

CORPORATION OF TOWNSHIP OF ADMASTON/BROMLEY

MONTHLY MEETING

Council met for their first monthly meeting at the Municipal Council Chambers on Thursday, June 6, 2013 at 7:30 pm. Present were Mayor Raye-Anne Briscoe, Deputy Mayor Dirk Rook and Councillors Robert Dick, Ray Pender and Michael Donohue.

Staff member present was Clerk-Treasurer Annette Louis. From the press were Peter Clarke, Renfrew Mercury and Shannon Keller, Eganville Leader and Peter DeWolf, MY FM.

Mayor Raye-Anne Briscoe called the meeting to order followed with the recitation of The Lord's Prayer.

Mayor Briscoe read a thank you note from Pauline Hughes to Admaston/Bromley Staff who hosted a table at the Mother's Day Tea, which raised \$2,200 for each of the Physician Recruitment Fundraising Team and Our Lady of Fatima Catholic Women's League.

The following changes were made to the agenda:

- (1) Add Report regarding Lead Hand on leave recovering from surgery as Item 9 c) under Public Works Committee.
- (2) Add Report and Recommendation of Admaston/Bromley Hiring Committee regarding Deputy Clerk Treasurer position and Human Resources needs as item 10 g) under Budget Finance and Human Resources Committee.

Resolution No. 02/06/13

Moved by Michael Donohue, seconded by Dirk Rook

Be it resolved that Admaston/Bromley Council accept the agenda as amended.

"Carried"

The minutes for the Special Council meeting held April 29th 2013 and the regular minutes for the month of May were presented to Council for approval.

The following resolution was therefore passed:

Resolution No. 03/06/13

Moved by Robert Dick, seconded by Ray Pender

Be it resolved that Council approve the minutes of regular Council Meetings held on May 2nd and May 16th, 2013, also minutes of the Special Council Meeting held April 29th, 2013.

"Carried"

Planning and Economic Development Committee – Chair Michael Donohue

The following were reviewed by Council and filed as information:

- County of Renfrew Planning Division and GIS Activities Trackers for April 2013
- Admaston/Bromley Selected Ag Stats Report by Bruce Moore from Ministry of Agriculture, Food and Rural Affairs
- Thank you from Pembroke Regional Hospital Foundation for the \$1,000 donation to the MRI fundraiser.

The Building and Sewage Report for the month of May was provided to Council for review. The following resolution was passed:

Resolution No. 04/06/13

Moved by: Michael Donohue, seconded by Dirk Rook

Be it resolved that Admaston/Bromley Council accept the Building and Sewage Report dated May 2013.

“Carried”

A By-Law for the purpose of authorizing the Township of Admaston/Bromley to enter into a Development Agreement with John Raddatz was presented to Council for approval and the following resolution was passed:

Resolution No 05/06/13

Moved by: Michael Donohue, seconded by Dirk Rook

WHEREAS John Raddatz is the owner of lands comprised of Part Lot 13 Concession 2 and Part Lot 13 Concession 1 geographic Township of Bromley in the Township of Admaston/Bromley;

AND WHEREAS the Owners have applied to the County of Renfrew Land Division Committee for consents pursuant to the provisions of the Planning Act, R.S.O., 1990, Chapter P.13 [Applications B101/12(1), B102/12(2), B103/12(3)];

AND WHEREAS the consent applications were granted by the Land Division Committee subject to the owners entering into a Development Agreement with the Township of Admaston/Bromley under Sections 51(26) and 53(12) of the Planning Act to address issues raised by the Ministry of Natural Resources regarding the habitat of “Species at Risk birds”.

NOW THEREFORE BE IT RESOLVED that Council approve the passing of By-Law 2013-30 being a by-law authorizing the Township of Admaston Bromley to enter into a Development Agreement with John Raddatz.

“Carried”

Community Service Committee – Chair Ray Pender

The following were reviewed by Council and filed as information:

- Minutes of the Admaston/Bromley Recreation Wards 1 & 2 meeting held April 22, 2013
- Admaston/Bromley Public Library Minutes of a meeting held April 16, 2013 and May 2013 Librarians Report
- Thank you letter from Renfrew and Area Senior Home Support for the \$600.00 grant given by Admaston/Bromley

Public Works Committee – Chair Robert Dick, All of Council

The following were reviewed by Council and filed as information:

- Letter from Kathleen Wynne, Premier of Ontario acknowledging our request for support re: “Rising litigation and claim costs”.
- Question proposed by 12 year old Hayley Roderick “Why do we Litter?”
- Report regarding Lead Hand on leave recovering from surgery

Budget, Finance and Human Resources Chair Raye-Anne Briscoe, All of Council

The following were reviewed by Council and filed as information:

- Notice of our unsuccessful application for Canada Summer Jobs funding
- Report for the County of Renfrew re: Farm Tax Rebate Program
- 2013 Tax Report as of April 30, 2013
- Cash Management Report for the period ending April 30, 2013

A report was reviewed outlining Council's practice to cancel a meeting in the summer for holidays. Upon consideration the following resolution was passed:

Resolution No 06/06/13

Moved by: Ray Pender, seconded by Robert Dick

BE IT RESOLVED that the July 4th, 2013 Council meeting be cancelled and that Staff prepare a Notice to be advertised in our local papers and on our website.

“Carried”

A by-law was provided to update our Human Resources policies. The following resolution was passed:

Resolution No. 07/06/13

Moved by: Ray Pender, seconded by Robert Dick

BE IT RESOLVED that a by-law to amend By-Law No 05-2000, being a By-Law to Establish Human Resources Policies for the Township of Admaston/Bromley be adopted.

AND FURTHER THAT the following policies as approved by Council at the May 16th, 2013 meeting be added to the Corporate Policies and Procedures and that the corresponding current policies are hereby repealed and the following are hereby added to the said By-Law No. 05-2000 as amended:

- (a) Human Resources Policy A-1 – Employee Definitions
- (b) Human Resources Policy A-6 – Termination
- (c) Human Resources Policy A-8 – Ontario Human Rights Code Violation
- (d) Human Resources Policy A-10 – Employee Confidentiality Agreement
- (e) Human Resources Policy B-1 – Promotion
- (f) Human Resources Policy B-2 – Revisions of Employment By-Laws
- (g) Human Resources Policy C-1 – Health Benefits & Life Insurance
- (h) Human Resources Policy I-2 – Retirement

“Carried”

Council reviewed a report and recommendations submitted by the Admaston/Bromley Hiring Committee. Upon consideration, the following resolutions were passed:

Resolution No. 08/06/13

Moved by: Dirk Rook, seconded by Michael Donohue

BE IT RESOLVED that the Council of the Township of Admaston/Bromley approves the hiring of Sarah McGregor Briscoe as a Full Time Accounting Clerk for a term from June 10th to December 1st, 2013 at a rate of \$16.43 per hour.

“Carried”

Resolution No. 09/06/13

Moved by: Dirk Rook, seconded by Michael Donohue

BE IT RESOLVED that the Council authorize compensation for the additional duties performed payable to Sarah McGregor Briscoe in the amount of \$2.70 per hour retroactively for the period February 1st to June 7th, 2013.

“Carried”

Resolution No. 10/06/13

Moved by: Dirk Rook, seconded by Michael Donohue

BE IT RESOLVED that the Council of the Township of Admaston/Bromley approves revisiting the Township’s organizational structure and Human Resource needs be in the Fall of 2013.

“Carried”

Protective Services – Chair Dirk Rook

The following were reviewed by Council and filed as information:

- Minutes from the Emergency Management Committee meeting held January 31, 2013
- Minutes of the Police Service Board meeting held April 23, 2013 and Voucher dated May 27, 2013 including Statement of Revenue & Expenses

County of Renfrew – Mayor Raye-Anne Briscoe

The following were reviewed by Council and filed as information:

- Report on the Ontario Renovates Program
- Report from the County of Renfrew on TEAM Highway 17 Committee meeting held on April 9, 2013 in Kingston
- Report on Eastern Ontario Regional Network (EORN)

By-Laws

Resolution No. 11/06/13

Moved by Michael Donohue, seconded by Dirk Rook

THAT the By-Laws listed below dated June 6, 2013 be enacted and passed:

- **By-Law No 2013-30**, a by-law authorizing the Township to enter into a Development Agreement with John Raddatz.
- **By-Law No 2013-31**, a by-law to amend By-Law No 05-2000 Human Resources Policies for Employees of the Township of Admaston/Bromley.

“Carried”

Confirming By-Law

By-Law No, 2013-32, being a By-Law to Confirm the Proceedings of the Council of the Township of Admaston/Bromley be now numbered, deemed read three times and passed by the following resolution:

Resolution No. 12/06/13

Moved by Michael Donohue, seconded by Dirk Rook

That By-Law No. 2013-32, being a By-Law to Confirm the Proceedings of the Council of the Township of Admaston/Bromley at the meeting held June 6th, 2013 be now numbered, deemed read three times and passed.

“Carried”

Resolution No 13/06/13

Moved by: Ray Pender, seconded by Robert Dick

Be it resolved that Council moves to an in-camera session at 9:17 p.m. in accordance with the Municipal Act 2001, c.25 s 239 (2) (c) and (f) to discuss the two property issues regarding the acquisition of an Attenuation Zone at the Stone Road Transfer Station and disposition of land by the municipality.

“Carried”

Resolution No. 17/06/13

Moved by Robert Dick, seconded by Ray Pender

Be it resolved that Council moves out of the in-camera session at 9:45 pm and rise and report at the regular council meeting.

“Carried”

Councillor Donohue rose and reported that Council met in-camera to discuss the two property issues regarding the acquisition of an Attenuation Zone at the Stone Road Transfer Station and disposition of land by the municipality.

Resolution No. 18/06/13

Moved by Ray Pender, seconded by Robert Dick

BE IT RESOLVED that the Thursday, June 6th, 2013 Admaston/Bromley Council meeting be adjourned at 9:47 p.m.

“Carried”

Mayor

Clerk/ Treasurer