

**AUGUSTA TOWNSHIP  
AGENDA  
C.O.W./REGULAR MEETING  
April 29, 2024 at 6:00 P.M.**

**PUBLIC MEETING – ZBLA - 9655 County Road 18**

**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

I. Correspondence and Petitions

J. **REPORTS**

**COMMITTEES REPORTS**

UCLG Council	Mayor Shaver
SNCA/RVCA	Deputy Mayor Wynands
Recreation	Councillors
Library Board	Councillor Bowman
EDTAC	Councillor Henry
PAC	Deputy Mayor Wynands
Administration	CAO Geraghty

**STAFF REPORTS**

**Administration and Finance**

- Report 2024 – 047 – PSAB 3280 Asset Retirement Obligation
- Report 2024 – 048 – Grenville County OPP Detachment Board
- Report 2024 – 052 – Declare Municipal Land Surplus

# AUGUSTA TOWNSHIP

## Operations

- Report 2024 – 049 – Flail Mower Tender Award
- Report 2024 – 050 – Reallocation of 2024 Administration Fleet Budget
- Report 2024 – 051 – Limerick Pit License Transfer

## Planning and Building Services

- Report 2024 – 044 – OP and ZBL Review Update
- Report 2024 – 046 – PPS Review

## Protective Services

K. Notice of Motions

L. By-Laws

- 3706-2024 – Streetlight Policy 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

**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  
NOTICE OF PUBLIC MEETING  
CONCERNING PROPOSED AMENDMENT TO  
ZONING BY-LAW 2965, AS AMENDED (Schedule B)  
9655 County Road 18**

**YOU HAVE BEEN CIRCULATED THIS NOTICE** as you are a prescribed person or public body to be circulated under O.Reg 545/06, of this proposed amendment (and provided mailed notice as per the Township's practice of providing added public notice). Formal Notice of the Public Meeting will be given by publication in the Brockville Recorder and Times Newspaper on April 6, 2024. Attached is a Location Map of the subject lands to be rezoned on Schedule B.

**TAKE NOTICE** that a complete application to amend the Zoning By-Law has been received in relation to the above-noted lands and the Council of the Corporation of the Township of Augusta will hold a Public Meeting on **Monday, April 29, 2024 at 6:00 p.m.** at the Township Municipal building located at 3560 County Road 26, in Maynard, Ontario to consider the following proposed Zoning By-law Amendment under Section 34 of the *Planning Act*, R.S.O., 1990:

**9655 County Road 18; Con. 9, Pt. Lot 8; Assessment Roll No. 0706 000 030 02100**

The subject property is currently a 39.5 ha (97 ac.) lot and is the subject of a consent/severance application under the *Planning Act* (File B-157-23). The purpose of this Zoning By-Law Amendment application is to rezone the severed and retained lands to fulfill a condition of severance approval.

The application proposes to rezone the severed lands, to be a 1.62 ha (4 ac.) +/- lot with the existing dwelling located at 9655 County Road 18, from Agricultural (A) Zone to Agricultural Special Exception Six (A-XR6) Zone. The effect of the A-XR6 zone is to permit continued hobby farm use on a lot having a lot area that is less than 2 ha. (4.94 ac.).

The application also proposes to rezone a portion of the retained lands, to be a 37.64 ha (93 ac.) +/- vacant lot, from Agriculture (A) Zone to Agriculture Special Exception Seven (A-XR7) Zone. The effect of the special exception zone is to prohibit future residential uses on the retained lands.

The land areas to be rezoned are designated Agricultural Resource Lands and Provincially Significant Wetlands in the Official Plan.

**ANY PERSON** may attend the public meeting and/or make written or verbal representation either in support of, or in opposition to the proposed amendments. If you wish to attend virtually, please contact the Clerk, by phone or email, as noted below to arrange such attendance. If you wish to provide written comments, but are unable to attend the meeting, please ensure that your comments are received by noon on April 29, 2024, so your comments can be relayed to Council at the public meeting.

**IF YOU WISH TO BE NOTIFIED OF THE DECISION** of the Township of Augusta on the proposed Zoning By-law amendment, you must make a written request to the Clerk,

## **AUGUSTA TOWNSHIP**

Township of Augusta, 3560 County Road 26, Maynard, ON K0E 1T0 or via email to [asimonian@augusta.ca](mailto:asimonian@augusta.ca).

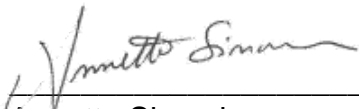
**IF** a person or public body would otherwise have an ability to appeal the decision of the Council of Augusta Township to the Ontario Land Tribunal, but the person or public body does not make oral submissions at a public meeting or make written submissions to the Township of Augusta before the By-Law is passed, the person or public body is not entitled to appeal the decision.

**IF** a person or public body does not make oral submissions at a public meeting or make written submissions to the Township of Augusta before the by-law is passed, the person or public body may not be added as a party to the hearing of an appeal before the Ontario Land Tribunal unless, in the opinion of the Tribunal, there are reasonable grounds to do so.

**ADDITIONAL INFORMATION** relating to the proposed amendment to the Zoning By-Law is available during business hours at the Township of Augusta administration office at 3560 County Road 26, Maynard, ON.

**FOR MORE INFORMATION** about this matter, including information about appeal rights, contact the Planner by phone at 613-925-4231, Ext. 104 or via email to [mbaranford@augusta.ca](mailto:mbaranford@augusta.ca).

Dated the 5<sup>th</sup> day of April, 2024.

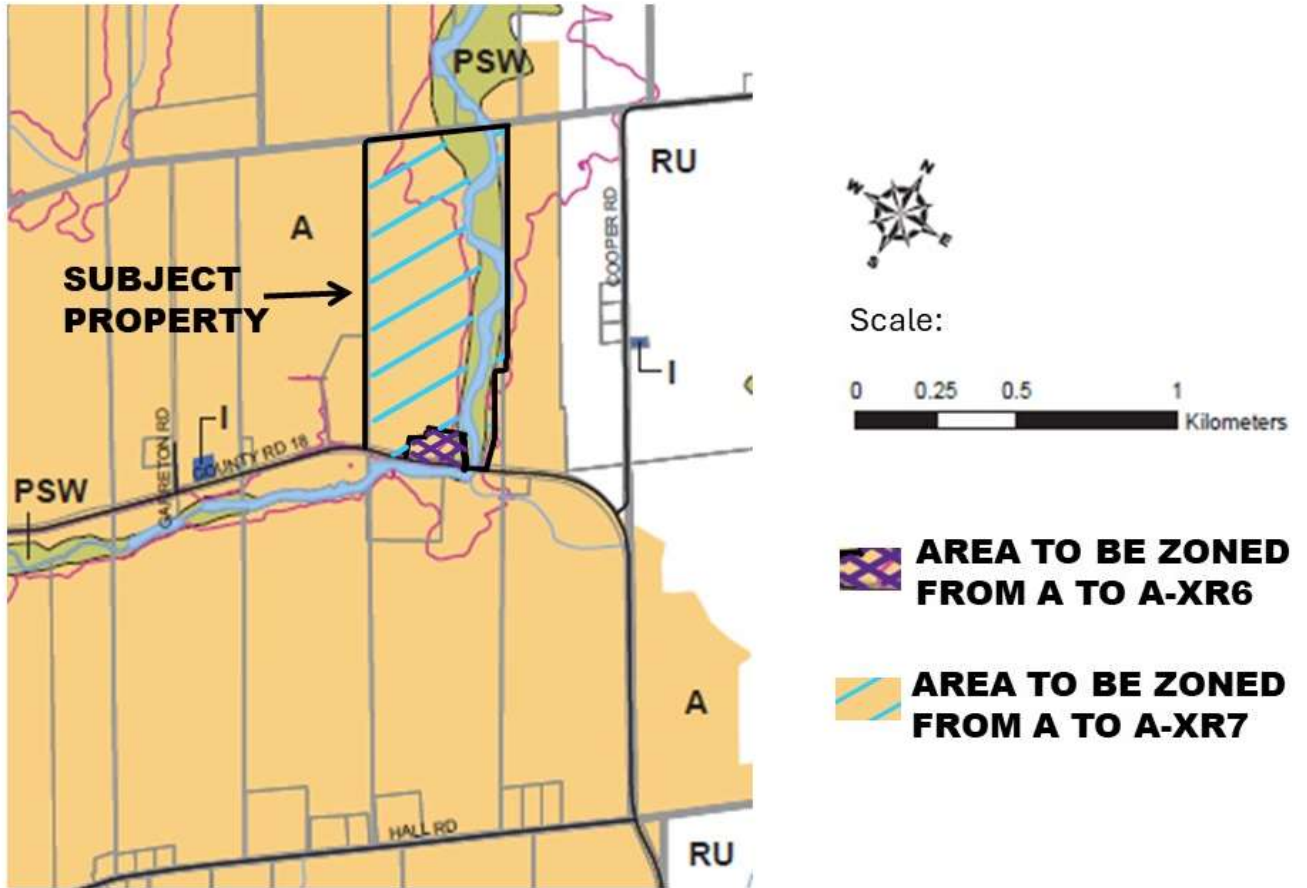


---

Annette Simonian  
Clerk, Township of Augusta  
3560 County Road 26  
Prescott, ON, K0E 1T0  
Telephone: (613) 925-4231 ext. 105  
Email: [asimonian@augusta.ca](mailto:asimonian@augusta.ca)

# AUGUSTA TOWNSHIP

## LOCATION MAP – 9655 COUNTY ROAD 18



**AUGUSTA TOWNSHIP  
MINUTES  
C.O.W./REGULAR MEETING  
April 15, 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 (Electronically)

**PRESS**

**STAFF PRESENT**

Shannon Geraghty, Annette Simonian, Mark McDonald, Jon Stadig, Chief Rob Bowman, Vikki Werner-Mackeler, Kathleen Cole

**REGRETS**

**CALL TO ORDER**

Mayor Shaver called the meeting to order at 6:02 p.m.

**MAYOR'S OPENING REMARKS**

**APPROVAL OF AGENDA**

Moved by Councillor Bowman, seconded by Councillor Henry  
**BE IT RESOLVED THAT** the agenda for April 15, 2024 be adopted as amended to include resolutions 4A and 4B.  
Carried

**APPROVAL OF MINUTES OF PREVIOUS MEETINGS**

Moved by Councillor Henry, seconded by Councillor Bowman  
**BE IT RESOLVED THAT** Council approve the minutes of the March 25, 2024 Council meeting as distributed to all members.  
Carried

**DISCLOSURE OF INTEREST**

**BUSINESS ARISING FROM THE MINUTES**

**DELEGATIONS & PRESENTATIONS**

- RNJ Youth Services – Jonathan Zinck

## AUGUSTA TOWNSHIP

### CORRESPONDENCE & PETITIONS

Moved by Councillor Bowman, seconded by Councillor Henry  
**BE IT RESOLVED THAT** Council supports Wounded Warriors Canada and authorizes a donation for \$\_\_\_\_\_ for a \_\_\_\_\_ page advertisement in the Ontario Edition of the Canadian Military History Guides.  
Defeated

### COMMITTEE REPORTS

**UCLG:** Mayor Shaver provided an update  
**SNCA/RVCA:** Deputy Mayor Wynands provided an update  
**Recreation:** Councillor Bowman provided an update  
**Library Board:**

Moved by Councillor Henry, seconded by Councillor Bowman  
**BE IT RESOLVED THAT** Council appoints Joy Burlton to the Augusta Library Board for the remainder of the term of Council.  
Carried

**EDTAC:**  
**PAC:**  
**Administration:** CAO Geraghty provided an update

Moved by Councillor Bowman, seconded by Councillor Henry  
**BE IT RESOLVED THAT** The Housing-Enabling Water Systems Fund will help municipalities repair, rehabilitate, and expand critical drinking water, wastewater, and stormwater infrastructure and the Province is investing \$825 million over three years; and

**WHEREAS** joint projects between multiple eligible applicants, where each co-applicant contributes financially to the project are encouraged and additional consideration will be given to joint projects that enable housing development; and

**WHEREAS** Township of Augusta and Town of Prescott undertook a joint land development needs analysis to identify the potential for residential, commercial, and industrial development and one of the outcomes identified was the western extension of municipal services into Augusta for residential purposes; and

**WHEREAS** the Prescott Wastewater Treatment Plant Joint Board of Management met on April 10, 2024 and endorsed a joint application to the Housing-Enabling Water Systems Fund; and

**WHEREAS** the Council of the Township of Augusta sees an excellent partnership opportunity with the Town of Prescott and the Township of Edwardsburgh Cardinal to secure additional capacity for further economic development within and adjacent to our municipality

## **AUGUSTA TOWNSHIP**

**NOW THEREFORE BE IT RESOLVED** THAT Municipal Council supports the Town of Prescott submitting a joint application to the Housing-Enabling Water Systems Fund for the:

- Expansion of the Prescott Wastewater Treatment Plant; and
- Upgrades and upsizing of the pumping stations and forced main to the Prescott Wastewater Treatment Plant; and the
- Extension of water and sewer mains into Augusta Township.

**AND FURTHER THAT** Municipal Council supports proceeding with an Environmental Assessment for the expansion of the Prescott Wastewater Treatment Plant

**AND FURTHER THAT** Municipal Council is supportive of proceeding with design work related to the project that is not reliant on an Environmental Assessment being completed once the project receives approval.

Carried

Moved by Councillor Henry, seconded by Councillor Bowman

**BE IT RESOLVED THAT** Council direct staff to place no parking signs on the north side of 4<sup>th</sup> Concession Road (across from the ball field); and

**THAT** staff be directed to investigate the feasibility of reducing the speed limit from County Road 18 to the westerly limits of Domville from 80km to 60km; and

**THAT** staff be directed to bring back a speed reduction By-Law to the next council meeting as required.

Carried

## **ADMINISTRATION AND FINANCE**

### **Report 2024-036**

Moved by Councillor Bowman, seconded by Councillor Henry

**BE IT RESOLVED THAT** Council endorses the implementation of the Augusta Adopt a Road Program; and

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

Deferred

### **Report 2024-039**

Moved by Councillor Henry, seconded by Councillor Bowman

**BE IT RESOLVED 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.

Carried



## AUGUSTA TOWNSHIP

### OPERATIONS

#### Report 2024-040

Moved by Councillor Bowman, seconded by Councillor Henry

**BE IT RESOLVED 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.

Carried

#### Report 2024-041

Moved by Councillor Henry, seconded by Councillor Bowman

**BE IT RESOLVED 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.

Carried

#### Report 2024-042

Moved by Councillor Bowman, seconded by Councillor Henry

**BE IT RESOLVED THAT** Council authorize 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.

Carried

#### Report 2024-043

Moved by Councillor Henry, seconded by Councillor Bowman

**BE IT RESOLVED 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.

Carried

### PLANNING AND BUILDING SERVICES

#### Report 2024-038

Moved by Deputy Mayor Wynands, seconded by Councillor Henry

**BE IT RESOLVED THAT** Council receive the Building Department Activity Report for March 2024 for information.

Carried

### PROTECTIVE SERVICES

### NOTICE OF MOTIONS

## AUGUSTA TOWNSHIP

### BY-LAWS

Moved by Councillor Henry, seconded by Deputy Mayor Wynands  
**BE IT RESOLVED THAT** By-Law Numbered 3700-2024 being a By-Law to designate the date on which the reduced load period shall start and end on township roads be read a first time, a second time, a third time, and be enacted as read.

Carried

Moved by Deputy Mayor Wynands, seconded by Councilor Henry  
**BE IT RESOLVED THAT** By-Law Numbered 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 be read a first time, a second time, a third time, and be enacted as read.

Carried

Moved by Councillor Henry, seconded by Deputy Mayor Wynands  
**BE IT RESOLVED THAT** By-Law Numbered 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 be read a first time, a second time, a third time, and be enacted as read.

Carried

Moved by Deputy Mayor Wynands, seconded by Councilor Pape  
**BE IT RESOLVED THAT** By-Law Numbered 3703-2024 being a By-Law to adopt and levy the 2024 tax rates and to further provide for penalty and interest in default of payment be read a first time, a second time, a third time, and be enacted as read.

Carried

Moved by Councillor Henry, seconded by Deputy Mayor Wynands  
**BE IT RESOLVED THAT** By-Law Numbered 3704-2024 being a By-Law to prohibit and regulate noise within the Township of Augusta be read a first time, a second time, a third time, and be enacted as read.

Carried

### ANNOUNCEMENTS

- Pitch In Day is Saturday, April 27<sup>th</sup>. Lunch will be provided for volunteers at the Grenville Fish and Game Club starting at noon. Students can earn volunteer hours.
- Wednesday, April 17<sup>th</sup> is the Panel Discussion with Mayors Around the District plus Breakfast event.
- The Firefighter's Pancake Supper had over 300 orders. The event was a great success.

## AUGUSTA TOWNSHIP

- This is National Volunteer Week. Thank you to all of our volunteers for what you do for our community.

### QUESTION PERIOD FOR THE PUBLIC

### QUESTION PERIOD FOR THE PRESS

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

Moved by Deputy Mayor Wynands, seconded by Councillor Henry  
**BE IT RESOLVED THAT** this Council move to a closed meeting at 7:30 pm., as per the Municipal Act c25, S.O. 2001 section 239 (2) to discuss:

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

Carried

### RISE FROM COMMITTEE OF THE WHOLE IN CAMERA

Moved by Councillor Henry, seconded by Deputy Mayor Wynands  
**BE IT RESOLVED THAT** the closed session adjourned at 7:58 pm and that Council resumed the open meeting to report out.

Carried

### REPORTING OUT OF CLOSED SESSION

Moved by Deputy Mayor Wynands, seconded by Councillor Henry  
**BE IT RESOLVED THAT** the Council met in closed session to discuss the proposed or pending disposition of land by the municipality.

Council

- Took no action beyond receiving the information from staff

Carried

Moved by Councillor Henry, seconded by Deputy Mayor Wynands  
**BE IT RESOLVED THAT** the Council met in closed session to discuss labour relations.

Council

- Took no action beyond receiving the information from staff

Carried

### BY-LAW TO CONFIRM PROCEEDINGS OF COUNCIL

Moved by Deputy Mayor Wynands, seconded by Councillor Henry  
**BE IT RESOLVED THAT** By-Law No. 3705-2024 confirm the proceedings of Council of the Township of Augusta at its meeting held on April 15, 2024 be read a first time, a second time, a third time, and be enacted as read.

Carried

## AUGUSTA TOWNSHIP

### ADJOURNMENT

Moved by Councillor Henry, seconded by Deputy Mayor Wynands

**BE IT RESOLVED THAT** this Council do now adjourn at 8:00 pm until April 29, 2024 at 6:00 p.m. or until the call of the Mayor subject to need.

Carried.

## AUGUSTA TOWNSHIP

**REPORT NUMBER:** 2024-047

**REPORT TO COUNCIL:** April 29, 2024

**RE:** PSAB 3280 Asset Retirement Obligation (ARO)

**AUTHOR:** Shannon Geraghty, Chief Administrative Officer

### RECOMMENDATION:

**THAT** Council approve Report 2024-047 to retain Buller Crichton Environmental Inc. in the amount of \$29,275.00 plus HST to complete a Baseline Designated Substance Report and Budgets related to Asset Retirement Obligations as per PSAB 3280 for (nine) 9 Township Building Assets.

### BACKGROUND:

The Public Sector Accounting Board (PSAB), an independent body created to develop accounting standards for municipalities, has further strengthened municipal asset management practices with the development of a new standard. This new standard, PSAB 3280 Asset Retirement Obligations, requires municipalities across Canada to recognize costs associated with the retirement of assets.

An asset retirement obligation is “a legal obligation associated with the retirement of a tangible capital asset” and arises when there is a legal obligation to retire an asset from service. Asset retirement is defined as removing a capital asset from service and includes sale transactions, asset abandonment, and asset disposal. These costs may include, but are not limited to decommissioning, dismantling, and remediation of tangible capital assets and meeting any legislative mandates around environmental cleanup and/or restoring assets to their original condition.

Municipalities need to approve an ARO Policy and incorporate the associated financial obligations into their financial statements beginning in the 2023 fiscal year. The asset retirement obligations should be capitalized and amortized, allocating the future costs of retirement in a rational and systematic manner over the remaining life of the asset.

While this standard is new, the practice is not entirely new as municipalities do currently recognize the environmental obligations associated with liabilities for contaminated sites and solid waste facilities. The intent of this new standard is to expand the requirements to other assets which have costs associated with their disposal.

Some examples of when a legal obligation may exist include:

- Assets that require compliance with standards and regulations that, if sold, disposed of, or no longer in use, would require remediation, such as asbestos in buildings and in-ground piping, fuel storage tank removal, wells, firewater holding tanks, and septic beds.

## **AUGUSTA TOWNSHIP**

- Leases that require removal of leasehold improvements or other remediation at the end of the lease, such as the reforestation of land subject to a timber lease.
- Land covenants that require removal at the end of their useful life; and
- Assets that need to be returned to their natural state at the end of their useful life, such as mining activities and landfills.

The work required to adhere to the new regulations has already begun with the development of a Draft Asset Retirement Obligations Policy which will be coming to Council at the next Council Meeting on May 13, 2024, once we have received comments back from our auditors.

The recommendation to approve the consultant is based on several factors such as experience, timeline to complete the work which is to be effective in the 2023 statements, and the previous working relationship from previous employment. Based on the noted reason above the recommendation is to postpone the procurement policy, which would also add further costs that are not within the allocated budget.

### **SCOPE OF WORK**

The following nine (9) Township of Augusta assets are to be included with the scope of work:

- 1) Township Office – 3560 County Road 26, Prescott
- 2) Maitland Fire Hall – 1022 County Road 15, Maitland
- 3) North Augusta Fire Hall – 8112 Mill Street, North Augusta
- 4) Maitland Hall – 120 East McLean Blvd., Maitland
- 5) North Augusta Hall – 8115 Mill Street, North Augusta
- 6) Roebuck Hall – 7024 County Road 18, Spencerville
- 7) Maynard Hall – 14 Robert Road
- 8) Public Works Garage – 5328 Algonquin Road, Brockville
- 9) Domville (Canteen) – 4733 4th Concession Road, Domville

### **Baseline Survey & Report with Applicable Budgets**

1) Survey each asset by non-destructive means, to identify any building materials suspected of containing provincially regulated designated substances with focus on identifying ACMs.

- a) The survey and report will be completed to address the following applicable regulatory requirements and guidelines for the management of designated substances.
  - i. Ontario Occupational Health & Safety Act – R.S.O. 1990, as amended, including:
    - 1) Section 30. (1) which states that the owner of a building shall, before any work begins in the building that may disturb a designated substance that is likely to be present in the building, take reasonable measures to determine the presence and location of any designated substance in the building in the area in which the work is to be performed.

## **AUGUSTA TOWNSHIP**

- (2) Designated Substances – Ontario Regulation 490/09, as amended.
  - (3) Designated Substances – Asbestos on Construction Projects and Buildings and Repair Operations – Ontario Regulation 278/05.
    - ii. Ministry of Labour, Immigration, Training, and Skills Development “Lead on Construction Projects” dated September 2011.
    - iii. Ministry of Labour, Immigration, Training, and Skills Development “Silica on Construction Projects” dated September 2011.
  - b) The survey will be done by non-destructive means but will include the collection of building material samples suspected of containing *asbestos* fibres and paint samples to determine the presence or absence of *lead*. *Silica* based products and *mercury* containing materials will be noted where observed.
  - c) Based on the type of structure it is not expected that the remaining provincially regulated designated substances will be present in the building but will be noted where observed.
- 2) The survey will include the collection and photographic documentation of samples from building materials suspected to contain asbestos and lead. These samples will undergo laboratory analysis by an independent, third-party accredited laboratory.
  - 3) Providing a comprehensive summary report of designated substances with recommendations for removal and/or management, as required.
  - 4) BCE to populate the ARO Costing Model 1 for each of the nine (9) assets with the accurate and up to date information gathered as part of the DSR.

In discussions with the consultant and approval by Council the fieldwork would commence on May 21 until May 31 (1 day per facility). Analytical results would be received by June 14, with draft reports and budgets delivered no later than June 28, 2024.

### **FINANCIAL CONSIDERATIONS:**

Once an ARO liability has been estimated, a liability and an asset of equal value are recorded on the Statement of Financial Position. This effectively increases the carrying cost of the existing asset at the same time as registering the liability. If the asset is no longer in use, then the liability for the ARO will be expensed immediately. Estimates will include costs directly related to the asset retirement activities but will be limited to those legally enforceable. An estimate will be made for the future cost of extinguishing the liability and then the future cost will be discounted using a discount rate.

Each year there will be an accrued expense in the Statement of Operations to increase the liability with time. This recognizes the expenses while the asset is in use and results in the liability growing to equal the estimated costs on the date of retirement of the asset.

In the 2024 Operating Budget an amount was approved of \$25,000 to begin our compliance towards PSAB 3280 Asset Retirement Obligations. In discussions with our auditors these types of reports satisfy the requirements of PSAB 3280 and would be supported documents for the numbers, in addition provide valuable information to staff and contractors when completing renovations within our facilities.

## AUGUSTA TOWNSHIP

The amount of the services is slightly over the budgeted amount for 2024 by a net cost of \$4,790.26 which it is recommended that the deficit be funded to the bottom line and that other savings within the budget would offset the financial implications on December 31.

A handwritten signature in black ink, appearing to read "Shannon Geraghty". The signature is fluid and cursive, with a large loop at the end.

---

Shannon Geraghty, CAO



## AUGUSTA TOWNSHIP

**REPORT NUMBER:** 2024-048

**REPORT TO COUNCIL:** April 29, 2024

**RE:** Community Safety and Policing Act, 2019  
Grenville OPP Detachment Board

**AUTHOR:** Shannon Geraghty, Chief Administrative Officer

### RECOMMENDATION:

**THAT** Report 2024-048 Community Safety and Policing Act, 2019, Grenville County OPP Detachment Board be received;

**AND WHEREAS**, the Province of Ontario passed the *Comprehensive Ontario Police Services Act, 2019* (Bill 68), which established the *Community Safety and Policing Act, 2019* (CSPA, 2019), on March 26, 2019; and

**WHEREAS**, the *Community Safety and Policing Act, 2019* (CSPA, 2019), was proclaimed on April 1, 2024; and

**WHEREAS**, the Ministry of the Solicitor General has approved the creation of a Grenville OPP Detachment Board, governing all municipalities within the detachment area; and

**WHEREAS** the Grenville County OPP Detachment Board must be established and formalized as soon as practical given that the proclamation date has passed; and

**WHEREAS** the Grenville County OPP Detachment Board will be composed of an elected official of all participating municipalities, 3 Community Appointees and 2 Provincial Appointees;

**NOW THEREFORE**, Council hereby appoints Mayor Jeff Shaver to represent the Township of Augusta on the Grenville County OPP Detachment Board; and

**THAT** an ad-hoc Grenville County Detachment Board Selection Committee be formed, consisting of one appointed member from each respective partner municipality (preferably the representative to the Detachment Board), with a clear mandate to review and recommend community member applications to the participating Councils.

### BACKGROUND:

On March 26, 2019, Ontario passed the *Comprehensive Ontario Police Services Act, 2019* (Bill 68) and established the *Community Safety and Policing Act, 2019* (CSPA, 2019), which repeals the *Police Services Act, 1990* (effective April 1, 2024).

## **AUGUSTA TOWNSHIP**

In February 2020, the Ministry of the Solicitor General conducted seven regional roundtable sessions across the province. Discussions at these sessions focused on new OPP-related regulatory requirements under the CSPA, including dissolution of Section 10 and 5.1 Boards. The presentation, as provided at this session, has been attached to this report as 'Appendix A'.

Following extensive feedback sessions and variously structured roundtable sessions, the Ministry of the Solicitor General forwarded correspondence to all impacted municipalities, outlining amendments to existing Section 10 and 5.1 Board structures as a result of the CSPA. Specifically, the CSPA will dissolve all existing Section 10 and 5.1 Boards, to create one joint Board per detachment.

Township Council discussed this in 2022 in which endorsed a joint submission of the Grenville OPP Police Detachment Board bringing all detachment communities together to create and submit a joint proposal consisting of one board representing Merrickville- Wolford and North Grenville, and one board representing Augusta, Edwardsburgh/ Cardinal, and Prescott. The proposal was submitted on June 28, 2021, and approved by the Ministry on July 19, 2023.

### **Fast Facts – New Legislative Requirements:**

- Section 67 of the CSPA requires there be an OPP detachment board, or more than one OPP detachment board, for each detachment of the OPP that provides policing in a municipality or in a First Nation community.
- Each municipality and First Nation community receiving OPP services will have an opportunity to participate on an OPP detachment board.
- An OPP detachment board will be required to, among other things:
  - Advise the detachment commander with respect to policing provided by the detachment and on the development of the local action plan;
  - Consult with the Commissioner on the selection and monitor the performance of the detachment commander; and
  - Provide an annual report to municipalities and band councils.
- In addition to the training required for all board members under the Act, detachment board members are required to successfully complete training on the role of boards and responsibilities as members prior to exercising their powers.
- Members must abide by a Code of Conduct that will be in regulation.
- The OPP Detachment Board Framework under the CSPA will provide municipalities and First Nation communities receiving OPP policing services with greater civilian governance by:
  - Ensuring each municipality and First Nation community receiving policing services from the OPP has an opportunity to represent their local perspectives, needs, and priorities;
  - Providing opportunities for municipalities and First Nations to collaborate on efforts to enhance community safety; and
  - Enhancing the transparent, coordinated, and efficient delivery of OPP services.

# AUGUSTA TOWNSHIP

## DISCUSSION/OPTIONS:

It has been confirmed by the Office of the Solicitor General that there will be no repercussions on the lack of adherence to the April 1 deadline, provided the partner municipalities are actively working towards establishing the Board.

### **Step 1 – Appoint Council Representatives and Establish Ad-Hoc Committee**

Upon presentation of this report, each respective participating Council in the Grenville County OPP Detachment Board must appoint one elected member to represent their municipality on the Board. Each appointed member will also form part of an Ad-Hoc Committee, formed to select the remaining 3 Community Appointees.

**The community appointment would be recommended that for the Township we maintain Glenn Mackey as our representative who provides advocacy and understanding of the acts and structure.**

As described in the Draft Terms of Reference for the Ad-Hoc Selection Committee, attached to this report as 'Appendix C', the noted community appointees to the Board will be appointed at large throughout the detachment area. Their appointments shall be for the duration of that of the Board, i.e. the Council term.

### **Step 2 – Advertise for Community Members and Appoint**

Following their appointment to the Detachment Board, and by extension, the Ad-Hoc Selection Committee, the respective Council representatives will meet to select the community appointees to the Board. Following their selections, the Committee will recommend to each participating Council, appointment of the chosen community appointees. Per guidance of the Ministry, community appointees to the Board must be ratified by all participating Councils.

The CSPA defines terms for ineligibility of community appointees, however, remains silent on any prequalification to hold a position on the Board. More specifically:

- (4) The following persons are not eligible to be members of a police service board:
1. A judge or justice of the peace.
  2. A member of the police service, a special constable, or a First Nation Officer.
  3. Any person who practices criminal law as a defense counsel or as a prosecutor.
  4. A director, officer, or employee of a prescribed policing provider.
  5. Any other prescribed persons. 2019, c. 1, Sched. 1, s. 33 (4).  
Former members of a police service
- (5) A former member of a police service is not eligible to be a member of a police service board unless,
- (a) the police service board does not maintain a police service that the person was a member of; and
  - (b) at least one year has passed since the person ceased to be a member of any police service.

## **AUGUSTA TOWNSHIP**

A joint advertisement for interested community members to apply for a position on the Board will be circulated as soon as possible throughout all participating municipalities communities. Any member of the public who resides within any participating municipality within the Board detachment area is welcome to apply.

### **Step 3 – Create Board and Establish Procedures**

The CSPA and the regulations therein define establishment procedures of the Detachment Board, rendering separate Terms of Reference unnecessary. Upon appointment of the municipal elected officials, 3 community appointees and 2 provincial appointees (to be appointed by the Ministry), the Board will be considered established and host its first meeting. It is anticipated that the Board will meet on a bi-monthly to quarterly basis (minimum four times per year).

At their first meeting, the Board will be expected to Elect a Chair and Vice Chair, adopt a Procedure By-law and establish procedures for operations of the Board. Ideally, an implementation team, consisting of administrative resources from the participating municipalities, will be established to create and present all aforementioned documents to the Board. In addition, the provision of long-term administrative support to the Board will need to be established.

### **Step 4 – Training**

Section 35 of the CSPA outlines training requirements for all members, elected, provincial and community, appointed to the Detachment Board.

**35 (1)** A member of a police service board shall, at the time of his or her appointment as a member of the board, take an oath or affirmation of office in the form prescribed by the Minister.

#### Required training

(2) A member of a police service board or of a committee of the board shall successfully complete the following training:

1. The training approved by the Minister with respect to the role of a police service board and the responsibilities of members of a board or committee.
2. The training approved by the Minister with respect to human rights and systemic racism.
3. The training approved by the Minister that promotes recognition of and respect for,
  - i. the diverse, multiracial, and multicultural character of Ontario society, and
  - ii. the rights and cultures of First Nation, Inuit, and Métis Peoples.
4. Any other training prescribed by the Minister.

#### If training not completed

(3) A member of a police service board or committee shall not exercise the powers or perform the duties of a board or committee member until the member has successfully completed the training described in paragraph 1 of subsection (2).

## **AUGUSTA TOWNSHIP**

### Same

A member of a police service board or committee shall not continue to exercise the powers or perform the duties of their position after the period prescribed by the Minister following their appointment until the member has successfully completed the training described in paragraphs 2 and 3 of subsection (2).

### Same

(4) The regulations made by the Minister may provide that a member of a police service board or committee shall not exercise specified powers or perform specified duties or shall not continue to exercise specified powers or perform specified duties, until the member has completed specified training prescribed under paragraph 4 of subsection (2) within the timeline set out in the regulations.

### Code of conduct

(5) Every member of a police service board shall comply with the prescribed code of conduct.

## **FINANCIAL CONSIDERATIONS:**

As each participating municipality will have only one elected representative on the Detachment Board, expenses related to meeting remuneration and mileage will be relatively low. However, as the administrative operations and training impact of the amendments to existing structures remain unknown, total costs to each participating municipality remain approximate.

Although the new Detachment Board has yet to convene, it is recommended that all municipalities budget \$5K, in years 1 and 2, to allocate to costs associated with the Detachment Board, including, but not limited to, meeting remuneration, mileage, training opportunities and staff resources.

Additional costs associated with administering the Detachment Board including, but not limited to, meeting hosting, administrative services and staffing costs are anticipated. At this time, an Administrative Lead for the new Detachment Board has not been identified and these costs are unknown. As more information becomes available from the province regarding funding sources and training opportunities, staff will provide further detail regarding financial impacts.

## AUGUSTA TOWNSHIP

### ATTACHMENTS:

Appendix A – Community Safety and Policing Act, 2019: Ontario Provincial Police Regulatory Requirements Presentation

Appendix B – Ministry of the Solicitor General – Approval of Grenville County OPP Detachment Proposal

Appendix C – Draft Terms of Reference – Ad Hoc Selection Committee

A handwritten signature in black ink, appearing to read "Shannon Geraghty". The signature is fluid and cursive, with a large loop at the end.

---


Shannon Geraghty, CAO

Ministry of the Solicitor General

## ***Community Safety and Policing Act, 2019: Ontario Provincial Police Regulatory Requirements***

**Presented to: Ontario Association of Police Services Boards (OAPSB)**

**Date: January 30, 2020**

Ontario 

### **Purpose**

- Provide an overview of the legislative changes under the Community Safety and Policing Act, 2019 (CSPA, 2019) related to the Ontario Provincial Police (OPP).
- Discuss matters for regulation related to OPP Governance such as:
  - OPP Detachment Boards;
  - OPP Governance Advisory Council; and
  - Transitioning from the section 10 framework under the PSA to the new OPP detachment framework under the CSPA, 2019.

## CSPA, 2019: Implementation Plan

- The ministry is targeting bringing the CSPA, 2019 into force in 2021.
- There are approximately **50 -70 matters for regulation** that will be developed to bring the CSPA, 2019 into force, including regulations related to the OPP.
- OPP related matters are under the following three thematic areas:
  - OPP Detachment Boards;
  - OPP Advisory Council; and
  - Transitioning from the section 10 framework under the PSA to the new OPP detachment framework under the CSPA, 2019.

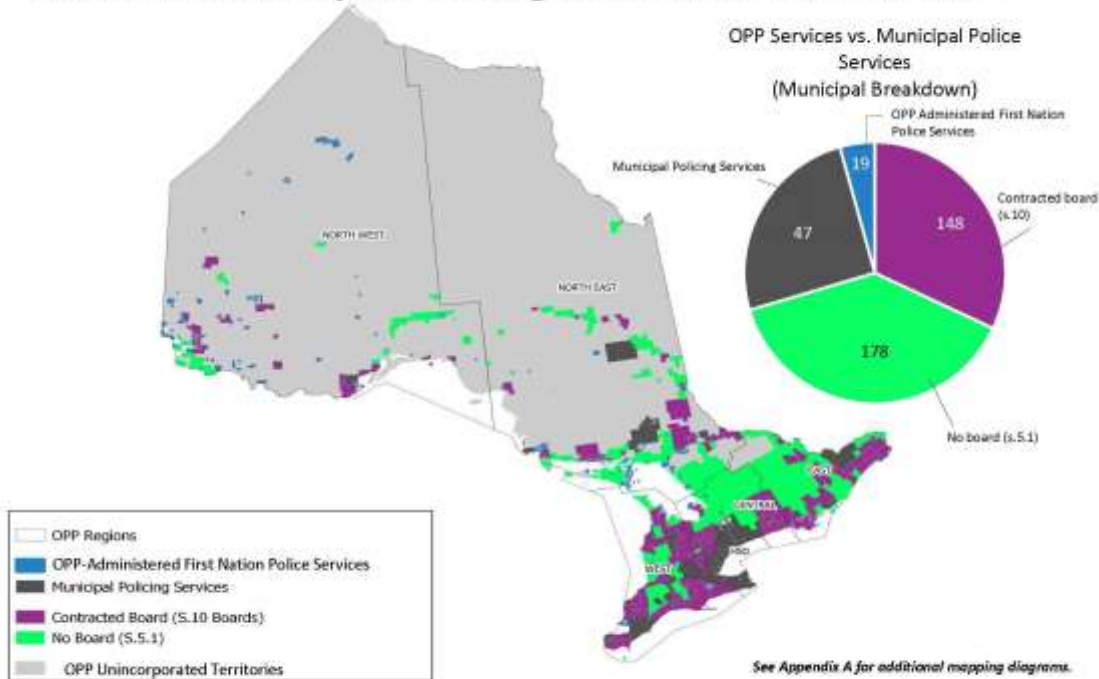
## Context

- On March 26, 2019, Ontario passed the *Comprehensive Ontario Police Services Act, 2019* (Bill 68) and established the *Community Safety and Policing Act, 2019* (CSPA, 2019).
  - Once in-force, the CSPA, 2019 will replace the *Police Services Act* (1990).
- The CSPA, 2019 supports the government's commitment to:
  - Strengthen public confidence in policing and maintain key independent policing oversight functions;
  - Demonstrate respect for front line policing personnel by building the right supports and fair processes to enable police to effectively perform their duties and ensure public safety; and
  - Deliver quality and efficient policing while also realizing better value for money.



# AUGUSTA TOWNSHIP

## Current Landscape: Policing Services Across Ontario



4 Ministry of the Solicitor General



## Current Landscape: OPP Services Across Ontario

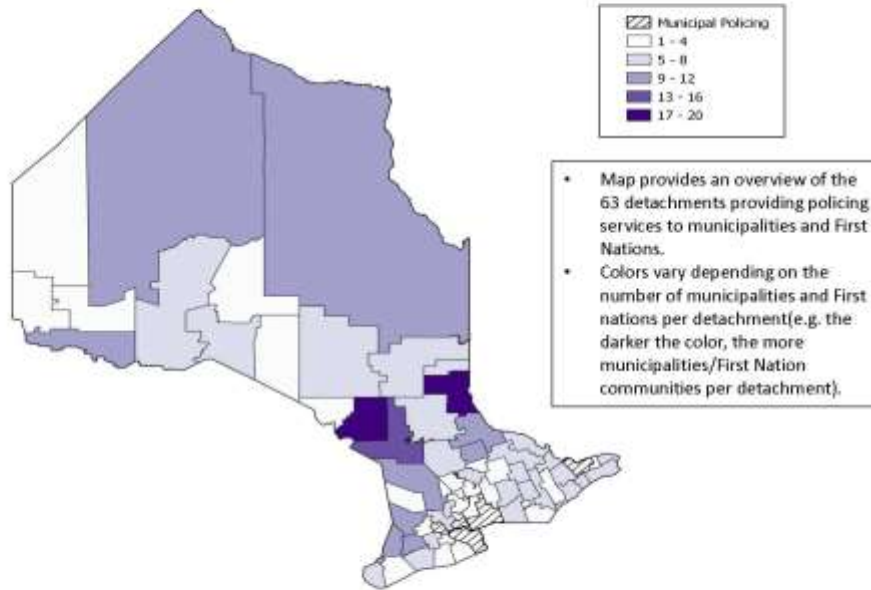
- The OPP provides policing services through 63 OPP detachments across five OPP regions.
- Through the 63 detachments, the OPP provides policing support and services to:
  - 326 of the 443 municipalities across Ontario; and
  - 45 First Nation communities.
- Each detachment serves anywhere from 1 to 20 municipalities and/or First Nation communities (see Appendix A.1) through a “host” detachment. Some detachments may also have multiple “satellite” detachment locations.
  - A detachment host location is the main operational center for the detachment and the commander.
  - A satellite location is a smaller report location that has some of the host detachments functionality (e.g., cells, administrative support, property vault, etc.).

5 Ministry of the Solicitor General



# AUGUSTA TOWNSHIP

## Current Landscape: OPP Policing Services Across Ontario by Detachment



## OPP Related Changes: PSA to CSPA, 2019

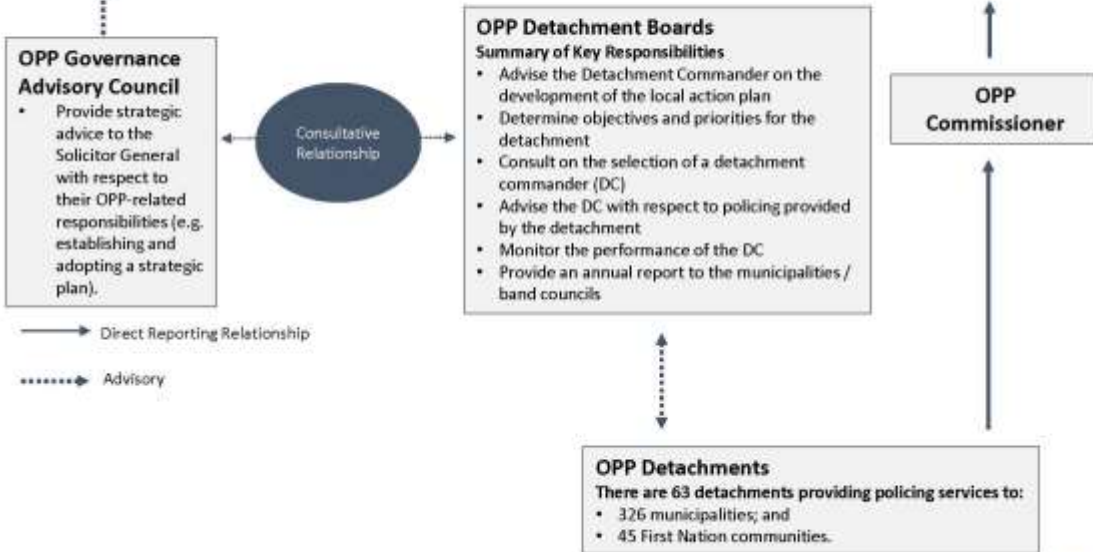
Items	PSA	CSPA, 2019
<b>Municipalities with a Section 10 Agreements</b>	<ul style="list-style-type: none"> <li>The council of a municipality or two or more municipalities may enter into a "Section 10" agreement with the Solicitor General for the provision of police services by the Ontario Provincial Police.</li> <li>In order for a municipality to enter into an agreement for the provision of police services, the municipality must establish a "Section 10" board.</li> </ul>	<ul style="list-style-type: none"> <li>Section 10 service agreements will be terminated and section 10 boards will be dissolved once the CSPA, 2019 comes into force.</li> </ul> <p><b>NOTE:</b> New OPP detachment boards will be created under the CSPA, 2019 for every detachment.</p>
<b>Municipalities captured under Section 5.1 (1)</b>	<ul style="list-style-type: none"> <li>If a municipality does not provide police services by one of the ways set out in the legislation, the Ontario Provincial Police shall provide police services to the municipality.</li> <li>Municipalities are not required to establish a board.</li> </ul>	<ul style="list-style-type: none"> <li>No municipalities receiving OPP policing will require an agreement. All municipalities will receive OPP policing by default unless they adopt another method of policing.</li> </ul>
<b>OPP Governance Advisory Council</b>	<ul style="list-style-type: none"> <li>No OPP Governance Advisory Council under the PSA.</li> </ul>	<ul style="list-style-type: none"> <li>An OPP Governance Advisory Council will be established to advise the Solicitor on the use of her powers regarding the OPP (e.g. the Solicitor's duties, policies, strategic plan and directions to the Commissioner of the OPP).</li> </ul>
<b>OPP Detachment Boards</b>	<ul style="list-style-type: none"> <li>No OPP Detachment Boards under the PSA.</li> </ul> <p><b>NOTE:</b> Under the PSA, municipalities with Section 10 agreements are required to participate on a Section 10 board.</p>	<ul style="list-style-type: none"> <li>There will be one, or more than one, OPP detachment board for each OPP detachment providing policing services to a municipality or First Nation reserve.</li> <li>A OPP detachment board will:               <ul style="list-style-type: none"> <li>monitor the performance of the detachment commander;</li> <li>advise on policing provided by the detachment;</li> <li>review reports provided by the detachment commander; and</li> <li>provide an annual report to the municipal councils and band councils on the policing provided to those communities.</li> </ul> </li> </ul>

# AUGUSTA TOWNSHIP

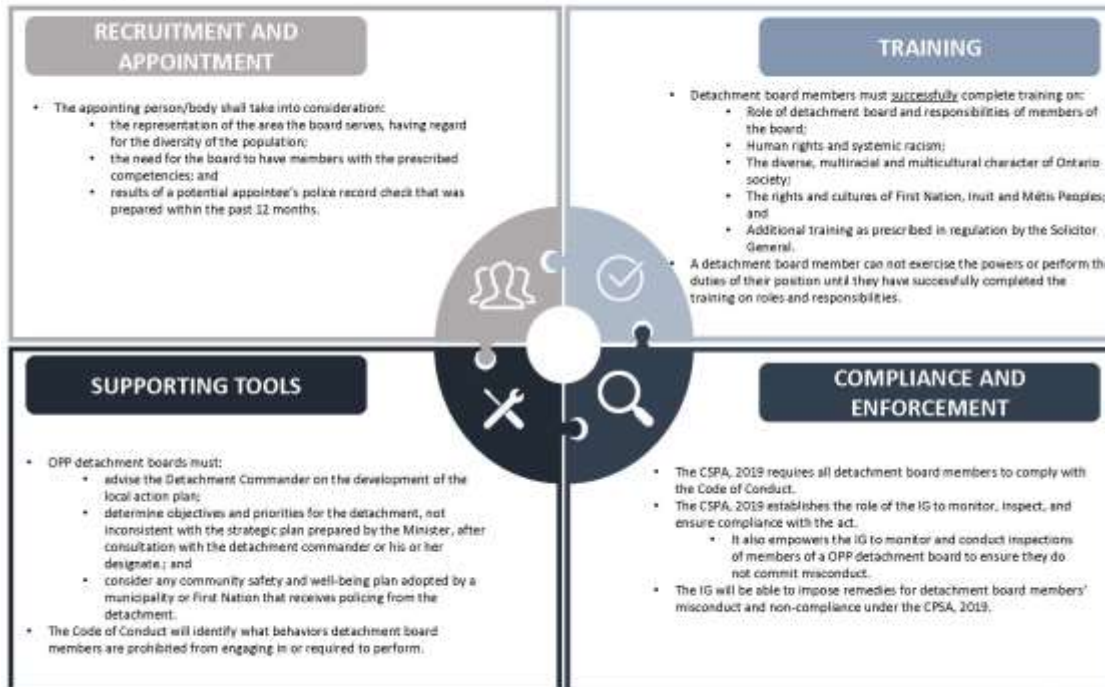
## CSPA, 2019: OPP Governance Overview

### Solicitor General

- Develop the Strategic Plan for the OPP, in accordance with requirements in the CSPA, 2019;
- Establish policies that ensure the Commissioner provides adequate and effective policing in accordance with the needs of the population in the areas for which the Commissioner has policing responsibility; and
- Monitor and review Commissioner's performance.



## CSPA, 2019: Detachment Board Member Governance



# AUGUSTA TOWNSHIP

## CSPA, 2019: Sequencing Regulatory Development



Note: The phased sequencing of the work is based on the ministry's planned filing and in-force dates.

### OPERATIONALIZATION:

- Front-line training to be updated on an on-going basis to reflect regulatory changes (e.g. core policing standards).
- Sector to address and implement the appropriate system changes (e.g. IT) and ensure policies and procedures meet new requirements.
- Additional transitional matters related to the OPP:
  - Disolving Section 10 Boards;
  - Establishing OPP Detachment Boards (e.g. Recruitment and Appointments.)
  - Training of OPP Detachment Board Members as well as OPP Governance Advisory Council Members.

# Engagement

Ministry of the Solicitor General

# AUGUSTA TOWNSHIP

## CSPA, 2019: Engagement Overview

### Ministry of the Solicitor General

- Input from all engagement streams will be provided to the Ministry of the Solicitor General for all final decision-making on regulatory development under the CSPA, 2019.
- Engagement Tables will serve as the ministry's primary instrument for engagement with policing, First Nations and community/social services stakeholders to address gaps and emerging challenges, while supporting the operational and fiscal sustainability of policing across the province.



## CSPA, 2019: OPP Related Matters for Regulation

Matters for Regulation		
<b>OPP Detachment Boards</b> <ul style="list-style-type: none"> <li>• Composition of OPP detachment board (e.g., size and representation);</li> <li>• Establishing whether there will be more than one OPP detachment board for detachment;</li> <li>• Remuneration of detachment board members;</li> <li>• Terms of office;</li> <li>• Estimates related to board operating costs;</li> <li>• Code of Conduct for Detachment Board Members; and</li> <li>• Any additional prescribed standards.</li> </ul>	<b>OPP Governance Advisory Council</b> <ul style="list-style-type: none"> <li>• Composition of the OPP Governance Advisory Council.</li> <li>• Code of Conduct for Advisory Council Members.</li> </ul>	<b>Transition of OPP Billing Model</b> <ul style="list-style-type: none"> <li>• Transitioning the OPP billing model under the PSA to the CSPA, 2019.</li> </ul>

Transitional Matters
<ul style="list-style-type: none"> <li>• The ministry will also address transitional matters prior to the Act coming into force related to Section 10 boards, including contract renewals taking place before the Act comes into force.</li> </ul>



# AUGUSTA TOWNSHIP

## CSPA, 2019: OPP-Related Engagement

### Winter 2020



To Be Completed by Target 2021 In-Force Date	
Ministry	Sector
<ul style="list-style-type: none"> <li>Finalize regulatory options;</li> <li>File and post regulations for public consideration; and</li> <li>Operationalize OPP-related regulations.</li> </ul>	<ul style="list-style-type: none"> <li>Provide feedback on publicly posted regulations;</li> <li>Dissolution of section 10 boards;</li> <li>Recruit and appoint board members; and</li> <li>Ensure board members successfully complete training.</li> </ul>

14 Ministry of the Solicitor General



## CSPA, 2019: OPP-Related Regional Roundtables



Ministry of the Solicitor General



# AUGUSTA TOWNSHIP

## CSPA, 2019: OPP-Related Regional Roundtables

OPP Region	Regional Roundtable Locations	Date	Date and Location
North West	• Thunder Bay	Feb 10, 2020	Valhalla Inn Hotel 1 Valhalla Inn Rd Thunder Bay, ON P7E 6J1
	• Kenora	Feb 12, 2020	Kenora Recreation Centre Rotary room, (1st floor) 18 Mike Richards Way Kenora Ontario P9N 1L2
West	• London	Feb 19, 2020	Goodwill Industries, Community Hall, 3 <sup>rd</sup> floor Ontario Great Lakes 255 Horton Street, London, ON N6B 1L1
East	• Brockville	Feb 20, 2020	Brockville Memoria Civic Centre The Hall 100 Magedoma Blvd Brockville, ON K6V 7J5
North East	• Sudbury	Feb 24, 2020	Northbury Hotel & Conference Centre Aspen Hall 50 Brady Street, Sudbury ON P3E 1C8
	• Timmins	Feb 25, 2020	McIntyre Community Centre Hall Facility – Auditorium 85 McIntyre Rd Timmins, ON P4N 8R8
Central	• Orillia	Feb 28, 2020	Best Western Plus Mariposa Inn & Conference Centre Hermitage Ballroom 400 Memorial Ave, Orillia, ON L3V 0T7

# OPP Governance Under the CSPA, 2019

# AUGUSTA TOWNSHIP

## CSPA, 2019: Principles of the OPP Framework

1. Support and enhance local civilian governance by ensuring municipalities and First Nation communities receiving policing services from the OPP have an opportunity to represent their local perspectives, needs, and priorities;
2. Provide opportunities for municipalities and First Nations to collaborate on efforts to enhance community safety;
3. Enable OPP services to be delivered in a transparent, coordinated and more efficient manner.

## CSPA, 2019: OPP Detachment Boards

Matter	Key Objectives	Items for Discussion
Size and composition of an OPP detachment board.	<ul style="list-style-type: none"> <li>• OPP detachment boards should be representative of the communities the OPP serves.</li> </ul>	<p>The composition of OPP detachment boards should be based on principles such as:</p> <ol style="list-style-type: none"> <li>1. Representation from every municipality and band council receiving policing from the detachment.</li> <li>2. Community representatives who are not members of the municipal/band council nor an employee of the municipality/band council.</li> <li>3. A minimum number of board members.                             <ul style="list-style-type: none"> <li>• For example, OPP detachment boards be composed of no less than 5 members.</li> </ul> </li> </ol>

### Key Considerations

- Composition requirements should account for the unique factors impacting OPP detachments (e.g. geography, population size, and service demands) across the province.
- Methods to ensure fair representation and enhance civilian governance while trying to minimize barriers that may adversely impact effective governance (e.g. large, unwieldy sized boards) are under consideration.
  - E.g. rotating appointments (see Appendix A.1).
- A minimum size requirement should be consistent with size requirements for municipal police services boards under the CSPA, 2019 but also allow for variations where appropriate.



# AUGUSTA TOWNSHIP

## CSPA, 2019: OPP Detachment Boards Cont'd

Matter	Key Objectives	Items for Discussion
<p><b>Approach for establishing more than one board for a detachment.</b></p>	<ul style="list-style-type: none"> <li>Ensure every municipality and band council served by the OPP has access to civilian governance and fair representation.</li> </ul>	<ul style="list-style-type: none"> <li>Factors to be taken into consideration when determining if there should be more than one OPP detachment board per detachment include:                             <ul style="list-style-type: none"> <li>Geography;</li> <li>Variations in population size;</li> <li>The number of municipalities and First Nation communities within an OPP detachment; and</li> <li>Service demands.</li> </ul> </li> </ul>

### Key Considerations

- Each OPP detachment board per detachment would be required to meet the composition/size requirements set out in regulation.
- Establishing multiple OPP detachment board per detachment could be a barrier to coordination and communication between municipalities and band councils in the detachment.
- Challenges with respect to recruiting members to boards (e.g. inability to fill vacancies) may be heightened when establishing more than one board per detachment.
- Municipalities in a detachment would be responsible for the costs of operating any additional OPP detachment boards, which is consistent with current practice.

20 Ministry of the Solicitor General



## CSPA, 2019: OPP Governance Advisory Council

Matter	Key Objectives	Items for Discussion
<p><b>Composition of the OPP Governance Advisory Council</b></p>	<ul style="list-style-type: none"> <li>The OPP Governance Advisory Council will advise the Solicitor General on the exercise of her OPP-related duties (e.g. establishing and adopting a strategic plan for the OPP).</li> </ul>	<ul style="list-style-type: none"> <li>To support the Minister in the exercise of her duties with respect to the OPP, specific groups that should be represented on the OPP Governance Advisory Council include:                             <ul style="list-style-type: none"> <li>First Nations;</li> <li>Indigenous Communities;</li> <li>Municipalities;</li> <li>OPP Regional Representatives; and</li> <li>Members that represent the diversity of Ontario (e.g. youth, Francophone populations, rural and urban representation, members of marginalized and racialized groups, mental health experts).</li> </ul> </li> </ul>

### Key Considerations

- Members of the OPP Governance Advisory Council should be representative of the interests of populations and groups receiving policing services from the OPP.
  - Under the CSPA, 2019, the Solicitor General is required to develop a strategic plan for the OPP that addresses several matters including interactions with specific groups and people youths, members of racialized groups, members of First Nation, Inuit and Métis communities, and persons who appear to have a mental health condition.
- Jurisdictional scans indicate that legislated advisory councils operating in Ontario range from 3-20 members.
  - E.g. Ontario Lung Health Advisory Council consists of 20 members.

21 Ministry of the Solicitor General



# AUGUSTA TOWNSHIP

## CSPA, 2019: Transition of OPP Billing Model

Matter	Key Objectives	Items for Discussion
Aligning existing OPP billing framework to the CSPA, 2019	<ul style="list-style-type: none"><li>Ensuring the current OPP billing model under the <i>Police Services Act</i> (1990) corresponds with the provisions/language of the CSPA, 2019.</li><li>Supporting the termination of section 10 agreements established under the <i>Police Services Act</i> (1990) and transitioning to the new OPP detachment framework under the CSPA, 2019.</li></ul>	<ul style="list-style-type: none"><li>Section 10 policing agreements between municipalities and the OPP will no longer exist under the CSPA, 2019.<ul style="list-style-type: none"><li>Municipalities captured under section 10 and section 5.1 of the PSA will be required to transition to the new OPP Detachment framework.</li></ul></li><li>Transition to CSPA, 2019 will provide an opportunity to enhance the transparency of the OPP billing model while retaining the principles and methods of the current model.</li><li>Municipalities may continue enter into agreements for additional services and enhancements (for policing that is not required as a component of adequate and effective) under the CSPA, 2019.</li></ul>

### Key Considerations

- The required OPP policing services will continue to be delivered, either through agreements/contract extensions or renewals, until the CSPA, 2019 comes into force.
- Ministry to consider various methods to support municipalities to better understand their OPP billing statements and estimates.

## Next Steps

- Ministry to launch Regional Roundtable discussions in mid-February.
- Feedback from Regional Roundtables and Engagement Tables will be consolidated and used to formulate policy proposals for OPP-related matters for regulation.
- Draft regulatory language to be publicly posted for feedback.

# Discussion Questions

Ministry of the Solicitor General

## OPP Detachment Boards

1. What approaches (e.g. rotating appointments) could be leveraged to ensure municipalities and First Nations are appropriately represented on OPP detachment boards?
2. Are there specific community groups/specializations (e.g. mental health, youth) that should be represented on an OPP detachment board?
3. Should there be a maximum size requirement that OPP detachment boards cannot exceed?
4. What are some examples of situations or circumstances that would make it necessary for there to be more than one OPP detachment board per detachment?

## AUGUSTA TOWNSHIP

### OPP Governance Advisory Council

1. What methods (e.g. rotating appointments) could be used to ensure the interests of all communities receiving OPP services are represented by the OPP Governance Advisory Council?
2. What expertise and/or knowledge requirements should OPP Governance Advisory Council members have?

### Transition of OPP Billing

1. What are some ways in which the OPP billing model could be made more transparent?
2. What, if any, are some examples of issues or challenges related to the current format of the OPP billing statements?

# Appendix

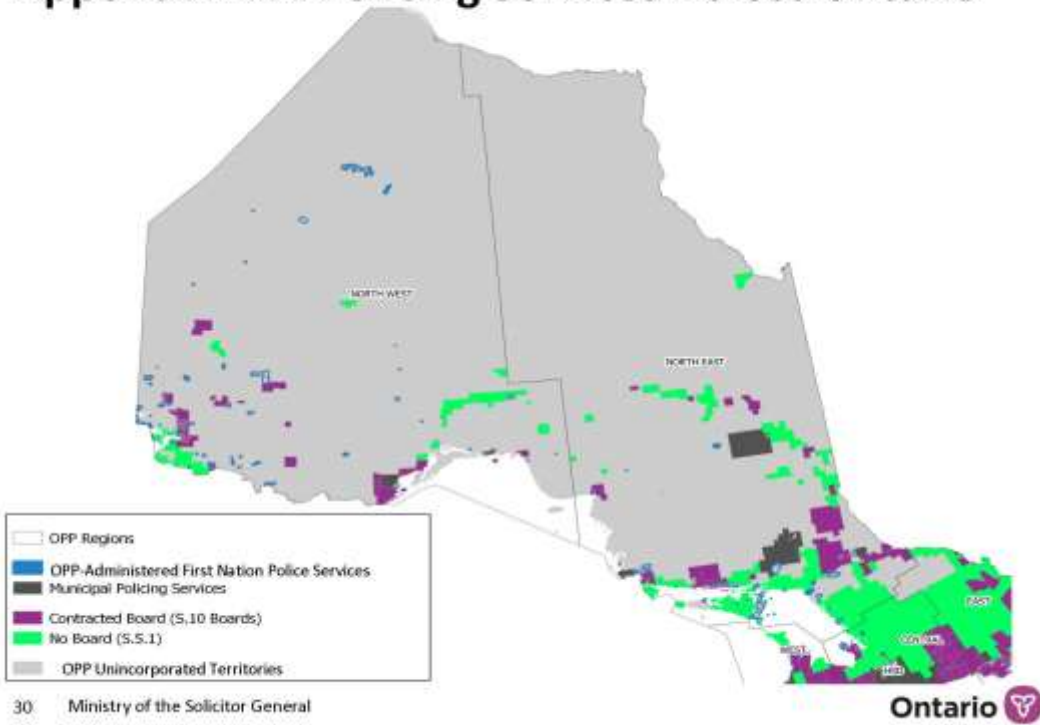
Ministry of the Solicitor General

## Appendix A.1: Existing Joint Section 10 Boards

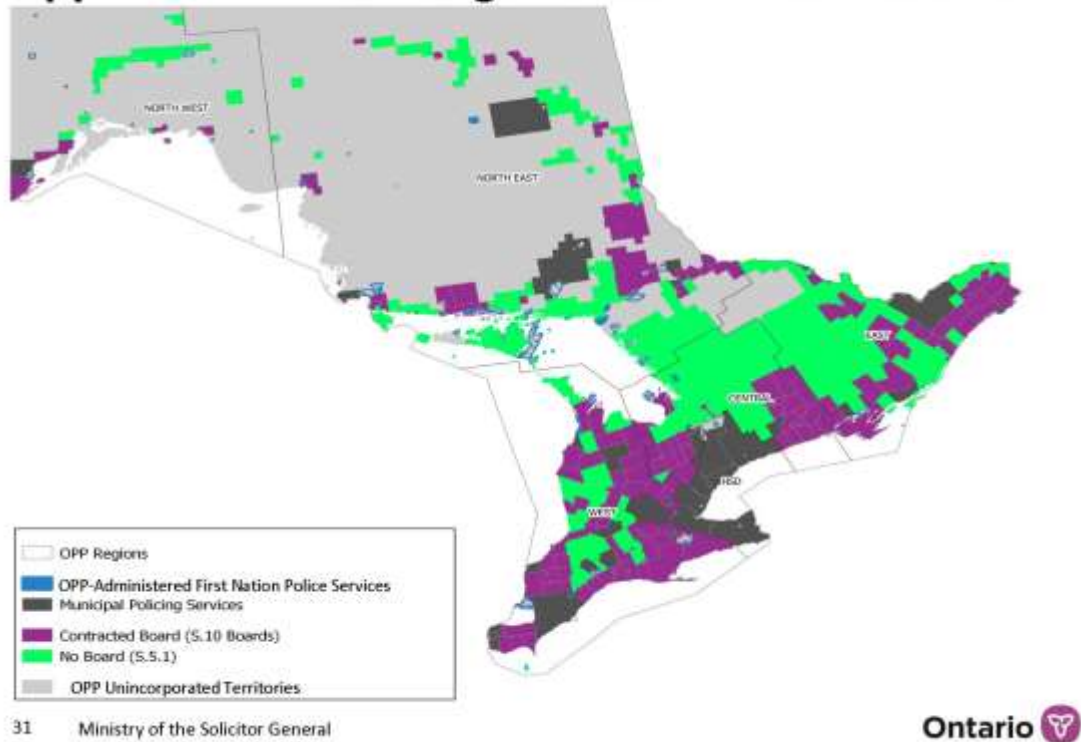
Section 10 Board	Notes
Lakehead Group	Five member board representing four municipalities.
Mattawa & Area	Five member board representing four municipalities. The municipalities agree on a rotation schedule. The community member residence also rotates.
Nottawasaga	Five member board representing three municipalities.
Elgin Group	Five member board representing six municipalities. Board administration and appointments managed at upper-tier by agreement of municipalities. Each council appointee represents one of three areas that the county is split into.
Lambton Group	Five member board representing nine municipalities. Board administration and appointments managed at upper-tier by agreement of municipalities. The two municipalities with the highest population each have a council member seat.

# AUGUSTA TOWNSHIP

## Appendix A.2: Policing Services Across Ontario



## Appendix A.3: Policing Services Across Ontario



# AUGUSTA TOWNSHIP

Ministry of the Solicitor General

Strategic Policy Division  
Office of the Assistant Deputy Minister

25 Grosvenor Street, 9<sup>th</sup> Floor  
Toronto ON M7A 1Y6  
Tel: 416 212-4221

Ministère du Solliciteur général

Division des politiques stratégiques  
Bureau du sous-ministre adjoint

25, rue Grosvenor, 9<sup>e</sup> étage  
Toronto ON M7A 1Y6  
Tél. : 416 212-4221



Gary Dyke  
CAO  
Municipality of North Grenville  
[gdyke@northgrenville.on.ca](mailto:gdyke@northgrenville.on.ca)

Steve McDonald  
CAO  
Augusta Township  
[smcdonald@augusta.ca](mailto:smcdonald@augusta.ca)

**July 19, 2023**

Greetings,

Thank you for submitting your proposal for the Ontario Provincial Police (OPP) detachment board framework. Your patience has been greatly appreciated while all proposals went through a thorough review process.

**At this time, I am pleased to confirm that the Grenville OPP detachment board proposal has been approved by the Solicitor General to the next step in finalizing the board compositions, which is posting the composition on the Ontario Regulatory Registry (ORR).** The ministry is currently working on drafting the regulation, which is expected to be available on the Ontario Regulatory Registry (ORR) for public comment in the summer or fall. Posting of the regulation is one of the last steps before the regulation can be finalized in advance of bringing the *Community Safety and Policing Act, 2019* (CSPA) into force in early 2024.

The following board composition(s) have been approved for posting.

Board	Communities Served	Council Seats	Community Representative Seat(s)	Provincial Appointment Seat(s)	Total Seat(s)
1	Municipality of North Grenville, Merrickville-Wolford Village	2	5	2	9
2	Augusta Township, Edwardsburgh/Cardinal Township, Town of Prescott	3	3	2	8

## AUGUSTA TOWNSHIP

On behalf of the Ministry of the Solicitor General, I would like to express my appreciation to all the communities involved in the proposal development process. I acknowledge and value the significant efforts undertaken to create a proposal for a detachment board that addresses the unique needs of each community that receives OPP policing services in your detachment. As the proposal lead, I kindly request that you disseminate this correspondence to all communities serviced by the proposed detachment board.

The ministry is planning to share more guidance as soon as possible on next steps, with the understanding that municipalities and First Nations require time to plan for the implementation of OPP detachment boards before the CSPA comes into force.

If you have any questions or concerns in the meantime, please contact Devendra Sukhdeo, Senior Policy Advisor, Public Safety and Policing Policy Unit (PSPPU), Strategic Policy Division, at [Devendra.Sukhdeo@ontario.ca](mailto:Devendra.Sukhdeo@ontario.ca).

Sincerely,

Sarah Caldwell  
Assistant Deputy Minister, Strategic Policy Division  
Ministry of the Solicitor General



**AUGUSTA TOWNSHIP**  
**DRAFT Terms of Reference**

**Grenville County OPP Detachment Police Services Board Community Appointee  
Selection Committee**

**1. PURPOSE**

These Terms of Reference are to guide the proceedings and undertakings of the Grenville County OPP Detachment Police Services Board Community Appointee Selection Committee.

**2. MANDATE OF THE COMMITTEE**

The Grenville County OPP Detachment Police Services Board Community Appointee Selection Committee is established to review community member applications to the Grenville County OPP Detachment Police Services Board.

The request for applications of community members shall be jointly advertised throughout the detachment area, with all selected applications appointed at large. All community appointees will be appointed for the same term as their Council peers, mirroring the municipal Council term.

Following their review of all applications received, the Committee will make recommendations to participating municipalities regarding community member appointments to the Grenville County OPP Detachment Police Services Board.

**3. TERM**

The Grenville County OPP Detachment Police Services Board Community Appointee Selection Committee shall be an ad-hoc Committee established with its sole purpose to review community member applications to the larger Detachment Board and make recommendations to the participating Councils. The Term shall begin upon formal appointment of all elected officials from the participating Councils, with the Committee immediately disbanded following formal establishment of the larger Detachment Board.

**4. COMPOSITION OF THE COMMITTEE**

Shall be comprised of one (1) elected official from each participating municipality, including:

Augusta, Prescott, Edwardsburgh-Cardinal.

Administrative support shall be provided by one of the participating municipalities.

## **AUGUSTA TOWNSHIP**

A Chair and Vice-Chair shall be elected by the committee membership. Members that are appointed to the Grenville County OPP Detachment Police Services Board will, by default, be appointed to the ad-hoc selection committee.

Above all, members of Grenville County OPP Detachment Police Services Board Community Appointee Selection Committee should be committed to acting in an ethical manner with the avoidance of conflict of interest as a body and as individuals, while meeting legislative requirements.

Members are expected to attend meetings as scheduled. In the event a member is unable to attend a meeting, the member must contact and advise the Chair and the committee administrator in advance.

### **5. MEETINGS**

All meetings shall follow a written agenda with minutes kept of all decisions. A quorum comprised of more than 50% of appointed members will be required to hold a meeting. The Committee is subject to the open meetings requirements of the Municipal Act, 2001. Virtual participation is permitted.

### **6. ACTIVITIES**

The Committee shall meet as many times as deemed necessary to complete the following activities:

- a) Thoroughly review all community applications to the Grenville County OPP Detachment Police Services Board.
- b) Prepare recommendations regarding which applications to appoint to said Detachment Board.

## **AUGUSTA TOWNSHIP**

**REPORT NUMBER:** 2024-052  
**REPORT TO COUNCIL:** April 29, 2024  
**RE:** Declare Municipal Land Surplus  
**AUTHOR:** Annette Simonian, Clerk

### **RECOMMENDATION:**

**THAT** Council receive this report as the request from the property owner to purchase the unopened road allowance.

**THAT** Council agree in principle to declare the road allowance generally described as part of the original Road Allowance Lying between the Prescott and Augusta Border east of the intersection of County Road 18 on Part Lot 2 Concession 2, for a length of 245ft +/- and a width of 20 ft (in Augusta) as surplus at a sale price of \$1.00; and convey to the abutting property owner subject to the completion of a survey for a legal description of the portion of the Road Allowance to be sold as a condition of the consent Lot Addition application.

**THAT** Prescott has agreed in principle to sell the other half of the road allowance in their town to the same abutting landowner; and

**THAT** all costs associated with the sale are at the applicants expense as per By-Law 3215-2015.

### **BACKGROUND:**

The Ministry of Transportation Ontario (MTO) requires the driveway at 1500 Edward Street in Prescott be relocated to accommodate the proposed realignment of the exchange at Edward Street to align with Development Drive.

In order for the owner of the property to get access to the property, they must purchase more property to create a new driveway. The proposed purchase would require the completion of a Lot Addition application with UCLG in order to merge with the existing property in Prescott. The two lots are currently separated by a Road Allowance that if not closed and conveyed, would create an issue with merging the two properties into one.

### **ANALYSIS**

In order to create a new entrance for access to the property, the owner needs to purchase additional lands to accommodate the location of the new driveway.

The new driveway location has been agreed to in principle by the United Counties of Leeds and Grenville's Public Works Department, to provide for the new driveway location on the lands being added to the property.

## **AUGUSTA TOWNSHIP**

If the severance proceeds without closing and conveying the Road Allowance, it would create a natural severance/separate lot with its own development potential instead of the intended one larger property.

Once a completed survey has been received, staff will proceed with the road allowance closure procedure and prepare a By-Law to convey the land for Council's approval.

### **CONSULTATION**

Planner  
Solicitor


### **FINANCIAL:**

All costs of the sale is borne by the applicant.



---

Annette Simonian, Clerk



---

Shannon Geraghty, CAO

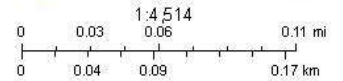
# AUGUSTA TOWNSHIP

## Veenstra Lot Addition



2024-02-28, 1:20:08 p.m.

- Parcel
- LG\_RoadNetwork
- County Road
- Provincial Highway
- Municipal Road



Traxet Inc., Municipal Property Assessment Corporation (MPAC), and Geographic Information System (GIS) of the United Counties of Leeds and

Leeds Grenville GIS

Disclaimer: The data provided is for informational purposes only. UCLG is not liable for providing inaccurate, subsequent updates, errors or omissions in data.

## AUGUSTA TOWNSHIP

**REPORT NUMBER:** 2024-049  
**REPORT TO COUNCIL:** April 29, 2024  
**RE:** New Flail Mower Tender Award  
**AUTHOR:** Jon Stadig, Acting Public Works Manager

### RECOMMENDATION:

**THAT** Council authorize the CAO to proceed with the purchase of a new Votex Roadmaster 1902S Offset Flail Mower from Colvoy Equipment as per RFP No. 2024-07 in the amount of \$28,120.46 plus H.S.T.

### PURPOSE:

A flail mower is used by the Township to cut grass in ditches as well as weeds and small branches. A flail mower is better equipped to handle grass trimming in ditches than a standard mower, which will ensure that the job is done more efficiently.

### BACKGROUND:

The current flail mower is 8 years old and is coming to the end of its life expectancy. Public Works relies on this piece of equipment regularly in the summer months for mowing alongside the roads as well as the transfer stations and township green spaces. The current mower will be kept for a spare.

### ANALYSIS:

We received two tender submissions for the new flail mower. The per diem prices are attached for reference.

The following bids were submitted:

- Colvoy Equipment  
\$28,120.46 plus HST
- Energreen Professional Machines  
\$30,521.03

Colvoy Equipment was the lowest bid and is a reputable company that has provided the Township with equipment for a number of years.

## AUGUSTA TOWNSHIP

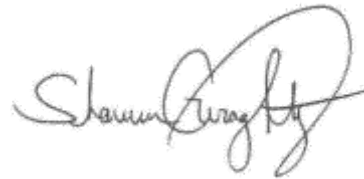
### FINANCIAL CONSIDERATIONS:

Sufficient funds were budgeted in the 2024 Budget. The proposed amount is within the budgeted amount of \$30,000.



---

Jon Stadig, Acting Public Works Manager



---

Shannon Geraghty, CAO

## **AUGUSTA TOWNSHIP**

**REPORT NUMBER:** 2024-050  
**REPORT TO COUNCIL:** April 29, 2024  
**RE:** Reallocation of 2024 Administration Fleet Budget  
**AUTHOR:** Shannon Geraghty, Chief Administrative Officer

### **RECOMMENDATION:**

**THAT** Council approve Report 2024-050 to authorize an additional purchase from Riverside Motors Ltd. in the amount of \$55,246.63 plus HST for a 2024 Sierra K1500 Double Cab for the Public Works Department; and

**THAT** Council authorizes the reallocation of \$55,000 from Administration to Public Works to support the additional fleet purchase.

### **BACKGROUND:**

At the Council Meeting on April 15, 2024, Riverside Motors Ltd. was awarded a tender for the supply and delivery of 2024 ½ ton truck for which a Request for Proposal was issued and only one submission was received being from Riverside Motors Ltd.

In the initial preliminary 2024 Public Works Budget a request was submitted for 2 trucks to replace Truck # 3 and Truck # 5. In our budget review and looking at departmental cost savings one of these vehicles was removed with the intent to be brought back in 2025 for further review. If the recommendation is approved the intent would be to take Truck # 3 out of service and reallocate Truck # 5 to assist with Recreation and Facilities in the summer and for Public Works to utilize in the winter.

As part of the due diligence moving forward, a fleet schedule will be prepared to illustrate all of vehicles with mileage information and year of vehicle to begin a financial plan for future replacement to better prepare the Township for upcoming replacements.

### **FINANCIAL CONSIDERATIONS:**

In the 2024 Capital Budget an amount was approved of \$55,000 to purchase an SUV for Administration to be used by staff for inspections, conferences, meetings, etc. Since the passing of the budget there has been internal and external discussions on various opportunities that would be in the best interest of the Township on a short-term basis. This would provide an opportunity to assess the need to add an additional fleet on a long-term basis.



## AUGUSTA TOWNSHIP

The amount of the truck is slightly over the budgeted amount for 2024 by a net cost of \$1,205.48 which it is recommended that the deficit be funded to the bottom line as previous capital tender awards have been under budget which will have a positive impact on the financial position on December 31.



---

Shannon Geraghty, CAO

## AUGUSTA TOWNSHIP

**REPORT NUMBER:** 2024-051  
**REPORT TO COUNCIL:** April 29, 2024  
**RE:** Limerick Pit License Transfer  
**AUTHOR:** Jon Stadig, Acting Public Works Manager

### RECOMMENDATION:

**THAT** Council authorizes the Clerk to enter into an agreement to transfer of the Limerick Pit license to the United Counties of Leeds and Grenville.

### BACKGROUND:

The current pit has not been used by the Township in over a decade as the material is not feasible for road maintenance. The Township also owns property that has similar uses but is located closer to operating facilities. Due to the Limerick Pit's remote location, it is logistically more efficient to use the Township's other properties for storage and road maintenance activities.

Due to this location remaining unused for an extended period of time, it possesses a threat of liability towards the Township as individuals have begun using it for recreational activities due to it tying into the Limerick Forest trails. With the primary use being for ATV and motorbike recreation, the chance of liability increases as accidents are more likely.

### FINANCIAL CONSIDERATIONS:

The transfer of the Limerick Pit will have no financial implications for the Township but will ensure that the Township no longer has any liability surrounding the land.

### OPTIONS:

1. Continue ownership of the Limerick Pit.
2. Continue with the transfer of the Limerick Pit to the United Counties of Leeds and Grenville.
3. Defer back to staff for more information.



---

Jon Stadig, Acting Public Works Manager



---

Shannon Geraghty, CAO

# AUGUSTA TOWNSHIP

## Signed Ownership Transfer Document

### 1. Required Information to Transfer a Licence or Permit

Licence or Permit Identification Number 57944		Licence/Permit Issued to Corporation of the Township of Augusta	
Legal Description of the Site			
Lot Part Lots 2 & 3	Concession 8	Geographic Township Augusta	
Local Municipality Augusta Township		County/Region United Counties of Leeds and Grenville	
Territorial District N/A	Street Address Pit Lctn. 8773 Forsythe Rd., Augusta Twnshp.		

### 2. Transferor Contact Information and Attestation

Last Name Corporation of the Township of Augusta		First Name N/A	Middle Initial N/A
Address			
Unit Number	Street Number	Street Name 3560 County Road 26	PO Box
City/Town RR 2 Prescott		Province Ontario	Postal Code K0E 1T0
Telephone Number 613-925-4231 ext.		Email Address	

The transferor consents to the transfer of the licence or permit to the transferee.

By signing below, I confirm that the above statement is true and accurate.

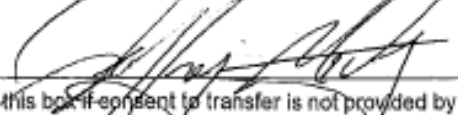
Signature \_\_\_\_\_ Date (yyyy/mm/dd) \_\_\_\_\_

### 3. Transferee Contact Information and Attestation

Last Name United Counties of Leeds and Grenville		First Name N/A	Middle Initial N/A
Legal Name of the Corporation Corporation of the United Counties of Leeds and Grenville			
Address			
Unit Number Suite 100	Street Number 25	Street Name Central Ave., West	PO Box
City/Town Brockville		Province Ontario	Postal Code K6V 4N6
Telephone Number 613-342-3840 ext. 2416		Email Address geoff.mcvey@ucig.on.ca	

The transferee acknowledges that if the site was not, or has not been operated in compliance with the licence, permit or the site plan, I may be required to perform such rehabilitation or other actions necessary to bring the site into compliance or I may be held liable for any continued non-compliance.

By signing below, I confirm that the above statement is true and accurate.

Signature  Date (yyyy/mm/dd) 2024/03/06

Check this box if consent to transfer is not provided by the licensee/permittee:

This transfer becomes effective when the new licence or permit is issued.

# AUGUSTA TOWNSHIP

## Satellite View of Limerick Pit



## AUGUSTA TOWNSHIP

**REPORT NUMBER:** 2024-044  
**REPORT TO COUNCIL:** April 29, 2024  
**RE:** Official Plan and Zoning By-Law Review Update  
**AUTHOR:** Melissa Banford, Planner

### RECOMMENDATION:

**THAT** Council receive report 2024-044; and

**THAT** the Planning Advisory Committee (PAC) is requested to review the submitted Request for Proposals (RFP) for the Official Plan and Zoning By-Law review, and make a recommendation to Council on the consulting firm to be retained; and

**THAT** the Planning Advisory Committee (PAC) be appointed as the Official Plan and Zoning By-Law Review Steering Committee.

### PURPOSE:

The purpose of this report is to update Council on the Township's comprehensive Official Plan and Zoning By-Law review and to appoint PAC as an Ad-Hoc Steering Committee for this review.

### BACKGROUND:

A Request for Proposals (RFP) for consulting services on these projects was issued on April 26, 2024 with a proposed closing date of May 31, 2024 and the award of contract by June 28, 2024.

The outlined Terms of Reference for the project highlights the scope of work for the Official Plan and Zoning By-Law reviews and would include:

- policy compliance with the Provincial Policy Statement (PPS), and compliance with changes to the proposed draft Provincial Planning Statement once it receives Royal Assent (prior to the approval of the new Official Plan and Zoning By-Law);
- regard and compliance with the United Counties Official Plan (February 19, 2016), taking into consideration any needed changes resulting from the Provincial Planning Statement, after it receives Royal Assent;
- inclusion of OPA No. 4 and other policies/phasing opportunities in the Augusta Land Use Strategy: West of Prescott;
- regard to permissive second unit/additional residential unit policies in the Official Plan and other opportunities to promote affordable housing;
- a review of severance policies, minimum lot sizes, etc.; and
- revisions/updates to the Township's GIS mapping resulting from updated land use information.

## AUGUSTA TOWNSHIP

### DISCUSSION:

Under the Terms of Reference, PAC was established by Council to provide recommendations specific to community planning matters, development and policies and to make recommendations and provide guidance on land use planning/applications. PAC's duties require knowledge of provincial policy, Counties and Township planning documents and plans.

PAC has expressed a desire to work alongside Council, the retained consultants, and Township staff on the Official Plan and Zoning By-Law review projects.

Given PAC's experience with planning policy and current planning documents, it would be appropriate that they be appointed to review and make recommendation to Council on the submitted RFPs and also be appointed as the Official Plan and Zoning By-Law Review Steering Committee, to make recommendations to Council.

### POLICY IMPLICATIONS:

The project will result in a repeal of the Township's current 2012 Official Plan and Zoning By-Law and the adoption of a new Official Plan and Zoning By-Law.

### FINANCIAL CONSIDERATIONS:

The comprehensive Official Plan and Zoning By-Law review project was an approved Capital Project under the 2024 budget.

### OPTIONS:

1. Council directs that PAC be appointed to review, lead, and make recommendations to Council on the submitted RFPs; and that PAC be appointed as the Official Plan and Zoning By-Law Review Steering Committee, or
2. Council leads the Official Plan and Zoning By-Law Review.

### LINK TO MUNICIPAL PLANS:

The recommendations align with the development objectives of provincial policy and the requirement for a comprehensive review of the Augusta Official Plan and Zoning By-Law.



---

Melissa Banford, Planner



---

Shannon Geraghty, CAO

## **AUGUSTA TOWNSHIP**

**REPORT NUMBER:** 2024-046  
**REPORT TO COUNCIL:** April 29, 2024  
**RE:** Review of Draft Provincial Planning Statement (PPS)  
**AUTHOR:** Melissa Banford, Planner

### **RECOMMENDATION:**

**THAT** Council receives Staff Report 2024-046 for information.

### **BACKGROUND:**

On April 10, 2024, the Province issued an updated draft of the new Provincial Planning Statement (PPS). The draft is currently open for comment for 30 days on the Environmental Registry of Ontario (ERO) website (expires on May 10, 2024).

The previous draft PPS was issued on April 6, 2023, with a 120-day commenting period. During this time, Augusta Council held a Special Meeting on May 31, 2023, to discuss the draft document, and the Township submitted comments on the ERO posting. The ERO submission responded to six (6) provincially posed questions and the Township's comments primarily related to support/concerns for policies related to (1) settlement area expansions, expanding on housing types and alternative housing solutions, and the concept of complete communities; and (2) the number of proposed residential lot severances in the prime agricultural areas.

### **DISCUSSION:**

The updated draft PPS was amended after consultation and comments were provided to the Province on the 2023 draft. The Province has stated that the updated PPS is comprised of policies relating to five main themes/"pillars":

- Generate an appropriate housing supply
- Make land available for development
- Provide infrastructure to support development
- Balance housing with resources
- Implementation

The full copy of the updated draft PPS can be accessed through the ERO posting link: <https://ero.ontario.ca/notice/019-8462>.

To date, staff have not had an opportunity to undertake a thorough comparative review of the updated PPS. The updates/changes, however, generally appear less extensive in nature than the initial draft released in 2023.

## AUGUSTA TOWNSHIP

The Township, in the review of the 2023 PPS draft, commented primarily on two draft policy areas:

- 1) **The proposal to permit expansions of Settlement Area boundaries at any time, outside of a comprehensive review.** The Township was supportive of this proposal, as it was thought to be providing a more streamlined approach to minor boundary adjustments and expansions. The Township was supportive of policies allowing the municipality to direct more growth to areas within, and immediately surrounding, the Township's existing Settlement Areas.

In the 2024 updated draft, the PPS is proposed to continue to allow municipalities to identify new Settlement Areas, or expand existing Settlement Areas, outside of a municipal (Counties) comprehensive review. There will be considerations, however, in permitting these expansions that the planning authority **must consider** to permit these new areas or expansions, including: the need to designate additional land to accommodate an appropriate range and mix of land uses; sufficient capacity in existing or planned infrastructure and public service facilities; whether it is a specialty crop area; alternative/avoidance of prime agricultural areas; compliance with Minimum Distance Separation (MDS); avoidance of impacts on agricultural systems; and whether the new or expanded Settlement Area provides for the phased progression of urban development.

Additionally, the updated draft PPS now requires that any new Settlement Areas *"only be permitted where it has been demonstrated that the infrastructure and public service facilities needed to support development are planned or available."*

- 2) **The proposed policy for new residential lot severances, proposed at (3) three on a farmed lot, within the prime agricultural area.**

In the Township's ERO comments, the importance of the long-term protection of prime agricultural areas was recognized, and that the Township continues to strive to be supportive of its agricultural community. The Township supported and recognized the need for new housing opportunities, however, this may be more appropriately achieved through proposed policies for expansions to Settlement Areas. The Township respectfully requested that the Province give consideration to reducing the proposed policy for new residential lot severances (proposed at (3) three on a farmed lot), within the prime agricultural area.

In the 2024 updated draft, the proposal to sever new residential lots in the prime agricultural areas has been removed. The only opportunity for severing a residential lot in the agricultural areas is the severance of an existing surplus dwelling as a result of a farm consolidation. This is the same policy that exists in the current 2020 PPS.

As an alternative, there are expanded opportunities for permitted up to two (2) Additional Residential Units on a farm lot, subject to meeting certain criteria.



## AUGUSTA TOWNSHIP

In consideration of the updated draft 2024, specifically in relation to the Township's submitted 2023 comment, staff are not proposing any additional comments submission.

Should Council desire to submit comments, staff will be available to discuss and assist with drafting a ERO submission.

### FINANCIAL CONSIDERATIONS:

None.

### OPTIONS:

1. Council provide staff direction on drafting additional comments on the updated 2024 PPS for submission to the ERO website before May 10, 2024.
2. Council receive this report with no further action.



---

Melissa Banford, Planner



---

Shannon Geraghty, CAO

# AUGUSTA TOWNSHIP



## THE CORPORATION OF THE TOWNSHIP OF AUGUSTA BY-LAW NUMBER 3706-2024

### BEING A BY-LAW TO ADOPT A STREETLIGHT POLICY FOR THE CORPORATION OF THE TOWNSHIP OF AUGUSTA

---

**WHEREAS** section 11 (1) of the Municipal Act S.O. 2001 as amended provides that a lower-tier municipality may provide any service or thing that a municipality considers necessary or desirable for the public, and

**WHEREAS** section 11 (2) of the Municipal Act S.O. 2001 as amended provides that a lower-tier municipality may pass by-laws respecting Services and things that the municipality is authorized to provide; and

**WHEREAS** the municipality of Augusta desires to adopt a Streetlight Policy to provide guidelines for when, where and how streetlights are to be installed within the Township of Augusta.;

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

1. **THAT** the Street Light Policy attached hereto as Schedule "A."
2. This Policy shall be referred to as the "Streetlight Policy".
3. This Policy shall come into force and effect on the day of passing.
4. **THAT** all other By-Laws inconsistent herewith are hereby repealed.

**Read a first, second, and third time and finally passed this 29<sup>th</sup> day of April, 2024.**


---

MAYOR

---

CLERK

# AUGUSTA TOWNSHIP

 <p style="text-align: center;"><b>Township of Augusta</b></p>			
Policy:	<b>Streetlight Policy</b>	Date issued: By-Law:	April 29, 2024
Application:	Augusta Residents, Council, Staff	Revision No.	
Page 1 of 4		Revision Date:	

## A. Authority

The authority for the Street Light Policy shall be by the approval of the Township of Augusta Council (By-Law 3706-2024).

## B. Policy Statement

Streets lights located within communities are intended to provide illumination on public streets and pedestrian crossings within the Township of Augusta. Secondary benefits of street lighting include perceived personal security, lighting of property, and public safety.

Council deems it important to provide and improve street lighting for the communities within the Township to assist in providing safe travel.

## C. Definitions

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

“Manager of Public Works” means the Manager of Public Works or designate for the Corporation of the Township of Augusta.

“Street Light” means an outdoor light or a series of outdoor lights that can be attached to poles, are spaced at intervals along a public street or roadway and are illuminated from dusk to dawn.

“Public Works Department” means the Public Works Department for the Corporation of the Township of Augusta.

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

## D. Purpose

The purpose of the Street Light Policy is to provide guidelines for when, where and how street lights are to be installed within the Township of Augusta. Street lights are installed for the purpose of traffic travel, pedestrian safety, and vehicle safety. The policy will

## AUGUSTA TOWNSHIP

assist in evaluating and prioritizing requests for street light installations.

All installation of new street lights within the Township will depend on the availability of funds allocated by the current fiscal budget.

### **E. Scope**

This policy applies to the installation of all new street lights within the jurisdiction of the municipality. The management of these lights will be by the Public Works Department for the Township of Augusta.

Note: The scope excludes new developments where the installation of streetlights is a requirement of the development agreements.

### **F. Procedures for the Street Light Policy**

This policy will work in coordination with the current lighting standards set out by the Manager of Public Works.

#### Inventory

All current street lights and proposed future street lights will be entered into the Asset Management Plan in the PSD database. This database will be operated and maintained by the Treasury Department with the cooperation of the Public Works Department providing asset information.

#### Criteria for New Street Light Installation

The Township will consider installation of new street lights within the Township based on the following criteria:

##### **1. Safety**

The main criteria for the installation of new street lights will be based on public safety. To determine if an area should have a street light, the Public Works Department will review various factors including, but not limited to:

- the night time business activity and/or pedestrian activity;
- history of accidents;
- the average vehicle count and speed zones;
- municipal engineering standards;
- intersecting road authorities involved and their criteria (if applicable);
- potential hazards;
- available hydro;
- existing poles;
- weather history; and
- potential light pollution and negative impacts, if any, upon existing residences.

# AUGUSTA TOWNSHIP

## 2. Traffic Volume

The traffic volume at intersections will be reviewed when considering the installation of a new street light. Increased traffic volumes may also justify the need for revised street lights.

## 3. Public Requests

Requests may be received by the Township for additional street lighting for various reasons including the request for additional/fewer lights, rearrangement of lights, and refurbishing of lights.

To provide uniformity, residents requesting additional street lighting may follow the below process:

1. Written requests for new street lights and/or changes in existing street lights on existing roadways must be made to the Manager of Public Works. Requests should include the primary concern and individual contact for follow-up. When an organized group is active, the request shall be submitted by that entity.
2. Upon receipt of the street light request, the Public Works Department will conduct a field survey of the requested site. This survey may include determining the existing lighting conditions (analysis of the number of street lights, locations, spacing, fixture types, poles, and any other pertinent information). The data included within this survey will make up the content of the street light database under the asset management plan. Inspections may take place at night hours if deemed necessary. The results of this field survey will be presented to the Manager of Public Works.
3. If installation is recommended, the Manager of Public Works will determine the specific location of the new street light (or re-placement of existing street lights if appropriate) and incorporate it within a site plan.
4. Once the site plan has been approved, the project will be prioritized on the new street light installation list. The installations requested on this list will be completed based on yearly budget allowances.

### Street Lighting Units

All street lighting within the Township of Augusta shall conform to the Townships specifications referenced as ARCH-S-PA1-100-740-U-T2R-AP-10MSP-PR-FADC.

As new streetlight technology becomes available, it shall be reviewed and considered in relation to this policy's provisions and its benefit(s) to the community of the Township of Augusta. Such considerations will include new environmental technologies as they become available and are feasible for the municipality.

## **AUGUSTA TOWNSHIP**

### **G. General**

This Policy shall be administered by the Public Works Department.

This Policy shall be reviewed as needed.

# AUGUSTA TOWNSHIP



## THE CORPORATION OF THE TOWNSHIP OF AUGUSTA BY-LAW NUMBER 3707-2024

### A BY-LAW TO CONFIRM THE PROCEEDINGS OF COUNCIL OF THE TOWNSHIP OF AUGUSTA AT ITS MEETING HELD ON APRIL 29, 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 29, 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 29<sup>th</sup> day of April, 2024.

---

MAYOR

---

CLERK