

**AUGUSTA TOWNSHIP
AGENDA
C.O.W./REGULAR MEETING
January 25, 2021 at 6:30 P.M.**

REGULAR COUNCIL – EXECUTIVE SESSION

- A. Call to Order
- B. Mayor's Opening Remarks
- C. Approval of Agenda
- D. Approval of Minutes of Previous Meetings
- E. Disclosure of Pecuniary Interest and General Nature Thereof
- F. Business Arising from the Minutes
- G. Delegations and Presentations
 - Speed Limit Reduction Request – Doug Jensen
- H. Correspondence and Petitions
- I. **MOVED TO COMMITTEE OF THE WHOLE**

J. COMMITTEE/STAFF REPORTS

**UCLG Council
Health Unit Board
Recreation
Library Board
EDTC
A&RAC
CDC
Admin & Finance
PWD
Fire Dept. OFC Closure Resolution
PSB
MECG – COVID-19**

Administration and Finance

- Report 2021 – 005 – Accessibility Annual Report
- Report 2021 – 006 – Communication Tools Update
- Report 2021 – 009 – Finance and Variance
- Report 2021 – 010 – A/P

AUGUSTA TOWNSHIP

Operation

- Report 2021 – 007 – Public Works Update
- Report 2021 - 008 - Stop sign at Cty Rd 15 and Algonquin Rd Intersection

Planning and Building Services

Protective Services

K. RETURN TO REGULAR MEETING OF COUNCIL

L. New and Unfinished Business

M. Notice of Motions

N. By-Laws

O. Announcements

P. Question Period for the Press

Q. Question Period for the Public'

R. Closed Session as per Section 239 of the Municipal Act 2001

- Identifiable Individual
 - Contract Review

S. RISE FROM COMMITTEE OF THE WHOLE IN CAMERA

T. Reporting Out from Closed Session

U. By-Law to confirm Proceedings of Council

V. Adjournment

**AUGUSTA TOWNSHIP
MINUTES
C.O.W./REGULAR MEETING
January 11, 2021 at 6:30 P.M.
Municipal Office, 3560 County Road 26**

PRESENT

Mayor Malanka
Deputy Mayor Shaver
Councillor Bowman
Councillor Schapelhouman

PRESS

The Brockville Recorder and Times (Electronically)

STAFF PRESENT

Ray Morrison, Annette Simonian, Brad Thake, Chief Rob Bowman

REGRETS

Councillor Henry

CALL TO ORDER

Mayor Malanka called the meeting to order at 6:30 p.m.

MAYOR'S OPENING REMARKS

APPROVAL OF AGENDA

Moved by Deputy Mayor Shaver, seconded by Councillor Bowman
BE IT RESOLVED THAT the Agenda for January 11, 2021 be adopted.
Carried

APPROVAL OF MINUTES OF PREVIOUS MEETINGS

Moved by Councillor Bowman, seconded by Deputy Mayor Shaver
BE IT RESOLVED THAT Council approve the minutes of the December 14,
2020 Council meeting as distributed to all members.
Carried

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DISCLOSURE OF INTEREST

BUSINESS ARISING FROM THE MINUTES

DELEGATIONS & PETITIONS

CORRESPONDENCE & PETITIONS

MOVED TO COMMITTEE OF THE WHOLE

Moved by Deputy Mayor Shaver, seconded by Councillor Bowman
BE IT RESOLVED THAT Council resolve itself into the Committee of the Whole meeting.
Carried

COMMITTEE REPORTS

UCLG:	Mayor Malanka provided an update
Health Unit Board:	Mayor Malanka provided an update
Recreation:	Councillor Bowman provided an update
Library Board:	Councillor Bowman provided an update
EDTC:	Deputy Mayor Shaver provided an update
Community Development:	
Ag & Rural Affairs:	Mayor Malanka provided an update
Finance and Admin:	CAO/Treasurer Ray Morrison provided an update
Public Works:	
Fire Department:	Chief Rob Bowman provided an update
Police Services:	CAO/Treasurer Ray Morrison provided an update
MECG:	CAO/Treasurer Ray Morrison provided an update

ADMINISTRATION AND FINANCE

Report 2021-001

Moved by Councillor Bowman, seconded by Deputy Mayor Shaver
BE IT RESOLVED THAT Council adopt By-Law 3501-2021 to enact the Retention Policy to establish the records management policy and retention periods for corporate records of the Township of Augusta.
Carried

Report 2021-003

Moved by Deputy Mayor Shaver, seconded by Councillor Bowman
BE IT RESOLVED THAT Council receive this Resident Relations program report for the final quarter of 2020 as well as the year end statistics for information.
Carried

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Report 2021-004

Moved by Councillor Bowman, seconded by Deputy Mayor Shaver

BE IT RESOLVED THAT Council receive, review and approve the payment of the accounts payable invoices paid on cheques #25954 - 26045 and online payments through to January 8, 2021 in the amount of \$505,953.11.

Carried

OPERATIONS

PLANNING AND BUILDING SERVICES

Report 2021-002

Moved by Deputy Mayor Shaver, seconded by Councillor Bowman

BE IT RESOLVED THAT Council receive the building department activity report for December 2020 for information and consideration; and

THAT Council authorize the temporary suspension of the Renewal fee in Schedule A of Building By-Law 3413 for the year 2021.

Carried

PROTECTIVE SERVICES

RETURN TO REGULAR MEETING OF COUNCIL

Moved by Councillor Bowman seconded by Deputy Mayor Shaver

BE IT RESOLVED THAT Council move to a regular meeting of Council.

Carried

NEW AND UNFINISHED BUSINESS

NOTICE OF MOTIONS

BY-LAWS

Moved by Councillor Bowman seconded by Deputy Mayor Shaver

BE IT RESOLVED THAT By-Law Numbered 3502-2021 being a By-Law to authorize temporary borrowing from time to time to meet current expenditures during the fiscal year ending December 31, 2021 be read a first time, a second time, a third time and enacted as read.

Carried

Moved Deputy Mayor Shaver seconded by Councillor Bowman

BE IT RESOLVED THAT By-Law Numbered 3503-2021 being a By-Law to authorize an interim levy in advance of the adoption of the estimates for 2021 be read a first time, a second time, a third time and enacted as read.

Carried

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Moved by Councillor Schapelhouman seconded by Councillor Bowman
BE IT RESOLVED THAT By-Law Numbered 3501-2021 being a By-Law to establish a records retention policy for the Corporation of the Township of Augusta as amended be read a first time, a second time, a third time and enacted as read.
Carried

ANNOUNCEMENTS

QUESTION PERIOD FOR THE PUBLIC

QUESTION PERIOD FOR THE PRESS

CLOSED SESSION AS PER SECTION 239 OF THE MUNICIPAL ACT 2001

Moved by Councillor Bowman, seconded by Deputy Mayor Shaver
BE IT RESOLVED THAT this Council move to a closed meeting at 7:33 pm., as per the Municipal Act c25, S.O. 2001 section 239 (2) to discuss:

- Identifiable Individual
 - CAO Interview Summary

Carried

RISE FROM COMMITTEE OF THE WHOLE IN CAMERA

Moved by Deputy Mayor Shaver, seconded by Councillor Bowman
BE IT RESOLVED THAT the closed session adjourned at 7:53 pm and that Council resumed the open meeting to report out.
Carried

REPORTING OUT OF CLOSED SESSION

Moved by Councillor Bowman, seconded by Deputy Mayor Shaver
BE IT RESOLVED THAT Council met in closed session to discuss an identifiable individual.

Council

- Took no action beyond receiving the information from staff

Carried

BY-LAW TO CONFIRM PROCEEDINGS OF COUNCIL

Moved by Deputy Mayor Shaver, seconded by Councillor Bowman
BE IT RESOLVED THAT By-Law No. 3504-2021 confirm the proceedings of Council of the Township of Augusta at its meeting held on January 11, 2021 be read a first time, a second time, a third time, and be enacted as read.
Carried

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ADJOURNMENT

Moved by Councillor Bowman, seconded by Deputy Mayor Shaver

BE IT RESOLVED THAT this Council do now adjourn at 8:00 pm until January 19, 2021 at 2:00 p.m. or until the call of the Mayor subject to need.

Carried

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DELEGATION REQUEST TO APPEAR BEFORE COUNCIL

Name of Individual/ Organization:	Doug Jensen
Council Meeting Date Requested:	Jan 25, 2021

Topic: (If necessary, please attach additional correspondence)	Information Attached <input type="checkbox"/>
To Lower the ^{Posted} speed limit on Rocky Rd from 80 to 60 km/hr. There are very many high speed vehicles on this road, which is very dangerous for residents, children and walkers who use it frequently. Also it is the only township rd between Brockville and Prescott that does not have a 60 km limit. POSTED SPEED LIMIT	

Contact Information:
Name (if different from above): Doug Jensen
Mailing Address: 2851 Rocky Rd, Brockville ON K6V 5T1
Phone Number: 613 348 3485 or 613 802 0837
Email: dougjensen0262@gmail.com

NOTE: All documents provided are open to the public. If you are providing communication to the township please be aware that your name and information will appear on the Township's website and become part of the public record, unless you expressly request the Township to remove it. If requesting a closed (In-Camera) meeting with Council, the subject matter must meet the requirements of section 239(2) of the Municipal Act.

Additional Information:

1. Delegations on an agenda shall be determined on a first come first served basis.
2. No more than two (2) delegations shall be heard at any meeting.
3. Delegations shall be limited to five (5) minutes of presentation time and five (5) minutes for questions.

3560 County Rd 26 RR 2 Prescott Ontario, ON K0E 1T0
Phone 613-925-4231 Fax 613-925-3499
asimonian@augusta.ca

AUGUSTA TOWNSHIP

January 12, 2021

The residents of Rocky Road, Augusta Township, and surrounding neighbours request that the speed limit of Rocky Road be changed to 60 km/hr.

Due to the traffic volume and the fact that many vehicles speed along this residential road, it causes great peril to the many people who walk this road for exercise and pleasure.

NAME	SIGNATURE
Doug Jensen	D Jensen
Terry Jensen	T Jensen
Iwona Sobczyk	I. Sobczyk
Todd Couille	T Couille
JOHN WIM GORRITZ	John Gorritz
John Brown	JOHN BROWN
Theresa Lanctot	THERESA LANCTOT
David Brown	David Brown
NANCY DAUW	Nancy Dauw
Rick Bunt	R Bunt
Jeff Botos	J Botos
Tania Bates	T Bates
Gael Abbott	Gael Abbott
	Stephen Pruner
	Karen Pruner

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NAME	SIGNATURE
MARGO STONE	Margo Stone
SHARON ROLUCH	Sharon Roluch
Kathryn Masson	Kathryn Masson
KARIN NOLAN	Karin Nolan
BARB SPENCER	Barb Spencer
Barb Spence	Barb Spence
John Thompson	John Thompson
Suzette Durr-Dubi	Suzette Durr-Dubi
Germain Dubé	Germain Dubé
for Carl Durr	Carl Durr
Gary Durr	Gary Durr
DAUNA STAI TE	Dauna Stai Te
Kimberley Graham	Kimberley Graham
Tom Jensen	Tom Jensen

AUGUSTA TOWNSHIP

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NAME

SIGNATURE

Richard Charbonneau



Neil Black

Jordan McDougall



RAY WANSTALL

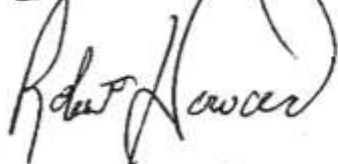


Korina Graham

Karalano

Jesse Lake

Jesse Lake



CHARLES WATSON



AUGUSTA TOWNSHIP
TOWNSHIP OF AUGUSTA

Moved By: _____

Date: January 25, 2021

Seconded By: _____

Resolution No: 5

WHEREAS the Ontario Fire College has been in existence since 1949; and

WHEREAS the Ontario Fire College is one of the primary sources of certified training for Ontario Firefighters; and

WHEREAS the Ontario Fire College has built a reputation of integrity, credibility, and reliability in providing some of the best training to our Fire Services within the Province of Ontario; and

WHEREAS the Ontario Fire College has been used to train and certify both Volunteer, Part-Time and Career firefighters throughout Ontario; and

WHEREAS the Ontario Fire College gives Ontario Firefighters another option other than Regional Training Centers to obtain National Fire Protection Association (NFPA) certifications; and

WHEREAS the Ontario Fire College is the most cost-effective method to certify Firefighters to NFPA Standards in Ontario; and

WHEREAS the Ontario Government enacted and revoked O. Reg. 379/18: Firefighter Certification in 2018; and

WHEREAS when the Ontario Government revoked O. Reg. 379/18: Firefighter Certification, it was made known by the Office of the Solicitor General that the act would be amended and brought back in the future; and

THEREFORE, BE IT RESOLVED THAT the Township of Augusta requests that the Province of Ontario reverse their decision to close the Ontario Fire College as the OFC is one of the best and most cost-effective methods for municipalities to train their firefighters which assists us in protecting our residents; and

BE IT FURTHER RESOLVED THAT this Resolution is forwarded to the Honourable Doug Ford Premier of Ontario, the Honourable Sylvia Jones; Ontario Solicitor General, the Honourable Steve Clark, Minister of Municipal Affairs and Housing, the Ontario Fire Marshal; Jon Pegg, and all municipalities within the Province of Ontario.

AUGUSTA TOWNSHIP

RECORDED VOTE:

	FOR	AGAINST
Councillor Bowman	_____	_____
Councillor Henry	_____	_____
Mayor Malanka	_____	_____
Councillor Schapelhouman	_____	_____
Deputy Mayor Shaver	_____	_____

CARRIED: _____
MAYOR

DEFEATED: _____
MAYOR

Declaration of pecuniary interest by: _____

Nature of interest: _____

- Disclosed His/Her/Their Interest
- Vacated His/Her/Their Seat
- Abstained from discussion and did not vote on the question

AUGUSTA TOWNSHIP

REPORT: 2019-005
COUNCIL: January 25, 2021
PREPARED BY: Annette Simonian, Clerk

RE: Accessibility 2020 Annual Status Report

RECOMMENDATION:

THAT Council receives the 2020 Annual Accessibility Status report for information.

BACKGROUND:

The purpose of this report and attached Status Report is to provide Council and the public with an annual update on the Augusta Multi-Year Accessibility Plan, which outlines the municipality's strategy to improve accessibility for people with disabilities.

The annual progress report outlines the accessibility initiatives that were completed in 2020 that support our strategy outlined in the Multi-Year Plan.

This Status Report will be posted on the website and fulfil our legal obligation to publish an annual accessibility plan under the Accessibility for Ontarians with Disabilities Act (AODA).

The current 5 Year Plan was renewed in 2020 and staff will complete this plan as required.

The municipality remains committed to proceeding with plans to ensure that we comply with the requirements under the AODA and continues to make continual improvements to prevent and remove barriers in all our operations. The update to the website was an important step toward meeting the requirements of the Accessibility for Ontarians with Disabilities Act, 2005.

Web Content Accessibility Guide (WCAG) Level 2.0 AA compliance is a 2021 requirement by July 2021. Which was extended from January 1, 2021 due to COVID.

The Township is making every effort to ensure that the website be will accessible and is working with third-party vendors to make the necessary updates.

The Web Content Accessibility **Guidelines** (WCAG) are organized by four main principles, which state that content must be POUR: Perceivable, Operable, Understandable, and Robust.

The update to the website included upgrades to the Wordpress plugins and fixing of the major accessibility hurdles. The purchase of accessible technology will make the website easier to use by everyone, including those with visual, auditory, physical, speech, cognitive, or neurological disabilities.

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AccessiBe is a tool that applies machine-learning to scan, analyze and modify your site's code and behavior so it complies with legislation and allow as many people as possible to be able to use this website including:

- Visually adjust website design to their specific needs such as colours, contrast levels and fonts
- Built in dictionary/glossary to ensure they fully comprehend content.
- navigate most of the website using just a keyboard.
- navigate most of the website using speech recognition software.
- listen to most of the website using a screen reader (including the most recent versions of JAWS, NVDA and VoiceOver)

AccessiBe also provides a detailed downloadable compliance audit reports and a compliance certification document.

PDFs and other documents.

Most of our PDFs and Word documents do not meet accessibility standards. For example, they may not be structured so they are accessible to a screen reader. This does not meet WCAG 2.0 intent.

The AccessiBe software does not convert PDF's to an accessible document. This will still have to be done manually or through a separate software solution. Moving forward staff will require training on how to build an accessible document, so that when there is a request to put a document on the website there will be minimal work to do to convert it to an accessible document, so we remain compliant.

The accessibility regulations [don't require us to fix PDFs or other documents published before 23 September 2018](#) if they're not essential to providing our services. For example, we do not plan to fix old PDF newsletters, posters or materials that might still be published and accessed through our website.

It will have to be a business decision whether current documents should be remediated (and whether staff have enough time to remediate manually or purchase software to make it easier) or minimize the website by removing material that is not essential for information and requesting people contact us for the document if they require it. For example, the Master Plans will be very time consuming, even with software to remediate.

Once the website is accessible the challenge will be keeping that way. Ongoing staff training and monitoring is key to maintaining compliance.

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FINANCIAL IMPACTS

Website redesign and upgrades, AccessiBe software \$750/year for a two/three-year purchase and possible purchase of software to remediate PDF documents related expenditures are eligible and will be offset by a transfer from the Municipal Modernization Fund reserve.

Ray Morrison, CAO/Treasurer

Annette Simonian, Clerk

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ACCESSIBILITY STATUS REPORT: 2020

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Introduction

This 2020 Accessibility Status Report provides an annual update on Augusta's 2020-2025 Multi-Year Accessibility Plan.

This Status report in conjunction with the Multi-Year Plan fulfills Augusta's legal obligations for 2020 under the Accessibility for Ontarians with Disabilities Act (AODA) to publish an annual status report on its multi-year plan.

This report and other accessibility documents can be found on the Augusta website at www.augusta.ca.

Augusta's accessibility program is guided by the following commitment statement:

The Township of Augusta is committed to treating all people in a way that allows them to maintain their dignity and independence. The Township believes in integration and equal opportunity. The Township is committed to meeting the needs of people with disabilities in a timely manner and will do so by preventing and removing barriers to accessibility and meeting accessibility requirements under the *Accessibility for Ontarians with Disabilities Act*.

The Council of the Corporation of the Township of Augusta is committed to:

- ensuring the participation of people with disabilities in the identification and review of barriers.
- considering recommendations from people with disabilities and the public with respect to accessibility of municipal buildings, facilities, operations, and services; and
- meeting the standards of the *Accessibility for Ontarians with Disabilities Act, 2005* (AODA) thereby removing barriers creating a municipality where every person who lives or visits can participate fully.

Township Council and staff continue to show their commitment to creating a barrier free community for residents, businesses, and tourists by developing and implementing policies, procedures, and practices to provide service to persons with disabilities.

Accessibility planning will help ensure that the Township services, policies, procedures, and practices meet the needs of everyone with a disability, including Township residents, visitors, tourists, and staff.

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Augusta's accessibility accomplishments for 2018 included the following:

Municipal Facilities (built environment)

Employees continue to find ways to improve accessibility at municipal owned facilities for both small and large projects.

Renovations are pending for installation of accessible ramps, doors, and barrier free washroom at the property in North Augusta purchased by the Township.

Accessible Employment

Accommodations continue to be available throughout the recruitment process and employment life cycle.

Customer Service

2020 training continued to ensure all staff, including Councillors, volunteers and new employees are aware of the accessibility accommodation requirements under the AODA.

Orientation package includes human rights, accessibility customer service and Integrated accessibility standard regulation.

Information and Communication

The Township offers all documents are available in an alternate format upon request.

The Website has been upgraded to meet WCAG 2.0 level AA requirements. Township will remediate documents for accessibility for the website on an ongoing basis.

2020 Accessibility Goals

Continue to improve the quality of documents on the website for increased accessibility.
Move to ensure renovations at municipal facilities and parks do not create barriers and address barriers which may still exist in our buildings and facilities.
Update the Accessibility 5-year plan and communicate to staff and Council.

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Availability of the Plan and Status Report

Multi-Year Plan and the annual accessibility Status Report can be accessed through Augusta's website: www.augusta.ca.

For more information contact the Clerk's Department

Phone: 613-925-4231

Email: asimonian@augusta.ca

Augusta Township

3560 County Road 26

Prescott, ON K0E 1T0

Alternate format available upon request.

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REPORT: 2021-006

REPORT TO COUNCIL: January 25, 2021

RE: Communication Tools Update

AUTHOR: Vikki Werner-Mackeler, Deputy Clerk/Office Admin

RECOMMENDATION:

THAT Council receive this year-end report regarding the status of various Township communication programs for information.

BACKGROUND:

Augusta Township currently uses four main tools to communicate information to residents - the website (www.augusta.ca), Facebook Page (Augusta Township), the Resident Guide and the Augusta Quarterly newsletter.

The website has been operational for several years now with major updates done starting in late 2018 which are still ongoing. Our Facebook page became active in July 2018. The Resident Guide is mailed to new residents of the Township when/if our Finance Department is notified of the sale of a residence and the sale is confirmed in MPAC or when occupancy has been issued by the Chief Building Official for a newly built home. We started mailing these guides in the spring of 2019. Lastly, the Augusta Quarterly newsletter began being mailed in Spring 2019. The Spring & Fall Quarterly are mailed to property owners in with their tax bills and the Summer and Winter editions are mailed in a community/bulk mail out by Canada Post to every house/apartment/farm/business in the township.

ANALYSIS:

Website

As mentioned, the Augusta Township website has been under redesign over the last couple of years. Major work has been temporarily put on hold in order to ensure that content will meet accessibility standards and be AODA compliant by July 2021.

This past September, behind the scene upgrades were done to allow staff to track website statistics.

Between September 29, 2020 (when the upgrade took effect) and December 31, 2020, our website received 285,472 Total Hits. 'Total Hits' are how many times people looked at pages on our website.

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During that same time frame, the website had a 22,404 Total Visitors. 'Total Visitors' are the number of unique users who visited the site. 'Unique' means that in some cases the same person might have gone to our site on a desktop computer but then later on went to the site using their cell phone. It's the single, unique piece of technology that was used.

According to research, how many hits or visitors a page receives is very subjective. It depends on a lot of factors but on average, for smaller businesses - or in this case a small municipality - an average of 2,500 hits a month and 1,000 visitors a month are considered respectable numbers.

Month (Dates)	Total Hits	Total Visitors
October (Sept 29-Oct 31)	86,234	9,887
November (Nov 1-30)	61,054	7,131
December (Dec 1-31)	138,184	5,386
Total	285,472	22,404

The website averaged 3,036 hits and 238 visitors a day.

The most visited pages were the 'Important Dates and Community Events Calendar', the 'Contact Us' page and the Home/Main page.

Most people referred to the site were using Google Search entering the words 'Augusta Township' or 'Township of Augusta'. Other searches that resulted in people being referred to our website included searches about our waste management facilities, the industrial park, fire/open burning, fencing information, volunteer day, jobs in Augusta, By-Laws, taxes, social services in Augusta and COVID-19 resources.

Facebook

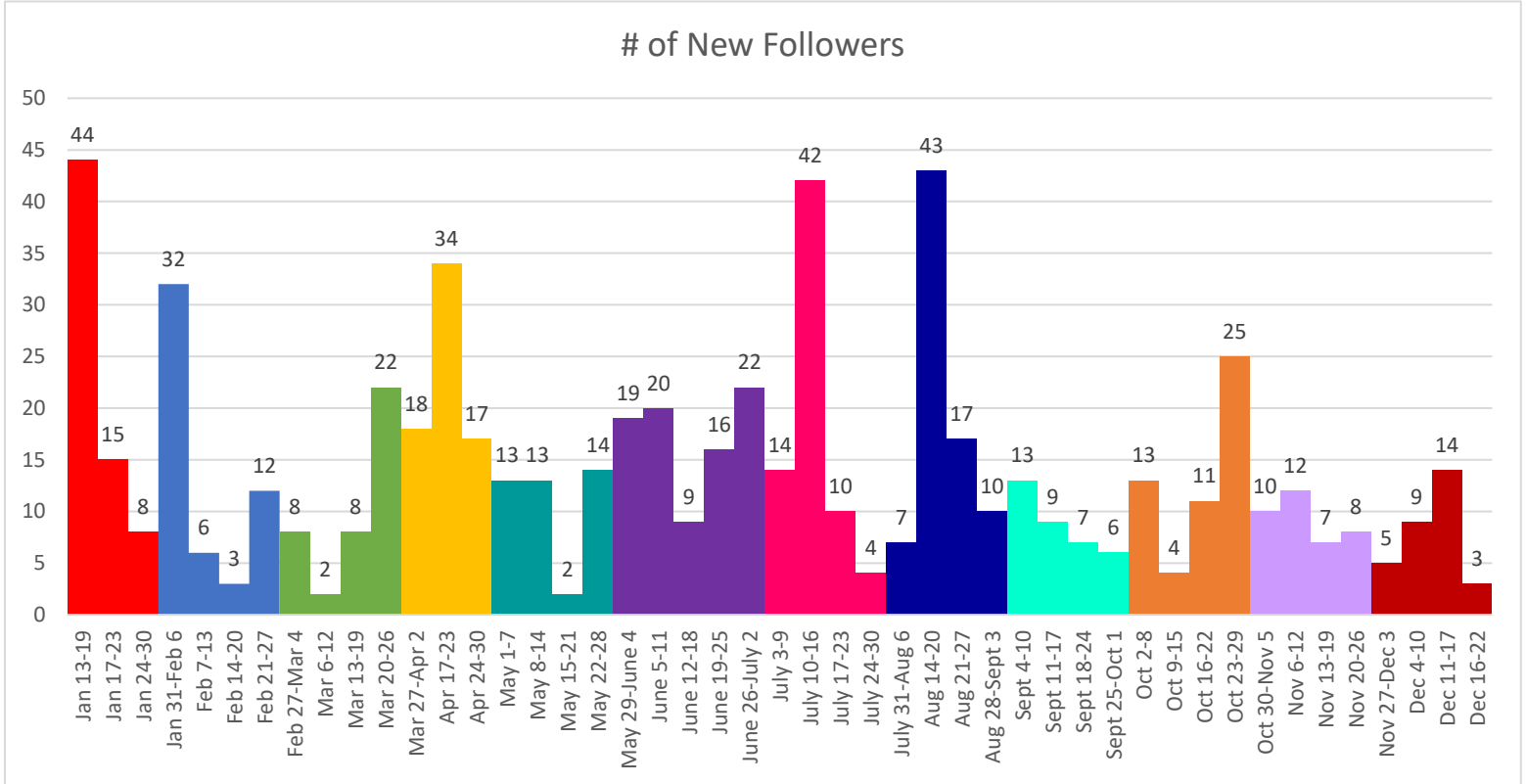
We started 2020 with 844 Facebook Followers. Followers are the number of new people who have chosen to follow our Facebook Page and who will see all of our posts. The more people who follow our page the more people our posts eventually reach, the more our information gets out to the public, so this number is important and monitored closely.

It's important to note that not all Followers are residents of the Township. Some are former residents, or from neighbouring municipalities, people looking to do business in the township - anyone can follow our page. We also occasionally get residents from the United States. There are 17 States that have a place called Augusta. South Carolina has a North Augusta and Minnesota actually has an Augusta Township too so occasionally there is some confusion despite our page stating that we are in Ontario, Canada. Some of these Followers realize their error and will 'Unfollow' the page. Those unfollows are considered in reports.

As of the first week of January, we had 1,531 Followers. That is an increase of **687** Followers in 2020.

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As you can see from the chart below, it was a gradual increase:



NOTE: Weeks not listed (for various reasons e.g. vacation) were included in the following week's total.

Each week, the number of Followers along with the following other Facebook statistics are reported to the CAO.

Page Views - this is the number of times our Facebook page profile has been viewed. It shows the number of people who are interested in Augusta Township for whatever reason - it could be to view a post, or our office hours, location - any of the information mentioned on our page. In 2020, the page had 11,838 page views.

Page Likes - this is similar to page Followers, however when a person only 'likes' a page they will see our posts but not necessarily all of them. They receive only a select few. They are still important, but Followers are preferred. 565 new people liked our page last year.

People Reached - this is the number of people - individual Facebook accounts - who had our post show up on their screen. This is similar to the number of screens reached - the more people who see our posts, the more our information is out for the public to read. The page reached 537,356 people in 2020.

Engagements - this is the number of people who engaged in some way with our Facebook page or post, for example by commenting on, liking, sharing, clicking on the post to expand its message, or following a link that we shared. This figure tells us what

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residents want to know about, what they deem as important information, and even what they may be upset about. Our posts received 43,329 engagements last year.

Screens Reached - this is the number of computers, cell phones or tablet screens that our page's posts popped up on. The more our posts pop up on screens the better the chance that they will read them and share the information. Our posts reached 535,759 screens in 2020.

The top five posts for 2020 were:

Date	Post Description	# of People Reached	# of Post Clicks	# of Reactions
01/31/2020	MERC Rink Open	14,200	1,100	826
01/17/2020	Rec. Lending Library Expansion	12,900	2,800	695
10/23/2020	Oversize Load (CR18 to Cedar Grove Road)	10,600	472	173
06/02/2020	Wild Parsnip Awareness	10,400	916	239
07/02/2020	Speed Limit Change on CR2	10,000	1,100	327

Note: These numbers are based on the total lifetime of the post - from the minute it was posted until the end of the year. The numbers do not stop accumulating because the posts are never removed from Facebook unless we chose to physically remove them ourselves.

Post Clicks are similar to engagements except it is only counting the number of times someone actually clicked to expand the post to read the entire thing.



The various Reactions are shown above: Like, Love, Care, Haha, Wow, Sad & Angry. # of Reactions is the total number of these that were selected.

Resident Guide

The Resident Guide is a 24-page booklet that contains some basic information about the Township such as it's history, our Council and then a section dedicated to each department explaining pertinent data that new residents should know about. Guides are mailed out several times a month and copies are also kept in the front lobby & reception at the Township office as well as at Fire Station #1 and the Library.

Starting in March of 2020, a post-it note was inserted inside the guide explaining that some services may be affected due to COVID-19, and it refers them to the website and Facebook page for updates.

A total of 115 guides were mailed throughout 2020. The average cost including paper, printing and mailing is \$2.41 per guide for a total of \$277.15 spent on mailing the guides this year.

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The guides kept at the township office need to be replenished every couple of months. We have not received a lot of feedback regarding the guides but what we have received has all been positive.

The Augusta Quarterly

Four editions of the Quarterly were mailed this year. Two of these editions consisted of a 'Quarterly Question' - one about how they prefer to receive the Quarterly and one asking what is missing in our Township. Unfortunately, we received very few responses to either question. Overall, however, the comments from residents about the newsletters have been positive - most appear to be reading them based on the emails/calls we receive inquiring about information printed within.

The Summer and Winter editions are mailed by bulk mail through Canada Post. We have received reports that not all residents have been receiving them. We have discussed the issue with the local post office and have been given information on how to proceed should this continue to happen. We received few complaints after this last publication was mailed so we believe the problem to be solved but will continue to monitor this summer.

Approximately 4,200 newsletters are mailed out each quarter, the extra due to the requirements from Canada Post that bulk mail be delivered by postal division, some of which go just outside of township borders. The average cost including paper, printing and mailing is \$0.27 per newsletter for a total of approximately \$1,134 per quarter.

In conclusion, all four of the main township communication tools appear to be successful in getting information out to our residents and the general public in a timely and cost-effective manner. Upgrades to our website will continue as we move to be AODA compliant. Township staff will continue to work together to create Facebook posts and Quarterly editions that engage and educate readers. New residents will continue to be welcomed with open arms and a handy guide.

Ray Morrison, CAO/Treasurer

Vikki Werner-Mackeler, Deputy Clerk/Office Admin

AUGUSTA TOWNSHIP

REPORT NUMBER: 2021-009

DATE SUBMITTED TO COUNCIL: January 21, 2021

RE: Financial and Indicator Variance Reports

AUTHOR: Ray Morrison, CAO/Treasurer

RECOMMENDATION:

THAT Council accepts for information the attached preliminary Statement of Revenue and Expenditures – December 2020.

BACKGROUND:

Finance will provide the attached reports on a regular basis and supporting detailed information as required for Council’s review and feedback.

ANALYSIS:

Variance analysis and commentary is provided for each line item where appropriate. Detailed supporting analysis and documentation is available from the Finance department as identified.

FINANCIAL CONSIDERATIONS:

The attached report is part of standard Finance/Treasury reporting responsibility and will be provided on a regular basis with other supporting reports going forward. Individual financial considerations will be highlighted in the attachments as identified throughout the year.

Ray Morrison – CAO/Treasurer

Annette Simonian – Clerk

AUGUSTA TOWNSHIP

Township of Augusta

Statement of Revenue & Expenditures for the period ended:

Account	YTD Actual	YTD Budget	YTD Variance	YTD % Var.	Dec-20		Full Year Variance	Full Year % Var.	Comments
					Full Year Projected	Full Year Budget			
Revenue									
Taxation and Payments in Lieu	5,044,790	5,028,718	-16,072	0%	4,976,767	5,028,718	-51,951	-1%	
Grants	1,411,564	1,315,632	-95,932	-7%	1,268,852	1,315,632	-46,780	-4%	WMS Grant deferred
Licences and Permits	101,297	99,327	-1,970	-2%	101,297	99,327	1,970	2%	
Fees and Services and Misc	81,220	84,857	3,637	4%	73,120	84,857	-11,737	-14%	Rec Covid-19 frustrated
Interest Income and Penalties	101,072	235,000	133,928	57%	200,985	235,000	-34,015	-14%	Int & Pen waived April; Inv.
Miscellaneous Revenue	0	550	550	100%	0	550	-550	-100%	
Transfer From Reserves	39,138	2,203,064	2,163,926	98%	2,240,064	2,203,064	37,000	2%	Incl Main St. CIP grants
Total Revenues	6,779,081	8,967,148	2,188,067	24%	8,861,085	8,967,148	-106,063	-1%	
Expenditures									
General Government									
Council	112,943	117,027	4,084	3%	115,943	117,027	1,084	1%	
Administration	797,232	691,231	-106,001	-15%	802,746	691,231	-111,515	-16%	IT Offset in Grants; Legal
Administration Capital	102	10,000	9,898	99%	10,000	10,000	0	0%	
Administration - Trsf to Reserve	50,000	50,000	0	0%	50,000	50,000	0	0%	
Total General Government	960,277	868,258	-92,019	-11%	978,689	868,258	-110,431	-13%	
Protective Services:									
Fire	505,777	523,183	17,406	3%	545,344	523,183	-22,161	-4%	Comp vs Covid-19 PPE, etc.
Fire Capital	39,812	47,000	7,188	15%	47,000	47,000	0	0%	
Fire - Transfer to Reserves	183,508	404,600	221,092	1	404,600	404,600	0	0%	
Police	1,023,967	1,033,356	9,389	1%	1,033,356	1,033,356	0	0%	
Conservation Authority	50,559	45,560	-4,999	-11%	50,559	45,560	-4,999	-11%	
Protection, Inspection and Control	9,479	42,250	32,771	78%	26,520	42,250	15,730	37%	
Emergency Measures	19,700	16,858	-2,842	-17%	19,700	16,858	-2,842	-17%	
Total Protective Services	1,832,802	2,112,807	280,005	13%	2,127,079	2,112,807	-14,272	-1%	

AUGUSTA TOWNSHIP

Township of Augusta

Statement of Revenue & Expenditures for the period ended:

Account	YTD Actual	YTD Budget	YTD Variance	YTD % Var.	Dec-20		Full Year Variance	Full Year % Var.	Comments
					Full Year Projected	Full Year Budget			
Public Works									
Roads - Maintenance	1,639,495	1,554,828	-74,277	-5%	1,657,477	1,554,828	-102,649	-7%	Proactive mtce; Bdlg mtce
Roads - Transfer to Reserves	959,943	959,943	0	0%	959,943	959,943	0	0%	
Roads - Capital	945,357	1,920,000	974,643	51%	1,920,000	1,920,000	0	0%	
Winter Control	106,312	158,500	52,188	33%	106,312	158,500	52,188	33%	Lighter spring, Oct & Nov
Street Lighting	12,626	31,561	18,935	60%	30,175	31,561	1,386	4%	Upgrades in fall; Defer
Public Works subtotal	3,663,733	4,624,832	971,489	21%	4,673,907	4,624,832	-49,075	-1%	
Environmental Services									
Garbage Disposal	398,133	440,883	42,750	10%	451,766	440,883	-10,883	-2%	
Waste Disposal Capital	0	0	0	#DIV/0!	0	0	0	#DIV/0!	
Capital Infrastructure	1,383	205,000	203,617	99%	1,383	205,000	203,617	99%	WMS Project deferred
Garbage Transfer to Reserve	10,404	10,404	0	0%	10,404	10,404	0	0%	
Recycling	-191	4,287	4,478	104%	-191	4,287	4,478	104%	
Total Environmental Services	409,729	660,574	250,845	38%	463,362	660,574	197,212	30%	

AUGUSTA TOWNSHIP

Township of Augusta

Statement of Revenue & Expenditures for the period ended:

Account	YTD Actual	YTD Budget	YTD Variance	YTD % Var.	Dec-20 Full Year Projected	Full Year Budget	Full Year Variance	Full Year % Var.	Comments
Health Services:									
Cemetaries	5,883	8,000	2,117	26%	5,883	8,000	2,117	26%	
Total Health Services	5,883	8,000	2,117	26%	5,883	8,000	2,117	26%	
Parks & Recreation:									
Recreation Administration	101,538	101,985	447	0%	93,790	101,985	8,195	8%	
Programs	62,038	86,500	30,789	36%	92,230	86,500	-5,730	-7%	
Recreation Capital	34,728	30,000	-4,728	-16%	34,728	30,000	-4,728	-16%	Lending Lib shed; Domville
Reserve for Recreation Projects	22,081	22,081	0	0%	22,081	22,081	0	0%	
Libraries	128,696	128,339	-357	0%	128,696	128,339	-357	0%	
Donations	8,003	7,500	-503	-7%	8,003	7,500	-503	-7%	
Total Parks and Recreation	357,084	376,405	25,648	7%	379,528	376,405	-3,123	-1%	
Planning and Development:									
Building Official	127,507	129,313	1,806	1%	127,507	129,313	1,806	1%	
Planning and Zoning	77,598	106,568	28,970	27%	102,598	106,568	3,970	4%	DF, OP, ZBLA timing delayed
Commercial and Industrial	125,185	128,309	3,124	2%	151,453	128,309	-23,144	-18%	Main St. CIP Grants, offset
Agricultural	5,806	37,000	31,194	84%	10,806	37,000	26,194	71%	PW Mgr/Drainage Supervisor
Tile Drainage	7,772	7,927	155	2%	7,772	7,927	155	2%	
Total Planning and Development	343,868	409,117	65,249	16%	400,136	409,117	8,981	2%	
Total Expenditures	7,573,376	9,059,993	1,503,334	17%	9,028,584	9,059,993	31,409	0%	

AUGUSTA TOWNSHIP

REPORT #: 2021-010

REPORT TO COUNCIL: January 25, 2021

RE: REVIEW AND APPROVAL OF A/P CHEQUES

PREPARED BY: Ray Morrison, CAO/Treasurer

RECOMMENDATION:

THAT Council receive, review, and approve the payment of the accounts payable invoices paid on cheques #26046 – 26074 and online payments through to January 21, 2021 in the amount of \$46,950.93.


PURPOSE

To provide Council the opportunity to review and approve the payment of the above noted invoices as provided on the attached list.

ATTACHMENT 1

Any questions that Councilors may have can be directed to the Treasurer prior to or after the Council meeting for follow up.


Annette Simonian
Clerk


Ray Morrison
CAO/Treasurer

AUGUSTA TOWNSHIP

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Township of Augusta
List of Accounts for Approval
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Payment # Invoice #	Date	Vendor Name GL Account	Reference GL Transaction Description	Detail Amount	Payment Amount
Bank Code: AP - ACC/PAYABLE					
Computer Cheques:					
26046	1/21/2021	BEACH HOME HARDWARE	MAILBOXES/SHOP SUPPLIES		
817753-1		438-01-011 - P.W. SHOP SUPPLI	MAILBOXES/SHOP SUPPLIES	159.69	
		102-01-099 - HST RECEIVABLE	HST Tax Code	17.64	
		900-01-099 - HST TRACKING	HST Tax Code	20.40	177.33
818022-1		438-01-011 - P.W. SHOP SUPPLI	SHOP SUPPLIES	15.23	
		102-01-099 - HST RECEIVABLE	HST Tax Code	1.69	
		900-01-099 - HST TRACKING	HST Tax Code	1.95	16.92
				Payment Total:	194.25
26047	1/21/2021	BROCKVILLE TRACTOR-TRAILI	TRUCK#9		
60892		475-01-002 - #9- 2017 FREIGHTL	TRUCK#9	167.27	
		102-01-099 - HST RECEIVABLE	HST Tax Code	18.48	
		900-01-099 - HST TRACKING	HST Tax Code	21.37	185.75
26048	1/21/2021	BROCK-IT LTD	MONTHLY SERVICES		
1774		401-01-022 - COMPUTER EXPEN	MONTHLY SERVICES	1,543.50	
		102-01-099 - HST RECEIVABLE	HST Tax Code	170.48	
		900-01-099 - HST TRACKING	HST Tax Code	197.18	1,713.98
26049	1/21/2021	CHAD DAVIS	CHAD DAVIS CELL PHONE		
JAN162021		402-01-004 - FIRE PROTECTION	CHAD DAVIS CELL PHONE	96.67	
		102-01-099 - HST RECEIVABLE	HST Tax Code	10.68	
		900-01-099 - HST TRACKING	HST Tax Code	12.35	107.35
26050	1/21/2021	CITY A-1 RADIATOR & TIRE	TRUCK#5		
146910		453-01-002 - #5 - 2014 GMC 1/2 T	TRUCK#5	853.15	
		102-01-099 - HST RECEIVABLE	HST Tax Code	94.23	
		900-01-099 - HST TRACKING	HST Tax Code	108.99	947.38
26051	1/21/2021	CRISTILL ROCK	MAIN OFFICE WATER		
707847		401-01-004 - OFFICE SUPPLIES	MAIN OFFICE WATER	26.00	26.00
707843		401-01-004 - OFFICE SUPPLIES	BOB GREGAS WATER	39.00	39.00
				Payment Total:	65.00
26052	1/21/2021	ELMER'S CONSTRUCTION LTD	SNOW REMOVAL STATION#2		
35118		Accrual 402-01-013 - FIRE PROTECTION	SNOW REMOVAL STATION#2	193.34	
		102-01-099 - HST RECEIVABLE	HST Tax Code	21.36	
		900-01-099 - HST TRACKING	HST Tax Code	24.70	214.70
26053	1/21/2021	FIRE MARSHAL'S PUBLIC FIRE	TRAINING MANUALS		
157874		402-01-012 - FIRE PROTECTION	TRAINING MANUALS	59.30	
		102-01-099 - HST RECEIVABLE	HST Tax Code	6.55	

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Payment # Invoice #	Date	Vendor Name GL Account	Reference GL Transaction Description	Detail Amount	Payment Amount
		900-01-099 - HST TRACKING	HST Tax Code	7.58	65.85
26054 210005	1/21/2021	IGNITE PRINTING 600-01-004 - RECREATION - GE	SKI TRAILS SKI TRAILS	54.95	
		102-01-099 - HST RECEIVABLE	HST Tax Code	6.07	
		900-01-099 - HST TRACKING	HST Tax Code	7.02	61.02
210029		600-01-004 - RECREATION - GE	SKI TRAILS	71.23	
		102-01-099 - HST RECEIVABLE	HST Tax Code	7.87	
		900-01-099 - HST TRACKING	HST Tax Code	9.10	79.10
				Payment Total:	140.12
26055 45542	1/21/2021	INDEPENDENT TELEPHONE 401-01-003 - TELEPHONE & FAX	REMOTE PHONE SERVICE REMOTE PHONE SERVICE	86.50	
		102-01-099 - HST RECEIVABLE	HST Tax Code	9.55	
		900-01-099 - HST TRACKING	HST Tax Code	11.05	96.05
45553		401-01-003 - TELEPHONE & FAX	OFFICE PHONES	86.50	
		102-01-099 - HST RECEIVABLE	HST Tax Code	9.55	
		900-01-099 - HST TRACKING	HST Tax Code	11.05	96.05
				Payment Total:	192.10
26056 145105	1/21/2021	J & L TRUCK & TRAILER 402-01-014 - FIRE PROTECTION	TANKER 8 REPAIRS TANKER 8 REPAIRS	183.17	
		102-01-099 - HST RECEIVABLE	HST Tax Code	20.23	
		900-01-099 - HST TRACKING	HST Tax Code	23.40	203.40
26057 6029-192584	1/21/2021	KING EDWARD AUTO PARTS 477-01-002 - #6 -2006 INT'L TANI	TRCUK#2/TRUCK#6 TRUCK#6	43.38	
		464-01-002 - #2- 2011 INT'L TANI	TRUCK#2	43.38	
		102-01-099 - HST RECEIVABLE	HST Tax Code	9.58	
		900-01-099 - HST TRACKING	HST Tax Code	11.08	96.34
6029-192893		438-01-011 - P.W. SHOP SUPPLI	SHOP SUPPLIES	112.30	
		456-01-002 - #4- 2016 GMC 3500	TRUCK#4	74.49	
		102-01-099 - HST RECEIVABLE	HST Tax Code	20.63	
		900-01-099 - HST TRACKING	HST Tax Code	23.86	207.42
6029-193017		438-01-011 - P.W. SHOP SUPPLI	SHOP SUPPLIES	111.92	
		102-01-099 - HST RECEIVABLE	HST Tax Code	12.36	
		900-01-099 - HST TRACKING	HST Tax Code	14.30	124.28
6029-193193		453-01-002 - #5 - 2014 GMC 1/2 T	TRUCK#5	18.16	
		450-01-002 - #1- 2013 JOHN DEE	TRUCK#1	122.89	
		102-01-099 - HST RECEIVABLE	HST Tax Code	15.58	
		900-01-099 - HST TRACKING	HST Tax Code	18.02	156.63
				Payment Total:	584.67

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Payment # Invoice #	Date	Vendor Name GL Account	Reference GL Transaction Description	Detail Amount	Payment Amount
26058 29997	1/21/2021	GFL ENVIRONMENTAL INC Accrual 510-01-013 - CONTRACT SERV	WDS CONTRACT SERVICES WDS CONTRACT SERVICES	4,569.20	
		102-01-099 - HST RECEIVABLE	HST Tax Code	504.68	
		900-01-099 - HST TRACKING	HST Tax Code	583.72	5,073.88
30073		510-01-013 - CONTRACT SERV	WDS CONTRACT SERVICES	4,177.58	
		102-01-099 - HST RECEIVABLE	HST Tax Code	461.43	
		900-01-099 - HST TRACKING	HST Tax Code	533.69	4,639.01
				Payment Total:	9,712.89
26059 1296419	1/21/2021	LEVAC SUPPLY LIMITED Accrual 436-01-002 - SAFETY DEVICES	TRAFFIC SAFETY DEVICES TRAFFIC SAFETY DEVICES	105.32	
		102-01-099 - HST RECEIVABLE	HST Tax Code	11.64	
		900-01-099 - HST TRACKING	HST Tax Code	13.46	116.96
26060 4293173001	1/21/2021	MSC INDUSTRIAL SUPPLY ULC Accrual 438-01-011 - P.W. SHOP SUPPLI	SHOP SUPPLIES SHOP SUPPLIES	466.57	
		102-01-099 - HST RECEIVABLE	HST Tax Code	51.54	
		900-01-099 - HST TRACKING	HST Tax Code	59.61	518.11
26061 2020/21-04705	1/21/2021	MUNISOFT 401-01-022 - COMPUTER EXPEN	WORKSTATION SETUPS WORKSTATION SETUPS	254.40	
		102-01-099 - HST RECEIVABLE	HST Tax Code	28.10	
		900-01-099 - HST TRACKING	HST Tax Code	32.50	282.50
26062 1131	1/21/2021	NORTHNET MEDIA 401-01-050 - MODERNIZATION/F	WEBSITE HOSTING/SUPPORT WEBSITE HOSTING/SUPPORT	610.56	
		102-01-099 - HST RECEIVABLE	HST Tax Code	67.44	
		900-01-099 - HST TRACKING	HST Tax Code	78.00	678.00
26063 404021249	1/21/2021	NOVEXCO INC 401-01-004 - OFFICE SUPPLIES	OFFICE SUPPLIES OFFICE SUPPLIES	16.79	
		102-01-099 - HST RECEIVABLE	HST Tax Code	1.86	
		900-01-099 - HST TRACKING	HST Tax Code	2.15	18.65
404041254		401-01-004 - OFFICE SUPPLIES	OFFICE SUPPLIES/ADMIN	103.91	
		402-01-005 - FIRE PROTECTION	OFFICE SUPPLIES/FIRE	80.19	
		102-01-099 - HST RECEIVABLE	HST Tax Code	20.33	
		900-01-099 - HST TRACKING	HST Tax Code	23.51	204.43
404071214		401-01-004 - OFFICE SUPPLIES	OFFICE SUPPLIES	10.09	
		102-01-099 - HST RECEIVABLE	HST Tax Code	1.12	
		900-01-099 - HST TRACKING	HST Tax Code	1.29	11.21
				Payment Total:	234.29
26064 F152168	1/21/2021	OPTIMA SANTE GLOBALE Accrual 401-01-011 - STAFF BENEFITS	EAP FLAT FEE EAP FLAT FEE	134.19	
		102-01-099 - HST RECEIVABLE	HST Tax Code	14.82	

AUGUSTA TOWNSHIP

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Payment # Invoice #	Date	Vendor Name GL Account	Reference GL Transaction Description	Detail Amount	Payment Amount
		900-01-099 - HST TRACKING	HST Tax Code	17.14	149.01
26065 460995	1/21/2021	POSTMEDIA NETWORK INC Accrual 401-01-018 - ADVERTISING & PF	ADVERTISING ADVERTISING	1,371.73	
		102-01-099 - HST RECEIVABLE	HST Tax Code	151.51	
		900-01-099 - HST TRACKING	HST Tax Code	175.24	1,523.24
26066 2066119	1/21/2021	PRESCOTT BUILDING CENTRE 438-01-011 - P.W. SHOP SUPPLI	MAILBOXES/SHOP SUPPLIES MAILBOXES/SHOP SUPPLIES	53.22	
		102-01-099 - HST RECEIVABLE	HST Tax Code	5.88	
		900-01-099 - HST TRACKING	HST Tax Code	6.80	59.10
26067 JAN142021	1/21/2021	ROBERT BOWMAN 402-01-005 - FIRE PROTECTION	MTO MEDICAL MTO MEDICAL	108.07	
		102-01-099 - HST RECEIVABLE	HST Tax Code	11.93	
		900-01-099 - HST TRACKING	HST Tax Code	13.80	120.00
26068 DEC92020	1/21/2021	JONATHAN STADIG Accrual 438-01-010 - P.W. TELEPHONE	CELL PHONE CELL PHONE	72.75	
		102-01-099 - HST RECEIVABLE	HST Tax Code	8.03	
		900-01-099 - HST TRACKING	HST Tax Code	9.29	80.78
JAN92021		438-01-010 - P.W. TELEPHONE	CELL PHONE	72.75	
		102-01-099 - HST RECEIVABLE	HST Tax Code	8.03	
		900-01-099 - HST TRACKING	HST Tax Code	9.29	80.78
				Payment Total:	161.56
26069 JAN102021	1/21/2021	SUSAN BOSMAN 401-01-001 - STAFF SALARIES	CLEANING SERVICES CLEANING SERVICES	84.09	84.09
JAN172021		401-01-001 - STAFF SALARIES	CLEANING SERVICES	84.09	84.09
				Payment Total:	168.18
26070 JAN142021	1/21/2021	BRAD THAKE 438-01-010 - P.W. TELEPHONE	BRAD THAKE CELL PHONE BRAD THAKE CELL PHONE	86.50	
		102-01-099 - HST RECEIVABLE	HST Tax Code	9.55	
		900-01-099 - HST TRACKING	HST Tax Code	11.05	96.05
26071 72-20	1/21/2021	TWP LEEDS & THE THOUSAND AIR BRAKES COURSE Accrual 402-01-012 - FIRE PROTECTION	AIR BRAKES COURSE AIR BRAKES COURSE	936.46	
		102-01-099 - HST RECEIVABLE	HST Tax Code	103.44	
		900-01-099 - HST TRACKING	HST Tax Code	119.64	1,039.90
26072 5925	1/21/2021	TSC STORES LP/PEAVEY MAR1 Accrual 438-01-011 - P.W. SHOP SUPPLI	MAILBOX MAILBOX	30.51	
		102-01-099 - HST RECEIVABLE	HST Tax Code	3.37	
		900-01-099 - HST TRACKING	HST Tax Code	3.90	33.88

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Payment # Invoice #	Date	Vendor Name GL Account	Reference GL Transaction Description	Detail Amount	Payment Amount
26073	1/21/2021	D2 WIRELESS BUSINESS KING: PW NEW PHONES			
BUSKIIN8692		438-01-019 - PW - GPS RENTAL	PW NEW PHONES	985.24	
		102-01-099 - HST RECEIVABLE	HST Tax Code	108.82	
		900-01-099 - HST TRACKING	HST Tax Code	125.86	1,094.06
BUSKIIN8717		438-01-010 - P.W. TELEPHONE	PW NEW PHONE	372.39	
		102-01-099 - HST RECEIVABLE	HST Tax Code	41.13	
		900-01-099 - HST TRACKING	HST Tax Code	47.57	413.52
BUSKIIN8738		600-01-021 - PARKS/REC TELEP	NEW CELL PHONE	397.77	
		102-01-099 - HST RECEIVABLE	HST Tax Code	43.94	
		900-01-099 - HST TRACKING	HST Tax Code	50.82	441.71
				Payment Total:	1,949.29
26074	1/21/2021	XEROX CANADA LTD	PHOTOCOPIES		
P56926257	Accrual	401-01-004 - OFFICE SUPPLIES	PHOTOCOPIES	452.92	
		102-01-099 - HST RECEIVABLE	HST Tax Code	50.03	
		900-01-099 - HST TRACKING	HST Tax Code	57.86	502.95
Other:					
221-Man	1/08/2021	MACEWEN PETROLEUM	CLEAR DIESEL		
597374	Accrual	120-01-002 - STOCK - DIESEL	CLEAR DIESEL	1,493.34	
		102-01-099 - HST RECEIVABLE	HST Tax Code	164.95	
		900-01-099 - HST TRACKING	HST Tax Code	190.78	1,658.29
373-Man	1/08/2021	CST CANADA CO.	STATION #2 FURNACE OIL		
949052	Accrual	402-01-003 - FIRE PROTECTION	STATION #2 FURNACE OIL	546.56	
		102-01-099 - HST RECEIVABLE	HST Tax Code	60.37	
		900-01-099 - HST TRACKING	HST Tax Code	69.82	606.93
632-Man	1/08/2021	WSIB ONTARIO	DEC/2020 WSIB		
DEC312020	Accrual	204-01-009 - WSIB PAYABLE	DEC/2020 WSIB	2,656.29	2,656.29
1048-Man	1/08/2021	BELL CANADA	MAIN OFFICE		
4231DEC192020	Accrual	401-01-003 - TELEPHONE & FAX	MAIN OFFICE	235.08	
		102-01-099 - HST RECEIVABLE	HST Tax Code	25.96	
		900-01-099 - HST TRACKING	HST Tax Code	30.03	261.04
1177-Man	1/08/2021	BELL CANADA	MAYNARD WDS		
4604DEC192020	Accrual	102-01-044 - DUE FROM FAST E	MAYNARD WDS	36.46	
		102-01-099 - HST RECEIVABLE	HST Tax Code	4.03	
		900-01-099 - HST TRACKING	HST Tax Code	4.66	40.49
2177-Man	1/11/2021	HYDRO ONE NETWORKS	MAYNARD WDS		
3573DEC312020	Accrual	102-01-044 - DUE FROM FAST E	MAYNARD WDS	402.49	
		102-01-099 - HST RECEIVABLE	HST Tax Code	44.46	

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Payment # Invoice #	Date	Vendor Name GL Account	Reference GL Transaction Description	Detail Amount	Payment Amount
		900-01-099 - HST TRACKING	HST Tax Code	51.42	446.95
2274-Man 4047JAN42021	1/08/2021 Accrual	ROYAL BANK VISA 401-01-004 - OFFICE SUPPLIES 401-01-017 - CONFERENCES & I 102-01-099 - HST RECEIVABLE 900-01-099 - HST TRACKING	MAIN OFFICE VISA MAIN OFFICE VISA GOOD ROADS/AMCTO COURS HST Tax Code HST Tax Code	142.52 1,037.95 130.39 150.81	1,310.86
2546-Man 8173JAN62020	1/13/2021	HYDRO ONE NETWORKS 438-01-026 - P.W. HYDRO 102-01-099 - HST RECEIVABLE 900-01-099 - HST TRACKING	P/W GARAGE P/W GARAGE HST Tax Code HST Tax Code	711.78 78.62 90.93	790.40
3781-Man 591878	1/08/2021 Accrual	MACEWEN PETROLEUM 120-01-002 - STOCK - DIESEL 102-01-099 - HST RECEIVABLE 900-01-099 - HST TRACKING	CLEAR DIESEL CLEAR DIESEL HST Tax Code HST Tax Code	1,885.41 208.25 240.86	2,093.66
3857-Man 7818JAN42021	1/08/2021 Accrual	ROYAL BANK VISA 600-01-022 - RECREATION MAS 404-01-090 - PROTECTIVE POLI 401-01-017 - CONFERENCES & I 102-01-099 - HST RECEIVABLE 900-01-099 - HST TRACKING	RAY MORRISON VISA GOLD IN THE NET ONT POLICE SERVICES BOAR PAYMATE SOFTWARE HST Tax Code HST Tax Code	424.18 711.69 641.10 196.27 227.01	1,973.24
4018-Man 4594DEC312020	1/11/2021 Accrual	HYDRO ONE NETWORKS 600-01-016 - MAYNARD RECREA 102-01-099 - HST RECEIVABLE 900-01-099 - HST TRACKING	MAYNARD REC MAYNARD REC HST Tax Code HST Tax Code	106.40 11.75 13.59	118.15
5370-Man 1958DEC182020	1/08/2021 Accrual	HYDRO ONE NETWORKS 402-01-002 - FIRE PROTECTION 102-01-099 - HST RECEIVABLE 900-01-099 - HST TRACKING	N/A SOLAR HYDRO N/A SOLAR HYDRO HST Tax Code HST Tax Code	5.49 0.61 0.70	6.10
5516-Man 1784DEC182020	1/08/2021 Accrual	HYDRO ONE NETWORKS 500-01-001 - BURNSIDE ESTATE 102-01-099 - HST RECEIVABLE 900-01-099 - HST TRACKING	BURNSIDE DR BURNSIDE DR HST Tax Code HST Tax Code	6.22 0.68 0.79	6.90
6028-Man 7331JAN62021	1/13/2021	HYDRO ONE NETWORKS 401-01-012 - ELLIS HOUSE EXPE 102-01-099 - HST RECEIVABLE 900-01-099 - HST TRACKING	ELLIS HOUSE ELLIS HOUSE HST Tax Code HST Tax Code	28.36 3.13 3.62	31.49
6654-Man 7402DEC222020	1/08/2021 Accrual	UNION GAS LIMITED 401-01-021 - HEAT 102-01-099 - HST RECEIVABLE 900-01-099 - HST TRACKING	MAIN OFFICE HEAT MAIN OFFICE HEAT HST Tax Code HST Tax Code	48.51 5.36 6.20	53.87

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Payment # Invoice #	Date	Vendor Name GL Account	Reference GL Transaction Description	Detail Amount	Payment Amount
6814-Man 5014DEC312020	1/11/2021 Accrual	HYDRO ONE NETWORKS 401-01-002 - HYDRO	MAIN OFFICE MAIN OFFICE	406.09	
		102-01-099 - HST RECEIVABLE	HST Tax Code	44.86	
		900-01-099 - HST TRACKING	HST Tax Code	51.88	450.95
7029-Man 596680	1/08/2021 Accrual	MACEWEN PETROLEUM 120-01-001 - STOCK - GAS	PREMIUM GAS PREMIUM GAS	774.17	774.17
8562-Man 3893DEC232020	1/08/2021 Accrual	UNION GAS LIMITED 402-01-003 - FIRE PROTECTION	MAILTAND FIRE HEAT MAILTAND FIRE HEAT	1,220.71	
		102-01-099 - HST RECEIVABLE	HST Tax Code	134.83	
		900-01-099 - HST TRACKING	HST Tax Code	155.95	1,355.54
8830-Man 602430	1/08/2021	MACEWEN PETROLEUM 120-01-003 - STOCK - COLOURE	COLOURED DIESEL COLOURED DIESEL	740.66	
		102-01-099 - HST RECEIVABLE	HST Tax Code	81.81	
		900-01-099 - HST TRACKING	HST Tax Code	94.62	822.47
9180-Man 6024401	1/08/2021	MACEWEN PETROLEUM 120-01-002 - STOCK - DIESEL	CLEAR DIESEL CLEAR DIESEL	2,016.93	
		102-01-099 - HST RECEIVABLE	HST Tax Code	222.78	
		900-01-099 - HST TRACKING	HST Tax Code	257.67	2,239.71
9402-Man 609162	1/13/2021	MACEWEN PETROLEUM 120-01-003 - STOCK - COLOURE	COLOURED DIESEL COLOURED DIESEL	1,429.65	1,429.65
9419-Man 591931	1/08/2021 Accrual	MACEWEN PETROLEUM 120-01-003 - STOCK - COLOURE	COLOURED DIESEL COLOURED DIESEL	880.76	880.76
9505-Man 4732JAN42021	1/08/2021 Accrual	ROYAL BANK VISA 438-01-011 - P.W. SHOP SUPPLI	BRAD THAKE VISA SHOP SUPPLIES	71.18	
		438-01-018 - P.W. OFFICE SUPP	OFFICE SUPPLIES	144.33	
		438-01-017 - P.W. CONFERENCE	VEHICLE REGISTRATIONS	432.25	
		438-01-011 - P.W. SHOP SUPPLI	SHOP SUPPLIES	129.09	
		438-01-017 - P.W. CONFERENCE	MTO DUES	45.92	
		438-01-018 - P.W. OFFICE SUPP	GIFT CARDS FOR EMPLOYEE\$	270.17	
		102-01-099 - HST RECEIVABLE	HST Tax Code	120.72	
		900-01-099 - HST TRACKING	HST Tax Code	139.62	1,213.66
9577-Man 2041DEC302020	1/11/2021 Accrual	HYDRO ONE NETWORKS 600-01-012 - DOMVILLE RECRE/	DOMVILLE REC DOMVILLE REC	48.41	
		102-01-099 - HST RECEIVABLE	HST Tax Code	5.34	
		900-01-099 - HST TRACKING	HST Tax Code	6.18	53.75
9707-Man 3286DEC312020	1/11/2021 Accrual	HYDRO ONE NETWORKS 402-01-002 - FIRE PROTECTION	MAITLAND FIRE STATION MAITLAND FIRE STATION	906.12	
		102-01-099 - HST RECEIVABLE	HST Tax Code	100.09	
		900-01-099 - HST TRACKING	HST Tax Code	115.76	1,006.21

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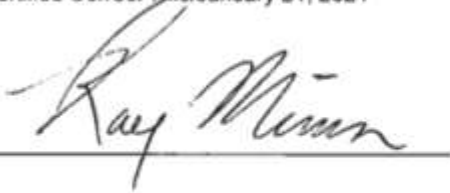
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6038094 DEC312020	1/15/2021	ONTARIO EHT Accrual204-01-002 - EHT PAYABLE	DECEMBER HEALTH TAX DECEMBER HEALTH TAX	2,708.94	2,708.94
				Total for AP:	46,950.93

Certified Correct This January 21, 2021



Ray Miron

AUGUSTA TOWNSHIP

REPORT NUMBER: 2021-007
REPORT TO COUNCIL: January 25, 2021
RE: Public Works Activity Report
PREPARED BY: Brad Thake, Public Works Manager

RECOMMENDATION:

THAT Council receive the Public Works Activity Report as prepared by the Public Works Manager dated January 21, 2021 for information.

PURPOSE:

To update Council of the activities and operations of the Public Works Department.

BACKGROUND:

Road Maintenance and Operations

- Road patrol
- Winter operations in full effect

Projects/Tenders:

- Speed Radars collecting data (ongoing rotation schedule and targeted locations, subject to requests for service)
- Infrastructure Asset Mapping (catch basins, culverts, streetlights, etc.) ongoing using our MESH tracking system

Waste/Transfer sites:

- Transfer Sites: Mandatory Facial Covering policy in place and public signage erected.

Health & Safety/ Training:

- Weekly safety talks ongoing with PW staff.

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COVID19:

- Physical distancing being practised with staff where practical
- Equipment/work area wipe down procedure ongoing
- PPE: gloves, masks, sanitizer, safety glasses procedure ongoing
- Minimal contact with public while working
- Masks mandatory indoors policy in effect
- Safety talks, procedural updates and news is conveyed as information becomes available.



Brad Thake
Public Works Manager

Ray Morrison
CAO/Treasurer

AUGUSTA TOWNSHIP

REPORT NUMBER: 2021-008
REPORT TO COUNCIL January 25, 2021
RE: Stop sign at County Road 15 and Algonquin Road
Intersection

PREPARED BY: Brad Thake, Public Works Manager

RECOMMENDATION:

THAT Council recommend to the County of Leeds and Grenville to create and enact a By-Law in support of an all way stop by way of erecting stop signs on County Road 15, Northbound and Southbound at the intersecting road known as Algonquin Road within the village, known as Algonquin within The Township of Augusta.

BACKGROUND:

The intersection at County Road 15 and Algonquin Road has limited visibility issue's, resulting from houses located close to the intersection causing sightline visibility issues looking North and South while accessing County Road 15 from Algonquin Road. Currently this intersection is controlled via stop signs located on the Algonquin Road approaches, with County Road 15 being the uncontrolled road (no stop signs). The current posted speed limit for this intersection is 50 km/h.

The Augusta Public Works yard located on Algonquin Road, approximately 3 kms East of County Road 15, utilizes this intersection approximately 50% of the time when performing general maintenance duties and every time during a winter maintenance event. The large equipment Public Works, along with delivery trucks and farm equipment bring to this intersection creates a potential safety hazard for the driver of the equipment and the public, which possibly could contribute to a traffic collision. See attached pictures.

Speeding is an ongoing factor through this hamlet and specifically this intersection, as shown by our radar collection data along with resident complaints.

An incident involving a snowplow and car was documented a few years back. Other mitigation efforts have been implemented, but based on the success and acceptance of the four way stop implemented in North Augusta, in 2020, it is believed similar risk reduction will result here.

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OPTIONS: A- Recommend to County Council

B- Recommend a traffic safety study

C- Remain status quo



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FINANCIAL IMPACTS:

None to Township of Augusta, minimal to United County of Leeds and Grenville

Brad Thake
Public Works Manager

Ray Morrison
CAO/Treasurer

AUGUSTA TOWNSHIP



THE CORPORATION OF THE TOWNSHIP OF AUGUSTA BY-LAW NUMBER 3505-2021

A BY-LAW TO CONFIRM THE PROCEEDINGS OF COUNCIL OF THE TOWNSHIP OF AUGUSTA AT ITS MEETING HELD ON January 25, 2021

WHEREAS section 5(1) and 5(3) of the Municipal Act S.O. 2001 c.25 states that a municipal power including a municipality's capacity, rights, powers and privileges under section 9 shall be exercised by By-Law unless the municipality is specifically authorized to do otherwise;

AND WHEREAS it is deemed expedient that the proceedings of the Council of the Corporation of the Township of Augusta at this meeting be confirmed and adopted by By-Law;

NOW THEREFORE the Council of the Corporation of the Township of Augusta hereby enacts as follows that:

1. The action of the Council of the Corporation of the Township of Augusta at its meeting held on April 26, 2021, in respect of each recommendation contained in the report of the Committees and each motion and resolution passed and other action taken by Council of the Corporation of the Township of Augusta at its meeting be hereby adopted and confirmed as it fall such proceedings were expressly embodied in the By-Law.
2. The Mayor and the proper officers of the Municipality are hereby authorized and directed to do all things necessary to give effect to the said action or to obtain approvals where required, and except where otherwise provided, the Mayor and the Clerk are hereby directed to execute all documents necessary in that behalf, and the said Clerk is hereby authorized and directed to affix the Corporate Seal of the Municipality to all such documents.

Read a first, second, and third time and finally passed this 25th day of January, 2021.

MAYOR

CLERK