

**AGENDA
AUGUSTA TOWNSHIP
C.O.W./REGULAR MEETING
June 29, 2020 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

St Lawrence Exchange (SLX) – Mayor Todd, Michael Adamcryck, James Wilson

- H. Correspondence and Petitions

Eastern Ontario Regional Network Gigabyte Project Proposal

I. MOVED TO COMMITTEE OF THE WHOLE

J. COMMITTEE/STAFF REPORTS

**UCLG Council
Health Unit Board
Recreation
Library Board
EDTC
Operations
PAC
Admin & Finance
Fire Dept.
PSB
MECG – COVID-19/Flooding Response**

Administration and Finance

- Report 2020 – 060 – Committee Policy
- Report 2020 – 062 – A/P
- Report 2020 – 063 – Augusta Graduates Celebration
-

Operations

- Report 2020 – 061 – Public Works Activity Report

Planning and Building Services

- Report 2020 – 059 – Planner's Report

Protective Services

K. RETURN TO REGULAR MEETING OF COUNCIL

L. New and Unfinished Business

M. Notice of Motions

N. By-Laws

3478-2020 – Committee Policy By-law

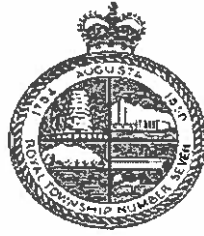
O. Announcements

P. Question Period for the Press

Q. Question Period for the Public

R. By-law to confirm Proceedings of Council

S. Adjournment



**MINUTES
AUGUSTA TOWNSHIP
C.O.W./REGULAR MEETING
June 15, 2020 6:30 p.m.
Electronic Meeting**

PRESENT:

Mayor Malanka, electronic attendance
Deputy Mayor Shaver, electronic attendance
Councillor Bowman, electronic attendance
Councillor Henry, electronic attendance
Councillor Schapelhouman, electronic attendance

PRESS: The Recorder and Times

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

CALL TO ORDER

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

MAYOR'S OPENING REMARKS

APPROVAL OF AGENDA

Moved by Deputy Mayor Shaver, seconded by Councillor Henry
BE IT RESOLVED THAT the Agenda for June 15, 2020 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 May 25, 2020 Council meeting as distributed to all members.
Carried

DISCLOSURE OF INTEREST

BUSINESS ARISING FROM THE MINUTES

DELEGATIONS & PRESENTATIONS

CORRESPONDENCE & PETITIONS

Future Public Conservation Area in Augusta Township - SNCA

Moved by Councillor Bowman, seconded by Councillor Schapelhouman

BE IT RESOLVED THAT Council receive the attached correspondence from the South Nation Conservation Authority for information.

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
- Library Board:** Councillor Bowman provided an update
- EDTC:** Deputy Mayor Shaver provided an update
- Operations:** Councillor Henry provided an update
- PAC:**
- Finance and Admin:** CAO/Treasurer Ray Morrison provided an update

Moved by Councillor Bowman, seconded by Councillor Schapelhouman

BE IT RESOLVED THAT Council has no objections and authorizes the CAO to sign a letter of local municipal approval for the sale of alcohol beverages on Statutory holidays at the Riopelle's Grocery.

Recorded Vote

For: Mayor Malanka, Deputy Mayor Shaver, Councillor Bowman, Councillor Henry, Councillor Schapelhouman

Against:

Carried

Fire Department:

PSB:

MECG (COVID/Flooding) CAO/Treasurer Ray Morrison provided an update

ADMINISTRATION AND FINANCE

Report 2020-052

Moved by Councillor Henry, seconded by Deputy Mayor Shaver

BE IT RESOLVED THAT Council accepts for information the attached preliminary Statement of Revenue and Expenditures - May 2020.

Recorded Vote

For: Mayor Malanka, Deputy Mayor Shaver, Councillor Bowman, Councillor Henry, Councillor Schapelhouman

Against:

Carried

Report 2020-056

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 #25396 - 25428 and online payments through to June 11, 2020 in the amount of \$94,641.71.

Recorded Vote

For: Mayor Malanka, Deputy Mayor Shaver, Councillor Bowman, Councillor Henry, Councillor Schapelhouman

Against:

Carried

Report 2020-058

Moved by Councillor Henry, seconded by Deputy Mayor Shaver

BE IT RESOLVED THAT Council approve the report as prepared by the Community Development and Recreation Coordinator dated June 8, 2020.

Recorded Vote

For: Mayor Malanka, Deputy Mayor Shaver, Councillor Bowman, Councillor Henry, Councillor Schapelhouman

Against:

Carried

OPERATIONS

PLANNING AND BUILDING SERVICES

Report 2020-054

Moved by Councillor Bowman, seconded by Councillor Schapelhouman

BE IT RESOLVED THAT Council receive the building department activity report for May 2020 for information.

Carried

Report 2020-055

Moved by Councillor Schapelhouman, seconded by Councillor Bowman
BE IT RESOLVED THAT the Planner's Report of June 15, 2020 be received for information and actioned in accordance with the individual resolutions.

Carried

Report 2020-055

Moved by Councillor Bowman, seconded by Councillor Schapelhouman
BE IT RESOLVED THAT Council support the Pollinator Promotion Program.

Carried

Report 2020-055

Moved by Councillor Bowman, seconded by Councillor Schapelhouman
BE IT RESOLVED THAT Council supports the Township's application for the Bee City Canada Program; and

THAT the Township of Augusta apply for designation with the Bee City Canada Program and, upon acceptance, commit to creating, maintaining and/or improving pollinator habitat; educating our residents, staff and community about the importance of pollinators; and celebrating pollinators during National Pollinator Week or at other times.

Recorded Vote

For: Mayor Malanka, Deputy Mayor Shaver, Councillor Bowman, Councillor Henry, Councillor Schapelhouman

Against:

Carried

PROTECTIVE SERVICES

Report 2020-057

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 May, and an update on COVID-19 response pertaining to Augusta Fire Rescue.

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

Moved by Councillor Bowman seconded by Deputy Mayor Shaver
WHEREAS on June 26, 2017 the previous Council expressed their support for the Natural Gas Expansion Project; and

WHEREAS in 2020, Augusta Township has worked with Edwardsburgh Cardinal to include an additional line request; and

WHEREAS the submission request now includes a new line from the Enbridge Substation to include County Road 18 and adjoining roads up to and including Weir Road to Edwardsburgh Cardinal Township as an additional component as well as County Road 2 from Prescott to Blue Church; and

WHEREAS an Express of Interest (EOI) survey was delivered to residents in the affected areas; and

WHEREAS 89 EOI surveys were submitted to the Township; and

WHEREAS the current Council is desirous to reaffirm the municipalities support; and

BE IT RESOLVED THAT Council Supports the Enbridge Gas application for the natural gas expansion/extension project for the two suggested lines under municipal jurisdiction addressed by the proposal in the Township of Augusta.

BE IT FURTHER RESOLVED THAT Council reaffirms the Township will make a financial contribution to the natural gas expansion project that is approved by the Ontario Energy Board. The contribution will be, equivalent to the property tax that would be recovered on the new natural gas infrastructure being built for a period of 10 years beginning from the time that property taxes first become due; and

THAT this resolution be forwarded to Enbridge to be included with the application to the Ontario Energy Board and MPP Clark.

Recorded Vote

For: Mayor Malanka, Deputy Mayor Shaver, Councillor Bowman, Councillor Henry,
Councillor Schapelhouman

Against:

Carried

BY-LAWS

ANNOUNCEMENTS

QUESTION PERIOD FOR THE PUBLIC

QUESTION PERIOD FOR THE PRESS

CLOSED SESSION AS PER SECTION 239 OF THE MUNICIPAL ACT 2001

RISE FROM COMMITTEE OF THE WHOLE IN CAMERA

REPORTING OUT OF CLOSED SESSION

BY-LAW TO CONFIRM PROCEEDINGS OF COUNCIL

Moved by Councillor Bowman, seconded by Councillor Schapelhouman

BE IT RESOLVED THAT By-Law No. 3477-2020 confirm the proceedings of Council of the Township of Augusta at its meeting held on June 15, 2020 be read a first time, a second time, a third time, and be enacted as read.

Recorded Vote

For: Mayor Malanka, Deputy Mayor Shaver, Councillor Bowman, Councillor Henry, Councillor Schapelhouman

Against:

Carried

ADJOURNMENT

Moved by Councillor Schapelhouman, seconded by Councillor Bowman

BE IT RESOLVED THAT this Council do now adjourn at 7:45 pm until the call of the Mayor subject to need.

Carried

DELEGATION REQUEST TO APPEAR BEFORE COUNCIL

Name of Individual/ Organization:	SLX (St. Lawrence Exchange)
Council Meeting Date Requested:	MONDAY, JUNE 29TH

Topic: (If necessary, please attach additional correspondence)	Information Attached <input type="checkbox"/>
RESIDENTIAL ATTRACTION PROPOSAL FOR THE MUNICIPALITY FROM A PRIVATE COMPANY, SLX. PRESENTATION DOCUMENT WILL BE EMAILED PRIOR TO THE MEETING.	

Contact Information:
Name (if different from above): MICHAEL ADAMCZYCK
Mailing Address: 41 KING ST. W., BROCKVILLE ON K6V 3P7 (SUITE 100)
Phone Number: 613-246-4163
Email: michael@uadr.com

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.



Residential Attraction Results without Risk

1



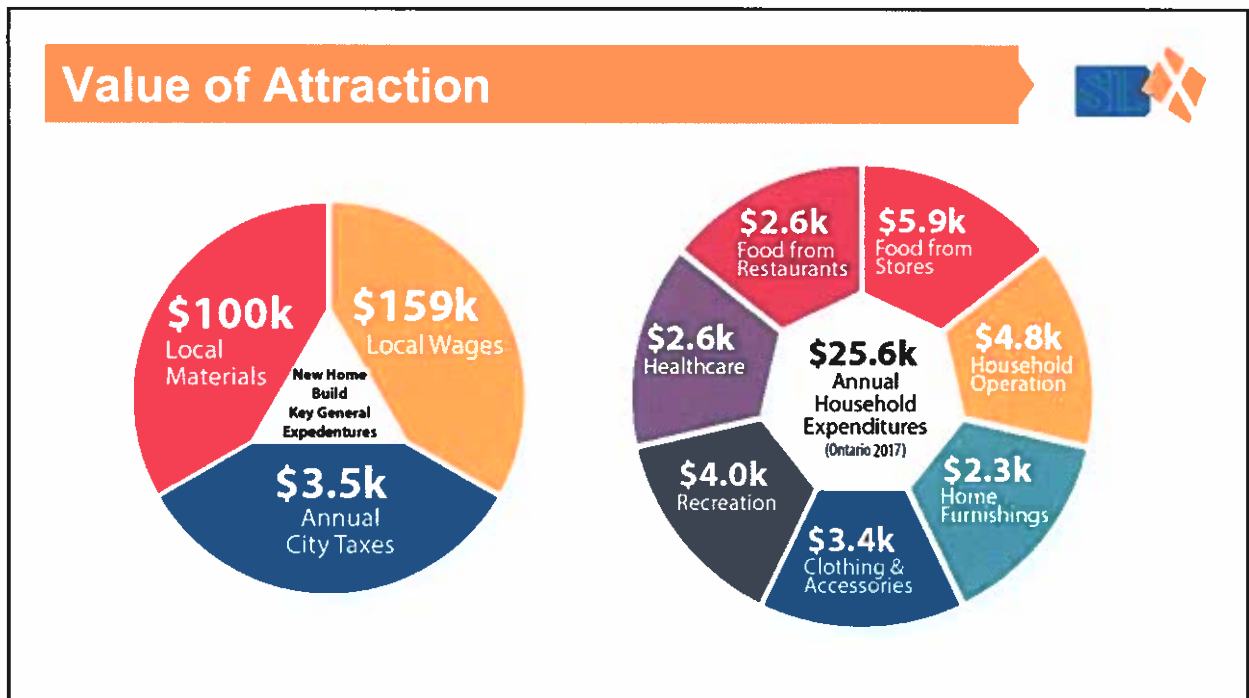
What is SLX?

SLX is a private company dedicated to attracting new residents to the St. Lawrence Region municipalities in our local area to bolster declining populations and shore up the overall residential tax base.

Since August of 2019, a major focus of our efforts has been the remote worker. This presents an opportunity to support the recovery strategies of COVID-19 crisis. We can address the surge of remote workers who now have the ability to escape the city and look for a better, more affordable lifestyle in our region.

And thanks to private start-up funding, SLX is offering its services to municipalities on a “pay only for results” basis. In short, we are paid only with the successful relocation of a household to your municipality.

2



5

Understanding the Market to Support the Plan

Residential Pilot Survey (2019)

- Surveyed the Ottawa Market (with Brockville trip incentive)
- Description, employment, relocation, and awareness
- 328 responses in under 5 days

Business

- Met with a number of prominent businesses to discuss the Ottawa market, remote employees and relocation; continuing to reach out to businesses, developers, realtors, and local stakeholders

6

Survey Key Takeaways



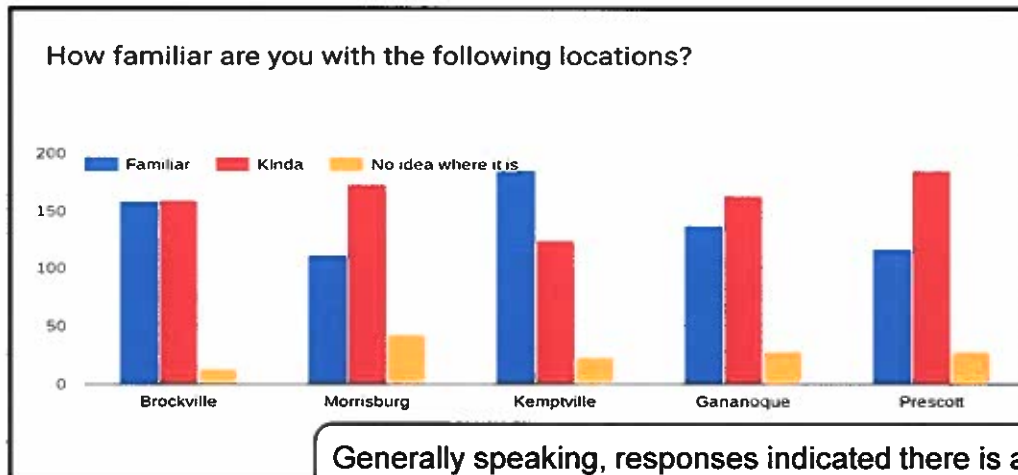
62.5% of responses indicated the ability to work away from the office

Over 50% of the responses indicated they have been thinking about relocating

The COVID-19 pandemic has forced millions into work from home arrangements

7

Survey Key Takeaways: Awareness



Generally speaking, responses indicated there is an opportunity to increase awareness of our region

8

SLX Key Activities



- Incorporated & financed in July 2019
- Sales & marketing began August 2019
- Hosted couples for regional visit in November 2019
- Built a mailing list of over 1,000 leads
- Attended the Ottawa Home Show 2020
- Commissioned regional videos
- Actively working with developers, realtors, and other key stakeholders

9

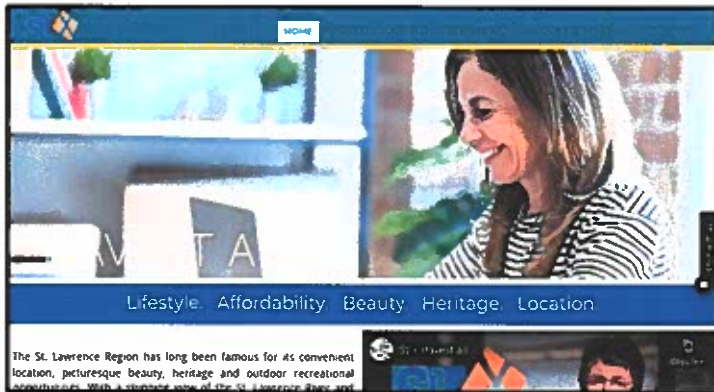
Residential Attraction is ACTIVE in our region



Kingston
**possible
made here**

10

Marketing Support



11

Marketing Support



Lifestyle



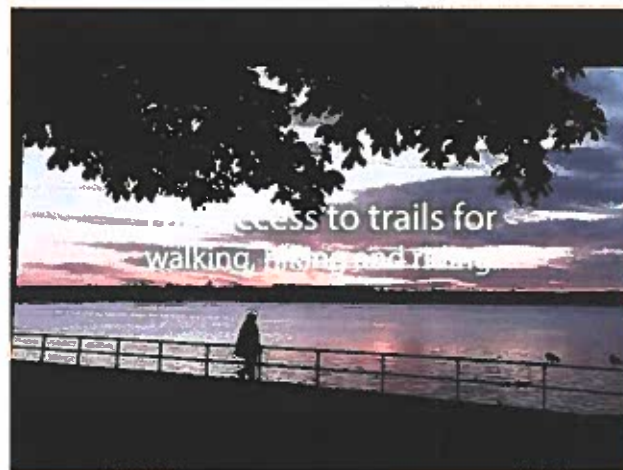
Culture



Location



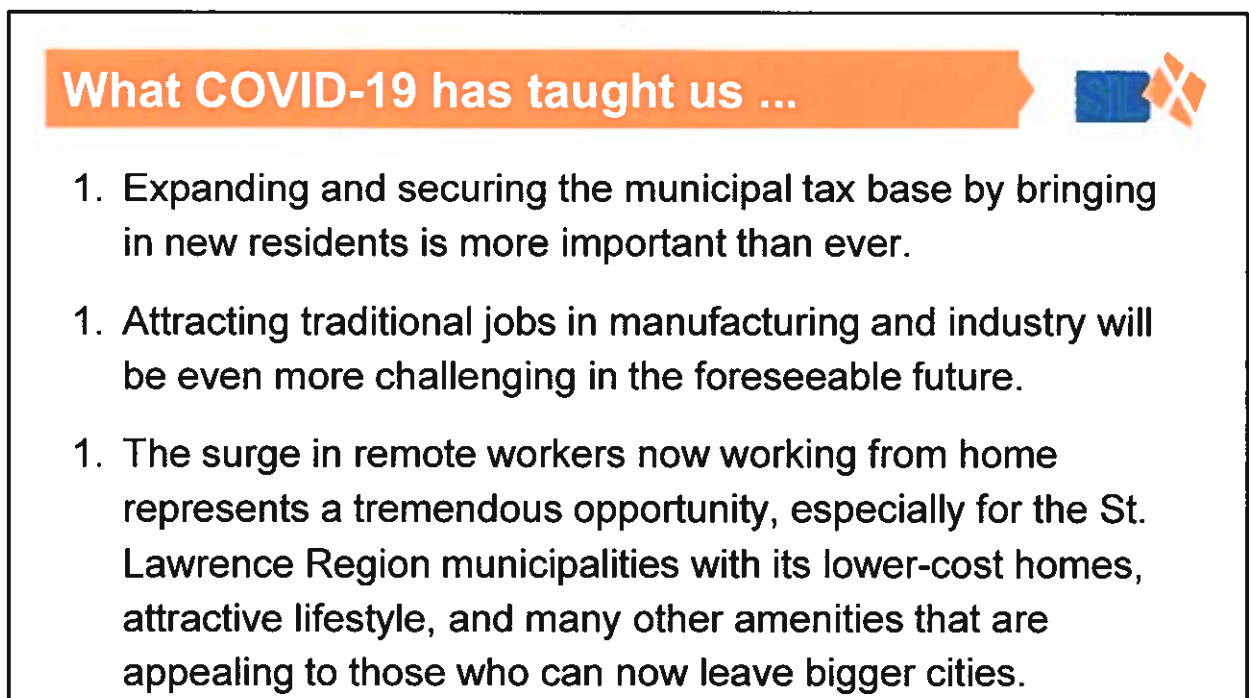
Have it All



12



13



14

The Ask



COVID-19 crisis has only increased the urgency of addressing the region's population concerns. By marketing the region as the ideal destination for the surge of remote workers currently in the market for a new home, SLX can be a big part of the COVID-19 recovery process for our local municipalities. By working with SLX and its "pay only for results" model, we can help you turn this crisis into an opportunity for growth that is both affordable and timely.

Ray Morrison

From: Brown, Andy <Andy.Brown@uclg.on.ca>
Sent: Friday, June 26, 2020 10:02 AM
To: Darlene Noonan; Dave Grant (dsgrant@twpec.ca); Doug Robertson; Gary Dyke; Jennifer Ault; Mike Dwyer; Paul Snider; Ray Morrison; Steve Donachey; Yvonne Robert
Cc: Council
Subject: Eastern Ontario Regional Network Gigabyte project proposal
Attachments: Minister Monsef Support Letter June 26 Final Version for distribution to EOWC.docx; Minister Scott Support Letter June 26 Final Version for distribution to eowc.docx
Importance: High

Good morning everyone:

I know you are all aware of the work the Eastern Ontario Wardens Caucus (EOWC) and Eastern Ontario Regional Network (EORN) have done in recent years to promote improvements to connectivity across eastern Ontario, from the most recent Cell-Gap project to improve cellular connectivity (which has recently been approved for funding and is now ramping up to implementation), to the original Broadband project, which improved access to broadband across the region. But we also know there are still gaps, and more work needs to be done.

The Federal government has set a standard of 50 Megabytes down, and 10 Megabytes up (50/10) for broadband speeds/access across the country. Many areas of eastern Ontario still do not have that kind of access to broadband. Further, the EOWC and EORN are concerned that: a) many urban areas of the country already have far greater access than 50/10; and b) by the time 50/10 can be implemented across eastern Ontario, that standard will already be behind the times and needs of residents and businesses.

As a result, EOWC and EORN are championing a project to bring One (1) Gigabyte speeds to 95% of the homes and businesses in eastern Ontario. Much like the preceding Broadband and Cell Gap projects, this project, anticipated to cost between \$1.2 Billion and \$1.6 Billion, will require funding from the Federal and Provincial governments, the Canada Investment Bank, and internet service providers as follows:

\$200 – 300 Million Federal funding
\$200 – 300 Million Provincial funding
\$400 – 500 Million loan from Canada Investment Bank
\$400 – 500 Million from internet service providers, through competitive RFP

\$1.2 – 1.6 Billion

EOWC and EORN believe the time to move this project forward is right now. The pandemic has made clearer than ever before the importance to our region of having access to high speed internet. Not only so our businesses can be competitive, but also so that many of our important services can be adequately supported, whether that be working from home; allowing our youth to access education remotely; or supporting virtual health care opportunities in rural and remote areas. With governments planning, right now, for how to rebound from the pandemic and where funds can best be spent, we believe now is the time to strike while the iron is hot.

Attached to this email are two templates for letters to go to the federal and provincial governments, supporting and seeking their assistance with the EOWC/EORN 1-Gig Project. The EOWC and EORN are asking that these letters of support go out under the letterhead, and over the signatures of not just each Warden of every County in the EOWC, but

also of each and every Mayor of every Township within each County. We ask that each of your Township's Mayors sign and send the attached letters to Ministers Monsef and Scott. Please do the following:

- Put your municipality's logo on the letters;
- Have your Mayor sign the letters;
- Copy your local MP and MPPs
- Copy the Prime Minister, Minister Bains and McKenna on the Monsef letter (Justin.Trudeau@parl.gc.ca
Navdeep.Bains@parl.gc.ca Catherine.McKenna@parl.gc.ca)
- Copy the Premier on the Scott letter (Doug.Fordco@pc.ola.org)
- Copy EORN (lseverson@eorn.ca)
- Email the letters and follow up by sending a hard copy to their offices

We would ask that you send the letters as quickly as possible.

Andy Brown

Chief Administrative Officer
United Counties of Leeds and Grenville
25 Central Avenue, Suite 100
Brockville, Ontario K6V 4N6
T: 613-342-3840 ext. 2301
F: 613-342-2101



where **lifestyle**
grows good **business**

This e-mail originated from the United Counties of Leeds and Grenville e-mail system. Any distribution, use or copying of this e-mail or the information it contains, by other than the intended recipient(s) is unauthorized. Thank you.



June 29, 2020

Hon. Maryam Monsef
Minister for Women and Gender Equality
and Rural Economic Development
House of Commons
Ottawa, Ontario K1A 0A6

Dear Minister,

On behalf of the residents and businesses here in Augusta Township and as mayors and reeves of the municipalities that make up Leeds and Grenville we are writing to urge you and your government to support the Eastern Ontario Regional Network's (EORN) Gigabyte project proposal.

COVID-19 has laid bare huge disparities for our rural residents and businesses when it comes to access to broadband speeds that our urban neighbours enjoy. It is no longer acceptable for rural residents and businesses to continue to be disadvantaged by the lack of high-speed internet services. Asking rural customers to settle for the CRTC 50/10 standard is to once again ask them to accept a standard far lower than most urban Canadians currently enjoy.

Likewise expecting our children to do their education through on-line programming when there isn't enough connectivity is not acceptable. Education is a pathway to our children's future and we need to give them the same access to broadband speeds as their classmates in towns and cities across Canada.

We need to fix this situation and do so on an urgent basis.

EORN's Gigabyte project will fix this problem both for today and long into the future. It will require both Canada and Ontario to move beyond their current funding programs in terms of vision, investment and the speed required to solve this problem now and for the next generation. EORN's proposal, which is highlighted in the attachment to this letter, relies upon both levels of government to commit approximately \$200 million dollars and a financial contribution from the Canada Infrastructure Bank that works with the EORN model. We believe this is



exactly the type of project that the bank should support and without it the federal and provincial contributions would have to rise to between \$400 million and \$535 million.

EORN, as we are sure you know, has proven its capability to deliver large scale broadband projects quickly and efficiently. EORN can be counted on to execute the Gigabyte project and ensure public funds are used wisely. EORN's model is also one that can be replicated across the country.

While COVID-19 has exposed the urgent need for connectivity in regions like ours it also has highlighted the ingenuity, resourcefulness and tenacity of rural residents and businesses. With access to proper broadband there is no doubt that rural areas could contribute significantly more to Canada's economy. Broadband is the tool they need to push growth and prosperity in their communities and that will be good for the country as a whole.

Minister, we need your support to make the Gigabyte project a reality and fix the rural/urban connectivity divide now and for the future. It is the right thing to do and we hope you will join us in this critical endeavour.

We look forward to hearing from you.

Yours truly,

Doug Malanka, Mayor
Township of Augusta

cc.
Prime Minister Trudeau
Minister McKenna
Minister Bains
MP Barrett
EORN



June 29, 2020

Hon. Laurie Scott
Minister of Infrastructure
5th Floor
777 Bay Street
Toronto, Ontario
M7A 2J3

Dear Minister Scott:

On behalf of the residents and businesses here in Augusta Township and as mayors and reeves of the municipalities that make up Leeds and Grenville we are writing to urge you and your government to support the Eastern Ontario Regional Network's (EORN) Gigabyte project proposal.

COVID-19 has laid bare the huge disparities for our rural residents and businesses when it comes to access to broadband speeds that our urban neighbours enjoy. It is no longer acceptable for rural customers to continue to be disadvantaged by the lack of high speed internet services. Asking rural residents and businesses to settle for the CRTC 50/10 standard is to once again ask them to accept a standard far lower than most urban Canadians currently enjoy.

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Minister we need your support to make the Gigabyte project a reality and fix the rural/urban connectivity divide now and for the future. It's the right thing to do and we hope you will join us in this critical endeavour.

We look forward to hearing from you.

Yours truly,

Doug Malanka, Mayor
Augusta Township

cc.

Premier Doug Ford
MPP Clark
EORN

REPORT NUMBER: 2020-060
REPORT TO COUNCIL June 29, 2020
RE: Committee Structure Review
AUTHOR: Annette Simonian, Clerk

RECOMMENDATION:

That Council adopt by-law 3478-2020 to establish a Committee Policy; and

That Council Direct Staff to draft a new by-law and terms of reference for the Committees in accordance with the recommendations made in this report 2020-060.

REPORT

At the Council meeting held on June 15, 2020, the Mayor recommended that Council review the current committee structure to assess the effectiveness of the advisory committee's in the Township's decision-making process given Councils' current priority on existing business retention and expansion (BRE) and the attraction of residential development and new commercial and industrial development. The Mayor noted that as the Province opens up the economy after months of closures it is even more important that Augusta Township be able to respond to development initiatives efficiently and effectively by being, nimble, innovative and committed to fast turnaround time on issues. There is also an increasing need for Council to ensure that it operates with fairness, empathy, transparency and accountability.

In addition to this, there has not been a formal review of committees and committee structure for almost ten years to consider their role and mandate given Augusta Township's addition of a full time Planner, a highly experienced Public Works manager, supported by a certified engineering technologist and a separate member of staff dedicated to recreation, culture and sports. Also, the Mayor has asked that this review of Committees consider the addition of a type of agriculture advisory committee that would assist the Township in its efforts to facilitate the BR&E of farming and farm operations in light of the review.

Finally, from a purely staffing perspective, the operation of the current Committees take up a considerable amount of staff time and so there is the interest on the part of us all to ensure that our Committees are necessary and desirable and that they operate efficiently and effectively in accordance with best practices.

BACKGROUND:

From a procedural perspective, all committees formed by Council are required to be established and dissolved by Council by-law, as well as changes to the Committee terms of reference. Staff suggest establishing a policy providing criteria for creating,

amending, or dissolving a committee to ensure consistent, fair, and equitable evaluation.

The attached policy has been created to include common provisions respecting all types of committees into a single policy. The new Committee policy complements the Procedural by-law and key elements of the Policy include: committee is legislatively required; committee is consistent with Council needs to ensure fairness, transparency and accountability to the public; Committee provides unique technical advice and information from a wide range of perspectives, backgrounds, and experience relevance and or uniqueness of the Committee's mandate; Committee's mandate aligns with Council's term objectives and priorities; Committee is -fulfilling its mandate; Committee is able to attract volunteers that can contribute in a meaningful way to the Committee's mandate, over and above what the staff contributes, to the Council; effectiveness of the Committee's operations and required resources.

Council has the authority to establish committees and committee structure. As per the Procedural by-law the committees of council were set up as advisory groups and the current terms of reference require a 51% quorum. It is at Council discretion if these committees will continue to require quorum. If Council decides that no quorum is required, it eliminates the need for resolutions at the meeting, but it is suggested that the staff admin support continue to include agenda and minutes as a corporate record. Information from committees would come through the chair at the committee during the committee report section of the agenda or as a delegation to Council from one of the members.

Currently there are 8 committees and 2 boards. Of the 8 committees, 3 are mandatory ((legislated): Emergency Management group, Committee of Adjustments, Rental Property Standards) and 5 were established by Council comprised of residents of Augusta who act as subject matter advisors to provide practical and technical information and context to Council on certain matters based on sound relevant experience.

ANALYSIS

After a review of the committees for 2019 and 2020, findings are as indicated in the chart below.

Committee	Meetings called Jan 2019 - June 2020	Cancelled Meetings	Average Meeting time	Average # of Staff Attending	Recommendations Made to Council
PAC	9	1 no quorum	1:50 minutes	2	13
Operations & Waste Management	13	7 6 no quorum 1 weather	1:45 minutes	2	1
EDTC	13	3 no quorum	1:30 minutes	3	1
Recreation	3		n/a	2	0
YAC Jr	No agendas for 2019 or 2020	n/a	n/a	0	0
YAC Sr	same	n/a	n/a	1	0

The EDTC has active working groups that promote and support the Township's economic development initiative.

Each individual recreation association holds their own meetings several times a year. The Recreation Coordinator and Councillor Bowman try to coordinate so one representative from the township attends these meetings. The Joint Recreation committee only meets 4 times a year, and it is a good approach for the Township to maintain contact with all recreational association. It is suggested that terms of reference are created for this committee and include attendance mandatory for at least half of the called meetings, financials required in November before budget and each recreation association attend council as a delegation once a year.

Youth advisory committee (YAC Jr. and Sr.) have had regular meetings and various projects, but as development projects do not have approved Terms of Reference in place. Such Terms of Reference should be reviewed and approved by Council and include attendance at Council as a delegation once a year and participation in something for local government week.

The Operations and Waste management Committee terms of reference separate out Operations and Waste Management, with Operations meeting 4 times a year and Waste management meeting the other months of the year. The last meeting held with quorum the committee suggested that the committee meet bi-monthly with the Operations and Waste Management agenda combined. As indicated in the chart above, due to lack of quorum, of the 13 meeting called Operations met only 7 times. Although core function items were considered the committee only made one recommendation to Council. The committee made several suggestions for waste management, but most agenda items was for information only. The Operations & waste management committee has one active sub committee for Pitch in that supports the township garbage pick-up initiative.

The Planning Advisory Committee met 9 times. Its current Terms of Reference core functions was to provide practical information and context to proposed ZBLA, SPC and severance. The Planning committee can be inactive during certain parts of the year, and quite active others. As PAC members do not and are not required to have Planning knowledge, training and experience, it is appropriate and common practice to have Official Plan, Zoning and Site Plan planning activities dealt with by professional planners and subject engineers and specialists to accommodate application volumes, legislated timelines and public meeting requirements. The revised role of the PAC would be to act as a rural lens to Municipal policy and programs to ensure farmers and farm operations are facilitated and to provide information on rural planning considerations that are important to agricultural and rural stakeholders. The Committee mandate would cover agricultural matters and members would have the subject matter knowledge and experience to advise the Council such as rural severances, waste management, and drainage. Other matters currently processed through PAC, such as ZBLA, SPC, etc. will be presented directly to Council following standard provincial guidelines. Notice and public meeting provisions are covered under the Planning Act and the Township uses several tools to engage the public depending on the initiative.

It is therefore reasonable to recommend that the PAC and Operations and Waste Management Committees be dissolved and a new one created called Agriculture and Rural Affairs Committee. This will necessitate revising both the composition and terms of reference. It would also be recommended that after the merger of the two committees, the frequency of the meeting be once a month. This would support a meeting schedule that Council, staff, and residents can count on for planning and other matters. Meetings should be held in advance of Council meetings and the Counties Planning meeting to accommodate other staff and other governing bodies. This would also help ensure that we could attract enough qualified people to the Committee.

This will necessitate dissolving the PAC and Operations and Waste Management committee and creating a new committee, with a revised composition and mandate. It is staff's suggestion that Council retain the Joint Recreation Committee, the Youth Advisory Committee and the Economic Development & Tourism Committee and merge the Planning Advisory committee and the Operations and Waste Management Committee into one single committee called Agricultural and Rural Affairs Committee and establish new terms of reference for all committees based on the attached policy.

The purpose of the Agriculture and Rural Affairs Committee would be to assist the municipality in its efforts to promote and facilitate business retention and expansion in agriculture and rural community by:

- Assisting the municipality in the implementation of its agricultural goals, objectives, planning and policies; and
- Providing information and comments on issues and concerns agricultural and rural stakeholders.

The Committee shall:

- Have regard for the shared priorities of the Council.
- Have a Membership minimum of 5 and maximum of 9 volunteers
- Include highly experienced individuals who possess unique skills and experience which will benefit the work of the group.

If any committees are dissolved or restructured, new Committee membership should be sought and a call for potential members that have the necessary knowledge, training, and experience for the subject matter.


OPTIONS

Adopt the recommendations included above.

Status Quo – keep the committees and terms of reference the same.

Keep all committees and amend the terms of reference.

Dissolve all the committees of Council.



Ray Morrison, CAO



Annette Simonian, Clerk



**THE CORPORATION OF THE TOWNSHIP OF AUGUSTA
BY-LAW NUMBER 3478-2020**

**BEING A BY-LAW TO ADOPT A COMMITTEE POLICY
FOR THE TOWNSHIP OF AUGUSTA**

WHEREAS Section 8 (1) of the Municipal Act, 2001 as amended states the powers of a municipality under this or any other Act shall be interpreted broadly so as to confer broad authority on the municipality to enable the municipality to govern its affairs as it considers appropriate and to enhance the municipality's ability to respond to municipal issues;

AND WHEREAS Section 5 of the Act provides that a municipality's power shall be exercised by by-law;

AND WHEREAS the Council of the Corporation of the Township of Augusta deems it advisable to adopt a Committees policy;

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

1. THAT the Committee Policy, as described in Schedule "A" attached hereto and forming part of this by-law, is hereby adopted.
2. THAT the Clerk of the Township is hereby authorized to make any minor modifications or corrections of an administrative, numeric, grammatic nature to this by-law or schedule as deemed necessary where such modifications or corrections do not alter the intent of the by-law.
3. THAT this by-law shall come into force and effect on the date of passing.

READ a first and second time this 29 day of June, 2020.

READ a third time and passed this 29 day of June, 2020.

MAYOR

CLERK

COMMITTEE POLICY

1. Purpose

The purpose of the policy is to support the creation, amendment, dissolution, the appointment to and the Terms of Reference for advisory Committees, hereto known as Committees, authorized by Council and associated with the Township.

The Township of Augusta acknowledges the value of Committees and the advice they provide to Council. The creation, amendment, dissolution, and administration of committees shall be conducted in a fair and equitable manner and in accordance with applicable legislation or Council-approved procedures.

2. Definitions

Advisory Committee (aka Committee) of Council means a collection of individuals, established by council, who bring unique training, knowledge, experience and skills which complement that of Council to advise, make recommendations for Council to more effectively govern the organization.

Subcommittee (aka Ad Hoc or working group) means a group, either formed by Council or Committee working together to achieve a specified goal(s). The lifespan of a subcommittee will last until it has achieved its goal(s), or until the Council or Committee dissolves the group.

Statutory Committee and Board means a committee/board established by by-law and/or pursuant to Provincial legislation that function pursuant to said by-law or legislation.

3. Creation, Amendment or Dissolution

Procedure

Council may create a new Committee, amend or dissolve an existing Committee based on the analysis of the following:

- a. Council
 - i. Is the existence of this committee required by legislation and regulation?
 - ii. Is this Committee mandate relevant, achievable, unique, aligned with Corporate goals.
 - iii. operating effectively and efficiently in accordance with its Terms of Reference?
- b. Public Interest, community support or feedback

Creation

The creation of a new Committee may be triggered by the following factors:

- a) Significant public issues or trends;
- b) Where public input is deemed desirable;
- c) Legislation requirement or changes;

d) Staff request.

Staff shall prepare a by-law to establish a Committee with the proposed committees mandate goals and composition for Councils consideration.

After approval of the creation of a new Committee, the Clerk's Office on behalf of Council will facilitate the appointment process, in accordance with this policy and the procedural by-law, based on the Committee's mandate, goals and Terms of Reference.

Amendment and/or dissolution

All committees formed by Council will be formally amended or dissolved by Council by resolution and may be triggered by:

- a) Expiration of Term
- b) Council Request
- c) Merger with another committee
- d) Committee recommendation to Council
- e) Staff recommendation via report to Council
- f) Lack of material, purpose, function, or public interest
- g) New issues at Council or public pressure
- h) Changes in Legislation
- i) Committee's effectiveness in fulfilling its mandate & alignment with Council's term objectives and priorities
- j) Financial impact on required resources

4. Appointment of Members

Appointments will be made as soon as reasonably possible at the beginning of term of Council.

Nominations

All residents, property owners and business owners or business employees of the Township shall be eligible to serve as a member, subject to specific legislation requirements or requirements in the Council approved policy.

Selection will be through the Mayor in consultation with Council. The applicant review process will be completed in camera as the process involves reviewing personal information. Recommendations and appointments will be made at a formal open meeting of Council by resolution.

Term of Committee Appointments

Volunteer members will be appointed for the term of Council, including members for statutory committees and boards that fall within the jurisdiction of the municipality, and will continue to serve until their successors are appointed by Council.

A Member shall be replaced by Council resolution within 60 days, if necessary, in the event that a committee member resigns from the committee or a member misses more than three consecutive meetings and will be deemed to have forfeited their appointment.

Council reserves the right to rescind and/or change appointees at any point during a committee term.

Application Process

The recruitment and review of potential members will be done as a call for interested volunteers at the beginning of the term of Council. Notice of the appointment process will be advertised on the website and the Augusta facebook page as well as other mediums as deemed necessary.

All applicants must fully complete the standard application form which may be downloaded from the Township's website or obtained from the Clerk's department. (Appendix A)

Applicants names will be put forward to Council and representatives will be selected for the term of Council, with consideration for the following criteria:

- Candidates affiliated with the Township
- Candidates with the needed skills/knowledge areas
- Candidates with an understanding of rural affairs
- Candidate's qualifications and commitment to the functions of the committee as outlined in the committee mandate and objectives.
- Candidate's availability to participate

5. Meeting Procedures

Roles

The Mayor shall be Ex-officio Member.

Clerical/Administrative or technical staff required to support a Committee will be assigned by the CAO.

The Mayor shall choose a member of Council as the Chair of the Committee based on Councillor interest and consultation. The Chair acts as liaison between Committee and Council and will bring forward any matters to Council as required and speak as the official representative of the Committee.

The role of the citizen volunteer is to provide needed technical skills and knowledge and provide desired representation of interest in the community.

Note: Ad Hoc/subcommittees may be formed from time to time to carry out specific projects.

Rules of Procedure

Except as otherwise provided in the Terms of Reference, (Appendix B) all other procedural matters shall be governed under the Municipal Procedural By-law.

Quorum

Quorum is desired, but not required to hold a meeting. If attendance at meetings is consistently low the Council will review the necessity of the committee continuing.

Agenda Items

Agenda will be developed by the staff member and the Chair in accordance with the Committee's mandate.

Agendas and Minutes shall be distributed to the Committee by the Clerical Staff member in advance of the meeting.

Agendas and minutes will be posted on the official Augusta Township website.

Reporting to Council

Committee reporting shall be done through the committee chair at the next Council meeting during the 'Committee Report' section.

Members have no authorization to make autonomous decisions.

The Committee may address the Council as a delegation.

6. Training

7.

Members will be given an orientation at the beginning of their appointment.

Mandatory Accessibility and Violence and Harassment training will be part of the orientation.

8. Code of Conduct

All Council Members, Municipal employees and volunteers will be guided by relevant policies and procedures including the Code of Conduct, Workplace Violence and Harassment Policy and the Conflict of Interest Act.

In order to provide a positive and respectful workplace, all Council, staff and volunteers will refrain from personal harassment and workplace conflict behaviour, including offensive remarks or other actions that create intimidating, hostile or humiliating working conditions.

9. Confidentiality

All members appointed by Council must sign a confidentiality agreement. Appendix C

Have you received a previous appointment to a Committee? Yes No

If yes, which Committee: _____

Last year served?: _____

Applicant's signature: _____ Date: _____

Personal information on this form is collected under the authority of the Municipal Act, 2001, (and the legislation expressly associated with individual committees) and will be used only for the purposes of recruitment of individuals to Municipal Boards, Committees and Commissions. Information on this form will be disclosed to the Council for candidate selection purposes only. Questions about the collection of information or about the selection in general, should be directed to the Municipality at the address indicated at the top of the application.

Appendix B



Template for Committee Terms of Reference

Committee Name:	
Enabling Legislation/By-law Date of Formation:	
Enabling Legislation/By-law	Frequency:
Staff Support:	
Total # of Members: Public: Council:	
Mandate:	
Goals/Objectives:	
Special skills required for members:	

Appendix C



Confidentiality Agreement

I, _____, am a volunteer on the _____ committee for the Corporation of the Township of Augusta.

I hereby acknowledge and understand the following:

That the Municipal Freedom of Information and Protection of Privacy Act provides standards for and requires administrative, technical and physical safeguards to ensure the security and confidentiality of records and personal information under the control of the Corporation of the Township of Augusta.

I further recognize and understands that in performing the duties and responsibilities pursuant to this Agreement, I will become knowledgeable with respect to a wide variety of confidential and other non-public records concerning the business of the Township and its affiliates and/or personal information of an identifiable individual. I therefore agrees that I will not, either during or after the termination of my contract for any reason, disclose any such confidential or non-public information to any unauthorized persons, except with the express written consent of Council, or otherwise required by law.

The parties acknowledge the confidential nature of this Agreement and hereby agree not to disclose its contents to any other party, except as may be required by law or to facilitate the administration of the written Agreement.

NOTE: Failure to comply with this agreement may result in removal from the Committee.

Employee Signature

Date

Witness Signature

Date

REPORT #: 2020-062

REPORT TO COUNCIL: June 29, 2020

RE: REVIEW AND APPROVAL OF A/P CHEQUES

PREPARED BY: Ray Morrison, CAO/Treasurer

RECOMMENDATION:

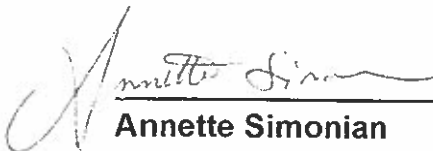
THAT Council receive, review and approve the payment of the accounts payable invoices paid on cheques #25429 – 25462 and online payments through to June 25, 2020 in the amount of \$1,345,554.52.

PURPOSE

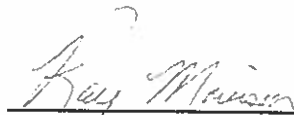
To provide Council the opportunity to review and approve the payment of the above noted invoices as provided on the attached list.

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:					
25429 A1717347	6/17/2020	ABELL PEST CONTROL INC 401-01-016 - REPAIRS & MAINTENANCE	PEST CONTROL PEST CONTROL	254.40	
		102-01-099 - HST RECEIVABLE	HST Tax Code	28.10	
		900-01-099 - HST TRACKING	HST Tax Code	32.50	282.50
25430 899233	6/17/2020	AGO INDUSTRIES INC. 438-01-007 - P.W. STAFF BENEFIT	SAFETY SHIRTS SAFETY SHIRTS	379.96	
		102-01-099 - HST RECEIVABLE	HST Tax Code	41.97	
		900-01-099 - HST TRACKING	HST Tax Code	48.54	421.93
25431 JUN172020	6/17/2020	ARNOLD DIXON 404-01-008 - LIVESTOCK KILLED	OWCP CLAIM OWCP CLAIM	594.22	
		102-01-099 - HST RECEIVABLE	HST Tax Code	65.63	
		900-01-099 - HST TRACKING	HST Tax Code	75.91	659.85
25432 10MAY2020	6/17/2020	ARTICULATE BUILD CONSULTING 600-01-014 - MAITLAND RECREATION	MERC CONSULTATION MERC CONSULTATION	250.00	250.00
25433 775900-1	6/17/2020	BEACH HOME HARDWARE 438-01-011 - P.W. SHOP SUPPLIES	SHOP SUPPLIES SHOP SUPPLIES	156.67	
		102-01-099 - HST RECEIVABLE	HST Tax Code	17.30	
		900-01-099 - HST TRACKING	HST Tax Code	20.01	173.97
778115-1		438-01-011 - P.W. SHOP SUPPLIES	TWINE	24.40	
		102-01-099 - HST RECEIVABLE	HST Tax Code	2.70	
		900-01-099 - HST TRACKING	HST Tax Code	3.12	27.10
778117-1		438-01-011 - P.W. SHOP SUPPLIES	GRASS SEED FOR SHOP	193.31	
		102-01-099 - HST RECEIVABLE	HST Tax Code	21.36	
		900-01-099 - HST TRACKING	HST Tax Code	24.70	214.67
778665-1		438-01-011 - P.W. SHOP SUPPLIES	SHOP SUPPLIES	98.17	
		102-01-099 - HST RECEIVABLE	HST Tax Code	10.84	
		900-01-099 - HST TRACKING	HST Tax Code	12.54	109.01
783833-1		438-01-011 - P.W. SHOP SUPPLIES	CHAINSAW, SHOVEL	262.97	
		102-01-099 - HST RECEIVABLE	HST Tax Code	29.04	
		900-01-099 - HST TRACKING	HST Tax Code	33.59	292.01
				Payment Total:	816.76
25434 1609	6/17/2020	BROCK-IT LTD 401-01-022 - COMPUTER EXPENSES	MANAGED IT SERVICES MANAGED 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
25435	6/17/2020	CATHOLIC DISTRICT SCHOOL	2ND QUARTER		

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Payment # Invoice #	Date	Vendor Name GL Account	Reference GL Transaction Description	Detail Amount	Payment Amount
JUN302020		640-01-003 - REQUISITION ENGI	2ND QUARTER	61,502.37	
		102-01-014 - GST RECEIVABLE	BOTH-100% Tax Code	2,847.33	
		900-00-000 - Gst Paid (NI) (NI)	(NI BOTH-100% Tax Code	2,847.33	64,349.70
25436 44478	6/17/2020	COLVOY ENTERPRISES 2012 L' BRUSHER			
		479-01-002 - 2014 DIAMOND 21'' BRUSHER		2,617.67	
		102-01-099 - HST RECEIVABLE	HST Tax Code	289.13	
		900-01-099 - HST TRACKING	HST Tax Code	334.41	2,906.80
25437 JUN302020	6/17/2020	CONSEIL SCOLAIRE DE DISTRI	2ND QUARTER LEVY		
		640-01-004 - REQUISITION FREN	2ND QUARTER LEVY	8,318.46	
		102-01-014 - GST RECEIVABLE	BOTH-100% Tax Code	385.11	
		900-00-000 - Gst Paid (NI) (NI)	(NI BOTH-100% Tax Code	385.11	8,703.57
25438 JUN302020	6/17/2020	CONSEIL DE ECOLES PUBLIQU	2ND QUARTER LEVY		
		640-01-002 - REQUISITION FREN	2ND QUARTER LEVY	1,758.93	
		102-01-014 - GST RECEIVABLE	BOTH-100% Tax Code	81.43	
		900-00-000 - Gst Paid (NI) (NI)	(NI BOTH-100% Tax Code	81.43	1,840.36
25439 001137	6/17/2020	D & D TREE SERVICE	TREE REMOVAL AT N/A REC		
		Accrued 438-01-030 - PW - CONTRACT SI	TREE REMOVAL AT N/A REC	2,035.20	
		102-01-099 - HST RECEIVABLE	HST Tax Code	224.80	
		900-01-099 - HST TRACKING	HST Tax Code	260.00	2,260.00
25440 89787	6/17/2020	EVANS PRINTING LTD	ADVERTISING		
		401-01-018 - ADVERTISING & PF	ADVERTISING	407.04	
		102-01-099 - HST RECEIVABLE	HST Tax Code	44.96	
		900-01-099 - HST TRACKING	HST Tax Code	52.00	452.00
89826		401-01-018 - ADVERTISING & PF	BUSINESS ADVERTISING	407.04	
		102-01-099 - HST RECEIVABLE	HST Tax Code	44.96	
		900-01-099 - HST TRACKING	HST Tax Code	52.00	452.00
				Payment Total:	904.00
25441 ONBRC143349	6/17/2020	FASTENAL CANADA LTD	MISC SUPPLIES		
		438-01-011 - P.W. SHOP SUPPLI	MISC SUPPLIES	165.42	
		102-01-099 - HST RECEIVABLE	HST Tax Code	18.27	
		900-01-099 - HST TRACKING	HST Tax Code	21.13	183.69
25442 59534	6/17/2020	GENERAL SEED COMPANY	GRASS SEED		
		402-01-005 - FIRE PROTECTION	GRASS SEED	178.08	
		102-01-099 - HST RECEIVABLE	HST Tax Code	19.67	
		900-01-099 - HST TRACKING	HST Tax Code	22.75	197.75
25443 g-0065364	6/17/2020	G. TACKABERRY & SONS	CRUSHED ASPHALT & STONE		
		418-01-002 - PATCHING-PARTS	CRUSHED ASPHALT & STONE	746.55	
		102-01-099 - HST RECEIVABLE	HST Tax Code	82.46	
		900-01-099 - HST TRACKING	HST Tax Code	95.37	829.01

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25444	6/17/2020	HOWARD CAMPBELL & SONS I NORTH AUGUSTA WD			
P34380		102-01-044 - DUE FROM FAST E NORTH AUGUSTA WD		45.03	
		102-01-099 - HST RECEIVABLE	HST Tax Code	4.97	
		900-01-099 - HST TRACKING	HST Tax Code	5.75	50.00
P34381		102-01-044 - DUE FROM FAST E MAYNARD WD		45.03	
		102-01-099 - HST RECEIVABLE	HST Tax Code	4.97	
		900-01-099 - HST TRACKING	HST Tax Code	5.75	50.00
MR2819		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:	310.00
25445	6/17/2020	J & L TRUCK & TRAILER	PUMPER 5 REPAIRS		
143709		402-01-014 - FIRE PROTECTION	PUMPER 5 REPAIRS	216.36	
		102-01-099 - HST RECEIVABLE	HST Tax Code	23.90	
		900-01-099 - HST TRACKING	HST Tax Code	27.64	240.26
143733		402-01-014 - FIRE PROTECTION	PUMPER 2 SAFETY & REPAIRS	805.27	
		102-01-099 - HST RECEIVABLE	HST Tax Code	88.94	
		900-01-099 - HST TRACKING	HST Tax Code	102.87	894.21
				Payment Total:	1,134.47
25446	6/17/2020	KD CONSTRUCTION	MERWIN LANE DITCHING		
13419		416-01-002 - DITCHING - PARTS	MERWIN LANE DITCHING	5,077.84	
		102-01-099 - HST RECEIVABLE	HST Tax Code	560.87	
		900-01-099 - HST TRACKING	HST Tax Code	648.70	5,638.71
25447	6/17/2020	KEN MILLER EXCAVATING	TOPSOIL CEDAR GROVE PROJECT		
36428		445-01-090 - ROADS CAPITAL	TOPSOIL CEDAR GROVE PRO	183.17	
		102-01-099 - HST RECEIVABLE	HST Tax Code	20.23	
		900-01-099 - HST TRACKING	HST Tax Code	23.40	203.40
36442		416-01-002 - DITCHING - PARTS	SUPPLY & PLACE CULVERT -	4,976.07	
		102-01-099 - HST RECEIVABLE	HST Tax Code	549.63	
		900-01-099 - HST TRACKING	HST Tax Code	635.70	5,525.70
36458		416-01-002 - DITCHING - PARTS	TOPSOIL FOR MAITLAND DRA	641.09	
		102-01-099 - HST RECEIVABLE	HST Tax Code	70.81	
		900-01-099 - HST TRACKING	HST Tax Code	81.90	711.90
36484		416-01-002 - DITCHING - PARTS	LAWN REPAIRS	366.34	
		102-01-099 - HST RECEIVABLE	HST Tax Code	40.46	
		900-01-099 - HST TRACKING	HST Tax Code	46.80	406.80
36513		445-01-090 - ROADS CAPITAL	TOPSOIL MASONIC HALL	366.34	
		102-01-099 - HST RECEIVABLE	HST Tax Code	40.46	

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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	46.80	406.80
36514		510-01-016 - REPAIRS & MAINTENANCE	TOPSOIL N/A TRANSFER STA	549.51	
		102-01-099 - HST RECEIVABLE	HST Tax Code	60.69	
		900-01-099 - HST TRACKING	HST Tax Code	70.20	610.20
36577		445-01-090 - ROADS CAPITAL	TOPSOIL MCCULLY RD PROJE	274.75	
		102-01-099 - HST RECEIVABLE	HST Tax Code	30.35	
		900-01-099 - HST TRACKING	HST Tax Code	35.10	305.10
			Payment Total:		8,169.90
25448	6/17/2020	KING EDWARD AUTO PARTS	SHOP		
6029-180210		438-01-011 - P.W. SHOP SUPPLIES	SHOP	63.01	
		102-01-099 - HST RECEIVABLE	HST Tax Code	6.96	
		900-01-099 - HST TRACKING	HST Tax Code	8.05	69.97
6029-180590		438-01-011 - P.W. SHOP SUPPLIES	SHOP SUPPLIES	325.67	
		102-01-099 - HST RECEIVABLE	HST Tax Code	35.98	
		900-01-099 - HST TRACKING	HST Tax Code	41.61	361.65
6029-182468		438-01-011 - P.W. SHOP SUPPLIES	WRENCH	41.62	
		102-01-099 - HST RECEIVABLE	HST Tax Code	4.60	
		900-01-099 - HST TRACKING	HST Tax Code	5.32	46.22
			Payment Total:		477.84
25449	6/17/2020	LEVAC SUPPLY LIMITED	TOOL		
1281054		438-01-011 - P.W. SHOP SUPPLIES	TOOL	60.95	
		102-01-099 - HST RECEIVABLE	HST Tax Code	6.74	
		900-01-099 - HST TRACKING	HST Tax Code	7.79	67.69
25450	6/17/2020	M & L SUPPLY	MULTIMETER CALIBRATION GAS		
003107		402-01-015 - FIRE PROTECTION	MULTIMETER CALIBRATION G	228.08	
		102-01-099 - HST RECEIVABLE	HST Tax Code	25.19	
		900-01-099 - HST TRACKING	HST Tax Code	29.14	253.27
25451	6/17/2020	MAXIMUM SIGNS	SAFETY SIGNS & CONES		
85115		436-01-002 - SAFETY DEVICES	SAFETY SIGNS & CONES	715.20	
		102-01-099 - HST RECEIVABLE	HST Tax Code	79.00	
		900-01-099 - HST TRACKING	HST Tax Code	91.37	794.20
25452	6/17/2020	MSC INDUSTRIAL SUPPLY ULC	SHOP SUPPLIES		
3808358001		438-01-011 - P.W. SHOP SUPPLIES	SHOP SUPPLIES	36.31	
		102-01-099 - HST RECEIVABLE	HST Tax Code	4.01	
		900-01-099 - HST TRACKING	HST Tax Code	4.64	40.32
3808358002		438-01-011 - P.W. SHOP SUPPLIES	SHOP SUPPLIES	207.88	
		102-01-099 - HST RECEIVABLE	HST Tax Code	22.96	
		900-01-099 - HST TRACKING	HST Tax Code	26.56	230.84

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3820272001		438-01-011 - P.W. SHOP SUPPLI PARTS		373.24	
		102-01-099 - HST RECEIVABLE	HST Tax Code	41.22	
		900-01-099 - HST TRACKING	HST Tax Code	47.68	414.46
3828464001		438-01-011 - P.W. SHOP SUPPLI SUNSCREEN, GARBAGE BASK		137.39	
		102-01-099 - HST RECEIVABLE	HST Tax Code	15.17	
		900-01-099 - HST TRACKING	HST Tax Code	17.55	152.56
				Payment Total:	838.18
25453	6/17/2020	NOVEXCO INC	OFFICE SUPPLIES		
403363878		401-01-004 - OFFICE SUPPLIES	PAPER, HOOK, UTILITY KNIF	159.64	
		402-01-005 - FIRE PROTECTION	PAPER	95.56	
		102-01-099 - HST RECEIVABLE	HST Tax Code	28.18	
		900-01-099 - HST TRACKING	HST Tax Code	32.60	283.38
25454	6/17/2020	RIVERSIDE BUICK GMC LTD.	OIL CHANGE		
776179		453-01-002 - #5 - 2014 GMC 1/2 T	OIL CHANGE	105.02	
		102-01-099 - HST RECEIVABLE	HST Tax Code	11.60	
		900-01-099 - HST TRACKING	HST Tax Code	13.42	116.62
25455	6/17/2020	ROBERT BOWMAN	WIRELESS ACCESS POINTS & CONF		
JUN62020		402-01-005 - FIRE PROTECTION	WIRELESS ACCESS POINTS &	319.18	
		102-01-099 - HST RECEIVABLE	HST Tax Code	35.26	
		900-01-099 - HST TRACKING	HST Tax Code	40.78	354.44
JUN62020CELL		402-01-004 - FIRE PROTECTION	CHIEF CELL	135.75	
		102-01-099 - HST RECEIVABLE	HST Tax Code	14.99	
		900-01-099 - HST TRACKING	HST Tax Code	17.34	150.74
				Payment Total:	505.18
25456	6/17/2020	SALLY BELL	POUND FEE - MAY REISSUED		
MAY2020		404-01-010 - ANIMAL CONTROL	POUND FEE - MAY REISSUED	407.04	
		102-01-099 - HST RECEIVABLE	HST Tax Code	44.96	
		900-01-099 - HST TRACKING	HST Tax Code	52.00	452.00
25457	6/17/2020	SUSAN BOSMAN	CLEANING SERVICES		
JUN62020		401-01-001 - STAFF SALARIES	CLEANING SERVICES	291.06	291.06
JUN122020		401-01-001 - STAFF SALARIES	CLEANING SERVICES	82.53	82.53
				Payment Total:	373.59
25458	6/17/2020	TUNNOCK CONSULTING LTD	AQUAWORLD CONSULTING		
980		615-01-001 - PLANNING & ZONIN	AQUAWORLD CONSULTING	418.14	
		102-01-014 - GST RECEIVABLE	BOTH-100% Tax Code	19.36	
		900-00-000 - Gst Paid (NI) (NI) (NI)	BOTH-100% Tax Code	19.36	437.50

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25459 6669372	6/17/2020	ULINE CANADA CORPORATION	TRASH PICKER 438-01-011 - P.W. SHOP SUPPLI TRASH PICKER 102-01-099 - HST RECEIVABLE HST Tax Code 900-01-099 - HST TRACKING HST Tax Code	201.81 22.29 25.78	224.10
25460 19457	6/17/2020	UNITED COUNTIES OF LEEDS	8 JUNE 2020 LEVY 635-01-001 - REQUISITION 2ND QUARTER 2020 LEVY 102-01-014 - GST RECEIVABLE BOTH-100% Tax Code 900-00-000 - Gst Paid (NI) (NI) (NI BOTH-100% Tax Code	749,228.50 34,686.50 34,686.50	783,915.00
25461 JUN302020	6/17/2020	UPPER CANADA DISTRICT	2ND QUARTER 640-01-001 - REQUISITION ENGI 2ND QUARTER 102-01-014 - GST RECEIVABLE BOTH-100% Tax Code 900-00-000 - Gst Paid (NI) (NI) (NI BOTH-100% Tax Code	352,962.05 16,340.84 16,340.84	369,302.89
25462 BM22685	6/17/2020	BLUMETRIC ENVIRONMENTAL	MAYNARD MDS MONITORING 510-01-031 - WMS - REGULAR M MAYNARD MDS MONITORING 102-01-099 - HST RECEIVABLE HST Tax Code 900-01-099 - HST TRACKING HST Tax Code	7,506.09 829.07 958.91	8,335.16
BM22683		510-01-033 - WMS - WETLANDS	MAYNARD WETLAND OPERAT 102-01-099 - HST RECEIVABLE HST Tax Code 900-01-099 - HST TRACKING HST Tax Code	4,237.04 468.00 541.29	4,705.04
				Payment Total:	13,040.20
25463 BM22003	6/17/2020	BLUMETRIC ENVIRONMENTAL	WETLAND OPERATION 510-01-033 - WMS - WETLANDS WETLAND OPERATION 102-01-099 - HST RECEIVABLE HST Tax Code 900-01-099 - HST TRACKING HST Tax Code	5,330.76 588.80 681.01	5,919.56
25464 JUN092020	6/17/2020	CAMERON WILLIAMSON	BOOT ALLOWANCE 438-01-007 - P.W. STAFF BENEF BOOT ALLOWANCE 102-01-099 - HST RECEIVABLE HST Tax Code 900-01-099 - HST TRACKING HST Tax Code	160.26 17.70 20.47	177.96
Other:					
293-Man 3286JUN32020	6/11/2020	HYDRO ONE NETWORKS	HYDRO - STATION #1 402-01-002 - FIRE PROTECTION HYDRO - STATION #1 102-01-099 - HST RECEIVABLE HST Tax Code 900-01-099 - HST TRACKING HST Tax Code	770.48 85.10 98.43	855.58
438-Man 4594JUN22020	6/11/2020	HYDRO ONE NETWORKS	HYDRO - MAYNARD REC 600-01-016 - MAYNARD RECREA HYDRO - MAYNARD REC 102-01-099 - HST RECEIVABLE HST Tax Code 900-01-099 - HST TRACKING HST Tax Code	104.07 11.50 13.30	115.57
846-Man	6/11/2020	ROYAL BANK VISA	KROWN BROCKVILLE 2 FOAM CANC		

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6488	MAY272020	402-01-014 - FIRE PROTECTION	KROWN BROCKVILLE 2 FOAM	406.94	
		102-01-099 - HST RECEIVABLE	HST Tax Code	44.95	
		900-01-099 - HST TRACKING	HST Tax Code	51.99	451.89
1550-Man	5/28/2020	UNION GAS LIMITED	STATION #1 NATURAL GAS		
3893	MAY262020	402-01-003 - FIRE PROTECTION	STATION #1 NATURAL GAS	305.59	
		102-01-099 - HST RECEIVABLE	HST Tax Code	33.75	
		900-01-099 - HST TRACKING	HST Tax Code	39.04	339.34
1792-Man	5/28/2020	HYDRO ONE NETWORKS	KEMP PARK		
6433	MAY222020	500-01-007 - KEMP SUBDIVISION	KEMP SUBDIVISION	8.13	
		102-01-099 - HST RECEIVABLE	HST Tax Code	0.90	
		900-01-099 - HST TRACKING	HST Tax Code	1.04	9.03
2260-Man	5/28/2020	CST CANADA CO.	GAS		
06341961806742		120-01-001 - STOCK - GAS	GAS	981.67	
		102-01-099 - HST RECEIVABLE	HST Tax Code	108.43	
		900-01-099 - HST TRACKING	HST Tax Code	125.41	1,090.10
2438-Man	5/28/2020	CST CANADA CO.	COLOURED DIESEL		
06341961806743		120-01-003 - STOCK - COLOURE	COLOURED DIESEL	578.07	
		102-01-099 - HST RECEIVABLE	HST Tax Code	63.85	
		900-01-099 - HST TRACKING	HST Tax Code	73.85	641.92
2885-Man	5/28/2020	CST CANADA CO.	CLEAR DIESEL		
06341961806744		120-01-002 - STOCK - DIESEL	CLEAR DIESEL	980.61	
		102-01-099 - HST RECEIVABLE	HST Tax Code	108.31	
		900-01-099 - HST TRACKING	HST Tax Code	125.27	1,088.92
2977-Man	6/22/2020	BELL MOBILITY INC.	F/D TABLETS		
9109	JUN32020	402-01-004 - FIRE PROTECTION	F/D TABLETS	70.21	
		102-01-099 - HST RECEIVABLE	HST Tax Code	7.76	
		900-01-099 - HST TRACKING	HST Tax Code	8.97	77.97
3271-Man	6/22/2020	FAMILY RESPONSIBILITY OFFI	WAGE GARNISHMENT		
JUN222020		201-01-003 - PAYROLL DEDUCTI	WAGE GARNISHMENT	2,144.00	2,144.00
3570-Man	5/28/2020	HYDRO ONE NETWORKS	ALGONQUIN LIGHTS		
4210	MAY222020	500-01-005 - ALGONQUIN STREI	ALGONQUIN LIGHTS	9.00	
		102-01-099 - HST RECEIVABLE	HST Tax Code	0.99	
		900-01-099 - HST TRACKING	HST Tax Code	1.15	9.99
3682-Man	5/28/2020	HYDRO ONE NETWORKS	N/A STREETLIGHTS		
4591	MAY222020	500-01-008 - VILLAGE OF NORTI	N/A STREETLIGHTS	32.19	
		102-01-099 - HST RECEIVABLE	HST Tax Code	3.55	
		900-01-099 - HST TRACKING	HST Tax Code	4.11	35.74
3707-Man	6/28/2020	HYDRO ONE NETWORKS	ELLIS HOUSE HYDRO		

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7331	JUN82020	401-01-012 - ELLIS HOUSE EXPE	ELLIS HOUSE HYDRO	28.43	
		102-01-099 - HST RECEIVABLE	HST Tax Code	3.14	
		900-01-099 - HST TRACKING	HST Tax Code	3.63	31.57
3794-Man	5/28/2020	HYDRO ONE NETWORKS	MAYNARD REC		
4283	MAY222020	600-01-014 - MAITLAND RECREA	MAYNARD REC	72.67	
		102-01-099 - HST RECEIVABLE	HST Tax Code	8.02	
		900-01-099 - HST TRACKING	HST Tax Code	9.28	80.69
4029-Man	6/22/2020	HYDRO ONE NETWORKS	N/A REC SOCCER		
9061	JUN82020	600-01-018 - NORTH AUGUSTA F	N/A REC SOCCER	27.11	
		102-01-099 - HST RECEIVABLE	HST Tax Code	2.99	
		900-01-099 - HST TRACKING	HST Tax Code	3.46	30.10
4097-Man	6/22/2020	ROYAL BANK VISA	MATERIALS FOR BAILOUT SIMULAT		
4104	JUN32020	402-01-012 - FIRE PROTECTION	MATERIALS FOR BAILOUT SIM	123.41	
		102-01-099 - HST RECEIVABLE	HST Tax Code	13.63	
		900-01-099 - HST TRACKING	HST Tax Code	15.77	137.04
4124-Man	5/28/2020	HYDRO ONE NETWORKS	MAITLAND STREETLIGHTS		
2162	MAY222020	500-01-004 - MAITLAND STREET	MAITLAND STREETLIGHTS	240.23	
		102-01-099 - HST RECEIVABLE	HST Tax Code	26.53	
		900-01-099 - HST TRACKING	HST Tax Code	30.69	266.76
4327-Man	6/22/2020	ROYAL BANK VISA	FD VISA ACTIVITY		
4595	JUN42020	402-01-005 - FIRE PROTECTION	RBC VISA - SUBWAY	132.77	
		402-01-012 - FIRE PROTECTION	RBC VISA - NFPA 96 BOOK	82.06	
		402-01-012 - FIRE PROTECTION	RBC VISA - SIM CLOUD	197.86	
		402-01-012 - FIRE PROTECTION	RBC VISA - FSMC 031 COURS	371.42	
		402-01-013 - FIRE PROTECTION	RBC VISA - ONCORP	108.40	
		402-01-005 - FIRE PROTECTION	RBC VISA - MR CLEAN DISIN	54.91	
		402-01-005 - FIRE PROTECTION	RBC VISA - TERANET PROPER	30.78	
		402-01-005 - FIRE PROTECTION	RBC VISA - ZAZZLE CARDS	235.86	
		402-01-015 - FIRE PROTECTION	RBC VISA - AED DEFIB PADS	114.29	
		402-01-005 - FIRE PROTECTION	RBC VISA - DISINFECTANT	66.19	
		402-01-005 - FIRE PROTECTION	RBC VISA - SCREWDRIVERS	32.17	
		102-01-099 - HST RECEIVABLE	HST Tax Code	87.68	
		900-01-099 - HST TRACKING	HST Tax Code	101.41	1,514.39
4425-Man	5/28/2020	HYDRO ONE NETWORKS	MAITLAND STREETLIGHTS		
9985	MAY222020	500-01-004 - MAITLAND STREET	MAITLAND STREETLIGHTS	7.96	
		102-01-099 - HST RECEIVABLE	HST Tax Code	0.88	
		900-01-099 - HST TRACKING	HST Tax Code	1.02	8.84
4445-Man	6/22/2020	ROYAL BANK VISA	OFFICE VISA		
4047	JUN32020	401-01-004 - OFFICE SUPPLIES	VISA - COFFEE MAKER	130.25	
		401-01-004 - OFFICE SUPPLIES	VISA - STAPLES SUPPLIES	141.28	
		401-01-020 - POSTAGE	VISA - PUROLATOR FEES	125.57	
		401-01-004 - OFFICE SUPPLIES	VISA - STAPLES ORDER	102.06	
		401-01-017 - CONFERENCES & I	VISA - AMCTO REFUND AMO	700.62-	

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		401-01-004 - OFFICE SUPPLIES	VISA - STAPLES ORDER	172.98	
		402-01-004 - FIRE PROTECTION	VISA - COVID SHIELDS	284.93	
		401-01-004 - OFFICE SUPPLIES	VISA - DEBIT MACHINE COVE	95.14	
		401-01-016 - REPAIRS & MAINTENANCE	VISA - PLANTS/FLOWERS	81.87	
		401-01-004 - OFFICE SUPPLIES	VISA - OFFICE SUPPLIES	20.34	
		438-01-011 - P.W. SHOP SUPPLIES	VISA - BUG SPRAY	98.70	
		401-01-004 - OFFICE SUPPLIES	VISA - SUPPLIES	17.17	
		600-01-011 - RECREATION - BENEFIT	VISA - ISAAC DRIVER ABST	12.00	
		600-01-011 - RECREATION - BENEFIT	VISA - ISAAC WORKBOOTS	135.09	
		102-01-099 - HST RECEIVABLE	HST Tax Code	77.85	
		900-01-099 - HST TRACKING	HST Tax Code	90.01	794.61
4475-Man	5/28/2020	HYDRO ONE NETWORKS	STREETLIGHTS ST LAWRENCE CRT		
5429MAY222020		500-01-006 - ST LAWRENCE CRT	STREETLIGHTS ST LAWRENCE	6.75	
		102-01-099 - HST RECEIVABLE	HST Tax Code	0.74	
		900-01-099 - HST TRACKING	HST Tax Code	0.86	7.49
4478-Man	5/28/2020	HYDRO ONE NETWORKS	LUGHART STREETLIGHTS		
8512MAY222020		500-01-002 - LUGHART SUBDIVISION	LUGHART STREETLIGHTS	7.96	
		102-01-099 - HST RECEIVABLE	HST Tax Code	0.88	
		900-01-099 - HST TRACKING	HST Tax Code	1.02	8.84
4639-Man	6/22/2020	HYDRO ONE NETWORKS	N/A WD HYDRO		
9094JUN82020		102-01-044 - DUE FROM FAST E	N/A WD HYDRO	73.47	
		102-01-099 - HST RECEIVABLE	HST Tax Code	8.12	
		900-01-099 - HST TRACKING	HST Tax Code	9.39	81.59
4647-Man	5/28/2020	HYDRO ONE NETWORKS	MEIKLE DR STREETLIGHTS		
6593MAY222020		500-01-011 - MEIKLE SUBDIVISION	MEIKLE DR STREETLIGHTS	9.86	
		102-01-099 - HST RECEIVABLE	HST Tax Code	1.09	
		900-01-099 - HST TRACKING	HST Tax Code	1.26	10.95
4969-Man	5/28/2020	HYDRO ONE NETWORKS	LIONS GATE STREETLIGHTS		
9461MAY222020		500-01-013 - LIONS GATE STREETLIGHTS	LIONS GATE STREETLIGHTS	8.48	
		102-01-099 - HST RECEIVABLE	HST Tax Code	0.93	
		900-01-099 - HST TRACKING	HST Tax Code	1.08	9.41
5571-Man	6/11/2020	UNION GAS LIMITED	TWP OFFICE		
MAY252020		401-01-021 - HEAT	TWP OFFICE	100.05	
		102-01-099 - HST RECEIVABLE	HST Tax Code	11.05	
		900-01-099 - HST TRACKING	HST Tax Code	12.78	111.10
5632-Man	6/22/2020	ROYAL BANK VISA	GAS CANS, FLASHLIGHT		
4732JUN32020		438-01-011 - P.W. SHOP SUPPLIES	GAS CANS, FLASHLIGHT	132.20	
		102-01-099 - HST RECEIVABLE	HST Tax Code	14.60	
		900-01-099 - HST TRACKING	HST Tax Code	16.89	146.80
5777-Man	6/11/2020	HYDRO ONE NETWORKS	MAYNARD WM HYDRO		
3573JUN22020		102-01-044 - DUE FROM FAST E	MAYNARD WM HYDRO	222.79	

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		102-01-099 - HST RECEIVABLE	HST Tax Code	24.61	
		900-01-099 - HST TRACKING	HST Tax Code	28.46	247.40
6038-Man	6/22/2020	HYDRO ONE NETWORKS	MAITLAND FD		
4567JUN102020		402-01-002 - FIRE PROTECTION	MAITLAND FD	20.84	
		102-01-099 - HST RECEIVABLE	HST Tax Code	2.30	
		900-01-099 - HST TRACKING	HST Tax Code	2.66	23.14
6417-Man	6/22/2020	HYDRO ONE NETWORKS	N/A RECREATION CANTEEN		
5844JUN82020		600-01-018 - NORTH AUGUSTA F	N/A RECREATION CANTEEN	47.65	
		102-01-099 - HST RECEIVABLE	HST Tax Code	5.27	
		900-01-099 - HST TRACKING	HST Tax Code	6.09	52.92
6686-Man	6/11/2020	BELL CANADA	BELL CANADA PHONES N/A W/D		
2497JUN12020		102-01-044 - DUE FROM FAST E	BELL CANADA PHONES N/A W	54.05	
		102-01-099 - HST RECEIVABLE	HST Tax Code	5.97	
		900-01-099 - HST TRACKING	HST Tax Code	6.91	60.02
6794-Man	5/28/2020	HYDRO ONE NETWORKS	RIVERVIEW STREELIGHTS		
5201MAY222020		500-01-003 - RIVERVIEW HEIGH	RIVERVIEW STREELIGHTS	498.76	
		102-01-099 - HST RECEIVABLE	HST Tax Code	55.09	
		900-01-099 - HST TRACKING	HST Tax Code	63.72	553.85
6905-Man	6/22/2020	HYDRO ONE NETWORKS	CEDAR PARK HYDRO ONE		
4134JUN102020		600-01-002 - RECREATION - HYI	CEDAR PARK HYDRO ONE	54.20	
		102-01-099 - HST RECEIVABLE	HST Tax Code	5.99	
		900-01-099 - HST TRACKING	HST Tax Code	6.93	60.19
6915-Man	6/11/2020	HYDRO ONE NETWORKS	HYDRO - OFFICE		
5014JUN22020		401-01-002 - HYDRO	HYDRO - OFFICE	364.01	
		102-01-099 - HST RECEIVABLE	HST Tax Code	40.20	
		900-01-099 - HST TRACKING	HST Tax Code	46.50	404.21
7710-Man	6/11/2020	ROYAL BANK VISA	WATER SOFTENER SALT		
6512MAY272020		402-01-013 - FIRE PROTECTION	WATER SOFTENER SALT	81.31	
		102-01-099 - HST RECEIVABLE	HST Tax Code	8.98	
		900-01-099 - HST TRACKING	HST Tax Code	10.39	90.29
7750-Man	6/28/2020	HYDRO ONE NETWORKS	N/A REC HALL HYDRO		
0192JUN82020		600-01-018 - NORTH AUGUSTA F	N/A REC HALL HYDRO	47.88	
		102-01-099 - HST RECEIVABLE	HST Tax Code	5.29	
		900-01-099 - HST TRACKING	HST Tax Code	6.12	53.17
8087-Man	6/11/2020	BELL CANADA	BELL CANADA - MAYNARD W/D		
4604MAY192020		102-01-044 - DUE FROM FAST E	BELL CANADA - MAYNARD W/I	36.46	
		102-01-099 - HST RECEIVABLE	HST Tax Code	4.03	
		900-01-099 - HST TRACKING	HST Tax Code	4.66	40.49
8178-Man	6/22/2020	HYDRO ONE NETWORKS	N/A FIRE HALL HYDRO		

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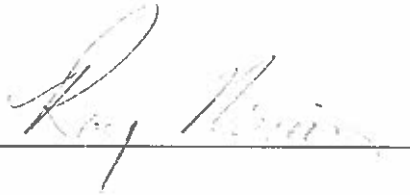
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3997JUN82020		402-01-002 - FIRE PROTECTION	N/A FIRE HALL HYDRO	215.52	
		102-01-099 - HST RECEIVABLE	HST Tax Code	23.80	
		900-01-099 - HST TRACKING	HST Tax Code	27.53	239.32
9014-Man 4231MAY192020	6/11/2020	BELL CANADA	BELL CANADA - MAY OFFICE		
		401-01-003 - TELEPHONE & FAX	BELL CANADA - MAY OFFICE	235.06	
		102-01-099 - HST RECEIVABLE	HST Tax Code	25.98	
		900-01-099 - HST TRACKING	HST Tax Code	30.05	261.04
9106-Man 8173JUN52020	6/11/2020	HYDRO ONE NETWORKS	HYDRO		
		438-01-026 - P.W. HYDRO	HYDRO	325.92	
		102-01-099 - HST RECEIVABLE	HST Tax Code	36.00	
		900-01-099 - HST TRACKING	HST Tax Code	41.64	361.92
9140-Man 2002JUN12020	6/11/2020	BELL CANADA	PW BELL CANADA PHONES		
		438-01-010 - P.W. TELEPHONE	PW BELL CANADA PHONES	103.83	
		102-01-099 - HST RECEIVABLE	HST Tax Code	11.46	
		900-01-099 - HST TRACKING	HST Tax Code	13.26	115.29
9487-Man 2031JUN12020	6/11/2020	BELL CANADA	N/A PHONES		
		402-01-004 - FIRE PROTECTION	N/A PHONES	46.72	
		102-01-099 - HST RECEIVABLE	HST Tax Code	5.16	
		900-01-099 - HST TRACKING	HST Tax Code	5.97	51.88
9843-Man MAY262020	6/11/2020	UNION GAS LIMITED	MAITLAND FD		
		402-01-003 - FIRE PROTECTION	MAITLAND FD	305.59	
		102-01-099 - HST RECEIVABLE	HST Tax Code	33.75	
		900-01-099 - HST TRACKING	HST Tax Code	39.04	339.34
9951-Man 2041JUN12020	6/11/2020	HYDRO ONE NETWORKS	DOMVILLE REC HYDRO		
		600-01-012 - DOMVILLE RECREA	DOMVILLE REC HYDRO	46.26	
		102-01-099 - HST RECEIVABLE	HST Tax Code	5.11	
		900-01-099 - HST TRACKING	HST Tax Code	5.91	51.37
52020-Man MAY2020	6/10/2020	MINISTER OF FINANCE	GOV'T PAYROLL REMITTANCES		
		204-01-001 - PAYROLL DEDUCTI	GOV'T PAYROLL REMITTANCE	13,465.12	13,465.12
52020-Man MAY312020	6/15/2020	ONTARIO EHT	MAY 1-31 2020 EHT		
		204-01-002 - EHT PAYABLE	MAY 1-31 2020 EHT	1,976.95	1,976.95
6244673 APR16-302020	5/27/2020	MINISTER OF FINANCE	MAY PAYROLL REMITTANCES		
		204-01-001 - PAYROLL DEDUCTI	MAY PAYROLL REMITTANCES	21,106.53	21,106.53
6244785 MAY1-152020	5/27/2020	MINISTER OF FINANCE	MAY 1-15 SOURCE DEDUCTIONS		
		204-01-001 - PAYROLL DEDUCTI	MAY 1-15 SOURCE DEDUCTIO	14,804.85	14,804.85
6244890 APR302020	5/26/2020	ONTARIO EHT	APRIL EHT		
		204-01-002 - EHT PAYABLE	APRIL EHT	2,429.64	2,429.64

Report Date
6/26/2020 8:31 AM

Township of Augusta
List of Accounts for Approval
As of 6/26/2020
Batch: 2020-00055 to 2020-00057

Payment # Invoice #	Date	Vendor Name GL Account	Reference GL Transaction Description	Detail Amount	Payment Amount
				Total for AP:	1,345,554.52

Certified Correct This June 26, 2020



REPORT 2020-063
REPORT TO COUNCIL June 29, 2020
RE: Augusta Graduate Celebration
AUTHOR: Vikki Werner-Mackeler, Deputy Clerk/Office Admin

RECOMMENDATION:

THAT Council receive this report for information.

BACKGROUND:

Due to COVID-19, the class of 2020 has not been able to celebrate this milestone in the traditional manner. As requested by Council, staff devised a way for Augusta to recognize this important achievement.

It was advertised on the Township's website, Facebook page, and the electronic sign requesting that parents email staff their graduates' information (see attachment A). This included those celebrating Kindergarten, Grade 6, Grade 8, High School or College/University/Trade graduations.

ANALYSIS:

This information was then used to create a banner for each graduate which, on June 25, 2020 were uploaded to the website replacing the current banners at the top of the page. A smaller version of each banner was also inserted below which could be clicked on to enlarge.

There were a total of 62 graduate banners created.


As a surprise for the graduates, congratulatory certificates were also created for each graduate and mailed to their home.

A Facebook post was published the morning of June 25th congratulating all of Augusta's students and parents on what was supposed to be their last day of school/graduation day. (see Attachment B). A message was also added to the electronic sign.

The response to this initiative was overwhelming having received far more emails than originally anticipated. Most parents/grandparents took the time to express their appreciation to the Township for acknowledging their graduates.

FINANCIAL CONSIDERATIONS:

Only staff's time was required to create the website banners. As for the certificates, all materials were already on site. The only cost incurred was for postage (\$119.07).


Ray Morrison, CAO/Treasurer


Vikki Werner-Mackeler, Deputy Clerk/Office Admin

Attachment A

GRADUATING CLASS OF 2020

Emily Eyre

of Cardinal, Ontario
Graduating from South Grenville District High School

Daughter of Jeffrey & Tammy Eyre

Sister of Julia Eyre

Granddaughter of Harold & Carolyn Eyre, Edward Waddell (Patty Dancy) & Denise Schizkoske (Barry)

Great Granddaughter of Marie Waddell

Previous Schools: South Edwardsburgh Public School

Attachment B

 **Augusta Township**
Yesterday at 9:00 AM

CONGRATULATIONS STUDENTS

As today was to be the last day of school and graduation night for most students in the township, and even though we need to be celebrating COVID-19 style instead of the way we would like to be, Augusta Township Council and Staff would like to send a big CONGRATULATIONS out to our students (and teachers and parents) for making it through the 2019-2020 school year. It was a very tough year, but you've made it!

We celebrate your success with you... at a distance.

Visit our website to help us celebrate the CLASS OF 2020!

<http://www.augusta.ca/>



REPORT NUMBER: 2020-061
REPORT TO COUNCIL: June 29th, 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 June 29th, 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
- Roadside brushing on various roads
- Litter picking/ditch clean up ongoing
- Sign replacement ongoing
- Road patrol
- Ditching/drainage work ongoing

Projects/Tenders:

- North Augusta: Main St. reconstruction tender to be released in July
- Line painting: Working under County umbrella tender, to start in July
- Grass cutting ongoing
- Cedar Grove Road reconstruction project ongoing
- McCully and Hillbrook Roads: surface treatment projects ongoing
- Public Works vehicle tender to be released in July
- Completion of the following:
 - o Roadside spraying
 - o Street sweeping
 - o Maintenance Gravel
 - o Calcium dust suppressant
 - o Catch basin clean out

Waste/Transfer sites:

Maynard Transfer Site

- Paving to commence the week of July 6th.
- Blumetric/Township creating grant application for new Wetland cell/expansion

North Augusta Transfer Site

Health & Safety/ Training:

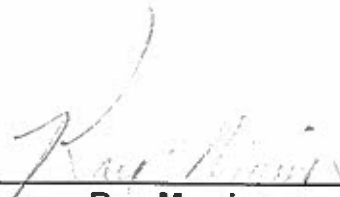
- Weekly safety talks ongoing with PW staff

COVID19:

- Physical distancing being practised with staff where practical
- Equipment/work area wipedown procedure ongoing
- PPE: gloves, masks, sanitizer, safety glasses procedure ongoing
- Minimal contact with public while working
- Information board created and updated as data becomes available
- Safety talks, procedural updates and news is conveyed as information becomes available



Brad Thake
Public Works Manager



Ray Morrison
CAO/Treasurer

REPORT 2020-059
REPORT TO COUNCIL June 29, 2020
RE: Planner's Report
PREPARED BY Myron Belej, Township Planner

RECOMMENDATION:

THAT the Planner's Report of June 29, 2020 be received for information and action in accordance with the individual resolutions.

REPORT:

This report covers five main topics:

1. Bee City Canada Membership Update
2. Main Street Revitalization Initiative
3. Community Improvement Plan
4. Site Plan Control Application: 1111 County Road 2
5. Electric Vehicle Charging Infrastructure

1. Bee City Canada Membership Update

On June 21, 2020, Bee City Canada Director Shelly Candel congratulated the Township of Augusta on becoming the 40th Bee City in Canada. With June 22-28, 2020 being National Pollinator Week, this announcement of Augusta's participation represents a significant and timely event for both the Bee City Canada organization, and for the Township's agricultural and agri-industrial sector. Bee City Canada will be presenting Augusta Township with a framed declaration, and we are in discussion about additional promotional opportunities and partnerships as well.

To date, feedback from community members, business owners, local farmers, economic development partners, real estate representatives, the education sector, and other government agencies has been quite positive. Coverage of Council's unanimous decision at the June 15, 2020 Meeting of Council has been featured in the South Grenville Journal, the Brockville Recorder & Times, and the Kingston Whig-Standard.

2. Main Street Revitalization Initiative

Augusta Township has received its first application for the Main Street Revitalization Initiative funds. To disburse the funds, the Association of Municipalities of Ontario has advised that the Township must adopt a Community Improvement Plan.

3. Community Improvement Plan

Community Improvement Plans (CIPs) are powerful planning and economic development tools which give municipalities increased ability to, among other things:

- leverage grants/funding/partnerships of higher orders of government;

- upgrade and maintain our municipal services and community facilities;
- preserve heritage buildings and maintain our existing building stock;
- enhance visual appearance;
- provide loans/grants/tax assistance;
- issue debentures;
- sell/lease/dispose of lands;
- remediate/rehabilitate/redevelop brownfield sites; and,
- encourage private sector investment and strengthen our economic base.

Augusta's Official Plan includes a detailed section on Community Improvement (Section 9.5, included in Attachment 1), which designates the entire municipality as a Community Improvement Area. The foresight of this inclusive Council- and community-supported strategy identifies community improvement policy objectives and matters to have regard for in the preparation and adoption of a CIP.

In selecting a Community Improvement Project Area, the Official Plan recommends having regard for "the provision of sufficient flexibility;" "the boundary of the area and the land use designations contained in [the Official Plan];" and "that improvements will have a significant impact on strengthening the economic base of the community."

The COVID-19 pandemic has drawn our attention to the value of increased flexibility and the importance of strengthening and diversifying the economic base of our community.

The Township CAO and Planner have had email and phone correspondence with planning and finance staff from the Provincial Ministry of Municipal Affairs and Housing (MMAH) with regards to developing a successful CIP. We expect MMAH staff to be sharing additional recommendations and best practices information that is based on comparable municipalities with us very soon.

Community consultation is a key component of CIP development. It is also a critical factor in the development of successful Official Plans and Zoning By-laws. Thus, it would be beneficial for our municipality to seize the opportunity to engage community members by undertaking a planning- and economic development-focused survey to inform the development of a Community Improvement Plan, as well as an updated Augusta Official Plan, and an updated Augusta Zoning By-law.

A "Great Augusta Community Survey" would complement learnings from the Business Retention & Expansion (BR&E) program and our Service Delivery Review.

RECOMMENDATION:

THAT the Council of the Township of Augusta direct Township staff to prepare a Community Improvement Plan (CIP);

AND THAT the Township of Augusta undertake a planning- and economic development-focused community survey to inform the development of a CIP and other strategic plans.

4. Site Plan Control Application: 1111 County Road 2 (Donnelly/Adams)

This Site Plan Control Application (Attachment 2) is a follow-up to the proponents' rezoning application which was approved by Augusta Council on February 10, 2020.

Supplementary reports accompanied the rezoning application, as well as a detailed site plan/grading plan, which were reviewed favourably by Augusta's Planning Advisory Committee (PAC) on January 30, 2020. During that meeting, PAC had some dialogue with a co-applicant (Adams), and suggested that the final site plan brought forward to Council in conjunction with a Site Plan Control Application should capture the pump house and finalize the building envelopes on the property. Subsequently, a revised site plan for the property, which captures the pump house and finalizes the building envelopes, was provided to the Township on June 9, 2020, and was circulated to reviewing agencies with comments requested by June 24, 2020.

With minimal difference between the initial and final submitted site plan, favourable comments for the concept received from the reviewing agencies, a wait list for seniors rental housing in Augusta Township, and a positive and extensive development record of the proponent within the Township, this Registered Professional Planner recommends approval of the Site Plan Control Application subject to the proponent(s) addressing the comments provided by South Nation Conservation and the United Counties of Leeds and Grenville, and entering into a Site Plan Control Agreement with the Township.

RECOMMENDATION:

THAT the Council of the Township of Augusta approve the Site Plan Control Application submitted by Donnelly/Adams for 1111 County Road 2, subject to the proponent(s):

- Providing stormwater management and erosion control measures to the satisfaction of South Nation Conservation and the Township;
- Addressing entrance, road widening, and water discharge requests to the satisfaction of the United Counties of Leeds and Grenville;
- Entering into a written Site Plan Control Agreement with the Township of Augusta, and registering the Agreement on title.

5. Electric Vehicle Charging Infrastructure

The Government of Canada has set ambitious national targets for production of zero-emission vehicles. The Federal Government wants zero-emission vehicles to represent 100% of light-duty vehicle sales by 2040.

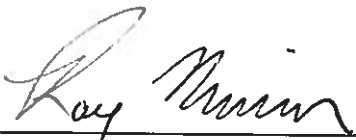
The National Resources Canada (NRCan) website indicates that "access to localized and visible charging infrastructure is key to alleviate consumer concerns about where to charge their vehicle;" which was a contributing factor in the Government of Canada's announcement of \$130 million in funding through 2024 "to deploy a network of zero-emission vehicle charging (level 2 and higher) and refuelling stations in more localized areas where Canadians live, work and play."

A vehicle dealership in Augusta Township near the Aqua World Resort property is presently listed for sale on the MLS, which presents an excellent opportunity for entrepreneurs and investors.

We can expect to see an increasing number of electric vehicles being sold, serviced, and driven by both residents and tourists in our Township in the years ahead.

RECOMMENDATION:

THAT the Township of Augusta seek out grants and partnerships to enable the development of a network of strategically located electric vehicle charging stations in key rural destination zones across our municipality.



Ray Morrison, CAO

Myron Belej, RPP, MCIP

9.4.10.11 The approval authority may use various planning and other approvals (e.g. site plan control, site specific zoning, site alteration by-laws, etc.) to ensure that the development or site alteration occurs in accordance with the environmental impact assessment study recommendations.

9.5 COMMUNITY IMPROVEMENT AREA

9.5.1 The entire Municipality is designated a Community Improvement Area.

9.5.2 Council may, by by-law, designate the lands within a Community Improvement Area as a Community Improvement Project Area whereupon Council shall undertake the preparation of a Community Improvement Plan for such area or areas. Prior to designating a Community Improvement Area, Council shall repeal all previous designating by-laws adopted under the Planning Act for Community Improvement purposes in the area to be designated as a Community Improvement Project Area.

9.5.3 Subject to Section 28 of the Planning Act, in pursuing the objectives of the Official Plan's Community Improvement Policies Council may:

- Sell, lease or dispose of lands and buildings acquired or held by the municipality;
- Give loans and grants to owners, tenants and their assignees for rehabilitation purposes;
- Provide tax assistance by freezing or canceling the municipal portion of the property tax on eligible properties for remediation purposes; and
- Issue debentures with the approval of the Ontario Municipal Board.

9.5.4 **The policy objectives are as follows:**

- To upgrade and maintain all essential municipal services and community facilities.
- To ensure that community improvement projects are carried out within the built up areas of the Township.
- To ensure the maintenance of the existing building stock.
- To preserve heritage buildings.
- To facilitate the remediation, rehabilitation and/or redevelopment of existing Brownfield sites;
- To encourage private sector investment and the strengthening of the economic base.
- To enhance the visual appearance of Community Improvement Areas.
- Preparation and Adoption of a Community Improvement Plan
- Council shall have regard for the following matters in the preparation and adoption of a Community Improvement Plan, namely;

The basis for selection of the community improvement project areas with specific consideration of the following:

- That there is evidence of a need to improve municipal services such as roads, sidewalks, street lighting, parking, sanitary and storm sewers, water supply, parks and recreation, community facilities, the waterfront areas or streetscaping. Improvements may apply to some or all of the above services.
- That the phasing of improvements corresponds to the timing of improvements by the Township and/or senior governments and is within the financial capability of the municipality.
- That a significant number of buildings in an area show signs of deterioration and need of repair.
- That there is evidence that a site can be classified as a Brownfield and that the adoption of a community improvement plan would assist in the remediation, rehabilitation and/or redevelopment of a property or area.
- That improvement to the visual appearance or aesthetics be required.
- That improvements will have a significant impact on strengthening the economic base of the community.
- The boundary of the area and the land use designations contained in this Plan;
- Properties proposed for acquisition and/or rehabilitation;
- The estimated costs, means of financing and the staging and administration of the project;
- The provision of sufficient flexibility, as circumstances warrant, where project and costing revisions are necessary;
- The phasing of improvements and the means of their implementation; and
- Citizen involvement during the preparation of a Community Improvement Plan.
- Council shall implement the general principles and policies of this Section as follows:
 - Through the identification of specific community improvement projects and the preparation of Community Improvement Plans;
 - Through participation in programs with senior levels of government;
 - Through enforcement of the Municipality's Property Standards Bylaw;
 - Through the acquisition of land to implement adopted Community Improvement Plans;
 - Through the encouragement of the orderly development of land as a logical and progressive extension of development which provides for the infilling of underutilized land;

- Through the encouragement of the private sector to utilize available government programs and subsidies;
- Through the enactment of a comprehensive zoning by-law which provides for a range of appropriate uses, for the intensification and integration of land uses, and which stimulates the economic and/or functional role of the areas; and
- By encouraging the rehabilitation of existing buildings and structures which will be used for a purpose compatible with the surrounding area.
- Council shall have regard for the phasing of improvements in order to permit a logical sequence of events to occur without unnecessary hardship to area residents and the business community. The improvements should be prioritized having regard for available municipal funding.

9.6 MAINTENANCE AND OCCUPANCY STANDARDS

9.6.1 It is the policy of Council to maintain the physical condition of the existing building stock by adopting and enforcing a Municipal Property Standards By-law as enacted under Section 15.1 of the *Building Code Act*, R.S.O. 1990, as amended.

9.6.2 Council may further support property maintenance and safe occupancy by:

- Utilizing available government programs, where applicable, to provide financial and administrative support to individuals seeking to improve their properties.
- Maintaining municipally owned buildings, properties and community facilities and providing or maintaining municipal services in good repair.
- Using or encouraging the use of associated legislation such as the Ontario Fire Code for the retrofit of buildings and Part 11 of the Ontario Building Code also respecting the retrofit of buildings.
- Appointing a Property Standards Officer to enforce the By-law and by the appointment of a Property Standards Committee under the provisions of Section 15.6 of the *Building Code Act*, R.S.O. 1992, as amended.

9.7 BUILDING PERMITS

In accordance with the provisions of Section 8 of the *Ontario Building Code Act*, R.S.O. 1992, as amended, it is a policy of this Plan that building permits will not be issued where the proposed construction does not conform to the provisions of the Zoning By-law.

9.8 ZONING BY-LAW

9.8.1 It is a policy of this Plan that the Zoning By-law shall conform to the policies of this Official Plan. Following adoption of this Plan and its subsequent approval by the Ministry of Municipal Affairs and Housing, the Zoning By-law shall be brought into conformity with the policies of this Plan. This may be accomplished through the Zoning

Augusta
TOWNSHIP
(Community of Opportunity)

APPLICATION FOR SITE PLAN CONTROL

Information and material to be provided under Section 41 of the *Planning Act*

FOR OFFICE USE ONLY

Application Number: _____
Assessment Roll Number: _____
Date Received: _____
Date Application Deemed Complete: _____

NOTE:

All questions on this application **must** be answered or the application will be deemed incomplete and will be returned.

Part 1: Applicant Information

Registered Owner

Name(s): PETER DOWNIEILLY + MARK DANA ADAMS
Mailing Address: _____
1135 County Rd #2 Telephone _____ (home): _____
RR#1, Brockville Ont (work/cell): 613-802-4345
E-mail: PDownieilly.888@gmail.com Fax: _____

Agent (if applicable)

Name(s): N/A
Mailing Address: _____
Telephone _____ (home): _____
(work/cell): _____
E-mail: _____ Fax: _____

Please specify to whom all correspondence should be sent: Owner Agent

If the applicant is not the owner, the owner must appoint the applicant his/her agent see page 8.

Part 2: Property Information

Legal Description of the Property

Assessment Roll Number: 0706 000 065 17600 0000
Geographic Township: Augusta Concession: 1 Lot: 36
Registered Plan Number (if any): 15R-11985 Lot Number: _____
Civic Address: 1111 County Rd #2 RR#1, Brockville,

Part 3: Land Use

Existing Use: VACANT
Proposed Use: to construct 2-4 unit 1 BR Apartments

Official Plan
Official Plan Designation*: Recently changed to Res water front except

Does the proposed development and use comply with the Current Official Plan requirements and uses for the subject land?

Yes No (please circle one)

If No, has an application for an Official Plan Amendment been applied for? Please provide the application number of application and if approved, the by-law number. _____

Zoning
Zoning*: Residential w/f

Does the proposed development and use comply with Current Zoning requirements and permitted uses for the subject land?

Yes No (please circle one)

If No, has an application for a Zoning Amendment (rezoning) or Minor Variance been applied for? Please provide the application number of application and if approved, the by-law number. _____

***If you are unaware as to the Official Plan and/or the current Zoning, please contact the Township of Augusta for this information.**

Purpose of the Application (describe your project)
To submit and complete a site plan showing the development to construct 2-4 unit buildings and 1 accessory building

Property Characteristics
Lot Frontage (Road) 150 ft _____ m (Water) 50 ft _____ m
Lot Depth 650 ft _____ m Lot Area 1.85 ac _____ ha

Part 4: Building or Structures for Subject Lands

Existing Buildings or Structures for Subject Lands *this includes dwellings, shed, etc...*

Type of Structure	Floor Area m ²	Length m ²	Width m ²	Height m ²	Date Constructed

Proposed Buildings or Structures for Subject Lands

Type of Structure	Floor Area m ²	Length m ²	Width m ²	Height m ²	Date Constructed
Residential	480 m ²	32 m ²	18 m	11 m	TBA

Existing Setbacks for all Buildings or Structures for Subject Lands *setbacks are measured from the closest part of the structure to the nearest lot line or high watermark. (if a waterfront property, the water is considered to be the front yard)*

Type of Structure	Front Yard (m)	Rear Yard (m)	Side Yard (m)	Side Yard (m)
NA				

Proposed Setbacks for all Buildings or Structures for Subject Lands *setbacks are measured from the closest part of the structure to the nearest lot line or high watermark. (if a waterfront property, the water is considered to be the front yard)*

Type of Structure	Front Yard (m)	Rear Yard (m)	Side Yard (m)	Side Yard (m)
	25 m	27 m	7 m	20 m

Will the proposal add any of the following:

	Yes	No
Living Area		
Bedrooms		
Bathrooms		
New Plumbing		

Part 5: Servicing the Property

5.1 Access (Check appropriate box and state road name):

- D Provincial Highway (#) _____
- D Municipal road, maintained year round _____
- D Municipal road, seasonally maintained _____
- D County Road (#) 2 _____
- D Private Road _____
- D Right of Way _____
- D Water Access _____

5.2 Water Supply (Check appropriate box for type of service proposed):

- D Privately owned and operated piped water system (communal)
- Drilled well
- D Sand point
- D Lake or other water body
- D Other means (*please state*) _____
- D Water service not proposed

5.3 Sewage Disposal (Check appropriate box for type of service proposed):

- D Publicly owned and operated sanitary sewage system
- Privately owned and operated individual septic system
- D Privately owned and operated communal septic system
- D Privy
- D Holding tank
- D Other (*please state*) _____
- D Sewage disposal service not proposed

Where development will produce more than 4500 litres of effluent a day, applicants are required to submit a servicing options report and a hydrogeological report:

- D Title and date of servicing options report: _____
- D Title and date of hydrogeological report: _____

5.4 Other Services (Check if the service is available):

- Electricity
- School Bussing
- D Garbage Collection

5.5 Storm Drainage (Indicate the proposed storm drainage system):

- D Storm sewers
- D Ditches
- Swales
- D Other (*please state*) _____

Part 6: Additional Information

Existing Uses of Adjacent Lands

To the North: AGRICULTURE

To the South: ST LAWRENCE RIVER

To the East: Residential

To the West: Residential

The length of time the existing uses of the subject property have continued? UP TO 100 YEARS

Uses on or within 500m of subject land

Use or feature	On the subject Land	Within 500 m of subject land, unless otherwise specified. (indicate approximate distance)
An agricultural operation including a livestock facility (i.e. barn) or manure storage facility		TO THE NORTH (CASH CROP.)
A landfill site (active or closed)		
A sewage treatment plant or sewage lagoon		
An industrial use		
A licensed pit or quarry or an aggregate reserve		
An operating mine		
A non-operating mine or mine hazard within 1 km of the subject lands		
An active rail line		
A municipal or federal airport		
A flood plain		
A natural gas or oil pipeline		
A hydro easement		
A provincially significant wetland (within 120 m)		
A designated heritage building, historic site or cemetery (within 100 m)		

Part 7 - Simultaneous Applications

Is the subject land or any land within 120 m subject to any other planning applications at this time?

D Yes D No *If yes, indicate the type and file number (i.e. consent, subdivision, minor variance, site plan control). Please complete following Table:*

Item	Application # 1 (type):	Application # 2 (type):	Any land within 120 m of the subject land:
File Number			
Name of approval authority considering application			
Land affected by application			
Purpose			
Status			
Effect on requested amendment			

Disclaimer

Personal Information contained on this form is collected under the authority of the Planning Act, Section 41, and will be used to determine the eligibility of the proposed site plan.

NOTE

THE APPROVAL OF A SITE PLAN DOES NOT RELIEVE THE OWNER FROM THE REQUIREMENTS OF THE BUILDING CODE. ALL OTHER APPLICABLE PERMITS MUST BE APPLIED FOR BY THE OWNER.

Submit your application to:

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

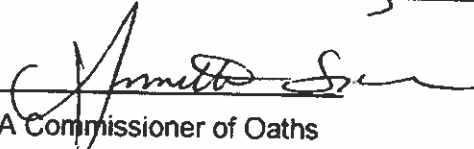
T: 613-925-4231
F: 613-925-3499

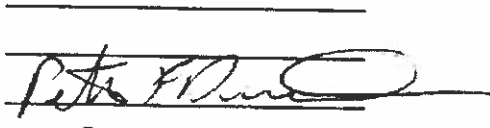
AFFIDAVIT

I/We, PETER DONNELLY of the Township of Augusta
in the County of Leeds & Grenville solemnly declare that all the above statements
contained in the application are true, and I/We make this solemn declaration conscientiously,
believing it to be true and knowing that this is the same force and effect as if it were made under
oath.

Declared before me at the

Township of Augusta
in the County of Leeds & Grenville
this 22 day of May, 2020.


A Commissioner of Oaths


Owner/Agent Signature

**Annette Simonian, Clerk for
Township of Augusta
A Commissioner for taking
affidavits/oaths**

OWNERS AUTHORIZATION

I/We, _____ being the registered owner(s)
of the subject lands hereby authorize _____ to prepare
and submit the application for Site Plan Control on my/our behalf to the Corporation of the
Township of Augusta.

Signature(s)

Date

CONSENT OF OWNER

Consent of Owner(s) to the use and disclosure of personal information and to allow site visits to be conducted.

I/We, _____, being the registered owner(s) of the lands subject of this application, and for the purpose of the *Municipal Freedom of Information and Protection of Privacy Act*, hereby authorize and consent to the use by or the disclosure to any person or public body of any personal information that is collected under the authority of the *Planning Act* for the purposes of processing this application.

I/We also authorize and consent to representatives from the Township of Augusta and the persons and public bodies conferred with under the *Planning Act* entering upon the subject lands of this application for the purpose of conducting any site inspections as may be necessary to assist in the evaluation of this application.

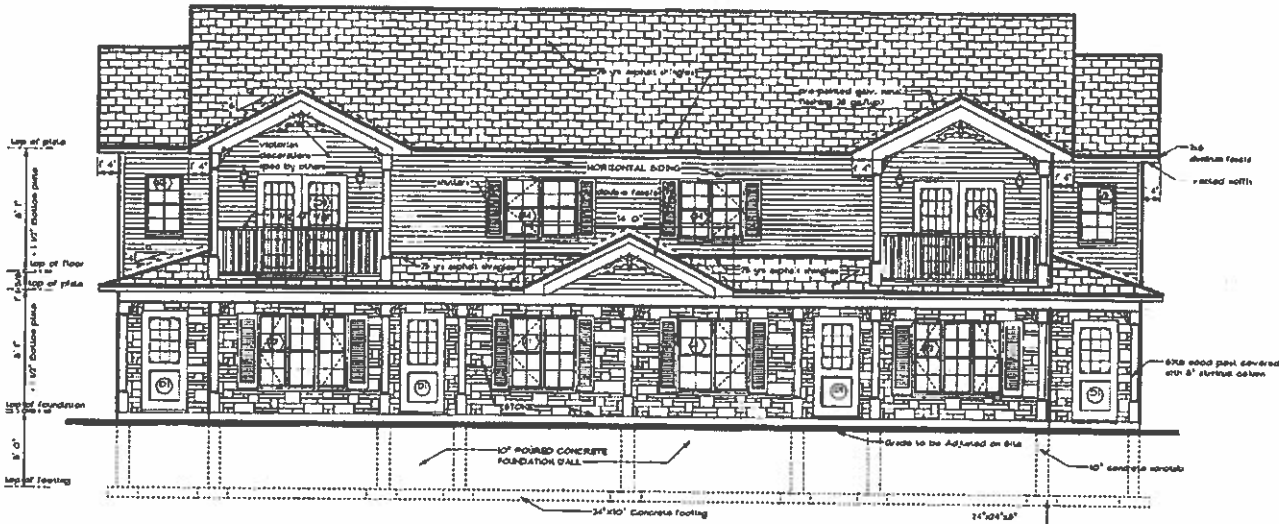
Signature of Owner(s)

Date

SITE PLAN CHECKLIST

A site plan shall be submitted with this application that provides the following information
to scale.

- D The boundaries and dimensions of the subject land;
- D The location size and type of all existing and proposed buildings and structures on the subject land, indicating their distance from the front lot line, the rear lot line, each side yard lot line and the shoreline of any water body, where applicable;
- D Any vegetation or structures within the 15m ribbon of life;
- D The approximate location of all natural and artificial features such as railways, roads, water body, drainage ditches, wetlands, wooded areas, wells and septic tanks, all easements, flood plain, organic (muck) soils or leda clay;
(Note: these features must be shown for both the subject land and on any adjacent lands where these features may affect the application.)
- D The current uses of land that is adjacent to the subject land;
- D The location, width and name of any roads within or abutting the subject land indicating whether it is an unopened road allowance, a public road, a private road or a right-of-way;
- D If access to the subject land will be by water only, the location of the parking and docking facilities to be used;
- D North arrow and scale;
- D Other (as indicated by Municipality) _____



FRONT ELEVATION

SCALE: 1/8" = 1'-0"

CODES & STANDARDS

- At the time of preparation this plan was drawn in accordance with the current edition of the Ontario Building Code. It is the responsibility of the owner/builder to insure that changes to the code are complied with and amendments are incorporated in the construction. All work shall conform to bylaws, ordinances and regulations.
- Prior to proceeding with construction the builder must verify all information, dimensions and specifications. Written dimensions always take precedence over scale measurements.
- All workmanship is to be of a standard equal in all respects to good practice.
- Any variances from the drawings and specifications or from conditions encountered at the job site, shall be resolved by owner/builder and such solutions shall be their sole responsibility. To be submitted to municipality for approval prior to changes made.
- Construction loads on the structure caused by interim storage of materials shall not be allowed to exceed the design loadings.
- The builder is to provide all necessary temporary support for walls and floors prior to the completion of vertical and lateral load systems.
- The owner/builder shall be responsible for the correct siting of the building on the property.
- The owner/builder to be responsible for conditions such as soil bearing capacity, depth of frost penetration, water table or buried structures, locations of services, etc.

CARPENTRY

- Finishing lumber shall be number two (2) or better unless otherwise specified on plan. And final sizes shown on the drawings are based on number two (2) spruce and are to be 3/4" x 10" unless otherwise indicated.
- Joints are to be doubled under partial penitions.
- Joints shall be placed to accommodate heating and plumbing, etc.
- Owner/builder to obtain shop drawings from manufacturer of roof trusses.
- Floor and roof joist spans of more than 1 ft. shall be bridged at midspan or at 1 ft. o.c. maximum unless sheathing or strapped both sides with wood. Bridging shall be 2x4 diagonal type wherever possible.
- Plates are to be anchored to concrete with 1/2" dia. anchor bolts, max. 6'-0"
- Plain framed wood members shall be anchored with joist hangers unless otherwise specified.

ROOFING

- All roofing shall be applied according to the manufacturer's recommendations and conform to owner's building

SHEET METAL

- All required flashings to be 28 gauge galvanized metal unless otherwise specified.

PLUMBING

- Provide and install plumbing and fixtures as indicated on plans according to local plumbing codes conforming to 9.31 and part 1 of O.B.C.

GLASS WINDOWS

- All windows size specified in plan.
- Glass sliding patio doors are to be of tempered glass to conform to 9.6.5.5, 9.7.1.1, 9.7.1.2, 9.7.6.

INSULATION/VENTILATION

- Minimum insulation requirements - roof/ceiling R40 (RSI 7.0) - wall R20 (RSI 3.5)
- Ceiling insulation may be loose fill type or batt type wall

- All roof spaces shall be ventilated with soffit/roof vents or equally distributed between the top of roof space and soffits as shown on elevation drawing.
- All vent area of roof spaces shall conform to Ontario Building Code act 1300

I, Luc Lavoie, declare that I review and take responsibility for the design work as based on a firm registered under Division C, section 3.2 of the Ontario Building Code 2006. I am qualified and the firm is registered in the appropriate class(es) / category(s).

Individual BCIN: 33585
Firm BCIN: 30303

DATE

LUC LAVOIE
Technologist in Architecture
Ontario Member 1-93 AATO

1	Issued for field permit	3/15/2008
2	Issued for approval	3/15/2008
3	Approved	DATE

Design & Drafting Services
Service de Dessin

LUC LAVOIE

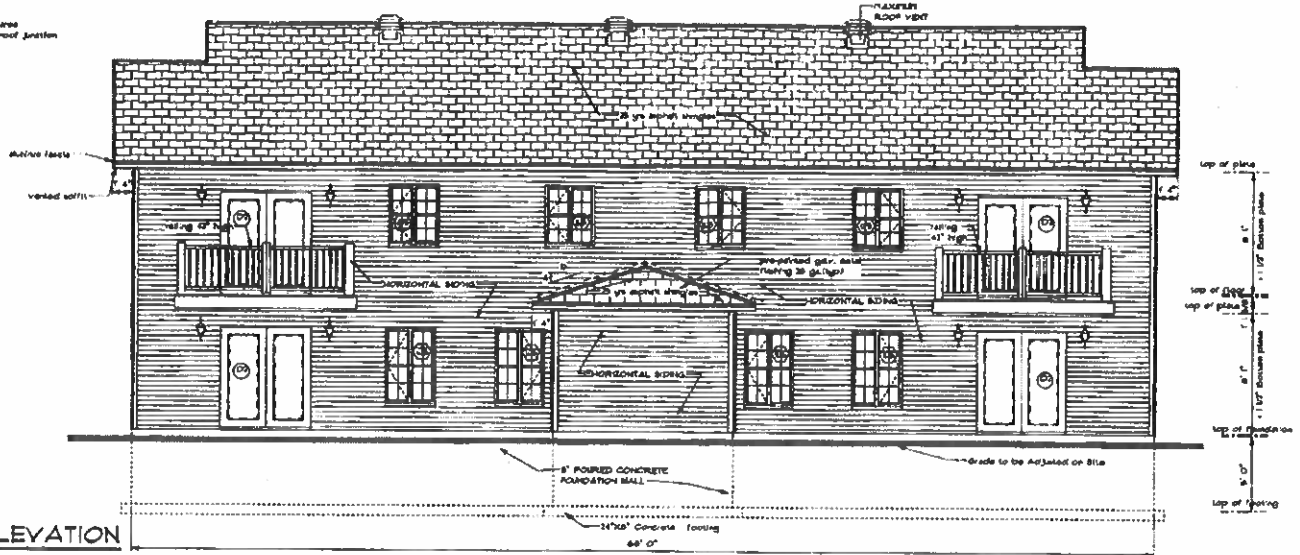
1007 HURON DRIVE, 2ND FLOOR, SHERBROOKE, QUEBEC J1R 4J9
(819) 443-3461

PROJECT NAME: PROPOSED 4 UNITS APARTMENTS BUILDING FOR LYNDON DONNELLY

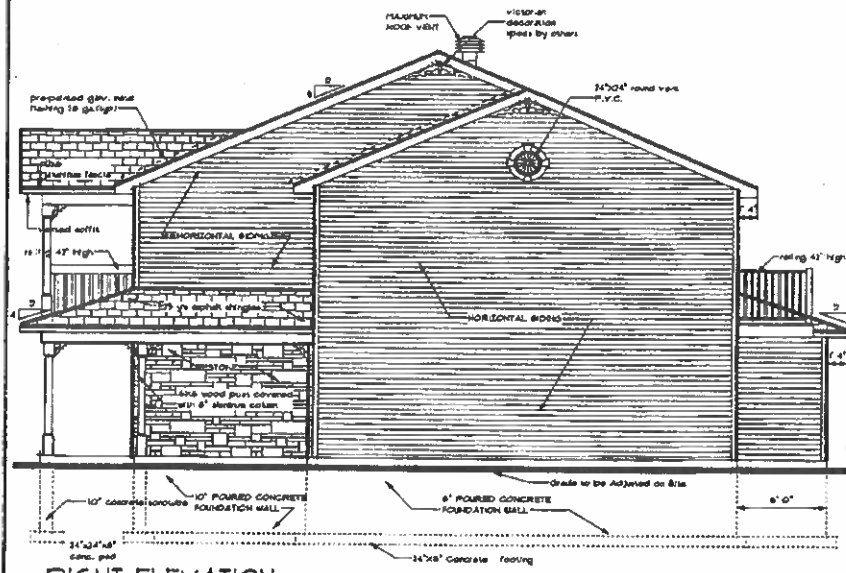
PROPOSED 4 UNITS APARTMENTS BUILDING FOR LYNDON DONNELLY

PROJECT NO.	308-0001	ISSUED BY	
DRAWN BY	L. LAVOIE	DATE	NOV 2008
DATE	NOV 2008	SCALE	AS SHOWN

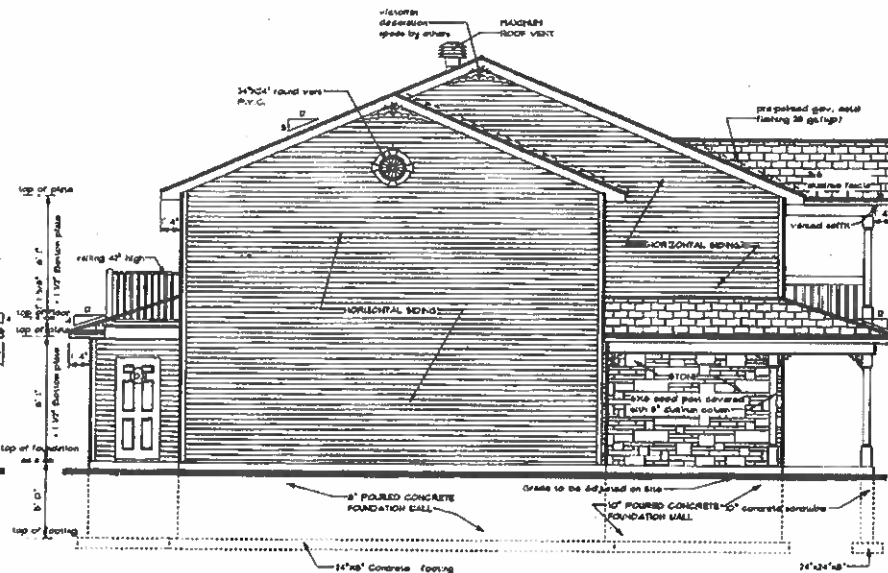
NOTE:
 - Ventless roof to 1500th of finished ceiling area
 Provide flashing over doors & windows, and at roof junction
 Provide min. 2" wide sills projection
 Vents attic space to min. 1500th of ceiling area



REAR ELEVATION
 SCALE: 1/8"=1'-0"



RIGHT ELEVATION
 SCALE: 1/8"=1'-0"



LEFT ELEVATION
 SCALE: 1/8"=1'-0"

I, Luc Lavoie, declare that I prepare and take responsibility for the design work on behalf of a firm registered under Division 6, section 3.3 of the Ontario Building Code 2006. I am qualified, and the firm is registered, in the appropriate classes / categories.

Individual BCIN: 33995
 Firm BCIN: 30206

Signature:
 Luc Lavoie
 Technicien en architecture
 Member #815 AATO

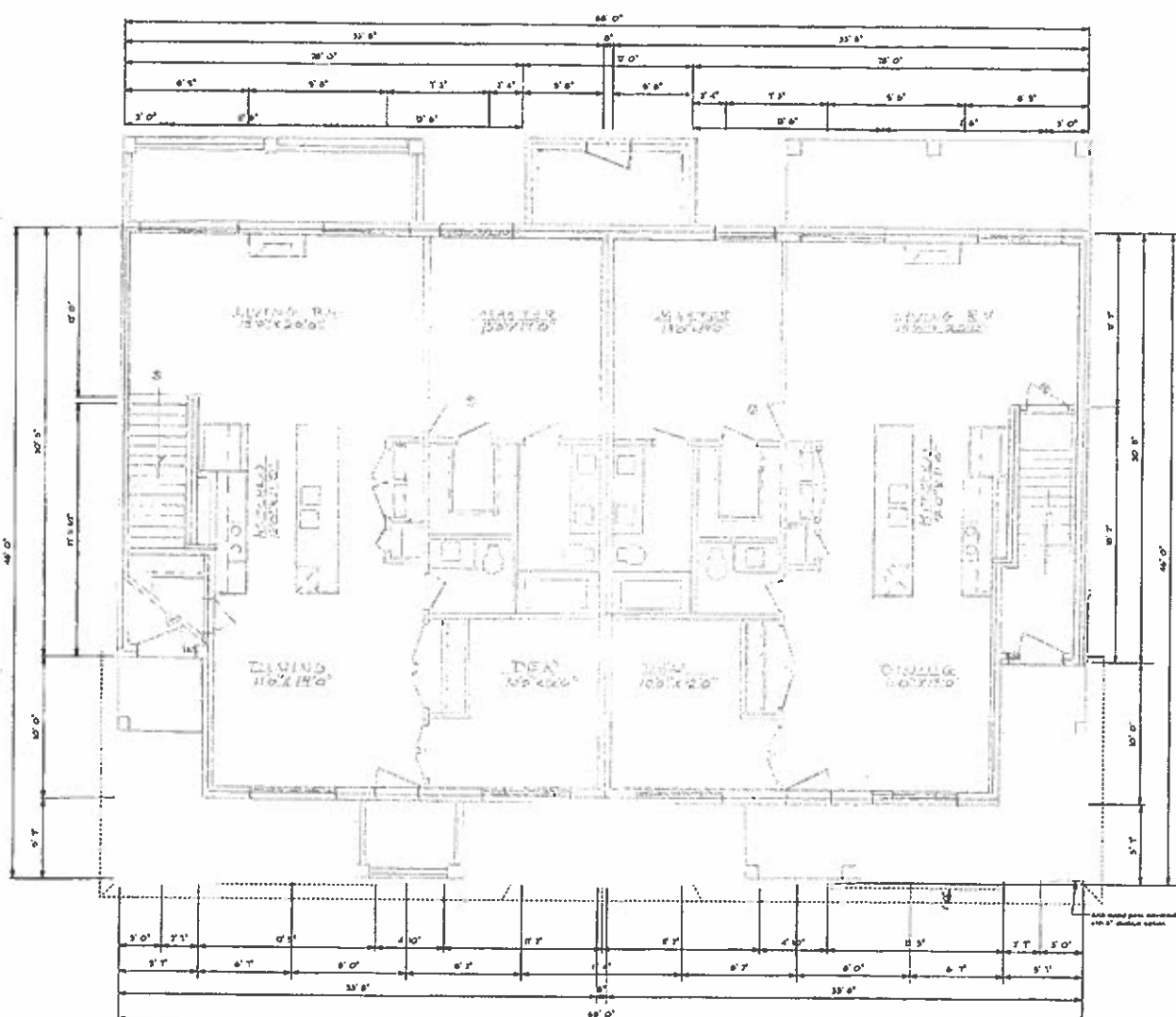
1	Issued for Bldg. perm.	04/2008
2	Issued for Approval	06/2008
3	Revisions	06/2008

Design & Drafting Services
 service de Dessin

LUC LAVOIE
 6811 14th Ave. E.P. 100, Suite 104, L3R 9V9
 (416) 443-3481

PROJECT NAME: 4 UNITS APARTMENTS BUILDING FOR LYNDON DOWNEY

PROJECT NO.	3008-0001	ISSUED BY	
DESIGNED BY	L. Lavoie	DATE	5
DATE	NOV 2008	AS SHOWN	7



MAIN FLOOR PLAN UNIT 1 - 234 SQ.FT UNIT 2 - 1234 SQ.FT
 SCALE: 1/8" = 1'-0"

POST TABLE
 P1 = 3" DIA. TILERS
 P2 = 3/4" CR 3/2X6
 P3 = 3/4" CR 3/2X6
 P4 = 4/4" CR 4/2X6

LINTEL TABLE
 L1 = 3/2X6
 L2 = 3/2X6

NOTES
 Finished flooring in bedrooms, transitional reorganization storage area and entrances shall be wear resistant.
 Provision for resistance to forced entry shall be provided in accordance to 5.6.4 & 5.7.6 of O.B.C.
 Provide 6x100mm (4") diameter for equivalent substitution 27 supply duct

NOTE:
 Handrails to be 800 to 900 mm(31" to 36") high provide min. 120 mm (4 1/2") handrail clearance on side
 All stairs to be uniform
 min. 475mm - max 300 mm (17 1/2") rise
 min. 300 mm (12 1/4") run
 min. 225 mm (9 1/8") tread

metal stud reinforcement (backing) to permit the fibre insulation of grid bar in all bedrooms as per section 5.9.2.3 of O.B.C. 2006

- Provide mechanical exhaust to outside
- CO detector shall be provided on floor levels where the bedroom is located
- Smoke alarm shall be provided on all levels and be interconnected (wired, not battery)

NOTES:
 Profile, engineer wood base as specified by
 Super Lam has been in acceptance
 COC + 1234567 under the name of
 Master Plyk Ltd.
 Registered trademark of Macaway
 Lumber Co.

Gung Lam (Laminated Veneer Lumber)
 All products are Free Larch/Larch Plyform
 Supplier by ST-LAURENCE STRUCTURES ST-LAURENT INC.
 Contact: (514) 443-4410

WINDOWS SCHEDULE

QTY	FRAME DIMENSIONS	COMMENTS
1	3'0" x 3'0" (3 panes)	CASSETT SPEC BY OTHERS
1	2'0" x 3'0" (3 panes)	CASSETT SPEC BY OTHERS
1	3'0" x 4'0" (3 panes)	CASSETT SPEC BY OTHERS
1	3'0" x 4'0" (3 panes)	CASSETT SPEC BY OTHERS
4	2'0" x 3'0" (3 panes)	CASSETT SPEC BY OTHERS
4	2'0" x 3'0" (3 panes)	CASSETT SPEC BY OTHERS

Note: Windows - All windows to be double paneled and before being constructed shall be tested with supplier or manufacturer for airtightness opening direction unless sign that the window unit double hung approved

EXTERIOR & INTERIOR DOORS SCHEDULE

QTY	FRAME DIMENSIONS	COMMENTS
4	3'6" METAL DOOR (W/INT)	MANUFACTURED SPECIFIED BY OTHERS
6	6'0" GLASS DOOR	MANUFACTURED SPECIFIED BY OTHERS
1	3' METAL DOOR	MANUFACTURED SPECIFIED BY OTHERS
4	7'0" x 3'0" "COLONIAL"	SPECIFIED BY ALDOUS
3	7'0" x 3'0" "COLONIAL"	SPECIFIED BY ALDOUS
16	7'0" x 3'0" "COLONIAL"	SPECIFIED BY ALDOUS
4	3'2" x 2'0" French door	SPECIFIED BY ALDOUS
7	3'0" x 2'0" bi-parting	SPECIFIED BY ALDOUS
4	3'0" x 2'0" bi-parting	SPECIFIED BY ALDOUS
1	7'0" x 2'0" pre-constructed	SPECIFIED BY ALDOUS
5	3'0" x 2'0" slider - entrance	SPECIFIED BY ALDOUS
3	3'0" x 2'0" slider - entrance	SPECIFIED BY ALDOUS

STEEL LINTELS FOR MASONRY

CLEAR SPAN	EXTERIOR ANGLES FOR 4" BRICK
4'-0" or less	L 3 1/2" x 3 1/2" x 1/4"
5'-0"	L 3 1/2" x 3 1/2" x 3/16"
6'-0"	L 4" x 3 1/2" x 3/16"
7'-0"	L 4" x 3 1/2" x 3/16"
8'-0"	L 5" x 3 1/2" x 3/16"
9'-0"	L 5" x 3 1/2" x 3/16"
10'-0"	L 6" x 3 1/2" x 3/16"



FOR STRUCTURAL REVIEW

I, Luc Lavoie, declare that I review and take responsibility for the design work on behalf of a firm registered under Division C, section 3.1 of the Order in Council Code 2006. I am qualified and the firm is registered in the appropriate class(es) of engineer.

Individual BCIN: 23993
 Firm BCIN: 30208

Date: _____

Luc Lavoie
 Technologist in architecture
 Intern Member 1-13 AATO

1	Issued for design permit	1/15/2008
2	Issued for Approval	8/15/2008
3	Revised	8/17

Design & Drafting Services
 Service de Dessin

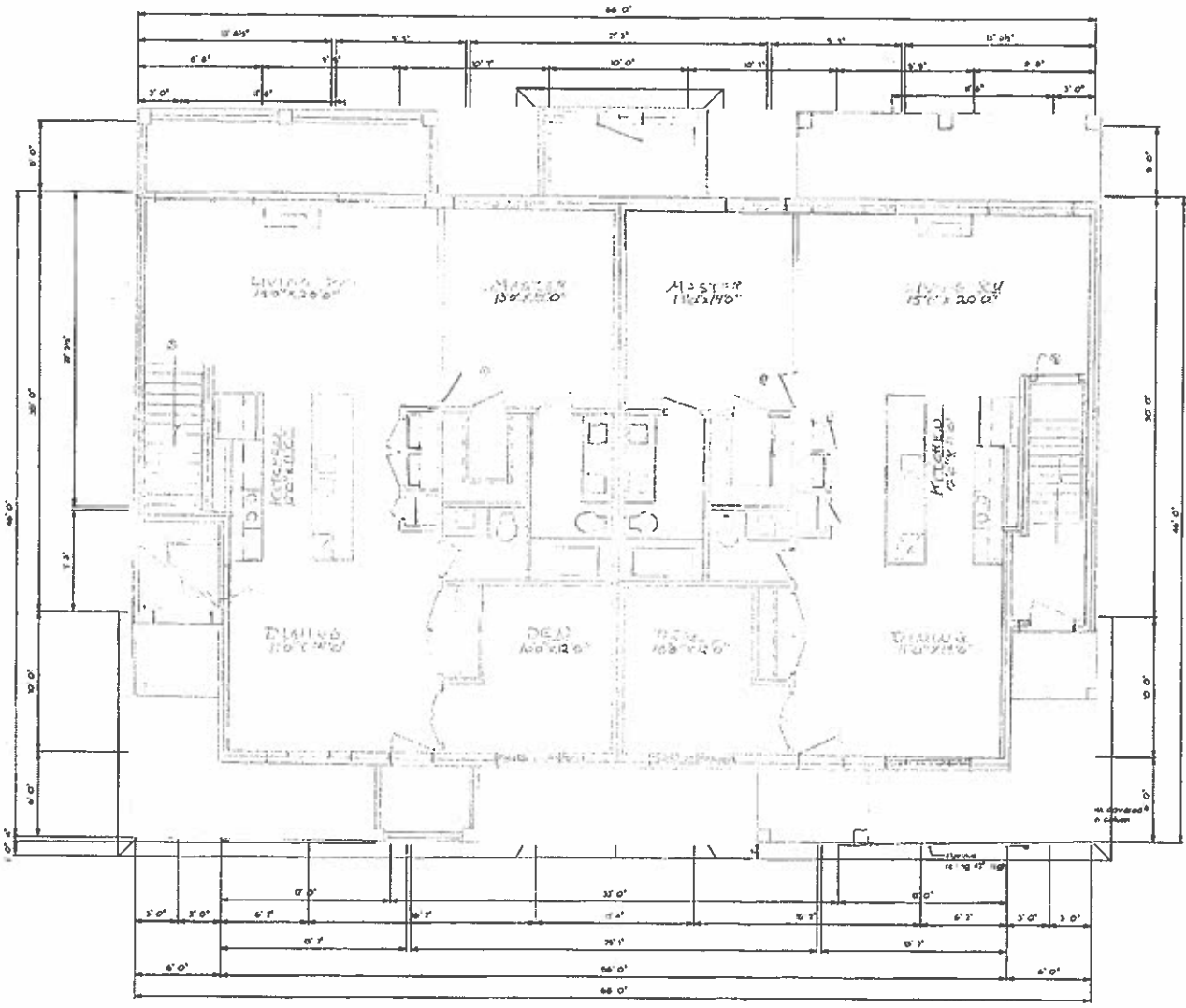
LUC LAVOIE

1011 Avenue Du Parc, Ste. Marie, Qc, H3B 2G9
 (514) 443-3461

PROJECT NO: _____

PROPOSED
 4 UNITS
 APARTMENTS BUILDING
 FOR
 LYNDON DOWLETT

PROJECT NO.	3008-2001	ISSUED FOR
DESIGN BY:	L. Lavoie	3
DATE:	NOV 2008	



POST TABLE:
 P1 = 3" DIA. TELEPOST
 P2 = 3/4" x 1/2" U.S.S. steel column c/w
 9" x 9" x 1/2" steel plate c/w
 1/2" dia. 1/2" anchor bolts
 P3 = 3-DIA OR 3-DIA
 P4 = 4-DIA OR 4-DIA

UNTEL TABLE:
 U1 = 3-2X10
 U2 = 3-2X10



I, Luc Lavoie, declare that I have reviewed and taken responsibility for the design work on behalf of a firm registered under Division C, section 3.2 of the Ontario Building Code 2006, in full faith, and that I am a registered professional engineer in the appropriate class / category.

Individual BCIN: 2595
 Firm BCIN: 30305

Date: 5/19/2008

Luc Lavoie
 Luc Lavoie
 Technologue en architecture
 Ident. Number: 1-53 AATO

3	Issued For Bldg. perm.	5/19/2008
1	Issued For Approval	5/19/2008
1	Revised	6/15

Design & Drafting Services
 Service de Dessin

LUC LAVOIE

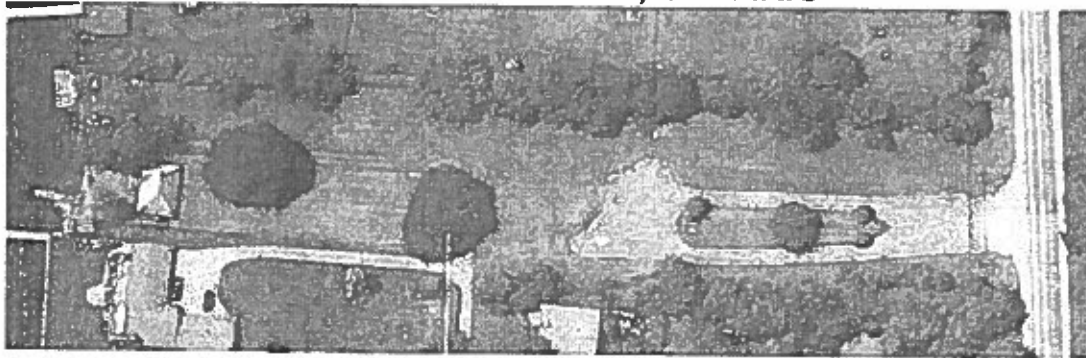
1077 Howe Street # P. 102, Scarboro, Ont. M1S 5J2
 (416) 463-3481

PROPOSED
 4 UNITS
 APARTMENTS BUILDING
 FOR
 LYNDON DONNELLY

PROJECT NO.	3008-0001	PROJECT SHEET
DRAWN BY	L. Lavoie	4
CHECKED BY	CSL	
NOV 2008	de shawn	7

UNIT 3 - 1291 SQ.FT
 UNIT 4 - 1291 SQ.FT
2 ND FLOOR PLAN
 SCALE: 1/8" = 1'-0"

**STORMWATER MANAGEMENT BREIF
PROPOSED RESIDENTIAL DEVELOPMENT
1111 COUNTY ROAD 2 EAST,
AUGUSTA TOWNSHIP, ONTARIO**



EXISTING CONDITIONS

The site consists of approximately 0.65 ha of open space and was formerly used as a motel. The site is located in the southwest portion of Augusta Township near the municipal boundary with Elizabethtown-Kitley. It is bounded by residential properties to the East, South and West, the adjacent North property is agricultural land.

The site is predominantly vacant grass and slopes gently from the north to the south towards the St. Lawrence River. There is existing asphalt laneway/parking areas from the previous lot development, an open road ditch along the north limit of the property which flows to the east along County Road #2.

PROPOSED DEVELOPMENT

The development will consist of 2 multi-unit, seniors' apartments. The proposed building footprints are approximately 250m² and include asphalt laneways, parking and concrete walkways.

The proposed redevelopment will be accessed by the existing entrance from County Road #2. The proposed redevelopment will be serviced by the existing onsite well and two new separate sewage systems. The proposed redevelopment will drain consistent with the existing topography and employ best management practices to maintain existing hydrological cycles and groundwater recharge. The site storm runoff will be managed using enhanced swales, sediment traps and modified french drains. No redevelopment is proposed within 60 metres of the existing shoreline.

QUALITY CONTROL

The MOE Stormwater Management Planning and Design Manual, March 2003, provides requirements for stormwater quality control. For this project these Best Management Practices will be addressed as follows:

- Downspout disconnection, roof leaders will be directed to grassed areas with discharge to side yards where practicable.
- Enhanced swales, low sloped flat bottom grassed swales to promote filtration and infiltration.
- Minimizing lot grades to promote natural infiltration.
- Infiltration trenches at key areas of the development to reduce runoff peak, reduce total suspended solids (TSS) and enhance ground water recharge in the WHPA 'B' for a release rate equal to pre-development.

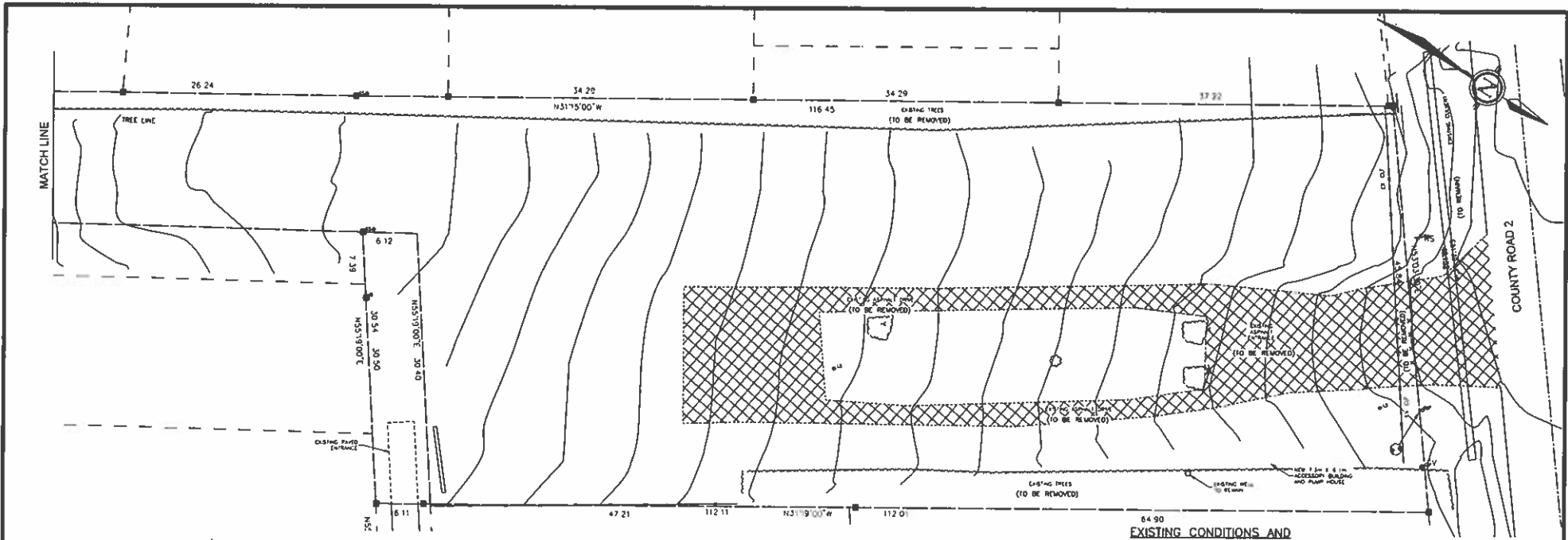
SEDIMENT AND EROSION CONTROL PLAN

To control sediment and erosion during construction the Contractor shall install silt fences around the site as required in accordance with OPSD 219.110, temporary sediment traps and rock check dams shall be installed at convergence points and the downstream outlet of the system. Sediment and erosion control barriers shall be monitored regularly and maintained as necessary. All erosion and sediment control measures shall remain in place until revegetation has been achieved. Care shall be taken at the removal stage to ensure that any silt that has accumulated is properly handled and disposed of.

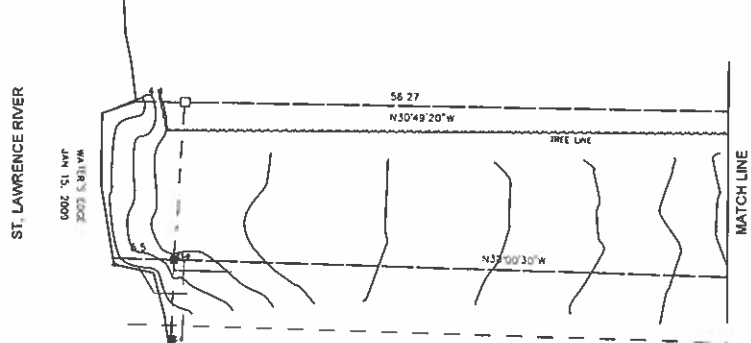
The Sediment and Erosion Control Plan shall be considered a 'living document' that may need to be changed or adjusted during the life of the project to be effective.

Prepared by:
Eastern Engineering Group Inc.
May 19, 2020
Colin Jardine, P.Eng
Director of Civil Engineering

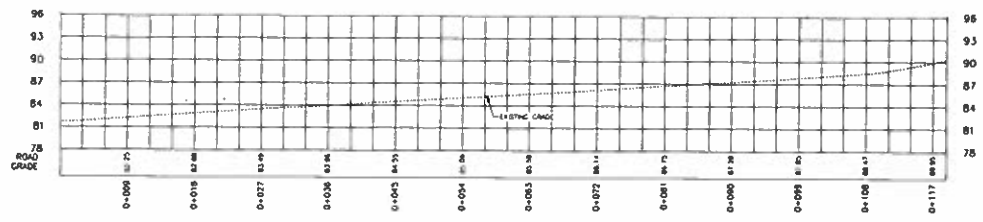




EXISTING CONDITIONS AND REMOVALS PLAN
SCALE 1:200



EXISTING CONDITIONS AND REMOVALS PLAN
SCALE 1:200



EXISTING CONDITIONS PROFILE
SCALE 1:200

BENCHMARK
SPICE BY POWER POLE
ELEV. 89.39m

NOTE:
CONTRACTOR TO CONTACT UTILITY COMPANIES TO DETERMINE TYPE, LOCATION, AND CONFIGURATION OF EXISTING PLANT.



No.	By	Date	Revisions
1	CAJ	18/05/2020	FOR REVIEW

Scale	1:200
North Arrow	Vertical
Drawn by	20/18/2020

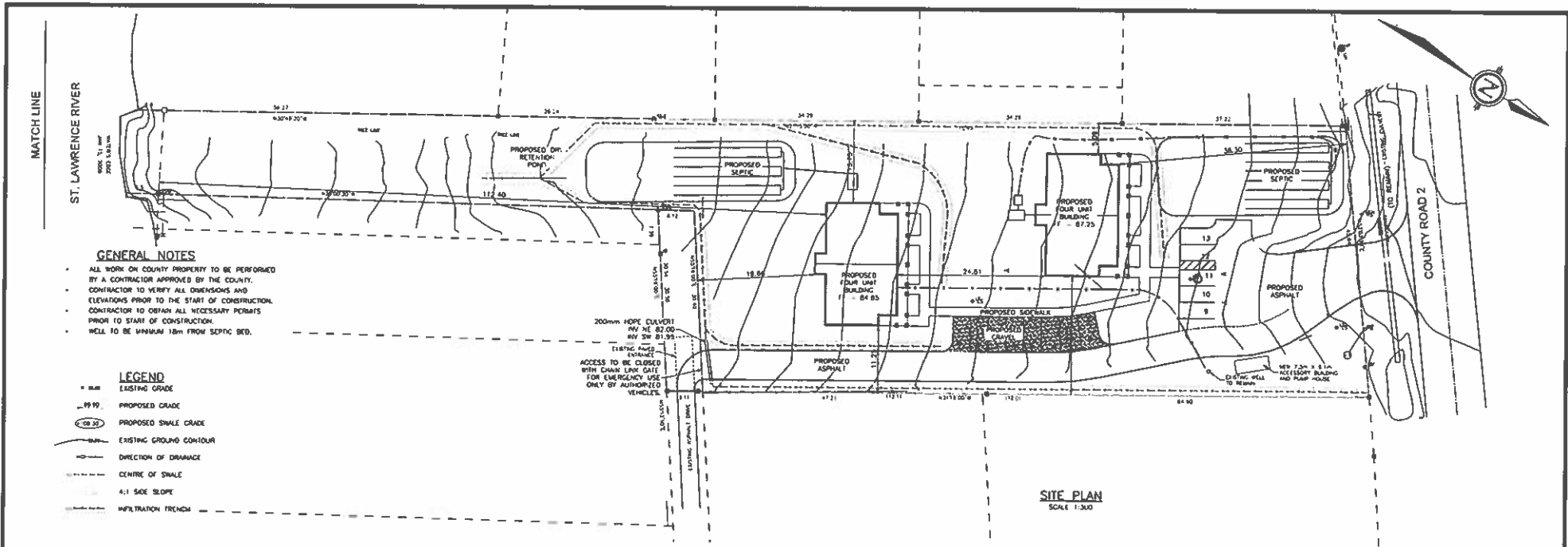
All drawings shall comply with the provisions of the Survey Act and the Survey Regulations. The Engineer shall not be responsible for any errors or omissions in the drawings or for any consequences arising therefrom. The contractor shall verify all dimensions on the ground before construction. Drawings are not to be copied.

EASTERN ENGINEERING GROUP INC.
CONSULTING ENGINEERS
Amen Building
207-110 Sturgeon Street
Edmonton, Alberta T6E 0A7
Canada
Telephone: 780-346-0000
Fax: 780-346-0008
www.eegroup.com

DONELLY APARTMENT BUILDINGS
COUNTY ROAD 2

EXISTING CONDITIONS & REMOVALS PLAN

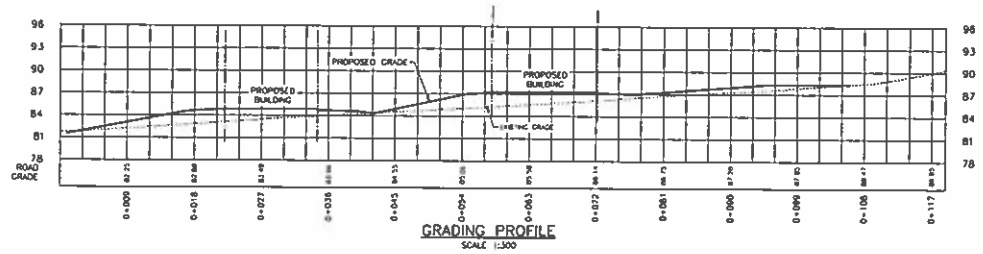
C1



- GENERAL NOTES**
- ALL WORK ON COUNTY PROPERTY TO BE PERFORMED BY A CONTRACTOR APPROVED BY THE COUNTY.
 - CONTRACTOR TO VERIFY ALL DIMENSIONS AND ELEVATIONS PRIOR TO THE START OF CONSTRUCTION.
 - CONTRACTOR TO OBTAIN ALL NECESSARY PERMITS PRIOR TO START OF CONSTRUCTION.
 - WELL TO BE MAINTAIN 15M FROM SEPTIC BED.

- LEGEND**
- 88.00 EXISTING GRADE
 - 89.99 PROPOSED GRADE
 - 88.20 PROPOSED SHALE GRADE
 - EXISTING GROUND CONTOUR
 - DIRECTION OF DRAINAGE
 - CENTRE OF SHALE
 - 4:1 SIDE SLOPE
 - INFILTRATION TRENCH

SITE PLAN
SCALE 1:300



BENCHMARK
SPICE IN POWER POLE
ELEV. 80.28m

NOTE:
CONTRACTOR TO CONTACT UTILITY COMPANIES TO DETERMINE TYPE, LOCATION AND CONFIGURATION OF EXISTING PLANT.



NO.	DATE	BY	CHKD.
1	18/02/20	MSH/LEA	
2			
3			

DATE	BY	CHKD.	SCALE
18/02/20	MSH/LEA		1:300
18/02/20			
18/02/20			

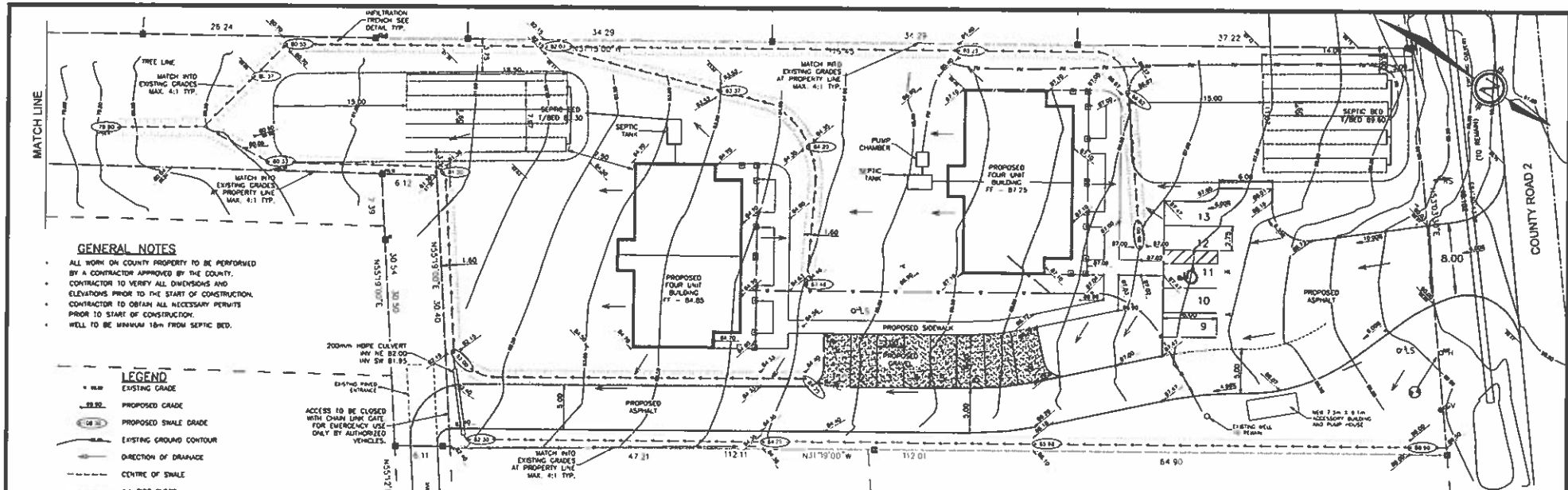
All drawings, specifications and related documents are the property of Eastern Engineering Group Inc. and shall not be used, copied, reproduced or otherwise disseminated without the prior written permission of Eastern Engineering Group Inc. All dimensions are in millimeters unless otherwise stated. Drawings are not to be scaled.

EASTERN ENGINEERING GROUP INC.
ENGINEERS
1000 Highway 10
2nd Floor
Ottawa, Ontario K1P 1B7
Tel: (613) 238-8866
Fax: (613) 238-8867
www.eegroup.com

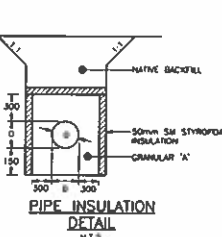
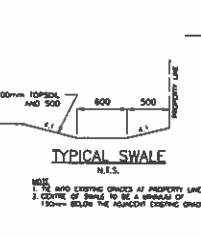
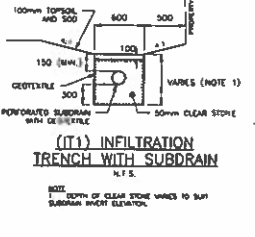
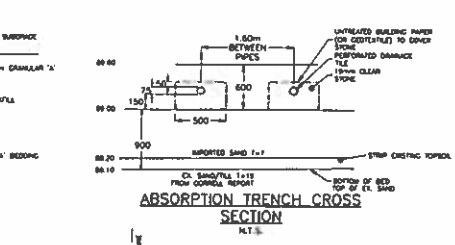
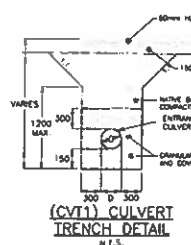
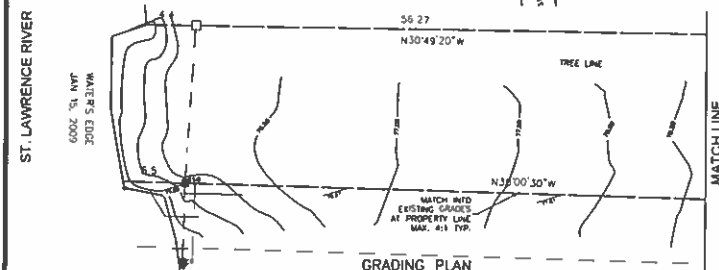
DONELLY APARTMENT BUILDINGS
COUNTY ROAD 2

SITE PLAN

C2

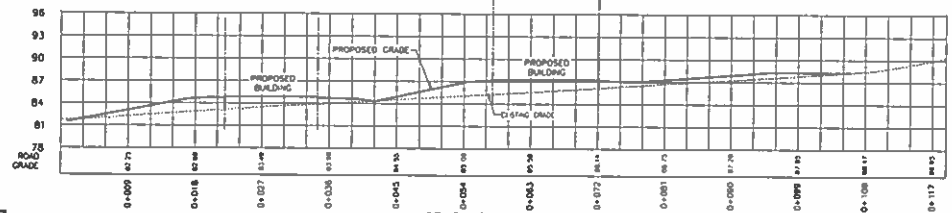


GRADING PLAN
SCALE 1:300



BENCHMARK
SPICE BY POWER POLE
ELEV. 80.28m

NOTE:
CONTRACTOR TO CONTACT UTILITY COMPANIES TO DETERMINE THE LOCATION AND CONFIGURATION OF EXISTING PLANTS.



NO.	DATE	REVISION
1	2018-04-15	ISSUE FOR PERMIT

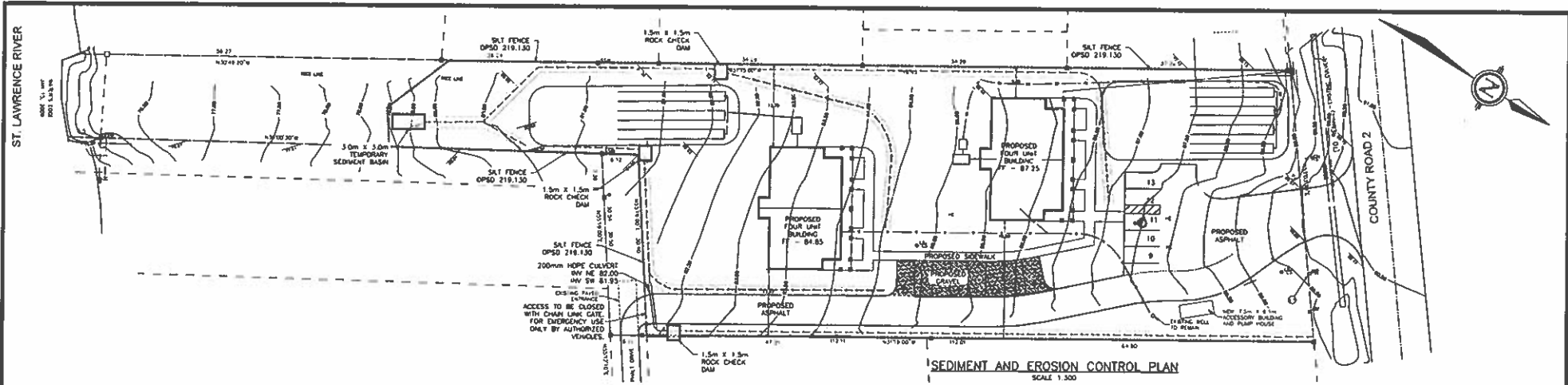
DATE	BY	CHKD.
2018-04-15	ALP	CAL
2018-04-15	ALP	CAL
2018-04-15	ALP	CAL

EASTERN ENGINEERING GROUP INC.
 1200 P&H Dr. | Suite 100 | St. Catharines, ON L2R 7K8
 Tel: 905.762.8888 | Fax: 905.762.8889
 www.eeastern.ca

DONELLY APARTMENT BUILDINGS
 COUNTY ROAD 2

GRADING AND SEPTIC PLAN

C3



SEDIMENT AND EROSION CONTROL PLAN
SCALE 1:500

SEDIMENT AND EROSION CONTROL GENERAL NOTES

1. EROSION AND SEDIMENT CONTROL (ESC) MEASURES WILL BE IMPLEMENTED PRIOR TO, AND MAINTAINED DURING THE CONSTRUCTION PHASE TO PREVENT ENTRY OF SEDIMENT INTO THE WATER. ALL DAMAGED EROSION AND SEDIMENT CONTROL MEASURES SHOULD BE REPAIRED AND/OR REPLACED WITHIN 48 HOURS OF THE INSPECTION.
2. BEFORE PROCEEDING WITH ANY AREA GRADING THE FOLLOWING MUST BE CONSTRUCTED:
 - A) TEMPORARY SWALES
 - B) SALT FENCE WHERE REQUIRED.
 - C) TREE PRESERVATION INSPECTION AS REQUIRED.
3. SALT FENCE SHALL BE INSTALLED AND MAINTAINED UNTIL THE COMPLETION OF THE LANDSCAPING.
4. CATCH-BASIN SALT TRAPS ARE TO BE INSTALLED AT ALL CATCH-BASINS AND CATCH-BASIN MANHOLE LOCATIONS UPON COMPLETION OF SERVING. ALL STORM WATER INLETS WITHIN 30 METRES OF THE SITE SHALL BE DOUBLE WRAPPED WITH GEOTEXTILE AND CLEANED WEEKLY.
5. ACCUMULATED SALT TO BE REMOVED OFF SITE PRIOR TO REMOVAL OF THE SALT CONTROL FENCE.
6. CONTRACTOR TO CLEAN ADJACENT ROADS ON A REGULAR BASIS TO THE SATISFACTION OF THE COUNTY OF LEEDS AND GRENVILLE. THE ROAD SHALL BE AT A MINIMUM SCRUBBED DAILY AND FLUSHED ON FRIDAY AFTERNOON OR THURSDAY AFTERNOON IF FRIDAY IS A STATUTORY HOLIDAY, OR AS DIRECTED BY THE COUNTY.
7. THE HEAVY DUTY SALT FENCE AND SALTTRAP MUST BE INSPECTED WEEKLY AND IMMEDIATELY AFTER RAINFALL EVENTS FOR RIPS OR TEARS, BROKEN STAKES, BLOW HOLES (STRUCTURAL FAILURE) AND ACCUMULATION OF SEDIMENT. THE SALT FENCE MUST BE FIXED AND/OR REPLACED IMMEDIATELY WHEN DAMAGED. SEDIMENT MUST BE REMOVED FROM SALT FENCE WHEN ACCUMULATION REACHES SOLE OF THE HEIGHT OF THE FENCE.
8. ALL STOCKPILES SHALL BE SURROUNDED WITH A SEDIMENT CONTROL FENCE.
9. OBLISCURED AREAS WILL BE MAINTAINED TO THE EXTENT POSSIBLE AND TEMPORARILY OR PERMANENTLY STABILIZED OR RESTORED AS THE WORK PROGRESSES.
10. ALL NEAR WATER WORKS WILL BE CONDUCTED IN THE DRY WITH APPROPRIATE EROSION AND SEDIMENT CONTROLS.
11. THE EROSION AND SEDIMENT CONTROL STRATEGIES OUTLINED ON THE PLANS ARE NOT STATIC AND MAY NEED TO BE IMPROVED/ADJUSTED AS SITE CONDITIONS CHANGE TO MINIMIZE SEDIMENT LOAD RUNOFF FROM LEAVING THE WORK AREAS IF THE PRESCRIBED MEASURES ON THE PLANS ARE NOT EFFECTIVE IN PREVENTING THE RELEASE OF A DELETTERIOUS SUBSTANCE, INCLUDING SEDIMENT, THEN ALTERNATIVE MEASURES MUST BE IMPLEMENTED IMMEDIATELY TO MINIMIZE POTENTIAL ECOLOGICAL IMPACTS. THE ENGINEER SHALL BE IMMEDIATELY CONTACTED. ADDITIONAL ESC MEASURES TO BE KEPT ON SITE AND USED AS NECESSARY.
12. THE ENGINEER OR THEIR DESIGNATE WILL INSPECT ALL NEW CONTROLS, AS WELL AS ON A REGULAR BASIS, OR FOLLOWING RAIN/DROUGHT EVENT, MONITOR ALL WORKS, AND IN PARTICULAR WORKS RELATED TO EROSION AND SEDIMENT CONTROL, DEWATERING OR UNWATERING, RESTORATION AND IN-OR NEAR - WATER WORKS. SHOULD CONCERNS ARISE ON SITE THE ENGINEER OR THEIR DESIGNATE WILL CONTACT THE COUNTY, CONSERVATION AUTHORITY AND THE PROSPECTOR.
13. ALL ACTIVITIES, INCLUDING MAINTENANCE PROCEDURES, WILL BE CONTROLLED TO PREVENT THE ENTRY OF PETROLEUM PRODUCTS, OILS, RUBBLE, CONCRETE OR OTHER DELETTERIOUS SUBSTANCES INTO THE WATER. VEHICULAR REFUELLING AND MAINTENANCE WILL BE CONDUCTED A MINIMUM OF 30 METRES FROM ANY WATERCOURSE OR WATER CONVEYANCE SYSTEM.
14. THE PROSPECTOR/CONTRACTOR SHALL MONITOR THE WEATHER SEVERAL DAYS IN ADVANCE OF THE ONSET OF THE PROJECT TO ENSURE THAT THE WORKS WILL BE CONDUCTED DURING FAVORABLE WEATHER CONDITIONS. SHOULD AN UNEXPECTED STORM ARISE, THE CONTRACTOR WILL REMOVE ALL UNNECESSARY ITEMS FROM THE SITE. PROOF CONVEYANCE SYSTEMS THAT MAY HAVE THE POTENTIAL TO CAUSE A SPILL OR AN OBSTRUCTION TO FLOW, E.G., FUEL TANKS, NORTH-POSTERS, UNWATERING CONSTRUCTION MATERIALS, SHALL BE REMOVED OR DEWATERED/UNWATERING SHALL BE TREATED AND RELEASED TO THE ENVIRONMENT AT LEAST 30 METRES FROM A WATERCOURSE OR WETLAND AND ALLOWED TO DRAIN THROUGH A WELL-VEGETATED AREA. NO DEWATERING EFFLUENT SHALL BE SENT DIRECTLY TO ANY WATERCOURSE, WETLAND OR FOREST, OR ALLOWED TO DRAIN INTO DISTURBED SOILS WITHIN THE WORK AREA. THESE CONTROL MEASURES SHALL BE MONITORED FOR EFFECTIVENESS AND MAINTAINED OR REVISOR TO MEET THE OBJECTIVE OF PREVENTING THE RELEASE OF SEDIMENT LOADED WATER.
15. NO CONSTRUCTION ACTIVITY OR MACHINERY SHALL BE PERMITTED BEYOND THE SALT FENCE.
16. ALL EROSION CONTROL MEASURES ARE TO REMAIN IN PLACE UNTIL THE CONSERVATION AUTHORITY GIVES APPROVAL FOR THEIR REMOVAL.
17. IN ORDER TO COMPLY WITH THE MORTGAGY BIRDS CONVENTION ACT, IT IS RECOMMENDED THAT TREE REMOVAL BE COMPLETED BETWEEN AUGUST 31 AND APRIL 1.
18. PLEASE NOTIFY THE ENGINEER 48 HOURS PRIOR TO COMMENCING CONSTRUCTION OF EROSION AND SEDIMENT CONTROL MEASURES.
19. THE SITE INSPECTOR WILL BE ON SITE TO ENSURE THAT ACTIVITIES THAT COULD HAVE A NEGATIVE IMPACT TO THE NATURAL ENVIRONMENT ARE EFFECTIVELY MITIGATED AS CONSTRUCTION PROCEEDS. THE SITE INSPECTOR SHALL NOTIFY THE ENGINEER, COUNTY AND CONSERVATION AUTHORITY IF AN ISSUE ARISES.

GENERAL NOTES

- ALL WORK ON COUNTY PROPERTY TO BE PERFORMED BY A CONTRACTOR APPROVED BY THE COUNTY.
- CONTRACTOR TO VERIFY ALL DIMENSIONS, ELEVATIONS AND OBTAIN ALL NECESSARY PERMITS PRIOR TO THE START OF CONSTRUCTION.
- ANY DISTURBED AREAS TO BE REPAIRED WITH TOPSOIL AND HYDRO SEEDING.
- HYDRO SEED TO BE CANADA PEDREGED GRASS:
 - 55% CREEPING RED FESCUE
 - 27% CANADA BLUE GRASS
 - 15% PERENNIAL RYE GRASS
 - 3% WHITE CLOVER
- MULCH: SPECIALLY MANUFACTURED FOR USE IN HYDRAULIC SEEDING EQUIPMENT, NON-TOXIC, WATER ACTIVATED, GREEN COLOURING, FREE OF GERMINATION AND GROWTH INHIBITING FACTORS AND AS PER OPS-MNH-804.
- CONTRACTOR TO KEEP SEED WATERED UNTIL GERMINATED AND ESTABLISHED FOR FIRST CUTTING.
- SAWDUST ASPHALT, SOFTWALK CURB WHERE FITTING TO EXISTING.



BENCHMARK
SPINE IN POWER POLE
ELEV. 80.29m

NOTE:
CONTRACTOR TO CONTACT UTILITY COMPANIES TO DETERMINE THE LOCATION AND CONFIGURATION OF EXISTING PLANTS.

1	CAE	18/01/2020	FOR REVIEW
2	CAE	18/01/2020	FOR REVIEW
3	CAE	18/01/2020	FOR REVIEW
4	CAE	18/01/2020	FOR REVIEW
5	CAE	18/01/2020	FOR REVIEW
6	CAE	18/01/2020	FOR REVIEW
7	CAE	18/01/2020	FOR REVIEW
8	CAE	18/01/2020	FOR REVIEW
9	CAE	18/01/2020	FOR REVIEW
10	CAE	18/01/2020	FOR REVIEW

All drawings, specifications and related documents are the property of Eastern Engineering Group Inc. and shall remain the property of Eastern Engineering Group Inc. if they are not returned to Eastern Engineering Group Inc. within 30 days of the date of completion of the project. The contractor must pass and verify all dimensions on the job site to the satisfaction of the contractor.

EASTERN ENGINEERING GROUP INC.
CONSULTING ENGINEERS

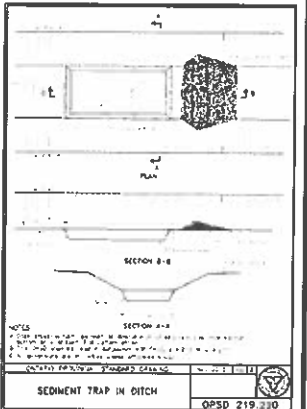
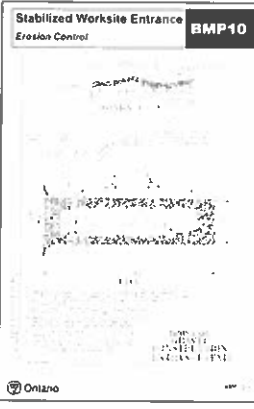
Unit 101, 101-101-101
201-101-101-101
Tel: 416-101-1011
Fax: 416-101-1012

DONELLY APARTMENT BUILDINGS
COUNTY ROAD 2

EROSION AND SEDIMENT CONTROL PLAN

OPSD 219.210

E1



Circulation Comments Received for Site Plan Control Application

1111 County Road 2 (Donnelly/Adams)

HYDRO ONE: No concerns.

AUGUSTA TOWNSHIP FIRE CHIEF: No concerns.

UNITED COUNTIES OF LEEDS AND GRENVILLE:

Requested consideration for the following matters as part of the site plan development approval process:

1. The Counties requests the applicant's engineer provide a letter confirming that, based on the design in the supplied drawings, no water will be discharged to the County Road allowance. If water is to be discharged, please have the drawings amended to include a statement which clearly indicates the quantity of water being discharged into road allowance (during normal flows) and further notes that County infrastructure will not be negatively impacted.
2. The Counties requests that provision of road widening be undertaken prior to construction (ideally prior to execution of the Site Plan Agreement) as per Section 6.2.2(d) of the COP. It is important that the road widening be undertaken early in the process to ensure the proposed septic system remains on private property and does not encroach into the widened allowance. The road allowance should be 30.5 m. Should sufficient allowance exist, a letter from a surveyor would meet the Counties' needs. Should the allowance not meet minimum desired right-of-way, an appropriate dedication is requested (1/2 the desired allowance width, measured from the centerline of the current road).
3. Review and approval of the entrance is to be undertaken via the entrance approval process.

CATARAQUI REGION CONSERVATION AUTHORITY: Letter attached.



CATARAQUI REGION CONSERVATION AUTHORITY

1641 Perth Road, P.O. Box 160 Glenburnie, Ontario K0H 1S0
Phone: (613) 546-4228 Toll Free (613 area code): 1-877-956-CRCA
Fax: (613) 547-6474 E-mail: info@crca.ca
Websites: www.crca.ca & www.cleanwatercataraqui.ca



June 22, 2020

File: SPC/AUG/111/2020

Sent by DASH

Myron Belej RPP, MCIP
Planning and Economic Development Specialist
Augusta Township

Dear Mr. Belej:

**Re: Application for Site Plan Control (Donnelly)
1111 County Road 2, Augusta Township
St. Lawrence River**

Staff of the Cataraqui Region Conservation Authority (CRCA) have reviewed the above-noted application and supporting materials (Stormwater Management Brief and Civil Drawing Set, May 19, 2020, Eastern Engineering) and provide the following comments for the Township's consideration and as information for the applicant/consultant. Specific items to be addressed are numbered.

Further to our comment letter (August 1, 2019) for the associated zoning by-law amendment, CRCA's main interest in the proposal at this time is the provision of adequate stormwater management controls

The Stormwater Management Brief and corresponding design is quite limited in detail. CRCA staff are supportive of the concept in general, but there needs to be more design work done and consultation with accepted guidance documentation. The parking lot and roadway areas will experience relatively low traffic (compared to public roads, and commercial parking lots, etc.). With proper pre-treatment, applicable stormwater management guidance seems to suggest the use of swales and infiltration trenches can be effective. Also, since quantity control is not required per se, the swales and infiltration trenches may be adequate in terms of providing necessary quality control (i.e. minimum 70% removal of TSS). However, as noted, applicable design guidance must be followed.

1. Cataraqui Conservation staff recommends the following design guidance documentation be consulted (they each have relevant sections on infiltration trenches) and that the report and drawings be improved to address all relevant design considerations detailed within:
 - a. *Stormwater Management Planning and Design Manual (MOE 2003)*
 - specifically, but not limited to, Section 4.5.8 **Infiltration Trenches** on page 4-24 (page 102 of 379)
 - b. *Low Impact Development Stormwater Management Planning and Design Guide (CVC/TRCA '10)*
 - specifically, but not limited to, Section 4.4 **Soakaways, Infiltration Trenches and Chambers** on page 4-45 (page 135 of 300)

We recommend a more complete Stormwater Management Report with design details in-line with the above guidance.

Mr. Belej (1111 County Rd 2 – Site Plan application)
June 22, 2020

2. The engineering consultant should consider eliminating the 90-degree bends in the proposed drainage courses to reduce potential erosion and future maintenance (i.e. 90-degree bend east of the south septic bed). Or at least increase the radius of the bend. **Please address/revise.**
3. Erosion at the outlet needs to be addressed. The ESC plan notes a “temporary” sediment basin. Drawing C2 Site Plan has this area labelled as “Proposed Dry Retention Pond”, but there aren’t any additional details provided in the plans or report. This area, just downstream of a confluence of drainage courses, will see concentrated flows. Long-term erosion concerns need to be addressed. It’s possible that a stormwater management facility in this area is necessary to reduce flows, unless it can be shown that flows can be adequately diffused to try to return concentrated flow back to sheet flow, as much as possible. A level spreader may be an option if properly design and constructed. **Please address.**
4. Maintenance details for all proposed facilities (what inspections need to be done, how often, what maintenance work needs to be done to maintain properly functioning facilities, how is this work performed, how often, who’s responsible) should be included as a section in the Stormwater Management Report. **Please address.**
5. Reference is made to Wellhead Protection Area B on page 2 under the quality control section. The subject property is not near any Wellhead Protection Areas and so this reference does not make sense. **Please address.**

Recommendation

We recommend that the above-noted items (1-5) regarding stormwater management be addressed to the satisfaction of CRCA and the Township.

CRCA Plan Review Fees

The CRCA charges fees for our review of *Planning Act* applications and supporting material. Our fee for the review of a site plan application is \$390. We request that the applicant submit the CRCA review fee to our office at their earliest convenience.

Ontario Regulation 148/06

A portion of the subject lands are subject to Ontario Regulation 148/06: Development, Interference with Wetlands, and Alterations to Shorelines and Watercourses made pursuant to Section 28 of the *Conservation Authorities Act*. Development (buildings and structures) and/or site alteration (placement of fill, excavation, shoreline alteration) within approximately 30 metres of the shoreline will require approvals from the CRCA.

Please inform this office in writing of any decision made by the Township regarding this application. If you have any questions, please contact the undersigned at (613) 546-4228 extension 228, or via e-mail at mdakin@crca.ca

Yours truly,



Michael Dakin MCIP, RPP
Resource Planner

cc: Peter Donnelly, Applicant, via email
Colin Jardine, Eastern Engineering, Consultant, via email