

# TAPMO EXECUTIVE COMMITTEE AGENDA

Monday, May 26, 2025 1:30 pm

**Zoom Meeting Link** 

Meeting ID: 812 5944 5028

Passcode: 417415

			Pages
Call t	o Order		
Decla	ration of Pecunia	ry Interest	
Minut	es for Approval		
3.1	January 19, 202	25	3-5
3.2	February 7, 202	6-8	
Deleg	gations		
No ite	ms		
Briefi	ng Notes		
5.1	_		9
	Moved by:	Seconded by:	
5.2	Briefing Note fro Update.	m Executive Director regarding 2025 Workplan	10
	Moved by:	Seconded by:	
5.3	_		10-20
	Moved by:	Seconded by:	
5.4	Briefing Note fro coordination.	m Executive Director regarding AMO Delegation	21
	Moved by:	Seconded by:	
Corre	spondence		
6.1	TAPMO financial	summary as of March 14, 2025.	22-23
	Moved by:	Seconded by:	
6.2	TAPMO financial	·	24-25
	Declar Minut 3.1 3.2 Deleg No ite Briefi 5.1 5.2 5.3 Corre 6.1	Minutes for Approval  3.1 January 19, 202  3.2 February 7, 202  Delegations  No items  Briefing Notes  5.1 Briefing Note fro for aggregate site Moved by:  5.2 Briefing Note fro Update.  Moved by:  5.3 Briefing Note fro Assessment Rep Moved by:  5.4 Briefing Note fro coordination.  Moved by:  Correspondence  6.1 TAPMO financial	Minutes for Approval  3.1

Moved by: Seconded by:

- 7. Closed Session no items.
- 8. Adjournment



# TAPMO Executive Committee Meeting MINUTES

January 19, 2025 Zoom Meeting

Members Present Mayor James Seeley, Township of Puslinch (Chair)

Councillor Tony Brunet, Town of Lincoln Mayor Jim Hegadorn, Township of Loyalist

Mayor Kevin Eccles, Municipality of West District Deputy Mayor, Katie Grigg, Township of Zorra

Deputy Mayor Peter Lavoie, Township of Oro-Medonte

Mayor Jennifer Coughlin, Township of Springwater (Vice-Chair)

County Councillor Matthew Bulmer, Wellington County

Mayor Dave Barton, Town of Uxbridge

**Member Regrets** 

Staff Present Don McLeod, TAPMO Executive Director

Ken DeHart, County Treasurer

Courtenay Hoytfox, Puslinch Interim CAO

### 1. Call to Order

At 1:00 pm, the Chair called the meeting to order.

### 2. Declaration of Pecuniary Interest

There were no declarations of pecuniary interest.

### 3. Minutes for Approval – November 18, 2024

1/01/25

**Moved by:** Councillor Tony Brunet **Seconded by:** Mayor Jennifer Coughlin

That the November 18, 2024, minutes of the TAPMO Executive Committee meeting be approved.

Carried

4. Delegation: 1:05 pm – 1:30 pm - Mike Balkwill from Reform Gravel Mining Coalition regarding Town of Caledon Official Plan Amendment 1 and accompanying zoning by-law.

2/01/25

Moved by: Mayor Dave Barton Seconded by: Mayor Kevin Eccles

That the delegation by Mike Balkwill from Reform Gravel Mining Coalition regarding Town of Caledon Official Plan Amendment 1 and accompanying zoning by-law be received for information; and

That the Board direct the Executive Director to report back on steps to move forward.

Carried

- 5. Briefing Notes
  - 5.1 Briefing Note from Executive Director regarding non-ancillary uses in Aggregate Resources Act licensed sites.

3/01/25

**Moved by:** Deputy Mayor Peter Lavoie **Seconded by:** Mayor Jim Hegadorn

That the briefing note be received and filed for information.

**Carried** 

5.2 Briefing Note from Executive Director regarding Aggregate Supply and Study.

4/01/25

**Moved by:** Councillor Tony Brunet **Seconded by:** Mayor Kevin Eccles

That the briefing note be received and filed for information.

**Carried** 

5.3 Briefing Note from Executive Director regarding Sussex Group 2025 Work Plan.

Item 5.3 is tabled until a future meeting.

5.4 Update from Executive Director on 2025 Workplan Update.

Item 5.4 is ta	bled until	a future	meeting.
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6.	Correspondence
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None

7. Closed Session – no items.

### 8. Adjournment

The Chair adjourned the meeting at 2:44 PM.

James Seeley (Chair) TAPMO Executive Committee



## TAPMO Executive Committee Meeting MINUTES

February 7, 2025 Zoom Meeting

Members Present Mayor James Seeley, Township of Puslinch (Chair)

Councillor Tony Brunet, Town of Lincoln Mayor Jim Hegadorn, Township of Loyalist

Mayor Kevin Eccles, Municipality of West District Deputy Mayor Katie Grigg, Township of Zorra

Deputy Mayor Peter Lavoie, Township of Oro-Medonte

Member Regrets Matthew Bulmer, Wellington County Councillor

Mayor Jennifer Coughlin, Township of Springwater (Vice-Chair)

Mayor Dave Barton, Town of Uxbridge

Staff Present Don McLeod, TAPMO Executive Director

Ken DeHart, County Treasurer

Courtenay Hoytfox, Puslinch Interim CAO

### 1. Call to Order

At 9:00 am, the Chair called the meeting to order.

### 2. Declaration of Pecuniary Interest

There were no declarations of pecuniary interest.

### 3. Minutes for Approval – January 19, 2025

Minutes have not yet been prepared.

### 4. Delegation:

None

### 5. Briefing Notes

5.1 Briefing Note from Executive Director regarding Reform Gravel Mining Coalition resolution support request.

1/02/25

**Moved by:** Deputy Mayor Katie Grigg **Seconded by:** Deputy Mayor Peter Lavoie

That no further action be taken with respect to Reform Gravel Mining Coalition (RGMC) request seeking support to call for a moratorium on new aggregate sites; and

That TAPMO direct the Executive Director to draft a letter of support regarding the new Official Plan policies for the Town of Caledon; and

That the Executive Director circulates the draft letter to the Board for feedback and approval.

**Carried** 

5.2 Briefing Note from Executive Director regarding Sussex Group 2025 Work Plan.

2/02/25

Moved by: Mayor Kevin Eccles Seconded by: Mayor Jim Hegadorn

- 1. That the Executive Committee approve Sussex Strategy Group's 2025 workplan to begin work on Priority 1.
- 2. That the Executive Director work with Sussex Strategy Group to develop a revised second priority for Committee approval in May.

**Carried** 

5.3 Briefing Note from Executive Director regarding TAPMO Executive Committee Agendas

3/02/25

Moved by: Councillor Tony Brunet Seconded by: Deputy Mayor Katie Grigg

That Briefing Note from the Executive Director regarding TAPMO Executive Committee Agendas be received; and

1. That agendas be publicly posted and along with Zoom links prior to meetings to allow members to follow.

- 2. That AMO and ROMA Zoom video recordings be posted after each meeting for members to view.
- 3. That AMO and ROMA meetings be held in person and conducted in a hybrid format.

**Carried** 

6. Correspondence

None

- 7. Closed Session no items.
- 8. Adjournment

The Chair adjourned the meeting at 10:42 AM.

Lamas Caalay (Chair) TARMO Fyrantiya Caramittaa

James Seeley (Chair) TAPMO Executive Committee



FROM: Don MacLeod, Executive Director

**TO:** Chair and Executive Committee

**MEETING DATE:** May 26, 2025

**SUBJECT:** Creation of TAPMO Aggregate Site Rehabilitation Award

#### **BACKGROUND**

Chair Seeley has requested Committee discussion regarding creation of a TAPMO award that recognizes an outstanding rehabilitation project for an aggregate site.

### **COMMENTS**

TAPMO does not presently take an active role in promoting rehabilitation of aggregate sites. Advocacy work of this nature could potentially raise the organization's profile and allow for linkages with TOARC, the Ministry of Natural Resources and key stakeholders in the aggregate industry.

#### RECOMMENDATION

For the Committee's discussion.

Respectfully submitted,

Don MacLeod

**Executive Director** 



**FROM:** Don MacLeod, Executive Director

**TO:** Chair and Executive Committee

**MEETING DATE:** May 26, 2025

**SUBJECT:** 2025 Executive Director Workplan Update

### **BACKGROUND**

Part of the original workplan for the Executive Director was to build the membership base and the profile of TAPMO. It was hoped this work would have commenced in first quarter of 2025, but this did not happen. This has now been moved to Q2 and Q3 with six delegations commencing in May and June and another four in September. This will see the top ten producing municipalities connected with. October will see outreach to top producing municipalities not presently members of TAPMO and to the Western Ontario Wardens' Caucus and the Eastern Ontario Wardens' Caucus.

A draft newsletter has been prepared and will be ready for circulation after the May 26, 2025, Executive Committee meeting. The rebuilt membership database will be used to circulate the newsletter.

### **RECOMMENDATION**

For the Executive Committee's information only.

Respectfully submitted,

Don MacLeod

**Executive Director** 



**FROM:** Don MacLeod, Executive Director

**TO:** Chair and Executive Committee

**MEETING DATE:** May 26, 2025

**SUBJECT:** Collection of Compliance Assessment Report Deficiencies

#### BACKGROUND

The Compliance Assessment Report is an annual reporting requirement under sections 15.1 and 40.1 of the Aggregate Resources Act. Aggregate permit and licence holders are required to submit the form annually to the Ministry to report on compliance with the Act, the regulation, their site plan, and the conditions in their approved permit or licence.

### Purpose of CARs:

### Demonstrate Compliance:

CARs provide evidence that licensed sites are meeting their obligations under the Aggregate Resources Act.

### Provide Information to the Ministry:

The Ministry uses CARs to assess and monitor the compliance of licensed sites.

### Facilitate Ongoing Compliance:

The report process encourages ongoing assessment and improvement of compliance practices.

### Key Requirements of CARs:

- Annual Reporting: License holders must submit a CAR annually.
- **Site Inspection:** A thorough inspection of the site is required before completing the CAR.
- **Reporting on Compliance:** The CAR must report on the site's adherence to the Act, regulations, site plans, and permit/license conditions.
- **Specific Timelines:** The submission deadline for CARs is between May 1st and September 15th.
- Copy to local municipality: Licence holders must submit a copy to the local municipality in addition to the Ministry.

Some municipalities carry out an annual review of the CARs to monitor ongoing compliance and to track outstanding deficiencies that are ongoing.

As part of TAPMO's ongoing advocacy work in 2025, compliance with site plans and Ministry enforcement is a key focus. In order to provide TAPMO with a data set, it would be beneficial for member municipalities to provide CARs for review. This would allow a review to determine patterns of non-compliance. This would also allow a review patterns by MNR geographic region. Additionally, the data collection would also allow review of disturbed and rehabilitated hectares.

This could be carried out for each member municipality as a value added service as part of their annual membership fee. A summary report could be prepared and provided to each member.

### **RECOMMENDATION**

For the Executive Committee's information only.

Respectfully submitted,

W/Mmdeo

Don MacLeod

**Executive Director** 



### Compliance Assessment Report Aggregate Resources Act (Licences and Permits) (August 2020)

The Aggregate Resources Act requires all licence and permit holders to submit an annual Compliance Assessment Report to the ministry and municipalities. Regular assessment of compliance helps the licensee or permittee to stay familiar with what activities are permitted on their site. Enhanced compliance action will not be taken before the established deadline date for any contraventions disclosed in the report. All information in this report is available for public review.

### Instructions

- To complete this report, compare your on-site conditions to your approved site plan, your licence/permit
  conditions, the Aggregate Resources Act (ARA) and regulation (O.Reg. 244/97). Unless otherwise identified on
  the site plan, the operating requirements specified in section 0.13 of the regulation will apply to this site. If you
  have any questions about how to conduct the assessment or fill out the report, contact the Ministry of Natural
  Resources and Forestry (MNRF) District Office.
- The assessment must be conducted between April 1 and September 15 and submitted online using the <u>Natural Resources Information Portal</u>, with a copy to the clerk of the applicable local or upper-tier municipality where the site is located, no later than September 30. If you have any questions about using the Natural Resources Information Portal, contact <u>NRIP@ontario.ca</u>. Submit the form by mail to the MNRF District Office where the site is located, if web access is unavailable.
- A sketch must be included with this report documenting where remedial action is required.
- A sketch must also be included showing areas where progressive rehabilitation has been performed in the previous calendar year.
- If your report to the MNRF discloses one or more contraventions of the ARA, the regulation, the site plan or the
  conditions of the licence or permit, then you must immediately stop doing anything that forms part of the
  contravention and take such steps as may be necessary to remedy the contravention within 90 days of submitting
  the report.
- In order to extend the 90-day remedial action deadline, you must obtain the MNRF's approval prior to filing the report.
- A licence/permit will be deemed automatically suspended under subsections 15.1(6) or 40.1(6) if this report is not submitted to the MNRF by September 30th or if remedial measures are not taken.
- Pursuant to subsection 57(5) of the ARA, it is an offence to furnish false or misleading information in a report.

ON00163E (2022/11) @ Kir

Fields marked with an asterisk (\*) are mandatory. Section A: Background Information Date Assessment Conducted (yyyy/mm/dd) \* Licence/Permit ID Number \* Licensee/Permittee Name \* Location of Licence/Permit: Municipality (local and upper tiers) Geographic Township (if applicable) UTM: (if the permit or licence is in an Unorganized Territory) Reviewer Contact Information First Name \* Middle Initial Last Name \* Telephone Number \* Email \* Extension Address Street Number \* Street Name \* PO Box Unit Number City/Town \* Country \* Province/State \* Postal Code/Zip Code \* Has there been any activity on the site this year or the 2 previous calendar years (e.g. extraction, movement of aggregate, rehabilitation, site preparation)? \* Yes If yes, you must complete sections C and D No If no, you can complete section B only and provide your signature at the end of the report

Section B: In	active Sites				
244/97) and the		s Act (ARA). If	you ans		your site plan, licence or permit, regulation (O.Reg. any of the following conditions, you must specify the
Item No.	Item	In C	omplia	nce?	Comments
		Yes	No	N/A	

Item No.	Item	In C	Complia	nce?	Comments
		Yes	No	N/A	
B1	Entrance/Exit and Gates				
B2	Signage for Site Identification				
В3	Site Boundary Demarcation (e.g. fencing, stakes, blazing)				Indicate how boundaries have been demarcated
B4	Prohibit Unauthorized Entry (for permits only)				
B5	Site Screening				
В6	Scrap Storage				
В7	Excavation Faces				
В8	Water Monitoring Program				
В9	Other Monitoring Program				Specify any other monitoring requirements
B10	Progressive Rehabilitation				

**General Comments** 

Item No. and Item	Remedial Action Required	Deadline Date (yyyy/mm/dd)
Example: B3 Site Boundary Demarcation	Reinstall a 60 m section of 1.2 m tall fencing along the north part of the west boundary.	2020/12/27
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Indicate whether you are in compliance with the following conditions on your site plan, licence or permit, regulation (O.Reg. 244/97) and the *Aggregate Resources Act* (ARA). If you answer "no" to any of the following conditions, you must specify the Remedial Action that is required and the Deadline Date.

Item No.	Item	In C	ompliar	ice?	Comments
		Yes	No	N/A	
Site Iden	tification	2-211			
C1	Entrance/Exit and Gates				
C2	Signage for Site Identification				
C3	Site Boundary Demarcation (e.g. fencing, stakes, blazing)				Indicate how boundaries have been demarcated
C4	Prohibit Unauthorized Entry (for permits only)				
Site Prep	paration				
C5	Site Screening				
C6	Stripping				
C7	Topsoil Stockpiles				
C8	Overburden Stockpiles				
C9	Tree/Stump Removal				
Operatio	nal Details				
C10	Setbacks				
C11	Depth of Extraction				
C12	Aggregate Stockpiles				
C13	Excavation Faces				
C14	Processing Equipment (e.g. crushing equipment)				
C15	Scrap Storage				
C16	Fuel Storage				20.50.5 00 4460 5350
C17	Hours of Operation				
C18	Internal Haul Routes				
C19	Dust Suppression Measures				

Item No.	Item	In Compliance?			Comments
		Yes	No	N/A	
C20	Asphalt/Concrete Plants or other Plants				
C21	Buildings and other structures (e.g. scalehouse)				
C22	Importation of Material (e.g. for rehabilitation, blending, or recycling)				Indicate any materials that you are importing to the site
Monitorin	ng and Mitigation				
C23	Blast Monitoring: Quarries only				
C24	Water Monitoring Reports				
C25	Other Monitoring Program (e.g. dust, adaptive management plan, natural heritage monitoring)				Specify any other monitoring requirements
<ul> <li>that are and M</li> <li>that are</li> </ul>	enditions (Add description a re indicated on the licence or per larch 31, 2021) oply as noted in section 0.12 of the her conditions indicated on the li	mit (i.e. p	orescribe		itions for licences or permits issued between June 27, 1997
<ul> <li>that are and M</li> <li>that are</li> </ul>	re indicated on the licence or per larch 31, 2021) pply as noted in section 0.12 of the	mit (i.e. p	orescribe	site pla	
<ul> <li>that are and M</li> <li>that are</li> <li>any ot</li> </ul>	re indicated on the licence or per larch 31, 2021) oply as noted in section 0.12 of the ther conditions indicated on the li	mit (i.e. p	orescribe ation ermit or	site pla	n
<ul> <li>that are and M</li> <li>that are</li> <li>any ot</li> </ul>	re indicated on the licence or per larch 31, 2021) oply as noted in section 0.12 of the ther conditions indicated on the li	mit (i.e. p he regula icence, p	ation ermit or	site pla	n
that ar and M that ar any ot Item No.	re indicated on the licence or per larch 31, 2021) oply as noted in section 0.12 of the ther conditions indicated on the li	he regular cence, programmit (i.e. progr	ation ermit or	site pla nce? N/A	n
that ar and M that ap any ot Item No.  C26	re indicated on the licence or per larch 31, 2021)  pply as noted in section 0.12 of the conditions indicated on the liftern  D: Phasing and Rehabilit	he regular cence, programmit (i.e. progr	ation ermit or compliar	site pla nce? N/A	Comments
that ar and M that ap any ot Item No.  C26	re indicated on the licence or per larch 31, 2021)  pply as noted in section 0.12 of the conditions indicated on the liftern  D: Phasing and Rehabilit	he regularicence, position	orescribe	site pla nce? N/A	Comments
that ar and M that ap any ot Item No.  C26  Section Item No.	re indicated on the licence or per larch 31, 2021)  oply as noted in section 0.12 of the conditions indicated on the litem  D: Phasing and Rehability  Item	he regular cence, programmit (i.e. progr	orescribe	site pla nce? N/A	Comments
that ar and M that ar any ot ltem No.  C26  Section ltem No.	per indicated on the licence or per larch 31, 2021) poply as noted in section 0.12 of the conditions indicated on the limitem  D: Phasing and Rehabilite  Item  Progressive Rehabilitation	he regular cence, programmit (i.e. progr	orescribe	site pla nce? N/A	Comments
that ar and M that ap any ot Item No.  C26  Section Item No.  D1  D2	per indicated on the licence or per larch 31, 2021) poply as noted in section 0.12 of the conditions indicated on the limitem  D: Phasing and Rehability  Item  Progressive Rehabilitation  Sloping of Faces  Grades/Contours and/or	he regular cence, programmit (i.e. progr	orescribe	site pla nce? N/A	Comments

Item No.	Item	In C	ompliar	nce?	Comments
		Yes	No	N/A	
D6	Phasing/Sequencing				If operational phasing or sequencing is described on your site plan, please indicate what phase(s) you are in for extraction, progressive rehabilitation and final rehabilitation is/are currently under extraction and which phase(s) is/are undergoing rehabilitation:
	tation Information D12, provide information be	ased on the	previo	us caler	ndar year.
Item No.	Item	Maritmer			
D7	Disturbed Hectarage - Nun	ber of hecta	res dist	urbed in	the previous calendar year:
D8	Disturbed Hectarage – Nun	ber of hecta	ares dist	urbed in	total (including amount in D7):
D9	Progressive Rehabilitation	- Number of	hectare	s rehab	ilitated in the previous calendar year:
D10	Progressive Rehabilitation	- Number of	hectare	s rehab	ilitated in total (including amount in D9):
D11	Check all activities that you backfilling slopes/pit floo aerating/reducing composition other specify activity:  Comments	or _	rough	grading	cultivating  opsoil/overburden seeding/tree planting
D12	Indicate the intended end u	se of the are		vas reha	ibilitated in the previous calendar year (select all that apply):  natural (e.g. woodland/forest, meadow, prairie, alvar)

install a 60 m section t of the west boundar	of 1.2 m tall fencing alor	ng the north	2020/12/27
			. 5
report is true to the besources Act to furnis	pest of my knowledge an sh false or misleading inf	d acknowledge ormation in a re	that it is an offence port.
ed person			
	Review Date (yyyy/mm	/dd)	
	MNRF Signature		
	esources Act to furnis	ed personReview Date (yyyy/mm.	Review Date (yyyy/mm/dd)



FROM: Don MacLeod, Executive Director

**TO:** Chair and Executive Committee

MEETING DATE: May 26, 2025

**SUBJECT:** AMO Delegation Coordination

### **BACKGROUND**

As part of the annual Association of Municipalities of Ontario conference, delegations are a unique opportunity your Councils and organizations to engage with Ministers, Parliamentary Assistants and senior Ontario Government officials on local matters that impact your municipality. TAPMO typically will meet with various Ministries including:

- Natural Resources
- Municipal Affairs and Housing
- Environment, Conservation and Parks
- Finance

TAPMO member municipalities will often meet with the same ministries for the same reasons in respect of aggregate operations. There may be merit in coordinating efforts and having similar messaging to ensure a consistent theme is delivered.

Typically, notifications of delegations are sent out just prior to the conference so there would not be a great deal of time in coordinating of comments prior to the conference. TAPMO could reach out well in advance of the annual conference to provide assistance to members that have sought delegations. This could be mentioned in the next newsletter that TAPMO is a resource in providing support and research for AMO delegations.

#### RECOMMENDATION

For the Executive Committee's consideration.

Respectfully submitted,

Don MacLeod

**Executive Director** 

	2025	2024
Statement of Financial Position	YTD	YTD
As at March 14, 2025	\$	\$
Assets		
Cash	135,134	104,218
Accounts Receivable	42,850	1,500
Total Assets	177.004	105 710
Total Assets	177,984	105,718
Liabilities		
Accounts Payable	-	4,661
Deferred Revenue - 2025 Memberships	-	10,500
Total Liabilities	-	15,161
Accumulated Surplus	177.004	00.557
Accumulated Surplus	177,984	90,557
Change in equity	87,427	39,570

	Annual	Actuals	Actuals
Statement of Operations	Budget 2025	YTD 2025	YTD 2024
As at March 14, 2025	\$		\$
Revenue			
Membership fees	89,000	91,850	72,200
One Time Executive Director Funding	-	-	90,000
Deposit Interest	3,000	896	4,322
Total Revenue	92,000	92,746	166,522
Expenditure			
Advocacy/Public Relations/Website	50,000	-	108,447
Executive Director Salary (1/2 year)	50,000	5,000	14,026
TAPMO Meetings (AMO/ROMA) and Logistics	5,000	319	4,479
Total Expenditure	105,000	5,319	126,952
Annual Surplus	(13,000)	87,427	39,570
Accumulated Surplus, Beginning of Year	90,557	90,557	50,987
Accumulated Surplus, End of Year	77,557	177,984	90,557

	2025	2024
Statement of Financial Position	YTD	YTD
May 22, 2025		\$
Assets		
Cash	136,571	104,218
Accounts Receivable	37,850	1,500
Total Assets	174,421	105,718
Liabilities		
Accounts Payable	-	4,661
Deferred Revenue - 2025 Memberships	-	10,500
Total Liabilities	-	15,161
Accumulated Surplus	174,421	90,557
·	·	·
Change in equity	83,864	39,570

	Annual	Actuals	Actuals
Statement of Operations	Budget 2025	YTD 2025	YTD 2024
As at May 22, 2025	\$		\$
Revenue			
Membership fees	89,000	91,850	72,200
One Time Executive Director Funding	-	-	90,000
Deposit Interest	3,000	1,628	4,322
Total Revenue	92,000	93,478	166,522
iotal nevelide	92,000	93,476	100,322
Expenditure			
Advocacy/Public Relations/Website	50,000	4,153	108,447
Executive Director Salary (1/2 year)	50,000	5,000	14,026
TAPMO Meetings (AMO/ROMA) and Logistics	5,000	461	4,479
Total Expenditure	105,000	9,614	126,952
Annual Surplus	(13,000)	83,864	39,570
Accumulated Surplus, Beginning of Year	90,557	90,557	50,987
Accumulated Surplus, End of Year	77,557	174,421	90,557