

**AGENDA
AUGUSTA TOWNSHIP
C.O.W./REGULAR MEETING
August 10, 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
- H. Correspondence and Petitions
- 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**

McCrea Road Update

PSB Resolution

Administration and Finance

- Report 2020 – 069 – Records Management System
- Report 2020 – 074 – Access E11 Report
- Report 2020 – 076 – Electronic Participation at Council Meetings
- Report 2020 – 081 – A/P

Operations

- Report 2020 – 080 – Public Works Department Activity Report

Planning and Building Services

- Report 2020 – 078 – Building Services Software
- Report 2020 – 082 – Planner's Report

Protective Services

- Report 2020 – 079 – Fire Department Activity Report

K. RETURN TO REGULAR MEETING OF COUNCIL

L. New and Unfinished Business

M. Notice of Motions

N. By-Laws

- By-law 3484-2020 – Procedural By-law Amendment

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
July 27, 2020 6:30 p.m.
Electronic Meeting**

PRESENT:

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

PRESS: Brockville Recorder and Times

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

REGRETS:

CALL TO ORDER

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

MAYOR'S OPENING REMARKS

APPROVAL OF AGENDA

Moved by Deputy Mayor Shaver, seconded by Councillor Henry
BE IT RESOLVED THAT the Agenda for July 27, 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 July 6, 2020 Council meeting as distributed to all members.
Carried

DISCLOSURE OF INTEREST

BUSINESS ARISING FROM THE MINUTES

DELEGATIONS & PRESENTATIONS

CORRESPONDENCE & PETITIONS

- Edwardsburgh-Cardinal 2019 Arena Operations Financial Information

MOVED TO COMMITTEE OF THE WHOLE

Moved by Councillor Bowman, seconded by Councillor Schapelhouman
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:	
Operations:	Deputy Mayor Shaver provided an update
PAC:	
Finance and Admin:	CAO/Treasurer Ray Morrison provided an update

Moved by Deputy Mayor Shaver, seconded by Councillor Henry
BE IT RESOLVED THAT Council authorize the Mayor and CAO to sign the Ontario Municipal Commuter Cycling (OMCC) extension agreement.
Carried

Fire Department:	Chief Bowman provided an update
PSB:	CAO/Treasurer Ray Morrison provided an update
MECG (COVID/Flooding)	CAO/Treasurer Ray Morrison provided an update

ADMINISTRATION AND FINANCE

Report 2020-066

Moved by Councillor Henry, seconded by Deputy Mayor Shaver
BE IT RESOLVED THAT Council accept this report regarding social media and customer service for information.
Carried

Report 2020-068

Moved by Deputy Mayor Shaver, seconded by Councillor Henry
BE IT RESOLVED THAT Council dissolve the Planning Advisory and Operations and Waste Management Committees; and

THAT Council rescind By-Law 3397-2019; and

THAT Council adopt By-Law 3482-2020 to establish Committees of Council as amended.

Recorded Vote

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

Against:

Carried

Report 2020-070

Moved by Councillor Schapelhouman, seconded by Councillor Bowman

BE IT RESOLVED THAT Council authorize the Clerk to enter into a contract with the Recorder and Times for their Shop Local Summer Promotion at an upset limit of \$1,575, plus HST.

Recorded Vote

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

Against:

Carried

Report 2020-071

Moved by Councillor Bowman, seconded by Councillor Schapelhouman

BE IT RESOLVED THAT Council receive the Recreation Activity Report as prepared by the Community Development and Recreation Coordinator dated July 27, 2020 for information.

Carried

Report 2020-072

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 #25496 - 25537 and online payments through to July 23, 2020 in the amount of \$437,890.28.

Recorded Vote

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

Against:

Carried

OPERATIONS

Report 2020-073

Moved by Councillor Schapelhouman, seconded by Councillor Bowman

BE IT RESOLVED THAT Council approve Township staff to proceed with option A for grader repair(s) with an upset limit of \$85,000 (inclusive of tax) for necessary repairs to the 1998 Champion grader, model 740A.

Recorded Vote

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

Against:

Carried

PLANNING AND BUILDING SERVICES

Report 2020-067

Moved by Councillor Bowman, seconded by Councillor Schapelhouman

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

Carried

PROTECTIVE SERVICES

RETURN TO REGULAR MEETING OF COUNCIL

Moved by Councillor Henry seconded by Deputy Mayor Shaver

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

Carried

NEW AND UNFINISHED BUSINESS

NOTICE OF MOTIONS

BY-LAWS

Moved by Deputy Mayor Shaver, seconded by Councillor Henry

BE IT RESOLVED THAT By-Law Numbered 3482-2020 being a By-Law to establish committees for the Township of Augusta be read a first time, a second time, a third time and enacted as read.

Recorded Vote

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

Against:

Carried

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 Schapelhouman, seconded by Councillor Bowman

BE IT RESOLVED THAT By-Law No. 3483-2020 confirm the proceedings of Council of the Township of Augusta at its meeting held on July 27, 2020 be read a first time, a second time, a third time, and be enacted as read.

Carried

ADJOURNMENT

Moved by Councillor Bowman, seconded by Councillor Schapelhouman
BE IT RESOLVED THAT this Council do now adjourn at 7:27 pm until the call of the
Mayor subject to need.
Carried

TOWNSHIP OF AUGUSTA

Moved By: _____

Date: August 10, 2020

Seconded By: _____

Resolution No _____

WHEREAS the Town of Prescott has recently approved reducing the speed limit on all streets within the town to 40kph and have requested support from the Township of Augusta in educating and implementing this change and

WHEREAS section of Highway 2 in Augusta Township immediately West of the Town of Prescott is currently zoned at 60kph and

WHEREAS use of County Road 2 for both motorists and cyclists and pedestrians continues to increase and

WHEREAS Augusta Township Police Services Board has received and reviewed requests to implement traffic calming measures along the County Road 2, in the built up area West of the Town of Prescott and supports the requests to reduce the speed limit in this area and

WHEREAS the OPP recommends a phased in reduction of speed limits to make education of drivers and enforcement more effective and

BE IT RESOLVED THAT Council recommends to the United Counties of Leeds and Grenville that they reduce the speed limit on Highway 2 from the East side of Bradley's creek to the border of the Town of Prescott from 60 kph to 50 kph.

RECORDED VOTE:

	FOR	AGAINST
Councillor Bowman	—	—
Councillor Henry	—	—
Deputy Mayor Shaver	—	—
Mayor Malanka	—	—
Councillor Schapelhouman	—	—

CARRIED _____
Mayor

DEFEATED _____
Mayor

Declaration of pecuniary interest by: _____

Nature of interest: _____

- Disclosed His/Her/Their Interest
- Vacated His/Her/Their Seat
- Abstained from discussion & did not vote on the question

REPORT NUMBER: 2020-069
REPORT TO COUNCIL August 10, 2020
RE: Records Management System
AUTHOR: Annette Simonian, Clerk

RECOMMENDATION:

That Council set aside the Procurement policy and authorize the Clerk to sole source a file classification/retention system and a Document and Records Management software with The Information Professionals and Image Advantage to establish a records management system for the Corporation; and

That Council authorize the Mayor and Clerk to enter into an agreement with Image Advantage for FileHold Express for \$17,030 plus \$1955.00 for annual support care package to set up a records management software system; and

That Council authorize the Mayor and Clerk to enter into an agreement with The Information Professionals for \$4000 plus \$350 for annual support and updates to establish a file Classification/retention system, The Ontario Municipal Records Management System (TOMRMS); and

That Council authorize the CAO to move forward with Brock-IT to issue an RFP to acquire the necessary upgrades to the server to accommodate the FileHold software with an upset limit of \$20,000.

BACKGROUND

The General section of the procurement policy states:

Notwithstanding the provisions in this By-law, where a Department Head or Manager or Council deems it necessary or in the best interests of the Township to acquire goods or services from a particular source, where a good or service is available from one source only or the extension of an existing contract would prove more cost-effective or beneficial, Council may pass a resolution to approve the procurement of the goods or services from that particular source, without using any of the procurement processes.

Staff is requesting that Council set aside the procurement by-law and authorize the Clerk to enter into an agreement with Image Advantage and Information Professionals.

A survey of surrounding municipalities showed that several municipalities use FileHold and The Ontario Municipal Records Management System (TOMRMS). FileHold is provided by Image Advantage and TOMRMS is provided by The Information Professionals. Rideau Lakes just concluded an RFP and the successful bidder for their Records Management System was Image Advantage for FileHold and The Information Professionals for TOMRMS as their records management system. The Counties,

Merrickville-Wolford, Edwardsburgh-Cardinal, Gananoque and Prescott also use FileHold and TOMRMS. Leeds and Thousand Islands uses TOMRMS with a different document management software. Using the same records management system as area municipalities provides the opportunity to learn best practices from others who have utilized the system already.

ANALYSIS

The current retention by-law is over 20 years old and is not up to date with current legislation. Obtaining FileHold and TOMRMS is the first step in providing the manner records will be handled and disposed of. Once TOMRMS is in place, documents can be migrated over, and the Clerk's office will establish a retention by-law and policy to bring to Council that is in line with regulations and legislation. This will serve the needs of the Corporation as well as help to follow legally acceptable practices and compliance for retention periods of corporate records. This would include new processes for incoming mail, video recordings, and business-related emails and even texts (which by MFIPPA, are classified as municipal records).

FileHold software which manages a document through its life cycle, is provided by Image Advantage. Once documents are scanned into the system, they can easily be searched and retrieved through the use of Metadata which is applied to the document at the time of classification, saving staff time when searching for necessary business documents for future use. Metadata is information used to describe the data that is contained in something, or the underlying description of data to make it easy to find and retrieve documents. Image Advantage Solutions is a local company based out of Mallorytown, ON and has worked with Augusta in the past to digitize By-Laws and Minutes.

TOMRMS is a methodology for organizing the information that exists within a municipality. TOMRMS provides a manual with classifications schemes and retention schedule, as well as annual updates that provide changes made to compliance rules, regulations, and legislation. TOMRMS will help ensure that the corporation remains compliant year-over-year.

Both systems provide comprehensive support and training. TOMRMS has a one-day training from 9am to 3pm and would require every staff member to attend. FileHold provides 35 hours of consultation service to set up sub-folders, metadata and permissions that work with each department's needs. The annual File Care provides software upgrades that ensure it stays current and unlimited tech support.

The Clerks department expects that we can handle the document transfer in house with management buy in, but if needed, Image Advantage can transfer documents for an additional hourly fee rate if necessary.

A Records Management overhaul is a considerable undertaking and needs Council, staff, and Management buy-in to succeed. The fact that most of our records have already been digitized and our current system is loosely set up as TOMRMS already will put the Township at an advantage to achieving the desired goal.

Municipal records management system is a specialized business. FileHold and TOMRMS work together to provide a seamless document management system for businesses. This type of relationship has been used in the past for election voting and voting list management and we can see how well it works when two separate companies work in connection to make one better customer experience.

It is staff's recommendation that Information Professional and Image Advantage Solutions be provided the opportunity to work with the Municipality to implement the proposed Records Management Solution including the TOMRMS file classification system and FileHold the Document and Records Management software.

Although our server has been adequate for our purposes so far, Brock IT has assessed the needs to accommodate this software and has indicated that it should be upgraded to meet our future needs and provide additional disaster management, backup and security protection. Image Advantage has provided a quote to provide the municipality with an external server for this application only, but in light of the reliance on computers and a desire for society to move to a paperless culture, it is suggested that it is time to upgrade the municipality's server to meet not only the Record Management needs but all other future needs of the Corporation.

OPTIONS

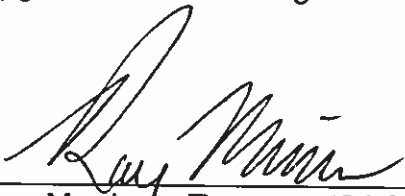
Authorize staff recommendation
Send out for RFP procedures
Remain status quo and do not establish an electronic management system

CONSULTATION

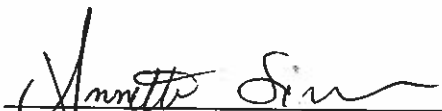
Other Municipal Clerks in Leeds and Grenville
Brock IT
The Information Professionals
Image Advantage

FINANCIAL

The total amount related to these recommended upgrades as well as the related IT upgrades would be eligible to be offset by the Modernization Funding.



Ray Morrison, Treasurer/CAO



Annette Simonian, Clerk

REPORT 2020-074

REPORT TO COUNCIL August 10, 2020

RE: Resident Relations Program Quarterly Report

AUTHOR: Vikki Werner-Mackeler, Deputy Clerk/Office Admin

RECOMMENDATION:

THAT Council receive this Resident Relations program report for the second quarter of 2020 for information.

BACKGROUND:

Once again it has been a productive quarter. 81 new cases were opened and all but 8 of those were closed with the resident’s issue/concern having been resolved. We have just 10 cases left open from previous quarters which is major achievement as staff have struggled with this in the past (only one of them has been open since 2018). A couple of new temporary categories were created this quarter due to COVID-19. For example, a few cases have been put on hold due to the Brockville courts remaining closed so this new category allowed us to close the cases temporarily and we will reopen them once new dates are set.

We are still waiting for OMAFRA’s help to resolve/progress with 2 By-Law cases. Four more cases required input from the Police Services Board (the meeting was held on July 24). By-Law and the Public Works department continue to receive the majority of cases.

Open cases for all departments will continue to be monitored and followed up bi-weekly with the department as required. As of July 1, 2020, there were 18 open cases.

The following is the summary from the last quarter – **April 1, 2020 to June 30, 2020:**

Department	New Cases this Quarter	New Cases this Quarter Still Open as of July 1	Cases Still Open from Previous Quarters	Total # of Open Cases
Administration/Police Services	5	3	4	7
Building	1	0	0	0
By-Law	22	4	4	8
Civil/Non Township Matters	1	0	0	0
Clerk Services/BR & E	0	0	0	0
Contracted Services	4	0	0	0
County Issues	4	0	0	0
Emergency Management	0	0	0	0
Fire/Burning	1	0	0	0

Planning	15	0	0	0
Public Works & Waste Management	22	1	2	3
Recreation	0	0	0	0
Other	1	0	0	0
COVID-19	5	0	0	0
Totals	81	8	10	18

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

Administration/Police Services	
Category	# of Cases
Other Administration	4
Increased Speeding	1
Total # of New Cases	5
New Cases Still Open	3

Building	
Category	# of Cases
Building	1
Total # New of Cases	1
New Cases Still Open	0

By-Law	
Category	# of Cases
Dogs at Large	3
Illegal Dumping	3
Dog Nuisance/Noise Issues	3
COVID-19 Waiting on Courts to Reopen	2
Unkempt Property Report (Health Hazard)	2
Noise	2
Dangerous Animal Report	2
Other	2
Illegal Parking	1
Neighbour Disputes	1
Building without a Permit	1
Total # New of Cases	22
New Cases Still Open	4

Civil/Non Township Matters	
Category	# of Cases
Civil/Non Township Matters	1
Total # New of Cases	1
New Cases Still Open	0

Contracted Services	
Category	# of Cases
Beavers	3
Street Light Out/Damaged/Out of Place	1
Total # of New Cases	4
New Cases Still Open	0

County Issues	
Category	# of Cases
County - Danger/Hazard on Road/Shoulder Report	3
County - Toxic Weed Report	1
Total # of New Cases	4
New Cases Still Open	0

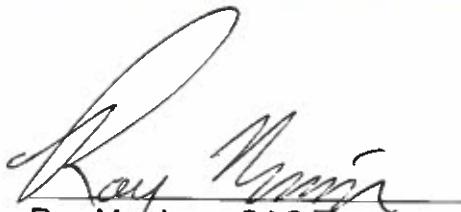
Fire/Burning	
Category	# of Cases
Prohibited Materials (waste/rubber/plastic etc) Burning	1
Total # of New Cases	1
New Cases Still Open	0

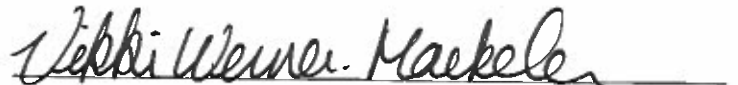
Planning	
Category	# of Cases
Other	8
Zoning Questions	6
Severance Questions	1
Total # of New Cases	15
New Cases Still Open	0

Public Works & Waste Management	
Category	# of Cases
Ditching/Drainage/Culvert Issues	10
Other	3
Signage Missing/Broken	2
Tree/Brush Cleanup Required	2
Speed Monitoring Sign Required	1
Calcium Required on Road	1
Sign Request	1
Roadkill Report	1
Road Repairs Required	1
Total # New of Cases	22
New Cases Still Open	1

Other	
Category	# of Cases
Other	1
Total # of Cases	1
New Cases Still Open	0

COVID-19	
Category	# of Cases
Changes to Service Complaints/Concerns	3
Assistance Hotline Cases	2
Total # of Cases	5
New Cases Still Open	0


 Ray Morrison, CAO/Treasurer


 Vikki Werner-Mackeler, Deputy Clerk/Office Admin

REPORT #: 2020-076

REPORT TO COUNCIL: August 10, 2020

RE: Electronic participation and council meetings.

PREPARED BY: Annette Simonian, Clerk

RECOMMENDATION:

THAT Council adopt by-law 3485-2020 to amend the Procedural By-law to allow electronic participation at Council and committee meetings.

That Council direct Staff to research the information technology necessary to permit this amendment effectively and for future needs.

PURPOSE

The Ontario Government enacted Bill 197, which made changes to the Municipal Act, 2001 to provide municipalities with new permissive authority. This legislation amended section 238 of the Municipal Act, to authorize Municipal Council to amend its Procedural By-law to provide that electronic participation in open and closed municipal meetings beyond times when an emergency declaration is in place and that members attending electronically may count as quorum.

The new provision allows municipalities to hold a meeting with electronic participation to amend the Procedural By-law (See Attachment A).

Although by-law 3471-2020 specifies Council may hold electronic meetings during a declared municipal emergency, Bill 197 repealed the old language in the Municipal Act, therefore the sections referenced in the By-law are no longer in play.

The new Legislation also allows for Proxy voting (See Attachment B). Proxy voting would allow Councillors who are unable to attend a meeting to appoint a proxyholder (another elected Council member) to act on their behalf, subject to certain limitations. If Council agrees to electronic meeting participation, Proxy voting would be redundant because Proxy voting is applicable when a Councillor member is absent, which should be rare if they can participate electronically from anywhere.

The attached by-law will allow Council to conduct business electronically on an ongoing basis. Council can choose their preference about how to amend the by-law. Council can opt not to be able to participate electronically at all, or they can allow electronic participation, and if so, they can decide whether to allow for both open and closed meetings and whether Councillors who participate electronically count as quorum and

whether they can vote or not. Council should consider certain limitations to encourage in person quorum:

- Limit the number of meetings they can attend electronically in a one-year period or term of Council. Council to specify the number of meetings allowed.
- Request valid reasons for electronic participation accommodations, for example, sick, out of town, transportation, or childcare issues.

These points are not included in the draft by-law and Council will need to provide direction to staff as to their preference.

The Act has not changed transparency requirements, and the public needs to be able to observe and participate where applicable in all meetings open to the public. The Township will take all reasonable measures to facilitate public and media participation. Currently it is reasonable that 10 people from the public could attend in person in the Chambers at one time and still maintain a six-foot distance, but it is acceptable for the public to attend virtually as well. It is also reasonable that virtually means the public can listen live. The Township will take all reasonable measures to facilitate public and media participation, and staff will consider options to meet the requirements. The CAO is reviewing future information technology needs with Brock IT and will include the information technology necessary to continue electronic meetings as one of the key outcomes required of the upgrades.

The Clerk is waiting for the Ministry of Municipal Affairs to clarify the legislation, but it is not recommended to wait for this from a risk management standpoint. When more direction is given, the Clerk will review and decide if the by-law will need to be rewritten.


OPTIONS

- Opt not to conduct electronic meetings. Whereas a six-foot distance rule is still difficult to maintain in council chambers, this is not recommended to ensure all members can attend meetings.
- Pass by-law as written.
- Pass an amended version of the by-law.

FINANCIAL

Significant information technology upgrades may be necessary depending on the direction chosen, will be addressed in a future report, and offset by Municipal Modernization Funding.


Annette Simonian, Clerk


Ray Morrison, CAO/Treasurer



**THE CORPORATION OF THE TOWNSHIP OF AUGUSTA
BY-LAW NUMBER 3484-2020**

**A BY-LAW TO AMEND BY-LAW 3336-2017 BEING A BY-LAW TO GOVERN THE
PROCEEDINGS OF COUNCIL AND ITS COMMITTEES TO ALLOW FOR THE
ELECTRONIC PARTICIPATION OF MEMBERS AT MEETINGS**

WHEREAS pursuant to Section 238 of the Municipal Act, S.O. 2001 c.25 as amended, every Council shall pass a procedural by-law for governing the calling, place and proceedings of meetings;

AND WHEREAS pursuant to Section 238(3.1) of the Municipal Act provides that the applicable procedural by-law may provide that a member of council, of a committee of either of them, can participate electronically in a meeting which is open to the public to the extent and in the manner set out in the by-law provided that any such member shall not be counted in determining whether or not a quorum of members is present at any point in time;

AND WHEREAS Bill 197 amends section 238 of the Municipal Act Section 238(3.3) to provide that applicable procedure by-law may provide that, a member of council of a local board or of a committee of either of them who is participating electronically in a meeting may be counted in determining whether or not a quorum of members is present at any point in time; and a member of a council, of a local board or of a committee of either of them can participate electronically in a meeting that is open or closed to the public;

AND WHEREAS the Council of the Township of Augusta deems it expedient to amend its procedural by-law to allow its members to participate at Council and Committee meetings electronically;

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

1. The Council hereby authorizes Council and Committee Members to participate electronically at council or committee meetings.
2. That Members participating electronically count towards quorum.
3. That Members may participate electronically in a closed meeting.
4. That Quorum will not need to be present at the physical location of the meeting that has been provided in the notice of the meeting.
5. That Members participating electronically will be able to vote on matters before the Council in an open meeting.
6. Members must be recognized by the Chair by name to speak during the debate. Any Member not being recognized prior to speaking during a debate will be considered out of order.
7. All votes relating to financial matters shall be recorded during an electronic meeting. Each member present, including the presiding officer, except a member who is disqualified from voting by any Act, shall announce his/her vote verbally when called in alphabetical order by the clerk, and the clerk shall record each member's name and vote.
8. That Members are responsible for ensuring the technology is available to allow for them to participate effectively.
9. That if a Member is disconnected due to technology issues, they will be considered to have left the meeting and the meeting will proceed with the remaining Members so long as there is still quorum. The Member may rejoin the meeting at any time they are able.

10. By-law 3471-2020 is hereby rescinded.

11. All other applicable provisions of By-law 3336-2017 shall continue to apply.

Read a first, second, and third time and finally passed this 10 day of August, 2020.

MAYOR

CLERK

REPORT #: 2020-081

REPORT TO COUNCIL: August 10, 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 #25538 – 25567 and online payments through to August 6, 2020 in the amount of \$218,566.09.

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 after the Council meeting for follow up.



Annette Simonian
Clerk



Ray Morrison
CAO/Treasurer

Report Date
8/06/2020 12:24 PM

Township of Augusta
List of Accounts for Approval
As of 8/06/2020
Batch: 2020-00063 to 2020-00069

Payment # Invoice #	Date	Vendor Name GL Account	Reference GL Transaction Description	Detail Amount	Payment Amount
Bank Code: AP - ACC/PAYABLE					
Computer Cheques:					
25538 789814-1	7/31/2020	BEACH HOME HARDWARE	NORTH AUGUSTA REC		
		600-01-018 - NORTH AUGUSTA F	NORTH AUGUSTA REC	109.87	
		102-01-099 - HST RECEIVABLE	HST Tax Code	12.14	
		900-01-099 - HST TRACKING	HST Tax Code	14.04	122.01
790390-1		401-01-004 - OFFICE SUPPLIES	REC SUPPLIES/OFFICE SUPPL	24.39	
		600-01-004 - RECREATION - GE	REC SUPPLIES/OFFICE SUPPL	16.27	
		102-01-099 - HST RECEIVABLE	HST Tax Code	4.49	
		900-01-099 - HST TRACKING	HST Tax Code	5.19	45.15
				Payment Total:	167.16
25539 JUL272020	7/31/2020	CHAD DAVIS	DEPUTY CELL PHONE		
		402-01-004 - FIRE PROTECTION	DEPUTY CELL PHONE	96.67	
		102-01-099 - HST RECEIVABLE	HST Tax Code	10.68	
		900-01-099 - HST TRACKING	HST Tax Code	12.35	107.35
25540 206527	7/31/2020	CODE 4 FIRE & RESCUE INC	MAINTENANCE JAWS OF LIFE		
		402-01-015 - FIRE PROTECTION	MAINTENANCE JAWS OF LIFE	600.39	
		102-01-099 - HST RECEIVABLE	HST Tax Code	66.31	
		900-01-099 - HST TRACKING	HST Tax Code	76.70	666.70
25541 652567	7/31/2020	CRISTILL ROCK	PW WATER		
		438-01-018 - P.W. OFFICE SUPP	PW WATER	26.00	26.00
652563		401-01-004 - OFFICE SUPPLIES	BOB GREGAS WATER	39.00	39.00
652566		401-01-004 - OFFICE SUPPLIES	MAIN OFFICE WATER	13.00	13.00
				Payment Total:	78.00
25542 30192	7/31/2020	EVANS PRINTING LTD	WINDOW ENVELOPES		
		401-01-004 - OFFICE SUPPLIES	WINDOW ENVELOPES	746.52	
		102-01-099 - HST RECEIVABLE	HST Tax Code	82.46	
		900-01-099 - HST TRACKING	HST Tax Code	95.37	828.98
25543 442802	7/31/2020	FIRESERVICE MANAGEMENT L	WASH BUNKER GEAR		
		402-01-005 - FIRE PROTECTION	WASH BUNKER GEAR	172.35	
		102-01-099 - HST RECEIVABLE	HST Tax Code	19.04	
		900-01-099 - HST TRACKING	HST Tax Code	22.02	191.39
25544 0242304	7/31/2020	GRANT BARTHOLOMEW	GRASS CUTTING JULY/2020		
		520-01-002 - CEMETARIES	CEMETERIES	783.55	
		401-01-016 - REPAIRS & MAINTENANCE	GRASS MAIN OFFICE	167.91	
		600-01-005 - RECREATION PARKS	MISC SITES GRASS CUTTING	966.72	
		600-01-016 - MAYNARD RECREATION	GRASS CUTTING	340.90	
		600-01-010 - ALGONQUIN RECREATION	GRASS CUTTING	340.90	

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		600-01-014 - MAITLAND RECREA	GRASS CUTTING JULY/2020	488.45	
		402-01-013 - FIRE PROTECTION	GRASS CUTTING JULY/2020	513.89	
		520-01-002 - CEMETARIES	N/A CENOTAPH GRASS	111.94	
		605-01-030 - LIBRARY - R&M - G	LIBRARY GRASS	228.96	
		520-01-002 - CEMETARIES	ALGONQUIN CHURCH GRASS	228.97	
		102-01-099 - HST RECEIVABLE	HST Tax Code	460.81	
		900-01-099 - HST TRACKING	HST Tax Code	533.00	4,633.00
25545	7/31/2020	G. TACKABERRY & SONS	CRUSHED ASPHALT		
G-0066576		418-01-002 - PATCHING-PARTS	CRUSHED ASPHALT	166.04	
		102-01-099 - HST RECEIVABLE	HST Tax Code	18.34	
		900-01-099 - HST TRACKING	HST Tax Code	21.21	184.38
G-0066752		600-01-090 - PARKS & RECREAT	PAD FOR STORAGE BLDG LIB	5,596.81	
		102-01-099 - HST RECEIVABLE	HST Tax Code	618.19	
		900-01-099 - HST TRACKING	HST Tax Code	715.00	6,215.00
			Payment Total:		6,399.38
25546	7/31/2020	HANSLER SMITH LIMITED	COVID SUPPLIES		
5609891		436-01-002 - SAFETY DEVICES -	COVID SUPPLIES	213.80	
		102-01-099 - HST RECEIVABLE	HST Tax Code	23.61	
		900-01-099 - HST TRACKING	HST Tax Code	27.31	237.41
5610457		436-01-002 - SAFETY DEVICES -	COVID SUPPLIES	85.52	
		102-01-099 - HST RECEIVABLE	HST Tax Code	9.45	
		900-01-099 - HST TRACKING	HST Tax Code	10.93	94.97
5610665		436-01-002 - SAFETY DEVICES -	SUPPLIES COVID	54.95	
		102-01-099 - HST RECEIVABLE	HST Tax Code	6.07	
		900-01-099 - HST TRACKING	HST Tax Code	7.02	61.02
5610625		436-01-002 - SAFETY DEVICES -	CREDIT MEMO SUPPLIES	128.28-	
		102-01-099 - HST RECEIVABLE	HST Tax Code	14.17-	
		900-01-099 - HST TRACKING	HST Tax Code	16.39-	142.45-
5614644		402-01-005 - FIRE PROTECTION	COVID SUPPLIES	1,050.17	
		102-01-099 - HST RECEIVABLE	HST Tax Code	115.99	
		900-01-099 - HST TRACKING	HST Tax Code	134.16	1,166.16
			Payment Total:		1,417.11
25547	7/31/2020	INDEPENDENT TELEPHONE	REMOTE CHARGES		
45199		401-01-003 - TELEPHONE & FAX	REMOTE CHARGES	86.50	
		102-01-099 - HST RECEIVABLE	HST Tax Code	9.55	
		900-01-099 - HST TRACKING	HST Tax Code	11.05	96.05
25548	7/31/2020	GFL ENVIRONMENTAL INC	WDS CONTRACT SERVICES		
29080		510-01-013 - CONTRACT SERVIC	WDS CONTRACT SERVICES	3,577.71	
		102-01-099 - HST RECEIVABLE	HST Tax Code	395.17	
		900-01-099 - HST TRACKING	HST Tax Code	457.06	3,972.88

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25549 JUL162020	7/31/2020	LOCKWOOD BROTHERS 307-01-020 - BUILDING & RELAT	NEW HOME CONSTRUCTION REFUN NEW HOME CONSTRUCTION F	450.27	
		102-01-099 - HST RECEIVABLE	HST Tax Code	49.73	
		900-01-099 - HST TRACKING	HST Tax Code	57.52	500.00
25550 3426	7/31/2020	M & L SUPPLY 402-01-015 - FIRE PROTECTION	HELMET PATCH HELMET PATCH	95.91	
		102-01-099 - HST RECEIVABLE	HST Tax Code	10.59	
		900-01-099 - HST TRACKING	HST Tax Code	12.25	106.50
25551 86611	7/31/2020	MAXIMUM SIGNS 437-01-002 - SAFETY DEVICES	SAFETY SIGNS & CONES SAFETY SIGNS & CONES	67.21	
		102-01-099 - HST RECEIVABLE	HST Tax Code	7.43	
		900-01-099 - HST TRACKING	HST Tax Code	8.59	74.64
86612		437-01-002 - SAFETY DEVICES	SAFETY SIGNS & CONES	72.50	
		102-01-099 - HST RECEIVABLE	HST Tax Code	8.01	
		900-01-099 - HST TRACKING	HST Tax Code	9.26	80.51
				Payment Total:	155.15
25552 130907201141007	7/31/2020	MINISTER OF FINANCE 404-01-090 - PROTECTIVE POLI	PROTECTIVE POLICING PROTECTIVE POLICING	86,113.00	86,113.00
25553 403467851	7/31/2020	NOVEXCO INC 401-01-004 - OFFICE SUPPLIES	OFFICE SUPPLIES OFFICE SUPPLIES	54.37	
		102-01-099 - HST RECEIVABLE	HST Tax Code	6.01	
		900-01-099 - HST TRACKING	HST Tax Code	6.95	60.38
25554 JUL302020	7/31/2020	OMERS 204-01-003 - OMERS PAYABLE	OMERS FOR JULY OMERS FOR JULY	20,435.78	20,435.78
25555 JUL302020	7/31/2020	OPSEU 204-01-004 - OPSEU PAYABLE	Monthly Remittance Union Dues Monthly Remittance Union	628.60	628.60
25556 JUL312020	7/31/2020	PAUL J. VAN LUIT 404-01-001 - BY-LAW - SALARIE	BY-LAW SERVICES JULY BY-LAW SERVICES JULY	247.64	
		102-01-099 - HST RECEIVABLE	HST Tax Code	27.36	
		900-01-099 - HST TRACKING	HST Tax Code	31.64	275.00
JUL2020		404-01-004 - BY-LAW MILEAGE	BY-LAW MILEAGE	49.18	
		102-01-099 - HST RECEIVABLE	HST Tax Code	5.43	
		900-01-099 - HST TRACKING	HST Tax Code	6.28	54.61
				Payment Total:	329.61
25557 2063834	7/31/2020	PRESCOTT BUILDING CENTRE 600-01-018 - NORTH AUGUSTA F	MISC REC SUPPLIES N/A AUGUSTA REC SUPPLIES	10.53	

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		600-01-020 - ROEBUCK RECREA	N/A AUGUSTA REC SUPPLIES	116.64	
		102-01-099 - HST RECEIVABLE	HST Tax Code	14.05	
		900-01-099 - HST TRACKING	HST Tax Code	16.25	141.22
25558	7/31/2020	RAYMOND W. MORRISON	ANNUAL MEMBERSHIPS RE-IMBURS		
JUL302020		401-01-017 - CONFERENCES & I	ANNUAL MEMBERSHIPS RE-IM	974.74	
		102-01-099 - HST RECEIVABLE	HST Tax Code	107.66	
		900-01-099 - HST TRACKING	HST Tax Code	124.52	1,082.40
25559	7/31/2020	RIVERSIDE BUICK GMC LTD.	SERVICE OFFICE SUV		
311324		401-01-030 - CHEV EQUINOX - R	SERVICE OFFICE SUV	79.21	
		102-01-099 - HST RECEIVABLE	HST Tax Code	8.75	
		900-01-099 - HST TRACKING	HST Tax Code	10.12	87.96
25560	7/31/2020	SAFEDESIGN APPAREL LTD.	BUNKER GEAR		
256288		402-01-090 - FIRE PROTECTION	BUNKER GEAR	19,793.03	
		102-01-099 - HST RECEIVABLE	HST Tax Code	2,186.22	
		900-01-099 - HST TRACKING	HST Tax Code	2,528.59	21,979.25
25561	7/31/2020	SANDS CANADA INC	COVID GOWNS		
704947		402-01-005 - FIRE PROTECTION	COVID GOWNS	244.22	
		102-01-099 - HST RECEIVABLE	HST Tax Code	26.98	
		900-01-099 - HST TRACKING	HST Tax Code	31.20	271.20
705080		402-01-005 - FIRE PROTECTION	COVID GOWNS	488.45	
		102-01-099 - HST RECEIVABLE	HST Tax Code	53.95	
		900-01-099 - HST TRACKING	HST Tax Code	62.40	542.40
				Payment Total:	813.60
25562	7/31/2020	SECUREWAY	ID CARD HOLDERS		
917620		402-01-016 - FIRE PROTECTION	ID CARD HOLDERS	48.34	
		102-01-099 - HST RECEIVABLE	HST Tax Code	5.34	
		900-01-099 - HST TRACKING	HST Tax Code	6.18	53.68
25563	7/31/2020	SUSAN BOSMAN	CLEANING SERVICES		
JUL192020		401-01-001 - STAFF SALARIES	CLEANING SERVICES	82.53	82.53
JUL262020		401-01-001 - STAFF SALARIES	CLEANING SERVICES	82.53	82.53
				Payment Total:	165.06
25564	7/31/2020	R THURSTON TECHNOLOGIES	PAGER REPAIR		
11613		402-01-015 - FIRE PROTECTION	PAGER REPAIR	145.32	
		102-01-099 - HST RECEIVABLE	HST Tax Code	16.06	
		900-01-099 - HST TRACKING	HST Tax Code	18.57	161.38
25565	7/31/2020	BLUMETRIC ENVIRONMENTAL	MAYNARD WETLANDS MONITORING		
BM23141		510-01-031 - WMS - REGULAR M	MAYNARD WETLANDS MONIT	4,534.35	

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		102-01-099 - HST RECEIVABLE	HST Tax Code	500.84	
		900-01-099 - HST TRACKING	HST Tax Code	579.27	5,035.19
25566	7/31/2020	WSIB ONTARIO	JUNE WSIB		
JUN302020		204-01-009 - WSIB PAYABLE	JUNE WSIB	3,904.86	3,904.86
JUL312020		204-01-009 - WSIB PAYABLE	JULY WSIB	4,540.49	4,540.49
				Payment Total:	8,445.35
25567	7/31/2020	XEROX CANADA LTD	PHOTOCOPIES		
P55694884		401-01-004 - OFFICE SUPPLIES	PHOTOCOPIES	129.21	
		102-01-099 - HST RECEIVABLE	HST Tax Code	14.27	
		900-01-099 - HST TRACKING	HST Tax Code	16.51	143.48
P55832990		401-01-004 - OFFICE SUPPLIES	PHOTOCOPIES	75.42	
		102-01-099 - HST RECEIVABLE	HST Tax Code	8.33	
		900-01-099 - HST TRACKING	HST Tax Code	9.64	83.75
P55961459		401-01-004 - OFFICE SUPPLIES	PHOTOCOPIES	64.28	
		102-01-099 - HST RECEIVABLE	HST Tax Code	7.10	
		900-01-099 - HST TRACKING	HST Tax Code	8.21	71.38
P56101320		401-01-004 - OFFICE SUPPLIES	PHOTOCOPIES	433.04	
		102-01-099 - HST RECEIVABLE	HST Tax Code	47.83	
		900-01-099 - HST TRACKING	HST Tax Code	55.32	480.87
P56234324		401-01-004 - OFFICE SUPPLIES	PHOTOCOPIES	35.31	
		102-01-099 - HST RECEIVABLE	HST Tax Code	3.90	
		900-01-099 - HST TRACKING	HST Tax Code	4.51	39.21
				Payment Total:	818.69
Other:					
189-Man	7/27/2020	HYDRO ONE NETWORKS	N/A REC HALL		
0192JUL92020		600-01-018 - NORTH AUGUSTA	N/A REC HALL	51.08	
		102-01-099 - HST RECEIVABLE	HST Tax Code	5.65	
		900-01-099 - HST TRACKING	HST Tax Code	6.53	56.73
218-Man	7/28/2020	HYDRO ONE NETWORKS	N/A STRLIGHTS		
4591JUL222020		500-01-008 - VILLAGE OF NORTH	N/A STRLIGHTS	30.06	
		102-01-099 - HST RECEIVABLE	HST Tax Code	3.32	
		900-01-099 - HST TRACKING	HST Tax Code	3.84	33.38
613-Man	7/28/2020	HYDRO ONE NETWORKS	LUGTHART STRLIGHTS		
8512JUL222020		500-01-002 - LUGTHART SUBDIV	LUGTHART STRLIGHTS	7.53	
		102-01-099 - HST RECEIVABLE	HST Tax Code	0.83	
		900-01-099 - HST TRACKING	HST Tax Code	0.96	8.36

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661-Man 9461JUL222020	7/28/2020	HYDRO ONE NETWORKS	LIONS GATE STRLIGHTS		
		500-01-013 - LIONS GATE STREI	LIONS GATE STRLIGHTS	8.04	
		102-01-099 - HST RECEIVABLE	HST Tax Code	0.89	
		900-01-099 - HST TRACKING	HST Tax Code	1.03	8.93
681-Man 5429JUL222020	7/28/2020	HYDRO ONE NETWORKS	STLAWRENCE CRT STRLIGHTS		
		500-01-006 - ST LAWRENCE CR	STLAWRENCE CRT STRLIGHT	6.31	
		102-01-099 - HST RECEIVABLE	HST Tax Code	0.70	
		900-01-099 - HST TRACKING	HST Tax Code	0.81	7.01
882-Man 1784JUL222020	7/28/2020	HYDRO ONE NETWORKS	BURNSIDE STRLIGHTS		
		500-01-001 - BURNSIDE ESTATE	BURNSIDE STRLIGHTS	6.31	
		102-01-099 - HST RECEIVABLE	HST Tax Code	0.70	
		900-01-099 - HST TRACKING	HST Tax Code	0.81	7.01
1278-Man 806755	7/28/2020	CST CANADA CO.	PREMIUM GAS		
		120-01-001 - STOCK - GAS	PREMIUM GAS	584.74	
		102-01-099 - HST RECEIVABLE	HST Tax Code	64.59	
		900-01-099 - HST TRACKING	HST Tax Code	74.70	649.33
1871-Man 1958JUL222020	7/28/2020	HYDRO ONE NETWORKS	N/A SOLAR		
		402-01-002 - FIRE PROTECTION	N/A SOLAR	5.49	
		102-01-099 - HST RECEIVABLE	HST Tax Code	0.61	
		900-01-099 - HST TRACKING	HST Tax Code	0.70	6.10
1921-Man 4732JUL272020	7/27/2020	ROYAL BANK VISA	PW VISA		
		438-01-011 - P.W. SHOP SUPPLI	SHOP SUPPLIES	168.29	
		102-01-099 - HST RECEIVABLE	HST Tax Code	18.59	
		900-01-099 - HST TRACKING	HST Tax Code	21.50	186.88
2265-Man 5201JUL222020	7/28/2020	HYDRO ONE NETWORKS	RIVERVIEW HEIGHTS STRLIGHTS		
		500-01-003 - RIVERVIEW HEIGH	RIVERVIEW HEIGHTS STRLIGI	456.46	
		102-01-099 - HST RECEIVABLE	HST Tax Code	50.41	
		900-01-099 - HST TRACKING	HST Tax Code	58.31	506.87
2325-Man 2162JUL222020	7/31/2020	HYDRO ONE NETWORKS	MAITLAND STRLIGHTS		
		500-01-004 - MAITLAND STREET	MAITLAND STRLIGHTS	220.25	
		102-01-099 - HST RECEIVABLE	HST Tax Code	24.33	
		900-01-099 - HST TRACKING	HST Tax Code	28.14	244.58
2367-Man 6593JUL222020	7/28/2020	HYDRO ONE NETWORKS	MEIKLE STRLIGHTS		
		500-01-011 - MEIKLE SUBDIVISI	MEIKLE STRLIGHTS	9.42	
		102-01-099 - HST RECEIVABLE	HST Tax Code	1.05	
		900-01-099 - HST TRACKING	HST Tax Code	1.21	10.47
2951-Man 9985JUL222020	7/28/2020	HYDRO ONE NETWORKS	MAITLAND TRAILS STRLIGHTS		
		500-01-010 - MAITLAND BY THE	MAITLAND TRAILS STRLIGHTS	7.53	
		102-01-099 - HST RECEIVABLE	HST Tax Code	0.83	

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		900-01-099 - HST TRACKING	HST Tax Code	0.96	8.36
3054-Man	7/28/2020	HYDRO ONE NETWORKS	ALGONQUIN STRLIGHTS		
4210JUL222020		500-01-005 - ALGONQUIN STREI	ALGONQUIN STRLIGHTS	8.57	
		102-01-099 - HST RECEIVABLE	HST Tax Code	0.94	
		900-01-099 - HST TRACKING	HST Tax Code	1.09	9.51
3084-Man	7/28/2020	CST CANADA CO.	COLOURED DIESEL		
806756		120-01-003 - STOCK - COLOURE	COLOURED DIESEL	486.97	
		102-01-099 - HST RECEIVABLE	HST Tax Code	53.79	
		900-01-099 - HST TRACKING	HST Tax Code	62.21	540.76
3336-Man	7/27/2020	BELL CANADA	MAYNARD WDS		
4604JUL192020		102-01-044 - DUE FROM FAST E	MAYNARD WDS	36.46	
		102-01-099 - HST RECEIVABLE	HST Tax Code	4.03	
		900-01-099 - HST TRACKING	HST Tax Code	4.66	40.49
3447-Man	7/28/2020	HYDRO ONE NETWORKS	KEMP STRLIGHTS		
6433JUL222020		500-01-007 - KEMP SUBDIVISION	KEMP STRLIGHTS	7.70	
		102-01-099 - HST RECEIVABLE	HST Tax Code	0.85	
		900-01-099 - HST TRACKING	HST Tax Code	0.98	8.55
3824-Man	7/28/2020	CST CANADA CO.	CLEAR DIESEL		
806754		120-01-002 - STOCK - DIESEL	CLEAR DIESEL	724.75	
		102-01-099 - HST RECEIVABLE	HST Tax Code	80.05	
		900-01-099 - HST TRACKING	HST Tax Code	92.59	804.80
5084-Man	7/27/2020	HYDRO ONE NETWORKS	MAITLAND F/D		
4567JUL92020		402-01-002 - FIRE PROTECTION	MAITLAND F/D	20.50	
		102-01-099 - HST RECEIVABLE	HST Tax Code	2.27	
		900-01-099 - HST TRACKING	HST Tax Code	2.62	22.77
5184-Man	7/27/2020	HYDRO ONE NETWORKS	ELLIS HOUSE		
7331JUL92020		401-01-012 - ELLIS HOUSE EXPE	ELLIS HOUSE	32.29	
		102-01-099 - HST RECEIVABLE	HST Tax Code	3.56	
		900-01-099 - HST TRACKING	HST Tax Code	4.12	35.85
5455-Man	7/27/2020	COGECO CONNEXION INC	STATION #1 INTERNET		
110045695484		402-01-013 - FIRE PROTECTION	STATION #1 INTERNET	174.61	
		102-01-099 - HST RECEIVABLE	HST Tax Code	19.29	
		900-01-099 - HST TRACKING	HST Tax Code	22.31	193.90
6009-Man	7/27/2020	TELUS MOBILITY	MAIN OFFICE CELL PHONES		
2883JUL132020		401-01-003 - TELEPHONE & FAX	MAIN OFFICE CELL PHONES	120.08	
		406-01-008 - BUILDING CELL PH	CBO CELL PHONE	42.33	
		438-01-010 - P.W. TELEPHONE	PW CELL PHONES	236.08	
		102-01-099 - HST RECEIVABLE	HST Tax Code	44.02	
		900-01-099 - HST TRACKING	HST Tax Code	50.91	442.51

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6152-Man 7818JUL272020	7/27/2020	ROYAL BANK VISA	RAY MORRISON VISA		
		401-01-017 - CONFERENCES & I	MFOA MEMBERSHIP	407.04	
		401-01-014 - HEALTH & SAFETY	SUNSCREEN SPRAY	51.72	
		102-01-099 - HST RECEIVABLE	HST Tax Code	50.67	
		900-01-099 - HST TRACKING	HST Tax Code	58.61	509.43
6247-Man JUL272020	7/27/2020	FAMILY RESPONSIBILITY OFFIK	0711411		
		201-01-003 - PAYROLL DEDUCTI	0711411	2,144.00	2,144.00
6613-Man 806753	7/28/2020	CST CANADA CO.	COLOURED DIESEL		
		120-01-003 - STOCK - COLOURE	COLOURED DIESEL	209.22	
		102-01-099 - HST RECEIVABLE	HST Tax Code	23.11	
		900-01-099 - HST TRACKING	HST Tax Code	26.73	232.33
6634-Man 9094JUL92020	7/27/2020	HYDRO ONE NETWORKS	N/A WDS		
		102-01-044 - DUE FROM FAST E	N/A WDS	63.06	
		102-01-099 - HST RECEIVABLE	HST Tax Code	6.97	
		900-01-099 - HST TRACKING	HST Tax Code	8.06	70.03
6662-Man 3109JUL32020	7/27/2020	ROYAL BANK VISA	JEFF SLOAN FIRE VISA		
		402-01-005 - FIRE PROTECTION	SMALL ENGINE FUEL	52.43	
		102-01-099 - HST RECEIVABLE	HST Tax Code	5.79	
		900-01-099 - HST TRACKING	HST Tax Code	6.70	58.22
6739-Man 6520JUN292020	7/27/2020	ROYAL BANK VISA	KEVIN SPICER FIRE VISA		
		402-01-013 - FIRE PROTECTION	TOPSOIL/WATER SOFTENER	91.68	
		102-01-099 - HST RECEIVABLE	HST Tax Code	10.12	
		900-01-099 - HST TRACKING	HST Tax Code	11.71	101.80
7143-Man 9109JUL32020	7/27/2020	BELL MOBILITY INC.	FIRE TABLETS		
		402-01-004 - FIRE PROTECTION	FIRE TABLETS	85.49	
		102-01-099 - HST RECEIVABLE	HST Tax Code	9.44	
		900-01-099 - HST TRACKING	HST Tax Code	10.92	94.93
8321-Man 4047JUL272020	7/27/2020	ROYAL BANK VISA	MAIN OFFICE VISA		
		401-01-017 - CONFERENCES & I	AMCTO COURSES	742.85	
		401-01-004 - OFFICE SUPPLIES	OFFICE SUPPLIES	205.25	
		102-01-099 - HST RECEIVABLE	HST Tax Code	104.72	
		900-01-099 - HST TRACKING	HST Tax Code	121.12	1,052.82
8495-Man 4231JUL192020	7/27/2020	BELL CANADA	MAIN OFFICE		
		401-01-003 - TELEPHONE & FAX	MAIN OFFICE	235.08	
		102-01-099 - HST RECEIVABLE	HST Tax Code	25.96	
		900-01-099 - HST TRACKING	HST Tax Code	30.03	261.04
8835-Man 3997JUL92020	7/27/2020	HYDRO ONE NETWORKS	N/A FIRE		
		402-01-002 - FIRE PROTECTION	N/A FIRE	203.55	
		102-01-099 - HST RECEIVABLE	HST Tax Code	22.48	

Report Date
8/06/2020 12:24 PM

Township of Augusta
List of Accounts for Approval
As of 8/06/2020
Batch: 2020-00063 to 2020-00069

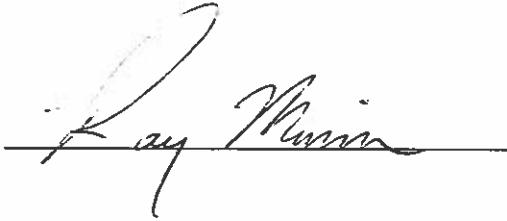
Payment # Invoice #	Date	Vendor Name GL Account	Reference GL Transaction Description	Detail Amount	Payment Amount
		900-01-099 - HST TRACKING	HST Tax Code	26.00	226.03
8942-Man 4283JUL222020	7/28/2020	HYDRO ONE NETWORKS	MAYNARD STRLIGHTS		
		500-01-009 - MAYNARD SUBD. S	MAYNARD STRLIGHTS	66.80	
		102-01-099 - HST RECEIVABLE	HST Tax Code	7.38	
		900-01-099 - HST TRACKING	HST Tax Code	8.53	74.18
9122-Man 4595JUL62020	7/27/2020	ROYAL BANK VISA	FIRE CHIEF VISA		
		402-01-005 - FIRE PROTECTION	OFFICE SUPPLIES	72.24	
		402-01-015 - FIRE PROTECTION	DEFIB PADS	128.05	
		102-01-099 - HST RECEIVABLE	HST Tax Code	22.13	
		900-01-099 - HST TRACKING	HST Tax Code	25.59	222.42
9460-Man 4134JUL132020	7/27/2020	HYDRO ONE NETWORKS	CEDAR PARK		
		600-01-002 - RECREATION - HYI	CEDAR PARK	53.50	
		102-01-099 - HST RECEIVABLE	HST Tax Code	5.91	
		900-01-099 - HST TRACKING	HST Tax Code	6.84	59.41
9597-Man 9061JUL92020	7/27/2020	HYDRO ONE NETWORKS	N/A REC SOCCER		
		600-01-018 - NORTH AUGUSTA F	N/A REC SOCCER	30.30	
		102-01-099 - HST RECEIVABLE	HST Tax Code	3.35	
		900-01-099 - HST TRACKING	HST Tax Code	3.87	33.65
9719-Man 5844JUL92020	7/27/2020	HYDRO ONE NETWORKS	N/A RECREATION		
		600-01-018 - NORTH AUGUSTA F	N/A RECREATION	50.72	
		102-01-099 - HST RECEIVABLE	HST Tax Code	5.60	
		900-01-099 - HST TRACKING	HST Tax Code	6.48	56.32
9726-Man 2031JUL12020	7/27/2020	BELL CANADA	STATION #2		
		402-01-004 - FIRE PROTECTION	STATION #2	46.72	
		102-01-099 - HST RECEIVABLE	HST Tax Code	5.16	
		900-01-099 - HST TRACKING	HST Tax Code	5.97	51.88
1028078 JUL152020	8/03/2020	MINISTER OF FINANCE	GOV'T REMITTANCES		
		204-01-001 - PAYROLL DEDUCTI	GOV'T REMITTANCES	12,546.68	12,546.68
3138275 JUN152020	7/06/2020	MINISTER OF FINANCE	GOV'T REMITTANCES		
		204-01-001 - PAYROLL DEDUCTI	GOV'T REMITTANCES	13,995.25	13,995.25
3143113 JUN302020	7/10/2020	MINISTER OF FINANCE	GOV'T REMITTANCES		
		204-01-001 - PAYROLL DEDUCTI	GOV'T REMITTANCES	15,215.23	15,215.23
3143229 JUN302020	6/30/2020	ONTARIO EHT	JUNE HEALTH TAX		
		204-01-002 - EHT PAYABLE	JUNE HEALTH TAX	2,056.49	2,056.49
				Total for AP:	218,566.09

Report Date
8/06/2020 12:24 PM

Township of Augusta
List of Accounts for Approval
As of 8/06/2020
Batch: 2020-00063 to 2020-00069

Payment # Invoice #	Date	Vendor Name GL Account	Reference GL Transaction Description	Detail Amount	Payment Amount
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Certified Correct This August 6, 2020



A handwritten signature in black ink, appearing to read "Ray Martin", is written over a horizontal line.

REPORT NUMBER: 2020-080
REPORT TO COUNCIL: August 10, 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 August 10, 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 released
- Bridge tender to be released in August
- Grass cutting ongoing
- Public Works vehicle tender released
- Completion of the following:
 - o Line painting
 - o Cedar Grove Road reconstruction
 - o McCully and Hillbrook Road surface treatment

Waste/Transfer sites:

Maynard Transfer Site

- Paving completed.

North Augusta Transfer Site

Health & Safety/ Training:

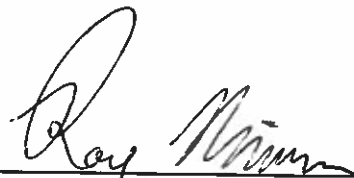
- Weekly safety talks ongoing with PW staff

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 NUMBER: 2020-078
REPORT TO COUNCIL: August 10, 2020
RE: Building Permit Software
PREPARED BY: Ray Morrison, CAO/Treasurer

RECOMMENDATION:

That Council authorize the Clerk to sign a contract with CGIS for a new building permit software platform including all modules, and plan for an implementation to be coordinated with Prescott and/or Edwardsburgh Cardinal as applicable; and

That the first three years of the software licensing fee will be paid for by the municipal modernization funding received from the Ministry of Municipal Affairs and Housing.

BACKGROUND:

In March of 2019, the Ministry of Municipal Affairs and Housing announced a one-time investment for small and rural communities to improve service delivery. In his letter to funding recipients, Minister Clark stated:

“...we are providing a one-time payment in the 2018-19 fiscal year to support small and rural municipalities’ efforts to become more efficient and reduce expenditure growth in the longer term.

While this investment is unconditional, it is intended to help modernize service delivery and reduce future costs through investments in projects such as: service delivery reviews, development of shared services agreements, and capital investments. Our government believes that municipalities are best positioned to understand the unique circumstances and determine where and how this money is best spent.”

The municipalities of Augusta, Edwardsburgh-Cardinal and Prescott have met several times over the past 16 months to explore various areas that common software and tools could be used to provide a better level of service to residents and collaboration between the three municipalities. Building permit software was an area where these objectives could be achieved by moving to a common software platform.

Analysis

Four different software packages were evaluated based on functionality, price, and future for the platform. They included Proware, Evolta, CGIS and CityWide.

All three municipalities currently use Proware to process building permits. While this software is inexpensive, it has functionality limitations and has a small number of customers. No major platform changes are being contemplated at this time without being paid for by customers. As such, Proware was not considered further in this analysis.

Evolta-Cloud Permit is an online based platform that is currently focused on building permits. It is the only platform that currently has a resident / developer portal to apply for a building permit and submit the necessary documentation. While there are plans to look at building additional modules such as Planning, Licensing and Bylaw, there are no concrete timelines for development.

CGIS is a multi-module software platform that is built around a geographical information system (GIS). Modules that are already incorporated into the software include, building permits, planning, licensing, bylaw, cemetery management, and economic development. There is a daily interface to the property tax billing software so that the address and ownership information can be updated automatically. The online resident / developer portal is in development with a roll out in 2021.

CityWide software primarily focuses on building permit processing alongside their asset management, GIS, and public works modules. The online resident / developer portal is in development with a rollout expected in 2021. CityWide is working on the development of planning and licensing modules but not a bylaw module. These are expected to be rolled out late in 2020 or in 2021.

The table below illustrates the functionality of each software platform.

	Evolta	CGIS	CityWide
Building Permit Module	Yes	Yes	Yes
Building Permit Portal	Yes	Planning	Planning
Planning Module	Planning	Yes	Planning
Licensing Module	Planning	Yes	Planning
Bylaw Module	Planning	Yes	No
Cemetery Management	No	Yes	No
Economic Development	No	Yes	No
Interface to Property Taxes	No	Yes	No

The table below provides a breakdown of the costs per municipality for the software platforms.

	Evolta	CGIS	CityWide
Building Permit Module			
Implementation Costs	Free	Free	\$28,750*
Yearly Licensing Fee	\$6,500	\$3,780**	\$3,200
Building Permit Portal			
Implementation Costs	Free	Free	Unknown
Yearly Licensing Fee	Free	\$1,800**	Unknown
Planning Module			
Implementation Cost	Unknown	Free	\$18,500
Yearly Licensing Fee	Unknown	\$1,605**	\$3,000
Licensing Module			
Implementation Cost	Unknown	Free	\$9,600
Yearly Licensing Fee	Unknown	\$1,605**	\$1,750
Bylaw Module			
Implementation Cost	Unknown	Free	Not Offered
Yearly Licensing Fee	Unknown	\$2,400**	Not Offered
Cemetery Management Module			
Implementation Cost	Not Offered	Free	Not Offered
Yearly Licensing Fee	Not Offered	\$1,605**	Not Offered
Integration with Tax Program for Addresses			
Implementation Fee	Not Offered	Free	Not Offered
Yearly Licensing Fee	Not Offered	\$2,400**	Not Offered
Economic Development Module			
Implementation Fee	Not Offered	Free	Not Offered
Yearly Licensing Fee	Not Offered	\$1,605**	Not Offered

* \$5,625 discount available on implementation cost if all three municipalities pick the same software package

** 30% discount available on first year licensing fee if all three municipalities pick the same software.

Software demonstrations were presented to staff for all three software platforms. While Evolta has a good online portal for submitting building permit applications and information, the back end of the software to be used by staff, was not as mature or user friendly as the other systems. CGIS has an impressive back end platform and is developing the portal for residents and developers to apply for building permits and submit the accompanying information. CGIS has several other modules that have already been developed and are in use including planning, licensing, bylaw, economic development (tracking of Town owned lands), and cemetery management. CGIS is also able to pull information from the property tax billing system for ownership and address changes so that they are updated automatically. CityWide has a good building permit platform and is developing additional modules for planning, licensing and the online portal for residents and developers for building permit applications.

Both Evolta and CGIS offer implementation and training free of charge. The licensing fee for Evolta is \$6,500 per year but only includes the building permit module and e-permitting portal. There is no discount for all three municipalities moving to Evolta. The licensing fee for CGIS is \$5,580 per year for the building permit and e-permitting portal. If all three municipalities move to CGIS then the first-year licensing fee will be discounted 30%. CityWide charges for implementation and training which amounts to \$28,750 per municipality. If all three municipalities choose CityWide, then there would be a \$5,625 discount on the implementation fee. The yearly fee for the CityWide building permit module and e-permitting portal is expected to be between \$5,000 and \$6,000 range (e-permitting module unknown at this time).

Augusta could take advantage of the full suite of modules offered by CGIS. This would have a yearly licensing fee of \$16,800. This would provide a software platform and tools for not only the building department, but by-law, licensing, planning, economic development, (and the cemetery as well, should the Township take over management of such in the future). CGIS is a leader in GIS software and have built their user modules around this technology. CGIS is locally owned and operated with their main office located in Perth, Ontario.

It is therefore the recommendation of staff to proceed with selecting CGIS as the building permit software and obtain the other modules offered by CGIS to be fully implemented over the next three years.

Financial Implications

The first three years of the CGIS software licensing fee at a yearly cost of \$16,800 could be supported by the Municipal Modernization Funding received from the Ministry of Municipal Affairs and Housing in 2019 in the amount of \$583,000. To date approximately \$75,000 has been allocated for a joint development study and strategy with the Town of Prescott.

OPTIONS:

- Status quo remain with Proware.
- Approve the jointly negotiated recommendation provided.
- Defer for additional research and information


CONSULTATION:

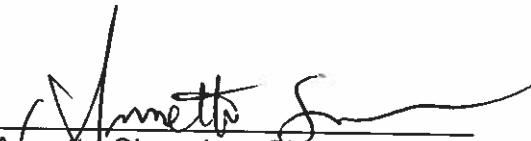
In lieu of an RFP, we had extensive joint discussions and presentations from the four identified candidates.

Town of Prescott and Edwardsburgh-Cardinal Building, Bylaw, CAO, Planning staff

Various other municipalities using candidate software

Various municipal building officials using candidate software.


Ray Morrison, CAO/Treasurer


Annette Simonian, Clerk

REPORT 2020-082
REPORT TO COUNCIL August 10, 2020
RE: Planner's Report
PREPARED BY Myron Belej, Township Planner

RECOMMENDATION:

THAT the Planner's Report of August 10, 2020 be received for action in accordance with the individual resolutions.

REPORT:

This report covers three topics:

1. Site Plan Control Application: 5222 Algonquin Road (Dixon/Bennett)
2. Site Plan Control Application: 2850 County Road 18 (Shouldice Trucking)
3. Clarification on Agriculture and Rural Affairs Committee Involvement

1. Site Plan Control Application: 5222 Algonquin Road (Dixon)

The Site Plan Control Application (Attachment 1) is a follow-up to the proponent's rezoning application which was adopted by Augusta's Council as By-law 3381-2018, on November 13, 2018.

The purpose and effect of this application is to enable development of a food produce outlet, retail store and gas bar.

As a point of clarification, while the subject lands have been municipally known as 5222 Algonquin Road, the approximately 2-acre site of the grocery store with frontage on County Road 15 was given consent to sever a portion of Lot 30, Concession 5 by the United Counties of Leeds and Grenville on June 10, 2020 (severance file: B-31-20), and it is anticipated that the proponent will apply to the United Counties of Leeds and Grenville for a County Road 15 address.

Following an appeal of the rezoning approval to the Local Planning Appeals Tribunal (LPAT) and subsequent hearing process, the appellant has since indicated their support for the rezoning subject to approval of the proponent's Site Plan Control Application by Augusta's Council. Thus, approval of the Site Plan Control Application this evening effectively resolves and finalizes both the rezoning and the site plan for the subject lands, enabling the farm produce outlet, retail store, and gas bar for Algonquin to proceed to the building permit stage, subject to fulfilling the recommended conditions.

The Site Plan Control Application was circulated to reviewing agencies on July 20, 2020, with comments requested by August 3, 2020, and no objections were received. The Planner thus recommends its approval.

RECOMMENDATION:

THAT the Council of the Township of Augusta approve the Site Plan Control Application submitted by Dixon/Bennett for 5222 Algonquin Road, subject to the proponent:

- 1. Preparing and submitting a Stormwater Management Plan, which demonstrates how MECP 2003 Guidelines for stormwater management (quality and quantity) will be achieved, to the South Nation Conservation Authority for review and approval.
- 2. Addressing any entrance, road widening, and water discharge considerations to the satisfaction of the United Counties of Leeds and Grenville.
- 3. Obtaining any permits required by the Leeds, Grenville, and Lanark District Health Unit to address wastewater treatment.
- 4. Entering into a written Site Plan Control Agreement with the Township of Augusta and registering the Agreement on title.

2. Site Plan Control Application: 2850 County Road 18 (Shouldice Trucking)

The purpose and effect of this Site Plan Control Application (Attachment 2) is to extend a commercial parking lot for the existing Shouldice Trucking operations, which the property's Highway Commercial zoning permits, and will effectively extend upon a previous Site Plan Control Application by the company which was approved and executed by Augusta Council under By-law 3294-2017.

To support the current application, the applicant provided an updated site plan and survey, a grading and stormwater management plan, as well as an acoustic study and lighting study.

The site plan identifies signage, lighting, well and septic, the existing self-storage building; as well as existing and proposed parking areas, which will provide for a total of 60 parking spaces on the property. Included in this number is a section of parking (10 spaces) identified for longer periods of idling toward the eastern edge of the property beside County Road 18, which will draw vehicles that are running away from the rear section of the property.

The acoustic study determined that discharged sound levels are expected to meet the Ministry of the Environment, Conservation and Parks' NPC-300 noise criteria, and keep noise levels below ENCG Class 3 criteria for surrounding noise sensitive areas. The lighting study concluded that directing light fixtures away from property lines and installing near-opaque fencing will minimize light spillage beyond property lines.

The Site Plan Control Application was circulated to reviewing agencies on July 20, 2020, with comments requested by August 3, 2020, and no objections were received. The Planner thus recommends its approval.

RECOMMENDATION:

THAT the Council of the Township of Augusta approve the Site Plan Control Application submitted by Shouldice Trucking for 2850 County Road 18, subject to the proponent:


- Ensuring that stormwater, site drainage and erosion are managed appropriately to avoid impacts to natural drainage features and adjacent lands.
- Entering into a written Site Plan Control Agreement with the Township of Augusta and registering the Agreement on title.

3. Clarification on Agriculture and Rural Affairs Committee Involvement

The Township of Augusta has received a severance application for industrially zoned lands within the Maitland Industrial Park to enable the start-up of multiple new operations. The Planner requests clarification and direction from Augusta Council regarding the involvement of the new Agriculture and Rural Affairs Committee and the referral process for commercial, industrial, and institutional severance applications on lands that are not zoned for agricultural, rural, or residential purposes.

RECOMMENDATION:

THAT the Administration be encouraged to use discretion in referring severance applications and other land use planning applications to the Agriculture and Rural Affairs Committee, particularly for lands not zoned for agricultural, rural, or residential purposes, recognizing that Augusta Council retains the ability to refer such applications to the Committee before making a final decision.


Ray Morrison, CAO

per

Myron Belej, RPP, MCIP

REPORT NUMBER: 2020-079
REPORT TO COUNCIL: August 10, 2020
RE: Fire Department Monthly Activity Report
PREPARED BY: Robert Bowman; Fire Chief

RECOMMENDATION:

THAT Council receive this report for information on the activities of Augusta Fire Rescue for the months of June and July, and an update on COVID-19 response pertaining to Augusta Fire Rescue

PURPOSE:

To keep Council aware of the activities of Augusta Fire Rescue in the community on an ongoing basis.

BACKGROUND:

Fire Prevention:

- No Fire Safety Education completed in June or July due to COVID-19 restrictions
- Firefighters volunteered to complete 17 Birthday Drive-Bys.
- The birthday drive-by program was stopped on July 1 / 2020 due to the members of Augusta Fire Rescue re-starting training.
- A total of 50 Drive-Bys were completed since the beginning of the program at the end of April.
- On June 18th a partial Burn Ban only permitting Campfires between the hours of 6pm and 2am was put in place. It was removed on July 18th.

Training:

- Used new training policy using crews of 5-7 firefighters.
- 2 crews, 1 from each station train on each training night at their own station
- Crews 1+4 train on Mondays, 2+5 on Thursdays, 3+6 on the next Tuesday
- Continues the bi-weekly training
- No extra hours for firefighters
- Social distancing applies, and when it is not possible surgical masks are worn
- June - UTV and forestry equipment
- June - Fire scene setup using high volume hose
- July – Pumper operations
- July – Auto extrication – Stabilization
- July - Auto extrication – Extrication skills
- All members liked the more frequent chance from hands on with smaller groups

Responses:

- **Apple Blossom Drive** – Carbon Monoxide
- **County Road 2** – Natural Gas
- **County Road 2** – Medical
- **Forsyth Road** – Motor Vehicle Accident
- **County Road 15** – Motor Vehicle Accident
- **Carley's Corners Road** – Mutual Aid to Merrickville-Wolford for Structure Fire
- **Irace Drive** – Medical
- **County Road 2** – Motor Vehicle Accident
- **County Road 2** – Motor Vehicle Accident
- **County Road 15** – Burning Complaint
- **Forsyth Road** – Motor Vehicle Accident
- **County Road 2** – Motor Vehicle Accident
- **Charleville Road** – Medical
- **County Road 15** – Activated Alarm
- **County Road 8** – Mutual Aid to Elizabethtown-Kitley for Structure Fire
- **County Road 15** – Motor Vehicle Accident
- **Jellyby Road** – Wildland Fire
- **County Road 26** – Motor Vehicle Fire
- **Skakum Road** – Structure Fire
- **County Road 26** – Medical
- **County Road 18** – Motor Vehicle Fire
- **County Road 26** – Burning Complaint
- **County Road 18** – Motor Vehicle Fire
- **Blue Church Road** – Motor Vehicle Accident
- **Sunset Drive** – Motor Vehicle Fire
- 1 fine and 1 fees for service invoice were laid during June and July for non-compliance to Open Burning Bylaw

COVID-19:

- Screening must be completed prior to entering stations except for Emergency Response
- Firefighters now permitted more access to station, under strict guidelines for sanitization and maintaining Social Distancing
- Continue to have sufficient Personal Protective Equipment (PPE) including gowns, medical gloves, safety glasses, face shields, and N95 masks
- Fire Chief sourcing suppliers for all PPE, preparing for possible second wave in the fall / winter
- Augusta Fire Rescue continued to respond to all medical calls in all the PPE noted above
- The interior of vehicles continued to be sanitized after every use

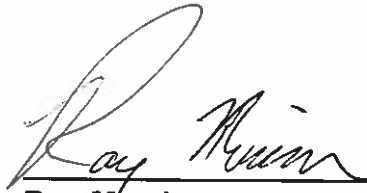
- P100 adapters and filters have been purchased for SCBA masks, awaiting delivery.
- Fire Chief completes weekly PPE inventory and submitted to OFMEM
- Ongoing COVID Costs
 - Personal Protective Equipment - \$6,951.66
 - Cleaning / Disinfecting Supplies - \$768.82
 - Hand Sanitizer - \$1,363.60
 - Other - \$1,164.40
 - Total - \$10,248.45

FINANCIAL IMPACTS:

None at this time.



Robert Bowman
Fire Chief



Ray Morrison
CAO/Treasurer



**THE CORPORATION OF THE TOWNSHIP OF AUGUSTA
BY-LAW NUMBER 3487-2020**

**A BY-LAW TO CONFIRM THE PROCEEDINGS OF COUNCIL OF THE TOWNSHIP OF
AUGUSTA AT ITS MEETING HELD ON AUGUST 10, 2020**

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

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

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

1. The action of the Council of the Corporation of the Township of Augusta at its meeting held on August 10, 2020, in respect of each recommendation contained in the report of the Committees and each motion and resolution passed and other action taken by Council of the Corporation of the Township of Augusta at its meeting be hereby adopted and confirmed as it fall such proceedings were expressly embodied in the By-Law.
2. The Mayor and the proper officers of the Municipality are hereby authorized and directed to do all things necessary to give effect to the said action or to obtain approvals where required, and except where otherwise provided, the Mayor and the Clerk are hereby directed to execute all documents necessary in that behalf, and the said Clerk is hereby authorized and directed to affix the Corporate Seal of the Municipality to all such documents.

Read a first, second, and third time and finally passed this 10th day of August, 2020.

MAYOR

CLERK