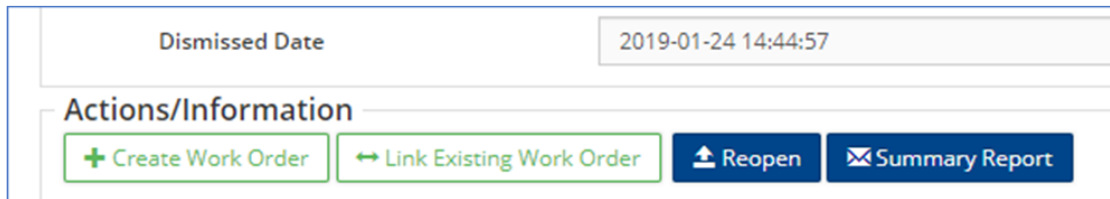
Cost Attached Equipment: Yes No
 Order Complete: Yes No

Cancel Add

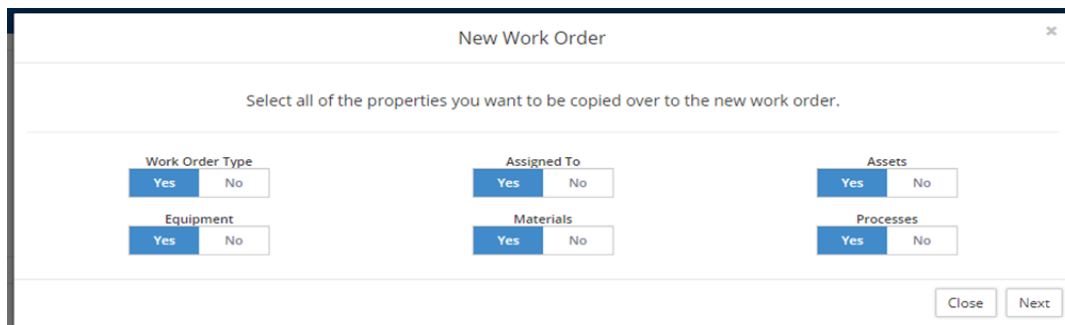
Check in for number of hours used to complete the work – specific workers can input hours needed to complete the work order and can also attribute these hours toward the equipment selected and indicate if the work order was completed. Once workers close-out the work order, they will also have the option to close-out the linked service request, thereby closing out the full process beginning with the request this work order came from. At this point, in Citywide Maintenance Manager’s Work order and Service Request in their respective Data Grids will be displayed as closed.

Resulting Work and Parent-Child Relationships

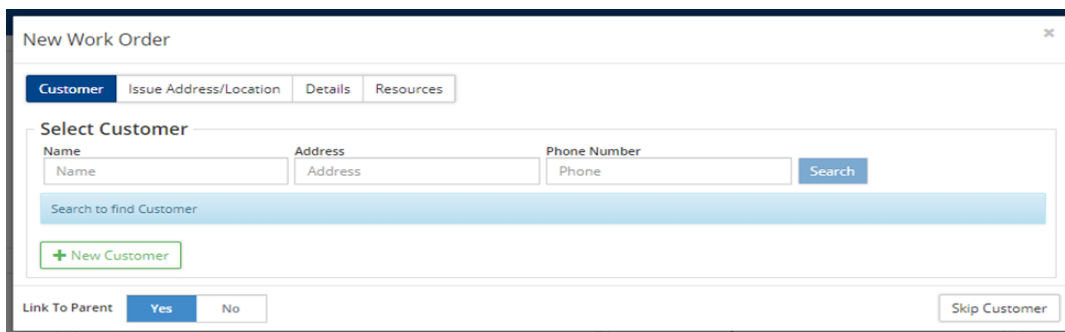
Users also have the option to reopen service requests if a follow-up request is made.



Rather than re-issuing the existing work order, users can create a new work order from the service request or link the service request to an existing work order. This is also useful for multi-stage work carried out in stages over time. When a user chooses to create a work order from another work order, they will have the option to carry-over all properties from the parent work order that they deem relevant or necessary.



After clicking "Next", users will be able to toggle "Link to Parent"



Child work orders can be assigned to a different worker, different department, contain other attached assets, equipment or materials, or assigned in any way outlined above that allows the work to be completed stemming from the parent work order. Once all work orders, from the initial work order to the resulting work and parent-child work orders, are closed, the progenitor service request can also be closed.

Citywide Citizen Request Portal

Service requests can be linked to municipal websites, route and receive requests via the citizen request portal: this is a form that the Client can embed into their website, where residents can self-serve, filling out their form with key information, which the Client can make mandatory.

Citizen Issue/Request Submission

Contact Information

Name*

Mailing Address*

Phone Number (Daytime)*

Extension (Daytime)

Mobile

Email*

Contact Preference*

Citizens can then select their concern or action item from a searchable list of service request types. This list is fully customizable by the Client.

Extension (Daytime)

Mobile

- Aggregate Operations
- Animal Control - Lost/Found/Running at Large
- Animal - Remains
- Bridges & Culverts
- Building Maintenance
- By-Law Enforcement Planning (Sump Pump, Zoning Infractions, etc.)
- By-Law Enforcement Police (Noise, Parking, Unsightly, etc.)

Select Issue/Request Type

Issue/Request Address*

Issue/Request Details*

The form also has security validation and enables citizens and residents to attach images.

Attach Image

Choose File No file chosen

Submit Issue/Request

By checking the below check box, you agree to include your email address into the Rural Municipality of Springfield's customer database and subscribe to receive important notifications from the RM.

I Agree *

Security Check

I'm not a robot

Submit

* Required Field

Once the service request is submitted through the citizen request portal, residents of the Client can receive an email update acknowledging the receipt of the request and will also give the resident a request number they can use to follow-up with the Municipality, and to provide them with a sense of action being taken.

Work Order Scheduler

Users can use this tool to schedule work orders, with the proper permissions.

psdcitywide Home > MM > Schedule

Default first 100 work orders are shown. Please use below filter to search additional work orders which are not shown.

Work Order	Group	Type	Subtype	Department	Classification	Assigned To	Priority	Status	Created Date
WO-8710	002 - Hydrants	Inspection WOT		Delete Department Test		Worker	Low	Not Started	2022-02-10 12:30:38
WO-8709	Default Group	Concrete Curb Repair		ROADS	Unscheduled Maintenance	Worker	Low	Not Started	2022-02-10 10:01:38
WO-8707	004 - Water	Sanitary Main Break		SEWERS		Worker	Low	Not Started	2022-02-09 21:27:26
WO-8705	003 - Fleet	Brick Work		PUBLIC WORKS CORPORATE	Emergency	Worker	High	Not Started	2021-12-20 09:30:26
WO-8696	Default Group	Oil Change Hyundai WOT2		DIVISION OF IT (DOIT)	Unscheduled Maintenance	Worker	Low	Not Started	2021-11-26 16:20:19

Month Week Day Agenda

2022

Previous Today Next

March

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
27	28	1	2	3	4	5

Users can drag-and-drop, or highlight specific work orders to see their duration:

Wednesday

Thursday

Friday

Saturday

Previous Today Next

(10:00 AM - 05:00 PM) WO-8139
Hyundai Elantra WOT
Assigned: jprew

7 8 9 10

And subsequently select the specific WO they wish to view more information on, or edit:

Edit Work Order Schedule

Details

Work Order	WO-8139 View Work Order	Group	001 - ByLaw Enforcement
Type	Hyundai Elantra WOT	Subtype	
From Date	2019-07-31	From Time	10:00 AM
To Date	2019-08-03	To Time	05:00 PM

Assigned To

Assigned To	Crew
	Crew
	jpcrew

Remove From Calendar
Cancel
Save

Daily View

Users can login to Citywide to see their daily view of work to be completed, where if a worker is assigned one or more work orders on a particular day, and the work has been scheduled, they will be the first notification for the worker when they log into the application. Workers are therefore provided with a filtered view of what they want to complete that day, based on their permission level, and provided a map that directs them to the location of the work to be carried out. The Daily View will also display parts and equipment attached to the WO.

psdcitywide Home > MM > Daily 2 Live Database Citywide Demo supportto

Daily For 2022-03-07 Filter By None Selected

Work Orders

Work Order	Work Order Type Group	Work Order Type	Work Order Subtype	Department	Priority	Status	Completed Date
No Work Orders							

Equipment

Equipment	Asset ID	Import ID	Units (Hr/Day/Month)	Type	Make	Model	Description	Location	Departments	Serial Number	Regular Rate	VI
No Equipment												

Parts/Materials

Name	Type	Description	Make	Model
No Parts/Materials				

Route Patrol

Within the Route Patrol details window, users can review any notes, deficiencies, route path, work orders or service requests associated with a particular route. The Route Details screen also displays the weather conditions, and the route path on a map.

psdcitywide Home > MM > Route Patrol > Route Patrol > RP-0176 2 Live Database Citywide Demo supportedo

Save +

Details ☰

- Notes 0
- Deficiencies 0
- Path 4
- Work Orders 0
- Service Requests 0
- Road Condition Updates 0
- Assets 0
- Map 🗺
- Log ☰

Route Patrol Details

Description	class 1 route	Route	Class 3 Roads
Maintenance Class	Class 1	Created By	Assigned
Start Time	2018-08-09 10:25:58	End Time	2018-08-09 10:31:24

Weather Conditions

Road Condition	Bare & Dry	Weather	Clear
Temperature	23	Road Temperature	Road Temperature
Visibility	Good	Wind	Light
Wind Direction	N	Winter Event Condition	Drifting

Options

Winter Patrol Yes No

Actions

[Summary Report](#)

psdcitywide Home > MM > Route Patrol > Route Patrol 2 Live Database Citywide Demo supportedo

View By Route Patrol View Type Split View

Advanced Filter No Selections Showing 392 records

ID	Description	Created By	Start Time	Actions
RP-0188		hitika (Hitika Dadu)	2018-09-04 16:07:56	🔍 🗑️ 📄
RP-0187		hitika (Hitika Dadu)	2018-09-04 16:00:55	🔍 🗑️ 📄
RP-0186		supportnt	2018-09-01 09:57:52	🔍 🗑️ 📄
RP-0185		supportnt	2018-09-01 09:27:14	🔍 🗑️ 📄
RP-0184		supportnt	2018-09-01 09:25:50	🔍 🗑️ 📄
RP-0183		supportnt	2018-09-01 09:00:02	🔍 🗑️ 📄
RP-0182		supportrm	2018-08-27 13:49:10	🔍 🗑️ 📄
RP-0181	drive home	supportdm	2018-08-23 17:04:18	🔍 🗑️ 📄
RP-0180	test 3g	supportdm	2018-08-23 16:36:02	🔍 🗑️ 📄
RP-0179	test route	supportdm	2018-08-23 16:34:06	🔍 🗑️ 📄
RP-0178		supporthd	2018-08-23 14:21:20	🔍 🗑️ 📄
RP-0177	test	supportdm	2018-08-23 13:58:09	🔍 🗑️ 📄
RP-0176	class 1 route	Assigned	2018-08-09 10:25:58	🔍 🗑️ 📄
RP-0175		Assigned	2018-08-03 11:41:16	🔍 🗑️ 📄
RP-0174		Assigned	2018-07-10 11:27:05	🔍 🗑️ 📄
RP-0173		Assigned	2018-07-10 11:03:40	🔍 🗑️ 📄
RP-0172		supportnt	2018-06-20 11:13:34	🔍 🗑️ 📄
RP-0171		supportnt	2018-06-20 11:12:09	🔍 🗑️ 📄
RP-0170		rmedeiros (Ryan Medeiros)	2018-06-19 11:19:29	🔍 🗑️ 📄
RP-0169		supportnt	2018-06-19 07:31:07	🔍 🗑️ 📄
RP-0168		supportnt	2018-06-19 06:19:45	🔍 🗑️ 📄

Creating Work Orders with Route Patrol

Users can review their route path to see the distance driven, current speed, average speed and the peak speed. The blue circles represent the distance traveled every 5 seconds. The green circles represent a Work Order that was created on the route with a low priority rating. The orange circle represents a Work Order that was created on the route with a high priority rating.

The screenshot shows the 'Route Patrol' interface. On the left is a table with 184 records. The table has columns for ID, Description, and Actions. The record with ID 'RP-0079' and description 'Western road' is highlighted in green. On the right is a map view of a route in London, showing the Thames River and various streets. The map includes controls for 'Draw speed: Instant', 'Lock to route?' (checked), and a summary: '8:52:55 AM - Driven: 2.6 km, current speed: 0 km/h, average: 16 km/h, peak: 51 km/h'. The route is shown as a blue line with blue circles representing 5-second intervals. A green circle and an orange circle represent work orders created on the route.

ID	Description	Actions
RP-0082	test3	[Refresh] [List] [Edit] [Delete]
RP-0081		[Refresh] [List] [Edit] [Delete]
RP-0080		[Refresh] [List] [Edit] [Delete]
RP-0079	Western road	[Refresh] [List] [Edit] [Delete]
RP-0078	David, highway, via hotspot cellular	[Refresh] [List] [Edit] [Delete]
RP-0077		[Refresh] [List] [Edit] [Delete]
RP-0076	Check	[Refresh] [List] [Edit] [Delete]
RP-0075	dg test sr	[Refresh] [List] [Edit] [Delete]
RP-0074	dg test feb 15	[Refresh] [List] [Edit] [Delete]

Route Patrol Records

Users can view the User who created the route patrol record, and the start and end time, with a high-level description and an associated ID. Clicking on the route patrol ID will provide details of the route patrol and view it on a map. This grid view can be filtered by column.

The screenshot shows the 'Route Patrol Records' interface. On the left is a table with 9 records. The table has columns for ID, Description, User, Start Time, End Time, and Actions. The record with ID 'RP-0010' is highlighted in green. On the right is a map view of a route, showing a highway and surrounding areas. The map includes controls for 'Draw speed: Instant', 'Lock to route?' (checked), and a summary: '8:52:55 AM - Driven: 2.6 km, current speed: 0 km/h, average: 16 km/h, peak: 51 km/h'. The route is shown as a blue line with blue circles representing 5-second intervals. A green circle and an orange circle represent work orders created on the route.

ID	Description	User	Start Time	End Time	Actions
RP-0010	Aug 22 2017	morth (Mike Ortn)	2017-08-22 05:17:11	2017-08-22 13:13:48	Summ [Refresh] [List] [Edit] [Delete]
RP-0009	Aug 22 2017	morth (Mike Ortn)	2017-08-22 05:17:11	2017-08-22 13:13:48	Default [Refresh] [List] [Edit] [Delete]
RP-0008	Aug 22 2017	morth (Mike Ortn)	2017-08-22 05:17:11	2017-08-22 13:13:48	Default [Refresh] [List] [Edit] [Delete]
RP-0007	Aug 22 2017	morth (Mike Ortn)	2017-08-22 05:17:11	2017-08-22 13:13:48	Default [Refresh] [List] [Edit] [Delete]
RP-0006	July 24	morth (Mike Ortn)	2017-07-24 05:15:00	2017-07-24 07:02:00	Default [Refresh] [List] [Edit] [Delete]
RP-0005	may 17 2017 takev2 test	morth (Mike Ortn)	2017-05-17 00:08:00	2017-05-17 01:35:00	Default [Refresh] [List] [Edit] [Delete]
RP-0004	may 18th morning patrol	morth (Mike Ortn)	2017-05-18 04:14:00	2017-05-18 04:27:00	Default [Refresh] [List] [Edit] [Delete]
RP-0003	patrol may 17 2017	morth (Mike Ortn)	2018-01-23 06:56:00	2018-01-23 09:00:00	Default [Refresh] [List] [Edit] [Delete]
RP-0002	test	morth (Mike Ortn)	2017-05-02 00:20:00	2017-05-02 00:20:00	Default [Refresh] [List] [Edit] [Delete]

Route Patrol Path

Under the Route Patrol Path details, users can see the GIS coordinates of where a vehicle was at a specific date and time.

psdcitywide Home > MM > Route Patrol > Route Patrol > RP-0176

Save View Path

Filter

	Time	Latitude	Longitude	Speed	Snow Plow	Spreader
Notes						
Deficiencies	2018-08-09 10:25:59	42.8510599	-80.7187699	-1	OFF	OFF
Path	2018-08-09 10:26:04	42.8504342	-80.7190514	0	OFF	OFF
Work Orders	2018-08-09 10:26:04	42.850768	-80.7183134	0	OFF	OFF
Service Requests	2018-08-09 10:26:13	42.8508869	-80.7185019	0	OFF	OFF

Timesheets

Citywide Maintenance Manager will track any personnel who are tied to a work order and time sheets can be filled out. Workers can check in and out of work orders to attach applicable hours. The timesheets can then be approved and edited by system administrators to ensure reliability and accuracy of the information entered. Labour hours can also be easily applied to multiple work orders that occur at the same time and differing completion times. Users can use timesheets to bulk enter labour, equipment and materials against defined activities.

Select Entry

Entry Type:

Work Order Type: A4 ADMIN CAR

Department: 5225 Operations - Fleet Maintenance

Type: A4 ADMIN CAR

Close Work Order: Yes No

Notes

Public: Yes No

Note:

Add Entries

Source:

Resource:

Wage Type:

Position:

Rate:

2019-05-20:

2019-05-21:

2019-05-22:

2019-05-23:

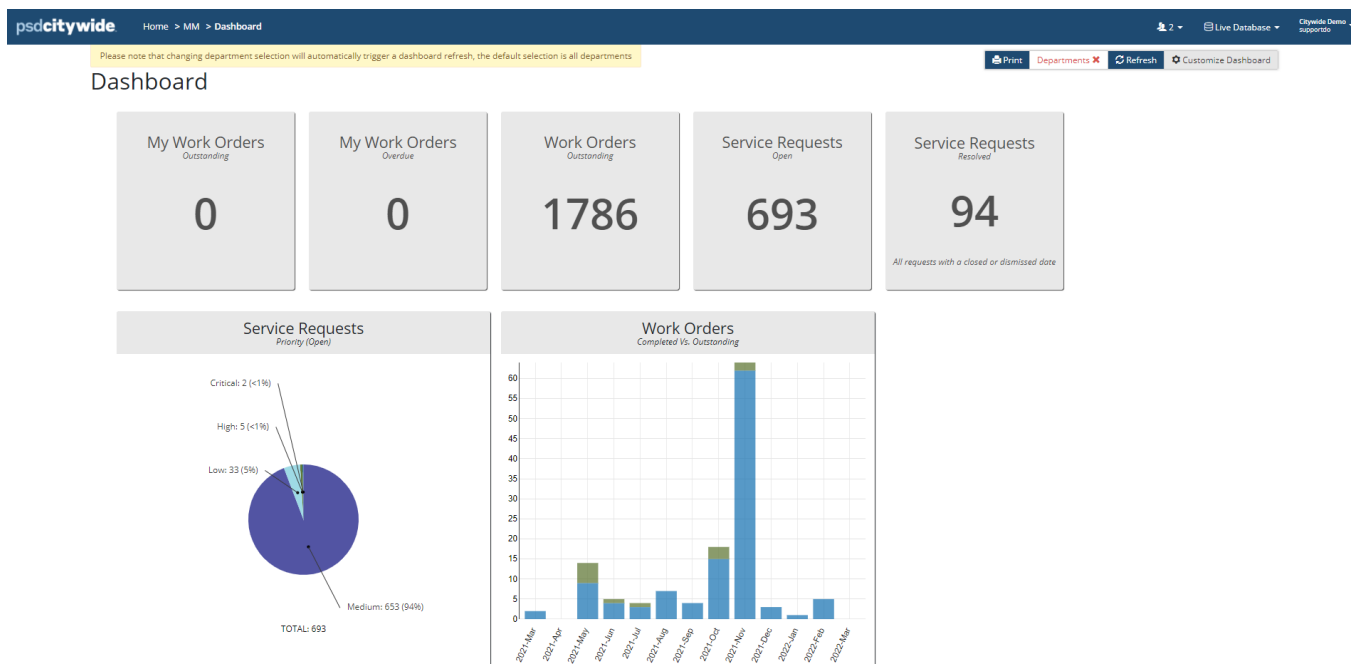
2019-05-24:

Timesheet reports display the number of hours worked by a worker, per day with a weekly total. This data is used to balance weekly/bi-weekly labour entries.

Start Date		End Date		Run Report						
Name	Wage Type	2016-01-18	2016-01-19	2016-01-20	2016-01-21	2016-01-22	2016-01-23	2016-01-24	Week 1 Total	
Parks and Recreation										
James Cookie										
	Regular	8	8	8	8	8	0	0	40	
		8	8	8	8	8	0	0	40	
Public Works										
Brad Kenny										
	Regular	12	4	12	8	8	0	0	44	
		12	4	12	8	8	0	0	44	
Sean James										
	Regular	12	9	8	8	8	0	0	45	
		12	9	8	8	8	0	0	45	
Jason Danielle										
	Regular	2	2	2	2	2	0	0	10	
		2	2	2	2	2	0	0	10	
Bob Heather										
	Regular	2.25	2.25	2.25	2.25	2.25	0	0	11.25	
		2.25	2.25	2.25	2.25	2.25	0	0	11.25	
Erika Kathleen										
	Regular	2	2	2	2	2	0	0	10	
		2	2	2	2	2	0	0	10	
Donna Adam										
	Regular	12	8	8	8	8	0	0	44	
		12	8	8	8	8	0	0	44	
J Howard										
	Regular	9	8	8	8	8	0	0	41	
		9	8	8	8	8	0	0	41	

Citywide Maintenance Manager Dashboard

The dashboard included in the Maintenance Manager module are customizable per user, giving each user a snapshot of various metrics relating to Work Order Management. Each widget box is embedded with links that allow the user to access the specifics of the information being clearly displayed.



The user has the ability to customize the information shown in the dashboard, which makes it a powerful tool to create quick reporting including on outstanding work orders (by worker or by department) overall number of Work Orders open, all Work Orders relating to preventative maintenance events, etc. Clicking on each widget box on the dashboard will take the user to a breakdown of that data within Citywide Maintenance Manager, displaying all items summarized by the widget.

Preventative Maintenance

Citywide Maintenance Manager can set up Preventative Maintenance schedules that can be applied to different assets or asset groups. The user can also set up an email notification and select which users, or crew members, receive this PM schedule.

Citywide Work Order/Service Requests GIS

Citywide Maintenance Manager links with the GIS information to plot both Service Requests and Work Orders. Within this view, the user can also access each individual WO or SR, as well as select an array of work to do within a specified area. This is an efficient way to schedule work based on location.

ACTIONS	FID	WORK ORDER	DEPARTMENT	WORK ORDER TYPE GROUP	WORK ACTIVITY CODE	WORK ORDER TYPE	WORK ORDER SUBTYPE	STATUS	ADDRESS	AREA	COMMUNITY	CLASSIFICATION	PRIORITY	CREATED DATE	SCHEDULED START DATE	SCHEDULED END DATE	TARGET DATE	COMPLETED DATE	ASSIGNED TO
1	work_order.6333	WO-6333	ADMINISTRATION	001 - ByLaw Enforcement		Hyundai Elantra WOT		Not Started	Matchette Rd & Reaume Rd			Unscheduled Maintenance	Low	2017-10-24 14:23:58					Worker

Users are then also able to generate Work Orders and Service Requests from within the GIS viewer.

Inspections with Citywide Mobile Application

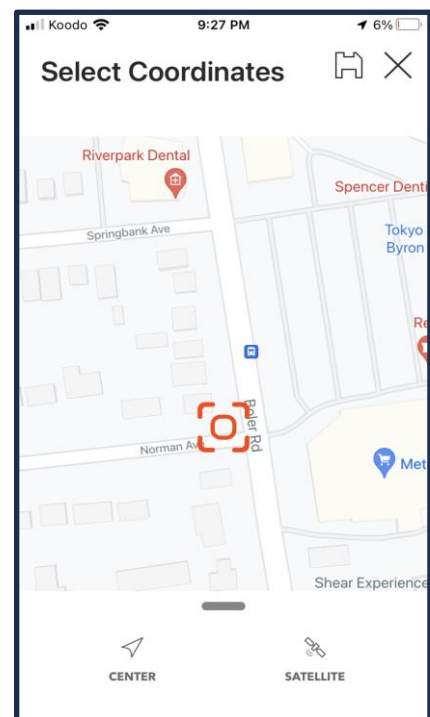
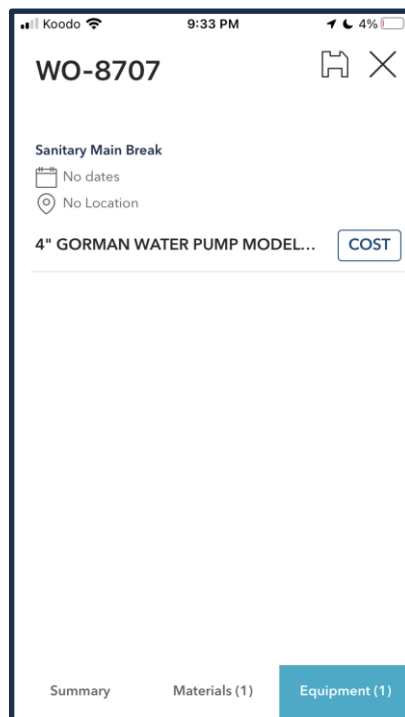
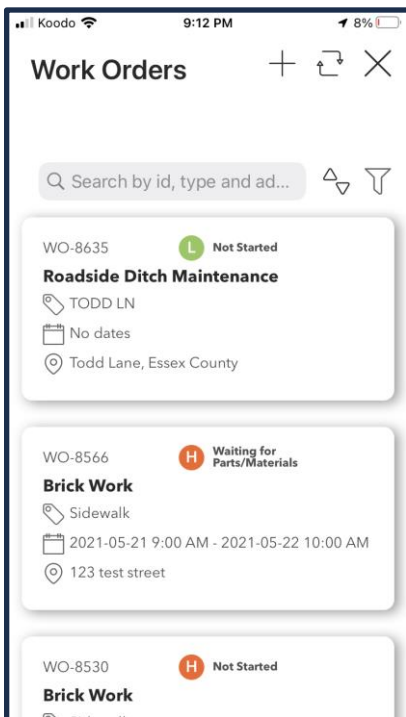
Citywide’s mobile functionality is a cloud-based option. The Citywide mobile app allows clients to access work order or service request information in the field, locate it by map, and assist with the daily operations of Public Works or other departments. The app allows for inspection work orders to be completed and tracked against each individual asset including the condition of the asset as part of each inspection. In addition, the application is designed to keep running even when the internet connection is lost; once the connection is re-established, it will automatically synchronize any changes made while offline.

All contributors, pending permission from the Client, are able to use either the mobile or desktop application, allowing for flexibility in accommodating the performance of both field and desk duties. All Citywide Software applications are open- source, web-hosted, enterprise-wide licensed programs that require no additional third-party licenses, no additional onsite equipment, space, electrical, or onsite technical support staff, with the capability for real-time data collection. Users can access Citywide on a tablets or smartphones using a browser.

For Citywide Maintenance Manager there is a dedicated mobile app for both android and IOS with the ability to operate the core functionalities of the system using a mobile device (data entry, completing inspections, route patrol, editing data of the system etc.) while online.

The mobile app possesses map-based capabilities that will allow field staff to interact with a map that connects to both Asset Manager and Maintenance Manager, providing staff with the ability to select asset through the GIS viewer and create a work order.

Users can access Citywide on a tablets or smartphones using the browser functionality, and/or for Citywide mobile app operated on android and iOS. It also can take pictures of assets with mobile devices, which are then directly integrated into the system.



Check In

Worker: Jeff Muir

Method: By Hours

Start date: 2022-02-09

End date: 2022-02-09

Hours: 5

Wage type: Premium

Description: Type here

Jeff Muir Position: Worker Override

WO-8444

Health and Safety Inspections - Facilities

2020-03-04 9:00 AM - 2020-03-04 5:00 PM

Front Road Park

Coordinates: Lat: 42.946795, Long: -71.000000

Processes(2)

HEALTH AND SAFETY INSPECTION CHECK ALL

General Workspace
Description: Are all outside areas safe and accessible?
ADD

Add a comment

General Workspace
Description: Are all floors clean and orderly?
ADD

Add a comment

Dates

Cancel Done

WO-8630

Air Conditioner Inspection

2021-10-25 9:00 AM - 2021-10-29 5:00 PM

Only Coordinates Available

Coordinates: Lat: 42.946795, Long: -71.000000

Processes(2)

DAILY INSPECTION CHECK ALL

Check Condenser Coil to Determine if Needs Cleaning
Result: Clean
Completed: October 25, 2021 08:25 AM
COMPLETED

Add a comment

Check Wiring and Connections to Controls
Result: Connected Properly
Completed: October 25, 2021 08:25...
COMPLETED

Add a comment

Dates

Cancel Done



TOWNSHIP OF NORTH HURON

Report No.
PW-2023-23

REPORT TO: Reeve Heffer and Members of Council
PREPARED BY: Gregg Furtney, Director of Public Works and Facilities
DATE: 08/08/2023
SUBJECT: PW-2023-23 Blyth-Hullett Landfill Woodlot Management Revenues
ATTACHMENTS: N/A

RECOMMENDATION:

THAT the Council of the Township of North Huron hereby receives the report from the Director of Public Works and Facilities, dated August 8, 2023 regarding woodlot management at the Blyth-Hullett Landfill, for information purposes;

AND FURTHER, THAT Council directs the Director of Finance/Treasurer to transfer the net proceeds (\$22,531.50) from the woodlot harvest into the Blyth-Hullett Landfill Reserve.

PURPOSE:

The purpose of this report is to seek Council's approval to transfer the woodlot harvesting revenue (\$22,531.50) into the Blyth and Hullet Landfill Reserve to be used for future post-closure costs.

BACKGROUND INFORMATION:

In January of 2020, the Blyth-Hullett Landfill Board agreed to a woodlot management plan at the Blyth-Hullett Landfill. OTS Contracting was awarded the contract to implement the woodlot management plan. The work was completed in the spring of 2023. The revenue from the woodlot thinning program was shared by the two (2) municipalities (North Huron and Central Huron). North Huron earned \$22,531.50.

DISCUSSION:

Staff are seeking Council's authorization to transfer the revenue (\$22,531.50) from the harvest into the Blyth-Hullett Landfill Reserve account for future post closure landfill expenses.

FINANCIAL IMPACT:

Revenue from the woodlot thinning will be used to help fund future Blyth-Hullett landfill closure costs.

FUTURE/OTHER CONSIDERATIONS:

As per the Woodlot Management Plan, this work should take place again in another 10-15 years.

OTHERS CONSULTED:

Jenna McDonald – Public Works Assistant, Township of North Huron
Chris Townes – Director of Finance/Treasurer, Township of North Huron

RELATIONSHIP TO THE STRATEGIC PLAN:

Goal #6 – Environment - Our goal is to protect our natural environment, reduce greenhouse gas emissions and support a healthy ecosystem.



Gregg Furtney, Director of Public Works
and Facilities



Dwayne Evans, CAO



REPORT TO: Reeve Heffer and Members of Council
PREPARED BY: Denise Lockie, Community Engagement Coordinator
DATE: 08/08/2023
SUBJECT: CS-2023-07 North Huron Museum Deaccessioning Project – Report #2
ATTACHMENTS: Deaccessioning List #2

RECOMMENDATION:

THAT the Council of the Township of North Huron hereby receives the report prepared by the Community Engagement Coordinator dated August 8, 2023, regarding the North Huron Museum Deaccessioning Project – Report #2, for information purposes;

AND FURTHER, THAT Council authorizes staff to continue with the deaccessioning process for the list of artifacts attached to Staff Report CS-2023-07 in accordance with the North Huron Museum Deaccessioning Policy.

PURPOSE:

As Council is aware, staff have commenced the process to deaccession the North Huron Museum. After the evaluation of museum objects and archival materials is completed, the Community Engagement Coordinator and the Deaccession Assistants are required to present their recommendations to the CAO in the form of a written report and once considered by the CAO, the recommendation is to be presented to Council for consideration.

In accordance with the North Huron Museum Deaccessioning Policy, attached is the second list of artifacts to be deaccessioned. Subject to Council’s approval, these artifacts will be disposed of in accordance with the Deaccessioning Policy that was approved by Council. The disposal process is provided below in more detail. A copy of the North Huron Museum Deaccessioning Policy is attached for ease of reference.

BACKGROUND INFORMATION:

According to the North Huron Museum Deaccessioning Policy (By-law No. 44-2023), staff are to record and deaccession artifacts due to the closure of the institution.

As per the Deaccessioning Policy, deaccessioned artifacts are to be disposed of in the following manner:

- Offered as a gift or private sale to other public museums, or similar public institutions.
- In the event that the artifact is not disposed of to the Canadian museum community, it may be deaccessioned through public sale. All monies obtained through the sale of deaccessioned objects will be directed to where the (municipality/Township/Community Engagement Coordinator and CAO deems appropriate); (or directed towards other heritage projects in North Huron/Huron County).
- Repatriation to the indigenous groups or originating community the object belongs to.

- As a final option at the end of the deaccessioning project, the museum object and/or archival material will undergo intentional destruction before two witnesses by designated museum personnel or disposed of in a fashion which ensures it cannot be reconstructed in any way.

The manner of disposal shall be in the best interest of the North Huron Museum (NHM), the public it serves, and the public trust placed in the NHM. Except in the case of accidental loss or destruction, every effort will be made to ensure that the deaccessioned museum objects and archival materials remain in the public domain.

DISCUSSION:

As noted above, attached to this report is a list of objects and archival materials that have been part of the current collection and classified for deaccessioning purposes. Subject to Council approval, the items will proceed through the deaccessioning process.

FINANCIAL IMPACT:

There is no financial impact resulting from this report.

FUTURE/OTHER CONSIDERATIONS:

Subject to Council's acceptance and approval of the objects and archival materials staff will continue to create Report #3.

OTHERS CONSULTED:

Elizabeth Gibson-French, Huron County Museum and Historic Gaol, Senior Curator
Patti Lamb, Huron County Museum and Historic Gaol, Registrar
Dwayne Evans, Township of North Huron CAO

RELATIONSHIP TO THE STRATEGIC PLAN:

The recommendation contained in this report is unrelated to the Strategic Plan and stems from the Council direction provided through motion M23/23.



Denise Lockie, Community Engagement
Coordinator



Dwayne Evans, CAO

North Huron Museum

Wingham, Ontario

Number of items to be deaccessioned: 1285

Deaccession List				
	Accession #	Object Name	Description	Condition
1.	976.01.01	Carving, Canada Warbler	Yellow and black warbler mounted on stem or branch which is implanted on a "V" shaped piece of wood. The wings are a feathered black-grey colour. The back is an avocado tone. The beak is black. The breast has black streaks. This model is well proportioned and executed in pine. George Allen hand-carved this piece VALUE = \$45.00	Good
2.	976.01.02	Carving, Rose-breasted Grosbeak	An artistic decoration in excellent condition. Hand-carved in pine by the donor. Grosbeak with black head and black feathers. The chest and breast are white with bright rose bib. The beak is white/grey. Mounted on a 5 x 8 cm piece of unpainted wood. VALUE = 25.00	Good
3.	976.01.03	Carving, Red-winged Blackbird	An artistic decoration in excellent condition. This red-winged blackbird has a black body and black beak. The red marking is only on the "shoulder". It is on a section of limb covered with bark, adorned with miniature cat tails. Carved in pine by the donor. VALUE = \$40.00	Good
4.	976.01.04	Carving, American Robin	This well - executed artistic carving is in excellent condition. Carved in pine, by the donor. It has a black crown to Gray/Black back and tail with white feathering. Orange breast and chest, yellow beak. Posed in a feeding fashion on a half - sawn limb with bark attached. VALUE = \$65.00	Good, the foot is broken and the bird pivots
5.	976.01.06	Carving, Evening Grosbeak	This hand carved Evening Grosbeak is in pristine condition. Carved in pine -predominant yellow breast, back and wings - blackish crown graduating to yellow - gray, yellow	Good

			bib - black and white wing feathers and tail. Mounted on irregular knot of driftwood adorned with greenery. Carved by donor. VALUE = \$45.00	
6.	976.01.07	Carving, White-throated Sparrow	Carved in pine - in pristine condition by the donor. This white - throated sparrow is dappled - predominately brown with white and black striations down back and wings - breast grayish with black striation - white throat - real sparrows' leg. Mounted on sawn branch of birch. VALUE = \$25.00	good
7.	976.01.08 (a+b)	Carving, Kinglets	Carved in pine by the donor - as a grouping. Christine condition #1 yellow, black, and red crown - cream gold breast - golden back. Black wings with feathering - white around the eyes #2 Red crown and gold breast - dark golden back - Black wings with white feathering. Pair are mounted (?) maturing (?) supported by a small piece of driftwood. VALUE = \$30.00 + \$30.00	good
8.	976.01.09	Carving, Black Bird?	Hand carved in pine by the donor. Yellow feathering around the eyes and the back. Deep bronze body and wings. _____ (?) dappled colour on breast, bright yellow beak. Mounted simply on oval wooden base. VALUE = \$30.00 + \$20.00	good
9.	976.01.10	Carving, Canada Goose	Carved in pine by the doner. Condition is good. Miniaturized Canada Goose - grey, black, white. Mounted on small black wooden base. VALUE = \$5.00	good
10.	976.01.11	Carving, Male Mallard Duck	Carved in pine by the donor. Excellent condition. Emerald, green head to mid-part of neck. Circle of white divides green head to brown bib in front and circle of white divides green head to brown bib in	good

			front and greenish (?) back feathers. Taupe breast. Hint of blue at wing tips. Mounted on small black wood base. VALUE: \$10.00	
11.	976.01.12	Carving, miniature Tern	Carved in pine by the donor. Excellent condition. Black head with white neck and breast. Back and wings are grey with black wing tips. Mounted on miniature wooden pile. VALUE: \$10.00	good
12.	976.01.13	Carving, Scarlet Tanager	Carved in pine by the donor. Good condition. Scarlet head, neck, and breast. Brown/Black wings and tail.	Good
13.	976.01.14	Carving, Meadowlark	Carved in pine by the donor. Excellent condition. Brown, black crown with yellow stripe running over the head. Bright yellow throat and breast. Distinctive brownish bib. Black wings and tail are dappled brown, white and black feathering. White dappled around the eyes. VALUE = \$55.00 - \$60.00	good
14.	976.01.15	Carving, Cedar Waxwing	Carved in pine by the donor. Excellent condition. Deep rose hest. Eyes masked in black and black throat. Brownish back and rose brownish breast. Dark charcoal/brown wings with some white. Gail charcoal/brown with band of yellow at tip. VALUE = \$35.00	good
15.	976.01.16	Carving, American Redstarts	Carved in pine, by the donor. Excellent condition. (a) White breast - speckled with black - head, back and tail - reddish brown with darker dappling. Eyes are dapple white, - MALE (b) White breast - speckled with black - head, back and tail medium brown with darker dappling (c) Same as (b) - FEMALE The three are mounted together on a piece of sawn limb. Bark is intact - with some green adornment. VALUE = \$100.00	good
16.	976.01.17	Carving, Barn Swallow	Carved in pine, by the donor. In good condition. Orange breast and throat and forehead. Midnight blue	good

			head, back and wings with blue and white highlights, Distinctive darker tail - white under wing and under tail. mounted on pyramided base naturally stratified. VALUE = \$30.00	
17.	976.01.18	Carving, Catbird	Carved in pine, by the donor. In excellent condition. Body and back a dismal granite gray with black crown, black wing tips and tail. Black beak. Mounted on bark, carved piece of branch cut in half	good
18.	976.01.19	Carving, Cardinal	Carved in pine by the donor. Excellent condition. Bright scarlet breast and up around the eyes - to a distinctive scarlet crest - graduating to mauve predominant shading down back - tail scarlet with back feathering as are wings. Dark feathering rings beak to dark throat. Short powerful beak. Mounted in polished branch.	good
19.	976.01.20	Carving, Killdeer	Carved in pine by the donor. White throat and breast with dark bib. Bib has line of white across it. Eyes are marked by dark feathering but joined around face by white feathering. White feathering rings neck around commencing at white of throat feathering. Back and wings are golden brown to dark tips of wings and tail. Mounted on a piece of driftwood. - approximately 25 cm	good
20.	976.01.21 (a+b)	Carving, black capped Chickadees	Carved in pine by the donor. An art form in excellent condition. Two carved chickadees on a base of natural framed wooden limb cutting. The chickadees are similar - Black crown and black throat and bib. A white mask extends from beak past the eyes to back of neck. Gray - white breast - taupe back. Black and white wing tips extending to tips of tail.	good
21.	976.01.22	Carving, Gold Finches	Carved in pine by the donor. Mainly yellow colour with black	good

			topped head - black wings feathered with white. One perched on top, one on side - similar in size and colour. Mounted on green coloured branch adorned with purple-pink flowers	
22.	976.01.23	Carving, Woodpecker	Carved in pine by the donor. Carved in whitish grey with black striated with white wings - black around the eyes and head topped by the red on top of head. Perched on a squared piece of wood.	good
23.	976.01.24	Carving, Flicker	Carved in pine by the donor. Mounted on irregular wooden base. Coloured in natural tones - white breast spatted with black - black collar - brown and beige spattered wings - greyish head	good
24.	976.01.25	Carving, Common Tern	Carved in pine by the donor. Mounted on natural sawn limb base. Mainly white with grey toned wings ending in black tail feathers striated in white. Black head. Red beak and legs.	good
25.	976.01.26	Carving, Mourning Dove	Carved in pine by the donor. Mounted on natural wood chip. Coloured in mauve-grey breast, blue-toned head, black and brown flecked wings.	good
26.	976.01.27	Carving, House Wren	Carved in pine by the donor. Wren perched on twig attached to wooden birdhouse. Colours of brown and grey with saffron breast.	good
27.	976.01.28	Carving, Herring Gull	Carved in pine by the donor. The largest model in the collection. Mounted on facsimile rock base. Mainly white bird - grey toned wings - tail feathers black striated with white. Yellow beak and greyish legs.	good
28.	976.01.29	Carving, Baltimore Oriole	Carved in pine by the donor. Mounted on very irregular branch - natural colour COLOURS; Orange breast and back, black head and	good

			black wings - Black wings striated with yellow and white	
29.	976.01.30	Carved Blue jay	Carved in pine by the donor. Mounted on limb portion with sawn edges. An excellent reproduction. Colours of charcoal, blue and white striations on wings - pale blue on lower head and grey blue on breast.	good
30.	976.01.31	Carved Common Grackle	Carved in pine by the donor. Mounted on a birch limb block. Colours of iridescent black on breast - blue-gray shadings - black tail	good
31.	976.01.32	Carving, Starling	Carved in pine by the donor. Mounted on a perch of saun limb chip - on side of case COLOURS; black head - shadings of blue-mauve and grey specks yellow-white striations on the wings	good
32.	976.01.34	Carved Screech Owl	Carved in pine by the donor. Mounted on natural farmed root formation - attached to the side of a case. COLOURS; beige breast with brown spots and flicks, brown speckled head brown rimmed eyes	good
33.	976.01.35	Carved flock of assorted birds	Carved in pine by the donor. Flock consists of an English sparrow, a purple finch, an indigo bunting, a Lincoln sparrow, a Junco. Mounted on a bough with several branches. Attached to the right end of the case.	good
34.	976.01.36 (a+b)	Carving, Warblers	Contained therein are five half size warblers mounted on a cedar root. The birds were carved in pine by the donor.	good
35.	976.01.37	Carved Crow	Carved in pine by the donor. Mounted on a cedar roat. COLOURS: - an iridescent blue black highlighted at the shoulder and wing tip by a green-gray colouration. - breast of midnight blue-black - this is NOT in the collection in the case.	good
36.	976.01.38	Craving, Junco	Carved in pine by the donor. Mounted on pine knot - of	good

			vaigated natural tones. Colours of charcoal grey-black - rose beak - whitish grey breast and tail undercoating.	
37.	976.01.40	Carving, Wren	Carved in pine by the donor. Mounted with greenery on a piece of bark. Colours of brown striated back - wine-brown head, yellow breast flicked with black	good
38.	976.01.43	Carving, Rainbow Trout's	Carved in pine by the donor. Displayed as a catch of three (a) measuring 30 cm x 11 cm overall (b) fish 22 cm x 5 cm (c) fish 15 cm x 3 1/2 cm Coloured green, pink, white natural colouration. Branches used to connect the catch	good
39.	976.01.60	mug	White China mug with wash gold decorations. Inscribed in Old English - G. R. Allen Presumed to be the donor's father's shaving mug. DIMENSIONS: 9 x 9cm	Fair- the gold lettering is flaking off
40.	2017.0027.006	Theater poster	2017 Blyth Festival Theatre Poster. Yellow front with present/historical citizens of Blyth pictured. On reverse is a list of plays throughout the theatre's history.	excellent
41.	2006.22.01	book	"Homebrew and Patches", written by Harry J. Boyle, book is signed by Harry J. Boyle, library copy from Hensall Branch of the Huron County Library, has discard stamped on the front page, synopsis of book pasted on the inner page of the front, on title page is Public Library Hensall stroked out as well as 6558, 1542, Feb 17 76 and Harry J. Boyle's signature, on back leaf is a torn off Due Date slip and a few ink scribbles	good
42.	977.20.03	pail	BLUE PAIL - three (3) honey pails (2 red, 1 blue) from Harry Forgie's apiary, Wingham - each pail has a picture of a beehive, and in the background a scenic picture of a man roughing his fields with a	good

			horse and plough, trees in background DIMENSIONS: 18.5 - height 15.5 - width	
43.	2017.0007.001	photo book	Pictures of railroad infrastructure from around the North Huron area taken in 2017, as well a historic map of the area which are labelled numerically to designate the location of aforementioned railroad infrastructure. Inside a black binder.	good
44.	2014.47.01	book	Book given to Mrs. Andy Gaunt 1976. A history of Northeast Ash field compiled by Trinity United Church Women Ash field, 1976.	good
45.	2014.47.02	book	Book of East Wawanosh Township 1867 - 1967	good
46.	2014.47.03	book	Recollections of Colborne Township 1967	good
47.	2014.47.04	book	The Settlement of Huron County by James Scott 1966.	good
48.	977.42.01a	sign	SIGN ADVERTISEMENTS OF; PATTERSON EYE EXAMINATIONS Framed wooden signs of advertisement. Pink background and black print advertising eye examination and glasses by W. G. Patterson of Wingham. DIMENSIONS: 95 cm x 32 cm	fair
49.	977.42.01b	sign	SIGN ADVERTISEMENTS OF; PATTERSON SILVERWARE Pink background and pink print advertising silverware and novelties from W. G. Patterson. "The Great Watch Doctor of Wingham" Both frames of blonde finished wood. Approximately 1920 DIMENSIONS: 95 cm x 32 cm	fair
50.	988.18.01	book	Bush Days by Malcolm Lamont was published in 1933. This book is in a looseleaf binder. It is an autobiography of Malcolm Lamont about his childhood growing up around Turnberry Township area. He was born in 1860 in the Township of Turnberry. This book is of historical value because he was	good

			one of the first babies born in the township. He writes in the book about his way of life in the 1860s in this area.	
51.	989.11.16	photobook	Photo negatives taken around Town of Wingham	
52.	989.11.17	photo	Reproduced photo - showing people at 'Old C. P. R. Station, in Wingham in the early 1900's	
53.	989.11.18.	photo	Reproduced photo - showing people at 'Old C. P. R. Station, in Wingham in the early 1900's	
54.	989.11.19	photo	Reproduced photo - showing people at 'Old C. P. R. Station, in Wingham in the early 1900's	
55.	993.11.01	book	This book is an excellent history of the beginnings of Canada. It describes the people who explored the regions of Upper Canada. It describes the people who explored, the regions of Upper Canada, as well as the original native inhabitants. It gives the routes that Upper Canada was first explored, as well as the means of exploration and trade, such as the canoe, sailboat, steam ship, rails and the development of Road Construction, and the stagecoach. Incorporated also is the construction of the early railroads, with a final chapter describing the mail systems, from Indian Courier to Air Mail. Book is in excellent condition.	good
56.	991.05.01	booklet	Subject - this is the history of the London-Huron and Bruce Railway. Written by Calvin M. Patrick Photographed Copy Published in 1989.	good
57.	2006.09.27	Print, Photographic	photo (postcard) of the old presbyterian church at Walton. Gertie Marshall moved to Walton in 1903 and attended the Sunday school at the presbyterian church. Gertie Marshall married and became Mrs. Wm. Cocker line.	good

58.	2006.11.28	Print, Photographic	Black and white postcard of the upper Wingham dam collapse, dated on the back of the postcard to be May 8, 1920. On the back is written: "Harold Wild" (down the left side of the postcard), "John Pattison changed date and amount" (across the top in ink), Below is written "Built in 1904" (with 4 crossed out and a 6 written in pen above), "Cost \$18,500" (\$18,500 crossed out and 1.580 written in ink), "Upper dam collapse May 8/1920", 8 cm in length and 13.75 cm in width.	good
59.	2006.11.30	Print, Photographic	Black and white photo of Wingham United Church Sunday School Teachers, 1955. Back Row - Mrs. Wild is the 8th person from the right. Second Row - (l-r) Harold Wild is the second person in.	good
60.	2006.11.31	Print, Photographic	Colour photo of spring flood in Wingham at the upper dam. (Just down from the Hanna bridge on Josephine Street.) Circa 1970s. 8.5 cm in length and 8.5 cm in width.	good
61.	2006.11.32	Print, Photographic	Colour photo of raging Maitland River under the railroad bridge by the Western Foundry (Wescast Industries in 2006) in Wingham. Circa 1970s. A spring flood picture. 8.5 cm in length and 8.5 cm in width.	good
62.	2006.11.33	Print, Photographic	Colour photo of flooding at the corner of Josephine St. and Scott St. The water is up past the white house on the northwest corner of Scott and Josephine Street, past what is the Riverboat Restaurant in 2006, past 2 houses located where the Saan store is in 2006. (Past 132 and 140 Josephine Street) Circa 1970s. 8.5 cm in length and 8.5 cm in width.	good
63.	2006.11.34	Print, Photographic	Colour photo of spring flooding at Joe Kerr Ltd. and the Frosty Queen on the southeast side of Josephine	good

			Street. Circa 1970s. 8.5 cm in length and 8.5 cm in width.	
64.	2004.27.02	Print, Photographic	Black and white photo of Wingham United Church Sunday School Teachers, 1955. Back Row - Mrs. Wild is the 8th person from the right. Second Row - (l-r) Harold Wild is the second person in.	good
65.	2003.48.118	Print, Photographic	Photo/postcard of Josephine St. in Wingham. There is a lone buggy driving down the street in the photo. The back of the photo says, "Private Post Card".	good
66.	2003.48.119	Print, Photographic	Photo of the main street of Wingham in the wintertime. There are two children in the picture with snow in hand.	good
67.	2003.35.16	Print, Photographic	photo from Kitchener Waterloo Record (March 16, 1954) of results of fire at the Wroxeter Public School.	
68.	2003.48.126	Print, Photographic	Landscape photo, there is some trees, a gravel road, and a fence in the photo. It appears as if the photo has been cut on either side, due to the fact that there is no white border in the sides.	good
69.	2003.48.125	Print, Photographic	Landscape photo of trees and grass.	good
70.	2003.48.89	Print, Photographic	Photo of a school. Note: there are three copies of this photo.	good
71.	2003.48.88	Print, Photographic	Photo of a school. Note: there are three copies of this photo.	good
72.	2003.48.87	Print, Photographic	Photo of a school. The back of the photo says: "Mr. Joshua Mitchell - mounted" and underneath that it says: "Fathers School Launbrune." Note: there are three copies of this photo.	good
73.	979.03.04	Painting	REID PAINTING (a copy) 24" x 27.5" framed watercolour painting by Mr. George Reid. -signed and dated 1902. -depicts ten (10) Indian figures watching three sailing ships coming into a treed harbour. The hair on one Indian figure hunting at left has been retouched. The	good

			painting used to be in the Wingham library in the Town Hall. George Reid's paintings, for the most part, were donated to the Ontario government for circulation in both F. E. Madill and at the public school. Two others are in the new library. The London art gallery also has a collection of originals. Some were on loan for Wingham's centennial celebrations because Mr. Reid was born in 1860 at a farm in East Wawanosh Twp. (Lot 33, Con. 13). This copy is the only of Reid's works at the museum.	
74.	2012.28.03	script	a one-page biography of George Reid; framed (gold)	good
75.	2012.28.04	Commemorative plate	#6 Plate - Refer to George Reid "Presented to EWPS by Graduation Class of 2003"; plate enclosed in wooden frame with glass front	good
76.	977.12.20	painting	- green painted, carved, rectangular frame with gilt inset edging - old English scene - 2 thatched cottages, fields, trees - painting appears to have been varnished - good condition - an original - George Allen had it in his living room - He thought it was one of George Reid's	good
77.	979.03.13	notary stamp	Wingham Farm and Flax Company	Good
78.	979.06.01	notary stamp	SEAL OF CALEDONIAN CAMP Seal of a camp of the Sons of Scotland Metal machine imprints the seal of Caledonian Camp of Wingham. It was a camp of the Sons of Scotland and was known as Caledonian Camp in 1891 with R. A. Graham as past chief and Dr. Meldrum as present chief.	Poor- Heavily tarnished
79.	990.20.11	notary stamp	Cast iron stamp of the Turnberry Agricultural Society. Quite heavy. Good condition Black in colour	Good
80.	2005.03.445	notary stamp	Miller Wholesale Limited Wingham, Ontario	Good

81.	2012.17.01a	notary stamp	Trustees School Section No. 6, Turnberry Ontario	Good
82.	2012.17.01b	notary stamp	The Board of School of Trustees of the Township School Area of Turnberry	Fair
83.	977.14.04	Camera, box	Box camera covered in leather with leather handle. Metal attachments and glass windows to operate. Metal attachments and glass windows to operate. Manufactured by Kodak: No. 2 A - Brownie model. Approx. dated back to 1920's. DIMENSIONS: 13 cm - high 9 cm - wide 15.5 cm - depth	Good
84.	979.15.12	Camera	CAMERA Black leather cabinet case where camera folds out of. The camera belonged to Alex Rintoul, (donor's father) around 1928 It was made by Kodak -Eastman Kodak Co. Shutter was made in Rochester, New York. Camera was made in Toronto by Canadian Kodak Company. It is labelled No. 1a Autographic Kodak Jr. On the camera it is recommended to use "Kodak" film, No A. 116. Good condition when catalogued in 1979. DIMENSIONS: lens - one (1) inch in diameter; fold out part - 5 x3 inches case - 3 inches x 8 inches. Case has leather strap handle.	Excellent
85.	977.09.02	Carving	Carving - 2 horses and driver pulling a blue wagon with red wheels; hand-carved pig in back of wagon Carving done by James H. McIntosh.	Good
86.	977.09.03	Carving	Carving - Two (2) brown horses and driver pulling a black stage with red wheels Carving by James. H. McIntosh	Good
87.	977.09.04	Carving	Carving - A team of 2 brown carved oxen pulling a blue covered wagon with red wheels and a green cover CABINET: 195 cm x 53 cm	Good
88.	980.12.01	Photographic, Print	PHOTO OF A PUMP Photo of a wooden pump manufactured at the Wingham Pump Works on	Good

			Diagonal Road by Edgar Pattison in 1915. This pump was in use at rear of a Scott Street, residence, when that photo was taken by; John Cruickshank and was later donated by him. DIMENSIONS: 9 cm x 11.5 cm, (photo; mounted on brown cardboard)	
89.	987.02.01	Arrowheads	INDIAN ARROWHEADS (COLLECTION) Collection of thirty-eight (38) individually carved arrowheads. Believed to be spear and arrowheads made by Attawandarons (Neutrals); all made of flint. They came in the area to hunt, etc. To the north were Huron Indian tribes (Midland area) and other groups (six nations) existed in the southeastern regions. (Iroquois, mohawks, etc.) They are not dated, but may be pre 1600's? Probably made by percussion flaking or pressure flaking using deer antler good condition. DIMENSIONS: Various sizes and styles FRAMED CASE - 48 x 58 cm CASE - painted white, made of wood	Good
90.	976.01.53	Case of arrowheads	Case contains 8 mounted arrowheads, dating from 8000 B.C. Presumed to be originating from Kentucky. Case is stained a deep brown. DIMENSIONS: 27.5 cm x 34 cm x 13 cm	Fair
91.	976.01.47	Set of Antlers	Set of eight-point antlers in good condition.	Good
92.	2010.11.01a	Dip pen	INK HOLLAND', pens grey pen, accession has 2 grey pens and the glass inkwell	Good
93.	2010.11.01 b	Dip pen	grey pen	Good
94.	2010.11.01c	Inkwell	glass ink well	Good
95.	976.01.101	Chair	Captain's Chair Style - oak, 90 cm high, 52 wide, 46 deep	Good
96.	977.12.14	Side table	small round table - 3-legged round cherry table, used as lamp table; - from the home of John Hanna Sr. DIMENSIONS: 75 cm 110 cm	Excellent

97.	2006.37.59 – 2006.37.161	Postcard album	Album of postcards used by the Hoog family	good
98.	2004.39.15	Print, Photographic	Black and white photograph of a dam (possibly in Bluevale).	Good
99.	2005.01.02	Print, Photographic	Large group of people in arena On Back - "Belgrave Arena; first (1st) supper, 1949 " Nancy Daer"	Good
100.	2016.0026.003	Photocopy of Print	Photo - Scene from Jamestown No frame	Good
101.	2005.13.01	photo	victorious ride in Wingham firetruck past Wingham post office	good
102.	2005.13.02	photo	storefronts of Lee's restaurant and Callan shoes during parade	good
103.	2005.13.03	photo	event at Wingham theatre	good
104.	2005.13.04	photo	Wingham's 75th anniversary parade in 1954. picture taken in front of queen's hotel. Templeman's cleaners float going by	good
105.	2005.13.05	photo	Wingham's 75th anniversary parade in 1954. picture taken in front of the drug store & Hanna's ladies' wear	good
106.	2005.13.06	photo	Wingham's 75th anniversary parade in 1954. picture taken in front of mill's stock	good
107.	2005.13.07	photo	Wingham's 75th anniversary parade in 1954. features the Wingham kinettes float	good
108.	2005.13.08	photo	Wingham's 75th anniversary parade in 1954. photo features 99th battery band. Mr. haselgrove is the last man in the first row of the band picture taken in front of the queen's hotel. Dominion bank is in the background	good
109.	2005.13.09	photo	Wingham's 75th anniversary parade in 1954	good
110.	2005.13.10	photo	Wingham's 75th anniversary parade in 1954 in front of Wingham townhall	good
111.	2005.13.11	photo	Wingham's 75th anniversary parade in 1954. taken in front of the queen's hotel & McKibbon's drug store	good
112.	2005.13.12	photo	Wingham's 75th anniversary parade in 1954. picture taken in	good

			front of the queen's hotel. Darkey Hal the racehorse is in the parade	
113.	2005.13.13	photo	Wingham's 75th anniversary parade in 1954. picture taken in front of the queen's hotel. Dominion bank is also in the photo	good
114.	2005.13.14	photo	Wingham's 75th anniversary parade in 1954. featured in a currie's transport truck and the original Arthur radio orchestra of 1924. picture taken in front of the walker store	good
115.	2005.13.15	photo	bridge over Maitland River with a man standing in the middle of the river, fishing.	good
116.	2005.13.16	photo	upper Wingham dam on the Maitland River in the winter.	good
117.	2005.13.17	photo	upper Wingham dam on the Maitland River.	good
118.	2005.13.18	photo	Wingham rail bridge over the Maitland River. The western foundry can be seen in the background.	good
119.	2005.13.19	photo	Wingham rail bridge over the Maitland River.	good
120.	2005.13.20	photo	photo of the minister at the Wingham Anglican church. Picture taken by Mr. haselgrove.	good
121.	2005.13.21	photo	Wingham Christmas parade. Photo taken in front of the Wingham post office and Gibson's bakery.	good
122.	2005.13.22	photo	Wingham high school boy's curling team 1948. they went to Guelph to compete. They got into a car accident going to Guelph and had to come home on the train.	good
123.	2005.13.23	photo	Wingham high school grade 11 class in 1947. Back row (right to left): Trevor Moores. Jim Irwin, Jim cummings, Vernon McLeod, Brian Metcalfe, bill Johnson, Lloyd Anderson	good
124.	2005.13.24	photo	night picture of the corner of Josephine and john street; pictured is the queen's hotel and groceteria operating from the corner of the queen's hotel.	good

125.	2005.13.25	photo	home decorated for Christmas	good
126.	2005.13.26	photo	presentation of the John Hanna challenge cup in lawn bowling. The man in the centre is John Hanna jr.	good
127.	2006.33.04	book	Account book dates cash on hand and cash paid out from July 1919 to April. Appears to be from a shoe store in Atwood.	good
128.	2006.35.03	journal	Journal of George E. Fitzpatrick of Whitechurch, 1906-1911. Journal reads front to back and includes weather reports, cash records, recipes, farming, and family news. Journal is hardbound and is 34 cm in length and 21 cm in height. It has a black cover with brown leather corners and spine.	good
129.	2006.35.06	journal	Journal of George Fitzpatrick of Whitechurch 1921-1922. Soft bound black ledger book which is 33.5 cm in length and 21 cm in width. "Ledger" is stamped in gold lettering on the front cover. Entries are about cash reports, weather reports, farming, and family news. The entries stop at 1922.	good
130.	2005.22.02	songbook	One (1) Earl Heywood Song Book No.1 40 pages	good
131.	2005.22.04	songbook	Earl Heywood Song Book No 2 40 pages	good
132.	2005.01.45	booklet	- off white cover with black lettering - Canadian National Railways Track Timebook, For DIMENSIONS 21.7 x 14 cm	good
133.	2005.01.46	booklet	- off white cover with black lettering - Canadian National Railways Track Timebook, For DIMENSIONS 21.7 x 14 cm	good
134.	2005.01.47	booklet	- off white cover with black lettering - Canadian National Railways Track Timebook, For DIMENSIONS 21.7 x 14 cm	good
135.	2005.01.48	booklet	- off white cover with black lettering - Canadian National Railways Track Timebook, For DIMENSIONS 21.7 x 14 cm	good

136.	2005.01.54	photo	photo of the Dionne Quintuplets black and white girls wearing dresses, overcoats, hats, and stockings	good
137.	2005.01.52 (2005.01.50)	program	- White program with dark purple type. - -The United Church of Canada for use on Monday May 31st, 1953, Queen Elizabeth II DIMENSIONS: 23 x 15.5 cm	good
138.	2005.01.112 (2005.01.152) (2005.01.10)	program	- Teeswater, Ontario Program of the Celebration of the Coronation of King George VI, and Queen Elizabeth - at United Church - has black print and a red border - the order of service on the inside of the pamphlet DIMENSIONS: 15.8 x 23.8 cm	good
139.	2005.01.150	maps	Plan of the Ontario Police College: Aylmer Ontario DIMENSIONS - 35.7 x 21.7 cm	good
140.	2005.01.151	pamphlet	Front flags of Canada in colour - INSIDE- adds for Engine testing. Printed in Canada by General Motors of Canada Ltd, 1970 DIMENSIONS - 28 x 41 cm	good
141.	2005.01.149	booklet	- Certificate Law Enforcement Code of Ethics - Black type with Red letters - Published by: Police Association of Ontario DIMENSIONS - 43.2 x 30.7 cm - three (3) individuals on top, (graphics) 2 (two) police officers and judge	good
142.	2005.01.155	booklet	- Blue covered booklet, with Black type - Marksmanship Training - Rifle Training Progress Book Army Headquarters, 1959 DIMENSIONS: 20.5 x 12.7 cm	good
143.	2005.01.156	booklet	- Blue booklet cover with black type - Canadian Army - Manual of Training all arms Your Health, and You also Printed by Direction of The Chief of The General Staff Army of Headquarters, Ottawa DIMENSIONS: 17.9 x 12.9 cm	good
144.	2005.01.157	booklet	BOOKLET - - Blue cover with black type, three (3) holes on left side	good

			with three (3) staples - "A Short History of the Royal Canadian Regiment 1883 - 1964 - Prepared by the Royal Canadian Regiment Depot, May 1964 DIMENSIONS - 19.2 x 14.2 cm	
145.	2005.01.158	booklet	- Green cover with black lettering - NRI - The Royal Canadian Regiment Regimental Catechism' The Royal Canadian Regiment' DIMENSIONS: 12.1 x 9.9 cm	good
146.	2005.01.162 (2005.01.20)	book	- Black cover with red binding, on the binding "G.T.R." - Log Book with materials on hand, July 16th, 1914 - August 7, 1927, things like nails, rail and posts DIMENSIONS: 35.2 x 21.2 cm	good
147.	2005.01.164	booklet	- Light blue booklet with gold lettering - "The Connecting File - Volume XXXIV (34) No. one (I), 1963 The Royal Canadian Regiment' DIMENSIONS - 28.2 x 21.7	good
148.	2005.01.179 (2005.01.37)	booklet	Grey cover with black print 'Rules for loading materials', Revised 1910 Published in 1910 by Master Car Builders Association DIMENSIONS 14.5 x 9.4 cm	good
149.	2005.01.182	book	Yellowed cover with grey binding - Canadian National Railways Letter Heading Book New form 171 Work ledger, starting November 20 includes - who worked Mr. H. L. Willemon signed by R. Stonehouse work rewards and man hours possibly a receipt book	good
150.	2005.01.183 (2005.01.39)	booklet	Black cover with white label and black lettering Grand Trunk Railway System Track Department Time Book" District No. 24 Name of Foreman R. Stonehouse, year 1923" with Work Records DIMENSIONS: 19.2 x 13 cm	good
151.	2005.01.183 (2005.01.41)	book	Black cover with white label and black lettering Grand Trunk Railway System Track Department Time Book" District No. 24 Name of	good

			Foreman R. Stonehouse, year 1923" with Work Records DIMENSIONS: 19.2 x 13 cm	
152.	2005.01.84 (2005.01.42)	book	Black cover with white label and black lettering -Grand Trunk Railway System Track Department Time Book Section No. 24-11. District No, 24 Section Headquarters: Belgrave Name of Forman: R. Stonehouse Year - 1919-1920" With work Records DIMENSION: 18.7 x 12.2	good
153.	2005.01.185 (2005.01.43)	booklet	Dark brown and orange cover with black binding The Railway Association of Canada. Wage Agreement No. 5 Rates of Pay and Rules Governing Service of Maintenance by way Employees and Shop Laborers - Effective 1st December 1920 DIMENSIONS: 14.6 X 10.6	good
154.	2005.01.186 (2005.01.44)	book	black and white marbled cover - with black binding - white label with black type - Time Book No. 17 G. T. R." 1908 - 1902	good
155.	986.53.07	book	BOOK ABOUT THE DIONNE QUINTUPLETS Large paper book of blue cover; Good condition Owned by Doris Stadelbauerr, 827 Dundas Street, London, Ontario (December 25, 1935) This is inscribed on the inside front cover. She must have received the book as a Christmas present. DIMENSIONS: 25 cm x 25 cm	good
156.	978.52.03	photo	PHOTOGRAGH - BLUEVALE CHEESE FACTORY - black and white photo of the Bluevale cheese factory - many men and horse-drawn vehicles in the picture - a reproduction in remarkably good shape DIMENSIONS: 20.5 cm x 25 cm	good
157.	978.52.05	photo	PHOTOGRAGHOF: INTERIOR SHOT OF THE BLUEVALE CHEESE FACTORY - black and white photo of three (3) men working in the	good

			cheese factory - a reproduction of outstanding quality DIMENSIONS: 20.5 cm x 25 cm	
158.	977.19.02	book	- green cover with soldier in front of Canadian and British Flags - Book includes rhymes pertaining to WWI and was written by Wayfarer (Abner Coseus - approximately 60 years old.) DIMENSIONS: 12 cm x 18 cm	fair
159.	977.14.08	book	- Book of personal telephone numbers as well as names of residents corresponding. - Red bound book - Age 1915 - Belonged to Edgar Pattison, father to J. Pattison, when the former was a linesman.	fair
160.	978.43.02	pamphlet	PAMPHLETS FOUND IN BLACK BOOK OF SECRETARY'S RECORDS a) - road maps of the roads of Huron County - the articles found in the Wingham's Secretary Record's Book; 1943 Mr. W. A. Galbraith was the town secretary DIMENSIONS: 38 cm x 46 cm)	fair
161.	978.43.06	pamphlet/ letter and watercolour of townhall	PAMPHLETS FOUND IN BLACK BOOK OF SECRETARY'S RECORDS e) Letter from George Allen to the Mayor complete with a watercolour sketch of the town hall - the articles found in the Wingham's Secretary Record's Book; 1943 Mr. W. A. Galbraith was the town secretary DIMENSIONS: 25.5 cm x 35.5 cm	fair
162.	995.09.01 – 995.09.06	ticket	Wingham opera tickets	fair
163.	989.03.02	book	Green Minute Book, containing extracts from the diary of Abner Cosens of Wingham	Fair
164.	989.03.03	book	Green Minute Book, containing extracts from the diary of Abner Cosens of Wingham	Fair
165.	989.03.04	book	One poem, three (3) pages long, supposedly written by A. Cosens. It is on paper, bearing the name of F.	fair

			A. Parker, Osteopathic Physician, Wingham, Ontario.	
166.	993.07.03 (993.19.01)	book	A few of the more interesting items in this catalogue are: - transmission supplies, engines, anvils, forges, tools, carriage aprons, lights, wheels, and seats. It is also interesting to note the prices for these items during the time. Book is in excellent condition.	fair
167.	998.06.07	photo	PHOTOS OF WINGHAM LIBRARY - Wingham Public Library when it was formerly located in the Town Hall (now the Clerk's Office) - date of photo approximately 1955 or so. Stamped on back by W. A. Galbraith, who was Town Clerk until 1958. - Library moved to its current location at the end of 1987	good
168.	2006.30.25	drawing	caricature of bob corbert-1978; done by Helen Newell and Karen black	good
169.	2006.30.23	booklet	"Wingham United Church 1973 110th Anniversary", 1973	good
170.	2006.33.01	certificate	Birth certificate, 14 cm in length, 33 cm in height. Birth certificate for a male, James Leifso Clelland, born January 23, 1892, at 10 am at Haddon Place, Carluhe. The parents were William Clelland, an iron dresser and Allison Clelland, James' wife. They were married in November 1885 in Motherwell. James was born at home. His birth was registered on February 3rd, 1892, at Carluhe in the County of Lanark by James Graham.	good
171.	2006.35.01	journal	Journal of George Fitzpatrick of Whitechurch 1918-1920, soft-bound black school journal, 25 cm in length and 19 cm in width. Journal has black flaking off the cover and there is a stain on the inside pages that looks like an oil stain. Stamped on the inside cover is "Geo. Mason, Books, Stationary & Fancy Goods, Wingham,	good

			Ontario". Journal has weather reports, cash reports, farming, and family news.	
172.	2006.35.04	journal	Journal of George E. Fitzpatrick of Whitechurch, 1912-1916. Journal is hardbound and is 33 1/2 cm in length and 21 cm in width. Journal reads front to back and includes cash reports, weather reports, copies of letters written by Fitzpatrick, farming, and family news. It has a stamp from Mason's Fair on the inside front cover. Journal is teal blue with brown leather corners and spine. On spine it says "Day Book".	good
173.	2006.35.02	book	Journal of George E. Fitzpatrick of Whitechurch, 1897-1906. Journal reads front to back and includes cash reports, weather reports, recipes, songs, poems, farming, and family news. Journal is hardbound and is 29 cm in length and 16 cm in height. There are faded burgundy illustrations on the canvas cover with burgundy leather on the corners.	good
174.	2007.09.06	booklet	Booklet, "Constitution and Laws of the Ladies' Orange Benevolent Association of British America", owned by Mrs. Max Bell. No date. Has a green cover.	good
175.	2007.09.02a	letter	Letter on Parish of Fordwich, Gorrie & Wroxeter letterhead dated Oct. 6, 1917. From Paster W.W. Robert to Miss Maria Taylor. Letter expresses thanks for the donation of money to purchase a baptismal font for the St. Stephen's Church. It notes the pillow with all the subscribers' name is being returned to Miss Maria Taylor as "a constant reminder of the many hours of your time so beautifully spent in God's service and the many friends who assisted you in your great undertaking."	good

176.	2007.09.03	Letter/receipt	Receipt, \$42.10 from Miss Maria Taylor given to St. Stephen's Church in Gorrie for the purchase of a baptismal font.	good
177.	2007.09.04	booklet	Booklet of names of those who donated to the baptismal font and how much they donated. Their names were then embroidered on the pillow.	good
178.	2007.09.05	booklet	Booklet on the history of the St. Stephen's Church in Gorrie. Created in 1920 to mark the church's Jubilee Year.	good
179.	2007.09.07	booklet	Booklet, "Constitution and Laws of the Ladies' Orange Benevolent Association of British America", January 1954. Red cover. Owned by Mrs. Max Bell.	good
180.	2007.11.01	booklet	Knitting instructions from the Canadian Red Cross Society for the Armed Forces	excellent
181.	2007.11.02	booklet	Knitting instructions for War Work-No. 3 Knitted Comforts for Babies and Children. First Size to 14 years. March 1941.	excellent
182.	2006.37.08a	binder	Binder of the Family History of James Hogg, Margaret Letitia Hogg & their Descendants, compiled by Norman Jolly dated Feb. 1992, Information on the family history is compiled in a green binder and includes letters as well as a 22-page manuscript with photocopied pictures. Loose in the binder are photos, obituary clippings and lettering that were catalogued separately. Green binder with "Personal Financial Organizer Edward Jones" on the front. All paper is fastened into the binder and has been numbered 2006.37.08 At some time, the curator will go back and give them numbers (i.e., 2006.37.08a) and index the names on each sheet of paper.	good

183.	977.19.03	banner	Red silk banner with gold trim and print awarded to 161st Battalion for Best Platoon, London, June 21st, 1916. Supported by wooden rod with a gold chain attached for hanging. Banner held to rod with 6 gold rings. DIMENSIONS: 50 cm x 75 cm	good
184.	2013.28.06	Pen set	black/beige marble base with 2 pens set "SHEAFFER" engraved. McPherson received from Wingham police and Opp Wingham 1966	excellent
185.	2013.29.16	book	Bail Reform Act, 1970-71 c. 371 Ontario Police Commission	fair
186.	2013.29.17	book	Snow's Criminal Code of Canada - 6th edition, Copyright 1955	good
187.	2013.29.18	book	Criminal Procedure Manual - 2nd edition, Copyright 1956	good
188.	2013.27.04	Jail door	1890 townhall built which included court rm. police station jail cells municipal office + second floor auditorium 2004 this door moved to museum across the street old post office iron locking latch a pad lock was used to lock iron handle iron bars to look through window	good
189.	2013.28.03	Framed certificate	province of Ontario alto flora Yvonne McPherson justice of peace oct 4, 1961	excellent
190.	2013.28.04	Framed certificate	stating Alta flora Yvonne McPherson to become justice of peace for Huron County ARP,17,1958	excellent
191.	2013.28.02	plaque	plaque from Huron law association McPherson retirement	good
192.	2013.28.01	Framed photo	justice of peace 1961-1988 county of Huron 1st female justice of peace Yvonne McPherson was born in Wingham see Wingham 100 years of memories history book for more details	good
193.	2000.16.01	plaque	- from the Huron Law Association "A.F. Yvonne McPherson justice of the Peace WOOD - with scroll shape top and bottom In Recognition of dedication and	plaque

			Service in the Administration of Justice 1951 - 1988 the Huron Law Association"	
194.	2014.12.01	photo	Single photo of Yvonne McPherson approximately 4 years old. Yvonne was a Justice of the Peace from 1961 - 1988. Her father was William McPherson who married her mother Ellen (Harris) McPherson. Other information is available on file in a-z books (office).	good
195.	2016.13.02	sketch	Black and white sketch of CN Railway Bridge in Wingham. Done and signed by D.E. Cruickshank (wife of late Bud Cruickshank).	good
196.	2013.30.15	Photo book	late chief Jim miller funeral pictures	good
197.	2016.13.01	sketch	Black and white sketch of CN Railway Station in Wingham. Done and signed by D.E. Cruickshank (wife of late Bud Cruickshank).	good
198.	2013.27.02	money pick up cart (dolly) steel box	3-wheel rubber tire cart with handles. moveable tray to direct money from parking meter into pickup cart. removeable funnel 54cm long	good
199.	2013.27.01	Double headed parking meter	double headed parking meter 147cm h# 17 & 18 gold in color - stating "police will not turn handle on front manufactured by Duncan industries, elk grove village Illinois USA. 2 no parking covers for funeral parades etc. (cotton).	good
200.	2013.29.45	Framed badge collection	Wingham Police badges - traded with other police departments at police events and trainings	excellent
201.	2013.29.06	Framed police badges	Framed display: 2 badges of Wingham Police Service dated 2008	good
202.	2013.28.05	Court robe	black cotton/rayon court robe. made by her count robe makers+ tailers Toronto. each sleeve has 3 gathers 3 black buttons worn by A.F. Yvonne McPherson J/P 1st woman J/P for Huron County	good

203.	989.08.01 (989.9.1)	photo	Photo of WWI MOTORIZED MACHINE GUN TROOPS World War One (WWI) -Photo of Motorized Machine Gun troops -the Machine Gun has been identified as a Vickers -photo belonged to J. H. Currie 161st Battalion Canadian 10th Machine Gun Brigade	good
204.	980.11.01	cartoons	PICTURES OF CARTOONS Light coloured wooden frame. Two (2) cartoons from the Wingham Advance-Times "Bystander". Copyright by Bruce Bainsfather. DIMENSIONS: 25 cm x 32.5 cm	good
205.	989.05.01	photo	One (1) photo of World War I veterans, now ALL deceased BACK (Left to Right) Ernie Copeland, Richard Burbridge, George Howson FRONT (Left - Right) Mr. Frank Seddon, George Anger, James H. Currie	good
206.	977.45.02	photo	Framed black and white photograph of night watchman Teddy Lewis (Police). He is standing with stick in hand in front of a residence. Frame has "E. Zurbrigg of Wingham, Ontario" inscribed in bottom right corner. The frame is a grey inscrolled cardboard. Entire item has been mounted on a separate stand, covered with transparent plastic. It is believed the picture was taken in the early 1920's DIMENSIONS: 24 cm x 19 cm	
207.	980.19.01	map	FRAMED MAP OF HURON COUNTY The actual county map are photos of businesses and town blowups of; Wingham, Goderich, Port Albert, Lucan, Lucknow, Egmondville, Bluevale, Wroxeter, Exeter, Harphury, Bayfield, Clinton, Alsa Craig, etc. Good condition Framed, black wooden frame DIMENSIONS: 92 x 79 cm	
208.	996.01.01	jacket	Canadian Army Summer Dress, Officer's Uniform Jacket Medal	good

			Ribbons: Italy Star - France and Germany Star - Defence Medal - Canadian Volunteer Service Medal Clasp - War Medal - (two (2) Korean Medals) - Canadian Decoration Shows service in WW2 - Italy - France and Germany - England - Korean War Service from 1940-1965	
209.	977.38.01a	pestle	date of manufacture is approximately 2 - 3 thousand years ago, by West Coast Indians - made of stone, grey and quite heavy - used to grind grain - PESTAL - 23 cm long - around by William D. Hobson, a former mayor of Woodstock and naturalist gave them to Mrs. Crawford, J. H. - he had unearthed them from a tree in Stanley Park, BC	good
210.	977.38.01b	mortar	date of manufacture is approximately 2 - 3 thousand years ago, by West Coast Indians - made of stone, grey and quite heavy - used to grind grain - b) MORTAR - 21 cm x 16 cm - large circular stone with small central hole, around by William D. Hobson, a former mayor of Woodstock and naturalist gave them to Mrs. Crawford, J. H. - he had unearthed them from a tree in Stanley Park, BC	good
211.	977.38.02	tool	- Two (2) knife sharpeners of grey stone b) 15 x 5 cm used by West Coast Indians in sharpening tools.	good
212.	977.38.03	tool	Two (2) knife sharpeners of grey stone a) 15 x 5 cm used by West Coast Indians in sharpening tools	good
213.	977.38.04	arrowhead	- triangular pointed arrowheads, used for hunting by North American Indians - good condition DIMENSIONS: 9 cm x 3 cm	good
214.	977.38.05	arrowhead	- triangular pointed arrowheads, used for hunting by North American Indians - good condition DIMENSIONS: 4.5 cm x 2 cm	good

215.	986.51.06	grindstone	BLADE SHARPENER (STONE WHEEL) Wooden Frame to support the sharpening stone DIMENSIONS: 84 cm long, 66 cm high 24 cm wide (frame is made of wood 2" x 2"). Sharpening stone itself measures DIMENSIONS: 7 cm wide and 38 cm in diameter. Stone is mounted on the wooden frame by cast iron and the crank shaft on this, to turn on the stone, It has a wooden handle DIMENSIONS: about 9 cm long. Good condition (although the stone was used as one can see, to look at it; no other information as to users, location of use, or dates of use.	excellent
216.	979.28.10-.12	thimble	METAL THIMBLE Made of metal and used by William Bengough, who operated a shop in Belgrave and in Marnock. He died in 1905, in Belgrave, and often assisted in the shop by his daughter, Mina, who lived on Victoria Street, Wingham, in later years.	excellent
217.	979.21.02	Framed photograph	Portrait of Robert Currie Framed portrait of Robert Currie, who settled from Scotland in 1854 on Lot 40, Concession 14 of Wawanosh Township, on the Wingham town line. Robert Currie and his brothers, John, and David were the first to take up land in the north part of the township. Wawanosh had been separated from Ashfield in 1852, and by 1860, was entitled to a deputy reeve. Mr. Currie (Robert) held this position for two years and was reeve in 1865 and 1866. When Wawanosh was divided the next year, Mr. Currie was the first police magistrate in this area. He was born in 1829 and died in 1910. Picture was donated to the museum by his grandson, James H. Currie.	good

218.	979.20.01	Framed etching	ETCHING OF WINGHAM POST OFFICE, 1907 Black pen sketch done during the Wingham Centennial drawn and donated by Mr. Strozuk. It is dated 1907 but includes the clock in the tower that research indicates was not added until 1914. See "MUSEUM MUSINGS" DIMENSIONS: 12 inches x 9 inches	fair
219.	978.61.01	Print, photograph	PHOTO: (DONOR'S) RESIDENCE Picture of residence of George Phillip McKibbon, Wingham. also picture of Beaver Block, with George McKibbon listed as proprietor of General Mercantile in Wingham about 1877. Dr. McKibbon settled in Wingham, county of Huron, 1860. Reference - Historical Atlas of the County of Huron Framed in gold by Snyder Studios. Picture is naturally charcoal or pencil sketch. also includes portraits of Mr. McKibbon and supposedly his wife, Upper left-hand corner. DIMENSIONS: 17" X 113.75 "	good
220.	995.11.01	Typewriter	used by Wingham Town Police until 1952, - Black, Manual typewriter, outer keys green - excellent working condition- used by Platt until he retired in 1952	Excellent
221.	2006.25.01	Typewriter	Royal Typewriter, made in Canada, 28 cm in width, 36.8 cm in depth, 23 cm in height, cover was ripped and dirty so it was discarded	good
222.	2010.20.01a	Typewriter Case	Metal cover in olive green. "The Oliver" written on it. Leather handle. Four silver fasteners line the bottom to latch onto typewriter base. Yellowed tag "191" attached to handle.	Fair- Lid is slightly dented in. Handle is well used and not structurally sound. Light scratches.
223.	2010.20.01b	Typewriter	"Oliver Printype Pat Nov 5th, 1912, No 7 Standard Visible Typewriter	fair

			Chicago USA Keep Machine Cleaned and oiled".	
224.	2010.20.01c	Typewriter base	Wooden base for typewriter. Typewriter sits in holes in wood. 4 metal screws along the sides to fasten onto the lid. These screws are loose. There is a label on the wood that is slightly illegible. It reads "machine baseboard. Remove machine and turn board over. Holes are for shipping purposes only."	fair
225.	2011.94.01a	Cupboard, Press	Solid 12 drawer "Hamilton Company" a - cupboard	Good
226.	2011.94.01b	Drawer	Drawer 1 (top drawer) "Hamilton Mfg. Co."	Good
227.	2011.94.01c	Drawer	c-drawer 2	Good
228.	2011.94.01d	Drawer	drawer 3	Good
229.	2011.94.01e	Drawer	drawer 4	Good
230.	2011.94.01f	Drawer	drawer 5	Good
231.	2011.94.01g	Drawer	drawer 6	Good
232.	2011.94.01h	Drawer	drawer 7	Good
233.	2011.94.01i	Drawer	drawer 8	Good
234.	2011.94.01j	Drawer	drawer 9	Good
235.	2011.94.01k	Drawer	drawer 10	Good
236.	2011.94.01l	Drawer	drawer 11	Good
237.	2011.94.01m	Drawer	drawer 12	Good
238.	2011.94.02	Stencil	"Our Electrical Experts Happy New Years Folks!" Impression on white cardboard. For printing.	Good
239.	2011.94.03a	Imprint Roller	Slidex Corp Lic NY 1101	Good
240.	2011.94.03b	Imprint Roller	Slidex Corp Lic NY 1101	Good
241.	2011.94.03c	Imprint Roller	"Art Brayer" black roller	Good
242.	2011.94.04	Block, Printing	"Want Ads Are Downright " 7 people's heads	Good
243.	2011.94.05	Block, Printing	Wood Block (Kerr)	Good
244.	2011.94.06	Block, Printing	"Its time for the -- CKNX Barn Dance Canada's Largest Travelling Barn Dance" Image of a man in cowboy hat and image of a man playing a guitar. Block is shaped like a "C"	Excellent
245.	2011.94.07	Block	Pattieson Block	Good
246.	2011.94.08	Block, Printing	Public School	Good
247.	2011.94.09	Block, Printing	Image resembling Howson's Dam 11 windows in building	Fair
248.	2011.94.10	Block, Printing	Wingham	Good

249.	2011.94.100	Block, Printing	Mr. Pringle	Fair
250.	2011.94.101	Block, Printing	"Kushum 60?" - circle, possibly a penny	Fair
251.	2011.94.102	Block, Printing	Haines 161 St.	Good
252.	2011.94.103	Block, Printing	"Wm. Isbister Morris, Wingham" photo of a man in suit and tie	Good
253.	2011.94.104	Block, Printing	R.G. and B Toronto - a male picture	Good
254.	2011.94.105	Block, Printing	Illegible	Fair
255.	2011.94.106	Block, Printing	Illegible	Good
256.	2011.94.107	Block, Printing	Kinsmen crest	Good
257.	2011.94.108	Block, Printing	Image man in a suit with a beard, in an oval	Good
258.	2011.94.109	Block, Printing	Drawing of instrument of some kind "Dunlop"	Good
259.	2011.94.11	Block, Printing	"Wingham District High School" "Fidelis et Paratus" Image of a lamp	Good
260.	2011.94.110	Block, Printing	"Wingham District High School" "Fidelis et Paratus" Image of a lamp	Good
261.	2011.94.111	Block, Printing	Image of man in an oval with suit and tie	Good
262.	2011.94.112	Block, Printing	Image of man with suit and tie, mustache	Good
263.	2011.94.113	Block, Printing	Image of man in an oval; suit and striped tie.	Good
264.	2011.94.114	Block, Printing	Image of man in oval, suit and tie, beard, back of chair in background.	Good
265.	2011.94.115	Block, Printing	Image of man in oval, suit and tie, mustache.	Good
266.	2011.94.116	Block, Printing	Image of man in an oval, man with suit and tie and mustache.	Good
267.	2011.94.117	Block, Printing	Image of a man in a suit and tie, beard.	Good
268.	2011.94.118	Block, Printing	Image of a man in suit and tie, bushy beard.	Good
269.	2011.94.119	Block, Printing	Image of a young man in a suit and tie.	Good
270.	2011.94.12	Block, Printing	Map	Good
271.	2011.94.120	Block, Printing	A male picture	Good
272.	2011.94.121	Block, Printing	Map	Good
273.	2011.94.122	Block, Printing	Image of a man in a suit and tie with a beard	Good
274.	2011.94.123	Block, Printing	A male picture	Good
275.	2011.94.124	Block, Printing	Image of man in a suit and tie, dark beard	Good

276.	2011.94.125	Block, Printing	Image of a man looking to the side, wearing a hat	Good
277.	2011.94.126	Block, Printing	Image of a man wearing a suit and tie, has a mustache.	Good
278.	2011.94.127	Block, Printing	Picture - J. Watt MacKibbon	Good
279.	2011.94.128	Block, Printing	Close up of a man with a sit and tie and a mustache "T. Taylor"	Good
280.	2011.94.129	Block, Printing	Image of man in a suit and tie.	Good
281.	2011.94.13	Block, Printing	Open House WF Welcome	Good
282.	2011.94.130	Block, Printing	""Regal Quick Drying Enamel White Certified Paints Limited Leaside (Toronto) Canada"	Good
283.	2011.94.131	Block, Printing	"X X" illegible	Good
284.	2011.94.132	Block, Printing	A male picture.	Good
285.	2011.94.133	Block, Printing	"149" image of a chair	Good
286.	2011.94.134	Block, Printing	Dunlop	Good
287.	2011.94.135	Block, Printing	Illegible	Good
288.	2011.94.136	Block, Printing	Drawing of what looks like a door - small squares.	Good
289.	2011.94.137	Block, Printing	Canadian National	Good
290.	2011.94.138	Block, Printing	"2075 Purity Love Fidelity" - triangle around a star.	Good
291.	2011.94.139	Block, Printing	"Ford" shield with 3 animals resembling cats.	Fair
292.	2011.94.14	Block, Printing	Wingham Main Street 1900's	Good
293.	2011.94.140	Block, Printing	Machans Appliance Hardware - image of building	Good
294.	2011.94.141	Block, Printing	Lions International	Good
295.	2011.94.142	Block, Printing	Masons Symbol	Good
296.	2011.94.143	Block, Printing	Image of a main in suit and tie.	Good
297.	2011.94.144	Block, Printing	Image of woman in shape of woman.	Good
298.	2011.94.145a	Print, Photographic	black/white photo of beetle Volkswagen, white strip	Fair
299.	2011.94.145b	Print, Photographic	black/white photo of car, convertible	Fair
300.	2011.94.145c	Print, Photographic	black/white photo of car, convertible	Fair
301.	2011.94.145d	Print, Photographic	black/white photo of car	Fair
302.	2011.94.145e	Print, Photographic	black/white photo of car	Fair
303.	2011.94.145f	Print, Photographic	black/white photo of car	Fair
304.	2011.94.146a	Block, Printing	Canadian Heart Fund: You Hold the Key	Good

305.	2011.94.146b	Block, Printing	Canadian Heart Fund: Is Research the Key?	Good
306.	2011.94.146c	Block, Printing	Canadian Heart Fund: Research is the Key	Good
307.	2011.94.146d	Block, Printing	Canadian Heart Fund: You hold the key	Good
308.	2011.94.146e	Block, Printing	Canadian Heart Fund: There are doors to be opened	Good
309.	2011.94.147a	Ad, Newspaper	Our Electrical Experts: "Efficiency and experience sure mean a lot! When it comes to wiring...this we've been taught...the Best and only for you!"	Good
310.	2011.94.147b	Ad, Newspaper	Our Electrical Experts: "Because we've pleased our public so...folks all know the place to go"	Good
311.	2011.94.147c	Ad, Newspaper	Our Electrical Experts: "Mom's not happy, dad's not gray...electrical problems have come"	Good
312.	2011.94.147d	Ad, Newspaper	Our Electrical Experts: "When it come to wiring...modernize now"	Good
313.	2011.94.147e	Ad, Newspaper	Our Electrical Experts: "The proper way to do it is what we sell"	Good
314.	2011.94.147f	Ad, Newspaper	Our Electrical Experts: "For home or shop, town or country"	Good
315.	2011.94.147g	Ad, Newspaper	Our Electrical Experts: "Easter" "Happy Easter Everybody"	Good
316.	2011.94.147h	Ad, Newspaper	Our Electrical Experts: "Whether you look north, east, south or west..."	Good
317.	2011.94.147i	Ad, Newspaper	Our Electrical Experts: "You may look...."	Good
318.	2011.94.147j	Ad, Newspaper	Our Electrical Experts: "Opener" "Greetings Friends Neighbours"	Good
319.	2011.94.147k	Ad, Newspaper	Our Electrical Experts: "Merry Christmas Everybody"	Good
320.	2011.94.147l	Ad, Newspaper	Our Electrical Experts: "Our fine electrical service"	Good
321.	2011.94.147m	Ad, Newspaper	Our Electrical Experts: "Are your fixtures old"	Good
322.	2011.94.147n	Ad, Newspaper	Our Electrical Experts: "With proper lighting"	Good
323.	2011.94.147o	Ad, Newspaper	Our Electrical Experts: "You Smile all the While"	Good
324.	2011.94.147p	Ad, Newspaper	Our Electrical Experts: "Homeowners are aware"	Good

325.	2011.94.147q	Ad, Newspaper	Our Electrical Experts: "Clean as a whistle"	Good
326.	2011.94.147r	Ad, Newspaper	Our Electrical Experts: "Our reputation is at stake"	Good
327.	2011.94.147s	Ad, Newspaper	Our Electrical Experts: "Out with the old"	Good
328.	2011.94.147t	Ad, Newspaper	Our Electrical Experts: "We're on our merry way"	Good
329.	2011.94.147u	Ad, Newspaper	Our Electrical Experts: "Hi diddle dee"	Good
330.	2011.94.147v	Ad, Newspaper	Our Electrical Experts: "Give us a call"	Good
331.	2011.94.147w	Ad, Newspaper	Our Electrical Experts: "We specialize in contracting, wiring and repairs"	Good
332.	2011.94.147x	Ad, Newspaper	Our Electrical Experts: "Welcome newcomers"	Good
333.	2011.94.147y	Ad, Newspaper	Our Electrical Experts: "Has heavy duty wiring become a must?"	Good
334.	2011.94.148a	Card, Imprint	CIA Who Dunit??? - Blue Colour Cards	Good
335.	2011.94.148b	Card, Imprint	OPT Poles Wood Products - Blue Colour Cards	Good
336.	2011.94.148c	Card, Imprint	Pioneer Chain Saws - Blue Colour Cards	Good
337.	2011.94.148d	Card, Imprint	Tired of This? - Blue Colour Cards	Good
338.	2011.94.148e	Card, Imprint	Pioneer Chain Saw Season's Greetings - Blue Colour Cards	Good
339.	2011.94.148f	Card, Imprint	In any Weather Your most Reliable farm tool - Blue Colour Cards	Good
340.	2011.94.149a	Card, Imprint	Buy Canadian (picture of maple leaf)	Good
341.	2011.94.149b	Card, Imprint	5AS - Cresset Platrix	Good
342.	2011.94.149c	Card, Imprint	Mid Huron County Map	Good
343.	2011.94.149d	Card, Imprint	Haugh's Slim Slacks and Leisure Slacks	Good
344.	2011.94.149e	Card, Imprint	Muriel MacLeod	Good
345.	2011.94.149f	Card, Imprint	Frank Wharran	Good
346.	2011.94.149g	Card, Imprint	Goderich Bus College	Good
347.	2011.94.15	Block, Printing	Image of CKNX music show 9 people - all men, 2 with cowboy hats	Good
348.	2011.94.150a	Card, Advertising	"Homer James" - image of man in suit (white card)	Fair
349.	2011.94.150b	Card, Advertising	"Rev. M.L. Parker" - close up of a man's face (grey card)	Fair

350.	2011.94.150c	Card, Advertising	"Dr. T. Homes" - man's face (yellow card)	Fair
351.	2011.94.150d	Card, Advertising	"Roy Cook" Daffin cement truck (pink, card)	Fair
352.	2011.94.150e	Card, Advertising	"Rae J. Watson Lucknow" - man in a suit (pink card)	Fair
353.	2011.94.150f	Card, Advertising	"Rt. Rev. Ritchie Bell" - man (pink card)	Fair
354.	2011.94.150g	Card, Advertising	"Wingham" TV truck (pink card)	Fair
355.	2011.94.150h	Card, Advertising	"Smiley" small image of a man (pink card)	Fair
356.	2011.94.150i	Card, Advertising	"CWNA" - image of a beaver (yellow card)	Fair
357.	2011.94.150j	Card, Advertising	"J. C. cream" - image of man (pink card)	Fair
358.	2011.94.150k	Card, Advertising	"V. Ditter" - image of a man (pink card)	Fair
359.	2011.94.150l	Card, Advertising	"Holliday Story, April 18" "127 Keewait Ave., Toronto, Ont."	Fair
360.	2011.94.151a	Card, Imprint	Frig Mat. No. 151D1065 Model Dr.12	Good
361.	2011.94.151b	Card, Imprint	Stove Model ALM-30 Mat No. 153D1062	Good
362.	2011.94.151c	Card, Imprint	Represented in Wingham and District by C.W. Caslick	Good
363.	2011.94.151d	Card, Imprint	Rainbow Wedding Line Invitations, Announcements	Good
364.	2011.94.152a	Block, Printing	"Howard Wingham Little Plumber"	Fair
365.	2011.94.152b	Block, Printing	"Burke Electric Contracting - Repairs ph 474 Wingham"	Fair
366.	2011.94.152c	Block, Printing	"Howard Machan Wingham"- There are 3 copies	Fair
367.	2011.94.153a	Lock mechanism	"CSM 132 62" receptacle for pin	Good
368.	2011.94.153b	Lock mechanism	Fits into "a" "62" is the pin	Good
369.	2011.94.153c	Lock mechanism	Fits with a & b	Good
370.	2011.94.154a	Card, advertising	Pink Card - "The Canadian Cancer Society - Mrs. Lloyd Montgomery"	Good
371.	2011.94.154b	Card, advertising	Pink Card - "Smith-Corona Electra 110" - image typewriter	Good
372.	2011.94.154c	Card, advertising	Pink Card - "The book you've been waiting for"	Good
373.	2011.94.154d	Card, advertising	Pink Card - "New Brisk Spray Cleaner" - image of bottle	Good
374.	2011.94.154e	Card, advertising	Pink Card - image of bottle	Good
375.	2011.94.154f	Card, advertising	Pink Card - "A World's First 2-way portable electric typewriter"	Good

376.	2011.94.155a	Card, imprint	See this Wonderful Rec. Room book	Good
377.	2011.94.155b	Card, imprint	Sklar charm and comfort Currie	Good
378.	2011.94.155c	Card, imprint	Harnessed to a Soil Scratcher?	Good
379.	2011.94.156	Envelope	Brown paper envelope full of advertising cards	Fair
380.	2011.94.157a	Card, Imprint	Portes Berry Float - Away	Good
381.	2011.94.157b	Card, Imprint	Berry Suburban	Good
382.	2011.94.157c	Card, Imprint	Wedding stationary	Good
383.	2011.94.158	Block, printing	"Inspection Door A-H" Map	Good
384.	2011.94.159	Block, printing	Image of woman with center part and glasses	Good
385.	2011.94.16	Block, Printing	Picture - racing horse with jockey	Good
386.	2011.94.160	Block, printing	Image of decorative circle "x x"	Good
387.	2011.94.161	Block, printing	Image of man with mustache	Good
388.	2011.94.162	Block, printing	Cartoon of two children - a girl and a boy in pajamas	Good
389.	2011.94.163	Block, printing	Picture of chesterfield	Good
390.	2011.94.164	Block, printing	Image of man with mustache "John Currie"	Good
391.	2011.94.165	Block, printing	Cartoon of two men shaking hands	Good
392.	2011.94.166	Block, printing	Image of man "Acoustican"	Good
393.	2011.94.167	Block, printing	Picture of log house	Good
394.	2011.94.168	Block, printing	Image of a girl with a bow tie "Jackie?"	Fair
395.	2011.94.169	Block, printing	Teacup	Good
396.	2011.94.17	Block, Printing	"Trinity Church Fordwich" - image of church	Good
397.	2011.94.170a	Flyer	The Snapshot Guide	Fair-fading, browning
398.	2011.94.170b	Flyer	The Snapshot Guide	Good
399.	2011.94.171	Map	Maitland Valley Conservation Authority; Lower Wingham Pond Site Plan- outlining disposal areas	Good
400.	2011.94.18	Block, Printing	A "male" picture	Good
401.	2011.94.19	Block, Printing	Picture of working in a field	Poor
402.	2011.94.20	Block, Printing	"Berry Door Co. Ltd. Sudurdan 60" "Wingham Ontario"	Good
403.	2011.94.21	Block, Printing	"Kerr" print block	Good
404.	2011.94.22	Block, Printing	"Beaver Lumber Stores"	Excellent
405.	2011.94.23	Block, Printing	Illegible signature	Excellent
406.	2011.94.24	Block, Printing	Penicmycin Mastitis Now	Good
407.	2011.94.25	Block, Printing	"Church picture"	Good
408.	2011.94.26	Block, Printing	"Property of Gorrie United Church" - image of church surrounded by trees	Excellent

409.	2011.94.27	Block, Printing	Crest? - in Latin	Good
410.	2011.94.28	Block, Printing	Pioneer Day picture	Good
411.	2011.94.29	Block, Printing	"Unitas benevolentia et concomoia" "registered" - 2 men dressed in 17th century(?) costume shield in deer head on top with a dog	Excellent
412.	2011.94.30	Block, Printing	Riverview Drive in sign	Good
413.	2011.94.31	Block, Printing	Bronze sheep with what looks like a bow on top. 4 nails	Good
414.	2011.94.32	Block, Printing	Wenger Publications	Good
415.	2011.94.33	Block, Printing	"Kerr" "Neo-Chemical Food Tonic" "Fluid for Children a Pleasant Tasting Complete and Economical Vitamin and Mineral Food Supplement" jar	Excellent
416.	2011.94.34	Block, Printing	1st Sawmill; Arch Fisher 1863	Good
417.	2011.94.35	Block, Printing	"McKibbon's Drugs "Rexall Rexall"	Excellent
418.	2011.94.36	Block, Printing	"C. Lloyd & Son Limited Manufacturer's of Doors Established 1888 Wingham, Ontario Lloyd Doors" 7 nails	Excellent
419.	2011.94.37	Block, Printing	Mason Building Main Street Wingham	Excellent
420.	2011.94.38	Block, Printing	Image of what looks to be Lower Town school "Lower Town Schools"	Good
421.	2011.94.39	Block, Printing	"AH Wilford Butter, Egg, Poultry, Cream" Image of Building	Fair
422.	2011.94.40	Block, Printing	Guerney's Glove Factory corner Victoria. J	Good
423.	2011.94.41	Block, Printing	"Bank Hamilton" Red backing Image of Bank of Hamilton - looks like	Fair
424.	2011.94.42	Block, Printing	Picture - Landscaped	Good
425.	2011.94.43	Block, Printing	Image of Church	Good
426.	2011.94.44	Block, Printing	Image of an eye surrounded by a design	Good
427.	2011.94.45	Block, Printing	Printer's Block - "JAS WEIR"	Good
428.	2011.94.46	Block, Printing	Wood block, with metal "1c" inside a circle "SALE" leaf pattern around inside of circle	Fair- left corner chipped, well worn
429.	2011.94.47	Block, Printing	TR (BENNETT)? (Photo of Man)	Good- there are a few insect holes

430.	2011.94.48	Block, Printing	"Ford Monarch" Ford logo on what looks like a grill of a truck	Good-holes in wood resemble exit/entry holes of insects
431.	2011.94.49	Block, Printing	A male picture (head only)	Good
432.	2011.94.50	Block, Printing	"W. Nicholson" photo of a bald man with a mustache, in a suit and tie	Good
433.	2011.94.51	Block, Printing	A church?	Good
434.	2011.94.52	Block, Printing	"Foundry Long Ago" - image of the Foundry in an oval	Fair
435.	2011.94.53	Block, Printing	Printer's Block "Reavie Motors Sales"	Good
436.	2011.94.54	Block, Printing	"DW-Block" - image of a building on a corner	Good
437.	2011.94.55	Block, Printing	Printer's Block "Super test"	Good
438.	2011.94.56	Block, Printing	"MacLean Lumber---Beaver" - image of a two-storey building with a tree	Fair
439.	2011.94.57	Block, Printing	Block picture of John Henderson	Good
440.	2011.94.58	Block, Printing	"125 lbs. Gunns Licence No: 13-43 Registration No: 1023 Fertilizer Guaranteed Analysis Ammonia 2% Phosphoric Acid 9% Potash 2% Gunns Ltd. West Toronto" - words inside of a sack, wood is dark, numbers are removable	Good
441.	2011.94.59	Block, Printing	Block - picture of Thos Bell	Good
442.	2011.94.60	Block, Printing	"Mr. & Mrs. John T. Currie Gilden Wuray? Annie with _____" - image of two women and two men	Good
443.	2011.94.61	Block, Printing	Tune in and sing with us / Simpson Christians Carol Broadcast each morning Wed. Dec. 18 through Tues. Dec. 24 over radio station CKNX 8:45 - 9 p.m.	Good
444.	2011.94.62	Block, Printing	Block "BERRY" doors	Good
445.	2011.94.63	Booklet, Price list	Chesterfields and Easy Chairs a Specialty Inventors and Manufacturers of the "Chester bed" Wingham - Ontario 1926 Price List No. 4 Terms 2% 30 days or net 60 days, FOB Wingham, Ontario Prices subject to change without notice. Damaged Goods. We are not responsible for	Good

			damaged to goods while in transit. After goods are accepted by transportation company, our responsibility ceases. Sales tax. All orders are accepted subject to the prevailing Dominion of Canada Sales tax.	
446.	2011.94.64	Block, Printing	Tune In and Sing with Us! Refer to 2011.94.61, metal plate	Good
447.	2011.94.65	Block, Printing	Block "Office Size Keyboard" Advertisement	Good
448.	2011.94.66	Envelope with Posters	Posters on Hydro services- Titles include - "Don't Waste a Drop" Cascade 40" It's the Man About the Wiring, Ma'am" Cal Burke Electric Stainton Hardware	Fair
449.	2011.94.67a, b, c, d, e	Block, Printing	Name on Block "Electrical Experts", done on yellow paper	Good
450.	2011.94.68	Block, Printing	"You hold the key.... use it! Canadian Heart Fund" - man scratching his head holding a key - back is blue	Good
451.	2011.94.69	Block, Printing	Late Mrs. John P. Currie	Good
452.	2011.94.70	Block, Printing	Photo of man with beard in a suit and tie "Mr. Scott"	Fair - possible entry/exit notes
453.	2011.94.71	Block, Printing	Picture - Owl with Horn	Good
454.	2011.94.72	Block, Printing	Photo of man inside an oval "John J. Currie"	Fair
455.	2011.94.73	Block, Printing	"A male picture on Block"	Good
456.	2011.94.74	Block, Printing	Printer's Block - 9 men	Good
457.	2011.94.75	Block, Printing	Picture of a piece of furniture	Good
458.	2011.94.76	Block, Printing	Image of a lady "Mrs. T. Anderson"	Good
459.	2011.94.77	Block, Printing	"R. Young" "6" - image of a man	Fair- slight chipping on edges
460.	2011.94.78	Block, Printing	John Elliott	Good
461.	2011.94.79	Block, Printing	"12" cartoon of a man drinking something with a hat and flag "H" 4 umbrellas and a sun	Good
462.	2011.94.80	Block, Printing	"Adam Holliday Belgrave" - image of a man	Good
463.	2011.94.81	Block, Printing	"Backache maybe Warning Backache is often caused by lazy kidney action. When kidneys get out of order, excess acids and wastes remain in the system. Then backache, disturbed rest or that	Good

			tired-out and heavy beaded feeling may soon follow." Dodd's Kidney Pills	
464.	2011.94.82	Block, Printing	John Linklater	Good- edges chipped
465.	2011.94.83	Block, Printing	A male picture	Good
466.	2011.94.84	Block, Printing	"Mr. & Mrs. Andrew Linklater" - Image of two people	Good
467.	2011.94.85	Block, Printing	Image of a truck "Howson" on back	Good
468.	2011.94.86	Block, Printing	Drawing of cabin	Good
469.	2011.94.87	Block, Printing	Drawing of cabin	Good
470.	2011.94.88	Block, Printing	"Button Fessant Chair Factory" Wingham Image of a factory, smoke coming out of chimney.	Good
471.	2011.94.89	Block, Printing	"1937" Photo of ball team "W" on the jerseys - 12 men, one in a suit	Good
472.	2011.94.90	Block, Printing	Photo of six men, five of which are seated. All in suits, four with mustaches, table in the center with an unidentified object on it. Clock on a shelf in the background 10:00	Good
473.	2011.94.91	Block, Printing	Photo of stone house surrounded by six trees, bridge in the foreground, river running in front of the house	Good
474.	2011.94.92	Block, Printing	"W.G. Hamilton" photo of a man in a suit	Good
475.	2011.94.93	Block, Printing	"K.A. Spohorn?" close of a man in a suit and tie	Good
476.	2011.94.94	Posters	Envelope with ads for Gregg Pharmacy	Good
477.	2011.94.95	Information page	Information on Lloyd Doors Price List	Good
478.	2011.94.96a-z	Block, Printing	Vance's Drug Store Ads on Pink paper a) 10324 b) 10330 c) 10338 d) 10339 e) 10340 f) 11329 g) 11330 h) 11337 i) 11338 j) 1238 k) 1237 l) 12339 m) 12340 n) 7331 o) 7334 p) 7337 q) 7339 r) 7342 s) 8338 t) 8340 u) 8340 v) 8342 w) 9339 x) 9340 y) 9341 z) 9342	Good
479.	2011.94.97	Poster	Envelope with series of posters for Gregg Pharmacy	Good
480.	2011.94.98a, b	Poster	Tri light Beer Ad	Good- they are curled up
481.	2011.94.99	Block, Printing	"Ads Kushean Jarr Co?" design	Fair

482.	986.55.05	Plate, Engraving	COPPER ENGRAVING PLATE - copper engraving plate for a wedding invitation for Norma Reid and Russel MacPherson of Kincardine on July 16, 1916.	Poor- there is corrosion.
483.	986.55.07	Plate, Engraving	COPPER ENGRAVING PLATE - copper engraving plate for a wedding invitation for Norma Reid and Russel MacPherson of Kincardine on July 16, 1916. There was an error on this plate - it omitted the time. Another engraving plate (986.55.05) has the correct time - "at high noon"	Fair- there is corrosion on the back
484.	2013.29.05	Framed badge	Framed display: 6 police badges of Wingham Police Service - different designs from different years	good
485.	2013.29.43	Certificate, membership	The Police Association of Ontario - stating Huron County is a member.	Good
486.	2013.30.01	Framed poster	"Circle" Town of Wingham 1879 Incorporated - black and white with beaver and maple leaves in circle	good
487.	2013.30.09	uniform	- dark navy or black hip length dress jacket with self-belt - 4 button closer domed down pocket corners; 4 pockets - 4 buttons - Wingham Police crests on each shoulder - left shoulder has white braided band - 3 chevrons on each arm Note: Also, on mannequin - 1 blue police shirt; 1 clip-on tie; 1 braided shoulder band	good
488.	2012.03.01	photo	Norman Rockwell Picture of Policeman with Runaway Boy	good
489.	2012.23.01	desk	Mid 1800's writing desk - had three hidden drawers located under the pen and ink holder tray - veneered with beautiful walnut burl and trimmed with brass corner sledges - lock and hinges with a plaque on lid * spade-shaped "eraser" to scrape the parchment surface to erase a word or mistake Patent Oriterion S & D B - patent is the exclusive right granted by a	good

			government to an inventor to manufacture, use or sell an invention for a certain number of years	
490.	2013.29.20	book	Criminal Code, 1953-54	good
491.	2013.29.19	book	The Liquor Control Act, 1943	good
492.	2013.29.02	photo	Framed Photo - Wingham Police Service Staff, 2002 (clockwise from top) Constable E. Daer, Sgt. D. Foxtton, Constable C. Ricker, Constable M. Fraser, Special Constable P. Fraser, Chief J. Dore, Sgt. T. Creeden, Constable M. Foxtton, Constable T. Poole	good
493.	2013.29.15	book	hard cover book with entries by the reporting officer of the day records also weather	good
494.	2013.29.03	photo	Framed photos and ID badges: Wingham Police Service Part-Time Constables - Past History Staff Const. Sidney Adams, 1964-1995 Const. William Stevenson, 1969-1980 Const. Ted Lee, 1964 Const. Martin Cretier, 1971-1996 Const. Charles Kraeger, 1984-1987 Const. Dwight Adams, 1984-85 Const. David Wheeler, 1992 Const. Kevin Walker, 1992-1994 Const. Grant Bradley, 1990-1995 List of Constables (Const.) Crawford Douglas, 1964 Ronald McGee, 1987 Murray Hayes, 1990 Bonnie Jennings, 1993 Scott Campbell, 1995 Robin Ackert, 1995	good
495.	2913.29.08	photo	Framed Photo of Wingham Police Service sponsored Maple Leaf Wingham House League Hockey Team with crest of 1971-1972 Wingham House League Champs Back Row: Coach - Doug Foxtton, John Stacey, Robert Ste. Marie, Leo Kinahan, Steve McLean, Coach - Robert Wittig Middle Row: Steve Brydges, Ken McLean, Ricky MacLennan First Row: Peter Goodall, Eric McGregor, Bill Ohm, Daryl Holmes	good

496.	2013.29.04	photo	Framed photo - Wingham Police Service Staff, 2004 Chief Jim Dore (1995-present) Constable Murray Foxon (1996-present) Constable Tim Poole (1999-present) Constable Darren Doucet (2003-present) Constable Wade Smith (2003-present) Constable Bryan Verhaeghe (2003-present) Constable Doug McLellan (2004-present) Constable Carl Ricker (1997-present) Social Constable Pat Fraser (1977-present) Below photo was List of Former Chiefs: James Davidson, 1879-1880 George Pettypiece, 1880-1886 Van Vannorman, 1896-1907 William Irwin, 1951-1952	good
497.	2003.29.39	photo	Framed photo - 21 Field Artillery Regiment RCA (Militia) Wingham Armoury 1968. Front Row - L-R - WO2 Bob Sinnamon, Sgt. Bud Dixon, Major Jim Cullen, Capt. Ed Anderson, Lt. Bill Morris, Lt. Gary Reid, Lt. Arvo Kaasalainen, Capt. Ted Smith, Major HD (Bud) Thompson, Padie Murray Brooks, Capt. Al Kipfer, WO Jim Wray.	good
498.	2003.29.38	photo	Framed photo of 99th Field Artillery Battery RCA (w) in Wingham Armoury c. 1962. -names on back of photo: Front Row L-R - WO Glen Appleby, Major Mel Melanson, Lt. Arvo Kaasalainen, Lt. Monty Snyder, Capt. Jack Goodall, Major Bob Ritter, Capt. Ed Anderson, Lt. A.G. McLeod, Lt. Don Jardine, WO Jack Blackwell, WO Bob Sinnamon. Second Row - L-R - Bdr Carl Casemore, S/Sgt Lloyd (Casey) Casemore, Sgt Peter Meurs, Gnr Fred Lee. Bdr Ken McTavish. Gnr Gerry Foxton, Gnr Ken Harrison, Gnr Don Lee, Gnr Jim Wild, Bdr Don Montgomery, Gnr Ken Chettleburg, Gnr Ted Wormworth. Third Row 1-9? 10 -	good

			Gnr Don Eadie? 12- Gnr Willis Hall. Fourth Row -? Fifth Row - 1-11? 12 - Gnr John Strong, 13 - Gnr Barry Fuller. Key - Gnr - Gunner, Bdr - Bombardier, Sgt - Sergeant, S/Sgt - Staff Sergeant, WO - Warrant Officer.	
499.	2013.29.12	Radar gun	Top made of grey steel connected to black handle - powered by black cord, plugs into cigarette lighter - green tape label says "Use at own risk" - used by Wingham Police Service	good
500.	2013.29.13	flashlight	black plastic flashlight, red painted cone - used to direct traffic	good
501.	2013.29.14	Red light	silver case red light to attach to car power on + off switch - used to do searches by Wingham Police Services	good
502.	2013.29.23	Gun holder	US patent 4303199 # 75 Canada Patent 1146509 #31 5. p	good
503.	2013.29.24	Gun holster	shiny black vinyl/ leather red lettering on back, possibly dress holster	good
504.	2013.29.40	plaque	Plaque reads: Wingham Town Police, 1993 - F.E. Madill OSAID, Thanks for Your Support	good
505.	2013.29.41	sign	octagonal red and white steel "Stop" sign and reflective paint	good
506.	2013.30.03	gloves	white dress gloves used at Police funerals to complete proper dress	good
507.	2013.30.04	case	"Daily Notebook" carrier case - black, marked with "Wingham Police Department" in gold - (2) new	excellent
508.	2013.30.10	statue	hand carved statue of police officer with arms crossed - sticker on bottom "Wetherbee '92 Red Mill Mfg. USA - Douglas Foxtan received at retirement in 1994	good
509.	2013.30.11	hat	1 police hat with removable black band which is used for formal ceremonies - has maple leaves around black band - Maker - Stokes Cap, Don Mills, ONT	good

510.	2013.30.12	hat	made by Hamilton Cap Co. - never used, side flaps untie and cover ears	good
511.	2013.30.13	cap	baseball cap with "Wingham Radio Television Town, 1879 Police" - made by C.A. 08547, Sewn in Canada	good
512.	2013.30.14	scrapbook	scrapbook of Wingham Police Services - newspaper articles - information about history	good
513.	2017.0004.001	Badge, police	Framed Police Badges' Display containing badges from 1879 to 1994. Display contains 5 fabric badges which were worn on the police uniform and 6 metal badges which were worn on the police hat.	good
514.	2013.29.09	Framed print, photograph	Framed photo - Wingham Police Service Officers: Joseph Bullard - Chief (1879-1895), George Allen - Chief (1908-1945), T.W. Platt - Constable (1933-1939, Chief -1946-50, 1953-1958), Gord Deyell - Constable (1942-1943, 1954-58, Chief 1959-1960), Ted Whitby - Constable (944-1948), James Miller - Constable (1961-1964, Chief 1964-1974), William Waite - Constable (1961-1963), Milford Foxton - Constable (1946-1950)l Robert Wittig - Chief (1975-1995), Ronald Zimmer - Constable (1963-1969, Sgt. 1969-1976), Douglas Foxton - Constable (1964-1976, Sgt. 1976-1994), Edward Daer - Constable a91969-1999), Thomas Creeden - Constable (1974-1996, Sgt. 1997-2004), John Nolan - Constable (1976-2003)	good
515.	2011.86.01	jacket	Royal Blue Jacket with red and white stripe on the cuffs and collar. Wingham Smokies (originally called Wingham Police Team) slow pitch police team. Markings: "18", "Wingham Smokies"	excellent
516.	2013.29.39	plaque	Wingham Police Crest and picture: "This exhibit is dedicated in memory of Sergeant Douglas G.	good

			Foxton who served the Wingham Police Service with Dedication and Integrity 1964-1994"	
517.	2013.30.05	club	billy club, dark stained wood with silver embossed handle - collection item of Douglas Foxton	good
518.	2013.30.06	club	billy club, caramel leather with strap handle - belonged to Douglas Foxton	good
519.	2013.30.07	Belt, accessory	black leather belt which would hold hand cuff case and gun	excellent
520.	2013.29.38	Police jacket	part of would have been 2 pc uniform dark blue jacket and Wingham police service crest on both arms' maple leaf on both lapels 4 brass buttons on front 2 buttons on sleeve left cuffs has sewn on 3 maple leaf's 1 leaf for 10 years 3 chevron badges sewn on print made by tuff n neat Canada baby blue shirt standard issue worn under jacket clip on tie navy blue	good
521.	2013.30.17	tie	dark blue/ black clip-on tie worn to complete full uniform look as required	excellent
522.	2013.30.16	shirt	light blue shirt and police crest on shoulders size standard shirt worn to complete full standard uniform	excellent
523.	2013.29.37	crest	Wingham police services crest large square in shape gold background black letters with gold highlights	good
524.	2013.29.01	photo	Framed photo - 2006 Wingham Police Service Staff L-R: Sgt. Murray Foxton, Constable Doug McLellan, Captain Kevin MacAdam, Constable Wade Smith, Constable Bryan Verhaeghe, Constable Darren Doucet, Chief James Dore, Chief Tim Poole, Social Constable Patricia Fraser	good
525.	2013.29.07	photo	Framed Photo -Chief James Miller's Funeral, 1974: Sgt. R. Zimmer Cst. D. Foxton Cst. S. Adams Aux. Cst. W. Stevenson Cst. T. Creeden Cst. E. Daer	good

526.	2013.29.10	photo	Framed pictures from Chief Tim Poole, updated: Chief Tim Poole, 1999 Sargent Murray Foxton, 1996 Const. Bryan Verhaegne, 2003 Const. Wade Smith, 2003 Const. Kevin MacAdam, 2005 Const. Jamie Leslie, 2007 Const. Mark Kirkby, 2010 Special Const. Patricia Fraser, 1977 Special Const. Kyle Campbell, 2007 Special Const. Jeff Robbins, 2011	good
527.	2013.29.22	book	Transients Book (Police Drifter Diary Book) A person who is staying or working in a place for a short time. If they came by train, they would sign the book and police gave a bed to sleep (jail cell) and a meal.	good
528.	2013.29.25	Gun holster	holster belt loop holder partly ripped from holster	good
529.	2013.29.26	Gun holster	made by g. Wm Ennis ltd Guelph ON has brass screws	good
530.	2013.29.27	Gun holster	gun holster # 306 38 4 strap broken	good
531.	2013.29.28	Police boots	pair lace black boots bilrite made in Canada size 9.5 #4105842022048 before been worn all boots half to wear longer	good
532.	2013.29.29	Braided billy club	black braided leather billy club with handle electric black tape around to repair	fair
533.	2013.29.30	Billy club	caramel leather and handle billy club	good
534.	2013.29.31	Billy club	leather and brass end worn on belt or carried	good
535.	2013.29.32	Night stick	dark wood and vertical notches by the handle hole through it at one end	good
536.	2013.29.33	Night stick	black dense plastic stick no ornamentation	fair
537.	2013.29.34	Night stick	black wood notched handle repaired and black electrical tape	fair
538.	2013.29.35	Oak desk	oak desk brass plate inside reads prestonia business equipment 2 drawers to the right 1 drawer centre lock inside used in Wingham police dept left front drawer 56x60 cm right bottom/ top 33.5 x 60cm	good

539.	2013.29.36	chair	leather on back + seat all cracked, and age used in Wingham police dept	good
540.	2013.29.42	Badge holder	badge holder, Wingham Police Services	excellent
541.	2013.29.44	Drifter diary	"Copy" of 1937-1970 Police Drifter Diary	excellent
542.	2013.29.21	book	Re The New Criminal Code - March 15, 1955 - 2 pages fastened together	good
543.	2013.29.55	book	1907-1915 Foreign Procedure book - Eighth Division Court of Huron County	good
544.	2013.29.56	book	Invoice book - letters to Town of Wingham	poor
545.	2013.29.48	book	1893-1898 Procedure book - Eighth Division Court in the County of Huron	poor
546.	977.12.43	photo	Wooden framed black and white photograph of A Co. 52nd Battalion sitting down to dinner in Belgumar (Belgium), Dec.25, 1918.	good
547.	996.02.01	uniform	Canadian Army Greatcoat and Web Equipment worn by - Squadron Sargent Major Dave Crothers - during WW2 (1939-45) - Served in the Elgin Regiment (25th Armored Regiment)	good
548.	2004.47.01	plaque	A plaque. Two medals mounted on a wood. The plaque belongs to Chester McLean. It is from WWI. One medal is a man riding a horse, there is a blue, black, white, and yellow ribbon attached to it. The other medal is a large medallion of a soldier and a lion, the name "Chester McLean" is inscribed on it.	good
549.	2013.29.54	book	1907-1915 Procedure book - Eighth Division Court for County of Huron	poor
550.	2013.29.53	book	1904-1907 Procedure book - Eighth Division Court for County of Huron	poor
551.	2013.29.46	book	1906-1917 Procedure book - Eighth Division Court in the County of Huron	poor

552.	2013.29.47	book	1877-1886 Procedure book - Eighth Division Court in the County of Huron	poor
553.	2013.29.49	book	1898-1904 Procedure book - Eighth Division Court in the County of Huron	poor
554.	2013.29.50	book	1907-10 Procedure book - Eighth Division Court in the County of Huron	poor
555.	2013.29.11	postcard	Post card sent to Chief Constable, Wingham, July 12, 1960, Occurrence No. A1560 Information on stolen 1958 Pontiac Coach from James P. McKey, Chief of Police, Toronto	good
556.	2013.29.60	book	1878-92 "Police" Minute book	good
557.	2013.29.61	book	1885-1917 Juror's Logbook 5/1885/P.O. S/4/Hist-2	good
558.	2013.29.62	book	1947-70 "Court of Revision" Minutes	good
559.	2013.30.08	uniform	- black dress uniform pants with black stripe	good
560.	2013.20.18	uniform	white braid worn on left shoulder for funerals plus white gloves with dress uniform	good
561.	2013.29.51	book	1890-1907 Foreign Procedure book	poor
562.	2013.29.52	book	Division Court - Judge's List for Sittings	poor
563.	2013.29.57	book	1918-1922 Clerk's Fee Book - Division Court of Huron County	fair
564.	2013.29.58	book	1881-1890 Foreign Procedure book - Eighth Division of Huron County Court	poor
565.	2013.29.59	book	1922-1925 Clerk's Fee book	fair
566.	2003.29.37	Brass shell cartridge trophy	"25 PDR Cartridge Case from last round shot by the 21 FD Regt. RCA in Petawawa Summer Camp - 9 Aug '57." - on Cartridge trophy plaque.	good
567.	976.01.57	Shell, artillery	In excellent condition - polished brass howitzer shell case from WWI DIMENSIONS: 23cm x 24 cm	good
568.	2013.27.03	money rolling counting machine 6 parts	coin held rack 25 cm x 29 cm grey steel #1116-coin holders 10 cents green line 14 cm long all 5 cents blue line 1 cent red line 25 cents	excellent

			orange line sample valuation book coins used parking meters	
569.	2013.27.03b	money rolling/counting machine	machine sold + service by F.A. Horton sales LTD 299 bering AVE w. Toronto bei- 3307 be 1-3208 4 tubes 1 cent 5 cent 10 cent 25 cent	excellent
570.	2013.30.02	medal	Wingham Police team - win Baden Slo-Pitch Tourney Champs 1981 - front is green baseball player, and back stop - attached is a red, white, and blue hanger	excellent
571.	977.12.49	Engraving	engraved, printed, and coloured by R. Havell, drawn by J.J. Audubon E.R.S. F.L.S. -black male-Raven perched on a hickory branch - framed in heavy rough pine wood - from a collection of the Northwestern Mutual Life Insurance co. -fair condition	good
572.	977.25.01	Photograph, framed	PHOTOGRAPH of STAFF AT FRY and BLACKBALL A black and white photograph of workers at Fry and Blackhall. Thirty-four (34) members are standing and sitting on street corner in front of the factory. A house can be seen on the left and the arena on the right. The picture faces down Victoria Street to Josephine Street. Encased in brown wooden frame. The picture was taken by Dinton Panoramic Photos, May 1929. LEFT to RIGHT FRONT: Ab Louttit, Harold Wild, Ed Nash, Charlie Blatchford, Bill Johnston, Jack Sturdy, Jim Mitchell, Jack Smith, Harry Templeman, Jack Ernest, W. VanWyck, E. Copeland, Bert Porter, E. MacDonald, Dave Benedict, Mary Elliott, Irene Elliott, Margaret Elliott, Bernice Lockridge, Mrs. Les McDougall, Alice Mergham, Mrs. Theo Robertson. BACK ROW: Clark McLean, Jim Musgrove, Norman, _____, Bert Mathers, Bill Hammond, Morris Swanson, Percy Gibson, Jack Waine, Geo Black, Joe Ernest,	fair

			James Wild. DIMENSIONS: 37 x 32 cm	
573.	2016.0020.001	Photograph, framed	Exchange hotel Wingham, 1911 - Charles Lepard Prop. (In apron) Car 1 - Mclaughlin (J.J. Cunningham) Car 2 - Wingham Car built by Bill Lepard (driver) owned by Richard Clegg (in the back) Car 3 - Chalmers (T Eaton Co.) Car 4 - Roadster, Dr. H Kirby Black and white - no frame	good
574.	977.60.18	microphone	CARBON MICROPHONE (BROADCAST) Carbon Microphone (? made by "Doc" Cruickshank??) Parts from: Ellis Electrical Laboratory Chicago, Ill., U.S.A. Age - late 1920's DIMENSIONS: 23 cm wide 25 cm high 11 cm deep	good
575.	985.03.01	Model boat	MODEL BOAT Built in approximately 1860, by Edward Jones, (picture of basic parts), the boat was restored by Ernie Eaton in 1985. Donated to the museum by his granddaughter, original owner (Mr. Jones), it is painted red and white now, with all sails and rigging White wooden stand has been made for this item for display purposes. Inscription "Lavina J", painted in white on front good condition, nicely cleaned up from original photos. (Picture of design plans). DIMENSIONS: 99 cm; 84 cm high (from stand to top of sail)	good
576.	2003.12.04	pillow	pillow; the Perth regiment, audax et cautus" in red lettering, logo in red in blue on a pale-yellow fabric. Fringe all the way around in gold and purple, back is green	fair
577.	990.03.05	medal	WWI MEDAL OF MR. JAMES HILTON CURRIE Victory Medal received by Mr. J.H. Currie - silver medal with red, white, blue ribbon Has an engraved picture of King George V on it. Mr. James Hilton Currie (rank of Sargant) enlisted	good

			<p>January 4, 1916, at age 19. Served in France - 161st Canadian Infantry Battalion. Served as Machine gunner 1917 - 1919 in the 4th Canadian Machine Gun Battalion Service Decorations - M.M. - Military Medal, M.S.M. - Meritorious Service Medal "In the Field" Medal for Bravery in the Field. Charter member of the Wingham Branch 180 Dominion Command- May 13, 1931, Additional information on Service Record.</p>	
578.	990.03.06	medal	<p>WWI MEDAL OF MR. JAMES HILTON CURRIE M.M. Medal - Mention in Dispatches - silver medal with red ribbon. Has an engraved picture of King George V on it. Mr. James Hilton Currie (rank of Sargant) enlisted January 4, 1916, at age 19. Served in France - 161st Canadian Infantry Battalion. Served as Machine gunner 1917 - 1919 in the 4th Canadian Machine Gun Battalion Service Decorations - M.M. - Military Medal, M.S.M. - Meritorious Service Medal "In the Field" Medal for Bravery in the Field. Charter member of the Wingham Branch 180 Dominion Command- May 13, 1931, Additional information on Service Record.</p>	good
579.	990.03.07	medal	<p>WWI MEDAL OF MR. JAMES HILTON CURRIE M.S.M - Meritorious Service Medal - gold medal with orange, white, blue, and black ribbon Has an engraved picture of an angel. Mr. James Hilton Currie (rank of Sargant) enlisted January 4, 1916, at age 19. Served in France - 161st Canadian Infantry Battalion. Served as Machine gunner 1917 - 1919 in the 4th Canadian Machine Gun Battalion Service Decorations - M.M. - Military Medal, M.S.M. -</p>	good

			Meritorious Service Medal "In the Field" Medal for Bravery in the Field. Charter member of the Wingham Branch 180 Dominion Command- May 13, 1931, Additional information on Service Record.	
580.	990.03.08	medal	WWI MEDAL OF MR. JAMES HILTON CURRIE Medal for bravery in the field - gold medal with rainbow coloured ribbon Has an engraved picture of an angel. Mr. James Hilton Currie (rank of Sargant) enlisted January 4, 1916, at age 19. Served in France - 161st Canadian Infantry Battalion. Served as Machine gunner 1917 - 1919 in the 4th Canadian Machine Gun Battalion Service Decorations - M.M. - Military Medal, M.S.M. - Meritorious Service Medal "In the Field" Medal for Bravery in the Field. Charter member of the Wingham Branch 180 Dominion Command- May 13, 1931, Additional information on Service Record.	good
581.	990.03.22	medal	LADIES' LEGION AUXILLARY BADGE Once belonged to Mrs. Charlie Coultres, Belgrave, Ontario. Member of Ladies' Legion Auxiliary, Branch 180, Wingham 1937 - 1969 (deceased) President of the Legion Ladies' Auxiliary in 1946. The badge has the past president's bar on a burgundy ribbon, and another medal hangs off it, with Canadian Legion British Empire Service League on it. Inscribed at the underside of medal is Mrs. M. Coultres Wingham Aux 180 1946 (Ladies' Legion Auxiliary female equivalent of the Legion) Additional information on attached sheet	good
582.	991.08.18	Framed photo, military medals	medals, dog tags and photo of Mr. Emerson Shera - mounted in	good

			display shadow box - related materials are located in storage	
583.	998.03.03	medal	Five (5) War medals - WW2 - 1939-45 Worn by: Lorne Matheson Betts - RCCS - Royal Canadian Corps of Signals 1939-1945 STAR	good
584.	998.03.04	medal	Five (5) War medals - WW2 - 1939-45 Worn by: Lorne Matheson Betts - RCCS - Royal Canadian Corps of Signals France and Germany Star	good
585.	998.03.05	medal	Five (5) War medals - WW2 - 1939-45 Worn by: Lorne Matheson Betts - RCCS - Royal Canadian Corps of Signals Defence Medal	good
586.	998.03.01	Military pin	Five (5) War medals - WW2 - 1939-45 Worn by: Lorne Matheson Betts - Recalls - Royal Canadian Corps of Signals Canadian Volunteer War Medal	good
587.	990.03.01	Military pin	WWI MEDAL OF MR JAMES HILTON CURRIE Huron Battalion 161 pin - Copper, in colour Mr. James Hilton Currie (rank of Sergeant) enlisted January 4, 1916, at age 19. Served in France - 161st Canadian Infantry Battalion. Served as Machine gunner 1917 - 1919 in the 4th Canadian Machine Gun Battalion Service Decorations - M.M. - Military Medal, M.S.M. - Meritorious Service Medal "In the Field" Medal for Bravery in the Field. Charter member of the Wingham Branch 180 Dominion Command- May 13, 1931, Additional information on Service Record.	good
588.	990.03.02	Military pin	WWI MEDAL OF MR. JAMES HILTON CURRIE Canada pin with rifles crossed - gold colour Mr. James Hilton Currie (rank of Sergeant) enlisted January 4, 1916, at age 19. Served in France - 161st Canadian Infantry Battalion. Served as Machine gunner 1917 - 1919 in the 4th Canadian Machine Gun Battalion Service Decorations -	good

			M.M. - Military Medal, M.S.M. - Meritorious Service Medal "In the Field" Medal for Bravery in the Field. Charter member of the Wingham Branch 180 Dominion Command- May 13, 1931, Additional information on Service Record.	
589.	990.03.03	Military pin	WWI MEDAL OF MR. JAMES HILTON CURRIE Huron Overseas Battalion 161st pin - gold colour Mr. James Hilton Currie (rank of Sergeant) enlisted January 4, 1916, at age 19. Served in France - 161st Canadian Infantry Battalion. Served as Machine gunner 1917 - 1919 in the 4th Canadian Machine Gun Battalion Service Decorations - M.M. - Military Medal, M.S.M. - Meritorious Service Medal "In the Field" Medal for Bravery in the Field. Charter member of the Wingham Branch 180 Dominion Command- May 13, 1931, Additional information on Service Record.	good
590.	990.03.04	Military pin	WWI MEDAL OF MR. JAMES HILTON CURRIE Huron Battalion Overseas 161st pin - copper colour Mr. James Hilton Currie (rank of Sergeant) enlisted January 4, 1916, at age 19. Served in France - 161st Canadian Infantry Battalion. Served as Machine gunner 1917 - 1919 in the 4th Canadian Machine Gun Battalion Service Decorations - M.M. - Military Medal, M.S.M. - Meritorious Service Medal "In the Field" Medal for Bravery in the Field. Charter member of the Wingham Branch 180 Dominion Command- May 13, 1931, Additional information on Service Record.	good
591.	990.03.12	Military pin	Military pin -9th Grey Horse pin (copper) From or belonged to Mr. Ken Hawthorne, Wingham. He served as padre in the military. He	good

			was with the Anglican Church of Wingham.	
592.	990.03.09	Military pin	WWI MEDAL OF MR. JAMES HILTON CURRIE Canadian Legion, British Empire Service League pin - gold in colour, with blue & red Mr. James Hilton Currie (rank of Sergeant) enlisted January 4, 1916, at age 19. Served in France - 161st Canadian Infantry Battalion. Served as Machine gunner 1917 - 1919 in the 4th Canadian Machine Gun Battalion Service Decorations - M.M. - Military Medal, M.S.M. - Meritorious Service Medal "In the Field" Medal for Bravery in the Field. Charter member of the Wingham Branch 180 Dominion Command- May 13, 1931, Additional information on Service Record.	good
593.	990.03.14	Military pin	Military pin -9th Grey Horse badge (copper) From or belonged to Mr. Ken Hawthorne, Wingham. He served as padre in the military. He was with the Anglican Church of Wingham.	good
594.	990.03.15	Military pin	Military pin -9th Grey Horse badge (copper) From or belonged to Mr. Ken Hawthorne, Wingham. He served as padre in the military. He was with the Anglican Church of Wingham.	good
595.	990.03.16	Military pin	Military pin -smaller 9th Grey Horse badge (copper) From or belonged to Mr. Ken Hawthorne, Wingham. He served as padre in the military. He was with the Anglican Church of Wingham.	good
596.	990.03.17	Military pin	Military pin -smaller 9th Grey Horses badge (copper) From or belonged to Mr. Ken Hawthorne, Wingham. He served as padre in the military. He was with the Anglican Church of Wingham.	good
597.	977.01.01	Quilt	Two (2) tone, blue squares cotton quilt that is quilted in a diamond	Good

			<p>pattern. Embroidered approximately eighty (80) names of businesses and establishments located in Wingham, during the 1940's. Also, included are the names of persons involved with such. The quilt was embroidered by the Ladies' Auxiliary of the Wingham General Hospital. Good condition. They charged \$1.00 for each name to be embroidered. It was a fundraiser held in 1946. It was donated to Mrs. I. Morrey in 1968. She donated it to the museum in 1977 DIMENSIONS: 200 cm x 165 cm</p>	
598.	977.01.02 (977.2.1)	Print	<p>Framed reproduction of doctor and parents at the bedside of a sick child. Framed in wood. Painted in gloomy colours suitable to the situation. In excellent condition. DIMENSIONS: 38 cm x 46 cm</p>	Good- the backing paper is degrading
599.	977.01.03 (977.11.1)	Flask	<p>Large (1000 mL) Erlenmeyer glass flask. DIMENSIONS: 1000 mL volume trunk = 15 cm in diameter neck = 4 cm in diameter base = 7 cm in diameter</p>	Good- has a blue tint to it from a dried compound
600.	977.01.04	Print	<p>Black wood framed photograph of Dr. E.D. Busby. The photo is a black and white photo. Dr. Busby is seated with a cup and saucer in hand on a sofa. Excellent condition. History: Dr. Busby was a surgeon from London, Ontario. He worked at the Wingham General Hospital until his death in 1953. The former catalogue number of this artifact was 977.3.1 (977.03.01)</p>	Good
601.	977.01.05 (977.04.01)	Print, Photographic	<p>Framed photograph of Dr. W. M. Connell Black and white photograph of Dr. W. M. Connell, Wingham, Ontario. He was a physician and a surgeon. In the photo he is seated in a chair holding a pen upright. DIMENSIONS: 27 cm x 33 cm</p>	Good

602.	977.02.01 (977.01.07, 977.06.01)	Print, Photographic	Framed photograph of Dr. Walton Allan McKibbon A black and white photograph of Dr. Walton Allan McKibbon framed with a blonde wooden frame. Dr. McKibbon was born in 1908 and died in 1968. The photo is in excellent condition. DIMENSIONS: 19.5 cm x 15 cm	Good
603.	977.04.13	Canister, Food-storage	Rectangular can with "Linseed Liquorice and Chlorodyne Cough Lozenge" as label Removable lid. Came from McKibbon Drug Store DIMENSIONS: 22.5 cm high 15 cm square	Good
604.	977.04.14	Canister, Food-storage	Rectangular can with "Gibson's Linseed Liquorice and Chlorodyne Cough Lozenge" Remove lid. Came from McKibbon Drug Store DIMENSIONS: 22.5 cm high 15 cm square	Good
605.	977.04.16a (977.15.1)	Container	Small tin barrel with removeable lid with wire handle, attached to lid. Imitation rims around ends and sides. Brown paint is peeling off. In fair condition. from Mitton's Drug Store, Ridgetown - approximately 1920 a) barrel DIMENSIONS: 22.5 cm high largest diameter - 17 cm	Good
606.	977.04.16b (977.15.1)	Container	Small tin barrel with removeable lid with wire handle, attached to lid. Imitation rims around ends and sides. Brown paint is peeling off. In fair condition. from Mitton's Drug Store, Ridgetown - approximately 1920 b) lid DIMENSIONS: 22.5 cm high largest diameter - 17 cm	Good
607.	977.04.17a (977.15.2)	Container	Small tin barrel with removeable lid with small wire handles attached. Imitation rims around ends and sides. Painted black and has a label that says "Raw Cirmica". - from Mitton's Drug Store in Ridgetown, around 1920. a) Barrel DIMENSIONS: 22.5 cm high largest diameter - 17 cm	Good
608.	977.04.17b (977.15.2)	Container	Small tin barrel with removeable lid with small wire handles	Good

			attached. Imitation rims around ends and sides. Painted black and has a label that says "Raw Cirmica". - from Mitton's Drug Store in Ridgely, around 1920. b) Lid DIMENSIONS: 22.5 cm high largest diameter - 17 cm	
609.	977.06.01 (977.16.1)	Medical Equipment	adenoid curette	Good
610.	977.06.02 (977.16.1)	Medical Equipment	autopsy knife	Good
611.	977.06.03 (977.16.1)	Medical Equipment	bone saw	Fair-tarnish on the blade
612.	977.06.04 (977.16.1)	Medical Equipment	blunt hook	Good
613.	977.06.05 (977.16.1)	Medical Equipment	dressing forceps	Good
614.	977.06.06 (977.16.1)	Medical Equipment	ligature conductor	Good
615.	977.06.07 (977.16.1)	Medical Equipment	ligature needle	Good
616.	977.06.08 (977.16.1)	Medical Equipment	Liston for amputation	Good
617.	977.06.09 (977.16.1)	Medical Equipment	needle holder	Good
618.	977.06.10 (977.16.1)	Medical Equipment	scalpel	Good
619.	977.06.11 (977.16.1)	Medical Equipment	trocars	Good
620.	977.06.12 (977.16.1)	Medical Equipment	gall stone scoop	Good
621.	977.06.13 (977.16.1)	Medical Equipment	perineal retractor gynecological instrument	Good
622.	977.06.14 (977.16.1)	Medical Equipment	scalpel handle	Good
623.	977.06.15 (977.16.1)	Medical Equipment	triangular blade	Good
624.	977.06.34 (977.21.5)	Medical Equipment	cast cutter	Good
625.	977.08.01	Dispenser, Paper	White paper on wooden roll, supported by two metal uprights on a base holding a horizontal wooden beam at top. A metal attachment to the beam serves to cut off paper length. The service was used by Dr. W. A. McKibbin	good

			and Dr. Colbourne. Donated by Mrs. W. A. McKibbon. Age of approximately 70 years. DIMENSIONS: 31 cm wide at bottom 36 cm wide at top 30 cm high 19 cm deep DIMENSIONS: - PAPER ROLL 23 cm wide 7 cm thick	
626.	978.01.01	Table, Examination	Was called an examination table but looked more like a chair. Chair section was constructed of white enamel metal. Sitting area covered in leather. Positional adjustment at right side. Base flows out at bottom, also made of enamelled metal. Chair holds headrests, footrests, stirrups, and armrests. Was used by Dr. Crawford, approximately 75 years ago. Was made by Koken Companies St. Louis, US DIMENSIONS: 130 cm - high 70 cm - wide 85 cm - depth	Good
627.	978.17.08	Poster	Quarantine Poster for Scarlet Fever - on red poster board with black printing - these posters were used in cases of serious illness, during which the entire family was quarantined to their home. The person allowed in or out was the doctor. DIMENSIONS: 31 x 24 cm	Fair
628.	978.17.09	Poster	This quarantine poster for Whooping Cough was made from pink poster board with black lettering. These posters were used in cases of serious illness, during which the entire family was quarantined to their home. The only person allowed in or out was the doctor. DIMENSIONS: 31 x 24 cm	Fair
629.	978.17.10	Poster	Quarantine Poster for Measles - on white poster board with black printing - these posters were used in cases of serious illness, during which the entire family was quarantined to their home. The person allowed in or out was the doctor. DIMENSIONS: 31 x 24 cm	Fair

630.	978.17.11	Poster	Quarantine Poster for Poliomyelitis (Polio) - on green poster board with black printing - these posters were used in cases of serious illness, during which the entire family was quarantined to their home. The person allowed in or out was the doctor. DIMENSIONS: 31 x 24 cm	Fair
631.	978.17.12	Poster	Quarantine Poster for Diphtheria - on blue poster board with black printing - these posters were used in cases of serious illness, during which the entire family was quarantined to their home. The person allowed in or out was the doctor. DIMENSIONS: 31 x 24 cm	Fair
632.	978.31.02 (978.35.2)	Bottle	BOTTLE ION BOTTLE - dark blue bottle rescued from a garbage container in Wingham, 1957 - used to store medication that may spoil with exposure to light DIMENSIONS: 17 cm x 6 cm	Good
633.	979.18.01	Cardiograph	Cardiograph Machine "Simp-i-trol" portable model; Cambridge Electrocardiograph machine; No. 0-203986. Made for Department of National Defense, Canada. Cambridge Instrument Co. Inc. (Ossining, New York) Wooden case with handle on top; inside has electrocardiograph machine. Good condition DIMENSIONS: 49 cm long 20 cm wide 26 cm high	fair - wood has lost some of its finish and there are small amounts of corrosion on the brass parts
634.	986.23.01 (986.34.2)	Bottle, Medicine	MEDICINE BOTTLE Glass bottle, with greenish tinge to it. Front of it has written in glass 'W. T. BRAY DRUGGIST, WINGHAM, ONT.' Has a picture of weigh scales and leaves design, included with it, bottle dated 1881. Pharmacy of W. T. Bray located at approximately 180 Josephine Street, (prior to 1882), more pharmaceutical history can be read in 'Museum Musings, p 280. Good condition (Bray pharmacy, first in Wingham)	Excellent- the cork is broken in two

			DIMENSIONS: 12 cm - height; glass (bottle with cork) 4.5 cm - width	
635.	998.02.01	Nameplate	Wilfred Alexander Crawford M. D. served the Wingham Area as a physician and surgeon for fifty (50) years, beginning in 1933. Dr. Crawford was born in Innisfail, Alberta and took his medical training at University of Toronto.	Good
636.	2003.38.01	Cap	Nurse's cap	Good
637.	2003.38.02	Uniform	Nurse cape. Exterior is blue fabric and interior is red fabric. Yellow lettering on the collar says "WGH". Inside tag says "Lac-Mac London, Canada". Inside of cape near buttons is initialed "H, V.mL."	Good
638.	2004.01.39	Booklet	Published by The Scholl MFG Co. and compiled by Wm. M Scholl M.D This book contains diagrams and written descriptions to help heal your foot needs it contains practical excerpts on the etiology and mechanical treatment of weak and flat foot, weakened anterior arch, metatarsalgia, hallux valgus and bunion, painful heel, contracted or hammer toes with a catalog of corrective appliance.	Good - booklet is bent from shelf position, covers are yellowing
639.	2004.12.02	bottle	An empty bottle of Certified Body Rub. "A Fragrant-Refreshing Alcohol Rub and Lotion". The bottle has a black cap.	Fair
640.	2004.20.01	dress	A white and blue striped dress. The inside collar is inscribed "Janet Thomson" in red letters.	Good
641.	2006.38.02	Print, Photographic	Photo in black plastic frame, photo is entitled "Wingham General Hospital 1916 Grads". Featured in the photo are left" Mame Adams of Wingham (Aunt of Don Adams, Wingham) and on right - Lillian (Moffat) Underwood, mother of George Underwood, Wingham, Jean MacDonald, Toronto and Aileen Lewis, Burlington. Photo is a copy of the original. frame is 29 cm x 22 cm.	Good

642.	2006.38.03	Print, Photographic	Picture in black leather-like frame titled "Wingham General Hospital Nurses", back of photo stamped "Merrill C. Cantelon Press, Wingham, Ont.", about 1920-1930, original photo with typed name listing, back of photo says, "Church Service in St. Andrew's Wingham July 1951 (Evening)", front row (l-r) sitting - Gertie (Pollack) Walden, Minnie (Bosman) Lloyd, Eunice Gilepsie, Mary (Pelen) Pocock, Florence (Imlay) Stark, Lillian (Moffat) Underwood, Mame Adams, Laura (Robertson) Wheeler, back row (l-r) standing- Nellie (Walters) Ringrose, ____, Eva (Bannerman) Carr, Sadie Colling, Jean (Coulter) Moffat, Ann (McDonald) Machan, Florence Hedley, Florence McKenzie, Jean (McQuillan) Grant, Irene (Collins) Cotrill, Lillian (Hetherington) Gallaher, Alba (Hogg) Ellis, Florence (Cadwell) Peglow, Alma (Free) MacDonald, Kathleen (Austin) Aitcheson	Good
643.	2006.38.04	Print, Photographic	Picture, original, of "WDH Graduate Nurses 1920", photo is in a small gold frame (13 cm x 18 cm), in the photo are: top - Minnie Bosman, Gerte Pollock, Instructor Mame Adams (on ladder), bottom- unidentified four girls standing, photo taken at hospital or nurses' residence	Good
644.	2007.02.07	Scale	Weigh scales for babies, Made of Plastic	Good
645.	2011.04.01	Equipment, Hospital	BEAKERS (2) 2 (two) Glass Beakers 16 oz used in Lab.	Good
646.	2011.04.02	Equipment, Hospital	INTERMEDULLARY NAIL Steel Rod Used to Set a Broken Leg	Good
647.	2011.04.03	Equipment, Hospital	GILLOTINE Cutter Clamp for Removing Tonsils	Good
648.	2011.04.04	Equipment, Hospital	CURVED SOUND Urethral Sound F 13	Good

649.	2011.04.05	Equipment, Hospital	FEMALE CATHETER used with syringe LENGTH - 18 cm, has red rubber attachment in the middle	Good
650.	2011.04.06	Equipment, Hospital	DRAINAGE CATHETER Steel Catheter Size 16 F.	Good
651.	2011.04.07	Equipment, Hospital	URETHRAL SOUND Steel Urethral Sound with tip for dilation catheter # 16	Good
652.	2011.04.08	Equipment, Hospital	PELVIMETER U.S.A. Made in inches	Good
653.	2011.04.09	Equipment, Hospital	UTERINE DILATOR 34 cm Uterine Dilator Missing Lock	Good
654.	2011.04.10	Equipment, Hospital	Microscope with 3 Eltra Eye Pieces 3 slide holders in wooden box	Good
655.	2011.04.12	Equipment, Hospital	BRUSHER AUTOMATIC INJECTOR - HOSPITAL Used for automatic injection with 1 CC short type Insulin syringe or 1 CC vaccine syringe	Good
656.	2011.04.13	Equipment, Hospital	LEVER LOCK CANNULA HOSPITAL Secondary medication set for I.V.	Good
657.	2011.04.14	Equipment, Hospital	LEVER LOCK CANNULA HOSPITAL Vacuum Tubing * Missing Parts	Good
658.	2011.04.15	Equipment, Hospital	CMT10 CHLORIDE TITATOR HOSPITAL - LAB CMT10 CHLORIDE Titrator Metal grey steel machine used in lab DATE - Unknown	Good
659.	2011.04.17	Equipment, Hospital	THROAT NEBATOMIZER HOSPITAL Atomizer with bulb	Good
660.	2011.04.20	Equipment, Hospital	ENAMEL BED PAN HOSPITAL White enamel bed pan	Good
661.	2011.04.21	Equipment, Hospital	CEREMIC BED PAN HOSPITAL BOLD coloured ceramic bed pan with spout	Good
662.	2011.04.22	Gall Bladder Dilator	GALL BLADER DILATOR 16-inch Gall bladder duct probe with 6 dilators	Excellent
663.	2011.32.01	Equipment, Hospital	KIDNEY SHAPE BASINS a) SMALL - Kidney shaped dish - 2011.31.01 white with black trim	Good
664.	2011.32.02	Equipment, Hospital	KIDNEY SHAPE BASINS b) LARGE - Kidney shaped dish - 2011.31.02 white with black trim	Good
665.	2011.33.01	Equipment, Hospital	ROUND EMANEL DISH Would have been used in/for hospital/home care	Good

666.	2011.35.01	Equipment, Hospital	WOODEN BATH THEMOMETER Wooden Bath Thermometer Dr. Forbes Specifications	Good
667.	2011.92.01	Collection of six glass medicine bottles	1. 2 medicine bottles 'Vance' Drug Store - brown glass 2. 1 medicine bottle - clear glass - phone 357-2170 3. 1 medicine bottle - clear 3 oz. bottle - no lid 4. 1 small medicine bottle - clear with black top lid 5. 1 small medicine bottle - clear glass without top lid	Good
668.	2012.09.01	Uniform	a) Nurse's uniform - Polly Anne #38 Label	Fair
669.	2012.09.02	Uniform	b) uniform belt Check file for information.	Fair
670.	2012.09.03	Cap, nurse's	Nurse's cap Check file for information.	Fair
671.	2012.10.02	Syringe	Ear syringe - used at Wingham and District Hospital	Good
672.	2012.10.03	Forceps	"Trudell" Gall Duct forceps - 'Intestinal Instruments'	Fair- Tarnished
673.	2012.10.05	Curette, nasal	Nasal instrument - Ethmoid curette (nasal)	Good
674.	2012.10.09	Curette, nasal	Nasal instrument - adenoid curette	Good
675.	2012.10.22	Bottle, container	Container of cotton balls kept stocked at all times, a necessary sanitation tool.	Excellent
676.	2012.10.24	Book, Medical	Human Anatomy and Physiology	Good
677.	2012.10.25	Book, Medical	Medical Surgical Nursing	Good
678.	2012.10.26	Book, Medical	Nutrition in Health and Disease	Good
679.	2016.12.01	Pharmaceutical Device	Equipment used in pharmacy in early days to heat and dissolve medications. Steel stem, spoon attached.	Fair
680.	2016.12.02	Pelvimeter	Used to measure size of pelvis.	Good
681.	2016.12.03	Pelvimeter	Used to measure size of pelvis.	Good
682.	2016.12.04	Throat Anesthetizer	Equipment used to spray local anesthetic to back of throat.	Poor
683.	2016.12.05	Feeding Cup	Patient feeding cup from 1800s (appx) Kirkham's Ltd. Stoke cn Trent (?) England	Excellent
684.	2016.12.06a	Bottle, Medicine	Medicine bottle 1 of 2. On label: Dr. M.H. Gillies Teeswater ONT *Cannot read directions on bottle with cork inserted.	Fair
685.	2016.12.06b	Bottle, Medicine	Medicine bottle 2 of 2. On label: Dr. M.H. Gillies Teeswater ONT	Fair

			*Cannot read directions on bottle with cork inserted.	
686.	2016.12.07	Bottle, Specimen	4 oz. Specimen Bottle Clear Glass	Good
687.	2016.12.08	Bottle, Specimen	8 oz. Specimen Bottle Clear Glass	Good
688.	2016.12.09	Syringe	Label states: Blue Button Trademark - non rolling Safety Triumph Syringe ran-fac Company Boston glass loop at top with blue dot	Excellent
689.	2016.12.10	Book	Textbook of Materia Medica: Pharmacology and Therapeutics Name inside: Edna Freebree, Victoria Hospital, London	Fair
690.	2016.12.11	Finger Repair Device	"Chinese Fingers" were used for traction in setting broken fingers. Wire forms fasten together. 2-13 cm 2-10 cm	Fair
691.	2016.12.12	booklet	100 years of health care	good
692.	2016.12.13	Plaque	Reads: "Congratulations to Wingham and District Hospital on the occasion of your 100th Anniversary - Ontario Hospital Association"	Good
693.	2016.12.14	banner	100 years of memories banner 1906-2006	good
694.	2016.12.15	Mirror	Head mirror in box with black strap. Box reads: CMC, perfect reflection, Carstens Boilo head mirror.	Fair
695.	2016.12.16	Bag, Medicine	Black Doctor's Bag	Excellent
696.	2016.12.17	Syringe	Early bulb syringe, black with brown ball.	Fair
697.	2016.12.18a	Medical Equipment	Case for blood pressure cuff. Case reads: "Perfect Aneroid - S.T. Clare"	Excellent
698.	2016.12.18b	Medical Equipment	Blood pressure cuff. Cloth band for checking blood pressure. Comes with case (2016.12.18a). Case reads: "Perfect Aneroid - S.T. Clare"	Excellent
699.	2016.12.19	Mirror	5 small medical mirrors in box which reads "The Finest Mirrors - Mirror-Tech Manufacturing Company, New Rochelle, NY." Box 19cm x 3cm 2 mirrors read "Mirror Tech"	Good
700.	2016.12.20	Medical Equipment	Ear contractor.	Good

701.	2016.12.21	Syringe	Earlier insulin glass syringe in a wine-coloured plastic container. Reads: "Dr. Crawford"	Fair
702.	2016.12.22	Medical Equipment	Two silver metal tuning forks. Sound healing for hearing, bone fracture testing. 1. 16.5 cm long: with C512 and SC150C0 written on it. 2. 20.5 cm long: with ALMEDIC, West Germany 128 C written on it.	Good
703.	2016.12.23	Hemocytometer	Spencer Haemocytometers made by Spencer Lens Company, Factory Buffalo N.Y. Red velvet box containing 2 glass tubes - metal closer.	Fair
704.	2016.12.24	Medical Equipment	Kidney Function Test Equipment. Wood box with 12 little bottles with pink solution inside. Made by Hynson, Westcott and Dunning Inc, Baltimore.	Good
705.	2016.12.25	Medical Equipment	Wood box holds silver container tubes and glass barrel. "Blood sedimentation" Ersatz - Zylinder - Spare Barrel (?)	Fair
706.	2016.12.26	Medical Equipment	Medical coil vibrator #161. Made in Canada. Plastic handles and silver closure. Reads: "Chas A. Branston Ltd. Toronto" 2 single parts inside.	Fair
707.	2016.15.01	Newspaper	Bristol board page with newspaper clippings attached, discussing the death of Dr. Mel Corrin. 21.8 x 27.8 cm	Fair- Newspaper is yellowing and slightly ripped.
708.	2016.15.02	Newspaper	Bristol board page with newspaper clipping attached, entitled "Goodbye Dr. Corrin." 21.5 x 28 cm	Fair- Newspaper is yellowing.
709.	2016.15.03	Newspaper	Bristol board page with newspaper clipping attached, entitled "Mel Corrin to receive Glenn Sawyer award for Doctor of the Year." 28 x 22 cm	Fair- Newspaper is yellowing.
710.	2007.10.01	photo	Photo of Earl and Martha Heywood and musicians	good
711.	2007.10.02	photo	Photo of musicians and Earl Heywood.	Good
712.	2007.10.03	photo	Photo of musicians and Earl Heywood.	good
713.	2007.10.04	photo	Photo of CKNX musicians	good

714.	2007.10.05	Photo	Photo of Martha and Earl Heywood	good
715.	2007.10.06	photo	Photo of musicians and Earl Heywood.	good
716.	2007.10.07	photo	Photo of musicians and Earl Heywood.	good
717.	2007.10.08	photo	Photo of male in front of CKNX Barn Dance trailer. Harold 'Hap' Swatridge'	good
718.	2007.10.09	photo	Photo of Hap Swatridge, musician, Earl Heywood, and two musicians in front of Barn Dance trailer	good
719.	2007.10.10	photo	Photo of group of CKNX musicians. Harold 'Hap' Swatridge at the piano.	good
720.	2007.10.11	photo	Letter regarding donation of photos to the Museum from Harold 'Hap Swatridge's sister's collection.	good
721.	2007.10.12	envelope	Envelope, red in colour, that the photos and letter were sent in.	good
722.	2006.11.21	invitation	Invitation to a dance held by the Huron Chapter No. 89 Order of the Eastern Star in the Wingham Armouries on Nov. 12, 1936. Music by Ernest Brown and his Orchestra. There was a fashion show by Rush Ready-To-Wear. Patronesses for the event were Mrs. J.A. Fox, Mrs. E.R. Harrison, Miss B. Joynt and Mrs. J.H. McKay. Invitation is 10 cm in length and 13 cm in width.	good
723.	2006.11.54	Newspaper clipping	Programme for the Opening of the Wingham Public School Addition on December 5, 1952. A dinner was held at St. Paul's Parish Room and the ceremonies were held at the Wingham Public School. It includes a history of the school and programs for the dinner and opening ceremony.	good
724.	2006.11.11	photo	Colour photo of 5 nurse graduates, back reads, "August 4, 1971 - Graduation, Toronto General Hospital Nurses, Lynn Phillips, Marlene Allard"	good
725.	2006.11.10	photo	Colour photo of 7 nurse graduates, photo dates August 4, 1971	good

726.	2006.11.42	crest	Huron County Crest that features the county's coat of arms. 10 cm in length and 10 cm in width.	good
727.	2006.11.35	receipt	Sales receipt for W.J. Greer, Wingham- a shoe store. It is dated July 14, 1934, for Victoria Drombrolis. 4.5 cm in length and 9 cm in width.	good
728.	2006.11.39	receipt	Sales receipt for W.J. Greer in Wingham. This was a shoe store. Receipt is dated October 10, 1935, for Miss Drombrolis for 50 cents. Receipt is 4.5 cm in length and 9 cm in width.	good
729.	2006.11.40	receipt	Sales receipt for W.J. Greer in Wingham for Mr. Trombolis on October 16, 1933, for 25 cents. 4.5 cm in length and 9 cm in width.	good
730.	2006.11.44	crest	White crest with red lettering that says, "Wingham Figure Skating Club", 10 cm in length and 8 cm in width.	good
731.	2006.11.50	map	Map of Wingham in 1979. The map includes lists of churches, service clubs, schools, industries and services, information about the Wingham and District Hospital, how Wingham is serviced by transportation services, general information about the town, its recreation facilities and services, the airport, and a list of banks. The map includes streets and major buildings.	good
732.	2006.11.61	receipt	Receipt for H.E. Isard & Co. Importers Men's Wear and Women's Wear Stores, two stores, Phone 68, dated at Wingham on Dec. 1, 1933, to a Mrs. Viola Drombiolis, sold by H., receipt is for a dress for \$5.75, lease for \$2.50 and \$3.25, \$1 to be paid each week, stamped with a red '19'.	good
733.	2006.11.60	receipt	Receipt for H.E. Isard & Co. Importers Men's Wear and Women's Wear Stores, two stores,	good

			Phone 68, Big Stock and Big Value, dated at Wingham on Dec. 10, 1933, to Miss V.	
734.	2006.11.59	receipt	Receipt for H.E. Isard & Co. Importers, Men's Wear and Women's Wear Stores, two stores, Phone 68, "Big stock and big value", dated in Wingham, Dec. 1, 1933, to a Ms. Viola Drumbiolis.	good
735.	2006.11.36	receipt	Sales receipt for H.E. Isard and Co. in Wingham dated July 21, 1934. It is for a dress that cost \$3.95. 4.5 cm in length and 9 cm in width.	good
736.	2006.11.41	crest	Crest that is white and red with blue outlines and red lettering. Crest has "Water Safety Graduate, Wingham Recreation Council", 16 cm in length and 15 cm in width	good
737.	2006.11.37	receipt	Sales receipt for Walker Stores Ltd. in Wingham dated April 27, 1934, for 1 yard of elastic that costs \$0.29. 4.5 cm in length and 9 cm in width.	good
738.	2006.11.38	receipt	Sales receipt for Walker Stores Ltd. in Wingham dated April 20, 1934, for girdle for 0.60 cents. Sold to Miss Tombone. 4.5 cm in length and 9 cm in width.	good
739.	2006.11.43	crest	Red felt diamond shaped crest with letters "W.F. Co." in blue felt. The letters represent Western Foundry Co., a foundry in Wingham. 13 cm in length and 16 cm in width.	good
740.	2006.11.46	crest	Round green crest with white lettering, "International Plowing Match, 1978, Huron County", has a big TD in centre of the crest, 5 cm in radius.	good
741.	2006.11.45	crest	Red crest with large white "W" on it and it says "CFSA Wingham Figure Skating Club", 7 cm in length and 8 cm in width.	good
742.	2006.11.51	booklet	Booklet titled "Wingham United Church Fiftieth Anniversary". It has a yellow cover with a photo of the church on it. The 50th Anniversary was celebrated Sunday October 7	good

			and October 14 in 1951. The booklet features photos of early ministers like Rev. Richard Hobbs (1899-1902) and Dr. W.A. Beecroft (1940- present minister in 1951).	
743.	2006.11.52	booklet	Programme from the Official Opening of the Wingham District High School on April 20, 1955. Front cover features a photo of the 'new' school. It details the 1954-1955 school staff, the school board members of the Wingham District High School. It also includes the program of the opening and those who participated. The program was printed by the Teeswater News.	good
744.	2006.11.53	booklet	Programme for the Opening of the Wingham Public School Addition on December 5, 1952. A dinner was held at St. Paul's Parish Room and the ceremonies were held at the Wingham Public School. It includes a history of the school and programs for the dinner and opening ceremony.	good
745.	2010.21.01	booklet	Wingham curling club instructions and rules of the game	good
746.	2010.21.02c	Newspaper clipping	"Wed at St. Andrew's" Betty Henry and Donald Breckerbridge. Mounted on carboard. 30 cm x 14 cm.	fair
747.	2010.21.04	newsletter	"Earl Heywood's Serenade Ranch Reviews" 1949 Christmas Issue 4 pgs. Fan club newsletter. \$1.00 to be in club and newsletters are 25 cents. 31 x 23.5 cm	fair
748.	978.17.03	postcard	INVITATION - GIRLS CLUB INFORMAL DANCE, FEBRUARY 2, 1929 - Informal dance invitation card - dance put on by Girl's Club DIMENSIONS: 9 x 13 cm	good
749.	2010.21.02a	receipt	"Hotel Brunswick N.J. Whitney Grose, prop. Wingham On. Check No 19553 Miss Betty Robertson 13 Baladava St., St Thomas, Ont." written on back.	fair

750.	2010.21.02b	receipt	"Brunswick Hotel Guttled by Disastrous Sunday Blaze" Nov. 5th, 1958, 3 clippings mounted on cardboard. 30 cm x 34cm.	fair
751.	2010.21.02d	Newspaper clipping	"Captain Ted English Receives Trophy". Wingham Stainton Spitfires. Apr 15, 1950. 20x 16cm.	good
752.	2010.21.03	documents	"Constitution of Wingham Teen Town" set up and started by Sam Burton Rec Director. Lays out who can be in council and what duties are. 13 - 19 yrs. and 25 cents to join. By laws = no smoking or swearing. No date. 35.5 x 21.5 cm.	good
753.	2006.01.13a	newsletter	Invitation to the reunion of S.S. No 13 East Wawanosh Public school to be held on Wednesday July 25th, 1934, addressed to Mr. & Mrs. Thomas McLean Invitation features three photos of S.S. No. 13. one in 1863, 1876 & 1914. Jos. L. Stonehouse was chair of reunion committee and Peter W Scott was secretly at the committee.	good
754.	2006.01.13b	letter	The invitation addressed to Thomas McLean from Peter Scott dated March 9, 1934, from Belgrave. It references Thomas McLean's accounts of the Lower Wingham School and offers help with McLeans Wingham Reunion. Scott tells of the schools successful 1924 reunion.	good
755.	2006.01.16	crest	Crest for Wingham Curling Club - Blue and gold	good
756.	2006.01.18	crest	Crest for the Wingham Curling Club- red gold and blue	good
757.	2006.11.41	crest	Crest that is white and red with blue outlines and red lettering. Crest has "Water Safety Graduate, Wingham Recreation Council", 16 cm in length and 15 cm in width	good
758.	2006.11.45	crest	Red crest with large white "W" on it and it says "CFSA Wingham Figure Skating Club", 7 cm in length and 8 cm in width.	good

759.	2006.11.44	crest	White crest with red lettering that says, "Wingham Figure Skating Club", 10 cm in length and 8 cm in width.	good
760.	2015.14.02	photo	Found in Julia's house when she moved in 2007. Her address is 219 Edward Street, Wingham, Ontario. Irene Smyth was there before her. Picture of Wingham Racetrack, B & W	good
761.	2015.14.03	photo	Found in Julia's house when she moved in 2007. Her address is 219 Edward Street, Wingham, Ontario. Irene Smyth was there before her. Picture of Lower Town Dam - Flood 1964, B & W	good
762.	2015.14.01	photo	Found in Julia's house when she moved in 2007. Her address is 219 Edward Street, Wingham, Ontario. Irene Smyth was there before her. Picture of foot bridge in Wingham Sepia.	good
763.	2015.14.04	photo	Found in Julia's house when she moved in 2007. Her address is 219 Edward Street, Wingham, Ontario. Irene Smyth was there before her. Picture of Lower Town Dam - Flood 1964, B & W	good
764.	2015.14.05	photo	Found in Julia's house when she moved in 2007. Her address is 219 Edward Street, Wingham, Ontario. Picture of Lil McDougall from McDougall's Store, Lower Town (B & W)	good
765.	994.15.85	photo	8 x 10 black and white photo - Agnes Williamson at CKNX - top right corner, ripped away	good
766.	2006.12.02	Newspaper clipping	1 news paper clipping of the Wingham Advance Times at the turn-of- century. In the picture is Andy Smith, Bill McCool, Minnie Saunders, and Nellie Breen.	good
767.	2007.06.10	photo	Photocopy of a newspaper article from the London Free Press, April 2, 1949, entitled "Big Gasoline Tanks Nearly Touched Off as \$60,000 Fire Sweeps Factory at	good

			Wingham", story about the burning of Wingham Manufacturing Co., owned for 25 years by Charles Cooke.	
768.	2007.06.04	photo	Photo of the Lougheed Family, in the rear is Lavina Lougheed (later Mrs. Chas. Cooke), Margaret (Maggie) later Mrs. Albert Bell, Elizabeth (Lizzie- Mrs. Frank Guest), Adeline (later Mrs. Thos. Joynt), in the front is John, David and Mary-Jane Lougheed. Lavina is the grandmother of June, Calvin & Frank Burke.	good
769.	2007.06.07	photo	Photo of Charles and Lavina Cooke with their daughters Eleanor (later Mrs. Ella Burke) and Alma (later Mrs. Wm. Casemore)	good
770.	2007.06.11	photo	Photocopy of two photographs from the London Free Press, dated April 2, 1949, of the Wingham Manufacturing Co. in flames.	good
771.	2007.06.06	photo	Photo of Charles L. Cooke, 1871-1951- reclining in the grass holding his bowler hat.	good
772.	2007.06.01	photo	Photo of Charles Cooke in an overcoat with Union Jack in background	good
773.	2007.06.05	photo	Photo of the children of Lavina and Charles Cooke- Alma, Eleanor, Jack, and Cecil Cooke.	good
774.	2007.06.02	photo	Photo of Charles and Laura Cooke, grandparents of June, Calvin, and Frank Cooke	good
775.	2007.06.09	photo	Photocopy of a photo from Wingham Advance-Times of the Grade 9 class in 1939 at Wingham High School.	good
776.	2007.06.03	photo	Photo of the 1912 interior of White's Tailor Store, clerk on the left is Eleanor Cooke (Mrs. Tom Burke). Store was said to be in the storefront beside present T.D. Bank (228 Josephine Street) at 224 Josephine St.	good
777.	2007.06.08	photo	Photocopy of Charles L. Cooke's funeral card. He died Tuesday,	good

			February 20, 1951, at the Wingham General Hospital in his 81st year.	
778.	2007.06.12	certificate	photocopy of the marriage certificate of Charles Cooke and Lvina Lougheed (spelled Lohead on the certificate). They were wed Nov 1, 1893, in Lucknow with William Banatyne and Florence Hamilton as witnesses. John Mills was the administering minister.	good
779.	2010.22.01a	photo	b/w photo of 12 children playing hockey beside school "Aerial View of Rink Feb 1940" "SS #1 on our ice rink east of school" dimensions: 11.5 x 7 cm	good
780.	2010.22.01c	photo	"S.S. #1 Wintertime igloo "Smokehouse" March 1940" b/w of 9 children sitting in snow. dimensions: 11.5 x 7cm	good
781.	2010.22.01d	photo	negatives in envelope of the photos.	good
782.	2010.22.04a	photo	SS # 3 Turnberry Glennanon School Snaps Reunion ' 82 b/w photo 6 boys on ice Glennanon 1941 ""Pros" on the Pond"	good
783.	2010.22.04b	photo	SS # 3 Turnberry Glennanon School Snaps Reunion ' 82 b/w photo 6 boys on ice Glennanon 1941 same boys as "a" just different pose	good
784.	2010.22.04c	photo	SS # 3 Turnberry Glennanon School Snaps Reunion ' 82 b/w photo 14 children sitting on grass in front of school. One is standing on head. Teacher in the middle. Glennanon 1941	good
785.	2010.22.04d	photo	SS # 3 Turnberry Glennanon School Snaps Reunion ' 82 b/w photo 14 children sitting on grass in front of school. Glennanon 1941	good
786.	2010.22.04e	photo	SS # 3 Turnberry Glennanon School Snaps Reunion ' 82 b/w photo 15 children standing in front of school. Teacher in middle. 6 are girls. "D26" on back. Glennanon 1941	good
787.	2010.22.04g	photo	negative of photos in green envelope	good

788.	2010.22.04f	letter	from Mrs. Mabel Bos to farrier Aug. 27 1982	good
789.	2010.22.10a	photo	BLACK/WHITE SS#14 West Wawanosh H Ryan Whitechurch School 1894 Aug 28th 32 children and teacher DIMENSIONS: Height: 13.5 cm Width: 21 cm	good
790.	2010.22.10b	photo	2 parents and 4 children - farrier family in 1921; mother - Eliza Anne; father - William Robert; children - Winnifred, garnet, olive, carmen, Russel Clifford; lot 24 concession 12, W. Wawanosh	good
791.	2010.22.10c	photo	2 parents and 4 children - farrier family in 1921; mother - Eliza Anne; father - William Robert; children - Winnifred, garnet, olive, carmen, Russel Clifford; lot 24 concession 12, W. Wawanosh - photocopy + flyer	good
792.	2010.22.10d	photo	BLACK/WHITE 2 parents and 4 children - Farrier family in 1921 mother - Eliza Anne father - William Robert children - Winnifred, Garnet, Olive, Carmen, Russel Clifford Lot 24 concession 12, W. Wawanosh DIMENSIONS: Height: 15 cm Width: 23 cm	good
793.	979.22.04	photo	Photo of drama production, "The New Minister" (1916) 12 men and one girl	good
794.	979.22.03	photo	Photo of drama production, "The New Minister" (1916) cast	fair
795.	976.01.92	photo	Black framed photographs of John Hanna at the racetrack with Mrs. E. P. Taylor, jockey Ave Gomez and trainer G. McCarr. DIMENSIONS: approximately 36 cm x 29cm	good
796.	977.12.38	photo	Framed photograph of Wingham High School Hockey Team in 1912 with coaches and managers.	good
797.	977.14.17	photo	A black and white photograph of arena construction in 1924. The steel frame is standing and some of the roof has been braced. Several men are assembled watching the construction. The whole area is	good

			covered in snow. The picture is encased in a dark wooden frame with a grey border around the picture. DIMENSIONS: 21 x 29 - frame 15 x 21 - picture	
798.	977.14.19	photo	PHOTOGRAPH OF: Framed Photo of Bugle Band Circa of 1928 Black and White photograph of 13 members of the Bugle Band Circa of 1928, situated behind 5 drums. Framed in gold-painted wood. Age 50 years DIMENSIONS: 29.5 cm - high 37 cm - wide	good
799.	977.73.01	photo	PHOTOGRAPH OF RESULTS OF THANKSGIVING HUNT Black and white photograph taken after Thanksgiving Hunt 1896. It was taken in the dining room of the National Hotel.	good
800.	2006.23.01	photo	Framed picture of Stainton Spitfires, 1950.	good
801.	977.26.01	photo	PHOTOGRAPH of WINGHAM's SOCCER TEAM in 1902 A black and white photograph of Wingham Soccer Team 1902. Nine men are wearing dark sweaters with white "W" on front with white shorts. Five (5) men are wearing suits, one (1) man is dressed casually.	good
802.	989.21.01	photo	WINGHAM HIGH SCHOOL SENIOR GIRLS' BASKETBALL TEAM Wingham High School Girl's Basketball Team 1930 - 31 BACK ROW: Olive Tiffin, Agnes Louttit, Betty Walker, Marg Procter, H. R. McGregor (coach), Mary King, Nettie Dow FRONT ROW: Wilma Dow, Isabel Fowler, Mary Mitchell, Hazel Wilson, Edna Procter, Ella Rae	good
803.	977.56.01	photo	FRAMED PHOTOGRAPH of WINGHAM LACROSSE TEAM Framed black and white photograph of Wingham Lacrosse team of 11 members	good
804.	998.06.01	photo	WINGHAM TOWN TEAM - photo of Wingham Hockey Club, 1913 -	good

			same photo as one (1) in the Pattison Room 977.26.25 - first one donated by George Allen	
805.	977.12.67	photo	A poster collection of the black and white photographs of the players and management of the Wingham Hockey Club. - They were the champions of the Northern League 1904-5. - Shows 9 players and the 3 men that make up the management. - A picture of a trophy lies in the center.	good
806.	977.72.01	photo	PHOTOGRAPH of WINGHAM HOCKEY CLUB 1903 (approx.) Black and white photo by Armstrong Co., Wingham of Wingham Hockey Club, 1903. Enclosed in a wooden frame with gold coloured veneer and black border surrounds the picture.	good
807.	977.30.05	photo	PHOTOGRAPH of WINGHAM BASEBALL TEAM, LATE 1800's - black and white photograph in a brown painted wooden frame - members of Wingham baseball team.	good
808.	977.30.03	photo	PHOTOGRAPH of WINGHAM BASEBALL CLUB 1921 - black and white individual portraits of the Wingham Baseball Club, 1921 - in a brown wood varnished frame - in good condition DIMENSIONS: 38 cm x 51 cm	good
809.	989.20.01	photo	PHOTO OF BASEBALL TEAM CHAMPIONS 1923 North Wellington League Champions, 1923.	good
810.	977.30.02	photo	PHOTOGRAPH of WINGHAMS BASEBALL TEAM - 1920 - - black and white photograph of Wingham's baseball team - printed by Wingham Advance Times	good
811.	977.30.06	Baseball glove	BASEBALL GLOVE - glove used by Mr. John Lockridge, before the turn of the Twentieth (20th) century - employee of foundry, also member of 'Wingham Baseball Club' - glove	good

			made by local harness maker in 1888.	
812.	990.02.09	Bowling pin	WOODEN BOWLING PIN, but hollow, quite heavy, and is unpainted. HISTORY - For many years the building, which now houses the Masonic Lodge served as the Parish Hall for the Anglican Church. There was a bowling alley in the basement of that hall, and when it ceased to be the Parish Hall, the alley was removed.	good
813.	2006.17.26a	ball	Wooden lawn bowling ball, dark brown wood with 3 concentric double lined rings on either end and surrounding an off-white centre, which has a maple leaf and scrawl design. The one centre circle is larger than the other. Imprinted on the balls on the end with the smaller plug is "Repaired Townsen-Clark Toronto Canada" BIA33, repeating maple leaf pattern	good
814.	2006.34.02a	Golf bag	Golf bag, 90 cm tall, made of stained beige canvas with leather on top and bottom of the bag and three strips of brown leather running down the bag. Bag has a brown leather handle and a canvas pocket.	fair
815.	2006.34.02c	Golf club	Wood Driver, beige leather handle with wooden shaft, repair at base of handle with black linen tape, repair at base of shaft with black electrical tape, on club is "Westward Ho Special", brass bottom, worn	good
816.	2006.34.02w	Golf club	Golf wood driver, 111 cm, brown leather handle with steel shaft, repair with black electric tape at base of handle, bottom steel plate "Spalding Power Weighted Professional 1", club made of light wood	good
817.	2006.34.02b	Golf club	Golf club, 111 cm in length, wood driver, brown leather handle with	good

			electric tape repair at the base of the handle, wooden shaft, brass bottom.	
818.	2006.34.02d	Golf club	#2 Iron club, 98 cm, brown leather handle with wood shaft. 34 cm of a shaft wrapped in black linen tape, on back of face it says, "Decca 2 Iron", "Fife King horn Golf Goy", "Made in Scotland"	good
819.	2006.34.02x	Golf club	Golf driver, black leather handle with steel shaft, 92 cm, on back of the face, "9 CHSB5- Custom Built", "DuBrow", "Jack Hutchison, Championship Deluxe"	good
820.	2006.34.02f	Golf club	Golf putter, 88 cm, black wrapped handle with wooden shaft, metal face, on other side says "Decca 10B Bent Neck Putter", "Fife Kinghorn Golf Goy", "Made in Scotland"	good
821.	2006.34.02e	Golf club	Iron club, 94 cm, black wrapped handle with wooden shaft, metal face, on other side of the face it says, "Wm Gibson & Co. Ltd., Scotland, Kinghorn", "Made in Scotland", "Warranted Hand Forged", "Mashie", has a symbol of scissors over a powder horn	good
822.	2006.34.02g	Golf tee	Golf tee, white in colour, 4.5 cm	fair
823.	2006.34.02h	Golf tee	Golf tee, white in colour, 5 cm	fair
824.	2006.34.02i	Golf tee	Golf tee, white in colour, 4 cm	fair
825.	2006.34.02j	Golf tee	Golf tee, white in colour, 5 cm	fair
826.	2006.34.02k	Golf tee	Golf tee, white in colour, 5 cm	fair
827.	2006.34.02L	Golf tee	Golf tee, yellow in colour, 4.5 cm	fair
828.	2006.34.02m	Golf tee	Golf tee, yellow in colour, 5 cm	fair
829.	2006.34.02n	Golf tee	Golf tee, yellow in colour, 4 cm	fair
830.	2006.34.02o	Golf tee	Golf tee, yellow in colour, 5 cm	fair
831.	2006.34.02p	Golf tee	Golf tee, yellow in colour, 4 cm	fair
832.	2006.34.02q	Golf tee	Golf tee, red in colour, 5 cm	fair
833.	2006.34.02r	Golf pencil	Pencil, red in colour, for keeping score, on side it says, "Patronize Your Pro- Made in Prague"	good
834.	2006.34.02s	Golf ball	Golf ball, white in colour, 13.5 cm circumference, ball identification "Spalding Kro-Flite 1"	good
835.	2006.34.02t	Golf ball	Golf ball, faded white in colour, 13.5 cm circumference, ball identification "U.S. true blue 2"	fair

836.	2006.34.02u	Golf ball	White golf ball. 14 cm in circumference, ball identification "Top-Flite XXXXXX2", "Spalding"	good
837.	2006.34.02v	Golf ball	White golf ball, 13.5 cm in circumference, ball identification, "Top-Flite 3", "C Spalding"	good
838.	2009.08.01f	Elbow pad	28"x24", black padding, white patch	fair
839.	2009.08.01g	Elbow pad	28"x24", black padding, white patch	fair
840.	2009.08.01e	Shoulder pads	53"x 37" black with blue felt, spot for head, laces	good
841.	2009.08.01h	Jock strap	White cloth	good
842.	2009.08.01j	belt	for hockey pants	fair
843.	2009.08.01c	Shin pad	blue felt with brown pattern, 52"x24.5"	fair
844.	2009.08.01d	Shin pad	52"x24.5" blue felt with brown padding	fair
845.	2009.08.01i	helmet		good
846.	2009.08.01a	glove	for Hockey, 34.5"x18.5", brown leather, right	fair
847.	2009.08.01b	glove	left hockey glove, 34.5"x18.5"	fair
848.	2010.28.01c	Ice skate	blade cover: brown leather with no buttons to fasten cover onto blade. fleur de lei symbol on buttons.	fair
849.	2010.28.01d	Ice skate	blade cover: brown leather with no buttons to fasten cover onto blade. fleur de lei symbol on buttons. first button does not clasp.	fair
850.	977.12.39	Print, framed	Framed photograph in black and white of Wingham Hockey Club of 1913. Runners up in Northern League. 12 members posed in front of curtain background. Framed in brown painted wood, with small scroll design.	fair
851.	2017.0016.003	photo	Depicts 4 gentlemen playing violins in someone's home. The second from the left is Milton Henry Boyd. Jack Jenkins and Jack Adair are also pictured, in addition to another unidentified person.	good
852.	979.22.06	Photo	Photo of Whitechurch Rifle Team. Winners of Huron Rifle League Cup, Oct. 26, 1911	good

853.	2017.0016.001	violin	Homemade cigar box violin (guitar) made of a Sweetstakes cigar box and another piece of wood. Formerly owned by Milton Henry Boyd. History and providence can be found on Gift Form as written down by former owner.	good
854.	2017.0016.002	Violin case	Rectangular wooden case for cigar box violin owned by Milton Henry Boyd.	good
855.	2013.21.34	Golf club	#2 graduated iron's Wrights Ditson Premier 175 yd. - 185 yd.	good
856.	2013.21.35	Golf club	106 cm. steel handle with wooden feet	good
857.	2013.21.36	Golf club	R.E.L. marked on foot, wooden handle	good
858.	2013.21.37	Golf club	Putter - 48 cm. wood handle with steel foot Warranted hand forged Made in Scotland Alf Sims	good
859.	2013.21.38	Golf club	90 cm. Formed Columbia Special Mashie Niblic - on foot Wooden handle	good
860.	2013.21.39	Golf club	Golf club - on bottom of steel foot reads "Special" and "OWN" with wooden handle	good
861.	2013.21.40	Golf club	Golf bag - green/beige - 85 cm. long	good
862.	992.09.01	Drum	drum used in the band of the Loyal Orange Lodge #794, Wingham - played by E. Borden Jenkins - drum and two (2) sticks	good
863.	2013.06.01	Framed crest	Crest Items in Frame - Baseball 50-51 SR - Baseball 50 - 51 JR - WAAA Softball Champs 1970 Ladies - WAAA Softball Champs 1971 Ladies - WAAA Softball Champs 1972 Intermediate	good
864.	2009.08.07	Framed crest	Wingham Hockey Club, OMHA, 43-44 Juveniles	good
865.	976.01.94e	cane	A black thorn walking cane. It has a knobbly exterior and end.	good
866.	976.01.94d	cane	Walking cane that was hollow with a container.	good
867.	976.01.94c	cane	Walking cane with metal brace and paint at the bottom.	good

868.	976.01.94f	cane	J.P. Morton's straight walking cane. Morton was a lawyer.	good
869.	2011.08.01	Crokinole board	Crokinole board, with corner pocket's - cotton (?) age - unknown in my possession at least 25 years - did not move like men to go with it.	good
870.	977.11.27	photo	Black and white photo of the Wingham Town Band (21 men) in 1910 - Brown wooden frame - In good condition	good
871.	977.12.70	photo	Photograph of newspaper photo of Wingham's band; photo of the Band in 1882 - good condition - Eighteen (18) members in a black and white photo in a black wood frame	good
872.	2013.39.10	Sketch, framed	1877-1943 Douglas school ss1 Turnberry black, white sketch brick B. Cairns on lower right corner	good
873.	2013.39.08	Sketch, framed	Kirton's school ss 2 Turnberry black and white sketch frame black frame marked and scratches b. cairns on lower right corner	good
874.	2013.39.03	Sketch, framed	1873-1965 Glennanon school ss 3 Turnberry black, white sketch - school glass frame scratches a black frame b. cairn on lower right corner	good
875.	2013.39.09	Sketch, framed	sketch of black, white 1987 Wingham junction school S.S. 8 Turnberry b. cairns on lower right corner	good
876.	2013.39.12	Sketch, framed	Blyth public school 1966 black and white sketch school name S. Rintoul name on lower right corner	good
877.	2013.39.15	Sketch, framed	1873-1965 ss no3 Turnberry Glennanon school donated by Thomas a myrtle Metcalfe family	good
878.	2013.39.14	Photo, framed	school section 13 East Wawanosh township 3 pictures in one frame 1. ss 13 East Wawanosh erected 1863 2. building in 1876 3. erected in 1914 picture donated to this school by Mrs. Mary Wightman Blyth Ontario	good

879.	2013.39.07	Sketch, framed	sketch of black and white Powell's school 1894-1965 S.S. 9 Turnberry b. cairns on lower right corner	good
880.	2013.39.04	Sketch, framed	sketch of 1914 printed black letters black, white sketch Bluevale school S.S. 4 Turnberry b. cairns on lower right corner	good
881.	2013.39.06	Sketch, framed	sketch of black and white Holmes school 1914-1965 S.S 6 Turnberry b. cairns on lower right corner	good
882.	2013.39.05	Sketch, framed	1879-1938 zetland school ss 7 Turnberry black and white sketch stone black frame marked scratches b. cairns on lower right corner	good
883.	2013.39.02	Sketch, framed	lowertown school u.s.s. 11 Turnberry black + white sketch school black letters on front glass frame scratches on black frame b. cairns on lower right corner	good
884.	2013.39.02	Sketch, framed	old Wingham public school black and white wooden frame and glass	good
885.	2013.39.13	Sketch, framed	1929-1945 Gilmour's school ss 5 Turnberry black and white sketch no frame b. cairns on lower right corner	Good
886.	2013.39.01	Sketch, framed	printed black letters on front Turnberry central school Turnberry black / white sketch b. cairns on lower right corner	Good
887.	2013.39.11	Sketch, framed	sketch of Blyth public school 1896 signed by S. Rintoul	Good
888.	2013.39.18	Sketch, framed	Blyth citizen Thursday nov.14,2013 telling the story of grand opening Maitland River elementary school picture of monument to fallen Opp officers	good
889.	2013.39.16	painting	East Wawanosh public school water colour picture plaque from graduating class of 2006 Isopel Bissonnette 06 on lower right corner	good
890.	2013.04.02	Kitchen bag	Kitchen bag (carry cooking items) with inside top penning reads A60110 SSM Crothers DA.\Rear of bag reads A60110	good

891.	2013.40.01	Radar gun	handheld device 23 cm radar gun used by Ontario provincial police - Rick Hiuser stationed out of Goderich 28cm x 5cm	poor
892.	2003.46.05	book	Magazine called "Canada" came out on Saturday, February 3, 1917. No. 578. Vol. XLV. The front page has two photos on it of the Canadian Arms Inspection and Repair Depot. The magazine starts on page 120 and goes to page 148.	good
893.	2003.25.04a	Bag, needlework	A beige canvas bag, that is a military sewing kit, with B46571 written in ink on the front flap by the ties to hold it closed. There is 3 pockets to put the sewing dividers in. There is sewing at each of the folds to make it easier to fold into a smaller section.	good
894.	2003.25.04b	scissors	These are small scissors that are designed to go in the military sewing kit. They are made of steel and are hinged together with a small pin to connect the two halves. They have blunted ends do prevent them from poking through the canvas bag they are kept in.	good
895.	2003.25.04c	pliers	A pair of small pliers with a wire cutter in them, there is a small hole in the base of the right handle possibly for hooking on to another object. On the connecting area there are the words B. Test possibly the brand name. They can also be used when sewing tough canvas and what not. They are rusted all over but still usable because the hinge has not rusted closed.	good
896.	2003.25.04d	Sewing needle	There are 5 sewing needles of various lengths and thickness they each have a different sized eye as well so you could use different weights of thread. They are all secured into a roll of cotton, so they do not get lost. They are slightly rusty, in come areas near the eye. There is a very large	good

			darning needle that would have been used to sew heavy fabric, due to the fact this is a military sewing kit, and canvas was used often.	
897.	2003.25.04e	Safety pin	Three safety pins that are secured in to rolled cotton, there are three different sizes one that is very large and the other of medium size and the last being very small. They are metal with no rust on them.	good
898.	2003.25.04f	Pin cushion	This is a piece of cotton that has been folded and rolled to become a pincushion to hold needles and safety pins. It has rust marks on it from the rusty needles. It rolls up into a compact tube that prevents the needles from going through the sewing bag.	good
899.	2003.25.04g	thread	A spool of black linen thread. Made in N. Ireland, and on the spool, there was originally 100 yards, and the colour is No 35. (Heavy black)	good
900.	2003.25.04L	wax	This is a small brown chunk of wax possibly used to seal small rips or to waterproof rips and leaks.	good
901.	2017.0004.002	flag	The flag has a white background with a blue crest. In the middle of the crest there is a beaver on a circle stating, "Town of Wingham 1879". Has orange maple leaves on both sides of the crest. At the flag op it says "Wingham." At the bottom the flag says, "Radio and Television Town of Canada." At the very bottom it says "Ontario"	good
902.	2017.0004.003	flag	The flag has blue sides with a blue circle on a white background in the middle. Inside the circle there is a red maple leaf. Below the leaf is a yellow beaver with a variety of yellow symbols around it. Below the beaver. in yellow is "2001". Around the circle are the words "North Huron Township."	good

903.	2017.0004.004	flag	The flag has red sides with a red maple leaf in the middle of the flag on a white background	good
904.	2015.02.01(a, b, c)	Tester, roadside	Drager Alcotest 7410 - belonged to Wingham Police Service a) Tester tube in clear plastic bag (bag is sealed) b) Tester tube in clear plastic bag (bag is sealed) c) Tester tube in clear plastic bag (bag is sealed) - attached black strap - calibrated on March 20, 2014 - Serial No. APFJ-0286	good
905.	979.16.01	gavel	Gavel Of Wingham Business and Professional Women's Club Wooden mallet or gavel Inscription on silver plaque on the gavel, "Presented to Wingham B. and P. W. by Isabel Fortune, 1963." Used by the Wingham Business and Professional Women's Club (B. and P. W. club) Official insignia, recent thus good condition	good
906.	2004.09.01	photo	Black and white group military photo. The group is standing in front of a brick building, note: the top, left hand corner is in bad condition.	good
907.	2007.13.01	photo	Photo of Wingham Public School, 1935-1936 with all names attached. Wm. A.L. Posliff Principal. The word "Wingham" written along the bottom. Photo is on a cardboard backing. Sepia photo in front of the school with four rows of children. 77.5 cm in length and 15 cm in width.	good
908.	977.43.01	Certificate, framed	Certificate to GEORGE C. ALLEN, cousin to George Allen, the founder of Wingham and District Museum, for his contribution to the American government in the development of the atomic bomb during WWII. Framed in black wood, trimmed with gold.	good
909.	977.76.04	Certificate, framed	CERTIFICATE OF RANK FOR HARRY CLARENCE McLean Certificate given out by George V was	fair

			awarded to Hal McLean on the 6th day of April 1916. He was ranked Lieutenant. The certificate is brown in colour, with black ink. It is signed by the Deputy of Militia and Defense. It is enclosed in glass with a brown wooden frame. DIMENSIONS: 44.5 x 38 cm	
910.	2012.27.01a	Boot, officer	a) Left boot - One pair - Size 12? Tan colour knee high leather boots - donated to Legion by Rev. Wayne Beamer - were his grandfather's	good
911.	2012.27.01b	Boot, officer	b) Right boot - One pair - Size 12? Tan colour knee high leather boots - donated to Legion by Rev. Wayne Beamer - were his grandfather's	good
912.	2003.11.06	Belt, accessory	Sam Brown officers' belt and shoulder strap?	good
913.	991.17.07	book	Various military items once belonging to James E. Ball, of Wroxeter and used in WWI: physical training senior course book	good
914.	977.14.23	booklet	Title: Unveiling and Dedication of the Memorial to our Dead: - paperback book includes the order of service, picture of cenotaph, list of heroic dead, and a picture of Sir Arthur Currie. - Yellow book with blue type set. Picture of soldier standing in front of two Red, White, and blue flags. (Canadian and British) - printed in 1924	good
915.	986.32.01	Belt, accessory	Brown Leather Belt with Four (4) Pouches Leather (brown) belt with ties and four (4) pouches for money or other items. Flaps on the pouches are intricately cut and buttons are metal. Two (2) pouches on either end have no flaps. Date of use or other information regarding use, example, owners unknown. Good condition. DIMENSIONS: 82 cm - length 9 cm - width	good
916.	977.59.04	cuffs	Cuffs 5 White hard starched cuffs with domes 2 are trade marked	good

			W.G & R. Crofton 10 1 Star brand linen, meteor 10 1/2 - the hat box was donated by Mrs. George Galbraith, and it belonged to her grandfather, A.J. Walker, an undertaker in Wingham DIMENSIONS: 35cm x 28cm	
917.	981.06.01	spats	Grey Spats: Grey English box, cloth spats. Went out, in style by 1940. Worn over shoes or boots.	good
918.	2011.07.01	Honour roll	World War I honor roll of Trinity Church members	good
919.	977.10.02	photo	Photo of Charles Lloyd (founder of Lloyd Doors). Wooden frame with carved trim (two (2) tone frame). Good condition. DIMENSIONS: 50 cm x 42 cm	Good
920.	977.10.04	photo	Photo of original Lloyd door factory on corner of Leopold and John Street. DIMENSIONS: 21 cm x 26 cm	Good
921.	977.11.25	photo	A black and white photograph of Bell workers from Bell Factory, taken around 1910. The thirty-nine men are standing in front of the brick building. Photo is enclosed in glass and framed with a brown wooden frame. A grey border surrounds the picture. The Bell Factory stood where Cruickshank Park exists now. DIMENSIONS: FRAME: 37 cm x 42 cm PICTURE: 28 cm x 34 cm	Good
922.	977.12.02a	Saucer	SAUCER - white and gold edging - picture of Gregory's Mill Dam erected 1862, - 14 x 14 cm (good condition) Manufactured in England by Royal Grafton China Part of George Allen's collection of china with Wingham landmarks (977.12.02a - 977.12.09) DIMENSIONS: 14 cm x 14 cm	Good
923.	977.12.02b	Cup	TEACUP - white with gold edging - picture of Fischer's Mill Dam - 1860 Manufactured in England by Royal Grafton China Part of George Allen's collection of china with Wingham landmarks (977.12.02a - 977.12.09) DIMENSIONS 11 x 7 cm	Good
924.	977.12.05a	Bowl, Sugar	SUGAR BOWL - white with speckled gold trim - picture of Wingham Public School 6 cm x 7 cm Part of George Allen's collection of china with Wingham landmarks (977.12.02a -977.12.09) DIMENSIONS: 6 cm x 7 cm	Good
925.	977.12.05b	Bowl, Sugar	SUGAR BOWL LID - white with speckled gold trim good condition Part of George Allen's collection of china with Wingham landmarks (977.12.02a -977.12.09) DIMENSIONS: 7 cm x 7 cm	Good
926.	977.12.06	Pitcher	CREAM PITCHER - white with gold edging - Fisher's Mill Dam (1860) Good Condition.)	Good

			Manufactured in England by Royal Grafton China Part of George Allen's collection of china with Wingham landmarks (977.12.02a -977.12.09) DIMENSIONS: 8 cm x 9 cm	
927.	977.12.08a	Cup	TEACUP - white with gold edging - picture of Fischer's Mill Dam - 1860 - good condition Manufactured in England by Royal Grafton China Part of George Allen's collection of china with Wingham landmarks (977.12.02a -977.12.09) DIMENSIONS: 11 cm x 7 cm	Good
928.	977.12.08b	Saucer	SAUCER- white with gold edging - Fischer's Mill Dam (1860) - 18 x 18 cm - good condition Manufactured in England by Royal Grafton China Part of George Allen's collection of china with Wingham landmarks (977.12.02a -977.12.09) DIMENSIONS: 14 cm x 14 cm	Good
929.	977.12.16	Clock	manufactured February 22, 1897, in New Haven, Connecticut by the New Haven Clock Co. - walnut veneer finished clock with ornately carved brace on the top - mirror insert - Roman numeral face DIMENSIONS: 74 cm x 40 cm	Good
930.	977.12.52	Needle, Phonograph	- manufactured by Victor Talking Machine Company Camden, New Jersey Uses a steel needle DIMENSIONS: 18 cm high 35 cm wide 32 cm deep NOTE: In about 1977 this was about 50 years old	Good
931.	977.13.07	Die, gloves	cast iron glove cutting form in good condition - black eight fingered - square base - makes one glove - mold itself is mounted on square piece of metal - attached to machine - press 8-16 gloves at a time beside machine always block: - die on base - leather on top - paper over it - stop block from sticking to leather - block comes down, cuts form - most dies made in Johnston, New York (some also in Kitchener (later years)) - form pattern made in Wingham, sent to be made DIMENSIONS: 20 cm x 32cm	Good
932.	977.13.08	Die, gloves	cast iron glove cutting form, in good condition - 8 fingered mold mounted on a square base of solid metal - folded to hold one glove - mold has sharp edge to cut glove form DIMENSIONS: 20.5 cm x 27.5cm	Good

933.	977.13.09	Block, gloves	four fingered molds with sharp cutting edge, handle extending from centre - made from cast iron - good condition DIMENSIONS: 15 cm x 23cm	Good
934.	977.13.10	Block, gloves	cast iron dye - good condition - two fingered mold with handle suspended from centre - other two centre fingers cut individually - this way get no seam on top of glove - popular seller (# 19 & 20) DIMENSIONS: 22 cm x 15 cm	Good
935.	977.13.11	Die, Glove	cast iron mold - good condition - mit mold with a sharp cutting edge-handle suspended from centre DIMENSIONS: 28cm x 21cm	Good
936.	977.13.12	Block, Glove	black, cast-iron mold with sharp cutting edge and handle extending from the centre - good condition DIMENSIONS: 27cm x 15cm	Good
937.	977.13.15	Die, Glove	cast iron tool with handle from centre of glove or mit that has a sharp cutting-edge DIMENSIONS: 17cm x 9cm # 9	Good
938.	977.13.17	Die, Glove	cast iron, narrow, long mold with sharp cutting edge with handle extending from centre - good condition DIMENSIONS: 19.5cm x 7cm	Good
939.	977.13.18	Die, glove	FINGER BLOCK DIE -very narrow finger mold with a sharp cutting edge and handle in good condition 23 cm x 6 cm #12	Good
940.	977.13.19	Die, Glove	very narrow finger mold with sharp cutting edge and handle - something stuck inside mold - in good condition DIMENSIONS: 23cm x 7cm	Good
941.	977.13.20	Block, thumb	different - shaped mold with sharp edge and handle - used form back of #6 DIMENSIONS: 22cm x 12cm	Good
942.	977.13.23	Die, Glove	boys thumb die - oval mold in good condition with a square bottom, sharp cutting edge and handle DIMENSIONS: 8.5cm x 7.5cm #17	Good
943.	977.13.24 a	Die, Glove	both molds are a unique shape with sharp cutting edge and handle	Good

			extending from centre - made of cast iron - Gurney's drew mold pattern and sent it to Johnstown, New York to be made - word "Haag" printed in base - this die was used to insert the middle two fingers into glove, made by 2-fingered glove block die (#4) - each finger would be cut individually DIMENSIONS: 11cm x 7cm (both)	
944.	977.13.25	Die, Glove	cast iron die in good condition - sharp blade and handle DIMENSIONS: 15cm x 8cm	Good
945.	977.13.26	Die, Glove	die cuts form to thumb to fit a boy's mitt - made of cast iron with sharp handle and handle extending from centre DIMENSIONS: 13cm x 7cm	Good
946.	977.13.27	Die, Glove	cast iron die, in good condition, with sharp edges and handle extending from center DIMENSIONS: 15 cm x 9 cm #27	Good
947.	977.13.28	Die, Glove	man thumb block die- uniquely shaped mold with sharp cutting edge and handle extending from center - good condition - made from cast iron - used to cut man's thumb to fit glove DIMENSIONS: 15 cm x 10 cm # 23	Good
948.	977.13.29	Die, Glove	mitt thumb die - cast iron; die in good condition - used to cut out thumb pattern to fit a mitt - sharp cutting edge and handle from center DIMENSIONS: 15 cm x 10 cm # 24	Good
949.	977.13.30	Die, Inseam Opening	cast iron die used to cutting opening in glove for thumb to fit - die has sharp edge and brace on top - cast iron die press used to make designs in the glove in good condition - dye has a sharp edge, no handle but a brace on top DIMENSIONS: 15 cm x 3.5 cm	Good
950.	977.13.32	Die, Inseam Opening	cast iron, uniquely shaped die with sharp cutting edge and brace on top - a thumb die would fit the	Good

			opening made by this die DIMENSIONS: 10 cm x 4.5cm	
951.	977.13.36	Die	light metal tool in good condition - green and red mold - 5 (five) fingered - handle from the center DIMENSIONS: 237cm x 119cm	Good
952.	977.13.01	Die, glove	Black cast iron glove mold in good condition - mitt shaped with a solid handle protruding up from centre - sharp bottom edge DIMENSIONS: 22 x 18	Good
953.	977.13.03	Die, glove	mold used to cut a man's glove - made from cast iron - mold has eight (8) fingers and hole for the thumb (thumb probably made by another instrument). This mold then folded to make one glove - good condition DIMENSIONS: 29 x 22 cm	Good
954.	977.13.06	Die, gloves	steel, orange painted mold with sharp cutting edge on both sides - made by Feather-Lite by O.D.C. in Waterloo, Ont. DIMENSIONS: 26 cm x 17cm	good
955.	977.13.33a	Stencil	6 stencils of various sizes all thin brass, - number stencils used to indicate glove sizes - used so pieces of glove would match. Gloves had to match before girls would sew them together	Poor-green copper oxides around numbers, areas have cracks
956.	977.13.33b	Die	OPENING DIE - made of steel - blade with horseshoe type handle - used to cut slit in glove for button gloves DIMENSIONS: 16.5 cm x 10 cm	Good
957.	977.13.33c	Self Shaver	SMALL HANDSHAVER: steel blade with wooden handle - initialed M. WIEN M. - used for cleaning flesh off of hide DIMENSIONS: 30 cm x 10 cm	good
958.	977.13.33d	Compass	COMPASS: - old fashioned forged steel - manufactured in Newark, New Jersey by P. Lowentbaut Mfg. Co. DIMENSIONS: 17 cm x 22 cm	good
959.	977.13.33e	Blades	8 BLADES: - 8 blades varying sizes - thin metal blades - made in U. S. -	good

			inscribed I.P.H.Y.D.E (2) - Hyde mfgco., Southbridge, Mass. U. S.	
960.	977.13.33f	Brushes	BRUSHES: 2 brushes - small - wooden handle plus brush encased in metal	fair
961.	977.13.33g	Stone	STONE: 1 white pumice stone (used) - used on rough surfaces	Fair-stone is crumbling
962.	977.13.33h	Powder	4 pots of chalky powder - container made of white paper - each 5 cm x 5 cm -used to mark size on glove DIMENSIONS: 17cm x 9cm	good
963.	977.13.33i	Boets	3 boets - various sizes - grey steel, two have tapered points	good
964.	977.13.33j	Blade	extra attachment blade - grey steel	good
965.	977.13.33k	Sheers, case	sheers and pig skin case - manufactured by O. Klaebig, In Buslau. circa 1890	good
966.	977.13.33m	Glove patterns	9 GLOVE PATTERNS made by W. H. Storey and Son Ltd., Acton Ontario Leather - South African cape - brought from Czechoslovakia	Good-paper folders are yellowing and fracturing
967.	977.13.33n	case	rectangular black oil cloth case with floral fabric on the inside - case has leather handle and straps to close it - used for storage - made in Czechoslovakia, Circa, 1850 - case was owned by Frank Spilvogel while he was an employee with Gurney Glove Works from 1930 on. The case was used in Europe over 100 years ago	Fair-the hinge is broken, the leather straps are suffering from red rot
968.	977.13.34	Die	Opening Die - cast iron cutting tool in good condition - cut openings into glove - men's opening die - used for thumb opening - most dies in Johnstown, New York, some also in Kitchener in later years - pattern form, made in Wingham, sent to be made DIMENSIONS: 14 cm x 9 cm	good
969.	977.13.35	Die	boy thumb die - made of cast iron - shape of a thumb with a sharp cutting edge, and a handle extending from the center - good	Good

			condition - used for cutting the shape of a thumb DIMENSIONS: 17 cm x 17 cm	
970.	977.13.38	Mawl	solid metal circular shaped mawl with a wooden handle - middle part appears to be wrapped in a raw hide, used to hit various dies to cut leather DIMENSIONS: 30cm x 12cm	Fair- the rawhide is battered
971.	977.13.40	Shears	shears made from polished steel - made in Breslau, W. Germany by O. Klaebig, circa 1890 - used for cutting leather - used to trim and cut dress gloves - Frank Spul Vogel. brought them from Czechoslovakia DIMENSIONS: 38cm x 11cm	Good
972.	977.14.06	Telephone	Wooden Telephone with 2 metal balls, cylindrical receiver, and wind-handle. Two box like sections. Features: 3 bar generator, single coil receiver with bar magnet. Blake transmitter (very weak, but clear), no place for dry cells in cabinet. Telephone from home of Mr. J.A. Morton, and believed to be Wingham's first. Morton's home ring No. was 1 ring 3. Morton's office ring No. was 1 ring 2. Property of Bell Telephone Co. of Canada. Patented 1883. DIMENSIONS: 51 cm high 20 cm wide 16 cm depth	Good
973.	977.14.07	Telephone	Early telephone of blonde wood with a large main box at bottom and cone shaped receiver on top with metal plate surrounding the open end. Wind-ringer at side. Blonde wood. Used by North Huron Telephone Co., Ltd. of Wingham, (1910 - 1922). Features: 5 bar generators necessary for rural party lines 2 coil horseshoe magnet in receiver Powdered carbon transmitter Space in cabinet for dry cells Manufactured by the Northern Electric and Manufacturing Co. Ltd. Age - 1912 DIMENSIONS: 75 cm high 24 cm wide 21 cm depth	Good
974.	977.22.01	Bottle	Half gallon glass milk bottle with hand grips on one side. Illustrated in green "Sunrise Dairy, Golden Guernsey Products - You can whip our cream, but you can't beat our milk." Rectangular bottle. DIMENSIONS: 27 cm high 13.5 cm wide 10.5 cm deep	Good
975.	977.23.01	Bottle	a: Glass pint bottle with orange illustrations on side. "Visit Foxtan Dairy Lunch" "Oh-. Boy Do I Feel Fine, Try Guernsey Milk I just had Mine" (little calf speaking) DIMENSIONS: 21 cm high 7.5 cm diameter	good

976.	977.23.03	Bottle	c): Glass quart milk bottle with orange illustrations says "Foxtan Dairy, Wingham. The flavour tells the goodness. Golden Guernsey Milk." DIMENSIONS: 26 cm high 9 m diameter	Good
977.	977.24.01	Bottle	"Batesons Model Dairy, Wingham - Quality Counts Taste Tells" illustrated in red on glass half pint bottle. DIMENSIONS: 15 cm high round base 5.5 x 5.5 cm	Good
978.	977.24.02	Bottle	"Batesons Model Dairy, Wingham - Quality Counts Taste Tells" illustrated in red on glass half pint bottle. DIMENSIONS: 15 cm high round base 5.5 x 5.5 cm	Good
979.	977.24.03	Bottle	Half pint milk bottles. No markings. Round DIMENSIONS: 16 cm high 6 cm diameter	Good
980.	977.24.06	Bottle	Quart glass bottle illustrated in green. Says "Smith's Dairy, Wingham" with a leaf in background and "Drive Slowly, protect our children." Policeman, mother, child, and car in background DIMENSIONS: 25.5 cm high 10 cm diameter	Good
981.	977.28.01	photo	PHOTOGRAPH of BONDI'S DELIVERY TRUCK Black and white photograph of Bondi sitting in his delivery truck on Josephine Street, in front of his store. The back of his truck is loaded with bananas. On the side of the truck is displayed "C. Bondi, Fruit Dealer, Wingham. " His phone number is also on the side. "Phone 207". Attached to the picture is a caption "Charles Bondi, The Pioneer of the Fruit Industry". Enclosed in a silver painted wooden frame with a white border around picture. Taken in 1919. DIMENSIONS: 32 cm x 42 cm = FRAME 22 cm x 29 cm = PICTURE	Good
982.	977.41.01	photo	PHOTOGRAPH of HASELGROVE'S BILLARD PARLOUR and BOWLING ALLEY'S Framed black and white photograph of Ed Sherman in front of his Billard Parlour and Bowling Alleys building on Josephine Street, Wingham. Outer frame of painted, carved design wood. Inner cardboard frame. The building has since been renovated to "Fat Jack's" chicken restaurant. Haselgrove's took over in May of 1933 until May of 1974. * Rags Graham, the man on left side of picture* AGE: before 1914, Ed Sherman worked for A.M. Crawford and for Haselgrove's. This picture was taken when A. M. Crawford had the store (1904-1915). Then sold it to Mr. Wm Dyer, until April 1933. DIMENSIONS: 32 cm x 37 cm	Good
983.	977.48.02	photo	PHOTOGRAPH OF: WINGHAM PUMP WORKS 1912 - photograph in black and white of the inside of the Wingham Pump Works, 1912, with Edgar Pattison - in a brown wooden frame and in good condition DIMENSIONS: 15 cm x 20 cm	Good

984.	977.64.02	Print, Photographic	PHOTOGRAPH OF MILLS STORE 1887 - black and white photograph of Mills Store approximately 1887 - Mr. Mills (right) - Bill Reid (centre rear)	Good
985.	977.74.01	Print, Photographic	Photograph of J. WALKERS FURNITURE STORE Black and white photograph of front window, of Walker's House Furnishing and Funeral Service. Three (3) men are standing inside. The picture is rather dark. Framed in a small mahogany coloured wooden frame. Three men are A. J. Walker, E. S. Copeland, ?.	Good
986.	977.74.02	photo	Photograph of J. WALKERS FUNERAL HEARSE Black and white photograph of A. J. Walker's House. It is believed they built it themselves from a Ford Model T chassis with part of the horse drawn hearse mounted on the back. Enclosed in a dark wooden frame. A Zurbrigg photo.	Good
987.	978.63.01	Wheel, spinning	SPINNING WHEEL Full sized spinning wheel, in A-1 condition original owner is William Barbour of Whitechurch	Good
988.	978.63.02	Winder, Wool	WOOL WINDER Wool winder, for the use of a spinning wheel, 978.63.01, in A-1 condition. Original owner William Barbour, Whitechurch Diameter of winderr 60 cm, stands 80 cm. Made of wood, same as 978.68.01 Used also during, period 1885-1921.	Excellent
989.	979.15.01	Painting	PAINTING BY GEORGE PHIPPEN An early painting by George Phippen Framed in a layered carved wooden frame. Landscape painting - depicts an idealized home by the side of a road with water nearby; lake in background lit by a sunset. Mr. George Phippen: once a house painter; resident of Lower Wingham County constable and bailiff at one (1) time Donor is grandson, Albert Rintoul. DIMENSIONS: 57 x 68 cm	Good
990.	979.24.01	Tire	INNER TUBE - AERO TIRE CO. Inner tube made of sponge rubber. It was made by Aero Cushion Inner Tire & Rubber Co., Wingham. Sponge rubber tire invented to end punctures and blowouts. Donor for Antique Automobile Enthusiasts.	Fair-slumping and the rubber is hard
991.	979.28.05	Kettle	COPPER KETTLE Ornate handle and spout with plain body made of copper. Handle is stationary Quite heavy. DIMENSIONS: 9.5" long KETTLE PART - 7.5 inches, diameter	Good
992.	980.03.03	picture	PICTURE - BEAVER BLOCK Framed photo of area around Beaver Block, 1895. Black frame, with gold line. Picture probably taken from the roof of the Beaver Block in 1895. The building in the lower front is the furniture store of Sam Gracey (Burke Electric), to the left, is the roof of the livery stable (bowling alley). The intersection of Victoria Street and Diagonal Road is in the	Good

			center. The three (3) storey frame Union furniture factory had just been destroyed be fire. Only the boiler room and smokestacks remain. The woodshed and thirty (30) cords of wood at the house to the east of the factory, (Home of Harold Wild). Notice that the west side of the house is burned.	
993.	980.04.01	Bottle, milk	MILK BOTTLE Tervit dairy milk bottle. One (1) quart, round bottle with red paint, that bears: Tervit's Model Dairy; and keep him healthy and smiling with Tervit's Milk. Contains picture of a young boy, (also in red paint) Date, unknown good condition	Good
994.	980.13.01	photo	PHOTO OF CREAMERY Framed photo of Ontario Creamery, 1926. DIMENSIONS: Approximately 22.5 cm x 25 cm	Good
995.	980.16.01	Print, Photographic	Black-framed black and white photos shows the front counter in Crawford's pool room there are four (4) men pictured in the back right; one (1) half face in front left the frames are painted black, wood, with gold line; DIMENSIONS: approximately 6" x 8";	Good
996.	986.50.01	stove	STOVE Art Huron (the "millionaires") stove burns coal or peat; fancy silverwork on it and has mica on the doors; Good condition, (Top part was at the foundry offices returned 2002). DIMENSIONS: 116 cm - height 65 cm - square	Excellent
997.	987.12.01	Lantern	HURRICANE LANTERN Tin hurricane lantern No. 260; FEUREHAND MADE IN GERMANY Date, unknown, as are other bits of information like owners, etc., Glass made in Canada (globe) may not be original one, probably not. Coal oil lantern. Good condition.	Fair
998.	989.22.01	Trolley	TEA TROLLEY (WAGON) Tea wagon (trolley), believed belonged to the MacLean Family, who owned the MacLean and Son Lumber Business in Wingham. The tea trolley is approximately 80 years old. Made of wood with two (2) large wheels, at front and two (2) at back, has handle. There is hidden drawer and a removable glass and wooden tray, which sits on top of tea wagon. Lachlin McLean came to Lower Wingham in 1866, where he was employed by the Fisher Sawmill. He purchased the sawmill and with his son, John, started to build up their business. In 1900, John took over full operation of the sawmill. He added a coal and wood retailing business at that time. John was an active citizen in Wingham. He was a one-time president of the Western Foundry Co. In 1920, he purchased the former Dinsley House (hotel) by the railway station for use as a	Good

			<p>planning mill. This building was used as a planning mill until 1947, when the McLean Lumber Company was sold to Beaver Lumber Co. Beaver Lumber closed in the early 1990s. The location is Home Video (in 1989). John McLean died in 1933. He had five daughters and five sons. This tea wagon is believed to have been given to the McLean's as a wedding present. It is nearly 100 years old (in 1989) and was used a great deal. The McLean's were known to entertain many guests.</p>	
999.	990.09.01	Picture	<p>PICTURE - SKETCH OF WINGHAM GEM STOVE White sheet of paper, on which a sketch was done by the donor, Tim Phibbs. It depicts an African woman working over a Wingham Gem stove that had come from Wingham, Ontario. It is painted in water colours; red, blue, green, yellow, etc., While visiting a missionary at Blukwa, Zaire, Mr. Phibbs sketched the scene into his travel diary. The African woman, Sippora, is cooking on the stove. After discovering that the stove had been made in Wingham, attempts were made to find its beginnings. No one remembers its arrival, though no doubt it was sent by Eaton's to Cairo, was shipped up the White Nile and then carried up the mountains, because Blukwa is at 6500'. The stove is used to heat river water for cooking and bathing. A favourite treat were fried locusts, (which Tim says are the best to eat in a dark room!) The room where the stove sat had no chimney and was quite smoky. Frame was donated by Snyder Studio, Wingham. Mr. Phibbs calls his sketch, "Gem in the Heart of Africa", and it was done on November 24, 1988. An interesting bit of trivia. What a small world!</p>	Good
1000.	991.02.01	Lamp, Oil	<p>OIL LAMP Oil lamp believed to have been an early source of light for reading in the Wingham Public Library, located on the lower level of the Town Hall. Good condition.</p>	Good
1001.	2005.03.123	Razor	<p>Gillette Razor in original package, 18.4 cm x 10.1 cm x 2.2 cm, red package with white and black lettering, package is made of cardboard and razor is metal, front says "Gillette Rasair 3-piece razor, 2 LAMES Gillette Plus BLADES", cardboard and plastic packaging containing a razor set</p>	Good
1002.	2005.03.124b	Container	<p>Planters Peanuts Tin Can bottom, sides say "The 75th Birthday of Mr. Peanut, Mr. Peanut was created by a 14-year-old schoolboy who drew a picture of a very personable peanut in a contest run by</p>	Good

			Planters. For 75 years Mr. Peanut has appeared on every package of Planters nuts"	
1003.	2005.03.265	Cap	Baseball cap, grey in colour with a picture of an old blue car in the front in stitching, plastic backed cap, label says "55% Cotton, 45% Polyester, Adjustable"	Good
1004.	2005.03.477	Container	Ceramic container of Mr. Peanut, 8.2 cm x 19 cm, V is on Mr. Peanut's hat, the lid is fixed and there is a small crack near the spot, possibly for vinegar. Bulbous shape at bottom to hold more liquid.	Good
1005.	2005.03.504a	Case	Shaeffer pen case	Good
1006.	2005.03.504b	case	inner section of the pen case, with plastic band to hold the pen	Good
1007.	2005.03.504c	manual	Shaeffer manual	Good
1008.	2005.03.504d	Pen	Shaeffer Pen, says "Wholesale Service Program 1999, USA", "RJR MACDONALD INC"	Good
1009.	2005.03.544a	Box	bottom of tin box 18x4x13cm, foam lining, blue, white, black, grey	Good
1010.	2005.03.544b	Box	top of tin box, foam lining, 18x1x 13.5cm, for disposable camera, viewing window, says Team Players, blue, white, black, grey	Good
1011.	2005.03.544c	Instant Camera	Team Players - instant film camera	excellent
1012.	2005.03.57	Container	Oxo Cubes Container	Good
1013.	2005.03.575	Animal, Stuffed	30x17.6 stuffed Slush Puppie with hard plastic eyes. NOT holding the cup, synthetic fiber, plastic, red, white, blue, black	excellent
1014.	2005.03.603	Sign	"ND Camerson Limited, Exclusively Wholesale", Silver and Black Metal, holes for mounting, was on a building, 56cmx12.6cm	good
1015.	2009.17.01	Pump Organ	"Dominion Organ and Piano Co" "Bowmanville Ont" 2 mirrors inset on top of organ. 2 pumps. It works.	Good
1016.	2009.17.02	stool	4 legs and round seat matches organ. Seat is well worn. Varnish coming off.	Fair – Varnish is coming off
1017.	2011.10.01	Tractor Seat	ROBINSON & Co Manufactures Wingham, Ontario Cast Iron Seat	Good
1018.	2013.24.04	Trophy	Wescast GM Supplier of the year 1993-1997	Excellent
1019.	2013.05.03	Dish	Written on the oblong dish in red ink is The Queen's Hotel, J.E. Swartz Wingham, Ontario. The dish has a green border and has several discolouration marks on it. Stamped on the back of the dish is Vitriified: ACME China: Woods and Sons, England: Cowan's Kent, China, Toronto.	Good
1020.	2016.05.01	Leather Gloves	Pair brown leather gloves, lined, size 10 found in basement of The Old Mill, Blyth Made at Guerney Glove Factory, Wingham	Excellent
1021.	2016.05.02	Box	Cardboard box "Gurney" gloves inside made at Gurney. Located in basement of The Old Mill, Blyth, ON	Excellent

1022.	2016.10.01a	Leather Gloves	Leather gloves made at Gurney Glove Factory by Ruby Forsyth	Good
1023.	2016.10.01b	Leather Gloves	Leather gloves made at Gurney Glove Factory by Ruby Forsyth	Good
1024.	2016.17.01	Bottle, Pop	Green glass soda bottle Aerated water JW Orr Trade Mark - embossed lettering, raised design Registered in Wingham J.W. Orr was to put in a box bowling alley on the other side of Stone Block (from Museum Musings Book -pages 220, 282) Suggestion - Victoria Street had a Soda Water Works building facing Edward St. (Museum Musings - page 33)	Good
1025.	2016.18.01	Bottle, Pop	Green glass soda bottle P.H. Hill - trademark Embossed lettering on front of bottle Aerated water Registered in Wingham	Good
1026.	2014.20.03	Print, Photographic	Wingham Public School, Grade 1, 1957	Good- top right corner is folded
1027.	2014.20.04	Print, Photographic	Wingham Public School, Grade 2, 1958	Good
1028.	2014.20.05	Print, Photographic	Wingham Public school Grade 8, 1959	Good
1029.	2014.20.06	Print, Photographic	Wingham Public School, Grade 8, 1959	Good
1030.	2014.20.07	Print, Photographic	Wingham Public School, Grade 8, 1957	Fair- has a rip going towards the middle on the right side
1031.	2014.20.08	Print, Photographic	Wingham Public School, Grade 8, 1957	Good
1032.	2014.20.09	Print, Photographic	Wingham Public School, Grade 8, 1956	Good
1033.	2014.20.10	Print, Photographic	Wingham Public School, Teacher Photo	Good
1034.	2014.20.11	Print, Photographic	Wingham Public School, Teacher Photo	Good
1035.	2014.20.12	Print, Photographic	Wingham Public School, Teacher photo	Good
1036.	2014.20.13	Print, Photographic	Black and white photo. Wingham Public School, Rhythm Band	Good
1037.	2014.20.14	Print, Photographic	Wingham Public School - kids with flags, Unknown year	Good
1038.	2014.20.15	Print, Photographic	Wingham Public School, Play	Good
1039.	2014.20.16	Print, Photographic	Wingham Public School, Play "Sleeping Beauty"	Good
1040.	2014.20.17	Print, Photographic	Wingham Public School, Musical	Good

1041.	2014.20.18	Print, Photographic	Wingham Public School, Grade 8 1960	Good
1042.	2014.20.19	Print, Photographic	Wingham Public School, Grade 8, 1954	Good
1043.	2014.20.20	Print, Photographic	Wingham Public School, Grade 8, 1951	Good
1044.	2014.20.21	Print, Photographic	Wingham Public School, Grade 8, 1958	Good
1045.	2014.20.22	Print, Photographic	Wingham Public School, Grade 8 1955	Good
1046.	2014.20.23	Print, Photographic	Wingham Public School, Grade 8	Good
1047.	2014.20.44	Print, Photographic	Black and white play photo. Two boys dressed as chef's and two girls dressed in long skirts. L to R: Jack Henderson, _____, _____, Dawna Jeff	Good
1048.	2014.20.45	Print, Photographic	Black and white play photo. Dutch dancers. Alice Laidlaw	Good
1049.	2014.20.46	Print, Photographic	Black and white play photo. Six boys, 3 of the boys are leaning on crutches or cane.	Good
1050.	2014.20.47	Print, Photographic	Black and white play photo. Six boys standing in costumes. Socks to there knees, sashes around their waists, scarves tied around there heads.	Good
1051.	2014.20.48	Print, Photographic	Black and white play photo. Seven boys dressed as pirates standing.	Good
1052.	2014.20.49	Print, Photographic	Black and white play photo. Seven girls dressed as gypsy's, curtain behind with a fern leaf pattern.	Good
1053.	2014.20.50	Print, Photographic	Black and white play photo. 6 girls dressed in Gypsy costumes "White Gypsy".	Good
1054.	2014.20.51	Print, Photographic	Black and white play photo. Three girls dressed as brides, 4 boys, one boy dressed as a minister.	Good
1055.	2014.20.52	Print, Photographic	Black and white play photo. 3 rows of boys dressed as farmers with gardening tools, front row kneeling Grade 4	Good
1056.	2014.20.53	Print, Photographic	Black and white play photo. 3 rows of children, first row is kneeling.	Good
1057.	2014.20.54	Print, Photographic	Black and white play photo. 5 girls standing in costume Bean Dancers written on the back.	Good

1058.	2014.20.55	Print, Photographic	Black and white play photo. A girl standing holding a boy's ear on her left, girl sitting on a stool holding a doll, boy in a dog costume kneeling	Good
1059.	2014.20.56	Print, Photographic	Black and white play photo. Two girls dressed like insects, four boys dressed like bunnies, BR: Helen Machan, Jean Campbell FR: Doug Murray, Don Breckenridge, _____, Bill Connell	Good
1060.	2014.20.57	Print, Photographic	Black and white play photo. Wearing short cloaks with pill box hats with a stripe Four rows of boys and girls sitting and standing, very front row two boys sitting on floor beside two drums. They are holding wood sticks, bells, triangles, cymbals, tambourines. Blackboard in the background with the alphabet. same as 2014.20.59	Good
1061.	2014.20.58	Print, Photographic	Black and white play photo. Six rows of boys and girls holding wood sticks, bells, triangles, cymbals, and tambourines. Wearing short cloaks with pill box like hats with a stripe, in the background blackboard with alphabet.	Good
1062.	2014.20.59	Print, Photographic	Black and white play photo. Wearing short cloaks with pill box hats with a stripe Four rows of boys and girls sitting and standing, very front row two boys sitting on floor beside two drums. They are holding wood sticks, bells, triangles, cymbals, tambourines. Blackboard in the background with the alphabet. same as 2014.20.57	Good
1063.	2014.20.60	Print, Photographic	Wingham Public School, Grade 5, 1941	Good
1064.	2014.20.61	Print, Photographic	Wingham Public School, Grade 1 1946	Good
1065.	2014.20.62	Print, Photographic	Wingham Public School, Grade 8, 1941	Good
1066.	2014.20.63	Print, Photographic	Wingham Public School, Grade 2 1941	Good

1067.	2014.20.64	Print, Photographic	Wingham Public School, Grade 1? 1941	Good
1068.	2014.20.65	Print, Photographic	kindergarten 1949	Good
1069.	2014.20.66	Print, Photographic	Black and white photo. Back row standing with teacher behind, middle row 2 girls and a boy, first row all girls sitting, one girl holding chalkboard labelled Wingham (A.M) Kindergarten Sept 1949	Good
1070.	2014.20.67	Print, Photographic	Black and white photo of Phyllis Johns, Grace Webster, Agnes Williamsan, cutting cake for retirement.	Good
1071.	2014.20.68	Print, Photographic	gr 4 1944 " our victory garden "	Good
1072.	2014.20.69	Print, Photographic	Black and white play photo. Six boys standing in a row, three are dressed like scholars, one dressed like a king, one boy with a robe, holding rolled up piece of paper wearing shoes with curled toes, one boy wearing leotards with puffy shorts, scarf around his neck and waist and hat. James (Bud) Wild, Claire Hopper, Jim Currie, Bill Johnson, Lionel Gallager	Good
1073.	2014.20.70	Print, Photographic	Black and white play photo. Eight boys standing dressed in different costumes, four soldiers with mustaches, farmer with basket, a boy with an apron, a dapper looking fellow with mustache and a scholar. _____, John Crawford, _____, _____, _____, _____, Hugh Sinnamon, _____	Good
1074.	2014.20.71	Print, Photographic	Black and white play photo. Four boys dressed in costumes Pinocchio. L-R: Neil Stainton, _____, _____, _____	Good
1075.	2014.20.72	Print, Photographic	Black and white play photo. Seven boys dressed in costumes with their faces painted.	Good
1076.	2014.20.73	Print, Photographic	Black and white play photo. Six girls standing in dresses, there cheeks look very rosy from make-	Good

			up. Shirley Foxton, Catherine Keating, Helen Machan, Connie McIntyre, Joy Cowan, Yvonne Gardner	
1077.	2014.20.74	Print, Photographic	Black and white play photo. Seven girls dressed as flower fairies and angels. Gail Purdon, Pauline Swanson, Jean McPherson, Jean Hobden, _____, Joan Armitage, Doreen Machan	Good
1078.	2014.20.75	Print, Photographic	Black and white play photo. Boys standing in a row, three boys in the middle dressed in Cadet uniforms, two boys in matching costumes with scarves around their necks and waists, wearing hats with tall feathers, two boys wearing black costumes with black hats. Doug Murray, Maurice Stainton, Raymond Merkley, Willard Platt, _____, Stewart Nimmo, Beaval Skinn	Good
1079.	2014.20.76	Print, Photographic	Swedish Dancers, Black and white play photo. Two rows of girls standing, holding part of skirt up to the side. Teacher standing back row middle with glasses. R2: Ruth Lockridge, Jean Adair, Mrs. Grace Webster, Teresa Bondi, Helen Brownlee R1: Wilma Dark, Lois Lockridge, Edna Templeman, Betty Sanderson	Good
1080.	2014.20.77	Print, Photographic	8 people dance group in costume, Alice Laidlaw	Good
1081.	2014.20.78	Print, Photographic	17 people in costume - Villagers	Good
1082.	2014.20.79	Print, Photographic	2 people in costume	Good
1083.	2014.20.80	Print, Photographic	11 people in costume	Good
1084.	2014.20.81a	Print, Photographic	9 people in costume	Good
1085.	2014.20.81b	Print, Photographic	"White Gypsy" Wingham Public School Concert. Joyce has the leading role, 1947	Good
1086.	2014.20.82	Print, Photographic	11 people in costume	Good

1087.	2014.20.84	Print, Photographic	18 people in costume	Good
1088.	2014.20.85	Print, Photographic	12 people in costume	Good
1089.	2014.20.86	Print, Photographic	Wingham Public School, Grade 10, 1939	Good
1090.	2014.20.87	Print, Photographic	Wingham Public School, Grade 3 1941	Good
1091.	2014.20.88	Print, Photographic	Wingham Public School, Grade 8 1947	Good
1092.	2014.20.89	Print, Photographic	Wingham Public School, Grade 6, year unknown	Good
1093.	2014.20.90	Print, Photographic	Wingham Public School, Grade 4 , 1947	Good
1094.	2014.20.93	Print, Photographic	Wingham Public School, Grade 3, 1947	Good
1095.	2014.20.95	Print, Photographic	Wingham Public School, Grade 2 194X Double of 2014.20.94	Good
1096.	2014.20.98	Print, Photographic	Wingham Public School, Grade8, 1946	Good
1097.	2014.20.99	Print, Photographic	Wingham Public School, Grade 4, could be 1958	Good
1098.	2014.20.100	Print, Photographic	Wingham Public School, Grade 8, 1949	Good
1099.	2014.20.101	Print, Photographic	Wingham Public School, Grade 6, 1947	Good
1100.	2014.20.102	Print, Photographic	Wingham Public School, Grade 1, 1947	Good
1101.	2014.20.104	Print, Photographic	Wingham Public School, Grade 7 1947, Double of 2014.20.103	Good
1102.	2014.20.105	Print, Photographic	Wingham Public School, Grade 7, 1941	Good
1103.	2014.20.106	Print, Photographic	Wingham Public School, Grade 8 1951 - smaller copy of 2014.20.20	Good
1104.	2014.20.107	Print, Photographic	Wingham Public School, Grade 5, 1947	Good
1105.	2014.20.108	Print, Photographic	Black and White Play Photo. Magic Beanstalk 5 Boys and 2 Girls dressed in Costumes	Good
1106.	2007.07.01	Wheelchair	Wooden wheelchair. The wheelchair was found on the property of 37431 Amberley Road near Lucknow in October 2006. They believe the wheelchair belonged to Lorne Reid (1925- 1992) who was stricken with polio	Good- the metal on the wheels is rusted

			in 1941. Lorne Reid's father may have made the wheelchair.	
1107.	2017.0016.005	Camera	Zip Polaroid Land Camera, Rectangular black camera with an extended front silver face, and a very large viewfinder on top. Black over-sized plastic handle attached.	Good
1108.	2017.0016.006	Camera	Zip Polaroid Land Camera, Brownish rectangular camera with an extended front face, with large viewfinder on top. Black over-sized plastic handle attached.	Good
1109.	2017.0016.007	Camera, Box	Brownie Junior Six-16, Leatherette covered metal box, front panel black with embossed design and gilt with gold geometric Art Deco design. Two finders. Dusty with original handle missing; replaced with white string.	Fair
1110.	2003.40.04	Uniform	Green jacket with red squares on the sleeves, a dagger badge on the right sleeve and crossed guns on the left sleeve.	good
1111.	2003.04.06	Uniform	Green wool Royal Canadian Regiment jacket (summer uniform).	good
1112.	2003.04.07	Uniform	Green wool Royal Canadian Regiment jacket with red squares on the sleeve.	good
1113.	2003.12.07 a+b	Uniform	Perth regiment dress uniform, green in colour consists of pants and a coat. Coat has brass buttons. 3 badges on each arm, and 7 above breast pockets.	good
1114.	2003.12.06 a+b	Uniform	Green 'regular' Perth regiment uniform with seven badges. Uniform consists of two pieces: pants and coat.	good
1115.	986.04.01	Jacket	AIRFORCE JACKET Leather air jacket (Royal Canadian Air Force) RCAF, once belonged to Mr. Charles Dauphin. Mr. Dauphin was a wireless operator on the RCAF. Closes with a zipper; wool inside (sheepskin), tag inside says the year of manufacture is 1941; called the "TRIVSUIT", because made by	good

			Irving Air Chute of Great Britain, Letchworth, Hart's patent No. 407445/32; Size; Height 5'11" Breast 40" to 42" Waist 36" to 38". Cuffs have zippers, and collar has a strap and ring to enclose it. Good condition. Charlie Dauphin was brother-in-law to donor DIMENSIONS: The jacket itself is 72 cm - length sleeves - 68 cm long	
1116.	986.04.02	Identity Card	# R68076 Rank W/o Dauphin, Charles Alfred Royal Canadian Air Force	good
1117.	976.01.103 (976.1.95)	Table	Small wooden table with straight square based legs. The legs are joined to base with two (2) sculptured pieces of wood. On the surface is painted 8 (eight) locations in Wingham. Featured are two (2) birds, Wingham's crest, and other fancy scrawls. It is painted yellow, red, and green. Along the edges of table (excluding front) is a small border, probably to prevent from rolling off. Hand made. This table was made from a bread board belonging to George Allen's mother. There are at least two other similar tables in existence. Don Kennedy has one, which George gave to him. He told me about the tables. The Wingham scenes were painted by George Allen. DIMENSIONS 490 cm - high 77 cm - wide 49 cm - deep	Good
1118.	976.01.58	Lamp, Oil	Oil lamp of pressed glass with chimney intact. Case - 30cm x 14 cm in diameter Chimney - 22cm x 13cm from the home of Edna A. McBurney, whose last residence was on the S. W. Corner of John and Frances Street, Wingham. The house was removed and replaced by a modern split-level home. The lamp is about 1908. DIMENSIONS: BASE: CHIMNEY: 30 cm x 14 cm in diameter 22cm x 13 cm	Good

1119.	977.12.07 (977.26.3h)	Pitcher	CREAM PITCHER - white with gold edging - Fischer's Mill Dam (1860) - 18 x 18 cm - good condition Manufactured in England by Royal Grafton China Part of George Allen's collection of china with Wingham landmarks (977.12.02a - 977.12.09) DIMENSIONS: 14 cm x 14 cm	Good
1120.	978.31.01 (978.35.1)	Flat iron	HOT IRON - old 1800's, hot iron - grey cast iron, with handle - used to iron on clothing by heating on the stove first - weight approximately 3 lbs. - 15 cm long; - 14 cm; height; - 9 cm ; wide (on back) DIMENSIONS: 15 cm - long 14 cm - high - 9 cm - wide (at back)	Good
1121.	978.57.01 (978.61.1)	Stove	WESTERN FOUNDRY STOVE Quebec Style kitchen range (no. 500) burns coal or wood used for cooking and heating manufactured in Wingham by the Western Foundry Company Ltd., site unknown good condition height - 52 inches length - 33 inches depth - 1.5 white enamel on oven door and shelf; rest is cast iron four (4) regular sized burners and two (2) smaller others. DIMENSIONS: height - 52 inches length - 33 inches depth - 21.5 inches	Excellent
1122.	980.18.01 (981.20.1)	Print, Photographic	PICTURE OF MENTIE DUVAL Gold painted wooden frame. Portrait taken at Wingham by Ianville Hammerton (Ianvell, Wingham) History of Mentie DuVal, famous poet, and song writer One (1) of her works was the Canadian Centennial Hymn for 1967, called the Canadian Prayer. Mentie and husband Reg, operated a mink and fox farm in Turnberry Township (B Line), spent most of their lives in Wingham area; she passed away in 1970's DIMENSIONS: 41 cm x 49 cm	Good
1123.	991.06.01 (991.12.1)	Print, Photographic	FRAMED PICTURE OF STANLEY DOOR FACTORY Photo of Stanley	Good

			Door Factory, donated upon the closure of the factory in 1990.	
1124.	2005.45.01	Photo	Gun-Son-Opening Day, April 9, 1921 (framed)	Good
1125.	2005.03. 536	Tobacco	Redman Smokeless Tobacco Package, green, red, white, gold, brown, plastic 22x6.5x2cm Front "Red Man, The Des Bois" with picture of a native wearing a feather headdress Sides "Duty Paid Droit Acquitte Canada, 25g Tobacco. Tabac. This product can cause mouth cancer (same in French) Top- picture of native with headdress with feathers and a green, yellow, red design "Red Man Smokeless Tobacco" "Extra Wintergreen, Tabac sans Fumee" Bottom barcode, "extra wintergreen 25g B102X"	Good
1126.	2005.03.114	Tobacco	Tobacco Package, red blue, white with black and made of plastic, 25 cm in length, 10.5 cm in width, 12 cm in height, front has a removable wrapper that says "Enfere La Saveur Flavour Lock, Cigarettes cause strokes and heart disease, Daily Mail, Mild Cigarette Tobacco, 150 g", sides say "Reusable Tub with Fresh guard Plunger, Fresh guard Plunger Instructions", bottom says "Container made in Canda, Ceralise Packaging Inc, Recycling #5", there is also a red and white stamp that says "Canada Tabacco Duty Paid"/ same text in French.	Good
1127.	2005.03.40	Box	Mackenzie pipe cleaners - mostly full box - 48 pipe cleaners	Good
1128.	2005.03.47	Tobacco	King Edward Imperial Cigar Box	Good
1129.	2005.03.553	Ruler	ruler- Promotion for Sweet Marie	Good
1130.	2005.03.582	Tobacco	Skoal Snuff Tin, Green, brown, white, Cylinder shape, 24cm circumference, 7.5 wide, 21cm tall, "Wintergreen Flavoured SKOAL SNUFF" on front and back, sides	Good

			"Long lasting flavour, Eight Pocket Cans, Vacuum Sealed for Freshness, National Tobacco Co Limited, Montreal Canada" Top-81 imprinted. Seal-blue and white, Tobacco Canada, Duty Paid, 340g 10d-26	
1131.	2005.03.584	Tobacco	Chew Tin, yellow, black, white, red, 24cm circumference, 7.5 width, 21.5 cm height, Front "Copenhagen best chew ever made" Sides "Eight Pocket Cans of 1 1/2 oz (42g) Each vacuum sealed for freshness weyman and bro since 1827, succeeded by National Tobacco Co. Ltd. Montreal Canada. Tabac A Chitquer Copenhagen Snuff Fabrique de Tabac de Grande Superieur Made from High Grade Tobacco" Top "92E" imprinted on top, "59" Handwritten	Good
1132.	2005.03.599	Tobacco	tin for master mason tobacco	Good
1133.	2005.03.79	Print, Photographic	Black and white picture of delivery truck in front of small white house in a plastic frame	Good
1134.	2005.41.01	Boa	Silver Artic Fox Boa	Excellent
1135.	2010.26.01a	Couch	Flower patterned couch from Fry and Blackhall. Springs exposed on bottom.	Excellent
1136.	2010.26.01b	Cushion	Flower patterned couch cushion from Fry and Blackhall.	Excellent
1137.	2010.26.01c	Cushion	Flower patterned couch cushion from Fry and Blackhall.	Excellent
1138.	2010.26.01d	Cushion	Flower patterned couch cushion from Fry and Blackhall.	Excellent
1139.	2010.26.01e	Cover, Chair Seat	Flower patterned from Fry and Blackhall.	Excellent
1140.	2010.26.01f	Cover, Chair Seat	Flower patterned from Fry and Blackhall.	Excellent
1141.	2010.26.02a	Chair	Flower patterned chair from Fry and Blackhall. Exposed springs matches 2010.26.01	Excellent
1142.	2010.26.02b	Cushion	Flower patterned chair cushion from Fry and Blackhall. Exposed springs matches 2010.26.01	Excellent

1143.	2010.26.02c	cover	Flower patterned armrest cover from Fry and Blackhall. Exposed springs matches 2010.26.01	
1144.	2010.26.02d	cover	Flower patterned armrest cover from Fry and Blackhall. Exposed springs matches 2010.26.01	Excellent
1145.	2011.36.01 (985.1.1)	Plate	WINGHAM SOUVENIRS Plate inscribed in 1 "King Bros., Wingham Christmas 1912."	Good
1146.	2013.05.01	Bowl	This soup bowl has a green and brown band around it. It has a green picture imprinted on the side which depicts the church. There are two facial handles. Inscribed on the bottom of the bowl is Vitrified: ACME China: Woods and Sons, England: Cowan's Kent Colo, Toronto.	Fair - needs cleaning - covered in insect frass
1147.	2013.05.02	Bowl	This soup bowl has a green and brown band around it. It has a green picture imprinted on the side which depicts the church. There are two facial handles. Inscribed on the bottom of the bowl is Vitrified: ACME China: Woods and Sons, England: Cowan's Kent Colo, Toronto.	Fair - needs cleaning - covered in insect frass
1148.	2013.08.02	Plate, lunch	This is a lunch plate made from *Ironstone and reads Methodist Church. *Any of Several Iron Ores containing silica impurities – off white stonewall	Fair - needs cleaning - covered in insect frass
1149.	2013.08.03	Pitcher, gravy	From a collection of dishes from Wingham United Church. It is made from off white ironstone. There is a green and brown band on the pitcher. There is also a green imprint of Methodist Church Wingham, ON and there is a green band on the handle. On the bottom of the pitcher there are green markings and a logo. The green markings say Vitrified: Wood and Sons, England: Cowan's Kent Col, Toronto.	Fair - needs cleaning - covered in insect frass
1150.	2013.08.04	Cup, tea	Teacup the Methodist Church Picture on it.	Fair- needs cleaning -

				covered in insect frass
1151.	2013.08.05	Saucer	Saucer with the Methodist Church Picture on it.	Fair - needs cleaning - covered in insect frass
1152.	2013.08.06	Pitcher, Water	This is part of a collection of dishes from Wingham United Church. The water pitcher is made from off white ironstone. There is a green and brown band around the top. There is also a green band on the handle, and a green picture of the Methodist Church Wingham, ON. There is a big crack across the bottom and up the side. It is discoloured on the handle and on the bottom. The handle has raised carving on the base of it. On the bottom is stamped with a green stamp. Vitrified: ACME China: Wood and Sons, England: Cowan and Kent Col, Toronto.	Fair - needs cleaning - covered in insect frass
1153.	2013.08.07	Bowl, Vegetable	This is a vegetable bowl with a picture of the Methodist Church (United) Wingham on it.	Fair - needs cleaning - covered in insect frass
1154.	2013.08.08	Creamer	This is a creamer with a picture of the Methodist Church (United Church) in Wingham, ON.	Fair - needs cleaning - covered in insect frass
1155.	2016.0024.001	Book	Orange cover paperback book written by Andrew Kaufman, a Wingham author Title - "The Tiny Wife" On cover there is a black and orange graphic of a woman shrinking. Story is about 13 people who witness a bank robbery. In the days following the robbery, these people experience impossible occurrences. Inside cover: "To Verna, please keep Wingham alive... - Andrew Kaufman" *Kaufman is a writer from Wingham.	Good

1156.	2016.0024.002a	Book	Paperback book Title - "All My Friends Are Superheroes" in black font on front cover there is an old picture of a man in red boxers (swimming trunks?) and cap and goggles. Inside Cover: "Verna: I hope you enjoy... -Andrew Kaufman" *Kaufman is a writer from Wingham.	Good
1157.	2016.0024.002b	newspaper	A Newspaper clipping with a review of Andrew Kaufman's paperback book Title - "All My Friends Are Superheroes" in black font From the Toronto Star Published December 7, 2003, Clipping is inside Andrew Kaufman's book, "All My Friends Are Superheroes." *Kaufman is a writer from Wingham.	Good
1158.	2016.0024.002c	Collector Cards	Collector Cards of the characters in Andrew Kaufman's book Title - "All My Friends Are Superheroes" 6 cards are held together in a stack by blue paper Tucked into book (2016.0024.002a) *Kaufman is a writer from Wingham.	Good
1159.	2016.0024.004	Book	Paperback book entitled: "The Field Next to Love." Written by Marilyn Gear Pilling, who has roots in Huron County. Front cover is peach, with picture of a sunset in the country. Inside Cover: "For Verna, With many heartfelt thanks. MGP - July 11 /03 - Wingham Literary Day 1."	Good
1160.	979.22.01	Print, Photographic	Photo of Robertson's garage; built 1915 and operated until 1934. Owned by Stedman's in 1979 Was Carmichael's store Brown wooden frame, grey mat, photo by Zurbrigg, Wingham DIMENSIONS: 27 x 32.5 cm	Good
1161.	980.17.05	Print, Photographic	Shows the garage of A. M. Crawford pictured in 1914, (corner of Edward and John Street, where the Shell gas station was in 1980, behind it the garage was still there	Good

			in 1980. DIMENSIONS: approximately 28 cm x 22.5 cm (each)	
1162.	977.10.03	Print, Photographic	Photo of A. E. Lloyd, who inherited factory from Charles Lloyd. Photo in good condition. Photo in a wooden frame with carved edges DIMENSIONS: 31 cm x 25 cm	good
1163.	977.12.12 (977.26.6)	Chair, Rocking	- antique rocker of carved walnut wood - BASE of ROCKER - ornately carved - SEAT, BACK and ARMS - covered in Scottish linear - excellent condition -part of a three- piece set from the home of John Hanna Sr. DIMENSIONS: 59 cm x 90 cm	Good
1164.	977.12.17 (977.26.11)	Lamp, Oil	- manufactured in Chicago by Hanell Lamp Co. of America - black painted with white glass shade suspended from black funnel - hung as a swag - originally there was a chimney for it; now operated by light bulb - George Allen brought it back from Chicago during 1940's DIMENSIONS: 72 cm x 30 cm	Good
1165.	977.13.37 (977.37.5)	Die	steel Plymouth palm die steel in good condition - five (5) fingered mold - sharp cutting edge along bottom - handle from center DIMENSIONS: 23cm x 19cm	Good
1166.	977.78.01		white mug with gold trim - bell shaped - ornate design on back - small colour design of Wingham Town Hall on front DIMENSIONS: 15 cm x 9 cm	Good
1167.	2002.24.01	Print, Photographic	This is a Framed Photo of parts made and used by Western Foundry c 1970. The Parts are: Small star burner, Garland Star Burners for Garland ranges long star burner, Ford water pump body (got WF the Q1 award) Water pump fly wheel housing fly wheel champion road wheel weight manifold, small fly wheel housing, Ford Bronco transmission housing,	Good

			water pump housing, larger star burner. The parts are from Left to right clockwise. The frame is black with gold trim around the inside of the frame near the photo.	
1168.	2002.24.02	Print, Photographic	This is a photo of Jim McCracken pouring iron c.1970. This picture was featured in a brochure designed by Don Kennedy for the Western Foundry. The picture of Jim McCracken was used on the cover of the 2002 Wecast History Book. It has a black frame with a gold interior bordering the photo	Good
1169.	2005.19.01	drawing	It is from the - Belden County of Huron Atlas, 1875 - This picture was bought at an auction in Hamilton, by Kathy Scott the donor Great Aunt was Myrtle Merkley, her great uncle, Cecil Merkley. On the back of the picture is the words 'lithograph, 1875) Frame: 8-3/4 x 10-3/4 Print's tagline reads 'Wingham Livery Stable, Tennant, and Paterson Prors. Stable on John Street, west of Queen's Hotel	Good
1170.	2014.34.01	Dish	China boot with gold trim and a picture of Wingham Town Hall painted in colour in a circle on front.	Excellent
1171.	2017.0003.001	doll	1940's sleeping eyed doll brought in by Sharen Zinn Doll was owned by her mother Olive Zinn Has a cloth body and with hard plastic head, arms and legs Arms and legs are jointed Wearing a blue flowered dress with a matching hat Is wearing white shoes and socks Has hair on her head	fair
1172.	2017.0003.002	doll	1935 Reliable Hairbow Peggy Doll Face brought in by Sharen Zinn Owned by Olive Zinn Has cotton knit body with hard plastic head with a hole for the ribbon and hard plastic on bottom of arms Dressed in one-piece flowered dress with matching panties and t-shirt	fair

			Wearing a white half slip Wearing a mauve ribbon in Wearing black plastic shoes	
1173.	2017.0003.003	Doll carrier	Doll Carrier brought in by Sharen Zinn Owned by Olive Zinn Basket with a handle covered in flowered fabric that matches one of the antique dol's dresses Inside of basket is covered in cream coloured fabric	fair
1174.	2017.0003.005	doll	Crab Apple Head Doll brought in by Sharen Zinn Owned by Olive Zinn Represents a male Has grey hair Is wearing a black suit and is holding a black hat in right hand Is wearing black shoes Is holding a dark blue book in his left hand Standing on a piece of brown wood	fair
1175.	2017.0003.004	doll	Crab Apple Head Doll brought in by Sharen Zinn Owned by Olive Zinn Represents a male Face is painted black, has grey hair Is wearing a black suit, white shirt with a black bow tie and with a black top hat and a pocket watch chain Is wearing black moccasins Is holding a cane in left hand and a cigar in his right hand Standing on a piece of wood	fair
1176.	2017.0003.008.01	doll	Crab Apple Head Doll brought in by Sharen Zinn Owned by Olive Zinn Dressed as a Santa figure Has white hair and a white beard Is wearing a red suit and a red "Santa" hat Is wearing black shoes and has a brown belt around his waist These items belong to the Santa doll.	fair
1177.	2017.0003.008.02	Doll accessory	Santa toy bag; brown in colour with four toys showing on the top of the bag	fair
1178.	2017.0003.008.03	Doll accessory	Santa Foot Stool with red cushion top and black metal stand Sitting on a black metal chair	fair
1179.	2017.0003.007	doll	Crab Apple Head Doll brought in by Sharen Zinn Owned by Olive Zinn Represents a male Has gray hair Is	poor

			wearing a black suit and a black hat with a black and white checkered shirt and black bow tie Is wearing black shoes Is holding a cane in his right hand Has a paper sign that says, "Country Bumpkin" Standing on a green stand	
1180.	2017.0003.009.01	doll	Crab Apple Head Doll brought in by Sharen Zinn Owned by Olive Zinn Represents an indigenous female Has black braided hair with a brown headband Is wearing a brown print dress with a light pink apron Is wearing moccasins Is holding a black purse with blue beads in her right hand Is sitting on a chair made from clothes pins	fair
1181.	2017.0003.009.02	Doll accessory	Wooden rocking chair made from clothes pins	fair
1182.	2017.0003.010.01	doll	Crab Apple Head Doll brought in by Sharen Zinn Owned by Olive Zinn Represents a female Has white hair Is wearing glasses Is wearing a blue dress with yellow and white flowers Is wearing white apron with blue flowers is wearing white cotton eyelet slip Is wearing brown moccasins Is holding a newspaper in her right hand Is sitting white rocking chair made from clothes pins, that a has blue and pink cushion	fair
1183.	2017.0003.010.02	Doll accessory	White wooden rocking chair made from clothes pins, and has a blue and pink cushion	fair
1184.	2017.0003.011.01	doll	Crab Apple Head Doll brought in by Sharen Zinn Owned by Olive Zinn Represents an indigenous male Has black braided hair Is wearing feathered headpiece made of felt material, decorated with blue beads Is wearing a brown top and pants made of starched burlap Is wearing dark brown moccasins; one is decorated with a blue bead Is holding an axe in his left hand Is sitting brown rocking chair made	fair

			from clothes pins, that burlap brown cushion	
1185.	2017.0003.011.02	Doll accessory	Wooden rocking chair made from clothes pins, has brown cushion	fair
1186.	2017.0003.006	doll	Crab Apple Head Doll brought in by Sharen Zinn Owned by Olive Zinn Represents a male Has gray hair Is wearing a brown vest (looks like a cowboy), brown pants, a gray cowboy styled hat Is wearing gray shoes Is holding a rope in his hands Has a paper sign that says "Amigo" Standing on a piece of wood	fair
1187.	2017.0003.015.01	doll	Crab Apple Head Doll brought in by Sharen Zinn Owned by Olive Zinn Represents an elderly female knitting Has white curly hair Is wearing a brown print dress Is wearing white pantaloons Is wearing black tall felt shoes Is holding knitting needles, a purple ball of yarn, and a piece purple knitted fabric being knitted Is sitting on a brown clothespin rocking chair	fair
1188.	2017.0003.015.02	Doll accessory	Wooden rocking chair made from clothes pins, with two cushions fastened on the back	fair
1189.	2017.0003.013.01	doll	Crab Apple Head Doll brought in by Sharen Zinn Owned by Olive Zinn Represents a female Has gray hair Is wearing a blue hat which is tied on with white netting Is wearing a blue velour dress and blue velour pantaloons Is wearing a white faux fur muff Is wearing black boots decorated with black beads Is sitting on a brown clothespin chair which has a blue velour cushion	fair
1190.	2017.0003.013.02	Doll accessory	Wooden chair made from clothes pins	fair
1191.	2017.0003.014.01	doll	Crab Apple Head Doll brought in by Sharen Zinn Owned by Olive Zinn Represents a male playing a violin Has gray hair Is wearing a yellow long sleeved fabric top Is wearing black and grey striped overalls Is	fair

			wearing a red neckerchief Is wearing black moccasins Is holding a violin in his left hand and a violin bow in his right hand Is sitting on a brown clothespin rocking chair which has two cushions fastened on the back	
1192.	2017.0003.014.02	Doll accessory	Wooden rocking chair made from clothes pins, with two cushions fastened on the back	fair
1193.	2017.0003.016.01	doll	Crab Apple Head Doll brought in by Sharen Zinn Owned by Olive Zinn Represents an elderly female Has gray hair, covered with a cream coloured lace bonnet Is wearing a blue flowered top; sleeves are trim with lace, collar has a red flower in front Is wearing a long black skirt with white lace trim Is wearing cream coloured lace pantaloons Is wearing tall leather black shoes Is holding a purple ball of yarn, and a piece purple knitted fabric Is sitting on a white plastic rocking chair with a red velvet cushion trimmed with cream coloured lace	fair
1194.	2017.0003.016.02	Doll accessory	A white plastic rocking chair with a red velvet cushion trimmed with cream coloured lace	fair
1195.	2017.0003.012.01	doll	Crab Apple Head Doll brought in by Sharen Zinn Owned by Olive Zinn Represents an indigenous female with an infant Has brown braided hair Is wearing a brown headband Is wearing a brown cotton dress Is wearing a pink apron with a brown heart pinned to the apron; the heart has a beaded decoration Is tied to a wooden rocking chair	fair
1196.	2017.0003.012.02	Doll accessory	Wooden rocking chair made from clothes pins	fair
1197.	2017.0003.012.03	Doll accessory	Indigenous infant wrapped in purple felt fabric decorated with red and brown beads, tied up the front with leather material Infant has brown hair, is wearing a orange	fair

			headband and yellow necklace Dimensions - Height 12 cm	
1198.	2013.21.02	violin	Violin - BAUSCH- 4 stringed instrument played with a bow. This violin was owned by Mrs. Ed Jenkins (Ellen Isbister) about 1900 Mother of Murray E. Campbell and Jack Jenkins.	fair
1199.	2013.21.03	Bow, violin	Violin bow is 72 cm long and has black item on end with mother of pearl circle	fair
1200.	2013.21.04	Bow, violin	A bow which measures 72 cm long and has a hook on one end.	fair
1201.	2013.21.05	Case, violin	This violin case is painted black.	fair
1202.	2005.54.01a	skates	LADIES ICE SKATES - SAMSON - Box Size 7 STYLE - #2403 38 White with Blade protectors	good
1203.	2005.54.01b	skates	LADIES ICE SKATES - SAMSON - Box Size 7 STYLE - #2403 38 White with Blade protectors	good
1204.	2003.11.10h	cuff	white starched cuffs	good
1205.	2003.11.10i	cuff	white starched cuffs	good
1206.	2003.11.10b	glove	white gloves	good
1207.	2003.11.10f	glove	white gloves	good
1208.	2012.19.24a	photograph	Picture of Jean Mustard originally from Bruce field, Ontario, who served as a nurse in WWI	good
1209.	2012.19.24b	cape	Nurse's cape made of wool	excellent
1210.	2004.46.01	Gown, baptismal	A christening gown, belonging to Marguerite Catherine Foster. She was born in 1909 in Howick Township (farm north of Gorrie). Father - George Foster. Mother - Mary Isabel (Belle) (Underwood) Foster (died in 1962). Marguerite is buried in Gorrie Cemetery. The family moved into Gorrie when she was little. Her father owned a service station on the main street Gorrie.	excellent
1211.	2004.02.01	uniform	Wingham Band Uniform Jacket. White in colour. There is a red star and brass button one each sleeve. Inside tag reads "Detroit Brand Union Made".	good
1212.	2003.21.07a	jacket	A Wingham Flyers jacket, the Wingham Flyers were a broomball	good

			team in the 1960s and 1970s. The jacket is a dome closer and is made of a heavy wool, it is navy with white piping, the snaps are white as are the tops of the pockets. The cuffs on the sleeves are held with snap closures as well. There is a crest on the left breast that says Wingham Flyers on a yellow background of banners in red lettering. Behind that is white with some stars and two broomball sticks crossed and a ball. There is a yellow lining, and on the tag, it says Athletes Wear Co. Ltd 546 Main Street Winnipeg 2 Manitoba size 38.	
1213.	2003.21.07b	jacket	A Wingham Flyers jacket, the Wingham Flyers were a broomball team in the 1960s and 1970s. The jacket is a dome closer and is made of a heavy wool, it is navy with white piping, the snaps are white as are the tops of the pockets. The cuffs on the sleeves are held with snap closures as well. There is a crest on the left breast that says Wingham Flyers on a yellow background of banners in red lettering. Behind that is white with some stars and two broomball sticks crossed and a ball. There is a yellow lining, and on the tag, it says Athletes Wear Co. Ltd 546 Main Street Winnipeg 2 Manitoba size 38.	good
1214.	2016.0036.001	jacket	Red, blue, cream leather jacket with #22 on right arm and an unknown flag crest on left arm Crest has a picture of a hockey player with inscription that says " Wingham Stainton Spitfires - Intermediate WOAA Grand Champs 49 - 50"	poor
1215.	2005.01.01a	Suit jacket	Navy pin striped suit jacket.	good
1216.	2005.01.01b	Suit pants	navy pin striped suit pants	good

1217.	977.33.03	purse	Black Drawstring Handbag - plain black pouch bag with drawstring top - was probably homemade - made of heavy black broadcloth - from Seaforth	good
1218.	978.11.05	camisole	Corset Cover - white cotton corset cover -top and shoulder straps are intricately crocheted - good condition - obtained at Rummage Sale DIMENSIONS: 53 cm x 38 cm	good
1219.	991.08.15	apron	white apron once belonged to Mary Jane Higgins, grandmother of Mrs. Shera - oval-shaped embroidery around outside edge and lace around the edges - also features embroidery and lace on ties - good condition	good
1220.	991.09.14	petticoat	floral petticoat (brown, orange, pink and turquoise) with pleated ruffle around the bottom - made in England - Good condition	good
1221.	991.09.16	petticoat	rust coloured petticoat with ruffle at bottom hem - made in England - good condition	good
1222.	2002.05.10	chemise	It is an off-white chemise top with button up front. It is 1/2 lace the sleeves and upper part of the chemise being lace. It has 3 buttons up the front and a drawstring around the neckline. The lace is in a diamond shape pattern.	good
1223.	2003.29.35	badge	Wingham District High School letter - White "W" outlined in purple felt.	good
1224.	978.50.03	apron	WHITE LADIES' KITCHEN APRON WITH WHITE LACE TRIM - white cotton apron - white lace trim, done elegantly - belonged to Mrs. Agnes McBurny, East Wawanosh Township DIMENSIONS: 90 cm x 143 cm	good
1225.	978.51.03	bonnet	ONE (1) WHITE CHILD'S BONNET - white satin child's bonnet with braid trim - lace trim also - Jessie Turvey's bonnet (born 1903), died	good

			at the age of two (2) DIMENSIONS: 65 x 19 cm	
1226.	978.51.01	bib	Child's Lace Bib - one delicate and intricate child's bibs - quilted bib with lace edging - white but soiled in places - belonged to twins - John and Jessie Turvey (children of William and Henrietta Turvey), born July 1, 1903. DIMENSIONS: 26 cm x 19 cm	good
1227.	978.51.02	bib	Child's Lace Bib - one delicate and intricate child's bibs - quilted bib with lace edging - white but soiled in places - twins - John and Jessie Turvey (children of William and Henrietta Turvey), born July 1, 1903. DIMENSIONS: 26 cm x 19 cm	good
1228.	2003.17.22	handkerchief	shear, white handkerchief, scalloped edge; silver design around edges of flowers, edges embroidered - embroider by Jessie Berndt (Janet's aunt)	good
1229.	2003.17.27	handkerchief	white handkerchief with light purple trim along all four sides; embroidered by Jessie Berndt	good
1230.	2003.17.28	handkerchief	white square handkerchief with crocheted yellow and pink border. Embroidered pink and yellow flowers decorate one corner of the kerchief	good
1231.	2003.17.29	handkerchief	white handkerchief, wide; lacey flower border, irregular shaped edges; embroidered by Jessie Berndt	good
1232.	2003.17.32	handkerchief	handkerchief, white in the middle, edge is crocheted- purple and yellow; embroidered by Jessie Berndt	good
1233.	2003.17.34	handkerchief	white handkerchief, with pink, green, blue, and yellow embroidery; embroidery done by Jessie Berndt	good
1234.	2003.17.35	handkerchief	blue square handkerchief: light blue material with line work through fabric and bright blue crocheted border; embroidered by Jessie Berndt (Janet's aunt)	good

1235.	2003.17.36	handkerchief	plain, off-white kerchief with a border; made of thin material, silk?	good
1236.	2003.17.37	handkerchief	white, sheer handkerchief with white needle pointed flowers around border	good
1237.	2003.17.38	handkerchief	white handkerchief with white needle pointed flowers around border; same design as 2003.17.37	good
1238.	2003.17.39	handkerchief	smaller, white square kerchief with white crocheted border; embroidered done by Jessie Berndt	good
1239.	2003.17.40	handkerchief	white square handkerchief with crochet white, green, and pink border with three crocheted flowers in one corner in the same colours; embroidered by Jessie Berndt	good
1240.	2003.17.41	handkerchief	white square kerchief with embroidered flowers in two shades of blue in corner; small brown stain near center of material	good
1241.	979.25.01b	Dress, slip	SLIP -flannel slip -yellowed condition All three (3) pieces are a complete christening outfit. Worn by Pearl and Irene Paton at their christening ceremonies.	good
1242.	979.25.01c	Dress, slip	Slip -Patched, flannel slip (yellowed) All three (3) pieces are a complete christening outfit. Worn by Pearl and Irene Paton at their christening ceremonies.	good
1243.	978.51.04	dress	One (1) Rose Coloured Child's Dress - rose coloured child's dress with red flowers and white stripes - in good condition DIMENSIONS: 64 x 49 cm	good
1244.	979.12.13	cap	CAP White silk lined cap	excellent
1245.	979.12.14	cap	CAP Red coloured knit cap with red ribbon trim; child's cap; 1885	excellent
1246.	979.12.15	cap	CAP White, cotton embroidered cap with ties, used in 1885	excellent
1247.	978.51.05	dress	One (1) Egg-Shell Coloured Infant's Dress - cream coloured child's dress with brown zig zag trim and lace trim - button closing at the back DIMENSIONS: 64 x 49 cm	excellent

1248.	2003.11.10a	jacket	red jacket - rank of lieutenant - colonel on the shoulder; on collar is an insignia called a grenade; 2 badges on each shoulder	excellent
1249.	994.01.11	jacket	Michael Rintoul listed inside, yellow, zipper front good condition. Scouts' Canada emblem on left, front, white and blue eagle patch on left arm in blue, green and red on back of coat stenciled: 1st Wingham Radio and Television Town of Canada 1879 Boy Scouts	good
1250.	994.01.03	hat	SCOUT BERET - green, felt beret - Scouts Canada - emblem on front - name Brian Ste Marie, listed inside	good
1251.	994.01.07	shirt	SCOUT SHIRT - grey, pullover, long sleeved Wolf Cub shirt ' Wolf Cubs-Canada" and Ontario emblem sewn on right front - 73-74, 74-75 and Wolf emblem sewn on left front - 13 patches, sewn on right arm - 4 patches sewn on left arm - slightly thread bare but still in excellent shape	good
1252.	994.01.06	shirt	SCOUT SHIRT - Green, Scouts Canada shirt - 'Scouts-Canada, above left pocket - long sleeved - blue and white eagle, patch on right arm - silver and red fleurs-de-lis and maple leaf on left arm - small hole, previously repaired and no longer holding, in back of shirt - name M. Rintoul, inside	good
1253.	994.01.12	strap	Boy scout, leather clicker straps, used to tie neck neckerchiefs, bold emblem on front (CJ'77), jamboree	Good
1254.	994.01.13	strap	Boy scout, leather clicker straps, used to tie neck neckerchiefs, bold emblem on front (CJ'77), jamboree	good
1255.	994.01.14	strap	Boy scout, leather clicker straps, used to tie neck neckerchiefs, bold emblem on front (CJ'77), jamboree	good
1256.	994.01.15	strap	Boy scout, leather clicker straps, used to tie neck neckerchiefs, bold emblem on front (CJ'77), jamboree	good

1257.	994.01.16	strap	Boy scout, leather clicker straps, used to tie neck neckerchiefs, bold emblem on front (CJ'77), jamboree	good
1258.	994.01.05	sash	MERIT SASH - red sash - 25 badges, sewn on - name M. Rintoul, inside	good
1259.	994.01.08	kerchief	pale green - dark green, jamboree symbol on front (CJ '77) - ends tied together with leather clicker strap with gold symbol on it (CJ '77)	good
1260.	994.01.09	kerchief	large, yellow, triangular piece of cloth, cotton	good
1261.	994.01.04	hat	SCOUT BERET - green, polyester beret - Scouts Canada emblem on front - name M. Rintroul, listed inside	good
1262.	994.01.22	pin	CJ '77 pin; round pin, about 1 1/2-inch diameter, red, green and white, Visitor CJ '77 Prince Edward Island - attached to back of 994.01.11	good
1263.	994.01.23	pin	Boy Scouts pin (X2); 1 cm wide with gold and black background and a fleur de Lis with writing underneath - attached to back of 994.01.11	good
1264.	994.01.24	pin	Boy Scouts pin (X2); 1 cm wide with gold and black background and a fleur de Lis with writing underneath - attached to back of 994.01.11	good
1265.	994.01.25	pin	Canada flag pin: yellowed with age, about 1 cm wide - attached to back of 994.01.11	good
1266.	991.09.17	nightgown	white, full-length nightgown with pleating and lace at neck, yoke, and sleeves - fair condition, discoloured and some stains	good
1267.	979.25.01a	Dress, christening	Christening dress -yellowed with age, fine lacework on front, cuffs and collar All three (3) pieces are a complete christening outfit. Worn by Pearl and Irene Paton at their christening ceremonies. DIMENSIONS: 100 cm long 47 cm (sleeve to sleeve)	good
1268.	988.10.01	Dress, christening	It is white cotton, with a shirred waist and eyelet embroidery on	good

			the front bodice. It has an open back and small arm holes for the baby. The arm holes are covered with lacy eyelet embroidery.	
1269.	979.12.12	coat	COAT -Yellowed flannel coat with trim and embroidery on the collar. Three (3) buttons; child's coat.	good
1270.	979.12.11	Dress, christening	CHRISTENING GOWN Cotton christening gown with eyelet embroidery.	good
1271.	986.01.02	housecoat	HOUSECOAT Born February 15, 1886, Charlotte (Mrs. William) Taylor, on her wedding night, (this is mother of Romelda Taylor). White cotton. front piece (bodice) has placket of four (4) buttons, and fine embroidery work; collar has lacework. Good condition. Very delicate garment. Part of set with 986.2.2 housecoat. DIMENSIONS: Sleeve length 38 cm; length of garment collar to floor 126 cm	good
1272.	986.01.03	negligee	HOUSECOAT Born February 15, 1886, Charlotte (Mrs. William) Taylor, on her wedding night, (this is mother of Romelda Taylor). White cotton. front piece (bodice) has placket of four (4) buttons, and fine embroidery work; collar has lacework. Good condition. Very delicate garment. Part of set with 986.2.2 housecoat. DIMENSIONS: Sleeve length 38 cm; length of garment collar to floor 126 cm	good
1273.	2002.05.20	nightgown	An off-white adult nightgown with a knitted inlay in the top of the nightgown and down the sleeves. There is a small drawstring in the top of the neckline.it is a "v" neck style of gown. It is an adult full-length cotton and there is a small amount of lace around the short sleeves.	good
1274.	2005.01.02a	dress	Blue velvet wedding dress. Knee length dress.	good

1275.	2005.01.02b	dress	Belt belonging to a blue velvet wedding dress. Note: belt buckles are rusty.	good
1276.	978.36.19c	jacket	Black 4-piece funeral suit jacket c) black funeral jacket with satin lapels and pockets DIMENSIONS: 70 cm x 48 cm	good
1277.	978.36.19d	vest	Black 4-piece Funeral Suit Vest d) black vest - detailed lapels and four (4) buttons DIMENSIONS: 51 cm x 96 cm	good
1278.	978.36.19a	vest	Black 4-piece Funeral Suit Vest - black vest - wool vest in black with a black satin back and white lining with four (4) pockets and five (5) buttons DIMENSIONS: 48cm x 80cm	good
1279.	978.36.19b	pants	Black 4-piece Funeral Suit Pant b) black pants - black wool pants with button trim and pockets DIMENSIONS: 98 cm x 73 cm	good
1280.	978.53.03	Suit jacket	BLACK SUIT JACKET Black suit jacket size approximately forty-four (44) made of felt. Has collar and felt covered buttons. Has a tail like back. Has silk lining, is quite heavy. Once worn by John Ister (1801 - 1885). Worn with top hat. Good condition. One (1) inside jacket with the bottom ripped out of it. DIMENSIONS: size 44 approximately	good
1281.	2004.01.02	jacket	This is a shirt jacket owned by Stewart Beattie which he wore on his wedding day as part of his trousseau he was married on November 25th, 1939. This is a double-breasted navy coat with a red pinstripe in it. There are 6 navy buttons, there is an inside pocket in the lining and a breast pocket with the label Stewart Bros Seaforth ON. There are front pockets with flaps over the top, there is a rip on the left-hand side of the lining underneath the inside	good

			pocket. There are three buttons on each cuff on the arms of the jacket.	
1282.	2006.09.53	jacket	Black Jacket which would have been worn over a skirt as part of a wet with an attached blouse. - Black "Jet" Beading around the cuffs, lapel, and collar of the built in blouse. - The Jacket has stays on the inside to give it shape and support. - 9 buttons " Jet Buttons" on the jacket with a fern design on them and decorated edging. - the blouse is held closed with a 6 hook and eyes - the lining of the garment is tan with flowers and lines on it in a vertical pattern - the sleeves are puffed out at the shoulder and are slim through the wrist and forearm. - The right puffed sleeve is missing the outer wool and now is just the original lining.	good
1283.	2003.21.09	coat	This is a fur coat if Dorothy Willie. Was willed to her by Jean Seli. Dorothy used to work with Jean at the license office. For years it was in storage where no one was wearing it. There are 3 large decorative buttons on the front of the jacket. The brown fur coat is long and has a fur collar and the fur is in long lengths. There is a dark brown satin lining.	good
1284.	2004.01.01	coat	The Wedding coat of Emma Beattie (McBride) they were married Nov 25, 1939, this was part of her trousseau for when she left for her honeymoon. It is a black coat with a brown fur collar and 5 large buttons down the front. There is a pocket in the lining on the inside of the coat the inside lining is a satin like fabric. There is a belt on the left-hand side of the coat and a loop by the bottom button for it to go through to make it a tighter fit around the waist. The sleeves are slightly puffed at the shoulder and	excellent

			<p>become fitted toward the wrist there is a decorative button on the cuff of the coat. This coat was hand sewn for the bride it is knee length and flares to fit over a skirt that would be worn underneath of the coat. There is detailed inserts under the arms across the back to allow for the movement of the arms due to the fitted nature of the top of the coat.</p>	
1285.	2004.01.03	coat	<p>This is the wedding coat of Emma Sophia McBride (Willert) Emma Beattie's mother, she was married in the 1890s. This was part of her wedding trousseau for her leaving for her honeymoon. This is a green wool coat with 5 large green buttons (one is missing) there are large, puffed sleeves at the shoulder and they taper very rapidly into a tight lower arm and cuff. There is piping around the collar and on the lapels, they are in a looping ribbon like pattern in a basic triangular shape. There is two hooks at the collar to have it come up tight against the neck and keep the collar closed. There is no lining or pockets on this coat. The coat is very small through the middle and then flares out where it could come out over the skirt at the hip. This would be worn with a corset and hoops and the coat would come out accordingly. This coat was hand made for her wedding.</p>	good



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Report No.
CAO-2023-15

REPORT TO: Reeve Heffer and Members of Council
PREPARED BY: Demetri Makrakos, Economic Development Officer
DATE: 08/08/2023
SUBJECT: CAO-2023-15 Housing Accelerator Fund Action Plan
ATTACHMENTS: None

RECOMMENDATION:

THAT the Council of the Township of North Huron hereby receives the report of the Economic Development Officer, dated August 8, 2023, regarding the Action Plan for the Housing Accelerator Fund application, for information purposes;

AND FURTHER, THAT Council approves the action plan prepared by Township of North Huron staff for the Housing Accelerator Fund application, with a focus on the following five initiatives:

- (1) Additional residential unit policy and zoning update;
- (2) Housing friendly lens policy and zoning update;
- (3) Blyth water and wastewater infrastructure upgrades;
- (4) Wingham water and wastewater infrastructure upgrades; and
- (5) Community Improvement Plan policy expansion.

PURPOSE:

To seek Council's approval of an Action Plan in support of a Housing Accelerator Fund application.

BACKGROUND INFORMATION:

At the June 5, 2023 regular Council meeting, Council authorized staff to prepare an application to the Housing Accelerator Fund (HAF). The Fund is being offered through the Canadian Mortgage and Housing Corporation (CMHC). The June 5, 2023 report was in anticipation of the fund being released and to ensure staff did not miss out on the opportunity to apply for the funding. Now that the HAF application window is open, the guidelines are clearer. The guidelines require Council to approve Action Plan initiatives to be included in the application to the HAF.

The Housing Accelerator Fund was announced by the Federal Government in their 2022 budget and is being administered by the Canadian Mortgage and Housing Corporation. Four (4) billion dollars in funding is available through to 2026/2027. The fund is application-based with an 45-day single application window, closing August 18, 2023. The fund's objective is to accelerate the supply of housing across Canada.

DISCUSSION:

North Huron staff have developed an Action Plan for the HAF application with five initiatives that take into consideration: (1) the criteria of the HAF; (2) the permitted areas of residential growth; and (3) the infrastructure update provided by BM Ross & Associates in March of 2023. The five Action Plan initiatives are as follows:

1. Additional Residential Unit Policy and Zoning Update
This initiative involves updating the Township's Official Plan and comprehensive Zoning By-law to include policies to permit additional residential units. This initiative is intended to encourage the construction of additional residential units without the need for planning application approvals and promotes infilling opportunities in existing neighbourhoods to increase density and utilize existing infrastructure. This action initiative is currently being undertaken as part of the Comprehensive Zoning By-law update.
2. Housing Friendly Lens Policy and Zoning Update
This initiative involves updating the Township's Official Plan and comprehensive Zoning By-law to include policies and provisions which enable increased housing density and infilling opportunities. This action initiative is currently being undertaken as part of the Comprehensive Zoning By-law update.
3. Blyth Water and Wastewater Infrastructure Upgrades
For Water demand and usage, current levels along with projected developments demands will require an additional well and eventually storage. Wastewater treatment Sewage Pump Station (SPS) also requires increased capacity to deal with peak and firm capacity demands. This action initiative was identified as part of the Township's Water and Wastewater Masterplan.
4. Wingham Water and Wastewater Infrastructure Upgrades
Replace the standpipe for increased water capacity. For wastewater, increase the SPS capacity and replace the NW trunk sewer. The standpipe project is underway. Increasing the SPS capacity and replacement of the NW trunk sewer has been identified as a need.
5. Community Improvement Plan Policy Expansion
North Huron would expand current programs to include incentives for Additional Residential Units (ARUs) or increased density. This would be done through the addition of something similar to a Housing Densification Program. An example of funding models would be the following: provide a 5-year tax increment grant, or; provide a grant of up to \$10,000, or; provide an interest free loan of up to \$15,000.

North Huron staff identified these five initiatives as the highest impact initiatives that align with both the HAF program criteria as well as municipal priorities that fall within jurisdictional control.

FINANCIAL IMPACT:

There is no cost to submitting the HAF application to CMHC. Should the North Huron application to HAF be approved, the agreement will be brought back to Council before signing. This application implicates no financial commitments from North Huron at this stage.

FUTURE/OTHER CONSIDERATIONS:

None at this time.

OTHERS CONSULTED:

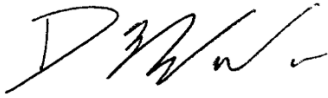
Carson Lamb, Director of Legislative Services/Clerk
Chris Townes, Director of Finance/Treasurer
Gregg Furtney, Director of Public Works and Facilities
Hanna Holman, Huron County Planner

RELATIONSHIP TO THE STRATEGIC PLAN:

Goal #1 - ECONOMY: Our goal is to build a stronger economy through residential growth; retail, commercial and industrial development; tourism; and thriving agriculture.

Goal #4 – INFRASTRUCTURE: Our goal is to be a municipality with well-maintained and thoughtfully planned infrastructure.

Goal #5 - SERVICES: Our goal is to offer high-quality and well-balanced services that create a sense of belonging, support community well-being, promote safety, and encourage healthy and active lifestyles.



Demetri Makrakos, EDO



Dwayne Evans, CAO

The Corporation of the Township of North Huron

By-law No. 53-2023

Being a By-law to Adopt a Records Management and Retention Policy for the Corporation of the Township of North Huron and to repeal By-law No. 94-2016

WHEREAS Section 254(1) of the Municipal Act, 2001, S.O. 2001, c. 25, as amended, provides that a municipality shall retain and preserve the records of the municipality and its local boards in a secure and accessible manner;

AND WHEREAS Section 255(2) of the Municipal Act, 2001, S.O. 2001, c. 25, as amended, provides that a record of a municipality or a local board may be destroyed if a retention period for the record has been established and, the retention period has expired, or the record is a copy of the original record;

AND WHEREAS Section 255(3) of the Municipal Act, 2001, S.O. 2001, c. 25, as amended, provides that a municipality may establish retention periods during which the records of the municipality and local boards of the municipality must be retained and preserved in accordance with section 254 thereof;

AND WHEREAS the Council of the Corporation of the Township of North Huron deems it desirable and necessary to establish retention periods for the records of the municipality and local boards through the adoption of a Records Management and Retention Policy for the Corporation of the Township of North Huron;

AND WHEREAS Section 23.1 of the Municipal Act, 2001, S.O. 2001, c. 25, as amended, provides that the municipality may delegate its powers and duties to a person and that the Council of the Corporation of the Township of North Huron deems it expedient to grant the Clerk delegated authority to update the retention schedule for the records of the Township of North Huron;

NOW THEREFORE the Council of the Corporation of the Township of North Huron ENACTS as follows:

1. That the "Records Management and Retention Policy" attached hereto as "Schedule A" is hereby adopted and shall form an integral part of this by-law.
2. That the Clerk is hereby delegated the authority to update the retention schedule for the records of the Township of North Huron and such authority shall be exercised in accordance with the provisions of the Records Management and Retention Policy.
3. That By-law No. 94-2016 be hereby rescinded.
4. That this by-law shall come into force and takes effect on the day of the final passing thereof.

Read a first and second time this 8th day of August, 2023.

Read a third time and passed this 8th day of August, 2023.

Paul Heffer, Reeve

CORPORATE SEAL

Carson Lamb, Clerk

Township of North Huron

Records Management and Retention Policy



1. POLICY STATEMENT

- 1.1. The Corporation of the Township of North Huron is committed to upholding a standard for managing records in an organized and responsible manner. The Records Management and Retention Policy defines responsibilities and provides a standard for maintaining and disposing of records as required by applicable legislation.

2. PURPOSE

- 2.1. This policy ensures that standardized retention provisions and records handling procedures apply to all records created, received, and/or maintained by employees of the Township while carrying out their occupational duties regardless of the medium or format. Retention provisions are based upon the content of the record rather than on its medium.

3. SCOPE

- 3.1. This policy shall apply to all records created, received, maintained, or under the custody or control of the Corporation of the Township of North Huron.
- 3.2. This policy applies to all employees, volunteers, members of council, and any agents who have access to, create and/or use records in the course of their duties.
- 3.3. This policy may be amended, from time to time, by the Clerk of the Corporation of the Township of North Huron as required to comply with changes to legislative requirements and industry best practices.
- 3.4. This policy does not apply to information or data stored on back-up servers as backups are only intended for use in disaster recovery or system failure and are disposed of on a rotational basis.

4. INTERPRETATION

- 4.1. Any reference in this policy to any statute or any section of a statute shall, unless expressly stated, be deemed to be reference to the statute as amended, restated, or re-enacted from time to time. Any references to a by-law or Township policy shall be deemed to be a reference to the most recent passed policy or by-law and any replacements thereto.

5. LEGISLATIVE AUTHORITY

- 5.1. Sections 254 and 255 of the *Municipal Act*, 2001, S.O. 2001, c. 25 state that a municipality shall retain and preserve the records of the municipality in a secure and accessible manner and may only destroy a record of the municipality if a retention period for the records has been established.

6. POLICY OBJECTIVES

6.1. The objectives of this policy are as follows:

- (a) To manage the records lifecycle to meet all legislated requirements for recordkeeping in accordance with the *Municipal Act*, 2001, S.O. 2001, c. 25;
- (b) To manage records and information so they are readily available for decision making and information access requests under the *Municipal Freedom of Information and Protection of Privacy Act*, R.S.O. 1990, c. M.56 (MFIPPA);
- (c) To protect the reliability, integrity and authenticity of records so that they may be relied upon as evidence of organizational activity and administrative decisions and thereby meet legal, evidential, audit and accountability requirements;
- (d) To ensure the identification and preservation of permanently valuable and archival records;
- (e) To destroy records that have surpassed their total retention, in a timely and secure manner;
- (f) To promote organizational efficiency and economy through sound recordkeeping practices, including optimal utilization of storage and technology;
- (g) To establish and define accountability, responsibility, and roles for the appropriate level of involvement within the Township's records management and retention program;
- (h) To maintain consistent record and information management procedures and controls so they are an integral part of the Township's usual and ordinary course of business; and
- (i) To foster government accountability and transparency by promoting and facilitating good recordkeeping.

7. DEFINITIONS

- 7.1. **Agent** - any individual, volunteer, workgroup, or organization responsible for or involved in, record creation, capture, and/or records management processes for the Township that is not directly employed by the Township. An Agent includes any third-party consultant, contractor and/or third-party vendor working under an agreement with the Township to provide goods and/or services.

- 7.2. **Archival Accession** - to remove a document from a repository and to store it in a long term or permanent manner for historic or archival purposes.
- 7.3. **Archive/Archival** - a collection of historical documents or records preserved for the purposes of providing information about a place, institution, or group of people.
- 7.4. **Archival Record** - a record that is to be retained through archival accession on a permanent basis due to its historical or other value.
- 7.5. **Audit Trail** - the creation of a chronological record in which each action of an authorized user is automatically recorded and tied to their unique identity, providing evidence of who performed what action, to which items, and when.
- 7.6. **Born-Digital** - digital records which are created/received and managed only in a digital form, as opposed to digital records which have been created through digitizing physical records.
- 7.7. **Classification (as in records classification)** - the systematic identification and arrangement of records into categories according to logically structured conventions, methods, and procedural rules, represented in a classification scheme.
- 7.8. **Clerk** - the Clerk or designate of the Township of North Huron, duly appointed by by-law.
- 7.9. **Code** - the reference number for each record series based on the Township's standardized file classification system, The Ontario Municipal Records Management System (TOMRMS).
- 7.10. **Data** - distinct pieces of digital information. Data is usually formatted in a specific way and can exist in a variety of forms, such as numbers, text, etc.
- 7.11. **Department Head** - a member of the Township's Senior Management Team and the administrative head of a department.
- 7.12. **Destruction/Destroy** - the process of eliminating or deleting data, documents, and records so that the recorded information no longer exists. Destruction is a form of records disposition.
- 7.13. **Digital Record** - a record of information that is created, generated, sent, communicated, received, or stored electronically.
- 7.14. **Digitization** - the process of creating high quality, accurate and reproducible digital versions of physical records using a device such as a scanner or camera.

- 7.15. **Disposition (with respect to records)** - the final phase of a record's life cycle, meaning the destruction of a record, alteration of the retention schedule, transfer of ownership of a record, or designation of a record as permanent or archival.
- 7.16. **Electronic Message** - any form of information or record created, stored on, received, or transmitted through an electronic or digital messaging system, along with any attachments (e.g., word processing documents, PDFs, etc.). Electronic messages include but are not limited to: emails, text messages, personal messages (Short Messages Service or PINs), voicemails and messages via applications (e.g., LYNC, Skype, Facebook Messenger, and WhatsApp). Under applicable legislation, Electronic Messages can constitute records as defined by this Policy.
- 7.17. **Electronic Records Management System** - an information/computer system with the necessary records management and content management capabilities to electronically collect, organize, classify, and control the creation, storage, retrieval, distribution, maintenance and use, disposal, and preservation of records throughout the life cycle of said records.
- 7.18. **File** - shall have the same meaning as "records" as defined in this policy and may be used interchangeably.
- 7.19. **Medium/media** - the physical material which serves as a functional unit, in or on which information or data is normally recorded, in which information or data can be retained and carried, from which information or data can be retrieved, and which is non-volatile in nature.
- 7.20. **Metadata** - data about a document that is not in the document itself, but instead attached to it. Examples include the time and date that a document was created, modified, or deleted, or who performed these actions.
- 7.21. **Official Records** - recorded information in any format or medium that documents the Township's business activities, rights, obligations or responsibilities or recorded information that was created, received, distributed, or maintained by the Township in compliance with a legal obligation.
- 7.22. **Optical Character Recognition (OCR)** - the electronic conversion of images of typed, handwritten, or printed text into machine-encoded text.
- 7.23. **Orphan Data** - data that is not machine readable because the data exists with no identifiable computer application or system that can retrieve it, or data that is machine readable but does not have sufficient content, context, or structure to render it understandable.

- 7.24. **Physical Record** - a record, such as paper, that can be touched and which takes up physical space.
- 7.25. **Record Management and Retention Program** - the process of planning, organizing, directing, and controlling all the steps involved in the life cycle of records.
- 7.26. **Records** - any recorded information, however recorded, whether in printed form, on film, by electronic means or otherwise, including correspondence, memoranda, plans, maps, drawings, graphic works, photographs, film, microfilm, microfiche, sound records, videotapes, e-mail, machine readable records, and any other documented material regardless of physical form or characteristics, and including "official records" and "transitory records".
- 7.27. **Records Classification System** - a standardized system of identifying and classifying records for ease of use, retrieval, and disposal. The most current official version of TOMRMS shall be the adopted records classification system of the Township of North Huron.
- 7.28. **Records Disposition Notices** - official records in the form of a notice, regarding the disposition of municipal records, whether that be through destruction, alteration of the retention schedule, or archival accession. Records Disposition Notices include the methods used, a description of affected records and are signed by the relevant Department Head and the Clerk to authorize and describe the disposition of records.
- 7.29. **Re-digitization** - the process of digitizing a physical record that had already been previously digitized or was born-digital, typically resulting from digitizing a document that has been printed, with a corresponding decrease in record quality.
- 7.30. **Repository** - an authorized location (either physical or digital/electronic) for the storage and organization of records.
- 7.31. **Retention** - the act of continued possession, maintenance, use or preservation.
- 7.32. **Retention Period** - the period of time during which records must be kept by the Township before they may be disposed of.
- 7.33. **Retention Schedule** - a control document that describes the Township's records at a series level and indicates the length of time that each series shall be retained before its final disposition. The retention schedule specifies those records to be preserved for their archival or legal values and authorizes on a continuing basis the destruction of the remaining records after the lapse of a specified retention period or the occurrence of specified actions or events.

Records retention schedules serve as the legal authorization for the disposal of the Township's records.

- 7.34. **Senior Management Team** - the Township's leadership team containing the Chief Administrative Officer and Department Heads of the various Township Departments.
- 7.35. **TOMRMS** – The Ontario Municipal Records Management System, a standardized records classification system updated and maintained by The Information Professionals, that is designed specifically for municipal records and that has a defined retention schedule for each record classification based upon provincial, federal and other legislative requirements.
- 7.36. **Township** - The Corporation of the Township of North Huron.
- 7.37. **Transitory records** - records kept solely for convenience of reference and of limited value in documenting the planning or implementation of Township policy or programs, such as:
 - (a) copies of miscellaneous notices or memoranda concerning routine administrative matters or other minor issues;
 - (b) information copies of widely distributed materials, such as minutes, agendas and newsletters, unless the information copy has been annotated to reflect significant input or for other program purposes;
 - (c) preliminary drafts of letters, memoranda or reports and other informal notes which do not represent significant steps in the preparation of a final document and which do not record decisions;
 - (d) duplicate copies of documents in the same medium which are retained only for convenience or future distribution;
 - (e) voicemail messages;
 - (f) e-mail messages and other communications that do not relate to Township business;
 - (g) copies of publications, such as, published reports, administration manuals, telephone directories, catalogues, pamphlets or periodicals;
 - (h) duplicate stocks of obsolete publications, pamphlets or blank forms;
 - (i) unsolicited advertising materials, including brochures, company profiles and price lists;

- (j) Sample documents that have no direct connection to Township business and are kept for reference purposes.

7.38. **Vital Record** – an official record that is essential to resume or continue the operations of the Township after an emergency; a record necessary to recreate the corporation's legal and financial position; and/or a record necessary to preserve the rights of the Township, its employees, customers, and ratepayers.

8. RESPONSIBILITIES

8.1. **All Township employees** who create, receive, work with, or manage records have the authority and responsibility to:

- (a) Familiarize themselves and comply with this policy.
- (b) Create, maintain and access records as needed to document, inform and perform their operational duties.
- (c) Ensure that records are created and maintained to effectively and accurately document and provide evidence of the Township's business transactions and activities in which they are involved in the performance of their duties and the services offered by their Department.
- (d) Ensure all records in their custody and control are organized and coded in accordance with the most current official version of The Ontario Municipal Records Management System (TOMRMS) records classifications.
- (e) Comply with the defined retention periods for each record classification as established in the most current official version of The Ontario Municipal Records Management System (TOMRMS).
- (f) Identify and distinguish official records and transitory records.
- (g) Ensure that official records in their custody or control are protected from inadvertent destruction, damage or unauthorized access.
- (h) Ensure that transitory records in their custody or control are destroyed when they are no longer needed for short-term reference.
- (i) Maintain the confidentiality of all confidential records.
- (j) Ensure that emails are classified and saved within the Corporation's records management system.
- (k) Create and/or review Records Disposition Notices as required.

- (l) Report to the Clerk or to their Department Head all breaches of this Records Management and Retention Policy (i.e. damage, theft, misuse, unauthorized access, privacy complaints or unauthorized disposition of records).

8.2. **The Clerk** has the authority and responsibility to:

- (a) Develop and administer policies and procedures for the Township's records management and retention program in accordance with legislative requirements and industry best practices.
- (b) Periodically review and make recommendations to the Council of the Township of North Huron with respect to this policy.
- (c) Ensure that official records are preserved and disposed of in accordance with the defined retention schedule for each record classification as established in the most current official version of The Ontario Municipal Records Management System (TOMRMS).
- (d) Designate roles and responsibilities of the records management and retention program.
- (e) Authorize the disposition of records. Such authorization shall be in accordance with the provisions of this policy, and shall note the code, subject, and period of time the records relate to. This authorization will include identification of the retention schedule under which the disposition was authorized. Upon authorizing the disposition of a record, and after obtaining the signed approval of the relevant Department Head, the Clerk shall, depending on the type of disposition notice that was approved:
 - i. Order the record(s) to be destroyed in a manner which complies with the *Municipal Freedom of Information and Protection of Privacy Act*, as amended; or
 - ii. Set aside the record(s) for longer term or permanent retention, or for archival accession.
- (f) Ensure the security and integrity of all physical repositories.
- (g) Provide records management training to employees.

8.3. **The Senior Management Team** has the authority and responsibility to:

- (a) Ensure that all employees of their department are aware of their responsibilities under this policy.

- (b) Provide corporate leadership and support for the Township's records management and retention program.
- (c) Demonstrate support and compliance with this policy and address any non-compliance with this policy.
- (d) Recommend to the Clerk any amendments to retention schedules relating to records in their department's custody and control to ensure the schedule meets the department's operational and legislative requirements.
- (e) Review and approve Records Disposition Notices that pertain to records within their department's care and control and provide signed Notices to the Clerk.
- (f) When an organizational function is being transferred to another department as a result of reorganization, transfer to the department all records needed to carry out the function, or, when their department ceases to carry out a function and the function is not transferred to another division, transfer all records relating to that function to the Clerk.

8.4. **IT Services** has the responsibility to:

- (a) Provide technical support for the installation, maintenance and upgrading of the Township's electronic records management system and related programs to ensure compliance and access within the Township's networked systems.
- (b) Ensure the security and integrity of all electronic repositories and archives.
- (c) Consult with the Clerk's Department on the implementation of software, primarily as it relates to the functions and capabilities for electronic records management.

9. RECORDS MANAGEMENT SYSTEM

- 9.1. The Township maintains a decentralized records management system where the Township's departments are responsible for managing the records retained within their respective department in accordance with this policy.
- 9.2. The Township's records management system includes both physical records and digital/electronic records.
 - (a) Physical Records: All departments shall classify and store their physical records in a secure manner, as described in this policy.
 - (b) Digital/Electronic Records: All departments shall retain their electronic records in the authorized electronic records management software, systems or services as authorized by the Clerk.

10. RECORDS RETENTION SCHEDULE

- 10.1. The records retention schedule adopted by the Township of North Huron shall be the most current official version of The Ontario Municipal Records Management System (TOMRMS) as published and maintained by the Information Professionals, although some minor variations may exist to ensure legislative compliance.
- 10.2. The Clerk of the Township of North Huron shall administer this policy and in collaboration with Department Heads and other relevant employees shall ensure that the retention periods set out in the most current official version of The Ontario Municipal Records Management System (TOMRMS) comply with all relevant legal requirements for records retention.
- 10.3. In determining the alternation of the retention periods for any records, the Clerk shall consider, in consultation with Department Heads and other relevant employees where appropriate:
 - (a) The operational value of the records, including the period of time during which the Township uses the records to perform its functions;
 - (b) The legal value of the records, including the period of time necessary to comply with statutory or regulatory requirements or requirements imposed by agreements, permits or similar documents, or to ensure that the records are available in case of investigation or litigation;
 - (c) The fiscal value of the records, including the period of time necessary for audit or tax purposes; and,
 - (d) The historical value of the records, including the long-term value of the records for documenting past events or the origins and history of the Township.

11. RECORDS CLASSIFICATION SYSTEM

- 11.1. The Township shall categorize records, regardless of medium or format, as either transitory records or official records.
- 11.2. All official records shall be classified with file codes based on their associated business functions and activities, in accordance with the Township's Retention Schedules, in order to indicate how long they must be retained.
- 11.3. There are no requirements to classify or retain transitory records unless an employee has become aware that such records may be subject to a Freedom of Information request under the MFIPPA, an investigation, or litigation.

12. RECORDS FORMAT

- 12.1. Duplicates of the same official record shall be avoided at all times because of the potential to cause confusion as to which of the duplicates constitutes the official version of the record. Consequently, official records shall be retained either in physical or electronic format, but not both at the same time, with the exception of select vital records.
- 12.2. When an official record is initially produced in physical format, the original copy shall be retained in physical format unless it is converted into an electronic format in accordance with the below-mentioned principles. If this is the case, the electronic records will thereafter be considered as the original copy of the said record:
- i. The conversion to electronic format shall be an accurate reproduction with the intention of taking the place of the physical record.
 - ii. The significant details of the conversion to electronic format shall not be obscured because of limitations in resolution, tonality, or hue.
 - iii. After the electronic record is safely stored in a repository of the Township's electronic records management system, the original physical record shall be destroyed in a secure manner in accordance with this policy.
 - iv. If the conversion of physical records to electronic records is outsourced to a scanning provider, the provider shall comply with the above requirements.
 - v. When an official record is initially produced in electronic format (born-digital), the original copy shall be retained in an accessible and readable electronic format.

13. RECORDS STORAGE

- 13.1. The Township shall store all records in a manner that:
- (a) prevents loss through misplacement, deterioration, destruction, and/or theft;
 - (b) prevents unauthorized or inappropriate access and maintains confidentiality;
and,
 - (c) ensures continued readability.
- 13.2. All electronic records of the Township shall be stored in an electronic repository in the authorized electronic records management system unless otherwise authorized by the Clerk.

- 13.3. A repository accessible solely by an individual employee (i.e. USB drive, computer desktop, text messages on smartphone) is not considered an appropriate or approved repository for electronic records storage.
- 13.4. All physical records of the Township shall be stored in a physical repository that meets the following criteria:
 - (a) Contained within a storage box on a shelf or riser at least 3 inches above ground level, with no more than three boxes in one stack, or within a locked filing cabinet.
 - (b) Located within normal HVAC conditions for an office space and located away from direct contact to HVAC vents, radiators, and portable heaters. The area shall be free from pests and not located near overhead piping or within close contact to drains, sinks or other water access areas.
- 13.5. Physical records shall be digitized and stored in an electronic repository in the authorized electronic records management system wherever possible, unless otherwise authorized by the Clerk.

14. FILE NAMING CONVENTIONS FOR RECORDS

- 14.1. The implementation of file naming conventions standardizes the way records are stored and assists with searching and accessing records.
- 14.2. All documents of the Township, both physical and digital shall follow the following file naming format: YYYY-MM-DD, followed by a clear and concise description of the file contents.
- 14.3. In situations where an alternate, consistently applied naming convention is used for a type of record in a repository location, additional records of the same type shall be formatted to match the consistently applied naming convention.

15. SECURITY AND ACCESS TO RECORDS

- 15.1. Security measures must be implemented to ensure that records are created, acquired, updated, handled, used, transmitted, transported, filed, stored and destroyed in a manner appropriate to their sensitivity. These security measures must ensure the integrity of the records, protect sensitive information and personal information from unauthorized access or disclosure, protect vital records from damage or loss and ensure compliance with access and privacy provisions outlined in the MFIPPA or other applicable legislation.
- 15.2. A record shall be made available only to those employees who require access to said record to perform the functions of their job.

- 15.3. All Township employees shall ensure that official records within their custody and under their control remain accessible to other employees designated and approved as requiring access to perform the functions of their job and retrievable for the entire period set out within the Township's Records Retention Schedule.
- 15.4. Access restrictions shall be applied to records where specifically required by the Department and to comply with access and privacy provisions outlined in the MFIPPA or other applicable legislation.
- 15.5. The granting of access and setting of security shall be established and managed through Department Head consultation with the Clerk and IT services based on need and sensitivity of the requested records.
- 15.6. Requests from the public for access to the Township's records shall be provided in accordance with the MFIPPA or under the provisions within the Township's Routine Disclosure and Active Dissemination of Records Policy.
- 15.7. Every employee entrusted with personal and confidential records shall ensure that the confidentiality of such records is maintained at all times, as per the Township's Privacy and Protection of Personal Information Policy.
- 15.8. No transitory records or official records pertaining to a Freedom of Information request under the MFIPPA, or pertaining to an investigation or litigation shall be destroyed by any employees of the Township who have such records in their custody or under their control until the request, investigation, or litigation pertaining to those records has concluded.
- 15.9. The Clerk shall provide notice of any active Freedom of Information requests, investigations, or litigation to the relevant Department Head or designated employee of the affected Department to ensure that any records relevant to the request, investigation, or litigation are not destroyed.
- 15.10. Any record in the custody of or under the control of the Township will be subject to the provisions of the *Municipal Freedom of Information and Protection of Privacy Act*, R.S.O. 1990, c. M. 56.

16. OWNERSHIP AND TRANSFER OF RECORDS

- 16.1. All records created, received, or maintained by an employee or a Member of Council of the Township of North Huron in the course of carrying out their duties are the property of the Township. This includes records held on personal electronic devices. Care must be taken to avoid the use of personal electronic communication devices, particularly as these may be held in the case of a legal hold or a MFIPPA request. No officer or employee has, by virtue of their position, any personal or property right to the records.

- 16.2. A record may not be sold, loaned, given away, destroyed, or otherwise alienated from the Township's custody unless in accordance with policy or any of its associated policies, procedures, by-laws and retention schedules.
- 16.3. Every officer or employee, including Members of Council, shall deliver to any successor all records pertaining to the position held by the officer or employee.
- 16.4. Records in the custody of consultants, contractors, and private-service providers performing work for the Township may be under the control of the Township and may be subject to this policy and the provisions of the MFIPPA.
- 16.5. Records created or received by volunteers or part-time workers performing work under the direction of an employee of the Township are records subject to this policy and the provisions of the MFIPPA.
- 16.6. When physical custody of a record is transferred to another institution not covered by this policy, an agreement must be in place. The agreement must identify the records in question, define the rights retained by the Township, and ensure that the records will be managed in accordance with this policy and other applicable legislation.

17. PROCEDURES FOR THE DISPOSITION OF RECORDS

17.1. Keeping everything forever is not effective, economical, or legally wise, and this policy guards against this practice.

17.2. As such, the Township shall adhere to the following disposition procedure:

(a) Transitory Records:

- i. Transitory records can be disposed of when they are no longer useful as the Records Retention Schedule does not apply to Transitory Records.
- ii. Transitory records may be disposed of in a manner that is appropriate for their level of confidentiality once they have fulfilled their purpose.

(b) Official Records:

- i. Copies of official records may be destroyed at any time if either the original record(s) or a high quality, reproducible digital version are being retained in accordance with the current approved Records Retention Schedule;
- ii. Records that have fulfilled their total retention period according to the Township's Records Retention Schedule shall be destroyed promptly in accordance with this policy. Exceptions to this planned destruction

process may include records that are the subject of a request under the MFIPPA, as well as records required for ongoing legal purposes, as described in this policy;

- iii. The Clerk has the authority to suspend scheduled record destruction or to apply an updated retention schedule to a record when required to address legal requirements, current or potential litigation, compliance, audit or other issues as determined at their discretion;
- iv. The relevant Department Head or designated employee shall provide the Clerk with a written notification via a Records Retention Notice prior to the scheduled destruction date of any records that should be retained for a longer period and the reason for the extension. Then, the Clerk, in consultation with the Department Head or designated employee who is requesting the extension, shall establish a new destruction date;
- v. Records shall be destroyed using a method appropriate for their medium, format, and content, which may include, but are not limited to, deletion, shredding, and paper recycling;
- vi. Destruction operations must maintain the confidentiality of information and protect the privacy of individuals whose personal information may be contained in the records;
- vii. No records are to be disposed of or otherwise destroyed by any person without the written approval of the Clerk and the relevant Department Head and without first ensuring that the records have been documented on a Records Disposition Notice;
- viii. Whenever possible, records are to be disposed of as part of an annual or otherwise routine scheduled disposal process, as opposed to being randomly destroyed;
- ix. All original Records Disposition Notices shall be provided to and retained permanently by the Clerk; and
- x. Should the Clerk deem the records to have archival value, the disposal process will be stopped, and the archival records shall be removed and placed with other records having archival value.

18. PROCEDURES FOR THE ARCHIVAL OF RECORDS

- 18.1. Official records may be retained past the end of their designated retention schedule after an investigation by the appropriate Department Head and the Clerk and a corresponding records disposition notice identifying a new retention period has been prepared and signed by both parties.

- 18.2. Official records of exceptional historic value to the municipality may be selected for archival accession.
- 18.3. To qualify for archival accession, documents must have significance relating to major municipal events, including, but not limited to:
 - (a) the opening or closing of municipal buildings;
 - (b) municipal anniversary celebrations; or
 - (c) documents that provide insight into how and why specific long-lasting decisions were made.
- 18.4. Records may only be selected for archival accession following a thorough review and approval by the relevant Department Head and the Clerk.
- 18.5. If approved, a detailed description and details of the record's historical significance are to be identified on the corresponding records disposition notice to be signed by both parties and to be retained permanently by the Clerk.
- 18.6. Additionally, records selected for archival accession shall not place the municipality at any undue risk or legal liability due to their continued retention.
- 18.7. Archival records will be stored in formats that ensure the longest possible life of records or of the information contained in them. They are to be handled and stored in a manner that minimizes damage and deterioration while in use.

19. PROCEDURES FOR THE HANDLING OF VITAL RECORDS

- 19.1. In situations where official records have been deemed to be of vital importance and are considered a vital record as defined in this policy, the physical record after it has been digitized is to be retained in a secure location. Which record types are deemed as being vital records is at the discretion of the Clerk.
 - (a) Examples of vital records, include but are not limited to:
 - i. Signed by-laws of the Township;
 - ii. Signed minutes of Council meetings and the minutes of local boards and committees;
 - iii. Documents pertaining to the amalgamation of the Township;
 - iv. Signed and fully executed contract documents; and
 - v. Cemetery interment records.

19.2. The official records identified as vital records will be appropriately identified, protected, and preserved.

20. PROCEDURES FOR THE HANDLING OF ORPHAN DATA

20.1. Orphan Data shall be referred to IT services by the Clerk to attempt recovery, if the efforts fail then orphan data can be destroyed.

20.2. Prior to destruction of orphan data, the following documents are required:

(a) A written description containing, to the extent that such information is available, the following:

- i. the title of the dataset;
- ii. the identification of the department responsible for the creation or use of the data;
- iii. a brief description of the dataset's purpose;
- iv. where possible, a contents list of the orphan data being destroyed;
- v. the name of the technical contact person who is responsible for documenting the dataset.
- vi. the written approval of the signing authority; and
- vii. where applicable, to satisfy the provisions of the *Federal Income Tax Act*, *Excise Tax Act*, *Employment Insurance Act* or Canada Pension Plan, an exemption from the Minister of National Revenue from the requirement to keep records in an electronically readable format.

20.3. After the destruction of orphan data, the signing authority must provide a destruction certificate to the Clerk to provide an audit trail.

21. PROCEDURES FOR THE HANDLING OF PERSONAL AND CONFIDENTIAL RECORDS

21.1. The Township shall collect and retain only necessary personal information.

21.2. Access restrictions and security measures shall be applied to all records containing sensitive, personal, or confidential information in order to comply with access and privacy provisions outlined in the MFIPPA or other applicable legislation.

21.3. Every employee entrusted with personal and confidential records shall ensure that the confidentiality of such records is maintained at all times.

22. DIGITIZATION AND AUTHENTICITY

- 22.1. Routine digitization of physical records to electronic records is an accepted business practice whereby the electronic record becomes the authoritative record and substitutes the need to retain the physical copy. This digitization practice is to ensure accuracy, authenticity, integrity, and ultimately legal defensibility of the electronic-only record. Records not deemed to be vital records may have their physical versions disposed of after a sufficiently high-quality digital version is produced and saved in an approved electronic repository. Employees must ensure that digitized documents can be easily located and reproduced.
- 22.2. The Township is committed to the development and maintenance of an electronic records management system, and to the transition towards primarily digital recordkeeping. Where possible, Township records are to be maintained in an approved electronic repository, either as a born-digital document, or as a high-quality digitized copy of a physical document.
- 22.3. In situations where maintaining physical copies of records are required to meet legislative requirements, the physical record after it has been digitized is to be retained in a secure location and in accordance with the records storage provisions of this policy.
- 22.4. Re-digitization of born-digital records shall be avoided whenever possible due to inherent losses in record quality and in business productivity.

23. REQUIREMENT FOR ELECTRONIC METADATA AND AUDIT TRAILS

- 23.1. Metadata must be produced where possible at the time of record creation (i.e. when a record is made or received or stored to a digital repository) and forms an integral part of the record.
- 23.2. Metadata allows employees to understand and interpret the record. It also supports the assessment of the record's reliability, accuracy, and authenticity.
- 23.3. Optical Character Recognition (OCR) shall be run on electronic records whenever possible for accessibility and searchability.
- 23.4. Audit trails shall be automatically produced and securely stored, access to which shall be managed as per the Township's Electronic Monitoring Policy, as amended from time to time.
- 23.5. Audit trails may contain:
 - (a) When and by whom a document was created;

- (b) When and by whom the document or its metadata has been modified, and the extent of the changes;
- (c) When and by whom a document has been accessed;
- (d) When and by whom a document has been deleted.

24. DEPARTING EMPLOYEE RECORDS

- 24.1. Departing employees shall return all records to the Township prior to their departure and in accordance with any policies and procedures defined by the Township. At a minimum, departing employees must verify prior to their last day that:
- (a) All official records have been stored or transferred to an approved repository or destroyed based on their records retention schedules;
 - (b) All transitory records that no longer have value have been destroyed in accordance with this policy;
 - (c) All email records have been appropriately saved or destroyed in accordance with this policy;
 - (d) A list of all official records that the employee is responsible for maintaining has been prepared for transfer to the new employee; and
 - (e) Passwords for encrypted or protected files and storage mediums have been reset and/or transferred to the new employee and/or to their supervisor.

25. ELECTRONIC MESSAGES

- 25.1. An Electronic Message, and any associated content (including attachments), that provides proof of service, evidence of decisions and actions, or documents the output of a process, operation or other activity by the Township is deemed to be an official record and must be captured and preserved in an electronic repository.
- 25.2. The Township's voicemail system is available for day-to-day operations and is not part of the Township's records management system, and shall not be used for the storage of records.
- 25.3. The Township's electronic mail (email) system is not part of the Township's records management system, and shall not be used for the storage of records.
- 25.4. Emails deemed official records shall be classified in accordance with the Township's records classification system and filed within the Township's records management system. Once the email has been saved, classified, and

filed, the copy residing within the Township's email system may be treated as a transitory record and destroyed accordingly.

- 25.5. Materials that would constitute an official record shall only be sent and received using a Township email account. All other electronic messaging systems shall only be used for transitory records. Where an electronic messaging system other than a Township email account is maintained on servers or within software applications over which the Township has control, that electronic messaging system may be used for official records with the approval of the Clerk.
- 25.6. Alternatively, where electronic messages relating to Township business or key decisions were created, stored on, received or transmitted by electronic messaging systems other than an approved system, or where Township business was conducted on a device not owned by the Township, the official records must be transposed, summarized in a memo, captured as a screenshot or otherwise captured and stored within an approved repository.
- 25.7. In situations where an email served solely as the vehicle for delivery for an attachment which itself constitutes an official record, and proof of transmission date and time is not required, the email may be deleted after the attachment is appropriately deposited into an approved repository.

26. COUNCILLOR RECORDS

- 26.1. Records created or received by a member of council relating to constituency matters, or where the councillor is not acting as an officer or employee of the Township and is not performing a duty assigned by council, are not generally considered to be records under the custody or control of the Township unless those records are forwarded and/or transferred to Township staff.
- 26.2. Notwithstanding the above, a record created or received by a member of council where the contents of the record relate to the general business of the Township may be a record under the custody or control of the Township, irrespective of whether or not the record is held, created or maintained on a medium or device not owned, maintained or serviced by or on behalf of the Township.

27. RECORDS MANAGEMENT TRAINING

- 27.1. Ongoing training shall be offered to all employees involved in records management.
- 27.2. The objective of employee training is to enable the Township to implement, use, and maintain a standardized records management system.

- 27.3. Training must be appropriate for the employee's level of involvement with records management. This involves basic training for all employees and specialized training for designated employees responsible for records management.

28. COMPLIANCE AND AUDITS

- 28.1. Compliance with the Township's Records Management and Retention Policy will be reviewed on a scheduled and random basis by the Clerk.

The Corporation of the Township of North Huron

By-law No. 54-2023

Being a By-law to authorize the Reeve and Clerk to sign, on behalf of Council, a Lease Agreement between the Avon Maitland District School Board (Landlord) and the Corporation of the Township of North Huron (Tenant) for the lease of space at 250 John Street East, Wingham, Township of North Huron, County of Huron (Maitland River Elementary School) for the 2023/2024 school year, for the purpose of a Before and After School Program

WHEREAS the Municipal Act, 2001, S.O. 2001, c.25, as amended, permits the Councils of all municipalities to enter into certain agreements;

AND WHEREAS the Council of the Township of North Huron is desirous of executing a Lease Agreement between the Avon Maitland District School Board (Landlord) and the Corporation of the Township of North Huron (Tenant) for the lease of space at 250 John Street East, Wingham, Township of North Huron, County of Huron (Maitland River Elementary School) for the 2023/2024 school year, for the purpose of a Before and After School Program;

AND WHEREAS Council deems it expedient to enter into said agreement;

NOW THEREFORE the Council of the Corporation of the Township of North Huron ENACTS as follows:

1. That the Reeve and Clerk are hereby authorized to sign, on behalf of Council, a Lease Agreement between the Avon Maitland District School Board and the Corporation of the Township of North Huron for the lease of space at 250 John Street East, Wingham, Township of North Huron, County of Huron (Maitland River Elementary School) for the 2023/2024 school year, for the purpose of a Before and After School Program.
2. That a copy of said Agreement is attached hereto as "Schedule A" and shall form an integral part of this by-law.
3. That this by-law shall come into force and takes effect on the day of the final passing thereof.

Read a first and second time this 8th day of August, 2023.

Read a third time and passed this 8th day of August, 2023.

Paul Heffer, Reeve

CORPORATE SEAL

Carson Lamb, Clerk

THIS LEASE AGREEMENT made as of the 1st of September 2023.

BETWEEN:

THE AVON MAITLAND DISTRICT SCHOOL BOARD
(hereinafter called the "Landlord")
OF THE FIRST PART
and
THE CORPORATION OF THE TOWNSHIP OF NORTH HURON
(hereinafter called the "Tenant")
OF THE SECOND PART

RECITALS:

Whereas the Landlord is the owner of the lands and building on 250 John Street East in the Town of Wingham in the County of Huron known as Maitland River Elementary School.

And whereas the Tenant occupies various spaces within the building known as Maitland River Elementary School for the purpose of a before and after school program.

And the landlord has agreed to lease the classroom(s) and to provide access to the gymnasium, washrooms and outdoor play area thereto in order that the Tenant may carry out such uses.

DEFINITIONS:

"Leased Premises" shall mean one 930 sq. ft. Classroom known as 1.03 (KDG) for JK/SK space and one 1015 sq. ft. Multi-Purpose Room known as 1.50 for Grade 1–6 space. Alternate space to be licensed is room 1.01 (KDG), 1.42 (SPEC. ED) and 1.52 (GYM).

TERMS:

In consideration of the rents reserved and the covenants and agreements herein the Landlord leases to the Tenant the Leased Premises for a term of 10 months commencing September 1, 2023 through to June 30, 2024. The lease is at no charge to the North Huron Children's Centre.

1. Tenant's Covenants

The tenant covenants with the Landlord as follows:

- a) to use the Leased Premises for the above recited uses only unless some other use is consented to in writing by the Landlord;
- b) that the intent of this agreement is for the provision of child care services recognized by the Ministry of Education and in accordance with criteria established by the Education Act, the Ministry of Education and the Landlord;
- c) not to use the outer walls or windows in the Leased Premises for any notice or name plate, provided that the Tenant shall be allowed to display a sign identifying the Tenant's Leased Premises in a location that is acceptable to the Landlord and that gives sufficient notice to the public of the Tenant and the location of the Leased Premises;

- d) save as herein set out, not to make any alterations or additions to the Leased Premises without the prior written consent of the Landlord, and to keep the Leased Premises and the windows and the fixtures and fittings therein in good repair, reasonable wear and tear only excepted and to deliver them up in this condition on termination of this lease. This covenant to maintain does not extend to the outer walls or roof of the Leased Premises which shall be the Landlord's sole responsibility to maintain but the Tenant shall pay to the Landlord the cost of repairs to the outer walls and roof occasioned by the use of the Leased Premises by the Tenant or those for whom it is responsible;
- e) to maintain the Leased Premises in a good state of repair. The Landlord, at the expense of the Tenant, shall make such repairs/alterations as are necessary to ensure compliance with Tenant's legislative obligations or occasioned by/initiated by the tenants. The Landlord (at Landlord's expense) will maintain the premises in a good state of repair including all health, fire and safety standards and any additional standards required by any laws under which Ministry of Education buildings operate;
- f) to be responsible for all cursory janitorial service to the interior of the Leased Premises as may be required for the operation of a daycare program (see Appendix 1); as well as snow removal and ice melt to entrances utilized for Before/After school and non-instructional day programming until a custodian is present in the building. AMDSB will be providing disinfecting & cleaning as per AMDSB protocols;
- g) Childcare will be responsible for daily/weekly water flushing outside of custodial hours as required by Regulation O. Reg. 243. Childcare is also responsible for lead testing and reporting as required by Regulation O. Reg. 243;
- h) to provide and keep in force comprehensive general liability insurance in an amount of not less than \$2 million in respect of injury to or death of any person under the supervision of the Tenant and injury to property and to provide the Landlord with evidence of insurance satisfactory to the Landlord;
- i) to indemnify the Landlord against all liabilities, claims, damage or expenses arising out of any act or neglect of the Tenant, its servants, employees, agents, invitees or licensees in and about the Leased Premises, or arising out of any breach, violation or non-performance by them of any provision of this lease, including liability for injuries or damage to the persons or property of the Tenant's servants, employees, agents, invitees or licensees;
- j) to review AMDSB Administrative Procedure No. 140 – Computers: Acceptable Use and Security and to ensure that their employees running programs within the school building abide by its terms and conditions;
- k) to follow the school safety guidelines (OPHEA) when using the gym;

- l) to ensure employees and contractors of third-party operators of before and/or after school programs on the school site are required to report to the principal any incident that may lead to a student suspension, or expulsion as soon as reasonably possible. Any serious occurrence report filed by the childcare will be shared with the Principal for awareness;
- m) to provide the Landlord with documentation of any non-compliance issues in regard to licensing and to provide annual proof of licensing as soon as available;
- n) to provide the Landlord with a summary of their annual satisfaction survey results as completed by the families receiving child care services;
- o) to provide the Before & After childcare attendance list to the Principal;

2. Landlord's Covenants

The Landlord hereby covenants with the Tenants as follows:

- a) to permit the Tenant, as long as it complies with its covenants, to use the Leased Premises without interference from the Landlord or those claiming under it;
- b) to maintain the common areas and the outer walls and roof of the Leased Premises in proper structural repair;
- c) to keep the building insured against loss or all perils and to provide and keep in force comprehensive general liability insurance in an amount of not less than the \$2 million.
- d) to provide access at all times through the site of the Landlord;
- e) to be responsible for all costs of servicing and utilities for the building on the Leased Property;

3. Provisos

Provided always and it is agreed:

- a) That the resources and advice of the Ministry of Education may be sought from time to time, in implementing and operating the third-party program, as well as being consulted on matters of compliance with regulations under the Education Act relating to third party programs, current models of child care, funding encouragement and any new directions in child care.
- b) That either party to this lease may terminate the lease on 30 day written notice to the other party.
- c) That at the termination of the lease:
 - (i) the Tenant may remove its fixtures and equipment.

The Corporation of the Township of North Huron

By-law No. 55-2023

Being a By-law to Appoint a Deputy Clerk/Planning Coordinator for the Township of North Huron

WHEREAS Section 228(1) of the Municipal Act, 2001, c. 25 as amended provides that a municipality shall appoint a Clerk whose duty it is,

- (a) to record, without note or comment, all resolutions, decisions and other proceedings of the council;
- (b) if required by any member present at a vote, to record the name and vote of every member voting on any matter or question;
- (c) to keep the originals or copies of all by-laws and of all minutes of the proceedings of the council;
- (d) to perform the other duties required under the Municipal Act, 2001, c. 25 or under any other Act; and
- (e) to perform such other duties as are assigned by the municipality;

AND WHEREAS Section 228(2) of the Municipal Act, 2001 c. 25 as amended provides that a municipality may appoint Deputy Clerks who have all the powers and duties of the Clerk under the Municipal Act, 2001 and any other Act;

AND WHEREAS the Council of the Corporation of the Township of North Huron adopted a restructuring of the Clerk's Department to eliminate the Clerk's Administrative Assistant position in favour of a Deputy Clerk/Planning Coordinator position at the June 19, 2023 regular meeting through resolution M200/23;

AND WHEREAS it is desirable to appoint a Deputy Clerk/Planning Coordinator who will be able to perform such duties as are required in the absence of the Director of Legislative Services/Clerk;

NOW THEREFORE the Council of the Corporation of the Township of North Huron ENACTS as follows:

1. That Olivia Kempel is hereby appointed to the position of Deputy Clerk/Planning Coordinator for the Corporation of the Township of North Huron effective August 8, 2023, and shall have all of the powers conferred upon her and perform all of the duties imposed on the Deputy Clerk/Planning Coordinator as provided for by the Municipal Act, 2001, the Regulations made thereunder, and any other Act.
2. That By-law No. 14-2020 be hereby repealed.
3. That this by-law shall come into force and takes effect on the day of the final passing thereof.

Read a first and second time this 8th day of August, 2023.

Read a third time and passed this 8th day of August, 2023.

Paul Heffer, Reeve

CORPORATE SEAL

Carson Lamb, Clerk

The Corporation of the Township of North Huron

By-law No. 56-2023

Being a By-law to Appoint Lottery Licensing Officers for the Township of North Huron

WHEREAS Section 8 of the *Municipal Act*, S.O. 2001 c.25 provides in part that a municipality has the capacity, rights, powers and privileges of a natural person for the purpose of exercising its authority;

AND WHEREAS the Corporation of the Township of North Huron provides Lottery Licensing Services for the issuance of Lottery Licences to charitable organizations within the Township of North Huron on behalf of the Alcohol and Gaming Commission of Ontario in accordance with the *Alcohol and Gaming Regulation and Public Protection Act, 1996*;

AND WHEREAS pursuant to the *Alcohol and Gaming Regulation and Public Protection Act, 1996* and to the Order-in-Council 1413/08 which provides that the Registrar of Alcohol and Gaming and municipal councils may issue lottery licences to charitable organizations, the AGCO and municipalities work together to ensure that the legal requirements, including terms and conditions to the licences, are complied with by lottery licensees and any gaming suppliers used by the charities.

AND WHEREAS the Registrar has issued a Lottery Licensing Policy Manual which is to used by municipal licensing officers to make decisions on eligibility for a lottery licence and for the use of proceeds, and for the types of lottery schemes for which a licence may be issued;

NOW THEREFORE the Council of the Corporation of the Township of North Huron ENACTS as follows:

1. That the Director of Legislative Services/Clerk, the CAO/Deputy Clerk, and the Deputy Clerk/Planning Coordinator are hereby appointed as Lottery Licensing Officers for the Corporation of the Township of North Huron.
2. That the Director of Legislative Services/Clerk, the CAO/Deputy Clerk, and the Deputy Clerk/Planning Coordinator shall exercise all the authority, powers and rights and shall perform all the duties and obligations which by statute or by-law are, or may be, conferred or imposed upon the Lottery Licensing Officer(s).
3. That By-law No. 75-2020 be hereby repealed.
4. That this by-law shall come into force and takes effect on the day of the final passing thereof.

Read a first and second time this 8th day of August, 2023.

Read a third time and passed this 8th day of August, 2023.

Paul Heffer, Reeve

CORPORATE SEAL

Carson Lamb, Clerk

The Corporation of the Township of North Huron

By-law No. 57-2023

Being a By-law to Designate a Head of the Corporation of the Township of North Huron for the purposes of the Municipal Freedom of Information and Protection of Privacy Act

WHEREAS Section 3(1) of the Municipal Freedom of Information and Protection of Privacy Act, R.S.O. 1990, (“the Act”), as amended provides that the council of a municipality may by by-law designate from among themselves an individual or a committee of the council to act as head of the municipality for the purposes of this Act;

AND WHEREAS Section 3(3)(a) of the Act states that if no person is designated as head under this section, the head shall be the council, in the case of a municipality;

AND WHEREAS Section 49 of the Act enables the head to delegate in writing a power or duty granted or vested in the head to an officer of the institution subject to such limitations, restrictions, conditions and requirements as the head may set out in the delegation;

AND WHEREAS the Council of the Corporation of the Township of North Huron deems it expedient to delegate such powers and duties of the head for the purposes of the Act to the Director of Legislative Services/Clerk;

AND WHEREAS the Council of the Corporation of the Township of North Huron deems it expedient, that in the absence of the Director of Legislative Services/Clerk, the Deputy Clerk/Planning Coordinator shall exercise the delegated powers and duties of the head for the purposes of the Municipal Freedom of Information and Protection of Privacy Act;

NOW THEREFORE the Council of the Corporation of the Township of North Huron ENACTS as follows:

1. That the Council of the Corporation of the Township of North Huron hereby delegates its powers and authority to the Director of Legislative Services/Clerk to act as head of the municipality for the purposes of administering the Municipal Freedom of Information and Protection of Privacy Act and for decisions made thereunder.
2. That the Council of the Corporation of the Township of North Huron hereby authorizes the Director of Legislative Services/Clerk; to further delegate said authority to the Deputy Clerk/Planning Coordinator in the absence of the Director of Legislative Services/Clerk.
3. That By-law No. 05-2016 be hereby repealed, and that upon coming into force and effect this by-law shall supersede all previous by-laws or resolutions and parts of by-laws or resolutions inconsistent with the provisions of this by-law.
4. That this by-law shall come into force and takes effect on the day of the final passing thereof.

Read a first and second time this 8th day of August, 2023.

Read a third time and passed this 8th day of August, 2023.

Paul Heffer, Reeve

CORPORATE SEAL

Carson Lamb, Clerk

The Corporation of the Township of North Huron

By-law No. 58-2023

Being a By-law to adopt, confirm and ratify matters dealt with by the Council of the Township of North Huron at the August 8, 2023 meeting

WHEREAS Section 8 of the *Municipal Act, 2001*, S. O. 2001, c. 25, as amended, provides that the powers of a Municipality shall be interpreted broadly to enable it to govern its affairs as it considers appropriate and to enhance the Municipality's ability to respond to municipal issues;

AND WHEREAS Section 5(3) of the *Municipal Act*, S. O. 2001, c. 25, as amended, provides 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 Section 9 of the *Municipal Act*, S. O. 2001, c.25, as amended, provides a municipality the capacity, rights, powers and privileges of a natural person for the purpose of exercising its authority under this or any other Act;

AND WHEREAS the Council of the Corporation of the Township of North Huron deems it expedient to adopt, confirm and ratify matters dealt with at all meetings of Council by by-law;

NOW THEREFORE the Council of the Corporation of the Township of North Huron ENACTS as follows:

1. That the proceedings and actions taken by the Council of the Corporation of the Township of North Huron at its Meeting on August 8, 2023, in respect of each report, motion, recommendation, by-law and any other business conducted are, except where the prior approval of the Ontario Land Tribunal or other authority is required by law, hereby adopted, ratified and confirmed and shall have the same force and effect as if each and every one of them had been the subject matter of a separate by-law duly enacted.
2. That the Reeve and the proper officials of the Corporation of the Township of North Huron are hereby authorized and directed to do all things necessary to give effect to the said actions of the Council of the Corporation of the Township of North Huron referred to in the proceeding section hereof.
3. That on behalf of The Corporation of the Township of North Huron the Reeve, and the Clerk are hereby authorized and directed to execute all necessary documents and to affix thereto the Corporate Seal.
4. That this by-law shall come into force and takes effect on the day of the final passing thereof.

Read a first and second time this 8th day of August, 2023.

Read a third time and passed this 8th day of August, 2023.

Paul Heffer, Reeve

CORPORATE SEAL

Carson Lamb, Clerk