

**AGENDA
AUGUSTA TOWNSHIP
C.O.W./REGULAR MEETING
November 25, 2019 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 Presentations
 - RVCA – 2020 Budget – Sommer Casgrain-Robertson, General Manager
- H. Correspondence and Petitions
- I. **MOVED TO COMMITTEE OF THE WHOLE**

J. COMMITTEE/STAFF REPORTS

**UCLG Council
Health Unit Board
Recreation
Library Board
EDTC - EDTC Resolution
Operations
PAC
Admin & Finance
Fire Dept.
PSB**

Administration and Finance

- Report 2019 – 132 – A/P
- Report 2019 – 133 – Service Delivery Grant Application

Operations

Planning and Building Services

Protective Services

K. RETURN TO REGULAR MEETING OF COUNCIL

L. New and Unfinished Business

M. Notice of Motions

N. By-Laws

O. Announcements

P. Question Period for the Public

Q. Question Period for the Press

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

- Pending Acquisition of land
- Litigation

S. RISE FROM COMMITTEE OF THE WHOLE IN CAMERA

T. Reporting Out from Closed Session

U. By-law to confirm Proceedings of Council

V. Adjournment



**MINUTES
AUGUSTA TOWNSHIP
C.O.W./REGULAR MEETING**

November 13, 2019

6:30 p.m. at the Municipal Office, 3560 County Road 26

PRESENT:

Mayor Malanka
Deputy Mayor Shaver
Councillor Bowman
Councillor Henry
Councillor Schapelhouman

PRESS:

STAFF PRESENT: Ray Morrison, Brad Thake, Rob Bowman

REGRETS: Annette Simonian

CALL TO ORDER

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

MAYOR'S OPENING REMARKS

APPROVAL OF AGENDA

Moved by Councillor Henry, seconded by Deputy Mayor Shaver

BE IT RESOLVED THAT the Agenda for November 13, 2019 be adopted as amended.
Carried

APPROVAL OF MINUTES OF PREVIOUS MEETING

Moved by Councillor Henry, seconded by Deputy Mayor Shaver

BE IT RESOLVED THAT Council approve the minutes of the October 28, 2019 and November 1, 2019 Council meeting as printed and distributed to all members.
Carried

DISCLOSURE OF INTEREST

BUSINESS ARISING FROM THE MINUTES

DELEGATIONS & PRESENTATIONS

- SNCA re: Source Water Protection, LIDAR Mapping (Sandra Mancini, Alison MacDonald & Geoff Owens)

CORRESPONDENCE & PETITIONS

- Cogeco's Request for Endorsement

Moved by Councillor Henry, seconded by Deputy Mayor Shaver

BE IT RESOLVED THAT Council authorize the Mayor to sign the letter of support from Cogeco for their ongoing projects and governmental funding applications for broadband deployment to ensure that all residents of Augusta Township have access to broadband services; and

THAT Council, as per EORNs request, defer their decision in support of Cogeco's request with regards to the CRTC's Telecom Notice of Consultation (CRTC 2019-57) until EORN's RFP process is complete in order to ensure a fair, open and transparent procurement process; and

THAT the letter be forwarded to Cogeco, EORN, Prime Minister Trudeau, Premier Ford and MPP Clark.

Carried

- Support of Prescott's Resolution

Moved by Deputy Mayor Shaver, seconded by Councillor Henry

BE IT RESOLVED THAT Council supports the resolution from the Town of Prescott requesting the Province of Ontario provide evidence-based justification to municipalities that the creation of a new Delegated Administrative Authority is necessary prior to any building service delivery legislative changes to the Building Code Act; and

THAT a copy of the resolution be sent to the Premier Doug Ford, MPP Clark, MPP Jim McDonnell and the Associations of Municipalities of Ontario (AMO).

Carried

MOVED TO COMMITTEE OF THE WHOLE

Moved by Deputy Mayor Shaver, seconded by Councillor Henry

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

Carried

COMMITTEE REPORTS

UCLG:	Mayor Malanka provided an update
Health Unit Board:	Mayor Malanka provided an update
Recreation:	Councillor Bowman provided an update
EDTC:	Councillor Henry provided an update
Library Board:	
Operations:	Deputy Mayor Shaver provided an update
Finance and Admin:	CAO/Treasurer Ray Morrison provided an update
Fire Department:	Chief Bowman provided an update

ADMINISTRATION AND FINANCE

Report 2019-125

Moved by Deputy Mayor Shaver, seconded by Councillor Henry

BE IT RESOLVED THAT Council accepts for information the attached report on the Scaling Up Report 2019.

Carried

Report 2019-130

Moved by Deputy Mayor Shaver, seconded by Councillor Henry

BE IT RESOLVED THAT Council accepts for information the attached Statement of Revenue and Expenditures – October 2019.

Carried

Report 2019-131

Moved by Deputy Mayor Shaver, seconded by Councillor Henry

BE IT RESOLVED THAT Council receive, review and approve the payment of the accounts payable invoices paid on cheques #24672 – 24777 and online payments through to November 8, 2019 in the amount of \$213,363.07.

Carried

OPERATIONS

Report 2019-128

Moved by Councillor Schapelhouman, seconded by Councillor Bowman

BE IT RESOLVED THAT Council receive the Public Works Activity Report as prepared by the Public Works Manager dated November 13th, 2019 for information.

Carried

PLANNING AND BUILDING SERVICES

Report 2019-124

Moved by Councillor Bowman, seconded by Councillor Schapelhouman

BE IT RESOLVED THAT Council receive the building department activity report for September and October, 2019 for information.

Carried

Report 2019-129

Moved by Councillor Bowman, seconded by Councillor Schapelhouman

BE IT RESOLVED THAT this Planning Advisory Committee (PAC) report be received for information and action in accordance with the individual resolutions.

Carried

Report 2019-129

Moved by Councillor Bowman, seconded by Councillor Schapelhouman

BE IT RESOLVED THAT Council recommend to the Land Division Committee of the United Counties of Leeds & Grenville that consent application B-77-19 be approved subject to the following conditions:

1. The balance of any outstanding taxes, including penalties and interest, (any local improvement charges, if applicable) shall be paid to Augusta Township.
2. An acceptable reference plan or legal description of the severed lands and the deed or instrument conveying the severed lands shall be submitted to August Township.
3. That the applicant submits the required cash-in-lieu of parkland levy of \$500 per lot to Augusta Township.
4. That a Land Use Compatibility Study be prepared by a qualified professional. The study shall contain a Hydrogeological Investigation conducted by a qualified professional and must demonstrate that the proposed non-extraction development can be adequately serviced by private water and sewer services in a manner which will not impede continued existing and any proposed extraction operations. The study shall also contain a Noise and Vibration study carried out by a qualified professional that demonstrates that the proposed development can proceed without impeding the continued operation of the pit and any potential future operations. The Hydrogeological Investigation and Noise and Vibration study can be completed as one Land Use Compatibility Study or separately.
5. That an Environmental Impact Study, which demonstrates there will be no negative impacts on the Significant Woodlands or their ecological function, be prepared by a qualified professional.
6. That favourable comments are received from circulated commenting agencies.
7. That the road allowance for South Campbell Road be widened along the frontage of the severed lands, as required, to 10 metres from the centerline of the road, and that a Transfer/Deed of Land conveying the said land to Augusta Township be prepared and executed.

Carried

Report 2019-129

Moved by Councillor Bowman, seconded by Councillor Schapelhouman

BE IT RESOLVED THAT Council approve the Site Plan Control application submitted by Dave Marshall for a commercial garage to be located on the subject lands (Roll# 070600001503101) located in part of Lot 3, Concession 3, Township of Augusta and;

THAT Council pass a By-Law authorizing the Mayor and Clerk to sign the Site Plan Agreement.

Carried

PROTECTIVE SERVICES

Report 2019-126

Moved by Councillor Schapelhouman, seconded by Councillor Bowman

BE IT RESOLVED THAT Council receive this report for information on the update of the fire station redevelopment in Maitland.

Carried

Report 2019-127

Moved by Councillor Bowman, seconded by Councillor Schapelhouman

BE IT RESOLVED THAT Council receive this report for information on the activities of Augusta Fire Rescue for the month of October.

Carried

RETURN TO REGULAR MEETING OF COUNCIL

Moved by Councillor Schapelhouman seconded by Councillor Bowman

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

Carried

NEW AND UNFINISHED BUSINESS

NOTICE OF MOTIONS

BY-LAWS

Moved by Councillor Bowman seconded by Councillor Schapelhouman

BE IT RESOLVED THAT By-Law Numbered 3446-2019 being a By-Law to authorize the execution of a site plan control agreement be read a first time, a second time, a third time, and be enacted as read.

Carried

ANNOUNCEMENTS

- A Big Brother, Big Sisters "Giving Tree" will be set up at the Township office in the next couple of weeks so those wishing to can buy a gift for a child. Gift tags with the children's age & gender will be attached to the tree.
- Augusta Fire Rescue will be holding a snowsuit and food drive again this year. Items can be dropped off at the Fire Stations, the front lobby of the Township office, the Public Library, Greenham's General Store & Riopelle's Grocery.
- 42nd Annual Kinsmen Club of Prescott's Arts & Crafts Show and Sale is November 16th from 9-4 pm at South Grenville District High School.
- Residents in Augusta who would like to receive a *Spirit of Giving* hamper are required to register in advance. Registration takes place on November 27, November 28, November 29, December 2 and December 3rd, from 1-3 pm on the 1st floor of the town hall in Prescott.

QUESTION PERIOD FOR THE PUBLIC

QUESTION PERIOD FOR THE PRESS

CLOSED SESSION AS PER SECTION 239 OF THE MUNICIPAL ACT 2001

Moved by Deputy Mayor Shaver, seconded by Councillor Henry

BE IT RESOLVED THAT this Council move to a closed meeting at 8:13 pm., as per the Municipal Act c25, S.O. 2001 section 239 (2) to discuss:

- Negotiation on behalf of the municipality
 - Fire Service Negotiations
 - Land Sale Negotiations
 - Contract Negotiations
 - Contract Negotiations

Carried

RISE FROM COMMITTEE OF THE WHOLE IN CAMERA

Moved by Councillor Bowman, seconded by Councillor Schapelhouman

BE IT RESOLVED THAT the closed session adjourned at 9:00 pm and that Council resumed the open meeting to report out.

Carried

REPORTING OUT OF CLOSED SESSION

Moved by Councillor Schapelhouman, seconded by Councillor Bowman

BE IT RESOLVED THAT Council met in closed session to discuss negotiation on behalf of the municipality (Fire Service negotiations, Land Sale negotiations and contract negotiations).

Council

- Took no action beyond receiving the information from staff

Carried

BY-LAW TO CONFIRM PROCEEDINGS OF COUNCIL

Moved by Councillor Schapelhouman, seconded by Councillor Bowman

BE IT RESOLVED THAT By-Law No. 3447-2019 confirm the proceedings of Council of the Township of Augusta at its meeting held on November 13, 2019 be read a first time, a second time, a third time, and be enacted as read.

Carried

ADJOURNMENT

Moved by Councillor Schapelhouman, seconded by Councillor Bowman

BE IT RESOLVED THAT this Council do now adjourn at 9:07 pm until November 20, 2019 at 6:30 p.m. or until the call of the Mayor subject to need.

Carried



DELEGATION REQUEST TO APPEAR BEFORE COUNCIL

Name of Individual/ Organization:	Sommer Casgrain-Robertson General Manager Rideau Valley Conservation Authority
Council Meeting Date Requested:	November 25, 2019

Topic: (If necessary, please attach additional correspondence) Information Attached <input type="checkbox"/>
RVCA Highlights and 2020 Budget
Contact Information: Name (if different from above): Mailing Address: 3889 Rideau Valley Drive, Manotick, ON Phone Number: 613-692-3571 x1214 Email: sommer.casgrain-robertson@rvca.ca
NOTE: All documents provided are open to the public. If you are providing communication to the township please be aware that your name and information will appear on the Township's website and become part of the public record, unless you expressly request the Township to remove it. If requesting a closed (In-Camera) meeting with Council, the subject matter must meet the requirements of section 239(2) of the Municipal Act.

Additional Information:

1. Delegations on an agenda shall be determined on a first come first served basis.
2. No more than two (2) delegations shall be heard at any meeting.
3. Delegations shall be limited to ten (10) minutes of presentation time

REPORT #: 2019-132

REPORT TO COUNCIL: November 25, 2019

RE: REVIEW AND APPROVAL OF A/P CHEQUES

PREPARED BY: Ray Morrison, CAO/Treasurer

RECOMMENDATION:

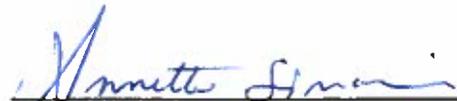
THAT Council receive, review and approve the payment of the accounts payable invoices paid on cheques #24778 – 24828 and online payments through to November 21, 2019 in the amount of \$432,643.91.

PURPOSE

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

ATTACHMENT 1

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


Annette Simonian
Clerk


Ray Morrison
CAO/Treasurer

Payment # Invoice #	Date	Vendor Name GL Account	Reference GL Transaction Description	Detail Amount	Payment Amount
Bank Code: AP - ACC/PAYABLE					
Computer Cheques:					
24778 9341791177	11/21/2019	ACKLANDS-GRAINGER INC 402-01-013 - FIRE PROTECTION	URINAL PUCKS URINAL PUCKS	29.80	
		102-01-099 - HST RECEIVABLE	HST Tax Code	3.29	
		900-01-099 - HST TRACKING	HST Tax Code	3.81	33.09
24779 45949	11/21/2019	ALLAN & PARTNERS LLP 401-01-015 - PROFESSIONAL SE	INTERIM BILLING ON ACCOUNT INTERIM BILLING ON ACCOUN	3,052.81	
		102-01-099 - HST RECEIVABLE	HST Tax Code	337.19	
		900-01-099 - HST TRACKING	HST Tax Code	390.00	3,390.00
24780 NOV192019	11/21/2019	ALAN BARNES 402-01-006 - FIRE PROTECTION	FIREFIGHTERS PAY FIREFIGHTERS PAY	77.00	77.00
24781 1811-15	11/21/2019	BOURGON CONSTRUCTION 402-01-090 - FIRE PROTECTION	NEW FIREHALL NEW FIREHALL	296,337.19	
		102-01-099 - HST RECEIVABLE	HST Tax Code	32,731.57	
		900-01-099 - HST TRACKING	HST Tax Code	37,857.47	329,068.76
24782 57840	11/21/2019	BROCKVILLE TRACTOR-TRAILER 438-01-011 - P.W. SHOP SUPPLI	PAIL OF BRAKE CLEAN PAIL OF BRAKE CLEAN	137.99	
		102-01-099 - HST RECEIVABLE	HST Tax Code	15.24	
		900-01-099 - HST TRACKING	HST Tax Code	17.63	153.23
58336		477-01-002 - #6 -2006 INT'L TAN	TRUCK#6	14.72	
		102-01-099 - HST RECEIVABLE	HST Tax Code	1.63	
		900-01-099 - HST TRACKING	HST Tax Code	1.88	16.35
58337		452-01-002 - #7 -2010 INT'L TAN	TRUCK#7	1,018.69	
		102-01-099 - HST RECEIVABLE	HST Tax Code	112.52	
		900-01-099 - HST TRACKING	HST Tax Code	130.14	1,131.21
58353		452-01-002 - #7 -2010 INT'L TAN	TRUCK#7	10.71	
		102-01-099 - HST RECEIVABLE	HST Tax Code	1.18	
		900-01-099 - HST TRACKING	HST Tax Code	1.37	11.89
				Payment Total:	1,312.68
24783 132233	11/21/2019	CASSIDY'S ENGRAVING & TRO 402-01-020 - FIRE PROTECTION	FIREFIGHTER ANNIVERSARY PLAQ FIREFIGHTER ANNIVERSARY I	305.28	
		102-01-099 - HST RECEIVABLE	HST Tax Code	33.72	
		900-01-099 - HST TRACKING	HST Tax Code	39.00	339.00
24784 NOV182019	11/21/2019	THE CHEMOURS CANADA COM 101-01-001 - CURRENT TAXES	2018 VACANCY REBATE 2018 VACANCY REBATE	5,038.52	5,038.52
24785	11/21/2019	CRISTILL ROCK	MAIN OFFICE WATER		

Township of Augusta
List of Accounts for Approval
As of 11/21/2019
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Payment # Invoice #	Date	Vendor Name GL Account	Reference GL Transaction Description	Detail Amount	Payment Amount
576952		401-01-004 - OFFICE SUPPLIES	MAIN OFFICE WATER	32.50	32.50
24786	11/21/2019	DALTCO ELECTRIC & SUPPLY	SWITCHES FOR STEPS PUMPER#5		
1173579		402-01-014 - FIRE PROTECTION	SWITCHES FOR STEPS PUMP	264.01	
		102-01-099 - HST RECEIVABLE	HST Tax Code	29.16	
		900-01-099 - HST TRACKING	HST Tax Code	33.73	293.17
24787	11/21/2019	D & D TREE SERVICE	1621 SOUTH CAMPBELL RD		
1106		438-01-030 - PW - CONTRACT SI	1621 SOUTH CAMPBELL RD	2,544.00	
		102-01-099 - HST RECEIVABLE	HST Tax Code	281.00	
		900-01-099 - HST TRACKING	HST Tax Code	325.00	2,825.00
1105		438-01-030 - PW - CONTRACT SI	REMOVE TREE NEAR 3661 MA	2,544.00	
		102-01-099 - HST RECEIVABLE	HST Tax Code	281.00	
		900-01-099 - HST TRACKING	HST Tax Code	325.00	2,825.00
				Payment Total:	5,650.00
24788	11/21/2019	DON HALL	DRIVERS MEDICAL		
NOV82019		402-01-005 - FIRE PROTECTION	DRIVERS MEDICAL	81.05	
		102-01-099 - HST RECEIVABLE	HST Tax Code	8.95	
		900-01-099 - HST TRACKING	HST Tax Code	10.35	90.00
24789	11/21/2019	ED FINUCAN	REMEMBRANCE DAY SNACKS		
NOV152019		402-01-005 - FIRE PROTECTION	REMEMBRANCE DAY SNACKS	59.21	
		102-01-099 - HST RECEIVABLE	HST Tax Code	6.54	
		900-01-099 - HST TRACKING	HST Tax Code	7.56	65.75
24790	11/21/2019	FAST EDDIE'S AUTO RECYCLIN	BAD PLASTICS		
6624		510-01-013 - CONTRACT SERVIC	BAD PLASTICS	1,951.43	
		102-01-099 - HST RECEIVABLE	HST Tax Code	215.54	
		900-01-099 - HST TRACKING	HST Tax Code	249.30	2,166.97
6920		510-01-013 - CONTRACT SERVIC	BAD PLASTICS	2,298.00	
		102-01-099 - HST RECEIVABLE	HST Tax Code	253.82	
		900-01-099 - HST TRACKING	HST Tax Code	293.57	2,551.82
				Payment Total:	4,718.79
24791	11/21/2019	FIRE MARSHAL'S PUBLIC FIRE	FIRE PREVENTION KIT		
155025		402-01-016 - FIRE PROTECTION	FIRE PREVENTION KIT	167.41	
		102-01-099 - HST RECEIVABLE	HST Tax Code	18.49	
		900-01-099 - HST TRACKING	HST Tax Code	21.39	185.90
155983		402-01-012 - FIRE PROTECTION	MANUALS FOR NEW RECRUIT	854.58	
		102-01-099 - HST RECEIVABLE	HST Tax Code	94.39	
		900-01-099 - HST TRACKING	HST Tax Code	109.17	948.97
				Payment Total:	1,134.87

Township of Augusta
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Payment # Invoice #	Date	Vendor Name GL Account	Reference GL Transaction Description	Detail Amount	Payment Amount
24792 43	11/21/2019	GRENVILLE SNOWMOBILE ASS CATERING FOR BUSINESS OF YEAR 616-01-008 - BUSINESS OF THE	CATERING FOR BUSINESS OF	600.00	600.00
24793 5590460	11/21/2019	HANSLER SMITH LIMITED 438-01-012 - HEALTH & SAFETY	SAFETY HELMET SAFETY HELMET	49.96	
		102-01-099 - HST RECEIVABLE	HST Tax Code	5.52	
		900-01-099 - HST TRACKING	HST Tax Code	6.38	55.48
24794 32577	11/21/2019	HOWARD CAMPBELL & SONS L DIVING SITE 600-01-005 - RECREATION PAR	DIVING SITE	45.03	
		102-01-099 - HST RECEIVABLE	HST Tax Code	4.97	
		900-01-099 - HST TRACKING	HST Tax Code	5.75	50.00
32611		600-01-005 - RECREATION PAR	DIVING SITE	45.03	
		102-01-099 - HST RECEIVABLE	HST Tax Code	4.97	
		900-01-099 - HST TRACKING	HST Tax Code	5.75	50.00
32610		102-01-044 - DUE FROM FAST E	N/A WDS	45.03	
		102-01-099 - HST RECEIVABLE	HST Tax Code	4.97	
		900-01-099 - HST TRACKING	HST Tax Code	5.75	50.00
32579		102-01-044 - DUE FROM FAST E	MAYNARD WDS	45.03	
		102-01-099 - HST RECEIVABLE	HST Tax Code	4.97	
		900-01-099 - HST TRACKING	HST Tax Code	5.75	50.00
32626		102-01-044 - DUE FROM FAST E	MAYNARD WDS	45.03	
		102-01-099 - HST RECEIVABLE	HST Tax Code	4.97	
		900-01-099 - HST TRACKING	HST Tax Code	5.75	50.00
32627		600-01-005 - RECREATION PAR	DIVING SITE	45.03	
		102-01-099 - HST RECEIVABLE	HST Tax Code	4.97	
		900-01-099 - HST TRACKING	HST Tax Code	5.75	50.00
32641		600-01-005 - RECREATION PAR	DIVING SITE	45.03	
		102-01-099 - HST RECEIVABLE	HST Tax Code	4.97	
		900-01-099 - HST TRACKING	HST Tax Code	5.75	50.00
MR2438		102-01-044 - DUE FROM FAST E	MONTHLY PORTABLE RENTAL	189.11	
		102-01-099 - HST RECEIVABLE	HST Tax Code	20.89	
		900-01-099 - HST TRACKING	HST Tax Code	24.16	210.00
				Payment Total:	560.00
24795 NOV182019	11/21/2019	3274376 NOVA SCOTIA COMPA 2018 VACANCY REFUND 101-01-001 - CURRENT TAXES	VACANCY APPLICATION REFL	13,712.18	13,712.18
24796 NOV82019	11/21/2019	JEFF SLOAN 402-01-014 - FIRE PROTECTION	TARPS AND BATTERIES TARPS AND BATTERIES	49.30	
		102-01-099 - HST RECEIVABLE	HST Tax Code	5.45	
		900-01-099 - HST TRACKING	HST Tax Code	6.30	54.75

List of Accounts for Approval

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Report Date
11/21/2019 9:30 AM

Payment # Invoice #	Date	Vendor Name GL Account	Reference GL Transaction Description	Detail Amount	Payment Amount
24797 NOV82019	11/21/2019	JEFF STEWART	DRIVERS TEST		
		402-01-005 - FIRE PROTECTION	DRIVERS TEST	21.39	
		102-01-099 - HST RECEIVABLE	HST Tax Code	2.36	
		900-01-099 - HST TRACKING	HST Tax Code	2.73	23.75
24798 141402	11/21/2019	J & L TRUCK & TRAILER	AIR TO AIR CLAMP		
		402-01-014 - FIRE PROTECTION	AIR TO AIR CLAMP	10.64	
		102-01-099 - HST RECEIVABLE	HST Tax Code	1.18	
		900-01-099 - HST TRACKING	HST Tax Code	1.36	11.82
142224		402-01-014 - FIRE PROTECTION	SAFETY/WET AND DRY SERVI	1,451.01	
		102-01-099 - HST RECEIVABLE	HST Tax Code	160.27	
		900-01-099 - HST TRACKING	HST Tax Code	185.37	1,611.28
				Payment Total:	1,623.10
24799 14517	11/21/2019	JOE COMPUTER	REMOTE SETUP		
		401-01-022 - COMPUTER EXPEN	REMOTE SETUP	12.72	
		102-01-099 - HST RECEIVABLE	HST Tax Code	1.41	
		900-01-099 - HST TRACKING	HST Tax Code	1.63	14.13
24800 NOV202019	11/21/2019	KAREN LAVIGNE	RE-IMBURSE FOR COURSE REG.		
		401-01-017 - CONFERENCES & [RE-IMBURSE FOR COURSE RE	534.24	
		102-01-099 - HST RECEIVABLE	HST Tax Code	59.01	
		900-01-099 - HST TRACKING	HST Tax Code	68.25	593.25
24801 6029-172235	11/21/2019	KING EDWARD AUTO PARTS	TRUCK # 6		
		477-01-002 - #6 -2006 INT'L TANI	TRUCK # 6	95.35	
		102-01-099 - HST RECEIVABLE	HST Tax Code	10.53	
		900-01-099 - HST TRACKING	HST Tax Code	12.18	105.88
6029-172387		438-01-011 - P.W. SHOP SUPPLI	MISC SHOP SUPPLIES	37.08	
		102-01-099 - HST RECEIVABLE	HST Tax Code	4.10	
		900-01-099 - HST TRACKING	HST Tax Code	4.74	41.18
				Payment Total:	147.06
24802 124-56377	11/21/2019	KROWN BODY MAINTENANCE	RUST SPRAY PUMPER #5		
		402-01-014 - FIRE PROTECTION	RUST SPRAY PUMPER #5	244.22	
		102-01-099 - HST RECEIVABLE	HST Tax Code	26.98	
		900-01-099 - HST TRACKING	HST Tax Code	31.20	271.20
24803 711712875	11/21/2019	LAFARGE CANADA INC	GABION STONE		
		411-01-002 - ENTRANCE CULVE	GABION STONE	218.64	
		102-01-099 - HST RECEIVABLE	HST Tax Code	24.15	
		900-01-099 - HST TRACKING	HST Tax Code	27.93	242.79
24804	11/21/2019	GFL ENVIRONMENTAL INC	WDS CONTRACT SERVICES		

Township of Augusta
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Payment # Invoice #	Date	Vendor Name GL Account	Reference GL Transaction Description	Detail Amount	Payment Amount
27552		510-01-013 - CONTRACT SERVIC	WDS CONTRACT SERVICES	4,714.40	
		102-01-099 - HST RECEIVABLE	HST Tax Code	520.72	
		900-01-099 - HST TRACKING	HST Tax Code	602.27	5,235.12
27768		510-01-013 - CONTRACT SERVIC	WDS CONTRACT SERVICES	5,227.47	
		102-01-099 - HST RECEIVABLE	HST Tax Code	577.40	
		900-01-099 - HST TRACKING	HST Tax Code	667.82	5,804.87
27844		510-01-013 - CONTRACT SERVIC	WDS CONTRACT SERVICES	5,870.64	
		102-01-099 - HST RECEIVABLE	HST Tax Code	648.43	
		900-01-099 - HST TRACKING	HST Tax Code	749.98	6,519.07
				Payment Total:	17,559.06
24805	11/21/2019	LIGHTNING EQUIPMENT SALES	REPLACE LIGHT RESCUE #9		
31545		402-01-014 - FIRE PROTECTION	REPLACE LIGHT RESCUE #9	345.98	
		102-01-099 - HST RECEIVABLE	HST Tax Code	38.22	
		900-01-099 - HST TRACKING	HST Tax Code	44.20	384.20
31544		402-01-014 - FIRE PROTECTION	REPLACE LIGHTS PUMPER #5	1,247.58	
		102-01-099 - HST RECEIVABLE	HST Tax Code	137.80	
		900-01-099 - HST TRACKING	HST Tax Code	159.38	1,385.38
31623		402-01-014 - FIRE PROTECTION	REPLACE LIGHT TANKER #8	278.82	
		102-01-099 - HST RECEIVABLE	HST Tax Code	30.80	
		900-01-099 - HST TRACKING	HST Tax Code	35.62	309.62
				Payment Total:	2,079.20
24806	11/21/2019	MESSER CANADA LTD 15687	OXYGEN CYLINDER		
2101486810		402-01-005 - FIRE PROTECTION	OXYGEN CYLINDER	8.51	
		102-01-099 - HST RECEIVABLE	HST Tax Code	0.94	
		900-01-099 - HST TRACKING	HST Tax Code	1.09	9.45
24807	11/21/2019	M & L SUPPLY	HELMET PARTS		
157549		402-01-015 - FIRE PROTECTION	HELMET PARTS	48.74	
		102-01-099 - HST RECEIVABLE	HST Tax Code	5.39	
		900-01-099 - HST TRACKING	HST Tax Code	6.23	54.13
157548		402-01-090 - FIRE PROTECTION	2 NEW HELMETS	783.55	
		102-01-099 - HST RECEIVABLE	HST Tax Code	86.55	
		900-01-099 - HST TRACKING	HST Tax Code	100.10	870.10
				Payment Total:	924.23
24808	11/21/2019	MATPRINT LP	FLOOR MATS		
11460-S		402-01-015 - FIRE PROTECTION	FLOOR MATS	613.61	
		102-01-099 - HST RECEIVABLE	HST Tax Code	67.78	
		900-01-099 - HST TRACKING	HST Tax Code	78.39	681.39

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Payment # Invoice #	Date	Vendor Name GL Account	Reference GL Transaction Description	Detail Amount	Payment Amount
24809 83398	11/21/2019	MAXIMUM SIGNS 402-01-013 - FIRE PROTECTION 102-01-099 - HST RECEIVABLE 900-01-099 - HST TRACKING	SIGNS FOR EXTINGUISHERS SIGNS FOR EXTINGUISHERS HST Tax Code HST Tax Code	165.30 18.26 21.12	183.56
24810 NOV82019	11/21/2019	MAYNARD VANDERVELDE 402-01-013 - FIRE PROTECTION 102-01-099 - HST RECEIVABLE 900-01-099 - HST TRACKING	STATION SUPPLIES STATION SUPPLIES/BUILDING HST Tax Code HST Tax Code	66.58 7.36 8.51	73.94
24811 44450	11/21/2019	McINTOSH PERRY 625-01-001 - DRAINAGE SUPERI 102-01-099 - HST RECEIVABLE 900-01-099 - HST TRACKING	DRAINAGE SUPERINTENDENT DRAINAGE SUPERINTENDENT HST Tax Code HST Tax Code	381.60 42.15 48.75	423.75
44605		615-01-001 - PLANNING & ZONIN 102-01-099 - HST RECEIVABLE 900-01-099 - HST TRACKING	PLANNING SERVICES HST Tax Code HST Tax Code	6,561.24 724.72 838.21	7,285.96
44613		102-01-011 - AQUAWORLD 102-01-099 - HST RECEIVABLE 900-01-099 - HST TRACKING	AQUAWORLD HST Tax Code HST Tax Code	3,842.47 424.41 490.88	4,266.88
				Payment Total:	11,976.59
24812 402741246	11/21/2019	NOVEXCO INC 402-01-005 - FIRE PROTECTION 102-01-099 - HST RECEIVABLE 900-01-099 - HST TRACKING	OFFICE SUPPLIES FIRE OFFICE SUPPLIES FIRE HST Tax Code HST Tax Code	94.42 10.43 12.06	104.85
24813 NOV182019	11/21/2019	WARREN O'CALLAGHAN 307-01-020 - BUILDING & RELAT	REFUND OVERPAYMENT REFUND OVERPAYMENT	43.00	43.00
24814 NOV102019	11/21/2019	ROBIN M. YANDEAU 402-01-012 - FIRE PROTECTION	FIRST AID CPR LEVEL FIRST AID CPR LEVEL	600.00	600.00
24815 NOV152019	11/21/2019	ROBERT BOWMAN 402-01-004 - FIRE PROTECTION 102-01-099 - HST RECEIVABLE 900-01-099 - HST TRACKING	CHIEFS CELL PHONE CHIEFS CELL PHONE HST Tax Code HST Tax Code	158.54 17.51 20.25	176.05
24816 127	11/21/2019	SEW WHAT 402-01-005 - FIRE PROTECTION 102-01-099 - HST RECEIVABLE 900-01-099 - HST TRACKING	SEWING BADGES& BRAID SEWING BADGES& BRAID HST Tax Code HST Tax Code	67.54 7.46 8.63	75.00
24817 NOV202019	11/21/2019	JEFF SHAVER 400-01-002 - COUNCIL- OTHER 102-01-099 - HST RECEIVABLE	TRAIN TICKETS TO ROMA CONF. TRAIN TICKETS TO ROMA COF HST Tax Code	302.24 33.38	

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Payment # Invoice #	Date	Vendor Name GL Account	Reference GL Transaction Description	Detail Amount	Payment Amount
		900-01-099 - HST TRACKING	HST Tax Code	38.61	335.62
24818	11/21/2019	SMALL JOBS	TRUCK#7		
804		452-01-002 - #7 -2010 INT'L TAN	TRUCK#7	327.93	
		102-01-099 - HST RECEIVABLE	HST Tax Code	36.22	
		900-01-099 - HST TRACKING	HST Tax Code	41.89	364.15
806		464-01-002 - #2- 2011 INT'L TAN	TRUCK#2	81.99	
		102-01-099 - HST RECEIVABLE	HST Tax Code	9.05	
		900-01-099 - HST TRACKING	HST Tax Code	10.47	91.04
807		477-01-002 - #6 -2006 INT'L TAN	TRUCK#6	54.66	
		102-01-099 - HST RECEIVABLE	HST Tax Code	6.03	
		900-01-099 - HST TRACKING	HST Tax Code	6.98	60.69
805		465-01-002 - 2016 KUBOTA TRAC	KUBOTA TRACTOR	136.64	
		102-01-099 - HST RECEIVABLE	HST Tax Code	15.10	
		900-01-099 - HST TRACKING	HST Tax Code	17.46	151.74
				Payment Total:	667.62
24819	11/21/2019	SOUTH GRENVILLE DISTRICT	LEADERSHIP CONFERENCE		
NOV202019		610-01-001 - DONATIONS	LEADERSHIP CONFERENCE	500.00	500.00
24820	11/21/2019	STEVE & SONS PLUMBING,	WATER SOFTENER/UV FILTER		
8703		402-01-091 - NEW MAITLAND FI	WATER SOFTENER/UV FILTEF	2,136.96	
		102-01-099 - HST RECEIVABLE	HST Tax Code	236.04	
		900-01-099 - HST TRACKING	HST Tax Code	273.00	2,373.00
24821	11/21/2019	STERLING GRACE	WEBSITE DEVELOPMENT		
169.50		401-01-022 - COMPUTER EXPEN	WEBSITE DEVELOPMENT	152.64	
		102-01-099 - HST RECEIVABLE	HST Tax Code	16.86	
		900-01-099 - HST TRACKING	HST Tax Code	19.50	169.50
24822	11/21/2019	SUSAN BOSMAN	CLEANING SERVICES AND SUPPLIE		
NOV102019		401-01-001 - STAFF SALARIES	CLEANING SERVICES AND SU	99.05	99.05
NOV172019		401-01-001 - STAFF SALARIES	CLEANING SERVICES	79.05	79.05
				Payment Total:	178.10
24823	11/21/2019	TOM SHOREY	WORKBOOT ALLOWANCE		
NOV42019		438-01-007 - P.W. STAFF BENEF	WORKBOOT ALLOWANCE	213.69	
		102-01-099 - HST RECEIVABLE	HST Tax Code	23.60	
		900-01-099 - HST TRACKING	HST Tax Code	27.30	237.29
24824	11/21/2019	TWP OF EDWARDSBURGH/	2019 RECREATION GRANT		
2019-00768		600-01-007 - PROGRAMS - FIGU	2019 RECREATION GRANT	15,575.42	15,575.42

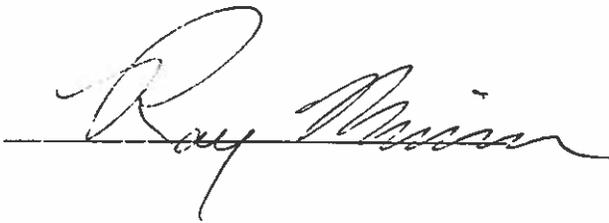
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Payment # Invoice #	Date	Vendor Name GL Account	Reference GL Transaction Description	Detail Amount	Payment Amount
24825 6294	11/21/2019	UNITED COUNTIES OF LEEDS & SIGNS AND CULVERTS			
		411-01-002 - ENTRANCE CULVE	SIGNS AND CULVERTS	4,002.33	
		102-01-099 - HST RECEIVABLE	HST Tax Code	442.07	
		900-01-099 - HST TRACKING	HST Tax Code	511.30	4,444.40
24826 NOV182019	11/21/2019	WENDY ONSTEIN	AUGUSTA BUSINESS OF THE YEAR		
		616-01-008 - BUSINESS OF THE	BUSINESS OF THE YEAR	43.25	
		102-01-099 - HST RECEIVABLE	HST Tax Code	4.78	
		900-01-099 - HST TRACKING	HST Tax Code	5.53	48.03
24827 BM21382	11/21/2019	BLUMETRIC ENVIRONMENTAL	MAYNARD WETLAND		
		510-01-033 - WMS - WETLANDS	MAYNARD WETLAND	3,933.95	
		102-01-099 - HST RECEIVABLE	HST Tax Code	434.52	
		900-01-099 - HST TRACKING	HST Tax Code	502.57	4,368.47
24828 P55002979	11/21/2019	XEROX CANADA LTD	OCTOBER PHOTCOPY CHARGES		
		401-01-004 - OFFICE SUPPLIES	OCTOBER PHOTCOPY CHARG	106.55	
		102-01-099 - HST RECEIVABLE	HST Tax Code	11.77	
		900-01-099 - HST TRACKING	HST Tax Code	13.61	118.32
				Total for AP:	432,643.91

Certified Correct This November 21, 2019



REPORT NUMBER: 2019-133
REPORT TO COUNCIL: November 25, 2019
RE: Grant Application – Service Delivery Review
PREPARED BY: Ray Morrison – CAO/Treasurer

RECOMMENDATION:

THAT Council receive this report for information, and

THAT Council pass a resolution supporting an external third-party service delivery review and

THAT Council set aside the procurement Bylaw to enter into a contract with TDC Group management consulting to provide the review, and

THAT Council direct the CAO/Treasurer to apply for Municipal Modernization Program intake 1 funding to support the review.

BACKGROUND:

In the spring of 2019, the MMAH provided the Township with Modernization funding. On November 12, 2019 the MMAH announced a new stream of funding to assist municipalities to perform third party service delivery review performed, attachment A.

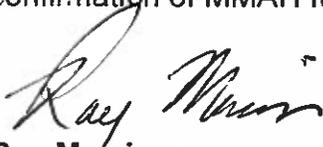
The CAO/Treasurer has reviewed the benefit of doing a joint review with Prescott and Edwardsburgh-Cardinal. We agree there could be significant benefits and cross learning from doing the review at the same time and that would in turn serve the ongoing South Grenville modernization discussions. The intention would be for the consultant to look at the policies, procedures and finances of each municipality separately, and simultaneously look at ways that they might save money by working together. However, Edwardsburgh-Cardinal had already begun their local Service Delivery Review so would be unable to participate in this funding Intake. Thus, it is recommended a joint application with Prescott alone be pursued.

Upon reviewing several requests for proposals, related submissions, and consulting with our auditors and other municipal finance experts, it was agreed that the proposal prepared by TDC Group Management Consulting, addressed the criteria of the funding guidelines and would result in a report that would provide specific, actionable recommendations for costs savings and improved efficiencies. The lead consultant on this project, Mr. Edward Darby has created Recreation and Fire Services master plans for the Township in the past and has extensive background in service delivery optimization and independent reviews. TDC's proposal is very participatory in nature

which will ensure contributions from Council and staff are received and considered. Staff recommends that the Township set aside the procurement process and enter into a contract with Mr. Darby to provide a joint review for Augusta and Prescott.

FINANCIAL IMPACTS:

No net financial impacts. The service delivery review will only be performed subject to confirmation of MMAH funding.

A handwritten signature in black ink, appearing to read "Ray Morrison". The signature is written in a cursive, flowing style.

Ray Morrison
CAO/Treasurer

Ministry of Municipal Affairs
and Housing

Ministère des Affaires municipales
et Logement

Municipal Services Division

Division des services aux municipalités

777 Bay Street, 16th Floor
Toronto ON M5G 2E5
Telephone: 416-585-6427

777, rue Bay, 16^e étage
Toronto ON M5G 2E5
Téléphone: 416-585-6427



November 12, 2019

Dear Municipal Administrator,

Further to the November 1, 2019 letter from the Honourable Steve Clark, Minister of Municipal Affairs and Housing, I am writing to provide additional information about Ontario's new Municipal Modernization Program and advise that Intake 1 under the program is now open.

Under the Municipal Modernization Program, the province is making up to \$125 million available through 2022-23 to help 405 small and rural municipalities conduct new service delivery reviews, implement recommendations from previous reviews and undertake a range of projects, such as IT solutions or process improvements, to achieve cost savings and efficiencies.

Program guidelines and an Expression of Interest form for Intake 1 of the program are attached. Eligible projects under Intake 1 are reviews of municipal service delivery expenditures by independent third-party reviewers that will be completed by June 30, 2020. I encourage you to consider how your municipality might benefit from participation in Intake 1 of the Municipal Modernization Program and submit an Expression of Interest by December 6, 2019. Please see the attached guidelines for details about the program and how to apply.

Under future intakes of the program, municipalities will have the opportunity to apply for projects aimed at implementing service delivery efficiencies to achieve cost savings, in addition to service delivery reviews. Intake 2 under the program is planned for Spring/Summer 2020, with additional intakes expected through 2022-23. Participation in Intake 1 is not a requirement for participation in future intakes.

I look forward to continuing to work together to support your municipality in delivering efficient, effective and modern services for your residents. If you have questions about the program, I encourage you to reach out to your Municipal Services Office contact or email the ministry at Municipal.Programs@ontario.ca.

Sincerely,

A handwritten signature in black ink, appearing to read "M. Wallace", written over a horizontal line.

Marcia Wallace
Assistant Deputy Minister

c. Municipal Treasurer



Municipal Modernization Program

Intake 1 Program Guidelines

WHAT YOU NEED TO KNOW

Ontario is helping municipalities become more efficient and modernize service delivery while protecting front line jobs.

The 405 small and rural municipalities that received a *Municipal Modernization Payment* in March 2019 can now apply to the *Municipal Modernization Program* for funding to undertake expenditure reviews with the goal of finding service delivery efficiencies and lowering costs in the longer term.

Eligible municipalities can apply individually, or collectively with other eligible municipalities, to undertake independent third-party reviews similar to the *Managing Transformation: A Modernization Action Plan for Ontario* review of Ontario government expenditures.

ELIGIBILITY CRITERIA

To be eligible under Intake 1, a project must:

1. Be a review of municipal service delivery expenditures by an independent third-party reviewer for the purpose of finding savings and efficiencies. The review project could take a number of forms including:
 - a line-by-line review of the municipality's entire budget; or
 - a review of service delivery and modernization opportunities; or
 - a review of administrative processes to reduce costs.
2. Result in a report by the independent third-party reviewer that provides specific and actionable recommendations for cost savings and improved efficiencies.
3. Begin field work no earlier than November 1, 2019, with a draft report completed by June 15, 2020 and the final report posted publicly by June 30, 2020.

It is anticipated that most review projects will be between \$20,000 and \$200,000. Proposals will be reviewed on a case-by-case basis and funding amounts may depend on the available appropriation. Only third-party service provider fees will be eligible. Municipal administrative costs, such as staff time, are not eligible.

The program will not cover review projects where:

- the goal is to identify opportunities for revenue generation or reductions in front line services; or
- the review does not result in a formal report prepared by a third party; or
- the object of the review extends beyond municipal accountability.

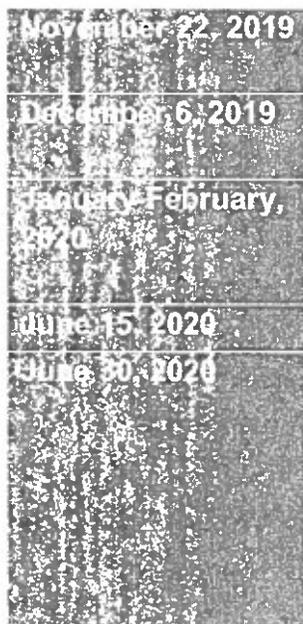
HOW TO APPLY

1. Advise your Municipal Services Office contact of your intention to apply by **November 22, 2019**.
2. Submit your completed Municipal Modernization Program: Expression of Interest form and applicable supporting documentation to Municipal.Programs@ontario.ca by **December 6, 2019**.

HOW IT WORKS

The ministry will advise municipalities of the outcomes of their applications by mid-January. If your application is approved, a proposed transfer payment agreement with the ministry will be sent to confirm the funding amount and set out the terms, including reporting requirements and a payment schedule. Municipalities will receive an initial payment following full execution of a transfer payment agreement and a final payment after submission of a final report.

PROGRAM TIMELINE



- Advise your Municipal Services Office of your municipality's **intention to apply**.
- Submit your **Expression of Interest** and any supporting documentation to Municipal.Programs@ontario.ca.
- Learn whether your application is approved. If it is approved, enter into a **transfer payment agreement** for project funding, and receive an **initial payment** once the agreement is executed.
- Submit your **third-party reviewer's draft report** to the ministry.
- Post the **third-party reviewer's final report** online and submit your **final report** to the ministry. The final report will include: a hyperlink to the publicly posted third-party reviewer's report; the amount paid to the third-party reviewer and a copy of the invoice; a statement of the total amount of expenditures reviewed and the total amount identified as potential savings; and a 250-word abstract of the project and its findings.

FOR MORE INFORMATION

Municipalities can direct program questions to Municipal.Programs@ontario.ca or contact their regional Municipal Services Office for further information.

Central Region – Toronto

Tel: 416-585-6226 or
1-800-668-0230

Western Region – London

Tel: 519-873-4020 or
1-800-265-4736

Eastern Region – Kingston

Tel: 613-545-2100 or
1-800-267-9438

Northern Region - Sudbury

Tel: 705-564-0120 or
1-800-461-1193

Northern Region – Thunder Bay

Tel: 807-475-1651 or
1-800-465-5027



Municipal Modernization Program Intake 1: Expression of Interest

- 1) Please complete all the required fields of this Expression of Interest.
- 2) Ensure that the completed Expression of Interest has been declared to by the appropriate municipal staff.
- 3) Please save this Expression of Interest form and e-mail it to Municipal.Programs@ontario.ca by **December 6, 2019**. Attach any applicable supporting documentation as separate documents.

Key Information

Title of Proposed Service Delivery Review Project	
Legal Name of Municipality	
Mailing Address	
Name of Primary Contact	Position Title
Email Address	Telephone Number

Declaration

I declare that all the information that is being submitted in this Expression of Interest is to the best of my knowledge true and correct.

I declare that I have the authority to submit this Expression of Interest.

I acknowledge that it is a program requirement that the proposed third-party review project result report be publicly posted by June 30, 2020.

I acknowledge that it is a program requirement that field work covered by this Expression of Interest must not have begun before November 1, 2019.

I confirm that identifying opportunities for revenue generation or reductions in front line services is not the goal of the proposed review project.

Name of Signatory (TYPE)	Position Title (TYPE)	Date (DD/MM/YYYY)
--------------------------	-----------------------	-------------------

Proposed Service Delivery Review Project

Provide a brief description of your proposed third-party review project, including the objectives and expected outcomes related to service delivery efficiencies and cost savings. If applicable, attach supporting documentation such as a request for proposals or a project charter.

Proposed Service Delivery Review Project

What is the anticipated cost of your proposed third-party review project? **Note:** only the cost of a third-party service provider may be included. Briefly describe the basis for your cost estimate. If applicable, attach supporting documentation such as a contract or vendor of record agreement.

What are the anticipated start date and end date for the third-party review?

Has your council passed a resolution demonstrating support for the proposed third-party review project?

- Yes (If yes, please attach a copy.)
- No



**THE CORPORATION OF THE TOWNSHIP OF AUGUSTA
BY-LAW NUMBER 3448-2019**

**A BY-LAW TO CONFIRM THE PROCEEDINGS OF COUNCIL OF THE TOWNSHIP OF
AUGUSTA AT ITS MEETING HELD ON NOVEMBER 25, 2019**

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

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

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

1. The action of the Council of the Corporation of the Township of Augusta at its meeting held on November 25, 2019, in respect of each recommendation contained in the report of the Committees and each motion and resolution passed and other action taken by Council of the Corporation of the Township of Augusta at its meeting be hereby adopted and confirmed as it fall such proceedings were expressly embodied in the By-Law.
2. The Mayor and the proper officers of the Municipality are hereby authorized and directed to do all things necessary to give effect to the said action or to obtain approvals where required, and except where otherwise provided, the Mayor and the Clerk are hereby directed to execute all documents necessary in that behalf, and the said Clerk is hereby authorized and directed to affix the Corporate Seal of the Municipality to all such documents.

Read a first, second, and third time and finally passed this 25th day of November, 2019.

MAYOR

CLERK