AGENDA
AUGUSTA TOWNSHIP
C.O.W./REGULAR MEETING
Monday March 9, 2015 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 Interest and nature thereof

F. Business arising from the minutes

G. Delegations and Petitions

- Grenville Federation of Agriculture- Leasing Township Land

- Proclamations:
  - Autism Awareness Day
  - Red Cross Month

H. Correspondence

MOVED TO COMMITTEE OF THE WHOLE

I. **STAFF REPORTS**

CAO's Reports

- Report 2015 – 031 – Appoint Drainage Inspector
- Report 2015 – 027 – Revised Drainage Superintendent By-Law
- Report 2015 – 025 – Roles and Responsibilities
- Report 2015 – 026 – Procedural By-Law

Public Works Manager's Reports

Treasurer's Reports

- Report 2015 – 030 – A/P Report

Fire Chief's Report

Building Department Report

- Report 2015- 029 – Building Department Statistics

J. Council Inquiries and action requests

RETURN TO REGULAR MEETING OF COUNCIL

K. New and Unfinished Business

L. Resolutions/Motions

M. By-Laws

- Drainage Superintendent By-Law 3156-2015
- Remuneration By-Law 3152-2015
- Drainage Inspector By-Law 3155-2015
- Procedural By-Law 3153-2015

N. Announcements

O. Question period for the Public

P. Question Period for the Press

Q. Closed Session as per section 239 of the Municipal Act 2001

RISE FROM COMMITTEE OF WHOLE IN CAMERA

R. By-law to confirm Proceedings of Council

S. Adjournment

MINUTES
AUGUSTA TOWNSHIP
REGULAR MEETING
February 9, 2015
6:30 P.M. at the Municipal Office 3560 County Road 26

Present: Mayor Malanka
Deputy Mayor Elliott
Councillor Buckler
Councillor Conklin
Councillor Wynands

Regrets

Staff Present: Pierre Mercier, Ray Morrison, Annette Simonian, Mike Riberdy, Rob Bowman, Chad Davis

Press: Recorder and Times

CALL TO ORDER

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

REEVES OPENING REMARKS

APPROVAL OF AGENDA

Moved by Deputy Mayor Elliott seconded by Councillor Buckler
BE IT RESOLVED THAT the Agenda for February 9, 2015 be adopted as amended.
Carried

APPROVAL OF MINUTES

Moved by Deputy Mayor Elliott seconded by Councillor Buckler
BE IT RESOLVED THAT Council approve the minutes for the January 26, 2015 Council meeting and January 29 and February 5, 2015 Budget Meetings as printed and distributed to all Members.
Carried

DISCLOSURE OF INTEREST

BUSINESS ARISING FROM THE MINUTES

DELEGATES & PETITIONS:

CORRESPONDENCE

MOVED TO COMMITTEE OF THE WHOLE

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

Staff Reports

CAO's Report

- **Report 2015-019**
  Moved by Deputy Mayor Elliott seconded by Councillor Buckler
  BE IT RESOLVED THAT Council receive the Canine Control report for information
  Carried

- **Report 2015-020**
  Moved by Deputy Mayor Elliott seconded by Councillor Buckler
  BE IT RESOLVED THAT Council receive and consider a report prepared by the United Counties of Leeds and Grenville CAO which provides recommendations on the compensation provided to members of the Augusta Township Council and move forward with one of the alternative resolutions provided with this report.
  Carried

- **Report 2015-020**
  Moved by Deputy Mayor Elliott seconded by Councillor Buckler
  WHEREAS By-law 2741, adopted by Council in December 2008, establishes the compensation package provided to members of Council;

  AND WHEREAS the By-law provides that overall Council remuneration and expenses has been reviewed by a person or committee independent of Council during the final year of a term of Council for implementation during the first year of a new term of Council;

  AND WHEREAS Council has considered the report and agrees that the proposed compensation adjustment on a phased in basis is minor in nature and will have a negligible impact on the Township budget;

  AND WHEREAS Council agrees that adjusting compensation levels to the average level of the surveyed municipalities on a phased in basis is appropriate;

  BE IT RESOLVED THAT the recommendations included in the November 14, 2014 report prepared by Andy Brown, CAO of the United Counties of Leeds and Grenville, proposing a phased compensation increase be adopted; and

THAT a by-law implementing the revised compensation package effective January 1, 2015, be adopted.

Recorded Vote
For: Councillor Buckler, Deputy Mayor Elliott, Mayor Malanka, and Councillor Wynands
Against: Councillor Conklin
Carried

- **Report 2015-021**
  Moved by Councillor Buckler seconded by Deputy Mayor Elliott
  BE IT RESOLVED THAT Council provide notice of its intent to consider amendments to the Procedural By-law, being By-law 3067-2013, during the Council meeting scheduled for March 9, 2015.
  Carried

Public Works Department

- **Report 2015-022**
  Moved by Deputy Mayor Elliott seconded by Councillor Buckler
  BE IT RESOLVED THAT Council authorize the issue of Tender calls for Pulverizing, Material, Hot Mix HL-3, Drainage, Steel Beam Guiderail and Signs for the locations on 4th Concession and McCully Road as per the following:
  Locations:
  Location 1: 4th Concession Road (from 20+070 TO 20+083; 13.0 m) – Pulverizing, Granular Material, Hot Mix HL-3 and Drainage.
  Location 2: 4th Concession Road (from 0+135 to 2+110; 1,975 m) - Pulverizing, Granular Material, Hot Mix HL-3 and Drainage.
  Location 3: McCully Road (from 10+000 to 10+200; 200 m) – Pulverizing, Granular Material, Hot Mix HL-3 and Drainage.
  Location 4: 4th Concession Road (0+575 to 1+307; 750 m) – Steel Beam Guiderail and signs
  Carried

- **Report 2015-023**
  Moved by Deputy Mayor Elliott seconded by Councillor Buckler
  BE IT RESOLVED THAT Council authorize the CAO and the Public Works Manager to advertise for Request for Proposal for South Nation River Bridge No. 2 Rehabilitation Design (Structure ID No. 99104) which is located on Charlieville Road.
  Carried

Treasurers Reports

- **Report 2015-024**
  Moved by Councillor Buckler seconded by Deputy Mayor Elliott
  BE IT RESOLVED THAT Council authorize the renewal of the Municipal Insurance Policy for 2015 with Frank Cowan Insurance Company at an annual premium of $239,171, PST included, HST exempt.

  AND THAT Council confirm an increase in liability insurance coverage from $15,000,000 to $20,000,000 (related premium increase reflected above).

  AND THAT considers and advises management regarding issuing a Request for Proposal for Insurance services to be issued during 2016 effective the renewal date of February 2016.
  Carried

- **Report 2015-025**
  Moved by Deputy Mayor Elliott seconded by Councillor Buckler
  BE IT RESOLVED THAT Council receive, review and approve the payment of the accounts payable invoices paid on cheque # 19476 – 19521 and online through to February 5, 2015 in the amount of $174,317.12, as provided on the attached list.
  Carried

Fire Chief Report

- **Report 2015-018**
  Moved by Deputy Mayor Elliott seconded by Councillor Buckler
  BE IT RESOLVED THAT Council receives and acknowledges the Fire Departments statistics and report for December 2014.
  Carried

Chief Building Officers Report

Council Inquiries and action requests

RETURN TO REGULAR MEETING OF COUNCIL

Moved by Councillor Conklin seconded by Councillor Wynands
BE IT RESOLVED THAT Council move to a regular meeting of Council.
Carried

NEW AND UNFINISHED BUSINESS

MOTION TO ADOPT RESOLUTIONS PASSED IN COMMITTEE OF THE WHOLE

Moved by Councillor Wynands seconded by Councillor Conklin
BE IT RESOLVED THAT Council adopt the proceedings, processes, reports and motions passed in the Committee of the Whole.
Carried

Moved by Councillor Conklin seconded by Councillor Wynands
BE IT RESOLVED THAT Council herby gives notice that the February 23, 2015 Committee of the Whole/Regular Meeting is cancelled and the next regular scheduled meeting will be March 9, 2015
Carried

BY-LAWS

CLOSED SESSION AS PER SECTION 239 OF THE MUNICIPAL ACT

Moved by Councillor Conklin seconded by Councillor Wynands
BE IT RESOLVED THAT this Council move to a closed meeting at 7:40 p.m., as per the Municipal Act c 25, S.O. 2001 section 239 (2) to discuss personal matters about an identifiable individual including municipal or local board employees.
Carried

RISE FORM THE COMMITTEE OF WHOLE IN CAMERA

Moved by Councillor Wynands seconded by Councillor Conklin
BE IT RESOLVED THAT Council rise from Committee of the Whole, In Camera, and the Chairman report all resolution(s) and directions to staff passed in Committee of the Whole, In Camera, be adopted.
Carried

CONFIRMING BY- LAW

Moved by Councillor Wynands seconded by Councillor Conklin
BE IT RESOLVED THAT a By-law Numbered 3154-2015 to confirm the proceedings of Council at their meeting held February 9, 2015 be read a first, second and third time and be enacted as read.
Passed

ADJOURNMENT

Moved by Councillor Conklin seconded by Councillor Wynands
BE IT RESOLVED THAT Council adjourn at 7:50 p.m. until March 9, 2015 at 6:30 p.m. or until the call of the Mayor subject to need.
Carried

RECEIVED
JAN 29 2015

AutismONTARIO
see the potential

January 21, 2015

Pierre Mercier
CAO/Clerk
Township of Augusta
3560 County Road 26, R.R. #2,
Prescott, ON K0E 1T0

Re: Invitation to participate in Autism Ontario's "Raise the Flag" campaign on April 2nd 2015 in celebration of World Autism Awareness Day.

Dear Sir / Madam,

April 2, 2015, will mark a historic day in Canada for the autism community. For the third year, Canadians will officially recognize World Autism Awareness Day.

To formally acknowledge the day, Autism Ontario is inviting all municipalities to proclaim April 2, 2015 as World Autism Awareness Day and raise Autism Ontario's Flag.

By participating in our 2015 "Raise the Flag" campaign, you are increasing public awareness about Autism Spectrum Disorder (ASD), and the day-to-day issues faced by people with autism and their families.

If your community is interested in supporting autism awareness by participating in Autism Ontario's "Raise the Flag" campaign on April 2, 2015, please register your municipality at http://bit.ly/MunRTF2015, on or before March 13, 2015.

Last year we requested that municipalities keep the flag for future use. We have a limited number of flags available for those who require one; please make note when completing the online registration if you require one.

The March 13, 2015 registration deadline will allow us to mail out flags to those who need it, and to advertise through our communication channels that your municipality will be participating. We recognize municipalities have a formal approval process for recognizing charitable proclamations and may not be able to register by the deadline; if this is the case we still invite you to proclaim the day and raise a flag, if you have one. Please notify us of your participation by emailing rtf@autismontario.com.

We are also excited to share with you that in mid-February 2015 we will be launching a new website that will enable Ontarians to share their stories of inclusion and opportunities. Please visit www.raisetheflagforautism.com in the coming weeks and share your story!

For questions regarding participation, please contact Kavitha Krishnaswamy at 1-800-472-7789 extension 238.

Sincerely,

Autism Ontario's Raise the Flag Committee
1179 King Street west, Suite 004
Toronto, Ontario
M6K 3C5
416-246-9592 ext. 238
rtf@autismontario.com

About Us

Autism Ontario is the leading source of information on autism and one of the largest collective voices representing the autism community in Ontario. Today, 1 in 94 children are diagnosed with autism in Canada. Through improved public awareness, Autism Ontario strives to increase opportunities and acceptance for over 100,000 people living with Autism Spectrum Disorder in Ontario, ensuring that each person with ASD is provided the means to achieve quality of life as a respected member of society.

Learn more at www.autismontario.com

Enclosure:

- Proclamation

Follow us on Twitter!
@AutismONT and tweet your Raise the Flag photos with #RaisetheFlagforAutism

Augusta TOWNSHIP
A Community of Opportunity

PROCLAMATION
WORLD AUTISM AWARENESS DAY

WHERE AS: World Autism Awareness Day will be recognized on April 2nd, 2015, in Canada thanks to Liberal Senator Jim Munson's Bill S-206, *An Act Respecting World Autism Awareness Day;* and

WHERE AS: Autism Spectrum Disorder (ASD) affects more than 100,000 Ontarians. Autism Spectrum Disorder is now recognized as the most common neurological disorder affecting 1 in every 94 children, as well as their friends, family and community; and

WHERE AS: ASD is a spectrum disorder, which means it not only manifests itself differently in every individual in whom it appears, but its characteristics will change over the life of each individual as well. A child with ASD will become an adult with ASD; and

WHERE AS: Autism Ontario (formerly Autism Society Ontario) is the leading source of information and referral on autism and one of the largest collective voices representing the autism community. Since 1973, Autism Ontario has been providing support, information and opportunities for thousands of families across the province; and

WHERE AS: Autism Ontario is dedicated to increasing public awareness about Autism and the day-to-day issues faced by individuals with autism, their families, and the professionals with whom they interact. The association and its chapters share common goals of providing information and education, supporting research, and advocating for programs and services for the autism community; and

NOW THEREFORE: I, Doug Malanka Mayor of Augusta Township, do hereby declare April 2nd as World Autism Awareness Day.

Dated at Augusta this 9 March, 2015

_____

Doug Malanka, Mayor Augusta Township

RECEIVED
FEB 2 0 2015

CANADIAN RED CROSS

Feb-11-2015

Township of Augusta
Attention: Doug Malanka
3560 County Rd. 26, RR2
Prescott, ON
K0E 1T0

Dear Mayor Malanka,

When a community is in crisis at home or around the world, providing for the immediate needs of the most vulnerable is the number one priority – and the Red Cross is always there to help. Each year, the Red Cross celebrates "**March is Red Cross Month**", and we would like to invite the township of Augusta to join us in raising public awareness about the work of the Red Cross in our community.

To acknowledge **March is Red Cross Month**, we are hoping you will consider an official proclamation recognizing March as Red Cross Month, in conjunction with a flag-raising ceremony. We would be pleased to provide a Red Cross flag to be flown for the month of March on a township flagpole and are enclosing a template proclamation that you may use.

Every four minutes, the Canadian Red Cross responds to a disaster in Canada. Last year, several communities across Ontario were affected by large-scale disasters, including the summer floods in Burlington, spring flooding in northern Ontario, and massive power outages, to name just a few. The Red Cross also responded to many personal emergencies within Augusta Township, including house fires and evacuations.

Thanks to the generosity of Canadians, Red Cross volunteers respond to all of these disasters by providing support such as shelter, clothing, food and water, personal items (such as hygiene and baby items), and helping to reunite loved ones who were affected.

In addition to our work in disaster management, the Red Cross branch in Brockville also provides first aid training, babysitting courses, violence and abuse prevention workshops, and a variety of community support services including health equipment loans and a winter warmth program, which donated over 1,100 winter clothing items to local schools, retirement homes, shelters and charitable organizations in 2014 alone.

For more than 100 years, the Red Cross has provided help and hope to those in need at home and around the world. We will continue with our mission for many more years to come thanks to your continued support. I would be pleased to provide you with more information or discuss the proclamation or flag-raising ceremony with you in person. I can be reached at (613) 342-3523 ext. 7213 or via email at jessica.miller@redcross.ca.

Sincerely,

Jessica Miller
Community Services Assistant

Augusta
TOWNSHIP
A Community of Opportunity

PROCLAMATION
RED CROSS MONTH 2015

WHERE AS: The Canadian Red Cross Society has been engaged in preventing and alleviating human suffering across Canada and around the world for over 100 years, and

WHERE AS: The Canadian Red Cross Society has helped thousands of Canadians through its Disaster Relief and Community Services, including our own citizens of Augusta Township, and

WHERE AS: the Canadian Red Cross Society is a reflection of the Canadian spirit of generosity, caring and selflessness,

NOW THEREFORE: I, Doug Malanka Mayor of Augusta Township, hereby proclaim March 2015 as Red Cross Month here in Augusta. I also urge all residents of the Township of Augusta to support the Canadian Red Cross Society and our community by regularly volunteering their time or by financially supporting Red Cross programs, across the world and across the street.

Dated at Augusta this 9 March, 2015

_____

Doug Malanka, Mayor Augusta Township

REPORT NUMBER: 2015-031
REPORT TO COUNCIL March 9, 2014
RE: APPOINT A TILE DRAINAGE INSPECTOR
AUTHOR: RAYMOND MORRISON, TREASURER

RECOMMENDATION:

THAT Council authorizes the passing of By-Law 3155-2015 which officially appoints Michel Riberdy as Tile Drainage Inspector for the Township of Augusta.

ATTACHMENT – BYLAW 3155-2015

BACKGROUND:

In accordance with the OMAFRA Tile Loan Program, the Township requires a Tile Drainage Inspector to certify that the drainage work is as described on the application for loan and is completed (or otherwise if appropriate). ***The Inspector does not need to be the Township's Drainage Superintendent. The Inspector is responsible only to certify that the work is complete and is not required to confirm the quality of work, etc. as per OMAF form 1117 – INSPECTION AND COMPLETION CERTIFICATE.***

Our Public Works Manager, Michel Riberdy is willing and able to accept this role.

FINANCE:

No net cost to the Township other than administrative processing time.

CONSULTATION:

OMAFRA - Andy Kester

Michel Riberdy	Ray Morrison	Pierre Mercier
Public Works Manager	Treasurer	CAO/Clerk

THE CORPORATION OF THE TOWNSHIP OF AUGUSTA

BY-LAW NUMBER 3155 - 2015

A BY- LAW TO APPOINT A TOWNSHIP TILE DRAINAGE INSPECTOR

WHEREAS The Municipal Act 2001, Chapter 25, Section 9 gives the municipality the capacity, rights, powers and privileges of a natural person for the purpose of exercising its authority under this Act;

AND WHEREAS the Municipal Act 2001, SO 2001, Chapter 25, Section 8(1) states that the powers of a municipality shall be interpreted broadly so as to confer broad authority on municipalities to govern their affairs as they consider appropriate and to enhance their ability to respond to municipal issues;

AND WHEREAS the Municipal Act 2001, SO 2001, Chapter 25, Section 8(2) states that in the event of ambiguity, the ambiguity shall be resolved so as to include, rather than exclude, municipal powers that existed before the Municipal Act, 2001 came into force;

NOW THEREFORE THE COUNCIL OF THE TOWNSHIP OF AUGUSTA ENACTS AS FOLLOWS:

That Michel Riberdy shall act as Township Tile Drainage Inspector and shall hold office for 2015-2018 or at the pleasure of Council.

By-Laws 3095-2014 is hereby rescinded.

READ a first and second time this 9 day of March, 2015.

READ a third time and passed this 9 day of March, 2015.

MAYOR

CLERK

REPORT NUMBER: **2015-027**
REPORT TO COUNCIL **March 9, 2015**
RE: **APPOINT A DRAINAGE SUPERINTENDENT**
AUTHOR: **Annette Simonian, Deputy Clerk**

RECOMMENDATION:

THAT Council authorizes the passing of By-Law 3156-2015 which officially appoints McIntosh Perry as Drainage Superintendent for the Township of Augusta; and

THAT all previous appointments are hereby rescinded.

BACKGROUND:

The purpose of by-law 3156-2015 is to revise and rescind by-law 3144-2015 in order to recognize McIntosh Perry as the Drainage Superintendent. Adam O'Conner will remain the representative for McIntosh Perry, but the revision will allow for Adam to direct staff from McIntosh Perry to perform some of the drainage superintendent duties. In addition, the revision would allow for the costs of the work associated with other McIntosh Perry employees to be eligible for the grant and they would have the same right of entry onto land that Adam has.

FINANCIAL IMPACTS:

There is no net cost to the Township other than administrative processing time.

Pierre Mercier
CAO/Clerk

Ray Morrison
Treasurer

THE CORPORATION OF THE TOWNSHIP OF AUGUSTA

BY-LAW NO. 3156-2015

A BY-LAW TO APPOINT A DRAINAGE SUPERINTENDENT PURSUANT TO THE DRAINAGE ACT, RSO 1990

WHEREAS Section 93 of The Drainage Act, RSO 1990 authorizes the council of a local Township to appoint a drainage superintendent and provide for his/her remuneration for the purposes and in the manner set out therein;

AND WHEREAS Section 227 of the Municipal Act, 2001 provides for officers and employees of the Township to implement and carry out council's decisions, to establish administrative practices and procedures, to provide advice to council on municipal policies and programs, and to carry out duties required by legislation;

AND WHEREAS the Council of the Township of Augusta wishes to enter into an agreement with McIntosh Perry for Drainage Superintendent Services

THEREFORE, pursuant to The Drainage Act, RSO 1990, the Council of the Township of Augusta enacts as follows:

1. McIntosh Perry is hereby appointed Drainage Superintendent for the Corporation of the Township of Augusta.
2. The Drainage Superintendent shall carry out the duties imposed upon him/her pursuant to The Drainage Act, 1990 and shall submit such reports and carry out such other duties as may be required of them by Council from time to time. The position of the Drainage Superintendent shall be on an as required basis.
3. That By-Law 3144-2015 is hereby rescinded.
3. This By-law will be in full force and effect as of January 26, 2015.
4. All other By-Laws inconsistent herewith are hereby repealed.

Read a first and second time this 9 day of March, 2015.

Read a third time and finally passed this 9 day of March, 2015.

Mayor, Doug Malanka

Clerk, Pierre Mercier

REPORT: **2015-025**
COUNCIL: **March 9, 2015**
PREPARED BY: **Annette Simonian, Deputy Clerk**

RE: **Roles and Responsibilities Standard**

RECOMMENDATION:

THAT Council adopt the Health and Safety Policy Standard.

BACKGROUND:

The purpose of the Roles and Responsibility Policy is to ensure continued compliance with section 25 (a) of the *Occupational Health and Safety Act* (OH&S) which states that an employer is responsible for providing information, instruction and supervision to all workers to provide workplace health and safety protection. The policy details the responsibilities of all work place stakeholders and their role in ensuring personal safety and the safety of others.

The underlying philosophy of the OH&S Act is a strong Internal Responsibility System (IRS). The Roles and Responsibilities policy outlines how everyone in the workplace has a role to play in keeping workplaces safe and healthy. It is in everyone's best interest to work together to support a safe and healthy workplace by making safety part of the culture of the organization.

The municipality as the employer, (through senior administrative staff) is responsible for ensuring that the IRS is established, communicated and promoted. The municipality must make every effort to prevent bodily harm to any person and must ensure that business is conducted in a manner that is consistent with reasonable standards of health and safety, in order to prevent or reduce accidents, injuries or illnesses. The first step towards achieving this goal is to ensure that we have appropriate policies in place.

FINANCIAL IMPACTS

There are no financial or budget impacts associated with the recommendation.

Annette Simonian, Deputy Clerk

Pierre Mercier, CAO/Clerk

TITLE: Health and Safety Roles and Responsibilities Policy	ISSUED BY: CAO	DATE ISSUE: March 9, 2015
		REVISED:

HEALTH AND SAFETY DUTIES AND RESPONSIBILITIES

PURPOSE

The purpose of this policy is to outline a strategy for establishing a resilient Internal Responsibility System for Augusta Township.

The development of this policy helps ensure compliance with section 25 (a) of the Occupational Health and Safety Act (OH&S) which states that an employer is responsible for providing information, instruction and supervision to a worker to protect the health and safety of the worker. In addition, it reinforces the internal responsibility system (IRS) which is the underlying philosophy of the OH&S Act. Its foundation is that everyone in the workplace – both employees and employers – is responsible for his or her own safety and for the safety of co-workers.

SCOPE

The OH&S Act requires those who have any degree of control over the workplace must ensure a safe and healthy work environment. The Act sets out duties with respect to workplace safety, materials and equipment in the workplace.

SENIOR MANAGEMENT

Senior management shall ensure that:

- Every reasonable precaution is taken for the protection of workers;
- 'Competent' person(s) are appointed as supervisors;
- Adequate funds and resources are allocated to establish and maintain internal systems for effective health and safety program management.
- Workers have been provided information, are trained and supervised to protect their safety;
- The Joint Health and Safety Committee receives the support and assistance to fulfill their duties;
- Develop a viable management system that embraces a healthy Internal Responsibility System;
- Workers have personal protective equipment needed to perform their job safely;
- Equipment, materials and protective devices are used and maintained as prescribed;
- Where so prescribed, all required notices shall be posted;
- Written health and safety standards are established and in compliance with all health and safety legislation.

SUPERVISORY STAFF

Supervisors shall ensure that:

- Every reasonable precaution is taken for the protection of the worker;
- Workers work in a manner and with the protective devices, measures and procedures required by the Ontario Occupational Health and Safety Act and associated applicable regulations;
- Workers wear and use personal protective equipment, devices and/or clothing that are required to be worn/use and are maintained in good condition;
- Workplace/jobsite inspections are performed as required;
- Incident investigations are conducted as required;
- Workers are advised of the existence of any potential or actual danger to their health and safety;
- Workers are provided hazard specific training as required;
- Providing workers with written instructions as to the measures and procedures to be taken to ensure safety;
- All aspects of the health and safety program are reviewed on a regular basis;
- Recognize ongoing health and safety initiatives to improve safety performance;
- Take appropriate corrective action required to ensure continued health and safety systems;
- Are familiar with the applicable requirements of the OH&S Act.

EMPLOYEES

All employees of Augusta Township shall:

- Work in compliance with the Ontario Occupational Health and Safety Act and associated regulations;
- Take every reasonable precaution to protect themselves and prevent accidents;
- Use and wear the personal protective equipment, devices or clothing that are required to be worn;
- Ensure that they have been properly trained on machinery/equipment prior to commencing to operate it;
- Report to the employer the absence or defect in any equipment or protective device of which the worker is aware and which may endanger himself/herself or any other worker;
- Report any contravention of the Ontario Occupational Health and Safety Act and associated regulations or the existence of any hazard of which he/she is aware;
- Actively participate in the identification of workplace hazards with the aim of continuously improving the workplace environment; and,
- Ensure their familiarity with the health and safety program.

In addition, no worker shall:

- Remove or make ineffective any protective device required by the regulations or by the

employer, without providing an adequate temporary protective device and when the need for removing the protective device has ceased, the protective device shall be replaced immediately.

- Use or operate any equipment, machine, device or thing or work in a manner that may endanger himself/herself or any other worker.
- Engage in any prank, contest, feat of strength etc. unnecessary running or rough and boisterous conduct.

CONTRACTORS

All contractors and subcontractors of Augusta Township shall:

- Take every reasonable precaution to work in a safe manner;
- Provide proof, as required, of their of a health and safety program;
- Be held accountable for their health and safety performance;
- Provide a WSIB clearance or equivalent insurance;

ACCOUNTABILITY

Any persons who, in their relationship with the Township of Augusta, are found to be in noncompliance with established policies and is not conducting themselves in accordance with Augusta Township's Safety Policies and Procedures and all applicable legislation, will be subject to the appropriate action.

EVALUATION

This standard will be evaluated on an annual basis by management in consultation with the JHSC using the four part questionnaire that will evaluate the following items:

- Did the legislation change?
- Was the goal of the standard met?
- Were the requirements of the Standard met?
- Where there problems or concerns meeting the Standard?

In addition, the CAO will ensure that all staff have been trained, that require training, and ensure this standard is being followed.

REPORT: 2015-026
COUNCIL: March 9, 2015
PREPARED BY: Annette Simonian, Deputy Clerk

RE: **PROCEDURAL BY- LAW AMENDMENT**

RECOMMENDATION:

THAT Council adopt Procedural By-Law 3153-2015 to amend the existing By-Law 3067-2013; and
THAT By-law 3067-2013 is hereby repealed.

BACKGROUND:

The Municipal Act requires that every municipality and local board adopt a procedural by-law which governs the calling, location and the rules of procedure for meetings of Council, Committees and Boards. (*Municipal Act, s 238*).

Council is at all times in charge of its own procedures except where inconsistent with statutory requirements. It is also open to Council to establish general and/or specific principles to ensure the advancement of Council's business in an orderly and effective manner while setting out the rights and obligations of its members.

The proposed By-Law is more comprehensive than the current Procedural By-law and includes more direction with respect to the conduct of Council's business. The By-law has been formatted as a booklet and includes a Table of Contents to facilitate its use. Revisions for clarity and greater efficiency / transparency are included throughout the revised By-Law. New sections have been added to govern the process of closed meetings and to provide more information on motions.

The new By-law was circulated to members earlier in order to provide some additional time for members to become familiar with its content prior to its review at the Council meeting. The proposed procedural By-Law and the original By-Law has been attached for comparison.

Attachment 1 & 2

FINANCIAL IMPACTS

There are no financial or budget impacts associated with the recommendation.

Pierre Mercier, CAO/Clerk

Annette Simonian, Deputy Clerk

Augusta TOWNSHIP
A Community of Opportunity

PROCEDURAL BY-LAW

A BY-LAW TO GOVERN THE PROCEEDING OF COUNCIL
3153-2015

MARCH 9, 2015

TOWNSHIP OF AUGUSTA

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THE CORPORATION OF THE TOWNSHIP OF AUGUSTA

BY-LAW NUMBER 3153 - 2015

A BY-LAW TO GOVERN THE PROCEEDINGS OF COUNCIL AND COMMITTEES OF COUNCIL

WHEREAS pursuant to Section 238 of the Municipal Act, 2001, as amended, every municipality shall pass a procedure by-law for governing the calling, place and proceedings of meetings;

AND WHEREAS the Council of The Corporation of the Township of Augusta deems it advisable to adopt a procedural by-law;

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

1. PURPOSE:

The intent of this by-law is establish general and specific principles for governing the procedures of Council to ensure orderly and principled meetings. The by-law ensures that all Members are afforded the right to be heard with equal privileges and obligations and are treated with respect and courtesy.

2. APPLICATION:

The rules and regulations contained in this By-Law shall be observed in all proceedings of the Council and shall be the rules and regulations for the order and dispatch of business of Council.

The rules and regulations contained herein may be suspended by a majority vote of Council and in any case for which provision is not made herein the procedure to be followed shall be, as near as may be, Robert's Rules of Order.

3. DEFINITIONS

a) "Clerk" shall mean the Clerk of The Corporation of the Township of Augusta.

b) "Council" shall mean the Council of The Corporation of the Township of Augusta.

c) "Ex officio" means the Mayor is a member on all committees and may participate and vote but is not part of quorum.

d) "Head of Council" shall mean the Mayor of The Corporation of the Township of Augusta.

e) "Meeting" shall mean any regular, special or other meeting of Council, local board or committee of either of them.

f) "Members" shall mean a Member of Council.

g) "Motion" means a written oral proposal that Members make a decision on.

h) "Pecuniary interest" means any direct or indirect connection with money either positive or negative pursuant to the relevant conflict of interest legislation.

i) "Point of Order/Information" means a motion made by a Member to call to the attention of Council a violation of the rules of order or a request for further information.

j) "Point of Privilege" means a motion made by a Member to call to the attention of Council a disregard for an individual member's (or Council collectively) dignity or integrity.

k) Presiding Officer means the head of council, acting head of council who is responsible for presiding over the proceeding of council meetings or the Chair of a committee or Board.

l) "Principle Motion" (also known as main motion) is a motion before Council for consideration.

m) "Privileged Motion" is a motion that takes precedence over all other questions.

n) "Recorded Vote" shall mean the recording of the name and vote of every member of Council or Committee.

o) "Resolution" means a formal determination made by Council or a Committee duly adopted at a properly-constituted meeting.

p) "Subsidiary Motion" (also known as secondary motion) takes precedence over a principle motion.

4. MEETINGS OF COUNCIL

4.1 Inaugural Meeting

The Inaugural meeting following each municipal election for Members of Council shall be held in the Council Chambers on the first business day in December or as soon as possible thereafter.
A person shall not take his/her seat as a member until, the member has taken the declaration of office in the form established by the Minister of that purpose.

4.2 Regular Meetings

Regular meetings of Council shall take place in accordance with the following schedule:

2nd Monday of each month at 6:30 p.m. – Committee of the Whole/Regular Meeting

4th Monday of each month at 6:30 p.m. – Committee of the Whole/Regular Meeting.

There shall be one meeting of Council in the months of July, August and December and this meeting shall be held on the second Monday of each month.

This schedule will be followed each month unless, by resolution, Council directs otherwise, in which case the local print media will be advised and notices shall be placed on the municipal website advising of the time and date. The notice shall also be placed on the municipal digital sign located at the municipal office. All regular meetings of Council and Committee of the Whole meetings shall be open to the public as per section 239 (1) of the *Municipal Act*, 2001 unless the subject matter being considered would fall within section 239 (2) of the *Municipal Act*, 2001.

When the day for a regular meeting of Council is a public or civic holiday, the Council shall meet at the same hour on the day following that is not a public or civic holiday.

The Mayor may at any time summon a special meeting of Council on 24 hours notice to the members of Council, or, upon receipt of the petition of the majority of the members of Council. The Clerk shall summon a special meeting for the purpose and at the time specified by the Mayor or in the petition. Twenty-four hours notice of all special meetings of Council shall be given to the members through the Clerk's office. The only business to be dealt with at a special meeting shall be that which is listed in the notice of the meeting or given orally to the members unless decided otherwise by consent of the entire Council. Special meetings shall be either open or closed (in accordance with the Municipal Act) as decided by Council.

The Mayor may, in the event of an emergency, call a special meeting of Council without giving the mandatory twenty-four hours notice, provided that the Clerk has diligently tried to advise all Members immediately on being advised by the Mayor of his intention to hold such an emergency meeting.

All meetings shall be held in Chambers or at such a place and location specified within the Township designated for such purpose by the Council.

At any time during the absence or unavailability of the Mayor, the Deputy Mayor may call a special meeting. If the Deputy Mayor is unavailable, Council shall appoint a presiding Member.

All meetings shall be open to the public and no person shall be excluded except for improper conduct.
The Presiding officer may expel or exclude from any meeting any person who has engaged in improper conduct at the meeting.

4.3 Agendas

Regular meetings of Council agendas shall be comprised of the following:

a) call to order;
b) Mayor's opening remarks;
c) approval of agenda;
d) approval of minutes of the previous meetings;
e) disclosure of interest and nature thereof;
f) business arising from minutes;
g) delegations, petitions;
h) correspondence;
i) Move to the committee of the Whole
j) committee/staff reports;
k) Return to Regular meeting of Council
l) new and unfinished business;
m) resolutions/motions;
n) by-laws;
o) announcements;
p) question period for the public;
q) question period for the press;
r) closed meeting as per Section 239 of the Municipal Act, RSO 2001;
s) by-law to confirm proceeding of Council;
t) adjournment;

4.4 Meetings Closed to the Public

Council may, by resolution that states the general reason, close a meeting or part of a meeting to members of the public if the subject matter to be considered is permitted under Section 239 of the Municipal Act, 2001 as amended.

Members shall keep confidential any information:

i. Disclosed or discussed at a meeting or part of a meeting that is closed to the public;
ii. That is circulated to members and marked confidential; or
iii. That is received in confidence verbally in preparation of the closed meeting.

At a closed meeting no member shall discuss or otherwise deal with any matter that materially advances the business or decision making of the Council which falls outside of the stated purpose of the closed meeting.

Council may hold a vote for a procedural matter or for giving directions or instructions to officers, employees or agents of the municipality.
Any documentation marked confidential shall be kept securely by the member until no longer required in the course of business and shall at that time be destroyed by the member or returned to the office of the Clerk for destruction.

The obligation to keep information confidential applies to a member after he or she ceases to be a member of Council.

4.5 Enquiries Regarding Closed Meetings

The response of members to enquiries about any matter dealt with by Council or Committee at a closed meeting shall be 'no comment' as the matter was dealt with in a closed session or words to that effect. No member shall release or make public any information considered at a closed meeting or discuss the content of such a meeting with persons other than council members or relevant staff members.

4.6 Violating Confidentiality of Closed Meetings

Any intentional or inadvertent violation of the closed meeting provisions of this by-law may result in the offending member of council being excluded from future closed meetings of council or the committee and the member no longer being provided with correspondence, materials or information proposed to be dealt with by council or the committee at a closed meeting.

Council shall determine by resolution passed by at a closed meeting whether a member has violated the closed meeting provisions of this by-law and upon making such determination, shall decide the length of time during which the member shall be excluded from future closed meetings of Council. The results of Council's deliberations shall be reported publicly.

Any member alleged to have violated the closed meeting provisions shall be provided with full particulars of the alleged violation and given an opportunity to make a statement to Council responding to the allegation(s) before Council makes its decision, but shall otherwise not be entitled to participate in a discussion of, or vote on, any resolution of Council dealing with the allegation(s) or any sanctions to be imposed by Council
The release of any information about any matters dealt with by Council at a closed meeting shall be by the Mayor (or delegate) and only with the approval of Council.

4.7 Calling of Meeting to Order and Quorum

As soon after the hour fixed for the holding of the Council as a quorum is present, the Mayor shall take the chair and call the meeting to order.

A quorum is a simple majority of the elected Council.

If no quorum is present 15 minutes after the time appointed for the Meeting of the Council, the Clerk shall record the names of the members present and the meeting shall stand adjourned until a new meeting date is set by the Mayor.
If the Mayor does not attend within fifteen minutes after the time appointed for a meeting of the Council, the Clerk shall call the members to order and the Deputy Mayor shall preside until the arrival of the Mayor.

If the Mayor or the Deputy Mayor does not attend within fifteen minutes after the time appointed for a meeting of the Council, the Clerk shall call the members to order and an acting Mayor shall be appointed from among the members present and he/she shall preside until the arrival of the Mayor or the Deputy Mayor and while so presiding the acting Mayor shall have all the powers of the Mayor.

4.8 Curfew

No meeting shall exceed 3 hours unless unanimous consent is given by the members of Council.

5. THE CONDUCT OF PROCEEDINGS AT A COUNCIL MEETING

It shall be the duty of the Mayor or other Presiding Officer:

a) to open the meeting of Council by taking the chair and calling the meeting to order;
b) to announce the business before the Council in the order in which it is acted upon;
c) to receive and submit, in the proper manner, all motions presented by the members of Council;
d) to put to vote all questions which are regularly moved and seconded, or necessarily arise in the course of proceedings and to announce the results;
e) to decline to put to a vote motions which infringe the rules of procedure;
f) to restrain the members, within the rules of order, when engaged in debate;
g) to enforce on all occasions the observance of order and decorum among the members in accordance with the established code of conduct;
h) to call by name any member persisting in breach of the rules of order of the Council, thereby ordering him to vacate the Council Chambers;
i) to receive all messages and other communications and announce them to Council;
j) to authenticate, by his/her signature when necessary, all by-laws, resolutions and minutes of the Council;
k) to inform council, when necessary or when referred to for the purpose, on a point of order or usage;
l) to represent and support the Council, declaring its will, and implicitly obeying its decision in all things;
m) to ensure that the decisions of Council are in conformity with the laws and by-laws governing the activities of the Council;
n) to adjourn the meeting when the business is concluded;
o) to adjourn the meeting without question put in the case of grave disorder arising in the Council Chamber.

The business of the Council shall in all cases, be taken up in the order in which it stands on the agenda. The Mayor, may vary the order of business to better deal with matters before Council.

When it appears that any matter may be more conveniently considered in Committee of the Whole, Council may, on motion, resolve into a committee of the whole, and the proceedings taken in Committee when adopted by Council shall be deemed to be proceedings of Council.

The agenda will be delivered by electronic transmission (e-genda) with hard copies available at the Township office to each Member of Council by the Clerks Department not later than Friday at noon, preceding the scheduled public Council meeting. The agenda will also be available to the Administration, the public through the Township website and the Media in electronic format through direct email.

6. MINUTES

Minutes shall record:

a) the place, date and time of meeting;

b) the names of the presiding officer or officers and record of the attendance of the members;

c) disclosure(s) of pecuniary interest and general nature thereof;

d) the reading, correction, if necessary, and adoption of the minutes of prior meetings;
e) all other proceedings of the meeting without note or comment.

It shall be the duty of the Clerk to ensure that the minutes of the last regular meetings, and all Special meetings held more than five (5) days, excluding Saturdays and Sundays, prior to a regular meeting be circulated to all Members of Council.

It shall be the duty of the Clerk to ensure that the minutes of Committees of Council are prepared and distributed to all Committee Members as part of the agenda package of the next scheduled meeting of the Committee and in the form of a Committee Report at the next scheduled meeting of Council.
If the minutes have been delivered to Members of Council, the minutes shall not be read and a resolution that the minutes be adopted as if read shall be in order.

7. DELEGATIONS

Persons desiring to present information verbally on matters of fact, or make a request of Council, shall give notice to the Clerk in writing not later than 4:30 p.m. on the last Wednesday preceding the commencement of the meeting of the Council. There will be one spokesperson per delegation.

The individual or group shall provide to the Clerk his/her name or name of the group, the nature of the business to be discussed and if representing any organization, the name of the agency or other such body. A delegation intending to distribute any reports or supporting documentation shall provide it to the Clerk in order that the material can be circulated with the agenda.

(a) The inclusion of a delegation on the agenda shall be determined on a first come first served basis and regard shall be given to the length of the agenda. No more than three (3) delegations will be heard at any meeting.

(b) Delegations shall be limited to five (5) minutes for presentation time with an additional five (5) minutes for questions and answers unless and until the presiding officer has extended or reduced such time allotment.

(c) Members of the public who constitute the audience in the Council Chamber during a Council meeting shall maintain order and may not address Council except when permitted by the agenda and presentation or questions shall not exceed five (5) minutes and must pertain directly to items listed on the agenda.

Delegations not listed with the Clerk prior to the meeting may be heard upon unanimous consent of Council but decision may be deferred on the matter in question until further study.

8. PETITIONS AND COMMUNICATIONS

Every communication, including a petition designed to be presented to the Council, shall be legibly written or printed and shall not contain any obscene or improper matter or language and shall be signed by at least one (1) person and filed with the Clerk. Every petition or communication shall be delivered to the Clerk not later than 4:30 p.m. on the last Wednesday preceding the date of the regular meeting of Council.

Petitions or communications not listed with the Clerk prior to the meeting may be heard upon unanimous consent of Council but decision may be deferred on the matter in question until further study.

9. COUNCIL COMMITTEES AND MUNICPAL OFFICIALS REPORTING

Reports from either Council Committees or Municipal Officials shall deal with matters previously delegated to them or that fall within their jurisdiction.

Any member of Council may request, through the CAO, follow up information or give notice of a motion to be brought forward at the next Council meeting.

10. ACCOUNTS

General or Special Accounts will be presented for Council approval at each meeting.

Invoices must be submitted to the Treasurer's office for payment no later than noon on the last Wednesday preceding the Regular Meeting of Council.

11. NEW AND UNFINISHED BUSINESS

This item includes any business arising from unfinished business or new business as brought forth by any member of Council. These items must be presented on the agenda on the Wednesday prior to the Council Meeting, or deferred to the next scheduled meeting unless a unanimous decision of Council brings it forward.

12. READING OF BY-LAWS AND PROCEEDINGS

Every By-Law shall be introduced upon motion by a member of the Council, specifying the title of the By-Law.

Every By-Law when introduced shall be in typewritten form and shall contain no blanks except such as may be required to conform to accepted procedure or to comply with provisions of any act and shall be complete with the exception of the number and date thereof.

Every By-Law shall have three readings; first and second will be read jointly. The third reading, if approved by Council, may be delayed to a time designated by Council.
After the first / second reading of the By-Law it may be amended and or debated.

If the Council determines that the By-Law is to be considered in Committee of the Whole, it shall be so considered previous to the third reading thereof.
If Council so determines, a By-Law may be taken as read.

The Clerk shall set out on all By-Laws enacted by Council the date of the several readings thereof.

Every By-Law enacted by the Council shall be numbered, dated and shall be sealed with the seal of the Corporation and signed by the Clerk and the Presiding Officer and shall be deposited by the Clerk in his/her office for safe keeping.

If the by-law has been delivered to members of Council, the by-law shall not be read and a resolution that the by-law be adopted as if read shall be in order.

13. MOTIONS

13.1 Introducing Motions

Motions with respect to the following matters may be introduced orally without notice and without leave, except as otherwise provided by the Rules of Procedure:

A point of order or privilege;
to move a question to be put;
to adjourn;

The following motions may be introduced without notice and without leave, except as otherwise provided by the Rules of Procedure:

To refer
To table, to postpone, or to defer to a day certain;
To amend;
Any other procedural motion.

13.2 Seconding

A motion must be formally seconded before the Presiding Officer can record the Motion in the minutes.

All motions may be supported or opposed by the mover and seconder.

13.3 Presentation of Motion By Chairman

When a Motion is presented in Council in writing, the Mayor (or designate) shall state the names of Members moving and seconding the motion and read the motion before debate. A motion so put shall be considered the main motion.

13.4 Withdrawal

After a motion has been duly moved and seconded, it shall be deemed to be in the possession of Council and it may only be withdrawn before decision or amendment with the permission of Council. A motion to withdraw shall be moved and seconded and disposed of prior to any other secondary motion being presented.

13.5 Motion Ruled Out of Order

Whenever the Mayor (or designate) is of the opinion that a motion is contrary to the Rules of Procedure they shall rule the motion out of order.

13.6 Amendment

The purpose of a motion to amend is to insert amend or strike out certain words or phrases.

Such motion:

(a) shall be presented in writing prepared by the Clerk and must add to or delete from the original motion;

(b) shall receive disposition of Council before a previous amendment or the question;

(c) shall not be further amended more than once provided that further amendment may be made to the main question;

(d) shall be relevant to the question to be received;

(e) shall not be received proposing a direct negative to the question;

(f) may propose a separate and distinct disposition of a question;

(g) shall be put in the reverse order to that in which it is moved.

13.7 The Question be Now Put

The purpose of a motion to be 'Put' is to close debate and bring Council to a vote on a pending question.

A motion that is 'Now Put':
Is not debatable;
Cannot be amended;
Cannot be moved when there is an amendment under consideration.

13.8 Motion for Reconsideration

(a) A Motion for Reconsideration is to reconsider a matter decided by Council within the immediately preceding 12 months of its term, subject to the following:
   (i) a Motion for Reconsideration shall be ruled out of order if any change to the previous decision would interfere with legally binding commitments of the Township of Augusta existing as of the date the motion to reconsider is moved;
   (ii) such motion must be moved by a member who voted on the prevailing side;
   (iii) such motion must be supported by a majority vote of the Members of Council before the matter to be reconsidered can be debated;
   (iv) debate on the question must be confined to such matters as new information that has come forward, an error in documentation presented or incorrect statements made during the original debate.

(b) If a Motion for Reconsideration is approved
   (i) no action shall be taken in respect of the matter under reconsideration until it has again been presented to council for a decision at the next regular Council Meeting unless it has been deemed to be an emergency.
   (ii) the matter shall be presented to Council in the exact manner in which it was first presented to Council.

13.9 Motion to Rescind

The purpose of a Motion to Rescind is to annul some action taken previously by council when it was too late to reconsider the vote. If it is considered necessary to rescind a motion, a notice of motion to rescind must be introduced and voted on at a subsequent designated meeting. There is no time limit.

13.10 Notice of Motion

(a) Must state intent and timing to be discussed;
(b) Does not require seconder;
(c) Is not debatable;
(d) If not proceeded with at the noted meeting, will be considered to be withdrawn.

13.11 Motion to Defer or Postpone

The purpose of a Motion to Defer is to postpone a motion to be taken up again at a specified date when some information necessary for consideration is temporarily unavailable. The motion to defer shall not be used if the intent is essentially to dismiss the item in question.
A Motion to postpone or defer indefinitely shall be treated as a motion to Table.

13.12 Motion to Table

The purpose of a motion to Table removes the subject from consideration until a vote of council lifts it from the table. A motion to Table cannot be debated or amended.

A motion to Table with some condition, opinion, or qualification added to the motion to Table shall be deemed to be a motion to postpone or defer.
A motion that has been tabled cannot be lifted off the table unless it has been added to the agenda prior to the meeting taking place.

A motion that has been tabled and not taken from the table for six months is deemed to be withdrawn and cannot be taken form the table.

14. VOTING ON MOTIONS

14.1 General

Every Member present at a Council meeting shall vote when a question is put, unless the Member has declared a pecuniary interest in the matter. Any Member who abstains from voting on a matter before Council shall be recorded as voting in the negative except where he/she is prohibited from voting by statute.

The Presiding Officer is entitled to vote and shall vote in the same manner as other members of Council with respect to all matters requiring a Council decision.

When the matter under consideration contains distinct recommendations or propositions, any Member may request that a vote upon each recommendation or proposition be taken separately, or that a recommendation(s) or proposition(s) be removed from the original motion.

14.2 Questions Stated

Immediately preceding the taking of the vote, the Presiding Officer may state the question in the form introduced and shall do so if required by a member except when a motion for the previous question has been resolved in the affirmative. He shall state the question in the precise form in which it will be recorded in the minutes.

14.3 No Interruption After Question

After a question is finally put by the Presiding Officer no member shall speak to the question nor shall any other Motion be made until after the vote is taken and the result has been declared. The decision of the presiding officer as to whether the question has been put is conclusive.

14.4 Unrecorded Vote

The manner of determining the decision of the Council on a motion shall be at the discretion of the Presiding Officer and may be by voice, show of hands, standing or otherwise.

14.5 Tie Vote

A motion on which the voting results in a tie shall be declared lost expect where otherwise provided by any Act.

14.6 Recorded Vote

When a member present requests a recorded vote, all members present at the Council or Committee meeting must vote in alphabetical order, unless otherwise prohibited by statute. The names of those who voted for and others who voted against shall be noted in the minutes. A request for a recorded vote can be made immediately prior or immediately subsequent to the taking of the vote.

14.7 Conflict of Interest

A member who has a pecuniary or any interest in a question shall declare such interest and the general nature thereof and shall refrain from speaking on the question, and shall also refrain from voting and his disclosure of interest shall be recorded in the minutes of the meeting.

Where a meeting is not open to the public, the Member in question shall forthwith leave the meeting or that part of the meeting that deals with the subject matter.

15. RULES OF CONDUCT AND DEBATE

Every member prior to speaking to any question or Motion shall be recognized by the Presiding Officer. When two or more, Members rise to speak, the Presiding Officer shall designate the Member who has the floor who shall be the Member who, in the

opinion of the Presiding Officer, rose first. Every Member present at a meeting of the Council when a question is put shall vote thereon unless prohibited by a statute.
If a member disagrees with the announcement of the Presiding Officer that a question is carried or lost he/she may, but only immediately after the said declaration is made, appeal the declaration and request that a recorded vote be taken.

When the Presiding Officer calls for the vote on a question, each Member shall occupy their seat and shall remain in place until the result of the vote has been declared by the Presiding Officer, and during such time no Member shall speak to any other Member or make any noise or disturbance.

When a Member is speaking no other Member shall interrupt except on a point of order, and during such time no other Member shall speak to any other Member or make any noise or disturbance.

Any Member may require the question or motion under discussion to be read at any time during the debate but not so as to interrupt a Member while speaking.

No Member, without leave of the Council, shall speak to the same question, or in reply, for longer than five (5) minutes.

When a Member has been recognized as the next speaker, then immediately before speaking such Member may ask a question of the Presiding Officer or an official of the Municipality on the matter under discussion, but only for the purpose of obtaining information, following which the Member shall speak.

The following matters and motions with respect thereto may be introduced orally without written notice and without leave, except as otherwise provided in this by-law:

(a) a point of order or personal privilege;
(b) presentations and petitions should be presented in writing;
(c) to lay on the table;
(d) to postpone indefinitely or to a day certain;
(e) to move the previous question;

The following motions may be introduced without notice and without leave, but such motions shall be in writing and signed:

(a) to refer;
(b) to adjourn;
(c) to amend;
(d) to suspend the Rules of Procedure;

Except as provided herein all motions shall be in writing and signed by the mover and the seconder.

In all un-provided cases in the proceedings of the Council or in the Committee of the Whole, the matter shall be decided by the Presiding Officer, subject to an appeal to the Council upon a point of order.

16. CONDUCT OF MEMBERS OF COUNCIL

No Member shall:

(a) use offensive words or un-parliamentary language or speak disrespectfully in or against the Council, against any Member of Council or any Municipal Employee;

(b) speak on any subject other than the subject in debate;

(c) criticize any decision of the Council except for the purpose of moving that the question be reconsidered;

(d) disobey the rules of the Council or decision of the Presiding Officer or of the Council on questions of order or practice or upon the interpretation of the rules of the Council; and in case a Member persists in any such disobedience after having been called to order by the Presiding Officer, the Presiding Officer may forthwith put the question, no amendment, adjournment or debate being allowed, "that such Member be ordered to leave his seat for the duration of the meeting of the Council";

(e) If the Member apologizes to the Mayor and Council the member may, by vote of Council, be permitted to retake his/her seat and decision of Council shall be final.

No person except Members and Officers of the Council shall be allowed to come to the Council table during the sitting of the Council without permission of the Presiding Officer or the Council to do so.

When the chair is putting the question no Member shall leave or make a disturbance.

No individual Council Member may direct any member of the staff to perform such duties that have not been authorized by resolution of the Council

Members of Council shall come prepared to every meeting by having read all the material supplied, including agendas and staff reports in order to facilitate discussion and the determination of action at the meeting.

17. POINTS OF ORDER

17.1 Point of Privilege

A Member shall be permitted to raise a 'Point of Privilege' and address Council upon a matter that concerns the rights or privileges of Council collectively or as an individual Member. A Point of Privilege shall take precedence over other matters and the Mayor (or designate) shall rule on the point and no one shall be considered to be in possession of the floor.

17.2 Point of Order

Through the Mayor (or designate) a Member may raise a 'Point of Order' to call attention to a violation of the Rules of Procedure prior to the vote being put. After the Mayor (or designate) grants leave, the Member shall state the point of order.

17.3 Point of Information

Through the Mayor (or designate) a Member may raise a 'Point of Information' to request information relevant to the business at hand any time prior to the vote being put.

The Mayor (or designate) shall preserve order and decide questions of order giving concise reasons for the ruling, subject to immediate appeal.

If the decision is appealed, the question "will the Chair be sustained?" will be put to Council without debate and Council's decision shall be final.

18. CONDUCT OF MEMBERS OF PUBLIC

The Mayor or other Presiding Officer may expel or exclude from any meeting any person who has been guilty of improper conduct at the meeting.

19. COMMITTEE OF THE WHOLE

Motions must be passed to go into Committee of The Whole and return there from to regular Council.

The Mayor may act as Presiding Officer or Council may appoint another Member to so act.
The rules governing the procedure of the Council and the conduct of Members in the Council shall be observed in the Committee.

The number of times a member may speak on any question shall not be limited unless a Member requests that the vote be put.

20. COMMITTEES OF COUNCIL

Members on the Committee of Adjustments, Library Board, Police Services Board, as well as township officers (Livestock Evaluators, Fence Viewers, and By-law Enforcement Officer) will be appointed by By-Law for the term of Council, unless the position is filled with a written contract. If any member does not complete their term, a replacement will be appointed.

The Council may, by By-Law or resolution, appoint any of its members or non Council members to standing or special committees of Council. The Mayor will be deemed an ex officio member on all committees.

The main purpose of Committees shall be as described in Council approved Terms of Reference for each Committee.

Except as otherwise provided in their Terms of Reference, a Committee shall conform to the same Rules of Procedures of Council in so far as they are applicable.

An employee designated by the CAO shall be the recording secretary of the Committee.

21. SUSPENSION OF RULES

Any procedure required by this By-Law may be suspended with consent of the majority of the Members of the Council present.

22. CONFIRMATORY BY-LAW

The proceeding at every meeting and special council meeting shall be confirmed by By-Law so that every decision of the Council at that meeting and every Resolution passed therein shall have the same force and effect as if each and every one of them had been the subject matter of a separate by-law duly enacted.

23. AMENDMENT

No amendment or repeal of this By-Law or any part thereof shall be considered at any meeting of the Council unless notice of proposed amendment or repeal has been given at a previous regular meeting of the Council and the waiving of this notice by the Council is prohibited.

This By-Law shall become effective upon the date of enactment.

Any other by-law, part of by-laws inconsistent with this by-law are hereby repealed.

By-law 3067-2013 is hereby repealed.

READ a first time and second time this 09 day of March, 2015.

READ a third time and passed this 09 day of March, 2015

MAYOR

CLERK

THE CORPORATION OF THE TOWNSHIP OF AUGUSTA

BY-LAW NUMBER 3067 - 2013

A BY-LAW TO GOVERN THE PROCEEDINGS OF COUNCIL AND COMMITTEES OF COUNCIL

WHEREAS pursuant to Section 238 of the Municipal Act, 2001, as amended, every municipality shall pass a procedure by-law for governing the calling, place and proceedings of meetings;

AND WHEREAS the Council of The Corporation of the Township of Augusta deems it advisable to adopt a procedural by-law;

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

1. **DEFINITIONS**

1.01 "Clerk" shall mean the Clerk of The Corporation of the Township of Augusta.

1.02 "Council" shall mean the Council of The Corporation of the Township of Augusta.

1.03 "Head" of Council shall mean the Reeve of The Corporation of the Township of Augusta.

1.04 "Recorded Vote" shall mean the recording of the name and vote of every member of Council or Committee.

1.05 "Pecuniary interest" means any direct or indirect connection with money either positive or negative pursuant to the relevant conflict of interest legislation.

1.06 "Substantive Motion" shall mean any motion except the following:

(a) to extend the time of the meeting;
(b) to refer;
(c) to amend;
(d) to lay on the table or defer;
(e) to postpone indefinitely or set a specific day;
(f) to adjourn;

2. APPLICATION OF THE BY-LAW

2.01 The rules and regulations contained in this By-Law shall be observed in all proceedings of the Council and shall be the rules and regulations for the order and dispatch of business in the Council and in the Committees thereof, provided that the rules and regulations contained herein may be suspended by a vote of Council and in any case for which provision is not made herein the procedure to be followed shall be, as near as may be, that followed by Robert's Rules of Order.

3. COUNCIL MEETINGS

3.01 The Swearing-In Ceremony following each municipal election for Members of Council shall be held in the Council Chambers at 2:00 p.m. on the first business day in December.
Regular meetings of Council shall take place on the following schedule:

2nd Monday of each month at 6:30 p.m. – Regular Meeting
4th Monday of each month at 1:30 p.m. – Committee of the Whole/Regular Meeting
There shall be one meeting of Council in the months of July, August and December and this meeting shall be held on the second Monday of each month.

This schedule will be followed each month unless, by resolution, Council directs otherwise, in which case the local print media will be advised and notices shall be placed on the municipal website advising of the time and date as well as on the municipal digital sign located at the municipal office. All regular meetings of Council and Committee of the Whole meetings shall be open to the public as per section 239 (1) of the *Municipal Act*, 2001 unless the subject matter being considered would fall within section 239 (2) of the *Municipal Act*, 2001.

3.02 When the day for a regular meeting of Council is a public or civic holiday, the Council shall meet at the same hour on the day following that is not a public or civic holiday.

3.03 The Head of Council may at any time summon a special meeting of Council on 24 hours notice to the members of Council, or, upon receipt of the petition of the majority of the members of Council, the Clerk shall summon a special meeting for the purpose and at the time specified in the petition. Twenty-four hours notice of all special meetings of Council shall be given to the members through the Clerk's office. The only business to be dealt with at a special meeting shall be that which is listed in the notice of the meeting, or given orally to the members unless decided otherwise by consent of the entire Council. Special meetings shall be either open or closed as decided by Council.

3.04 Notwithstanding Section 3.03 the Reeve may, in the event of an emergency, call a special meeting of Council without giving the mandatory twenty-four hours notice, provided that the Clerk has diligently tried to advise all members of Council immediately on being advised by the Reeve of his intention to hold such an emergency meeting.

3.05 All meetings shall be held in Chambers or at such a place and location specified within the Township designated for such purpose by the Council.

3.06 At any time during the absence or unavailability of the Reeve, the Deputy Reeve may call a special meeting. If the Deputy Reeve is unavailable, Council shall appoint a presiding Member.

4. CALLING OF MEETING TO ORDER AND QUORUM

4.01 As soon after the hour fixed for the holding of the Council as a quorum is present, the Head of Council shall take the chair and call the meeting to order.

4.02 A quorum is a simple majority of the elected Council.

4.03 If no quorum is present 15 minutes after the time appointed for the Meeting of the Council, the Clerk shall record the names of the members present and the meeting shall stand adjourned until a new meeting date is set by the Reeve, subject to Sections 3.03 and 3.04.

4.04 If the Head of Council does not attend within fifteen minutes after the time appointed for a meeting of the Council, the Clerk shall call the members to order and an acting Head of council shall be appointed from among the members present and he/she shall preside until the arrival of the Head of Council, and while so presiding the acting Head of Council shall have all the powers of the Head of Council.

5. CURFEW

5.01 No meeting shall exceed 3 hours unless unanimous consent is given by the members of Council.

6. THE CONDUCT OF PROCEEDINGS AT A COUNCIL MEETING

6.01 It shall be the duty of the Head of Council or other Presiding Officer;

(a) to open the meeting of Council by taking the chair and calling the meeting to order;

(b) to announce the business before the Council in the order in which it is acted upon;

(c) to receive and submit, in the proper manner, all motions presented by the members of Council.

(d) to put to vote all questions which are regularly moved and seconded, or necessarily arise in the course of proceedings and to announce the results;

(e) to decline to put to vote motions which infringe the rules of procedure;

to restrain the members, within the rules of order, when engaged in debate; to enforce on all occasions the observance of order and decorum among the members;

(f) To enforce on all occasions the observance of order and decorum among the members in accordance with the established code of conduct

(g) With respect to recorded votes, where a vote is taken for any purpose and a member requests immediately prior to the taking of a vote that the vote be recorded, each member present, except a member who is disqualified from voting by any Act, shall announce his/her vote openly, and any failure to vote by a member who is not disqualified shall be deemed to be a negative vote and the Clerk shall record each vote.

(h) to call by name any member persisting in breach of the rules of order of the Council, thereby ordering him to vacate the Council Chambers;

(i) to receive all messages and other communications and announce them to Council;

(j) to authenticate, by his/her signature when necessary, all by-laws, resolutions and minutes of the Council;

(k) to inform council, when necessary or when referred to for the purpose, on a point of order or usage;

(1) to represent and support the Council, declaring its will, and implicitly obeying its decision in all things;

(m) to ensure that the decisions of Council are in conformity with the laws and by-laws governing the activities of the Council;

(n) to adjourn the meeting when the business is concluded;

(o) to adjourn the meeting without question put in the case of grave disorder arising in the Council Chamber.

7.01 At regular meetings of Council the agenda shall be as follows:

(a) call to order;
(b) Reeve's opening remarks;
(c) approval of agenda;
(d) approval of minutes of the previous meetings;
(e) disclosure of interest and nature thereof;
(f) business arising from minutes;
(g) delegations, petitions;
(h) correspondence;
(i) committee reports;
(j) Council inquiries and action requests

(k) new and unfinished business;
(l) resolutions/motions;
(m) by-laws;
(n) announcements;
(o) question period for the public;
(p) question period for the press;
(q) closed meeting as per Section 239 of the Municipal Act, RSO 2001;
(r) by-law to confirm proceeding of Council;
(s) adjournment;

7.02 The business of the Council shall in all cases, be taken up in the order in which it stands on upon the agenda unless otherwise decided by Council.

7.03 When it appears that any matter may be more conveniently considered in Committee of the Whole, Council may on motion resolve into a committee of the whole, and the proceedings taken in Committee when adopted by Council shall be deemed to be proceedings of Council.

7.04 The agenda will be delivered by electronic transmission (e-genda) with hard copies available at the office for each Member of Council by the Clerks Department not later than Friday at noon, preceding the scheduled public Council meeting. The agenda will also be available to Administration and the Media in electronic format.

8. **MINUTES**

8.01 Minutes shall record:

(a) the place, date and time of meeting;

(b) the names of the presiding officer or officers and record of the attendance of the members;

(c) the reading, correction, if necessary, and adoption of the minutes of prior meetings;

(d) all other proceedings of the meeting without note or comment.

8.02 It shall be the duty of the Clerk to ensure that the minutes of the last regular meetings, and all Special meetings held more than five (5) days, excluding Saturdays and Sundays, prior to a regular meeting be circulated to all Members of Council.

8.03 It shall be the duty of the Clerk to ensure that the minutes of Committees of Council are prepared and distributed to all Committee and Council Members within one week of the meeting date.

9. **DELEGATIONS**

9.01 Persons desiring to present information verbally on matters of fact or make a request of Council shall give notice to the Clerk in writing not later than 4:30 p.m. on the last

Wednesday preceding the commencement of the meeting of the Council. There will be one spokesperson per delegation.
The individual or group shall provide to the Clerk his/her name or name of the group, the nature of the business to be discuss and if representing any organization, the name of the agency or other such body. A delegation intending to distribute any reports or supporting documentation shall provide it to the Clerk in order that the material can be circulated with the agenda.

(a) The inclusion of a delegation on the agenda shall be determined on a first come first served basis and regard shall be given to the length of the agenda. No more than three (3) delegations will be heard at any meeting.

(b) Delegations shall be limited to five (5) minutes for presentation time with an additional five (5) minutes for questions and answers unless and until the presiding officer has extended or reduced such time allotment.

(c) Members of the public who constitute the audience in the Council Chamber during a Council meeting shall maintain order and may not address Council except when permitted by the agenda and presentation or questions shall not exceed five (5) minutes and must pertain directly to items listed on the agenda.

9.02 Notwithstanding Section 9.01 delegations not listed with the Clerk prior to the meeting may be heard upon unanimous consent of Council but decision may be deferred on the matter in question until further study.

10. PETITIONS AND COMMUNICATIONS

10.01 Every communication, including a petition designed to be presented to the Council, shall be legibly written or printed and shall not contain any obscene or improper matter or language and shall be signed by at least one (1) person and filed with the Clerk.

10.02 Every petition or communication shall be delivered to the Clerk not later than 4:30 p.m. on the last Wednesday preceding the date of the regular meeting of Council.

10.03 Notwithstanding Section 10.02, petitions or communications not listed with the Clerk prior to the meeting may be heard upon unanimous consent of Council but decision may be deferred on the matter in question until further study.

11. COUNCIL COMMITTEES AND MUNICPAL OFFICIALS REPORTING

11.01 Reports from either Council Committees or Municipal Officials shall deal with matters previously delegated to them or that fall within their jurisdiction.

11.02 Any member of Council may request, through the CAO, follow up information or give notice of a motion to be brought forward at the next Council meeting during the Council inquires and action requests (agenda item 7.01 – J).

12. ACCOUNTS

12.01 General or Special Accounts will be presented for Council approval at each meeting.

12.02 Invoices must be submitted to the office for payment no later than noon on the last Wednesday preceding the Regular Meeting of Council.

13. NEW BUSINESS

13.01 This item is described as being any business arising from unfinished business or new business as brought forth by any member of Council. These items must be presented on the agenda on the Wednesday prior to the Council Meeting, or deferred to the next scheduled meeting unless a unanimous decision of Council brings it forward.

14. READING OF BY-LAWS AND PROCEEDINGS THEREON

14.01 Every By-Law shall be introduced upon motion by a member of the Council, specifying the title of the By-Law.

14.02 Every By-Law when introduced shall be in typewritten form and shall contain no blanks except such as may be required to conform to accepted procedure or to comply with provisions of any act and shall be complete with the exception of the number and date thereof.

14.03 Every By-Law shall have three readings; first and second will be read jointly. The third reading, if approved by Council, may be delayed to a time designated by Council.

14.04 After the first / second reading of the By-Law it may be amended and or debated.

14.05 If the Council determines that the By-Law is to be considered in Committee of the Whole, it shall be so considered previous to the third reading thereof.

14.06 If Council so determines, a By-Law may be taken as read.

14.07 The Clerk shall set out on all By-Laws enacted by Council the date of the several readings thereof.

14.08 Every By-Law enacted by the Council shall be numbered and dated and shall be sealed with the seal of the Corporation and signed by the Clerk and the Presiding Officer and shall be deposited by the Clerk in his/her office for safe keeping.

15. MOTIONS

15.01 Introducing Motions - Any motion may be introduced without notice.

15.02 Seconding – A motion must be formally seconded before the Presiding Officer can put the question or a Motion be recorded in the minutes

15.03 Presentation of Motion By Chairman – When a Motion is presented in Council in writing, it shall be stated by the Presiding Officer before debate

15.04 Amendment – A motion to amend

(a) shall be presented in writing prepared by the Clerk and must add to or delete from the original motion;

(b) shall receive disposition of Council before a previous amendment or the question;

(c) shall not be further amended more than once provided that further amendment may be made to the main question;

(d) shall be relevant to the question to be received;

(e) shall not be received proposing a direct negative to the question;

(f) may propose a separate and distinct disposition of a question;

(g) shall be put in the reverse order to that in which it is moved.

15.05 Motion For Reconsideration -

(a) A Motion for Reconsideration is to reconsider a matter decided by Council within the immediately preceding 12 months of its term, subject to the following:

(i) a Motion for Reconsideration shall be ruled out of order if any change to the previous decision would interfere with legally binding commitments of the Township of Augusta existing as of the date the motion to reconsider is moved;

(ii) such motion must be moved by a member who voted on the prevailing side;

(iii) such motion must be supported by a majority vote of the Members of Council before the matter to be reconsidered can be debated;

(iv) debate on the question must be confined to such matters as new information that has come forward, an error in documentation presented or incorrect statements made during the original debate.

(b) If a Motion for Reconsideration is approved

(i) no action shall be taken in respect of the matter under reconsideration until it has again been presented to council for a decision at the next regular Council Meeting unless it has been deemed to be an emergency.

(ii) the matter shall be presented to Council in the exact manner in which it was first presented to Council.

15.06 Motion to Rescind - The purpose of a Motion to Rescind is to annul some action taken previously by council when it was too late to reconsider. If it is considered

necessary to rescind a motion, a notice of motion to rescind must be introduced and voted on at a subsequent designated meeting. There is no time limit.

15.07 Notice of Motion
(a) Must state intent and timing to be discussed;
(b) Does not require seconder;
(c) If not proceeded with at the noted meeting, will be considered to be withdrawn.

15.08 Motion to Defer – The purpose of a Motion to Defer is to postpone a motion to be taken up again at a specified date when some information necessary for consideration is temporarily unavailable. The motion to defer shall not be used if the intent is essentially to dismiss item in question.

16. VOTING ON MOTIONS

16.01 Questions Stated - Immediately preceding the taking of the vote, the Presiding Officer may state the question in the form introduced and shall do so if required by a member except when a motion for the previous question has been resolved in the affirmative. He shall state the question in the precise form in which it will be recorded in the minutes.

16.02 No Interruption After Question - After a question is finally put by the Presiding Officer no member shall speak to the question nor shall any other Motion be made until after the vote is taken and the result has been declared.

16.03 Unrecorded Vote - The manner of determining the decision of the Council on a motion shall be at the discretion of the Presiding Officer and may be by voice, show of hands, standing or otherwise.

16.04 Recorded Vote - When a member present requests a recorded vote, all members present at the Council or Committee meeting must vote in alphabetical order, unless otherwise prohibited by statute. The names of those who voted for and others who voted against shall be noted in the minutes. A request for a recorded vote can be made immediately prior or immediately subsequent to the taking of the vote.

16.05 Conflict of Interest - A member who has a pecuniary or any interest in a question shall declare such interest and the general nature thereof and shall refrain from speaking on the question, and shall also refrain from voting and his disclosure of interest shall be recorded in the minutes of the meeting.

16.06 Where a meeting referred to in 16.05 is not open to the public, the member in question shall forthwith leave the meeting or that part of the meeting that deals with the subject matter.

16.07 The Presiding officer (Reeve) is entitled to vote and shall vote in the same manner as other members of Council with respect to all matters requiring a Council decision.

17. RULES OF DEBATE

17.01 Every member prior to speaking to any question of Motion shall be recognized by the Presiding Officer. When two or more, Members rise to speak, the Presiding Officer shall designate the Member who has the floor who shall be the Member who, in the opinion of the Presiding Officer, rose first. Every Member present at a meeting of the Council when a question is put shall vote thereon unless prohibited by a statue.

17.02 If any Member at a meeting of the Council when a question is put and recorded vote taken does not vote, he/she shall be deemed as voting in the negative except where he/she is prohibited from voting by statue.

17.03 If a member disagrees with the announcement of the Presiding Officer that a question is carried or lost he/she may, but only immediately after the said declaration is made, appeal the declaration and request that a recorded vote be taken.

17.04 When the Presiding Officer calls for the vote on a question, each Member shall occupy their seat and shall remain in place until the result of the vote has been declared by the Presiding Officer, and during such time no Member shall speak to any other Member or make any noise or disturbance.

17.05 When a Member is speaking no other Member shall interrupt except on a point of order, and during such time no other Member shall speak to any other Member or make any noise or disturbance.

17.06 Any Member may require the question or motion under discussion to be read at any time during the debate but not so as to interrupt a Member while speaking.

17.07 No Member shall speak more than once to the same question without the leave of Council, except that a reply shall be allowed to be made only by a Member of the Council who has presented the motion to the Council.

17.08 No Member, without leave of the Council, shall speak to the same question, or in reply, for longer than five (5) minutes.

17.09 When a Member has been recognized as the next speaker, then immediately before speaking such Member may ask a question of the Presiding Officer or an official of the Municipality on the matter under discussion, but only for the purpose of obtaining information, following which the Member shall speak.

17.10 The following matters and motions with respect thereto may be introduced orally without written notice and without leave, except as otherwise provided by these

Rules of Procedure:

(a) a point of order or personal privilege;
(b) presentations and petitions should be presented in writing;
(c) to lay on the table;
(d) to postpone indefinitely or to a day certain;
(e) to move the previous question;

17.11 The following motions may be introduced without notice and without leave, but such motions shall be in writing and signed:

(a) to refer;
(b) to adjourn;
(c) to amend;
(d) to suspend the Rules of Procedure;

17.12 Except as provided in clause 17.10 all motions shall be in writing and signed by the mover and the seconder.

17.13 In all un-provided cases in the proceedings of the Council or in the Committee of the whole, the matter shall be decided by the Presiding Officer, subject to an appeal to the Council upon a point of order.

18. POINTS OF ORDER AND PRIVILEGES

18.01 The Presiding Officer shall preserve order and decide questions of order.

18.02 The Council, if appealed to, shall decide the question without debate and its decision shall be final.

19. CONDUCT OF MEMBERS OF COUNCIL

19.01 No Member shall:

(a) use offensive words or un-parliamentary language or speak disrespectfully in or against the Council, against any Member of Council or any Municipal Employees;

(b) speak on any subject other than the subject in debate;

(c) criticize any decision of the Council except for the purpose of moving that the question be reconsidered;

(d) disobey the rules of the Council or decision of the Presiding Officer or of the Council on questions of order or practice or upon the interpretation of the rules of the Council; and in case a Member persists in any such disobedience after having been called to order by the Presiding Officer, the Presiding Officer may forthwith put the question, no amendment, adjournment or debate being allowed, "that such Member be ordered to leave his seat for the duration of the meeting of the Council" but if the Member apologizes he/she may, by vote of Council, be permitted to retake his/her seat.

19.02 No person except Members and Officers of the Council shall be allowed to come to the Council table during the sittings of the Council without permission of the Presiding Officer or the Council to do so.

19.03 When the chair is putting the question no Member shall leave or make a disturbance.

19.04 No individual Council Member may direct any member of the staff to perform such duties that have not been authorized by resolution of the Council

19.05 Members of Council shall come prepared to every meeting by having read all the material supplied, including agendas and staff reports in order to facilitate discussion and the determination of action at the meeting.

20 CONDUCT OF MEMBERS OF PUBLIC

20.01 The Head of Council or other Presiding Officer may expel or exclude from any meeting any person who has been guilty of improper conduct at the meeting.

21. COMMITTEE OF THE WHOLE

21.01 Motions must be passed to go into Committee of The Whole and return there from to regular Council.

21.02 The Head of Council may act as Presiding Officer or Council may appoint another Member to so act.

21.03 The Presiding Officer shall maintain order in the Committee and report the proceedings to Council.

21.04 The rules governing the procedure of the Council and the conduct of Members in the Council shall be observed in the Committee.

21.05 The number of times of speaking on any question shall not be limited unless a Member requests that the vote be now taken.

22. OTHER COMMITTEES

22.01 Members on the Committee of Adjustments, Library Board, Police Services Board, as well as township officers (Livestock Evaluators, Fence Viewers, and By-law Enforcement Officer) will be appointed by By-Law for the term of Council, unless the position is filled with a written contract. If any member does not complete their term, a replacement will be appointed.

22.02 The Council may, by By-Law or resolution, appoint any of its members or non Council members to standing or special committees of Council. The Head of Council will be deemed an ex officio member on all committees.

22.03 The main purpose of the Standing Committees is to oversee the operations of one or more municipal departments as well as to make recommendations to Council on policy matters referred to them.

23. SUSPENSION OF RULES

23.01 Any procedure required by this By-Law may be suspended with consent of the majority of the Members of the Council present.

24. **AMENDMENT**

24.01 No amendment or repeal of this By-Law or any part thereof shall be considered at any meeting of the Council unless notice of proposed amendment or repeal has been given at a previous regular meeting of the Council and the waiving of this notice by the Council is prohibited.

25. **EFFECTIVE DATE**

25.01 This By-Law shall become effective upon the date of enactment.

25.02 By-law 2980 is hereby repealed.

READ a first time and second time this 12 day of November, 2013.

READ a third time and passed this 12 day of November, 2013

REEVE

CLERK

March 9, 2015
REPORT TO COUNCIL
REPORT #: 2015-030
REVIEW AND APPROVAL OF A/P CHEQUES
PREPARED BY: Ray Morrison, Treasurer

RECOMMENDATION:

THAT Council recieve, review and approve the payment of the accounts payable invoices paid on cheque # 19522 – 19600 and online through to March 5, 2015 in the amount of $491,409.64, as provided on the attached list.

ATTACHMENT 1

PURPOSE
To provide Council the opportunity to review and approve the payment of the above noted invoices.

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

Pierre Mercier
CAO/ Clerk

Ray Morrison
Treasurer

Payment # / Invoice #	Date	Vendor Name / GL Account	Reference / GL Transaction Description	Detail Amount	Payment Amount
Bank Code: AP - ACC/PAYABLE					
Computer Cheques:					
19522	**2/12/2015**	**IRVING H. MILLER LTD**	**PW INSURANCE**		
FEB12/2015 PW		438-01-009 - P.W. INSURANCE	PW INSURANCE	237,238.92	237,238.92
19523	**2/19/2015**	**1391009 ONTARIO LIMITED**	**INTERIM INVOICE**		
778		401-01-003 - TELEPHONE & FAX	INTERIM INVOICE	5,165.07	
		102-01-099 - HST RECEIVABLE	HST Tax Code	570.50	
		900-01-099 - HST TRACKING	HST Tax Code	659.84	5,735.57
19524	**2/19/2015**	**BEACH HOME HARDWARE**	**CHAINSAW PARTS & FUEL**		
487167-1		402-01-005 - FIRE PROTECTION	CHAINSAW PARTS & FUEL	64.95	
		102-01-099 - HST RECEIVABLE	HST Tax Code	7.18	
		900-01-099 - HST TRACKING	HST Tax Code	8.30	72.13
486790-1		402-01-013 - FIRE PROTECTION	STN # 1 SUPPLIES	189.19	
		102-01-099 - HST RECEIVABLE	HST Tax Code	20.90	
		900-01-099 - HST TRACKING	HST Tax Code	24.17	210.09
488294-1		438-01-011 - P.W. SHOP SUPPLI	SHOP SUPPLIES	45.76	
		102-01-099 - HST RECEIVABLE	HST Tax Code	5.06	
		900-01-099 - HST TRACKING	HST Tax Code	5.85	50.82
				Payment Total:	333.04
19525	**2/19/2015**	**BROCKVILLE TRACTOR-TRAILI**	**PIPE KIT FOR TRK #9**		
0000044719		475-01-002 - #9- 1999 INT'L TANI	PIPE KIT FOR TRK #9	101.35	
		102-01-099 - HST RECEIVABLE	HST Tax Code	11.20	
		900-01-099 - HST TRACKING	HST Tax Code	12.95	112.55
0000044822		452-01-002 - #7 -2010 INT'L TANI	HYDRAULIC PARTS TRK #7	297.05	
		102-01-099 - HST RECEIVABLE	HST Tax Code	32.81	
		900-01-099 - HST TRACKING	HST Tax Code	37.95	329.86
				Payment Total:	442.41
19526	**2/19/2015**	**SUN MEDIA CORPORATION**	**NOTICES - OVERNIGHT PARKING**		
947336		401-01-018 - ADVERTISING & PF	RD CLOSURE NOTICE	0.64	
		438-01-014 - P.W. ADVERTISING	OVERNIGHT PARKING NOTICI	95.81	
		102-01-099 - HST RECEIVABLE	HST Tax Code	10.65	
		900-01-099 - HST TRACKING	HST Tax Code	12.32	107.10
19527	**2/19/2015**	**CANADIAN NATIONAL**	**MERWIN LANE/CAMPBELL RD**		
91111646		436-01-002 - SAFETY DEVICES -	MERWIN LANE/CAMPBELL RD	616.00	616.00
19528	**2/19/2015**	**CRISTILL ROCK**	**GREGAS - BOTTLE RETURN**		
080166		510-01-008 - WASTE DISPOSAL	GREGAS - BOTTLE RETURN	1.90-	1.90-
083591		510-01-008 - WASTE DISPOSAL	GREGAS - JAN 28	38.10	38.10

Payment # / Invoice #	Date	Vendor Name / GL Account	Reference / GL Transaction Description	Detail Amount	Payment Amount
087378		401-01-004 - OFFICE SUPPLIES	TWP OFFICE	31.75	31.75
				Payment Total:	67.95
19529	**2/19/2015**	**DALE SMITH**	**STN #1 SNOW PLOWING - JAN**		
31 - 2015		402-01-013 - FIRE PROTECTION	STN #1 SNOW PLOWING - JAN	390.00	390.00
19530	**2/19/2015**	**DONALD THROOP**	**MEAL ALLOWANCE**		
FEB 9/2015		438-01-007 - P.W. STAFF BENEF	MEAL ALLOWANCE	10.00	10.00
19531	**2/19/2015**	**ELMER'S CONSTRUCTION**	**SNOW PLOWING STN 2**		
28713-1		402-01-013 - FIRE PROTECTION	SNOW PLOWING STN 2	535.82	
		102-01-099 - HST RECEIVABLE	HST Tax Code	59.18	
		900-01-099 - HST TRACKING	HST Tax Code	68.45	595.00
28766		402-01-013 - FIRE PROTECTION	SNOWPLOWING FD	345.98	
		102-01-099 - HST RECEIVABLE	HST Tax Code	38.22	
		900-01-099 - HST TRACKING	HST Tax Code	44.20	384.20
28755		402-01-013 - FIRE PROTECTION	SNOW PLOWING STN #2	86.50	
		102-01-099 - HST RECEIVABLE	HST Tax Code	9.55	
		900-01-099 - HST TRACKING	HST Tax Code	11.05	96.05
28741		402-01-013 - FIRE PROTECTION	SNOW PLOWING STN #2	86.50	
		102-01-099 - HST RECEIVABLE	HST Tax Code	9.55	
		900-01-099 - HST TRACKING	HST Tax Code	11.05	96.05
				Payment Total:	1,171.30
19532	**2/19/2015**	**ERIC REUVERS**	**MEAL ALLOWANCE**		
JAN 9/2015		438-01-007 - P.W. STAFF BENEF	MEAL ALLOWANCE	10.00	10.00
19533	**2/19/2015**	**FIRE MARSHAL'S PUBLIC FIRE**	**7 GOLD NAME BADGES**		
IN138306		402-01-005 - FIRE PROTECTION	7 GOLD NAME BADGES	163.48	
		102-01-099 - HST RECEIVABLE	HST Tax Code	18.05	
		900-01-099 - HST TRACKING	HST Tax Code	20.88	181.53
19534	**2/19/2015**	**GARY HOGEVEEN**	**MEAL ALLOWANCE**		
FEB 9/2015		438-01-007 - P.W. STAFF BENEF	MEAL ALLOWANCE	10.00	10.00
19535	**2/19/2015**	**G.C. HUDSON SUPPLY LTD**	**DIAMOND MOWER PARTS**		
322373		414-01-002 - BRUSHING - PARTS	DIAMOND MOWER PARTS	72.61	
		102-01-099 - HST RECEIVABLE	HST Tax Code	8.02	
		900-01-099 - HST TRACKING	HST Tax Code	9.28	80.63
19536	**2/19/2015**	**INDUSTRIAL ELECTRICAL CON**	**STREETLIGHT MAINTENANCE**		
W28713		500-01-014 - STREETLIGHT MAII	STREETLIGHT MAINTENANCE	714.49	
		102-01-099 - HST RECEIVABLE	HST Tax Code	78.92	

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		900-01-099 - HST TRACKING	HST Tax Code	91.28	793.41
19537	**2/19/2015**	**J&L MOBILE SERVICE**	**SERVICE & REPAIR ALTERNATOR**		
9937		402-01-014 - FIRE PROTECTION	SERVICE & REPAIR ALTERNA	556.95	
		102-01-099 - HST RECEIVABLE	HST Tax Code	61.52	
		900-01-099 - HST TRACKING	HST Tax Code	71.15	618.47
9934		402-01-014 - FIRE PROTECTION	ANNUAL SAFETY & REPAIRS	607.58	
		102-01-099 - HST RECEIVABLE	HST Tax Code	67.11	
		900-01-099 - HST TRACKING	HST Tax Code	77.62	674.69
9932		402-01-014 - FIRE PROTECTION	ANNUAL SAFETY & REPAIRS	384.38	
		102-01-099 - HST RECEIVABLE	HST Tax Code	42.45	
		900-01-099 - HST TRACKING	HST Tax Code	49.10	426.83
				Payment Total:	1,719.99
19538	**2/19/2015**	**JOE COMPUTER**	**FD WEBSITE HOSTING**		
20150476		402-01-005 - FIRE PROTECTION	FD WEBSITE HOSTING	142.46	
		102-01-099 - HST RECEIVABLE	HST Tax Code	15.74	
		900-01-099 - HST TRACKING	HST Tax Code	18.20	158.20
20150399		402-01-005 - FIRE PROTECTION	REPAIR LAPTOP	30.53	
		102-01-099 - HST RECEIVABLE	HST Tax Code	3.37	
		900-01-099 - HST TRACKING	HST Tax Code	3.90	33.90
20150409		401-01-022 - COMPUTER EXPEN	MS OFFICE PRO 2013 SOFTW/	391.78	
		102-01-099 - HST RECEIVABLE	HST Tax Code	43.27	
		900-01-099 - HST TRACKING	HST Tax Code	50.05	435.05
				Payment Total:	627.15
19539	**2/19/2015**	**KING EDWARD AUTO PARTS**	**SHOP SUPPLIES**		
6029-87496		438-01-011 - P.W. SHOP SUPPLI	SHOP SUPPLIES	163.76	
		102-01-099 - HST RECEIVABLE	HST Tax Code	18.09	
		900-01-099 - HST TRACKING	HST Tax Code	20.92	181.85
6029-87015		474-01-002 - #3 - 2009 CHEV 3/4	AIR & OIL FILTERS TRK #3	36.92	
		102-01-099 - HST RECEIVABLE	HST Tax Code	4.08	
		900-01-099 - HST TRACKING	HST Tax Code	4.72	41.00
6029-87590		438-01-011 - P.W. SHOP SUPPLI	SHOP SUPPLIES	31.31	
		102-01-099 - HST RECEIVABLE	HST Tax Code	3.46	
		900-01-099 - HST TRACKING	HST Tax Code	4.00	34.77
				Payment Total:	257.62
19540	**2/19/2015**	**LYRECO (CANADA) INC**	**OFFICE PAPER**		
2140046746		401-01-004 - OFFICE SUPPLIES	OFFICE PAPER	93.02	
		102-01-099 - HST RECEIVABLE	HST Tax Code	10.27	
		900-01-099 - HST TRACKING	HST Tax Code	11.88	103.29

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19541	**2/19/2015**	**M & L SUPPLY**	**FITTINGS FOR PUMP 11**		
0000137371		402-01-015 - FIRE PROTECTION	FITTINGS FOR PUMP 11	317.42	
		102-01-099 - HST RECEIVABLE	HST Tax Code	35.06	
		900-01-099 - HST TRACKING	HST Tax Code	40.55	352.48
0000137370		402-01-015 - FIRE PROTECTION	FITTINGS FOR HYDRANT BAG	367.25	
		102-01-099 - HST RECEIVABLE	HST Tax Code	40.57	
		900-01-099 - HST TRACKING	HST Tax Code	46.92	407.82
0000137281		402-01-015 - FIRE PROTECTION	CO METER CALIBRATION GAS	493.55	
		102-01-099 - HST RECEIVABLE	HST Tax Code	54.51	
		900-01-099 - HST TRACKING	HST Tax Code	63.05	548.06
0000137323		402-01-018 - FIRE PROTECTION	SCBA REPAIR	153.91	
		102-01-099 - HST RECEIVABLE	HST Tax Code	17.00	
		900-01-099 - HST TRACKING	HST Tax Code	19.66	170.91
0000137286		402-01-015 - FIRE PROTECTION	2 NEW HELMETS	803.70	
		102-01-099 - HST RECEIVABLE	HST Tax Code	88.77	
		900-01-099 - HST TRACKING	HST Tax Code	102.67	892.47
0000137285		402-01-015 - FIRE PROTECTION	3 NEW HELMETS	1,205.55	
		102-01-099 - HST RECEIVABLE	HST Tax Code	133.16	
		900-01-099 - HST TRACKING	HST Tax Code	154.01	1,338.71
				Payment Total:	3,710.45
19542	**2/19/2015**	**MEPCO**	**MUNICIPAL CONTRIBUTION**		
MC001647		401-01-017 - CONFERENCES & [	MUNICIPAL CONTRIBUTION	53.42	
		102-01-099 - HST RECEIVABLE	HST Tax Code	5.91	
		900-01-099 - HST TRACKING	HST Tax Code	6.83	59.33
19543	**2/19/2015**	**MINISTER OF FINANCE**	**FEB 2015 POLICING**		
397678		404-01-090 - PROTECTIVE POLI(	FEB 2015 POLICING	82,089.00	82,089.00
FEB201565200501		205-01-001 - LONG TERM LIABS	TILE DRAIN INSTALLMENT	6,793.40	6,793.40
				Payment Total:	88,882.40
19544	**2/19/2015**	**MPAC**	**ASSESSMENT ROLLS INDICES**		
1800012269		401-01-017 - CONFERENCES & [	ASSESSMENT ROLLS INDICES	101.76	
		102-01-099 - HST RECEIVABLE	HST Tax Code	11.24	
		900-01-099 - HST TRACKING	HST Tax Code	13.00	113.00
19545	**2/19/2015**	**NEOPOST LEASING SERVICES**	**LEASE PAYMENT MAR-MAY 31**		
6117451		401-01-020 - POSTAGE	LEASE PAYMENT MAR-MAY 31	585.12	
		102-01-099 - HST RECEIVABLE	HST Tax Code	64.63	
		900-01-099 - HST TRACKING	HST Tax Code	74.75	649.75

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19546	**2/19/2015**	**NORTRAX**	**JD SLOPE METER KT & BRKT**		
298507		468-01-002 - 1984 -6200 JD TRA(	JD SLOPE METER KT & BRKT	392.79	
		102-01-099 - HST RECEIVABLE	HST Tax Code	43.39	
		900-01-099 - HST TRACKING	HST Tax Code	50.18	436.18
19547	**2/19/2015**	**OFCAAA C/O GRIMSBY FIRE DE**	**FD ADMIN ASSISTANT DUES**		
FEB 18/2015		402-01-007 - FIRE PROTECTION	FD ADMIN ASSISTANT DUES	45.00	45.00
19548	**2/19/2015**	**OWTFA**	**BCSI BOOK**		
FEB 9/2015		406-01-007 - BUILDING CONF & I	BCSI BOOK	23.41	
		102-01-099 - HST RECEIVABLE	HST Tax Code	2.59	
		900-01-099 - HST TRACKING	HST Tax Code	2.99	26.00
19549	**2/19/2015**	**PRESCOTT BUILDING CENTRE**	**SHOP SUPPLIES**		
2039359		438-01-011 - P.W. SHOP SUPPLI	SHOP SUPPLIES	10.56	
		102-01-099 - HST RECEIVABLE	HST Tax Code	1.17	
		900-01-099 - HST TRACKING	HST Tax Code	1.35	11.73
19550	**2/19/2015**	**RAY RUNNING**	**MEAL ALLOWANCE**		
FEB 9/2015		438-01-007 - P.W. STAFF BENEF	MEAL ALLOWANCE	10.00	10.00
19551	**2/19/2015**	**ROB PORTER**	**"D" LICENCE MEDICAL**		
FEB 6/15		402-01-005 - FIRE PROTECTION	"D" LICENCE MEDICAL	120.00	120.00
19552	**2/19/2015**	**ROBERT BOWMAN**	**DEC CELL**		
FEB 11/2015		402-01-004 - FIRE PROTECTION	DEC CELL	111.94	
		102-01-099 - HST RECEIVABLE	HST Tax Code	12.36	
		900-01-099 - HST TRACKING	HST Tax Code	14.30	124.30
19553	**2/19/2015**	**SALLY BELL**	**POUND FEE - MAR 2015**		
FEB 18/2015		404-01-010 - ANIMAL CONTROL	POUND FEE - MAR 2015	407.04	
		102-01-099 - HST RECEIVABLE	HST Tax Code	44.96	
		900-01-099 - HST TRACKING	HST Tax Code	52.00	452.00
19554	**2/19/2015**	**SOUTH NATION**	**2015 SNC LEVY - PAYMENT #1**		
LEVYPAYMENT#1		403-01-002 - SOUTH NATION CO	2015 SNC LEVY PAYMENT #1	9,516.00	9,516.00
19555	**2/19/2015**	**SOUTH GRENVILLE CHAMBER**	**2015 MEMBERSHIP FEES**		
2014224		616-01-001 - ECONOMIC DEVEL	2015 MEMBERSHIP FEES	150.00	150.00
19556	**2/19/2015**	**ST. LAWRENCE PRINTING CO L**	**WINDOW ENVELOPES**		
27079		401-01-004 - OFFICE SUPPLIES	WINDOW ENVELOPES	489.13	
		102-01-099 - HST RECEIVABLE	HST Tax Code	54.03	
		900-01-099 - HST TRACKING	HST Tax Code	62.49	543.16
19557	**2/19/2015**	**SUSAN BOSMAN**	**CLEANING SERVICES**		
2015-04		401-01-001 - STAFF SALARIES	CLEANING SERVICES	75.00	75.00

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2015-05		401-01-001 - STAFF SALARIES	CLEANING SERVICES	75.00	75.00
				Payment Total:	150.00
19558	**2/19/2015**	**TOM SHOREY**	**MEAL ALLOWANCES**		
FEB 9/2015		438-01-007 - P.W. STAFF BENEF	MEAL ALLOWANCES	20.00	20.00
19559	**2/19/2015**	**UNITED COUNTIES OF LEEDS &**	**1 SET OF DEFIB PADS**		
00000000012681		402-01-005 - FIRE PROTECTION	1 SET OF DEFIB PADS	44.01	
		102-01-099 - HST RECEIVABLE	HST Tax Code	4.86	
		900-01-099 - HST TRACKING	HST Tax Code	5.62	48.87
19560	**3/ 5/2015**	**ACKLANDS-GRAINGER INC**	**CORDS**		
14380451187		402-01-013 - FIRE PROTECTION	CORDS	155.50	
		102-01-099 - HST RECEIVABLE	HST Tax Code	17.18	
		900-01-099 - HST TRACKING	HST Tax Code	19.87	172.68
19561	**3/ 5/2015**	**ADRIAN WYNANDS**	**OGRA CONFERENCE**		
MAR 4/2015		400-01-002 - COUNCIL- OTHER	OGRA CONFERENCE	574.09	
		102-01-099 - HST RECEIVABLE	HST Tax Code	63.41	
		900-01-099 - HST TRACKING	HST Tax Code	73.34	637.50
19562	**3/ 5/2015**	**AMO**	**AMO CONFERENCE REG FEE**		
AC004913		400-01-002 - COUNCIL- OTHER	AMO CONFERENCE REG FEE	604.20	
		102-01-099 - HST RECEIVABLE	HST Tax Code	66.74	
		900-01-099 - HST TRACKING	HST Tax Code	77.19	670.94
19563	**3/ 5/2015**	**BRAD MCGRATH**	**REFERESHMENTS - RECRUITS**		
FEB 23/2015		402-01-012 - FIRE PROTECTION	REFERESHMENTS - RECRUITS	76.14	
		102-01-099 - HST RECEIVABLE	HST Tax Code	8.41	
		900-01-099 - HST TRACKING	HST Tax Code	9.73	84.55
19564	**3/ 5/2015**	**BROCKVILLE TRACTOR-TRAILI**	**SENSOR DIFF - TRK #6**		
0000045078		477-01-002 - #6 -2006 INT'L TANI	SENSOR DIFF - TRK #6	70.01	
		102-01-099 - HST RECEIVABLE	HST Tax Code	7.73	
		900-01-099 - HST TRACKING	HST Tax Code	8.94	77.74
0000044981		475-01-002 - #9- 1999 INT'L TANI	PARTS TRK # 9	498.43	
		102-01-099 - HST RECEIVABLE	HST Tax Code	55.06	
		900-01-099 - HST TRACKING	HST Tax Code	63.68	553.49
0000044971		477-01-002 - #6 -2006 INT'L TANI	SERVICE TRK # 6	201.08	
		102-01-099 - HST RECEIVABLE	HST Tax Code	22.21	
		900-01-099 - HST TRACKING	HST Tax Code	25.69	223.29
				Payment Total:	854.52
19565	**3/ 5/2015**	**K+S WINDSOR SALT LTD**	**72,970 KG SAFE-T-SALT**		
5300179331		432-01-002 - SAND & SALT - PAF	72,970 KG SAFE-T-SALT	5,828.98	

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		102-01-099 - HST RECEIVABLE	HST Tax Code	643.83	
		900-01-099 - HST TRACKING	HST Tax Code	744.66	6,472.81
19566	**3/ 5/2015**	**CARLETON UNIFORMS INC**	**CHANGES - DRESS UNIFORMS**		
58789		402-01-005 - FIRE PROTECTION	CHANGES - DRESS UNIFORMS	235.42	
		102-01-099 - HST RECEIVABLE	HST Tax Code	26.01	
		900-01-099 - HST TRACKING	HST Tax Code	30.08	261.43
19567	**3/ 5/2015**	**CINTAS CORPORATION #884**	**MATT/FRESHENER EXCHNGE**		
884629139		401-01-016 - REPAIRS & MAINTE	MATT/FRESHENER EXCHNGE	89.04	
		102-01-099 - HST RECEIVABLE	HST Tax Code	9.84	
		900-01-099 - HST TRACKING	HST Tax Code	11.38	98.88
19568	**3/ 5/2015**	**COMPUGEN INC.**	**WC5155 PRINTER COPIES**		
3595654		401-01-004 - OFFICE SUPPLIES	WC5155 PRINTER COPIES	29.32	
		102-01-099 - HST RECEIVABLE	HST Tax Code	3.24	
		900-01-099 - HST TRACKING	HST Tax Code	3.75	32.56
19569	**3/ 5/2015**	**CRISTILL ROCK**	**GREGAS FEB 11/2015**		
087377		510-01-008 - WASTE DISPOSAL	GREGAS FEB 11/2015	25.40	25.40
090520		510-01-008 - WASTE DISPOSAL	GREGAS - FEB 25/2015	25.40	25.40
				Payment Total:	50.80
19570	**3/ 5/2015**	**DONALD THROOP**	**MEAL ALLOWANCE**		
FEB 23/15		438-01-007 - P.W. STAFF BENEF	MEAL ALLOWANCE	10.00	10.00
19571	**3/ 5/2015**	**EASTERN ONTARIO FIREFIGHT**	**EOFA DUES**		
FEB 23/2015		402-01-007 - FIRE PROTECTION	EOFA DUES	40.00	40.00
19572	**3/ 5/2015**	**ELMER'S CONSTRUCTION**	**STN #2 SNOW PLOWING**		
28783		402-01-013 - FIRE PROTECTION	STN #2 SNOW PLOWING	172.99	
		102-01-099 - HST RECEIVABLE	HST Tax Code	19.11	
		900-01-099 - HST TRACKING	HST Tax Code	22.10	192.10
19573	**3/ 5/2015**	**ERIC REUVERS**	**MEAL ALLOWANCE**		
FEB 23/15		438-01-007 - P.W. STAFF BENEF	MEAL ALLOWANCE	10.00	10.00
19574	**3/ 5/2015**	**FAST EDDIE'S AUTO RECYCLIN**	**MAYNARD COMPACTOR REPAIRS**		
4019		510-01-016 - REPAIRS & MAINTE	MAYNARD COMPACTOR REPA	1,977.85	
		102-01-099 - HST RECEIVABLE	HST Tax Code	218.46	
		900-01-099 - HST TRACKING	HST Tax Code	252.67	2,196.31
FEB 15		102-01-014 - GST RECEIVABLE	FEB 2015 LANDFILLS	942.69-	
		510-01-013 - CONTRACT SERVIC	FEB 2015 LANDFILLS	11,583.70	
		510-01-013 - CONTRACT SERVIC	FEB 2015 LANDFILLS	662.75	
		102-01-099 - HST RECEIVABLE	HST Tax Code	1,352.67	
		900-01-099 - HST TRACKING	HST Tax Code	1,564.50	12,656.43

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				Payment Total:	14,852.74
19575	**3/ 5/2015**	**GARY HOGEVEEN**	**MEAL ALLOWANCE**		
FEB 23/15		438-01-007 - P.W. STAFF BENEF	MEAL ALLOWANCE	10.00	10.00
19576	**3/ 5/2015**	**GEORGE ELLIOTT**	**OGRA CONFERENCE**		
FEB 26/2015		400-01-002 - COUNCIL- OTHER	OGRA CONFERENCE	1,851.12	
		102-01-099 - HST RECEIVABLE	HST Tax Code	204.46	
		900-01-099 - HST TRACKING	HST Tax Code	236.48	2,055.58
19577	**3/ 5/2015**	**J&L MOBILE SERVICE**	**RESCUE 9 LABOUR & SUPPLIES**		
10058		402-01-014 - FIRE PROTECTION	RESCUE 9 LABOUR & SUPPLIE	335.81	
		102-01-099 - HST RECEIVABLE	HST Tax Code	37.09	
		900-01-099 - HST TRACKING	HST Tax Code	42.90	372.90
19578	**3/ 5/2015**	**JOE COMPUTER**	**FEB WIRELESS**		
41009		401-01-022 - COMPUTER EXPEN	FEB WIRELESS	49.86	
		438-01-022 - P.W. COMPUTER E	FEB PW WIRELESS	60.04	
		102-01-099 - HST RECEIVABLE	HST Tax Code	12.14	
		900-01-099 - HST TRACKING	HST Tax Code	14.04	122.04
19579	**3/ 5/2015**	**KAREN LAVIGNE**	**JAN MILEAGE**		
FEB 19/2015		406-01-004 - BUILDING MILEAGE	JAN MILEAGE	115.01	
		102-01-099 - HST RECEIVABLE	HST Tax Code	12.70	
		900-01-099 - HST TRACKING	HST Tax Code	14.69	127.71
MAR 2/2015		406-01-004 - BUILDING MILEAGE	FEB MILEAGE	136.54	
		102-01-099 - HST RECEIVABLE	HST Tax Code	15.08	
		900-01-099 - HST TRACKING	HST Tax Code	17.44	151.62
FEB 19/2015-1		401-01-016 - REPAIRS & MAINTE	MAINTENANCE SUPPLIES	6.11	
		102-01-099 - HST RECEIVABLE	HST Tax Code	0.67	
		900-01-099 - HST TRACKING	HST Tax Code	0.78	6.78
				Payment Total:	286.11
19580	**3/ 5/2015**	**KEELER SALES & SERVICE**	**CABLE ASSEMBLY - TRK #9**		
127171		475-01-002 - #9- 1999 INT'L TANI	CABLE ASSEMBLY - TRK #9	129.37	
		102-01-099 - HST RECEIVABLE	HST Tax Code	14.29	
		900-01-099 - HST TRACKING	HST Tax Code	16.53	143.66
19581	**3/ 5/2015**	**KING EDWARD AUTO PARTS**	**TRACTOR LAMP**		
6029-88045		438-01-011 - P.W. SHOP SUPPLI	TRACTOR LAMP	32.06	
		102-01-099 - HST RECEIVABLE	HST Tax Code	3.54	
		900-01-099 - HST TRACKING	HST Tax Code	4.10	35.60
6029-88004		438-01-011 - P.W. SHOP SUPPLI	TRACTOR LAMPS	64.11	
		102-01-099 - HST RECEIVABLE	HST Tax Code	7.08	
		900-01-099 - HST TRACKING	HST Tax Code	8.19	71.19

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6029-88217		474-01-002 - #3 - 2009 CHEV 3/4	TRK # 3 BULB	12.20	
		102-01-099 - HST RECEIVABLE	HST Tax Code	1.35	
		900-01-099 - HST TRACKING	HST Tax Code	1.56	13.55
6029-87956		438-01-011 - P.W. SHOP SUPPLI	SHOP SUPPLIES	112.61	
		102-01-099 - HST RECEIVABLE	HST Tax Code	12.44	
		900-01-099 - HST TRACKING	HST Tax Code	14.39	125.05
				Payment Total:	245.39
19582	**3/ 5/2015**	**KNT SERVICES INC.**	**TWP OFFICE SNOW PLOWING**		
1361		401-01-016 - REPAIRS & MAINTE	TWP OFFICE SNOW PLOWING	391.22	
		102-01-099 - HST RECEIVABLE	HST Tax Code	43.21	
		900-01-099 - HST TRACKING	HST Tax Code	49.98	434.43
1362		600-01-018 - NORTH AUGUSTA I	NA HALL SNOW PLOWING	193.34	
		102-01-099 - HST RECEIVABLE	HST Tax Code	21.36	
		900-01-099 - HST TRACKING	HST Tax Code	24.70	214.70
1363		605-01-021 - LIBRARY - R & M SI	LIBRARY SNOW PLOWING	386.18	
		102-01-099 - HST RECEIVABLE	HST Tax Code	42.66	
		900-01-099 - HST TRACKING	HST Tax Code	49.34	428.84
1364		401-01-012 - ELLIS HOUSE EXPE	ELLIS HOUSE SNOW PLOWIN(	179.10	
		102-01-099 - HST RECEIVABLE	HST Tax Code	19.78	
		900-01-099 - HST TRACKING	HST Tax Code	22.88	198.88
				Payment Total:	1,276.85
19583	**3/ 5/2015**	**LAFLECHE ENVIRONMENTAL II**	**WDS CONTRACT SERVICES**		
H30000018794		510-01-013 - CONTRACT SERVI(	WDS CONTRACT SERVICES	1,998.23	
		102-01-099 - HST RECEIVABLE	HST Tax Code	220.72	
		900-01-099 - HST TRACKING	HST Tax Code	255.28	2,218.95
H30000018537		510-01-013 - CONTRACT SERVI(	WDS CONTRACT SERVICES	4,286.57	
		102-01-099 - HST RECEIVABLE	HST Tax Code	473.46	
		900-01-099 - HST TRACKING	HST Tax Code	547.61	4,760.03
H30000018876		510-01-013 - CONTRACT SERVI(	WDS CONTRACT SERVICES	2,862.14	
		102-01-099 - HST RECEIVABLE	HST Tax Code	316.13	
		900-01-099 - HST TRACKING	HST Tax Code	365.64	3,178.27
				Payment Total:	10,157.25
19584	**3/ 5/2015**	**MICHEL RIBERDY**	**OGRA CONFERENCE**		
MAR 3/2015		438-01-017 - P.W. CONFERENCE	OGRA CONFERENCE	740.11	
		438-01-013 - P.W. MILEAGE	OGRA CONFERENCE	144.08	
		102-01-099 - HST RECEIVABLE	HST Tax Code	97.67	
		900-01-099 - HST TRACKING	HST Tax Code	112.96	981.86

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19585	**3/ 5/2015**	**MINISTER OF FINANCE**	**REG FEE FPO SOS COURSE**		
33967		402-01-012 - FIRE PROTECTION	REG FEE FPO SOS COURSE	65.00	65.00
19586	**3/ 5/2015**	**OMERS**	**FEB 2015 OMERS**		
FEB2015OMERS		204-01-003 - OMERS PAYABLE	FEB 2015 OMERS	10,307.12	10,307.12
19587	**3/ 5/2015**	**OPSEU**	**FEB 2015 OPSEU**		
FEB2015OPSEU		204-01-004 - OPSEU PAYABLE	FEB 2015 OPSEU	387.83	387.83
19588	**3/ 5/2015**	**RAYMOND W. MORRISON**	**REIMBURSE- OFFICE SUPPLIES**		
FEB 24/2015		401-01-004 - OFFICE SUPPLIES	REIMBURSE- OFFICE SUPPLIE	46.11	
		102-01-099 - HST RECEIVABLE	HST Tax Code	5.09	
		900-01-099 - HST TRACKING	HST Tax Code	5.89	51.20
19589	**3/ 5/2015**	**SEAWAY DOORS LTD**	**OVERHEAD DOOR REPAIRS**		
28521		438-01-028 - P.W. BLDG REPAIR	OVERHEAD DOOR REPAIRS	610.56	
		102-01-099 - HST RECEIVABLE	HST Tax Code	67.44	
		900-01-099 - HST TRACKING	HST Tax Code	78.00	678.00
19590	**3/ 5/2015**	**SMALL JOBS**	**SERVICE JD BACKHOE**		
000522		470-01-002 - 2012 - 310J TC - JD	SERVICE JD BACKHOE	49.69	
		102-01-099 - HST RECEIVABLE	HST Tax Code	5.49	
		900-01-099 - HST TRACKING	HST Tax Code	6.35	55.18
000524		477-01-002 - #6 -2006 INT'L TANI	SERVICE TRK #6	74.54	
		102-01-099 - HST RECEIVABLE	HST Tax Code	8.23	
		900-01-099 - HST TRACKING	HST Tax Code	9.52	82.77
000526		477-01-002 - #6 -2006 INT'L TANI	TRK # 6 REPAIRS	273.30	
		102-01-099 - HST RECEIVABLE	HST Tax Code	30.18	
		900-01-099 - HST TRACKING	HST Tax Code	34.91	303.48
000523		452-01-004 - #7 -2010 INT'L TANI	REPAIRS TRK # 7	173.92	
		102-01-099 - HST RECEIVABLE	HST Tax Code	19.21	
		900-01-099 - HST TRACKING	HST Tax Code	22.22	193.13
000525		475-01-002 - #9- 1999 INT'L TANI	REPAIRS TRK #9	74.54	
		102-01-099 - HST RECEIVABLE	HST Tax Code	8.23	
		900-01-099 - HST TRACKING	HST Tax Code	9.52	82.77
000521		475-01-002 - #9- 1999 INT'L TANI	TRK # 9 REPAIRS	173.92	
		102-01-099 - HST RECEIVABLE	HST Tax Code	19.21	
		900-01-099 - HST TRACKING	HST Tax Code	22.22	193.13
				Payment Total:	910.46
19591	**3/ 5/2015**	**SOUTH NATION**	**SNCA**		
IN11414		403-01-003 - SWPA - SNCA/Sour	SNCA	15,000.00	15,000.00

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19592	**3/ 5/2015**	**STAPLES ADVANTAGE CANAD**	**OFFICE SUPPLIES**		
37827648		406-01-003 - BUILDING SUPPLIE	OFFICE SUPPLIES	25.22	
		102-01-099 - HST RECEIVABLE	HST Tax Code	2.78	
		900-01-099 - HST TRACKING	HST Tax Code	3.22	28.00
37837373		406-01-003 - BUILDING SUPPLIE	STANLEY PUNCH	58.97	
		102-01-099 - HST RECEIVABLE	HST Tax Code	6.51	
		900-01-099 - HST TRACKING	HST Tax Code	7.53	65.48
37889012		402-01-005 - FIRE PROTECTION	HANGING FOLDERS	28.82	
		102-01-099 - HST RECEIVABLE	HST Tax Code	3.18	
		900-01-099 - HST TRACKING	HST Tax Code	3.68	32.00
				Payment Total:	125.48
19593	**3/ 5/2015**	**ST. LAWRENCE PRINTING CO L**	**NOTICE TO RESIDENTS**		
74299		401-01-018 - ADVERTISING & PF	NOTICE TO RESIDENTS	51.29	
		102-01-099 - HST RECEIVABLE	HST Tax Code	5.66	
		900-01-099 - HST TRACKING	HST Tax Code	6.55	56.95
74193		401-01-018 - ADVERTISING & PF	NOTICE TO RESIDENTS	51.29	
		102-01-099 - HST RECEIVABLE	HST Tax Code	5.66	
		900-01-099 - HST TRACKING	HST Tax Code	6.55	56.95
				Payment Total:	113.90
19594	**3/ 5/2015**	**SUSAN BOSMAN**	**CLEANING SERVICES**		
2015-06		401-01-001 - STAFF SALARIES	CLEANING SERVICES	75.00	75.00
2015-07		401-01-001 - STAFF SALARIES	CLEANING SERVICES	75.00	
		401-01-004 - OFFICE SUPPLIES	CLEANING SERVICES	19.19	
		102-01-099 - HST RECEIVABLE	HST Tax Code	2.12	
		900-01-099 - HST TRACKING	HST Tax Code	2.45	96.31
				Payment Total:	171.31
19595	**3/ 5/2015**	**TALLMAN TRUCK CENTRE LTD**	**NEW TURBO - RESCUE 9**		
442982K		402-01-014 - FIRE PROTECTION	NEW TURBO - RESCUE 9	2,821.02	
		102-01-099 - HST RECEIVABLE	HST Tax Code	311.59	
		900-01-099 - HST TRACKING	HST Tax Code	360.39	3,132.61
635118OT		477-01-002 - #6 -2006 INT'L TANI	PARTS TRK #6	188.52	
		102-01-099 - HST RECEIVABLE	HST Tax Code	20.82	
		900-01-099 - HST TRACKING	HST Tax Code	24.08	209.34
				Payment Total:	3,341.95
19596	**3/ 5/2015**	**TOM SHOREY**	**MEAL ALLOWANCE**		
FEB 23/15		438-01-007 - P.W. STAFF BENEF	MEAL ALLOWANCE	10.00	10.00

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MAR 2/15		438-01-007 - P.W. STAFF BENEF	2 MEAL ALLOWANCES	20.00	20.00
				Payment Total:	30.00
19597	**3/ 5/2015**	**TOWNSHIP OF NORTH DUNDAS**	**FULL PAGE AD - EFOA BOOK**		
FEB 23/2015		402-01-007 - FIRE PROTECTION	FULL PAGE AD - EFOA BOOK	100.00	100.00
19598	**3/ 5/2015**	**TRICELL SALES & MARKETING**	**BATTERIES FOR SCBA**		
64266		402-01-015 - FIRE PROTECTION	BATTERIES FOR SCBA	237.39	
		102-01-099 - HST RECEIVABLE	HST Tax Code	26.22	
		900-01-099 - HST TRACKING	HST Tax Code	30.33	263.61
19599	**3/ 5/2015**	**BLUE METRIC ENVIRONMENTA**	**PROJ C-16440-14**		
BM07308		510-01-015 - WMS MONITORING	PROJ C-16440-14	3,547.56	
		102-01-099 - HST RECEIVABLE	HST Tax Code	391.85	
		900-01-099 - HST TRACKING	HST Tax Code	453.21	3,939.41
BM07307		510-01-015 - WMS MONITORING	PROJ C-B0032-14	3,247.42	
		102-01-099 - HST RECEIVABLE	HST Tax Code	358.69	
		900-01-099 - HST TRACKING	HST Tax Code	414.86	3,606.11
				Payment Total:	7,545.52
19600	**3/ 5/2015**	**WSIB ONTARIO**	**FEB 2015 WSIB**		
FEB2015WSIB		204-01-009 - WSIB PAYABLE	FEB 2015 WSIB	2,391.91	2,391.91
Other:					
16-Man	**2/17/2015**	**HYDRO ONE NETWORKS**	**MAITLAND ST-LTS - FEB**		
200047442162FB		500-01-004 - MAITLAND STREET	MAITLAND ST-LTS - FEB	416.74	
		102-01-099 - HST RECEIVABLE	HST Tax Code	46.03	
		900-01-099 - HST TRACKING	HST Tax Code	53.24	462.77
56-Man	**2/17/2015**	**HYDRO ONE NETWORKS**	**RIVERVIEW HTS ST-LTS - FEB**		
200039055201FB		500-01-003 - RIVERVIEW HEIGH	RIVERVIEW HTS ST-LTS - FE	318.14	
		102-01-099 - HST RECEIVABLE	HST Tax Code	35.14	
		900-01-099 - HST TRACKING	HST Tax Code	40.64	353.28
86-Man	**2/ 2/2015**	**HYDRO ONE NETWORKS**	**NA FD SOLAR - JAN**		
200056811958JN		402-01-002 - FIRE PROTECTION	NA FD SOLAR - JAN	5.49	
		102-01-099 - HST RECEIVABLE	HST Tax Code	0.61	
		900-01-099 - HST TRACKING	HST Tax Code	0.70	6.10
92-Man	**2/ 9/2015**	**HYDRO ONE NETWORKS**	**DONNELLY SUBD ST-LTS - JAN**		
200062812925JN		500-01-016 - DONNELLY SUBD S	DONNELLY SUBD ST-LTS - JA	25.38	
		102-01-099 - HST RECEIVABLE	HST Tax Code	2.80	
		900-01-099 - HST TRACKING	HST Tax Code	3.24	28.18
96-Man	**2/ 9/2015**	**CST CANADA CO.**	**1502.4 L DIESEL**		

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22931		120-01-002 - STOCK - DIESEL	1502.4 L DIESEL	1,323.98	
		102-01-099 - HST RECEIVABLE	HST Tax Code	146.24	
		900-01-099 - HST TRACKING	HST Tax Code	169.14	1,470.22
147-Man	**2/17/2015**	**ROYAL BANK VISA**	**OAEM, MOE-HWIN, OGRA**		
05557818FEB2015		625-01-001 - DRAINAGE SUPERI	REFUND DRAINAGE COURSE	292.67-	
		405-01-002 - CEMP - CONFEREN	OAEM MEMBERSHIP	125.00	
		510-01-008 - WASTE DISPOSAL	MOE - HWIN	50.00	
		438-01-017 - P.W. CONFERENCE	OGRA - PW MANAGER	564.77	
		400-01-002 - COUNCIL- OTHER	OGRA - COUNCIL	1,129.53	
		102-01-099 - HST RECEIVABLE	HST Tax Code	154.82	
		900-01-099 - HST TRACKING	HST Tax Code	179.06	1,731.45
253-Man	**2/17/2015**	**HYDRO ONE NETWORKS**	**MAITLAND ST-LTS - FEB**		
200104819985FB		500-01-004 - MAITLAND STREET	MAITLAND ST-LTS - FEB	90.54	
		102-01-099 - HST RECEIVABLE	HST Tax Code	10.00	
		900-01-099 - HST TRACKING	HST Tax Code	11.57	100.54
391-Man	**2/ 2/2015**	**HYDRO ONE NETWORKS**	**NAREC SOCCER - JAN**		
200050449061JN		600-01-018 - NORTH AUGUSTA I	NAREC SOCCER - JAN	37.75	
		102-01-099 - HST RECEIVABLE	HST Tax Code	4.17	
		900-01-099 - HST TRACKING	HST Tax Code	4.82	41.92
652-Man	**2/17/2015**	**BELL CANADA**	**PW GARAGE - FEB**		
6139262002FEB15		438-01-010 - P.W. TELEPHONE	PW GARAGE - FEB	176.08	
		102-01-099 - HST RECEIVABLE	HST Tax Code	19.45	
		900-01-099 - HST TRACKING	HST Tax Code	22.50	195.53
859-Man	**2/17/2015**	**HYDRO ONE NETWORKS**	**NA ST-LTS - FEB**		
200039054591FB		500-01-008 - VILLAGE OF NORTI	NA ST-LTS - FEB	299.96	
		102-01-099 - HST RECEIVABLE	HST Tax Code	33.13	
		900-01-099 - HST TRACKING	HST Tax Code	38.32	333.09
1207-Man	**2/ 2/2015**	**HYDRO ONE NETWORKS**	**NA REC - JAN**		
200051465844JN		600-01-018 - NORTH AUGUSTA I	NA REC - JAN	47.71	
		102-01-099 - HST RECEIVABLE	HST Tax Code	5.27	
		900-01-099 - HST TRACKING	HST Tax Code	6.09	52.98
1461-Man	**2/17/2015**	**HYDRO ONE NETWORKS**	**ALGONQUIN ST-LTS - FEB**		
200059164210FB		500-01-005 - ALGONQUIN STREI	ALGONQUIN ST-LTS - FEB	146.25	
		102-01-099 - HST RECEIVABLE	HST Tax Code	16.15	
		900-01-099 - HST TRACKING	HST Tax Code	18.68	162.40
1512-Man	**2/ 2/2015**	**TELUS MOBILITY**	**JAN 2015 CELLS & GPS**		
18742883JAN2015		438-01-010 - P.W. TELEPHONE	JAN 2015 PW CELLS	233.76	
		401-01-003 - TELEPHONE & FAX	JAN 2015 CAO'S CELL	126.84	
		401-01-003 - TELEPHONE & FAX	JAN 2015 CAO'S AIRCARD	35.61	
		406-01-008 - BUILDING CELL PH	JAN 2015 BLDG CELL	21.41	
		438-01-019 - PW - GPS RENTAL	JAN 2015 PW GPS	345.98	

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		102-01-099 - HST RECEIVABLE	HST Tax Code	84.36	
		900-01-099 - HST TRACKING	HST Tax Code	97.55	847.96
1568-Man	**2/23/2015**	**CST CANADA CO.**	**STN #2 HEAT**		
23027		402-01-003 - FIRE PROTECTION	STN #2 HEAT	292.04	
		102-01-099 - HST RECEIVABLE	HST Tax Code	32.26	
		900-01-099 - HST TRACKING	HST Tax Code	37.31	324.30
1746-Man	**2/ 2/2015**	**CST CANADA CO.**	**1993.2 L DIESEL**		
22624		120-01-002 - STOCK - DIESEL	1993.2 L DIESEL	1,734.19	
		102-01-099 - HST RECEIVABLE	HST Tax Code	191.54	
		900-01-099 - HST TRACKING	HST Tax Code	221.54	1,925.73
1812-Man	**2/23/2015**	**HYDRO ONE NETWORKS**	**DOMVILLE REC - FEB**		
200102342041FB		600-01-012 - DOMVILLE RECRE/	DOMVILLE REC - FEB	45.04	
		102-01-099 - HST RECEIVABLE	HST Tax Code	4.98	
		900-01-099 - HST TRACKING	HST Tax Code	5.76	50.02
1885-Man	**2/17/2015**	**BELL MOBILITY INC.**	**JAN CELL - CHAD**		
525078921JAN15		402-01-004 - FIRE PROTECTION	JAN CELL - CHAD	193.74	
		102-01-099 - HST RECEIVABLE	HST Tax Code	21.40	
		900-01-099 - HST TRACKING	HST Tax Code	24.75	215.14
2148-Man	**2/23/2015**	**CST CANADA CO.**	**1064.3 L DIESEL**		
23071		120-01-002 - STOCK - DIESEL	1064.3 L DIESEL	1,020.21	
		102-01-099 - HST RECEIVABLE	HST Tax Code	112.68	
		900-01-099 - HST TRACKING	HST Tax Code	130.33	1,132.89
2166-Man	**2/17/2015**	**HYDRO ONE NETWORKS**	**IRACE SUBD ST-LTS - FEB**		
200019719461FB		500-01-013 - LIONS GATE STREI	IRACE SUBD ST-LTS - FEB	134.91	
		102-01-099 - HST RECEIVABLE	HST Tax Code	14.91	
		900-01-099 - HST TRACKING	HST Tax Code	17.24	149.82
2488-Man	**2/17/2015**	**HYDRO ONE NETWORKS**	**BURNSIDE DR ST-LTS - FEB**		
200115751784FB		500-01-001 - BURNSIDE ESTATE	BURNSIDE DR ST-LTS - FEB	30.71	
		102-01-099 - HST RECEIVABLE	HST Tax Code	3.39	
		900-01-099 - HST TRACKING	HST Tax Code	3.92	34.10
2738-Man	**2/ 9/2015**	**HYDRO ONE NETWORKS**	**ALGONQUIN TRLS ST-LTS-FEB**		
200120766381FB		500-01-015 - ALGONQUIN TRAIL	ALGONQUIN TRLS ST-LTS	68.62	
		102-01-099 - HST RECEIVABLE	HST Tax Code	7.57	
		900-01-099 - HST TRACKING	HST Tax Code	8.76	76.19
2851-Man	**2/23/2015**	**CST CANADA CO.**	**1653.0 L DIESEL**		
23293		120-01-002 - STOCK - DIESEL	1653.0 L DIESEL	1,645.09	
		102-01-099 - HST RECEIVABLE	HST Tax Code	181.70	
		900-01-099 - HST TRACKING	HST Tax Code	210.16	1,826.79
3153-Man	**2/ 2/2015**	**CST CANADA CO.**	**PW HEAT**		

Payment # / Invoice #	Date	Vendor Name / GL Account	Reference / GL Transaction Description	Detail Amount	Payment Amount
22717		438-01-024 - P.W. HEAT	PW HEAT	1,174.98	
		102-01-099 - HST RECEIVABLE	HST Tax Code	129.79	
		900-01-099 - HST TRACKING	HST Tax Code	150.11	1,304.77
3178-Man	**2/17/2015**	**CST CANADA CO.**	**WATER HEATER - FEB**		
3837770FEB2015		401-01-012 - ELLIS HOUSE EXPE	WATER HEATER - FEB	10.12	
		102-01-099 - HST RECEIVABLE	HST Tax Code	1.12	
		900-01-099 - HST TRACKING	HST Tax Code	1.29	11.24
3216-Man	**2/ 9/2015**	**CST CANADA CO.**	**FD HEAT - STN #2**		
22656		402-01-003 - FIRE PROTECTION	FD HEAT - STN #2	507.44	
		102-01-099 - HST RECEIVABLE	HST Tax Code	56.05	
		900-01-099 - HST TRACKING	HST Tax Code	64.83	563.49
3235-Man	**2/18/2015**	**ROYAL BANK VISA**	**TK #4 BATTERIES, MIRRORS, SUP**		
02623091FEB2015		402-01-014 - FIRE PROTECTION	TK #4 BATTERIES, MIRRORS,	371.98	
		102-01-099 - HST RECEIVABLE	HST Tax Code	41.09	
		900-01-099 - HST TRACKING	HST Tax Code	47.52	413.07
3366-Man	**2/18/2015**	**ROYAL BANK VISA**	**PUMPER 11 SUPPLIES, ANN. FEE**		
05986488JAN2015		402-01-005 - FIRE PROTECTION	PUMPER 11 SUPPLIES, ANN.	153.93	
		102-01-099 - HST RECEIVABLE	HST Tax Code	17.01	
		900-01-099 - HST TRACKING	HST Tax Code	19.67	170.94
3509-Man	**2/ 2/2015**	**CST CANADA CO.**	**1700.9 L COLOURED DIESEL**		
22718		120-01-003 - STOCK - COLOURE	1700.9 L COLOURED DIESEL	1,249.67	
		102-01-099 - HST RECEIVABLE	HST Tax Code	138.03	
		900-01-099 - HST TRACKING	HST Tax Code	159.65	1,387.70
3831-Man	**1/21/2015**	**HYDRO ONE NETWORKS**	**NA FD - JAN**		
200102143997JN		402-01-002 - FIRE PROTECTION	NA FD - JAN	412.55	
		102-01-099 - HST RECEIVABLE	HST Tax Code	45.56	
		900-01-099 - HST TRACKING	HST Tax Code	52.70	458.11
3849-Man	**2/23/2015**	**TELUS MOBILITY**	**FEB 2015 CELLS & GPS**		
18742883FEB2015		438-01-010 - P.W. TELEPHONE	FEB 2015 PW CELLS	240.63	
		401-01-003 - TELEPHONE & FAX	FEB 2015 CAO'S CELL	62.77	
		401-01-003 - TELEPHONE & FAX	FEB 2015 CAO'S AIRCARD	35.61	
		406-01-008 - BUILDING CELL PH	FEB 2015 BLDG CELL	22.87	
		438-01-017 - P.W. CONFERENCE	FEB 2015 PW GPS	345.98	
		102-01-099 - HST RECEIVABLE	HST Tax Code	78.18	
		900-01-099 - HST TRACKING	HST Tax Code	90.42	786.04
3937-Man	**2/ 9/2015**	**CST CANADA CO.**	**665.9 L DIESEL**		
22966		120-01-002 - STOCK - DIESEL	665.9 L DIESEL	629.51	
		102-01-099 - HST RECEIVABLE	HST Tax Code	69.53	
		900-01-099 - HST TRACKING	HST Tax Code	80.42	699.04
3984-Man	**2/ 2/2015**	**HYDRO ONE NETWORKS**	**NA WDS - JAN**		

Payment # / Invoice #	Date	Vendor Name / GL Account	Reference / GL Transaction Description	Detail Amount	Payment Amount
200080629094JN		102-01-044 - DUE FROM FAST E	NA WDS - JAN	247.78	
		102-01-099 - HST RECEIVABLE	HST Tax Code	27.36	
		900-01-099 - HST TRACKING	HST Tax Code	31.65	275.14
4220-Man	**2/17/2015**	**HYDRO ONE NETWORKS**	**MAYNARD SUBD ST-LTS - FEB**		
200047444283FB		500-01-009 - MAYNARD SUBD. S	MAYNARD SUBD ST-LTS - FEB	163.77	
		102-01-099 - HST RECEIVABLE	HST Tax Code	18.09	
		900-01-099 - HST TRACKING	HST Tax Code	20.92	181.86
4282-Man	**2/23/2015**	**CST CANADA CO.**	**727.1 L DIESEL**		
23070		120-01-002 - STOCK - DIESEL	727.1 L DIESEL	696.99	
		102-01-099 - HST RECEIVABLE	HST Tax Code	76.98	
		900-01-099 - HST TRACKING	HST Tax Code	89.04	773.97
4804-Man	**2/17/2015**	**HYDRO ONE NETWORKS**	**MEIKLE SUBD ST-LTS - FEB**		
200010866593FB		500-01-011 - MEIKLE SUBDIVISI	MEIKLE SUBD ST-LTS - FEB	163.77	
		102-01-099 - HST RECEIVABLE	HST Tax Code	18.09	
		900-01-099 - HST TRACKING	HST Tax Code	20.92	181.86
4845-Man	**2/23/2015**	**CST CANADA CO.**	**1764.7 L DIESEL**		
23222		120-01-002 - STOCK - DIESEL	1764.7 L DIESEL	1,722.14	
		102-01-099 - HST RECEIVABLE	HST Tax Code	190.22	
		900-01-099 - HST TRACKING	HST Tax Code	220.01	1,912.36
5100-Man	**2/23/2015**	**CST CANADA CO.**	**1021.3 L DIESEL**		
22503		120-01-002 - STOCK - DIESEL	1021.3 L DIESEL	889.62	
		102-01-099 - HST RECEIVABLE	HST Tax Code	98.26	
		900-01-099 - HST TRACKING	HST Tax Code	113.65	987.88
5121-Man	**2/23/2015**	**HYDRO ONE NETWORKS**	**ELLIS HOUSE - FEB**		
200126387331FB		401-01-012 - ELLIS HOUSE EXPE	ELLIS HOUSE - FEB	86.10	
		102-01-099 - HST RECEIVABLE	HST Tax Code	9.51	
		900-01-099 - HST TRACKING	HST Tax Code	11.00	95.61
5397-Man	**2/23/2015**	**HYDRO ONE NETWORKS**	**TWP OFFICE - FEB**		
200070145014FB		401-01-002 - HYDRO	TWP OFFICE - FEB	517.59	
		102-01-099 - HST RECEIVABLE	HST Tax Code	57.17	
		900-01-099 - HST TRACKING	HST Tax Code	66.12	574.76
5796-Man	**2/ 2/2015**	**HYDRO ONE NETWORKS**	**ST-LAW CRT ST-LTS - FEB**		
200110754567FB		500-01-006 - ST LAWRENCE CR	ST-LAW CRT ST-LTS - FEB	306.71	
		102-01-099 - HST RECEIVABLE	HST Tax Code	33.88	
		900-01-099 - HST TRACKING	HST Tax Code	39.18	340.59
5871-Man	**2/ 2/2015**	**BELL CANADA**	**MAITLAND FD - JAN**		
6133483232JAN15		402-01-004 - FIRE PROTECTION	MAITLAND FD - JAN	19.08	
		102-01-099 - HST RECEIVABLE	HST Tax Code	2.11	
		900-01-099 - HST TRACKING	HST Tax Code	2.44	21.19

Payment # / Invoice #	Date	Vendor Name / GL Account	Reference / GL Transaction Description	Detail Amount	Payment Amount
5891-Man	**2/ 2/2015**	**HYDRO ONE NETWORKS**	**NA REC HALL - JAN**		
200105160192JN		600-01-018 - NORTH AUGUSTA F	NA REC HALL - JAN	84.03	
		102-01-099 - HST RECEIVABLE	HST Tax Code	9.29	
		900-01-099 - HST TRACKING	HST Tax Code	10.74	93.32
6046-Man	**2/ 2/2015**	**CST CANADA CO.**	**1148.9 L DIESEL**		
22844		120-01-002 - STOCK - DIESEL	1148.9 L DIESEL	1,014.80	
		102-01-099 - HST RECEIVABLE	HST Tax Code	112.09	
		900-01-099 - HST TRACKING	HST Tax Code	129.64	1,126.89
6087-Man	**2/18/2015**	**ROYAL BANK VISA**	**WATER, FURNACE FILTERS**		
05986512JAN2015		402-01-013 - FIRE PROTECTION	WATER, FURNACE FILTERS	69.73	
		102-01-099 - HST RECEIVABLE	HST Tax Code	7.70	
		900-01-099 - HST TRACKING	HST Tax Code	8.91	77.43
6220-Man	**2/18/2015**	**ROYAL BANK VISA**	**RESCUE 9 - 2 RECEPTACLES**		
02134595JAN2015		402-01-014 - FIRE PROTECTION	RESCUE 9 - 2 RECEPTACLES	7.10	
		102-01-099 - HST RECEIVABLE	HST Tax Code	0.79	
		900-01-099 - HST TRACKING	HST Tax Code	0.91	7.89
6658-Man	**2/17/2015**	**HYDRO ONE NETWORKS**	**LUGTHART SUBD ST-LTS - FEB**		
200016028512FB		500-01-002 - LUGTHART SUBDIV	LUGTHART SUBD ST-LTS - FE	72.26	
		102-01-099 - HST RECEIVABLE	HST Tax Code	7.98	
		900-01-099 - HST TRACKING	HST Tax Code	9.23	80.24
6848-Man	**2/18/2015**	**ROYAL BANK VISA**	**LOCK DE-ICER, PENS - STN 2**		
02265993JAN2015		402-01-013 - FIRE PROTECTION	LOCK DE-ICER, PENS - STN	21.25	
		102-01-099 - HST RECEIVABLE	HST Tax Code	2.34	
		900-01-099 - HST TRACKING	HST Tax Code	2.71	23.59
6976-Man	**2/17/2015**	**HYDRO ONE NETWORKS**	**ST LAW CRT ST-LTS - FEB**		
200110275429FB		500-01-006 - ST LAWRENCE CR	ST LAW CRT ST-LTS - FEB	13.60	
		102-01-099 - HST RECEIVABLE	HST Tax Code	1.50	
		900-01-099 - HST TRACKING	HST Tax Code	1.74	15.10
7368-Man	**1/22/2015**	**HYDRO ONE NETWORKS**	**CEDAR PARK - FEB**		
200146224134FB		600-01-002 - RECREATION - HYI	CEDAR PARK - FEB	69.68	
		102-01-099 - HST RECEIVABLE	HST Tax Code	7.69	
		900-01-099 - HST TRACKING	HST Tax Code	8.90	77.37
7397-Man	**2/ 9/2015**	**UNION GAS LIMITED**	**FD HEAT - STN #1**		
109-8473JAN2015		402-01-003 - FIRE PROTECTION	FD HEAT - STN #1	552.56	
		102-01-099 - HST RECEIVABLE	HST Tax Code	61.02	
		900-01-099 - HST TRACKING	HST Tax Code	70.58	613.58
7408-Man	**2/17/2015**	**ROYAL BANK VISA**	**OGRA, VIA RAIL, TRAINING**		
05653047FEB2015		401-01-017 - CONFERENCES & I	OGRA	564.77	
		401-01-010 - MILEAGE	OGRA TRANSPORTATION	238.12	

Payment # / Invoice #	Date	Vendor Name / GL Account	Reference / GL Transaction Description	Detail Amount	Payment Amount
		400-01-002 - COUNCIL- OTHER	VIA RAIL - OGRA	488.45	
		400-01-002 - COUNCIL- OTHER	COUNCIL TRAINING	81.12	
		102-01-099 - HST RECEIVABLE	HST Tax Code	151.59	
		900-01-099 - HST TRACKING	HST Tax Code	175.33	1,524.05
7579-Man	**2/17/2015**	**HYDRO ONE NETWORKS**	**KEMP SUBD ST-LTS - FEB**		
200126746433FB		500-01-007 - KEMP SUBDIVISION	KEMP SUBD ST-LTS - FEB	73.77	
		102-01-099 - HST RECEIVABLE	HST Tax Code	8.15	
		900-01-099 - HST TRACKING	HST Tax Code	9.43	81.92
7864-Man	**2/ 1/2015**	**BELL CANADA**	**NA FD - FEB**		
6139262031FEB15		402-01-004 - FIRE PROTECTION	NA FD - FEB	61.52	
		102-01-099 - HST RECEIVABLE	HST Tax Code	6.80	
		900-01-099 - HST TRACKING	HST Tax Code	7.86	68.32
8483-Man	**2/23/2015**	**CST CANADA CO.**	**1334.9 L DIESEL**		
23006		120-01-002 - STOCK - DIESEL	1334.9 L DIESEL	1,236.14	
		102-01-099 - HST RECEIVABLE	HST Tax Code	136.54	
		900-01-099 - HST TRACKING	HST Tax Code	157.92	1,372.68
8560-Man	**2/17/2015**	**BELL MOBILITY INC.**	**FEB CELLS - FEB**		
503248926FEB15		402-01-004 - FIRE PROTECTION	FEB CELLS - FEB	44.77	
		102-01-099 - HST RECEIVABLE	HST Tax Code	4.95	
		900-01-099 - HST TRACKING	HST Tax Code	5.72	49.72
8596-Man	**2/23/2015**	**CST CANADA CO.**	**STN 2 OIL**		
22798		120-01-003 - STOCK - COLOURE	STN 2 OIL	326.30	
		102-01-099 - HST RECEIVABLE	HST Tax Code	36.05	
		900-01-099 - HST TRACKING	HST Tax Code	41.69	362.35
8938-Man	**2/ 2/2015**	**UNION GAS LIMITED**	**TWP OFFICE - JAN**		
267-7402JAN2015		402-01-003 - FIRE PROTECTION	TWP OFFICE - JAN	339.16	
		102-01-099 - HST RECEIVABLE	HST Tax Code	37.46	
		900-01-099 - HST TRACKING	HST Tax Code	43.33	376.62
9240-Man	**2/23/2015**	**CST CANADA CO.**	**PW HEAT**		
23292		438-01-024 - P.W. HEAT	PW HEAT	1,138.91	
		102-01-099 - HST RECEIVABLE	HST Tax Code	125.80	
		900-01-099 - HST TRACKING	HST Tax Code	145.50	1,264.71
9321-Man	**2/23/2015**	**HYDRO ONE NETWORKS**	**MAYNARD WDS - FEB**		
200108543573FB		102-01-044 - DUE FROM FAST E	MAYNARD WDS - FEB	607.12	
		102-01-099 - HST RECEIVABLE	HST Tax Code	67.06	
		900-01-099 - HST TRACKING	HST Tax Code	77.56	674.18
9341-Man	**2/17/2015**	**BELL CANADA**	**NA WDS - FEB**		
6139262497FEB15		102-01-044 - DUE FROM FAST E	NA WDS - FEB	54.86	
		102-01-099 - HST RECEIVABLE	HST Tax Code	6.06	
		900-01-099 - HST TRACKING	HST Tax Code	7.01	60.92

Payment # / Invoice #	Date	Vendor Name / GL Account	Reference / GL Transaction Description	Detail Amount	Payment Amount
9363-Man	**2/ 9/2015**	**CST CANADA CO.**	**PW HEAT**		
22964		438-01-024 - P.W. HEAT	PW HEAT	677.61	
		102-01-099 - HST RECEIVABLE	HST Tax Code	74.85	
		900-01-099 - HST TRACKING	HST Tax Code	86.57	752.46
9472-Man	**2/17/2015**	**CST CANADA CO.**	**HEAT - ELLIS HOUSE**		
6359667FEB2015		401-01-012 - ELLIS HOUSE EXPE	HEAT - ELLIS HOUSE	335.26	
		102-01-099 - HST RECEIVABLE	HST Tax Code	37.03	
		900-01-099 - HST TRACKING	HST Tax Code	42.83	372.29
9525-Man	**2/ 2/2015**	**BELL CANADA**	**MAYNARD WDS - FEB**		
6139254604FEB15		102-01-044 - DUE FROM FAST E	MAYNARD WDS - FEB	32.93	
		102-01-099 - HST RECEIVABLE	HST Tax Code	3.64	
		900-01-099 - HST TRACKING	HST Tax Code	4.21	36.57
9613-Man	**2/ 9/2015**	**CST CANADA CO.**	**1392..1 L DIESEL**		
22965		120-01-002 - STOCK - DIESEL	1392..1 L DIESEL	1,259.35	
		102-01-099 - HST RECEIVABLE	HST Tax Code	139.10	
		900-01-099 - HST TRACKING	HST Tax Code	160.88	1,398.45
9661-Man	**2/ 2/2015**	**BELL CANADA**	**MAITLAND FD - JAN**		
6133483455JAN15		402-01-004 - FIRE PROTECTION	MAITLAND FD - JAN	32.84	
		102-01-099 - HST RECEIVABLE	HST Tax Code	3.63	
		900-01-099 - HST TRACKING	HST Tax Code	4.20	36.47
9677-Man	**2/ 2/2015**	**HYDRO ONE NETWORKS**	**PW GARAGE - JAN**		
200058278173JN		438-01-026 - P.W. HYDRO	PW GARAGE - JAN	494.67	
		102-01-099 - HST RECEIVABLE	HST Tax Code	54.63	
		900-01-099 - HST TRACKING	HST Tax Code	63.19	549.30
9766-Man	**2/13/2015**	**HYDRO ONE NETWORKS**	**MAYNARD REC - FEB**		
200094354594FB		600-01-016 - MAYNARD RECREA	MAYNARD REC - FEB	118.68	
		102-01-099 - HST RECEIVABLE	HST Tax Code	13.11	
		900-01-099 - HST TRACKING	HST Tax Code	15.16	131.79
9921-Man	**2/ 2/2015**	**BELL CANADA**	**TWP OFFICE - JAN**		
6139254231JAN15		401-01-003 - TELEPHONE & FAX	TWP OFFICE - JAN	421.40	
		102-01-099 - HST RECEIVABLE	HST Tax Code	46.55	
		900-01-099 - HST TRACKING	HST Tax Code	53.84	467.95
2506913	**2/ 4/2015**	**MINISTER OF FINANCE**	**GOVT REMIT JAN 16-31/2015**		
JAN16-31/2015		204-01-001 - PAYROLL DEDUCTI	GOVT REMIT JAN 16-31/2015	9,373.08	9,373.08
2507916	**2/ 4/2015**	**ONTARIO EHT**	**JAN 2015 EHT**		
JAN2015EHT		204-01-002 - EHT PAYABLE	JAN 2015 EHT	1,296.96	1,296.96
5450961	**2/24/2015**	**MINISTER OF FINANCE**	**GOVT REMIT FEB 1-15/2015**		

Payment # / Invoice #	Date	Vendor Name / GL Account	Reference / GL Transaction Description	Detail Amount	Payment Amount
FEB 1-15/2015		204-01-001 - PAYROLL DEDUCTI	GOVT REMIT FEB 1-15/2015	9,841.90	9,841.90
			Total for AP:		491,409.64

Certified Correct This March 5, 2015

CORPORATION OF THE TOWNSHIP OF AUGUSTA

BY-LAW NUMBER 3152-2015

A BY- LAW TO SET RATES FOR REMUNERATION FOR MEMBERS OF COUNCIL WHEN ON MUNICIPAL BUSINESS

WEREAS, the Corporation of the Township of Augusta deems it necessary to set rates for remuneration and expenses for members of Council when on municipal business;

AND WEREAS, the Municipal Act, R.S.O. 2001, Section 283 provides that the Council may establish by by-law the remuneration for members of Council and that such remuneration may be determined in any manner that Council considers advisable;

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

1. That the Mayor be paid an annual amount of $15,992.00, the Deputy Mayor be paid an annual amount of $10,660.00, and that each Councillor be paid the annual amount of $9,823.00.

2. That Members of Council's remuneration be paid monthly;

3. That members of Council's annual rate be adjusted on January 1st of each year during a council's term of office based on the CPI as of the previous October;

4. That overall Council remuneration be reviewed by a person or committee independent of Council during the final year of a term of Council for implementation during the first year of a new term of Council;

5. That mileage shall be paid at the rate per kilometer established by Council from time to time by resolution or By-law;

6. That a per diem rate of $150.00 a day be paid to members of Council attending various conferences, seminar, workshops, courses, forums and meetings chosen and approved by Council for municipal purposes when the member is away from the municipality for a period of at least 8 hours.

7. That this By-Law takes effect upon passing;

8. That By-Law 2741 and its predecessors are hereby rescinded.

READ a first time and second time this 9 day of March, 2015;

READ a third time and passed this 9 day of March, 2015.

MAYOR

CLERK

REPORT NUMBER 2015-029
REPORT TO COUNCIL March 9, 2015
RE: BUILDING DEPARTMENT ACTIVITY SUMMARY
AUTHOR: Karen Lavigne

RECOMMENDATION:

That council receive the building department activity report for information.

BUILDING DEPARTMENT ACTIVITY SUMMARY

Permits issued for January and February, 2015

Date Issued	Permit Number	Cost of Project	Permit Cost	Type of Permit
9/1/2015	2015-6888	$70,000.00	$372.75	Renovation
16/1/2015	2014-6851	$500.00	$55.00	Wood Stove
23/1/2015	2015-6889	$3,200.00	$80.00	Shed
10/2/2015	2015-6890	$6,064.00	$55.00	Wood Stove
11/2/2015	2015-6891	$300,000.00	$1,553.00	New Home
13/2/2015	2015-6892	$15,000.00	$624.00	Pole Barn

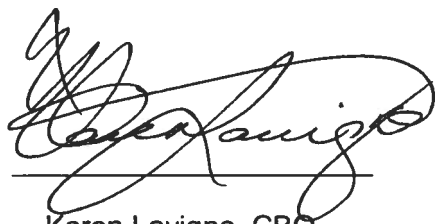
Inspections performed in February: 15 Permits issued in February: 3

Inspections performed in January: 10 Permits issued in January: 3

1 Occupancy Permits Submitted to MPAC

7 Finals Submitted to MPAC

Monthly reports submitted to MPAC, Statistics Canada, Tarion and CMHC



Karen Lavigne, CBO

Pierre Mercier, CAO

THE CORPORATION OF THE TOWNSHIP OF AUGUSTA
BY-LAW NUMBER 3158-2015

A BY-LAW TO CONFIRM THE PROCEEDINGS OF COUNCIL OF THE TOWNSHIP OF AUGUSTA AT ITS MEETING HELD ON MARCH 9, 2015

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 8 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 March 9, 2015, 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 Reeve 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 9 day of March 2015.

MAYOR

CLERK