



**AUGUSTA TOWNSHIP
COUNCIL AGENDA
REGULAR MEETING
April 28, 2025, at 6:00 P.M.**

REGULAR COUNCIL

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 heritage and relationship to the land.

C. Mayor's Opening Remark

D. Approval of Agenda

Recommendation: **BE IT RESOLVED THAT** the Council Agenda for Monday, April 28, 2025 be adopted.

E. Approval of Minutes of Previous Meetings

Regular Council Minutes – April 14, 2025

Recommendation: **BE IT RESOLVED THAT** Council approve the minutes of the April 14, 2025 Council meeting as distributed to all members.

F. Disclosure of Pecuniary Interest and General Nature Thereof

G. Business Arising from the Minutes

H. Delegations and Presentations

I. Correspondence and Petitions

J. Boards & Committee Reports

UCLG Council
SNCA/RVCA
Recreation

Mayor Shaver
Deputy Mayor Wynands
Councillors

Recommendation: **BE IT RESOLVED THAT** Council approve the request from the Maitland Education Recreation Committee to allow for the MERC Community BBQ to be held on municipal property on May 24, 2025; and

THAT Council declare the event as one of municipal significance in the Township of Augusta.

AUGUSTA TOWNSHIP

Library Board

Councillor Bowman

Recommendation: **BE IT RESOLVED THAT** Council appoint the following members to the Augusta Township Public Library Board for the remainder of the term of Council:

- Laura Deimling
- Amanda Kavanagh

EDTAC

Councillor Pape

PAC

Deputy Mayor Wynands

OPPDB

Mayor Shaver

River Route

CAO Geraghty

K. Staff Reports

Administration and Finance

- Report 2025 – 045 – Municipal Donation Policy
Recommendation: **BE IT RESOLVED THAT** Council approve the Municipal Donation Policy as outlined in Staff Report 2025-045.
- Report 2025 – 046 – Information Security & Privacy Default Policies
Recommendation: **BE IT RESOLVED THAT Council** approve the Information Security and Privacy Default Policies as outlined in Staff Report 2025-046.
- Report 2025 – 047 – Stop Up & Close a Road Allowance
Recommendation: **BE IT RESOLVED THAT** Council declare the road allowance located on part of Marion Street, Registered Plan 4, Village of North Augusta, Township of Augusta, County of Grenville, designated as Part 2 on Reference Plan 15R-7369, being part of PIN 68173-003(R) as surplus to the needs to the Township; and

THAT Council direct staff to proceed with the required posting and notice provisions as per By-Law 3214-2015 being a By-Law to regulate the sale of municipally owned real property.

Operations and Recreation

- Report 2025 – 048 – Parks, Recreation and Facilities 1st Quarter Report
Recommendation: **BE IT RESOLVED THAT** Council receive the Parks, Recreation and Facilities 1st Quarter 2025 Report.
- Report 2025 – 049 – Playground Equipment Inspection Policy
Recommendation: **BE IT RESOLVED THAT** Council approve the Playground Equipment Inspection Policy as outlined in Staff Report 2025-049.

Planning and Building Services

Protective Services

AUGUSTA TOWNSHIP

L. Notice of Motions

M. By-Laws

- 3773-2025 – Amend By-Law 3692-2024 (Appoint Alternate EIO)
Recommendation: **BE IT RESOLVED THAT** By-Law Numbered 3773-2025 being a By-Law to amend By-Law 3692-2024 and appoint an alternate Emergency Information Officer for the Corporation of the Township of Augusta be read a first time, a second time, a third time, and be enacted as read.

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

Recommendation: **BE IT RESOLVED THAT** Council move to a Closed Session at _____ p.m. to discuss matters pertaining to:

- Approval of the Previous Closed Session Minutes (March 10, 2025)
- One matter under Section 239 (2)(b), personal matters about an identifiable individual, including municipal or local board employees
Specifically: Staffing

R. Rise From Council in Closed Session

S. Reporting Out from Closed Session

T. By-Law to confirm Proceedings of Council

Recommendation: **BE IT RESOLVED THAT** By-Law Numbered 3774-2025 confirm the proceedings of the Council of the Township of Augusta at its meeting held on April 28, 2025, be read a first time, a second time, a third time, and be enacted as read.

U. Adjournment

Recommendation: **BE IT RESOLVED THAT** this Council meeting do now adjourn at _____ until May 12, 2025 at 6:00 pm or at the call of the Mayor subject to need.

**AUGUSTA TOWNSHIP
MINUTES
COUNCIL MEETING
April 14, 2025 at 6:00 P.M.
Municipal Office, 3560 County Road 26**

PRESENT

Mayor Shaver
Deputy Mayor Wynands (joined the meeting at 6:14p.m.)
Councillor Bowman
Councillor Henry
Councillor Pape

PRESS

STAFF PRESENT

Shannon Geraghty (CAO), Lindsey Veltkamp (Clerk), Chief Rob Bowman (Mgr. of Protective Services), Melissa Banford (Planner)

REGRETS

Jon Stadig (Mgr. of Public Works), Vikki Werner-Mackeler (Deputy Clerk)

CALL TO ORDER

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

MAYOR'S OPENING REMARKS

APPROVAL OF AGENDA

Moved by Councillor Henry, seconded by Councillor Bowman
BE IT RESOLVED THAT the agenda for Monday, April 14, 2025 be adopted as amended.
Carried

The agenda was amended by adding a verbal update under Item J – CAO Update.

APPROVAL OF MINUTES OF PREVIOUS MEETINGS

Moved by Councillor Bowman, seconded by Councillor Henry
BE IT RESOLVED THAT Council approve the minutes of the March 24, 2025 Special Council meeting as distributed to all members.
Carried

Moved by Councillor Henry, seconded by Councillor Bowman
BE IT RESOLVED THAT Council approve the minutes of the March 24, 2025 Council meeting and as distributed to all members.
Carried

Mayor Shaver spoke to a request to add clarity to the regular minutes under Item P – Questions on Agenda Items for the Public. 4 of 43

AUGUSTA TOWNSHIP

DISCLOSURE OF INTEREST

BUSINESS ARISING FROM THE MINUTES

DELEGATIONS & PETITIONS

- David Suzuki Foundation's Butterflyway Project – Heidi Linnen-MacDonald

Heidi Linnen-MacDonald spoke to a PowerPoint presentation. A copy of the presentation is held on file. Ms. Linnen-MacDonald provided Council with an overview of the Butterflyway Project, potential methods of support for the project, and the importance of the project.

Discussion was held regarding the use of butterfly boxes, potential spaces for gardens, and the goal of twelve butterfly gardens in the township.

Deputy Mayor Wynands joined the meeting at 6:14 p.m.

CORRESPONDENCE & PETITIONS

BOARDS & COMMITTEE REPORTS

UCLG Council:	Deputy Mayor Wynands provided an update
SNCA/RVCA:	Deputy Mayor Wynands provided an update
Recreation:	Councillors provided an update
Library Board:	Councillor Bowman provided an update
EDTAC:	Councillor Pape provided an update
PAC:	Deputy Mayor Wynands provided an update
OPPDB:	
River Route:	CAO Geraghty provided an update
CAO Update:	CAO Geraghty provided an update

Moved by Councillor Henry, seconded by Councillor Bowman

BE IT RESOLVED THAT Council direct staff to proceed with the 5-year interest term at 4.05% for the financing of the Maitland Fire Hall which was constructed in 2019 over 20 years.

Carried

STAFF REPORTS

ADMINISTRATION AND FINANCE

AUGUSTA TOWNSHIP

OPERATIONS AND RECREATION

Report 2025-040

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 Miller Paving Ltd. in the amount of \$391,725.00 plus H.S.T. to supply and place a double surface treatment with fog seal on Blue Church Road from Lords Mills Road to County Road 26, Fourth Concession Road from Charleville Road to Hillbrook Road and North Campbell Road from McIntosh Road to County Road 26.

Carried

Report 2025-041

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 Blair Asphalt Products Ltd. in the amount of \$37,170.00 plus H.S.T. for the patching required on Fourth Concession Road from Charleville Road to Hillbrook Road, Blue Church Road from Lords Mills Road to County Road 26, and the Augusta Township Public Works Yard (5328 Algonquin Road).

Carried

PLANNING AND BUILDING SERVICES

Report 2025-042

Moved by Councillor Pape, seconded by Councillor Bowman

BE IT RESOLVED THAT Council receive the Building Department Activity Report for March 2025 for information.

Carried

Report 2025-043

Moved by Councillor Bowman, seconded by Councillor Pape

BE IT RESOLVED THAT Augusta Council recommend to the United Counties of Leeds and Grenville Consent Granting Authority that consent applications B-13-25, B-14-25, B-15-25 and B-16-25 be approved, subject to six (6) conditions of approval, as detailed in Staff Report 2025-043.

Carried

PROTECTIVE SERVICES

Report 2025-044

Moved by Councillor Pape, seconded by Councillor Bowman

BE IT RESOLVED THAT Council declare the old Jaws of Life rescue tool, at Station 2 as surplus equipment; and

THAT the Manager of Protective Services be authorized to sell the Jaws of Life rescue tool on GovDeals.ca in “as in” condition.

Carried

AUGUSTA TOWNSHIP

NOTICE OF MOTIONS

BY-LAWS

ANNOUNCEMENTS

- Pitch In will be held on April 26. Lunch will be held at the Grenville Fish and Game Club at noon.
- Grenville Federation of Agriculture is hosting an all candidates meeting on April 15 at the Drummond Building in Spencerville. Doors open at 6:30 p.m., with the event starting at 7:00 p.m.
- Cabin Fever Jam was held on Sunday April 13 and was well received. Organizers were very happy to receive the donation from the Township to cover the sound and lights for the event.
- Augusta Township welcomed Emily Jollota, who will be replacing Madison Moore as the Public Works/Recreation Coordinator. Madison's last day will be April 23.

QUESTION PERIOD FOR THE PUBLIC

Laurie King, a member of the Roebuck Recreation Committee, spoke to a Mother's Day Brunch being held on May 11th at the Roebuck Hall, hosted by Sherwood Park Manor from 8 a.m. to 1 p.m. She stated that all proceeds would be put towards the new rooms at Sherwood Park Manor.

QUESTION PERIOD FOR THE PRESS

CLOSED SESSION AS PER SECTION 239 OF THE MUNICIPAL ACT 2001

RISE FROM COUNCIL IN CAMERA

REPORTING OUT OF CLOSED SESSION

BY-LAW TO CONFIRM PROCEEDINGS OF COUNCIL

Moved by Councillor Henry, seconded by Councillor Pape

BE IT RESOLVED THAT By-Law No. 3772-2025 confirm the proceedings of Council of the Township of Augusta at its meeting held on April 14, 2025 be read a first time, a second time, a third time, and be enacted as read.

Carried

ADJOURNMENT

Moved by Councillor Pape, seconded by Councillor Henry

BE IT RESOLVED THAT the Council meeting be adjourned to April 28, 2025 at 6:00 p.m. or at the call of the Mayor subject to need. (Time: 6:50)

Carried.

AUGUSTA TOWNSHIP

REPORT NUMBER: 2025-045
REPORT TO COUNCIL: April 28, 2025
RE: Municipal Donation Policy
AUTHOR: Lindsey Veltkamp, Clerk

RECOMMENDATION:

THAT Council approves the Municipal Donation Policy as outlined in Staff Report 2025-045.

BACKGROUND:

At the Council meeting held on March 10, 2025, Council directed staff to bring a Municipal Grant Policy to a future meeting for consideration following a review of the current Donation Request Policy which was passed in 2014.

ANALYSIS:

The updated policy outlines the eligibility of applicants, ineligible use of funds, the application submission deadlines, and the application and approval process.

Staff are recommending the creation of an evaluation committee responsible for the review of applications. This committee would be appointed by Council. Following the committee's review, a recommendation would rise to Council for consideration and approval.

A due date of November 30th is suggested in order to align with annual budget deliberations, with the ability to open up a second intake should more funds become available.

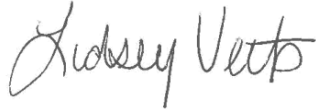
Conditions are outlined for applicants including the ability for groups to only make one request per year and a threshold donation amount that would require direct requests to Council. Events held in Augusta Township and benefiting Augusta residents are preferred.

The Municipal Donation Policy provides applicants an opportunity to apply for in-kind requests, such as the use of municipal property, waiving permit fees, or the use of other municipal resources.

AUGUSTA TOWNSHIP

FINANCIAL CONSIDERATIONS:

The 2025 Operational and Capital Budget allocated \$6,000 for donations. Since the approval of the budget \$400.00 (Cabin Fever Jam) and \$300.00 (Figure Skating Club) have been allocated from the funds leaving \$5,300.00 for distribution in 2025.



Lindsey Veltkamp, Clerk



Shannon Geraghty, CAO



TOWNSHIP OF AUGUSTA

DEPARTMENT:	Finance	POLICY NUMBER:	POL- 0501
SUBJECT:	Municipal Donation Policy	DATE APPROVED:	

1. PURPOSE:

The Township of Augusta strives to promote activities that will enhance the cultural, social, and economic well-being of the community.

The purpose of this policy is to establish guidelines regarding the process of approval and remitting of municipal donations to non-profit groups, associations, and organizations.

Its objective is to treat all organizations in a consistent manner that is equitable, fair, and shares available resources throughout the community.

2. POLICY:

Township donations demonstrate Councils commitment to working with non-profit groups, associations and organizations to provide beneficial events and programs to the municipality.

Preference will be given to non-profit groups, associations and organizations that are based in the Township of Augusta and to events that will be held within its boundaries. Council may consider and remit donations to groups or activities that are held outside of its boundaries at their discretion. Approvals and donation amounts are at the sole discretion of the Council of the Corporation of the Township of Augusta.

2.1. DEFINITIONS:

- a. **Benefit:** Includes cultural, social, humanitarian, environmental, recreational, economic impact, and/or increase in community participation or education
- b. **Community Events:** A recurring event, a one-time or a first-time event that is of cultural, social, educational, or recreational significance to the community and its residents and is open to all members of the public.
- c. **Donation:** Either a financial gift or in-kind contribution to benefit a cause, event, activity etc.
- d. **In-Kind Contributions:** The provision of municipal property/facilities, materials, waiving permit fees, or resources to an applicant, and does not include the provision of cash funds to, or on behalf of the applicant. Each application for in-kind contribution requests will include the estimated value of



TOWNSHIP OF AUGUSTA

DEPARTMENT:	Finance	POLICY NUMBER:	POL- 0501
SUBJECT:	Municipal Donation Policy	DATE APPROVED:	

the application under consideration.

e. Municipality: shall mean the Corporation of the Township of Augusta.

2.2. ELIGIBILITY CRITERIA:

Applicants should meet the following eligibility criteria in order to be considered for a donation from the Township of Augusta:

- Municipal donations are available to not-for-profit, registered charities, institutions or volunteer driven groups.
- This policy is for donations under \$500. Any requests above this amount will require a request made directly of Council.
- Preference will be given to events/projects/programs that support, sustain, promote, inform, educate, celebrate, preserve and/or provide access to the arts, culture, environment, heritage, recreation and/or well-being activities.
- Preference will be given to applicants that are based in Augusta Township and to events that will be held within its boundaries.
- Preference will be given to events of municipal, provincial, or national significance, which could bring economic and/or public relations benefit to the Township.
- Preference will be given to applicants that demonstrate community support, efficient use of resources, sound business practices and develop volunteer knowledge, skills and self-reliance.

2.3 INELIGIBILITY:

Municipal donations will not be given to the following:

- Individuals.
- To organizations aligned with any political party, or to support programs or services which are political in nature.
- Activities benefiting executive or board members only.
- Activities deemed to be discriminatory, contrary to municipal policies and values, or unlawful.
- Recipients of any other grants, funds, or subsidies from the Township of Augusta

Ineligible use of funding:

- Retroactively for events that have already occurred.
- Flow through funding (where the intent is to redistribute the funding to others).



TOWNSHIP OF AUGUSTA

DEPARTMENT:	Finance	POLICY NUMBER:	POL- 0501
SUBJECT:	Municipal Donation Policy	DATE APPROVED:	

2.4. APPLICATION PROCESS:

Applicants are required to complete the Municipal Donation Request Form (Schedule 'A') and submit it to the Clerk's Department. The form can be found on the municipal website, picked up at the Township Office (3560 County Road 26) or requested via email at officeclerk@augusta.ca.

All donation applications for the next calendar year will be due on or before November 30th of the previous year to ensure they are incorporated in the annual budget deliberations. A second intake date may be accepted into the new year at the discretion of Council, based on the available budgeted funds.

Applications may be submitted in one of the following ways:

Email	Mail	Township Office
lveltkamp@augusta.ca officeclerk@augusta.ca	Township Office Attn: Clerk's Department 3560 County Road 26 Prescott, ON K0E 1T0	3560 County Road 26 Prescott, ON K0E 1T0

2.5 APPROVAL PROCESS:

Legibly completed applications will be reviewed by Township Administration to confirm eligibility. Based on the number of requests received, completed applications will be reviewed by an evaluation committee appointed by Council and presented to Council for consideration and final approval/rejection.

The following criteria will be used to evaluate each application:

- Number of Township of Augusta residents involved (if applicable).
- How the funds will be utilized and how they will benefit Augusta Township residents.
- Demonstrated need for the service, activity, project, program, or event in the community.
- Clear goals and expected outcomes.
- Level of community involvement and number of local volunteers.
- Community response to the event, program, activity.
- The amount/type of contribution being requested.
- Whether or not previous donations have already been received.



TOWNSHIP OF AUGUSTA

DEPARTMENT:	Finance	POLICY NUMBER:	POL- 0501
SUBJECT:	Municipal Donation Policy	DATE APPROVED:	

Applicants will be advised of the scheduled meeting date at which their application will be considered. Applicants may request to appear as a delegation to speak on behalf of their organization’s application. Delegations must adhere to the requirements as outlined in the Procedural By-Law.

Applicants will be notified of the result of their request, whether approved or defeated, within ten (10) business days of the decision of Council.

Donations will be issued to successful applicants by cheque only.

2.6 CONDITIONS:

Applicants can make only one request for the year (either for one event or for the year’s events). There can only be one application per organization/project/event.

Applicants must recognize Augusta Township (for example, a banner or sign at their event or social media posts before/after the event) incorporating the Township’s logo in recognition of the donation.

If the amount of the donation exceeds \$300.00, a report detailing how the funds were spent and the outcome of the event must be provided to the Township of Augusta to be reviewed for future consideration within 60 days following the event.

Should an event be cancelled, the donation shall be reimbursed back to the municipality within thirty (30) days of the cancellation of the event.

The municipal donations given are not intended to be the sole source of financial support for the non-profit group, association/organization, or for the event.

Funding is provided only for the sole purpose for which it was awarded within the current fiscal year.

Donations are not to be considered a commitment to providing donations in future years.

The Township of Augusta assumes no responsibility for the activities of the organization or group, obligations relating to the donations initiative and takes no responsibility for dealing directly with vendors on behalf of the organization.



TOWNSHIP OF AUGUSTA

DEPARTMENT:	Finance	POLICY NUMBER:	POL- 0501
SUBJECT:	Municipal Donation Policy	DATE APPROVED:	

2.7 FREEDOM OF INFORMATION AND PROTECTION OF PRIVACY ACT:

Applications will be included in the council meeting agenda and reviewed in an open, public meeting of Council.

The applicant acknowledges that any information or documents provided by them to the Township may be released pursuant to the provisions of the [Municipal Freedom of Information and Protection of Privacy Act](#). This acknowledgment shall not be construed as a waiver of any right to object to the release of any information or documents.



Municipal Donation Request Form

**Any questions that have an *asterisk are mandatory fields.*

Organizational Information

*Organization Name: _____

*Contact Person(s) & Title: _____

Address: _____

*Email: _____

*Phone: _____

Donation Request Information

*Total Requested Donation: \$ _____

*Location of event: _____

*Start Date / End Date of Activity / List of Dates:

*Please provide a statement about your organization's goals and objectives:

*Description of event, including how many Augusta residents/volunteers will be involved:



*Membership / Service / Client / Participant Fee \$ _____

*Please provide your reasoning for the requested donation, along with a description of how the funds will be utilized, and how the event will be a benefit to Augusta residents:

If you have received a donation for this event in previous years and the amount is more than the amount previously given, please justify:

If applicable, please provide a list of the in-kind requests for the Township of Augusta resources (i.e. photocopying, use of a facility, use of materials such as barricades, trash receptacles, waiving of permit fees, or municipal staff time, etc.):

Please indicate any financial support you are expecting to receive from other organizations for this event:



*Please describe how the Township will be recognized during your event/activity for the donation:

CONFIRMATION AND SIGNATURE

I certify that to the best of my knowledge, the information provided in this application is accurate, complete, and endorsed by the organization that I represent. The organization below accepts the conditions of this grant as outlined in Municipal Donation Policy POL - 0501.

Signature: _____

Name of Organization: _____

Name and Title of Signatory(s): _____

Date: _____

NOTICE OF COLLECTION:

Personal information is collected on this form under the authority of *the Municipal Act and the Municipal Freedom of Information and Protection Act (MFIPPA)*. This information, once collected, may be accessible by members of the public upon request, unless exempted by law. Furthermore, this information may be published as part of the public record, in accordance with the legal requirements set out in MFIPPA and other legislation. Questions regarding the collection, use and disclosure of personal information can be directed to the Municipal Clerk at 613-925-4231 or lveltkamp@augusta.ca.

Events can be submitted to the Township of Augusta’s Community Calendar by emailing wanderson@augusta.ca.

AUGUSTA TOWNSHIP

REPORT NUMBER: 2025-046
REPORT TO COUNCIL: April 28, 2025
RE: Information Security and Privacy Default Policies
AUTHOR: Lindsey Veltkamp, Clerk

RECOMMENDATION:

THAT Council approve the Information Security and Privacy Default Policies as outlined in Staff Report 2025-046.

PURPOSE:

The purpose of these policies is to ensure the privacy and security of information that Township staff receive. These policies also ensure that proper precautions are in place should there be a breach of data and are crucial for ensuring privacy and security of information within the township.

BACKGROUND:

The Municipal Freedom of Information and Protection of Personal Information Act establishes rules for government organizations to follow to ensure the protection of Personal Information. It is the Township's responsibility to ensure that all forms of personal information in its custody and control are properly safeguarded from those not entitled to have access to it. These policies will assist the Township in striving to be prepared for any potential privacy breaches.

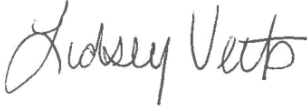
The risk of cybersecurity threats has grown significantly, with threats ranging from data breaches to ransomware attacks. To address these risks and enhance our cybersecurity framework, Staff has developed an Information Security and Privacy Default Policies which provide a clear, consistent approach to safeguarding municipal data and systems to ensure compliance with regulatory requirements and demonstrate a commitment to protecting the public's trust.

These policies are designed to ensure that personal data is protected by default in all municipal systems and processes, in compliance with legislation, and that privacy by default is integrated into all municipal practices.

AUGUSTA TOWNSHIP

OPTIONS:

1. Council approve the Information Security and Privacy Default Policies as outlined in Staff Report 2025-046.
2. Council does not enact the Information Security and Privacy Default Policies.
3. Council defers back to staff for more information.



Lindsey Veltkamp, Clerk



Shannon Geraghty, CAO



TOWNSHIP OF AUGUSTA

DEPARTMENT:	Administration	POLICY NUMBER:	POL- 0103
SUBJECT:	Information Security	DATE APPROVED:	

1. PURPOSE

This Policy will provide guidance on ensuring the security of information and the protection of digital assets in order to protect privacy, confidentiality, authenticity and integrity. It covers the availability of digital assets, including information systems that store, process, or transmit data.

2. POLICY

This Policy applies to all workers of the Township, as well as any other Township affiliate that is authorized to access the Township’s data, services and systems. It will be used in accordance with the *Municipal Freedom of Information and Protection of Privacy Act* (“MFIPPA”).

2.1 DEFINITIONS

- a. **Chief Administrative Officer (CAO)** – shall mean the Chief Administrative Officer of the Township of Augusta or designate.
- b. **Designate** – Shall mean any municipal employee that has the ability to bind the Corporation.
- c. **Digital Assets** – any item or document that exists solely in digital format and may be stored digitally.
- d. **Municipal Staff** – shall mean individuals working and volunteering at the Township of Augusta, including the following:
 - A person who performs work or supplies services for monetary compensation.
 - A secondary school student who performs work or supplies services for no monetary compensation under a work experience program authorized by the school board that operates the school in which the student is enrolled.
 - A person who performs work or supplies services for no monetary compensation under a program approved by a college of applied

arts and technology, university, private career college or other post-secondary institution.

- Any other individual as may be prescribed who performs work or supplies services to an employer for no monetary compensation.

e. Personal Information - as defined in Section 2 of MFIPPA, is recorded information about an identifiable individual, which includes, but is not limited to, information relating to an individual's race, colour, national or ethnic origin, sex and age. If a video surveillance system displays these characteristics of an identifiable individual or the activities in which he/she/they are engaged, its contents will be considered "personal information" under MFIPPA.

f. Supervisor – An individual who has charge of a workplace or authority over any municipal staff.

2.2 PROCEDURE

Across the Township, employees responsible for managing and securing digital assets shall operate in a manner that reduces and mitigates vulnerabilities by following Standards, Guidelines and Procedures for protecting the Township's digital assets. All systems that access digital assets within the Township of Augusta will meet these requirements.

All digital assets downloaded with personal information shall not be saved to a cloud, or individual computers. All documents with personal information shall only be viewed by personnel with access and not on a computer that is shared or in a shared office. All Township owned computers must have inactivity time outs and be password protected should a situation arise where viewing personal information may be interrupted.

2.3 ADMINISTRATIVE AUTHORITY

The CAO shall have overarching responsibility for the protection of the Township's digital assets. The CAO is authorized to approve procedures and standards and to promote guidelines for the protection of the Township's digital assets.

Supervisors shall be responsible for ensuring the protection of digital assets within their departments in accordance with this Policy.

In order to ensure broad consultation in the planning and decision-making

processes, the CAO will assist in the review of envisioned and unanticipated risks to the Township's digital assets; collaborate with Council to initiate information security initiatives, educate Augusta Township on digital security best practices, and develop and recommend procedures, standards and guidelines for the protection of the Township's digital assets.

Procedures, standards and guidelines must be consistent with the Township's mission and purpose, as well as all relevant Township policies and agreements.

2.4 EMERGENCY AUTHORITY

In the event of any emergency that threatens the Township's digital assets, the CAO shall have full authority to enact emergency response measures that shut down the risk or mitigate further damage to digital assets and protect the Township, such as soliciting the use of consulting services. Actions taken by the CAO under this Emergency Authority shall be reported to Council. Those affected by such actions under this Emergency Authority shall be notified as soon as practicable before or after such actions are taken.

3. RESPONSIBILITY

All municipal staff of the Township of Augusta shall utilize and use information technology systems and services in a way that mitigates security risks to all digital assets, including data during storage, transit, use and disposal. It is the obligation of all municipal staff to protect information that is created by them and stored by the Township and its authorized delegates to its defined principles and standards.

4. CONTRAVENTION OF POLICY:

Contraventions of this policy may result in disciplinary action as per the Township's Disciplinary Policy.

5. POLICY REVIEW

Policy Number POL – 0103 shall be reviewed periodically, or as changes are required.

TOWNSHIP OF AUGUSTA

SECTION:	Administration	POLICY NUMBER:	POL- 0104
SUBJECT:	Privacy Default Protocol	DATE APPROVED:	

1. PURPOSE

This Policy will provide guidance on how to report privacy default matters and establish rules for the Township of Augusta to follow to ensure the protection of Personal Information, as outlined by the *Municipal Freedom of Information and Protection of Privacy Act* (MFIPPA).

2. POLICY

Privacy issues should be immediately reported to the CAO to enable timely notification of affected employees, prompt remediation and reporting. This practice sets a very low threshold for reporting privacy matters to ensure that they come to the immediate attention of supervisors and CAO who must address them.

2.1 DEFINITIONS

- a. **Chief Administrative Officer (CAO)** - shall mean the Chief Administrative Officer of the Township of Augusta or designate.
- b. **Designate** – Shall mean any municipal employee that has the ability to bind the Corporation.
- c. **Information and Privacy Commissioner (IPC)** – The IPC office oversees the privacy and access laws in Ontario. It upholds and promotes open government and the protection of personal privacy.
- d. **Municipal Staff** - Shall mean individuals working and volunteering at the Township of Augusta, including the following:
 - A person who performs work or supplies services for monetary compensation.
 - A secondary school student who performs work or supplies services for no monetary compensation under a work experience program authorized by the school board that operates the school in which the student is enrolled.

- A person who performs work or supplies services for no monetary compensation under a program approved by a college of applied arts and technology, university, private career college or other post-secondary institution.
- Any other individuals as may be prescribed who perform work or supply services to an employer for no monetary compensation.

e. Personal Information - as defined in Section 2 of MFIPPA, as recorded information about an identifiable individual, which includes, but is not limited to, information relating to an individual's race, colour, national or ethnic origin, sex and age. If a video surveillance system displays these characteristics of an identifiable individual or the activities in which they are engaged, its contents will be considered "personal information" under MFIPPA.

f. Privacy Breach – means the unauthorized use or disclosure of personal information, including it being stolen, lost or accessed by unauthorized persons. A privacy breach includes the collection, use, disclosure, and or destruction of personal information that is not in compliance with MFIPPA.

g. Privacy Incident – means circumstances where there is a contravention of the privacy policies, procedures or practices of the Township of Augusta, or agreements that the Township has entered into with external contracted service providers, where this contravention does not result in unauthorized collection, use, disclosure and/or destruction of personal information or constitute non-compliance with the applicable legislation. A privacy incident may also be a suspected privacy breach.

h. Supervisor - An individual who has charge of a workplace or authority over any municipal staff.

2.2 PROCEDURES

MFIPPA sets out rules that municipalities must follow when collection, using, disclosing, retaining, and/or disposing of personal information. It also balances the right of individuals to privacy with the legitimate needs of municipal employees, to collect, use, and share information as required to conduct their work. In instances where a privacy breach or privacy incident the following steps must be followed:

a. Contain the Privacy Breach

Upon identification of a privacy incident or breach, the immediate supervisor must be notified in order to determine the nature and scope of the incident or breach and take any necessary actions to contain it. Examples of methods to contain the breach may include retrieval of records, confirmation of destruction, suspension of the activity, removal of the application online, and changing passwords.

b. Notify the CAO

All privacy incidents and breaches must be reported to the CAO or designate. A detailed description of the personal information accessed must be submitted as soon as possible. Following the submission of information, the CAO or designate shall determine if an incident or breach has occurred, conduct an investigation, and manage the incident or breach.

c. Evaluate the Risks

The CAO or designate shall evaluate the risk of the exposure and identify the cause of the breach or incident by reviewing the nature of the information, and the potential risks associated with the disclosure. A risk assessment should encompass the risk of identity theft, physical harm, humiliation, damage to reputation, and legislative requirements.

d. Conduct an Investigation

The CAO or designate will conduct an investigation which will review the events leading up to the incident or breach, evaluate the risk of exposure, determine if the incident or breach was benign or systematic, who was affected by the incident or breach, what the personal information could be used for, evaluate the effectiveness of the containment activities, and keep an ongoing record of the events.

e. Privacy Breach Notification

Notifications help to ensure affected parties can take remedial action, if necessary; and supports a relationship of trust and confidence with the Township. The decision to notify affected parties will be dependent on legal obligations, contractual obligations, and any additional risks identified by the CAO or designate.

Affected parties shall be notified as soon as possible and should be direct, either via email or letter. The notification should include details of the extent of the incident or breach, the specifics of the personal information compromised, and the steps planned to address the incident or breach.

The notification should also include information on how to file a formal Privacy Complaint with the IPC should the affected party wish and the IPC should be copied on all privacy breach notifications.

Additional agencies shall be notified if a privacy incident or breach occurs while using or accessing their information, such as the Ministry of Transportation (MTO).

f. Mitigate and Prevent

The CAO or designate shall take any measures or actions within their authority to mitigate or correct the privacy breach or incident as appropriate.

In situations where the IPC is notified of a privacy breach or incident the CAO or designate shall cooperate with the IPC and any investigation that may be undertaken in relation to the privacy breach or incident.

g. Logging and Document Retention

The CAO or designate shall maintain a log of all privacy incidents and breaches as well as any recommendations resulting from investigations of these incidents and breaches.

Any corrective or remedial actions taken to prevent further breaches and any information related to the privacy breach or incident shall be retained for three (3) years after the termination of the agreement with the Ministry of Transportation.

3. RESPONSIBILITY

Municipal staff with the Township of Augusta are responsible for the proper handling of personal information. It is essential that privacy breaches and incidents be identified quickly, so effective remediation can be aggressively implemented as soon as possible.

4. CONTRAVENTIONS

Contraventions of this policy may result in disciplinary action as per the Township's Disciplinary Policy.

5. POLICY REVIEW

Policy Number POL-0104 shall be reviewed periodically, or as changes are required.

AUGUSTA TOWNSHIP

REPORT NUMBER: 2025-047

REPORT TO COUNCIL: April 28, 2025

RE: Stop Up and Close a Road Allowance – Part of Marion Street, Registered Plan 4, Village of North Augusta

AUTHOR: Lindsey Veltkamp, Clerk

RECOMMENDATION:

THAT Council declare the road allowance located on part of Marion Street, Registered Plan 4, Village of North Augusta, Township of Augusta, County of Grenville, designated as Part 2 on Reference Plan 15R-7369, being part of PIN 68173-003(R) as surplus to the needs to the Township; and

THAT Council direct staff to proceed with the required posting and notice provisions as per By-Law 3214-2015 being a By-Law to regulate the sale of municipally owned real property.

BACKGROUND:

A request was submitted for the stop up and closure of a portion of the road allowance located on part of Marion Street, Registered Plan 4, Village of North Augusta, Township of Augusta, County of Grenville, designated as Part 2 on Reference Plan 15R-7369, being part of PIN 68173-003 (R). An image highlighting the closure area is below.



AUGUSTA TOWNSHIP

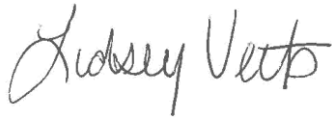
Should Council declare the road allowance surplus, staff will provide notice as per By-Law 3215-2015, being a By-Law to establish procedures governing the closure and sale of a municipal road allowance.

FINANCIAL:

Legal fees and registration of By-Law and Transfer cost will be borne by the landowner.

ATTACHMENTS:

- Owner Request Letter



Lindsey Veltkamp, Clerk



Shannon Geraghty, CAO

; Brian G. Evely,
Barrister and Solicitor,
3 Court Terrace,
Brockville, Ontario

AND TO: Ms. Melissa Banford,
Planner,
Corporation of the Twp. Of Augusta,
3560 County Road 26,
Prescott, Ontario
K0E 1T0.

RE: 8474 County Road No,
North Augusta, Ontario

OWNER:



PIN: 68173-0323 R

The above PIN, 68173-0323 R is a Registry Non-Convert PIN under the Registry system.

ISSUE PREVENTING CONVERSION:

The issue preventing conversion of the property has deemed to be the road allowance which travels through the lands and does not appear to have been properly, stopped up, closed and conveyed by the Township.

REFERENCE PLAN:

A reference plan prepared by K.M. Wiseman, O.L.S., was prepared in relation to this property in July of 1988 and was deposited in the Registry Office for the Registry Division of Grenville on the 27th day of July, 1988.

OWNERSHIP

According to the Legend, the following parts thereon are denoted with ownership as follows:

Parts 1 and 3 have ownership under Instrument No. PR83133, which is a Transfer registered to a predecessor in title [REDACTED] and [REDACTED]. Part 2 on the said plan is denoted as Part of Marion Street, Registered Plan 4, in the Village of North Augusta, in the County of Grenville.

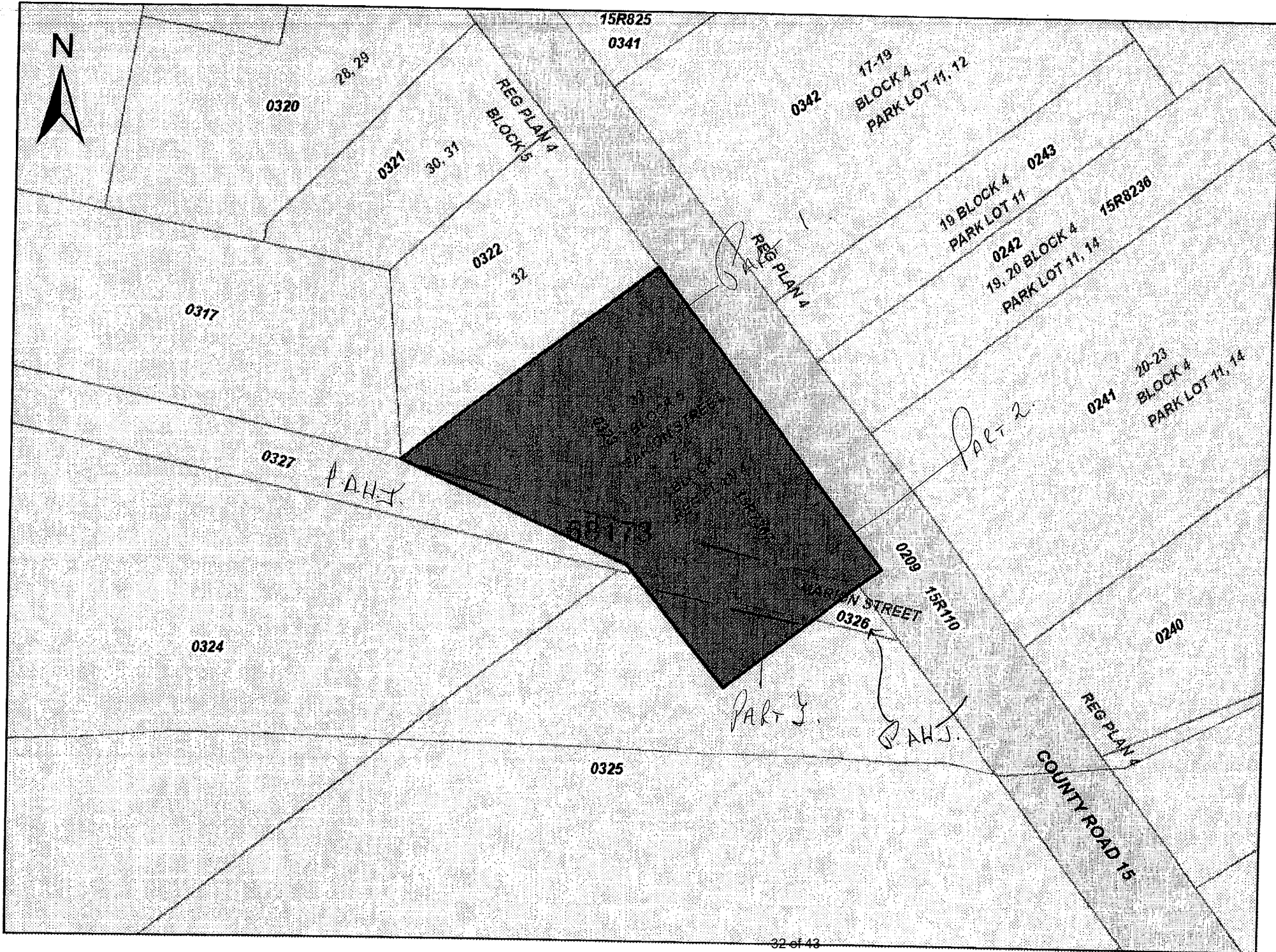
REQUEST:

Our request would be that the Corporation of the Township of Augusta provide our client with:

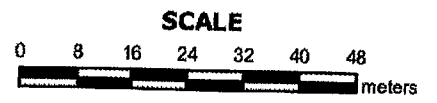
1. A by-Law to stop-up and close that portion of Marion Street, Reg'd Plan 4, Village of North Augusta, County of Grenville designated as Part 2 on 15R7367;
2. A by-law to transfer the said part designated as Part 2, 15R7367 to Rick Collins and Dawn Collins, the current registered owner of Parts 1 and 3;
3. An executed copy of a Transfer from The Corporation of the Township of Augusta, in favour of [REDACTED] client, for those lands denoted as Part of Marion Street, Reg'd Plan 4, Village of North Augusta, County of Grenville, designated as Part 2, 15R7367.

COSTS:

All costs in relation to the preparation and registration of the said By-Law and Transfer are to be borne by the registered owner, and we are happy to prepare the documents according to your precedents and further instructions.



PRINTED ON 21 JAN, 2025 AT 14:00:17
FOR PBRAYTON



PROPERTY INDEX MAP
GRENVILLE(No. 15)

LEGEND

FREEHOLD PROPERTY	
LEASEHOLD PROPERTY	
LIMITED INTEREST PROPERTY	
CONDOMINIUM PROPERTY	
RETIRED PIN (MAP UPDATE PENDING)	
PROPERTY NUMBER	0449
BLOCK NUMBER	08050
GEOGRAPHIC FABRIC	
EASEMENT	

THIS IS NOT A PLAN OF SURVEY

NOTES

REVIEW THE TITLE RECORDS FOR COMPLETE PROPERTY INFORMATION AS THIS MAP MAY NOT REFLECT RECENT REGISTRATIONS

THIS MAP WAS COMPILED FROM PLANS AND DOCUMENTS RECORDED IN THE LAND REGISTRATION SYSTEM AND HAS BEEN PREPARED FOR PROPERTY INDEXING PURPOSES ONLY

FOR DIMENSIONS OF PROPERTIES BOUNDARIES SEE RECORDED PLANS AND DOCUMENTS

ONLY MAJOR EASEMENTS ARE SHOWN

REFERENCE PLANS UNDERLYING MORE RECENT REFERENCE PLANS ARE NOT ILLUSTRATED



AUGUSTA TOWNSHIP

REPORT NUMBER: 2025-048
REPORT TO COUNCIL: April 28, 2025
RE: Parks, Recreation & Facilities 1st Quarter Report
AUTHOR: Kathleen Cole, Parks, Recreation & Facilities Manager

RECOMMENDATION:

THAT Council receive the Parks, Recreation and Facilities 1st Quarter 2025 Report.

PURPOSE:

To update Council of the activities and operations of the Parks, Recreation and Facilities Department for 1st Quarter 2025.

BACKGROUND:

Building Partnerships:

- Met with staff at Leeds Grenville Developmental Services to present information on Summer Day Camp.
- Provided information to Leeds Grenville Children's Mental Health on the Summer Day Camp.
- CAO, Clerk and Manager Parks/Recreation met with representatives of Edwardsburgh/Cardinal and the Town of Prescott to discuss partnerships in recreation and cross promoting.
- Set up a meeting with the Manager of Prescott's Walker House to discuss partnerships in providing programming for seniors in the Township of Augusta.
- Working with the Manager of Recreation, Town of Prescott regarding programming for Summer Day Camp activities.

RECREATION & FACILITIES:

North Augusta:

- Leak in storage room resolved.
- Repaired damaged baseball bench and fencing around playground.
- Met with Rideau St. Lawrence Distribution regarding a downed baseball light pole that was blown over in the March windstorm. Damage was done to the lights and to a resident's fence and tree. A report has been received from an arborist regarding the tree and will be sent with a letter from the CAO regarding the repairing of the fence.
- The new baseball benches that were not installed in 2024 are to be installed mid-May.
- The snowblower was unfortunately broken and was taken to Hudson's for repair.

AUGUSTA TOWNSHIP

- Garden furniture to be delivered to North Augusta. Waiting for a request from the committee.
- A new cabinet was installed with a lock for the electrical box and security.
- Security camera installed at the old Masonic site.
- The North Augusta Community Hall is one of the sites to be used for the Federal election on April 28th.

Domville

- Repair of locks to main door completed.

Maynard

- The water to the Maynard site was turned off during the winter as the furnace quit and pipes were broken.
- Repairs were completed on the furnace twice during the winter. However, the heat was turned off when the furnace broke again. It was decided that there was no need to heat the building as the water was turned off.
- Grant application for the Community Sport and Recreation Infrastructure Fund submitted October 29, 2024. There has been no forthcoming update.
- The Maynard Recreation Committee has dissolved their incorporation status and formally requested to become a Committee of Council.
- There has been interest from businesses in advertising at the Maynard site. The Recreation Committee will be setting their fee structure at the meeting in April.

Maitland

- Remediation work was undertaken in the basement at MERC. A leak was found in the newly renovated basement. The leak was from a pipe in the ceiling. This has been repaired and there was no damage to the infrastructure.
- The Trillium Grant for upgrades to the building was submitted. A response should be received by June.

Roebuck

- A meeting has been set up with two local contractors to meet with the Fire Chief and the Manager of Parks Recreation to review the remediation work to be completed. This remediation work came from the Fire Inspection completed in 2024. Monies were put in the 2025 budget under Capital expenses.
- A lease has yet to be signed by the Roebuck Recreation Committee. It is hoped that this will be completed in the near future.
- The Roebuck Hall will be one of the sites used for the Federal election on April 28th.

AUGUSTA TOWNSHIP

Summer Day Camp

- Registration has been slow for the upcoming Summer Day Camp 2025.
- Currently in the process of recruiting three summer students for the Summer Day Camp. If numbers do not increase a fourth student will not be hired. As of this report the program is half full.
- MERC once again is supportive of allowing the use of the building during the summer months.

General Information

- New Public Works/Recreation Coordinator hired (Emily Jollota) effective April 14th.



Kathleen Cole, Parks, Recreation
& Facilities Manager



Shannon Geraghty, CAO

AUGUSTA TOWNSHIP

REPORT NUMBER: 2025-049
REPORT TO COUNCIL: April 28, 2025
RE: Playground Equipment Inspection Policy
AUTHOR: Kathleen Cole, Parks, Recreation & Facilities Manager

RECOMMENDATION:

THAT Council approve the Playground Equipment Inspection Policy as outlined in Staff Report 2025-049.

BACKGROUND:

The Township of Augusta currently employs one certified Playground Practitioner, accredited by the Ontario Parks Association, who is responsible for conducting monthly inspections of all Township playgrounds.

The purpose of this report is to introduce the newly developed policy governing the regular inspection and maintenance of Township playgrounds.

Outlined below is a list of playgrounds within the Township of Augusta that will be subject to these monthly inspections.

Playgrounds
Maitland Playground
Cedar Park Playground
North Augusta Playground
Maynard Playground
Roebuck Playground
Domville Playground

The Playground Inspection Policy will provide guidelines for the regular inspection and maintenance of township owned outdoor playgrounds. It sets out the responsibilities of staff to ensure that outdoor and playground spaces owned by the Township provide a safe and well-supervised environment for children's play, while maintaining the standards outlined by the Canadian Standards Association.



Kathleen Cole, Parks, Recreation & Facilities Manager



Shannon Geraghty, CAO



TOWNSHIP OF AUGUSTA

DEPARTMENT:	Recreation	POLICY NUMBER:	POL-0601
SUBJECT:	Playground Inspection Policy	DATE APPROVED:	

1. PURPOSE:

This policy will provide guidelines for the regular inspection and maintenance of Township owned outdoor playgrounds within the Township of Augusta.

The purpose of this policy is to set out the responsibilities of staff ensuring that the outdoor and playground spaces owned by the Township provide a safe and well-supervised environment for children’s play and meet Canadian Standards Association (CSA) standards.

2. POLICY:

2.1 DEFINITIONS:

- a. **CSA** - means the Canadian Standards Association.
- b. **Parks, Recreation & Facilities Manager** - means the Parks, Recreation & Facilities Manager or designate.
- c. **Playground** - means an area containing playground equipment, play structure(s), protective surfacing, etc., that is intended for the use of children between the ages of 18 months and 12 years.
- d. **Playground Equipment** - means a play structure anchored to the ground, or having natural stability, and not intended to be moved and is for use in play areas of parks or open space lands.
- e. **Play Structure** - means a free-standing structure with one or more components and their supporting members.
- f. **Preventive Maintenance and Repairs** - means those activities conducted regularly to ensure that a playground will continue to function properly.



TOWNSHIP OF AUGUSTA

DEPARTMENT:	Recreation	POLICY NUMBER:	POL-0601
SUBJECT:	Playground Inspection Policy	DATE APPROVED:	

- g. Routine Inspection** – means the systematic review of safety surfacing, playground equipment, or play structures, to identify hazards, wear and tear, debris, faulty equipment, breakage, vandalism, or other conditions which may cause harm to users.
- h. Reactive Inspections** - means inspections undertaken based on complaints, requests and reports received by Parks, Recreation and Facilities.
- i. Site Signage** - means signs installed near playgrounds (Schedule B) providing the following:
 - A recommendation to supervise children while using the playground,
 - An advisement to call 911 in an emergency, and
 - Property address

2.2 PROCEDURE:

- At the time of installation, newly installed Township owned playgrounds will comply with the most recent CSA published standard for “Children’s Play Spaces and Equipment”.
- Township owned playgrounds will be subject to monthly routine inspections
- Inspections will be completed by a Playground Practitioner certified through the Ontario Parks Association.
- Inspection logs will be maintained for each playground. A sample of the Playground Inspection Form (Schedule A) is attached to this policy.
- Repairs or preventive maintenance to playgrounds will occur in conjunction with routine inspections or as soon as practicable following an inspection cycle
- A maintenance and repair log will be maintained for each playground.
- Reactive inspections will be validated and repairs performed as required.
- Any playground with a serious hazard that cannot be immediately mitigated will be fenced and closed to the public until repairs are completed.
- The retention schedule for playground inspection and maintenance records will be determined by the Township’s Record Management Policy.

3. RESPONSIBILITY

The Parks, Recreation & Facilities Manager is responsible for the following:



TOWNSHIP OF AUGUSTA

DEPARTMENT:	Recreation	POLICY NUMBER:	POL-0601
SUBJECT:	Playground Inspection Policy	DATE APPROVED:	

- Ongoing maintenance of Township owned playgrounds, including:
 - Cedar Street Park
 - Domville
 - Maitland (MERC)
 - Maynard
 - North Augusta Ball
 - Roebuck
- Staff training or re- certification related to playground inspection, repair, and maintenance.
- Maintenance and updating of this Policy.

4. CONTRAVENTION OF POLICY:

Contraventions of this policy may result in disciplinary action as per the Township’s Disciplinary Policy.

5. POLICY REVIEW:

POL-0601 shall be reviewed once per term, or as changes are required under CSA Standard Z614 – Children’s Playground Equipment and Surfacing.

6. APPLICABLE ADDITIONAL DOCUMENTS:

- CSA Standard Z614 – Children’s Playground Equipment and Surfacing
- Disciplinary Policy (By-Law 2826-2010)



TOWNSHIP OF AUGUSTA

SCHEDULE A Sample Playground Inspection Form

Playground Inspection Form		
Playground Name:	Date:	Inspectors Name:
Area Inspected:	Status:	Comments:
SURFACING		
PROTECTIVE BARRIER		
SIGNAGE		
BENCHES/SEATING		
GARBAGES		
LIGHTING		
PLATFORMS		
SLIDES		
CLIMBERS		
SWINGS		
MISC.		

TOWNSHIP OF AUGUSTA

SCHEDULE B Sample Playground Site Signage



AUGUSTA TOWNSHIP



THE CORPORATION OF THE TOWNSHIP OF AUGUSTA BY-LAW NUMBER 3773-2025

A BY-LAW TO AMEND BY-LAW 3692-2024, BEING A BY-LAW TO APPOINT AN EMERGENCY INFORMATION OFFICER (EIO), AN ALTERNATNE EMERGENCY INFORMATION OFFICER, A COMMUNITY EMERGENCY MANAGEMENT COORDINATOR (CEMC), AND AN ALTERNANTE COMMUNITY EMERGENCY MANAGEMENT COORDINATOR FOR THE CORPORATION OF THE TOWNSHIP OF AUGUSTA

WHEREAS subsection 14(1) of the Emergency Management and Civil Protection Act, Ontario Regulation 380/04, states every municipality shall designate an employee of the municipality as its Emergency Information Officer;

AND WHEREAS Council of the Corporation of the Township of Augusta deems it advisable and expedient to amend By-Law 3692-2024.

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

1. That By-Law 3692-2024 be amended by removing section 2 and adding the following:
“**THAT** Willow Anderson is hereby appointed Alternate Emergency Information Officer for the Township of Augusta effective April 28, 2025”; and
2. That the Chief Administrative Office shall notify the Office of the Fire Marshal and Emergency Management of the amendment; and
3. That all other applicable provisions of By-Law 3692-2024 shall remain in full force and effect; and
4. That this By-Law shall come into full force and effect as of April 28, 2025.

Read a first, second, and third time and finally passed this 28th day of April, 2025.

MAYOR

CLERK

AUGUSTA TOWNSHIP



THE CORPORATION OF THE TOWNSHIP OF AUGUSTA BY-LAW NUMBER 3772-2025

BEING A BY-LAW TO CONFIRM THE PROCEEDINGS OF COUNCIL OF THE TOWNSHIP OF AUGUSTA AT ITS MEETING HELD ON APRIL 14, 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 April 14, 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 14th day of April, 2025.

MAYOR

CLERK