

**AGENDA
AUGUSTA TOWNSHIP
C.O.W./REGULAR MEETING
August 24, 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
 - Reduction of speed limit request – Helen Kotsovos and Alexander Scarlat

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**

Administration and Finance

- Report 2020 – 083 – Integrity Commissioner Report
- Report 2020 – 086 – Recreation Report
- Report 2020 – 088 – A/P
- Report 2020 – 089 – Finance and Variance
- Report 2020 – 090 – McCrea Road
- Report 2020 – 091 – IT Upgrades (walk in)

Operations

- Report 2020 – 087 – Re-Allocate Funds for Patching

Planning and Building Services

- Report 2020 – 084 – CBO Report
- Report 2020 – 085 – Planner's Report

Protective Services

K. RETURN TO REGULAR MEETING OF COUNCIL

L. New and Unfinished Business

M. Notice of Motions

N. By-Laws

- By-law 3479-2020 – Community Improvement Area
- By-law 3489-2020 - ZBLA

O. Announcements

P. Question Period for the Press

Q. Question Period for the Public

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

- Personal Matters about an Identifiable Individual
 - Committee Member Selection

S. RISE FROM COMMITTEE OF THE WHOLE IN CAMERA

T. Reporting Out from Closed Session

U. By-law to confirm Proceedings of Council

V. Adjournment



**MINUTES
AUGUSTA TOWNSHIP
C.O.W./REGULAR MEETING
August 10, 2020 6:30 p.m.**

PRESENT:

Mayor Malanka
Deputy Mayor Shaver
Councillor Bowman
Councillor Henry
Councillor Schapelhouman

PRESS:

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 August 10, 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 27, 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
Fire Department:	Chief Bowman provided an update
PSB:	

Moved by Councillor Henry, seconded by Deputy Mayor Shaver
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.
Carried

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

ADMINISTRATION AND FINANCE

Report 2020-069

Moved by Councillor Schapelhouman, seconded by Councillor Henry

BE IT RESOLVED 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.

Carried

Report 2020-074

Moved by Councillor Henry, seconded by Councillor Schapelhouman

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

Carried

Report 2020-076

Moved by Councillor Schapelhouman, seconded by Councillor Henry

BE IT RESOLVED THAT 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.

Carried

Report 2020-081

Moved by Councillor Henry, seconded by Councillor Schapelhouman

BE IT RESOLVED THAT 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.

Carried

OPERATIONS

Report 2020-080

Moved by Councillor Schapelhouman, seconded by Councillor Henry

BE IT RESOLVED THAT Council receive the Public Works Activity Report as prepared by the Public Works Manager dated August 10, 2020 for information.

Carried

PLANNING AND BUILDING SERVICES

Report 2020-078

Moved by Councillor Henry, seconded by Councillor Schapelhouman

BE IT RESOLVED 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.
Carried

Report 2020-082

Moved by Councillor Schapelhouman, seconded by Councillor Henry

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

Carried

Report 2020-082

Moved by Deputy Mayor Shaver, seconded by Councillor Bowman

BE IT RESOLVED 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.

Carried

Report 2020-082

Moved by, Councillor Bowman seconded by Deputy Mayor Shaver

BE IT RESOLVED THAT the Council of the Township of Augusta approve the Site Plan Control Application submitted by 2535727 Ontario Inc. 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.

Carried

Report 2020-082

Moved by Deputy Mayor Shaver, seconded by Councillor Bowman

BE IT RESOLVED 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.

Carried

PROTECTIVE SERVICES

Report 2020-079

Moved by, Councillor Bowman seconded by Deputy Mayor Shaver

BE IT RESOLVED 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.

Carried

RETURN TO REGULAR MEETING OF COUNCIL

Moved by Deputy Mayor Shaver seconded by Councillor Bowman

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

Carried

NEW AND UNFINISHED BUSINESS

NOTICE OF MOTIONS

BY-LAWS

Moved by Deputy Mayor Shaver, seconded by Councillor Bowman

BE IT RESOLVED THAT By-Law Numbered 3484-2020 being a By-Law to govern the proceedings of Council and its committees to allow for the electronic participation of members at meetings be read a first time, a second time, a third time and enacted as read.

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 Bowman, seconded by Deputy Mayor Shaver

BE IT RESOLVED THAT By-Law No. 3487-2020 confirm the proceedings of Council of the Township of Augusta at its meeting held on August 10, 2020 be read a first time, a second time, a third time, and be enacted as read.

Carried

ADJOURNMENT

Moved by Deputy Mayor Shaver, seconded by Councillor Bowman

BE IT RESOLVED THAT this Council do now adjourn at 8:08pm until August 24, 2020 at 6:30pm or at the call of the Mayor subject to need.

Carried

To: Augusta Township

From: Helen Kotsovos and Alexander Scarlat, owners of 1588 County Road 2

Proposal for the August 24, 2020 Council Meeting: REDUCTION OF SPEED LIMIT ON COUNTY RD 2

We would like to present the following proposal to the Augusta Town Council: **Reduction of the speed limit on County RD 2 from 80 km/hr to 60 km/hr by extending the 60 km/hr speed limit from approximately Merwin Lane / DeWars Inn to Blue Church Road.**

This section of County RD 2 is a residential road, a scenic route not a highway. There are homes all along this road, on the North and South side. In some parts of this section of County Rd 2, homeowners have docks on the South side, and people from young children to seniors are crossing the road to get to their docks. In a 80 km/hr speed zone, drivers are typically doing over 80 km/hr and the road is not safe for residents to cross or back out of their driveways.

REPORT #: 2020-083

REPORT TO COUNCIL: August 24, 2020

RE: Formal Code of Conduct Complaint Investigation Report

PREPARED BY: Annette Simonian, Clerk

RECOMMENDATION:

THAT Council receive the Integrity Commissioner's Report dated August 10, 2020, regarding a Code of Conduct Complaint.

PURPOSE

To present the findings of an investigation by the Integrity Commissioner relating to a Code of Conduct Complaint.

BACKGROUND

A formal complaint was received on April 8, 2020 alleging a breach of the Code of Conduct.

Pursuant to the obligations of the Integrity Commissioner, the complaint investigation report (attachment 1) sets out the investigative process and conclusions with respect to the allegation in the complaint.

ANALYSIS

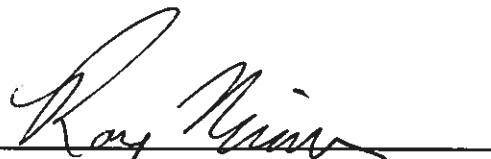
The office of the Integrity Commissioner concluded that there was no contravention of the Township of Augusta Council Code of Conduct.

Attachment 1

FINANCIAL

Integrity Commissioner's Investigations costs are on a case by case basis. While we included a reasonable allocation in the current budget, an invoice for the Commissioner's fee has not yet been received. Final costs will be included in a future A/P Report.


Annette Simonian, Clerk


Ray Morrison, CAO/Treasurer

Township of Augusta

**Report Regarding
Code of Conduct Complaint**

**Andrew Tremayne
Integrity Commissioner
August 10, 2020**

Introduction

1. On December 2, 2019, Augusta Township Council passed a motion to approve a zoning by-law amendment in connection with a proposed tourist commercial development. This is a report on an investigation into a complaint filed by Mary Peterson, a resident of the Township, about the way that the Mayor and Council handled some of her concerns about the proposed development.

2. Mrs. Peterson filed her complaint on or about April 8, 2020. At that time, the Province of Ontario was in the “COVID-19 period,” where we remain. Provincial regulations, Municipal by-laws, and Public Health guidelines have had a direct impact on whether and how in-person meetings and other business may be conducted. This has also had a direct impact on my ability to conduct, and the parties’ ability to participate in, the investigation into Mrs. Peterson’s complaint. Most notably, there were considerable delays, particularly with respect to the retrieval of relevant documents.

3. The Township of Augusta has adopted a *Code of Conduct* in order to establish broad guidelines and principles of ethical behaviour for Members of Council in connection with their official duties. The *Township of Augusta Council Code of Conduct* (Schedule “A” to by-law # 3356-2018) applies to all Members of Council, including the Mayor. I was re-appointed Integrity Commissioner for the Township on December 11, 2018.¹

4. A very brief history of the proposed development is helpful to provide background and context. Sometime in 2016, a developer announced his intentions to build a waterpark (referred from now on in this report as “Aquaworld”) in Augusta Township. The developer publicized his proposal widely, likely with the intention of gathering support and investment for the project. Mrs. Peterson, who lives near the proposed site of Aquaworld, opposes the project.

5. Eventually, on October 5, 2018, the developer (with the consent of the owner of the property) filed an application with the Township to re-zone lands to permit the development. The application was deemed to be complete on August 21, 2019. The developer, who is required to hold a public meeting about the zoning by-law amendment that it was proposing, did so on September 21, 2019.

6. The Township’s Planning Advisory Committee (referred to from now on in this report as the “PAC”) met on November 28, 2019, to review and discuss the proposed

¹ My authority to provide Integrity Commissioner services is found in the Township of Augusta by-law # 3390-2018, pursuant to Report No. 2018-134.

zoning by-law amendment. On December 2, 2019, as stated above, Augusta Township Council passed a motion to approve the zoning by-law amendment.

7. Mrs. Peterson has filed an appeal of the zoning by-law amendment with the Local Planning Appeal Tribunal. The appeal remains outstanding.

Process and Mandate

8. It is important to note at the outset of this report that the role of an Integrity Commissioner is quite limited. The *Code of Conduct* sets expectations for the behaviour (or conduct) of Members of Council. The *Code* is a by-law to which the principles of statutory interpretation apply. I am required to interpret the by-law as it was enacted, and I cannot add new provisions, even ones that may be in the overall public interest.

9. The *Code* does not give residents a right to a particular outcome with respect to matters that come before Council. It is not my role to examine the merits of the zoning by-law amendment that was passed by the Township on December 2, 2019, nor is it my role to determine whether the Aquaworld proposal is in the best interests of the Township. These are political questions, and they lie entirely outside the *Code*. In short, my jurisdiction as Integrity Commissioner is grounded in the *Code*, and my jurisdiction is therefore limited to determining whether the *Code* was breached.

10. I received a mandate to investigate this complaint on April 6, 2020, and I received a copy of the complaint from Mrs. Peterson on April 9, 2020. I interviewed Mrs. Peterson by telephone on April 24, 2020.

11. I provided a copy of the complaint to Mayor Malanka on April 24, 2020. I interviewed Mayor Malanka on May 1, 2020, and he provided a written response to the complaint on May 8, 2020.

12. I provided a copy of the Mayor's response to Mrs. Peterson on May 20, 2020, and Mrs. Peterson provided written replies on May 21 and 25, 2020.

13. After I reviewed all of these submissions, I requested copies of relevant correspondence between Mrs. Peterson and the Township. This request was completed by the Township on July 22, 2020.

The Complaint

14. Mrs. Peterson's complaint highlights the Purpose clause of the *Code of Conduct*, which reads as follows:

2. PURPOSE

The Council of the Township of Augusta is responsible for and dedicated to providing good and effective government for the public in an open, accountable and transparent manner.

15. It is generally understood that a "purpose" clause is simply a statement of the general intent or purpose of a document, and does not confer any particular rights or obligations upon any party. In other words, the Purpose clause of the *Code* sets the interpretative framework for the provisions which follow, but it does not create any specific duties or requirements for the conduct of Members of Council.

16. Aside from Section 5 of the *Code*, which sets out several general guiding principles, the balance of the *Code* consists of specific provisions which establish the standards expected for Members of Council in the following areas: confidentiality, rules and etiquette at meetings, acceptance of gifts or benefits, discrimination and harassment, use of township property, public communications, conflicts of interest, and roles and responsibilities for Council and staff. A careful review of Mrs. Peterson's complaint gives rise to a concern under only one of these specific areas of the *Code*, namely the section on rules and etiquette at meetings.

17. The balance of the complaint reflects Mrs. Peterson's view that the Township ought to have held public meetings about Aquaworld. She also expresses the opinion that her concerns about Aquaworld were not heard by Members of Council or addressed in the planning report that was prepared as part of the proposal to amend the zoning by-law. It is not my role to determine whether there ought to have been public meetings (or, perhaps more accurately, additional public meetings, because the developer held a public meeting on September 21, 2019); nor is it my role to decide whether Mrs. Peterson's concerns about Aquaworld were addressed in the planning report. As stated above, these are political matters that do not fall within my jurisdiction because they lie entirely outside the *Code of Conduct*.

18. Having carefully reviewed the complaint, I find that certain allegations in the complaint raise concerns with respect to the following sections of the *Code of Conduct*:

5. GENERAL

- This Code does not prohibit members of Council from properly using their influence on behalf of constituents.
- Members are responsible for complying with all applicable legislation, by-laws and policies pertaining to their position as an elected official
- Members shall at all times serve and be seen to serve the interests of their constituents in a conscientious manner.
- Members are expected to perform their duties of office with integrity, accountability and transparency.

[emphasis added]

....

7. RULES AND ETIQUETTE - MEETINGS

During Council and other meetings where they are representing the Township, Members of Council shall conduct themselves with decorum, in a civil manner and in accordance with the Township's Procedural By-Law.

19. The first part of Mrs. Peterson's complaint is as follows:

When the Aquaworld waterpark proposal was presented to the Township in 2016, I requested public meetings for taxpayers to present their concerns. The Mayor referred me to the zoning meeting when all would be revealed. During the next years I sent emails to the Mayor and Council members with these concerns. I sent my information to the previous Council and then the current Council who took office in December 2018. No member of Council or the Mayor responded to me. Despite numerous attempts the public was not granted a meeting nor were our concerns heard.

I have realized just recently that one of the reasons that the project information was kept quiet is because there are so many safety, environmental and traffic issues. If the entire Township had known all the negatives about the project the Mayor would probably have not been reelected. I did not go public to the entire Township because I did not want to

start a war. I projected a respectful, peaceful policy and cautioned local taxpayers to do the same. But we still were not heard by Mayor and Council.

In July of 2018, I presented a petition signed by eighty six local residents opposed to the project. Still no public meetings were offered.

20. It is important to note that the Township did not receive an application to re-zone lands to permit the development until October 5, 2018. Until that time, the Aquaworld proposal was entirely hypothetical, and it was reasonable for the Township to adopt a “wait and see” approach and not expend time or resources on a proposal that might never even reach the application stage.

21. Nevertheless, the minutes of the Township’s regular meeting of July 9, 2018, shows that Council received and acknowledged “the petition regarding Aquaworld from Mary Peterson.” In response to the complaint, I was provided with correspondence between Mayor Malanka and another resident who signed the petition. This correspondence is dated soon after the Council meeting where the petition was received. This correspondence reads in part as follows:

Mary Peterson attended the last three Council meetings and has expressed concern that the Aquaworld project would adversely affect water wells, local traffic and peaceful life for nearby residents. At her last visit to Council she submitted her petition from 81 residents that essentially repeated these concerns. On each occasion I advised her that the Province and the Municipality would not permit the project to go ahead unless the developer demonstrates to the Province’s standards that the project would not adversely affect wells in the area and that septic water will not be routed to the St Lawrence River. In connection with this, I told Ms. Peterson that the Municipality gets officially involved when the developer submits an application to the Municipality for a zoning amendment for the location of the project which has not happened yet. When the developer submits his application, he will submit the result of all pertinent testing required testing by the Province.

....

I told Mary Peterson that Augusta plans to meet with Prescott when the developer submits his application for re-zoning to discuss traffic options.

....

I can't comment on any statements . . . that Aquaworld's draw on water might cause contaminants from the Landfill to migrate towards Aquaworld as no one has raised this as a serious possibility and my understanding is that Aquaworld will recycle a high percent of water that it uses. All these questions will be posed to the developer at the Public Meeting that will take place before Council considers a motion to re-zone the Aquaworld site. As Mayor, I have committed to ensuring the public meeting is sufficient to hear the concerns of the Public and that the developer and Municipality will do everything possible to mitigate any negative impacts raised. When Council meets to consider approving any aspect of the proposed park, it will have to balance the concerns of those who are opposed to the project with the needs and interests of the entire community.

[emphasis added]

22. This correspondence was sent soon after the July 9, 2018, Council meeting, so it is likely an accurate reflection of what Mayor Malanka said to Mrs. Peterson at that meeting and in previous Council meetings, all in response to her concerns about Aquaworld. In my view, Mayor Malanka's comments in response to Mrs. Peterson's are reasonable, and I note in passing that there is nothing in these comments that raises an issue with respect to the *Code of Conduct*.

23. One of Mrs. Peterson's concerns is that she received no response to some of her written communications to the Township regarding Aquaworld. I have been provided with copies of three email messages that Mrs. Peterson sent to the Township's email address around the time she submitted her petition. While these emails make it very clear that Mrs. Peterson is vehemently opposed to the Aquaworld proposal, none of them ask a question or request a response. In fact, two of the emails close by stating, "Please consider this information. Thank you." In one of the emails, Mrs. Peterson, referring to a conversation that she had with the developer, states, "I don't have questions, I have information I want you to hear." In my view, these emails did not warrant a response, and I note, again in passing, that there is nothing in these communications that raises an issue with respect to the *Code of Conduct*.

24. Mrs. Peterson's complaint continues as follows:

The zoning amendment meeting was held on September 21, 2019. We sat through the developer's presentation receiving information we had not heard before. Then each person was given three minutes to ask questions. I had a twelve page presentation but

that was not allowed. We were told we could make a written submission to the Clerk of the Township after the meeting. Many taxpayers sent in submissions including myself.

I attended a Planning Advisory Committee meeting on November 28, 2019. The Committee was to make their recommendation to Council on the Aquaworld project. I asked if I could say something. If the Mayor had been chairing the meeting I would not have been allowed to speak. A Councillor was chairing and she said yes. I asked if my twelve page report had been seen. Two PAC members spoke up and said NO we would like to see it. It was then revealed that the four Council members had not seen it or any other taxpayer's input. The CAO spoke up and said he would get it to Council. I believe the Mayor saw every piece of information that came into the office opposing Aquaworld.

Had I not received a tip that the PAC meeting was taking place it never would have been known that Council members and PAC had not received any input from taxpayers. PAC members were not aware that Council was going to present the zoning amendment by-law on December 2, 2019. The Planning Advisory Committee is just a front to make taxpayers think they are being represented on planning matters in the Township.

All the information from taxpayers was given to the Township Planner, Glenn Tunnock who presented a forty two page report to Council which did not address taxpayer's concerns. The Planning Advisory Committee received the planner's report on November 27, 2019 and the PAC meeting was held the next day. I heard one PAC member say I wish we had received this information sooner so we could have done some research.

25. The developer, who is legally required to hold a public meeting about the zoning by-law amendment that it was proposing, did so on September 21, 2019. In this meeting, the developer is to present the findings of all of the studies that it is legally required to undertake. For example, it is the developer's responsibility to ensure that its proposal complies with the relevant safety, environmental, and traffic laws and regulations.

26. It is important to note that while the Mayor and Members of Council attended the September 21, 2019 meeting as observers, it was not a meeting of Council, nor did they have any official role in organizing or running the meeting. It was nevertheless an open, public meeting.

27. Mrs. Peterson expresses a concern that her time to speak was limited, but it is generally understood that time limits on presentations in meetings of this nature are not unusual, because they allow for participation by a greater number of parties and prevent a few individuals from monopolizing the available time. Nevertheless, as Mrs. Peterson states in her complaint, she was informed that she could submit her comments in writing, which she did.

28. With respect to the PAC meeting, which was held on November 28, 2019, several important points should be made. First, all meetings of Council and Committees of Council are advertised in advance on the Township website and Facebook page, as well as on a large sign next to the Township offices. The meeting was not a secret, and its proceedings were open and transparent. Second, the role of the PAC is advisory in that its members review and discuss proposals that are to come before Council. It is not a decision-making body, nor is its role to hold public meetings or otherwise consult with the public. As a result, while the meetings are open to the public, the procedural by-laws that apply to the PAC do not contemplate questions from the public or other public participation. Mrs. Peterson states in her complaint that the Chair of the PAC recognized her and allowed her to speak, although the Chair was under no obligation to do so.

29. In response to the complaint, I was provided with correspondence between Mrs. Peterson and the Township. As Mrs. Peterson states in her complaint, after she was invited to file a written submission after the September 21, 2019, public meeting, she did so, and her submission was forwarded to Members of Council. Her submission was also forwarded to the municipal planner for his review, analysis, and recommendations. Mrs. Peterson also submitted a request for information, asking for copies of some of the reports that had been prepared as part of the developer's proposal, and these were sent to her in a timely way.

30. In fact, Mrs. Peterson continued to submit written comments to the Township expressing her opposition to Aquaworld up to and including December 2, 2019, the day that Council considered the motion to approve the zoning by-law amendment. All of these written submissions were forwarded to Members of Council and to the municipal planner in a timely way. Mrs. Peterson also directed a number of emails to certain Township officials, including the Fire Chief, the Clerk, the Community Emergency Management Coordinator, and Public Works officials. According to the documents that I have reviewed, in cases where these emails contained questions, Mrs. Peterson received timely responses to her inquiries.

31. As stated above, it is not my role to assess the merits of the zoning by-law amendment that was considered by Council on December 2, 2019, because this is a political matter. The question of whether the Aquaworld proposal is in the best interests of the Township is also a political matter. The *Code of Conduct* does not give residents a right to a particular outcome with respect to matters that come before Council. I nevertheless note in passing that there is no evidence before me that any of these open, public, and transparent proceedings raises an issue with respect to the *Code of Conduct*. I also note that there is no evidence before me that Members of Council made themselves unavailable or that they were somehow unaccountable to all Township residents, including Mrs. Peterson, at any time relevant to the complaint.

32. In her complaint, Mrs. Peterson notes that the municipal planner prepared and presented a report, which went to all members of the PAC and Members of Council. While it is not my role to assess the merits of this report, I note that at page 26, it includes the following statement with respect to public comments that were received:

Public Comments

A statutory public meeting was held under the auspices of Section 34 of the Planning Act on Saturday, September 21, 2019, 10:00 am at the Maitland Education Recreation Centre. The format of the meeting included presentations by the proponent's consultant team with respect to land use planning, traffic, and sewage and water services. The public was then invited to make oral or written presentations.

The scope of the comments varied from those who supported the venture to those who questioned the traffic impacts and responsibility for road upgrades, impact on the CN Rail crossing and needed upgrades to the crossing, the environmental impacts such as contaminant discharge into Bradley's Creek, the potential impact on shallow domestic wells and compensation in the event of contamination of wells and groundwater, need for effective stormwater management, how planning the resort related to climate change concerns, measures that should be undertaken for water conservation, benefits to tax revenues and employment for the area, land use compatibility with adjacent land uses, waste management for garbage generated from the site, impacts on emergency fire and paramedical services, impact on property values, questions of consistency with the provincial policy statement, and the financial viability of the project.

The consultant team and municipal staff responded in providing answers to public concerns.

[emphasis added]

33. In my view, this statement reasonably describes the concerns that Mrs. Peterson and other residents brought forward. In other words, her concerns were "heard" in the sense that the municipal planner reviewed and considered them as part of the planning process. Further evidence that the concerns of Mrs. Peterson and other residents were considered is found in the "Discussion" section of the report, which follows immediately after the "Public Comments" section:

Discussion

The Aquaworld Commercial Resort is the most significant project on Augusta in living history. The estimated annual economic impact is in the order of \$28 million on an

investment in the order of \$115 million. Revenues will accrue to local business, to the Township and to the benefit of those that will be employed at the resort.

The resort will have significant impacts on the natural environment, notably water resources and natural heritage resources. The reports that have been undertaken and peer reviewed indicate that the environmental impacts can be appropriately managed through careful site develop and through sustainable on-site management practices over the long term such as in water conservation, recycling and conservation of vegetative cover. The success of these measures will also depend on obtaining and compliance with approvals such as an Environmental Compliance Approval for the sewage treatment plant, a permit to take water, butternut tree conservation etc. The use of site plan control under Section 41 of the Planning Act will be a key instrument in addressing many of the development details.

[emphasis added]

34. The final part of Mrs. Peterson's complaint reads as follows:

On December 2, 2019 the Mayor and Council gave first, second and third readings of the by-law and it was passed. At one point during the meeting I asked if I could question something and the Mayor gave me a stern NO! I spoke up anyway. When the by-law was officially passed the Mayor looked directly at me and said "any questions?"

I have been a resident of the Township of Augusta for fifty two years and I have never been treated by a public official in such a rude, power over, condescending manner. All the taxpayers in this local area were treated this way and have suffered mental anguish over the four years since this project came to light. This Mayor and Council have WASTED four years of our lives over this ANOMOLY. The proposed project is in the backyards of ten residential homes and these taxpayers were shut out of the entire process.

[Note: the balance of the complaint repeats and summarize the essence of Mrs. Peterson's concerns and does not disclose any additional information that could constitute a breach of the Code of Conduct]

35. As stated above, this part of Mrs. Peterson's complaint gives rise to a concern under the section of the *Code of Conduct* that deals with rules and etiquette at meetings. In response to Mrs. Peterson's allegations about the way she was spoken to by Mayor Malanka during the December 2, 2019, Council meeting, the Mayor states that Mrs. Peterson's attempt to speak came at the time when the municipal planner was presenting

his report to Council. Specifically, says the Mayor, the planner was presenting his report and recommendations to Council and commenting that the hydrological findings in the report had been peer-reviewed and accepted by other planning engineers. Council members had an opportunity to ask questions or request clarification, and when Mrs. Peterson attempted to insert herself into Council's discussion by asking if she could question something, he replied, "no," the Mayor states.

36. The Mayor disagrees that he spoke sternly to Mrs. Peterson, but accepts that she may have felt that he did so. However, the Mayor adds, the procedural by-law that regulates Council meetings provides an opportunity for comments and questions from the public and press at the end of the meeting and not during Council's deliberations. As a result, it would have been inappropriate for him to have allowed Mrs. Peterson to speak during that part of the meeting, and allowing her to do so would have been contrary to the procedural by-law.

37. I turn briefly to the allegation that after the by-law was passed, the Mayor asked Mrs. Peterson, "Any questions?" Mrs. Peterson clarified this exchange as follows: "He specifically asked me that question, I responded to him, 'is the by-law passed 1st 2nd and 3rd reading.' He said, 'YES,' and I said, 'NO questions.'" There is nothing in this exchange that raises an issue with respect to the *Code of Conduct*.

38. In assessing the allegation that Mayor Malanka sternly said, "no" to Mrs. Peterson when she asked if she could say something, the standard to be applied is whether this exchange was conducted with decorum, in a civil manner, and in accordance with the Township's Procedural By-Law.

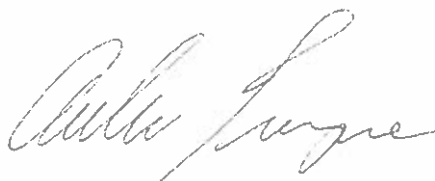
39. First, I note that it would have been inappropriate for the Mayor to have allowed Mrs. Peterson to speak during this part of the Council meeting and to insert herself into Council's discussion. As Chair of the meeting, it was appropriate for the Mayor to enforce reasonable rules of order and to comply with the procedural by-law. As stated above, the relevant section of the *Code* states that Members are not only to conduct themselves with decorum, and in a civil manner, they are also to do so in accordance with the Township's Procedural By-Law.

40. In order to assess whether the Mayor's response failed to meet the standard of decorum and civility expected in this situation, it is important to see Mrs. Peterson's attempt to interrupt the meeting in the context of her history of vehement opposition to Aquaworld. I have carefully reviewed the many pages of written submissions, emails, and other correspondence that Mrs. Peterson has sent to Members of Council and Township officials, and it is clear that she is frustrated with the planning process and that she views it with great disdain. She has also repeatedly voiced the same concerns about Aquaworld again and again.

41. As a result, it is reasonable to conclude that there may be some degree of frustration on the part of Members of Council, including the Mayor, with Mrs. Peterson's intransigence, whether real or perceived. In other words, it is likely that there could be some amount of friction around her presence at the December 2, 2019 Council meeting. It is, therefore, reasonable to expect that the Mayor, who was chairing the meeting, might respond "sternly" to Mrs. Peterson when she attempted to inappropriately insert herself into Council's deliberations. The *Code* does not require every meeting of Council to be a "love-in," nor does it require every exchange between a Member of Council and a resident to be effusively friendly. The standard required is one of decorum and civility, and in the overall context of the parties' history, saying the word "no" even sternly, in response to an unwanted interruption, is not inappropriate. As a result, this brief exchange between Mrs. Peterson and Mayor Malanka was not contrary to the standards set out in the *Code of Conduct*.

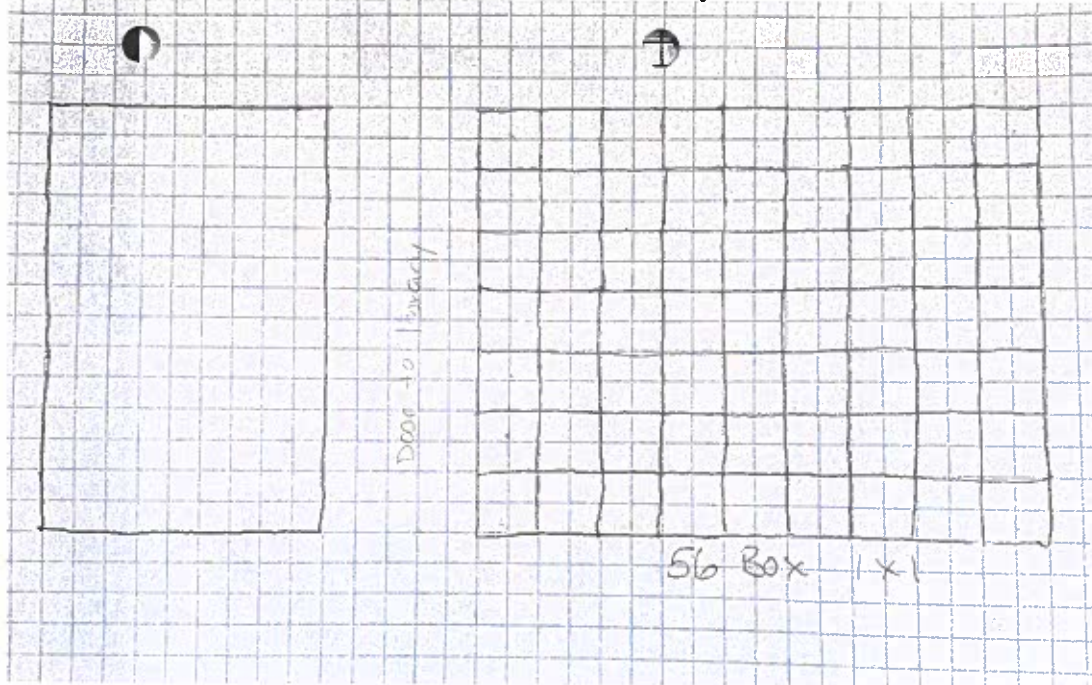
Conclusion

42. For the reasons set out above, I find that there is no contravention of the *Township of Augusta Council Code of Conduct* as alleged in Mrs. Peterson's April 8, 2020 complaint.

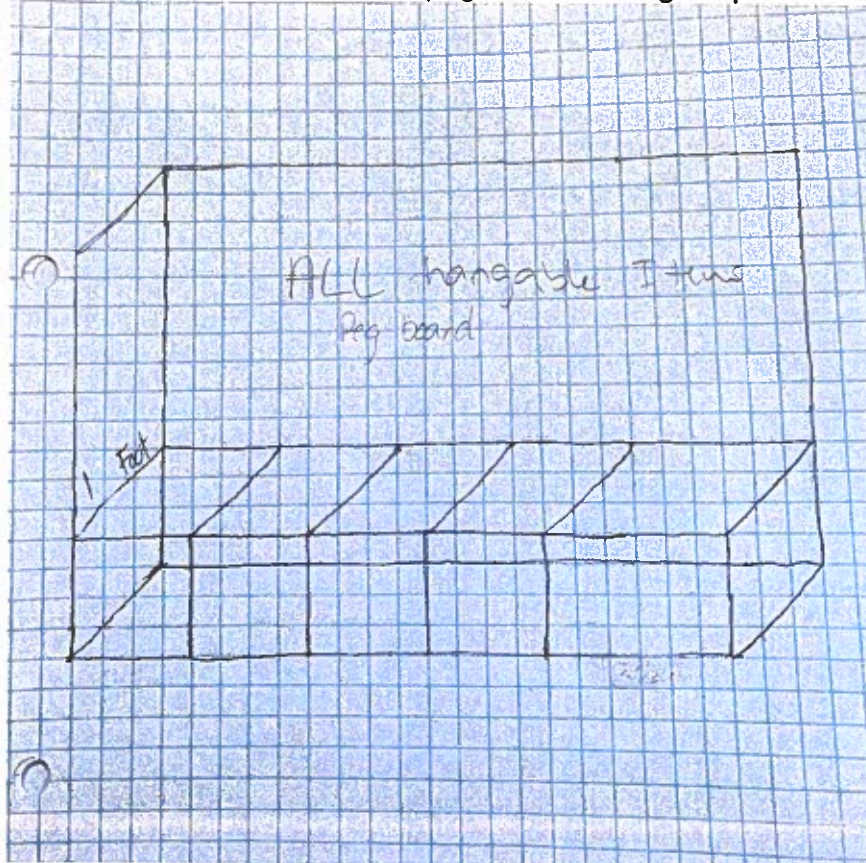


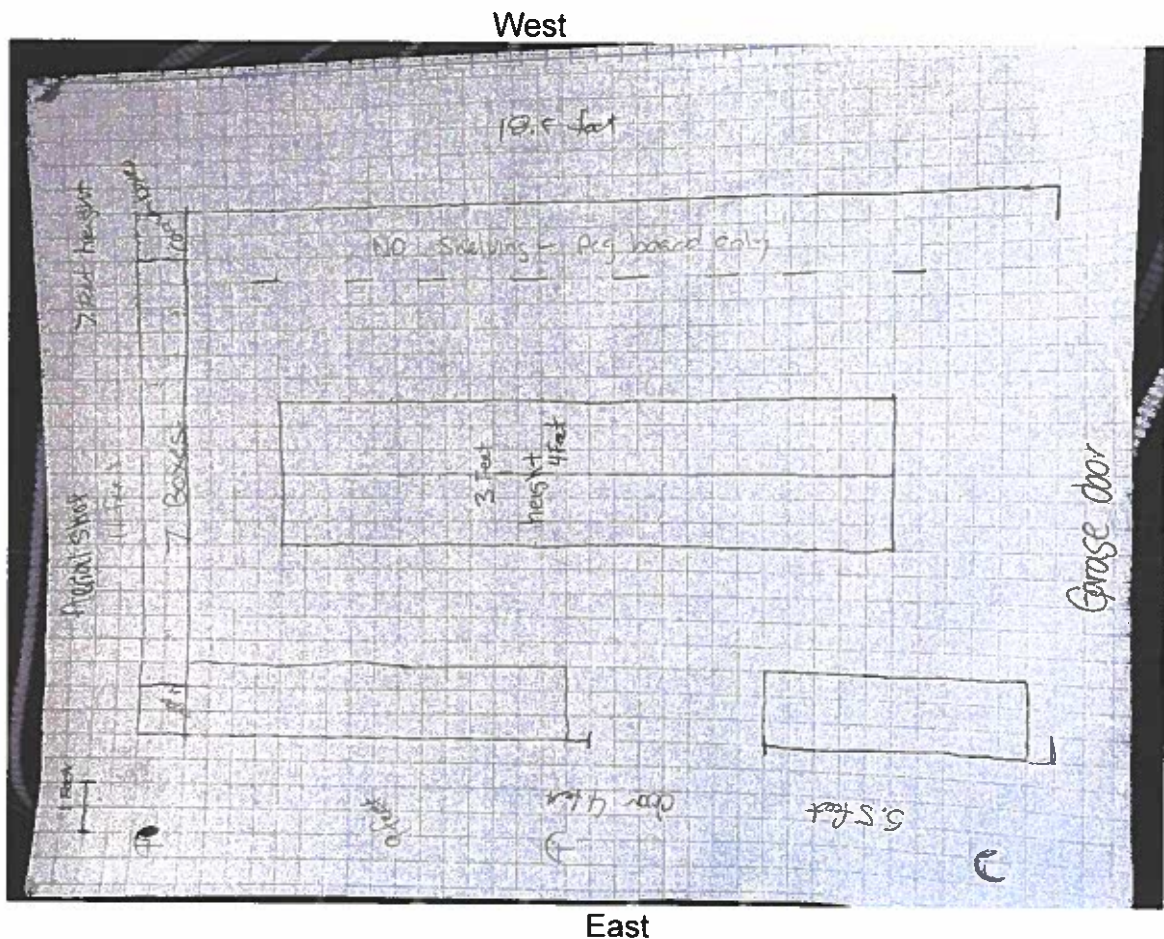
Andrew Tremayne
Integrity Commissioner, Township of Augusta
August 10, 2020

- East facing wall with door exiting to the library will be 1 foot square boxes to hold the skates, inline skates and cross country ski boots.



- South facing wall will have box bases to hold cross county ski's and the rest of the wall will consist of pegboard to hang ski poles and other items.





The aerial view- the 18 foot side wall facing west will consist of peg board, while the center area will host a 4 foot tall center shelving area, while cubby holes. This will home items such a golf clubs sets and camping gear.

MERC:

- MERC is looking to start their seasonal yoga classes, upon approval and specific recommendations from MCEG.
- MERC has approved a dog clinic at the hall, people bring their dogs into see cardiologist, ear and eye doctors, and general vet techs. Staggered attendance, waiting approval from MCEG.

Soccer and Baseball:

- Domville was interested in getting softball league up and running, conditions for modified play were sent to the organization and they have not responded. I do not believe we will see them play this year.
- Domville needs some work before next season starts, both fields are overrun with weeds and need a good layer of stone dust. If Domville league doesn't start up this year I would recommend waiting until the spring.

Recreation Department – End of Season Report- Summer 2020

- Daily watering and weeding of flowers, shrubs, bushes, and flower beds at Township Office

- Daily cleaning of Township SUV following COVID-19 Safety Guidelines
- Planted new shrubs at Township Office
- Inspection of municipal parks and playgrounds three times weekly
- Garbage pickup at Maitland Lookout Site and Riverview Heights Dive Site three times weekly
- Weekly garbage pickup and disposal from Township Office
- Garbage pickup at all parks and playground when necessary
- Raked leaves, branches, and twigs, and disposed of at Domville, North Augusta, and Kemp Parks
- Disassembly of rink boards at Maynard Ball Park
- Painted rink boards at Maynard Ball Park
- Assembled rink boards in Maynard Tennis/Ball Hockey/Basketball courts
- Installed chain link mesh on basketball hoops in Maynard
- Attended meeting at North Augusta Masonic Hall and spoke with North Augusta Recreation Committee members and reporters
- Installed new signage at Dive Site and cleaned up area for reopening
- Painted and repaired merry-go-round in Roebuck
- Fixed broken bench boards at North Augusta Ball Park
- Painted metal drums and lids to use for garbage cans around various Township parks, playgrounds, and open spaces
- Trimmed and cut vines out of chain link fence at multiple spots in Domville Ball Park
- Painted inside storage shed at Cedar Street Park
- Completed Joint Health and Safety Committee recommendations at Township Office
- Completed Canada Summer Jobs Questionnaire
- Attended tours with Frank Cowan Insurance Company at North Augusta Masonic Hall, Maitland Fire Station, and Ellis House
- Installed new padlock at Ellis House

Masonic Hall:

- Over the next five years, the Township, in collaboration with North Augusta recreation committee and local support, seeks to continue to update and upgrade the hall.
- Frank Cowan toured the hall and will return with his response soon.
- The farmer's market would like to move into the Masonic Hall in the fall but we will need to wait to see the condition of the hall, Frank Cowan's response and the current stage of Covid 19 at that time.
- Masonic Hall, will also get a name change perhaps in the new year. It may return to former name or a new one entirely.

Farmers' Market:

- We currently have 14 vendors and 18 actively participating. Plus one new this upcoming week. One of our newest, are two young boys 12 and 14 who make their own wood working, to create bowls and stunning cutting boards. They sold at least 5 pieces last week. Very cool to see young entrepreneurs at the market.







N. Walker

Nicole Walker
Comm. Dev. & Rec. Coord.



Ray Morrison

Ray Morrison
CAO/Treasurer

Attachment 1:



Augusta Recreation Committee's COVID Response and Reopening Procedure:

As of August 13th, 2020 the Municipal Emergency Control Group has approved limited community centre use. Each application to use the facility will need to be approved through the township to ensure COVID policies are adhered to and events do not fall outside of safe operating guidelines or do not pose health risks to the community. Please complete the approval form below, signed and approved by the township prior to booking the halls.

Name: _____ Date: _____

Purpose of Rental: _____

Location: _____ Expected Attendance: _____

Please explain how you will operate the hall safely during your event: _____

Will you have at least one bottle of sanitizer for each table? Yes ___ No ___

Will each guest be separated by at least 6 feet? Yes ___ No ___

Will you require your guests to wear a mask while away from their table? Yes ___ No ___

Will you enforce minimum separation distance at all times? Yes ___ No ___

Will you have staggered attendance time slots? Yes ___ No ___

Who will be responsible for cleaning surfaces and bathrooms after each use? _____

Will you provide masks for people who need one? Yes ___ No ___

IMPORTANT: We are not opening the community centers for parties at this time, no bar services will be approved. Each case will be reviewed and considered independently. It is the responsibility of the event planner to ensure the safety of their participants.

Signature of Applicant: _____ Township Signature: _____

REPORT #: 2020-088

REPORT TO COUNCIL: August 24, 2020

RE: REVIEW AND APPROVAL OF A/P CHEQUES

PREPARED BY: Ray Morrison, CAO/Treasurer

RECOMMENDATION:

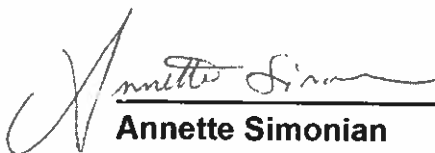
THAT Council receive, review, and approve the payment of the accounts payable invoices paid on cheques #25568 – 25612 and online payments through to August 20, 2020 in the amount of \$162,925.24.


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

Township of Augusta
List of Accounts for Approval
As of 8/20/2020
Batch: 2020-00071

Payment # Invoice #	Date	Vendor Name GL Account	Reference GL Transaction Description	Detail Amount	Payment Amount
Bank Code: AP - ACC/PAYABLE					
Computer Cheques:					
25568	8/14/2020	BEACH HOME HARDWARE	SHOP SUPPLIES		
787809-1		438-01-011 - P.W. SHOP SUPPLI	SHOP SUPPLIES	8.12	
		102-01-099 - HST RECEIVABLE	HST Tax Code	0.90	
		900-01-099 - HST TRACKING	HST Tax Code	1.04	9.02
789101-1		416-01-002 - DITCHING - PARTS	GRASS SEED	162.79	
		102-01-099 - HST RECEIVABLE	HST Tax Code	17.98	
		900-01-099 - HST TRACKING	HST Tax Code	20.80	180.77
789313-1		436-01-002 - SAFETY DEVICES - SIGNS AND	SHOP SUPPLIES	89.14	
		438-01-011 - P.W. SHOP SUPPLI	SIGNS AND SHOP SUPPLIES	20.34	
		102-01-099 - HST RECEIVABLE	HST Tax Code	12.10	
		900-01-099 - HST TRACKING	HST Tax Code	13.99	121.58
790572-1		438-01-011 - P.W. SHOP SUPPLI	SHOP SUPPLIES	15.25	
		102-01-099 - HST RECEIVABLE	HST Tax Code	1.69	
		900-01-099 - HST TRACKING	HST Tax Code	1.95	16.94
791562-1		438-01-011 - P.W. SHOP SUPPLI	SHOP SUPPLIES	44.99	
		102-01-099 - HST RECEIVABLE	HST Tax Code	4.97	
		900-01-099 - HST TRACKING	HST Tax Code	5.75	49.96
791757-1		438-01-011 - P.W. SHOP SUPPLI	SHOP SUPPLIES	41.18	
		102-01-099 - HST RECEIVABLE	HST Tax Code	4.55	
		900-01-099 - HST TRACKING	HST Tax Code	5.26	45.73
792171-1		438-01-011 - P.W. SHOP SUPPLI	SHOP SUPPLIES	459.33	
		102-01-099 - HST RECEIVABLE	HST Tax Code	50.73	
		900-01-099 - HST TRACKING	HST Tax Code	58.68	510.06
			Payment Total:		934.06
25569	8/14/2020	BROCK-IT LTD	MONTHLY PHONE SERVICE		
1343		402-01-004 - FIRE PROTECTION	MONTHLY PHONE SERVICE	119.77	
		102-01-099 - HST RECEIVABLE	HST Tax Code	13.23	
		900-01-099 - HST TRACKING	HST Tax Code	15.30	133.00
25570	8/14/2020	CANADIAN NATIONAL	GATES MAINTENANCE		
91532174		437-01-002 - SAFETY DEVICES	GATES MAINTENANCE	653.00	653.00
25571	8/14/2020	EDWARD DARBY	SERVICE DELIVERY REVIEW		
2020-11		401-01-050 - MODERNIZATION/R	SERVICE DELIVERY REVIEW	4,816.65	
		102-01-099 - HST RECEIVABLE	HST Tax Code	532.01	
		900-01-099 - HST TRACKING	HST Tax Code	615.33	5,348.66
2020-12		401-01-050 - MODERNIZATION/R	SYSTEM DELIVERY REVIEW	4,938.76	
		102-01-099 - HST RECEIVABLE	HST Tax Code	545.50	
		900-01-099 - HST TRACKING	HST Tax Code	630.93	5,484.26

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Payment # Invoice #	Date	Vendor Name GL Account	Reference GL Transaction Description	Detail Amount	Payment Amount
				Payment Total:	10,832.92
25572	8/14/2020	EVANS PRINTING LTD	COVID BUSINESS PAGE		
89687		401-01-014 - HEALTH & SAFETY	COVID BUSINESS PAGE	407.04	
		102-01-099 - HST RECEIVABLE	HST Tax Code	44.96	
		900-01-099 - HST TRACKING	HST Tax Code	52.00	452.00
90058		400-01-002 - COUNCIL- OTHER	COUNCIL COMMITTES ADV	106.85	
		102-01-099 - HST RECEIVABLE	HST Tax Code	11.80	
		900-01-099 - HST TRACKING	HST Tax Code	13.65	118.65
				Payment Total:	570.65
25573	8/14/2020	FAST EDDIE'S AUTO RECYCLIN	BAD PLASTICS		
7508		510-01-013 - CONTRACT SERVIC	BAD PLASTICS	2,872.48	
		102-01-099 - HST RECEIVABLE	HST Tax Code	317.27	
		900-01-099 - HST TRACKING	HST Tax Code	366.96	3,189.75
7554		510-01-001 - WASTE DISPOSAL	MONTHLY FEES	16,281.63	
		102-01-044 - DUE FROM FAST E	MONTHLY FEES	553.29	
		102-01-099 - HST RECEIVABLE	HST Tax Code	1,798.37	
		900-01-099 - HST TRACKING	HST Tax Code	2,080.00	17,526.71
				Payment Total:	20,716.46
25574	8/14/2020	FINUCAN'S & SONS TREE SERV	REMOVE TREE MASONIC HALL		
016381		600-01-026 - RECREATION - R&M	REMOVE TREE MASONIC HALL	270.16	
		102-01-099 - HST RECEIVABLE	HST Tax Code	29.84	
		900-01-099 - HST TRACKING	HST Tax Code	34.51	300.00
25575	8/14/2020	GEOFF FORTIER	LAWN CARE		
AUG42020		600-01-012 - DOMVILLE RECREA	LAWN CARE	90.00	90.00
25576	8/14/2020	GORDON SIGNS	HAMLET ENTRANCE SIGNS		
1840		616-01-002 - ECONOMIC DEVELP	HAMLET ENTRANCE SIGNS	2,289.60	
		102-01-099 - HST RECEIVABLE	HST Tax Code	252.90	
		900-01-099 - HST TRACKING	HST Tax Code	292.50	2,542.50
25577	8/14/2020	GREER GALLOWAY CONSULTII	CONTRACT 2020-007		
23423		442-01-010 - ENGINEERING SER	CONTRACT 2020-007	2,340.48	
		102-01-099 - HST RECEIVABLE	HST Tax Code	258.52	
		900-01-099 - HST TRACKING	HST Tax Code	299.00	2,599.00
23424		442-01-010 - ENGINEERING SER	CONTRACT 2020-007	2,544.00	
		102-01-099 - HST RECEIVABLE	HST Tax Code	281.00	
		900-01-099 - HST TRACKING	HST Tax Code	325.00	2,825.00
				Payment Total:	5,424.00

Township of Augusta
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Payment # Invoice #	Date	Vendor Name GL Account	Reference GL Transaction Description	Detail Amount	Payment Amount
25578	8/14/2020	G. TACKABERRY & SONS	CONTRACT 2020-003		
G-0066648		428-01-002 - GRAVEL RESUR. -	CONTRACT 2020-003	17,872.68	
		102-01-099 - HST RECEIVABLE	HST Tax Code	1,974.11	
		900-01-099 - HST TRACKING	HST Tax Code	2,283.26	19,846.79
G-0066678		438-01-011 - P.W. SHOP SUPPLI	SHOP SUPPLIES	174.98	
		102-01-099 - HST RECEIVABLE	HST Tax Code	19.32	
		900-01-099 - HST TRACKING	HST Tax Code	22.35	194.30
G-0066825		438-01-011 - P.W. SHOP SUPPLI	MISC SHOP SUPPLIES	386.62	
		102-01-099 - HST RECEIVABLE	HST Tax Code	42.70	
		900-01-099 - HST TRACKING	HST Tax Code	49.39	429.32
				Payment Total:	20,470.41
25579	8/14/2020	HENDERSON PRINTING INC	MISC SIGNS		
67274		616-01-002 - ECONOMIC DEVEL	FARMERS MARKET SIGN	123.68	
		401-01-014 - HEALTH & SAFETY	LEMON PT COVID SIGN	123.69	
		102-01-099 - HST RECEIVABLE	HST Tax Code	27.32	
		900-01-099 - HST TRACKING	HST Tax Code	31.60	274.69
25580	8/14/2020	HOWARD CAMPBELL & SONS	L MAYNARD WDS		
35242		102-01-044 - DUE FROM FAST E	MAYNARD WDS	90.05	
		102-01-099 - HST RECEIVABLE	HST Tax Code	9.95	
		900-01-099 - HST TRACKING	HST Tax Code	11.51	100.00
MR2942		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
25581	8/14/2020	JOE COMPUTER	MONTHLY INTERNET CHARGES		
119894		401-01-022 - COMPUTER EXPEN	MONTHLY INTERNET CHARGE	305.28	
		102-01-099 - HST RECEIVABLE	HST Tax Code	33.72	
		900-01-099 - HST TRACKING	HST Tax Code	39.00	339.00
25582	8/14/2020	KAREN LAVIGNE	BUILDING INSPECTOR MILEAGE		
JULY2020		406-01-004 - BUILDING MILEAGE	BUILDING INSPECTOR MILEAC	169.99	
		102-01-099 - HST RECEIVABLE	HST Tax Code	18.78	
		900-01-099 - HST TRACKING	HST Tax Code	21.72	188.77
25583	8/14/2020	KEN MILLER EXCAVATING	SCREENED TOPSOIL VARIOUS SITE		
36671		445-01-090 - ROADS CAPITAL	SCREENED TOPSOIL VARIOUS	879.21	
		102-01-099 - HST RECEIVABLE	HST Tax Code	97.11	
		900-01-099 - HST TRACKING	HST Tax Code	112.32	976.32
25584	8/14/2020	GFL ENVIRONMENTAL INC	WDS CONTRACT SERVICES		
28787		510-01-013 - CONTRACT SERVIK	WDS CONTRACT SERVICES	3,124.48	
		102-01-099 - HST RECEIVABLE	HST Tax Code	345.11	

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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	399.16	3,469.59
29155		510-01-013 - CONTRACT SERVIC	WDS CONTRACT SERVICES	5,205.89	
		102-01-099 - HST RECEIVABLE	HST Tax Code	575.01	
		900-01-099 - HST TRACKING	HST Tax Code	665.06	5,780.90
				Payment Total:	9,250.49
25585	8/14/2020	LEEDS & GRENVILLE SMALL	ANNUAL CONTRIBUTION		
AUG62020		616-01-020 - L&G SMALL BUSINE	ANNUAL CONTRIBUTION	2,500.00	2,500.00
SC 041		616-01-001 - ECONOMIC DEVELI	ECONOMIS DEVELOPMENT	18.01	
		102-01-099 - HST RECEIVABLE	HST Tax Code	1.99	
		900-01-099 - HST TRACKING	HST Tax Code	2.30	20.00
				Payment Total:	2,520.00
25586	8/14/2020	LEE GOLDSMITH	ROEBUCK GRASS CUTTING		
JUN302020		600-01-020 - ROEBUCK RECREA	ROEBUCK GRASS CUTTING	595.30	
		102-01-099 - HST RECEIVABLE	HST Tax Code	65.75	
		900-01-099 - HST TRACKING	HST Tax Code	76.05	661.05
JUL292020		600-01-020 - ROEBUCK RECREA	ROEBUCK GRASS CUTTING	666.53	
		102-01-099 - HST RECEIVABLE	HST Tax Code	73.62	
		900-01-099 - HST TRACKING	HST Tax Code	85.15	740.15
				Payment Total:	1,401.20
25587	8/14/2020	LEVAC SUPPLY LIMITED	MISC SUPPLIES		
1284186		436-01-002 - SAFETY DEVICES -	MISC PARTS	80.90	
		102-01-099 - HST RECEIVABLE	HST Tax Code	8.94	
		900-01-099 - HST TRACKING	HST Tax Code	10.34	89.84
1286003		436-01-002 - SAFETY DEVICES -	MISC PARTS AND SUPPLIES	44.78	
		102-01-099 - HST RECEIVABLE	HST Tax Code	4.95	
		900-01-099 - HST TRACKING	HST Tax Code	5.72	49.73
				Payment Total:	139.57
25588	8/14/2020	M & L SUPPLY	FIREFIGHTING FOAM		
003805		402-01-005 - FIRE PROTECTION	FIREFIGHTING FOAM	234.05	
		102-01-099 - HST RECEIVABLE	HST Tax Code	25.85	
		900-01-099 - HST TRACKING	HST Tax Code	29.90	259.90
003898		402-01-005 - FIRE PROTECTION	FIREFIGHTING SUPPLIES	71.13	
		102-01-099 - HST RECEIVABLE	HST Tax Code	7.86	
		900-01-099 - HST TRACKING	HST Tax Code	9.09	78.99
				Payment Total:	338.99

Township of Augusta
List of Accounts for Approval
As of 8/20/2020
Batch: 2020-00071

Payment # Invoice #	Date	Vendor Name GL Account	Reference GL Transaction Description	Detail Amount	Payment Amount
25589 80020	8/14/2020	MORRIS CHEMICALS INC. 426-01-002 - DUST LAYER-PART	LIQUID CALCIUM DUST CONTROL LIQUID CALCIUM DUST CONTF	6,422.12	
		102-01-099 - HST RECEIVABLE	HST Tax Code	709.34	
		900-01-099 - HST TRACKING	HST Tax Code	820.43	7,131.46
25590 17358722	8/14/2020	MOTION CANADA 465-01-001 - Kubota Flale Mower	KUBOTA MOWER KUBOTA MOWER	375.29	
		102-01-099 - HST RECEIVABLE	HST Tax Code	41.45	
		900-01-099 - HST TRACKING	HST Tax Code	47.94	416.74
25591 3955694001	8/14/2020	MSC INDUSTRIAL SUPPLY ULC 438-01-011 - P.W. SHOP SUPPLI	SHOP SUPPLIES FOR SIGNS SHOP SUPPLIES FOR SIGNS	122.85	
		102-01-099 - HST RECEIVABLE	HST Tax Code	13.57	
		900-01-099 - HST TRACKING	HST Tax Code	15.69	136.42
3956643001		438-01-011 - P.W. SHOP SUPPLI	SHOP SUPPLIES FOR SIGNS	228.14	
		102-01-099 - HST RECEIVABLE	HST Tax Code	25.19	
		900-01-099 - HST TRACKING	HST Tax Code	29.14	253.33
3962186001		438-01-011 - P.W. SHOP SUPPLI	SHOP SUPPLIES	844.75	
		102-01-099 - HST RECEIVABLE	HST Tax Code	93.31	
		900-01-099 - HST TRACKING	HST Tax Code	107.92	938.06
			Payment Total:		1,327.81
25592 6233683	8/14/2020	QUADIENT LEASING SERVICES 401-01-020 - POSTAGE	LEASE PAYMENT POSTAGE/FOLDEI LEASE PAYMENT POSTAGE/FOLDEI	418.60	
		102-01-099 - HST RECEIVABLE	HST Tax Code	46.24	
		900-01-099 - HST TRACKING	HST Tax Code	53.48	464.84
25593 AUG132020	8/14/2020	NICOLE WALKER 401-01-014 - HEALTH & SAFETY	MISC COVID SUPPLIES REC MISC COVID SUPPLIES REC	103.21	
		102-01-099 - HST RECEIVABLE	HST Tax Code	11.40	
		900-01-099 - HST TRACKING	HST Tax Code	13.18	114.61
AUG2020		600-01-023 - MILEAGE	RECREATION MILEAGE	226.07	
		102-01-099 - HST RECEIVABLE	HST Tax Code	24.97	
		900-01-099 - HST TRACKING	HST Tax Code	28.88	251.04
			Payment Total:		365.65
25594 403512275	8/14/2020	NOVEXCO INC 401-01-004 - OFFICE SUPPLIES	OFFICE SUPPLIES OFFICE SUPPLIES	72.08	
		102-01-099 - HST RECEIVABLE	HST Tax Code	7.96	
		900-01-099 - HST TRACKING	HST Tax Code	9.21	80.04
403518898		401-01-004 - OFFICE SUPPLIES	ALCOHOL WIPES/COVID	8.64	
		102-01-099 - HST RECEIVABLE	HST Tax Code	0.95	
		900-01-099 - HST TRACKING	HST Tax Code	1.10	9.59

Township of Augusta
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Payment # Invoice #	Date	Vendor Name GL Account	Reference GL Transaction Description	Detail Amount	Payment Amount
				Payment Total:	89.63
25595 F146412	8/14/2020	OPTIMA SANTE GLOBALE	EAP FLAT FEE		
		401-01-011 - STAFF BENEFITS	EAP FLAT FEE	134.19	
		102-01-099 - HST RECEIVABLE	HST Tax Code	14.82	
		900-01-099 - HST TRACKING	HST Tax Code	17.14	149.01
25596 354	8/14/2020	PERRIN FENCING & POWER SW	POWER SWEEP		
		436-01-002 - SAFETY DEVICES -	POWER SWEEP	9,167.58	
		102-01-099 - HST RECEIVABLE	HST Tax Code	1,012.59	
		900-01-099 - HST TRACKING	HST Tax Code	1,171.17	10,180.17
25597 388295	8/14/2020	POSTMEDIA NETWORK INC	MISC ADVERTISING CHARGES		
		615-01-005 - PLANNING & ZONIN	PLANNING	1,028.18	
		102-01-099 - HST RECEIVABLE	HST Tax Code	113.57	
		900-01-099 - HST TRACKING	HST Tax Code	131.35	1,141.75
25598 2063780	8/14/2020	PRESCOTT BUILDING CENTRE	MAYNARD WDS		
		510-01-016 - REPAIRS & MAINT	MAYNARD WDS	98.57	
		102-01-099 - HST RECEIVABLE	HST Tax Code	10.89	
		900-01-099 - HST TRACKING	HST Tax Code	12.59	109.46
2063872		510-01-016 - REPAIRS & MAINT	MAYNARD WDS	138.71	
		102-01-099 - HST RECEIVABLE	HST Tax Code	15.32	
		900-01-099 - HST TRACKING	HST Tax Code	17.72	154.03
2063978		600-01-025 - RECREATION PROJ	LIDS FOR GARBAGE CANS RE	156.44	
		102-01-099 - HST RECEIVABLE	HST Tax Code	17.27	
		900-01-099 - HST TRACKING	HST Tax Code	19.98	173.71
				Payment Total:	437.20
25599 309732	8/14/2020	RIVERSIDE BUICK GMC LTD.	CHANGE TIRES OFFICE SUV		
		401-01-030 - CHEV EQUINOX - R	CHANGE TIRES OFFICE SUV	244.17	
		102-01-099 - HST RECEIVABLE	HST Tax Code	26.97	
		900-01-099 - HST TRACKING	HST Tax Code	31.19	271.14
310817		456-01-002 - #4- 2016 GMC 3500	SIERRA 350	1,727.41	
		102-01-099 - HST RECEIVABLE	HST Tax Code	190.80	
		900-01-099 - HST TRACKING	HST Tax Code	220.68	1,918.21
				Payment Total:	2,189.35
25600 30	8/14/2020	RMG TIRE AND WHEEL SUPPL\	TRUCK#1		
		462-01-002 - #1- 2017 GMC 1/2 T	TRUCK#1	1,213.71	
		102-01-099 - HST RECEIVABLE	HST Tax Code	134.06	
		900-01-099 - HST TRACKING	HST Tax Code	155.05	1,347.77
31		474-01-002 - #3 - 2009 CHEV 3/4	TRUCK#3	1,105.85	
		102-01-099 - HST RECEIVABLE	HST Tax Code	122.14	

Township of Augusta
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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	141.27	1,227.99
32		451-01-002 - 1999 -CHAMP 740 S GRADER		11,334.52	
		102-01-099 - HST RECEIVABLE	HST Tax Code	1,251.94	
		900-01-099 - HST TRACKING	HST Tax Code	1,448.00	12,586.46
				Payment Total:	15,162.22
25601	8/14/2020	ROBERT BOWMAN	CHIEF CELL PHONE		
AUG22020		402-01-004 - FIRE PROTECTION	CHIEF CELL PHONE	143.04	
		102-01-099 - HST RECEIVABLE	HST Tax Code	15.80	
		900-01-099 - HST TRACKING	HST Tax Code	18.27	158.84
25602	8/14/2020	LESLIE SADLER & JOHVI LEEC	GENERAL REC PROGRAMMING		
AUG62020		600-01-004 - RECREATION - GE	GENERAL REC PROGRAMMIN	100.00	100.00
25603	8/14/2020	SALLY BELL	POUND FEE		
AUG12020		404-01-010 - ANIMAL CONTROL	POUND FEE	407.04	
		102-01-099 - HST RECEIVABLE	HST Tax Code	44.96	
		900-01-099 - HST TRACKING	HST Tax Code	52.00	452.00
25604	8/14/2020	SDR ELECTRIC & PLUMBING	REPAIRS MASONIC HALL		
202000016392		600-01-026 - RECREATION - R&M	REPAIRS MASONIC HALL	976.96	
		102-01-099 - HST RECEIVABLE	HST Tax Code	107.91	
		900-01-099 - HST TRACKING	HST Tax Code	124.81	1,084.87
25605	8/14/2020	SUSAN BOSMAN	CLEANING SERVICES		
AUG22020		401-01-001 - STAFF SALARIES	CLEANING SERVICES	82.53	82.53
AUG92020		401-01-001 - STAFF SALARIES	CLEANING SERVICES	82.53	82.53
				Payment Total:	165.06
25606	8/14/2020	BRAD THAKE	BRAD THAKE CELL PHONE		
JUL142020		438-01-010 - P.W. TELEPHONE	BRAD THAKE CELL PHONE	106.85	
		102-01-099 - HST RECEIVABLE	HST Tax Code	11.80	
		900-01-099 - HST TRACKING	HST Tax Code	13.65	118.65
25607	8/14/2020	TNT DYNAMITE SIGNS	SIGNS FOR WDS		
334955		510-01-016 - REPAIRS & MAINT	SIGNS FOR WDS	259.49	
		102-01-099 - HST RECEIVABLE	HST Tax Code	28.66	
		900-01-099 - HST TRACKING	HST Tax Code	33.15	288.15
25608	8/14/2020	UNITED COUNTIES OF LEEDS &	WEED SPRAYING/SIGNAGE		
6412		414-01-002 - BRUSHING - PART	WEED SPRAYING	1,511.34	
		436-01-002 - SAFETY DEVICES -	SAFETY SIGNAGE	1,339.20	
		102-01-099 - HST RECEIVABLE	HST Tax Code	314.85	
		900-01-099 - HST TRACKING	HST Tax Code	364.16	3,165.39

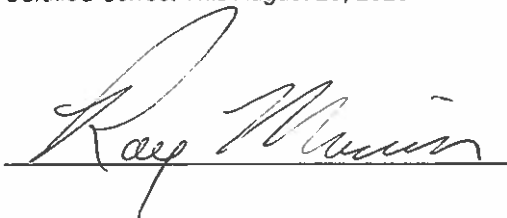
Report Date
8/20/2020 6:53 PM

Township of Augusta
List of Accounts for Approval
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Payment # Invoice #	Date	Vendor Name GL Account	Reference GL Transaction Description	Detail Amount	Payment Amount
25609 1116	8/14/2020	UP & TO THE RIGHT 401-01-050 - MODERNIZATION/R	MODERNIZATION/REGIONALIZATIO MODERNIZATION/REGIONALIZ	483.57	
		102-01-099 - HST RECEIVABLE	HST Tax Code	53.41	
		900-01-099 - HST TRACKING	HST Tax Code	61.78	536.98
 1119		401-01-050 - MODERNIZATION/R	MODERNIZATION/REGIONALIZ	964.69	
		102-01-099 - HST RECEIVABLE	HST Tax Code	106.55	
		900-01-099 - HST TRACKING	HST Tax Code	123.24	1,071.24
				Payment Total:	1,608.22
25610 30130	8/14/2020	WEAGANT FARM SUPPLIES LT	KUBOTA MOWER		
		465-01-001 - Kubota Flale Mower	KUBOTA MOWER	737.36	
		102-01-099 - HST RECEIVABLE	HST Tax Code	81.45	
		900-01-099 - HST TRACKING	HST Tax Code	94.20	818.81
25611 BM23175	8/14/2020	BLUMETRIC ENVIRONMENTAL	MAYNARD WDS MONITORING		
		510-01-031 - WMS - REGULAR M	MAYNARD WDS MONITORING	11,816.22	
		102-01-099 - HST RECEIVABLE	HST Tax Code	1,305.15	
		900-01-099 - HST TRACKING	HST Tax Code	1,509.54	13,121.37
 BM23180		510-01-030 - WMS - REGULAR M	N/A WDS MONITORING	7,948.74	
		102-01-099 - HST RECEIVABLE	HST Tax Code	877.97	
		900-01-099 - HST TRACKING	HST Tax Code	1,015.46	8,826.71
 BM23183		510-01-030 - WMS - REGULAR M	N/A WDS MONITORING	13,197.68	
		102-01-099 - HST RECEIVABLE	HST Tax Code	1,457.73	
		900-01-099 - HST TRACKING	HST Tax Code	1,686.02	14,655.41
				Payment Total:	36,603.49
25612 AUG4/2020	8/14/2020	TRAVIS WORDEN	BALL DIAMOND MTCE DOMVILLE		
		600-01-012 - DOMVILLE RECREA	BALL DIAMOND MTCE DOMVIL	900.00	900.00
				Total for AP:	162,925.24

Certified Correct This August 20, 2020



REPORT NUMBER: 2020-089

DATE SUBMITTED TO COUNCIL: August 24, 2020

RE: Financial and Indicator Variance Reports

AUTHOR: Ray Morrison, CAO/Treasurer

RECOMMENDATION:

THAT Council accepts for information the attached preliminary Statement of Revenue and Expenditures – July 2020.

BACKGROUND:

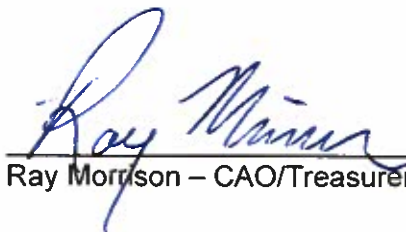
Finance will provide the attached reports on a regular basis and supporting detailed information as required for Council's review and feedback.


ANALYSIS:

Variance analysis and commentary is provided for each line item where appropriate. Detailed supporting analysis and documentation is available from the Finance department as identified.

FINANCIAL CONSIDERATIONS:

The attached report is part of standard Finance/Treasury reporting responsibility and will be provided on a regular basis with other supporting reports going forward. Individual financial considerations will be highlighted in the attachments as identified throughout the year.


Ray Morrison – CAO/Treasurer


Annette Simonian – Clerk

Township of Augusta

Statement of Revenue & Expenditures for the period ended:

Jul-20

Account	YTD Actual	YTD Budget	YTD Variance	YTD % Var.	Full Year Projected	Full Year Budget	Full Year Variance	Full Year % Var.	Comments
Revenue									
Taxation and Payments in Lieu	2,916,014	2,933,419	17,405	1%	5,020,791	5,028,718	-7,927	0%	
Grants	984,126	767,452	-216,674	-28%	1,301,579	1,315,632	-14,053	-1%	Fire Dept accidents down
Licences and Permits	48,977	57,941	8,964	15%	100,363	99,327	1,036	1%	
Fees and Services and Misc	41,885	49,500	7,615	15%	69,290	84,857	-15,567	-18%	Rec Covid-19 frustrated
Interest Income and Penalties	22,614	137,083	114,469	84%	220,444	235,000	-14,556	-6%	Int & Penalty waived April
Transfer From Reserves	0	1,285,121	1,285,121	100%	2,203,064	2,203,064	0	0%	
Total Revenues	4,013,616	5,230,516	1,216,900	23%	8,915,531	8,966,598	-51,067	-1%	
Expenditures									
General Government									
Council	70,847	68,266	-2,581	-4%	119,608	117,027	-2,581	-2%	
Administration	390,775	403,218	12,443	3%	669,558	691,231	21,673	3%	
Administration Capital	102	5,833	5,731	98%	10,000	10,000	0	0%	
Administration - Trsf to Reserve	29,167	29,167	0	0%	50,000	50,000	0	0%	
Total General Government	490,891	506,484	15,593	3%	849,166	868,258	19,092	2%	
Protective Services:									
Fire	188,505	305,190	116,685	38%	520,789	523,183	2,394	0%	Comp vs Covid-19 PPE, etc.
Fire Capital	30,332	27,417	-2,915	-11%	47,000	47,000	0	0%	
Fire - Transfer to Reserves	104,767	236,017	131,250	1	404,600	404,600	0	0%	
Police	426,147	602,791	176,644	29%	1,033,356	1,033,356	0	0%	
Conservation Authority	31,791	26,577	-5,214	-20%	47,445	45,560	-1,885	-4%	
Protection, Inspection and Control	5,397	24,646	19,249	78%	36,044	42,250	6,206	15%	
Emergency Measures	12,767	9,834	-2,933	-30%	19,791	16,858	-2,933	-17%	
Total Protective Services	799,706	1,232,471	432,765	35%	2,109,025	2,112,807	3,782	0%	

Township of Augusta

Statement of Revenue & Expenditures for the period ended:

Jul-20

Account	YTD Actual	YTD Budget	YTD Variance	YTD % Var.	Full Year Projected	Full Year Budget	Full Year Variance	Full Year % Var.	Comments
Public Works									
Roads - Maintenance	1,111,787	906,983	-204,804	-23%	1,522,240	1,554,828	32,588	2%	Fuel & mtce; Bdlg mtce
Roads - Transfer to Reserves	559,967	559,967	0	0%	959,943	959,943	0	0%	
Roads - Capital	824	1,120,000	1,119,176	100%	1,920,000	1,920,000	0	0%	
Winter Control	60,773	92,458	31,685	34%	151,815	158,500	6,685	4%	Lighter than budget spring
Street Lighting	6,449	18,411	11,962	65%	29,784	31,561	1,777	6%	Upgrades in fall
Public Works subtotal	1,739,800	2,697,819	958,019	36%	4,583,782	4,624,832	41,050	1%	
Environmental Services									
Garbage Disposal	195,539	257,182	61,643	24%	436,669	440,883	4,214	1%	
Waste Disposal Capital	0	0	0	#DIV/0!	0	0	0	#DIV/0!	
Capital Infrastructure	1,383	119,583	118,200	99%	205,000	205,000	0	0%	
Garbage Transfer to Reserve	6,069	6,069	0	0%	10,404	10,404	0	0%	
Recycling	-1,097	2,501	3,598	144%	689	4,287	3,598	84%	
Total Environmental Services	201,894	385,335	183,441	48%	652,762	660,574	7,812	1%	

Township of Augusta

Statement of Revenue & Expenditures for the period ended:

Jul-20

Account	YTD Actual	YTD Budget	YTD Variance	YTD % Var.	Full Year Projected	Full Year Budget	Full Year Variance	Full Year % Var.	Comments
Health Services:									
Cemetaries	2,426	4,667	2,241	48%	8,000	8,000	0	0%	
Total Health Services	2,426	4,667	2,241	48%	8,000	8,000	0	0%	
Parks & Recreation:									
Recreation Administration	30,951	46,299	15,348	33%	75,600	79,369	3,769	5%	
Programs	18,559	38,150	19,591	51%	63,510	65,400	1,890	3%	
Recreation Capital	34,728	17,500	-17,228	-98%	34,728	30,000	-4,728	-16%	Lending Lib shed; Domville
Reserve for Recreation Projects	12,881	12,628	-253	-2%	21,648	21,648	0	0%	
Libraries	86,489	74,864	-11,625	-16%	128,681	128,339	-342	0%	
Donations	7,546	4,375	-3,171	-72%	10,671	7,500	-3,171	-42%	
Total Parks and Recreation	191,154	193,816	2,662	1%	334,838	332,256	-2,582	-1%	
Planning and Development:									
Building Official	61,092	75,433	14,341	19%	121,115	129,313	8,198	6%	
Planning and Zoning	38,041	62,165	24,124	39%	92,444	106,568	14,124	13%	OP, ZBLA timing delayed
Commercial and Industrial	78,668	74,847	-3,821	-5%	135,070	128,309	-6,761	-5%	
Agricultural	1,207	21,583	20,376	94%	21,624	37,000	15,376	42%	PW Mgr assuming role
Tile Drainage	0	4,624	4,624	100%	3,303	7,927	4,624	58%	
Total Planning and Development	179,008	238,652	59,644	25%	373,556	409,117	35,561	9%	
Total Expenditures	3,604,878	5,259,242	1,654,364	31%	8,911,129	9,015,844	104,715	1%	

REPORT NUMBER: 2020-090
REPORT TO COUNCIL August 24, 2020
RE: Sale of surplus property – McCrea Road
AUTHOR: Ray Morrison, CAO/Clerk

RECOMMENDATION:

THAT Council revise the direction to staff provided February 10, 2020 from:

“to sever the southerly section and sell the severed portion only to the South Nation Conservation Authority (SNCA) for a nominal amount of \$1, with an irrevocable option to purchase back as per Schedule “B”, attached.” To

“to sever the southerly section and sell part 1 of the severed portion to the South Nation Conservation Authority (SNCA) for a nominal amount of \$1, with and irrevocable option to purchase as per Schedule “B”, attached AND to sell part 2 of the severed portion to Gary and Findlay, for a nominal amount of \$1, all related legal and processing costs of the sale of Part 2 to be assumed by the Gary and Findlay.

BACKGROUND

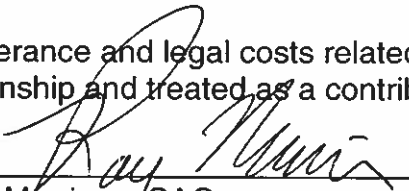
On February 10, 2020, subject to report 2020-015 (attachment A), Council authorized staff *to sever the southerly section and sell the severed portion only to the South Nation Conservation Authority (SNCA) for a nominal amount of \$1, with an irrevocable option to purchase back as per Schedule “B”.*

Gary and Debbie Findlay subsequently appeared as a delegation to Council to express concerns related to the impact of this transfer to SNCA on their use, enjoyment of and potential market value of their land given part of the property being transferred to SNCA abuts their property, specifically the portion along the South Nation River channel.

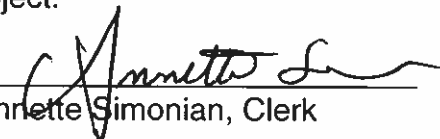
The Findlays asked the Township to consider splitting the property into two parts and offering part 2 of the property, per attached survey to them with terms similar to SNCA. SNCA has no objections to this proposal, as they have no intention on using the property included in Part 2. The Township also has no objection to the transfer of Part 2 to the Findlays vs SNCA, provided the transfer does not result in any additional cost to the Township and its residents. The Findlays have accepted this position and will assume any additional costs related to Part 2.

FINANCIAL

Severance and legal costs related to the sale of property would be minimal to the Township and treated as a contribution in kind to the project.



Ray Morrison, CAO



Annette Simonian, Clerk

Schedule "B"

OPTION TO PURCHASE

To: The Corporation of the Township of Augusta (Augusta)

IN CONSIDERATION of the closing of the transaction by Augusta and other good and valuable consideration, the vendor; South Nation River Conservation Authority (SNCA) in this option, grants to Augusta, the purchaser the irrevocable option to purchase the property for the sum of \$1.00.

1. This option and the agreement of purchase and sale arising from it shall be subject to compliance by SNCA at SNCA's expense with the provision of the Planning Act, R.S. O. 1990, c P.13.
2. This option is exercisable by notice in writing delivered to SNCA at P.O. Box 29, 38 Victoria Street, Finch, Ontario, K0C 1K0. This option may be exercised at any time by Augusta in the event that SNCA sells, leases or in any way disposes of the property or a substantial interest therein or enters into any contract or arrangement which might result in such a transfer, sale or disposition in the future. This option shall terminate on the 100 anniversary of the closing of the sale of the property to South Nation. The option may be terminated prior to the expiry of the foregoing term only with the written consent of both parties.
3. When exercising this option there shall be no deposit paid.
4. This option is not assignable.
5. Time shall be of the essence in this option.
6. On the option being exercised, the following shall be the terms of the agreement of purchase and sale of the property:
 - a. A payment of \$1.00 shall be paid to South Nation, together with the exercise of the option.
 - b. The purchase price for the property shall be \$100.00 and shall be paid on the date of completion, subject to the usual adjustments.
 - c. The sale shall be completed on the 60th day after the date of the exercise of the option, unless on that day the Land Registry Office is closed, in which case the sale shall be completed on the next following day when the office is open.
 - d. Augusta shall be permitted to inspect the property immediately prior to closing.

PLAN 15R-		2020	2020
RECEIVED AND REPORTED			
RON M. JASON, O.L.S.		REPORTING OFFICE FOR THE LAND REGISTRY DIVISION OF ONTARIO (P.O. 16)	
SCHEDULE			
PART	LOT	CONCESSION	AREA
1	PART LOT 6	5	0.84 AC
2	PART LOT 6		0.41 AC

PLAN OF SURVEY OF
 PART OF LOT 6
 CONCESSION 5
 TOWNSHIP OF AUGUSTA
 COUNTY OF CREWELLIE
 RON M. JASON O.L.S.
 SCALE: 1 INCH=40 FEET
 0 20 40 60 80 100 FEET

IMPERIAL
 DISTANCES AND COORDINATES SHOWN ON THIS PLAN ARE IN FEET AND CAN BE CONVERTED TO METRES BY MULTIPLYING BY 0.3048

NOTES
 DISTANCES ON THIS PLAN ARE GIVEN AND CAN BE CONSIDERED TO END OF MEASURING THE DISTANCES BY A CONSTANT SCALE FACTOR OF 0.999816.
 COORDINATE VALUES ARE TO A HORIZONTAL ACCURACY IN ACCORDANCE WITH SECTION 14 (2) OF O. REG. 218/10.
 BEARING AND LINE DATA DERIVED FROM OBSERVED REFERENCE POINTS A AND B SHOWN ACCORDING TO REAL TIME NETWORK (RTN) OBSERVATIONS AND ARE REFERRED TO THE GENERAL MEAN OF THE JUNE 15, 1979 HORIZONTAL DATUM (2011).
 BEARING COMPASSIONS SHOWN ARE WITH UNDERLINE PLACES.

POINT	NORTHING	EASTING
A	1628719.100	1488112.400
B	1628662.482	1488251.408
C	1628740.216	1488152.222

- LEGEND**
- ▣ UNPAVED ROAD
 - ▤ PAVED ROAD
 - ▥ CONCRETE ROAD
 - ▧ ASPHALT ROAD
 - ▨ GRAVEL ROAD
 - ▩ UNPAVED ROAD
 - UNPAVED ROAD
 - UNPAVED ROAD
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SURVEYOR'S CERTIFICATE
 I CERTIFY THAT:
 1. THIS SURVEY AND PLAN ARE CORRECT AND IN ACCORDANCE WITH THE SURVEY ACT, THE SUBSTRATA ACT AND THE LAND TILES ACT AND THE REGULATIONS MADE THEREUNDER;
 2. THE SURVEY WAS COMPLETED ON THE 15th DAY OF APRIL, 2020

2020
 RON M. JASON
 CHIEF LAND SURVEYOR
Ron M. Jason Surveying Ltd.
 ONTARIO & CANADA LAND SURVEYORS
 PRESCOTT ALEXANDRIA
 REF: 20-18-28

TOPOGRAPHIC TIES				TOPOGRAPHIC TIES			
FROM	TO	BEARING	DISTANCE	FROM	TO	BEARING	DISTANCE
1	2	S17°42'30"W	433.7	20	19	S49°20'30"E	187.7
2	3	S17°42'30"W	327.8	21	20	N07°18'30"E	181.7
3	4	S17°42'30"W	433.7	22	21	N07°18'30"E	221.1
4	5	S17°42'30"W	382.1	23	22	S72°41'30"E	230.0
5	6	S17°42'30"W	328.1	24	23	N07°18'30"E	228.0
6	7	S17°42'30"W	317.1	25	24	N07°18'30"E	208.1
7	8	S17°42'30"W	306.1	26	25	S77°20'30"E	202.0
8	9	S17°42'30"W	285.1	27	26	S77°20'30"E	225.0
9	10	S17°42'30"W	274.1	28	27	S77°20'30"E	242.0
10	11	S17°42'30"W	263.1	29	28	S77°20'30"E	261.1
11	12	S17°42'30"W	252.1	30	29	N07°18'30"E	280.0
12	13	S17°42'30"W	241.1	31	30	N07°18'30"E	299.0
13	14	S17°42'30"W	230.1	32	31	N07°18'30"E	318.0
14	15	S17°42'30"W	219.1	33	32	S17°45'30"E	277.0
15	16	S17°42'30"W	208.1	34	33	S17°45'30"E	296.0
16	17	S17°42'30"W	197.1	35	34	S17°45'30"E	315.0
17	18	S17°42'30"W	186.1	36	35	S17°45'30"E	334.0
18	19	S17°42'30"W	175.1	37	36	S17°45'30"E	353.0
19	20	S17°42'30"W	164.1	38	37	S17°45'30"E	372.0



REPORT NUMBER: 2020-015

REPORT TO COUNCIL February 10, 2020

RE: Saleable surplus property – McCrea Road to SNCA

AUTHOR: Ray Morrison, CAO/Clerk

RECOMMENDATION:

THAT Council declare a portion of property being comprised of Part of Concession 5, Lot 6, (Roll # 07 06 000 020 03401 0000), more specifically, the portion of this property located south of McCrea Road, north of the South Nation river in accordance with By-law 3214-2015, and

THAT Council direct staff to sever this southerly section and sell the severed portion only to the South Nation Conservation Authority (SNCA) for a nominal amount of \$1, with an irrevocable option to purchase back as per Schedule "B", attached.

THAT Council waive the requirement for public notice of the sale.

THAT Council direct staff to continue to work co-operatively with the SNCA to develop this portion of the property into a conservation education and interpretive and public access area.

BACKGROUND

The Township owns approximately 73.5 acres of property between the 6th concession, crossing McCrea Road and extending south to the South Nation river (See attachment 1). The larger north section, approximately 68 acres has valuable sand aggregate in it and is used to provide the Township's annual road sand requirements. The section south of McCrea road has no current or future proposed internal use and as a result it would be reasonable to declare the property surplus to the Township's needs with the intent to sell the lands.

The South Nation Conservation Authority would like to develop an conservation educational facility on the south portion of the property, using the higher land near the road for parking and reception and the lower lands surrounding the river for educational programming, interpretive centre, river access, etc.. While the Township has a long history of working co-operatively with the SNCA, it does not at this time have any similar properties within the Township. The South portion of this property is an excellent site for parking, disembarking, accessing the river and the riverfront itself has a number of unique characteristics which make it valuable for educational purposes to the SNCA. Because a significant portion of the south section is in the South Nation river flood plain, it is not of significant market value for housing or other property development. As a Township owned property it is currently exempt from taxation, so no tax revenue by the transfer at nominal value. As can be seen in Attachment 1, the property has a unique, extended waterfront access to the South Nation river.

Following discussions with the SNCA, it is proposed that the Township provide the land to the SNCA at a nominal value as a In Kind contribution and the SNCA will develop it using a combination of own funds and government grants. To this end, the SNCA has received approval for development funding related to this specific project from the Federal government.

By-law 3214-2015 requires that prior to the disposal of municipal owned property, Council,

- a) shall by resolution declare the property surplus, See Resolution above.
- b) obtain as least one appraisal of the fair market value of the real property.... This requirement is excluded under Section 6.v of the Bylaw, land sold to a conservation authority.
- c) Give public notice of intent to sell. This condition can be waived by Council resolution. This is recommended in this situation where the Township is effectively entering into an agreement with the SNCA to develop the property.

Council may direct staff to sell property by any of the following methods

- a) Tender, RFP or Expression of Interest
- b) Public auction
- c) Direct sale by township
- d) List with a real estate broker

FINANCIAL

Severance and legal costs related to the sale of property would be minimal to the Township and treated as a contribution in kind to the project.

Ray Morrison, CAO

Annette Simonian, Clerk

Schedule "B"

OPTION TO PURCHASE

To: The Corporation of the Township of Augusta (Augusta)

IN CONSIDERATION of the closing of the transaction by Augusta and other good and valuable consideration, the vendor; South Nation River Conservation Authority (SNCA) in this option, grants to Augusta, the purchaser the irrevocable option to purchase the property for the sum of \$1.00.

1. This option and the agreement of purchase and sale arising from it shall be subject to compliance by SNCA at SNCA's expense with the provision of the Planning Act, R.S. O. 1990, c P.13.
2. This option is exercisable by notice in writing delivered to SNCA at P.O. Box 29, 38 Victoria Street, Finch, Ontario, KOC 1K0. This option may be exercised at any time by Augusta in the event that SNCA sells, leases or in any way disposes of the property or a substantial interest therein or enters into any contract or arrangement which might result in such a transfer, sale or disposition in the future. This option shall terminate on the 100 anniversary of the closing of the sale of the property to South Nation. The option may be terminated prior to the expiry of the foregoing term only with the written consent of both parties.
3. When exercising this option there shall be no deposit paid.
4. This option is not assignable.
5. Time shall be of the essence in this option.
6. On the option being exercised, the following shall be the terms of the agreement of purchase and sale of the property:
 - a. A payment of \$1.00 shall be paid to South Nation, together with the exercise of the option.
 - b. The purchase price for the property shall be \$100.00 and shall be paid on the date of completion, subject to the usual adjustments.
 - c. The sale shall be completed on the 60th day after the date of the exercise of the option, unless on that day the Land Registry Office is closed, in which case the sale shall be completed on the next following day when the office is open.
 - d. Augusta shall be permitted to inspect the property immediately prior to closing.

REPORT NUMBER: 2020-087
REPORT TO COUNCIL August 24, 2020
RE: Re-Allocate Funds for Crack Sealing to Patching for 2020

PREPARED BY: Brad Thake, Public Works Manager

RECOMMENDATION:

THAT Council approve the re-allocation of budgeted funds for crack sealing to use for road patching operations in the amount of \$50,000.

BACKGROUND:

Augusta Public Works budget for 2020 includes \$50,000 for crack sealing, a road preservation technique of applying hot liquid tar to fill in cracks on roads. Augusta Township was under the County contract for crack sealing and the County is not moving forward with the contract in 2020. It is too late in the season to organize a tender and implementation of this technique on our own, so staff recommends we not proceed with it this year.

Hot mix patching, another road preservation technique consisting of spreading hot asphalt mix on sections of a road can be effectively applied later into the fall. Weir Road was previously scheduled for a full pulverization and resurfacing in 2019. In the authors opinion, most of this road is in good condition and funds would be better spent hot mix patching the poor areas of the road only. This will extend the life of those sections of the road 5-6 years, at a fraction of the cost of a full pulverization and resurfacing. A full rehabilitation can then be included in the longer-term capital asset management planning.

OPTIONS: A- Re-Allocate funds and proceed with patching this year

B- Retain unspent funds in Reserve for Roads Construction and revisit prioritization to patching or other asset management uses in 2021 budget

FINANCIAL IMPACTS:

Funds are currently available in the Reserve for Roads Construction. Either decision A or B, will not impact the current operating budget because funds spent will be transferred from the Reserve.

Brad Thake
Public Works Manager



Ray Morrison
CAO/Treasurer

REPORT NUMBER 2020-084

REPORT TO COUNCIL August 24, 2020
RE: BUILDING DEPARTMENT ACTIVITY SUMMARY
AUTHOR: Karen Lavigne CBO, CBCO

RECOMMENDATION:

That Council receive the building department activity report for July 2020 for information.

BUILDING DEPARTMENT ACTIVITY SUMMARY

Date Issued	Permit Number	Cost of Project	Permit Cost	Type of Permit
2/7/2020	2020-7420	\$60,000.00	\$540.00	D Garage
3/7/2020	2020-7421	\$4,576.50	\$95.00	Deck
3/7/2020	2020-7422	\$5,000.00	\$985.00	Hay Storage
3/7/2020	2020-7423	\$3,500.00	\$385.00	Change of Use
3/7/2020	2020-7424	\$1,300.00	\$75.00	A G Pool
3/7/2020	2020-7425	\$44,000.00	\$75.00	I G Pool
6/7/2020	2020-7426	\$3,000.00	\$95.00	Entranceway
9/7/2020	2020-7428	\$22,000.00	\$324.50	A G Pool + Deck
9/7/2020	2020-7429	\$2,000.00	\$95.00	2 Window Enlargements
10/7/2020	2020-7427	\$2,000.00	\$0.00	Farm Building Demolition
10/7/2020	2020-7430	\$42,500.00	\$288.00	D Garage
10/7/2020	2020-7431	\$15,000.00	\$110.00	Demolition
16/7/2020	2020-7436	\$8,000.00	\$95.00	Gazebo
16/7/2020	2020-7437	\$5,000.00	\$260.00	D Carport
16/7/2020	2020-7438	\$36,000.00	\$75.00	I G Pool
16/7/2020	2020-7439	\$14,000.00	\$144.00	Garage
21/7/2020	2020-7432	\$14,000.00	\$280.00	Carport
21/7/2020	2020-7433	\$14,400.00	\$288.00	2 Decks
21/7/2020	2020-7434	\$2,000.00	\$95.00	Tent
22/7/2020	2020-7435	\$28,000.00	\$120.00	Sunroom
22/7/2020	2020-7440	\$3,000.00	\$95.00	Insulation & VB retrofit
27/7/2020	2020-7441	\$30,000.00	\$330.00	Utility Building
28/7/2020	2020-7442	\$80,000.00	\$1,610.00	Garage/Shop
28/7/2020	2020-7443	\$2,000.00	\$129.00	Deck
29/7/2020	2020-7444	\$15,000.00	\$186.00	Veranda

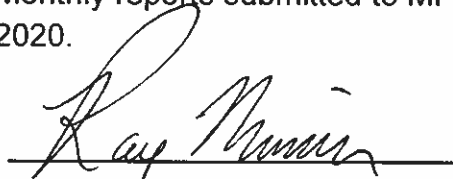
29/7/2020	2020-7445	\$50,000.00	\$675.00	Garage
30/7/2020	2020-7446	\$70,000.00	\$454.00	Addition
30/7/2020	2020-7447	\$4,000.00	\$95.00	Tent
30/7/2020	2020-7448	\$15,000.00	\$308.00	Pool & Deck
30/7/2020	2020-7449	\$10,000.00	\$144.00	Shed
JULY TOTAL		\$605,276.50	\$8,450.50	
2020 TOTAL		\$4,196,226.64	\$47,842.02	


Date Issued	Permit Number	Cost of Project	Permit Cost	Type of Permit
3/7/2019	2019-7324	\$40,000.00	\$510.00	Garage
8/7/2019	2019-7325	\$40,000.00	\$312.50	Ag Storage
9/7/2019	2019-7326	\$611,000.00	\$5,533.00	SFD
9/7/2019	2019-7327	\$500.00	\$75.00	AG Pool
9/7/2019	2019-7328	\$38,000.00	\$135.00	Bath Reno
9/7/2019	2019-7329	\$38,000.00	\$750.00	Ag Storage
10/7/2019	2019-7330	\$45,000.00	\$75.00	IG Pool
11/7/2019	2019-7331	\$200,000.00	\$2,931.50	SFD
12/7/2019	2018-7251-2	\$79,000.00	\$110.00	Demolition
19/7/2019	2019-7332	\$15,000.00	\$420.00	Garage
23/7/2019	2019-7333	\$36,650.00	\$700.00	Ag Storage
26/7/2019	2019-7334	\$3,500.00	\$192.00	Enclose Deck
29/7/2019	2018-7205-2	\$5,000.00	\$95.00	Revision
29/7/2019	2019-7335	\$3,200.00	\$95.00	Shed
29/7/2019	2019-7336	\$25,000.00	\$95.00	Addition
29/7/2019	2019-7337	\$15,000.00	\$108.70	Bath Reno
JULY TOTAL		\$1,194,850.00	\$12,175.40	
2019 TOTAL		\$5,998,714.99	\$58,008.84	

Inspections performed in July; 39
 Inspections performed in June; 54
 MPAC finals for July; 9

Permits issued in July; 30
 Permits issued in June; 16
 MPAC occupancies for July; 2

Monthly reports submitted to MPAC, Statistics Canada, Tarion and CMHC for July 2020.


 Ray Morrison, CAO


 Karen Lavigne, CBO

REPORT 2020-085
REPORT TO COUNCIL August 24, 2020
RE: Planner's Report
PREPARED BY Myron Belej, Township Planner

RECOMMENDATION:

THAT the Planner's Report of August 24, 2020 be received for action in accordance with the individual resolutions.

REPORT:

This report covers five topics:

1. United Counties of Leeds and Grenville Request: For Additional Conditions on Site Plan Control Application: 2850 County Road 18 (2535727 Ontario Inc. - Shouldice Trucking)
2. Severance Application (Lot Creation): B-69-20
3. Digital Service Squad: Joint Application with the Town of Prescott and the Township of Edwardsburgh Cardinal
4. Zoning By-law Amendment ZBLA Application (Rezoning): 1686 County Road 2 (Rob Thompson Developments Ltd.)
5. In View: Township of Augusta Community Improvement Plan

1. United Counties of Leeds and Grenville Request: For Additional Conditions on Site Plan Control Application: 2850 County Road 18 (2535727 Ontario Inc. - Shouldice Trucking)

Augusta Council, at its last Council Meeting on August 10, 2020, unanimously supported the following recommendation relating to the Site Plan Control Application of 2535727 Ontario Inc. – Shouldice Trucking to extend a commercial parking lot for the existing Shouldice Trucking operations.

THAT the Council of the Township of Augusta approve the Site Plan Control Application submitted by 2535727 Ontario Inc. - 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.

The United Counties of Leeds and Grenville has subsequently requested consideration for the following matters as part of the site plan development and approval process:

1. that the grading and drainage plan be 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 culverts will not be negatively impacted based on accepted design standards.

2. that provision of road widening be undertaken prior to the site plan agreement as per Section 6.2.2(d) of the COP. The road allowance should be 26.2 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. Given the proposed fencing along the property line, a site line analysis is required to be conducted to ensure minimum site lines are met as per TAC guidelines.
4. Given the increased truck traffic, the entrance should be evaluated to ensure that it is wide enough to provide space for trucks to pass and is required to be paved for a distance of at least one entire truck length from the intersection with the road to prevent increased granular materials from entering onto the road.

RECOMMENDATION:

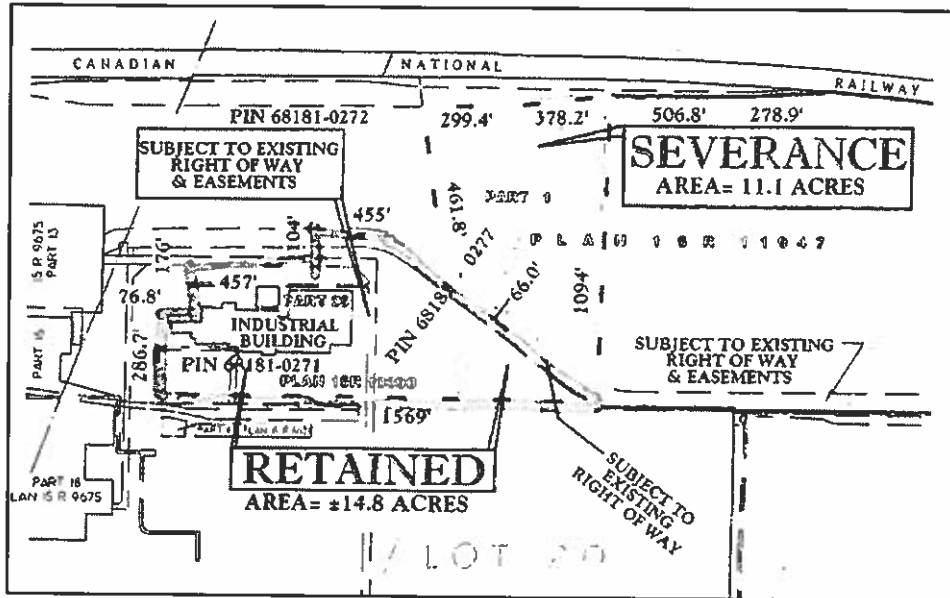
THAT the following conditions, provided by the United Counties of Leeds and Grenville, be appended to the decision on the Site Plan Control Application of 2535727 Ontario Inc. - Shouldice Trucking, previously approved by the Council of the Corporation of the Township of Augusta on August 10, 2020:

1. that the grading and drainage plan be 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 culverts will not be negatively impacted based on accepted design standards.
2. that provision of road widening be undertaken prior to the site plan agreement as per Section 6.2.2(d) of the United Counties of Leeds and Grenville Official Plan. The road allowance should be 26.2 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. Given the proposed fencing along the property line, a site line analysis is required to be conducted to ensure minimum site lines are met as per TAC guidelines.
4. Given the increased truck traffic, the entrance should be evaluated to ensure that it is wide enough to provide space for trucks to pass and is required to be paved for a distance of at least one entire truck length from the intersection with the road to prevent increased granular materials from entering onto the road.

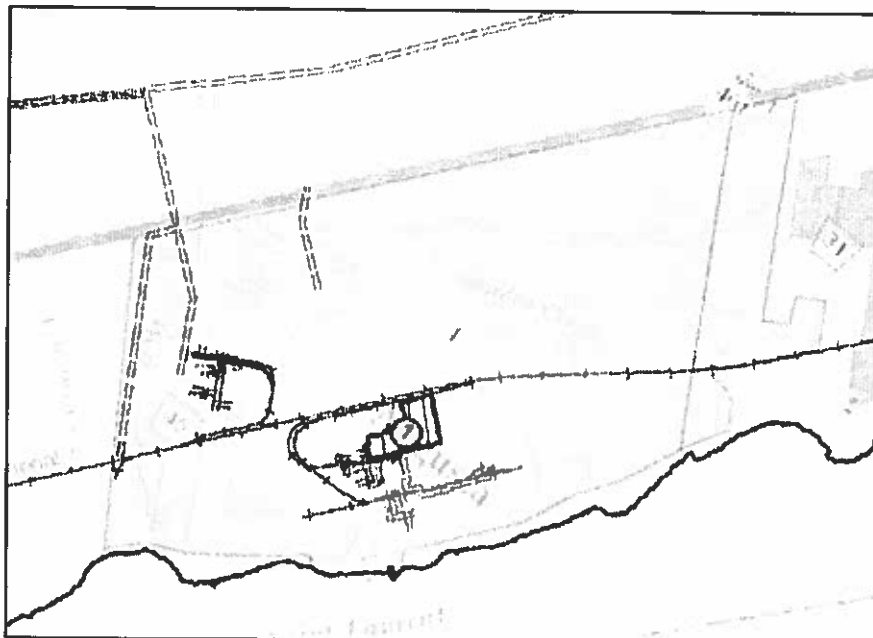
AND THAT the applicant be notified accordingly.

2. Severance Application (Lot Creation): B-69-20 (Engreen Maitland Inc.)

The Township of Augusta has received a severance application for industrially zoned lands within the Maitland Industrial Park (Attachment 1). The applicant wishes to create two separate 14.8-acre and 11.1-acre parcels, as shown below, to enable the start-up of multiple new operations. There is a road access that runs directly through the 25.9-acre parcel which provides what is commonly referred to as a "natural severance".



The property has Industrial Park (MP) zoning, and is located within the heart of the Maitland Industrial Park, as shown in the map below. Highway 401 is approximately 1.4 kilometres to the north; County Road 2 is about 600 metres to the south, and the St. Lawrence River is approximately 700 metres to the south.



Since the nearest Rural lands are approximately 1.5 kilometres to the north and 1.6 kilometres to the west, and the direct connection of this land application decision to Agriculture and Rural Affairs is limited, this application has been brought directly to Augusta Council for review.

With this natural severance application conforming with the Provincial Policy Statement (2020), the United Counties of Leeds and Grenville Official Plan, the Augusta Official Plan and the Augusta Zoning By-law, the Planner recommends that Augusta Council support its approval by the United Counties of Leeds and Grenville.

RECOMMENDATION:

THAT Augusta Council recommend to the Land Division Committee of Leeds and Grenville that consent application B-69-20 be approved subject to the following conditions:

1. The balance of any outstanding taxes, including penalties and interests, (and any local improvement charges, if applicable) shall be paid to Augusta Township.
2. An acceptable reference plan or legal description of the severed lands and the deed or instrument conveying the severed lands shall be submitted to Augusta Township.
3. That the applicant submits 2% cash-in-lieu of parkland to the Township.
4. That the proponent obtain site plan control approval for the developments proposed.
5. That favourable comments are received from circulated commenting agencies.

3. Digital Service Squad: Joint Application with the Town of Prescott and the Township of Edwardsburgh Cardinal

Digital Main Street (DMS) is a program and service that helps main street businesses achieve digital transformation. The program is built around an online learning platform, structured training programs, and a Digital Service Squad, a team of highly trained recent graduates who help main street businesses grow and manage their business through the adoption of digital tools and technology. It was created by the Toronto Association of Business Improvement Areas (TABIA) and is supported by a group of strategic corporate sponsors, including Google, MasterCard, Rogers, Microsoft and Shopify.

DMS has a grant program for Business Improvement Areas (or municipalities where there is no BIA present), that would provide funding and support to create a Digital Service Squad (DSS) for local "Main Street" areas, which are essentially commercial cores/rural destination nodes within our Settlement Areas containing commercially-zoned properties in reasonably close proximity; particularly where there are congregating commercial uses, and where patrons are able to walk comfortably between those commercial businesses. The grant is funded by the Government of Canada and the Province of Ontario.

The grant covers equipment, marketing, travel, cell phone costs, PPE and squad member salary. The funding amount is determined based on \$250 per eligible business (potential

reach). An eligible business is located on a Main Street with appropriate commercial zoning and other businesses in walking distance; has 1-10 employees (1-25 employees for a restaurant or bar); and is not a chain or franchise. Staff estimate that Augusta Township has up to 15 eligible businesses, which equates to a possible \$3,750 in funding.

Larger municipalities such as Brockville and North Grenville have applied on their own for this funding. Smaller and more rural municipalities without a DBIA may not meet the eligibility requirements to come up with enough funding for the grant to make a large impact for their businesses.

The Town of Prescott and Township of Edwardsburgh Cardinal have expressed an interest in partnering with Augusta Township in a South Grenville application. The application would be made by Prescott's Economic Development Officer, with support and input from Augusta and Edwardsburgh Cardinal staff. Efficiencies can be found in hiring, training, administration and in purchasing technology to do a better job of reaching our businesses. The Town of Prescott would require a letter of support from Augusta Township to accompany the grant application.

The United Counties of Leeds and Grenville, through the Business Support Working Group, has offered to partner with willing municipalities on this program in a regional approach. The UCLG would also support a South Grenville application and would share resources in marketing and training exercises with the South Grenville group.

It has been confirmed that joint applications such as this are allowed under the Digital Service Squad Grant Program, although only one application per entity can be made. Augusta Township would need to choose between making our own application, joining a South Grenville partnership or taking part in the United Counties' application.

Financial Consideration

The Digital Service Squad Grant Program does not require the municipality to match funds or pay for a percentage of the costs. 100% of eligible costs are covered by the program.

RECOMMENDATION:

THAT Augusta Council support a South Grenville approach to the Digital Service Squad in order to maximize service to small businesses;

AND THAT the Administration be directed to prepare a letter of support to the Digital Main Street program stating our willingness to partner with the Town of Prescott and the Township of Edwardsburgh Cardinal in the grant program.

4. Zoning By-law Amendment ZBLA Application (Rezoning): 1686 County Road 2 (Rob Thompson Developments Ltd.)

Introduction

Rob Thompson Developments Ltd. has submitted a rezoning application to intensify development through the rezoning of an existing lot in Riverview Heights. (Attachment 2) The

subject property is located in Part of Lot 5, Concession 1 with frontage on County Road 2 and is known municipally as 1686 County Road 2.

The subject property is approximately 4.03 acres in size and has approximately 70 m frontage on the north side of County Road 2, across from the St. Lawrence River. As shown in the aerial image below, the property abuts the Town of Prescott, which has indicated it wishes to cooperate with respect to servicing the 20-unit proposed development.



The proposed residential condominium development is to be comprised of two, two-storey stacked townhouse buildings, with one containing twelve units (six up and six down) and the other containing eight units (four up and four down), for a total of twenty units on the subject property. The site is to include a six-meter-wide private access road from County Road 2 with individual driveway accesses provided to the top floor unit in each building. Tenant parking for each unit is provided in both detached and attached garages at a rate of one per unit. Visitor parking is provided on uncovered surface areas, in a designated area of six spaces and also within driveways.

Two detached garage buildings, with six and four bays respectively, are proposed at the rear of townhouse buildings. The six-garage building is 334.5 m² and the four-garage building is 223.0 m². Each garage is 55.75 m² in area. A club house building is also proposed for the use and enjoyment of the site's residents. It is approximately 111.5 m² in area.

An entity known as Alpine Lodgings previously operated on the property with multiple

dwelling and structures on site. Any older structures currently on the site would be demolished in preparation for the proposed development.

Regulatory Control Review

Provincial Policy Statement

As part of the province's long-term commitment to economic prosperity and social wellbeing all planning applications must be consistent with the Provincial Policy Statement, 2020 (PPS). As such, a review of applicable policies must be undertaken and reviewed under the "consistent with" test.

The proposed severed lands are located in a settlement area designation. The PPS provides that development is appropriate and should be directed to settlement areas provided that they can be appropriately serviced, that the development will not result in the provision of unplanned municipal services and that there be no unmitigated impacts on resources or on natural heritage features. There are no identified natural heritage features such as wetlands or significant woodlands on or adjacent to the subject property. The subject property is not located near any natural resources such as aggregate resources.

UCLG Official Plan

The proposed rezoning and project are for a property designated Rural Settlement Area pursuant to the Schedule A of the United Counties of Leeds and Grenville Official Plan, and are consistent with the UCLG OP, which provides that:

- Rural settlement areas may continue to experience growth through infilling and intensification, especially where adequate servicing can be provided; and,
- The range of permitted uses and associated land use policies will be established in the local municipal Official Plans and in accordance with the policies of this Plan.

Augusta Official Plan

The property is designated Settlement Area on Schedule 'A' of the Official Plan of the Township of Augusta. The Official Plan provides for residential of the type which is proposed on the subject lands. The Official Plans also provides for the use of Site Plan Control to ensure that development will meet specified municipal standards. Issues such as site access, water and wastewater servicing, site aesthetics and functionality and the mitigation of potential negative impacts are addressed in the Township's Official Plan policies.

The Township OP also has policies related to drinking water source protection. the protection of drinking water source areas is vested in the South Nation Conservation who will ultimately ensure appropriate stormwater management solutions. South Nation Conservation has reviewed the proposal and is supportive of the rezoning proceeding to the site plan control stage where drainage, stormwater and servicing matters will be resolved and managed.

Current Zoning

The Township's Zoning By-law provides the site-specific development standards which must

be applied. Lot size, frontage and yard requirements as well as additional performance standards such as required parking and loading spaces are included in the Zoning By-law.

The proposed stacked townhouse dwellings far exceed all required front, interior side and rear setback requirements and comply with maximum building height provisions as they are 1-2 storeys in height. All the proposed five buildings exceed 1.2 m separation distance from each other and the proposed total lot coverage (14.21%) is well below the maximum lot coverage of 30%.

The proposed Zoning By-law Amendment is required to introduce a new dwelling type (Dwelling - Stacked Townhouse) and address the floor areas of the proposed accessory buildings, on a site-specific basis in the Residential Village Zone.

The applicant has suggested the following definition for Dwelling - Stacked Townhouse: "A residential use building containing four or more principal dwelling units where the units are divided horizontally and vertically, and in which each dwelling unit has an independent entrance from the exterior."

It is noted that the proposed 6-garage building is 334.5 m² (55.75 m² per garage) and the 4-garage building is 223.0 m² (55.75 m² per garage). This exceeds the maximum permitted gross floor area of 100 m² for an accessory building in a residential zone. It is also noted that the proposed club house building is 111.5 m², which also exceeds the maximum permitted gross floor area of 100 m² for an accessory building in a residential zone. The applicant requires relief from the zoning provisions to enable their construction.

Site Reports

An initial planning justification report and a more recent update were provided for review, as well as stormwater and servicing reports, an updated traffic study, grading plan, sediment and erosion plan, and archaeological testing reports (Stage 1 and 2) which collectively demonstrated preparation on the part of the applicant and feasibility for the project to proceed.

Public Meeting

A public meeting to discuss the rezoning proposal was scheduled for August 20, 2020. It was advertised in the Brockville Recorder & Times and the Brockville-Prescott This Week publications 21 days in advance to satisfy the requirements of the Planning Act. As the meeting was held during the COVID-19 pandemic, attendees registered for a combination of in-person (1) and virtual participation (6), and the meeting was delivered via videoconference from the Township Office by the Township Planner. Representatives from Rob Thompson Developments Ltd. and their consultant, IBI Group, participated and addressed questions.

Two attendees spoke in favour of the proposal, expressing the hope that the construction will live up to the designs and plans reviewed during the meeting. None formally spoke against the rezoning proceeding.

One citizen had submitted a list of implementation and access questions in advance of the meeting which were discussed in detail. Concerns raised by those in attendance relating to

issues which will be resolving during the Site Plan Control stage, including drainage and stormwater management, servicing, sediment and erosion control, tree preservation and landscaping, site access, and intermunicipal cooperation around these issues.

Others related to discussions which have already been resolved by the United Counties of Leeds and Grenville regarding access and by South Nation Conservation regarding environmental considerations, whereby both organizations have indicated their support for the rezoning proceeding.

In Summary

The proposed zoning amendment is in conformity with the policies and objectives of the Counties' Official Plan as well as the Township's Official Plan and is consistent with provincial interests as expressed in the PPS. Zoning compliance requires this zoning by-law amendment (Attachment 3) in order to allow for the use as proposed in the application. Site plan control will be applied prior to the issuance of any building permit. Site plan control approval is subject to a separate application. Final approval of the site plan will be subject to final zoning being in place, i.e. once the appeal period for the zoning amendment is over.

RECOMMENDATION:

THAT the Council of the Township of Augusta approve By-law 3489-2020 to rezone the lands municipally known as 1686 County Road 2 from Village Residential to Village Residential – Special Exception Zone 2 (RV-X2), to allow for the redevelopment of the property municipally known as 1686 County Road 2 with 20 units of stacked townhome dwellings; 10 attached garages; 10 detached garages (in 334.5 m² and 223.0 m² groupings of 55.75m² accessory garages per unit); a 111.5 m² club house building; and 6 visitor parking spaces;

AND THAT the survey be registered on title.

5. In View: Township of Augusta Community Improvement Plan

Introduction

"In View" is a reference to a common understanding, based on community survey results, of the successes that citizens wish to build upon, as well as what and where community improvements are desired, providing a view to a more ideal future. It is also the name of the Township of Augusta's first Community Improvement Plan. (Attachment 4)

At its June 29, 2020 meeting, Augusta Council directed Township by resolution to prepare a Community Improvement Plan (CIP), and undertake a planning- and economic development-focused community survey to inform the development of a CIP and other strategic plans.

The motion was required in response to the Association of Municipalities of Ontario indicating that Augusta Township required a CIP in order to disburse Main Street Revitalization Initiative funds to commercial businesses in rural development nodes within the Township's settlement areas that have congregating commercial uses that draw people together and enable walking between them, such as in Maitland and North Augusta, which were also Augusta's most

frequently mentioned communities mentioned in the Great Augusta Community Survey.

Great Augusta Community Survey

This planning- and economic development-focused survey was directed by Augusta Council to inform the development of the CIP and other strategic planning documents. The online survey had 20 questions, featured a mix of open- and closed-ended questions, and ran online for 15 days in July 2020.

The survey was advertised and featured in multiple local and area newspapers, promoted on the Township Facebook page and shared on an Augusta is Awesome Facebook page, and was advertised with post office posters and outdoor digital sign messaging. Augusta Public Library staff printed survey “bookmarks” and shared them with individuals signing out materials. Targeted emails were also shared directly with Augusta’s business networking group, Committee members, and local associations.

Results from the 168 respondents, including 166 residents, to the Great Augusta Community Survey captured double-digit responses (i.e., 10 or more) from all age categories, received a 99% response rate to all closed-ended questions, and indicated that Augusta residents are generally happy with life in the Township, given:

- 88% of respondents feel that Augusta Township is a good place to raise a family
- 85% of respondents feel that Augusta offers a desirable quality of life, and would recommend living in the Township to friends

When residents were asked to describe, in 1-5 words, what they think of when they hear the name “Augusta,” the terms “Home” and “Community” were two of the most commonly typed. A significant number of residents appreciate the Township’s open spaces and rural setting, which also offers good proximity to services and amenities in larger centres.

Although only one quarter of Augusta residents (25.6%) expressed the notion there is not enough access to green space, parks or natural areas, many responses to open-ended questions requested improved access to the St. Lawrence River and beaches, additional trails for walking and cycling, and upgrades to parks and playgrounds.

In response to a question on whether artists are encouraged to express themselves in Augusta, only 28.3% of respondents answered “Yes”. 37% of respondents feel there is enough affordable housing available in Augusta.

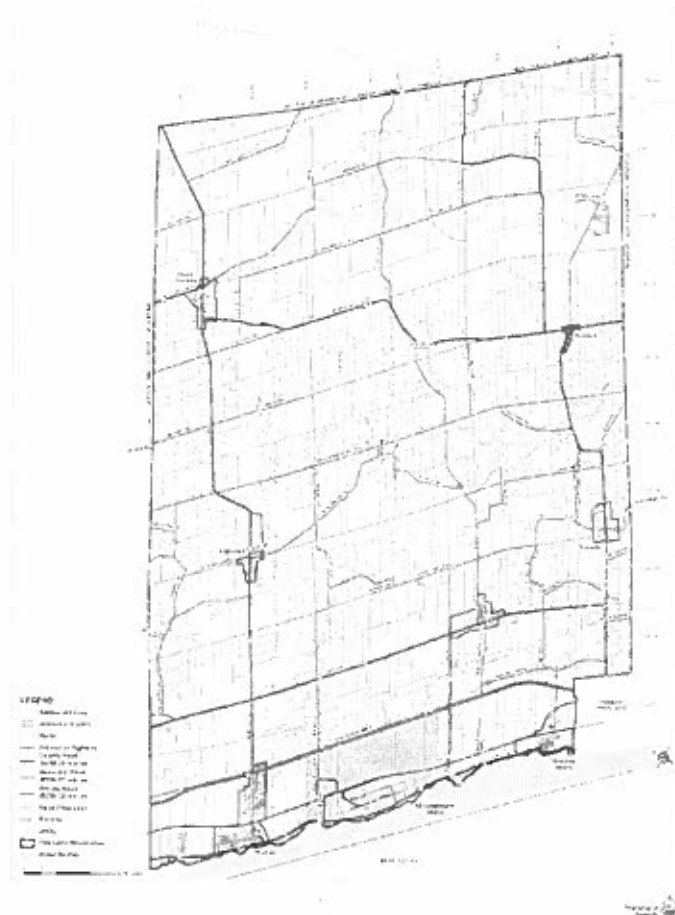
Just 7% of respondents feel there are enough meaningful job opportunities available in Augusta Township, and a common theme in responses to open-ended questions was a desire for more jobs, business start-ups, growth in the industrial park, and economic development efforts in general. A good number of respondents expressed excitement about the prospect of the Aqua World Resort starting up in their community.

To encourage economic development efforts, three times as many respondents said they would support the use of tax incentives to retain existing businesses and attract new businesses to Augusta, compared to those that would not. The entrepreneurial spirit is also alive and well in Augusta, as nearly than 1 in 3 (31.7%) of respondents say they would consider starting a business in the Township.

Residents want to receive good value for their taxes, and favour was expressed for expanded recycling and environmentally friendly initiatives, and sustainable development. Residents are interested in seeing improvements to buildings, structures, and properties; stores and industry; heritage and environmental preservation, as well as initiatives to support local food production. Requests for technological improvements in cellular and broadband service were made by less than 1 in 5 respondents (18%), even as the COVID-19 pandemic persists, which is comparable to the 19% of business representatives that identified internet service as a barrier to business in the 2018 Business Retention & Expansion (BR&E) Survey.

Community Improvement Project Area

Desired community improvements mentioned in the Great Augusta Community Survey were not exclusive to one particular area of the Township. Augusta's commercial cores and agricultural/rural areas both received their share of mentions in the survey. Thus, in order to maximize the potential benefits of community improvement, it is recommended that Augusta Council designate the entire municipality by by-law as a Community Improvement Project Area (Attachment 5), following the lead of Augusta's 2012 Council which designated the entire municipality as a Community Improvement Area via the Augusta Official Plan.



**Proposed Community Improvement Project Area:
All Lands Within Augusta Boundary**

Façade and Exterior Improvement Grant

The single grant established in this initial Community Improvement Plan is a Façade and Exterior Improvement Grant, which is a matching grant up to 50% (\$5,000 maximum) on a project valued at \$10,000 or more, which will enable the Township to allocate and disburse the Main Street Revitalization Initiative funds.

Eligible Main Street projects improve aesthetics, marketability, energy efficiency, and/or accessibility of small businesses within downtown and main street areas identified in municipal land use planning policies.

The Main Street Revitalization Initiative was designed to support exterior capital improvements and create environments that will benefit small business communities by attracting tourism and encouraging economic activity.

Public Meeting

A public meeting was scheduled to discuss the Community Improvement Project Area and associated Community Improvement Plan on August 20, 2020, with no concerns raised with them proceeding. Notification about the meeting was provided through newspaper circulation to a 98%+ market coverage area in Augusta, and through the Township's website.

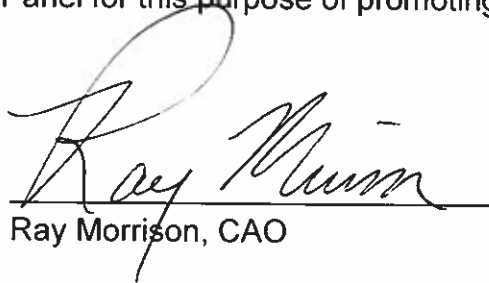
RECOMMENDATION:

THAT the Council of the Township of Augusta adopt By-law 3479-2020, to designate a Community Improvement Project Area for the Township of Augusta, and establish all lands within Augusta's municipal boundaries as a Community Improvement Project Area;

THAT the Augusta Township adopt "In View: Township of Augusta Community Improvement Plan, August 2020" as the municipality's first Community Improvement Plan (CIP);

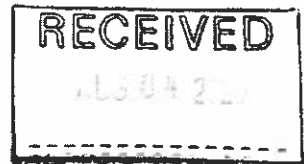
THAT the Township's Planning & Economic Development Specialist and Community Development & Recreation Coordinator be appointed CIP Administrators to work with the Treasurer and the Community Development Committee to review CIP grant applications and disburse CIP grant funds;

AND THAT The Community Development Committee be established as the Review Panel for this purpose of promoting and supporting the implementation of the CIP.



Ray Morrison, CAO

Myron Belej, RPP, MCIP



UNITED COUNTIES OF LEEDS AND GRENVILLE

Consent Granting Authority

25 Central Avenue West, Suite 100
Brockville, Ontario
K6V 4N6

Tel: (613) 342-3840, ext. 2414
Fax: (613) 342-2101
Krista Weidenaar, Secretary-Treasurer
krista.weidenaar@udg.on.ca

NOTICE TO MUNICIPALITY OF APPLICATION FOR CONSENT

B-69-20

For the severance of land in Lot(s) **20 & 21**

Concession **1**

Registered Plan Number _____

Municipality **Augusta**

for the purpose of **creation of a new lot**

Copies of the subject application and sketch are attached hereto; together with your fee in the sum of **\$500.00**. The Committee would appreciate the completion and return of the questionnaire within **30 days** of the mailing of this notice. If additional information or material is required, please contact the Consent Granting Authority Office at 25 Central Avenue West, Brockville, Ontario.

If you wish to be notified of the decision of the Leeds and Grenville Consent Granting Authority in respect to the proposed consent, you must make a written request to the committee at **25 Central Avenue West, Suite 100; Brockville, Ontario K6V 4N6**.

If a person or public body that files an appeal of a decision of the Leeds and Grenville Consent Granting Authority in respect of the proposed consent does not make a written submission to the said Consent Granting Authority before it gives or refuses to give a provisional consent, the Local Planning Appeal Tribunal (formerly OMB) may dismiss the appeal.

The subject land is not the subject of any other known application under the Planning Act for a minor variance or for an amendment to an Official Plan, a zoning by-law or a Minister's Order.

This notice was mailed on **July 30, 2020**



**APPLICATION FOR CONSENT
Under Section 53 of the Planning Act
UNITED COUNTIES OF LEEDS AND GRENVILLE**

File No. B 69-20

PLEASE NOTE: FEES ARE NON-REFUNDABLE ONCE APPLICATION HAS BEEN CIRCULATED

Roll Number 070600005512010 (Mandatory 15 digits)
Date consulted with Municipality: Jan / 20 Date Accepted: July 28, 2020

1. **NAME OR OWNER(S):** Engreen Matland INC
ADDRESS, CITY/TOWN: 100 King St. W, Suite 5600, Toronto, ON
POSTAL CODE: M5X 1C9 **TELEPHONE: (Home)** 416-549-1037 **(Work)**
EMAIL ADDRESS: anthony@royalcanadianbedrock.com

2. **AGENT/APPLICANT:** Name of the person who is to be contacted about the application, if different than owner. (This may be a person or firm acting on behalf of the owner. An owner's authorization is required if the applicant is not the owner.)
Brent Collett C/O Collett Surveying Ltd. NOW IN SURVEYING LTD
ADDRESS, CITY/TOWN: 51 King St. E, P. O. Box 121, Brockville, ON
POSTAL CODE: K6V5V2 **TELEPHONE: (Home)** 613-342-2611 **(Work) fax** 613-342-8317

3. **LOCATION OF THE SUBJECT LAND:** **MUNICIPALITY** Augusta
Former Municipality: _____ Concession No. Conc 1 Lot No. Part of Lots 20 & 21
Registered Plan No.: _____ Lot(s) _____ Block(s) _____ Reference Plan No. 15R 11947 Part 1
Civic Address: County Road 2
Are there any easements or restrictive covenants affecting the subject land? Yes No

4. **PURPOSE OF THIS APPLICATION:** (Check appropriate box)
 Creation of New Lot Addition to a Lot An easement/right of way
 Other: Correction of Title, Or Lease
Name of person(s), if known, to whom this land or interest in land is to be transferred, leased or charged
Unknown at this time
* If a lot addition, identify on the required sketch the land to which the parcel will be added

5. **DESCRIPTION OF LAND INTENDED TO BE SEVERED:**
Frontage width 678 +/- Depth 1094 +/- Area (acres/hectares) 11.1 +/- acres
Existing Use Industrial Proposed Use Industrial
Number and use of buildings and structures:
Existing vacant land Proposed unknown

6. **DESCRIPTION OF LAND INTENDED TO BE RETAINED:**
Frontage width 1569 +/- Depth 566.7 +/- Area (acres/hectares) 14.8 +/- acres
Existing Use industrial Proposed Use industrial
Number and use of buildings and structures: industrial building

7. **WHAT TYPE OF WATER SUPPLY IS PROPOSED?** (Check appropriate space)

	Severed Lot	Retained Lot
Municipally owned and operated water supply	<input type="checkbox"/>	<input type="checkbox"/>
Well (circular - dug or drilled)	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Communal Well	<input type="checkbox"/>	<input type="checkbox"/>
Lake or other water body	<input type="checkbox"/>	<input type="checkbox"/>
Other (Specify)	<input type="checkbox"/>	<input type="checkbox"/>

Effective date January 1, 2019

8. **WHAT TYPE OF SEWAGE DISPOSAL IS PROPOSED?** (Check appropriate space)

Municipally owned and operated sanitary sewers	<input type="checkbox"/>	<input type="checkbox"/>
Septic Tank	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Communal septic system	<input type="checkbox"/>	<input type="checkbox"/>
Other (Specify) _____	<input type="checkbox"/>	<input type="checkbox"/>

9. **TYPE OF ACCESS:** (Check appropriate space)

Provincial Highway _____	<input type="checkbox"/>	<input type="checkbox"/>
County Road <u>County Road no. 2, via existing right-of-way</u>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Municipal road, maintained all year _____	<input type="checkbox"/>	<input type="checkbox"/>
Municipal road, seasonally maintained _____	<input type="checkbox"/>	<input type="checkbox"/>
Right of way owned by _____	<input type="checkbox"/>	<input type="checkbox"/>
Water Access (Specify docking and parking facilities and distance of these facilities from the subject land and the nearest public road.) _____	<input type="checkbox"/>	<input type="checkbox"/>

10. **OTHER SERVICES:** (Check if the service is Available)

Electricity	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
School Bussing	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Garbage Collection	<input type="checkbox"/>	<input type="checkbox"/>

11. **LAND USE:**
 What is the existing UCLG Official Plan designation of the subject land? Regionally Significant Employment Area
 What is the existing Municipal Official Plan designation of the subject land? Industrial District
 What is the Zoning of the subject land? Industrial

12. Please check YES or NO to the following:

USE OR FEATURE	YES	NO
Is there an agricultural operation including livestock facility or stockyard located on or within 500 metres of the severed or retained land?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
** Are there any tile drains on the land to be severed; if present, show them on the application sketch.	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Is there a landfill within 500 metres of severed or retained land?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Is there a sewage treatment plant or waste stabilization plant within 500 metres of the severed or retained land?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Is there a Provincially Significant Wetland (Class 1, 2 or 3 Wetland) on the severed or retained lands or within 120 metres?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Is any portion of the land to be severed or retained located within a Flood Plain?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Is any portion of the land to be severed or retained within 500 metres of a rehabilitated mine/pit/quarry site?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Is there a non-operating mine/pit/quarry site within 1 kilometre of the severed or retained land?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Is there an active mine/pit/quarry site within 1 kilometre of the severed or retained land?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Is there an industrial or commercial use, including propane distributors, located within 500 metres of the severed or retained land? (If yes, specify the use)	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Is there an active railway line within 300 metres of the severed or retained land?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Is there a municipal or federal airport within 500 metres of the severed or retained land?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Is there any Utility corridor(s) (i.e. towers, etc.) located on the severed or retained lands or within 500 metres?	<input type="checkbox"/>	<input checked="" type="checkbox"/>

Effective date January 1, 2019

13. **History of the Subject Land:**

Has the subject land ever been the subject of an application for approval of consent or a plan of subdivision under the Planning Act? No Yes Unknown If yes and if known, provide the application file number and the decision made on the application, the dates of transfers, the names of the transferees and the land use. Multiple severances, unsure of application numbers. #B -45-18

Has any land been severed from the parcel originally acquired by the owner of the subject land? No Yes If yes, provide for each parcel severed, the date of transfer, the name of the transferee and the land use. #B -45-18 Owner Champag Inc.

14. **Current Applications:**

Is the subject land currently the subject of a proposed UCLG and/or Municipal Official Plan Amendment(s)?

No Yes Unknown If yes, and if known, specify the appropriate file number and status of application(s).

Is the subject land the subject of an application for a zoning by law amendment, Minister's zoning order amendment, minor variance, consent or approval of a plan of subdivision?

No Yes Unknown If yes, and if known, specify the appropriate file number and status of application.

15. **SKETCH:** The application shall be accompanied by a sketch **no larger than 8.5" by 14"** showing the following:
Please refer to the sample sketch on page 6 of this form.

- The dimensions of the subject land, outline the part that is to be severed in yellow and the part that is to be retained in blue
- The dimensions of any land owned by the owner of the subject land and that abuts the subject land, the distance between the subject land and the nearest Township lot line or landmark, such as a railway crossing or bridge.
- The location of all land previously severed from the parcel originally acquired by the current owner of the subject land.
- The approximate location of all natural and artificial features on the subject land and adjacent lands that in the opinion of the applicant may affect the application, such as buildings, railways, roads, watercourses, drainage ditches, river or stream banks, wetlands, wooded areas, wells and septic tanks.
- The existing use(s) on adjacent lands.
- The location, width and name of any roads within or abutting the subject land, indicating whether it is an unopened road allowance, a public travelled road, a private road or right of way.
- If access to the subject land is by water only, the location of the parking or boat docking facilities to be used.
- The location and nature of any easement affecting the subject land.

16. **OTHER INFORMATION:** is there any other information that you think may be useful to the Consent Granting Authority or other agencies in reviewing this application? If so, explain below or attach a separate page.

NOTE: If joint ownership, each individual signature is required.

17. AFFIDAVIT:

I/WE, BRENT COLLETT of the CITY OF BROCKVILLE

in the COUNTY OF LEEDS solemnly declare that all the statements contained in this application are true and that the information contained in the documents that accompany this application is true.

Declared before me at the CITY OF BROCKVILLE in the COUNTY OF LEEDS

This 8 day of July, 2020.

[Signature] Signature of Owner or Agent

BRENT COLLETT (print name)

Signature of Owner or Agent

(print name)

[Signature] A Commissioner of Oaths

Krista Marie Weidenaar, a Commissioner, etc Province of Ontario, for the Corporation of the United Counties of Leeds and Grenville Expires November 2, 2021

18. AUTHORIZATION:

If the applicant is not the owner of the land that is the subject of this application, the owner must complete the following or a similar authorization attached to the consent application.

Authorization of Owner for Agent to make the application and to provide Personal Information

I/WE, ENGREEN MAITLAND INC., being the registered owner(s) of the lands subject of this application for consent hereby authorize COLLETT SURVEYING LTD to prepare and submit this application on my/our behalf and, for the purposes of the Freedom of Information and Protection of Privacy Act, to provide any of my/our personal information that will be included in this application or collected during the process of the application.

Date June 2, 2020

[Signature] Signature of Owner

Anthony Guido (print name)

Signature of Owner

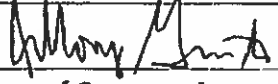
(print name)

19. **CONSENT OF OWNER:** The owner must also complete the following or a similar authorization attached to the application.

Consent of Owner(s) to the Use and Disclosure of Personal Information and to Allow Site Visits to be conducted.

I/We, ENGREEN MAITLAND INC., being the registered owner(s) of the lands subject of this application for consent, and for the purpose of the 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 of the Consent Granting Authority and the persons and public bodies conferred with under Section 53(10) of the Planning Act entering upon the lands subject of this application for the purpose of conducting any site inspections as may be necessary to assist in the evaluation of the application.

Date June 2, 2020



Signature of Owner or Agent

Anthony Guido

(print name)

Signature of Owner or Agent

(print name)

The Consent Granting Authority will assign a File Number for complete applications and this should be used in all communications.

FOLLOWING CONSULTATION PLEASE SCHEDULE AN APPOINTMENT WITH A COMPLETED APPLICATION AND ALL REQUIRED INFORMATION WITH THE:

**SECRETARY-TREASURER,
CONSENT GRANTING AUTHORITY**

25 CENTRAL AVENUE WEST, SUITE 100; BROCKVILLE, ONTARIO, K6V 4N6

**TELEPHONE NO: 613-342-3840 – EXT. 2414
FAX NO: 613-342-2101**



Application to Amend the Official Plan
Application to Amend the Zoning By-law

PLEASE READ BEFORE COMPLETING THIS APPLICATION

This application reflects the mandatory information that is prescribed in the Schedules to Ontario Regulations 543/06 and 545/06 made under the Planning Act, RSO, 1990, as amended. In addition to completing this form, the Applicant will be required to submit the appropriate fee, a detailed site plan and any additional information or studies that may be necessary to assess the proposal.

Failure to submit the required information will delay the consideration of this Application. An application which is not considered complete under the Planning Act is not subject to the timelines of the Act. Applicants are encouraged to consult with the Municipality prior to completing the application.

Please Print and Complete or (v) Appropriate Box(es)

Date of Application August 27, 2019

1. Applicant Information

1.1 Name of Owner(s). An owner's authorization is required in Section 13, if the applicant is not the owner.		
Name of Owner(s) <i>Rob Thompson Developments Ltd</i>	Home Telephone No.	Business Telephone No. <i>613-258-0088</i>
Address <i>2-4 Court House Ave., Brockville, ON</i>	Postal Code <i>K6V 4T1</i>	Fax No.
Email: <i>rob@robthompson.ca</i>		Cell No.
1.2 Agent/Applicant: Name of the person who is to be contacted about the application. If different than the owner. (This may be a person or firm acting on behalf of the owner. See Section 13)		
Name of Contact Person/Agent <i>Tyler Verkerk</i>	Home Telephone No.	Business Telephone No. <i>613-258-0088 ext. 24</i>
Address <i>2-4 Court House Ave., Brockville, ON</i>	Postal Code <i>K6V 4T1</i>	Fax No.
Email: <i>tyler@robthompson.ca</i>		Cell No. <i>613-640-0245</i>
1.3 Indicate the contact for this application (check one please)		
Owner <input type="checkbox"/> Applicant/Agent <input checked="" type="checkbox"/> All <input type="checkbox"/>		

For Office Use Only	
Date Application Received	
Date Application deemed to be complete	

2 Location of the subject Land (Complete applicable boxes in 21)

2.1 Municipal Address (mailing address) <u>1686 County Rd 2</u>			Postal Code <u>KOE 1R0</u>
Concession Number(s) <u>1</u>	Lot Number(s) <u>5</u>	Registered Plan No. <u>19, Town of Prescott</u>	Lot(s)/Block(s) <u>V</u>
Reference Plan No.	Part Number(s)	Parcel Number(s)	Former Township
Assessment Roll No. <u>07 06 000 010 00600 0000</u>			
2.2 Are there any easements or restrictive covenants affecting the subject land? <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes If yes, describe the easement or covenant and its effect. <u>Hydro Easement Along South End of Property</u>			

3 Names and addresses of any mortgages, holders of charges or other encumbrancers of the subject lands (attach separate page if required). Mortgages Angela Vanveen
1777 River Rd
Kemptville, ON, K0G 1S0

4 Description of the property and servicing information (Complete each section using metric units only).

4.1 Dimensions

Lot Frontage - Street Side (m)	Lot Frontage - Water Side (m)	Lot Depth (m)	Lot Area (ha)
<u>70.39m</u>		<u>141.18m</u>	<u>1.57ha</u>

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

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

4.3 If water access only, describe the location of parking and docking facilities to be used and the distance from the subject lands. Indicate whether parking is public or private.

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

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

6. Description of subject land

6.1 Frontage on street side (m) 70.39m Frontage on water side (m) _____
 6.2 Lot Depth (m) 141.18m
 6.3 Lot Area 1.57 ha 15,200 m²

7. Settlement Area Boundary

7.1 Does this application propose to change the boundary of a settlement area (e.g. town, village or hamlet)
 Yes No If Yes, provide description: _____

8. Employment Area

8.1 Will this application remove land from a designated employment area? (Check appropriate box)
 Converts all or part of a commercial, industrial or institutional building to a residential use.
 Converts a brownfield site to a residential use
 Application is for residential use on land designation for a commercial, industrial or institutional use
 Does not remove any employment land

9. Existing Use(s) of Property

9.1 State all existing use(s) of the property (Check appropriate box(es)):

- Residential
- Commercial
- Industrial
- Institutional
- Agricultural
- Vacant
- Mixed Use: (Please state) _____
- Other: (Please state) _____

List all existing buildings and structures (including accessory buildings and structures) on the property by completing the following Table: (If more than 5 buildings or structures, please use separate page to provide description):

Item	Building or Structure #1	Building or Structure #2	Building or Structure #3	Building or Structure #4	Building or Structure #5
Existing type or use for each building and structure	2-storey Brick House	Frame Cabin			
Height (m)	< 11m	< 6.5m			
Setback from front lot line (m)	20m	20m			
Setback from rear lot line (m)	10m	30m			
Setback from side lot line one side (m)	10m	10m			
Setback from side lot line - other side (m)	10m	10m			
Setback from shoreline (m)					
Dimensions (m) or floor area (m ²)	+/- 370m ²	+/- 55m ²			
Year Building or structure constructed	Unknown	Unknown			

9.2 How many existing parking spaces are provided on the subject land? _____ spaces.

9.3 State the existing use of land on abutting properties:

North: RU- Field South: County Rd 2, Village Residential, St. Lawrence River
 East: Residential - Town of Prescott West: Residential Village, RU- Residential

10. Proposed use of property

10.1 State proposed use(s) of the property (Check appropriate box(es)):

- Residential
- Commercial
- Industrial
- Institutional
- Agricultural
- Vacant
- Mixed Use: (Please state)
- Other: (Please state)

10.2 List all proposed buildings and structures to be constructed on the property by completing the following Table: (If more than 5 buildings or structures, please use separate page to provide description)

Item	Building or Structure #1	Building or Structure #2	Building or Structure #3	Building or Structure #4	Building or Structure #5
Existing type or use of each building and structure	12-Unit Stacked Townhouses	8-Unit Stacked Townhouses	6-Unit Detached Garages	4-Unit Detached Garages	Club House
Height (m)	~ 8m	~ 8m	~ 5m	~ 5m	~ 6m
Setback from front lot line (m)	20m	20m	20m	20m	20m
Setback from rear lot line (m)	10m	10m	10m	10m	
Setback from side lot line one side (m)	3m	3m	3m	3m	3m
Setback from side lot line - other side (m)	3m	3m	3m	3m	3m
Setback from shoreline (m)	/	/	/	/	/
Dimensions (m) or floor area (m ²)	936m ²	625m ²	334m ²	223m ²	112m ²
Year Building or structure constructed	TBD	TBD	TBD	TBD	TBD
Proposed date of construction	2020	2020	2020	2020	2020

10.3 Indicate the number of additional parking spaces to be provided? 26 spaces.

10.4 Are there any uses or features on the subject land or within 500 m of the subject property, unless otherwise specified.
Complete Table:

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		✓
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)		

11. History of the Subject land.

11.1 Has the subject land ever been the subject of an application for approval of a previous official plan or zoning amendment? Yes No Unknown *If yes, provide the details and decision of the previous application.*

11.2 If this application is a re-submission of a previous application, describe how it has been changed from the original application.

11.3 Provide the date when the subject land was acquired by the current owner. 2015

11.4 Provide the length of time that the existing uses of the subject land have continued (Proof may be required)
Year since current uses have continued: Unknown

12. Simultaneous Applications

12.1 Is the subject land or any land within 120 m of the subject land subject of any other planning applications at this time?
 Yes 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	TBD		
Name of approval authority considering application	Augusta Township		
Land affected by application	Current Land Only		

Purpose	Site Plan Control		
Status	Pending		
Effect on requested amendment	Made in conjunction with Application		

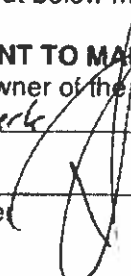
13. Authorization

13.1 If the applicant is not the owner of the land that is the subject of this application, the written authorization of the owner that the applicant is authorized to make the application must be included with this form or the authorization set out below must be completed.

AUTHORIZATION OF OWNER FOR AGENT TO MAKE THE APPLICATION

I, Rob Thompson, am the owner of the land that is the subject of this application and I authorize Tyler Verberke to make this application on my behalf.

Date Aug 27, 2019

Signature of Owner 

13.2 If the applicant is not the owner of the land that is the subject of this application, complete the authorization of the owner concerning personal information set out below.

AUTHORIZATION OF OWNER FOR AGENT TO MAKE THE APPLICATION

I, Rob Thompson, am the owner of the land that is the subject of this application and for the purposes of the Freedom of Information and Protection of Privacy Act, I authorize Tyler Verberke as my agent for this application, to provide any of my personal information that will be used in this application or collected during the processing of the application.

Date Aug 27, 2019

Signature of Owner 

13.3 Consent of the Owner

Complete the consent of the owner concerning personal information below.

CONSENT OF THE OWNER TO THE USE AND DISCLOSURE OF PERSONAL INFORMATION

I, Rob Thompson, am the owner of the land that is the subject of this application and for the purposes of the Freedom of Information and Protection of Privacy Act, I authorize and consent to the use by or 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.

Date August 27, 2019

Signature of Owner 

14. Additional Studies or Information

Additional studies or information may be required by the Municipality to support the application. The application may not be considered a complete application unless these studies have been completed. Applicants are advised to pre-consult with the Municipality to determine what additional studies or information is required.

List of Additional Studies or Information required by the Municipality:

- € _____
- € _____
- € _____
- € _____
- € _____
- € _____

(NOTE: LIST TO BE PROVIDED BY MUNICIPALITY)

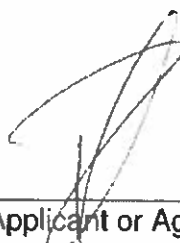
15. Declaration

NOTE: ALL APPLICANTS SHALL ENSURE THAT A 'COMPLETE APPLICATION' UNDER THE PLANNING ACT HAS BEEN MADE BEFORE COMPLETING THIS DECLARATION

1. I hereby declare that this application is consistent with the policy statements issued under subsection 3(1) of the Planning Act.
2. I hereby declare that this application conforms or does not conflict with any provincial plan or plans.
3. I hereby declare that the information contained in this application and on the attached plan and any associated information submitted with this application are, to the best of my knowledge, a true and complete representation of the purpose and intent of this application.

Sworn (or declared) before me
at the City of Brockville
in the County of Leeds
this 28 day of August, 2009


Commissioner of Oaths


Applicant or Agent

Dorothy June Wade, a Commissioner, etc.
Province of Ontario, for
Henderson Eastwood Tuck Professional
Corporation, Barristers and Solicitors.
Expires October 3, 2019.

16. Site Plan

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

- ☑ The boundaries and dimensions of the subject land;
- ☑ 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;
- ☑ 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.)
- ☑ The current uses of land that is adjacent to the subject land.
- ☑ 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
- ☑ If access to the subject land will be by water only, the location of the parking and docking facilities to be used.
- ☑ North arrow and scale
- ☑ Other (as indicated by Municipality) _____



TOWNSHIP OF AUGUSTA	PROJECT TITLE AUGUSTA LANDING 1586 KING STREET WEST, PRESCOTT, ON		IBI IBI GROUP Unit 110 - 650 Dalton Avenue Kingston ON K7M 8N7 Canada tel 613 531 4440 fax 613 531 7789 ibigroup.com	PROJECT NUMBER	FIGURE NO.	REVISION
	SCALE 1:500	DATE 2020 03 02		CONCEPT PLAN	1	8
	PROJECT UGA	DESIGN BY SC				
	CHECKED BY	APPROVED BY				
	PROJECT ID 117196					

I:\Projects\117196_AUGUSTA LANDING\117196_AUGUSTA LANDING.dwg 1:500 2020-03-02 15:45:00 User: SC Date: 2020-03-02 15:45:00



**THE CORPORATION OF THE TOWNSHIP OF AUGUSTA
By-law No. 3489-2020**

BEING A BY-LAW TO AMEND BY-LAW No. 2965

WHEREAS pursuant to the provisions of the Planning Act, Section 34, the Council of a Municipality may enact by-laws to regulate the use of land, buildings or structures for any purpose set out therein that is otherwise prohibited;

AND WHEREAS By-law No. 2965 regulates the use of land and the use and erection of buildings and structures within the Township of Augusta;

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

1. The following definition is added to section 5.0:
 - Dwelling – Stacked Townhouse: “A residential use building containing four or more principal dwelling units where the units are divided horizontally and vertically, and in which each dwelling unit has an independent entrance from the exterior.”
2. The following new section is added to section 7.2.4:

On lands zoned Residential Village – Exception 2 (RV-X2), accessory garage structures of 55.75m² per unit may be attached together to a maximum area of 334.5 m² per grouping; the maximum area of an accessory club house structure is 111.5 m²; and the following permitted use shall be added to the list of permitted uses stated in section 7.2.1:

 - Dwelling – Stacked Townhouse
3. Schedule G1 of By-law 2965 is hereby amended in accordance with Schedule A of this By-law.
4. All other applicable provisions of By-law 2965 shall continue to apply.

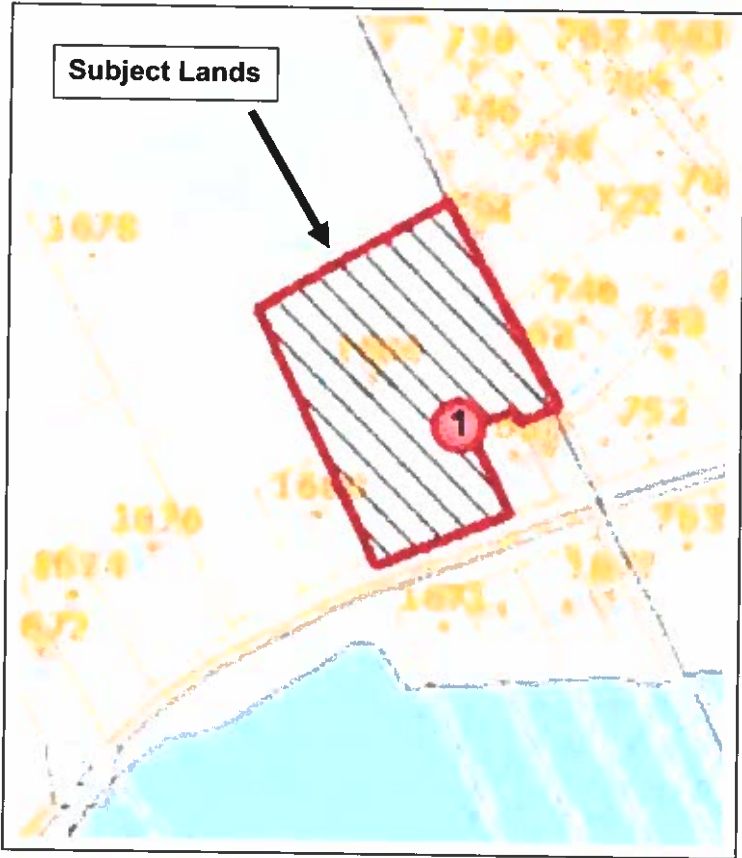
Read a first and second time this 24th day of August, 2020.

Read a third time and adopted this 24th day of August, 2020.

Mayor

Clerk

SCHEDULE A to BY-LAW 3489-2020



Area to be rezoned from Residential Village (RV) to Residential Village Exception 2 (RV-X2)



IN VIEW

TOWNSHIP OF AUGUSTA
COMMUNITY IMPROVEMENT PLAN

AUGUST 2020



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1 INTRODUCTION

1.1 WHAT IS A COMMUNITY IMPROVEMENT PLAN (CIP)?

A Community Improvement Plan (CIP) is a planning and economic development tool for municipalities to promote community revitalization and often serves as a catalyst for achieving economic, community planning and urban development goals. Municipalities use CIPs to enable a wide range of programs and policies that encourage private investment, and to support strategic municipal initiatives aimed at the revitalization of targeted areas. CIPs can provide several benefits for a community, including:

- Stimulating private sector investment in targeted areas through grants and loans provided by the Town;
- Promoting revitalization and place-making to attract tourism, business investment, and economic development opportunities;
- Developing affordable housing;
- Promoting brownfield cleanup and redevelopment;
- Enhancing streetscapes, landscaping, building façades, and signage;
- Improving energy efficiency; and
- Encouraging the effective use of community infrastructure.

Under Section 106 of the Municipal Act, municipalities are prohibited from directly or indirectly assisting industrial or commercial enterprises. However, municipalities are exempt from these restrictions if they are exercising their authority under Section 28 of the Planning Act. Section 28 of the Planning Act enables municipalities to:

- Designate by by-law a specific property, area, or entire community covered by an Official Plan as a community improvement project area;
- Acquire, hold, clear, grade, or otherwise prepare land for community improvement;
- Construct, repair, rehabilitate, or improve buildings on municipal land;
- Sell, lease or otherwise dispose of municipal land;
- Provide grants or loans to owners, tenants and their assignees within the community improvement area to pay the whole or any part of identified eligible costs; and
- Provide property tax assistance for environmental remediation purposes.

A municipality's Official Plan must contain policies to enable the preparation of a CIP, and the municipality also requires a by-law designating a Community Improvement Project Area.

Under Section 28 of the Planning Act, once an area has been designated a community improvement area, a variety of financial assistance programs may be implemented. These programs may include grants or loans to property owners and tenants to help cover the costs of improvements to eligible properties.

In general, CIPs are not intended to support initiatives on open greenfield lands, but rather to improve conditions in areas with existing development. The most common use of a CIP is to enable grants to assist private property owners in improving their properties, including undertaking improvements to façades, signage, and landscaping,

A key component of a CIP is the eligibility criteria that establish the conditions and goals by which an application for a financial incentive will be evaluated. For example, to be eligible for a façade improvement grant, a CIP may require that the proposed improvements be consistent with specific urban design guidelines or criteria. Through the thoughtful identification of eligibility criteria for financial incentive programs that are tailored to the municipality, the CIP can advance a wide range of planning, urban design, and economic development objectives.

1.2 PURPOSE OF THIS CIP

In June 2020, Township of Augusta staff were advised that a CIP would be required to disburse and report on the municipality's allocation of Main Street Revitalization Initiative funds from the Ontario Ministry of Agriculture, Food and Rural Affairs by October 2020. The Council of the Township of Augusta subsequently directed Township of Augusta staff to prepare a CIP, and to undertake a planning- and economic development-focused community survey to inform the development of the CIP and other strategic plans.

The Ontario Ministry of Municipal Affairs and Housing was consulted to inform the development of this CIP, which describes the framework for the preparation of the CIP, establishes the Plan's vision and goals, identifies the initial financial incentive program, and sets out implementation and monitoring strategies for the CIP. This CIP is intended to be an initial effort that will be amended and expanded on as per the future directions outlined in Section 8, then be promoted and implemented with the assistance of the Township of Augusta's newly-established Community Development Committee.

1.3 CIP PROJECT AREA

The Township of Augusta has a land area of approximately 77,754 acres (314.66 km²). These lands include settlement areas, commercial properties, rural agricultural operations, and the Maitland Industrial Park, all of which could benefit from a CIP.

Thus, to maximize available benefits, consideration for grants and partnerships, and opportunities for community improvement, the entire municipality has been selected as the most appropriate Community Improvement Project Area for revitalization through the CIP process.

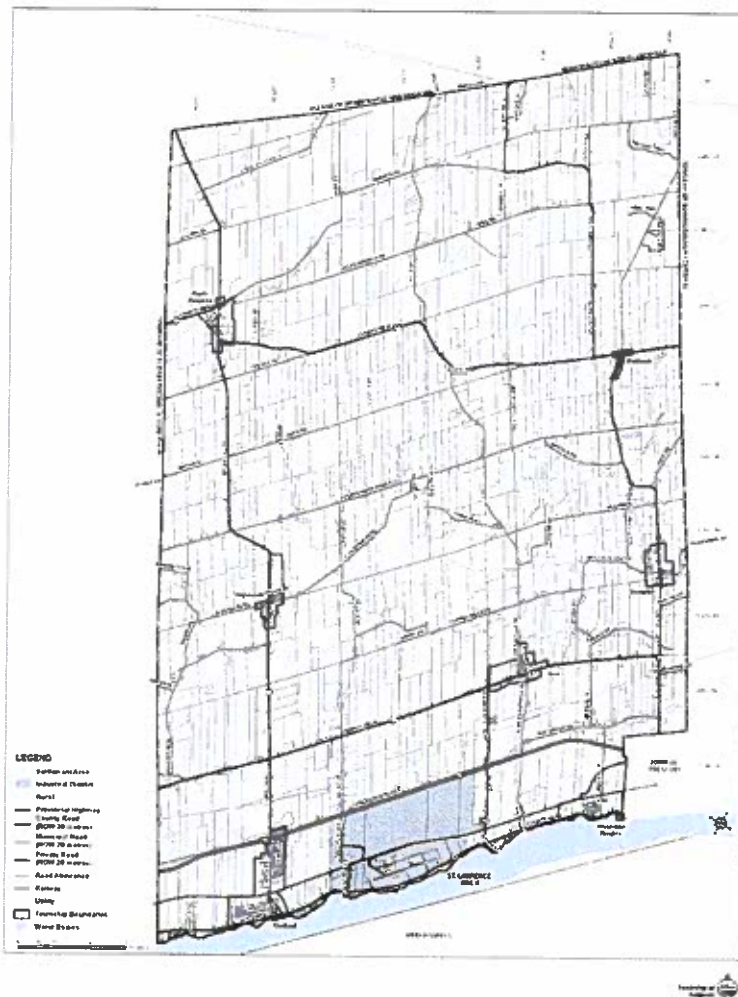


Figure 1: Community Improvement Project Area
All Lands Within Township of Augusta Municipal Boundary

2 PLANNING CONTEXT & POLICY REVIEW

2.1 PLANNING ACT

The Planning Act outlines the tools, methods and procedures that municipalities can use to plan for and regulate the use of land and buildings in Ontario. The Act also outlines the powers that municipalities can exercise through a CIP.

Section 28(1) of the Planning Act defines community improvement as:

“...the planning or replanning, design or redesign, resubdivision, clearance, development or redevelopment, construction, reconstruction and rehabilitation, improvement of energy efficiency, or any of them, of a community improvement project area, and the provision of such residential, commercial, industrial, public, recreational, institutional, religious, charitable or other uses, buildings, structures, works, improvements or facilities, or spaces therefore, as may be appropriate or necessary.”

Section 28 of the Planning Act allows municipalities whose Official Plans contain provisions regarding community improvement to prepare and adopt Community Improvement Plans for designated Community Improvement Project Areas (Section 28(2)).

A Community Improvement Project Area is the area to which the Community Improvement Plan applies, and is passed as a by-law by Council (Section 28(3)). An area can be designated as a Community Improvement Project Area for various reasons. The criteria for designation include:

“...age, dilapidation, overcrowding, faulty arrangement, unsuitability of buildings or for any other environmental, social or community economic development reasons.”
(Section 28(1))

The breadth of the definition allows municipalities the flexibility to address specific local community improvement issues, such as downtown revitalization, as well as issues that are more generally present in a municipality at large, such as the presence of brownfields.

Where a by-law designating a Community Improvement Project Area has been passed, Council may adopt a plan in accordance with certain subsections of Section 17 of the Planning Act.

Section 17 outlines the statutory process for adopting the document, including the provision of at least one public meeting, which must be held no earlier than 20 days after publishing the notice of the public meeting and making the CIP publicly available for review.

Under the Planning Act, a CIP may be used by the municipality to:

“construct, repair, rehabilitate or improve buildings on land acquired or held by it in the community improvement project area in conformity with the Community Improvement Plan, and sell, lease or otherwise dispose of any such buildings and land appurtenant thereto.” (Section 28(6a)) and/or:

“sell, lease or otherwise dispose of any land acquired or held by it in the community improvement project area any person or governmental authority for use in conformity with the community improvement plan.” (Section 28(6b))

This permits the municipality to make direct interventions to improve properties, or to build new buildings and facilities, as needed.

Under Section 28(7), the municipality may issue grants and loans to property owners and tenants to help pay for eligible costs. Eligible costs are broadly defined to include “costs related to environmental site assessment, environmental remediation, development, redevelopment, construction and reconstruction of lands and buildings for rehabilitation purposes or for the provision of energy efficient uses, buildings, structures, works, improvements or facilities” (Section 28(7.1)). Under no circumstance can the amount of a grant or loan made in respect of particular lands and buildings exceed the eligible cost of the Community Improvement Plan with respect to those lands and buildings (Section 28(7.3)).

The Planning Act also contains provisions that allow the municipality to enter into agreements concerning any grants or loans it may issue, and permit the municipality to register the agreement against the title of the land (Section 28(11)).

Once Council is satisfied that a Community Improvement Plan has been carried out, Council may pass a by-law to dissolve the community improvement project area. Following the dissolution of the project area, any previously effected Community Improvement Plans are rendered non-applicable (Section 28(13)).

In addition to Section 28, Section 69 of the Planning Act allows municipalities to reduce or waive the amount of a fee in respect of a planning application where it feels payment is unreasonable. Many Community Improvement Plans offer application fee refunds as a financial incentive.

2.2 MUNICIPAL ACT

Section 106 of the Municipal Act prohibits municipalities from directly or indirectly assisting any manufacturing business or other industrial or commercial enterprise through the granting of bonuses (Section 106(1)). Prohibited actions include:

- giving or lending any property of the municipality, including money;
- guaranteeing borrowing;
- leasing or selling any property of the municipality at below fair market value; or
- giving a total or partial exemption from any levy, charge or fee. (Section 106(2))

Section 106(3) of the Municipal Act provides an exception to the above, indicating that a municipality may exercise powers under Section 28(6), (7) or (7.2) of the Planning Act or Section 365.1 of the Municipal Act.

By including an exception to the Section 106(1), the Municipal Act grants a municipality powers and tools for community improvement. These include tools related to the remediation and redevelopment of brownfield properties. Brownfield properties are considered to be properties that are (or are perceived to be) contaminated as a result of a prior land use (for example, a property where a Phase II Environmental Site Assessment has been conducted and which did not meet the standards specified under Section 168.4(1) of the Environmental Protection Act). Under Section 365.1 of the Municipal Act, municipalities may provide property tax assistance to eligible properties to offset all or part of the remediation costs. The Municipal Act also grants municipalities the authority to cancel or defer the municipal portion of property taxes on eligible properties.

Municipalities may also apply to the province to match the municipal tax rebate with the education portion of the property tax through its Brownfields Financial Tax Incentive Program (BFTIP). Under the program, the province can cancel all or part of the education property taxes of a property for up to three years. However, applicants to this program must obtain approval from the Minister of Finance, and there must be a CIP in place for the property before they may apply. It should be noted that other municipalities' experience with the BFTIP indicates that the application process can be complex and the turnaround time for a decision from the province can be considerable. However, the program should be considered for inclusion in the CIP. The Township may choose to pursue a BFTIP on behalf of a landowner in a "trial run" and, if the process is too onerous, cease to use the program.

Section 107 of the Municipal Act outlines municipalities' powers to make grants, including the power to provide a grant in the form of a loan or by guaranteeing a loan, subject to criteria outlined in Section 106. Additional powers include:

- selling or leasing land for nominal consideration, or granting land;
- providing land owned and occupied by the municipality for use by anyone, upon terms established by council; and
- selling, leasing, or disposing of any municipal property at a nominal price, or by way of a grant, to provide for the use of the property on terms established by council.

Additionally, the Municipal Act permits municipalities to provide tax relief to owners of eligible heritage properties (Section 365.2). Municipalities may pass a by-law to establish a local program that provides tax reductions or refunds to owners of eligible heritage properties. To be eligible, properties must be designated under Part IV of the Ontario Heritage Act, or part of a Heritage Conservation District designated under Part V of the Ontario Heritage Act, or subject to a separate heritage conservation agreement between the owner and the municipality. This type of program may be identified as a component of a municipal leadership strategy through a CIP. However, these grant programs are typically implemented and administered separately by municipalities from the CIP.

2.3 ONTARIO HERITAGE ACT

The Ontario Heritage Act is relevant to the preparation of a CIP, as it may support heritage conservation through financial incentives or municipal leadership programs. Under Section 39(1) of the Ontario Heritage Act, municipalities may pass by-laws to

implement separate grant or loan programs to help owners of heritage properties designated under Part IV of the Act to pay for alterations to the property, in accordance with the terms established by the by-laws.

The Township of Augusta does not currently administer any grant or loan programs for the preservation and maintenance of heritage properties or buildings.

2.4 ACCESSIBILITY FOR ONTARIANS WITH DISABILITIES ACT

The Accessibility for Ontarians with Disabilities Act (AODA) establishes the framework for the development of province-wide, mandatory accessibility standards in all areas of daily life. It guides building design through amendments to the Ontario Building Code, and also guides the design of public spaces that are considered to be “new construction” or are undergoing major changes to existing features. Revitalization and redevelopment efforts supported by the CIP will need to consider AODA standards.

2.5 PROVINCIAL POLICY STATEMENT (2020)

The 2020 Provincial Policy Statement (PPS) outlines the province’s policies regarding community planning in Ontario. Though the PPS does not explicitly reference Community Improvement Plans, it supports the revitalization of Ontario’s communities through specific policies.

As stated in the PPS: “The Provincial Policy Statement focuses growth and development within urban and rural settlement areas while supporting the viability of rural areas. It recognizes that the wise management of land use change may involve directing, promoting or sustaining development.”

Policy 1.1.3 indicates that the vitality and regeneration of settlement areas is critical to the long-term economic prosperity of our communities. Policy 1.1.4.1 promotes the regeneration of rural areas, which are acknowledged in the PPS as being important to the economic success of the Province and our quality of life.

In Policy 1.3.1 of the PPS, planning authorities are expected to promote economic development and competitiveness by providing opportunities for a diversified economic base, and facilitating the conditions for economic investment by identifying strategic sites for investment, and seeking to address potential barriers to investment.

Policies 1.6.2 and 1.6.3 ask planning authorities to promote green infrastructure, optimize the use of existing infrastructure, and consider opportunities for adaptive reuse, wherever feasible.

Long-term economic prosperity is to be supported, as per Policy 1.7.1, by promoting opportunities for economic development and community investment-readiness; maintaining and, where possible, enhancing the vitality and viability of downtowns and main streets; promoting the redevelopment of brownfield sites; and providing opportunities for sustainable tourism development.

2.6 UNITED COUNTIES OF LEEDS AND GRENVILLE OFFICIAL PLAN (2015)

The Official Plan of the United Counties of Leeds and Grenville provides growth management and land use policy direction for the Counties' ten member municipalities, including the Township of Augusta. Local municipal Official Plans are to confirm to the policies of the Counties' Official Plan.

Policy 2.4.3, on Community Improvement and Revitalization, discusses the powers of local municipalities with designated Community Improvement Project Areas and Community Improvement Plans. These include the authority to offer incentives to stimulate or leverage private and/or public sector investment to maintain and promote attractive, healthy and safe living and working environments through community improvement.

Policy 7.6.6, specifically focused on Community Improvement Plans, recommends that the goal of a local municipality's CIP will be to foster and co-ordinate the physical improvements and maintenance of older or dilapidated areas of a community for environmental, social or community economic reasons. The Counties' Official Plan encourages local municipalities to include Community Improvement policies in their Official Plans to enable the preparation of CIP documents, and to utilize CIP provisions to proactively stimulate community improvement, rehabilitation and revitalization.

2.7 TOWNSHIP OF AUGUSTA OFFICIAL PLAN (2012)

The Township of Augusta's Official Plan (OP) was adopted in May 2012 sets out a policy framework to guide the Township's growth, development and change through the year 2029. It identifies Council's vision for the future of Augusta Township, and seven guiding principles which address the growth and development of housing, infrastructure, and the employment base; as well as the preservation of cultural heritage, the natural environment, rural and agricultural spaces, and public health and safety.

- Our Vision: "Augusta Township will manage land use to ensure a balanced, sustainable environment and communities which provide a sense of place respectful of Augusta's unique historical, cultural and natural heritage where citizens can enjoy an unparalleled quality of life."

Specific policies relate to economic development, heritage preservation, brownfield redevelopment, agriculture, infrastructure, energy, innovative technologies, and more.

Section 9.5 provides policy direction for the implementation of Community Improvement Plans, in accordance with the powers conferred upon Council by the Planning Act, the Municipal Act, and other applicable statutes:

Having designated the entire Municipality as a Community Improvement Area (Section 9.5.1), Council may, by by-law designate all or any lands within the Township of Augusta as a Community Improvement Project Area whereupon Council shall undertake the preparation of a Community Improvement Plan for such area or areas.

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 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 strengthen the economic base.
- To enhance the visual appearance of Community Improvement Areas.

In selecting a Community Improvement Project Area, specific considerations related to the redevelopment of commercial core areas include: the need for building rehabilitation, visual appearance and aesthetics, strengthening the economic base of the community. Municipal services, phasing of improvements, brownfield redevelopment, land boundaries and land use designations are also to be examined.

For properties proposed for acquisition and/or rehabilitation, the Township is to consider:

- The estimated costs, means of financing and the staging and administration of projects;
- 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 community improvement:

- Through participation in programs with senior levels of government;
- Through the encouragement of the private sector to utilize available government programs and subsidies;
- 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; and prioritize improvements with regard for available municipal funding.

2.8 TOWNSHIP OF AUGUSTA ZONING BY-LAW (2012)

The Township of Augusta Comprehensive Zoning By-law 2965-2012 was adopted by Council in October 2012, and affects all lands within the Township. It regulates the use of land, buildings and structures within Township of Augusta, and sets out requirements concerning lot areas and dimensions, building heights and locations, and parking, among other provisions to guide development within the Township of Augusta. It contains a set of general provisions that apply to all lands within the Township and Planning Area, as well as specific provisions that apply to individual zones.

The following zones are located within the Township of Augusta settlement areas:

- Village Residential (RV);
- Village Commercial (CV);
- Highway Commercial (CH);
- Village Industrial (MV);
- Industrial Park (MP);
- Institutional (I);
- Provincially Significant Wetlands (PSW);
- Rural (RU); and
- Rural Exception Zones (RUX-3, RUX-9).

3 COMMUNITY ENGAGEMENT

3.1 GREAT AUGUSTA COMMUNITY SURVEY (2020)

This planning- and economic development-focused survey was directed by Augusta Council to inform the development of the CIP and other strategic planning documents. The online survey had 20 questions, featured a mix of open- and closed-ended questions, and ran online for 15 days in July 2020.

The survey was advertised and featured in multiple local and area newspapers, promoted on the Township Facebook page and shared on an Augusta is Awesome Facebook page, and was advertised with post office posters and outdoor digital sign messaging. Augusta Public Library staff printed survey “bookmarks” and shared them with individuals signing out materials. Targeted emails were also shared directly with Augusta’s business networking group, Committee members, and local associations.

Results from the 168 respondents, including 166 residents, to the Great Augusta Community Survey captured double-digit responses (i.e., 10 or more) from all age categories, received a 99% response rate to all closed-ended questions, and indicated that Augusta residents are generally happy with life in the Township, given:

- 88% of respondents feel that Augusta Township is a good place to raise a family
- 85% of respondents feel that Augusta offers a desirable quality of life, and would recommend living in the Township to friends

When residents were asked to describe, in 1-5 words, what they think of when they hear the name “Augusta,” the terms “Home” and “Community” were two of the most commonly typed. A significant number of residents appreciate the Township’s open spaces and rural setting, which also offers good proximity to services and amenities in larger centres.

Although only one quarter of Augusta residents (25.6%) expressed the notion there is not enough access to green space, parks or natural areas, many responses to open-ended questions requested improved access to the St. Lawrence River and beaches, additional trails for walking and cycling, and upgrades to parks and playgrounds.

In response to a question on whether artists are encouraged to express themselves in Augusta, only 28.3% of respondents answered “Yes”. Just 37% of respondents feel there is enough affordable housing available in Augusta.

Just 7% of respondents feel there are enough meaningful job opportunities available in Augusta Township, and a common theme in responses to open-ended questions was a desire for more jobs, business start-ups, growth in the industrial park, and economic development efforts in general. A good number of respondents expressed excitement about the prospect of the Aqua World Resort starting up in their community as well.

To encourage economic development efforts, three times as many respondents said they would support the use of tax incentives to retain existing businesses and attract new businesses to Augusta, compared to those that would not. The entrepreneurial spirit is also alive and well in Augusta, as nearly than 1 in 3 (31.7%) of respondents say they would consider starting a business in the Township.

Residents want to receive good value for their taxes, and favour was expressed for expanded recycling and environmentally friendly initiatives, and sustainable development. Residents are interested in seeing improvements to buildings, structures, and properties; stores and industry; heritage and environmental preservation, as well as initiatives to support local food production. Requests for technological improvements in cellular and broadband service were made by less than 1 in 5 respondents (18%), even as the COVID-19 pandemic persists, which is comparable to the 19% of business representatives that identified internet service as a barrier to business in the 2018 Business Retention & Expansion (BR&E) Survey.

3.2 BUSINESS RETENTION + EXPANSION (BR+E) SURVEY (2018)

The BR+E program consisted of trained staff and volunteers who visited businesses and conducted confidential interviews with senior management or ownership between June 2018 and March 2019. 40 businesses were surveyed in Augusta Township.

The top 4 responses offered by business representatives for Augusta Township to focus on out to 2030 were: business attraction, business incentives, commercial development, and tourism development. It was further recommended that a workforce attraction strategy be developed to attract and retain more millennials and young families.

Support of the municipality was rated important by 92% of respondents. However, 59% indicated that they had not accessed funding or business support services from public or not-for-profit agencies. It was suggested that the Township create more awareness and promote business funding programs applicable to Augusta.

68% of those surveyed indicated they purchase more than half of their supply chain locally, and 70% of businesses answered that they have no difficulty retaining employees. With respect to investment attraction, participants felt that industrial park signage, infrastructure, and services are important; and new businesses, ventures, and investors should be sought out.

A minority (19%) of businesses reported internet access as a barrier, which may indicate that internet service is generally satisfactory, or that internet access is not generally a main factor in the operation of Augusta companies



83% of respondents indicated that their business had the capacity and/or the interest to increase business activity, and 67% suggested that the community could potentially provide some assistance to support their expansion plans. 55% of participants indicated they conduct research and development activities or are involved in other types of innovation, thus the majority of businesses were already actively pursuing improvements.

All in all, Augusta Township was rated by 90% of the 40 businesses surveyed as a good to excellent place to do business, with 69% of businesses having been in operation for 11 or more years.

The results of the BR+E survey complement the results of the more current Great Augusta Community Survey. Both sets of survey results indicate that members of the (business) community are generally happy with the Township, yet are also open to considering improvements to both their business operations and residents' quality of life factors.

3.3 PARKS, RECREATION & CULTURE COMMUNITY SURVEY (2017)

This survey, which ran between February to May 2017, collected approximately 248 responses. It drew its largest number of respondents from Maitland and North Augusta (between 27%-28% for both), and aligned similarly with the responses received on the Great Augusta Community Survey in 2020.

Only 13% of respondents selected that they would not support tax measures to maintain and improve existing parks and trails, acquire more parks and natural areas, or develop more trails, parks and recreation facilities, indicating that many more are open to progressive taxation.

Similarly, only 16% of respondents described themselves as being unsatisfied or very unsatisfied overall with the level of park, open space, and facility maintenance in Augusta Township, suggesting that residents were generally happy with the park amenities and opportunities that are available.

41% felt that upgrades were needed to existing parks, and 56% wanted to see more recreation programs and activities provided. The type of park voted as being needed most was trail systems (57%).

In answer to a question on which of the following benefits of parks, recreation services and open space were most important to them, 52% said connecting people together, building stronger families and neighbourhoods; and 52% voted for providing opportunities to enjoy nature/outdoors.

These themes tie in very well with the concepts of community improvement and enhanced business development, since survey respondents asking for more connective infrastructure and activities may be likely to support connections to areas of community and commerce as well.

4 IDENTIFICATION OF CIP OPPORTUNITIES

Land Use Opportunities

- Vacant storefronts both in rural destination nodes and in other areas of Township create areas of inactivity and empty space, limiting attractiveness of the area
- Vacant properties present potential for infill and redevelopment
- Opportunities are there to improve the mix of retail, services, and institutional uses in commercial core areas
- Potential exists for more public gathering spaces and plazas
- Opportunities for affordable housing development on upper floors of commercial storefronts in commercial cores
- Brownfield sites require remediation and rehabilitation
- Zoning permits a reasonable mix of land uses
- Potential for an increase in service-based businesses in settlement areas with and without existing congregating commercial uses (e.g. restaurants, cafés, general stores)
- Opportunities to improve connectivity between rural destination nodes for pedestrians and cyclists

Aesthetic and Marketing Opportunities

- Developing a more cohesive, vibrant, and accessible streetscape within rural destination nodes of the Township.

- Introducing aesthetic character to buildings with minimal architectural detailing
- Refurbishing buildings which have deteriorated due to insufficient maintenance
- Coordinating and complimenting façade styles and materials of neighbouring properties
- Developing the attractiveness of storefronts with presently limited window displays and “We Are Open” signage
- Emphasizing and prioritizing the improvement of properties in closest proximity to rural destination nodes and along gateway approaches to those areas
- Recognizing that details matter, such as individual lights, doors, and signs
- Dispelling statements such as “It’s just a side wall” or “It’s just a parking lot”
- Opportunities for increased street trees, vines, flowers, and planters
- Garbage dumpsters in plain sight can detract from the overall aesthetics of an area
- Opportunities to implement logos/banners/street signage to brand rural destination nodes, commercial cores and/or settlement areas
- Public seating, public gathering spaces and parks can draw crowds within rural destination nodes
- Integration of public programming / amenities at key locations (e.g., pop-up book share boxes; pop-up piano shelters) can generate activity and animate streets

Commercial Access and Parking Opportunities

- Introducing additional on-street, off-street, and accessible/barrier-free parking
- Significant opportunities to incorporate visible and attractive bicycle parking at businesses and public buildings
- Aging population will have greater accessibility needs, resulting in increased need to retrofit existing buildings and create streetscapes that meet accessible design standards
- Lack of outdoor seating/ street furniture along main streets in downtown core
- Opportunities exist for retrofits to improve accessibility
- Opportunities to improve marked crosswalks and pedestrian crossings
- Assess and address limited parking spaces for some commercial businesses

Waterfront Access and Commercial Opportunities

- Access and viewpoints to the St. Lawrence River and other waterfront areas (e.g., along the South Nation River) can be enhanced
- Waterfront areas could use more public seating
- More accessible parks, boat launches, dive sites, and beaches are needed

- Public washrooms and change areas along the waterfront draw visitors
- Waterfront trails that connect to a broader trail network bring in travellers
- Waterfront playgrounds should be improved and upgraded
- Enhanced waterfront access and amenities generate opportunities for business growth, especially tourism-related and equipment rental operations

Leadership Opportunities

- Strong entrepreneurial spirit and enthusiasm exists amongst new business owners in commercial cores
- Longstanding business owners may need some encouragement to buy in to undertake improvements
- Potential for more home-based businesses and industries within residential properties in commercial cores to enhance services and signage
- Vacant or underutilized publicly-owned lands represent opportunities for municipal leadership initiatives (e.g. gateway features)

5 CIP VISION STATEMENT

A Vision Statement is a formal, aspirational statement that identifies what is important to a community, now and in the future. It provides direction for the CIP grant programs.

Responses to the Great Augusta Community Survey identified key ideas for Augusta's future. These components were analyzed alongside previous survey results and the aims of existing strategic planning documents to build a Vision Statement for the community:

“Augusta Township is a community of opportunity; a modern and progressive rural township with redevelopment and reinvestment in view, showing leadership in community and economic development, and in social and environmental sustainability.

We support investments in our rural destination nodes, particularly those with congregating commercial uses, such as Maitland and North Augusta, as well as our broader commercial, industrial and agricultural sectors through the Community Improvement Plan to further enhance our highly-rated quality of life and promote both social and economic development.”

6 FINANCIAL INCENTIVE PROGRAM

This section of the CIP establishes the initial financial incentive program that is intended to encourage private sector development and investment in the Township of Augusta. The incentive program presented is intended to respond to the local needs and opportunities to be addressed through this CIP.

The financial incentive program has been created to encourage private sector redevelopment in Augusta, particularly with respect to the Township's settlement areas with congregating commercial uses which combine to create rural destination nodes in the municipality.

The purpose, description, and eligibility requirements for the financial incentive program are outlined in this section. Eligible projects may also be augmented with other federal and provincial funding programs.

6.1 FAÇADE AND EXTERIOR IMPROVEMENT GRANT

Purpose

The purpose of the Façade and Exterior Improvement Grant is to encourage aesthetic exterior improvements to commercial buildings, including accessibility features, lighting and energy efficiency, paint/siding, landscaping of properties, patios, window/door replacement, masonry work, art/murals, and attractive and pedestrian-oriented signage that contributes to the visual identity and character of the Township.

This grant supports continued maintenance of the building stock in the Township. It is intended to promote building and associated streetscape improvements and contribute to the ongoing development of vibrant and modern rural destination nodes. Rural destinations with commercial cores, such as main streets and downtowns which feature congregating commercial uses that promote community interaction (e.g., restaurants, cafes, general stores) are prime areas for the assignment of these matching funds.

Grant Funding

A matching grant up to a total of half (50%) of the construction costs, to a maximum of \$5,000.

Eligible Costs

1. The following eligible improvements apply to front, rear, or exterior building façades that front onto a public street:
 - a. façade restoration of brickwork, wood, masonry, and metal cladding;
 - b. repair or replacement of entablature, eaves, parapets, and other architectural details;
 - c. repair or replacement of windows and doors;
 - d. repair or replacement of signage;
 - e. repair, replacement, or addition of exterior lighting;
 - f. repair, replacement, or addition of awnings, marquees, and canopies;
 - g. replacement of façade elements that were originally in place during initial construction of the building;
 - h. redesigned shop fronts; and/or
 - i. such other improvements/repairs, as may be considered and approved by Council in consultation with the CIP Administrator and/or Review Panel;
2. Painting or installation of mural or other wall art of exterior side walls;
3. Installation of accessibility improvements including:
 - a. installation of new automatic doors;
 - b. installation of new wheelchair access ramps;
 - c. widening of public entryways;
 - d. Leveling or repairs to pathways/accesses and stairs; and/or
 - e. Other improvements designed to improve accessibility, subject to approval by the CIP Administrator and/or Review Panel.
4. Improvements to landscaping features, such as:
 - a. Professional landscaping, including installation of water-efficient ground cover using native plant species or tree planting;
 - b. Resodding, in conjunction with a larger landscaping improvement project (i.e. associated with other eligible projects in this grant);
 - c. Installation or improvement of decorative retaining walls or fences;

5. Replacement, repair, improvement, or installation of signage and associated lighting on building façades of commercial, office, mixed-use, and industrial properties in rural destination nodes.
 - a. Primary signs attached to buildings, particularly those that form part of a building façade's sign board area, or that are located above a building entrance or porch;
 - b. Hanging signs, which may be used either as primary signs or as secondary signs, to complement the main building signage; and
 - c. Stand-alone signs, associated with landscaping, located in front yards and stand-alone signs in rear yards.
6. Professional fees associated with the above improvements.

Program Details

A grant for a total of half (50%) of the construction costs, to a maximum of \$5,000.

Eligibility Criteria

1. Applications shall be in accordance with the application process set out in Section 7.5.
2. Only commercial, office, and mixed-use buildings and/or commercially-zoned properties are eligible for this grant.
3. Accessibility improvements applied for shall be in accordance with, or exceed, the requirements of the Ontario Building Code, as applicable to the property.
4. The maximum amount of a grant for professional design, architectural or landscape architectural services shall not exceed 50% of the grant that is calculated for eligible construction costs.

7 IMPLEMENTATION

The successful implementation of the Township of Augusta CIP requires municipal leadership and a clear and comprehensive framework to guide the administration of the Plan, and ensure that the recommended financial incentive program achieves the intended outcomes and goals of this Plan.

This section sets out the interpretation, general administration structure, general eligibility requirements, application process, and other considerations related to the management of the CIP as well as its implementation, monitoring and evaluation in the Township of Augusta.

7.1 INTERPRETATION

This CIP must be read and interpreted in its entirety, and in conjunction with the Planning Act, Municipal Act, and all applicable municipal planning documents for the Township of Augusta.

The CIP shall be interpreted at the sole discretion of the Township of Augusta Council, in consultation with, or based on, advice from Township staff.

7.2 ADMINISTRATION

This Plan will be administered by the Township of Augusta, as part of the implementation of the Community Improvement policies of the Township of Augusta Official Plan.

The Community Improvement Project Area to which this Plan applies shall be as designated by by-law from time to time.

This Plan is intended to be implemented within a 1-year period. Council may review the Plan at any time to assess the degree of uptake and the overall success of the program, and may elect to amend and continue implementing the CIP beyond 1 year.

Amendments or adjustments to this CIP may be made as described in Section 7.8 of this document.

Grant applications shall be processed, subject to the availability of funding as approved by Council. Council may determine that the objectives of the financial incentive program have been met, and decide to terminate or temporarily suspend funding, without the need for an amendment to the CIP.



Once Council is satisfied that this Plan has been carried out, it may enact a by-law dissolving the Community Improvement Project Area and rendering the Plan inoperative.

7.2.1 DESIGNATION OF ADMINISTRATOR AND APPROVAL AUTHORITY

Upon approval of this CIP, Council shall appoint one or more members of the existing Township staff as the CIP Administrator(s), to manage day-to-day implementation and approval of applications. The responsibilities of the Administrator would generally include corresponding with potential applicants for the financial incentive programs; coordinating application reviews with a Review Panel and/or Council; undertaking marketing activities; and monitoring and evaluation.

7.2.2 FINANCIAL INCENTIVE PROGRAM BUDGET

At its sole discretion, Council may establish a budget for financial incentive programs as part of its annual budget process. This budget may be subject to the availability of funding and other budget priorities, and is therefore not specified in this Plan. Any unused portion of the financial incentive program budget may be carried over to the following year, or utilized for other public purposes as allowed by partner organizations or levels of government that make funds available.

Further, at its sole discretion and considering any recommendations made by the Administrator during monitoring and evaluation, Council may choose to allocate portions of the financial incentive program budget to specific programs, or choose not to allocate funding to certain programs.

The Township may discontinue any of the financial incentive programs recommended in this CIP at any time, without amending this Plan. However, applicants with approved tax assistance and/or grant payments shall still receive said payment, provided that they continue to meet the general and program-specific requirements and the terms of any executed Financial Incentive Program Agreement entered into with the Township.

7.3 GENERAL ELIGIBILITY REQUIREMENTS

All the financial incentive programs contained in this CIP are subject to the following general requirements, as well as the individual requirements specified under each program. The general and program-specific requirements contained in this CIP are not necessarily exhaustive, and the Township reserves the right to include other requirements and conditions as deemed necessary:

1. The subject property of an application must be located in the CIP Project Area as designated by municipal by-law;
2. All proposed projects must, in the opinion of the CIP Administrator(s), Review Panel and/or Council, generally contribute to achieving, and not conflict with, the vision of this CIP, and with the objectives of the applicable grant program.
3. Proposed projects must represent a permanent improvement to the property or building. For clarity, and without limiting the generality of the foregoing, trailers, sheds, hanging planters, and similar non-permanent elements shall not be considered eligible;
4. An application for any financial incentive program contained in this Plan must be submitted to the Township prior to the commencement of any works to which the financial incentive program applies and prior to an application for a building permit;
5. If the applicant is not the owner of the property, the applicant must provide written consent from the owner of the property to accompany the application;
6. An application for any financial incentive program contained in this CIP may require plans, estimates, contracts, reports, and other details, as requested by the Township, to satisfy the Township with respect to project costs and conformity to this CIP, as well as all municipal by-laws, policies, procedures, standards and guidelines, including Official Plan, Zoning By-law, and Site Plan requirements and approvals;
7. As a condition of application approval, the applicant may be required to enter into an agreement with the Township. The agreement shall specify the terms, duration, and default provisions of the incentive to be provided;
8. Where other sources of government and/or non-profit organization funding (federal, provincial, etc.) that can be applied against the eligible costs are anticipated or have been secured, these must be declared as part of the application. Accordingly, the grant may be reduced on a pro-rated basis;
9. The Township reserves the right to audit the cost of any and all works that have been approved under any of the financial incentive programs, at the expense of the applicant;

10. The Township is not responsible for any costs incurred by an applicant in relation to any of the programs, including costs incurred in anticipation of a tax assistance and/or grant payment;
11. If the applicant is in default of any of the general or program specific requirements, or any other requirements of the Township, the Township may delay, reduce or cancel the approved tax assistance and/or grant payment and require repayment of the approved tax assistance and/or grant;
12. Township staff, officials, and/or agents may inspect any property that is the subject of an application for any of the financial incentive programs offered by the Township;
13. No two programs may be used to pay for the same eligible cost;
14. The total of all tax assistance and grants provided in respect of the subject property may not exceed the eligible cost of the improvements to that property;
15. All expenses that are eligible for the incentive programs contained herein must be paid in full and the amount of the incentive shall be reimbursed as a grant to the applicant. Grants shall only be paid out when the work has been completed and paid invoices are submitted to the Town;
16. Outstanding work orders from the Township's Fire Department or Building Department must be addressed prior to grant approval; and
17. Applications for financial incentive programs must meet the eligibility criteria set out for the incentive program, as well as the general policies and requirements for submitting applications outlined in the CIP.

7.4 APPLICATION PROCESS

The recommended process for submitting a financial incentive program application and the Town's process for accepting and evaluating applications is described below:

Step 1: Review and Evaluation of an Accepted Application

Applications for projects which are determined to align with the vision of the CIP and the eligible categories of the grant program will be recommended for approval by a CIP Administrator. A recommending report may be prepared and submitted to the Review Panel and/or Council for review and approval. Funding for the CIP financial incentive programs and individual grant applications is allocated solely at the discretion of CIP Administrator(s) and/or Review Panel and Council.

Step 2: Application Approval and Financial Incentive Program Agreement

Upon approval of an accepted application, a Financial Incentive Program Agreement (“the Agreement”) will be prepared by a CIP Administrator and entered into between the Township and the property owner and/or owner-authorized applicant. The Agreement will outline the nature of the works to be completed, the details of the financial incentive programs, and a timeframe for project completion and grant payment(s). A copy of the Agreement will be provided to the applicant.

Step 3: Completion of Community Improvement Works and Grant Payment(s)

Upon execution of the Agreement, the applicant may begin the approved community improvement works. In the case of grants, payment will occur once the approved works have been completed, as outlined in the Agreement, to the satisfaction of the CIP Administrator(s) and/or Review Panel and Council.

Before the payment is issued, the applicant may be required to provide the CIP Administrator(s) and/or Review Panel with final supporting documentation, such as photographic evidence of the completed works, invoice for all eligible work completed, and proof of payment to contractors, etc., to the satisfaction of the CIP Administrator(s) and/or Review Panel.

The CIP Administrator(s) and/or Review Panel and other Township staff, as applicable, may perform a site visit and inspection of the building or property, as necessary, to ensure the community improvement works have been completed in accordance with the Agreement.

Applicants acknowledge and consent, by applying for CIP grants, to their business, project, and themselves being photographed and/or featured by the Township of Augusta and CIP grant funding partners.

The CIP Administrator(s) and/or Review Panel may take appropriate action as specified in the Agreement if the applicant defaults on the Agreement.

If all program and Agreement requirements are determined to have been met to the satisfaction of the Administrator and/or Review Panel, payment will be issued to the applicant for the approved grant, in accordance with the program and Agreement requirements.

7.5 MONITORING AND EVALUATION

This CIP has been developed and designed to be flexible as a planning and economic development tool for the Township of Augusta. It identifies opportunities and provides incentives for private sector investment, as well as for municipal initiatives, to redevelop and beautify land, buildings, and streets in the Township.

To ensure that this Plan achieves the desired results and remains current with respect to local and global market conditions, and to inform decision-making regarding the Township's implementation budget, the uptake and success of the programs should be monitored, evaluated and, if necessary, revised on a regular basis.

Application Data Collection

The CIP Administrator(s) should maintain a record all pre-application consultations related to potential submissions, even if the consultations do not result in a submitted application. In doing so, the CIP Administrator(s) shall have consideration for the confidentiality of any inquiries.

Carefully selected performance indicators will provide important information regarding the success of this Plan and its individual programs. For each financial incentive application received, the Township should record and monitor, on an on-going basis, the:

- The subject property's tax assessment prior to the project's approval;
- Total construction value of the project;
- Requested grant value, by program and in total;
- Details and purpose of the project, including the square footage of commercial space affected, number of trees to be planted, length of façade improved, etc., as may be appropriate;
- Names of contractor(s) and supplier(s), which may be useful information to provide to future applicants;
- Appearance of the property prior to project initiation ("before" photos);

- Proposed concept plans for the property; and
- Any relevant subjective information about the application (notably, whether the CIP is responsible for encouraging the project).

For unsuccessful applications, the Township should monitor, on an ongoing basis, the:

- Number of unsuccessful applications;
- Reason(s) for the application's denial.

For each approved financial incentive program application, the Township should monitor, on an ongoing basis, the:

- Approved value of grant(s), in total and by program;
- Amount of private investment leveraged by the grant(s);
- Timing of completion of the project and payment of the grant(s);
- Property tax assessment after the completion of the project, if relevant; and
- Appearance of the completed project ("after" photos).

As an outcome of a decision on a financial incentive program application, the Township may survey the applicant to obtain feedback on the financial incentives process.

Updates on the results of the CIP program will be presented to Council annually.

Annual Monitoring and Evaluation Program

The Township should prepare an annual Monitoring and Evaluation Report that demonstrates the performance of the CIP to Council, and any changes or updates that occur from year to year.

In addition, the Report shall also include, if necessary, recommendations regarding:

- Measures for avoiding any unintended outcomes of the CIP programs in the future;
- Funding of the incentive programs for Council's consideration in budget deliberations or the funding or timing of any Township-initiated projects recommended in this document, or others that are recommended or developed after the adoption of this Plan;

- Potential for revisions to the CIP Project Area, which may be passed by by-law;
- Consideration of amendments or adjustments to the Plan; and
- Administration of the Plan.

Furthermore, the annual Report should include a review, summary, and analysis of potential funding opportunities from the federal and provincial governments or other sources. The Monitoring and Evaluation Report should be made available on the Town's website for public review.

The Township should communicate the results of the Monitoring and Evaluation Program through newsletters and information sheets. These can serve to remind potential applicants of the program, promote the achievements of this Plan, and highlight case studies and successful projects.

Similarly, the Township should identify, recognize, and celebrate successful projects, and ensure they are reflected in CIP promotional material. For example, the Township may wish to signify buildings / properties that successfully completed community improvement works through the available financial incentive programs with signs on the properties or profiles on the Township website, with permission from the CIP applicants/participants.

7.6 AMENDMENTS TO THE CIP

As redevelopment and revitalization is achieved in the Township of Augusta over time and specific CIP goals or objectives may evolve, the Township may deem it necessary to amend or adjust this Plan. It may also be necessary to address financial incentive program issues which may become evident as the CIP is implemented.

Required adjustments to this Plan shall generally be identified through recommendations from the annual monitoring and evaluation report. This CIP permits adjustments; however, certain adjustments may require an amendment to this CIP, in accordance with Section 28(5) of the Planning Act. Planning Act requirements for a Statutory Public Meeting and related notice must also be met.

The following adjustments to the CIP require an amendment under Section 28(5):

- Change to the Community Improvement Project Area;
- This adjustment requires a by-law passed by Council.
- Extension of the Plan beyond the intended 1-year planning horizon;
- Addition of a new financial incentive program, or complete removal of a financial incentive program;
- Changes to the CIP vision and/or goals;
- Changes to the types of eligible projects or addition of a new eligible project;
- Changes to eligibility criteria; and
- Changes to the value or calculation of grants.

Minor administrative adjustments may be permitted without an amendment. The following adjustments do not require an amendment under Section 28(5) of the Planning Act:

- Dissolution of the Community Improvement Project Area (i.e. the Plan becomes inoperative);
- Requires a by-law passed by Council, once Council is satisfied this Plan has been carried out.
- Changes to the amount of annual funding provided for incentive programs (total or program-specific);
- Changes to the funding or prioritization of the Town-initiated programs;
- Discontinuation of funding for one or more incentive programs; and
- Delegation of administration / approval of the financial incentive programs to a committee or an individual, or a return of the responsibilities to Council;
- Delegation generally requires a by-law, subject to Section 23.1 of the Municipal Act.

8 FUTURE DIRECTIONS

Once established, Augusta Township's new Community Development Committee may be able to play a larger role in promoting and carrying out the CIP, and help drive continuous improvement initiatives in the Township.

CIPs can have many additional purposes beyond the initial funding program identified in this Plan. For instance, a CIP can assist with the costs of improving historic properties; promoting the remediation and redevelopment of brownfield sites; as well as the revitalization of commercial, industrial, institutional, and even rural areas. Under a CIP,

a municipality may issue grants and loans to help support redevelopment and infill development projects by providing incentives to increase the assessed value of a property (tax increment equivalent grants), offer rebates on planning and application fees, or provide direct grants or loans to help finance redevelopment and intensification projects.

Municipalities often develop additional plans, strategies and guidelines to accompany and further the goals and objectives of a CIP. For instance, a municipal leadership strategy may address issues related to policy and regulatory gaps or conflicts (e.g. changes required to the Zoning By-law), and identify actions, programs, capital projects, and policies that may assist in revitalizing target areas.

The Township may wish to develop and implement strategic policy initiatives that will support the success of the CIP, such as guidelines for design and/or signage, streetscape or corridor improvement plans, parking strategies, partnership strategies, wayfinding initiatives, active transportation plans, recreation master plans, or waterfront strategies.

The location of Augusta Township and its relationship to the St. Lawrence River represents a premier public amenity and an opportunity to develop a cohesive and vibrant waterfront teeming with local services, shopping, recreation, and tourism opportunities. This is further facilitated by the Township's strategic location along Highway 401, which represents a significant opportunity to draw in the travelling public into the Township and its rural destination nodes.

The Township may also consider public-private partnership (P3) projects to promote redevelopment at strategic, highly visible or otherwise prominent locations within the Township. It may also demonstrate municipal leadership through the acquisition of land for such purposes.

Other initiatives on vacant municipal lands may include the development of community gardens to encourage urban agriculture, local food production, and environmentally sustainable practices with health, social, and economic benefits.

When local streets are being considered and prioritized for road works, the Township should consider implementing streetscape improvements in conjunction with other construction, such as planting of street trees, rehabilitation of sidewalks, development of



trails and cycling lanes, installation of street furniture, and other decorative elements such as planters, banners, and hanging flower baskets.

Expanding the type and breadth of available CIP grants can serve to promote additional improvements across the Township. CIP grant programs are often established by municipalities to offset planning, building, and other municipal fees; and to attract investors and developers through the use of tax increment equivalent grants.

While Augusta's Official Plan designates the entire Township as a CIP area, and Augusta Township has established all the lands within Augusta's municipal boundary as a Community Improvement Project Area, the merits of developing a method of categorizing target areas within a single CIP (e.g., by defining Precincts or Nodes), or addressing target areas within separate CIPs should be further examined.

Tax increment financing (TIF) may be applicable where the property assessment increases as a result of development, redevelopment, or major improvement, and there is a subsequent increase in municipal property taxes. For the purposes of calculating such a grant, municipal property taxes generally include the municipal portion of the taxes only, and do not include education or any other special charges. TIF grants may be aligned to a declining percentage of the municipal tax increase resulting from the improvements, and shall be paid to the owner each year for a maximum of 2 years (e.g., in year one, the amount of the grant shall equal up to 100% of the tax increment and shall decrease by 50% per year until it reaches 0%)

9 CONCLUSION

The Township of Augusta Community Improvement Plan (CIP) is a strategic planning and economic development tool that will be implemented to achieve community improvement and economic development goals.

The focus of this initial CIP for Augusta is on enabling the Township's allocation of Main Street Revitalization Initiative funds to be disbursed; as such, only one grant for façade and exterior improvement has been identified to start.

However, the policy framework and discussion of options for future directions will enable CIP Administrator(s), the Community Development Committee, Township staff, Augusta

Council, local business owners and the broader community to have meaningful discussions about desired amendments, budgetary considerations for new types of grant programs, and proposed community improvements with reflection on the input from various surveys completed to date.

Implementation and monitoring of the CIP and its results will be undertaken by the Township of Augusta, in partnership with private sector investment, community members, the CIP Administrator(s), Council, and/or the Review Panel.

The Plan will remain in effect for up to 1 year. It will be periodically reviewed by Council to evaluate its effectiveness and degree of uptake and success. This Plan is designed to be adaptable, with flexibility built into the policies and programs to account for changes in the Township's financial resources and priorities. Accordingly, the Plan may be adjusted or amended, as necessary, to improve its programs and better respond to revitalization needs within the Township.

The successful promotion and implementation of the Plan will require the continued dedication of Township staff and Council, including a dynamic marketing strategy, annual review and reporting, identification of lessons learned, and adaptation to changing priorities and economic conditions.

Most importantly, this CIP represents a commitment to the community for the provision of continued public and private investment opportunities, to ensure Augusta remains a community of opportunity in Eastern Ontario, and a place its residents and businesses are proud to call home.



**THE CORPORATION OF THE TOWNSHIP OF AUGUSTA
BY-LAW NUMBER 3479-2020**

**A BY-LAW TO DESIGNATE A COMMUNITY IMPROVEMENT PROJECT AREA
FOR THE TOWNSHIP OF AUGUSTA**

WHEREAS Section 28(2) of the Planning Act, R.S.O. 1990, c. P.13, empowers the Council of a municipality in which an Official Plan is in effect to designate the whole or any part of the municipality covered by the Official Plan as a Community Improvement Project Area;

AND WHEREAS the Council of The Corporation of the Township of Augusta has adopted an Official Plan which covers all the land within its boundaries and which contains provisions relating to community improvement;

AND WHEREAS Section 28(1) of the Planning Act, defines a "Community Improvement Project Area" as "a municipality or an area within a municipality, the community improvement of which in the opinion of the council is desirable because of age, dilapidation, overcrowding, faulty arrangement, unsuitability of buildings or for any other environmental, social or community economic development reason";

AND WHEREAS the Council of The Corporation of the Township of Augusta deems it in the interest of the municipality to designate land hereinafter described as a Community Improvement Project Area;

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

pursuant to Section 28 of the Planning Act, R.S.O. 1990, C. P. 13,

1. That pursuant to Section 28(2) of the Planning Act, R.S.O. 1990, C. P. 13, the lands illustrated on Schedule "A" to this By-law attached hereto, representing all the land within the boundaries of the Township of Augusta, and forming part of this By-law are hereby designated as a Community Improvement Project Area.

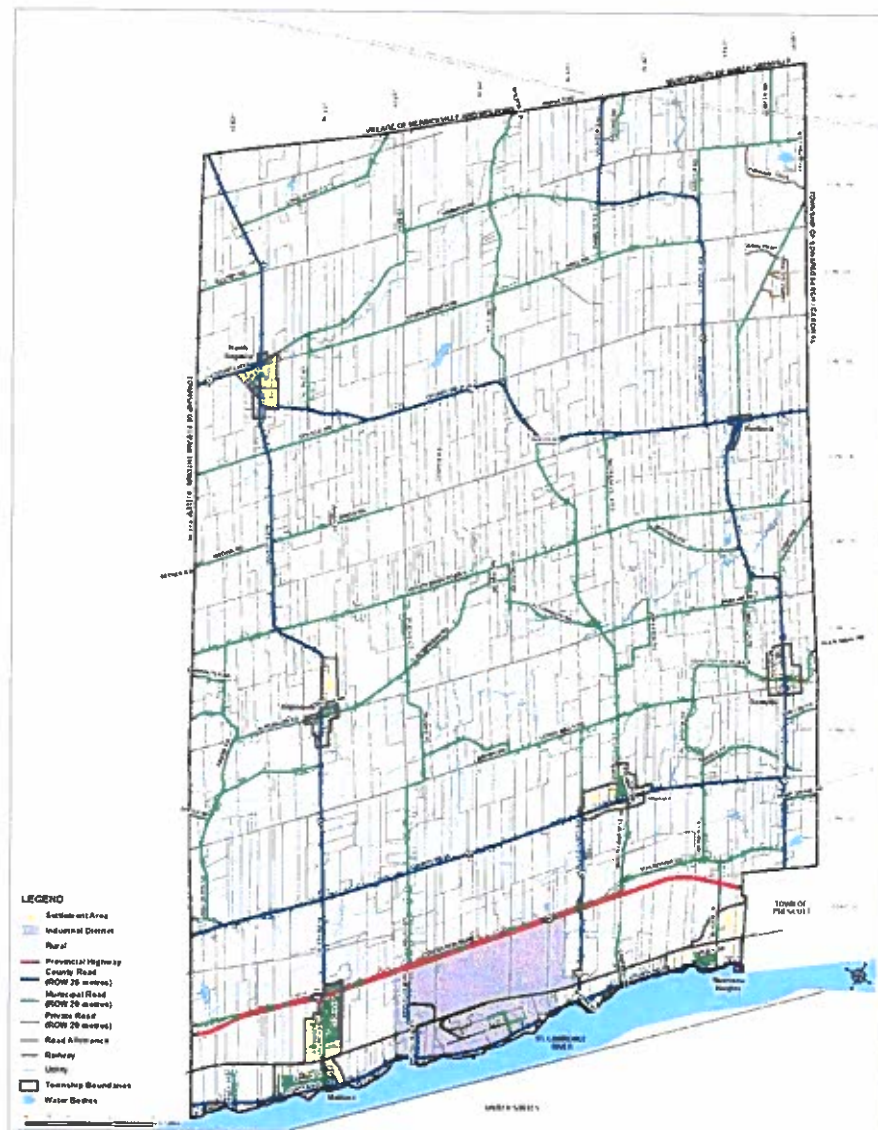
2. This By-law shall come into force and take effect as of *September 3, 2020*

Read a first, second, and third time and passed this 24th day of August, 2020.

MAYOR

CLERK

**SCHEDULE A to BY-LAW 3479-2020
COMMUNITY IMPROVEMENT PROJECT AREA**



The **Community Improvement Project Area** is comprised of all the land within the boundaries of the Township of Augusta.

Settlement Areas are highlighted in yellow.

The **Maitland Industrial Park** is shown in purple.



**THE CORPORATION OF THE TOWNSHIP OF AUGUSTA
BY-LAW NUMBER 3488-2020**

**A BY-LAW TO CONFIRM THE PROCEEDINGS OF COUNCIL OF THE TOWNSHIP OF
AUGUSTA AT ITS MEETING HELD ON AUGUST 24, 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 24, 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 24th day of August, 2020.

MAYOR

CLERK