

**AGENDA**  
**AUGUSTA TOWNSHIP**  
**IN-CAMERA MEETING Jan 27 at 6:30 P.M.**  
**C.O.W./REGULAR MEETING**  
**January 27, 2020 at 7:00 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. Closed Session as per Section 239 of the Municipal Act 2001
  - Proposed Acquisition of Property
    - Industrial Park
- G. RISE FROM COMMITTEE OF THE WHOLE IN CAMERA**
- H. Reporting Out from Closed Session
- I. Business Arising from the Minutes
- J. Delegations and Presentations
  - CSE Consulting – Rod Palmer, Job Developer
- K. Correspondence and Petitions
  - MMAH – Joint Service Delivery Funding Letter
  - MMAH – Joint Project Regional Fire Services Review Funding Letter

**L. MOVED TO COMMITTEE OF THE WHOLE**

**M. COMMITTEE/STAFF REPORTS**

**UCLG Council**  
**Health Unit Board**  
**Recreation**  
**Library Board**  
**EDTC**  
**Operations**  
**PAC**

Appointment of Committee Members  
Appointment of Committee Members  
Appointment of Committee Members

**Admin & Finance  
Fire Dept.  
PSB**

**Administration and Finance**

- Report 2020 – 007 – Resident Relations Program
- Report 2020 – 009 – ROMA Report
- Report 2020 – 010 – A/P

**Operations**

- Report 2020 – 008 – Public Works Update

**Planning and Building Services**

**Protective Services**

**N. RETURN TO REGULAR MEETING OF COUNCIL**

O. New and Unfinished Business

P. Notice of Motions

Q. By-Laws

R. Announcements

S. Question Period for the Public

T. Question Period for the Press

U. By-law to confirm Proceedings of Council

V. Adjournment



**MINUTES  
AUGUSTA TOWNSHIP  
C.O.W./REGULAR MEETING  
January 13, 2020**

**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:** The Recorder and Times

**STAFF PRESENT:** Ray Morrison, Annette Simonian, Brad Thake, Rob Bowman, Myron Belej

**REGRETS:**

**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 Schapelhouman, seconded by Councillor Bowman  
**BE IT RESOLVED THAT** the Agenda for January 13, 2020 be adopted.  
Carried

**APPROVAL OF MINUTES OF PREVIOUS MEETING**

Moved by Councillor Bowman, seconded by Councillor Schapelhouman  
**BE IT RESOLVED THAT** Council approve the minutes of the December 9, 2019 and  
December 16, 2019 Council meetings as printed and distributed to all members.  
Carried

**DISCLOSURE OF INTEREST**

Councillor Michele Bowman declared a conflict of interest on item identified on this meeting’s agenda as Report # 2020-01 & By-Law 3452-2020 due to the fact that the Fire Chief is her husband.

**BUSINESS ARISING FROM THE MINUTES**

**DELEGATIONS & PRESENTATIONS**

- Fire Department Long Service Medal Presented to Don Haist (40 Years of Service) and Bradley McGrath (20 Years of Service)
- People Opposing Water Increases – Ken Forrest

**CORRESPONDENCE & PETITIONS**

**MOVED TO COMMITTEE OF THE WHOLE**

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

**COMMITTEE REPORTS**

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

Moved by Councillor Bowman, seconded by Councillor Schapelhouman  
**BE IT RESOLVED THAT** Council appoint Councillor Bowman as a member of the Emergency Management Control Group (MECG) for the period from February 11 to February 18, 2020.  
Carried

**Fire Department:** Chief Bowman provided an update

## **ADMINISTRATION AND FINANCE**

### **Report 2020-001**

Moved by Deputy Mayor Shaver, seconded by Councillor Schapelhouman

**BE IT RESOLVED THAT** Council adopt By-Laws 3452-2020 and 3453-2020 to appoint Rob Bowman as the Property Standards Officer for the residential rental properties and By-Law Officer for the Township of Augusta.

Defeated

### **Report 2020-004**

Moved by Councillor Bowman, seconded by Councillor Schapelhouman

**BE IT RESOLVED THAT** Council adopt a By-Law appointing Vikki Werner-Mackeler as the Deputy Clerk for the Township of Augusta; and

**THAT** Council adopt the Deputy Clerk/Office Admin job description as amended.

Carried

### **Report 2020-005**

Moved by Councillor Schapelhouman, seconded by Councillor Bowman

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

Carried

### **Report 2020-006**

Moved by Councillor Bowman, seconded by Councillor Schapelhouman

**BE IT RESOLVED THAT** Council receive, review and approve the payment of the accounts payable invoices paid on cheques #24894 – 25008 and online payments through to January 9, 2020 in the amount of \$1,702,893.41.

Carried

## **OPERATIONS**

### **PLANNING AND BUILDING SERVICES**

#### **Report 2020-002**

Moved by Councillor Schapelhouman, seconded by Councillor Bowman

**BE IT RESOLVED THAT** Council receive the building department activity report for November and December 2019 for information.

Carried

#### **Report 2020-003**

Moved by Deputy Mayor Shaver, seconded by Councillor Schapelhouman

**BE IT RESOLVED THAT** the Planner's Report for January 13, 2020 be received for information; and

**THAT** the Council of the Township of Augusta approve the proposed Zoning By-Law Amendment 3455-2020 to rezone the lands municipally known as 13 Sarah Street from Residential Village (RV) to Residential Village – Exception 1 (RV-X1) in order to permit the proposed Wellness Centre, recognize the reduced front yard setback, driveway width and parking space requirements.

**Recorded Vote**

For: Mayor Malanka, Deputy Mayor Shaver

Against: Councillor Bowman, Councillor Henry, Councillor Schapelhouman

Defeated

**PROTECTIVE SERVICES**

**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 Deputy Mayor Shaver, seconded by Councillor Henry

**BE IT RESOLVED THAT** By-Law Numbered 3454-2020, 3456-2020, 3457-2020 and 3458-2020 be read a first time, a second time, a third time, and be enacted as read.

Carried

**ANNOUNCEMENTS**

The Mayor's Breakfast will be held this year on Friday, March 6, 2020 at the Grenville Snowmobile Club. Registration opens at 7 am.

**QUESTION PERIOD FOR THE PUBLIC**

**QUESTION PERIOD FOR THE PRESS**

**CLOSED SESSION AS PER SECTION 239 OF THE MUNICIPAL ACT 2001**

Moved by Councillor Henry, seconded by Deputy Mayor Shaver

**BE IT RESOLVED THAT** this Council move to a closed meeting at 8:30 pm., as per the Municipal Act c25, S.O. 2001 section 239 (2) to discuss:

- Proposed Acquisition of Property
  - Industrial Park

Carried

**RISE FROM COMMITTEE OF THE WHOLE IN CAMERA**

Moved by Deputy Mayor Shaver, seconded by Councillor Henry

**BE IT RESOLVED THAT** the closed session adjourned at 8:35 pm and that Council resumed the open meeting to report out.

Carried

### **REPORTING OUT OF CLOSED SESSION**

Moved by Councillor Henry, seconded by Deputy Mayor Shaver

**BE IT RESOLVED THAT** Council met in closed session to discuss a proposed acquisition of property.

Council

- Took no action beyond receiving the information from staff

Carried

### **BY-LAW TO CONFIRM PROCEEDINGS OF COUNCIL**

Moved by Deputy Mayor Shaver, seconded by Councillor Henry

**BE IT RESOLVED THAT** By-Law No. 3459-2019 confirm the proceedings of Council of the Township of Augusta at its meeting held on January 13, 2020 be read a first time, a second time, a third time, and be enacted as read.

Carried

### **ADJOURNMENT**

Moved by Councillor Henry, seconded by Deputy Mayor Shaver

**BE IT RESOLVED THAT** this Council do now adjourn at 8:36 pm until January 27, 2020 at 6:30 p.m. or until the call of the Mayor subject to need.

Carried



**MINUTES  
AUGUSTA TOWNSHIP  
SPECIAL C.O.W./BUDGET MEETING**

**January 22, 2020**

**6:30pm. at the Municipal Office 3560 County Road 26**

**Present:** Mayor Malanka  
Deputy Mayor Shaver  
Councillor Henry  
Councillor Bowman

**Staff Present:** Ray Morrison, Annette Simonian, Brad Thake

**Regrets:** Councillor Schapelhouman

**CALL TO ORDER**

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

**APPROVAL OF AGENDA**

Moved by Deputy Mayor seconded by Councillor Henry

**BE IT RESOLVED THAT** the Agenda for January 22, 2020 be adopted.

Carried

**Disclosure of Interest and Nature Thereof**

**Presentations**

**Library Budget**

**Public Works Budget**

**Questions for the Public**

**Questions for the Press**

**ADJOURNMENT**

Moved by Councillor Henry seconded by Deputy Mayor Shaver

**BE IT RESOLVED THAT** Council adjourn at 9:00pm until January 24, 2020 at 12:30 p.m. or until the call of the Mayor subject to need.

Carried





## DELEGATION REQUEST TO APPEAR BEFORE COUNCIL

<b>Name of Individual/ Organization:</b>	CSE Consulting - Rod Palmer, Job Developer
<b>Council Meeting Date Requested:</b>	January 27, 2020

<b>Topic:</b> (If necessary, please attach additional correspondence) Information Attached <input checked="" type="checkbox"/>
To discuss CSE's employer and job seekers services throughout Leeds & Grenville

<b>Contact Information:</b> Name (if different from above):  Mailing Address: Head Office 314-51 King St. E., Brockville, ON K6V1A8  Phone Number: 613-342-2312  Email: shannonl@cseconsulting.com
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NOTE: All documents provided are open to the public. If you are providing communication to the township please be aware that your name and information will appear on the Township's website and become part of the public record, unless you expressly request the Township to remove it. If requesting a closed (In-Camera) meeting with Council, the subject matter must meet the requirements of section 239(2) of the Municipal Act.

**Additional Information:**

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

# **Pathways to Production Overview**

## **Skills Advance Ontario - Manufacturing Program**

### **September 2019**

#### **Background**

Manufacturing sector employers in Leeds Grenville have indicated that there is a skills gap. The Economic Development Offices from Brockville, Gananoque, Prescott and the United Counties of Leeds and Grenville, along with Employment + Education Centre, CSE Consulting, KEYS Employment Centre, St. Lawrence College and Eastern Workforce Innovation Board are working together to support manufacturing labour demands.

#### **Program Summary**

Pathways to Production (PTP), will respond to the industry's needs by providing a pipeline of skilled employees to fill local job opportunities, add value to the local manufacturing sector by reducing costs and increasing productivity through retention strategies, on-boarding, coaching, mentoring and post-hiring support. PTP will support manufacturers in improving workplace culture of engagement which will assist with attraction mechanisms. Intensive one-on-one coaching will be provided to each participant by the PTP team.

Pathways to Production will integrate industry-endorsed pre-employment, technical, soft skills, essential skills and industry certifications within a six-week training session delivered prior to the transition to permanent employment.

- 3 weeks in-class training
- 2 weeks paid work placement (employer location)
- 1 week return to class for performance review/work preparation
- \$1,000 in employer supports upon transition to permanency
- Ongoing job maintenance/retentions supports (min 1 year)

Pathways to Production will be offered in three communities over the next 12 months (2019-2020), Prescott, Brockville, and Gananoque, with a total intake of 50 participants, and an anticipated 42 participants employed at the end of the program. Participants will be distributed amongst the manufacturing partners for on-site training, paid work placement and employment. Paid work placement will be funded by PTP.

#### **Participants**

PTP will be for unemployed or underemployed job seekers 18 years of age or older.

#### **Employer Partner Responsibilities**

Manufacturing sector employers will:

- advise and participate in the development and level of customization for the curriculum (2-3 meetings)
- provide on-site training, work placements and employment opportunities
- provide trainers where appropriate
- may provide on-site training space
- provide WSIB coverage during on-site training and work placement
- commit to offering permanent positions to successful participants

It is understood that each manufacturing partner will undertake their final selection of its employees. Specific criterion for employment (ie. criminal reference checks), will be done as part of the participant selection process through the employment agency.

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## EMPLOYER SERVICES

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At CSE, we understand how important it is for employers to find, train and keep the right people. Recruitment can be time consuming and costly. If you are an employer looking to hire or train staff, we can help. Our Employer Services aim to save employers time and money as we investigate candidates for you, provide professional support in recruiting, selecting, and training new employees, with the added value of financial assistance during the training period.

### 1. EMPLOYER ASSISTANCE

The following professional and confidential Employer Services are offered FREE of charge:

- Attracting and reaching local candidates through our Free Online Job Board
- Providing Training Incentives to assist during a new hire's training period, including Apprenticeship
- Access to a large client base of job-ready individuals with a wide range of skills and experience
- Assisting with job descriptions, pre-employment assessments, recruitment and selection activities
- Coordinating work trials to test skills and suitability prior to hiring
- Offering on-site support to ensure a smooth transition into the workplace
- Assisting with the planning and coordination of hiring events on and off site
- Up-to-date information on the local labour market, employment standards, health and safety, and more
- Customized professional development activities and training related to relevant Employment Standards

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## EMPLOYMENT SERVICE FUNDED INCENTIVES

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### 1. JOB MATCHING, PLACEMENT & INCENTIVES (JMPI):

Employers can expect:

- Help in identifying human resource needs
- Assessment of a client's skills, aptitudes and interests in relation to their workplace business needs
- Help in developing a work experience plan that is realistic for the client, and consistent with the workplace requirements
- Support in identifying and resolving workplace issues with the client that may impact the employers' ability to meet business goals
- Financial incentives to offset some of the costs of their commitment to an effective work experience

The **Placement Incentive** for employers is intended to:

- Encourage employers to provide on-the-job training placements, work experience opportunities, or skill level assessments to support an individual's employment/labour market goals consistent with the needs of the labour market
- Encourage employers to support participants in addressing gaps in credibility, skills and experience
- Offset some of the employers' costs, such as temporary reductions in productivity, increased supervision requirements, and out of pocket training expenses
- Encourage employers to register/hire and train a client as an apprentice  
<http://www.tcu.gov.on.ca/eng/eopg/publications/es-guidelines-2017-en.pdf>

### 2. APPRENTICESHIP EMPLOYER COMPLETION BONUS (ECB):

- The Apprenticeship Employer Completion Bonus is a \$1,000 grant that eligible employers can apply for when apprentices complete their Apprenticeship training
- The ECB will continue to be available to employers with apprentices in trades that would not be eligible for the new Graduated Apprenticeship Grant for Employers (GAGE).  
<http://www.tcu.gov.on.ca/eng/eopg/publications/es-guidelines-2017-en.pdf>

### **3. THE APPRENTICESHIP SCHOLARSHIP:**

Provides \$1,000 to support individuals who require upgrading to meet the academic eligibility requirements for apprenticeship training in their chosen trade.

To qualify for an apprenticeship scholarship, the individual must:

- Demonstrate an interest in the skilled trades/apprenticeship
- Be unable to meet the academic eligibility requirement for the trade in which they wish to register as an apprentice
- Be committed to meeting the necessary academic requirements for their chosen apprenticeship program within one year

Apprenticeship scholarships are awarded to individuals through two payments:

- An initial \$500 payment when the individual is registered for upgrading
- A final \$500 payment when the individual has successfully completed upgrading, is employed, and has a registered apprenticeship training agreement or contract with the Ministry

### **4. CANADA-ONTARIO JOB GRANT:**

The Canada-Ontario Job Grant offers a range of skills training services to employers and individuals.

- The objective of the grant is to support workforce development and encourage greater employer involvement in training through cost-sharing arrangements to train individuals
- Through employer-led skills training, the grant also provides individuals with the skills necessary to maintain employment and advance in their careers
- It is available to small, medium and large businesses with a plan to deliver short-term training to existing and new employees. Employers can get up to \$10,000 in government support per person for training costs <http://www.tcu.gov.on.ca/eng/eopg/publications/cojq-2017-2018-guidelines-updated-en.pdf>



CareerLabsVR is a virtual reality career exploration system. It provides users the opportunity to explore a variety of career options through the immersive power of virtual reality (VR). It not only gives job seekers tailored career information, but also the ability to see, hear, and experience the job... without ever leaving the Career Professional's office. We're growing quickly with more than 25 subscribers across Ontario using the CareerLabsVR system today.

Through this experience users obtain an understanding of a career they may not have considered or otherwise known about. CareerLabsVR allows the job seeker to immerse themselves in a career experience, something that has been missing from traditional career decision-making methods.

### **Our Career Simulations**

**Stick Welding:** In this simulation, see how steady your hand is as you work to weld steel beams of an industrial building. Enjoy a little practice time working to understand the skills needed to become a welder.

**Robotics Technician:** In this simulation, run diagnostics, submit performance logs and adjust line speeds as you work to ensure all is running efficiently on a manufacturing line.

**HVAC Technician:** In this simulation, work from a metropolitan rooftop to assess the performance of heating and cooling units. Then troubleshoot broken fans, wires, refrigerant levels and complete other tasks an HVAC technician may face in a day on the job.

**Heavy Equipment Operator:** In this simulation, maneuver an excavator through a construction site and try your hand at loading a dump truck. See how your skills align with what it may be like to work in this career.

**Residential Electrician:** In this simulation, install new appliances, find and fix broken wires, learn how to troubleshoot outlet repair, assess outlet voltage, use some of the different tools that are unique to this trade.

### **New Simulations Releasing April 2020**

- Pipe Fitter
- Process Engineer
- Mining Engineer
- Machine Operator
- Construction Welding



## **Research and Development**

CareerLabsVR was created as a partnership between the Employment + Education Centre and VR development firm, UP360. Together we partner with industry experts and tradespeople to create accurate and educational simulations for Career Professions to share with the job seekers they serve. The career testing modules we create have the primary intention of supporting career exploration. We believe that the opportunity to test a career is transformational to the career seeking experience.

Career simulations are created by our team. We heavily research each career, meeting with industry and academic partners and visiting job sites. As the VR development team creates the product, we continuously seek feedback from our industry and academic partners as well as career practitioners, job seekers, and employers.

## **Training and Support**

When you purchase a subscription to CareerLabsVR you also gain access to our implementation training and on-going support.

We set you up with online training videos to go over the product with you and to help you, the Career Professional, get the most out of your investment. We'll also provide you with a written implementation guide. After your implementation training, you'll be all set to start guiding job seekers through virtual career exploration!

As long as you have a subscription with us you'll have access to any new career modules we release, (4 new career models per year!) as well as updates to existing career modules.

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## CSE PHILOSOPHY

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For over 30 years, **CSE Consulting** has built a reputation for excellence as a leader in the employment services industry. Our mission is to provide a customer-centric, professional quality service to individuals, employers and community, fostering growth, independence and sustainable employment. CSE provides services and targeted programming to job seekers of all ages including but not limited to youth, the unemployed and underemployed, mature workers, persons with disabilities, injured workers, and employers. CSE prides itself on collaborating the credentials and skills of a diverse, professional team, experienced in the fields of career consulting, addictions and mental health counselling, adult and youth instruction and varied disciplines, from manufacturing to human resources. We exist to help people stay on track and positive throughout their journey, while always maintaining the highest level of integrity and ethical service.

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## EMPLOYMENT ONTARIO JOB SEEKER SERVICES

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### 1. EMPLOYMENT SERVICE

As an Employment Ontario Service Provider, CSE delivers Employment Service. The Employment Service offers a range of resources, supports and services to respond to the career and employment needs of individuals and the skilled labour needs of employers. ES targets vulnerable populations and those under-represented in the labour market. The goal of ES is to help Ontarians find sustainable employment and can guide individuals on a path to higher skill and training to achieve that goal.

Employment Service links with other Employment Ontario programs and services and provides the service foundation for training programs that support individuals in acquiring higher skills for sustainable jobs. Programs include:

- **Second Career** - for laid-off unemployed workers for which skills training is the most appropriate intervention to transition them into high-skill, demand occupations in the local labour market.
- **Ontario Job Creation Partnerships** - an employment program that provides work experience to unemployed job seekers within projects that benefit the community or local economy
- **Apprenticeship** - combine on-the-job and in-school training for employment in a skilled trade
- **Youth Job Connection and Youth Job Connection Summer (EEC)** - serves youth aged 15 to 29 who experience multiple and/or complex barriers to employment by providing more intensive supports beyond traditional job search and placement opportunities

**Assisted Service:** At minimum, the assisted services provided include:

- Exploration, identification and clarification of interests, abilities, skills, education, and experience in relation to short and long-term career and employment goals
- Exploration of occupational and training requirements related to career and employment goals, including trades and apprenticeship
- Orientation to the workplace: rules and expectations of employers, rights and responsibilities of employees, Canadian workplace culture, etc.
- Counselling and coaching in life skills that support successful employment
- Support, mentoring and coaching during the job search process
- Support for disclosure of disabilities that may affect workplace participation
- Preparation of job search tools such as resumes and applications, interview and job search strategies, school and training records
- Support in assessing qualifications against job requirements

- Information about and supported access to professional accreditation, language, credential and prior learning assessment
- Supported referral and access to other services including, but not limited to education and training

**Eligibility for assisted service:**

- Unemployed or underemployed
- Not participating in full time training or education

**Resource and Information (Unassisted Service):** At minimum, the RI assisted services provided include:

- Information on the resources and services available through CSE and in the community to support individuals and employer
- Information on all EO programs and services
- Access to e-mail or voicemail, computers, internet, fax and photocopy equipment to support job search
- Support for computer and internet use, including identification of sites for such things as on-line self-assessment, employment preparation, career, employment and training decision making
- Information on local, provincial and national labour markets, including such things as job postings, occupational, regulatory and training requirements, emerging and declining sectors
- Information on workplace safety, including rights and responsibilities of individuals and employers
- orientation/information sessions on such things as job search tools and strategies, apprenticeship training, the Canadian workplace
- Opportunities for individuals and employers to meet through workshops and job fairs
- Integration with and outreach to the community by providing information and workshop sessions in other locations, such as schools, community centres, and settlement organizations
- Support for completing registration, applications and submissions for access to education, training programs and income support
- Information and support to access the apprenticeship scholarship

**Eligibility for unassisted service:**

- No eligibility or access criteria for RI

## **OTHER FUNDED PROGRAMS**

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### **1. ODSP EMPLOYMENT SUPPORTS PROGRAM**

CSE Consulting is dedicated to assisting people with disabilities throughout the Leeds and Grenville community to successfully start a new job search, return to work and help those who currently have work keep their jobs. We provide individualized employment services for persons with disabilities to provide them with ongoing support on their journey to employment.

Tailored services include but are not limited to:

- Pre-Employment Planning
- One-to-One Job Search Assistance
- Work Placements and Access to Subsidies
- Self-Employment Assistance
- Work-Related Disability Supports
- Job Maintenance Services

**Program eligibility:**

- 16 years of age or older
- Resident of Ontario
- Able to work in Canada
- Have a disability that is expected to last a year or more





- Have a disability that makes it hard for you to find or keep a job

## LOCATIONS & HOURS OF OPERATION

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CSE Consulting's 3 offices (Brockville, Prescott & Kemptville) are all conveniently located on Main Streets with parking close by.

<b>Head Office</b>	<b>South Grenville ERC</b>	<b>North Grenville ERC</b>
314-51 King Street East Brockville, ON – K6V 1A8 Tel: 613-342-2312 Fax: 613-342-2875	191 King Street East Prescott, ON – K0E 1T0 Tel: 613-925-0222 Fax: 613-925-0444	125 Prescott Street, Unit 3/4 Kemptonville, ON – K0G 1J0 Tel: 613-258-6576 Fax: 613-258-4953

All CSE Consulting locations are open:

Mon/Wed/Thurs/Fri 8:30AM - 4:30PM

Tues 9:30AM - 4:30PM

For more information, please visit us at: [www.cseconsulting.com](http://www.cseconsulting.com)

Follow us on:

-Facebook at [www.facebook.com/cse.consulting](http://www.facebook.com/cse.consulting)

-Twitter at <https://twitter.com/CSEConsulting>

-Pinterest at <http://www.pinterest.com/CSEpinterest/>

-LinkedIn at <http://www.linkedin.com/company/cse-consulting>

-Instagram at <https://www.instagram.com/cseconsulting/?hl=en>

**Ministry of  
Municipal Affairs  
and Housing**

Office of the Minister

777 Bay Street, 17<sup>th</sup> Floor  
Toronto ON M7A 2J3  
Tel.: 416 585-7000

**Ministère des  
Affaires municipales  
et du Logement**

Bureau du ministre

777, rue Bay, 17<sup>e</sup> étage  
Toronto ON M7A 2J3  
Tél.: 416 585-7000



234-2020-120

January 20, 2020

Your Worship  
Mayor Doug Malanka  
Township of Augusta  
doug.malanka@outlook.com

Dear Mayor Doug Malanka,

Thank you for your municipality's joint submission to the Municipal Modernization Program and for your commitment to working together with partner municipalities to find smarter, more efficient ways to operate.

I am pleased to inform you that the Government of Ontario will provide funding of up to \$35,000.00 towards your joint project *Joint Service Delivery Operational Review of Augusta Township and Town of Prescott* for the cost of an independent third-party reviewer to deliver a final report by June 30, 2020.

The Municipal Modernization Program is an important part of our government's plan to help municipalities lower costs and improve services for local residents and businesses over the long term. The joint review project being undertaken by your municipality, together with partner municipalities, is an important step toward achieving our shared goal of efficient, effective, modern services that meet the evolving needs of our communities.

A transfer payment agreement is required to provide funding for this work. Ministry staff will be in touch with your staff shortly to finalize the transfer payment agreement and work through details of funding implementation. Should you have any questions, please feel free to contact your Municipal Services Office, or the ministry at [municipal.programs@ontario.ca](mailto:municipal.programs@ontario.ca).

I would like to offer my congratulations on this funding approval under the Municipal Modernization Program and extend my best wishes as we work together to modernize service delivery and focus spending on vital programs and services for Ontarians.

Sincerely,

A handwritten signature in black ink that reads "Steve Clark". The signature is written in a cursive, flowing style.

Steve Clark  
Minister

**Ministry of  
Municipal Affairs  
and Housing**

Office of the Minister

777 Bay Street, 17<sup>th</sup> Floor  
Toronto ON M7A 2J3  
Tel.: 416 585-7000

**Ministère des  
Affaires municipales  
et du Logement**

Bureau du ministre

777, rue Bay, 17<sup>e</sup> étage  
Toronto ON M7A 2J3  
Tél : 416 585-7000



234-2020-120

January 20, 2020

Your Worship  
Warden Pat Sayeau  
United Counties of Leeds and Grenville  
mayor@twpec.ca

Dear Warden Pat Sayeau,

Thank you for your municipality's joint submission to the Municipal Modernization Program and for your commitment to working together with partner municipalities to find smarter, more efficient ways to operate.

I am pleased to inform you that the Government of Ontario will provide funding of up to \$120,000.00 towards your joint project *Regional Fire Services Review* for the cost of an independent third-party reviewer to deliver a final report by June 30, 2020.

The Municipal Modernization Program is an important part of our government's plan to help municipalities lower costs and improve services for local residents and businesses over the long term. The joint review project being undertaken by your municipality, together with partner municipalities, is an important step toward achieving our shared goal of efficient, effective, modern services that meet the evolving needs of our communities.

A transfer payment agreement is required to provide funding for this work. Ministry staff will be in touch with your staff shortly to finalize the transfer payment agreement and work through details of funding implementation. Should you have any questions, please feel free to contact your Municipal Services Office, or the ministry at [municipal.programs@ontario.ca](mailto:municipal.programs@ontario.ca).

I would like to offer my congratulations on this funding approval under the Municipal Modernization Program and extend my best wishes as we work together to modernize service delivery and focus spending on vital programs and services for Ontarians.

Sincerely,

A handwritten signature in cursive script that reads "Steve Clark".

Steve Clark  
Minister

REPORT 2020-007  
REPORT TO COUNCIL January 27, 2020  
RE: Resident Relations Program Quarterly & Year End Report  
AUTHOR: Vikki Werner-Mackeler, Deputy Clerk/Office Admin

**RECOMMENDATION:**

**THAT** Council receive this Resident Relations program report for the final quarter of 2019 as well as the year end statistics for information.

**BACKGROUND:**

2019 was our first complete year using the Access E11 resident relations tracking program. Successes in 2019 include the training of staff on the basic uses of the program and the uploading and training of the mobile app for Public Works staff. We are closing the year with just 25 cases still open, most of which are actively being worked on. The program itself had a few updates done throughout 2019 some of which proved to make the program more user friendly. With the assistance of our Access E11 contacts, the planning department also set up an additional case group specifically for tracking larger, more complicated planning projects.

Staff's focus for 2020 will be to obtain a By-Law Officer that can handle cases in a more timely manner, particularly when it comes to following up with residents. We have had issues in the past with cases being opened, being worked on for a while but then for whatever reason, work gets stalled and it doesn't get worked on again until reminders are sent requesting an update. Another goal for this year is to work with staff on opening cases themselves when they are received through means other than at reception or via our website. Every staff member with access to the program has the capability of opening a case themselves and some residents chose to email or call staff directly and those cases are not always ending up logged in the program.

As you will see from the year-end summary below, 65% of the cases (a combined total of 304 cases) opened in 2019 were assigned to Public Works and By-Law. By far, they were the two departments using the program the most.

The final quarter of 2019 was relatively slow with about half the number of cases we have seen in previous quarters. Less precipitation during these months is likely the main contributing factor with less complaints about flooding and concerns from earlier this year being dealt with and not repeated.

Open cases for all departments will continue to be monitored and followed up bi-weekly with the department as required in 2020. As of January 1, 2020 there were just **25** open cases.

The following is the summary from the last quarter – **October 1, 2019 to December 31, 2019:**

Department	New Cases this Quarter	New Cases this Quarter Still Open as of Jan 1	Cases Still Open from Previous Quarters	Total # of Open Cases
Administration/Police Services	3	1	13	14
Building	3	0	0	0
By-Law	14	1	5	6
Civil/Non Township Matters	0	0	0	0
Clerk Services/BR & E	0	0	0	0
Contracted Services	5	0	0	0
County Issues	5	0	0	0
Emergency Management	1	0	0	0
Fire/Burning	1	0	0	0
Planning	8	1	2	3
Public Works & Waste Management	23	2	0	2
Recreation	0	0	0	0
Other	0	0	0	0
<b>Totals</b>	<b>63</b>	<b>5</b>	<b>20</b>	<b>25</b>

The breakdown by Department Category for the same time frame is as follows:

<b>Administration/Police Services</b>	
Category	# of Cases
Other Administration	1
Increase Speeding	1
Street Light Request	1
	1
<b>Total # of New Cases</b>	<b>3</b>
<b>New Cases Still Open</b>	<b>1</b>

<b>Building</b>	
Category	# of Cases
Building	3
<b>Total # New of Cases</b>	<b>3</b>
<b>New Cases Still Open</b>	<b>0</b>

<b>By-Law</b>	
Category	# of Cases
Dog at Large	4
Other By-Law	3
Livestock at Large	2
Illegal Dumping	2
Unkempt Property	1
Dangerous Animal Report	1
Rental Property Standards	1
<b>Total # New of Cases</b>	<b>14</b>
<b>New Cases Still Open</b>	<b>1</b>

<b>Contracted Services</b>	
Category	# of Cases
Street Light Out/Damaged/Out of Place	5
<b>Total # of New Cases</b>	<b>5</b>
<b>New Cases Still Open</b>	<b>0</b>

<b>County Issues</b>	
Category	# of Cases
County – Other	3
County – Road Kill Report	1
County – Ditching/Drainage/Culvert Issue	1
<b>Total # of New Cases</b>	<b>5</b>
<b>Total Cases Still Open</b>	<b>0</b>

<b>Emergency Management</b>	
Category	# of Cases
Flooding (Non-Culvert Related)	1
<b>Total # of New Cases</b>	<b>1</b>
<b>Total Cases Still Open</b>	<b>0</b>

<b>Fire/Burning</b>	
Category	# of Cases
Burn Permit Questions	1
<b>Total # of New Cases</b>	<b>1</b>
<b>Total Cases Still Open</b>	<b>0</b>

<b>Planning</b>	
Category	# of Cases
Aquaworld	4
Other Planning	2
Zoning By-Law Amendments	1
Zoning Questions	1
<b>Total # of New Cases</b>	<b>8</b>
<b>Total Cases Still Open</b>	<b>1</b>

<b>Public Works &amp; Waste Management</b>	
Category	# of Cases
Snow Plowing/Sanding Issues	5
Ditching/Drainage/Culvert Issues	3
Other Public Works	3
Unsafe Road Conditions/Not Plowed/Sanded/Blocking Area	3
Sign Request	2
Danger/Hazard on Road/Shoulder	1
Tree/Brush Cleanup Required	1
Mailbox Damaged – Not Replacing	1
Mailbox Damaged – Needs Replacing/Repair	1
Road Kill	1
Road Marking Recommendations	1
Transfer Station Conditions	1
<b>Total # New of Cases</b>	<b>23</b>
<b>Total Cases Still Open</b>	<b>2</b>

The following is the summary for 2019:

Department	Total New Cases in 2019	2019 Cases Still Open as of Jan 1	Cases Still Open 2018	Total # of Open Cases	Average # of Days to Close
Administration/Police Services	24	13	1	14	60
Building	15	0	0	0	5
By-Law	84	5	1	6	20
Civil/Non Township Matters	18	0	0	0	.05
Clerk Services/BR & E	4	0	0	0	2.5
Contracted Services	15	0	0	0	27
County Issues	33	0	0	0	0.8
Emergency Management	9	0	0	0	11
Fire/Burning	12	0	0	0	2
Planning	24	3	0	3	18
Public Works & Waste Management	220	2	0	2	22
Recreation	5	0	0	0	3
Other	5	0	0	0	0.6
<b>TOTAL</b>	<b>468</b>	<b>23</b>	<b>2</b>	<b>25</b>	<b>18</b>

The breakdown by Department Category for the same time frame is as follows:

<b>Administration/Police Services</b>	
Category	# of Cases
Administration	9
Street Light Requested	6
Increased Speeding	4
Increased Traffic	2
Hunting Request	1
Other – Police Services	1
Speed Limit Reduction Request	1
<b>Total # of Cases</b>	<b>24</b>

<b>Building</b>	
Category	# of Cases
Building	15
<b>Total # of Cases</b>	<b>15</b>

<b>By-Law</b>	
Category	# of Cases
Other – By Law Issues	16
Dog at Large	14
Unkempt Property Report (Health Hazard)	13
Illegal Dumping	11
Noise	7
Livestock at Large	5
Dog Nuisance/Noise Issues	5
Dangerous Animal Report	4
Illegal Parking	5
Rental Property Standards	2
Building Without a Permit	1
Littering	1
<b>Total # of Cases</b>	<b>84</b>

<b>Civil/Non-Township Matters</b>	
Category	# of Cases
Civil/Non-Township Matter	10
Neighbour Disputes	2
Pest Issue (Non Beaver Issues)	2
Canada Post Issues	2
Railway Issues	1
Cemetery Questions (Cemetery not Owned by Township)	1
<b>Total # of Cases</b>	<b>18</b>



<b>Clerk Services/Business Retention &amp; Economic Development</b>	
Category	# of Cases
Clerk Services	3
Business Retention & Econ. Development	1
<b>Total # of Cases</b>	<b>4</b>

<b>Contracted Services</b>	
Category	# of Cases
Street Light Out/Damaged/Out of Place	12
Beaver Issues	3
<b>Total # of Cases</b>	<b>15</b>

<b>County Issues</b>	
Category	# of Cases
County – Other	7
County – Ditching/Drainage/Culvert Issues	6
County – Toxic Weed Report	4
County – Mailbox Damaged	4
County – Road Kill Report	3
County – Potholes/Asphalt/Possible Sink Holes	3
County – Danger/Hazard on Road/Shoulder Report	2
County – Entrance/Culvert Requests	1
County – Hazardous Waste Questions	1
County – Sign Request	1
County – Signage Missing/Damaged	1
<b>Total # of Cases</b>	<b>33</b>

<b>Emergency Management</b>	
Category	# of Cases
Flooding (Non-Culvert Related)	8
Railway Issues – Possible Emergency Response Issue	1
<b>Total # of Cases</b>	<b>9</b>


<b>Fire/Burning</b>	
Category	# of Cases
Fire – Other	4
Nuisance Burning (Smoke/Ash)	3
Burn Permit Questions	3
Prohibited Materials Burning (waste/rubber/plastic etc.)	2
<b>Total # of Cases</b>	<b>12</b>

<b>Planning</b>	
Category	# of Cases
Planning – Other	8
Aquaworld	7
Zoning Questions	6
Severance Questions	2
Zoning By-Law Amendments	1
<b>Total # of Cases</b>	<b>24</b>

<b>Public Works &amp; Waste Management</b>	
Category	# of Cases
Ditching/Drainage/Culvert Issues	82
Other – Public Works	19
Danger/Hazard on Road/Shoulder Report	18
Sign Request	14
Snow Plowing/Sanding Issues	12
Road Grading & Issues	11
Tree/Brush Cleanup Required	11
Other – Waste/Recycling	9
Potholes/Damaged Asphalt/Possible Sink Hole	7
Signage Missing/Broken	6
Road Kill Report	5
Unsafe Road Conditions/Not Plowed/Sanded/Blocking Area	5
Mailbox Damaged – Needs Replacing/Repair	4
Mailbox Damaged – Not Replacing/Repairing	4
Transfer Station Conditions	4
Transfer Station Staff	2
Other Snow Removal Damage (Not Mailbox)	1
Sign Obstruction	1
Road Repairs Required	1
Toxic Weed on Township Property Report	1
Road Marking Recommendations	1
Cemetery Issues	1
Accepted Material Questions	1
<b>Total # of Cases</b>	<b>220</b>

<b>Recreation</b>	
Category	# of Cases
Broken Glass or Other Dangers	2
Program Registration	2
Over Filled Garbage Bins/Washrooms	1
<b>Total # of Cases</b>	<b>5</b>

<b>Other</b>	
Category	# of Cases
Other	5
<b>Total # of Cases</b>	<b>5</b>

  
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 Ray Morrison, CAO/Treasurer

  
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 Vikki Werner-Mackeler, Deputy Clerk/Office Admin

**REPORT NUMBER: 2020-009**

**DATE SUBMITTED TO COUNCIL: January 27, 2020**

**RE: ROMA (Rural Ontario Municipal Association) Conference 2020**

**AUTHOR: JEFF SHAVER, DEPUTY MAYOR**

**RECOMMENDATION:**

**THAT Council** accepts for information the attached report on the ROMA 2020 for information.

**BACKGROUND:**

The CAO, Mayor, Deputy Mayor and a Councillor attended the 2020 ROMA Conference in Toronto during Jan 19-21. This is an annual conference that Augusta Township and neighbouring townships attend yearly. The conference consists of subject matter experts delivering sessions and vendors relating to the betterment of our rural communities in the areas of administrative, operational and infrastructure needs within the townships and counties. At the same time, delegations were permitted to meet with certain provincial government ministries. The ROMA Conference is an excellent opportunity for networking with other communities, major services and government officials.

**ANNALYSIS:**

The ROMA Conference consisted of the following concurrent sessions with the opportunity to visit the vendor trade show during breaks:

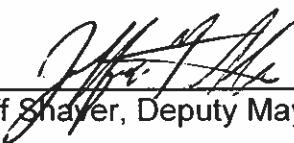
- Cannabis In Your Community: Medical Grows, Challenges & Opportunities
- Slow Down- A look at what constitutes speeding, etc.
- Sustainable Economic Development
- Environmental Assessment Reform- New Opportunities for Streamlining Approvals and Local Control
- Asset Management in Action: Success Stories from Rural Ontario
- Using Foresight to Foster Discussion of Rural Challenges
- The Power of Storytelling- Mr. Terry O'Reilly
- Preparing for Ontario's 2020-21 Provincial Budget
- Connecting Communities: The Importance of Broadband Access
- Rural Health Care
- MPAC Values Ontario
- Virtual Care: Making a Difference in Rural Ontario
- Building your Community through Smart Energy Choices
- Improving Community Healthcare: A Regional Approach to EMS
- Autonomous Driving – Challenges Ahead
- More Choice- Expanding Housing Options


- What does Senior Leadership Support for Psychological Health and Safety Really Mean?
- Sea Change: The Blue Box Under Full Producer Responsibility
- Preserving Home Values in a Time of Climate Change
- Comply When you Buy
- Making More Possible through Investments
- Cybersecurity and Closed Meetings
- Success Stories: Mitacs and Business Innovation in Rural and Northern Ontario
- Investing in Your Community and Planning for the Future
- Municipalities, The Unsung Heroes for Broadband Connectivity
- Rural Social Policy Panel
- Michael Smither Question Box Panel
- The Political Landscape: Where are we headed?- Andrew Coyne – Journalist

The conference attendees had the opportunity to listen to Premier Ford and the other party leaders as well. Certain cabinet ministers were asked to speak also such as the Honourable Steve Clark-Minister of Municipal Affairs and Housing and the Honourable Ernie Hardeman- Minister of Agriculture, Food and Rural Affairs. The Province's Cabinet Ministers attended as a full panel where questions could be asked to specific ministers by the audience. Main sponsors of the conference were: Enbridge, Hydro One, Frank Cowan Company, MPAC, Shaw, OMA, IESO, IBC, Medavie, Mitacs, Medavie and Municipal World.

#### **FINANCIAL CONSIDERATIONS:**

This annual conference had costs for registration, travel, food and lodgings. It is encouraged that all Council members attend this type of conference once a year if possible in order to ensure our that council is fully informed of the rural and municipal affairs, programs, grants available, and the chance to network with other communities in the province. Again, with so many venues in one location during a specific time period is certainly cost effective to the township.

  
 \_\_\_\_\_  
 Jeff Shayer, Deputy Mayor

  
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 Ray Morrison, CAO/Treasurer

**REPORT #:** 2020-010

**REPORT TO COUNCIL:** January 27, 2020

**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 #25009 – 25048 and online payments through to January 23, 2020 in the amount of \$261,526.46.

**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
<b>Bank Code: AP - ACC/PAYABLE</b>					
Computer Cheques:					
25009	1/13/2020	WRONG VENDOR - Reissued "In Trust"			
25010	1/13/2020	STEWART CORBETT IN TRUST FILE 204454 ←			
JAN132020		600-01-090 - PARKS & RECREAT FILE 204454		57,210.43	57,210.43
25011	1/24/2020	ABC FIRE PROTECTION INC	FIRE EXTINGUISHER INSPECTION		
25146		Accrual 438-01-028 - P.W. BLDG REPAIR PUBLIC WORKS		208.48	
		401-01-016 - REPAIRS & MAINTN MAIN OFFICE		18.91	
		510-01-016 - REPAIRS & MAINTN MAYNARD AND N/A WDS		584.15	
		102-01-099 - HST RECEIVABLE HST Tax Code		89.64	
		900-01-099 - HST TRACKING HST Tax Code		103.68	901.18
25012	1/24/2020	AGO INDUSTRIES INC.	TRAFFIC SAFETY CLOTHES		
879491		Accrual 438-01-007 - P.W. STAFF BENEF TRAFFIC SAFETY CLOTHES		2,056.90	
		102-01-099 - HST RECEIVABLE HST Tax Code		227.19	
		900-01-099 - HST TRACKING HST Tax Code		262.77	2,284.09
880260		Accrual 438-01-007 - P.W. STAFF BENEF WORK SHIRTS		242.97	
		102-01-099 - HST RECEIVABLE HST Tax Code		26.84	
		900-01-099 - HST TRACKING HST Tax Code		31.04	269.81
				Payment Total:	2,553.90
25013	1/24/2020	BEACH HOME HARDWARE	MISC SUPPLIES		
760740-1		438-01-011 - P.W. SHOP SUPPLI MISC SUPPLIES		124.12	
		102-01-099 - HST RECEIVABLE HST Tax Code		13.71	
		900-01-099 - HST TRACKING HST Tax Code		15.86	137.83
761195-1		438-01-011 - P.W. SHOP SUPPLI MISC SUPPLIES		17.29	
		102-01-099 - HST RECEIVABLE HST Tax Code		1.91	
		900-01-099 - HST TRACKING HST Tax Code		2.21	19.20
762161-1		438-01-011 - P.W. SHOP SUPPLI MISC SHOP SUPPLIES		24.44	
		102-01-099 - HST RECEIVABLE HST Tax Code		2.70	
		900-01-099 - HST TRACKING HST Tax Code		3.12	27.14
				Payment Total:	184.17
25014	1/24/2020	BROCKVILLE TRACTOR-TRAILER CREDIT NOTE INV58788			
58805		477-01-002 - #6 -2006 INT'L TANI CREDIT NOTE INV58788		2.77-	
		102-01-099 - HST RECEIVABLE HST Tax Code		0.30-	
		900-01-099 - HST TRACKING HST Tax Code		0.35-	3.07-
58811		457-01-002 - #8- 2014 FREIGHTL TRUCK#8		29.25	
		102-01-099 - HST RECEIVABLE HST Tax Code		3.23	
		900-01-099 - HST TRACKING HST Tax Code		3.74	32.48
58863		475-01-002 - #9- 2017 FREIGHTL TRUCK #9		1,543.42	

Township of Augusta  
**List of Accounts for Approval**  
As of 1/24/2020  
Batch: 2020-00006 to 2020-00011

Payment # Invoice #	Date	Vendor Name GL Account	Reference GL Transaction Description	Detail Amount	Payment Amount
		102-01-099 - HST RECEIVABLE	HST Tax Code	170.47	
		900-01-099 - HST TRACKING	HST Tax Code	197.17	1,713.89
<b>58871</b>		452-01-002 - #7 -2010 INT'L TANI TRUCK#7 PARTS		508.39	
		467-01-002 - 2004 - 924G CAT LC LOADER PARTS		136.77	
		102-01-099 - HST RECEIVABLE	HST Tax Code	71.26	
		900-01-099 - HST TRACKING	HST Tax Code	82.42	716.42
				Payment Total:	2,459.72
<b>25015</b>	<b>1/24/2020</b>	<b>BROCKVILLE AND DISTRICT</b>	<b>MAYORS BREAKFAST DOUG MALAI</b>		
JAN222020		400-01-002 - COUNCIL- OTHER	MAYORS BREAKFAST DOUG M	25.00	25.00
<b>25016</b>	<b>1/24/2020</b>	<b>BROCK-IT LTD</b>	<b>MANGED IT SERVICES</b>		
1495		401-01-022 - COMPUTER EXPEN	MANGED IT SERVICES	1,465.35	
		102-01-099 - HST RECEIVABLE	HST Tax Code	161.85	
		900-01-099 - HST TRACKING	HST Tax Code	187.20	1,627.20
<b>25017</b>	<b>1/24/2020</b>	<b>CADUCEON ENVIRONMENTAL</b>	<b>MERC HALL WATER TESTING</b>		
20-261		406-01-012 - BUILDING - WATER	MERC HALL WATER TESTING	67.54	
		102-01-099 - HST RECEIVABLE	HST Tax Code	7.46	
		900-01-099 - HST TRACKING	HST Tax Code	8.63	75.00
20-260		406-01-012 - BUILDING - WATER	ROEBUCK HALL WATER TEST	67.54	
		102-01-099 - HST RECEIVABLE	HST Tax Code	7.46	
		900-01-099 - HST TRACKING	HST Tax Code	8.63	75.00
20-259		406-01-012 - BUILDING - WATER	MAYNARD TOWNSHIP	67.54	
		102-01-099 - HST RECEIVABLE	HST Tax Code	7.46	
		900-01-099 - HST TRACKING	HST Tax Code	8.63	75.00
20-258		406-01-012 - BUILDING - WATER	MAYNARD PARK WATER TEST	67.54	
		102-01-099 - HST RECEIVABLE	HST Tax Code	7.46	
		900-01-099 - HST TRACKING	HST Tax Code	8.63	75.00
20-257		406-01-012 - BUILDING - WATER	N/A HALL WATER TESTING	67.54	
		102-01-099 - HST RECEIVABLE	HST Tax Code	7.46	
		900-01-099 - HST TRACKING	HST Tax Code	8.63	75.00
20-256		402-01-013 - FIRE PROTECTION	FIRE STATION WATER TESTIN	67.54	
		102-01-099 - HST RECEIVABLE	HST Tax Code	7.46	
		900-01-099 - HST TRACKING	HST Tax Code	8.63	75.00
20-254		402-01-013 - FIRE PROTECTION	FIRE HALL #1 WATER TESTIN	81.05	
		102-01-099 - HST RECEIVABLE	HST Tax Code	8.95	
		900-01-099 - HST TRACKING	HST Tax Code	10.35	90.00
20-255		605-01-031 - LIBRARY - R&M - W	LIBRARY WATER TESTING	67.54	
		102-01-099 - HST RECEIVABLE	HST Tax Code	7.46	
		900-01-099 - HST TRACKING	HST Tax Code	8.63	75.00



Township of Augusta  
**List of Accounts for Approval**  
As of 1/24/2020  
Batch: 2020-00006 to 2020-00011

Payment # Invoice #	Date	Vendor Name GL Account	Reference GL Transaction Description	Detail Amount	Payment Amount
				Payment Total:	615.00
<b>25018</b>	<b>1/24/2020</b>	<b>CRISTILL ROCK</b>	<b>BOB GREGAS WATER</b>		
592056		401-01-004 - OFFICE SUPPLIES	BOB GREGAS WATER	58.50	58.50
592066		401-01-004 - OFFICE SUPPLIES	MAIN OFFICE WATER	39.00	39.00
				Payment Total:	97.50
<b>25019</b>	<b>1/24/2020</b>	<b>FAST EDDIE'S AUTO RECYCLIN</b>	<b>BAD PLASTICS DECEMBER</b>		
7172		<b>Accrual</b> 510-01-013 - CONTRACT SERVIC	BAD PLASTICS DECEMBER	1,809.11	
		102-01-099 - HST RECEIVABLE	HST Tax Code	199.83	
		900-01-099 - HST TRACKING	HST Tax Code	231.12	2,008.94
<b>25020</b>	<b>1/24/2020</b>	<b>FIRE MARSHAL'S PUBLIC FIRE</b>	<b>CARBON MONOXIDE ALARMS</b>		
156292		402-01-016 - FIRE PROTECTION	CARBON MONOXIDE ALARMS	153.50	
		102-01-099 - HST RECEIVABLE	HST Tax Code	16.95	
		900-01-099 - HST TRACKING	HST Tax Code	19.61	170.45
156293		402-01-016 - FIRE PROTECTION	CARBON MONOXIDE ALARMS	327.93	
		102-01-099 - HST RECEIVABLE	HST Tax Code	36.22	
		900-01-099 - HST TRACKING	HST Tax Code	41.89	364.15
				Payment Total:	534.60
<b>25021</b>	<b>1/24/2020</b>	<b>OBOA GOLDEN TRIANGLE</b>	<b>KAREN LAVIGNE MEMBERSHIP</b>		
JAN232020		406-01-007 - BUILDING CONF &	KAREN LAVIGNE MEMBERSHIP	22.51	
		102-01-099 - HST RECEIVABLE	HST Tax Code	2.49	
		900-01-099 - HST TRACKING	HST Tax Code	2.88	25.00
<b>25022</b>	<b>1/24/2020</b>	<b>HANSLER SMITH LIMITED</b>	<b>PAPER TOWELS</b>		
5596264		402-01-005 - FIRE PROTECTION	PAPER TOWELS	140.59	
		102-01-099 - HST RECEIVABLE	HST Tax Code	15.53	
		900-01-099 - HST TRACKING	HST Tax Code	17.96	156.12
5596263		<b>Accrual</b> 438-01-012 - HEALTH & SAFETY	WORK HELMETS	97.89	
		102-01-099 - HST RECEIVABLE	HST Tax Code	10.81	
		900-01-099 - HST TRACKING	HST Tax Code	12.50	108.70
				Payment Total:	264.82
<b>25023</b>	<b>1/24/2020</b>	<b>HOWARD CAMPBELL &amp; SONS L</b>	<b>N/A WDS</b>		
33219		<b>Accrual</b> 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
33218		<b>Accrual</b> 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

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MR2545		<b>Accrual</b> 102-01-044 - DUE FROM FAST E	DECEMBER PORTABLE RENT/	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:	310.00
25024	1/24/2020	<b>INVISTA CANADA COMPANY</b>	<b>VACANCY REBATE 2018</b>		
JAN222020		<b>Accrual</b> 101-01-001 - CURRENT TAXES	VACANCY REBATE 2018	13,712.18	13,712.18
25025	1/24/2020	<b>IRVING H. MILLER LTD</b>	<b>FIRE HALL DEPT INSURANCE</b>		
67735		<b>Accrual</b> 402-01-008 - FIRE PROTECTION	FIRE HALL DEPT INSURANCE	90.72	90.72
25026	1/24/2020	<b>INDEPENDENT TELEPHONE</b>	<b>SETUP MYRON REMOVE ASHLEIGH</b>		
44686		401-01-003 - TELEPHONE & FAX	SETUP MYRON REMOVE ASHL	86.50	
		102-01-099 - HST RECEIVABLE	HST Tax Code	9.55	
		900-01-099 - HST TRACKING	HST Tax Code	11.05	96.05
25027	1/24/2020	<b>JJ CONSTRUCTION</b>	<b>SNOW SAND/SALT MAIN OFFICE</b>		
2198		401-01-016 - REPAIRS & MAINTENANCE	SNOW SAND/SALT MAIN OFFICE	1,063.39	
		102-01-099 - HST RECEIVABLE	HST Tax Code	117.46	
		900-01-099 - HST TRACKING	HST Tax Code	135.85	1,180.85
2201		600-01-018 - NORTH AUGUSTA FIRE HALL	SNOW SAND/SALT N/A HALL	676.71	
		102-01-099 - HST RECEIVABLE	HST Tax Code	74.74	
		900-01-099 - HST TRACKING	HST Tax Code	86.45	751.45
2200		401-01-012 - ELLIS HOUSE EXPENSE	SNOW ELLIS HOUSE	464.03	
		102-01-099 - HST RECEIVABLE	HST Tax Code	51.25	
		900-01-099 - HST TRACKING	HST Tax Code	59.28	515.28
2199		605-01-030 - LIBRARY - R&M - GILBERT	SNOW SAND/SALT LIBRARY	1,026.76	
		102-01-099 - HST RECEIVABLE	HST Tax Code	113.41	
		900-01-099 - HST TRACKING	HST Tax Code	131.17	1,140.17
2203		600-01-016 - MAYNARD RECREATION	MAYNARD REC SANDING	91.58	
		102-01-099 - HST RECEIVABLE	HST Tax Code	10.12	
		900-01-099 - HST TRACKING	HST Tax Code	11.70	101.70
				Payment Total:	3,689.45
25028	1/24/2020	<b>J &amp; L TRUCK &amp; TRAILER</b>	<b>RESCUE 9 REPAIRS</b>		
142644		402-01-014 - FIRE PROTECTION	RESCUE 9 REPAIRS	929.01	
		102-01-099 - HST RECEIVABLE	HST Tax Code	102.61	
		900-01-099 - HST TRACKING	HST Tax Code	118.68	1,031.62
142664		402-01-014 - FIRE PROTECTION	PUMPER 5 HEADLIGHTS	81.36	
		102-01-099 - HST RECEIVABLE	HST Tax Code	8.98	
		900-01-099 - HST TRACKING	HST Tax Code	10.39	90.34
142661		402-01-014 - FIRE PROTECTION	TANKER 8 REPAIRS	1,005.05	

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		102-01-099 - HST RECEIVABLE	HST Tax Code	111.01	
		900-01-099 - HST TRACKING	HST Tax Code	128.40	1,116.06
				Payment Total:	2,238.02
<b>25029</b>	<b>1/24/2020</b>	<b>KING EDWARD AUTO PARTS</b>	<b>SHOP SUPPLIES</b>		
6029-175243		438-01-011 - P.W. SHOP SUPPLI	SHOP SUPPLIES	34.54	
		102-01-099 - HST RECEIVABLE	HST Tax Code	3.81	
		900-01-099 - HST TRACKING	HST Tax Code	4.41	38.35
<b>25030</b>	<b>1/24/2020</b>	<b>GFL ENVIRONMENTAL INC</b>	<b>WDS CONTRACT SERVICES</b>		
28192		510-01-013 - CONTRACT SERVIC	WDS CONTRACT SERVICES	5,277.52	
		102-01-099 - HST RECEIVABLE	HST Tax Code	582.92	
		900-01-099 - HST TRACKING	HST Tax Code	674.21	5,860.44
<b>25031</b>	<b>1/24/2020</b>	<b>LIGHTNING EQUIPMENT SALES</b>	<b>GREENLIGHTS</b>		
32032		402-01-015 - FIRE PROTECTION	GREENLIGHTS	1,284.21	
		102-01-099 - HST RECEIVABLE	HST Tax Code	141.85	
		900-01-099 - HST TRACKING	HST Tax Code	164.06	1,426.06
<b>25032</b>	<b>1/24/2020</b>	<b>M &amp; L SUPPLY</b>	<b>FIREFIGHTER HELMETS</b>		
1173		Accrual 402-01-090 - FIRE PROTECTION	FIREFIGHTER HELMETS	2,671.21	
		102-01-099 - HST RECEIVABLE	HST Tax Code	295.04	
		900-01-099 - HST TRACKING	HST Tax Code	341.25	2,966.25
001170		402-01-015 - FIRE PROTECTION	FIREFIGHTER BOOTS	2,447.88	
		102-01-099 - HST RECEIVABLE	HST Tax Code	270.38	
		900-01-099 - HST TRACKING	HST Tax Code	312.72	2,718.26
				Payment Total:	5,684.51
<b>25033</b>	<b>1/24/2020</b>	<b>McINTOSH PERRY</b>	<b>DRAINAGE SUPERINTENDENT</b>		
45157		Accrual 625-01-001 - DRAINAGE SUPERI	DRAINAGE SUPERINTENDENT	1,237.66	
		102-01-099 - HST RECEIVABLE	HST Tax Code	136.70	
		900-01-099 - HST TRACKING	HST Tax Code	158.11	1,374.36
<b>25034</b>	<b>1/24/2020</b>	<b>MICHELE BOWMAN</b>	<b>ROMA CONFERENCE</b>		
JAN222020		400-01-002 - COUNCIL- OTHER	ROMA CONFERENCE	477.22	
		102-01-099 - HST RECEIVABLE	HST Tax Code	52.71	
		900-01-099 - HST TRACKING	HST Tax Code	60.96	529.93
<b>25035</b>	<b>1/24/2020</b>	<b>MINISTER OF FINANCE</b>	<b>JANUARY POLICING</b>		
111301200836012		404-01-090 - PROTECTIVE POLI	JANUARY POLICING	86,113.00	86,113.00
<b>25036</b>	<b>1/24/2020</b>	<b>MSC INDUSTRIAL SUPPLY ULC</b>	<b>MISC SUPPLIES</b>		
3488345002		Accrual 438-01-011 - P.W. SHOP SUPPLI	MISC SUPPLIES	15.00	
		102-01-099 - HST RECEIVABLE	HST Tax Code	1.66	
		900-01-099 - HST TRACKING	HST Tax Code	1.92	16.66

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3392797005		<b>Accrual</b> 438-01-011 - P.W. SHOP SUPPLI	OFFCIE SUPPLIES	4.40	
		102-01-099 - HST RECEIVABLE	HST Tax Code	0.48	
		900-01-099 - HST TRACKING	HST Tax Code	0.56	4.88
				Payment Total:	21.54
<b>25037</b>	<b>1/24/2020</b>	<b>NICOLE WALKER</b>	<b>MISC EXPENSES RE-IMBURSE</b>		
JAN152020		600-01-004 - RECREATION - GE	MISC EXPENSES RE-IMBURSE	97.53	
		600-01-050 - SPECIFIC GRANT - YAC		18.31	
		401-01-004 - OFFICE SUPPLIES	YAC	22.61	
		102-01-099 - HST RECEIVABLE	HST Tax Code	15.29	
		900-01-099 - HST TRACKING	HST Tax Code	17.69	153.74
JAN172020		600-01-004 - RECREATION - GE	MISC REC SUPPLIES	59.68	
		102-01-099 - HST RECEIVABLE	HST Tax Code	6.59	
		900-01-099 - HST TRACKING	HST Tax Code	7.62	66.27
JAN212020		401-01-011 - STAFF BENEFITS	BOOT ALLOWANCE	106.85	
		600-01-004 - RECREATION - GE	BOOT ALLOWANCE	8.17	
		102-01-099 - HST RECEIVABLE	HST Tax Code	12.70	
		900-01-099 - HST TRACKING	HST Tax Code	14.69	127.72
				Payment Total:	347.73
<b>25038</b>	<b>1/24/2020</b>	<b>NOVEXCO INC</b>	<b>OFFICE SUPPLIES</b>		
402909309		401-01-004 - OFFICE SUPPLIES	OFFICE SUPPLIES	183.26	
		438-01-011 - P.W. SHOP SUPPLI	OFFICE SUPPLIES	208.75	
		102-01-099 - HST RECEIVABLE	HST Tax Code	43.30	
		900-01-099 - HST TRACKING	HST Tax Code	50.08	435.31
402928196		438-01-011 - P.W. SHOP SUPPLI	PW OFFICE SUPPLIES	77.01	
		102-01-099 - HST RECEIVABLE	HST Tax Code	8.51	
		900-01-099 - HST TRACKING	HST Tax Code	9.84	85.52
402939917		401-01-004 - OFFICE SUPPLIES	OFFICE SUPPLIES	4.15	
		102-01-099 - HST RECEIVABLE	HST Tax Code	0.46	
		900-01-099 - HST TRACKING	HST Tax Code	0.53	4.61
402940356		401-01-004 - OFFICE SUPPLIES	OFFICE SUPPLIES	52.40	
		402-01-005 - FIRE PROTECTION	OFFICE SUPPLIES FIRE	35.49	
		102-01-099 - HST RECEIVABLE	HST Tax Code	9.69	
		900-01-099 - HST TRACKING	HST Tax Code	11.22	97.58
				Payment Total:	623.02
<b>25039</b>	<b>1/24/2020</b>	<b>PERFECT PEN &amp; STATIONERY</b>	<b>AUGUSTA TOWNSHIP PENS</b>		
42499827181		616-01-002 - ECONOMIC DEVELI	AUGUSTA TOWNSHIP PENS	408.97	
		102-01-099 - HST RECEIVABLE	HST Tax Code	45.18	
		900-01-099 - HST TRACKING	HST Tax Code	52.25	454.15
<b>25040</b>	<b>1/24/2020</b>	<b>PRESCOTT BUILDING CENTRE</b>	<b>MAYNARD REC</b>		

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2062126		600-01-016 - MAYNARD RECREA	MAYNARD REC	39.35	
		102-01-099 - HST RECEIVABLE	HST Tax Code	4.35	
		900-01-099 - HST TRACKING	HST Tax Code	5.03	43.70
<b>25041</b>	<b>1/24/2020</b>	<b>PROWARE LABS INC</b>	<b>BUILDING SOTWARE</b>		
1911-00018		406-01-011 - BUILDING - IT COS	BUILDING SOTWARE	1,282.18	
		102-01-099 - HST RECEIVABLE	HST Tax Code	141.62	
		900-01-099 - HST TRACKING	HST Tax Code	163.80	1,423.80
<b>25042</b>	<b>1/24/2020</b>	<b>RICOH CANADA INC</b>	<b>PRINTER MAINTENANCE CONTRAC</b>		
92667242		<b>Accrual</b> 402-01-013 - FIRE PROTECTION	PRINTER MAINTENANCE CON	255.33	
		102-01-099 - HST RECEIVABLE	HST Tax Code	28.20	
		900-01-099 - HST TRACKING	HST Tax Code	32.62	283.53
<b>25043</b>	<b>1/24/2020</b>	<b>M12593</b>	<b>SALT RIDEAU BULK</b>		
115302181		432-01-002 - SAND & SALT - PAF	SALT RIDEAU BULK	22,950.08	
		102-01-099 - HST RECEIVABLE	HST Tax Code	2,534.92	
		900-01-099 - HST TRACKING	HST Tax Code	2,931.90	25,485.00
<b>25044</b>	<b>1/24/2020</b>	<b>JEFF SHAVER</b>	<b>ROMA CONFERENCE</b>		
JAN22/2020		400-01-002 - COUNCIL- OTHER	ROMA CONFERENCE	463.77	
		102-01-099 - HST RECEIVABLE	HST Tax Code	51.23	
		900-01-099 - HST TRACKING	HST Tax Code	59.25	515.00
<b>25045</b>	<b>1/24/2020</b>	<b>SUSAN BOSMAN</b>	<b>CLEANING SERVICES</b>		
JAN112020		401-01-001 - STAFF SALARIES	CLEANING SERVICES	82.53	82.53
JAN192020		401-01-001 - STAFF SALARIES	CLEANING SERVICES	82.53	82.53
				Payment Total:	165.06
<b>25046</b>	<b>1/24/2020</b>	<b>THOMSON REUTERS</b>	<b>MUNICIPAL LAW GUIDE</b>		
6132383540		401-01-017 - CONFERENCES & I	MUNICIPAL LAW GUIDE	138.05	
		102-01-099 - HST RECEIVABLE	HST Tax Code	15.25	
		900-01-099 - HST TRACKING	HST Tax Code	17.64	153.30
<b>25047</b>	<b>1/24/2020</b>	<b>VANZUYLEN AILIGNMENT LTD.</b>	<b>TRUCK #2</b>		
3202750		464-01-002 - #2- 2011 INT'L TAN	TRUCK #2	345.23	
		102-01-099 - HST RECEIVABLE	HST Tax Code	38.13	
		900-01-099 - HST TRACKING	HST Tax Code	44.10	383.36
<b>25048</b>	<b>1/24/2020</b>	<b>XEROX CANADA LTD</b>	<b>PHOTOCOPYING DECEMBER 2019</b>		
P55283843		<b>Accrual</b> 401-01-004 - OFFICE SUPPLIES	PHOTOCOPYING DECEMBER :	488.26	
		102-01-099 - HST RECEIVABLE	HST Tax Code	53.93	
		900-01-099 - HST TRACKING	HST Tax Code	62.38	542.19
Other:					
<b>95-Man</b>	<b>1/16/2020</b>	<b>ROYAL BANK VISA</b>	<b>MAIN OFFICE VISA</b>		

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4047	JAN32020	<b>Accrual</b> 401-01-004 - OFFICE SUPPLIES	OFFICE SUPPLIES	223.40	
		402-01-005 - FIRE PROTECTION	FIRE SUPPLIES	223.41	
		610-01-001 - DONATIONS	DONATION RE: BILL BUCKLER	100.00	
		402-01-005 - FIRE PROTECTION	FIRE SUPPLIES	135.82	
		401-01-020 - POSTAGE	PUROLATOR CHARGES	544.62	
		401-01-022 - COMPUTER EXPEN	WEBSITE DOMAIN REG.	71.19	
		600-01-022 - RECREATION MAS	RECREATION EQUIPMENT	23.45	
		600-01-022 - RECREATION MAS	SPORTCHEK REC EQUIPMENT	269.81	
		401-01-017 - CONFERENCES & I	PAYMATE SOFTWARE RENEW	641.06	
		102-01-099 - HST RECEIVABLE	HST Tax Code	235.57	
		900-01-099 - HST TRACKING	HST Tax Code	272.46	2,468.33
<b>166-Man</b>	<b>1/16/2020</b>	<b>HYDRO ONE NETWORKS</b>	<b>CEDAR PARK</b>		
4134	JAN92020	<b>Accrual</b> 600-01-002 - RECREATION - HY	CEDAR PARK	130.46	
		102-01-099 - HST RECEIVABLE	HST Tax Code	14.40	
		900-01-099 - HST TRACKING	HST Tax Code	16.66	144.86
<b>1210-Man</b>	<b>1/16/2020</b>	<b>HYDRO ONE NETWORKS</b>	<b>N/A REC HALL</b>		
0192	JAN92020	<b>Accrual</b> 600-01-018 - NORTH AUGUSTA F	N/A REC HALL	63.38	
		102-01-099 - HST RECEIVABLE	HST Tax Code	7.00	
		900-01-099 - HST TRACKING	HST Tax Code	8.10	70.38
<b>1298-Man</b>	<b>1/16/2020</b>	<b>HYDRO ONE NETWORKS</b>	<b>N/A WDS</b>		
9094	JAN92020	<b>Accrual</b> 102-01-044 - DUE FROM FAST E	N/A WDS	157.92	
		102-01-099 - HST RECEIVABLE	HST Tax Code	17.44	
		900-01-099 - HST TRACKING	HST Tax Code	20.17	175.36
<b>1551-Man</b>	<b>1/16/2020</b>	<b>ROYAL BANK VISA</b>	<b>FIRE VISA ANNUAL FEES</b>		
6512	JAN162020	401-01-007 - BANK SERVICE CH.	FIRE VISA ANNUAL FEES	12.08	12.08
<b>1787-Man</b>	<b>1/16/2020</b>	<b>MACEWEN PETROLEUM</b>	<b>SHOP LUBRICANTS</b>		
177405		<b>Accrual</b> 438-01-011 - P.W. SHOP SUPPLI	SHOP LUBRICANTS	155.68	
		102-01-099 - HST RECEIVABLE	HST Tax Code	17.20	
		900-01-099 - HST TRACKING	HST Tax Code	19.89	172.88
<b>1811-Man</b>	<b>1/16/2020</b>	<b>HYDRO ONE NETWORKS</b>	<b>N/A REC SOCCER</b>		
9061	JAN92020	<b>Accrual</b> 600-01-018 - NORTH AUGUSTA F	N/A REC SOCCER	25.66	
		102-01-099 - HST RECEIVABLE	HST Tax Code	2.84	
		900-01-099 - HST TRACKING	HST Tax Code	3.28	28.50
<b>1866-Man</b>	<b>1/16/2020</b>	<b>CST CANADA CO.</b>	<b>CLEAR DIESEL</b>		
2181		<b>Accrual</b> 120-01-002 - STOCK - DIESEL	CLEAR DIESEL	1,431.99	
		102-01-099 - HST RECEIVABLE	HST Tax Code	158.17	
		900-01-099 - HST TRACKING	HST Tax Code	182.94	1,590.16
<b>1872-Man</b>	<b>1/16/2020</b>	<b>ROYAL BANK VISA</b>	<b>FIRE VISA</b>		
3091	JAN162020	<b>Accrual</b> 402-01-014 - FIRE PROTECTION	FIRE VISA VEHICLE EXPENSE	68.63	
		102-01-099 - HST RECEIVABLE	HST Tax Code	7.58	
		900-01-099 - HST TRACKING	HST Tax Code	8.77	76.21

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<b>2131-Man</b> 4104JAN162020	<b>1/16/2020</b>	<b>ROYAL BANK VISA</b> Accrual402-01-005 - FIRE PROTECTION	<b>MAYNARD VANDEVELDE VISA</b> MAYNARD VANDEVELDE VISA	53.42	
		102-01-099 - HST RECEIVABLE	HST Tax Code	5.91	
		900-01-099 - HST TRACKING	HST Tax Code	6.83	59.33
<b>2248-Man</b> 4732JAN32020	<b>1/16/2020</b>	<b>ROYAL BANK VISA</b> Accrual438-01-011 - P.W. SHOP SUPPLI	<b>PUBLIC WORKS VISA</b> PW TOOLS SUPPLIES	646.58	
		438-01-011 - P.W. SHOP SUPPLI	PW TOOLS SUPPLIES	601.71	
		438-01-028 - P.W. BLDG REPAIR OUTSIDE LIGHTING	PW BUILD	1,002.76	
		438-01-011 - P.W. SHOP SUPPLI	CHAINSAW PARTS	89.55	
		438-01-011 - P.W. SHOP SUPPLI	PIZZA STAFF DURING O/T	57.77	
		438-01-028 - P.W. BLDG REPAIR	DALTCO ELECTRIC	207.98	
		102-01-099 - HST RECEIVABLE	HST Tax Code	287.89	
		900-01-099 - HST TRACKING	HST Tax Code	332.97	2,894.24
<b>2305-Man</b> 1917	<b>1/16/2020</b>	<b>CST CANADA CO.</b> 402-01-003 - FIRE PROTECTION	<b>FURNACE OIL STATION #2</b> FURNACE OIL STATION #2	666.58	
		102-01-099 - HST RECEIVABLE	HST Tax Code	73.63	
		900-01-099 - HST TRACKING	HST Tax Code	85.16	740.21
<b>2425-Man</b> 9109JAN32020	<b>1/16/2020</b>	<b>BELL MOBILITY INC.</b> 402-01-004 - FIRE PROTECTION	<b>FIRE STATION TABLETS</b> FIRE STATION TABLETS	70.22	
		102-01-099 - HST RECEIVABLE	HST Tax Code	7.76	
		900-01-099 - HST TRACKING	HST Tax Code	8.97	77.98
<b>3099-Man</b> 2041JAN22020	<b>1/16/2020</b>	<b>HYDRO ONE NETWORKS</b> Accrual600-01-012 - DOMVILLE RECREA	<b>DOMVILLE REC</b> DOMVILLE REC	57.48	
		102-01-099 - HST RECEIVABLE	HST Tax Code	6.35	
		900-01-099 - HST TRACKING	HST Tax Code	7.34	63.83
<b>3128-Man</b> 6488DEC272019	<b>1/16/2020</b>	<b>ROYAL BANK VISA</b> Accrual402-01-005 - FIRE PROTECTION	<b>JEFF STEWART VISA</b> JEFF STEWART VISA	138.69	
		102-01-099 - HST RECEIVABLE	HST Tax Code	15.32	
		900-01-099 - HST TRACKING	HST Tax Code	17.72	154.01
<b>3237-Man</b> 4594JAN32020	<b>1/16/2020</b>	<b>HYDRO ONE NETWORKS</b> Accrual600-01-016 - MAYNARD RECREA	<b>MAYNARD REC</b> MAYNARD REC	111.18	
		102-01-099 - HST RECEIVABLE	HST Tax Code	12.28	
		900-01-099 - HST TRACKING	HST Tax Code	14.20	123.46
<b>3704-Man</b> 2002JAN12020	<b>1/16/2020</b>	<b>BELL CANADA</b> 438-01-010 - P.W. TELEPHONE	<b>PUBLIC WORKS</b> PUBLIC WORKS	103.83	
		102-01-099 - HST RECEIVABLE	HST Tax Code	11.46	
		900-01-099 - HST TRACKING	HST Tax Code	13.26	115.29
<b>4058-Man</b> 2082	<b>1/16/2020</b>	<b>CST CANADA CO.</b> 120-01-002 - STOCK - DIESEL	<b>CLEAR DIESEL</b> CLEAR DIESEL	916.58	
		102-01-099 - HST RECEIVABLE	HST Tax Code	101.24	

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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	117.09	1,017.82
<b>4548-Man</b> 1979	<b>1/16/2020</b>	<b>CST CANADA CO.</b>	<b>CLEAR DIESEL</b>		
		120-01-002 - STOCK - DIESEL	CLEAR DIESEL	1,480.45	
		102-01-099 - HST RECEIVABLE	HST Tax Code	163.52	
		900-01-099 - HST TRACKING	HST Tax Code	189.13	1,643.97
<b>4688-Man</b> 4567JAN92020	<b>1/16/2020</b>	<b>HYDRO ONE NETWORKS</b>	<b>MAITLAND FIRE STATION SLIGHT</b>		
		Accrual 402-01-002 - FIRE PROTECTION	MAITLAND FIRE STATION STL	20.18	
		102-01-099 - HST RECEIVABLE	HST Tax Code	2.23	
		900-01-099 - HST TRACKING	HST Tax Code	2.58	22.41
<b>4726-Man</b> 8173JAN72020	<b>1/16/2020</b>	<b>HYDRO ONE NETWORKS</b>	<b>PUBLIC WORKS</b>		
		Accrual 438-01-026 - P.W. HYDRO	PUBLIC WORKS	733.92	
		102-01-099 - HST RECEIVABLE	HST Tax Code	81.06	
		900-01-099 - HST TRACKING	HST Tax Code	93.76	814.98
<b>5094-Man</b> 2031JAN12020	<b>1/16/2020</b>	<b>BELL CANADA</b>	<b>STATION # 2 PHONE</b>		
		402-01-004 - FIRE PROTECTION	STATION # 2 PHONE	46.72	
		102-01-099 - HST RECEIVABLE	HST Tax Code	5.16	
		900-01-099 - HST TRACKING	HST Tax Code	5.97	51.88
<b>5405-Man</b> 1878	<b>1/16/2020</b>	<b>CST CANADA CO.</b>	<b>CLEAR DIESEL</b>		
		120-01-002 - STOCK - DIESEL	CLEAR DIESEL	1,839.35	
		102-01-099 - HST RECEIVABLE	HST Tax Code	203.16	
		900-01-099 - HST TRACKING	HST Tax Code	234.98	2,042.51
<b>6009-Man</b> 64	<b>1/16/2020</b>	<b>CST CANADA CO.</b>	<b>PREMIUM GAS</b>		
		Accrual 120-01-001 - STOCK - GAS	PREMIUM GAS	1,366.13	
		102-01-099 - HST RECEIVABLE	HST Tax Code	150.90	
		900-01-099 - HST TRACKING	HST Tax Code	174.53	1,517.03
<b>6122-Man</b> 1877	<b>1/16/2020</b>	<b>CST CANADA CO.</b>	<b>COLOURED DIESEL</b>		
		120-01-003 - STOCK - COLOURE	COLOURED DIESEL	809.24	
		102-01-099 - HST RECEIVABLE	HST Tax Code	89.38	
		900-01-099 - HST TRACKING	HST Tax Code	103.38	898.62
<b>6891-Man</b> 3573JAN32020	<b>1/16/2020</b>	<b>HYDRO ONE NETWORKS</b>	<b>MAYNARD WDS</b>		
		Accrual 102-01-044 - DUE FROM FAST E	MAYNARD WDS	448.00	
		102-01-099 - HST RECEIVABLE	HST Tax Code	49.48	
		900-01-099 - HST TRACKING	HST Tax Code	57.23	497.48
<b>7196-Man</b> 3997JAN92020	<b>1/16/2020</b>	<b>HYDRO ONE NETWORKS</b>	<b>N/A FIRE DEPT</b>		
		Accrual 402-01-002 - FIRE PROTECTION	N/A FIRE DEPT	344.35	
		102-01-099 - HST RECEIVABLE	HST Tax Code	38.03	
		900-01-099 - HST TRACKING	HST Tax Code	43.99	382.38
<b>7627-Man</b> 5844JAN92020	<b>1/16/2020</b>	<b>HYDRO ONE NETWORKS</b>	<b>N/A RECREATION</b>		
		Accrual 600-01-018 - NORTH AUGUSTA F	N/A RECREATION	52.07	



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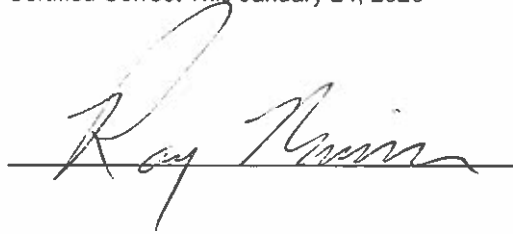
Payment # Invoice #	Date	Vendor Name GL Account	Reference GL Transaction Description	Detail Amount	Payment Amount
		102-01-099 - HST RECEIVABLE	HST Tax Code	5.75	
		900-01-099 - HST TRACKING	HST Tax Code	6.65	57.82
<b>8130-Man</b> 67	<b>1/16/2020</b>	<b>CST CANADA CO.</b>	<b>PREMIUM GAS</b>		
		120-01-001 - STOCK - GAS	PREMIUM GAS	1,211.97	
		102-01-099 - HST RECEIVABLE	HST Tax Code	133.87	
		900-01-099 - HST TRACKING	HST Tax Code	154.83	1,345.84
<b>9068-Man</b> 7331JAN72020	<b>1/16/2020</b>	<b>HYDRO ONE NETWORKS</b>	<b>ELLIS HOUSE</b>		
		401-01-012 - ELLIS HOUSE EXPE	ELLIS HOUSE	41.70	
		102-01-099 - HST RECEIVABLE	HST Tax Code	4.61	
		900-01-099 - HST TRACKING	HST Tax Code	5.33	46.31
<b>9336-Man</b> 4595JAN62020	<b>1/16/2020</b>	<b>ROYAL BANK VISA</b>	<b>FIRE CHIEF VISA</b>		
		402-01-005 - FIRE PROTECTION SUPPLIES		199.79	
		402-01-016 - FIRE PROTECTION TERANET		27.33	
		102-01-099 - HST RECEIVABLE	HST Tax Code	25.08	
		900-01-099 - HST TRACKING	HST Tax Code	29.01	252.20
<b>9577-Man</b> 3286JAN2020	<b>1/16/2020</b>	<b>HYDRO ONE NETWORKS</b>	<b>NEW FIRE STATION</b>		
		402-01-002 - FIRE PROTECTION	NEW FIRE STATION	864.10	
		102-01-099 - HST RECEIVABLE	HST Tax Code	95.44	
		900-01-099 - HST TRACKING	HST Tax Code	110.39	959.54
<b>9809-Man</b> 1936	<b>1/16/2020</b>	<b>CST CANADA CO.</b>	<b>CLEAR DIESEL</b>		
		120-01-002 - STOCK - DIESEL	CLEAR DIESEL	2,545.24	
		102-01-099 - HST RECEIVABLE	HST Tax Code	281.13	
		900-01-099 - HST TRACKING	HST Tax Code	325.16	2,826.37
<b>9886-Man</b> 7818JAN32020	<b>1/16/2020</b>	<b>ROYAL BANK VISA</b>	<b>RAY MORRISON VISA</b>		
		615-01-007 - PLANNING - CONFE	MYRON DUES	217.77	
		615-01-007 - PLANNING - CONFE	MYRON DUES	533.93	
		600-01-022 - RECREATION MAS	RECREATION EQUIPMENT	187.70	
		715-01-003 - POLICE SERVICES	RECREATION EQUIPMENT	64.25	
		102-01-099 - HST RECEIVABLE	HST Tax Code	110.86	
		900-01-099 - HST TRACKING	HST Tax Code	128.22	1,114.51
<b>9976-Man</b> 5014JAN32020	<b>1/16/2020</b>	<b>HYDRO ONE NETWORKS</b>	<b>MAIN OFIFCE</b>		
		401-01-002 - HYDRO	MAIN OFIFCE	376.87	
		102-01-099 - HST RECEIVABLE	HST Tax Code	41.63	
		900-01-099 - HST TRACKING	HST Tax Code	48.15	418.50
<b>105053-Man</b> DEC312019	<b>1/15/2020</b>	<b>ONTARIO EHT</b>	<b>DECEMBER HEALTH TAX</b>		
		204-01-002 - EHT PAYABLE	DECEMBER HEALTH TAX	1,984.83	1,984.83
<b>147124-Man</b> DEC312019	<b>1/10/2020</b>	<b>MINISTER OF FINANCE</b>	<b>DEC16-DEC31/19 GOV'T REMIT</b>		
		204-01-001 - PAYROLL DEDUCTI	DEC16-DEC31/19 GOV'T REMI	14,552.44	14,552.44

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Payment # Invoice #	Date	Vendor Name GL Account	Reference GL Transaction Description	Detail Amount	Payment Amount
				Total for AP:	261,526.46

Certified Correct This January 24, 2020



Ray Harris

**REPORT NUMBER:** 2020-008  
**REPORT TO COUNCIL:** January 27<sup>th</sup>, 2020  
**RE:** Public Works Activity Report  
**PREPARED BY:** Brad Thake, Public Works Manager

**RECOMMENDATION:**

THAT Council receive the Public Works Activity Report as prepared by the Public Works Manager dated January 27<sup>th</sup>, 2020 for information.

**PURPOSE:**

To keep Council aware of the activities of the Public Works Department.

**BACKGROUND:**

**Road Maintenance and Operations**

- Hardtop maintenance (pothole repair) ongoing
- Winter maintenance operations in full effect
- Tree/Brush removal and cleanup from winter storms
- Crews installed convex mirrors at various intersections to help alleviate compromised visibility and improve sightlines at intersections while performing winter maintenance activities

**Projects/Tenders:**

- Preparing tenders and RFP's for upcoming construction season

**Waste/Transfer sites:**

**Maitland Transfer Site**

- Oil containment system in place: Funnel being fabricated
- Blumetric/Township creating grant application for new Wetland cell/expansion

**North Augusta Transfer Site**

- Brush pile: Contractor equipment delay

**Health & Safety/ Training:**

- Weekly safety talks ongoing with PW staff

**FINANCIAL IMPACTS:**

None at this time.



**Brad Thake**  
Public Works Manager



**Ray Morrison**  
CAO/Treasurer

# Reg. 239/02: MINIMUM MAINTENANCE STANDARDS FOR MUNICIPAL HIGHWAYS

## **Snow accumulation, roadways**

4. (1) Subject to section 4.1, the standard for addressing snow accumulation on roadways is,

- (a) after becoming aware of the fact that the snow accumulation on a roadway is greater than the depth set out in the Table to this section, to deploy resources as soon as practicable to address the snow accumulation; and
- (b) after the snow accumulation has ended, to address the snow accumulation so as to reduce the snow to a depth less than or equal to the depth set out in the Table within the time set out in the Table,
  - (i) to provide a minimum lane width of the lesser of three metres for each lane or the actual lane width, or
  - (ii) on a Class 4 or Class 5 highway with two lanes, to provide a total width of at least five metres. O. Reg. 47/13, s. 4; O. Reg. 366/18, s. 5 (1).

(2) If the depth of snow accumulation on a roadway is less than or equal to the depth set out in the Table to this section, the roadway is deemed to be in a state of repair with respect to snow accumulation. O. Reg. 47/13, s. 4.

(3) For the purposes of this section, the depth of snow accumulation on a roadway and, if applicable, lane width under clause (1) (b), may be determined in accordance with subsection (4) by a municipal employee, agent or contractor, whose duties or responsibilities include one or more of the following:

1. Patrolling highways.
2. Performing highway maintenance activities.
3. Supervising staff who perform activities described in paragraph 1 or 2. O. Reg. 47/13, s. 4; O. Reg. 366/18, s. 5 (2).

(4) The depth of snow accumulation on a roadway and lane width may be determined by,

- (a) performing an actual measurement;
- (b) monitoring the weather; or
- (c) performing a visual estimate. O. Reg. 47/13, s. 4; O. Reg. 366/18, s. 5 (3).

(5) For the purposes of this section, addressing snow accumulation on a roadway includes,

- (a) plowing the roadway;
- (b) salting the roadway;
- (c) applying abrasive materials to the roadway;
- (d) applying other chemical or organic agents to the roadway;

(e) any combination of the methods described in clauses (a) to (d). O. Reg. 366/18, s. 5 (4).

(6) This section does not apply to that portion of the roadway,

(a) designated for parking;

(b) consisting of a bicycle lane or other bicycle facility; or

(d) used by a municipality for snow storage. O. Reg. 366/18, s. 5 (4).

TABLE  
SNOW ACCUMULATION - ROADWAYS

Class of Highway	Depth	Time
1	2.5 cm	4 hours
2	5 cm	6 hours
3	8 cm	12 hours
4	8 cm	16 hours
5	10 cm	24 hours

O. Reg. 47/13, s. 4; O. Reg. 366/18, s. 5 (5).

**Snow accumulation on roadways, significant weather event**

**4.1** (1) If a municipality declares a significant weather event relating to snow accumulation, the standard for addressing snow accumulation on roadways until the declaration of the end of the significant weather event is,

(a) to monitor the weather in accordance with section 3.1; and

(b) if deemed practicable by the municipality, to deploy resources to address snow accumulation on roadways, starting from the time that the municipality deems appropriate to do so. O. Reg. 366/18, s. 7.

(2) If the municipality complies with subsection (1), all roadways within the municipality are deemed to be in a state of repair with respect to snow accumulation until the applicable time in the Table to section 4 expires following the declaration of the end of the significant weather event by the municipality. O. Reg. 366/18, s. 7.

(3) Following the end of the weather hazard in respect of which a significant weather event was declared by a municipality under subsection (1), the municipality shall,

(a) declare the end of the significant weather event when the municipality determines it is appropriate to do so; and

(b) address snow accumulation on roadways in accordance with section 4. O. Reg. 366/18, s. 7.



**THE CORPORATION OF THE TOWNSHIP OF AUGUSTA  
BY-LAW NUMBER 3460-2020**

**A BY-LAW TO CONFIRM THE PROCEEDINGS OF COUNCIL OF THE TOWNSHIP OF  
AUGUSTA AT ITS MEETING HELD ON JANUARY 27, 2020**

---

**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 January 27, 2020, 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 27<sup>th</sup> day of January, 2020.

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MAYOR

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CLERK