

**AUGUSTA TOWNSHIP
AGENDA
C.O.W./REGULAR MEETING
April 15, 2024 at 6:00 P.M.**

REGULAR COUNCIL – EXECUTIVE SESSION

A. Call to Order

B. Land Acknowledgement Statement

Augusta Township acknowledges that we live and work on ancestral territories of indigenous people. The Township recognizes all indigenous peoples and honors their past, present, and future. The Township values and respects their cultural heritages and relationship to the land.

C. Mayor’s Opening Remark

D. Approval of Agenda

E. Approval of Minutes of Previous Meetings

F. Disclosure of Pecuniary Interest and General Nature Thereof

G. Business Arising from the Minutes

H. Delegations and Presentations

- RNJ Youth Services – Rachel Burns

I. Correspondence and Petitions

- Canadian Military History Guide Support

J. **REPORTS**

COMMITTEES REPORTS

UCLG Council
SNCA/RVCA
Recreation
Library Board
EDTAC
PAC
Administration

Mayor Shaver
Deputy Mayor Wynands
Councillors
Councillor Bowman
Councillor Henry
Deputy Mayor Wynands
CAO Geraghty

Library Board Appointment

AUGUSTA TOWNSHIP

STAFF REPORTS

Administration and Finance

- Report 2024 – 036 – Adopt a Road/Park Program
- Report 2024 – 039 – North Augusta Rec Roof Tender Award

Operations

- Report 2024 – 040 – Grass Cutting Tender Award
- Report 2024 – 041 – Granular M Tender Award
- Report 2024 – 042 – Rehabilitation of Merwin Land Tender Award
- Report 2024 – 043 – ½ Ton Truck RFP Award

Planning and Building Services

- Report 2024 – 038 CBO Activity Report

Protective Services

K. Notice of Motions

L. By-Laws

- 3700-2024 – ½ loads By-Law
- 3701-2024 – CCRF Amending Agreement
- 3702-2024 – Maple View Landings Project Agreement
- 3703-2024 – Adopt 2024 Tax Rates
- 3704-2024 – Regulation of Noise By-Law

M. Announcements

N. Questions on Agenda Items for the Press

O. Questions on Agenda Items for the Public

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

- Proposed or Pending Disposition of Land by the Municipality.
 - Augusta Industrial Park Land
- Labour Relations
 - Employee Matter Update

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

R. Reporting Out from Closed Session

S. By-Law to confirm Proceedings of Council

T. Adjournment

**AUGUSTA TOWNSHIP
MINUTES
C.O.W./REGULAR MEETING
March 25, 2024 at 6:00 P.M.
at the Municipal Office, 3560 County Road 26**

PRESENT

Mayor Shaver
Deputy Mayor Wynands
Councillor Bowman
Councillor Henry
Councillor Pape

PRESS

The South Grenville Beacon

STAFF PRESENT

Shannon Geraghty, Annette Simonian, Jon Stadig, Chief Rob Bowman, Melissa Banford, Vikki Werner-Mackeler

REGRETS

CALL TO ORDER

Mayor Shaver called the meeting to order at 6:00 p.m.

MAYOR'S OPENING REMARKS

APPROVAL OF AGENDA

Moved by Councillor Henry, seconded by Councillor Bowman
BE IT RESOLVED THAT the agenda for March 25, 2024 be adopted.
Carried

APPROVAL OF MINUTES OF PREVIOUS MEETINGS

Moved by Councillor Bowman, seconded by Councillor Henry
BE IT RESOLVED THAT Council approve the minutes of the March 11, 2024
Council meeting as distributed to all members.
Carried

DISCLOSURE OF INTEREST

Councillor Bowman declared a conflict of interest on item identified on this meeting's agenda as Report 2024-33 Severance B24-24 Kirkland due to the properties being owned by her mother Shirley Kirkland, herself and her sister Angela Seecharan.

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BUSINESS ARISING FROM THE MINUTES

DELEGATIONS & PRESENTATIONS

CORRESPONDENCE & PETITIONS

Moved by Councillor Henry, seconded by Councillor Bowman

BE IT RESOLVED THAT Council accepts the Village of Merrickville-Wolford's challenge and approves a \$500 donation to the Chief Fire Officers Association of Leeds and Grenville county-wide food drive.

Carried

Moved by Councillor Bowman, seconded by Councillor Henry

BE IT RESOLVED THAT the Council of the Township of Augusta support the resolution passed by the Township of Goderich to call upon both the ROMA and OGRA Boards to re-establish a combined OGRA & ROMA annual conference; and

THAT this resolution be forwarded to Premier Doug Ford, Minister Paul Calandra, MPP Clark, the municipalities of Leeds and Grenville, OGRA and ROMA.

Defeated

COMMITTEE REPORTS

UCLG: Mayor Shaver provided an update
SNCA/RVCA: Deputy Mayor Wynands provided an update
Recreation: Councillors provided an update
Library Board:
EDTAC:
PAC:
Administration:

ADMINISTRATION AND FINANCE

Report 2024-034

Moved by Councillor Henry, seconded by Councillor Bowman

BE IT RESOLVED THAT Council receive the Parks, Recreation and Facilities Quarter 1 Report.

Carried

Report 2024-035

Moved by Councillor Bowman, seconded by Councillor Henry

WHEREAS at the meeting held Augusta 14, 2023, Council adopted the following resolution:

BE IT RESOLVED THAT Council of the Township of Augusta approve Report 2023-083 to withdraw from the management of the Blue Box Program; and

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THAT delegated authority be provided to the Chief Administrative Officer or designate to enter into agreements needed to continue transfer of this service; and

WHEREAS no agreement has been signed to date; and

WHEREAS the Township desires to allow for the management of the Blue Box Program.

NOW THEREFORE BE IT RESOLVED THAT Council amend the previously adopted motion to strike out “withdraw from” and replace with “allow for”.

Carried

OPERATIONS

PLANNING AND BUILDING SERVICES

Report 2024-032

Moved by Deputy Mayor Wynands, seconded by Councillor Pape

BE IT RESOLVED THAT Council recommends to the United Counties of Leeds and Grenville Consent Granting Authority that consent applications B-13-24 and B-14-24 be approved, subject to six (6) conditions of approval, as detailed in Staff Report 2024-032.

Carried

Report 2024-033

Moved by Councillor Pape, seconded by Deputy Mayor Wynands

BE IT RESOLVED THAT Council recommend to the United Counties of Leeds and Grenville Consent Granting Authority that consent application B-24-24 be approved, subject to five (5) conditions of approval, as detailed in Staff Report 2024-033.

Carried

PROTECTIVE SERVICES

NOTICE OF MOTIONS

BY-LAWS

Moved by Deputy Mayor Wynands, seconded by Councillor Pape

BE IT RESOLVED THAT By-Law Numbered 3698-2024 being a By-Law to authorize an agreement between Product Care Association of Canada and the Corporation of the Township of Augusta be read a first time, a second time, a third time, and be enacted as read.

Carried

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ANNOUNCEMENTS

- The Grenville Fish & Game Club Auction starts March 29 and runs until April 7, 2024.
- The Panel Discussion with Mayor's Around the District plus Breakfast will be on April 17th at MERC.
- The Leo Boivin Showcase Tournament is this this weekend – March 28-31st.
- Augusta Firefighter Association's Pancake Supper will be April 13 from 4-7pm at Station 2 in North Augusta.
- Firefighter training on the new jaws of life equipment will begin this Thursday. Council members are welcome to attend.
- There have been brush and grass fires north of us as many municipalities did not get the snow we got over the weekend therefore these municipalities have put burn bans in place.
- The County Chief's have elected Chief Bowman as the new County Mutual Aid Coordinator.
- Dog and Kennel Licenses are due this Thursday, March 28th.
- Interim taxes are also due this Thursday, March 28th.

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 Deputy Mayor Wynands, seconded by Councillor Pape

BE IT RESOLVED THAT By-Law No. 3699-2024 confirm the proceedings of Council of the Township of Augusta at its meeting held on March 25, 2024 be read a first time, a second time, a third time, and be enacted as read.

Carried

ADJOURNMENT

Moved by Councillor Pape, seconded by Deputy Mayor Wynands

BE IT RESOLVED THAT this Council do now adjourn at 6:35 pm until April 15, 2024 at 6:00 p.m. or until the call of the Mayor subject to need.

Carried.

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DELEGATION REQUEST TO APPEAR BEFORE COUNCIL

Name of Individual/Organization: RNJ Youth Services

Council Meeting Date Requested: April 15, 2024

Topic: (If necessary, please attach additional correspondence): At this time, RNJ Youth

Services is requesting a delegation to increase awareness and request advocacy as we seek an increase in baseline funding from our funding sources.

Contact Information:

Name (if different from above): Rachel Burns

Mailing Address: 779 Chelsea Street, Brockville Ontario

Phone Number: 613-342-4238

Email: rachel@mjyouth.com

NOTE: All documents provided are open to the public. If you are providing communication to the township, please be aware that your name and information will appear on the Township's website and become part of the public record, unless you expressly request the Township to remove it. If requesting a closed (In-Camera) meeting with Council, the subject matter must meet the requirements of section 239(2) of the Municipal Act.

Additional Information:

1. Delegations on an agenda shall be determined on a first come, first serve basis.
2. No more than two (2) delegations shall be heard at any meeting.
3. Delegations shall be limited to ten (10) minutes of presentation time and five (5) minutes for questions.

AUGUSTA TOWNSHIP



Canadian Military History Guide

Dear Sir/Madam

Thank you for interest in our **Canadian Military History Guide Project** in support of **Wounded Warriors Canada**.

Military Support Publications is an organization dedicated to supporting Canada's Veterans and is coordinating a special project to benefit Wounded Warriors.

We are proud to be producing a series of Digital **Canadian Military History Guides** with original articles from Canada's storied Military History. The **Ontario Edition** will be sponsored by support from **Ontario's business community**. All editions will be available to view online at www.militarysupport.ca and www.woundedwarriors.ca by January 2025.

Wounded Warriors provides life changing mental health services for thousands of Canada's injured Veterans, Police Officers, Fire Fighters, other First Responders, and their families every year.

The results are life changing and, at times, life saving.

Supporting Wounded Warriors leads to better access to care and a shared understanding that help is available.

Whether you supported this project by purchasing an advertisement, or acted as a project sponsor, your support helps make a difference.

For further information please contact our **Project Office** at **1-855-559-5056(Toll Free)**. Thank you for your consideration and/or support.

Respectfully,

Mark T. Fenety
Executive Director
Military Support Publications

Stephen Topham
National Partnerships Director
Wounded Warriors Canada

Visa/Mastercard Accepted

adcopy can be emailed to: adcopy@militarysupport.ca

AUGUSTA TOWNSHIP



**“Canadian Military History Guide
Advertisement price list”**

Prices are the same for b&w or colour!!

Advertisement Size	Price		HST		Total
2 Page spread	\$ 2,590.00	+	\$ 336.70	=	\$ 2,926.70
Outside Back Cover	\$ 1,995.00	+	\$ 259.35	=	\$ 2,254.35
Inside Front Cover	\$ 1,695.00	+	\$ 220.35	=	\$ 1,915.35
Inside Back Cover	\$ 1,695.00	+	\$ 220.35	=	\$ 1,915.35
Full Page (7"x 9.735")	\$ 1,295.00	+	\$ 168.35	=	\$ 1,463.35
1/2 Page (7"x 4.735")	\$ 795.00	+	\$ 103.35	=	\$ 898.35
1/4 Page (3.375"x 4.735")	\$ 495.00	+	\$ 64.35	=	\$ 559.35
1/10 Page (3.375"x 1.735")	\$ 295.00	+	\$ 38.35	=	\$ 333.35

G.S.T. Registration # 796619427 RT0001



▶ **Please Make Cheques Payable to** ◀
 Military Support WW Guide (MSPWW GUIDE)
 PO Box 8001 Stn T CSC
 Ottawa, ON
 K1g 3h6



Note: Digital Guide size will be a full 8 ½ " X 11".

Any advertiser purchasing a ¹/_{10th} Page size advertisement and up will receive a complimentary certificate of appreciation. Our digital guide will be available for viewing or downloading on our website, <http://woundedwarriors.ca> and www.militarysupport.ca

Visa/Mastercard Accepted

adcopy can be emailed to: adcopy@militarysupport.ca

AUGUSTA TOWNSHIP

Date: April 15, 2024

Resolution No: _____

MOVED BY

- Deputy Mayor Wynands
- Councillor Bowman
- Councillor Henry
- Councillor Pape

SECONDED BY

- Deputy Mayor Wynands
- Councillor Bowman
- Councillor Henry
- Councillor Pape

BE IT RESOLVED THAT Council appoints Joy Burlton to the Augusta Library Board for the remainder of the term of Council.

RECORDED VOTE:

	FOR	AGAINST
Councillor Bowman	___	___
Councillor Henry	___	___
Councillor Pape	___	___
Mayor Shaver	___	___
Deputy Mayor Wynands	___	___

CARRIED

DEFEATED

DEFERRED

Mayor

Declaration of pecuniary interest by: _____

Nature of interest: _____

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

AUGUSTA TOWNSHIP

REPORT NUMBER: 2024-036
REPORT TO COUNCIL: April 15, 2024
RE: Adopt a Road/Park Pilot Program
AUTHOR: Annette Simonian, Clerk

RECOMMENDATION:

THAT Council endorses the implementation of the Augusta Adopt a Road Program; and

THAT Council approve the Guidelines for the Adopt a Road Program.

BACKGROUND:

Adopt-a-Road is not intended to replace the Pitch-in day, but as a public service program to help enhance local litter collection. Volunteers adopt a road/Park and contribute by picking up litter along their adopted section. The program offers a way for environmentally conscious citizens, community groups and businesses to contribute to a cleaner and more beautiful Township.

Many Municipalities have implemented the Adopt a Road/Park Program to enhance the local litter collection activities by picking up litter along the Township roads right of way.

The Adopt-a-Program helps in promoting a positive image of the Township and encourages Civic pride.

ANALYSIS

Volunteers (groups, organizations, individual families/friends businesses) after reading the Guidelines and Registration Package, (Attachment 2) interested in participating in the program will submit the required documents to the Township to adopt a section of road and commit to keeping it clean for three year period. During this time, the volunteers will agree to complete two cleanups a year, typically once in the Spring and once in the Fall. After the initial three-year period, agreements can be renewed on an annual basis or dissolved.

Once an application is received, staff will review the application for suitability and once approved will contact the group representative to finalize the process.

In the interest of safety and to reduce liability exposure the Township will provide:

- Gloves
- Safety vests (available for lending)
- Pickup tools
- Cones (available for lending)
- First aid kit
- Training material.

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Recognition is a big part of acknowledging efforts. After two clean-ups by the volunteer group, Augusta Township will post signage at either end of the adopted portion of the road or at the park that will identify the groups participation in the program. The Signage for the group will be placed under the main portion of the sign as shown in the example in attachment 1.

The initial cost of the program supplies is anticipated to be \$2,500 to \$3,000.

The Adopt a Road/Park Program is cost effective program that maximize maintenance resources to keep the roadsides free of litter and promote civic pride and benefits the community by working together towards a cleaner environment and improve the appearance of the Township.

OPTIONS

Do not run the Adopt a Road/Park Program.

Defer back to staff for more information.

Accept Staff's Recommendation to implement the Adopt a Road/Park Program.

LINK TO MUNICIPAL PLANS

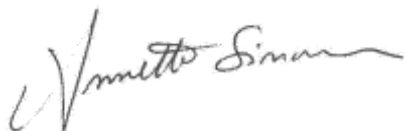
Beautification/Community Improvement – support community beautification.

FINANCIAL:

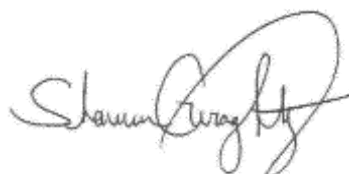
Costs incurred by the recommendation within this report include signs, stocking safety vests and purchasing cones and litter pickers as required. It is expected that the initial one-time cost of the program will be less than \$3,000 per year.

The costs for 2024 will be charged to the Health & Safety Budget which Public Works and Administration have funds to support this initiative. After the purchase of supplies, the costs will be monitored, and adjusted for the 2025 budget as required.

Costs can be reduced if sponsorships are obtained.



Annette Simonian, Clerk



Shannon Geraghty, CAO

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Signage Example





**ADOPT A ROAD/ADOPT A PARK
Guidelines and Registration Package
Individuals, Families, Groups or Businesses**

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ADOPT A ROAD/PARK FRAMEWORK/GUIDELINES

PURPOSE

Augusta Township's Adopt-A-Road/Park Program has been established as a public service program for volunteers to enhance the local litter collection by conducting approved activities within a certain section of a road right-of-way or park within Augusta Township. It is a way for environmentally conscious citizens to make a personal contribution to a better environment. The road/park adoption may include various combinations of the following activities: litter pick up, reporting hazardous and/or vandalism, spotting and reporting invasive plants and noxious weeds, hand pulling/spading of minor weeds.

RECOGNITION

In addition to the satisfaction gained by providing a cleaner environment, participants are recognized by a sign with the group or individual name displayed at each end of the adopted section or at the park area, erected by the Township, acknowledging their efforts (signs are limited to the organizations logo or in the case of individuals, two lines 10 - 12 characters in length identifying the group). Signs will be erected after one year of commitment has been fulfilled and at least two clean ups. These signs help to raise awareness by showing motorists that Augusta residents care about their community and the environment. Please note that signs can take up to six months to be installed. All signs are subject to approval of the Township.

AGREEMENT

Volunteers wishing to participate in the Adopt-A-Road/Park Program must complete and submit the Adopt A-Road/Park Program Agreement. Sections are generally a minimum of two kilometers long or a park within the Township.

The safety of volunteers is of primary concern in determining sites. The Township further reserves the right to limit the number of adoptions for a single group or entity.

TERM

Three years is the standard term for an adoption agreement and may be renewed yearly thereafter. Litter pickup is required a minimum of two times per year, once in the spring and once in the fall, but may be done as often as necessary.

The Township will monitor the Adopt-A-Road/Park Program and all individual agreements to determine if the program's overall objectives are being met. The Township reserves the right to terminate an adoption agreement for any reasons, including but not limited to the following: inadequate performance, potential harm to the public image of the Township or the Program, non-compliance with the program terms and conditions, conduct of the adoptee group or individual or individuals involved in the adoptee group, or due to revisions or termination of the program. The Township reserves the right to cancel the Adopt a Road/Park Program.

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PARTICIPATION IN ADOPT-A-ROAD PROGRAM

Businesses, families, informal groups and formal organizations such as community or school groups of two or more, may adopt a road/park. Volunteers must be at least 12 years of age, or in the case of a school, in grade six. The adopting group must provide supervision by one or more adults (19 years of age or older) for every five persons under the age of 19 involved in an activity. Working group size is to be a minimum of two persons. Only groups and individuals determined by the Township to be responsible and to exhibit, in good faith, the desire and the ability to achieve Adopt-A-Road/Park Program objectives within the parameters of these Guidelines will be allowed to adopt a road/park. The Township may refuse to grant a request to adopt a section if, in its opinion, granting the request would jeopardize the program, be counter-productive to its purpose, create a public safety hazard, or be in conflict with Township policies. Volunteers are not considered Officers, Employees, or Agents of the Township. Any injuries, claims, liabilities, suits, or costs arising from the volunteers' activities relating to this agreement, shall be the sole responsibility of the volunteers. Volunteers shall indemnify the Township and agree to abide by the Program Guidelines and to not hold the Township responsible for any injuries or damage that they may cause or suffer as a result of participation in the Adopt-A-Road/Park Program. Volunteer groups must comply with the Adopt-A-Road/Park safety requirements and indemnity requirements for their specific groups. Garbage collected during statutory holiday, afternoon on the day before a statutory holiday, or on holiday weekends will have to be taken to the Transfer Station(s) by the participants. All work is to be done during daylight hours only (one hour after sunrise and one hour before sunset). Work is not to be undertaken during inclement weather conditions, or when visibility is poor, e.g. heavy rain, fog, etc. If garbage bag pickup is required, we ask that you let us know 48 hours before your group goes out, so arrangements can be made for our crews to pick up the garbage bags and transfer them to a disposal site (if necessary). Call for any bag(s) for pick up needed. (that you are unable to take to the Transfer Stations yourself). Complete a Clean-up Report after each clean-up activity.

VOLUNTEER GROUP RESPONSIBILITIES

All volunteers participating in the Adopt-a-Road/Park Program must:

- Be familiar with the safety guidelines before participating in the adopt a road/Park.
- Obey and abide by all laws and regulations relating to safety and such terms and conditions as may be required by the Township. Park all vehicles, at the work site, as far away as possible from the traveled portion of the roadway ensuring no one remains in a parked vehicle during the activity.
- Ensure provision of all supervision, safety equipment and first aid kit available.
- Conduct approved activities to meet Adopt-A-Road/Park Program Objectives: - Pick up litter two (2) times a year during the designated time period to maintain a clean Township road right-of-way or park.
- Sort litter into four different categories where possible: glass, plastic, metal, and "other" refuse to facilitate disposal procedures.
- Use/wear Township provided safety equipment at all times and any additional appropriate safety apparel during activities.
- Perform approved activities only within the Township's road right-of-way section of adopted roadway.

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- Respect the rights of private landowners by not passing on their land or intervening with their activities.
- Do not conduct activities on the road surface, paved or gravel shoulders, medians, bridges, in tunnels, on overpasses, or around other structures or locations that could pose a danger.
- Wear clothing that will not impair vision or movement during the activity.
- During activities covered by the adoption agreement, volunteers shall not wear attire that might divert the attention of motorists.
- Work only during daylight hours (One (1) hour after sunrise and 1 hour before sunset).
- Identify and notify the Township of heavy objects or suspected hazardous materials, so the Township representative can arrange pick-up and disposal by Township staff.
- Surrender items of value (wallet, purse, camera, etc.) found on Township property to the nearest police station.
- Notify the Township office 48 hours in advance if you are unable to take trash bags to the transfer station and require bags to be removed by Township staff. Place filled trash bags at the adopt a road signage. Please note: there will be no pickup on weekends or holidays and drop off is not available Sundays or holidays.

VOLUNTEER COORDINATOR RESPONSIBILITIES FOR GROUPS MORE THAN TWO

The Volunteer Group Coordinator shall be responsible to:

- Serve as liaison between the Township and any volunteer(s) in their group
- Schedule bag pickup with the Township.
- Submit all required documentation for the group to the Township.
- Submit a Clean-up Report after each clean-up activity.
- Ensure Personal Protective Equipment is available and supplied. Pick up safety vests, bags for trash and traffic cones when required. (Please return all borrowed materials after each work session).
- Ensure that anyone who participates in the Adopt-A-Road/Park Program has reviewed Township supplied safety information.
- Review safety procedures with work group prior to arrival at site.
- Keep the group together and orderly.
- Know what to do in case of emergency, and where the nearest hospital is located.
- Know the physical capabilities of all group members.
- Supervise periodic breaks.
- Do not allow the group to work or walk on the travelled portion of the roadway, or within one (1) metre of the travelled portion of the roadway, or on private property.
- Ensure the group works facing oncoming traffic.
- Provide emergency first aid kit (band-aids, disinfectants, etc.) in the event of minor cuts or abrasions.

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TOWNSHIP OF AUGUSTA'S RESPONSIBILITIES

The Township of Augusta will:

- Provide safety vests, pick up tools, gloves and bags and safety information.
- Erect signs with the groups' name or logo displayed at each adopted section of the road/Park, unless, in the opinion of the Township, erecting the signs would jeopardize the program, be counterproductive to its purpose, create a hazard to the safety of the public, or be in conflict with government or Township policies.
- Remove and dispose of filled bags and other objects identified.
- Monitor to ensure the objectives of the Adopt-a-Road Agreement and Program are being met.
- Ensure there is no recent herbicide application, Township or its Contractors, in adopted sections where litter pick up is taking place.
- Take any actions deemed required, in the sole unfettered discretion of the Township, to ensure program objectives are met.
- Approve the logo and/or wording placed on Adopt-A-Road signs.
- Modify/renew/terminate any agreements or the program, as deemed required, by the Township.
- Provide training material participants. This training may include items such as how your group can identify local priority noxious weeds, safe handling of large objects and needles, and use of proper personal protective equipment (PPE).
- Provide third party liability insurance for injury and property damage arising out of the activities of this program. (such insurance does not cover any loss suffered by participants in the Program).

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APPENDIX A

APPLICATION/AGREEMENT

The persons named below intend to enhance the environment and improve the appearance of a section of road or park in Augusta Township by carrying out the activities under the Guideline of the Adopt-a-Road/Park Program.

- New Application Renewal (renewals can be 1 year term)

Name of Group or Individuals:

Number of Volunteers: ____ (minimum of 2 required)

Volunteer Group Coordinator Information: (Main contact for group)

Name: _____

Address:

Telephone: _____ Email: _____

Type of Group: (please check the closest match)

- Community Group Individual(s) Family/Friends Business School Group

Names of Volunteer(s):

Sign Information: (New applicants only)

We request the following information to appear on the Adopt-A-Road sign:

- Our group has a logo and a picture of it is attached as a jpg or png.
 Provide wording to identify your group (2 lines – 10-12 characters in length)

Road/Park sections adopting

Township Road/Park Name: _____

Road From: _____ To: _____ (at least 2KM in length)

(Counties Roads allowed under limited situation).

_____ Side of Road Both Sides

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I have read and I understand the Adopt-a-Road/Park Program Guidelines for participation in the Program. I understand that each individual volunteer must complete a Volunteer Waiver and Acknowledgement of Risk and training form prior to commencing any volunteer activity. This agreement shall not be amended or modified in any respect otherwise than in writing and executed by the parties.

Applicant's Signature: _____ Date: _____

Print Name: _____

THIS SECTION TO BE COMPLETED BY AUTHORIZED TOWNSHIP REPRESENTATIVE

Permission is hereby granted to "adopt" the above section road or park Yes No

Term of this adoption is: From _____ To _____

Reason: (If an activity is not approved) _____

Authorizing Signature: _____ Date: _____

Return this form to:
Adopt a Road/Park Program Coordinator
3560 County Road 26
Prescott ON K0E 1T0
613-925-4231 X105
asimonian@augusta.ca

The Township collects personal information under MFIPPA for the purpose of processing your application and general communications.

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APPENDIX B

LITTER CLEAN-UP REPORT

The litter clean-up report summarizes your achievements and provides us with important statistics and feedback on the Adopt-a-Road program.

On the first business day after your litter clean-up activity, complete and submit the litter clean-up report along with any Incident reports (exception: for serious injuries, complete Incident report immediately after the incident is under control).

Activity Details Adopted Road/Park

Group name:

Form completed by:

Date of clean-up: _____

group participants: _____ # hours: _____

Activity Results:

Number of full bags collected:

Number and description of flagged items (containers, heavy objects, hazardous waste, SHARPS):

Indicate any injuries or problems experienced during the activity:

General comments or suggestions:

AUGUSTA TOWNSHIP

APPENDIX C

RELEASE AND WAIVER AGREEMENT

Adopt-A-Road Indemnity Requirements

All volunteers for the Adopt-A-Road/Park Program must complete and sign the Waiver and Acknowledgement of Risk prior to participation in the Program.

Waiver and Acknowledgement of Risk

Name of Volunteer (please print): _____

I acknowledge having read a copy of the Adopt-A Road/Park Program Agreement (the "Agreement") and the Adopt-A Road/Park Program Guidelines. I confirm that I will abide by the Agreement and Guidelines. I further confirm this Waiver and Acknowledgment of Risk shall remain in full force and effect during my period of participation in the Adopt-A-Road/Park Program and my Group Coordinator has reviewed the Guide to Safe Litter Clean-up.

I understand that my participation in the Adopt-A-Road/Park Program does not make me an employee, agent, or contractor of or for The Corporation of the Township of Augusta ("Township"). The Township will not assume any responsibility for any personal injury or material losses, damages, claims, liabilities, or suits whatsoever arising from my participation in the Adopt-A-Road/Park Program.

I understand that participation as a volunteer in the Adopt-A-Road Program requires the exercise of due care to avoid risks that could result in injury, death or loss or damage to person or property. I acknowledge the inherent risks involved in the Adopt-A-Road/Park Program, which activity(s) I am being allowed to undertake freely of my own volition, without pay or compensation of any kind, and without any liability of any nature on behalf of Township. I understand that all services I perform during my volunteer service are undertaken at my own risk. I have read the Guide to Safe Litter Clean-Up, and I agree to wear a safety vest and gloves while participating to minimize any such risks and I freely accept and fully understand and assume all risks associated with this activity(s).

I, for myself, my heirs, executors, administrators, successors, assigns, agents, or anyone else who may claim on my behalf, hereby release and agree to defend, indemnify and hold harmless the Township its elected officials, officers, employees, agents, or anyone acting on behalf of the Township, from and against any and all losses, liabilities, damages, injuries, actions, causes of action, claims, demands, costs and expenses of every kind and nature whatsoever arising from my participation in the Adopt-A-Road/Park Program including but not limited to liability for personal injury, sickness, disease, death, damage to property or loss of any kind and however caused, whether foreseen or unforeseen and whether arising out of or allegedly attributable to the negligence, acts, errors, omissions, misfeasance, nonfeasance, fraud or willful misconduct of Township, its elected officials, officers, employees, agents, or anyone acting on behalf of the Township, or any of them, in connection with or in any way related to the Adopt-A-Road/Park Program.

I confirm that I have been advised to obtain independent legal advice prior to signing this Waiver and Acknowledgment of Risk and I have declined to do so.

Name of Volunteer (please print): _____

Signature: _____
(Signature of volunteer or parent or guardian if under 18)

Witness: _____
(Print name and sign)

Date: _____

AUGUSTA TOWNSHIP

APPENDIX D

STATEMENT OF COMMITMENT

The Adopt-A-Road/Park Program is a cooperative effort between the Township of Augusta and the residents of Augusta who wish to contribute to the appearance of their community.

Both parties therefore commit to performing certain activities for keeping cleaner and safer Township Roads and Parks.

THE ADOPTER agrees to:

1. Remove litter and hand pulling or spading of minor weeds along a two km or more section of a Road allowance or Park within the Township borders for a minimum of twice a year for three years.
2. abide by the Guidelines of the Program.
3. Ensure that appropriate tools and equipment are used during clean-up and avoid direct contact with items that have the potential to be hazardous or injurious. Items that may be harmful, such as corrosive material, disease related objections and animal parts shall not be touched. Hazardous litter and exceptionally heavy or unyielding objects shall be reported immediately to the Program Coordinator.

THE TOWNSHIP agrees to:

1. Supply operating materials which may include, but not limited to, safety vests, litter bags, gloves and litter pickers.
2. Arrange for the removal and disposal of any litter and materials collected from the designated pick-up location.
3. Provide third party liability insurance for injury and property damage arising out of the activities of this program. (Such insurance does not cover any loss suffered by participants in the program.)
4. Supply and install two Adopt-A-Road signs with the adopter's name or logo on each sign after the initial two clean ups. These shall be placed at either end of the designated section of road or park area.
5. Provide Training materials.

I have read and understood this Statement of Commitment, and I agree to the terms of participation.

Adopter name: _____

Address: _____

Phone: _____

Date: _____

AUGUSTA TOWNSHIP

APPENDIX E

GUIDE TO SAFE LITTER CLEAN-UP

The role of the Volunteer Group Coordinator

The group coordinator will be the contact person and is responsible for submitting all required documentation to the Township Adopt-A-Road/Park Program Coordinator and serves as the liaison between the Township and any volunteers represented. As a leader for a group, the Volunteer Coordinator or designate is also responsible for reminding volunteers to use good judgment and safe practice during cleanup activities.

The items in this guide should be discussed with the group prior to each clean up event. Remember Safety First! Under no circumstance is the welfare of a participant to be compromised during cleanup activities.

Safety Checklist

1. DISCUSS THE CLEAN-UP ROUTE.

Take note of any areas of concern or potential danger, such as high traffic areas or locations where there is limited vision of approaching traffic.

2. SUPERVISE MINORS.

Ensure there is one responsible adult (19 or older) present to supervise every 5 minors under the age of 18.

3. PREPARE YOUR MATERIALS.

Make sure you have all tools and materials required to complete your task safely and efficiently. Check that your equipment is in good working condition.

4. REVIEW SAFETY INSTRUCTIONS with participants:

- Watch for cars and other vehicles. As drivers may not expect to see volunteers working, participants should watch out for all vehicles in the area.
- Work not to be done during inclement weather conditions.
- Work to be done during day light hours only (1 hour after sunrise or 1 hour before sunset).
- Handle dangerous litter carefully. Dangerous litter such as broken glass or other sharp objects should be handled carefully to avoid injury. These items should only be handled with litter pickers (tongs) or other available implements. It is a good idea to designate one person to pick up dangerous items with a litter picker, especially if children are in your group.
- Volunteers must NOT handle hazardous litter. Objects that contain corrosive chemicals (i.e. car batteries) or objects that may carry harmful bacteria or disease (i.e. dead animals, syringes, etc.) should not be touched. Please flag where you find these items and contact the Program Coordinator for proper collection and disposal.
- Never reach blindly to pick up an item. Use a tool or stick to “identify” the item before picking it up.

AUGUSTA TOWNSHIP

- Review Noxious weeds and needle handling pamphlets.
- Work in pairs or teams. This is safer than working alone as it allows volunteers to look out for each other.
- Be mindful of unstable/slippery ground/slopes.
- Be mindful of wild animals, insect hives and nests.
- Be mindful of noxious weeds, such as poisonous wild parsnip, giant hogweed and poison ivy.

Walking on Streets

- Work on one side of the street at a time.
- Start your litter pick up at the opposite end of the road from your Adopt-A-Road sign.
- Pick up litter walking facing oncoming traffic.
- Leave garbage bags at each Adopt-A-Road/Park Program sign, if possible. If the bags are too heavy, leave them at the point where they are filled.

Volunteer Clothing

- Always wear the safety vests and gloves provided.
- Participants should wear suitable footwear – boots or closed-toe shoes.
- Dress appropriately for the weather.
- Avoid the use of headphones or restrictive clothing.

In Case of an Emergency

- If possible, keep a cell phone handy or know where the nearest phone is in case of an emergency.
- Have transportation available.
- Know the quickest route to the nearest hospital in case of a serious injury.

General Tips

- Avoid horseplay while working.
- Prohibit any alcohol and/or illegal drugs.
- Keep an adequate supply of water.
- Have provided first aid kit available. Include any significant irregularities and be sure to report any injuries immediately.

AUGUSTA TOWNSHIP

REPORT NUMBER: 2024-039

REPORT TO COUNCIL: April 15, 2024

RE: Steel Roof Replacement – North Augusta Community Hall Award

PREPARED BY: Kathleen Cole, Manager – Parks, Recreation & Facilities

RECOMMENDATION:

THAT Council authorize the Mayor and the Clerk to enter into a contract with the JAK Group in the amount of \$68,809.92, plus H.S.T. for the steel roof replacement at the North Augusta Community Hall.

BACKGROUND:

In 2015, insurance observations highlighted the necessity for retrofitting the roof at the North Augusta Community Hall. Furthermore, in the autumn of 2023, a leak was detected in the hall's storage area. Despite several remediation attempts, none proved successful. It is suspected that the leak originates from the roof and infiltrates behind the vapour barrier in the wall. Replacing the roof will not only pinpoint the source of the leak but also resolve the situation in the storage area. In addition, replacing the roof will extend the longevity of the hall by several years.

ANALYSIS:

The RFP sealed bid opening was conducted March 29th with five bids being received. The following bids were submitted:

Seamless Sheet Metal

\$42,220.90 plus HST

Done Deal Roofing

\$78,306.82 plus HST

13642810 Canada Inc. (Borcherts Roofing Ltd.)

\$55,705.00 plus HST

AUGUSTA TOWNSHIP

KB Homes Ltd.

\$99,925.00 plus HST

The JAK Group

\$68,809.92 plus HST

A detailed analysis of the bids ensured that all essential requirements were included in the bids. As part of the evaluation process key factors were looked at beyond price which included qualifications, experience, clarity of proposal, timelines, and references. The JAK Group has a good reputation throughout Leeds and Grenville for quality workmanship and services. They also have extensive experience in this type of roofing system and have complied with all the components of the tender. In addition, JAK Group was involved in providing building envelopes for all our facilities within in the Township and has an understanding of the structure and the current issued we are currently experiencing. It is recommended they be awarded the contract.

FINANCIAL IMPACTS:

The primary funding for this RFP will be from the allocated budget approved by Council for 2024.



Kathleen Cole
Manager, Parks, Recreation
& Facilities



Shannon Geraghty
Chief Administrative Officer

AUGUSTA TOWNSHIP

REPORT NUMBER: 2024-040
REPORT TO COUNCIL: April 15, 2024
RE: Award – Grass Cutting and Trimming Contract Tender 2024-03
AUTHOR: Jon Stadig, Acting Public Works Manager

RECOMMENDATION:

THAT Council authorize the Clerk and Mayor to enter into a contract for grass cutting and trimming for 2024 season (with option of 2 additional 1-year renewals) as per Tender No. 2024-03 with Grant Bartholomew.

BACKGROUND:

The Township contracts grass cutting and trimming for several sites within the Township. Unless otherwise directed by the Township, all areas are to be cut and trimmed once per week from the first full week of May until and including the second full week of October (approximately 20-25 cuts/year).

Attachment 1: Grass cutting locations and per diem prices.

ANALYSIS:

We received six Tender submissions for the grass cutting and trimming. The total per one full round of grass cutting and trimming the locations are listed below. The per diem prices are attached for reference.

The following bids were submitted:

- Triple (AAA) Lawn Care
Disqualified (7 locations only)
- Plum Hallow Excavating
\$63,125.50/cut
- VS Landscape Group
\$3,660.00/cut
- JJ Construction
Disqualified (4 locations only)
- Distinct Landscape Group
\$4,369.00/cut

AUGUSTA TOWNSHIP

- Grant Bartholomew
\$1,825.00/cut

Grant Bartholomew provided the Township with excellent service during the 2022-2023 grass cutting seasons and was also the lowest bidder.

FINANCIAL CONSIDERATIONS:

The actual costs will vary based on the number of cuts during the season. Sufficient funds have been allocated in the 2024 Budget.



Jon Stadig, Acting Public Works Manager



Shannon Geraghty, CAO

AUGUSTA TOWNSHIP

Attachment 1

TOWNSHIP OF AUGUSTA

SCHEDULE OF UNIT PRICES

In accordance with the first paragraph of the Tender, the Tenderer hereby offers to complete the work specified in **Contract No. 2024-03 Grass Cutting & Trimming** for the following prices, per cut, per location, **excluding HST**:

Item No.	Spec No	Location	Unit Price
1	SP	Municipal Office	\$46.00
2	SP	McGuinn's Cemetery	\$53.00
3	SP	Carpenter Cemetery	\$74.00
4	SP	Presbyterian Cemetery	\$70.00
5	SP	Cooper Road Cemetery	\$45.00
6	SP	Riverview Heights	\$56.00
7	SP	Dive Site	\$50.00
8	SP	Kemp Park	\$70.00
9	SP	Cedar Street Park	\$70.00
10	SP	Maynard Recreation	\$125.00
11	SP	Algonquin Ball Park	\$75.00
12	SP	Augusta Public Library	\$56.00
13	SP	MERC Hall	\$135.00
14	SP	Kingston Cemetery	\$30.00
15	SP	North Augusta Cenotaph	\$30.00
16	SP	Maitland Fire Hall	\$125.00
17	SP	Public Works Garage	\$87.50
18	SP	Maynard Transfer Station	\$87.50

AUGUSTA TOWNSHIP
TOWNSHIP OF AUGUSTA

19	SP	Domville Recreation	\$ 125.00
20	SP	Roebuck Recreation	\$ 135.00
21	SP	NA Soccer Fields	\$ 125.00
22	SP	NA Ball Park/Recreation	\$ 125.00
23	SP	Masonic Hall Property	\$ 30.00
Total before taxes			\$ 1825.00

AUGUSTA TOWNSHIP

REPORT NUMBER: 2024-041

REPORT TO COUNCIL: April 15, 2024

RE: Award – Supply of Granular “M” For Maintenance of Unpaved Roads Tender 2024-02

AUTHOR: Jon Stadig, Acting Public Works Manager

RECOMMENDATION:

THAT Council authorize the Mayor and Clerk to enter into a contract with G. Tackaberry & Sons Construction Company Limited in the amount of \$120,190.00 plus H.S.T with an upper limit of \$140,000.00 for the 2024 supply of Granular “M” for maintenance of unpaved roads.

BACKGROUND:

Pending Council approval, the award is to supply Granular “M” for maintenance of unpaved roads for 2024.

ANALYSIS:

We received three (3) Tender submissions for the supply of Granular “M”.

The following bids were submitted:

- G. Tackaberry & Sons Construction Company Limited
\$120,190.00 plus H.S.T.
- Willis Kerr Contracting Limited
\$138,984.35 plus H.S.T.
- Green Infrastructure Partners
\$158,482.50 plus H.S.T.

FINANCIAL CONSIDERATIONS:

Pending approval, funds have been allotted in the 2024 Capital Public Works Budget for this tender. The bid amount of \$120,190.00 is within the proposed budgeted amount for this project which was set at \$140,000.00.



Jon Stadig, Acting Public Works Manager



Shannon Geraghty, CAO

AUGUSTA TOWNSHIP

REPORT NUMBER: 2024-042
REPORT TO COUNCIL: April 15, 2024
RE: Award – Rehabilitation of Merwin Lane Tender 2024-01
AUTHOR: Jon Stadig, Acting Public Works Manager

RECOMMENDATION:

THAT Council authorizes the Mayor and the Clerk to enter into a contract with Green Infrastructure Partners in the amount of \$373,310.00 plus H.S.T. for the rehabilitation of Merwin Lane from County Road 26 to McIntosh Road.

BACKGROUND:

Pending Council approval, the award is to pulverize existing asphalt and granular base, add new granular material, and pave it with a single lift of HL-4 warm mix asphalt.

ANALYSIS:

We received two (2) tender submissions for the rehabilitation of Merwin Lane.

The following bids were submitted:

- Green Infrastructure Partners
\$373,310.00 plus H.S.T.
- G. Tackaberry & Sons Construction Company
\$409,382.00 plus H.S.T.

FINANCIAL CONSIDERATIONS:

Funding for this project was approved in the 2024 budget of \$450,000 which is being funding through the Canada Community Building Fund (Federal Gas Tax) and the Ontario Community Infrastructure Fund (OCIF).



Jon Stadig, Acting Public Works Manager



Shannon Geraghty, CAO

AUGUSTA TOWNSHIP

REPORT NUMBER: 2024-043
REPORT TO COUNCIL: April 15, 2024
RE: Award – New ½ Ton Truck RFP 2024-05
AUTHOR: Jon Stadig, Acting Public Works Manager

RECOMMENDATION:

THAT Council authorize the CAO to proceed with the purchase of a new 2024 Chevrolet Silverado 1500 Double Cab Short Box 4X4, Gas Engine truck from Riverside Prescott Buick GMC Ltd. as per RFP No. 2024-05 in the amount of \$ 61,313.60 plus H.S.T.

BACKGROUND:

This vehicle will allow Public Works to replace the ageing 2009 GMC Truck 3 currently being used within the fleet. The age of the truck is reaching the 15-year mark which as stated previously is requiring frequent maintenance.

ANALYSIS:

We received one tender submission for the new ½ ton truck.

The following bid was submitted:

- Riverside Prescott Buick GMC LTD
\$61,313.60 plus H.S.T.

Riverside Prescott Buick GMC Ltd. was the lowest bid and is a long standing reputable local dealership located in Prescott.

FINANCIAL CONSIDERATIONS:

As part of the 2024 Budget there was \$65,000.00 allocated towards the purchase of new truck which will added to the current fleet. The net cost of the purchase is \$62,392.76 which is below the estimate in the budget.



Jon Stadig, Acting Public Works Manager



Shannon Geraghty, CAO

AUGUSTA TOWNSHIP

REPORT NUMBER: 2024-038
REPORT TO COUNCIL: April 15, 2024
RE: Building Department Activity Summary
AUTHOR: Karen Morrell, CBO, CBCO

RECOMMENDATION:

THAT Council receive the Building Department Activity Report for March 2024 for information.

BUILDING DEPARTMENT ACTIVITY SUMMARY:

March 2024	Permit Number	Cost of Project	Permit Cost	Type of Permit
21/03/2024	2024-0008	\$750,000.00	\$6,049.00	SFD
07/03/2024	2024-0010	\$ 30,000.00	\$ 120.00	Solar panels
07/03/2024	2024-0011	\$ 15,300.00	\$ 110.00	Demolition
March 2024 TOTAL		\$795,300.00	\$6,279.00	
2024 TOTAL		\$979,300.00	\$7,606.00	

March 2023	Permit Number	Cost of Project	Permit Cost	Type of Permit
06/03/2023	2023-7803	\$ 15,000.00	\$ 1,144.00	<i>Renovation</i>
08/03/2023	2023-7806	\$ 800,000.00	\$ 6,760.00	SFD
07/03/2023	2023-7808	\$12,000,000.00	\$ 4,140.00	Ag Building
07/03/2023	2023-7809	\$ 1.00	\$ 435.05	Ag Building
28/03/2023	2023-7810	\$12,000,000.00	\$ 4,140.00	Ag Building
10/03/2023	2023-7813	\$ 0.00	\$ 95.00	Renewal
07/03/2023	2023-7814	\$ 100,000.00	\$ 789.00	Renovations
15/03/2023	2023-7815	\$ 75,500.00	\$ 2,575.00	Garage addition
30/03/2023	2023-7818	\$ 100,000.00	\$ 901.00	Renovation
28/03/2023	2023-7821	\$ 1,400.00	\$ 95.00	Temporary storage
March 2023 TOTAL		\$25,091,901.00	\$21,074.05	
2023 TOTAL		\$25,259,401.00	\$23,004.05	

Inspections performed in March; 2	Permits issued in March; 3
Inspections performed for other Twp; 0	Inactive/abandoned permit applications; 0
Inspections performed by other Twp; 9	
MPAC Finals for March; 2	MPAC Occupancies for March; 1

AUGUSTA TOWNSHIP

Monthly reports submitted to MPAC, Statistics Canada, Tarion and CMHC for March 2024.



Karen Morrell, CBO



Shannon Geraghty, CAO

AUGUSTA TOWNSHIP



THE CORPORATION OF THE TOWNSHIP OF AUGUSTA BY-LAW NUMBER 3700-2024

A BY-LAW TO DESIGNATE THE DATE ON WHICH THE REDUCED LOAD PERIOD SHALL START AND END ON TOWNSHIP ROADS.

WHEREAS, pursuant to section 11 of the Municipal Act, 2001, S.O. 2001, chapter 25, as amended, The Corporation of the Township of Augusta is authorized to enact by-laws regulating, among other things, traffic on highways under its jurisdiction;

WHEREAS, pursuant to section 122(1) of the Highway Traffic Act, R.S.O. 1990, chapter H.8, as amended (hereinafter "Act"), and during a specified reduced load period, a commercial motor vehicle, or trailer, unless otherwise exempted, cannot be operated or drawn upon any designated highway where the weight upon an axle exceeds 5000 kilograms;

AND WHEREAS the reduced load period is deemed necessary for the protection of all highways within the jurisdiction of The Corporation of the Township of Augusta.

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

- 1. THAT** the provisions of Section 122 of the Highway Traffic Act apply to all highways within the jurisdiction of the Corporation of the Township of Augusta during the period from the 15th day of February to the 15th day of May inclusive in each and every year.
- 2. THAT** this By-Law shall not become effective until appropriate signs have been erected and are on display, no person shall move, drive, operate, or draw a vehicle or vehicles, or combination of vehicles, upon any highway or portion hereto where the weight upon an axel exceeds 5000 kilograms.
- 3. THAT** at any time or times when circumstances warrant, including but not limited to times when an extension of a Reduced Load Period is necessary to preserve the condition of a highway, the Chief Administrative Officer with input from the Public Works Manager, may extend the said Reduced Load Period by amending the commencement or end date or dates as referred to in section 1 above and, upon erection of authorized signs providing for such extended Reduced Load Period, the terms of this By-Law, including but not limited to any prohibition or exemption hereunder, shall apply during such period of extension.
- 4. THAT** notwithstanding the prohibition set forth in this By-Law and pursuant to section 110 of the Act, the Public Works Manager may issue a permit or permits authorizing the movement, driving, operation, or drawing of a vehicle or vehicles, or combination of vehicles, which, but for such permit, would be otherwise prohibited.
- 5. THAT** in the event that any particular provision or provisions or part of a provision in the is By-Law is found to be void, voidable or unenforceable for any reason whatsoever, then the particular provision or provisions or part of the particular provision shall be deemed severed from the remainder of this By-Law and all other provisions shall remain in full force.

AUGUSTA TOWNSHIP

- 6. This By-Law shall come into full force and effect upon the date of passing and enactment hereof.
- 7. By-Law Number 2038-1988 is hereby repealed.

Read a first, second and third time and finally passed this 15th day of April, 2024.

MAYOR

CLERK

AUGUSTA TOWNSHIP



THE CORPORATION OF THE TOWNSHIP OF AUGUSTA BY-LAW NUMBER 3701-2024

BEING A BY-LAW TO AUTHORIZE AN AGREEMENT BETWEEN HIS MAJESTY THE KING IN RIGHT OF CANADA (HIS MAJESTY) HEREBY REPRESENTED BY THE MINISTER RESPONSIBLE FOR THE FEDERAL ECONOMIC DEVELOPMENT AGENCY FOR SOUTHERN ONTARIO (MINISTER) AND THE CORPORATION OF THE TOWNSHIP OF AUGUSTA

WHEREAS the Municipal Act 2001, SO 2001, Chapter 25, as amended, provides that a municipality has the capacity, rights, powers and privileges of a natural person for the purpose of exercising its authority under this Act;

WHEREAS there has been a change of scope of work from the original agreement;

WHEREAS there is sufficient budget set aside for the project;

AND WHEREAS the Council of the Township of Augusta wishes to enter into an agreement with His Majesty;

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

1. **THAT** the Mayor and Clerk are hereby authorized to sign the Canada Community Revitalization Fund Amending Agreement #2.
2. **THAT** Schedule A shall form part of this By-Law.
3. **THAT** this By-Law will come into force and take effect on its passing.

Read a first, second, and third time and finally passed this 15th day of April, 2024.

MAYOR

CLERK

AUGUSTA TOWNSHIP

Recipient Name: Corporation of the Township of Augusta

Project No: 1000653

CANADA COMMUNITY REVITALIZATION FUND

AMENDING AGREEMENT #02

This Amending Agreement is made as of March 20, 2024

BETWEEN: **HIS MAJESTY THE KING IN RIGHT OF CANADA,**
 (“His Majesty”) hereby represented by the Minister responsible for the
 Federal Economic Development Agency for Southern Ontario
 (“Minister”)

AND: **CORPORATION OF THE TOWNSHIP OF AUGUSTA**
 (“Recipient”) a **Municipality** established under the laws of **Ontario**.

(collectively referred to as the “**Parties**”)

WHEREAS the Minister and the Recipient entered into a contribution agreement made as of April 27, 2022, and amendment agreement #01, made as of January 20, 2023, under the *Canada Community Revitalization Fund (“Contribution Agreement”)*, whereby the Minister agreed to make a non-repayable contribution to the Recipient in the maximum amount of \$720,907 in support of the Recipient’s Eligible Costs (as defined herein) of the Project; and

WHEREAS the Parties wish to amend the Contribution Agreement as specified in Section 3 hereof,

NOW THEREFORE in consideration of their respective obligations contained herein, the Parties agree to the following:

1. **Interpretation**

All capitalized terms used and not otherwise defined herein will have the meanings given to them in the Contribution Agreement.

2. **Execution**

This Amending Agreement must be executed by the Recipient and received by the Minister within two (2) days of its signature on behalf of the Minister.

3. **Amendment**

3.1 In the Contribution Agreement, Annex 1– Statement of Work, is hereby deleted and replaced by a new Annex 1- Statement of Work attached hereto attached as Schedule 1.

4. **General**

4.1 The Contribution Agreement and this Amending Agreement will henceforth be read together and will have the effect as if all the provisions of such agreements were contained in one instrument.

4.2 Except for the amendments expressly set forth in this Amending Agreement, the other terms and provisions of the Contribution Agreement remain unchanged.

4.3 This Amending Agreement is governed by the laws of the Province of Ontario and the laws of Canada applicable therein.

AUGUSTA TOWNSHIP

Recipient Name: **Corporation of the Township of Augusta**

Project No: **1000653**

- 4.4 This Amending Agreement may be executed and delivered in any number of counterparts, each of which when executed and delivered is an original but all of which taken together constitutes one and the same instrument.
- 4.5 Each of the Parties shall, at the request of the other Party to this Amending Agreement, execute such documents and do such acts as may be reasonably required to carry out the terms of this Amending Agreement.
- 4.6 This Amending Agreement shall ensure to the benefit of, and be binding upon, the Parties and their respective successors and permitted assigns.
- 4.7 No modification, supplement or amendment to this Amending Agreement shall be binding unless executed in writing by all of the Parties hereto.

Remainder of this page is intentionally left blank

AUGUSTA TOWNSHIP

Recipient Name: **Corporation of the Township of Augusta**

Project No: **1000653**

IN WITNESS WHEREOF the Parties hereto have executed this Amending Agreement through duly authorized representatives.

Project #: **1000653 – Amending Agreement #02**

HIS MAJESTY THE KING IN RIGHT OF CANADA,

Per: Wilson, Mark
Digitally signed by Wilson, Mark
DN: cn=CA, o=CC, ou=FEDDEVONT, cn=Wilson, Mark
Reason: I am the author of this document
Locales
Date: 2024.03.20 07:59:27-0400
Full PDF Editor Version: 138.1

Mark Wilson, Manager,
Canada Community Revitalization Fund
Federal Economic Development Agency
for Southern Ontario

CORPORATION OF THE TOWNSHIP OF AUGUSTA

Per: _____
Jeff Shaver
Mayor

Date: _____

I have authority to bind the corporation.

Per: _____
Annette Simonian
Clerk

Date: _____

I have authority to bind the corporation.

AUGUSTA TOWNSHIP

Recipient Name: Corporation of the Township of Augusta

Project No: 1000653

SCHEDULE 1

Annex 1

CANADA COMMUNITY REVITALIZATION FUND

STATEMENT OF WORK 1000653 - Augusta Township

Primary Project Location: 8103 Main Street, North Augusta, ON K0E 1T0

Project Start Date: April 1, 2022

Project Completion Date: March 31, 2024

Project Description/Purpose/Objective

By March 31, 2024, the Corporation of the Township of Augusta will demolish the former Masonic Hall building to make room for outdoor improvements, utilize the property to develop a multifunction, year round facility by developing/renewing the existing outdoor space for tennis, pickle ball, park/playground, and a three season rink surface, surrounded by a paved accessible walking track. The project will include the construction of a new Pavillion to support the new facilities including storage space, accessible washrooms, general purpose area and a canteen. New parking facilities will also be added.

Activities

Activity	Estimated Completion Date
Demolish existing building	March 31, 2023
Confirm uses and prepare site plan	March 31, 2023
Construct outdoor tennis/pickle ball courts	September 30, 2023
Construct/improve Park/Playground	September 30, 2023
Construct rink surface and walking track	October 15, 2023
Construct new Pavillion	December 31, 2023
Parking improvements	March 31, 2024
Landscaping	March 31, 2024

Statement on Diversity and Inclusion

The Agency and the Recipient recognize and acknowledge their shared commitment to support a more diverse and inclusive Southern Ontario and Canadian economy. Throughout the duration of the Project, the Recipient agrees to engage with the Agency on their approach(es) to fostering diversity and inclusion within their organization. Examples could include:

- Collecting data and preparing reports on the Recipient's workforce and participant (defined as collaborators, businesses supported, etc.) demographic composition (on a disaggregated basis) including baseline information;
- Developing and implementing a workplace diversity plan that could include efforts such as increasing senior leadership and workforce participation of underrepresented groups, providing skills development training programs for members of underrepresented groups as defined in the *Employment Equity Act*, or other initiatives;
- Identifying ways to leverage the supply chains and procurement opportunities within southern Ontario to access goods and services from businesses that are predominantly owned, operated and controlled by underrepresented groups as defined in the *Employment Equity Act* and consistent with the Government of Canada's Indigenous procurement practices, and
- Considering registering as a participant under Canada's 50-30 Challenge.

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AUGUSTA TOWNSHIP

Recipient Name: Corporation of the Township of Augusta

Project No: 1000653

Expected Results of the Project

- The Corporation of the Township of Augusta has demolished the former Masonic Hall and utilized the property to build a multifunction, year-round facility.
- Developed/renewed the existing outdoor space for tennis, pickle ball, park/playground, and a three season rink surface, surrounded by a paved accessible walking track, constructed a new Pavillion, and improved/developed new parking facilities.
- The Recipient ensures that the infrastructure asset related to the Project is and will remain open, available and accessible to the public.

Key Project Impacts

The Recipient will track performance against these indicators and report on progress and final results as per Annex 3 of this Agreement.

Mandatory Indicators

Measurement	At Project End
Total cash leveraged	\$258,302
Number of community public spaces created	0
Number of community public spaces expanded	0
Number of community public spaces improved	1

Jobs (Mandatory)

Jobs	Number of full-time equivalents ¹				Total
	Created		Maintained ²		
	Permanent ³	Temporary ⁴	Permanent	Temporary	
Forecasted total jobs by Project Completion	2	0	0	0	2

¹Full-time equivalent (FTE) is equivalent to one employee working full time or more than one person part-time, such that the total working time is the equivalent of one person working full-time. Generally, full-time positions will involve between 35 and 40 hours in a regular workweek. A FTE calculation is the total hours worked in a week divided by the regular workweek. FTEs do not include positions created as a result of subcontracts to undertake work on the project (e.g. construction, suppliers, etc.). The Recipient must be the employer of the FTEs reported in this table.

²Maintained refers to employment that existed prior to the project, but which would not have continued, or would have been unlikely to continue, if the project had not been funded.

³Permanent job is a position without a fixed end date.

⁴Temporary job is defined as a temporary or contract position with a fixed end date.

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AUGUSTA TOWNSHIP

Recipient Name: Corporation of the Township of Augusta

Project No: 1000653

Project Costs & Financing

COSTS	Eligible & Supported ^{1,2}		Eligible & Not Supported	Ineligible	Total	
	\$	%			\$	%
Facility Construction/Renovations	\$ 259,962	91.4%	\$ 0	\$ 0	\$ 259,962	91.4%
Equipment Purchases/Installation	\$ 10,134	3.6%	\$ 0	\$ 0	\$ 10,134	3.6%
Expertise	\$ 0	0.0%	\$ 0	\$ 0	\$ 0	0.0%
Labour	\$ 0	0.0%	\$ 0	\$ 0	\$ 0	0.0%
Project Management	\$ 14,238	5.0%	\$ 0	\$ 0	\$ 14,238	5.0%
TOTAL	\$ 284,334	100.0%	\$ 0	\$ 0	\$ 284,334	100.0%

FINANCING	Eligible & Supported		Eligible & Not Supported	Ineligible	Total	
	\$	%			\$	%
FedDev Ontario	\$ 213,251	75.0%			\$ 213,251	75.0%
Other Federal	\$ 0	0.0%	\$ 0	\$ 0	\$ 0	0.0%
Provincial	\$ 0	0.0%	\$ 0	\$ 0	\$ 0	0.0%
Municipal	\$ 71,083	25.0%	\$ 0	\$ 0	\$ 71,083	25.0%
Other Private (Equity/Financing)	\$ 0	0.0%	\$ 0	\$ 0	\$ 0	0.0%
Applicant	\$ 0	0.0%	\$ 0	\$ 0	\$ 0	0.0%
TOTAL	\$ 284,334	100.0%	\$ 0	\$ 0	\$ 284,334	100.0%

CONTRIBUTION ALLOCATIONS BY FISCAL YEAR:	Eligible & Supported Project Costs	FedDev Ontario Contribution per Fiscal Year (\$, reimbursement %)	
2022-23	\$25,597	\$ 19,198	75%
2023-24	\$258,737	\$ 194,053	75%
TOTAL	\$284,334	\$ 213,251	75%

STACKING CALCULATION	
Total Eligible & Supported Costs ⁴	\$ 284,334
Total Government Contributions	\$213,251
Stacking %	75.0%
Stacking Limit	100.0%

Notes:

1. Eligible and Supported Costs include the amount of the harmonized sales tax (HST), net of any refund or eligible credits due from the Canada Revenue Agency.
2. The Recipient shall not redirect funding amount between cost categories without the prior written consent of the Minister.
3. FedDev Ontario's contribution allocations by Fiscal Year will not be reallocated without the prior written consent of the Minister. The Minister has no obligation to pay any amounts in any other Fiscal Years than those specified above. Failure to adhere to Fiscal Year allocations can result in a reduced contribution amount.
4. Eligible Costs is the sum of Eligible and Supported Costs and Eligible and Not-Supported costs.
5. Facility construction/renovations including by not limited to construction, purchase of materials, enhancements, alterations, restoration and/or the undertaking of leasehold improvements on fixed capital assets including reinforcement and replacement of lintels, basement stair replacement, installation of main stairs/lift, kitchen construction, installation of accessible washrooms, re-trussing and addition of roof, paving of parking spaces and shoulders, installation of planter boxes and beautification of curbs as described above in the Project Description/Purpose/Objective.
6. Project Management including but not limited to costs associated with the oversight and administration of the project such as the costs of a public announcement, an official ceremony, of required temporary or permanent signage, environmental assessments, or monitoring and follow-up activities.

AUGUSTA TOWNSHIP



THE CORPORATION OF THE TOWNSHIP OF AUGUSTA BY-LAW NUMBER 3702-2024

BEING A BY-LAW TO AUTHORIZE AN AGREEMENT BETWEEN THE CORPORATION OF THE UNITED COUNTIES OF LEEDS AND GRENVILLE (COUNTIES) AND THE CORPORATION OF THE TOWNSHIP OF AUGUSTA

WHEREAS the Municipal Act 2001, SO 2001, Chapter 25, as amended, provides that a municipality has the capacity, rights, powers and privileges of a natural person for the purpose of exercising its authority under this Act;

WHEREAS at their September 25, 2023 council meeting, Council approved a donation of \$25,000 to the Long Term Care Maple View Landings Redevelopment Project over a three year period.

WHEREAS the first installment has been allocated in the 2024 budget;

AND WHEREAS the Council of the Township of Augusta wishes to enter into an agreement with the Counties;

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

1. **THAT** the Mayor and the Chief Administrative Officer are hereby authorized to sign the Long Term Care Maple View Landings Redevelopment Project Agreement;
2. **THAT** Schedule A shall form part of this By-Law.
3. **THAT** this By-Law will come into force and take effect on its passing.

Read a first, second, and third time and finally passed this 15th day of April, 2024.

MAYOR

CLERK

AUGUSTA TOWNSHIP

THIS AGREEMENT made the 15th of April, 2024

BETWEEN:

The Corporation of the United Counties of Leeds and Grenville
("Counties")

AND:

Township of Augusta
("Donor")

The following Agreement outlines the terms, conditions, and specific details of a \$25,000 commitment/donation made by the Township of Augusta (hereinafter referred to as "the Donor") to the United Counties of Leeds and Grenville (hereinafter referred to as "the Counties").

1. Purpose of the Donation:

The donation shall be used to solely support the redevelopment of the Long-Term Care Redevelopment Project and in accordance with the Fundraising Strategy Policy; specifically, a sunroom and two resident rooms.

2. Payment Amount and Timing:

The Counties and the Donor agree to the following payment(s) and schedule for which the Donor shall receive a tax receipt from The Counties in the year of the donation:

Date	Dollar Amount
April 30, 2024	\$8,333.00
April 30, 2025	\$8,333.00
April 30, 2026	\$8,334.00
TOTAL	\$25,000

The Donor agrees to make all payments by cheque for the dates noted above.

3. Use of the Funds:

The Donor's gift shall be used to enhance the lives of residents and staff of the Counties' new long-term care facility in the Township of Athens, Ontario. The

AUGUSTA TOWNSHIP

funds may be used for items needed to enhance the lives of the residents and staff unless otherwise directed to a specific purchase as outlined below:

4. Recognition:

The Donor shall be recognized at the appropriate level of the Counties "Donor Tree". Recognition of this funding shall be in the name as specified by the Donor.

Should "Anonymous" be entered on the line above no recognition shall be advertised or provided for this donation.

5. Naming Rights

If the purpose of the donation in Section 1, is identified as Naming Rights, the Donor understands that such rights expire at the sole discretion of The Counties on the earlier of:

- a. The building being decommissioned as a long-term care facility
- b. Such time as the Counties determines the entire donation is not collectable, despite any amounts already donated.
- c. At any point in time the Counties determines the Donor's activities, or the name bestowed at the request of the Donor reflects negatively on The Counties' image, brand or ability to operate effectively.

The Counties and the donor shall work together to establish the official name to be used to recognize the Naming Right donation.

The Donor agrees the Counties shall have the final say on all naming rights assigned to any part of the facility; however, the donor requests the following name be considered:

Township of Augusta and that this name be used to describe a sunroom and resident rooms.

The Counties on signing this donation agreement has determined the following name has been approved

_____ specifically describe a sunroom and two resident rooms.

6. Applicable Law

This agreement represents the entire agreement of the parties; supersedes all prior agreements and may not be amended except by the written agreement of The Counties. This agreement will be governed by the laws of Ontario and Canada accordingly.

AUGUSTA TOWNSHIP

7. Communication

That once signed by the donor, Council will be notified of an agreement receipt by email and information from the agreement will be added to a confidential donor list at the next Committee of Management. No public announcement of donors will be made until a scheduled announcement event is held, after Committee of Management is notified of the donor.

Donor Contact Information:

Name: Township of Augusta

Mailing Address: 3560 County Road 26, Prescott, ON K0E 1T0

Phone Number: (613) 925-4231

Email: sgeraghty@augusta.ca

Authorization:

IN WITNESS WHEREOF the Parties have duly executed this Agreement

) **CORPORATION OF THE UNITED COUNTIES**
) **OF LEEDS AND GRENVILLE**
)
)
)
)
) _____
) per: Ray Callery, Chief Administrative Officer
)
) I have the authority to bind the Corporation
)

) **CORPORATION OF THE TOWNSHIP OF AUGUSTA**
)
)
)
) _____
) per: Jeff Shaver, Mayor
)
)
) _____
) per: Shannon Geraghty, Chief Administrative Officer
) **I/We have the authority to bind**
)

AUGUSTA TOWNSHIP



THE CORPORATION OF THE TOWNSHIP OF AUGUSTA BY-LAW NUMBER 3703-2024

A BY-LAW TO ADOPT AND LEVY THE 2024 TAX RATES AND TO FURTHER PROVIDE FOR PENALTY AND INTEREST IN DEFAULT OF PAYMENT

WHEREAS Section 290(1) of the Municipal Act 2001 c. 25 states that a local municipality shall in each year prepare and adopt a budget including estimates of all sums required during the year provides that Municipal Councils shall adopt an estimated levy for the current year and pass a By-Law to levy a separate tax rate on the assessment in each property class;

AND WHEREAS Sections of the said Act require tax rates to be established in the same proportion to tax ratios.

AND WHEREAS certain regulations require reductions in certain tax rates for certain classes or subclasses of property;

AND WHEREAS the council of the Corporation of the United Counties of Leeds and Grenville have enacted By-Law No. 24-15 being a By-Law to set tax ratios and to set tax rate reductions for prescribed property subclasses for local and municipal purposes for the year 2024;

AND WHEREAS the Province of Ontario has enacted Ontario Regulation 6/20 made under the Education Act, to establish tax rates for school purposes;

NOW THEREFORE THE COUNCIL OF THE CORPORATION OF THE TOWNSHIP OF AUGUSTA ENACTS AS FOLLOWS:

1. That a tax rate of 0.00710218 is hereby adopted to be applied against the whole of the assessment for real property in the residential/farm class, multi-residential, new multi-residential property class.
2. That a tax rate of 0.00956237 is hereby adopted to be applied against the whole of the assessment for real property in the commercial occupied class, and commercial new construction property class.
3. That a tax rate of 0.00669366 is hereby adopted to be applied against the whole of the assessment for real property in the commercial vacant class and commercial excess land class.
4. That a tax rate of 0.01286489 is hereby adopted to be applied against the whole of the assessment for real property in the industrial occupied class.
5. That a tax rate of 0.00836218 is hereby adopted to be applied against the whole of the assessment for real property in the industrial vacant class and industrial excess land class.
6. That a tax rate of 0.01991096 is hereby adopted to be applied against the whole of the assessment for real property in the large industrial occupied class.
7. That a tax rate of 0.01294212 is hereby adopted to be applied against the whole of the assessment for real property in the large industrial vacant land class.

AUGUSTA TOWNSHIP

8. That a tax rate of 0.01175482 is hereby adopted to be applied against the whole of the assessment for real property in the pipeline class.
9. That a tax rate of 0.00177554 is hereby adopted to be applied against the whole of the assessment for real property in the farmland class and managed forests class.
10. That a tax rate of 0.00284087 is hereby adopted to be applied against the whole of the assessment for real property in farmland awaiting development subclass in the Residential/Farm and Commercial property classes.
11. That a tax rate of 0.00239059 is hereby adopted to be applied against the whole of the assessment for real property in the small-on-scale farm business subclass in the Commercial property class.
12. That a tax rate of 0.00321658 is hereby adopted to be applied against the whole of the assessment for real property in the small-on-scale farm business subclass in the Industrial property class.
13. That every owner of land shall be taxed according to the tax rates in this By-Law and such tax shall become due and payable on the 30th day of September 2024.
14. On all taxes in default on the 1st day of October, a penalty of 1.25% shall be added and thereafter a penalty of 1.25% per month will be added on the 1st day of each month the default continues, until December 31st, 2024. The date payment is received at the Township office will be taken as the date paid on taxes paid by mail. The date received in the Township's bank account will be taken as the date paid on taxes paid at a banking institution, by telephone banking or Internet banking. The Manager of Finance/Treasurer nor designate has no authority to waive any penalty.
15. On all taxes in default on January 1st, 2025, interest shall be added at the rate of 1.25% per month on the first day of each month the default continues.
16. Penalties and interest added in default shall become due and payable and shall be collected as if the same had originally been imposed and form part of such unpaid tax levy.
17. The Treasurer, not later than 21 days prior to the date that the installment is due, shall mail or cause to be mailed to the address of the residence or place of business of each person a notice setting out the tax payment or payments required to be made pursuant to this by-law, the date by which they are to be paid to avoid penalty and the particulars of the penalties imposed by this by-law for late payments.
18. Where arrears of taxes exist, any payment toward taxes received shall first be applied against penalty and interest and then arrears until fully paid, before being applied to current taxes.
19. It shall be the duty of the Treasurer immediately after the date named in Section 19 to collect by distress or otherwise under the Provisions of the Statutes in that behalf all such tax installments or parts thereof as shall not have been paid on or before the respective dates provided aforesaid together with the said percentage charges as they are incurred.
20. Taxes shall be payable to the Township of Augusta and shall be paid to the Treasurer at the Township Office, 3560 County Road 26, Prescott, Ontario, by mail or in person. Taxes may also be paid through a financial institution, to the credit of the Treasurer of the Township, either directly, by telephone or internet.
21. That as per the suggestion of the Auditor that all surplus funds from the year 2024 be transferred into general reserves for the 2025 year.

Read a first time and second time this 15th day of April 2024.

AUGUSTA TOWNSHIP

Read a third time and passed this 15th day of April 2024.

MAYOR

CLERK

AUGUSTA TOWNSHIP



THE CORPORATION OF THE TOWNSHIP OF AUGUSTA BY-LAW NUMBER 3704-2024

BEING A BY-LAW TO PROHIBIT AND REGULATE NOISE WITHIN THE TOWNSHIP OF AUGUSTA

WHEREAS, Section 5(3) of the *Municipal Act, 2001 S.O. 2001, c.25, as amended*, provides that Council's powers shall be exercised by By-Law; and

WHEREAS Section 128 of the *Municipal Act, 2001*, provides that a municipality may prohibit and regulate with respect to public nuisances, including matters that, in the opinion of Council, are or could become or cause public nuisances; and

WHEREAS Section 129 of the *Municipal Act, 2001*, provides that a municipality may pass By-Laws to prohibit and regulate noise; and

WHEREAS Section 425 of the *Municipal Act, 2001*, provides that a municipality may create offences for the contravention of By-Laws; and

WHEREAS Section 429 of the *Municipal Act, 2001*, provides that a municipality may establish a system of fines for offences; and

WHEREAS Council of the Township of Augusta deems it advisable to prohibit and regulate the making of undue noise within the township.

NOW THEREFORE BE IT RESOLVED THAT, the Council of the Corporation of the Township of Augusta enacts as follows:

1. DEFINITIONS

"Agricultural Purposes" means animal husbandry including the raising, boarding, and keeping of all forms of livestock, and all related activities.

"Community Event" means an event open to the public and includes a public fair, public exhibition, public celebration, public sporting event, public concert, or school event.

"Construction Equipment" means any equipment or device designed and intended for use in construction or material handling, including but not limited to hand tools, power tools, air compressors, pile drivers, pneumatic or hydraulic tools, bulldozers, tractors, excavators, trenchers, cranes, forklifts, derricks, loaders, scrapers, pavers, generators, off-highway haulers or trucks, ditchers, compactors or rollers, pumps, concrete mixers, graders, and any other material handling equipment.

"Council" means the Council of the Corporation of the Township of Augusta.

"Electronic Device" means a device intended primarily for the production, reproduction, or amplification of noise, including, but not limited to, musical instruments, radio receivers, television receivers, recorders, phonographs, loudspeakers, amplifiers, microphones or reproducers or any combination of such equipment, including devices used in the reproduction of music, speech, or other noises.

AUGUSTA TOWNSHIP

“Lawn and Property Maintenance Equipment” means motorized or hand operated lawn care equipment, including mowers, hedgers, aerators, augers, blowers, brush clearers, brush cutters, dethatchers, edgers, pole saws, power rakes, compressors, chain saws, woodchippers, high pressure washers, tillers, and other property or lawn maintenance equipment, but does not mean equipment used exclusively for fertilizer, pesticide, or herbicide application.

“Motor Vehicle” means any private or commercial automobile, motorcycle, motorized assisted bicycle, all-terrain vehicles, extreme terrain vehicle, multi-purpose off-road vehicle, boat, farm tractor, road building machine, and includes any vehicle propelled or driven otherwise that requires a motor or engine to be movable.

“Noise” means any sound or vibration that is of such a volume or nature that is likely to disturb any person in the Township.

“OEM” means Original Equipment Manufacturer.

“Officer” shall mean the By-Law Enforcement Officer for the Township of Augusta as appointed by Council, Police Officer, any other person or company directed by the Clerk to enforce parts of this By-Law, agents and all other Enforcement Officers as may be appointed by the Province of Ontario.

“Persistent” means a noise that is continuously heard for a period of thirty (30) minutes or more.

“Provincial Offence” means a provincial offence arising from a failure to comply with municipal By-Laws chargeable under the Provincial Offences Act.

“Person” means any human being, firm, organization, agency, association, corporation, or partnership that lives in or occupies a place located within the geographical jurisdiction of the Township of Augusta.

“Point of Reception” means any point on a property where noise originating from some other property is received.

“Private Event” means an event not open to the public and includes a fair, exhibition, celebration, sporting event, concert, or school event.

“Township” means the Corporation of the Township of Augusta.

“Zoning By-Law” means the Council approved By-Law governing zoning in accordance with the *Planning Act*, as amended.

2. GENERAL PROHIBITIONS

- 2.1. No person shall emit, cause, or permit the emission of noise resulting from an act set out in Schedule A that is likely to disturb any person in the Township at any time

3. PROHIBITIONS BY TIME

- 3.1. No person shall emit, cause, or permit the emission of noise resulting from an act set out within the prohibited time shown in Schedule B that is likely to disturb any person in the Township.

4. GENERAL EXEMPTIONS

- 4.1. This By-Law shall not apply to a person who emits, causes, or permits the emission of noise in connection with any of the activities listed in Schedule C, attached hereto, of this By-Law.

AUGUSTA TOWNSHIP

5. EXEMPTION APPLICATION

- 5.1. Notwithstanding anything in this By-Law, any Person may request an exemption to any provision of this By-Law within a minimum of 45 days prior to the commencement of the event. The request shall be submitted to the Township using the Temporary Exemption Application in Schedule D, and by providing the non-refundable fee listed in Schedule E, An Officer may approve, decline, or approve the request with conditions using Schedule D.
- 5.2. An exemption request shall be made for each individual event. Consecutive day events shall be considered an individual event.
- 5.3. Exemption applications related to a Private or Community Event shall only be extended to 01:00, on Friday, Saturday, or Statutory Holidays.
- 5.4. A breach of any of the terms or conditions of any exemption granted by the Township shall render the exemption null and void.
- 5.5. If the Township refuses to grant an exemption application, it may be appealed to Council through a delegation.

6. ENTRY AND INSPECTION

- 6.1. An Officer may at any time, enter onto a property to determine whether this By-Law is being complied with, provided that any such entry be in accordance with ss. 435-439 of the *Municipal Act, 2001*

7. VALIDITY AND SEVERABILITY

- 7.1. If any section, subsection, clause, paragraph or provision of this By-Law or parts thereof are declared by a court of competent jurisdiction to be invalid, unenforceable, illegal or beyond the powers of Council to enact, such a section, subsection, clause, paragraph, provision or parts thereof shall be deemed to be severable and shall not effect the validity or enforceability of any other provisions of the By-Law as a whole or part thereof and all other sections of the By-Law shall be deemed to be separate and independent there from and enacted as such.
- 7.2. Whenever any reference is made under this By-Law to a statute or regulation of the Province of Ontario, such reference shall be deemed to include all subsequent amendments to such statute or regulation and all successor legislation to such legislation.

8. ENFORCEMENT & PENALTIES

- 8.1. This By-Law shall be enforced by any Officer having jurisdiction in the Township.
- 8.2. No person shall obstruct or hinder or attempt to obstruct or hinder an Officer in the exercise of a power or the performance of a duty under this By-Law.
- 8.3. In addition to any other remedy and to any penalty imposed by this By-Law, the Officer or the Township may make an order prohibiting the continuation or repetition of the offence by the Person, pursuant to Section 431 of the *Municipal Act, 2001*.
 - 8.3.1.1. An order under this section may be served personally to the person to whom it is directed.
- 8.4. Any person who contravenes any provision of this By-Law shall be guilty of an offence and upon conviction, shall be liable to a penalty as provided under the *Provincial Offences Act* including set fines as set out in in Schedule 'F'.
- 8.5. In addition to any penalty imposed under this By-Law, a court in which a conviction has been entered make thereafter make an order:

AUGUSTA TOWNSHIP

8.5.1. Prohibiting the continuation or repetition of the violation by the Person convicted.

8.5.2. Require the Person convicted to correct the violation in the manner and within the period that the court considers appropriate.

9. Short Title

9.1. This By-Law may be referred to as the "Noise By-Law".

10. GENERAL

10.1. That Schedules "A", "B", "C", "D", "E", and "F" shall constitute part of this By-Law.

10.2. That By-law 3646-2023 is hereby rescinded.

10.3. That this By-Law shall come into force and take effect on its passing.

Read a first, second, and third time and finally passed this 15th day of April 2024.

MAYOR

CLERK

AUGUSTA TOWNSHIP
BY-LAW 3704-2024
SCHEDULE A
GENERAL PROHIBITIONS

No person shall emit, cause, or permit the emission of noise resulting from an act set out below that is likely to disturb any person in the Township at any time

1. The operation of any electronic device or group of connected electronic devices incorporating one or more speakers, and intended for the production, reproduction, or amplification of noise.
2. The operation of any construction equipment, combustion engine or pneumatic device without an OEM specification exhaust or intake muffling device in good working order and in constant operation.
3. Excessive revving of any motor vehicle engine except as required for by a licensed mechanic at a place of business for automotive repair.
4. The operation of a motor vehicle horn or other warning device except where required or authorized by law or in accordance with good safety practices.
5. Persistent barking, calling, whining or noise of any domestic pet except an animal used for agricultural purposes.

**AUGUSTA TOWNSHIP
BY-LAW 3704-2024
SCHEDULE B
PROHIBITIONS BY TIME**

No person shall emit, cause, or permit the emission of noise resulting from an act set out below within the prohibited time shown that is likely to disturb any person in the Township.

Item	Prohibition	Monday to Friday	Saturday and Sunday
1	The operation of any Construction Equipment.	23:00 to 07:00	23:00 to 08:00
2	Noise produced by yelling and shouting, whistling, singing, and noise produced during any community or private event.	23:00 to 07:00	23:00 to 08:00
3	The operation of Lawn and Property Maintenance Equipment	23:00 to 07:00	23:00 to 08:00
4	Detonation of fireworks or similar explosive pyrotechnic devices with exception of January 1st	23:00 to 08:00	23:00 to 08:00
5	Detonation of fireworks or similar explosive pyrotechnic devices on January 1st	01:00 to 08:00	01:00 to 08:00

AUGUSTA TOWNSHIP
BY-LAW 3704-2024
SCHEDULE C
GENERAL EXEMPTIONS

This By-Law shall not apply to a person who emits, causes, or permits the emission of noise in connection with any of the activities listed below

1. Emergency measures undertaken for the immediate health, safety, or welfare of any person, or the preservation or restoration of property.
2. Sirens, bells or noise associated with emergency services, essential services, and all other activities conducted by the Municipal, Federal or Provincial Governments, any utility provider, or their agents associated with the provisions of maintenance of essential services.
3. The activities of snow plowing, snow blowing and/or snow removal.
4. Measures undertaken where the Township, its servants, employees, contractors, or agents are carrying out Township operations or operating, maintaining, or installing Township-owned infrastructure, facilities, or the like.
5. Audible pedestrian signals.
6. The performance of any use permitted in a Commercial or Industrial zone as defined in the Zoning By-Law, and further that the Noise generated is pursuant to work done in the normal manner or in order to maintain continuous operation, and that the work does not contravene any Municipal, Federal or Provincial Governments laws or regulations.
7. The use of church bells, chimes or carillons normally associated with religious, traditional, and festive activities and the ringing of bells, blowing, or sounding of any horn, yelling, shouting, hooting, or hollering at a community or private events during permitted times.
8. Noise related to activities permitted under a Township approved exemption application.
9. Aircraft, airports, trains, and railways subject to regulation by Municipal, Federal or Provincial Governments
10. Generators in use due to power outages or required testing where electricity is normally supplied by an electrical provider such as Hydro One.
11. Normal farm practices in accordance with the *Farm Practices Protection Act* and any amendments thereto.

AUGUSTA TOWNSHIP
BY-LAW 3704-2024
SCHEDULE D
TEMPORARY EXEMPTION APPLICATION

Application for temporary exemption permit to the Noise By-Law.

Applicant's Name: _____

Applicant's Address: _____

Applicant's Phone Number: _____

Applicant's Email: _____

Group or Organization: _____

Event Type: _____

Date, Time, and Location of Event: _____

Description of Event – Include the source of noise in respect of which the exemption is being requested:

Office Use Only:

\$25 Fee Paid Tender: _____ Invoice #: _____

Date: _____ Approved Declined

Approved with the following conditions: _____

Officer Name (Print)

Officer Signature

Date

AUGUSTA TOWNSHIP
THE CORPORATION OF THE TOWNSHIP OF AUGUSTA
BY-LAW 3704-2024
A BY-LAW TO PROHIBIT AND REGULATE NOISE
SCHEDULE E – FEES

Item	COLUMN 1 Reason for Fee	COLUMN 2 Non-Refundable Fee
1.	Exemption Application – Per Event	\$25.00

AUGUSTA TOWNSHIP
THE CORPORATION OF THE TOWNSHIP OF AUGUSTA
PART 1 PROVINCIAL OFFENCES ACT
BY-LAW 3704-2024
A BY-LAW TO PROHIBIT AND REGULATE NOISE WITHIN THE TOWNSHIP OF
AUGUSTA SCHEDULE “F” – SET FINES

Item	COLUMN 1 Short Form Wording	COLUMN 2 Provision Creating or Defining Offence	COLUMN 3 Set Fine
1.	Emit, cause, or permit to be emitted or caused, any noise disturbing any person as prohibited by Schedule A.	2.1	\$200.00
2.	Emit, cause, or permit to be emitted or caused, any noise disturbing any person from an act or device during prohibited times.	3.1	\$200.00
3.	Obstructing or hindering an officer.	8.2	\$300.00

Note: The general penalty provision for the offences listed above is Section 8.4 of By-Law 3704-2024, certified copy of which has been filed.

AUGUSTA TOWNSHIP



THE CORPORATION OF THE TOWNSHIP OF AUGUSTA BY-LAW NUMBER 3705-2024

A BY-LAW TO CONFIRM THE PROCEEDINGS OF COUNCIL OF THE TOWNSHIP OF AUGUSTA AT ITS MEETING HELD ON APRIL 15, 2024

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 April 15, 2024 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 15th day of April, 2024.

MAYOR

CLERK