

TOWNSHIP OF ADMASTON/BROMLEY  
FINANCE AND ADMINISTRATION COMMITTEE  
MINUTES

**Wednesday, April 6, 2022**

**At 1:00 p.m.**

Present – Michael Donohue, Kevin LeGris, Mike Quilty, Robert Dick, and Bob Hall

Staff present – Jennifer Charkavi, Mitchell Ferguson, and Steve Visinski

1. Michael Donohue called the meeting to order at 1:00 pm.
2. Declaration of Pecuniary Interest – None.
3. Approval of Agenda – April 6, 2022

**Resolution No. 2022/04/01**

Moved by Kevin Legris

Seconded by Bob Hall

BE IT RESOLVED that the Committee approve the agenda for the April 6, 2022, Finance and Administration Committee meeting as presented this date.

“Carried”

4. Adoption of Minutes – March 3, 2022

**Resolution No. 2022/04/02**

Moved by Robert Dick

Seconded by Mike Quilty

BE IT RESOLVED that the Committee accept the minutes of the Finance and Administration Committee meeting held on March 3, 2022.

“Carried”

5. Draft 2022 Budget

- I. Draft 2022 Police Services Budget

Deputy Mayor Quilty indicated that the board only requires \$4000 for the 2022 Budget.

**Resolution No. 2022/04/03**

Moved by Mike Quilty

Seconded by Robert Dick

BE IT RESOLVED that the Finance and Administration Committee recommend to Council to approve the 2022 Police Services Budget as amended to \$4000 to Committee on April 6, 2022.

“Carried”

II. Draft 2022 Douglas Fire

Acting Treasurer/Deputy Clerk Ferguson reviewed the changes that were completed on the Douglas Fire 2022 budget.

Discussion was had on what exactly accounts for the increase to the overall budget. It was requested that going forward the Douglas Fire Budget demonstrate capital items and maintenance items. In addition to that it was also requested that multiple previous years be included in the budget going forward so that Committee can see the trends.

**Resolution No. 2022/04/04**

Moved by Robert Dick

Seconded by Mike Quilty

BE IT RESOLVED that the Finance and Administration Committee recommend to Council to approve the 2022 Fire Department Budget as presented to Committee on April 6, 2022.

RECORDED VOTE

Councillor Robert Dick	For	
Councillor Robert Hall	For	
Councillor Kevin Legris	For	
Deputy Mayor Mike Quilty	For	
Mayor Michael Donohue	Against	

“Carried”

III. Draft Capital Budget

Discussion was had on the Winter Control portion of the budget. It was decided that Sanding would be reduced by \$15,000, (\$215,000 to \$200,000) Snow Plowing reduced by \$20,000 (\$180,000 to \$160,000) and the contingency (reserve) be increased to \$20,000 (\$10,000 to \$20,000). These measures resulted in a reduction to the Public Works budget of \$25,000.

Discussion was had on road improvements, specifically gravel compared to asphalt and the lifespan of road improvements. As well, Committee discussed the capital road projects for 2022. McPeak Line was deferred until the Traffic Counters could be utilized to determine the road surface

required due to usage. South McNaughton from Butler to Bonnechere was also deferred so that staff could investigate what road reconstruction

would be best suited for that section. South McNaughton from Rowan to Dunfield as approved as it was identified as an ICIP project and once ICIP confirms it can be completed as an ICIP project it will be procured.

Discussion was had on extension of contracts for Sand, Gravel, and Cold Mix. Committee respected the information that was received by the Public Works Department on Cold Mix and suggested that they sample the cold mixes from other suppliers before making a determination. However, Committee is directing the Acting Public Works Superintendent to proceed with the recommendation provided.

From the discussions the following resolutions were passed:

**Resolution No. 2022/04/05**

Moved by Kevin LeGris

Seconded by Bob Hall

BE IT RESOLVED that the Finance and Administration Committee accept the Draft Capital Budget as information.

“Carried”

**Resolution No. 2022/04/06**

Moved by Bob Hall

Seconded by Kevin Legris

BE IT RESOLVED that the Finance and Administration Committee direct staff to prepare the required procurement documents for the planned capital projects for 2022.

“Carried”

**Resolution No. 2022/04/07**

Moved by Kevin LeGris

Seconded by Bob Hall

BE IT RESOLVED that the Finance and Administration Committee recommend to Council the extension of the Winter Sand Contract for 2022 in the amount of \$8.74/tonne delivered by Barr Sand and Gravel;

AND BE IT FURTHER RESOLVED That Committee recommend to Council the extension of the Gravel Contract for 2022 in the amount of \$12.15/tonne delivered by Thomas Cavanaugh;

AND BE IT FURTHER RESOLVED That Committee recommends to Council the extension of the standing offer for Cold Mix for 2022 in the amount of \$108/MT plus delivery of \$105/hour, to be delivered by Greenwood Paving.

“Carried”

**Resolution No. 2022/04/08**

Moved by Mike Quilty

Seconded by Robert Dick

BE IT RESOLVED that the Finance and Administration Committee accept the Draft Gravel Location List as information.

“Carried”

Committee decided to end the Finance and Administration Committee meeting and directed staff to notify of availability for a Finance and Administration Committee meeting next week (week of April 11) in order to continue the budget deliberations.

6. Adjournment

**Resolution No. 2022/04/08**

Moved by: Bob Hall Seconded by: Kevin Legris

BE IT RESOLVED that the Wednesday, April 6, 2022 Township of Admaston/Bromley Finance and Administration Committee meeting be adjourned 4:01 p.m.

“Carried”

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Chair

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CAO/Clerk