

AUGUSTA TOWNSHIP

AGENDA C.O.W./REGULAR MEETING October 25, 2021 at 6:30 P.M.

Link to the meeting can be found on the website calendar page under that meeting information.

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
 - Allan and Partners – 2020 Audited Financial Statement Presentation
- H. Correspondence and Petitions
 - Solicitor General – Community Safety and Wellbeing Plan
 - OAPSB Zone 2 Meeting Minutes

I. MOVED TO COMMITTEE OF THE WHOLE

J. COMMITTEE/STAFF REPORTS

**UCLG Council
Health Unit Board
Recreation
Library Board
EDTC
A&RAC
CDC
MECG – COVID-19**

Administration and Finance

- Report 2021 – 081 – Hurricane Dave Marshall Delegation Response
- Report 2021 – 083 – 2020 Audit Financial Statement Report
- Report 2021 – 084 – A/P

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- Report 2021 – 085 – Finance and Variance Report
- Report 2021 – 091 – Sale of Surplus Goods

Operations

- Report 2021 – 090 – Public Works Activity Report

Planning and Building Services

- Report 2021 – 086 – CBO Activity Report

Protective Services

- Report 2021 – 087 – Quarterly Fire Department Activity Report
- Report 2021 – 088 – Quarterly By-law Activity Report
- Report 2021 – 089 – Fire Station 2 Furnace RFP Award

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

1. Identifiable Individual

i. Staffing Considerations

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
October 12, 2021 at 6:30 P.M.
at the Municipal Office, 3560 County Road 26

PRESENT

Mayor Malanka
Councillor Bowman
Councillor Henry

PRESS

The Brockville Recorder and Times (Electronically)

STAFF PRESENT

Bryan Brown, Annette Simonian, Ray Morrison (Electronically), Brad Thake, Chief Rob Bowman, Myron Belej

REGRETS

Deputy Mayor Shaver
Councillor Schapelhouman

CALL TO ORDER

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

MAYOR'S OPENING REMARKS

APPROVAL OF AGENDA

Moved by Councillor Henry, seconded by Councillor Bowman
BE IT RESOLVED THAT the agenda for October 12, 2021 be adopted as amended.
Carried

APPROVAL OF MINUTES OF PREVIOUS MEETINGS

Moved by Councillor Bowman, seconded by Councillor Henry
BE IT RESOLVED THAT Council approve the minutes of the September 27, 2021 Council meeting as distributed to all members.
Carried

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DISCLOSURE OF INTEREST

BUSINESS ARISING FROM THE MINUTES

DELEGATIONS & PRESENTATIONS

CORRESPONDENCE & PETITIONS

Moved by Councillor Henry, seconded by Councillor Bowman

BE IT RESOLVED THAT Council proclaim October 11, 2021 as International Day of the Girl in the Township of Augusta.

Carried

Moved by Councillor Bowman, seconded by Councillor Henry

BE IT RESOLVED THAT Council supports the resolution from the Township of Rideau Lakes requesting the Federal Government and all Crown Corporations, to commit to paying the legislated Business Education Tax rate of 0.0125 for 2021; and

THAT this resolution be forwarded to Prime Minister Trudeau, MP Barrett, MPP Clark and AMO.

Carried

MOVED TO COMMITTEE OF THE WHOLE

Moved by Councillor Henry, 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:

Ag & Rural Affairs:

Mayor Malanka provided an update

Community Development:

Councillor Henry provided an update

MECG:

CAO Bryan Brown provided an update

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ADMINISTRATION AND FINANCE

Report 2021-079

Moved by Councillor Bowman, seconded by Councillor Henry

BE IT RESOLVED THAT Council authorize the Clerk to enter into an agreement with Gallagher Benefit Services Group Inc. for the completion of a Compensation and Job Description Review for non-union employees with a financial upset limit of \$17,310 plus H.S.T.

Carried

Report 2021-082

Moved by Councillor Henry, seconded by Councillor Bowman

BE IT RESOLVED THAT Council receive, review, and approve the payment of the accounts payable invoices paid on cheques #26656 to 26721 and online payments in the amount of \$2,102,369.12.

Carried

Report 2021-083

Moved by Councillor Bowman, seconded by Councillor Henry

BE IT RESOLVED THAT Council receive, approve and sign the 2020 Audited Financial Statements and receive and accept the 2020 Financial Audit results prepared by the Township's Treasurer and Auditors, as distributed at the meeting in draft form; and

THAT Council authorize the Treasurer to submit the final signed 2020 Audited Financial Statements and related FIR MPMP/Performance Measure to the Ministry of Municipal Affairs and Housing (MMAH); and...

THAT Council authorize the Treasurer to submit the final 2020 Audited Financial Statements to other stakeholders as required by contract (i.e. RBC Royal Bank), and post the audited financial statements and financial audit results to the Township's website.

Deferred

OPERATIONS

PLANNING AND BUILDING SERVICES

Report 2021-080

Moved by Councillor Henry, seconded by Councillor Bowman

BE IT RESOLVED THAT Council recommend to the Land Division Committee of Leeds and Grenville that consent application B-117-21 (Bell) be approved subject to the following conditions:

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1. That the balance of any outstanding taxes, including penalties and interests, (and any local improvement charges, if applicable) shall be paid to Augusta Township.

2. That the applicant is to submit an acceptable reference plan, survey, or legal description of the severed lands and the deed or instrument conveying the severed lands shall be submitted to Augusta Township.

Carried

PROTECTIVE SERVICES

RETURN TO REGULAR MEETING OF COUNCIL

Moved by Councillor Bowman, seconded by Councillor Henry

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

Carried

NEW AND UNFINISHED BUSINESS

Moved by Councillor Henry, seconded by Councillor Bowman

BE IT RESOLVED THAT Council direct staff to have a Land Use Permit developed between the Township of Augusta and David Cybulski/Colleen O'Connell for the use of Township owned property, legally described as Concession 1 Pt Lot 30 & 31 RP 15R7943 Part 1 RP 15R9698 Part 1 for the Garden of Hope.

Carried

NOTICE OF MOTIONS

BY-LAWS

ANNOUNCEMENTS

- Augusta Township now has its own flag flying at the Township office. Thank you to all staff involved.

QUESTION PERIOD FOR THE PUBLIC

QUESTION PERIOD FOR THE PRESS

CLOSED SESSION AS PER SECTION 239 OF THE MUNICIPAL ACT 2001

Moved by Councillor Henry, seconded by Councillor Bowman

BE IT RESOLVED THAT this Council move to a closed meeting at 7:05 pm., as per the Municipal Act c25, S.O. 2001 section 239 (2) to discuss:

- Identifiable Individual
 - CAO Recruitment

Carried

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APPROVAL OF IN-CAMERA MINUTES OF PREVIOUS MEETINGS

Moved by Councillor Bowman, seconded by Councillor Henry

BE IT RESOLVED THAT Council approve the in-camera minutes of the September 28, 2021 Council meeting as distributed to all members.

Carried

RISE FROM COMMITTEE OF THE WHOLE IN CAMERA

Moved by Councillor Henry, seconded by Councillor Bowman

BE IT RESOLVED THAT the closed session adjourned at 7:10 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

- Shall now consider a resolution in open session

Carried

Moved by Councillor Bowman, seconded by Councillor Henry

BE IT RESOLVED THAT Council directs the Mayor to negotiate with CAO Brown to extend his contract until October 27, 2021.

Carried

BY-LAW TO CONFIRM PROCEEDINGS OF COUNCIL

Moved by Councillor Bowman, seconded by Councillor Henry

BE IT RESOLVED THAT By-Law No. 3538-2021 confirm the proceedings of Council of the Township of Augusta at its meeting held on October 12, 2021 be read a first time, a second time, a third time, and be enacted as read.

Carried

ADJOURNMENT

Moved by Councillor Henry, seconded by Councillor Bowman

BE IT RESOLVED THAT this Council do now adjourn at 7:17 pm until October 25, 2021 at 6:30 p.m. or until the call of the Mayor subject to need.

Carried.

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Solicitor General

Office of the Solicitor General

5 Grosvenor Street, 18th Floor
Toronto ON M7A 1Y6
Tel: 416 326-5000
Toll Free: 1-866-517-0571
SOLGEN.Correspondence@ontario.ca



132-2021-4188
By email

October 14, 2021

Dear Head of Council/Chief Administrative Officer/Municipal Clerk:

On behalf of the Ministry of the Solicitor General, I want to thank all municipalities, together with their multi-sectoral partners, that have taken steps towards developing, adopting and implementing their local community safety and well-being (CSWB) plans.

As you know, the ministry extended the deadline for the completion and adoption of CSWB plans to July 1, 2021, to provide municipalities with an additional six months from the original deadline of January 1, 2021. Since then, we have received an overwhelming response from municipalities regarding their CSWB planning progress. This includes the submission of completed and interim plans and status updates. To date, of the 372 municipalities required to prepare and adopt a CSWB plan, 95 per cent (356 municipalities) have plans that are completed or in progress.

The development and completion of these plans demonstrates municipal leadership and commitment to proactively addressing crime and complex social issues facing your communities. Municipalities are best positioned to work with local partners to develop effective community strategies and programs and create sustainable communities that respond to local needs and conditions.

At this time, we are encouraging municipalities who have not already done so, to please submit their completed CSWB plan or provide an update on their CSWB planning status to the ministry via the following email address: SOLGEN.Correspondence@ontario.ca. Additionally, as a reminder, municipalities are required to publish their completed plans online within 30 days of adoption.

As you may be aware, under the *Police Services Act*, the Solicitor General has the power to enforce the CSWB planning requirements by appointing a CSWB planner to any municipalities that repeatedly and intentionally fail to complete a plan, at the municipality's expense. However, our government recognizes that municipalities are currently facing unprecedented circumstances in their communities due to the on-going

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impact of COVID-19. We also understand that some municipalities may experience delays in their planning and engagement processes as a result of the pandemic.

Ministry staff will continue to look for ways to support our municipal partners to ensure they are able to meet their legislative requirements for CSWB planning. Where possible, municipalities are encouraged to explore alternative and innovative approaches to continue on-going planning efforts, such as through virtual engagement (e.g., webinars, teleconferences, online surveys, etc.).

Municipalities are also encouraged to continue to work with respective police services, local multi-sectoral partners, and community members on the development and implementation of local CSWB plans. Localized, community-driven collaboration remains key to the success of CSWB planning, given the focus on creating workable solutions that are grounded in and tailored to individual community needs and features. If you have any questions about CSWB planning, please contact Shamitha Devakandan, Community Safety Analyst, Public Safety Division, at Shamitha.Devakandan@ontario.ca.

I greatly appreciate your continued efforts as we move forward on this modernized approach to CSWB together. It is by working together that we can truly build safer and stronger communities in Ontario.

Sincerely,



Sylvia Jones
Solicitor General

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ONTARIO ASSOCIATION OF POLICE SERVICES BOARDS (OAPSB) ZONE 2 – EASTERN ONTARIO REGION MEETING

MINUTES

The Fall Meeting of the OAPSB Zone 2 was held on Friday, September 17, 2021 at 9:30 a.m. at The Waring Housing Inn and Convention Centre in Picton, Ontario hosted by the Prince Edward County Police Services Board.

PRESENT

A total of 25 members of the OAPSB Zone 2 were in attendance representing 16 separate Zone 2 Police Services Boards and Community Policing Advisory Committees. Attached please find a copy of the registration list that was circulated at the meeting.

VISITORS

Lindsey Gray, Police Services Advisor, Ministry of Solicitor General
Thomas Carrique, OPP Commissioner
Chris Harkins, OPP Deputy Commissioner
Karl Thomas, Chief Superintendent, Eastern Region Commander

1. Meeting Call to Order

Chairperson Neil Fennell called the meeting to order at 9:34 a.m.

2. Chair's Welcome & Opening Remarks

Chairperson Fennell introduced himself and opened the meeting with a traditional land acknowledgement. He welcomed everyone to the meeting.

He thanked the Prince Edward County Police Services Board and the County for hosting and especially for their cooperation and support in organizing the meeting.

Chairperson Fennell then introduced:

- the members of the OAPSB Zone 2 executive;
- Jim Harrison, Zone 2/3 Section 10 Board representative;
- Lindsey Gray, Ministry Advisor;
- Thomas Carrique, OPP Commissioner;
- Chris Harkins, OPP Deputy Commissioner; and
- Karl Thomas, East Region Commander

He then introduced Steve Ferguson, Mayor of Prince Edward County who brought greetings on behalf of County Council. He recognized some people in attendance including the members of the Prince Edward County Police Services Board. He commented on COVID and its impact on in-person meetings.

Mayor Ferguson called on Quinte West Mayor Jim Harrison and Belleville Mayor Mitch Penciuik. All three mayors expressed their appreciation for the work of the OPP and those under its command. Mayor Penciuik then commented on the OPP coin awarded to Mayor Jim Harrison.

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3. Approval of Agenda

Moved by Denzil Ferguson, Mississippi Mills

Seconded by Rick Gwogdowski, Prince Edward County

THAT the agenda be approved as circulated and read except that the delegation of OPP Commissioner Thomas Carrique be moved up earlier in the agenda.

CARRIED

4. Approval of Minutes

Moved by Don O'Neill, Quinte West

Seconded by Jarrod Stearns, Kingston

THAT the minutes of the OAPSB Zone 2 meeting held in Gananoque hosted by the Gananoque Police Services Board on November 29, 2019, be approved as circulated.

CARRIED

5. Business Arising from the Minutes

Chair Fennell highlighted the two motions passed under the New Business section of the November 29, 2019 meeting regarding an increase to the Secretary-Treasurer's Honorarium of \$225.00 per meeting and the increase in the OAPSB Zone 2 annual fees to \$100.00 effective January 1, 2020.

Chair Fennell also commented on the Membership Input item regarding PTSD. He advised that he made an inquiry with the Armed Forces who agreed to share information on PTSD with the Provincial Solicitor General's office. He then asked Lindsey Gray, Ministry Advisor if she was aware of the information being provided and if any steps had been taken since.

6. Updates

a. Lindsey Gray, Police Services Advisory, Ministry of the Solicitor General

Chairperson Fennell welcomed Lindsey Gray as the Zones new Ministry Advisor. Ms. Gray became the new Zone 2 Advisor in August though she has been with the Ministry since 2008. She is looking forward to working with the Zone.

Ms. Gray provided information on the following issues:

- Community Safety and Policing Act (CSPA), 2019 – received Royal Assent and the Province is looking at an in force date in early 2022. This legislation will replace the Police Services Act. Several regulations have been approved with a number still to be posted for review.
- The transition to the new OPP Detachment Boards – proposals were received in early June and are being reviewed by Ministry staff. Updates are expected in the coming weeks
- Ministry grants – there are a range of grants some of which were reviewed i.e. Mobile Crisis Response Team Grant, Health Assistance for Calls, a new grant

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announced at the end of August with a deadline for submissions of October 13, 2021.

Doug Melanka, North Grenville inquired about who is responsible for preparing a Community Safety and Well-Being Plan and questioned the need for it.

Ms. Gray advised she did not have the answer to Chair Fennell's question regarding the PTSD information from the Armed Forces but will look into the matter and report back.

Chairperson Fennell thanked Ms. Gray for her information.

b. King Yee, Zone 2 Director

Mr. Yee provided information on the following issues:

- Fred Kaustinen, Executive Director of the OAPSB stepped down and Bruce Chapman has been appointed as the interim Executive Director for 6 months.
- Lynne Hamilton, Lobbyist has been hired to provide input on the Provincial regulations under the new Comprehensive Ontario Police Services Act, 2019.
- The Board has been working on a new strategic plan to outline the direction of the Association going forward
- In mid-November there will be a virtual fall conference. More details to follow

A question was raised regarding what the new fee structure for the OAPSB will be with the new Police Services Board structure in 2022. No information is available at this time.

Chairperson Fennell thanked Mr. Yee for his information.

c. Jim Harrison, OAPSB Section 10 Board Representative

If anyone has any issues, they are asked to contact Jim Harrison.

7. Secretary-Treasurer's Report

a. Financial report

Chair Fennell provided a summary of the financial statement indicating a bank balance of \$3,635.51 to September 16, 2021. He commented on a motion passed by the Zone in 2017 at a meeting held in Kemptville which provided authority to the executive to make financial decisions for speakers, meeting expenses, etc. The Treasurer circulated a copy of the financial statement outlining the revenues and expenses that had transpired since the last report.

Moved by Jim Harrison, Quinte West

Seconded by Don O'Neill, Quinte West

THAT the financial report to September 16, 2021 showing a bank balance of \$3,635.51 be approved as presented by the Chairperson.

CARRIED

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Chair Fennell advised the members that no membership fees were charged in 2021 as the Zone had sufficient funds available. He further advised that fees would probably be charged in 2022 once there is an understanding of what the future board situation will look like within the Zone under the new Policing Act.

b. Correspondence

This item will be removed from future agendas as any correspondence received is forwarded via email.

8. Delegations

a. OPP Commissioner Thomas Carrique

Chief Superintendent Karl Thomas, Eastern Region Commander introduced the Commissioner.

Commissioner Carrique, supported by Deputy Commissioner Harkins, gave a presentation which included information on the following matters:

- Vision, mission and values of the OPP
- Evolving OPP culture
- Internal / external reviews conducted which identified what is working and where the organization can do better. 201 recommendations were provided of which 48% are complete, 45% are underway, 5% are pending and 2% are not applicable.
- Lead implementation roles include a Healthy Workplace Team, Office for Professionalism, Respect, Inclusion and Leadership (OPRIL)
- Reviewed the 5 objectives in creating a Healthy Workplace Strategy
- New promotional process with enhanced transparency and fairness
- Number of NCO and CO positions filled
- Provincial Operations Centre – 24/7/365 real-time environments that provides real-time tracking of online fleet
- Reviewed calls for service – 90% are answered in 12 seconds or less; 2,660 times the OPP were deployed to assist other police service/emergency service partners
- Defunding the police – suggested de-tasking and investing instead in other social services
- Reviewed efficiencies made in frontline policing
- Virtual Reality Training – de-escalation training
- De-escalation and crisis intervention – central to the OPP response – noted <0.23% of calls for service in 2020 required use of force
- Crisis Call Diversion Program – since November 2, 2020, over 650 calls have been diverted – a mental health crisis worker has been embedded as a staff member in Provincial Communications Centres
- The OPP has a seat on 60 of 77 Situation Tables across the province
- Reviewed trends in provincial crimes i.e. firearm related, hate crimes, cybercrime, etc.

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- Reviewed work of specialty teams such as Repeat Offender Parole Enforcement Squad, Anti-Human Trafficking Unit, Child Sexual Exploitation Unit, Provincial Weapons Enforcement Unit, Contraband Tobacco Enforcement Team, Indigenous Policing Bureau, Canine
- Reviewed statistics across the province on roadways, waterways and trails
- 60th anniversary of the OPP Auxiliary occurred in 2020 – donated 195,000 hours
- Suicide Memorial which opened recently at General Headquarters in Orillia
- Spoke about COVID and how it will be handled

The presentation will be made available for the members.

Following the presentation, there was an opportunity for members to ask questions. After all questions had been addressed, Chairperson Fennell thanked Commissioner Carrique and Deputy Commissioner Harkins for their presentation.

9. New Business

None

10. Membership Input

None

11. Meeting Dates & Locations for the Next 2021 Meeting

- a. **Friday, November 26, 2021** – Hosted by the Ottawa Police Services Board
Likely location: Nepean Sailing Club, Ottawa
Keynote Speakers:
Ottawa Police Chief Sloly
Dr. Simon Hatcher, Ottawa Research Council “Police Suicides in Ontario”
Virtual presentation by Inspection General of Policing under the new CSPA

12. Adjournment

Moved by King Yee, Brockville
Seconded by Denzil Ferguson, Mississippi Mills
THAT the meeting be adjourned at 12:11 p.m.

CARRIED

Neil Fennell, Chairperson

Diane Smithson, Recording Secretary

AUGUSTA TOWNSHIP

REPORT NUMBER: 2020-081

REPORT TO COUNCIL: October 25, 2021

RE: Response to Hurricane Dave Marshall Delegation – August 2021

AUTHOR: Ray Morrison, Treasurer

RECOMMENDATION:

That Council receive this Report for information and,

Furthermore, that Council accept a payment plan to pay off outstanding taxes over a twelve-month period and,

Furthermore, that the Treasurer advise the Marshall's that he overstepped his authority in offering to waive future Interest and Penalty charges on outstanding taxes and,

Furthermore, that Council deny the request for further forgiveness of outstanding taxes, interest and penalties.

PURPOSE:

Mr. and Mrs. Marshall presented to Council as a delegation on September 13, 2021 to request a reduction in taxes payable related to a multi-year supplementary reassessment. At that delegation, Mr. Marshall noted that he had spoken with the Treasurer and had obtained separate independent accounting advice related to the matter. While he agreed the Township correctly billed the supplementary taxes based on MPAC's reassessment notices, Mr. Marshall requested a reduction of the balance of his outstanding property taxes on the basis of fairness and to assist his local small business survival during the COVID-19 period. His request was at a minimum the accumulated interest and penalties assessed, but preferably all the retroactively assessed taxes from prior years 2018 and 2019, which he admitted that he did not budget for.

ANALYSIS:

When the COVID-19 pandemic began in March 2020, the Township waived one month's interest for all taxpayers to permit them time to adjust to pandemic changes, before paying their tax bills. This worked well for all involved, as tax collections in March and April 2020 were better than average compared to prior years. At the time we discussed other assistance we might provide to our residents, in particular our small

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businesses to assist them financially get through the pandemic. As we had not received any requests for assistance, the Township did not proceed with this.

The Treasurer advised Mr. Marshall that when negotiating collections on an account, the Treasurer can not waive the taxes already billed or interest accumulated on account, but can enter into an agreement with the resident to exempt them from further interest penalty and interest subject to establishing a plan and maintaining regular payments to discharge the outstanding taxes. In further researching our response to this delegation, it was confirmed that the Treasurer does not have the authority to waive taxes, interest or penalty, either past or future without prior approval by Council.

Mr. Marshall has already made a lump sum payment towards the outstanding taxes and is maintaining regular payments with a plan to discharge the full amount over 12 months.

Accordingly, the Treasurer had advised that this account would be made exempt from future monthly interest and penalty charges as long as planned payments continue to be received. However, as noted above, the Treasurer must obtain approval from Council to waive such future interest and penalty.

Mr. Marshall requested Council to consider waiving the interest and penalty charges assessed from the time the supplementary bill was sent until the repayment plan was entered into. This would amount to \$6,893.67.

Mr. Marshall requested that 2018 and 2019 prior year's supplementary taxes (totaling \$38,423.37) be forgiven as he claimed it was an unreasonable amount to try to pay off during the severe disruption to business he is experiencing during COVID-19. However, the supplementary assessments relate to storage facilities which as an industry **did not** experience significant losses in volume during the pandemic. Lost business and income related to the other independent portions of his business should not impact the reasoning on the fairness of the retroactive assessment on the storage facilities.

The buildings were operational several years further back then the MPAC supplementary was assessed (3 years ago). Mr. Marshall was aware of this underassessment and could/should have been accruing for it for the past 7 years. He has de facto received a significant exemption already, because the retroactive reassessment only went back three years.

OPTIONS:

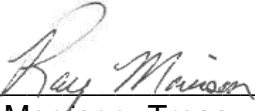
1. Accept a payment plan to pay off the outstanding taxes over twelve months.
2. Authorize the Treasurer to waive future interest on the account subject to regular ongoing payment by the resident.
3. Authorize the write off of accumulated Interest and Penalty charges in the amount of \$6,893.67, as requested by taxpayer.

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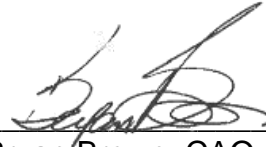
4. Write off the 2018 and 2019 retroactive reassessed taxes, \$38,423.37, as requested by taxpayer.
5. Deny any further forgiveness of outstanding taxes.

CONSULTATION:

Municipal Act, 2001
CAO and Deputy Treasurer



Ray Morrison, Treasurer



Bryan Brown, CAO

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REPORT NUMBER: 2021-083
DATE SUBMITTED TO COUNCIL: October 25, 2021
RE: 2020 Audited Financial Statements
AUTHOR: Ray Morrison, Treasurer

RECOMMENDATION:

THAT Council receive, approve and sign the 2020 Audited Financial Statements and receive and accept the 2020 Financial Audit results prepared by the Township's Treasurer and Auditors, as distributed at the meeting in draft form; and

THAT Council authorize the Treasurer to submit the final signed 2020 Audited Financial Statements and related FIR MPMP/Performance Measures to the Ministry of Municipal Affairs and Housing (MMAH); and...

THAT Council authorize the Treasurer to submit the final 2020 Audited Financial Statements to other stakeholders as required by contract (i.e. RBC Royal Bank), and post the audited financial statements and financial audit results to the Township's website.

BACKGROUND:

Management would like to acknowledge the constructive assistance and guidance provided by the auditors during completion of the 2020 Audited Financial Statements and related FIR MPMP/Performance Measures.

Management has reviewed the draft audited financial statements and statement of audit findings and discussed related issues with the corporation's auditors.

ATTACHMENT 1 – Consolidated Audited Financial Statements
ATTACHMENT 2 – 2020 Financial Highlights
ATTACHMENT 3 - 2020 Financial Audit Results
(Attachments *to be distributed separately*)

After detailed discussions with the Auditors, Management found no items requiring change and recommend the audited financial statements as presented in draft format be presented to Council for approval.

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ANALYSIS:


Upon approval of the 2020 Audited Financial Statements, Financial Information Return (FIR) and related MPMP reports will be submitted immediately following the Council meeting, to the MMAH, the Township's bank RBC, and posted to the Township's website.

FINANCIAL CONSIDERATIONS:

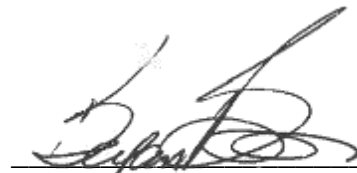
Professional fees have been budgeted for 2020 at \$27,000 in A/C 401-01-015 – Professional Fees. Additional Professional Fees have been incurred related to accounting assistance relating to preparation of certain reconciliations, working papers, FIR MPMP/Performance Measures, and Covid-19 and MMF programs, which can be offset in Administration staff compensation costs and one-time Covid-19 and MMF funding.

CONSULTATIONS:

Consultations have been ongoing between the Township's auditors and staff.



Ray Morrison, Treasurer



Bryan Brown, CAO

AUGUSTA TOWNSHIP

REPORT NUMBER: 2021 - 084
REPORT TO COUNCIL: October 25, 2021
RE: Review and Approval of A/P Cheques
AUTHOR: Ray Morrison, Treasurer

RECOMMENDATION:

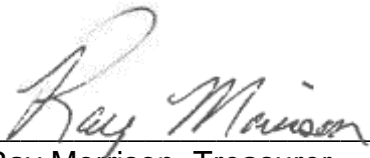
THAT Council receive, review, and approve the payment of the accounts payable invoices paid on cheques #26722 - #26750 and online payments in the amount of \$124,197.53.

PURPOSE:

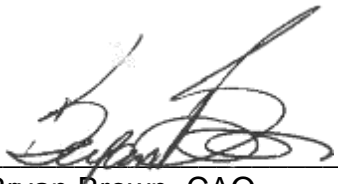
To provide Council the opportunity to review and approve the payment of the above noted invoices as provided on the attached list.

ATTACHMENT 1

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



Ray Morrison, Treasurer



Bryan Brown, CAO

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Report Date
10/19/2021 2:35 PM

Township of Augusta
List of Accounts for Approval
As of 10/19/2021
Batch: 2021-00087 to 2021-00089

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Bank Code: AP - ACC/PAYABLE					
Computer Cheques:					
26722 38819	10/15/2021	ADVANCED OFFICE EQUIPMEN 402-01-090 - FIRE PROTECTION	PRINTER/SCANNER/COPIER PRINTER/SCANNER/COPIER	1,067.46	
		102-01-099 - HST RECEIVABLE	HST Tax Code	117.91	
		900-01-099 - HST TRACKING	HST Tax Code	136.37	1,185.37
26723 51294	10/15/2021	ALLAN & PARTNERS LLP 401-01-015 - PROFESSIONAL SE	FIRST INTERIM BILLING FIRST INTERIM BILLING	15,264.03	
		102-01-099 - HST RECEIVABLE	HST Tax Code	1,685.97	
		900-01-099 - HST TRACKING	HST Tax Code	1,950.00	16,950.00
26724 OCT142021	10/15/2021	AMCTO ZONE 6 401-01-017 - CONFERENCES & I	ELCTION PRIMER WORKSHOP ELCTION PRIMER WORKSHOF	171.10	
		102-01-099 - HST RECEIVABLE	HST Tax Code	18.90	
		900-01-099 - HST TRACKING	HST Tax Code	21.86	190.00
26725 OCT72021	10/15/2021	ANNETTE SIMONIAN 401-01-017 - CONFERENCES & I	CLERKS MEETING CLERKS MEETING	16.32	
		102-01-099 - HST RECEIVABLE	HST Tax Code	1.81	
		900-01-099 - HST TRACKING	HST Tax Code	2.09	18.13
26726 OCT82021	10/15/2021	BARRY FOX 402-01-005 - FIRE PROTECTION	DRIVERS MEDICAL DRIVERS MEDICAL	130.00	130.00
26727 2002	10/15/2021	BROCK-IT LTD 402-01-004 - FIRE PROTECTION	MONTHLY PHONE SERVICE MONTHLY PHONE SERVICE	161.80	
		102-01-099 - HST RECEIVABLE	HST Tax Code	17.87	
		900-01-099 - HST TRACKING	HST Tax Code	20.67	179.67
2023		401-01-022 - COMPUTER EXPEN	MONTHLY SERVICES	1,550.62	
		102-01-099 - HST RECEIVABLE	HST Tax Code	171.27	
		900-01-099 - HST TRACKING	HST Tax Code	198.09	1,721.89
				Payment Total:	1,901.56
26728 91598082	10/15/2021	CANADIAN NATIONAL 437-01-002 - SAFETY DEVICES & S	GATES MAINTENANCE GATES MAINTENANCE	653.00	653.00
26729 106671	10/15/2021	UNISYNC GROUP LIMITED 402-01-005 - FIRE PROTECTION	DRESS UNIFORM HAT DRESS UNIFORM HAT	20.35	
		102-01-099 - HST RECEIVABLE	HST Tax Code	2.25	
		900-01-099 - HST TRACKING	HST Tax Code	2.60	22.60
26730 SEP272021	10/15/2021	CASSIDY'S ENGRAVING & TRO 402-01-015 - FIRE PROTECTION	ACCOUNTABILITY TAGS ACCOUNTABILITY TAGS	213.70	
		102-01-099 - HST RECEIVABLE	HST Tax Code	23.60	
		900-01-099 - HST TRACKING	HST Tax Code	27.30	237.30

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26731 804128	10/15/2021	CRISTILL ROCK 438-01-018 - P.W. OFFICE SUPPL	PW WATER PW WATER	33.75	33.75
804099		401-01-004 - OFFICE SUPPLIES	BOB GREGAS WATER	40.50	40.50
804097		401-01-004 - OFFICE SUPPLIES	MAIN OFFICE WATER	47.25	47.25
				Payment Total:	121.50
26732 10163	10/15/2021	DODICK LANDAU INC 401-01-028 - LEGAL EXPENSE 102-01-099 - HST RECEIVABLE 900-01-099 - HST TRACKING	PROFFESIONAL SERVICES PROFFESIONAL SERVICES HST Tax Code HST Tax Code	2,668.97 294.79 340.96	2,963.75
26733 8393	10/15/2021	FAST EDDIE'S AUTO RECYCLIN 510-01-001 - WASTE DISPOSAL 102-01-044 - DUE FROM FAST E 102-01-099 - HST RECEIVABLE 900-01-099 - HST TRACKING	MONTHLY CHARGES WDS MONTHLY CHARGES WDS HST Tax Code HST Tax Code	16,444.45 680.46- 1,816.35 2,100.80	17,580.34
26734 158851	10/15/2021	FIRE MARSHAL'S PUBLIC FIRE 402-01-016 - FIRE PROTECTION 102-01-099 - HST RECEIVABLE 900-01-099 - HST TRACKING	SMOKE ALARMS SMOKE ALARMS HST Tax Code HST Tax Code	246.26 27.20 31.46	273.46
26735 6	10/15/2021	CORA HEIKKILA 401-01-050 - MODERNIZATION/F	FILE HOLD ENTRY FILE HOLD ENTRY	1,591.20	1,591.20
26736 20	10/15/2021	HORNBECK HOME REPAIRS& I 600-01-012 - DOMVILLE RECRE/	BALL DIAMOND GRASS BALL DIAMOND GRASS	450.00	450.00
26737 39444	10/15/2021	HOWARD CAMPBELL & SONS I 600-01-014 - MAITLAND RECRE/	MERC HALL MERC HALL HST Tax Code HST Tax Code	58.53 6.47 7.48	65.00
39442		600-01-025 - RECREATION PROI 102-01-099 - HST RECEIVABLE 900-01-099 - HST TRACKING	DIVE SITE HST Tax Code HST Tax Code	58.53 6.47 7.48	65.00
39443		102-01-044 - DUE FROM FAST E 102-01-099 - HST RECEIVABLE 900-01-099 - HST TRACKING	MAYNARD WDS HST Tax Code HST Tax Code	58.53 6.47 7.48	65.00
39452		600-01-025 - RECREATION PROI 102-01-099 - HST RECEIVABLE 900-01-099 - HST TRACKING	DIVE SITE HST Tax Code HST Tax Code	58.53 6.47 7.48	65.00
39457		600-01-025 - RECREATION PROI	DIVE SITE	58.53	

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		102-01-099 - HST RECEIVABLE	HST Tax Code	6.47	
		900-01-099 - HST TRACKING	HST Tax Code	7.48	65.00
39458		102-01-044 - DUE FROM FAST E	MAYNARD WDS	58.53	
		102-01-099 - HST RECEIVABLE	HST Tax Code	6.47	
		900-01-099 - HST TRACKING	HST Tax Code	7.48	65.00
39467		600-01-025 - RECREATION PROJ	DIVE SITE	58.53	
		102-01-099 - HST RECEIVABLE	HST Tax Code	6.47	
		900-01-099 - HST TRACKING	HST Tax Code	7.48	65.00
39476		600-01-025 - RECREATION PROJ	DIVE SITE	58.53	
		102-01-099 - HST RECEIVABLE	HST Tax Code	6.47	
		900-01-099 - HST TRACKING	HST Tax Code	7.48	65.00
MR4073		102-01-044 - DUE FROM FAST E	MONTHLY PORTABLE RENTAL	216.13	
		102-01-099 - HST RECEIVABLE	HST Tax Code	23.87	
		900-01-099 - HST TRACKING	HST Tax Code	27.61	240.00
				Payment Total:	760.00
26738	10/15/2021	INDEPENDENT TELEPHONE	CHECK VOICEMAIL TO EMAIL		
46143		401-01-003 - TELEPHONE & FAX	CHECK VOICEMAIL TO EMAIL	86.50	
		102-01-099 - HST RECEIVABLE	HST Tax Code	9.55	
		900-01-099 - HST TRACKING	HST Tax Code	11.05	96.05
26739	10/15/2021	JOE COMPUTER	MONTHLY COMPUTER CHARGES		
148468		401-01-022 - COMPUTER EXPEN	MONTHLY COMPUTER CHARG	305.28	
		102-01-099 - HST RECEIVABLE	HST Tax Code	33.72	
		900-01-099 - HST TRACKING	HST Tax Code	39.00	339.00
26740	10/15/2021	KAREN LAVIGNE	BUILDING INSPECTOR MILEAGE		
SEP302021		406-01-004 - BUILDING MILEAGE	BUILDING INSPECTOR MILEAC	163.38	
		102-01-099 - HST RECEIVABLE	HST Tax Code	18.04	
		900-01-099 - HST TRACKING	HST Tax Code	20.87	181.42
26741	10/15/2021	LEVAC SUPPLY LIMITED	HYDRO GLOVES		
1310675		402-01-015 - FIRE PROTECTION	HYDRO GLOVES	753.84	
		102-01-099 - HST RECEIVABLE	HST Tax Code	83.26	
		900-01-099 - HST TRACKING	HST Tax Code	96.30	837.10
26742	10/15/2021	NOVEXCO INC	OFFICE SUPPLIES		
404954651		438-01-018 - P.W. OFFICE SUPP	OFFICE SUPPLIES	2.65	
		102-01-099 - HST RECEIVABLE	HST Tax Code	0.29	
		900-01-099 - HST TRACKING	HST Tax Code	0.34	2.94
404963695		438-01-018 - P.W. OFFICE SUPP	OFFICE SUPPLIES	39.89	
		102-01-099 - HST RECEIVABLE	HST Tax Code	4.41	
		900-01-099 - HST TRACKING	HST Tax Code	5.10	44.30

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404980232		402-01-005 - FIRE PROTECTION	FLASH DRIVES	131.27	
		102-01-099 - HST RECEIVABLE	HST Tax Code	14.50	
		900-01-099 - HST TRACKING	HST Tax Code	16.77	145.77
				Payment Total:	193.01
26743 576975	10/15/2021	POSTMEDIA NETWORK INC	ADVERTISING R&T		
		401-01-018 - ADVERTISING & PR	ADVERTISING R&T	83.44	
		102-01-099 - HST RECEIVABLE	HST Tax Code	9.22	
		900-01-099 - HST TRACKING	HST Tax Code	10.66	92.66
26744 OCT82021	10/15/2021	CHRISTOPHER PRYER	MEDICAL/MTO/POLICE CHECK		
		402-01-005 - FIRE PROTECTION	MEDICAL/MTO/POLICE CHECK	97.00	97.00
26745 93415432	10/15/2021	RICOH CANADA INC	PRINTER CONTRACT		
		402-01-013 - FIRE PROTECTION	PRINTER CONTRACT	236.48	
		102-01-099 - HST RECEIVABLE	HST Tax Code	26.12	
		900-01-099 - HST TRACKING	HST Tax Code	30.21	262.60
26746 OCT82021	10/15/2021	ROBERT BOWMAN	FIRE CHIEF CELL PHONE		
		402-01-004 - FIRE PROTECTION	FIRE CHIEF CELL PHONE	83.28	
		102-01-099 - HST RECEIVABLE	HST Tax Code	9.20	
		900-01-099 - HST TRACKING	HST Tax Code	10.64	92.48
26747 36231	10/15/2021	SEAWAY DOORS LTD	REPAIR GARAGE DOORS		
		402-01-013 - FIRE PROTECTION	REPAIR GARAGE DOORS	86.50	
		102-01-099 - HST RECEIVABLE	HST Tax Code	9.55	
		900-01-099 - HST TRACKING	HST Tax Code	11.05	96.05
26748 OCT32021	10/15/2021	SUSAN BOSMAN	CLEANING SERVICES		
		401-01-001 - STAFF SALARIES	MAIN OFFICE	84.09	
		600-01-005 - RECREATION - GEN	DIVE SITE	84.09	168.18
OCT102021		401-01-001 - STAFF SALARIES	MAIN OFFICE	84.09	
		600-01-005 - RECREATION - GEN	DIVE SITE CLEANING	84.09	168.18
				Payment Total:	336.36
26749 102749	10/15/2021	1000 ISLANDS RV CENTRE	AWNING RESCUE#9		
		402-01-090 - FIRE PROTECTION	AWNING RESCUE#9	2,841.82	
		102-01-099 - HST RECEIVABLE	HST Tax Code	313.88	
		900-01-099 - HST TRACKING	HST Tax Code	363.04	3,155.70
26750 59137340	10/15/2021	XEROX CANADA LTD	PHOTOCOPIES		
		401-01-004 - OFFICE SUPPLIES	PHOTOCOPIES	408.54	
		102-01-099 - HST RECEIVABLE	HST Tax Code	45.12	
		900-01-099 - HST TRACKING	HST Tax Code	52.19	453.66

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Payment # Invoice #	Date	Vendor Name GL Account	Reference GL Transaction Description	Detail Amount	Payment Amount
Other:					
37-Man 849174	09/22/2021	MACEWEN PETROLEUM	CLEAR DIESEL		
		120-01-002 - STOCK - DIESEL	CLEAR DIESEL	833.83	
		102-01-099 - HST RECEIVABLE	HST Tax Code	92.10	
		900-01-099 - HST TRACKING	HST Tax Code	106.52	925.93
99-Man 849164	09/22/2021	MACEWEN PETROLEUM	COLOURED DIESEL		
		120-01-003 - STOCK - COLOURE	COLOURED DIESEL	731.35	731.35
354-Man 843527	09/22/2021	MACEWEN PETROLEUM	PREMIUM GAS		
		120-01-001 - STOCK - GAS	PREMIUM GAS	1,564.42	1,564.42
486-Man 4604SEP192021	10/01/2021	BELL CANADA	MAYNARD WDS		
		102-01-044 - DUE FROM FAST E	MAYNARD WDS	36.44	
		102-01-099 - HST RECEIVABLE	HST Tax Code	4.03	
		900-01-099 - HST TRACKING	HST Tax Code	4.66	40.47
515-Man 7331SEP82021	09/22/2021	HYDRO ONE NETWORKS	ELLIS HOUSE		
		401-01-012 - ELLIS HOUSE EXPE	ELLIS HOUSE	25.91	
		102-01-099 - HST RECEIVABLE	HST Tax Code	2.86	
		900-01-099 - HST TRACKING	HST Tax Code	3.31	28.77
556-Man SEP302021	10/01/2021	WSIB ONTARIO	SEPT WSIB		
		204-01-009 - WSIB PAYABLE	SEPT WSIB	4,994.97	4,994.97
690-Man 4591SEP212021	10/01/2021	HYDRO ONE NETWORKS	N/A STRLIGHTS		
		500-01-008 - VILLAGE OF NORTI	N/A STRLIGHTS	34.87	
		102-01-099 - HST RECEIVABLE	HST Tax Code	3.86	
		900-01-099 - HST TRACKING	HST Tax Code	4.46	38.73
964-Man SEP132021	09/22/2021	TELUS MOBILITY	MAIN OFFICE CELL PHONE		
		438-01-010 - P.W. TELEPHONE	PW	132.70	
		401-01-003 - TELEPHONE & FAX	MAIN OFFICE	137.39	
		406-01-008 - BUILDING CELL PH	CBO CELL	58.47	
		600-01-021 - PARKS/REC TELEP	CBO CELL	67.21	
		102-01-099 - HST RECEIVABLE	HST Tax Code	43.69	
		900-01-099 - HST TRACKING	HST Tax Code	50.55	439.46
1073-Man 9109SEP32021	09/22/2021	BELL MOBILITY INC.	FIRE DEPT TABLETS		
		402-01-004 - FIRE PROTECTION	FIRE DEPT TABLETS	91.89	
		102-01-099 - HST RECEIVABLE	HST Tax Code	10.15	
		900-01-099 - HST TRACKING	HST Tax Code	11.74	102.04
1863-Man 4567SEP102021	09/22/2021	HYDRO ONE NETWORKS	MAITLAND FIRE		
		402-01-002 - FIRE PROTECTION	MAITLAND FIRE	22.40	
		102-01-099 - HST RECEIVABLE	HST Tax Code	2.47	
		900-01-099 - HST TRACKING	HST Tax Code	2.86	24.87

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1940-Man 1958SEP222021	10/01/2021	HYDRO ONE NETWORKS	N/A SOLAR		
		402-01-002 - FIRE PROTECTION	N/A SOLAR	4.63	
		102-01-099 - HST RECEIVABLE	HST Tax Code	0.51	
		900-01-099 - HST TRACKING	HST Tax Code	0.59	5.14
2093-Man 9094SEP92021	09/22/2021	HYDRO ONE NETWORKS	N/A WDS		
		102-01-044 - DUE FROM FAST E	N/A WDS	41.70	
		102-01-099 - HST RECEIVABLE	HST Tax Code	4.61	
		900-01-099 - HST TRACKING	HST Tax Code	5.33	46.31
2313-Man 9061SEP92021	09/22/2021	HYDRO ONE NETWORKS	N/A REC SOCCER		
		600-01-018 - NORTH AUGUSTA I	N/A REC SOCCER	35.76	
		102-01-099 - HST RECEIVABLE	HST Tax Code	3.95	
		900-01-099 - HST TRACKING	HST Tax Code	4.57	39.71
3757-Man 4231SEP192021	10/01/2021	BELL CANADA	MAIN OFFICE		
		401-01-003 - TELEPHONE & FAX	MAIN OFFICE	235.00	
		102-01-099 - HST RECEIVABLE	HST Tax Code	25.96	
		900-01-099 - HST TRACKING	HST Tax Code	30.02	260.96
4317-Man 5429SEP212021	10/01/2021	HYDRO ONE NETWORKS	ST LAWRENCE CRT		
		500-01-006 - ST LAWRENCE CR	ST LAWRENCE CRT	8.20	
		102-01-099 - HST RECEIVABLE	HST Tax Code	0.91	
		900-01-099 - HST TRACKING	HST Tax Code	1.05	9.11
4363-Man 110053377394	10/01/2021	COGECO CONNEXION INC	STATION #1 INTERNET		
		402-01-013 - FIRE PROTECTION	STATION #1 INTERNET	86.44	
		102-01-099 - HST RECEIVABLE	HST Tax Code	9.55	
		900-01-099 - HST TRACKING	HST Tax Code	11.04	95.99
4863-Man 1784SEP202021	10/01/2021	HYDRO ONE NETWORKS	BURNSIDE DR STRLIGHTS		
		500-01-001 - BURNSIDE ESTATE	BURNSIDE DR STRLIGHTS	8.20	
		102-01-099 - HST RECEIVABLE	HST Tax Code	0.91	
		900-01-099 - HST TRACKING	HST Tax Code	1.05	9.11
4887-Man 9985SEP212021	10/01/2021	HYDRO ONE NETWORKS	MAITLAND STRLIGHTS		
		500-01-004 - MAITLAND STREET	MAITLAND STRLIGHTS	9.42	
		102-01-099 - HST RECEIVABLE	HST Tax Code	1.04	
		900-01-099 - HST TRACKING	HST Tax Code	1.20	10.46
5248-Man 0192SEP92021	09/22/2021	HYDRO ONE NETWORKS	N/A REC HALL		
		600-01-018 - NORTH AUGUSTA I	N/A REC HALL	82.33	
		102-01-099 - HST RECEIVABLE	HST Tax Code	9.10	
		900-01-099 - HST TRACKING	HST Tax Code	10.52	91.43
5650-Man SEP222021	09/22/2021	FAMILY RESPONSIBILITY OFFK	0711411		
		201-01-003 - PAYROLL DEDUCTI	0711411	2,144.00	2,144.00

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5677-Man 5201SEP212021	10/01/2021	HYDRO ONE NETWORKS 500-01-003 - RIVERVIEW HEIGH	RIVERVIEW HTS STRLIGHTS RIVERVIEW HTS STRLIGHTS	530.36	
		102-01-099 - HST RECEIVABLE	HST Tax Code	58.58	
		900-01-099 - HST TRACKING	HST Tax Code	67.75	588.94
6037-Man 6433SEP212021	10/01/2021	HYDRO ONE NETWORKS 500-01-007 - KEMP SUBDIVISION	KEMP STRLIGHTS KEMP STRLIGHTS	9.60	
		102-01-099 - HST RECEIVABLE	HST Tax Code	1.05	
		900-01-099 - HST TRACKING	HST Tax Code	1.22	10.65
6401-Man 2162SEP212021	10/01/2021	HYDRO ONE NETWORKS 500-01-010 - MAITLAND BY THE	MAITLAND TRAILS STRLIGHTS MAITLAND TRAILS STRLIGHTS	255.73	
		102-01-099 - HST RECEIVABLE	HST Tax Code	28.25	
		900-01-099 - HST TRACKING	HST Tax Code	32.67	283.98
6504-Man 4283SEP212021	10/01/2021	HYDRO ONE NETWORKS 500-01-009 - MAYNARD SUBD. S	MAYNARD STRLIGHTS MAYNARD STRLIGHTS	78.00	
		102-01-099 - HST RECEIVABLE	HST Tax Code	8.61	
		900-01-099 - HST TRACKING	HST Tax Code	9.96	86.61
6519-Man 6593SEP212021	10/01/2021	HYDRO ONE NETWORKS 500-01-011 - MEIKLE SUBDIVISION	MEIKLE STRLIGHTS MEIKLE STRLIGHTS	11.32	
		102-01-099 - HST RECEIVABLE	HST Tax Code	1.25	
		900-01-099 - HST TRACKING	HST Tax Code	1.45	12.57
6608-Man 8512SEP212021	10/01/2021	HYDRO ONE NETWORKS 500-01-002 - LUGTHART SUBDIV	LUGTHART STRLIGHTS LUGTHART STRLIGHTS	9.42	
		102-01-099 - HST RECEIVABLE	HST Tax Code	1.04	
		900-01-099 - HST TRACKING	HST Tax Code	1.20	10.46
6917-Man 9461SEP212021	10/01/2021	HYDRO ONE NETWORKS 500-01-013 - LIONS GATE STREI	LIONS GATE STRLIGHTS LIONS GATE STRLIGHTS	9.93	
		102-01-099 - HST RECEIVABLE	HST Tax Code	1.10	
		900-01-099 - HST TRACKING	HST Tax Code	1.27	11.03
7326-Man 4210SEP202021	10/01/2021	HYDRO ONE NETWORKS 500-01-005 - ALGONQUIN STREI	ALGONQUIN STRLIGHTS ALGONQUIN STRLIGHTS	10.45	
		102-01-099 - HST RECEIVABLE	HST Tax Code	1.16	
		900-01-099 - HST TRACKING	HST Tax Code	1.34	11.61
7584-Man 2031SEP12021	09/22/2021	BELL CANADA 402-01-004 - FIRE PROTECTION	MAITLAND FIRE MAITLAND FIRE	46.70	
		102-01-099 - HST RECEIVABLE	HST Tax Code	5.16	
		900-01-099 - HST TRACKING	HST Tax Code	5.97	51.86
7703-Man 2002SEP12021	09/22/2021	BELL CANADA 438-01-010 - P.W. TELEPHONE	PW TELEPHONE PW TELEPHONE	103.79	
		102-01-099 - HST RECEIVABLE	HST Tax Code	11.46	

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		900-01-099 - HST TRACKING	HST Tax Code	13.26	115.25
7710-Man	10/01/2021	UNION GAS LIMITED	MAIN OFFICE		
4871SEP252021		401-01-021 - HEAT	MAIN OFFICE	8.96	
		102-01-099 - HST RECEIVABLE	HST Tax Code	0.99	
		900-01-099 - HST TRACKING	HST Tax Code	1.15	9.95
8106-Man	09/22/2021	HYDRO ONE NETWORKS	N/A FIRE		
3997SEP92021		402-01-002 - FIRE PROTECTION	N/A FIRE	269.45	
		102-01-099 - HST RECEIVABLE	HST Tax Code	29.76	
		900-01-099 - HST TRACKING	HST Tax Code	34.42	299.21
8493-Man	09/22/2021	HYDRO ONE NETWORKS	PW GARAGE		
8173SEP72021		438-01-026 - P.W. HYDRO	PW GARAGE	331.30	
		102-01-099 - HST RECEIVABLE	HST Tax Code	36.60	
		900-01-099 - HST TRACKING	HST Tax Code	42.33	367.90
8559-Man	10/01/2021	UNION GAS LIMITED	MAITLAND FIRE		
3714SEP282021		402-01-003 - FIRE PROTECTION	MAITLAND FIRE	123.42	
		102-01-099 - HST RECEIVABLE	HST Tax Code	13.63	
		900-01-099 - HST TRACKING	HST Tax Code	15.77	137.05
8771-Man	09/22/2021	HYDRO ONE NETWORKS	CEDAR PARK		
4134SEP102021		600-01-002 - RECREATION - HYDRO	CEDAR PARK	69.17	
		102-01-099 - HST RECEIVABLE	HST Tax Code	7.64	
		900-01-099 - HST TRACKING	HST Tax Code	8.84	76.81
9524-Man	10/08/2021	QUADIENT LEASING SERVICES	REPLENISH POSTAGE		
OCT82021		401-01-020 - POSTAGE	REPLENISH POSTAGE	2,251.33	
		102-01-099 - HST RECEIVABLE	HST Tax Code	248.67	
		900-01-099 - HST TRACKING	HST Tax Code	287.61	2,500.00
9779-Man	09/22/2021	HYDRO ONE NETWORKS	N/A RECREATION		
5844SEP92021		600-01-018 - NORTH AUGUSTA FIRE	N/A RECREATION	92.49	
		102-01-099 - HST RECEIVABLE	HST Tax Code	10.21	
		900-01-099 - HST TRACKING	HST Tax Code	11.81	102.70
9927-Man	09/22/2021	BELL CANADA	NA WDS SITE		
2497SEP12021		102-01-044 - DUE FROM FAST ELEC	NA WDS SITE	50.46	
		102-01-099 - HST RECEIVABLE	HST Tax Code	5.58	
		900-01-099 - HST TRACKING	HST Tax Code	6.45	56.04
66136-Man	09/27/2021	MINISTER OF FINANCE	PAYROLL DEDUCTIONS		
SEP152021		204-01-001 - PAYROLL DEDUCTIONS	PAYROLL DEDUCTIONS	13,847.06	13,847.06
1962747	10/08/2021	MINISTER OF FINANCE	GOV'T REMITTANCES		
SEP302021		204-01-001 - PAYROLL DEDUCTIONS	GOV'T REMITTANCES	21,104.27	21,104.27

AUGUSTA TOWNSHIP

Report Date
10/19/2021 2:35 PM

Township of Augusta
List of Accounts for Approval
As of 10/19/2021
Batch: 2021-00087 to 2021-00089

Page 9

Payment # Invoice #	Date	Vendor Name GL Account	Reference GL Transaction Description	Detail Amount	Payment Amount
1964933 SEP302021	10/08/2021	ONTARIO EHT 204-01-002 - EHT PAYABLE	SEPHEALTH TAX SEPHEALTH TAX	2,734.43	2,734.43
7040031 AUG312021	10/10/2021	MINISTER OF FINANCE 204-01-001 - PAYROLL DEDUCTI	AUG15-AUG31 PAYROLL REMIT AUG15-AUG31 PAYROLL REMI	16,569.81	16,569.81
7047300 AUG312021	09/10/2021	ONTARIO EHT 204-01-002 - EHT PAYABLE	AUGUST HEALTH TAX AUGUST HEALTH TAX	2,344.80	2,344.80
				Total for AP:	124,197.53

Certified Correct This October 19, 2021

AUGUSTA TOWNSHIP

REPORT NUMBER: 2021 - 085
REPORT TO COUNCIL: October 25, 2021
RE: Financial and Indicator Variance Reports
AUTHOR: Ray Morrison, Treasurer

RECOMMENDATION:

THAT Council accepts for information the attached preliminary Statement of Revenue and Expenditures – September 30, 2021.

BACKGROUND:


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

ANALYSIS:

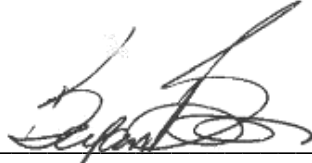
Variance analysis and commentary is provided for each line item where appropriate. Detailed supporting analysis and documentation is available from the Finance department as identified.

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, Treasurer



Bryan Brown, CAO

AUGUSTA TOWNSHIP

Township of Augusta Statement of Revenue & Expenditures for the period ended: September 2021

Account	YTD	YTD	YTD	YTD	Full Year	Full Year	Full Year	Full Year	
	Actual	Budget	Variance	% Var.	Projected	Budget	Variance	% Var.	Comments
Revenue									
Taxation and Payments in Lieu	3,945,947	4,011,854	65,907	2%	5,296,694	5,349,138	-52,444	-1%	Awaiting Supp SCIFs
Grants	1,335,723	1,022,244	-313,479	-31%	1,446,644	1,362,992	83,652	6%	Refer to new Grants summary report
Licences and Permits	84,195	84,117	-78	0%	110,769	112,156	-1,387	-1%	
Fees and Services and Misc	64,522	58,379	-6,143	-11%	94,642	77,839	16,803	22%	PW Culverts; Planning; Donations
Interest Income and Penalties	182,739	164,526	-18,213	-11%	237,581	219,368	18,213	8%	Collections improving, but certain large a/c O/S
Miscellaneous Revenue	0	413	413	100%	138	550	-413	-75%	
Transfer From Reserves	2,123,528	2,123,528	-1	0%	2,831,370	2,831,370	0	0%	Ongoing appl/management
Total Revenues	7,736,654	7,465,060	-271,594	-4%	10,017,837	9,953,413	64,424	1%	
Expenditures									
General Government									
Council	75,055	80,197	5,141	6%	104,788	106,929	2,141	2%	
Administration	674,226	620,102	-54,124	-9%	841,859	826,802	-15,057	-2%	IT Offset in MMF Grants; Legal
Administration Capital	7,114	0	-7,114	#DIV/0!	7,114	0	-7,114	#DIV/0!	Should be offset from Reserve; MMF Grants
Administration - Trsf to Reserve	65,491	30,000	-35,491	-118%	40,000	40,000	0	0%	
Total General Government	821,886	730,298	-91,588	-13%	993,760	973,731	-20,029	-2%	

AUGUSTA TOWNSHIP

Protective Services:									
Fire	273,610	432,469	158,859	37%	536,406	576,625	40,219	7%	Vehicle, Equip Mtce and Fuel under YTD
Fire Capital	30,066	175,150	145,084	83%	233,533	233,533	0	0%	
Fire - Transfer to Reserves	138,427	295,932	157,505	1	394,576	394,576	0	0%	
Police	752,915	761,523	8,608	1%	1,015,364	1,015,364	0	0%	
Conservation Authority	47,527	34,872	-12,655	-36%	46,496	46,496	0	0%	
Protection, Inspection and Control	17,733	31,272	13,539	43%	40,217	41,696	1,479	4%	Timing of new shared Bylaw Officer
Emergency Measures	12,253	15,071	2,817	19%	17,277	20,094	2,817	14%	
Total Protective Services	1,272,530	1,746,288	473,758	27%	2,283,869	2,328,384	44,515	2%	

Public Works									
Roads - Maintenance	1,173,346	1,282,818	109,472	9%	1,685,441	1,710,424	24,983	1%	Vehicle, Equip Mtce and Fuel under YTD
Roads - Transfer to Reserves	741,556	741,556	0	0%	988,741	988,741	0	0%	
Roads - Capital	1,353,983	1,602,000	248,017	15%	2,136,000	2,136,000	0	0%	
Winter Control	80,118	89,014	8,896	10%	109,789	118,685	8,896	7%	Lighter spring, Oct - Dec variable
Street Lighting	8,550	22,784	14,234	62%	29,918	30,379	461	2%	Upgrades in fall; Defer
Public Works subtotal	3,357,553	3,738,172	380,619	10%	4,949,890	4,984,229	34,339	1%	

Environmental Services									
Garbage Disposal	286,447	357,227	70,781	20%	457,039	476,303	19,265	4%	Tracking with FEARAD and GFL
Waste Disposal Capital	0	135,000	135,000	100%	180,000	180,000	0	0%	
Capital Infrastructure	0	101,250	101,250	100%	135,000	135,000	0	0%	WMS Project deferred/delayed
Garbage Transfer to Reserve	7,959	7,959	0	0%	10,612	10,612	0	0%	
Recycling	2,804	3,375	571	17%	3,929	4,500	571	13%	
Total Environmental Services	297,210	604,811	307,602	51%	786,580	806,415	19,836	2%	

AUGUSTA TOWNSHIP

Health Services:									
Cemeteries	5,253	4,500	-753	-17%	6,753	6,000	-753	-13%	
Total Health Services	5,253	4,500	-753	-17%	6,753	6,000	-753	-13%	

Parks & Recreation:									
Recreation Administration	92,509	87,216	-5,293	-6%	109,288	116,288	7,000	6%	
Programs	31,445	38,310	7,476	20%	59,215	51,080	-8,135	-16%	
Recreation Capital	11,027	0	-11,027	#DIV/0!	40,000	0	-40,000	#DIV/0!	Rec IT upgrades-Comm Resiliency fund
Reserve for Recreation Projects	16,892	16,892	0	0%	22,523	22,523	0	0%	
Libraries	105,647	95,480	-10,167	-11%	130,438	127,307	-3,131	-2%	Offset in Covid-19 Funding above
Donations	50	6,000	5,950	99%	8,000	8,000	0	0%	
Total Parks and Recreation	257,570	243,899	-13,061	-5%	369,464	325,198	-44,266	-14%	

Planning and Development:									
Building Official	102,244	99,201	-3,043	-3%	131,324	132,268	944	1%	
Planning and Zoning	69,337	178,700	109,363	61%	216,251	238,267	22,016	9%	DF, OP, ZBLA timing delayed
Commercial and Industrial	99,211	96,788	-2,424	-3%	112,169	129,050	16,881	13%	Main St. CIP Grants, offset
Agricultural	1,543	16,458	14,915	91%	7,029	21,944	14,915	68%	Saving re PW Mgr now Drainage Supervisor
Tile Drainage	5,285	5,945	660	11%	7,927	7,927	0	0%	
Total Planning and Development	277,621	397,092	119,471	30%	474,700	529,456	54,756	10%	

Total Expenditures	6,289,622	7,465,060	1,176,048	16%	9,865,015	9,953,413	88,398	0.9%	
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THE TOWNSHIP OF AUGUSTA

REPORT NUMBER: 2021 – 091
REPORT TO COUNCIL: October 20, 2021
RE: Sale of Surplus Goods
AUTHOR: Matthijs van der Veen (MvdV),
Community Development & Recreation Coordinator

RECOMMENDATION:

THAT Council declare the ‘Kemp Park play structure’ surplus equipment and authorize the Community Development & Recreation Coordinator to sell the play structure in as is condition via sealed bid.


BACKGROUND:

As advised in the ‘2021-071 Playground Inspection Report’ the Kemp Park play structure is not compliant with the ‘**CSA Z614:20 Children’s Playground Equipment and Surfacing**’ (Standard) and it is recommended that it be removed.


As per the Procurement Policy staff is requesting Council approval to sell the Kemp Park play structure by sealed bid, with a reasonable reserve bid in ‘as is’ condition.

FINANCIAL IMPACTS:

Any funds received will be allocated to the reserve for future playground upgrades recommended in the Playground Inspection Report.



Matthijs van der Veen
Comm. Dev. & Rec. Coord.



Bryan Brown, CAO

THE TOWNSHIP OF AUGUSTA

REPORT NUMBER: 2021 – 090
REPORT TO COUNCIL: October 25, 2021
RE: Public Works Activity Report
AUTHOR: Brad Thake, Public Works Manager

RECOMMENDATION:

THAT Council receive the Public Works Activity Report as prepared by the Public Works Manager dated October 25, 2021, for information.

PURPOSE:

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

BACKGROUND:

Road Maintenance and Operations

- Residential entrance culvert installations are ongoing.
- Road patrol is ongoing.
- Hardtop maintenance (pothole repair) is ongoing.
- Sign installations are ongoing.
- Dangerous tree removal is ongoing throughout the Township. Approximately 85 infected Ash trees have been removed.
- Litter cleanup (ditches) is ongoing.
- Roadside mowing is complete.
- Road crossing culvert replacement ongoing throughout Township

Projects/Tenders:

- Speed Radars continue to monitor and collect traffic data (on-going rotation schedule and targeted locations, subject to requests for service).
- Infrastructure Asset Mapping (catch basins, culverts, streetlights, etc.) continues to capture data and is being inputted into our MESH tracking system.
- Road reconstruction projects are completed.
- Public Works Renovation project on hold. Council report to follow.
- Staff is generating good news stories and pictures for posting on the website pertaining to activities and projects involving Public Works.
- Staff preparing reports regarding speed limit reduction delegations.

THE TOWNSHIP OF AUGUSTA

Waste Transfer Sites and Wetlands:


- Transfer Sites: Traffic remains steady. Normal operations.
- Waste Sites: Monitoring/testing is ongoing.
- Wetland's monitoring/testing is ongoing.

Health & Safety/ Training:

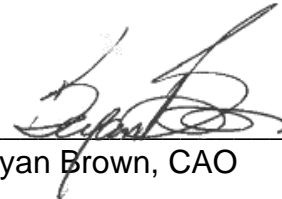
- Weekly safety meetings ongoing with PW staff.
- First Aid/CPR training complete for the remainder of staff.
- Puncture/cut resistant gloves purchased for staff.

COVID19:

- Physical distancing is being practiced with staff.
- Equipment/work area wipe down procedure is ongoing.
- PPE: gloves, masks, sanitizer, safety glasses procedure is ongoing.
- Minimal contact with public while working.
- Mask's Mandatory Indoors Policy in effect, when distancing not achievable
- Safety talks, procedural updates and news is conveyed as information becomes available.
- 80% of Public Works staff have received second shot of COVID vaccination.



Brad Thake, Public Works Manager



Bryan Brown, CAO

THE TOWNSHIP OF AUGUSTA

REPORT NUMBER: 2021-086

REPORT TO COUNCIL: October 25, 2021

RE: Building Department Activity Summary

AUTHOR: Karen Lavigne, CBO, CBCO

RECOMMENDATION:

That Council receive the Building Department Activity Report for August and September 2021 for information.

BUILDING DEPARTMENT ACTIVITY SUMMARY:

	Permit Number	Cost of Project	Permit Cost	Type of Permit
3/8/2021	2021-7593	\$1,000.00	\$2,955.00	AG Pool
5/8/2021	2020-7594	\$1,000.00	\$156.00	AG Pool
5/8/2021	2021-7595	\$1,500.00	\$625.00	Dock Storage
13/8/2021	2021-7596	\$600.00	\$95.00	Wedding Tent
17/8/2021	2021-7597	\$100,000.00	\$4,495.35	Garage/Storage
17/8/2021	2021-7599	\$2,000.00	\$75.00	Pool Deck
18/8/2021	2021-7600	\$16,000.00	\$75.00	Alteration
23/8/2021	2021-7601	\$14,500.00	\$75.00	AG Pool + Deck
24/8/2021	2021-7602	\$40,000.00	\$260.00	Renovation
25/8/2021	2021-7603	\$171,760.00	\$525.00	Mobile Home
25/8/2021	2021-7604	\$349,645.00	\$388.00	SFD + Garage
27/8/2021	2019-7388-2	\$35,000.00	\$75.00	Garage Addition
27/8/2021	2021-7605	\$10,800.00	\$191.00	Shed
AUGUST TOTAL		\$743,805.00	\$9,213.00	
2021 TOTAL		\$7,850,809.50	\$74,445.56	

THE TOWNSHIP OF AUGUSTA

	Permit Number	Cost of Project	Permit Cost	Type of Permit
8/9/2021	2021-7606	\$349,645.00	\$4,173.00	SFD + Garage
8/9/2021	2020-7607	\$5,000.00	\$95.00	Insulation/VB
9/9/2021	2021-7608	\$5,000.00	\$95.00	Wedding Tents
9/9/2021	2020-7381-3	\$9,322.50	\$1,200.00	Cover All
13/9/2021	2021-7609	\$7,000.00	\$75.00	AG Pool
11/9/2021	2021-7610	\$7,500.00	\$96.00	Shed
11/9/2021	2021-7611	\$5,090.00	\$100.00	Shed
11/9/2021	2021-7612	\$5,500.00	\$75.00	AG Pool
13/9/2021	2021-7613	\$50,000.00	\$780.00	D Garage
12/9/2021	2021-7614	\$20,000.00	\$110.50	Shed
13/9/2021	2021-7615	\$25,000.00	\$360.00	Garage
21/9/2021	2021-7616	\$3,000.00	\$110.00	Demolition
22/9/2021	2021-7617	\$10,000.00	\$100.00	Deck
23/9/2021	2021-7618	\$7,000.00	\$95.00	2 Decks
24/9/2021	2021-7619	\$200,000.00	\$1,806.98	Renovation Change of Use
28/9/2021	2021-7621	\$12,000.00	\$360.00	Greenhouse
SEPT. TOTAL		\$721,057.50	\$9,631.48	
2021 TOTAL		\$8,571,867.00	\$75,619.36	

Date Issued	Permit Number	Cost of Project	Permit Cost	Type of Permit
11/8/2020	2020-7450	\$25,000.00	\$389.00	Demo + D.Garage
11/8/2020	2020-7451	\$8,000.00	\$144.00	Shed
11/8/2020	2020-7452	\$7,638.80	\$75.00	A G Pool
12/8/2020	2020-7453	\$8,000.00	\$75.00	A G Pool
12/8/2020	2020-7454	\$8,000.00	\$128.00	Veranda
21/8/2020	2020-7455	\$2,400.00	\$174.00	Carport
19/8/2020	2020-7456	\$7,500.00	\$75.00	A G Pool
19/8/2020	2020-7457			
19/8/2020	2020-7458	\$8,002.66	\$75.00	A G Pool
19/8/2020	2020-7459	\$5,000.00	\$140.00	Shed
21/8/2020	2020-7381-2	\$0.00	\$95.00	Revision
	2020-7460			VOID
26/8/2020	2020-7461	\$600,000.00	\$7,678.10	4-Plex Apt.
26/8/2020	2020-7462	\$600,000.00	\$7,678.10	4-Plex Apt.
AUGUST TOTAL		\$1,281,541.46	\$16,830.20	
2020 TOTAL		\$5,477,768.10	\$64,211.96	

THE TOWNSHIP OF AUGUSTA


Date Issued	Permit Number	Cost of Project	Permit Cost	Type of Permit
1/9/2020	2020-7463	\$45,000.00	\$750.00	Hay Storage
1/9/2020	2020-7464	\$6,000.00	\$162.50	Shed
1/9/2020	2020-7465	\$6,500.00	\$120.00	Closed Porch
3/9/2020	2020-7466	\$400,000.00	\$5,336.60	SFD + Garage
9/9/2020	2020-7467	\$7,569.87	\$75.00	A G Pool
9/9/2020	2020-7468	\$43,000.00	\$1,350.00	D Garage
10/9/2020	2020-7469	\$8,000.00	\$450.00	Carport
11/9/2020	2020-7470	\$5,500.00	\$95.00	Ramp & Deck
11/9/2020	2020-7471	\$410,000.00	\$660.00	Demo X 6
13/9/2020	2020-7472	\$340,000.00	\$4,187.75	SFD + Garage
14/9/2020	2020-7473	\$22,965.00	\$75.00	I G Pool
17/9/2020	2020-7474	\$3,000.00	\$95.00	Tent
13/9/2020	2020-7475	\$5,000.00	\$552.00	Garage Moved
14/9/2020	2020-7476	\$5,000.00	\$144.00	Shed
17/9/2020	2020-7477	\$35,000.00	\$240.00	Garage
18/9/2020	2020-7478	\$12,000.00	\$153.00	Shed
18/9/2020	2020-7479	\$50,000.00	\$750.00	Machine Shed
21/9/2020	2020-7480	\$40,000.00	\$420.00	Garage
22/9/2020	2020-7481	\$20,000.00	\$300.00	Garage
22/9/2020	2020-7482	\$14,000.00	\$105.00	Veranda
24/9/2020	2020-7483	\$45,000.00	\$484.00	Garage/Carport
28/9/2020	2020-7484	\$11,000.00	\$147.75	Patio Roof
28/9/2020	2020-7485	\$30,000.00	\$330.00	Utility Building
29/9/2020	2020-7486	\$50,000.00	\$75.00	I G Pool
30/9/2020	2020-7487	\$60,000.00	\$216.00	Work Shop
SEPT. TOTAL		\$1,658,534.87	\$17,693.60	
2020 TOTAL		\$7,136,302.97	\$81,905.56	

Inspections performed in August; 51
 Inspections performed in September; 35
 MPAC finals for August; 13
 MPAC Finals for September; 3

Permits issued in August; 13
 Permits issued in September; 16
 MPAC Occupancies for August; 9
 MPAC Occupancies for September; 0

Monthly reports submitted to MPAC, Statistics Canada, Tarion and CMHC for August and September 2021.


 Karen Morrell, CBO


 Bryan Brown, CAO

THE TOWNSHIP OF AUGUSTA

REPORT NUMBER: 2021-087
REPORT TO COUNCIL: October 25, 2021
RE: Quarterly Report
AUTHOR: Robert Bowman, Fire Chief

RECOMMENDATION:

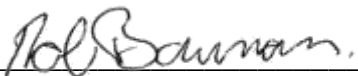
THAT Council accept Augusta Fire Rescue's Quarterly Report attached for information.

PURPOSE:

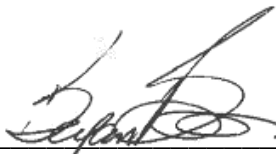
To provide Council an update on the activities of Augusta Fire Rescue.

FINANCIAL CONSIDERATIONS:

None



Rob Bowman, Fire Chief



Bryan Brown, CAO

THE TOWNSHIP OF AUGUSTA



**AUGUSTA FIRE RESCUE
QUARTERLY ACTIVITY REPORT**
period ending September 30, 2021



Section 1: Operations Summary

Augusta Fire Rescue Responses 2021

Metric	JFM	AMJ	JAS	OND	% of Total Calls	2021 YTD	2020 YTD	+ / -
Vehicle Accidents, Water/Special Rescue	5	7	7		13%	19	15	4
Medical First Responder incidents	14	6	14		24%	34	22	12
Alarms (No Fire - Residential or Commercial)	3	3	8		10%	14	9	5
Burning Complaint	7	4	8		13%	19	24	-5
Vehicle Fires	1	0	3		3%	4	9	-5
Public Hazards (spills, gas leaks, hydro, etc.)	2	7	4		9%	13	27	-14
Public Assistance Miscellaneous	3	0	3		4%	6	9	-3
Structure Fires	4	2	3		6%	9	6	3
Activated Carbon Monoxide Alarm – CO Not Present	2	0	1		2%	3	5	-2
Mutual Aid / Edwardsburgh Cardinal Tanker Agreement	5	4	4		9%	13	5	8
Fire Investigation	0	0	0		0%	0	0	0
Fires (Other - Electrical etc.)	0	0	4		3%	4	0	4
Grass/Brush Fires.	2	3	0		3%	5	6	-1
Activated Carbon Monoxide Alarm – CO Present	0	0	0		0	0	0	0
Hoarding	0	0	0		0	0	1	-1
Total	48	36	59	0	100	143	80	4

THE TOWNSHIP OF AUGUSTA

Prescott Fire Department Responses Within Automatic Aid Area 2021

Metric	JFM	AMJ	JAS	OND	% of Total Calls	2021 YTD	2020 YTD	+ / -
Vehicle Accidents, Water/Special Rescue	2	1	2		19%	5	4	1
Medical First Responder incidents	1	1	2		15%	4	6	-2
Alarms (No Fire - Residential or Commercial)	1	1	6		30%	8	0	8
Burning Complaint	1	0	1		7%	2	4	-2
Vehicle Fires	1	0	0		4%	1	3	-2
Public Hazards (spills, gas leaks, hydro, etc.)	0	1	1		7%	2	0	2
Public Assistance Miscellaneous	0	0	0		0%	0	0	0
Structure Fires	1	1	0		7%	2	3	-1
Activated Carbon Monoxide Alarm – CO Not Present	0	0	0		0%	0	1	-1
Mutual Aid	0	0	0		0%	0	0	0
Fire Investigation	0	0	0		0%	0	0	0
Fires (Other - Electrical etc.)	0	0	1		4%	1	0	1
Grass/Brush Fires.	1	1	0		7%	2	1	1
Activated Carbon Monoxide Alarm – CO Present	0	0	0		0%	0	0	0
Hoarding	0	0	0		0%	0	0	0
Total	8	6	13		100%	27	22	5

THE TOWNSHIP OF AUGUSTA

Edwardsburgh Cardinal Department Responses Within Automatic Aid Area 2021

Metric	JFM	AMJ	JAS	OND	% of Total Calls	2021 YTD	2020 YTD	+ / -
Vehicle Accidents, Water/Special Rescue	0	0	1		8%	1	0	1
Medical First Responder incidents	2	0	1		23%	3	0	3
Alarms (No Fire - Residential or Commercial)	0	1	0		8%	1	0	1
Burning Complaint	0	0	0		0%	0	0	0
Vehicle Fires	0	0	2		15%	2	0	2
Public Hazards (spills, gas leaks, hydro, etc.)	0	0	0		0%	0	0	0
Public Assistance Miscellaneous	0	0	0		0%	0	0	0
Structure Fires	0	0	1		8%	1	0	1
Activated Carbon Monoxide Alarm – CO Not Present	0	0	0		0%	0	0	0
Mutual Aid / Edwardsburgh Cardinal Tanker Agreement	0	1	2		23%	3	0	3
Fire Investigation	0	0	0		0%	0	0	0
Fires (Other - Electrical etc.)	0	0	0		0%	0	0	0
Grass/Brush Fires.	1	1	0		15%	2	0	2
Activated Carbon Monoxide Alarm – CO Present	0	0	0		0%	0	0	0
Hoarding	0	0	0		0%	0	0	0
Total	3	3	7	0	100%	13	0	13

THE TOWNSHIP OF AUGUSTA

Section 2: Training

Regular in-house training sessions, topics covered:

- Medical Scenarios
- Tour of Semex
- Hose Handling and Advancement
- Relay Pumping
- Auto Extrication
- Compressed Air Foam Pump Operations

Recruit Training sessions, topics covered:

- None

Online Training:

- None

Specialty training

- 1 member attended NFPA 1521 Incident Safety Officer

THE TOWNSHIP OF AUGUSTA

Section 3: Fire Prevention and Public Education

Fire Inspections:

- None

Fire Prevention and Education

We posted over 45 times to social media and reached over 25,000 people.

Top 10 Facebook Posts:

- County Road 26 Fire – 8,546 views
- Labour Day Parade 5,555 views
- Touch a Truck- 5,445 views
- Thank you for County Road 26 Fire– 5,394 views
- Vaccination Requirement- 5,277 views
- Hose from County Road 26 Fire- 4,902 views
- Summer Contest Winner- 1,941 views
- Touch a Truck- 1,221 views
- Vaccination Clinics- 1,114 views
- September 11th, Post- 996 views

THE TOWNSHIP OF AUGUSTA

Section 4: Master Plan Implementation Status

Strategic Direction	Status
1) <i>Safe Community</i>	Recommendations
2) <i>To Develop an Organizational Culture that Supports Service Excellence.</i>	Total-17, Complete-7, On Going-4, In Process-2, Not Started-1, Ceased-3
3) <i>Accountability</i>	Total-1, Complete-1
4) <i>Supporting Innovation</i>	Total-1, Complete-1
5) <i>Strategic Management</i>	Total-8, Complete-3, On Going-3, Not Started-2
6) <i>Collaborative Relationships</i>	Total-25, Complete-12, On Going-9, Not Started-3, Ceased-1
<u>Total Recommendations and Status's</u>	Total-4, Complete-3, On Going-1
	Total – 56
	Complete – 27
	On Going – 17
	In Process – 2
	Not Started – 6
	Ceased - 4

THE TOWNSHIP OF AUGUSTA

REPORT NUMBER: 2021-088
REPORT TO COUNCIL: October 25, 2021
RE: Quarterly Report- By-Law
AUTHOR: Robert Bowman, Fire Chief

RECOMMENDATION:


THAT Council accept the By-Law Enforcement Quarterly Report attached for information.

PURPOSE:

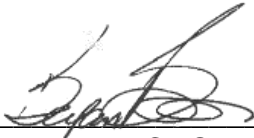
To provide Council an update on the activities of our By-Law Enforcement Office.

FINANCIAL CONSIDERATIONS:

None



Rob Bowman, Fire Chief



Bryan Brown, CAO

THE TOWNSHIP OF AUGUSTA
BY-LAW ENFORCEMENT
QUARTERLY ACTIVITY REPORT
period ending September 30, 2021

Section 1: Operations Summary

By-Law Cases 2021

New Cases 2021

Metric	JFM	AMJ	JAS	OND	Total	% Of Total Calls	Currently Open	Closed in 2021
By-Law Issues								
Dangerous Animal Report								
Defacing Property								
Dog at Large	2		1		2	13.64%	2	5
Dog Nuisance/Noise Issues		3	3		3	27.27%	1	8
Graffiti								
Hunting on Township Property without Permission								
Illegal Dumping	1		2		1	13.64%		3
Illegal Parking								
Kennel Complaint/Issue								
Littering								
Livestock at Large		1				4.55%		1
Loitering								
Maintenance & Care of Property By-Law Request		1				4.55%		1
Noise	1		1		1	9.09%		2
No or Expired Permit for Building/Demo Report								
Other - By-Law Issues	2	1				13.64%		4
Possible Illegal Hobby Farm/Kept Animals/Puppy Mill		1				4.55%	1	1
Rental Property Standards								
Unkempt Property Report (Non-Health Hazard)								
Unkempt Property Report (Health Hazard)		2				9.09%	1	2
Total	6	9	7	0	15	100.00%	5	27

THE TOWNSHIP OF AUGUSTA

Section 2: Hours

Metric	JFM	AMJ	JAS	OND	Total Hours	+ / -
Augusta			103		103	31.12%
Prescott			228		228	68.88%
Total			331		331	100%

Section 3: Comments

Samantha Hansen was hired by the Town of Prescott and the Township of Augusta as a By-Law Enforcement Officer and Intern Building Official in July. She quickly attends to By-Law related issues in the Township, using an Education vs. Enforcement method. Most By-law complaints continue to be canine related.

THE TOWNSHIP OF AUGUSTA

REPORT NUMBER: 2021-089

REPORT TO COUNCIL: October 25, 2021

RE: Supply and Install Two New Furnaces at Fire Station 2
RFP Award

AUTHOR: Rob Bowman, Fire Chief

RECOMMENDATION:

THAT Council authorize the Clerk to enter into an agreement with Upper Canada HVAC Services Ltd. for the supply and installation of two new propane furnaces at Fire Station 2 at an upset limit of \$13,400 plus H.S.T.; and

THAT the remaining funds will be used to repair and extend the fence that protects the generator and new propane tanks.

PURPOSE

To award the Supply and Installation of Two New Furnaces RFP, and repair and extend the fence that protects the generator and new propane tanks.

BACKGROUND:

The Township received a grant from FCC AgriSpirit Fund for the supply and installation of two new propane furnaces at Fire Station 2. These furnaces are to replace the aging oil furnaces currently there and convert the system to propane.

The current fenced area holds the oil tank, air conditioner and generator. However, the propane tanks must be 10ft from the generator/air conditioner, so the fencing must be extended. This fencing is used to protect the equipment from foul balls at the baseball diamond and any other tampering or possible damage. As the project requires the propane tanks to be installed, the protection of the tanks will be included in the scope of the initial project request from FCC AgriSpirit.

ANALYSIS:

An RFP was posted on the Township's website and Four (4) proposals were received:

- Upper Canada HVAC Systems \$13,400.00 plus HST
- Climate Works Heating, Cooling & Plumbing \$13,545.08 plus HST
- Francis HVAC Services Ltd. \$15,800.00 plus HST
- TRS Heating and Cooling Ltd. \$17,591.00 plus HST

THE TOWNSHIP OF AUGUSTA

After reviewing the submissions, Staff is recommending Upper Canada HVAC for the work.

The work is expected to commence upon award of the RFP and be completed prior to year-end.

FINANCIAL CONSIDERATIONS:

The cost for the completed project is \$13,400 plus HST. The expenditure is fully funded by the grant received from FCC AgriSpirit Fund


OPTIONS:

Option 1: Accept the staff recommendation

Option 2: Accept another quote



Rob Bowman, Fire Chief



Bryan Brown, CAO

THE TOWNSHIP OF AUGUSTA



**THE CORPORATION OF THE TOWNSHIP OF AUGUSTA
BY-LAW NUMBER 3539-2021**

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

MAYOR

CLERK