

**AUGUSTA TOWNSHIP  
AGENDA  
C.O.W./REGULAR MEETING  
November 8, 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
  - Brian Hughes - Flyboy Aviation Disc Golf Canada
- 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  
MECG – COVID-19**

**Administration and Finance**

- Report 2021 – 092 – Signing Authority
- Report 2021 – 093 – Elections Report
- Report 2021 – 094 – Christmas Holiday Office Closure

# **AUGUSTA TOWNSHIP**

## **Operations**

- Report 2021 – 097 – Reallocate Woodchipper Funds
- Report 2021 – 098 – Reallocate Crack Sealing Funds
- Report 2021 – 099 – Delay of Public Works Renovation
- Report 2021 – 100 – Algonquin and Bains Road Intersection

## **Planning and Building Services**

## **Protective Services**

- Report 2021 – 095 – Information on Vaccine Policies
- Report 2021 – 096 – Allotment of Fire Department Reserves

## **K. RETURN TO REGULAR MEETING OF COUNCIL**

L. New and Unfinished Business

M. Notice of Motions

N. By-Laws

3543-2021 – Alternate Voting Method By-law

3544-2021 – Highway Rate of Speed and Traffic Direction By-Law

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
  - i. CAO Recruitment

## **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 25, 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**

Bryan Brown, Annette Simonian, Ray Morrison, 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 October 25, 2021 be adopted as amended.  
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 October 12, 2021 Council meeting as distributed to all members.  
Carried

# AUGUSTA TOWNSHIP

## DISCLOSURE OF INTEREST

## BUSINESS ARISING FROM THE MINUTES

## DELEGATIONS & PETITIONS

## CORRESPONDENCE & PETITIONS

Moved by Deputy Mayor Shaver, seconded by Councillor Bowman

**BE IT RESOLVED THAT** Council receive the correspondence from the Solicitor General and Ontario Association of Police Services Board (OAPSB) for information.

Carried

## MOVED TO COMMITTEE OF THE WHOLE

Moved by Councillor Bowman, seconded by Deputy Mayor Shaver

**BE IT RESOLVED THAT** Council resolve itself into the Committee of the Whole meeting.

Carried

## COMMITTEE/STAFF REPORTS

**UCLG:**

Mayor Malanka provided an update

**Health Unit Board:**

Mayor Malanka provided an update

**Recreation:**

**Library Board:**

Councillor Bowman provided an update

**EDTC:**

Deputy Mayor Shaver provided an update

**Ag & Rural Affairs:**

**Community Development:**

**MECG:**

## ADMINISTRATION AND FINANCE

### Report 2021-081

Moved by Councillor Bowman, seconded by Deputy Mayor Shaver

**BE IT RESOLVED 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,

## AUGUSTA TOWNSHIP

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

Carried

### **Report 2021-083**

Moved by Deputy Mayor Shaver, seconded by Councillor Schapelhouman

**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 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.

Carried

### **Report 2021-084**

Moved by Councillor Schapelhouman, seconded by Deputy Mayor Shaver

**BE IT RESOLVED 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.

Carried

### **Report 2021-085**

Moved by Deputy Mayor Shaver, seconded by Councillor Schapelhouman

**BE IT RESOLVED THAT** Council accepts for information the attached preliminary Statement of Revenue and Expenditures - September 30, 2021.

Carried

### **Report 2021-091**

Moved by Councillor Schapelhouman, seconded by Deputy Mayor Shaver

**BE IT RESOLVED 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.

Carried

## AUGUSTA TOWNSHIP

### OPERATIONS

#### **Report 2021-090**

Moved by Councillor Bowman, seconded by Councillor Schapelhouman

**BE IT RESOLVED THAT** Council receive the Public Works Activity Report as prepared by the Public Works Manager dated October 25, 2021, for information  
Carried

### PLANNING AND BUILDING SERVICES

#### **Report 2021-086**

Moved by Councillor Schapelhouman, seconded by Councillor Bowman

**BE IT RESOLVED THAT** Council receive the Building Department Activity Report for August and September 2021 for information.  
Carried

### PROTECTIVE SERVICES

#### **Report 2021-087**

Moved by Councillor Bowman, seconded by Councillor Schapelhouman

**BE IT RESOLVED THAT** Council accept Augusta Fire Rescue's Quarterly Report attached for information.  
Carried

#### **Report 2021-088**

Moved by Councillor Schapelhouman, seconded by Councillor Bowman

**BE IT RESOLVED THAT** Council accept the By-Law Enforcement Quarterly Report attached for information.  
Carried

#### **Report 2021-089**

Moved by Councillor Bowman, seconded by Councillor Schapelhouman

**BE IT RESOLVED 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.

Carried

### RETURN TO REGULAR MEETING OF COUNCIL

Moved by Councillor Schapelhouman, seconded by Councillor Bowman

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

# AUGUSTA TOWNSHIP

## NEW AND UNFINISHED BUSINESS NOTICE OF MOTIONS

### BY-LAWS

Moved by Councillor Bowman, seconded by Councillor Schapelhouman  
**BE IT RESOLVED THAT** By-Law No. 3542-2021 being a By-Law to authorize the execution of a Lease Agreement be read a first time, a second time, a third time, and be 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 Schapelhouman, seconded by Councillor Bowman  
**BE IT RESOLVED THAT** this Council move to a closed meeting at 7:35 pm., as per the Municipal Act c25, S.O. 2001 section 239 (2) to discuss:

- Identifiable Individual
  - Staffing Considerations

Carried

### RISE FROM COMMITTEE OF THE WHOLE IN CAMERA

Moved by Councillor Bowman, seconded by Councillor Schapelhouman  
**BE IT RESOLVED THAT** the closed session adjourned at 8:07 pm and that Council resumed the open meeting to report out.

Carried

### REPORTING OUT OF CLOSED SESSION

Moved by Councillor Schapelhouman, seconded by Councillor Bowman  
**BE IT RESOLVED THAT** Council met in closed session to discuss an educational session on Staffing Considerations.

Council

- Shall now consider a resolution in open session

Carried

## AUGUSTA TOWNSHIP

Moved by Councillor Bowman, seconded by Deputy Mayor Shaver  
**BE IT RESOLVED THAT** Council subject to section 357(1) of Ontario's Municipal Act, 2001, Council supports the reduction of the part of taxes related to Interest and Penalties incorrectly levied on lands owned by Sprucelawn RMD Corporation and its owners Richard and Sarah Jane Dumbrille, totaling \$3,205.57 for all properties.  
Carried

Moved by Councillor Schapelhouman, seconded by Deputy Mayor Shaver  
**BE IT RESOLVED THAT** By-law Numbered 3541-2021 being a By-Law to appoint an Interim CAO be read a first time, a second time, a third time, and be enacted as read.  
Carried

Moved by Deputy Mayor Shaver, seconded by Councillor Bowman  
**BE IT RESOLVED THAT** By-Law Numbered 3540-2021 being a By-Law to appoint an Interim Treasurer be read a first time, a second time, a third time, and be enacted as read.  
Carried

### BY-LAW TO CONFIRM PROCEEDINGS OF COUNCIL

Moved by Councillor Bowman, seconded by Councillor Schapelhouman  
**BE IT RESOLVED THAT** By-Law No. 3539-2021 confirm the proceedings of Council of the Township of Augusta at its meeting held on October 25, 2021 be read a first time, a second time, a third time, and be enacted as read.  
Carried

### ADJOURNMENT

Moved by Councillor Schapelhouman, seconded by Councillor Bowman  
**BE IT RESOLVED THAT** this Council do now adjourn at 8:13 pm until November 8, 2021 at 6:30 p.m. or until the call of the Mayor subject to need.  
Carried.



# AUGUSTA TOWNSHIP



## DELEGATION REQUEST TO APPEAR BEFORE COUNCIL

Name of Individual/ Organization:	Brian Hughes - Flyboy Aviation Disc Golf Canada
Council Meeting Date Requested:	November 8, 2021

Topic: (If necessary, please attach additional correspondence)	Information Attached
Designing, implementing and maintaining a disc golf course on Township property at the Maitland recreation facility. See attached email for further details.	

<b>Contact Information:</b> Name (if different from above):  Mailing Address:  Phone Number: 416-822-5025  Email: brian@flyboycanada.com
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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

**Matthijs Van der Veen**

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**From:** Brian Hughes <brian@flyboycanada.com>  
**Sent:** Thursday, October 28, 2021 3:43 PM  
**To:** Matthijs Van der Veen  
**Subject:** MAITLAND DISC GOLF COURSE

**Follow Up Flag:** Follow up  
**Flag Status:** Completed

Hello Mr. Van Der Veen,

I am writing to you today to discuss the potential of donating and designing a trial Disc Golf Course on and around the Maitland Recreation Centre property for your community. Disc Golf is one of the worlds fastest growing sports. It is a free to play sport and enjoyed literally by all ages year round (yes disc golf is even played in the winter). Being free to play, people enjoy the sport at their leisure just as they would skiing or snowshoeing your trails.

I established the Brockville Disc Golf Club on facebook (now with 256 members - many from Maitland) last October when I relocated from Toronto and being head of Flyboy Canada quickly contacted the city and worked with the Parks Department and Town Council to establish Brockville's first Disc Golf club. The vote was passed through town council unanimously with Mayor Jason Baker praising the course design and a function for unused space. In early May, I was permitted to begin work. The club grew very fast as our support structure of making sure there was plenty of discs made available for loan to first timers- making it truly a Free to play sport.

On Canada Day, CTV highlighted the new course and sport:

<https://ottawa.ctvnews.ca/disc-golf-course-attracts-new-players-in-brockville-1.5493395>

Why Maitland? While we have many players living in and around Maitland, it is the proximity to Brockville's course which is most ideal. Affectively, they would be sister courses, completely unique in their own right, but combined to offer the full spectrum of Disc Golf play. The Brockville course is much larger with longer holes and high and lows in topography, while the proposed Maitland design would be shorter which would be better suited for new, younger and older players to take it up, but mostly wooded and requiring more accuracy for established players. So they work together as a whole.

I am offering the community of Maitland the exact same as I offered Brockville for a trial course. We will do all the work clearing the course (which is not much in the area we'd like to use- and nothing large, just smaller saplings and bush), we will supply the targets and make sure there is plenty of discs available for your community to try. To date, the city of Brockville has not spent a dime, other than the Parks departments support of clearing damaged trees after storms etc...

Attached is an image of the area where the majority of the holes would be showing little to no impact on any other property recreational uses.

Any help, guidance or redirection, if necessary, would be greatly appreciated.

Flyboy Canada ([flyboycanada.com](http://flyboycanada.com)) is a volunteer organization that is devoted to the growth of Disc Golf nationwide in Canada.

Thank you for your time,

Brian Hughes

## AUGUSTA TOWNSHIP



November 3, 2021

# Disc Golf Course at The Maitland Education and Recreation Centre Proposal

Disc Golf is similar to golf in that a player tees-off from a location with the objective of landing their disc into a target basket set up a distance away. A frisbee like disc is used in place of a ball and a player throws the disc by hand as opposed to a ball being hit with clubs.

The game of disc golf is growing in popularity for its low cost to play and outdoor activity and exercise. Disc Golf is also a destination activity, becoming a desirable amenity to tourism. Worldwide, 90% of all Disc Golf courses are free to play, unmonitored and open accessible such as all your other community park amenities.

We at Flyboy Canada (a group of volunteer disc golf enthusiasts devoted to the growth of Disc Golf) and members of the Brockville Disc Golf Club (many who are from the Maitland area), are proposing a trial course at The Maitland Education Recreation Centre.

Flyboy Canada has the target baskets required on hand for use at the trial course, and our Brockville Disc Golf Club volunteers will handle all the labor clearing and cleaning the desired design making it a 100% completely free for the Maitland community. Additionally, also have many beginner golf sets which will be donated to the Maitland lending centre for loaning purposes making the sport 100% free to try for your community members of all ages.

## AUGUSTA TOWNSHIP

Disc golf can take place in any shared use publicly accessible park, played by anyone, year-round while not infringing on any neighbouring activity. Any course layout is flexible and can be adapted play in proximity to or around any other activities.

The wooded area west of the MERC and below the rail line is ideal for the course layout as it is unused and would not affect any other activities. The wooded area has natural lines of play, so other than clearing bush and small saplings, there is no real work to be done. The effort only beautifies the wooded area and helps make it healthier.

Tee areas would be marked with painted bricks and baskets would be anchored down with temporary chain and anchor or sleeves installed in the ground by hand. Both options will deter unwanted removal, vandalism or damage. Should some such occur, we acknowledge The Township of Augusta is not and will never be responsible for the repair or replacement of this equipment being used on this course.

These are the baskets which would be used on the course. They are not new, but they are sturdy and have been effective for same such use in the past.



## AUGUSTA TOWNSHIP

The Brockville Disc Golf club is eager to support the development of the Maitland Disc Golf Club and course, as while the two courses would be completely unique in their own right, combined would offer Disc golfers not a fuller spectrum of play and easier entry and evolution for younger and older players. The Brockville course is much larger with longer holes and high and lows in topography and the proposed Maitland design would be shorter which would be better suited for attracting new, younger and older players to take it up, yet still being mostly wooded and requiring more accuracy for the more established players.

This is an example of the 9 basket course design layout for Maitland.



## AUGUSTA TOWNSHIP

Disc Golf is a shared space sport and players acknowledge that they are not entitled to the space. They know that course play is only available when it is fully clear to do so. Being free to play, many courses are set up in Parks and if should people decide to have a picnic in the middle of the fairway, players must move on to the next hole. So in the above layout, there would never be a concern regarding the play of hole 8 and 9 during the soccer season/practise. If there was, the basket would simply be removed for that season.

The Brockville Disc Golf Club has already proven to the Brockville Parks Department that it would not be an issue during little league play at Brackenreid Park. In fact, they were informed that the league and field organizers found them to be great and extremely respectful neighbours.

Established in early spring of 2021 the Brockville Disc Golf Club has had amazing success, and growth. We worked closely and respectfully with the Parks department and look forward to doing the same with the Township of Augusta if given the opportunity.

On Canada Day, 2021 CTV Ottawa highlighted the new Brockville course and sport:

<https://ottawa.ctvnews.ca/disc-golf-course-attracts-new-players-in-brockville-1.5493395>

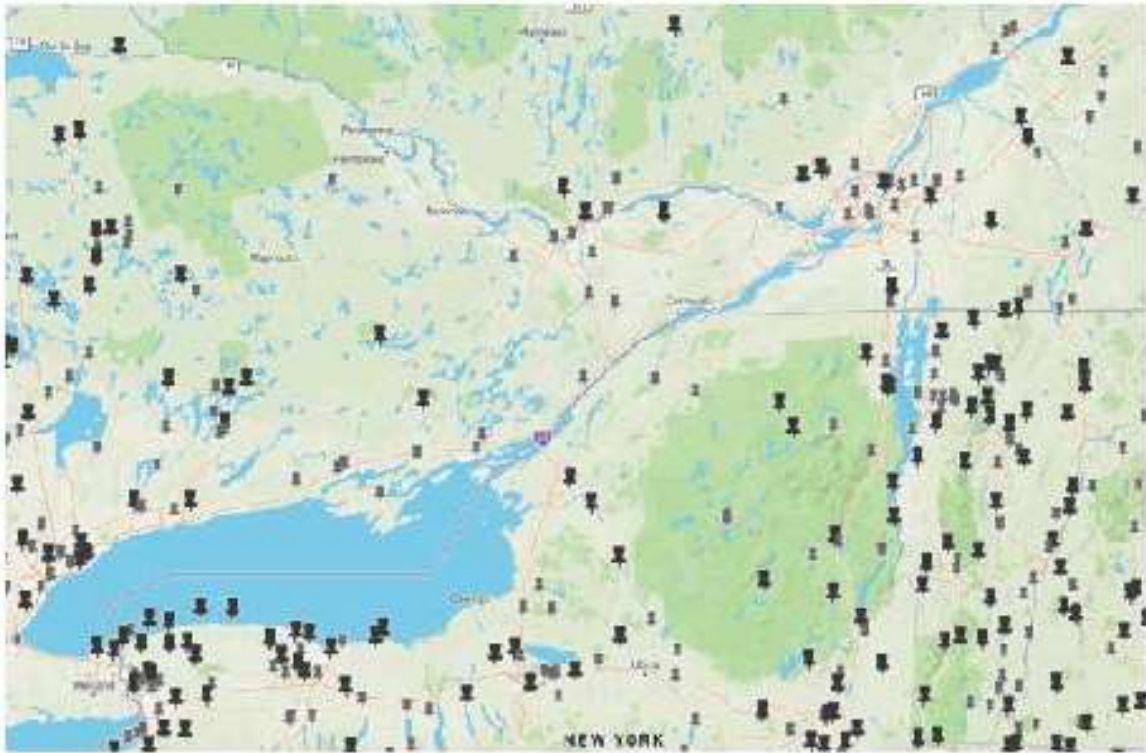
Brockville's Facebook Disc Golf Club currently has 260 members. Maitland's Facebook Disc Golf Club was established On Oct 29th has (at the time of this proposal only one week later) 58 members supporting this course club and proposal.

<https://www.facebook.com/groups/maitlanddiscgolfclub>

Autumn is the perfect time for the type of bush clearing this course requires as the foliage is limited and as Disc Golf is a year round sport winter play is very real. Should this proposal be accepted, the trial course could be set up for play quickly and would definitely be in use over the winter season.

## AUGUSTA TOWNSHIP

A quick local view of how many disc golf courses there are in the area. Each icon is a course.



Thank you Matthijs van der Veen for requesting and bringing forth this proposal.

Brian Hughes  
416 622 5025



Flyboy Canada ([flyboycanada.com](http://flyboycanada.com)) is a volunteer group of individuals who are devoted to the growth of Disc Golf in Canada.

## AUGUSTA TOWNSHIP

**REPORT NUMBER:** 2021-092  
**REPORT TO COUNCIL** November 8, 2021  
**RE:** Update Signing Authority  
**PREPARED BY:** Annette Simonian, Clerk

### RECOMMENDATION

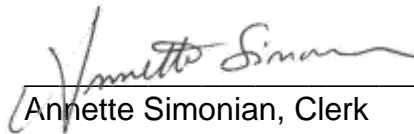
**THAT** Council confirm Chief Administrative Officer – Steve McDonald and Treasurer – Mark McDonald as signing authority on all RBC Bank financial documents effective November 1, 2021; and

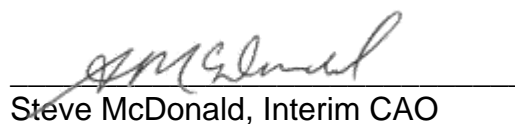
**THAT** the former Chief Administrative Officer – Bryan Brown and the former Treasurer – Ray Morrison be removed as signing authorities on all RBC financial documents effective immediately.

### PURPOSE

Due to a change in staffing, the Township of Augusta needs to update their signing authorities for banking purposes. The appropriate Master Client Agreement for Business Clients Authorization has been obtained from RBC – Royal Bank of Canada. A resolution of Council is required to support the addition of a signing authority. The remaining signing authority for the Mayor, Deputy Mayor and Clerk will remain the same.

Assigned signing authority consists of two staff and two council and all payments that require a signature are signed by one elected official and one appointed staff.

  
Annette Simonian, Clerk

  
Steve McDonald, Interim CAO



## **AUGUSTA TOWNSHIP**

**REPORT NUMBER:** 2021-093  
**REPORT TO COUNCIL:** November 8, 2021  
**RE:** Alternate Voting  
**AUTHOR:** Annette Simonian, Clerk

### **RECOMMENDATION:**

**THAT** Council adopt a By-law to authorize the use of an alternate voting method for the 2022 School Board and Municipal Election; and

**THAT** Council authorize the Clerk to enter into an agreement with Intelivote for the supply of internet and telephone voting system for the 2022 municipal election at a cost of approximately \$13,712 depending on the actual final election count of the 2022 election.

### **PURPOSE**

The purpose of this report is to seek Council approval for the use of alternative voting methods for the 2022 Municipal Election and selection of an internet & telephone system vendor.

### **BACKGROUND:**

Municipal elections across the Province will take place on Monday, October 24, 2022.

As per the amendments to the MEA, the current term of Council will end November 14, 2022.

The Municipal Elections Act (MEA) as amended governs the process for a municipal election. Pursuant to Section 42(1) of the MEA, Council may pass a by-law authorizing an alternative voting method as long as the by-law is passed before May 1, 2022.

The MEA sets out the roles and responsibilities of the Clerk and Council. The Clerk as the Returning Officer (RO) for the municipal elections is responsible for the conduct of the election, including meeting all the requirements of the legislation and regulations. The Clerk as the RO will ensure all procedural and administrative requirements are undertaken in accordance with the legislation and Council's direction for the 2022 Municipal Election.

The Leeds and Grenville Clerks met in December 2020 to discuss the 2022 Municipal Election. For the 2018 Elections 9 municipalities worked jointly and entered into an agreement with Intelivote for internet/telephone alternative voting method, it was felt that it worked very well. Also, it is anticipated that the majority of municipalities in the Leeds Grenville area will once again be using electronic voting.

## AUGUSTA TOWNSHIP

Eleven of the Leeds and Grenville Clerks agreed to jointly issue an RFP to seek qualified vendors for electronic voting services. In the past years, the Clerks advocated for sole sourcing the vendor based on past experiences. For transparency and accountability, it was felt it was appropriate to issue an RFP for the 2022 election. The purpose of the RFP was to obtain competitive pricing from firms experienced in the organization and secure operation of electronic voting by telephone and through the internet. The advantage of this is that all the clerks will be using the same system and the same rules. Clerks can adopt the same policies and procedures and publish the same information to the voters to relieve any confusion.

The use of alternate electronic voting method allows for increased accessibility and has eliminated the necessity for a physical advanced polling station prior to Election Day as electronic voting allows for 8 days of advance voting.

### **ANALYSIS:**

An RFP was issued in 2021 to solicit qualified vendors for the supply of internet and telephone voting.

One bid was received on time and one other bid was received after the closing date.

Qualified Bidder information:

Intelivote:

\$2.30 (The total of CAD **\$2.30** (**\$1.00** evote service, plus **\$1.30** Voter instruction letter production and postage) per eligible voter on the Clients' updated voter's list at the end of Election Day (the "Final Eligible Voters") comprised of the complete package of the Internet and Telephone Voting System. The approximate cost for the 2022 election will be \$13,712.00 based on the eligible number of voters from the 2018 election. Final cost will be based on the final number of electors in the system on 2022 voting day.

This represents a .05 cent reduction from the 2018 pricing, due to the fact that more municipalities are opting into the agreement.

A Working group consisting of four Clerks evaluated the submission and gave an overall score of 48/50 based on the evaluation criteria in the RFP.

There are several voting methods, or combinations thereof with respect to conducting municipal elections, however the move towards alternative voting methods is increasing.

In order to streamline the election, the Clerk is suggesting an all-electronic voting system for the 2022 election.

As Council is aware, Augusta Township utilized the internet/telephone alternative voting method for the 2018 Municipal Election in conjunction with paper ballots. It was overall

## **AUGUSTA TOWNSHIP**

well received with 78% of the electors who cast a ballot using the internet or telephone to cast their ballot including over 200 votes cast from other provinces and from the United States.

Only 560 paper ballots out of 2565 votes were used for the 2018 election, 22%. Although there will always be some residents who insist on a paper ballot, COVID has made it clear that more and more of the population is embracing technology. More and more people have smart phones, are internet savvy and Internet usage for 65- to 75-year-olds is increasing.

Rideau Lakes switched to all electronic for the 2018 election without any real backlash or adverse effects and they had more paper ballots issued than us at 5516 paper ballots out of 12536 votes, 44%.

### **ELECTRONIC VOTING SYSTEM BENEFITS**

- COVID Health and safety protocols, if necessary.
- All electronic can wipe devices down after every use. No handling of dirty paper by several people.
- Extended voting period
- Decrease number of staff required
- Convenience and improved accessibility
- It is an anytime anywhere voting solution, non-residents and people away can still vote
- Instant and accurate publication of results (any recounts will be instant)
- Utilize latest technological and security to ensure confidence and integrity of the voting process.
- Only one polling station necessary. One polling station was adequate for 560 paper ballots and people coming to the polling station to be added to the voter list.

### **ELECTRONIC VOTING SYSTEM CHALLENGES**

- Voter's perception of security
- Voter's perception of ballot secrecy
- Access problems
- Additional need for voter education campaigns
- Possible fraud or coercion

A Voter Assistance Centre will be set up at the municipal office during business hours and iPads will be available to bridge the gap between paper and digital. Less technical savvy voters and voters with connectivity problems can come to the Voter Assistance Centre to use provided devices and guarantee internet access to cast a ballot with assistance, if needed, from trained election officials.

The Clerk shall appoint an independent Auditor and they shall test the electronic voting system on several occasions.

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The Clerk will conduct an advertising campaign on illegal and corrupt practices to help alleviate voter fraud concerns/fears, educate on electronic voting processes and make it understood that you can vote securely at home and advance polls open 8 days in advance so no need to arrive at 10am on election day.

The Intelivote System has been architected to have the highest level of system availability in today's market. Due to the sensitive nature of the voter records, Federal data privacy legislation, the requirement to maintain the anonymity of voters, as well as the adherence to a municipality's by-laws and MEA election requirements, Intelivote has implemented a multi layered security environment.

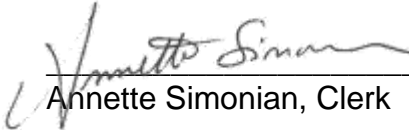
### ALTERNATIVE

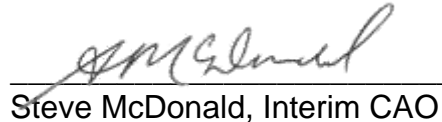
Voting method:

- All electronic voting
- Status quo, employ paper ballots and alternate electronic voting.

### FINANCIAL CONSIDERATIONS:

Cost to be charged to a/c 400-01-003 Election and offset by funds previously set aside in a/c 210-01-017 reserve for elections.

  
Annette Simonian, Clerk

  
Steve McDonald, Interim CAO

## **AUGUSTA TOWNSHIP**

**REPORT NUMBER:** 2021 - 094  
**REPORT TO COUNCIL:** November 8, 2021  
**RE:** December Township Office Closure Schedule  
**AUTHOR:** Annette Simonian, Clerk

### **RECOMMENDATION:**

**THAT** Council receive the following report for information.

### **BACKGROUND:**

The purpose of this report is to advise Council of the days the office will be closed.

As agreed by Council in 2013, the Township office will be closed (or have a skeleton crew) during the week between Christmas and New Year's Day to allow employees time with their families. The office will be closed, but staff will have the option to work rather than use vacation days if they wish.

The Township office will be closed at noon of December 24, 2021 and reopening on Monday, January 3, 2022.

Landfill Sites will be closed December 25, 2021 and January 1, 2022 and closed at 1 pm on December 24, 2021 (Christmas Eve) and December 31, 2021. (New Year's Eve) as per their contract.

The OPSEU union contract and employment By-Law 3432-2019 state that employees have a ½ day on Christmas Eve and a ½ day on New Year's Eve. The three statutory holidays fall on the weekend this year, and as such, staff will be paid for 3 days during the week the office is closed instead. The rest of the time needed, employees will use vacation time or time in lieu. Employees are only allowed to carry over 1 week vacation and the rest is paid out at the end of the year. Time off taken would reduce the Township's financial burden even further and does so at a time of the year where the presence of a full staff complement is not crucial. From a management perspective, it is preferable to have staff on vacation during the slowest time of the year as opposed to times which are very busy such as tax installment days or during the busy construction season. Accordingly, this initiative represents a positive financial benefit for the Township.

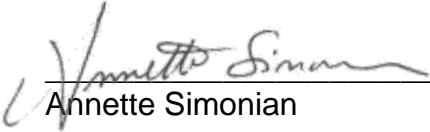
Although impact on customer service is a consideration, there should be no critical municipal concerns that can't wait to be handled the following week. There are no time sensitive municipal issues which come into play such as tax payments. As such the holiday season is the "slowest" time of the year for municipal staff. We anticipate that

## AUGUSTA TOWNSHIP

most if not all inquiries will be related to the condition of roadways and to that effect the road crews will be on duty and residents can call "311" for emergency events.

### FINANCIAL CONSIDERATIONS:

Staff will need to take 1 and ½ vacation days or time in lieu to cover the remaining closure days.



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Annette Simonian



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Steve McDonald, Interim CAO

## **AUGUSTA TOWNSHIP**

**REPORT NUMBER:** 2021 - 097  
**REPORT TO COUNCIL:** November 8, 2021  
**RE:** Reallocate Woodchipper Funds  
**AUTHOR:** Brad Thake, Public Works Manager

### **RECOMMENDATION:**

**THAT** Council authorize Township staff to reallocate the \$50,000 allotted for a woodchipper located in 2021 capital budget line 445-01-090 and purchase a tow behind grader granular compactor with an upset limit of \$50,000 in 2021.

### **PURPOSE:**

To inform Council and reallocate funds.

### **BACKGROUND:**

Council approved \$50,000 in the 2021 capital budget for the purchase of a standalone woodchipper for Public Works. After careful consideration, it is deemed to be a more cost-effective option to rent one during heavy wood chipping sessions and continue to use our current tractor driven model when needed.

During annual granular resurfacing operations, when fresh gravel is placed on gravel roads, we rent a heavy vibratory drum roller to maintain and preserve our gravel road network. This process helps to pack the freshly placed gravel while keeping granules in place throughout the year and provides a smoother driving surface for the public. The annual cost for this much needed rented equipment is approximately \$7,000. A new grader granular compactor is expected to last approximately 20 years, therefore the Township should see a cost savings of approximately \$90,000.

### **FINANCIAL CONSIDERATIONS:**

None. Reallocate budgeted funds.

## AUGUSTA TOWNSHIP

### OPTIONS:

Option 1: Council authorize Township staff to reallocate the \$50,000 allotted for a woodchipper located in 2021 capital budget line 445-01-090 and purchase a tow behind grader granular compactor with an upset limit of \$50,000 in 2021

Option 2: Keep funds in place and return to reserves as surplus at end of 2021.



Brad Thake, Public Works Manager



Steve McDonald, Interim CAO



## AUGUSTA TOWNSHIP

**REPORT NUMBER:** 2021 - 098  
**REPORT TO COUNCIL:** November 8, 2021  
**RE:** Reallocate Crack Sealing Funds  
**AUTHOR:** Brad Thake, Public Works Manager

### RECOMMENDATION:

**THAT** Council authorize Township staff to reallocate the 2021 \$50,000 crack sealing, capital budget line 419-01-002, as follows: approximately \$20,000 for pavement repairs, approximately \$20,000 for culvert purchases and approximately \$10,000 for road signs for traffic and safety improvements throughout the Township in 2021.

### PURPOSE:

To inform Council and reallocate funds.

### BACKGROUND:

Council approved \$50,000 in the 2021 capital budget for road surface crack sealing. Crack sealing is used as a pavement preservation technique to extend the life of a road by depositing a hot liquid tar compound into cracks throughout a paved road. Augusta Township was included in the United Counties of Leeds & Grenville crack sealing tender for 2021. In September of this year, the Counties informed Augusta Township Public Works they will not be proceeding with this project this year. Augusta Township staff tried unsuccessfully to obtain reasonable prices to continue but due to the late timing of the year, contractors were already booked and/or prices were substantially high. The reallocation of funds will improve our road network immensely through road culvert installations, removing bumps and dips while repaving bad sections along with installing and replacing much needed road signs for traffic safety from a liability perspective

### FINANCIAL CONSIDERATIONS:

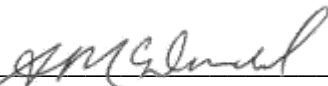
None. Reallocate budgeted funds and directed towards different projects.

### OPTIONS:

Option 1: Council authorize Township staff to reallocate the 2021 \$50,000 crack sealing capital budget line 419-01-002, and use approximately \$20,000 for pavement repairs, approximately \$20,000 for culvert purchases and approximately \$10,000 for road signs for traffic and safety improvements throughout the Township in 2021.

Option 2: Keep funds in place and return to reserves as surplus at end of 2021.

  
\_\_\_\_\_  
Brad Thake, Public Works Manager

  
\_\_\_\_\_  
Steve McDonald, Interim CAO

## **AUGUSTA TOWNSHIP**

**REPORT NUMBER:** 2021 - 099  
**REPORT TO COUNCIL:** November 8, 2021  
**RE:** Delay of Public Works Renovation  
**AUTHOR:** Brad Thake, Public Works Manager

### **RECOMMENDATION:**

**THAT** Council authorize Township staff to delay construction of the Public Works renovation until 2022 and direct staff to retender in January 2022 and carry allotted funds forward into 2022 budget considerations.

### **PURPOSE:**

To inform Council of delays regarding the Public Works building renovations.

### **BACKGROUND:**

Erected in 1967, the current Public Works building located in Algonquin has received some upgrades including a two-bay addition approximately 20 years ago, new roof approximately seven years ago and minor interior cosmetic touch ups throughout it's time. While the building structure itself is in relatively great shape, the same cannot be said from an interior point of view. With a lack of interior upgrades in more than fifty years, more staff being added and stricter Health and Safety workplace regulations, the building is presenting challenges to our Public Works staff. Council approved in the 2021 capital budget, funds for a proposed interior renovation. Staff were successful in obtaining the ICIP COVID grant from the Federal and Provincial Government in the amount of \$100,000 for this project. Staff have secured a two-year extension for this grant as this is one of many projects delayed for similar reasons as outlined by the awarding Government grant body. Staff released a tender for this project in September with no bids received. After following up with contractors, looking for insight as to what is happening with construction projects in the area and possible reasons why no bids were received, two focus points were determined: current cost of materials is significantly high, and contractors are booked solid with work. With the proposed delayed start of this project into the new year, it is anticipated we will receive a reasonable tender price as commodity prices are expected to be lower along with the timing of the project start date will be in our favour using the "first out of gate" analogy.

### **FINANCIAL CONSIDERATIONS:**

None currently.

## AUGUSTA TOWNSHIP

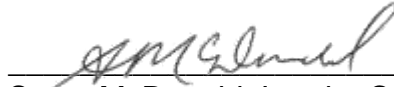
### OPTIONS:

Option 1: Council authorize Township staff to delay the Public Works renovation until 2022 and direct staff to retender in January 2022.

Option 2: Retender project in 2021.



Brad Thake, Public Works Manager



Steve McDonald, Interim CAO

## AUGUSTA TOWNSHIP

**REPORT NUMBER:** 2021 - 100  
**REPORT TO COUNCIL:** November 8, 2021  
**RE:** Algonquin and Bains Road Intersection  
**AUTHOR:** Brad Thake, Public Works Manager

### RECOMMENDATION:

**THAT** Council direct staff to erect stop signs on Algonquin Road at the Bains Road intersection creating an all way stop intersection.

### PURPOSE:

To allow a driveway entrance installation for a new residential build.

### BACKGROUND:

A Council decision in 1991 approved the severance “**B-355-91**” on Algonquin Road. An entrance permit application was submitted to Public Works for approval recently regarding a new residential build at this location. During a site visit review of this location, it was determined the criteria and conditions needed relating to the Township’s entrance permit policy could not be achieved due to sightline issues impeded by brush, a sharp corner in the road and ultimately the speed of the road. Upon further investigation at the time of the granted severance and applicable paperwork attached to the file, it appears Public Works was not consulted for input or did not provide input to caution this severance would not meet sightline requirements, ultimately creating a non-accessible lot via the Township Road by means of an entranceway.

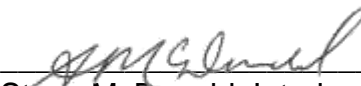
Recently, with the mindset to help minimize delays with this project, with hopes of being able to achieve desired sightlines, Public Works did perform brushing but could not achieve the required distance for sightlines.

With the curvature of the road section at this intersection, the new residential build, reports of near miss incidents at this location and the current speed limit at this location, this solution would appear to be a beneficial safety solution for residents and drivers alike. See Attachment A.

### FINANCIAL CONSIDERATIONS:

Approximately \$2,000. Signs, posts, hardware, and manpower.

  
\_\_\_\_\_  
Brad Thake, Public Works Manager

  
\_\_\_\_\_  
Steve McDonald, Interim CAO

# AUGUSTA TOWNSHIP

Attachment A



## **AUGUSTA TOWNSHIP**

**REPORT NUMBER:** 2021-095  
**REPORT TO COUNCIL:** November 8, 2021  
**RE:** Information on Vaccine Policies  
**AUTHOR:** Rob Bowman, Fire Chief

### **RECOMMENDATION:**

**THAT** Council receive this report for information.

### **PURPOSE:**

As requested, to provide Council with information regarding COVID-19 policies.

### **BACKGROUND:**

After the last regular Council meeting, staff was asked to produce a report about the vaccination policy status for municipalities within Leeds and Grenville. There are some that believe that the policy should be consistent across the United Counties of Leeds and Grenville. All lower tier municipalities across Leeds and Grenville were contacted, the Municipality of South Dundas, the United Counties of Leeds and Grenville and the United Counties of Stormont, Dundas, and Glengarry for a total of 15 municipalities. The results of these inquiries are:

- 7 have policies in place
- 4 are developing policies
- 4 are not yet developing policies

For the municipalities that have policies, staff are given the opportunity to become fully vaccinated against COVID-19 by a certain date. Should a staff member refuse to receive two doses of the COVID-19 vaccination by the given date a combination of the following three applies:

- mandatory testing at a certain interval
- suspension of employment
- termination of employment

In researching policies from other municipalities, additional information was found that is believed to be beneficial for Council to be aware of.

## AUGUSTA TOWNSHIP

On September 22, 2021, The Ontario Human Rights Commission (OHRC) provided a policy statement on COVID-19 vaccine mandates and proof of vaccine certificates (Attachment A). In the policy it discusses Vaccination Mandates and providing proof of vaccination:

*“While receiving a COVID-19 vaccine remains voluntary, the OHRC takes the position that mandating and requiring proof of vaccination to protect people at work or when receiving services is generally permissible under the Human Rights Code (Code) as long as protections are put in place to make sure people who are unable to be vaccinated for Code-related reasons are reasonably accommodated. This applies to all organizations.”*

*“Upholding individual human rights while trying to collectively protect the general public has been a challenge throughout the pandemic. Organizations must attempt to balance the rights of people who have not been vaccinated due to a Code-protected ground, such as disability, while ensuring individual and collective rights to health and safety.”*

The OHRC policy also discusses the duty to accommodate under the code. Some people are not able to receive the COVID-19 vaccine for medical or disability-related reasons, organizations have a duty to accommodate. The OHRC’s position is that exempting individuals with a documented medical inability to receive the vaccine is a reasonable accommodation within the meaning of the Code.

Organizations with a proven need for COVID-related health and safety requirements might also put COVID testing in place as an alternative to mandatory vaccinations or as an option for accommodating people who are unable to receive a vaccine for medical reasons. Organizations should cover the costs of COVID testing as part of the duty to accommodate.

The provincial proof of vaccine regime does not propose to limit access to any services for people who are unable to be vaccinated for medical reasons.

Proof of vaccine and vaccine mandate policies, or any COVID testing alternatives, that result in people being denied equal access to employment or services on Code grounds, should only be used for the shortest possible length of time.

Policies should also include rights-based legal safeguards for the appropriate use and handling of personal health information.

The OHRC Policy also discusses Personal preferences and singular beliefs:

*“The OHRC and relevant human rights laws recognize the importance of balancing people’s right to non-discrimination and civil liberties with public health and safety, including the need to address evidence-based risks associated with COVID-19.”*

## AUGUSTA TOWNSHIP

*Receiving a COVID-19 vaccine is voluntary. At the same time, the OHRC's position is that a person who chooses not to be vaccinated based on personal preference does not have the right to accommodation under the Code. The OHRC is not aware of any tribunal or court decision that found a singular belief against vaccinations or masks amounted to a creed within the meaning of the Code.*

*While the Code prohibits discrimination based on creed, personal preferences or singular beliefs do not amount to a creed for the purposes of the Code.*

*Even if a person could show they were denied a service or employment because of a creed-based belief against vaccinations, the duty to accommodate does not necessarily require they be exempted from vaccine mandates, certification or COVID testing requirements. The duty to accommodate can be limited if it would significantly compromise health and safety amounting to undue hardship – such as during a pandemic.”*

As an employer, the Township of Augusta has responsibilities under the Occupational Health and Safety Act (OHSA) to keep employees safe while they are at the workplace. As part of that responsibility, the Township has had a COVID-19 protocols in place which were initiated early in the pandemic and continue to be enforced and frequently reviewed.

The Ontario Government has also provided “A Plan to Safely Reopen Ontario and Manage COVID-19 for the Long Term” (Attachment B). In this plan it states that in the absence of concerning trends, they will begin to lift vaccine certificate requirements, starting with the lowest risk settings as follows:

- January 17, 2022
  - Restaurants and bars
  - Sports and recreational fitness facilities (such as gyms) and waterparks
  - Casinos, bingo halls, etc.
- February 7, 2022
  - Night clubs
  - Strip clubs
  - Bathhouses and sex clubs
- March 28, 2022
  - Meeting and event spaces
  - Sporting events
  - Concerts, theaters, and cinemas
  - Racing venues
  - Commercial and film productions with studio audiences



## AUGUSTA TOWNSHIP

It is recognized that, with the introduction of the vaccine certificate, and mandates, many who have not been vaccinated due to personal preferences may now get their two vaccine shots to fully participate in social events. Though the Leeds, Grenville and Lanark District Health Unit has achieved a 94.86% full vaccination rate of people 12 and older which achieves herd immunity, there are people coming to this area from outside who may or may not be vaccinated. The feeling of security which comes from herd immunity is jeopardized due to the movement of those not vaccinated in and out of the area.

### **POLICY IMPLICATIONS:**

Potential Vaccine Mandate Policy

### **CONSULTATION:**

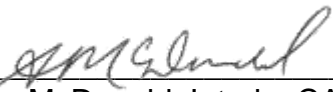
Municipalities within Leeds and Grenville

The Municipality of South Dundas

The United Counties of Leeds and Grenville

The United Counties of Stormont, Dundas, and Glengarry

  
\_\_\_\_\_  
Rob Bowman, Fire Chief

  
\_\_\_\_\_  
Steve McDonald, Interim CAO

# AUGUSTA TOWNSHIP

## Attachment A



Ontario  
**Human Rights Commission**  
**Commission ontarienne des  
droits de la personne**

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## OHRC policy statement on COVID-19 vaccine mandates and proof of vaccine certificates

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September 22, 2021

On September 1, 2021, the Ontario government announced that starting September 22, Ontarians will need to be fully vaccinated (two doses plus 14 days) and provide proof of vaccination along with photo ID to access certain public settings and facilities. By October 22, Ontario plans to develop and implement an enhanced digital vaccine certificate with unique QR (Quick Response) code that will verify vaccination status when scanned. A paper version of the certificate will be available for download or can be printed from the [COVID-19 vaccination provincial portal](#).

The proof of vaccine regime currently applies to certain **higher-risk indoor public settings** where face coverings cannot always be worn. In addition to these settings, over the last few months many other organizations have begun to mandate vaccines for employees and service users.

### Vaccination requirements generally permissible

While receiving a COVID-19 vaccine remains voluntary, the OHRC takes the position that mandating and requiring proof of vaccination to protect people at work or when receiving services is generally permissible under the Human Rights Code (Code) as long as protections are put in place to make sure people who are unable to be vaccinated for Code-related reasons are reasonably accommodated. This applies to all organizations.

Upholding individual human rights while trying to collectively protect the general public has been a challenge throughout the pandemic. Organizations must attempt to balance the rights of people who have not been vaccinated due to a Code-protected ground, such as disability, while ensuring individual and collective rights to health and safety.

### Duty to accommodate for medical reasons

Some people are not able to receive the COVID-19 vaccine for medical or disability-related reasons. Under the Code, organizations have a duty to accommodate them, unless it would significantly interfere with people's health and safety.

Consistent with the duty to accommodate, the provincial proof of vaccine regime says that people who are unable to receive the vaccine must provide a **written document**, supplied by a physician or by a registered nurse extended class or nurse practitioner stating they are exempt for a medical reason from being fully vaccinated and how long this would apply. The written document may be required **until** recognized medical exemptions can be integrated as part of a digital vaccine certificate. The OHRC's position is that exempting individuals with a documented medical inability to receive the vaccine is a reasonable accommodation within the meaning of the Code.

Organizations that are not included in the list of settings but wish to mandate vaccines are encouraged to use the provincial proof of vaccine certificate with the written documentation showing medical inability to receive the vaccine as their way of meeting the duty to accommodate where needed.

The OHRC also stresses the need to make sure digital proof of vaccine certificates are designed to be fully accessible to adaptive technology, including for smart phone users with disabilities, in accordance with Accessibility for Ontarians with Disabilities Act regulations.

# AUGUSTA TOWNSHIP

## COVID testing as an alternative to vaccine requirements

Many organizations are not included in the list of settings. Organizations with a proven need for COVID-related health and safety requirements might also put COVID testing in place as an alternative to mandatory vaccinations or as an option for accommodating people who are unable to receive a vaccine for medical reasons. Organizations should cover the costs of COVID testing as part of the duty to accommodate.

## Time limited requirements, privacy protection

The provincial proof of vaccine regime does not propose to limit access to any services for people who are unable to be vaccinated for medical reasons.

Proof of vaccine and vaccine mandate policies, or any COVID testing alternatives, that result in people being denied equal access to employment or services on Code grounds, should only be used for the shortest possible length of time. Such policies might only be justifiable during a pandemic. They should regularly be reviewed and updated to match the most current pandemic conditions, and to reflect up-to-date evidence and public health guidance.

Policies should also include rights-based legal safeguards for the appropriate use and handling of personal health information.

## Barriers in accessing COVID vaccines and testing

While the vaccine may be readily available across Ontario, barriers persist in equitable vaccine access and COVID testing. Some examples of barriers to vaccine access may include:

- Language barriers or lack of access to a compatible phone or Internet connection make it harder for some Code-protected groups to find information about vaccination or testing
- Older people or people living with disabilities may have difficulty booking or going to their vaccine or testing appointment, or may need extra supports to be vaccinated or undergo testing (such as a caregiver, communication supports, etc.)
- Low-wage workers with multiple jobs and caregiving responsibilities may lack the time or resources to prioritize visiting a vaccination site or taking a COVID test
- Undocumented people and people experiencing homelessness face a variety of barriers relating to the lack of government-issued ID, fear of revealing immigration status, and mental health and addiction disabilities
- Individuals and groups who have faced discrimination or traumatic experiences while receiving health-care services may not trust vaccines or testing.

Ensuring access to vaccines and testing for vulnerable Ontarians is a necessary element of any vaccine mandate or proof of vaccination regime.

## Enforcement

Under the provincial regime, organizations are responsible for making sure they meet the required proofs of identification and vaccination as outlined in the **regulation**. Service users must make sure any information they provide to the organization to show proof of vaccination (or proof of qualifying for an exemption like a doctor's note) and if identification is complete and accurate. There are fines for both individuals and organizations that fail to comply.

As with any regulatory regime requiring enforcement, providing law enforcement or any organization with discretionary powers to assess proof of identification and vaccination may result in disproportionate application and impact on members of marginalized and vulnerable communities. Any regime that requires service users to present government-issued documents may also create barriers for people experiencing homelessness or who are undocumented.

The OHRC urges governments and organizations to take proactive steps to make sure any enforcement of vaccine mandates or proof of vaccination policies does not disproportionately target or criminalize Indigenous peoples, Black and other racialized communities, people who are experiencing homelessness, or with mental health disabilities and/or addictions.

## Personal preferences and singular beliefs not protected

The OHRC and relevant human rights laws recognize the importance of balancing people's right to non-discrimination and civil liberties with public health and safety, including the need to address evidence-based risks associated with COVID-19.

# AUGUSTA TOWNSHIP

Receiving a COVID-19 vaccine is voluntary. At the same time, the OHRC's position is that a person who chooses not to be vaccinated based on personal preference does not have the right to accommodation under the Code. The OHRC is not aware of any tribunal or court decision that found a singular belief against vaccinations or masks amounted to a creed within the meaning of the Code.

While the Code prohibits discrimination based on creed, personal preferences or singular beliefs do not amount to a creed for the purposes of the Code.

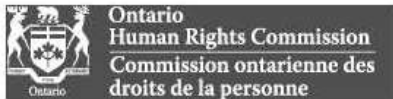
Even if a person could show they were denied a service or employment because of a creed-based belief against vaccinations, the duty to accommodate does not necessarily require they be exempted from vaccine mandates, certification or COVID testing requirements. The duty to accommodate can be limited if it would significantly compromise health and safety amounting to undue hardship – such as during a pandemic.

Read the OHRC's **Policy on preventing discrimination based on creed** for full explanation of creed-based discrimination and the duty to accommodate.

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## A Plan to Safely Reopen Ontario and Manage COVID-19 for the Long Term

<p><b>September 22, 2021</b></p> <ul style="list-style-type: none"> <li>• Begin to require proof of vaccination in higher-risk indoor settings</li> </ul>	<p><b>October 9, 2021</b></p> <ul style="list-style-type: none"> <li>• Lift capacity limits in certain settings where proof of vaccination is required</li> </ul>	<p><b>October 25, 2021</b></p> <p>Lift capacity limits where proof of vaccination is required in:</p> <ul style="list-style-type: none"> <li>• restaurants and bars</li> <li>• sports, recreational fitness facilities, such as, gymnasiums, and waterparks</li> <li>• casinos, bingo halls, and other gaming establishments</li> <li>• meeting and event spaces (indoor)</li> </ul>	<p><b>October 25, 2021 (and onwards)</b></p> <ul style="list-style-type: none"> <li>• All remaining public health and workplace safety measures in businesses and organizations (that, including masking</li> <li>• Revoke public health Emergency Orders under the Respinging Ontario Act</li> <li>• Recommendations on where masking could be maintained (such as transit)</li> </ul>				
<p><b>September 25, 2021</b></p> <ul style="list-style-type: none"> <li>• Begin easing capacity limits in certain settings</li> </ul>	<p><b>October 22, 2021</b></p> <ul style="list-style-type: none"> <li>• Enhanced vaccine certificate with official QR code and Verify Ontario app launched</li> </ul>	<p><b>November 15, 2021</b></p> <p>Lift capacity limits in other higher-risk settings where proof of vaccination is required:</p> <ul style="list-style-type: none"> <li>• food or drink establishments with dance facilities such as, night clubs, wedding receptions in meeting event spaces where there is dancing</li> <li>• strip clubs</li> <li>• bathhouses and sex clubs</li> </ul>	<p><b>January 17, 2022</b></p> <ul style="list-style-type: none"> <li>• restaurants and bars</li> <li>• sports and recreational fitness facilities (such as, gyms) and waterparks</li> <li>• casinos, bingo halls, etc.</li> </ul>				
<p><b>Fall 2021</b></p>							
<p><b>Winter 2021-2022</b></p>							
<p>In the absence of concerning trends, begin to lift vaccine certificate requirements, starting with the lowest risk settings, as follows:</p>							
<p><b>February 7, 2022</b></p> <ul style="list-style-type: none"> <li>• night clubs</li> <li>• strip clubs</li> <li>• bathhouses and sex clubs</li> </ul>							
<p><b>March 28, 2022</b></p> <ul style="list-style-type: none"> <li>• meeting and event spaces</li> <li>• sporting events</li> <li>• concerts, theatres and cinemas</li> <li>• racing venues</li> <li>• commercial and film productions with studio audiences</li> </ul>							
<p><b>March 28, 2022 (and onwards)</b></p> <ul style="list-style-type: none"> <li>• All remaining public health and workplace safety measures in businesses and organizations (that, including masking</li> <li>• Revoke public health Emergency Orders under the Respinging Ontario Act</li> <li>• Recommendations on where masking could be maintained (such as transit)</li> </ul>							
<p><b>Spring 2022</b></p>							
<p>In the absence of concerning trends, begin to lift vaccine certificate requirements, starting with the lowest risk settings, as follows:</p> <p>Also begin to lift CMOHI directives and capacity limits in settings where proof of vaccination is not required.</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%; padding: 5px;"> <p><b>Monitoring COVID-19</b></p> <ul style="list-style-type: none"> <li>• As the province safely reopens, the government will monitor trends in COVID-19 incidence and local public health and health system indicators, including:                             <ul style="list-style-type: none"> <li>- new ICU admissions</li> <li>- test positivity</li> <li>- weekly case incidence rates</li> <li>- effective reproduction number</li> </ul> </li> <li>• It will be particularly important to monitor month-in-indicators over the winter holidays and as students return to schools in January</li> </ul> </td> <td style="width: 50%; padding: 5px;"> <p><b>Managing COVID-19 for the long term</b></p> <ul style="list-style-type: none"> <li>• As the province manages COVID-19 for the long term, responses will be local and tailored based on local context and conditions</li> <li>• Local indicators will also inform any decision to apply additional measures to specific public health regions at the discretion of the local medical officer of health</li> </ul> </td> </tr> <tr> <td style="width: 50%; padding: 5px;"> <p><b>Key principles:</b></p> <ul style="list-style-type: none"> <li>• ongoing monitoring and testing</li> <li>• infrastructure in place to manage outbreaks</li> <li>• targeted, localized measures based on local context and conditions</li> <li>• minimize disruption to business and individuals</li> </ul> </td> <td style="width: 50%; padding: 5px;"> <p><b>Sample measures that may be implemented locally or regionally could include:</b></p> <ul style="list-style-type: none"> <li>• reintroduce capacity limits and/or physical distancing requirements (barriers and/or hard caps)</li> <li>• add settings where proof of vaccination is required</li> <li>• reduce gathering limits</li> <li>• apply public health and workplace safety measures in specific settings where transmission is occurring</li> <li>• recommend or require work from home, where possible</li> </ul> </td> </tr> </table>				<p><b>Monitoring COVID-19</b></p> <ul style="list-style-type: none"> <li>• As the province safely reopens, the government will monitor trends in COVID-19 incidence and local public health and health system indicators, including:                             <ul style="list-style-type: none"> <li>- new ICU admissions</li> <li>- test positivity</li> <li>- weekly case incidence rates</li> <li>- effective reproduction number</li> </ul> </li> <li>• It will be particularly important to monitor month-in-indicators over the winter holidays and as students return to schools in January</li> </ul>	<p><b>Managing COVID-19 for the long term</b></p> <ul style="list-style-type: none"> <li>• As the province manages COVID-19 for the long term, responses will be local and tailored based on local context and conditions</li> <li>• Local indicators will also inform any decision to apply additional measures to specific public health regions at the discretion of the local medical officer of health</li> </ul>	<p><b>Key principles:</b></p> <ul style="list-style-type: none"> <li>• ongoing monitoring and testing</li> <li>• infrastructure in place to manage outbreaks</li> <li>• targeted, localized measures based on local context and conditions</li> <li>• minimize disruption to business and individuals</li> </ul>	<p><b>Sample measures that may be implemented locally or regionally could include:</b></p> <ul style="list-style-type: none"> <li>• reintroduce capacity limits and/or physical distancing requirements (barriers and/or hard caps)</li> <li>• add settings where proof of vaccination is required</li> <li>• reduce gathering limits</li> <li>• apply public health and workplace safety measures in specific settings where transmission is occurring</li> <li>• recommend or require work from home, where possible</li> </ul>
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## **AUGUSTA TOWNSHIP**

**REPORT NUMBER:** 2021-096  
**REPORT TO COUNCIL:** November 8, 2021  
**RE:** Allotment of Fire Department Reserves  
**AUTHOR:** Rob Bowman, Fire Chief

### **RECOMMENDATION:**

**THAT** Council approve the reallocation adjustments for fire department reserves as of the end of 2020.

### **PURPOSE:**

To ensure the correct amounts are accounted for in the two reserves funds for the Fire Department.

### **BACKGROUND:**

The Fire Department has two reserve funds accounts. The first reserve account is designed for buildings and the second reserve account is designed for apparatus. Upon the completion of the 2020 Audit, it was revealed that the fire department reserve accounts had the following funds:

Buildings: \$556,607

Apparatus: \$276,283

Total in Fire department reserves: \$832,890

In 2019 the Treasurer intentionally drew down the building reserve to zero and drew some funds from the apparatus reserves to pay for Station 1 construction until the loan for the new fire station was taken to save a year of interest charges. When the loan was received, the money was placed back into reserves.

The building reserves were empty at the end of 2019 due to new station construction and Council approved \$56,000 in 2020 to be placed into the Fire Department building reserves.

## AUGUSTA TOWNSHIP

External auditors focus was with total amounts for departments, not internal department allocations. We are asking Council to approve the following allocation adjustments for fire department reserves as of the end of 2020.

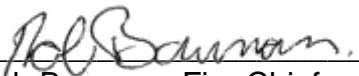
Buildings: \$56,000

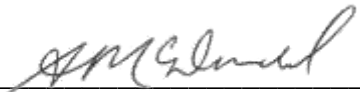
Apparatus: \$776,890

Total in fire department reserves: \$832,890

### FINANCIAL CONSIDERATIONS:

None at this time.

  
\_\_\_\_\_  
Rob Bowman, Fire Chief

  
\_\_\_\_\_  
Steve McDonald, Interim CAO

# AUGUSTA TOWNSHIP



## CORPORATION OF THE TOWNSHIP OF AUGUSTA

### BY-LAW NUMBER 3543-2021

#### A BY-LAW TO AUTHORIZE VOTING BY INTERNET AND TELEPHONE FOR THE 2022 MUNICIPAL ELECTION

**WHEREAS** Section 42(1)a of the Municipal Elections Act, SO 1996 provides that the Council of a local municipality may, by by-law, authorize electors to use an alternative voting method, such as voting by mail or by telephone, that does not require electors to attend at a voting place in order to vote;

**AND WHEREAS** Section 42(1)b of the Municipal Elections Act, SO 1996 provides that Council may, by by-law, authorize the use of an alternate voting method that does not require electors to attend at a voting place in order to vote;

**AND WHEREAS** Council deems it appropriate and in the public interest to conduct the 2022 Municipal Election using vote by Internet and vote by telephone methods to ensure greater accessibility of all voters to exercise their individual and democratic right;

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

1. That the use of Internet and Telephone voting as an alternative voting method that does not require electors to attend at a voting place in order to vote is hereby authorized for the School Board and Municipal Election to be held in 2022.
2. That the alternative voting method of internet/telephone will be used for the advanced polling period.
3. The Clerk/Returning Officer is authorized to enter into agreements with the selected vendor(s) necessary for the election.
4. No proxy voting provisions are applicable at Municipal Elections conducted in accordance with this by-law.
5. This by-law shall take effect on the date of final passing thereof.
6. Any by-law inconsistent to this by-law is hereby repealed.

**READ** a first time this 8 day of November, 2021.

**READ** a second time this 8 day of November 2021.

**READ** a third time and passed this 8 day of November 2021.

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MAYOR

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CLERK



# AUGUSTA TOWNSHIP



## THE CORPORATION OF THE TOWNSHIP OF AUGUSTA

### BY-LAW NUMBER 3544-2021

#### A BY-LAW TO RESTRICT THE RATE OF SPEED AND DIRECTION OF TRAFFIC FOR MOTOR VEHICLES ON A HIGHWAY PORTION WITHIN THE MUNICIPALITY

**WHEREAS** Section 27(1) of the municipal Act S.O. 2001 as amended authorizes municipalities to pass by-law in respect of a highway under its jurisdiction;

**AND WHEREAS** the Highway Traffic Act, R.S.O. 1990, Chapter H.8 Section 128(2) as amended authorizes the Municipal Council of a Township to prescribe a lower rate of speed for motor vehicles on a highway or a portion of highway under its jurisdiction;

**AND WHEREAS** the Highway Traffic Act, R.S.O. 1990, Chapter H.8 Section 153(1) as amended authorizes where a highway has been designated for the use of one-way traffic only and official signs have been erected accordingly, vehicles and street cars shall be driven only in the direction so designated;

**AND WHEREAS** it is deemed expedient by Council to restrict the speed and the direction of travel of motor vehicles on certain highways in the Corporation of the Township of Augusta;

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

1. When any highway or portion of highway set out below is marked in compliance with the regulations under the Highway Traffic Act, the maximum rate of speed thereon shall be 40 kilometres per hour and a one-way street North bound for motorized vehicles:

<u>HIGHWAY</u>	<u>FROM</u>	<u>TO</u>
Richmond Street	County Rd 2	Church Street

3. The penalties provided in subsection 128(14) of the *Highway Traffic Act* shall apply to offences against this by-law.

4. That this by-law shall be effective from the date and time of the posting of the prescribed signs pursuant to Regulation 615 under The Highway Traffic Act, R.S.O. 1990, Chapter H.8 as amended.

**READ** a first and second time this 8 day of November, 2021.

**READ** a third time and passed this 8 day of November, 2021.

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MAYOR

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CLERK

# AUGUSTA TOWNSHIP



## THE CORPORATION OF THE TOWNSHIP OF AUGUSTA BY-LAW NUMBER 3545-2021

### A BY-LAW TO CONFIRM THE PROCEEDINGS OF COUNCIL OF THE TOWNSHIP OF AUGUSTA AT ITS MEETING HELD ON NOVEMBER 8, 2021

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**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 November 8, 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 8<sup>th</sup> day of November, 2021.

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MAYOR

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CLERK