

**AUGUSTA TOWNSHIP
AGENDA
C.O.W./REGULAR MEETING
February 10, 2025 at 6:00 P.M.**

REGULAR COUNCIL – EXECUTIVE SESSION

A. Call to Order

B. Land Acknowledgement Statement

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

C. Mayor’s Opening Remark

D. Approval of Agenda

E. Approval of Minutes of Previous Meetings

F. Disclosure of Pecuniary Interest and General Nature Thereof

G. Business Arising from the Minutes

H. Delegations and Presentations

I. Correspondence and Petitions

- Notice of Future Delegation Request – St. Lawrence Shakespeare Festival
- Growth Management Strategy – United Counties of Leeds & Grenville

J. **REPORTS**

COMMITTEES REPORTS

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

AUGUSTA TOWNSHIP

STAFF REPORTS

Administration and Finance

- Report 2025 – 015 – Year End Write Offs
- Report 2025 – 019 – Finance and Variance

Operations

- Report 2025 – 020 – Save on Energy

Planning and Building Services

- Report 2025 – 021 – Building Report for January

Protective Services

K. Notice of Motions

L. By-Laws

- 3762-2025 – Appoint a Clerk

M. Budget Discussion

N. Announcements

O. Questions on Agenda Items for the Press

P. Questions on Agenda Items for the Public

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

- Educational or Training Session
 - Ontario Building Code
- Labour Relations or Employee Negotiations
 - Staffing

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

S. Reporting Out from Closed Session

T. By-Law to confirm Proceedings of Council

U. Adjournment

**AUGUSTA TOWNSHIP
MINUTES
C.O.W./REGULAR MEETING
January 27, 2025 at 6:00 P.M.
Municipal Office, 3560 County Road 26**

PRESENT

Mayor Shaver
Deputy Mayor Wynands
Councillor Bowman
Councillor Henry
Councillor Pape

PRESS

STAFF PRESENT

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

REGRETS

CALL TO ORDER

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

MAYOR'S OPENING REMARKS

APPROVAL OF AGENDA

Moved by Councillor Pape, seconded by Deputy Mayor Wynands
BE IT RESOLVED THAT the agenda for January 27, 2025 be adopted.
Carried

APPROVAL OF MINUTES OF PREVIOUS MEETINGS

Moved by Deputy Mayor Wynands, seconded by Councillor Pape
BE IT RESOLVED THAT Council approve the minutes of the January 13, 2025
Council meeting as distributed to all members.
Carried

DISCLOSURE OF INTEREST

BUSINESS ARISING FROM THE MINUTES

DELEGATIONS & PETITIONS

CORRESPONDENCE & PETITIONS

AUGUSTA TOWNSHIP

COMMITTEE/STAFF REPORTS

UCLG Council:	Mayor Shaver provided an update
SNCA/RVCA:	Deputy Mayor Wynands provided an update
Recreation:	Council provided updates
Library Board:	Councillor Bowman provided an update
EDTAC:	
PAC:	Deputy Mayor Wynands provided an update
SGODB:	Mayor Shaver provided an update
Administration:	CAO Geraghty provided an update

ADMINISTRATION AND FINANCE

Report 2025-016

Moved by Councillor Pape, seconded by Deputy Mayor Wynands

BE IT RESOLVED THAT Council confirm Deputy Treasurer, Ann Shorey, as signing authority on all RBC Bank financial documents effective January 9, 2025; and

THAT the former Clerk, Annette Simonian, be removed as signing authority on all RBC financial documents effective January 9th, 2025.

Carried

Report 2025-017

Moved by Deputy Mayor Wynands, seconded by Councillor Pape

BE IT RESOLVED THAT Council accepts for information the attached report on the ROMA Conference 2025.

Carried

Report 2025-018

Moved by Councillor Pape, seconded by Deputy Mayor Wynands

BE IT RESOLVED THAT Council accepts Report 2025-018 approving the proposal from Ainley Graham & Associates Limited dated January 8, 2025, in the amount of \$44,100.00 plus HST to undertake a feasibility study for a 401 Interchange on Blue Church Road to support the Township of Augusta's position with the Ministry of Transportation.

Carried

OPERATIONS

Report 2025-011

Moved by Deputy Mayor Wynands, seconded by Councillor Pape

BE IT RESOLVED THAT Council receive the Public Works 2024 Accomplishments report as prepared by the Public Works Manager dated January 27, 2025, for information.

Carried

AUGUSTA TOWNSHIP

Report 2025-012

Moved by Councillor Pape, seconded by Deputy Mayor Wynands

BE IT RESOLVED THAT Council enacts the new Cold Stress Management Policy.

Carried

Report 2025-013

Moved by Deputy Mayor Wynands, seconded by Councillor Pape

BE IT RESOLVED THAT Council enacts the new Heat Stress Management Policy.

Carried

PLANNING AND BUILDING SERVICES

Report 2025-006

Moved by Councillor Pape, seconded by Deputy Mayor Wynands

BE IT RESOLVED THAT Council recommend to the United Counties of Leeds and Grenville Consent Granting Authority that consent application B-140-24 be approved, subject to eight (8) conditions of approval, as detailed in Staff Report 2025-006.

Carried

Report 2025-008

Moved by Deputy Mayor Wynands, seconded by Councillor Pape

BE IT RESOLVED THAT Council recommend to the United Counties of Leeds and Grenville Consent Granting Authority that consent applications B-142-24 be approved, subject to seven (7) conditions of approval, as detailed in Staff Report 2025-008.

Carried

Report 2025-009

Moved by Councillor Pape, seconded by Deputy Mayor Wynands

BE IT RESOLVED THAT Council recommends to the United Counties of Leeds and Grenville Consent Granting Authority that consent applications B-136-24 be approved, subject to eight (8) conditions of approval, as detailed in Staff Report 2025-009.

Carried

Report 2025-009

Moved by Deputy Mayor Wynands, seconded by Councillor Pape

BE IT RESOLVED THAT Council recommend to the United Counties of Leeds and Grenville Consent Granting Authority that consent applications B-137-24 be approved, subject to three (3) conditions of approval, as detailed in Staff Report 2025-009.

Carried

AUGUSTA TOWNSHIP

Report 2025-010

Moved by Councillor Bowman, seconded by Councillor Henry

BE IT RESOLVED THAT Council receive the Building Department Year End 2024 Activity Report for information.

Carried

PROTECTIVE SERVICES

Report 2025-014

Moved by Councillor Henry, seconded by Councillor Bowman

BE IT RESOLVED THAT Council receive Augusta Fire Rescue's 2024 Year End Report for information and provide any additional feedback for future report.

Carried

NOTICE OF MOTIONS

BY-LAWS

Moved by Councillor Bowman, seconded by Councillor Henry

BE IT RESOLVED THAT By-Law Numbered 3758-2025 being a By-Law to authorize the execution of an agreement be read a first time, a second time, a third time, and be enacted as read.

Carried

Moved by Councillor Henry, seconded by Councillor Bowman

BE IT RESOLVED THAT By-Law Numbered 3759-2025 being a By-Law to establish fees and charges to be collected by various municipal departments be read a first time, a second time, a third time, and be enacted as read.

Carried

Moved by Councillor Bowman, seconded by Councillor Henry

BE IT RESOLVED THAT By-Law Numbered 3760-2025 being a By-Law to establish and regulate a fire department be read a first time, a second time, a third time, and be enacted as read.

Carried

ANNOUNCEMENTS

- Councillor Pape would like to recognize the 80th anniversary of the Holocaust.
- There will be a budget meeting on February 14, 2025.

QUESTION PERIOD FOR THE PUBLIC

QUESTION PERIOD FOR THE PRESS

AUGUSTA TOWNSHIP

CLOSED SESSION AS PER SECTION 239 OF THE MUNICIPAL ACT 2001

Moved by Councillor Henry, seconded by Councillor Bowman

BE IT RESOLVED THAT this Council move to a closed meeting at 6:40 pm., as per the Municipal Act c25, S.O. 2001 section 239 (2) to discuss:

- Proposed or Pending Acquisition or Disposition of Land by the Municipality
 - Industrial Park Purchase and Sale Agreement Update
- Litigation or Potential Litigation, including matters before Administrative Tribunals, affecting the Municipality or Local Board
 - Possible Impending Litigations
- Personal Matters about an Identifiable Individual, including Municipal or Local Board Employees
 - Committees

Carried

RISE FROM COMMITTEE OF THE WHOLE IN CAMERA

Moved by Councillor Henry, seconded by Councillor Bowman

BE IT RESOLVED THAT the closed session is adjourned at 7:35 pm and that Council resumed the open meeting to report out.

Carried

REPORTING OUT OF CLOSED SESSION

Moved by Councillor Bowman, seconded by Councillor Henry

BE IT RESOLVED THAT Council met in closed session to discuss a proposed or pending acquisition or disposition of land by the municipality.

Council

- Provided Instruction to Staff

Carried

Moved by Councillor Henry, seconded by Councillor Bowman

BE IT RESOLVED THAT Council met in closed session to discuss litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board.

Council

- Provided Instruction to Staff

Carried

Moved by Councillor Bowman, seconded by Councillor Henry

BE IT RESOLVED THAT Council met in closed session to discuss personal matters about an identifiable individual, including municipal or local board employees.

Council

- Provided Instruction to Staff

Carried

AUGUSTA TOWNSHIP

BY-LAW TO CONFIRM PROCEEDINGS OF COUNCIL

Moved by Councillor Bowman, seconded by Councillor Henry

BE IT RESOLVED THAT By-Law No. 3761-2025 confirm the proceedings of Council of the Township of Augusta at its meeting held on January 27, 2025 be read a first time, a second time, a third time, and be enacted as read.

Carried

ADJOURNMENT

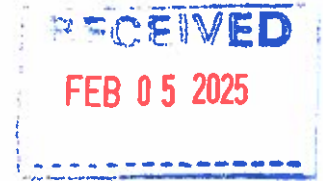
Moved by Councillor Bowman, seconded by Councillor Henry

BE IT RESOLVED THAT this Council do now adjourn at 7:37 pm until February 10, 2025 at 6:00 p.m. or until the call of the Mayor subject to need.

Carried.

February 5, 2025

Mayor and Council
Township of Augusta
3560 County Road 26,
Prescott, ON K0E1T0



Dear Madams and Sirs

**Re: Notice of Future Delegation Request
St. Lawrence Shakespeare Festival**

As we approach our 23rd Festival season, the Board of Directors of the St. Lawrence Festival is making a special outreach to our South Grenville partners to generate increased awareness and support.

We consider the Festival to be important to Augusta Township for many reasons, including Tourism, Economic Development, and, of course, your citizens' enjoyment.

We will soon make a formal request to appear as a delegation before Council at a regular meeting at which time we will present our 2025 Program and give a rationale for your support in many areas.

This will also give us an opportunity to publicly acknowledge and thank the many Augusta Township volunteers who help make Festival possible.

Yours truly,

A handwritten signature in cursive script that reads "Jo-Anne Beckstead".

Jo-Anne Beckstead, Chair



United Counties of Leeds and Grenville

Public Works Division
Consent Granting Authority
Forestry
Planning
Roads

25 Central Ave. W., Suite 100
Brockville, ON K6V 4N6
T 613-342-3840
800-770-2170
TTY 800-539-8685
F 613-342-2101
www.leedsgrenville.com

February 3, 2025

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

**Re: Growth Management Strategy (GMS)
United Counties of Leeds and Grenville**

Dear Mayor and Council:

As you may be aware, the Counties is initiating the Growth Management Strategy (GMS) and have retained Hemson Consulting Inc. to complete it. Hemson is well known in the industry and completed similar work for the Counties back in 2015 which was used in the first Counties Official Plan (COP).

The intent of the GMS is to undertake and allocate population, dwelling and employment projections for land use planning purposes; and identify areas where growth and/or development will be focused. These upper-tier responsibilities are set out in the Planning Act and in the Provincial Planning Statement. It is anticipated this will provide information for the COP review in 2026 and amendments to the COP of a time sensitive nature (if any).

Project launch and information gathering is the first stage of the project. An overview presentation to Counties Planning Advisory Committee will take place **March 5th at 9:00 a.m., which you are welcome to view at:** [Agendas, Minutes and Video - Leeds & Grenville](#) or www.leedsgrenville.com/en/government/agendas-minutes-and-video.aspx. Your staff's assistance in providing necessary background information has been requested.

The next stages of the study will be preparation of draft forecasts and land requirements and then development of the final growth management strategy. There will be consultation with local municipalities and stakeholders, and meetings of a technical advisory group (TAG) through the project. A member of your staff is part of the TAG and has been requested to liaise back to you throughout the project. We appreciate the time and efforts on their and your part in participating in this project.

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

synonyme de **qualité de vie**
et de **réussite** en affaires

Please reach out if you have any questions, comments or concerns.

Sincerely,

A handwritten signature in black ink that reads "Cherie Mills".

Cherie Mills, MCIP, RPP
Manager of Planning Services

AUGUSTA TOWNSHIP

REPORT NUMBER: 2025-015
REPORT TO COUNCIL: February 10, 2025
RE: Tax Write-offs and Supplementals
AUTHOR: Mark McDonald, Treasurer

RECOMMENDATION:

THAT Council accepts Report 2025-015 to approve the 2024 Tax Write-offs from 27 properties in the amount of \$17,399.01 with the Township's portion being \$5,597.99 and Supplemental Taxes in the amount of \$78,198.80 from 67 properties, with the Townships' portion being \$39,467.15.

BACKGROUND:

During the year, applications are received for the cancellation, reduction, and refund of taxes pursuant to Section 357 of the Municipal Act. These applications are the result of a change to a property which includes: the property or portion of the property is eligible to be reclassified in a different tax class, the land has become vacant land or excess land during the year, the land has become exempt for taxation, during the year a building on the land was razed by fire or damaged by fire or a structure or structures have been demolished.

Applications are also received from farmland owners who may be eligible to apply for a property tax reduction through the Farm Property Class Tax Rate Program. If eligible under the program, the farm residence and one acre of surrounding land will be taxed at the Municipal Residential Tax Rate and the remainder of the farm assessment on the property will be taxed at 25% of the Residential Rate.

Supplemental Tax Billings are received from MPAC periodically throughout the year. These represent assessment growth from any improvements or new residential structures added to properties.

FINANCIAL CONSIDERATIONS:

The net effect of the 2024 Tax Write-offs (Budget of \$30,000) was a surplus of \$24,402.01 whereas Supplementals (Budget of \$50,000) finished as a deficit of \$10,532.85.

The net impact to the 2024 Budget was a surplus of \$13,869.16 which will be allocated to the bottom line on December 31, 2024.



Mark McDonald, Treasurer



Shannon Geraghty, CAO

AUGUSTA TOWNSHIP

REPORT NUMBER: 2025-019
REPORT TO COUNCIL: February 10, 2025
RE: Financial and Indicator Variance Report – Dec. 2024
AUTHOR: Ann Shorey, Deputy Treasurer

RECOMMENDATION:

THAT Council accepts the attached statement of Revenue and Expenditures as of December 31, 2024 for information.

BACKGROUND:

The Finance Department provides regular updates to Council on financial performance and key variances, with detailed supporting information available upon request. This report aims to ensure transparency and facilitate Council's review and feedback.

ANALYSIS:

Variance analysis and percentage completion figures are presented for each relevant line item. Detailed supporting analysis and documentation are available from the Finance Department upon request.

FINANCIAL CONSIDERATIONS:

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



Ann Shorey, Deputy Treasurer



Shannon Geraghty, CAO

AUGUSTA TOWNSHIP

Statement of Revenue & Expenditures - Unaudited For the Period Ended: December 31, 2024

Revenue Overview:

- Total Revenue: \$9.63M (3% below budget)
- Key Variances:
 - Grants: \$114K over budget (+8%)
 - Licences & Permits: \$61K under budget (-36%), primarily due to lower-than-expected building department revenue.
 - Fees & Services: \$83K over budget (+154%), with strong revenue from Fire, Roads, and Administration (tax sales).
 - Reserve Transfers: \$402K under budget (-24%) due to incomplete office renovations and reduced roads project costs.

Expenditure Overview:

- Total Expenditures: \$9.50M (4.4% under budget)
- Key Savings:
 - Winter Control: \$136K savings (+66%) due to mild winter and full salt/sand dome.
 - Council & Administration: \$86K savings (+5%) due to underutilized conference budgets and uncompleted office renovations.
 - Public Works: \$244K savings (+8%) from reduced parts, fuel, and insurance costs.
 - Fire Services: \$52K savings (+6%) from reduced honorariums, fuel, and heating costs.
- Overages:
 - Recreation Programs & Capital: \$102K over budget (-20%) due to higher program expenses and capital project costs (partially offset by a \$100K grant).
 - IT Costs: Over budget by 90%.

Overall Financial Position:

- Net Surplus: Estimated at \$124K.
- Major Factors: Higher-than-expected grant funding, strong revenue performance in various departments, and controlled expenditures in Fire and Roads.

AUGUSTA TOWNSHIP

Key Takeaways:

- Regular discussions between senior staff and Finance staff, as well as stronger financial management has resulted in a 4.4% expenditure savings, helping offset revenue shortfalls.
- Some budgeted projects (e.g., office renovations, secondary plan) were delayed or incomplete, impacting actual spending.
- Winter control and public works savings played a significant role in balancing the budget.

Recommendation: Continue monitoring capital project timelines and IT expenditures to improve budget accuracy in 2025.

Detailed Revenue and Expenditure Tables

Attached tables present Full Year comparisons for revenue and expenditure accounts, highlighting variances and providing comments for significant differences.

If any additional clarifications are required, the Finance Department remains available for further inquiries.

REVENUES

Account	YTD Actual	YTD Budget	YTD Variance	YTD % Var.	Full Year Projected	Full Year Budget	Full Year Variance	Full Year % Var.	Comments
Taxation and Payments in Lieu	6,164,291	6,194,678	30,387	0%	6,164,291	6,194,678	-30,387	0%	Taxes fully billed for the year including Supps/Omits/Write Offs
Grants	1,569,319	1,455,078	-114,241	-8%	1,569,319	1,455,078	114,241	8%	
Licenses and Permits	109,803	171,300	61,497	36%	109,803	171,300	-61,497	-36%	Building Dept revenue is 36% lower than anticipated
Fees and Services and Misc	137,046	53,891	-82,955	-154%	137,046	53,891	83,155	154%	Fire, Roads and Administration revenue all substantially higher than anticipated
Interest, Penalties, Sale of Assets	374,588	388,400	13,812	4%	374,588	388,400	-13,812	-4%	Bank of Canada rate reduction, lowered tax receivable balance
Transfer From Reserves	1,272,796	1,674,557	401,761	24%	1,272,796	1,674,557	-401,761	-24%	Office renovation not completed; roads projects lower than budgeted amount
Total Revenues	9,627,842	9,937,904	310,262	3%	9,627,843	9,937,904	-310,061	-3%	

AUGUSTA TOWNSHIP

EXPENDITURES

General Government

Account	YTD Actual	YTD Budget	YTD Variance	YTD % Var.	Full Year Projected	Full Year Budget	Full Year Variance	Full Year % Var.	Comments
Council	155,413	161,310	5,897	4%	155,413	161,310	5,897	4%	Conferences budget under utilized
Administration	1,193,038	1,118,711	-74,327	-7%	1,193,038	1,118,711	-74,327	-7%	Computer over budget by 90%
Administration Capital	105,305	260,000	154,695	59%	105,305	260,000	154,695	59%	Office renovation not completed in 2024
Administration - Trsf to Reserve	143,120	143,120	0	0%	143,120	143,120	0	0%	
Total General Government	1,596,876	1,683,141	86,265	5%	1,596,876	1,683,141	86,265	5%	

Protective Services

Account	YTD Actual	YTD Budget	YTD Variance	YTD % Var.	Full Year Projected	Full Year Budget	Full Year Variance	Full Year % Var.	Comments
Fire	755,276	807,769	52,493	6%	755,276	807,769	52,493	6%	Savings in honorarium, fuel, heat (will offset compressor purchase)
Fire Capital	833,414	797,206	-36,208	-5%	833,414	797,206	-36,208	-5%	Capital purchases complete for the year - compressor replacement
Fire - Transfer to Reserves	157,000	157,000	0	0%	157,000	157,000	0	0%	
Fire - Loan Repayment	219,589	219,588	-1	0%	219,589	219,588	-1	0%	
Police	954,640	958,424	3,784	0%	954,440	958,424	3,984	0%	
Conservation Authority	51,962	51,962	0	0%	51,962	51,962	0	0%	
Protection, Inspection and Control	58,607	45,088	-13,519	-30%	58,607	45,088	-13,519	-30%	Higher expense for livestock losses, deficit offset by increase of revenue
Emergency Measures	28	10,250	10,222	100%	28	10,250	10,222	100%	CEMC role empty
Total Protective Services	3,030,516	3,047,287	16,771	1%	3,030,316	3,047,287	16,972	1%	

AUGUSTA TOWNSHIP

Public Works

Account	YTD Actual	YTD Budget	YTD Variance	YTD % Var.	Full Year Projected	Full Year Budget	Full Year Variance	Full Year % Var.	Comments
Roads - Maintenance	1,568,271	1,621,781	53,510	3%	1,568,271	1,621,781	53,510	3%	Savings in parts/fuel, culvert parts, road signs, insurance
Roads - Transfer to Reserves	0	0	0	0%	0	0	0	#DIV/0!	
Roads - Capital	1,104,863	1,153,000	48,137	4%	1,104,863	1,153,000	48,137	4%	\$40k from savings allocated to ditching
Winter Control	68,724	205,000	136,276	66%	68,724	205,000	136,276	66%	Savings in salt & sand, dome full, mild winter in previous year
Street Lighting	12,080	18,865	6,785	36%	12,080	18,865	6,785	36%	Minimal maintenance costs
Public Works subtotal	2,753,937	2,998,646	244,709	8%	2,753,937	2,998,646	244,709	8%	

Environmental Services

Account	YTD Actual	YTD Budget	YTD Variance	YTD % Var.	Full Year Projected	Full Year Budget	Full Year Variance	Full Year % Var.	Comments
Garbage Disposal	492,795	506,511	13,716	3%	492,795	506,511	13,716	3%	Time lag in monthly contract invoice
Waste Disposal Capital	35,659	35,000	-659	-2%	35,659	35,000	-659	-2%	Capital project complete for the year
Capital Infrastructure	0	0	0	0%	0	0	0	#DIV/0!	
Garbage Transfer to Reserve	0	0	0	0%	0	0	0	#DIV/0!	
Recycling	819	2,200	1,381	63%	819	2,200	1,381	63%	
Total Environmental Services	529,273	543,711	14,438	3%	529,273	543,711	14,438	3%	

Health Services

Account	YTD Actual	YTD Budget	YTD Variance	YTD % Var.	Full Year Projected	Full Year Budget	Full Year Variance	Full Year % Var.	Comments
Cemeteries	7,031	5,958	-1,073	-18%	7,031	6,500	-531	-8%	Grass cutting frequency increased - rainy summer
Total Health Services	7,031	5,958	-1,073	-18%	7,031	6,500	-531	-8%	

AUGUSTA TOWNSHIP

Parks & Recreation

Account	YTD Actual	YTD Budget	YTD Variance	YTD % Var.	Full Year Projected	Full Year Budget	Full Year Variance	Full Year % Var.	Comments
Recreation Administration	189,166	241,479	52,313	22%	189,166	241,479	52,313	22%	Savings in salaries, benefits, skating/hockey not paid yet to EC
Programs	293,400	248,100	-45,300	-18%	293,400	248,100	-45,300	-18%	All rec centres significantly over allocated budget amount
Recreation Capital	339,561	282,800	-56,761	-20%	339,561	282,800	-56,761	-20%	Capital overture offset by EAF grant for playgrounds (\$100,000)
Libraries	168,826	160,959	-7,867	-5%	168,826	160,959	-7,867	-5%	Substantial audit costs & ARO assessment
Donations	6,171	26,666	20,495	77%	25,341	26,666	1,325	5%	Sherwood/Maple View donations not paid
Total Parks and Recreation	997,124	960,004	-37,120	-4%	1,016,294	960,004	-56,290	-6%	

Planning and Development

Account	YTD Actual	YTD Budget	YTD Variance	YTD % Var.	Full Year Projected	Full Year Budget	Full Year Variance	Full Year % Var.	Comments
Building Official	176,671	183,033	6,362	3%	176,671	183,033	6,362	3%	
Planning and Zoning	185,649	280,152	94,503	34%	185,649	280,152	94,503	34%	Minimal costs allocated for secondary plan budget of \$85,000
Commercial and Industrial	154,658	213,430	58,772	28%	184,658	213,430	28,772	13%	Industrial Park costs reallocated to Receivable account
Agricultural	22,958	22,000	-958	-4%	22,958	22,000	-958	-4%	
Tile Drainage	0	0	0	0%	0	0	0	0%	
Total Planning and Development	539,937	698,615	158,678	23%	569,937	698,615	128,678	18%	

AUGUSTA TOWNSHIP

Account	YTD Actual	YTD Budget	YTD Variance	YTD % Var.	Full Year Projected	Full Year Budget	Full Year Variance	Full Year % Var.	Comments
Total Expenditures	9,454,694	9,937,904	483,210	5%	9,503,664	9,937,904	434,240	4.4%	
Projected Year-End Surplus					\$124,179				

AUGUSTA TOWNSHIP

REPORT NUMBER: 2025-020
REPORT TO COUNCIL: February 10, 2025
RE: Facilities – Save On Energy Report
AUTHOR: Kathleen Cole, Parks, Recreation & Facilities Manager
RECOMMENDATION:

THAT Council receive the Facilities – Save On Energy Report for information purposes only.

PURPOSE:

To update Council of the Save On Energy Small Business Program Lighting for Township facilities.

BACKGROUND:

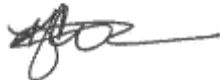
In December 2024, contact was established with the Save On Energy Representative for Eastern Ontario. In January 2025, a comprehensive review of the North Augusta Community Hall was conducted to assess its eligibility for the Save on Energy Program. Following the inspection, it was confirmed that the hall met the required standards, and plans were set in motion to replace all existing lighting with energy efficient LED fixtures.

During this meeting, discussions also focused on how the Save on Energy Program could benefit other facilities within the Township. A schedule was established to conduct a detailed assessment on January 15th, where each facility would be inspected for current lighting systems and the presence of web-enabled smart thermostats.

Outlined below are the facilities that will undergo lighting upgrades to energy efficient LED lighting and web-enabled thermostats as part of this initiative

Facility	Quantity	Value	Estimated Annual Savings
North Augusta	27	1089.32	68.28
Roebuck	156	3325.00	1578.82
Roebuck Thermostat	1	429.40	
Domville	7	466.69	23.75
Algonquin Library	31	3384.00	252.72
Algonquin Thermostat	1	429.40	
Main Office Thermostat	2	858.80	
MERC	16	2761.72	221.75
MERC Thermostats	2	858.80	
NA Fire Station	37	3221.06	760.05
NA Fire Station Thermostat	1	429.40	
		17,253.59	2905.37

AUGUSTA TOWNSHIP



Kathleen Cole, Parks, Recreation
& Facilities Manager



Shannon Geraghty, CAO

AUGUSTA TOWNSHIP

REPORT NUMBER: 2025-021
REPORT TO COUNCIL: February 10, 2025
RE: Building Department Activity Summary
AUTHOR: Karen Morrell, CBO, CBCO

RECOMMENDATION:

THAT Council receive the Building Department Activity Report for January 2025 for information.

BUILDING DEPARTMENT ACTIVITY SUMMARY:

January 2025	Permit Number	Cost of Project	Permit Cost	Type of Permit
08/01/2025	2025-0001	\$ 50,000.00	\$ 453.00	<i>Bathroom Renovation, convert garage to living space</i>
08/01/2025	2024-0088	\$ 320,000.00	\$ 3,841.00	SFD
17/01/2025	2024-0009	\$ 5,000.00	\$ 160.00	Pole Barn
28/01/2025	2025-0004	\$ 10,000.00	\$ 240.00	Renovation
January 2025 TOTAL		\$ 385,000.00	\$ 4,694.00	
2025 TOTAL		\$ 385,000.00	\$ 4,694.00	

January 2024	Permit Number	Cost of Project	Permit Cost	Type of Permit
29/01/2024	2024-0003	\$ 120,000.00	\$ 150.00	Renovation
January 2024 TOTAL		\$ 120,000.00	\$ 150.00	
2024 TOTAL		\$ 120,000.00	\$ 150.00	

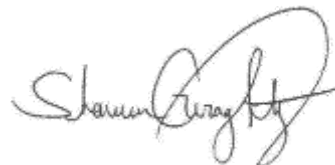
Inspections performed in January; 31
 MPAC Finals for January; 7

Permits issued in January; 4
 MPAC Occupancies for January; 3

Monthly reports submitted to MPAC, Statistics Canada, Tarion and CMHC for January 2025.



Karen Morrell, CBO



Shannon Geraghty, CAO

AUGUSTA TOWNSHIP



THE CORPORATION OF THE TOWNSHIP OF AUGUSTA BY-LAW NUMBER 3762-2025

BEING A BY-LAW TO APPOINT A CLERK FOR THE CORPORATION OF THE TOWNSHIP OF AUGUSTA

WHEREAS section 228(1) of the Municipal Act, R.S.O, 2001, as amended, provides that Council shall appoint a clerk;

AND WHEREAS Council deems it desirable to appoint a Clerk for the Township of Augusta;

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

1. **THAT** Lindsey Veltkamp is hereby appointed Clerk for the Township of Augusta effective February 18, 2025;
2. **THAT** the Clerk shall perform the statutory duties of the Clerk under the Municipal Act and other legislation;

Read a first, second, and third time and passed this 10th day of February, 2025.

MAYOR

DEPUTY CLERK

AUGUSTA TOWNSHIP



THE CORPORATION OF THE TOWNSHIP OF AUGUSTA BY-LAW NUMBER 3766-2025

BEING A BY-LAW TO CONFIRM THE PROCEEDINGS OF COUNCIL OF THE TOWNSHIP OF AUGUSTA AT ITS MEETING HELD ON FEBRUARY 10, 2025

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 February 10, 2025 in respect of each recommendation contained in the report of the Committees and each motion and resolution passed and other action taken by Council of the Corporation of the Township of Augusta at its meeting be hereby adopted and confirmed as it fall such proceedings were expressly embodied in the By-Law.
2. The Mayor and the proper officers of the Municipality are hereby authorized and directed to do all things necessary to give effect to the said action or to obtain approvals where required, and except where otherwise provided, the Mayor and the Clerk are hereby directed to execute all documents necessary in that behalf, and the said Clerk is hereby authorized and directed to affix the Corporate Seal of the Municipality to all such documents.

Read a first, second, and third time and finally passed this 10th day of February, 2025.

MAYOR

DEPUTY CLERK