

Township of Admaston/Bromley
Second Monthly Meeting
Thursday, July 21, 2022 @ 7:30 p.m.

AGENDA

1. Call Meeting to Order
2. Moment of Silence
3. Approval of Agenda
4. Disclosure of Pecuniary Interest
5. Minutes
 - 5a Resolution to adopt Minutes of council meeting held [July 7, 2022](#)
6. Delegations and Guests
7. **Planning and Economic Development Committee** – Chair Bob Hall, Committee Member Kevin LeGris
 - 7a [Bill 109 – Site Plan Delegation Report](#)
 - i [By-Law 2022-49 – Delegation Authority](#)
 - ii [Bill 109 Presentation – MMAH](#)
 - iii [Qs & As Municipal Session - MMAH](#)
8. **Community Service Committee** – Chair Kevin LeGris, Committee Member Bob Hall
 - 8a
9. **Operations Committee** Chair Robert Dick, All of Council
 - 9a Update from Contract Public Works Superintendent – Verbal Report
 - 9b [June Public Works Report](#)
 - 9c [Job Cost Expenditure Report to June 30th, 2022](#)
 - 9d [Tender PW2022-03 Paving Works](#)
 - 9e [Tender PW2022-04 Surface Treatment](#)
 - 9f [Entrance Permit By-Law Report](#)
 - i [Draft By-Law](#)
 - 9g [Municipal Right of Ways By-Law Report](#)
 - i [Draft By-Law](#)
 - 9h [Golf Course Road Rehabilitation Agreement – Verbal Report](#)
 - i [By-Law 2022-52](#)
 - ii [Agreement](#)
10. **Waste Management Committee** – Chair Michael Donohue, All of Council

- 10a [Stone Road Transfer Station](#)
- 11. **Finance and Administration Committee** - Chair Michael Donohue, All of Council
 - 11a [Bonnechere Valley Recreation Agreement Report](#)
 - i [Rec Agreement Proposal Request from BV](#)
 - ii [AB users 2021/2022](#)
 - 11b Payment Voucher up to July 13th, 2022
 - i [Voucher Report to Council](#)
 - ii [Voucher Listing – Batches 69-75](#)
 - 11c Budgetary Control Report – June 30th, 2022
 - i [Staff Report to Council](#)
 - ii [Budgetary Control Report](#)
 - 11d Golf Day Resolution – Forwarded from Finance and Administration Committee
- 12. **Protective Services Committee** – Chair Mike Quilty, Committee Member Robert Dick
 - 12a [Police Service Board Minutes – May 10, 2022](#)
- 13. **County of Renfrew** – Mayor Michael Donohue
 - 13a [County Summary – June 29, 2022](#)
- 14. **By-Laws**
 - 14a [2022-49](#) – Delegation of Authority – Site Plan Agreements
[2022-52](#) – Golf Course Road Rehabilitation Agreement
- 15. Old Business
 - 15a [Action Tracking List](#)
- 16. New Business
- 17. Closed Session
- 18. Confirmatory By-Law
 - 18a [2022-50](#) being a by-law to confirm proceedings of Council Meeting
- 19. Question Period
- 20. Adjournment

PLEASE NOTE “Submissions received by the public, either orally or in writing may become part of the public record/package”.

Council Information

Township of Admaston/Bromley
First Monthly Meeting

Council met for their first monthly meeting on Thursday July 7th, 2022. Present were, Mayor Michael Donohue, Deputy Mayor Mike Quilty and Councilors Robert Dick, Bob Hall, and Kevin Legris.

Staff Members present were CAO/Clerk Jennifer Charkavi, Acting Treasurer/Deputy Clerk Mitchell Ferguson, and Administrative Assistant Meagan Jessup.

Agenda Items 1 and 2 – Call Meeting to Order and Moment Silence

Mayor Donohue called the Meeting to Order at 7:30 pm. A moment of silence followed.

Agenda Item 3 – Approval of Agenda

Resolution No. 1/07/22

Moved by Robert Dick, seconded by Mike Quilty

BE IT RESOLVED that Council approve the agenda of July 7, 2022, Council Meeting.

Carried

Agenda Item 4 – Disclosure of Pecuniary Interest

None.

Agenda Item 5 – Minutes

Council reviewed the minutes provided in the agenda package. After noting some minor formatting changes required, council passed the following resolution.

Resolution No. 2/07/22

Moved by Robert Dick, seconded by Mike Quilty

BE IT RESOLVED that Council adopt the following meeting Minutes:

- June 23rd, 2022, Regular Council Meeting

Carried

Agenda Item 6 – Delegations and Guests

None.

Agenda Item 7 – Planning and Economic Development Committee Chair Bob Hall, Committee Member Kevin LeGris

7a Zoning By-Law Amendment Report

Councillor Bob Hall presented the report to Council, after some discussion, the following resolution was passed:

Resolution No. 3/07/22

Moved by Bob Hall, seconded by Kevin LeGris

BE IT RESOLVED THAT Council approve the Zoning By-Law Amendment – By-Law 2022-46, which includes the changes that were recommended by staff at the May 31, 2022, Special Council meeting.

AND BE IT FURTHER RESOLVED THAT Council deem these changes to the Zoning By-Law amendment as minor in nature and as per Section 34(17) of the Planning Act, R.S.O. 1990, no further notice is required.

Carried

Agenda Item 8 – Community Services Committee – Chair Kevin Legris, Committee Member Bob Hall

8a Library Board Minutes, Treasurer Report, CEO Report

Council reviewed the minutes and reports provided in the agenda package. Discussion was had on the grant for internet for the library. After some discussion, the following resolution was passed:

Resolution No. 4/07/22

Moved by Bob Hall, seconded by Kevin LeGris

BE IT RESOLVED THAT Council receive the following Library Board information:

- May 17, 2022, Board Minutes
- Treasurer’s Report – June 2022
- CEO’s Report – June 2022

Carried

Agenda Item 9 – Operations Committee – Chair Robert Dick, all of Council

None.

Agenda Item 10 – Waste Management Committee – Chair Michael Donohue, all of Council.

10a MOU – McNab/Braeside – Sustane Initiative

Resolution No. 5/07/22

Moved by Mike Quilty, seconded by Robert Dick

BE IT RESOLVED THAT Council authorize the Mayor and CAO/Clerk to sign the Memorandum of Understanding with the Township of McNab/Braeside confirming their interest in entering into an agreement to have all municipal waste sent to the Sustane facility in McNab/Braeside.

Carried

Agenda Item 11 – Finance and Administration Committee – Chair Michael Donohue, all of Council.

11a Bromley Historical Society Lease Renewal

Resolution No. 6/07/22

Moved by Mike Quilty, seconded by Robert Dick

BE IT RESOLVED THAT Council pass By-Law 2022-45, being a by-law to enter into a renewal lease agreement with the Bromley Historical Society for the facility located at 498 Micksburg Road, Cobden ON.

Carried

11b ICIP Amending Transfer Payment Agreement

Resolution No. 7/07/22

Moved by Kevin LeGris, seconded by Bob Hall

WHEREAS subsection 302(2) of the Municipal Act, 2001 empowers the Minister, upon such conditions as may be considered advisable, to make grants and loans and provide other financial assistance to a municipality.

BE IT RESOLVED that the Council of the Township of Admaston/Bromley directs the Mayor and the Treasurer to enter into the Grant Agreement By-Law 2022- 48, with Her Majesty the Queen in Right of Ontario, represented by the Minister of Infrastructure.

Carried

11c Application for Adjustment under Section 357

Resolution No. 8/07/22

Moved by Kevin LeGris, seconded by Bob Hall

BE IT RESOLVED THAT the application for an adjustment of taxes under section 357 submitted for roll number 4742 042 010 14350 to reflect the demolition of a residential dwelling demolished due to a fire on April 21st, 2022.

AND FURTHER THAT the 2022 total taxes be reduced in the amount of \$1,149.86 for the property presented this date.

Carried

Agenda Item 12 – Protective Services Committee Chair Mike Quilty, Committee Member Robert Dick

None.

Agenda Item 13 – County of Renfrew Mayor Michael Donohue

None.

Agenda Item 14 – By-Laws

Resolution No. 9/07/22

Moved by Mike Quilty, seconded by Robert Dick

BE IT RESOLVED that Deputy Mayor Quilty Requests that By-Law 2022-46 be removed off the list of By-Laws on the Resolution adopting the by-laws and place it on its own resolution for adoption.

Carried

Resolution No. 10/07/22

Moved by Mike Quilty, seconded by Robert Dick

BE IT RESOLVED THAT the Council adopt the following by-law:

- Bromley Historical Society Lease Renewal – 2022-45
- ICIP Amending Agreement – 2022-48

Carried

Resolution No. 11/07/22

Moved by Bob Hall, seconded by Kevin LeGris

BE IT RESOLVED THAT the Council adopt the following by-law:

- Zoning By-Law Amendment – 2022-46

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

Carried

Agenda Item 15 – Old Business

15a Action Tracking List

Resolution No. 12/07/22

Moved by Robert Dick, seconded by Mike Quilty

BE IT RESOLVED THAT Council accepts the Action Tracking report as information.

Carried

Agenda Item 16 – New Business

None.

Agenda Item 17 – Closed Session

Resolution No. 13/07/22

Moved by Kevin LeGris, seconded by Bob Hall

BE IT RESOLVED THAT Council move into a Closed Session at 8:13 p.m. as per section 239 2(b) of the Municipal Act – *personal matters about an identifiable individual, including municipal or local board employees.*

and 239 2(f) of the Municipal Act – advice that is subject to solicitor-client privilege, including communications necessary for that purpose.

More specifically as it relates to Employee Negotiations and Unopened Road Allowances.

Carried

Agenda Item 18 – Confirmatory By-Law

18a By-law 2022-47 being a by-law to confirm proceedings of Council Meeting

Resolution No. 14/07/22

Moved by Robert Dick, seconded by Mike Quilty

BE IT RESOLVED that By-law 2022-47, being a By-law to Confirm the Proceedings of the Council of the Township of Admaston/Bromley at the meeting held July 7, 2022, be now numbered, deemed read three times and passed.

Carried

Agenda Item 19 – Question Period

None.

Agenda Item 20 – Adjournment

Resolution No. 15/07/22

Moved by Mike Quilty, seconded by Robert Dick

BE IT RESOLVED that the Thursday, July 7, 2022, Township of Admaston/Bromley Council meeting be adjourned at 8:58 p.m.

Carried

Mayor

CAO/Clerk

Township of Admaston/Bromley

477 Stone Road, R.R. #2

Renfrew, ON

K7V 3Z5

E-Mail Address – info@admastonbromley.com

**613-432-2885 Stone Road Office
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**613-432-3175 Stone Road Garage
613-646-7918 Cobden Road Garage**

REPORT

Date: July 21st, 2022
To: Council
From: Jennifer Charkavi
Re: Bill 109 – Delegation of Authority – Site Plan Control

Background:

On March 30, 2022, the government introduced Bill 109, the More Homes for Everyone Act. The Bill was passed by the Legislature and received Royal Assent on April 14, 2022. One of the key changes is that that site plan control decisions are now mandatory to be made by staff (instead of municipal councils or committees of council) and that this will apply to all site plan applications received on or after July 1, 2022. Municipalities will need to decide and delegate this authority. The delegation will need a by-law to be approved by Council (effective July 1, 2022).

Discussion:

The intent of the bill is to make changes related to zoning, plan of subdivision and site plan application processes to expedite approvals and incent timely decisions. Site Plan shall be approved (or conditionally approved) by delegated authority, authorized by Council.

Councils with site plan control, are required to appoint an officer, employee or agent of the municipality as an authorized person to carry out the site plan control approvals. For applications submitted on and after July 1, 2022, councils will have no authority to give site plan approvals.

Site plan control provides the municipality with tools to ensure that development happens with controls in place to protect residents. At this time, site plan control will be used for any future phases in conjunction with a proposed campground development and a manufacturing plant that is trying to reopen. Without site plan controls, the township has no tools at it's disposal to ensure surrounding residential properties are considered, and such items as garbage, landscaping etc. are taken into consideration.

It is important to note that the Ministry of Municipal Affairs and Housing is very clear that Council and Committees of Council are not the authority as of July 1, 2022 and it must be delegated.

The Township has not yet had any site plans put before them. However, there are a couple in the process of being submitted that staff have been made aware of by the County Planning Division.

Staff have contacted the County of Renfrew and the County is permitting lower tier municipalities to delegate the authority for Site Plan approvals to the Manager of Planning Services. At this time, the Township does have a service agreement with the County Planning Division for planning services.

Financial Implications:

There are no financial implications at this time. However, there are financial issues surrounding refund provision of Bill 109. The refund provisions are to ensure that approvals are completed in a timely manner, which is the main purpose of Bill 109. The money collected for Site Plans will be held until the agreement is approved, however, the issue for municipalities is the staff time, consultant time and lawyer fees that are not refunded to the municipality should an application pass the deadlines set out in Bill 109. However, again, Admaston/Bromley does not yet have any Site Plan Agreements before them and when they do, staff will work with the County Planning Division, as we are currently, to ensure that the parameters of Bill 109 are met.

People Consulted:

Acting Treasurer/Deputy Clerk
Neighbouring Municipalities
Ministry of Municipal Affairs & Housing
County of Renfrew Planning Division

Recommendation for Council:

BE IT RESOLVED THAT Council approve By-Law 2022-xx, being a by-law to delegate site plan control approval to the Manager of Planning Services, County of Renfrew, in the Township of Admaston/Bromley.

CORPORATION OF THE TOWNSHIP OF ADMASTON/BROMLEY

By-Law No. 2022-49

**BEING A BY-LAW TO DELEGATE SITE PLAN CONTROL APPROVAL
TO THE MANAGER OF PLANNING SERVICES, COUNTY OF RENFREW
IN THE TOWNSHIP OF ADMASTON/BROMLEY.**

WHEREAS the Township of Admaston/Bromley adopted by By-Law 2022-26 to establish a Site Plan Control By-Law for the municipality, and;

WHEREAS Section 23 (1) of the Municipal Act, 2001, S.O. 2001 c.25 as amended, allows Council to delegate its powers and duties, and;

WHEREAS Subsection 41 (4.0.1) of the Planning Act requires the appointment of an authorized person for the purposes of approving Site Plan Control, and;

WHEREAS the Corporation of the Township of Admaston/Bromley wishes to delegate to the Manager of Planning Services, County of Renfrew, its powers and authority for Site Plan Control under Section 41 of the Planning Act.

1. Admaston/Bromley Council's power under section 41 of the Planning Act for Site Plan Control are delegated to the Manager of Planning Services, County of Renfrew for Admaston/Bromley.
2. Where a clause in a site plan control agreement requires approval by the municipality, such as landscaping, grading, garbage enclosures, walls, fences), these may be approved by the Manager of Planning Services, County of Renfrew.
3. That this By-Law shall come into force and take effect on July 1, 2022.

Read a first time this 21st day of July 2022.

Read a second time this 21st day of July 2022

Read a third and final time and passed this 21st day of July 2022

Mayor

CAO/Clerk

Ministry of Municipal Affairs and Housing

Technical Overview

Bill 109, the More Homes for Everyone Act, 2022

April 2022

Context

More Homes for Everyone builds on the success of the Housing Supply Action Plan 2019 by introducing a range of cross-government initiatives that will help increase supply, address market speculation, and protect homebuyers, owners and renters.

Legislative and Regulatory Changes

- Changes to the Planning Act, Development Charges Act, 1997, City of Toronto Act, 2006 and to regulations under the Planning Act and Development Charges Act, 1997.
- Legislative amendments to and regulatory amendments under the New Home Construction Licensing Act, 2017 and the Ontario New Home Warranties Plan Act to strengthen consumer protection for new home purchasers.

Other Initiatives Included in the Plan

- Funding commitments and policy and program changes that represent cross-government efforts that will help increase supply and improve affordability.

More Homes for Everyone

Less red tape, more homes

Make it easier to build community housing

Protect home buyers, homeowners and renters

Summary of Legislative Changes

On March 30, 2022, the government introduced Bill 109, the More Homes for Everyone Act. The Bill was passed by the Legislature and received Royal Assent on April 14, 2022.

Schedules 1, 2 and 5 of the bill make changes to the Planning Act, City of Toronto Act, 2006 and the Development Charges Act, 1997 to:

- Make changes related to zoning, plan of subdivision and site plan application processes to expedite approvals and incent timely decisions
- Ensure provincial housing policies are implemented and priority projects are expedited by making changes to provide the Minister of Municipal Affairs and Housing with new tools to address dispute resolution, and
- Enhance transparency and increase certainty of development costs through changes to development-related charges.

The changes in Schedules 1, 2 and 5 came into force on April 14, 2022 upon Royal Assent except as otherwise noted.

Schedules 3 and 4 of the bill make amendments to the New Home Construction Licensing Act, 2017 (Licensing Act) and to the Ontario New Home Warranties Plan Act (Warranties Act) to strengthen protections for purchasers of new homes.

Minister's Authority Regarding Official Plans

Change	Bill and Leg. References
<p>The changes provide the Minister of Municipal Affairs and Housing with discretionary authority to suspend the time period for the Minister to make a decision on official plans and amendments.</p> <p>For official plans and amendments before the Minister on March 30, 2022 (i.e., date of introduction) the following are suspended:</p> <ul style="list-style-type: none">• the ability to appeal in respect of the Minister's failure to make a decision where the 120-day time period has expired prior to March 30, 2022 and no appeals have been filed prior to that date, and• the 120-day time period for those matters that are still within the 120-day time period on March 30, 2022. <p>The changes also give the Minister discretionary authority to refer all or part(s) of an official plan matter to the Ontario Land Tribunal (OLT) for a recommendation, and forward all of an official plan matter to the OLT to make a decision.</p>	<p>Bill References: Schedule 5 of Bill, sections 1 and 3.</p> <p>Planning Act References: New subsections 17 (40.1) to (40.1.3) provide rules respecting when the Minister as an approval authority can provide notice to suspend the period of time after which there may be appeals of the failure to make a decision in respect of a plan.</p> <p>New subsections 17 (55) to (64) provide a process for the Minister as an approval authority to refer plans to the Ontario Land Tribunal for a recommendation or a decision.</p>

Minister's order at request of municipality (Community Infrastructure and Housing Accelerator)

Change	Bill and Leg. References
<p>The changes establish a new Minister's order-making authority to respond to municipal council resolutions requesting expedited zoning. The tool cannot be used in the Greenbelt Area. The Minister shall also issue guidelines governing the scope of how this authority may be used, and the guidelines need to be in place before an order could be made.</p> <p>The requesting municipality is responsible for providing public notice, undertaking public consultation and ensuring the order is made available to the public.</p> <p>Provincial plans, the Provincial Policy Statement and municipal official plans do not apply to the Minister's order.</p> <p>In issuing an order, the Minister is able to:</p> <ul style="list-style-type: none"> • provide exemption for other necessary planning related approvals from provincial plans, the Provincial Policy Statement and municipal official plans, if requested by the municipality, and • impose conditions on municipality and/or proponent. <p>Where conditions were imposed, the Minister or the municipality is able to require agreements to be entered into that could be registered on title.</p> <p>Once in effect, only the Minister would be able to make any changes to the order. The Minister could amend an order at the request of the municipality or could revoke or amend an order at any time at their own discretion, without having to undertake consultation or provide notice. The Minister's order would not be subject to appeal.</p>	<p>Bill References: Schedule 5 of Bill, sections 2 and 5.</p> <p>Planning Act References: An additional type of Minister's order is added to the Act in section 34.1. These orders are made by the Minister at the request of a municipality. This section sets out the process and rules respecting such orders.</p>

Refunds of Zoning By-law Application Fees

Change	Bill and Leg. References
<p>The changes require municipalities to gradually refund zoning by-law amendment application fees if they fail to make a decision on an application within the following legislated timelines:</p> <ul style="list-style-type: none">• 50% of the fee if the decision is not made within 90 days (or 120 days if concurrent with an official plan amendment application) from the date the municipality received the complete application and fee,• 75% of the fee if the decision is not made within 150 days (or 180 days if concurrent with an official plan amendment application) from the date the municipality received the complete application and fee, and• 100% of the fee if the decision is not made within 210 days (or 240 days if concurrent with an official plan amendment application) from the date the municipality received the complete application and fee. <p>The change to require a gradual refund of zoning bylaw amendment application fees will apply to all applications received on or after January 1, 2023.</p>	<p>Bill References: Schedule 5 of Bill, section 4.</p> <p>Planning Act References: New subsection 34 (10.12) provides rules respecting when municipalities are required to refund fees in respect of applications under that section.</p>

Site Plan Control

Change	Bill and Leg. References
<p>The changes:</p> <ul style="list-style-type: none">• establish complete application requirements for site plan control, with recourse if the application has not been deemed complete within 30 days of acceptance by the municipality,• extend site plan control application timelines from 30 to 60 days, and• require that site plan control decisions be made by staff (instead of municipal councils or committees of council) and that this will apply to all site plan applications received on or after July 1, 2022. <p>Complementary changes reflecting the site plan control changes in the Planning Act have also been made to the site plan control provisions in the City of Toronto Act, 2006.</p>	<p>Bill References: Schedule 1 of Bill (complementary changes to the City of Toronto Act, 2006), subsections 1 (1)-(3) and 1 (5)-(8) and section 2, and Schedule 5 of Bill (Planning Act), subsections 7 (1)-(4) and 7 (6)-(9).</p> <p>Planning Act References: A number of amendments are made to section 41. A number of subsections are added that set out the rules respecting consultations with municipalities before plans and drawings are submitted for approval and respecting completeness of applications made under this section.</p> <p>New subsection (4.0.1) provides for the appointment of an authorized person for the purposes of subsection (4).</p>

Site Plan Control

Change	Bill and Leg. References
<p>The changes require municipalities to gradually refund site plan control application fees if an approval is not made within the following legislated timelines:</p> <ul style="list-style-type: none">• 50% of the fee if the decision is not made within 60 days from the date the municipality received the complete application and fee• 75% of the fee if the decision is not made within 90 days from the date the municipality received the complete application and fee, and• 100% of the fee if the decision is not made within 120 days from the date the municipality received the complete application and fee. <p>The change to require a gradual refund of site plan application fees will apply to all applications received on or after January 1, 2023.</p> <p>Complementary changes reflecting the site plan control changes in the Planning Act have also been made to the site plan control provisions in the City of Toronto Act, 2006.</p>	<p>Bill References: Schedule 1 (complementary changes to the City of Toronto Act, 2006), subsection 1 (4) and Schedule 5 of Bill (Planning Act) subsection 7 (5).</p> <p>Planning Act References: A number of amendments are made to section 41. A number of subsections are added that set out the rules respecting consultations with municipalities before plans and drawings are submitted for approval and respecting completeness of applications made under this section.</p> <p>New subsection (4.0.1) provides for the appointment of an authorized person for the purposes of subsection (4).</p> <p>City of Toronto Act, 2006 References: Various amendments to section 114, including:</p> <ul style="list-style-type: none">• Subsection (4) is replaced with a number of subsections that set out the rules respecting consultations with the City before plans and drawings are submitted for approval and respecting completeness of applications made under this section.• New subsection (5.1) provides for the appointment of an authorized person for the purposes of subsection (5). Various related amendments are made to section 114.

Plans of Subdivision

Change	Bill and Leg. References
<p>The changes establish a one-time discretionary authority to allow municipalities to reinstate draft plans of subdivision that have lapsed within the past five years without the need for a new application. This authority only applies where no agreements of purchase and sale had been entered into prior to the lapsing of the draft plan of subdivision.</p> <p>The changes also establish regulation-making authority for the province to prescribe what can and/or cannot be required as a condition of draft plan of subdivision approval.</p>	<p>Bill References: Schedule 5 of Bill, section 9.</p> <p>Planning Act References: New rules are added to section 51 with respect to extensions of approvals by approval authorities.</p>

Public Reporting Requirements

Change	Bill and Leg. References
<p>The changes establish authority for the Minister of Municipal Affairs and Housing to require public reporting by planning authorities on development applications and approvals, including the format of municipal reporting (i.e. data standard).</p>	<p>Bill References: Schedule 5 of Bill, sections 11 and 12.</p> <p>Planning Act References: New section 64 provides the Minister with authority to require reporting by planning authorities on planning matters.</p>

Community Benefits Charge By-law Reviews

Change	Bill and Leg. References
<p>The changes require any municipality with a community benefits charge by-law to publicly consult and complete a review no later than five years after the by-law is passed, and every five years thereafter.</p> <p>After reviewing the community benefits charge by-law, a municipality must pass a resolution indicating whether a revision is needed. If a municipality does not pass a resolution within the timeframe, the community benefits charge by-law would expire, and a new by-law would need to be passed in order to charge for community benefits.</p>	<p>Bill References: Schedule 5 of Bill, section 6.</p> <p>Planning Act References: New subsections 37 (54) to (59) require regular reviews of community benefits charge by-laws and provide rules respecting such reviews.</p>

Transit-Oriented Communities and Parkland

Change	Bill and Leg. References
<p>The changes specify a tiered alternative parkland dedication rate for transit-oriented community development sites, based on the amount or value of development land.</p> <p>The alternative dedication rate will be structured as follows:</p> <ul style="list-style-type: none">• for sites 5 hectares or less, parkland will be dedicated up to 10% of the land or its value• for sites greater than 5 hectares, parkland will be dedicated up to 15% of the land or its value. <p>Changes also provide for encumbered land (i.e., land that is subject to a restriction or stratified ownership) in respect of transit-oriented community developments identified in a Minister’s order (Minister of Infrastructure), to be conveyed to a municipality for park or other public recreational purposes. Encumbered parkland will be deemed to count towards any municipal parkland dedication requirements.</p> <p>Transit-oriented community lands subject to the tiered alternative dedication rates on parkland will be identified pursuant to subsection 2 (1) of the Transit-Oriented Communities Act, 2020.</p>	<p>Bill References: Schedule 5 of Bill, sections 8 and 10.</p> <p>Planning Act References: Amendments are made to sections 42 and 51.1 with respect to parkland requirements on land designated as transit-oriented community land under the Transit-Oriented Communities Act, 2020.</p>

Surety Bonds

Change	Bill and Leg. References
<p>The changes provide the Minister of Municipal Affairs and Housing with regulation-making authority to authorize owners of land and applicants to stipulate the type of surety bonds and other prescribed instruments which may be used to secure agreement obligations in connection with local approval of land use planning matters. The regulation-making power enables the Minister to prescribe the circumstances when this authority may be used by owners of land and applicants.</p> <p>The regulation-making authority regarding surety bonds will come into force on a day to be named by proclamation.</p>	<p>Bill References: Schedule 5 of Bill, section 13.</p> <p>Planning Act References: New section 70.3.1 provides the Minister with authority to make certain regulations respecting surety bonds and other instruments in connection with approvals with respect to land use planning.</p>

Development Charge Reporting on Municipal Website

Change	Bill and Leg. References
<p>The Development Charges Act, 1997, requires the municipal treasurer to provide the municipal council with an annual financial statement related to development charges and reserve funds each year.</p> <p>The amendments require municipalities that have passed a development charge by-law, to make this statement available to the public on the website of the municipality. The Lieutenant Governor in Council also has the regulation-making authority to prescribe further requirements on the manner in which statements are made publicly available.</p> <p>In circumstances where a municipality does not have a website, the statement must be made available in the municipal office.</p>	<p>Bill Reference: Schedule 2 of Bill.</p> <p>Development Charges Act, 1997 References: The Schedule amends the Development Charges Act, 1997 with respect to the publication of the statement of the treasurer under section 43 of the Act.</p>

New Home Construction Licensing Act, 2017

The Ministry of Government and Consumer Services is making amendments to the New Home Construction Licensing Act, 2017 (Licensing Act) and to the Ontario New Home Warranties Plan Act (Warranties Act) to strengthen protections for purchasers of new homes.

LICENSING: Amendments would help address the issue of inappropriate or unethical behaviour by new home builders and vendors, and also enhance the Home Construction Regulatory Authority's (HCRA) enforcement powers, among other things. The amendments:

- Enhance consumer protection by giving additional tools to the HCRA, such as ensuring the registrar does not require a complaint to be received to take certain actions
- Encourage compliance with the rules by increasing the maximum amount of a fine that the Discipline Committee may impose if a licensee contravenes the Code of Ethics, from \$25,000 to \$50,000 for individual licensees, and \$100,000 for non-individual licensees
- Establish the authority for the Discipline Committee to impose an additional fine in an amount equal to the monetary benefit acquired by a licensee as a result of a breach of the Code of Ethics
- Clarify the authority for the Discipline Committee to consider repeat contraventions as part of its determination when imposing fines for any type of Code of Ethics violations
- Increase the maximum administrative penalty amount from \$10,000 to \$25,000
- Establish the authority for an assessor to impose an additional administrative penalty in an amount equal to the monetary benefit acquired by a person as a result of a contravention
- Create the authority for a court to impose an additional fine for a conviction in an amount equal to the monetary benefit acquired by a person as a result of an offence
- Clarify that the registrar can review whether an applicant's past or ongoing conduct either is or will be in contravention of the Licensing Act and prescribed legislation, and
- Clarify under the Licensing Act that an assessor may impose an administrative penalty if the person has contravened, or is contravening, a prescribed provision of the Warranties Act or the regulations or the by-laws made under it.

Ontario New Home Warranties Plan Act

NEW HOME WARRANTIES: Amendments provide Tarion regulatory authority to extend the duration of statutory warranties for items in a new home that are not completed when the warranties for the home begin (i.e. when the home is completed for the homeowner's possession).

- Tarion's authority will be subject to the Minister of Government and Consumer Services' approval and the Lieutenant Governor in Council will retain authority to make these regulations.

Opportunities for Missing Middle and Multi-Generational Housing and Gentle Density

The Ministry of Municipal Affairs and Housing is seeking feedback on opportunities to increase missing middle and gentle density, including multigenerational housing to address the housing supply crisis. Specifically, the Ministry is seeking feedback on best practices and examples of how the government can support the creation of more missing middle housing, including multigenerational housing, in Ontario.

Discussion Questions:

1. What are the biggest barriers and delays to diversifying the types of housing built in existing neighbourhoods?
2. What further changes to the planning and development process would you suggest to make it easier to support gentle density and build missing middle housing and multigenerational housing, in Ontario?
3. Are you aware of innovative approaches to land use planning and community building from other places that would help increase the supply of missing middle and multigenerational housing?
4. Are there any other changes that would help support opportunities for missing middle and multigenerational housing?

Seeking Feedback on Housing Needs in Rural and Northern Municipalities

The government recognizes the importance of supporting a range of housing options and increasing overall housing supply in rural and northern municipalities.

- The aim of this posting ([ERO 019-5287](#)) is to seek feedback on the specific challenges and barriers faced by rural and northern municipalities to better understand their unique housing needs. For example, we acknowledge that Northern Ontario faces challenges due to high construction costs to build new housing.
- The posting also seeks ideas, solutions, or proposals on potential ways to help address the housing needs in these areas. This could include a range of land use planning and non-land use planning tools.
- The Ministry welcomes feedback on the following discussion questions.

Discussion Questions

1. What are the key barriers impacting your municipality in meeting its housing needs that may be unique to northern and rural communities?
2. What kind of flexibility is needed to address housing needs in your municipality?
3. What potential tools or policies could the government consider to address housing needs in your municipality while balancing other provincial priorities?
4. Do you have other suggestions for ways to improve housing supply and needs in rural and northern municipalities?

Other Initiatives in More Homes for Everyone

In addition to the legislative and related regulatory changes included in More Homes for Everyone, there are various cross-ministry initiatives that will also help to increase the supply of housing including:

- Establishing an Ontario Housing Supply Working Group with partner ministries, municipal and federal governments and industry to review how new housing tools are being used and recommend annual updates to Ontario's housing plan, including new policy and legislative changes
- Consulting on enhancing access to financing for non-profit housing providers
- Building Code changes to enable partial/early occupancy of super-tall buildings, allowing streamlined approval of CSA certified multi-unit modular buildings, enabling construction of 12-storey mass timber buildings, and making it easier for building inspector training/internships. Also exploring potential changes to enable partial/early occupancy of super-tall buildings, and longer-term potential changes to allow single means of egress for 4-6 storey buildings
- Leveraging provincial surplus land for non-profit and supportive housing through a proposed Centre of Realty Excellence
- Working with municipalities to ensure a more efficient and consistent approvals process and facilitate e-permitting (Ontario Digital Service)
- Reporting to municipalities on the results of MOF's annual population projections with a focus on emerging and key population growth trends
- Implementing the Transit-Oriented Communities program
- Connecting transit ridership forecasts to population growth for housing and employment
- Collaborating with the federal government on the housing accelerator fund and rent-to-own program, and advocating for Ontario's fair share of federal funding

Question and Comments

- For a copy of Bill 109, the More Homes for Everyone Act, 2022, please visit the [Legislative Assembly of Ontario](#) website
- Comments were invited through the [Environmental Registry of Ontario](#) and the [Regulatory Registry](#):

Environmental Registry of Ontario Postings:

- [More Homes for Everyone Plan – Proposed Planning Act Changes](#)
- [Community Infrastructure and Housing Accelerator – Proposed Guideline](#)
- [Housing needs of rural and northern municipalities](#)
- [Opportunities to increase missing middle housing and gentle density](#)

Regulatory Registry Postings:

- [Proposed Planning Act Changes](#)
- [Proposed Development Charges Act Changes](#)
- [Proposed New Home Construction Licensing Act, 2017 Changes](#)
- [Proposed Ontario New Home Warranties Plan Act Changes](#)
- [Proposed Regulatory Changes - Condominium Cancellations](#)
- [Access to financing for not-for-profit housing developers](#)

Questions from Municipal Outreach Session (April 20, 2022)

Community Infrastructure and Housing Accelerator

- 1. Are there timelines that apply to the Minister's response to requests for the community infrastructure and housing accelerator tool?**

There are no legislative timelines for the Minister to respond to municipal requests for the community infrastructure and housing accelerator tool.

- 2. Is there any opportunity for municipal cost recovery for accelerator tool work undertaken by municipal staff on behalf of a landowner?**

The legislative changes do not provide for a specific fee to be charged to process a community infrastructure and housing accelerator request. Municipalities could consider whether they could use any of their existing authority to levy fees and charges in respect of work undertaken in respect of accelerator tool requests.

- 3. If the Minister makes a Community Infrastructure and Housing Accelerator order, can it be assumed that the Minister has consulted with other provincial or local authorities that may have legislation pertinent to the rezoning?**

The tool is intended to be used for priority projects and its use will be evaluated on a case-by-case basis. MMAH would engage partner ministries, the municipality that submitted the request, stakeholders, Indigenous communities and other parties as appropriate, when a CIHA order request has been received.

Fee Refunds

- 4. Does the clock for fee refunds start from the date the application is received or when it is deemed to be complete?**

The new complete application requirements for site plan are generally the same as the requirements that currently apply to other types of matters under the Planning Act.

The changes give a municipality the authority to refuse to accept/consider a site plan application until they have received all the necessary information and material and any fee. Until these are received, the municipality would be able to refuse to accept the application and the timelines for review would not begin.

- 5. What if SPC approvals timelines are not met due to other parties' failure to provide comments/information (applicants, agencies, provincial ministries, federal government, etc.) i.e., circumstances beyond municipal control?**

The new complete application requirements for site plan are generally the same as the requirements that currently apply to other types of matters under the Planning Act.

As a result, the changes allow municipalities, through their official plans, to establish additional information and material required to review the site plans beyond what is currently in the legislation.

The changes give a municipality the authority to refuse to accept/consider a site plan application until they have received all the necessary information and material and any fee. Until these are received, the municipality would be able to refuse to accept the application and the timelines for review would not begin.

A determination on whether the application is complete or not, including any disputes regarding reasonableness, would be addressed in a similar manner as with other types of planning applications under the Planning Act.

In addition, as the fee refunds are proposed to take effect January 1, 2023, this would provide time for municipalities to develop official plan policies which would assist in ensuring site plan applications include any additional information and material to qualify as a complete application so that the timelines could begin.

Also starting January 1, 2023, the provincial government has also committed to providing comments on housing applications within 45 days.

6. If a ministry/agency exceeds 45 days to provide comments on an application can a municipality proceed with consideration of the proposal in absence of the comments in order to meet approval timelines?

The municipality should make a decision with the information that is available to them. If there is not sufficient information before the municipality to consider the application, the application may need to be refused.

7. Will there be regulations that stipulate how refunds are made (e.g., will the applicant have to request a refund)?

No, the legislation does not provide for regulatory authority to specify how the refunds are to be given.

The changes provide that applicants are entitled to a refund when the legislated timelines are exceeded.

This means that municipalities need to ensure that they have administrative measures in place to be able to provide refunds immediately if they fail to meet timelines.

However, these changes will not take effect until January 1, 2023, to allow time for municipalities to make improvements to their application review and approval

processes, including augmenting complete application requirements, in order to increase their ability to meet timelines and avoid owing refunds.

8. What implications are there for external agencies (e.g., conservation authorities, upper tier governments) who also have fees for certain applications and are actively involved in review of site plan applications, zoning amendments, etc.? Will the Municipality have to refund all the fees including external agency fees?

The municipality is responsible to refund any fee paid pursuant to section 69 of the Planning Act.

9. The penalty on decisions related to site plans - is that to get to a yes/no decision or to complete the process (agreement/conditions done)?

The decision for site plan is related to the approval of plans and/or drawings. If the approval is going to be conditional, then the conditions need to be specified. However, any agreements required as a condition of approval can be developed later.

10. If a rezoning is submitted with an Upper Tier OPA, the local municipality can't pass the by-law until the upper-tier Council has adopted the OPA. Is there any remedy for the local municipality to recoup their fees if the Upper Tier takes over 120 days?

If a municipality does not make a decision within the legislated timelines, they would be required to gradually refund the application fee to the applicant. Municipalities can consider using complete application requirements to ensure that timelines for processing applications do not begin until any impediments to making a timely decision are addressed.

11. What happens if a municipality disputes the refund of fees? Is there recourse?

Any recourse regarding disputes over refund of fees would be through the courts.

12. Does the requirement for graduated refund of fees apply to CPPS or development permit by-laws?

The legislative changes relate to zoning by-law applications and site plans. Where a community planning permit system exists, to the extent an applicant is seeking to amend a community planning permit by-law, section 4 of O. Reg. 173/16 provides that the by-law is deemed generally to be a zoning by-law. By contrast, an application for a community planning permit arises under section 10 of O. Reg. 173/16 and there are no provisions related to graduated refunds of fees for these applications.

13. Will the Province be providing funding for additional resources to expedite applications?

The province has invested up to \$350 million through the [Streamline Development Approval Fund](#), [Municipal Modernization Program](#), and Audit and Accountability Fund to help municipalities implement efficiencies and identify cost savings. These programs can help municipalities cut red tape, streamline and modernize municipal planning processes including official plan and zoning updates, and plan of subdivision and site plan approvals, as well as improve their delivery of other local services.

Furthermore, the province is collaborating with key stakeholders to develop a data standard for development approvals. A data standard would provide consistent rules and guidelines that could be used by all players in the development process and would support further modernization in Ontario's housing and development sectors.

Mandatory Delegation (“assignment”) of Site Plan

14. Will the delegation to staff of SPC decisions require a Delegation By-law passed by Council?

No. The new authority in effect “assigns” the power to municipal staff but relies on municipalities to identify the appropriate person(s). The new subsection 41 (4.0.1) of the Planning Act is the provision that would govern the identification of the individuals who would be empowered to give site plan approval. This new authority requires council to pass a by-law to identify the person(s) (i.e., an officer, employee or agent of the municipality) who will carry out the site plan approvals. This change will not take effect until July 1 to allow time for municipalities to take any necessary actions to implement this change.

15. What happens if a municipal council does not delegate the authority to approve site plans (i.e., does not pass a by-law)?

If a council wishes to continue to use site plan control, it will be required to appoint an officer, employee or agent of the municipality as an authorized person to carry out the site plan control approvals. For applications submitted on and after July 1, 2022, councils will have no authority to give site plan approvals.

16. With the mandatory delegation of Site Plan approval to staff, are "bump ups" for approval to Council still permissible? What if a proponent objects to having their site plan application considered by the delegate? Could the matter be deferred to Council?

The new authority in effect “assigns” the power to approve site plans and/or drawings to municipal staff. For applications submitted on and after July 1, 2022, councils will have no authority to give site plan approvals.

This change would not address the local administration of site plan control, provided the decision was made by the official identified by municipal council.

17. What is the 'approval' being delegated to staff? Approval of drawings? Entering into an agreement? Conditional Approval?

The decision for site plan is related to the approval of plans and/or drawings, including any conditions. The approval may also include requirements for agreements. The changes do not impact the identification of the signatory(ies) of those agreements on behalf of municipalities.

18. Does mandatory delegation of site plan approval eliminate Planning Advisory Committees?

No. Bill 109 did not make any changes to the provisions dealing with planning advisory committees.

19. Do staff have the authority to enter into a site plan agreement (including the authority to bind)?

The changes do not impact the identification of the signatory(ies) of site plan agreements on behalf of municipalities.

20. Are Community Planning Permits required to be delegated to staff?

Bill 109 did not make any changes related to delegation in the context of the community planning permit system.

Reinstatement of Lapsed Draft Plans of Subdivision

21. How would approval authorities know for certain that no agreements of purchase had been completed for a given plan of subdivision?

In considering whether a draft approval should be reinstated, the proposed legislative change would require the owner of the proposed plan of subdivision to provide to the approval authority an affidavit or sworn declaration certifying that no purchase and sale agreement had been entered into for of any land within the plan of subdivision.

22. Applications might have been initially files a long time ago and may not reflect all significant policy changes made since then, what applies?

Although this proposed new authority would be a discretionary power, when considering the re-instatement of a draft plan approval, the approval authority would still be required to ensure that their decision is consistent with and conforms to provincial policies and plans. If the proposal no longer reflects the current policy environment, the draft plan could not be re-instated or may need modifications to the original approval.

Building Code

23. Did MMAH consult with any fire organizations over the 12-storey mass timber buildings? Or the potential single means of egress for 4-6 storey buildings? Has this Building Code change passed? Did the Ministry consult with Emergency Service Providers?

One priority identified by the Housing Affordability Task Force was to reduce barriers to small multi-unit residential buildings that could increase housing supply. The Task Force specifically identified potential Building Code changes that would allow a single means of egress where appropriate to improve the economic viability and supply of these small multi-unit residential buildings.

On April 1, 2022, the Minister of Municipal Affairs and Housing wrote the Chair of the Canadian Commission on Building and Fire Codes requesting the prioritization of investigating National Construction Code changes to support the Task Force recommendation, while continuing to protect health and safety. Once the research has been completed, should the government proceed with the single egress concept, a specific code proposal would be consulted on to ensure that the public and key building industry and fire safety stakeholders have an opportunity to provide feedback.

As part of investigating this issue, it is recognized that that the requirement for two means of egress is an important part of the interdependent system of fire and life safety requirements, and that changes to a major element like egress requires substantial stakeholder consultation and research, assessment of a large number of related building code provisions including potential enhancements of compensating fire and life safety measures, and review of intersecting regulations and legislation including the Planning Act and Fire Protection and Prevention Act.

Other

24. How will membership in the Ontario Housing Supply Working Group be determined?

A diversity of stakeholders with expertise in housing will be considered. This will include experts from both the public and private sector to ensure that all perspectives and experiences are reflected.

25. Are there any proposed corresponding changes related to Registry Office processes as significant delays are experienced getting site plan agreements registered on title where mortgage postponements are required? Will there be any change in the process to ensure that site plan agreements are not removed from title when mortgages are discharged to avoid this timely process?

The Land Registry Office does not enforce the requirement for mortgage postponements. If delays are being experienced relating to mortgage postponements, the matter should be raised with mortgage lenders. The Land Registry Office is not aware of circumstances where site plan agreements have been removed from title when a mortgage has been discharged.

Further, site plan agreements would be registered after an approval on a site plan application has been given. Beyond providing authority for the registration and enforcement of an agreement required as a condition of site plan approval, the Planning Act does not address Registry Office processes which are not part of the site plan process.

26. Is the Province extending the July 1st, 2022, Growth Plan conformity date for municipalities in the Greater Golden Horseshoe for Municipal Comprehensive Reviews/Official Plans?

Upper and single-tier municipalities in the Greater Golden Horseshoe are required to meet the July 1, 2022, date of conformity established by the Minister of Municipal Affairs of Housing under the Places to Grow Act.

27. Can additional time (e.g., 60+ days) be provided to submit comments on the accelerator tool policies and topic specific housing consultations to allow for meaningful and well considered feedback from municipalities on those matters?

The ERO postings for these consultations close on April 29, but beyond that date municipalities are still welcome to send further feedback to planningconsultation@ontario.ca

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REPORT

Date: July 21st, 2022
To: Council
From: Steve Visinski/Jamie Doering
Re: Public Works June 2022 Report

On a monthly basis the Public Works Superintendent prepares a report to Council with information on road maintenance, remediation works and current and upcoming projects within the Township which occurred during the month. This monthly report is for the month of June 2022.

Township

As usual, cardboard was delivered to the Emterra Recycling Plant in Renfrew by Township staff twice per month. Recycling was picked up weekly this month from the Stone Road Transfer site by the contractor. The recycling at the Osceola Landfill and Douglas Transfer stations are normally picked up once per month by the contractor.

Staff completed and documented monthly road inspections to ensure roads are meeting the Minimum Maintenance Standards. Entrance permits and 911 signs have been measured and installed as per requests.

Current Projects

- Cold patching is ongoing.
- Speed radar sign has been installed on various roads.
- Center line marking has been completed on chosen roads.
- Ditching on Campbell Line has started in preparation for the new Surface Treatment.
- Campbell Line will be final graded in preparation for Double Surface Treatment.
- Crack sealing has begun on asphalt roads.
- Roadside grass cutting has started, along with Pest Control Spraying.
- Calcium application has been completed in most areas.
- Gravel contract is mostly completed with stockpiles to be finished in the near future.
- Grading operations and cold patching will continue as needed.
- Remediation Jobs have begun in various locations, including culvert replacements and digouts.

Upcoming Events

- Maintenance of Equipment is ongoing.
- Culvert maintenance and remediation jobs will continue.
- Grading and cold patching will be ongoing.
- Calcium application will continue.
- Staff are awaiting RFPs for the Relocation of Waste, due on July 22, 2022.
- Public Works Staff are working on updating Landfill Site Attendant's mandatory training.
- Staff are working on updating the following:
 - Driveway Entrances – Policy and Procedure
 - Road Occupancy – Policy and Procedure
 - Reviewing RFP 2022-02

Job Cost Expenditure Report June 30, 2022

		2022 Budget	2022 YTD	Variance
	MAINTENANCE			
	Roadside Maintenance			
1	Brushing	20,000.00	5,690.90	\$14,309.10
2	Culvert Maintenance	10,000.00	8,556.25	\$1,443.75
3	Ditching	40,000.00	1,956.77	\$38,043.23
4	Flood Control	8,000.00	12,452.77	-\$4,452.77
5	Grass & Weeds	15,000.00	2,682.91	\$12,317.09
6	Catch Basin	1,800.00		\$1,800.00
7	Snow Fencing	1,500.00	237.73	\$1,262.27
	Subtotal: RM	96,300.00	31,577.33	\$64,722.67
	Hard Top			
1	Cold Patching	100,000.00	14,834.44	\$85,165.56
	Subtotal: HT	100,000.00	14,834.44	
	Loose Top			
1	Dust Control	60,000.00		\$60,000.00
2	Grading	60,000.00	23,774.46	\$36,225.54
3	Gravel Resurfacing	140,000.00	124,610.08	\$15,389.92
4	Patching & Washouts	15,000.00	6,095.17	\$8,904.83
	Subtotal: LT	275,000.00	154,479.71	\$120,520.29
	Winter Control			
1	Sanding	200,000.00	67,966.63	\$132,033.37
2	Snow Plowing	160,000.00	99,256.03	\$60,743.97
3	Winter Control Contingency	20,000.00		\$20,000.00
	Subtotal: WC	380,000.00	167,222.66	\$212,777.34
		2022 Budget	2022 YTD	Variance
	Traffic			
1	Signs	8,000.00	5,505.97	\$2,494.03
3	Civic Signs	1,000.00	1,092.28	-\$92.28
4	Centre Line Marking	5,000.00	4,701.38	\$298.62
5	Guide Rails	1,000.00		\$1,000.00
6	Street Lights-Hydro & Maint.	3,500.00	2,152.29	\$1,347.71
7	Street Maintenance	10,000.00	8,715.35	\$1,284.65
	Subtotal: T	28,500.00	22,167.27	\$6,332.73
	Total Maintenance	879,800.00	390,281.41	\$489,518.59

Job Cost Expenditure Report June 30, 2022

		2022 Budget	2022 YTD	Variance
	OVERHEAD			
1	Advertising	1,750.00	1,774.23	-\$24.23
2	Associations	1,000.00	679.16	\$320.84
3	Conventions	2,000.00		\$2,000.00
4	Training	7,500.00	3,442.36	\$4,057.64
5	Financial Expense	100.00		\$100.00
6	Telephone	2,000.00	651.88	\$1,348.12
7	Cell Phone	2,000.00	385.54	\$1,614.46
8	Radios	8,500.00	1,099.02	\$7,400.98
9	Munic. Drain Maintenance	1,000.00		\$1,000.00
10	Hydro	5,500.00	1,487.33	\$4,012.67
11	Security	200.00		\$200.00
12	Garage Maintenance	9,000.00	3,043.06	\$5,956.94
13	Garage Equipment/Supplies	8,000.00	3,479.16	\$4,520.84
14	Garage Energy Audit	0.00		\$0.00
15	Furnace	15,000.00	14,902.01	\$97.99
16	Insurance	33,250.00	34,002.38	-\$752.38
17	Interest on 5 yr Loan & IO Loan	0.00		\$0.00
18	Miscellaneous	1,000.00	60.93	\$939.07
19	Licensing (Pit/HWIN)	1,500.00	1,236.00	\$264.00
20	Safety Boots	1,700.00		\$1,700.00
21	Safety Equipment	3,000.00	728.00	\$2,272.00
22	Secretarial Wages and Deductions	26,000.00		\$26,000.00
23	Supervision	70,000.00	31,658.41	\$38,341.59
24	Inspections	8,000.00	5,433.31	\$2,566.69
25	Technology	6,500.00		\$6,500.00
26	On Call Phone and Wages	6,200.00	4,134.00	\$2,066.00
	Total Overhead	220,700.00	108,196.78	112,503.22
		2022 Budget	2022 YTD	Variance
	EQUIPMENT			
3	V34	10,000.00	7,561.15	
4	V36 (Purchased in 2018)	8,000.00	3,580.11	
5	V39 New 1 Ton (to replace V32)	12,500.00	3,290.61	
	Total Equipment	30,500.00	14,431.87	\$16,068.13
		2022 Budget	2022 YTD	Variance

Job Cost Expenditure Report June 30, 2022

CONSTRUCTION / INFRASTRUCTURE			
Construction (Funded by Gas Tax, OCIF, ICIP)			
Barr Line			\$0.00
Egan Line			\$0.00
Bonnechere Road			\$0.00
CAP 22-01 Campbell Line	130,000.00		\$130,000.00
South Other Portion - Rowan to Du	350,000.00		\$350,000.00
South McNaughton Road - OCIF	500,000.00		\$500,000.00
CAP 22-04 McPeak Line	117,000.00		\$117,000.00
Capital Maintenance Program	100,000.00	16906.92	\$83,093.08
Total Construction	1,197,000.00	16,906.92	\$1,180,093.08
	2022 Budget	2022 YTD	Variance
REMEDIATION			
2022 Remediation work			
South McNaughton	15,000.00	5,779.48	\$9,220.52
Barr Line	4,000.00		\$4,000.00
Lynch Road	6,000.00		\$6,000.00
Colton Road	6,000.00	3,757.71	\$2,242.29
Culhane Road	3,000.00		\$3,000.00
McPeak Line	6,000.00		\$6,000.00
English Road	6,000.00		\$6,000.00
Swamp Road	3,000.00		\$3,000.00
Kunopaski Road	3,000.00		\$3,000.00
Gauthier Road	3,000.00		\$3,000.00
Lynch Road	3,000.00		\$3,000.00
Briscoe Road	3,000.00		\$3,000.00
Desmond Road	3,000.00		\$3,000.00
McGuinty Road	3,000.00		\$3,000.00
Spence Line	3,000.00		\$3,000.00
Stoqua Creek Road	3,000.00		\$3,000.00
Dunmore Road	3,000.00		\$3,000.00
Gallagher Road	9,000.00		\$9,000.00
Total Remediation	85,000.00	26,444.11	\$58,555.89

Job Cost Expenditure Report June 30, 2022

	2022 Budget	2022 YTD	Variance
ROADS CAPITAL			
Server			\$0.00
Traffic Counters	7,400.00	7,278.49	\$121.51
Excavator Repairs			\$0.00
Tandem Truck	275,000.00	274,502.21	\$497.79
Bush Hog			\$0.00
Compaction Equipment (Roads)			\$0.00
Equipment Shed	5,000.00		\$5,000.00
5 Year Loan IO	52,000.00		\$52,000.00
10 Year Loan IO	51,390.49		\$51,390.49
20 Year Loan IO	52,610.95		\$52,610.95
Garage Roof (Stone Road & Cobden)	115,000.00	41,834.63	\$73,165.37
Golf Course Road - Horton Agreement	63,313.90		\$63,313.90
Total Roads Capital	621,715.34	323,615.33	57,619.30
TOTAL EXPENSES	3,034,715.34	879,876.42	\$2,154,838.92

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REPORT

Date: July 21st, 2022
To: Council
From: Jamie Doering
Re: Tenders PW2022-03 Paving Works – Various Locations

Background:

In the 2022 Capital Budget for roads, the following are to be re-constructed, and a surface applied.

Hot Mix Asphalt (50mm HL4)

South McNaughton Road – from Rowan Road to Dunfield Road (2km)
- from Dunfield Road to Bonnechere Road (3km)

Discussion:

The following are the results of the Tenders:

Tender PW2022-03 – Paving Works – South McNaughton Road

Company Name	Price	HST	Total Price incl. Taxes
Tomlinson	\$760,495.20	\$98,864.38	\$859,359.58
Bonnechere Excavating Inc.	\$773,247.47	\$100,522.17	\$873,769.64
Greenwood Paving	\$773,398.00	\$101,061.74	\$874,459.74

Budget for Projects:

South McNaughton Road – Extension ICIP	\$350,000.00
South McNaughton Road – Construction OCIF	<u>\$380,000.00</u>
Total:	\$730,000.00

Financial Implications:

Following is a cost breakdown of the projects:

Rowan Road to Dunfield Road (2km)

PW2022-03 Hot Mix Asphalt Tender (contracted)	\$313,444.10
Granulars – 3300t – done in house	\$ 41,250.00
<u>Pulverizing – 15,000m² – done in house</u>	<u>\$ 1,200.00</u>
Total inclusive non rebatable HST:	\$355,894.10

Dunfield Road to Bonnechere Road (3km)

PW2022-03 Hot Mix Asphalt Tender (contracted)	\$460,437.33
Granulars – 4950t – done in house	\$ 61,875.00
<u>Pulverizing – 22,000 m² – done in house</u>	<u>\$ 1,800.00</u>
Total inclusive of non rebatable HST:	\$524,112.33

Total Actual Cost vs. Budget

<u>Hot Mix Asphalt</u>	<u>Budget</u>	<u>Actual</u>
Rowan Road to Dunfield Road (2km) (Taxes inclusive non rebatable HST)	\$350,000.00	\$390,515.20
Dunfield Road to Bonnechere Road (3km) Taxes inclusive non rebatable HST	<u>\$380,000.00</u> \$780,000.00	<u>\$574,969.38</u> \$965,484.58

Actual costs with proposed pricing came in \$185,484 over what was budgeted for paving works.

People Consulted:

CAO/Clerk
Acting Treasurer/Deputy Clerk
Public Works Department

Recommendation for Council:

WHEREAS Staff have reviewed all tender submissions received for PW 2022-03;

AND WHEREAS pricing came in higher than budgeted.

NOW THEREFORE BE IT RESOLVED THAT Council of the Corporation of the Township of Admaston/Bromley reject all tenders for Tender PW 2022-03;

AND BE IT FURTHER RESOLVED THAT Council direct staff to change the scope of work that was issued for Tender PW 2022-03 to find cost savings;

AND BE IT FURTHER RESOLVED THAT Council direct staff to re-tender for paving for South McNaughton Road for 2022, with the adjusted scope change.

AND BE IT FURTHER RESOLVED THAT Council direct staff to forego notice requirements set out in By-Law 2020-54 and provide the contractors on the list of Tender Requests from PW 2022-03 with the new Tender document, as well as post on Social Media and the Township Website.

Township of Admaston/Bromley
477 Stone Road, R.R. #2
Renfrew, ON
K7V 3Z5

E-Mail Address – info@admastonbromley.com

613-432-2885 Stone Road Office
613-432-4052 Fax

613-432-3175 Stone Road Garage
613-646-7918 Cobden Road Garage

REPORT

Date: July 21st, 2022
To: Council
From: Jamie Doering
Re: Tenders PW2022-04 – Surface Treatment – Various Locations

Background:

In the 2022 Capital Budget for roads, the following are to be re-constructed, and//or a wear surface applied.

Surface Treatment (single lift)

South McNaughton Road – from Bonnechere Road to Butler Road (4.6km)

Surface Treatment (double lift)

McPeak Line from Cobden/Eganville Road (County Road 8) to 1.3km East

Discussion:

The following are the results of the Tenders:

Tender PW2022-03 – Paving Works – South McNaughton Road

Company Name	Price	HST	Total Price incl. Taxes
Greenwood Paving	\$199,106.00	\$25,883.78	\$224,989.78
Smiths Construction	\$202,862.00	\$26,372.06	\$229,234.06

Budget for Projects:

South McNaughton Road (4.6km)	\$120,000.00
McPeak Line (1.3km)	<u>\$117,000.00</u>
Total:	\$237,000.00

Financial Implications:

Following is a cost breakdown of the projects:

South McNaughton Road – Single Lift Surface Treatment (4.6km)

PW2022-04 Single Lift Surface Treatment Tender (contracted)

Total inclusive non rebatable HST: \$125,169.12

McPeak Line – Double Lift Surface Treatment (1.3km)

PW2022-04 Double Lift Surface Treatment Tender (contracted) \$ 77,441.54

Granulars – 2100t – done in house \$ 26,250.00

Total inclusive non rebatable HST: \$103,691.54

Total Actual Cost vs. Budget

Total Budget \$237,000.00

Total Actual \$228,860.66

\$ 8,139.34

People Consulted:

CAO/Clerk

Acting Treasurer/Deputy Clerk

Public Works Department

Recommendation for Council:

BE IT RESOLVED THAT Council of the Corporation of the Township of Admaston/Bromley award PW 2022-04 to Greenwood Paving;

AND BE IT FURTHER RESOLVED THAT Council direct staff to direct Greenwood Paving to complete only McPeak Line at a cost of \$85,995.26, all taxes included.

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613-646-7918 Cobden Road Garage**

REPORT

Date: July 21st, 2022
To: Council
From: Jamie Doering
Re: By-Law to Regulate the establishing of Entrances onto Township Roads

Background:

As a Municipal Road Authority, the Township of Admaston/Bromley has a duty and responsibility to be an informed owner and to ensure any activities within the Municipal Right of Ways is regulated.

Discussion:

The Municipality received requests from persons requesting entrances into their property for access.

This By-Law provides the Municipality the power to issue a permit to impose conditions to ensure access to and from the Right of Way is done to the satisfaction of the Township.

Anyone who does not adhere to the By-Law, the Municipality has the rights to impose fines.

Staff are providing the draft by-law for Council review and to comment upon. Staff have sent the draft by-law to our By-Law Enforcement, MLES, for review and to add Penalties. Once staff receive the by-law back, it will be placed before Council for approval.

Recommendation:

BE IT RESOLVED THAT Council of the Township of Admaston/Bromley adopt By-Law **2022-XX at a future council meeting.**

CORPORATION OF THE TOWNSHIP OF ADMASTON/BROMLEY

BY-LAW NO. 2022-xx

Being a By-Law to regulate the establishing of Entrances to Township Roads

WHEREAS the Municipal Act, S.O. 2001, Chapter 25, Section 8 confers broad authority on municipalities to enable them to govern their affairs as they consider appropriate;

AND WHEREAS the Municipal Act, S.O. 2001, Chapter 25, Section 11, provides that a municipality may pass By-Laws respecting drainage and flood control;

AND WHEREAS the Municipal Act, S.O. 2001, Chapter 25, Section 27.(1), provides that a municipality may pass By-Laws in respect of a highway over which it has jurisdiction;

AND WHEREAS the Municipal Act, S.O. 2001, Chapter 25, Section 96, provides that a municipality may exercise its powers for the purpose of preventing damage to property as a result of flooding;

AND WHEREAS it is deemed expedient to provide for the regulation of the size and mode of construction of culverts that cross any drain or watercourse situated on a Township Road;

NOW THEREFORE the Council of the Corporation of the Township of Admaston/Bromley **ENACTS AS FOLLOWS**;

1. An entrance for the purpose of this By-Law is a private road, entranceway, gate or other structure of facility constructed or used as a means of access to a public highway under the jurisdiction of the Township of Admaston/Bromley and includes the tiling and covering or filling in of a roadside ditch for the purpose of improving lawn frontage.
2. No person, including a Municipality or a Local Board thereof, shall construct an entrance except in accordance with the conditions of a permit issued therefore by the Township Road Superintendent.
3. Restrictions and specifications relating to the issuance of an entrance permit are set out and specified in Schedule "A" attached hereto.
4. An established fee for this permit shall be payable upon the issuance of the permit and before any work is commenced, and the fee shall be as set out in Schedule "B" attached hereto and forming part of this By-law.
5. A copy of the Entrance Permit to be obtained will be as set out in Schedule "C" attached hereto and forming part of this By-law.
6. Any entrance established contrary to the provisions of this By-Law may be removed by the Township and the cost of such removal shall be paid by the owner before an entrance permit is issued.
7. The Township of Admaston/Bromley shall maintain the surface of the entrance from the edge of the travelled portion of the road to the outer edge of the shoulder.
8. Any person who contravenes any of the provisions of this by-law shall be subject to the penalties as determined under Section 61 of The Provincial Offences Act. R.S.O., 199 Chapter P.33. In respect to Short Form Wordings and Set Fines under Part 1 of The Provincial Offences Act the set amount and appropriate wording will be determined by the Chief Judge of Ontario.
9. The Owner at his own expense shall have the responsibility and liability for maintenance and repair of all culverts and entrance ways, subject to

the supervision of the Road Superintendent and the said entrance ways shall not be part of a highway to which the liability of the Township to keep in repair shall extend.

THAT this By-law repeals all previous By-laws and/or Motions of Council pertaining to same.

READ a first and second time this xx day of July 2022.

READ a third time and finally passed this xx day of July 2022.

MAYOR

CAO/CLERK

SCHEDULE "A"

To By-Law No. 2022-xx

ENTRANCES

An entrance permit must be obtained before work is commenced on the construction of an entrance to a Township Road within the limits of the right-of-way.

Restrictions:

Entrance has the following restrictions:

- (a) Entrance in a 80 KPH speed zone must have a clear line of sight not less than 60 m in each direction.
- (b) Where the speed permitted is less than 80 KPH, an entrance must have a clear line of sight not less than 45 m in each direction.
- (c) Exact location of entrance is at the discretion of the Road Superintendent.

Specifications:

The minimum width of an entrance is 5 m. The diameter of culvert is at the discretion of the Road Superintendent, and the minimum length is 6 m and maximum length is 18 m. Greater size and length may be required in certain locations to provide for the flow or the depth of the ditch. Standard pipe, culverts and materials approved by the Township Road Superintendent must be used. The use of hot water tanks, barrels, concrete blocks, or badly deteriorated corrugated iron pipe in place of standard material is prohibited.

A culvert may not be required in every case, but that it shall be determined by the Road Superintendent.

Each entrance must be designed, constructed, and maintained in such a manner as to prevent the discharge of surface water from the entrance way or from private property onto the travelled portion of the road.

The Owner / Agent must hire a qualified contractor to construct each entrance, including the installation of a pipe or culvert and other work pertaining to the entrance and the cost of the construction is to be borne by the applicant.

The Township will maintain the surface of the entrance from the edge of the travelled portion of the road to the outer edge of the shoulder. An entrance that is constructed or used contrary to the provisions of this by-law or contrary to the requirements of the entrance permit will not be maintained by the Township, and if the infraction warrants, the entrance may be removed by the Township at the owner's expense.

SCHEDULE "B"

To By-Law No. 2022-xx

Respecting Fees

Entrance Permit Fee \$200.00;

As per Township Fees & Charges By-Law

SCHEDULE "C"
To By-Law No. 2022-xx
TOWNSHIP OF ADMASTON/BROMLEY

477 STONE ROAD
RENFREW, ON K7V 3Z5

ENTRANCE PERMIT

Authority is granted to:

Name: _____

Address: _____

Telephone: _____

As a means of Access to: Lot: _____ Concession: _____

On Township Road Name: _____

Use of Entrance: _____

Closest Pin#: _____ Meters from Pin: _____

SUBJECT TO THE FOLLOWING CONDITIONS:

The issue of this permit does not relieve the holder of the responsibility of complying with relevant Municipal By-Laws.

A fee of \$_____ has been paid for this entrance permit and civic address sign.

Dated this _____ day of _____, 20____.

Acting Road Superintendent

Landowner

PLEASE NOTE

No entrances are to be installed between October 31st and April 15th unless written consent has been given by the Director of Public Works.

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613-646-7918 Cobden Road Garage

REPORT

Date: July 21st, 2022

To: Council

From: Jamie Doering

Re: By-Law to Regulate the Activity on Municipal Right of Ways and Public Lands under the jurisdiction of the Township of Admaston/Bromley

Background:

As a Municipal Road Authority, the Township of Admaston/Bromley has a duty and responsibility to be an informed owner and to ensure any activities within the Municipal Right of Ways is regulated.

Discussion:

The Municipality receives requests from persons, utility companies, and contractors to work within the Municipal Right of Way.

This By-Law provides the Municipality the power to issue a permit to impose conditions to ensure the Right of Way is restored to the satisfaction of the Township.

Anyone who does not contravenes the By-Law, the Municipality has the rights to impose fines. It is important to note that unopened road allowances are also municipal owned public right of ways.

Staff are providing the draft by-law for Council review and to comment upon. Staff have sent the draft by-law to our By-Law Enforcement, MLES, for review and to add Penalties. Once staff receive the by-law back, it will be placed before Council for approval.

Recommendation:

BE IT RESOLVED THAT Council of the Township of Admaston/Bromley adopt By-Law **2022-XX** at a future council meeting.

CORPORATION OF THE TOWNSHIPSHIP OF ADMASTON/BROMLEY

BY-LAW NO. 2022-xx

BEING A BY-LAW TO REGULATE THE ACTIVITY ON MUNICIPAL RIGHT OF WAYS AND PUBLIC LANDS

WHEREAS Section 8 (1) of the Municipal Act, 2001, S.O. 2001, c. 25, as amended (the " Act") provides that the powers of a municipality under this or any other Act shall be interpreted broadly so as to confer broad authority on the municipality to enable the municipality to govern its affairs as it considers appropriate and to enhance the municipality's ability to respond to municipal issues.

AND WHEREAS Section 9 of the Act provides that a municipality has the capacity, rights, powers, and privileges of a natural person for the purpose of exercising its authority under this or any other Act.

AND WHEREAS Section 11 (2) of the Act provides that a municipality may pass by-laws respecting, among other things, the health, safety, and well-being of persons.

AND WHEREAS Section 11 (3) of the Act provides that a municipality may pass by-laws respecting, among other things, highways, including parking and traffic on highways.

AND WHEREAS Section 118 of the Act provides that a municipality may, among other things, regulate the excavating, construction and use of trenches and may by by-law prohibit the same unless a permit is obtained from the municipality which may also impose conditions including requiring submission of plans.

AND WHEREAS Section 126 of the Act provides that a local municipality may regulate cultural, recreational, and educational events including public fairs and may by by-law prohibit the same unless a permit is obtained from the municipality which may also impose conditions including requiring submission of plans.

AND WHEREAS Section 391 (1) of the Act provides that a municipality may pass by-laws imposing fees or charges on any person for services or activities provided by the municipality or done on behalf of it.

AND WHEREAS Section 429 (1) of the Act provides that a municipality may establish a system of fines for a by-law passed under the Act.

AND WHEREAS Section 436 (1) of the Act provides that a municipality may pass by-laws providing for the entry onto land at any reasonable time for the purpose of conducting an inspection to determine compliance with a by-law.

AND WHEREAS Section 444 (1) of the Act provides that a municipality may make an order to require a person to discontinue contravening a by-law and to do the work required to correct the contravention.

AND WHEREAS Section 445 (1) of the Act provides that a municipality may make an order requiring the person who contravened the by-law or who caused or permitted the contravention or the owner or occupier of the land on which the contravention occurred to do work to correct the contravention.

AND WHEREAS Section 446 of the Act provides that a municipality may proceed to do things at a person's expense which that person is otherwise required to do under a by-law but has failed to do and the costs incurred by a municipality may be recovered by adding the costs to the tax roll and collecting

them in the same manner as taxes.

NOW THEREFORE COUNCIL OF THE CORPORATION OF THE TOWNSHIP OF ADMASTON/BROMLEY ENACTS AS FOLLOWS:

1.0 SHORT TITLE

This By-law may be cited as the "Road Occupancy By-law"

2.0 DEFINITIONS

"Activity" includes the temporary occupancy of a highway for any purpose for a defined period of time outside its normal intended use by the Township, utility company, or person(s).

"Applicant means any person, utility company, or corporation making application for a road occupancy permit (permit).

"Article" means an item of tangible personal property other than a fixture.

"Boulevard " means the portion of the highway between a property line and the edge of the curb, or where there is no curb, that portion of the highway which is travelled or designed to be travelled by vehicles.

"Contractor" means a person who makes an agreement with another to do a piece of work, retaining in himself control of the means, method, and manner of producing the results to be accomplished.

"County" means the Corporation of the County of Renfrew.

"Date of final acceptance" means the date that is 24 months after the date of reinstatement.

"Date of reinstatement" means the day, following the period of occupancy or closure, that the highway has been repaired or restored to the satisfaction of the Public Works Superintendent.

"Emergency" means a situation that poses a threat to public health or safety and includes a disruption of utility service.

"Engineering Department" means the Engineering Department for the Township of Admaston/Bromley.

"Highway" includes a common and public highway, street, avenue, parkway, driveway, square, place, bridge, viaduct or trestle, any part of which is intended for or used by the general public for the passage of vehicles and includes the area between the lateral property lines thereof.

"Landscape or construction material" includes, without limitation, gravel, soil, sod, bricks, paving stones, landscaping rocks, wooden planks, and boards.

"Municipal consent" means the written consent of the Public Works Department with or without conditions, for access to and use of the municipalities' Right-of-Way, subject to the obtaining of a Road Occupancy Permit.

"Obstruction" includes encumber, damage, foul, or alter.

"Occupant" means a lessee, tenant, mortgagee in possession or any other person who appears to have care and control of any property.

"Officer" means a Municipal Law Enforcement Officer contracted by the Township as a Municipal Law Enforcement Officer pursuant to S. 15 of the Police Services Act,

R.S.O. 1990, c. P. 15, as amended, or an Ontario Provincial Police Officer.

"O.P.S.S." means Ontario Provincial Standard Specification, as amended.

"Order" includes work order, order to comply, stop work order and an order to discontinue.

"Permit holder" means the applicant named in a permit.

"Public lands" means any property under the care and control of the Township of Admaston/Bromley.

"Road occupancy permit ("permit")" means a document issued and authorized by the Township, for the occupancy or closure of any highway for any purpose.

"Public Works Superintendent" means the Public Works Superintendent for the Township of Admaston/Bromley or their designate.

"Security" means one or more of the following: cash, certified cheque, or letter of credit (in the form approved by the Township) provided to the Township to secure the performance by the permit holder of all its obligations under a permit and this by-law.

"Township" means the Corporation of the Township of Admaston/Bromley.

"Traffic management plan" means a document outlining the particulars of a proposed highway occupancy or closure that is submitted to the Township for review by the applicant. The traffic management plan shall contain such information as may be required by the Public Works Superintendent respecting the applicant's proposed occupancy or closure including but not limited to:

- a) description of the nature of the work or activity that necessitates highway occupancy/closure.
- b) proposed start and completion times of highway occupancy/closure.
- c) proposed location of occupancy/closure.
- d) requirement to occupy or close a highway during peak hours, if any.
- e) lane use requirements.
- f) extent of public notification proposed to be undertaken.
- g) identification of temporary signage requirements.
- h) identification of any bus stops affected by the highway occupancy/closure; and
- i) proposed traffic re-routing and detour requirements where necessary

"Utility company" means a municipality, a municipal board or commission, or a corporation that provides utility service under the authority of any statute, charter, by-law, or franchise.

"Utility service" means the production, transmission, or supply to the public by a utility company of necessities or conveniences and includes, but is not limited to, the production, transmission and supply of gas, oil, water, electricity, sewage and storm water services, telephone service, cable television, and any other telecommunications service.

"Warranty period" means the 12-month period commencing the date of reinstatement and terminating on the date of final acceptance during which period the permit holder guarantees the satisfactory performance of the highway repairs.

3.0 PROHIBITION

3.1 Unless otherwise exempted by this by-law, no person shall use, alter, obstruct, or damage, or cause or permit the use, alteration, obstruction, or damage, or interfere with winter operations of any highway without first having obtained a permit, pursuant to this by-law.

3.2 Without limiting the generality of subsection 3.1, no person shall use, alter,

obstruct, or damage, or cause or permit the use, alteration, obstruction, or damage of any highway by any of the following:

- a) the depositing, throwing, spilling, or tracking of any material, including but not limited to, waste, oil, chemical, soil, debris, or other substance onto any travelled portion of a highway.
- b) the depositing of snow or ice onto any sidewalk, travelled portion of a highway, or onto a boulevard not contiguous with the property from where the snow was moved from.
- c) the placement of snow or ice, or any material or equipment, or any structure within 1.0m, in any direction of a fire hydrant.
- d) the placement of any equipment, container, trailer, or any landscape or construction material on a highway without having obtained a permit, pursuant to this by-law.
- e) the cutting, altering, extending, in any manner whatsoever, of a concrete curb, open or contained culvert, culvert overpass, driveway, or similar structure or landscape without having obtained a permit, pursuant to this by-law.
- f) the allowance of a crane boom or any portion of a stationary tower crane to travel over, hoist, or otherwise occupy the space above a highway or any part thereof without having obtained a permit, pursuant to this by-law.
- g) the excavation or damage to any portion of a highway, including sod, trees, light poles, street signs or other objects within the highway without having obtained a permit, pursuant to this by-law.
- h) the closure or occupancy of any highway or portion thereof without having obtained a permit, pursuant to this by-law; and
- i) the placement of unattended sporting equipment, including but not limited to basketball nets, skateboard ramps and bicycle ramps, on a highway.

4.0 PERMITS

- 4.1 The Township hereby delegates to the Public Works Superintendent or their designates, the power to issue a permit under this by-law and to impose conditions to such permits. The permit referred to in this by-law shall be in the form annexed hereto as Schedule "A" and include amendments to the form on Schedule "B."
- 4.2 The Public Works Superintendent reserves the right to issue an annual permit to a utility company.
- 4.3 A utility company that is issued an annual permit shall pay a non-refundable permit fee as indicated in The Township of Admaston/Bromley Fees and Charges By-Law and any revisions thereto. Proper notification of time, date, and locations of all work is to be submitted to Public Works Superintendent no less than five (5) days prior to commencement of work.
- 4.4 Any person or contractor undertaking any type of work or activity for or on behalf of the Township is not required to obtain a permit. All other requirements still apply.

5.0 APPLICATION PROCESS

- 5.1 Every person who wishes to use, alter, obstruct, or damage, or cause or permit the use, alteration, obstruction, or damage of any highway shall first complete and submit an application for a permit in the form approved by the Public Works

Superintendent. Schedule "A" attached to this by-law shall form part of this by-law.

5.2 An application for a permit shall:

- a) be made in the name of the contractor or the individual completing the work. If the homeowner is the individual that will be completing the work, they will be named as the applicant.
- b) be submitted on such form(s) as the Public Works Superintendent may require.
- c) be submitted at least five (5) working days in advance of any proposed work or activity that requires a permit.
- d) be accompanied by the applicable non-refundable fees and charges as provided for in Township Fees and Charges By-law and any revisions thereto.
- e) state the purpose for which the permit is required.
- f) contain a description of the proposed work or activity.
- g) include a traffic management plan in accordance with Ontario Traffic Manual. Book 7 if required by the Public Works Superintendent; and
- h) include such other documentation and information as the Public Works Superintendent may require.

5.3 The Public Works Superintendent may require separate applications for any type of work or activity that the Public Works Superintendent, in their discretion, considers to be discrete.

5.4 If an applicant does not provide all the documentation required by the Public Works Superintendent within the timeframe as may be specified by the Public Works Superintendent, or if the application is sixty (60) days old and the applicant has not taken any action to provide the Public Works Superintendent with all of the required documentation in the last thirty (30) days, the applicant shall be deemed to have withdrawn the applicant's application and shall not be entitled to a refund of the applicant's application fee and the Public Works Superintendent may close the application file.

6.0 PERMIT FEES

6.1 The fees for the Road Occupancy permit, and for any inspections required under it, shall be such an amount as determined by the Township of Admaston/Bromley Fees and Charges Bylaw and shall be payable to the Township of Admaston/Bromley at the time of application. No Road Occupancy permit shall be issued, or inspection conducted until such fees have been paid and there shall be no refund of any fees for any cause.

6.2 The permit holder shall maintain or repair the work completed under the terms of the Road Occupancy permit as set out in section 9.0 General Conditions, until accepted as satisfactory by the Public Works Superintendent department and shall restore the Right of Way to Township of Admaston/Bromley satisfaction. Pursuant to Section 8.0 item i), the Permit Holder may be required to deposit a security deposit to cover the faithful performance of the terms of the Road Occupancy permit including maintenance, repair, or restoration of the works carried out by the Permit Holder. Such security shall be provided forthwith prior to the issuance of any Road Occupancy permit, as determined by the Public Works Superintendent.

7.0 ISSUANCE OF PERMIT

7.1 The Public Works Superintendent shall not issue a permit where:

- a) the application is incomplete.
- b) the permit fee(s) has not been paid.
- c) proof that the applicant has obtained the required insurance has not been provided to the Public Works Superintendent in such form as the Township may require.
- d) any required security has not been provided; and
- e) a 24-hour emergency contact telephone number has not been provided.
- f) approval for municipal consent has not been provided.

7.2 The Public Works Superintendent, in their sole discretion, may refuse to issue a permit where:

- a) the applicant or contractor have persistently violated the conditions of previously issued permits.
- b) the applicant or contractor has committed a serious violation of a condition of any previously issued permit.
- c) the applicant or contractor has otherwise committed a serious offence under this by-law.
- d) the applicant has failed to reimburse the Township for costs and expenses incurred in the administration of any previously issued permit.
- e) the applicant proposes to damage a highway which highway was constructed, reconstructed, or resurfaced within the previous three years; and/or,
- f) for such other reason as the Public Works Superintendent may deem proper which reasons shall be delivered in writing to the applicant upon request.

7.3 If an applicant who has been refused a permit in accordance with subsection 7.2 wishes to appeal such refusal, such appeal shall be to the Council of the Corporation of the Township of Admaston/Bromley, and the decision of the Council shall be final.

7.4 The issuance of a permit under this by-law does not relieve any person from the necessity of acquiring any other license or permit or complying with any other applicable laws, by-laws, regulations, and requirements of other governmental authority.

8.0 SPECIFIC CONDITIONS

8.1 The Public Works Superintendent may issue a permit subject to specific conditions that they deem advisable, including but not limited to:

- a) hours of work, occupancy and/or closure.
- b) specifying who may perform the work/activity and specifying the manner in which the work/activity shall be performed.
- c) specifying the quality of the work to be performed and the equipment and materials that may be used.
- d) the requirement of notice to affected parties.
- e) the date when the work or activity may be commenced.

- f) the requirement of field inspections by the Township or its agents, and payment by the applicant of any associated fees.
- g) the requirement of laboratory tests and engineering reports and certificates.
- h) the provision of barricades, warning devices, signage, and other measures in the interest of public health and safety; and/or,
- i) requiring the deposit of security with the Township sufficient to cover the faithful performance by the permit holder of the terms of the permit including the cost of highway repairs and the cost of any maintenance or repairs that the Public Works Superintendent may require during the warranty period, together with a reasonable contingency not to exceed 20% of the estimate cost to complete the highway repairs.

9.0 GENERAL CONDITIONS

9.1 It shall be a condition of every permit that the permit holder and its officers, Public Works Superintendents, employees, contractors, and agents shall:

- a) comply with all conditions of the permit specified thereon and the provisions of this by-law.
- b) comply with and be bound by the provisions of the Occupational Health and Safety Act. R.S.O. 1990.Chap. 0.1, as amended.
- c) comply with and be bound by the provisions of the Ministry of Transportation's Ontario Traffic Manual Book 7 (Temporary Conditions)
- d) be liable for all costs, losses and expenses incurred by the Township, which costs and expenses shall be payable by the permit holder forthwith upon demand, failing which the Township may, without limit to its legal recourse, draw upon any security and/or add any outstanding amount to the tax roll for any real property of the permit holder situated within the municipality which amount may be collected in like manner as municipal taxes;
- e) hold harmless, indemnify, and defend the Township, its elected officials' employees, and agents, from and against any action, claim, loss, damage, cost, or expense arising directly or indirectly as a result of the issuance of a permit to the permit holder.
- f) notify the County, police, emergency medical services, the fire department, any person operating a public transportation service or school bus service, and any person whose access to their own property may be affected by the closure or occupancy, of the commencement and termination of the said closure or occupancy.
- g) cause to be provided all signs barricades, traffic control devices, flag persons, and such other persons and equipment as may be required by the Township, prior to the commencement of, and for the duration of, the closure or occupancy.
- h) maintain access to all private and public properties during any highway closure and occupancy and to keep such access free and clear of all debris and other materials.
- i) ensure the highway is kept clean and safe, and sources of dust and mud shall be controlled at all times until the final reinstatement has been completed. All dust and mud that is tracked from the site shall be promptly cleaned.

- j) ensure that no road cut remains open for more than twenty-four (24) hours unless the work is actively in progress and that all work proceeds expeditiously.
- k) maintain and answer a telephone at all times (24 hours, seven days-a-week) during the period of occupancy/closure so that the permit holder may respond to an emergency and /or be notified by the Public Works Superintendent or an Officer of any necessary repairs or remedial work.
- l) keep the permit available on site for inspection during the period of occupancy and closure.
- m) in the event the permitted work or activity cannot be completed within the time set out in the permit, to notify the Public Works Superintendent of the additional required time and the reasons therefor, and shall request an extension of the permit which extension may be granted at the discretion of the Public Works Superintendent who may impose additional conditions upon the permit including the requirement to pay an additional fee(s);
- n) effect all repairs and make all improvements to the highway as may be deemed necessary by the Public Works Superintendent to reinstate the highway to Township of Admaston/Bromley Standards, O.P.S.D. and O.P.S.S. Where conflict occurs, Township of Admaston/Bromley Standards will stand to govern.
- o) effect all repairs to real and personal property adjacent to the highway that has been damaged or destroyed in the course of the highway occupancy or closure as may be necessary to restore it to its pre-occupancy/closure condition.
- p) ensure any road cuts are done in such a manner as to do the least possible damage to the highway including any utility or municipal service.
- q) request, from the appropriate utility, marking or other location information to determine the location and to provide safeguards for all utilities.
- r) acknowledge that where a highway or utility service has been damaged by a permit holder or contractor, that the Township or the utility company shall, as the case may be, have the sole right to determine who, at the expense of the permit holder, may carry out any necessary repairs.
- s) maintain and guarantee the performance of the highway repairs during the warranty period to the satisfaction of the Public Works Superintendent and shall affect, at the applicant's sole cost and expense, any maintenance and/or remedial work to the highway repairs as may be required by the Public Works Superintendent to the satisfaction of the Public Works Superintendent.
- t) acknowledge that the Public Works Superintendent may give notice to the permit holder, before or after the date of reinstatement specifying the maintenance or remedial work that the Public Works Superintendent requires to be performed.
- u) acknowledge that if the permit holder, having received notice from the Public Works Superintendent, has not done the work required by the Public Works Superintendent within such time as may be specified by the Public Works Superintendent, the Public Works Superintendent may arrange for the work to be done by the Township or a third party, all at the permit holder's expense; and
- v) acknowledge that upon the date of final acceptance the Township shall assume responsibility for maintaining the highway repairs, any further

maintenance or repair work and release the security or the remaining balance thereof to the permit holder.

- w) A permit is the property of the Township and is not transferable unless authorized by the Public Works Superintendent and any applicable fee(s) has been paid.
- x) A permit shall become void if the work or activity authorized by the permit is not commenced within sixty (60) calendar days of the date that the permit issued and a new permit shall be required if the work or activity is to proceed.

10.0 COMPLIANCE

10.1 In addition to any other enforcement proceedings against the permit holder as permitted by law, the Public Works Superintendent may revoke a permit at any time:

- a) for a violation of any condition of the permit or of any provision of this by-law.
- b) for a violation of any provision of any other law relating to the permitted work or activity.
- c) for the existence of any condition or the doing of any act: constituting a threat to public health and safety; is a nuisance; or endangers life or property.
- d) where the permit has been issued on mistaken, false, or misleading information; and/or,
- e) where the permitted work or activity is not carried out in a diligent and workman like manner.

10.2 Where a permit has been revoked, the permit holder shall immediately cease all activities for which the permit was issued and, if applicable, immediately restore the highway and any services to the satisfaction of the Public Works Superintendent. Such restoration shall be carried out at the permit holder's sole cost and expense, and if the permit holder should fail to carry out such restoration, the highway may be restored by the Township, and the entire cost of so doing shall be paid by the permit holder forthwith upon demand.

10.3 The permit holder of a revoked permit shall immediately cease or ensure the immediate cessation of all the activities for which a permit has been issued upon revocation of the permit under subsection 10.2.

11.0 MAJOR WORK

11.1 Where work is of a major nature or duration and will cause general inconvenience to any resident(s) and/or business(es) located beside or near the highway where the work will occur, every permit holder shall, at least ten (10) working days prior to commencing the work, notify every resident and business located beside or near the highway where the work will occur of the plan for:

- a) description and rationale for the work.
- b) the approximate start dates.
- c) the duration of the work.
- d) access restrictions and service interruptions; and
- e) contact information for the permit holder.

12.0 EMERGENCY WORK

12.1 In the case of an emergency, a road activity may be carried out without regard to the prior notification provisions and application timelines of this by-law, all

other requirements still apply.

12.2 Where an emergency road activity has been undertaken, the person or contractor undertaking the road activity shall, on the same day work is commenced, or if the Township offices are closed, no later than the start of the next working day, notify by telephone the Public Works Superintendent:

- a) the name of the person or contractor undertaking the road activity.
- b) the nature of the work.
- c) the location of the road activity.
- d) the estimated duration of the work.
- e) the reason for proceeding without obtaining a permit and without providing required notice; and
- f) retroactively comply with all requirements of this by-law including obtaining a permit.

12.3 The Public Works Superintendent may require any or all information to confirm the validity of an emergency. Should insufficient proof of an emergency be submitted the applicant may be notified in writing that they are subject to the same restrictions and penalties as performing an activity without a permit.

13.0 EMERGENCY SITUATIONS

13.1 If the Public Works Superintendent or an Officer is of the opinion that any work or activity taken, or purportedly taken pursuant to a permit has created an emergency situation, the Public Works Superintendent or an Officer may protect the area and take the necessary actions to make immediate repairs or take any other steps deemed necessary to protect persons and property.

13.2 Any work done by the Township pursuant to subsection 9.1 shall be at the expense of the permit holder and the costs of the Township shall be paid by the permit holder forthwith.

14.0 HIGHWAY OBSTRUCTION

14.1 If the Public Works Superintendent or an Officer determines that an obstruction of a highway exists, the Public Works Superintendent or an Officer may issue a notice of obstruction requiring the owner, occupant and/or contractor of the property from which the obstruction comes from, relates to, or was created for, to discontinue causing the obstruction and to remove the obstruction and repair, as necessary, at the expense of the owner, occupant and/or contractor so that the highway is brought back to its former condition prior to the obstruction.

14.2. Where the notice of obstruction described in subsection 10.1 is not complied with within the time period stipulated therein, the Township may remove the obstruction and repair, as necessary, the highway and all the costs incurred by the Township in undertaking this work shall be expenses owed to the Township by the owner, occupant and/or contractor of property from which the obstruction comes from, relates to, or was created for.

15.0 SNOW REMOVAL AND DE-ICING

15.1 Where the Permit holder's work impedes snow removal and de-icing by the Township on areas where vehicular and pedestrian traffic are being maintained, as reasonably determined at the sole discretion of the Public Works Superintendent, the Permit Holder shall be responsible for providing ice and snow removal services within the limits of the work site. Such areas shall be cleared of ice and snow to the satisfaction of the Township.

16.0 TRENCHLESS INSTALLATIONS

16.1 Where work being undertaken uses trenchless installation methods, preservation

and protection of existing facilities shall be according to OPSS 491.

16.2 Minimum horizontal and vertical clearances to existing facilities as specified in OPSS shall be maintained. Clearances shall be measured from the nearest edge of the largest back reamer required to the nearest edge of the facility being paralleled or crossed.

16.3 Existing underground facilities shall be exposed to verify its horizontal and vertical locations when the bore path comes within 1.0m horizontally or vertically of the existing facility. Existing facilities shall be exposed by non-destructive methods. The number of pilot holes required to monitor work progress and the proposed location of such pilot holes must be clearly depicted in the application drawing. All pilot holes and any other damage to the street infrastructure shall be restored as per the requirements of this By-law.

17.0 TRANSIT

17.1 The Permit Holder shall coordinate with the issuer of Permits all staging with any school board known to the Permit Holder that may have a bus stop or travel, within the work area. Special attention shall be given to loading and unloading areas for school buses and disabled persons.

17.2 The permit holder shall maintain access to all existing bus stops within the work area. Where it is not practical to maintain access, the Permit Holder will be responsible for relocation and reinstatement of the bus stops, under the direction of the Engineering Department.

18.0 DISPOSING OF MATERIAL AND EQUIPMENT

18.1 Any landscape or construction material removed by the Township from a highway under this by-law may be directly deposited onto the property from which the obstruction comes from, relates to, or was created for, or the material may be treated as refuse by the Township or become property of the Township which can be disposed of in any manner or used for any Township purpose.

18.2 Any landscape or construction material, equipment, container, trailer, or other article removed by the Township may, at the discretion of the Public Works Superintendent or the Officer, be deposited at the property from which the obstruction comes from, relates to, or was created for, or be stored at a Township facility for sixty (60) days at the owner's expense.

18.3 Any item in subsection 18.2 shall only be released to the owner or permit holder after the owner or permit holder has paid the Township any applicable expense for the removal and storage of the item.

18.4 Any item in subsection 18.2 that is stored at a Township facility for more than sixty (60) days and for which an owner has not been identified may be disposed of by the Township in any manner that it deems appropriate.

18.5 Any item in subsection 18.2 that is stored at a Township facility for more than sixty (60) days and for which the owner, having been notified, has failed to pay the applicable expenses, and claim the item, the Township may be disposed of the item pursuant to the provisions of the *Repair Storage and Liens Act, R.S.O. 1990, c.R.25, as amended*.

19.0 INSURANCE

19.1 The Permit holder, unless exempt from subsection 27.2 shall provide and maintain insurance until the date of final acceptance: Comprehensive/Commercial General Liability insurance acceptable to the Township and subject to limits of not less than five million dollars (\$5,000,000.00) inclusive per occurrence. The policy shall include

an extension for a standard provincial and territorial form of non-owned automobile liability policy. This policy shall include but not limited to:

- a) Name the Owner as an additional insured
- b) Cross-liability and severability of interest
- c) Blanket Contractual
- d) Products and Completed Operations
- e) Premises and Operations Liability
- f) Personal Injury Liability
- g) Contingent Employers Liability
- h) Owners and Contractors Protective
- i) Broad Form Property Damage
- j) 30 days' notice of cancellation
- k) Attached Machinery

19.2 If the applicant applying for the road occupancy permit is the home / landowner and no contractor or third party is performing the work on their behalf, no Commercial / Comprehensive General Liability insurance will be required. Homeowner's liability insurance will be required that is satisfactory to The Township of Admaston/Bromley and underwritten by an insurer licensed to conduct business in the Province of Ontario. The policy shall provide coverage for Bodily Injury, Property Damage, and Personal Injury and shall have a limit of liability of not less than \$5,000,000, and must be provided to the Township.

20.0 INDEMNIFICATION

20.1 The applicant shall defend, indemnify and save harmless The Township of Admaston/Bromley, its elected officials, officers, employees and agents from and against any and all claims of any nature, actions, causes of action, losses, expenses, fines, costs (including legal costs), interest or damages of every nature and kind whatsoever, including but not limited to bodily injury, sickness, disease or death or to damage to or destruction of tangible property including loss of revenue or incurred expense resulting from disruption of service, arising out of or allegedly attributable to the negligence, acts, errors, omissions, misfeasance, nonfeasance, fraud or willful misconduct of the Applicant, its Public Works Superintendents, officers, employees, agents, contractors and subcontractors, or any of them, in connection with or in any way related to the delivery or performance of the work being completed under the permit terms. This indemnity shall be in addition to and not in lieu of any insurance to be provided by the Applicant in accordance with this By-Law and shall survive this By-Law.

20.2 The Applicant agrees to defend, indemnify, and save harmless The Corporation of The Township of Admaston/Bromley from and against any and all claims of any nature, actions, causes of action, losses, expenses, fines, costs (including legal costs), interest or damages of every nature and kind whatsoever arising out of or related to the Applicants' status with WSIB. This indemnity shall be in addition to and not in lieu of any proof of WSIB status and compliance to be provided by the Applicant in accordance with this By-Law and shall survive this By-Law.

21.0 ORDERS AND REMEDIAL ACTION

21.1 If a person contravenes any of the provisions of this by-law, the Public Works Superintendent or an Officer may issue an order to the person or to the permit holder requiring them to discontinue the contravening work or activity. The order shall set out the reasonable particulars of the contravention adequate to identify the contravention, the location of the property on which the contravention occurred, and the date by which there must be compliance with the order.

21.2 If a person has contravened a provision of this by-law, the Public Works Superintendent or an Officer may issue a work order to the person who contravened the by-law, or to the permit holder, requiring them to do work to correct the contravention. The order shall set out the reasonable particulars of the contravention adequate to identify the contravention, the location of the property on

which the contravention occurred, and the date by which there must be compliance with the order. The order may also provide that if the person or permit holder fails to correct the contravention, the Township may do the work to correct the contravention at the expense of the person or the permit holder.

21.3 If the Public Works Superintendent or an Officer has issued an order directing or requiring that a person or permit holder do a matter or thing to correct a contravention of this by-law, and the person or permit holder fails to correct the contravention, the Township may do all work necessary to correct the contravention, and the Township may recover the cost of the doing of the matter or thing from the person directed or required to do it by action or by adding the costs to the tax roll of property owned by the person or permit holder located in the municipality and collecting them in the same manner as property taxes.

21.4 The Public Works Superintendent or an Officer may, at their own discretion, issue a stop work order. Stop work orders are issued where the Public Works Superintendent or an Officer finds an activity occurring that is not in accordance with the conditions of a permit or where an activity is taking place without a permit. A stop work order shall be lifted once the Public Works Superintendent determines and is satisfied that all contraventions of this by-law have been rectified.

21.5 An order may be given verbally or served by:

- a) delivering it personally to the permit holder and/or the person in contravention of the by-law.
- b) sending it by registered mail to the last known address of the permit holder and/or the person in contravention of the by-law, which service shall be deemed effective five (5) days after mailing, which deemed service may be rebutted by the person proving on the balance of probabilities that they did not receive the order; and/or
- c) posting it at the site where the contravention has occurred.

22.0 SERVICE FEES

22.1 The municipal service fees for the administration and enforcement of this bylaw shall be in accordance with the fees established in Schedule "C" and any revisions thereto.

22.2 Service fees for the administration and enforcement of this by-law may be applied when an Officer has confirmed a contravention.

23.0 RECOVERY OF COSTS

23.1 Where the Township, its employees or authorized agents have performed the work required for compliance with this by-law, all expenses incurred by the Township in doing the work as well as any related fees, shall be deemed to be a debt to the Township and may be collected by action or the costs may be added to the tax roll for the property and collected in the same manner as taxes.

24.0 POWER OF ENTRY

24.1 The Township may enter on a property at any reasonable time for the purpose of carrying out an inspection to determine whether or not the following are being complied with:

- a) the provisions of this by-law.
- b) an order issued under this by-law; or
- c) an order made under section 431 of the *Municipal Act, 2001*.

24.2 Where an inspection is conducted by the Township, the person conducting the inspection may:

- a) require the production for inspection of documents or things relevant to the inspection.
- b) inspect and remove documents or things relevant to the inspection for the purpose of making copies and extracts.
- c) require information from any person concerning a matter related to the inspection including their name, address, phone number and identification; and,
- d) alone or in conjunction with a person possessing special or expert knowledge, make examinations or take tests, samples, or photographs necessary for the purposes of the inspection.

24.3 The Township may undertake an inspection pursuant to an order issued under section 438 of the *Municipal Act, 2001*.

24.4 The Township's power of entry may be exercised by an employee, officer, or agent of the Township or by any member of the Ontario Provincial Police, as well by any person acting under their direction.

25.0 ENFORCEMENT

25.1 A Municipal Law Enforcement Officer, Provincial Offences Officer, Police Officer, Public Works Superintendent, or other duly contracted individual shall enforce the provisions of this by-law.

25.2 No person shall hinder or obstruct, or attempt to hinder or obstruct, any person who is exercising a power or performing a duty under this by-law.

25.3 No person shall fail to comply with a Notice, or an Order issued pursuant to this by-law.

25.4 An Officer who has reasonable grounds to believe that a person has contravened any provision of this by-law may require that person to provide identification.

25.5 Every person who is required by an Officer to provide identification under Section 25 shall identify themselves to the Officer. Giving their correct name, date of birth and address shall constitute as being sufficient identification. Failure to do so shall constitute obstruction of the officer as per section 25.2 of this by-law.

26.0 PENALTIES

26.1 Every person who contravenes any provision of this by-law is guilty of an offence and liable on conviction to a penalty not exceeding \$5,000, exclusive of costs and the provisions of the *Provincial Offences Act*, R.S.O 1990, c P.33, as amended shall apply to said fine.

26.2 Every person who contravenes the provisions of any section of this by-law and every Public Works Superintendent or Officer of a Corporation, who knowingly concurs in the contravention by the Corporation, is guilty of an offence under the provisions of the *Municipal Act, 2001*, S.O. 2001, c. 25 as amended.

26.3 Every person who contravenes the provisions of any section of this by-law and every Public Works Superintendent or Officer of a Corporation, who knowingly concurs in the contraventions by the Corporation, is guilty of an offence and liable on conviction to a penalty where the minimum fine shall not exceed \$500 and a maximum fine shall not exceed \$100,000 exclusive of costs under the provisions of the *Municipal Act, 2001*, S.O. 2001, c. 25 as amended.

26.4 For the purpose of continuous offences, every person who contravenes any provision of this by-law and every Public Works Superintendent or Officer of a Corporation who knowingly concurs in the contravention of a by-law of the

Corporation is guilty of an offence and liable on conviction to a penalty not exceeding \$10,000, exclusive of costs under the provisions of the *Municipal Act, 2001*, S.O. 2001, c. 25 as amended.

26.5 Notwithstanding the provisions of the *Municipal Act, 2001*, S.O. 2001, c. 25, as amended the total of all daily fines for the offence is not limited to \$100,000.

26.6 For the purpose of multiple offences, every person who contravenes any provision of this by-law and every Public Works Superintendent or Officer of a Corporation who knowingly concurs in the contravention of a by-law of the Corporation is guilty of an offence and liable on conviction to a penalty not exceeding \$10,000, exclusive of costs under the provisions of the *Municipal Act, 2001*, S.O. 2001, c. 25, as amended.

26.7 In addition to any other remedy or penalty provided by law, the court in which the conviction has been entered, or any other court of competent jurisdiction may make an order:

- a) prohibiting the continuation or repetition of the offence by any person; and/or,
- b) require the person to pay a special fine, in addition to a regular fine, which fine shall eliminate any economic gain or advantage derived by the person as a result of contravening this by-law.

27.0 EXEMPTIONS

27.1 The Public Works Superintendent may grant an exemption to any person from any provision of this by-law and impose conditions for such exemption as may be considered reasonable and necessary, provided such exemption does not interfere with the general integrity of this by-law.

27.2 A utility company is not required to obtain a permit to undertake the following types of work:

- a) overhead line maintenance, line installation on existing poles where no new poles are required.
- b) raising or lowering utility service boxes.
- c) work on shut-off valves except for repair work on valves within the travelled portion of the roadway or within a sidewalk.
- d) initial work conducted in new subdivisions to installation of sidewalk, curb, and gutter and asphaltic concrete pavement; and,
- e) work in manholes, valve chambers, and transformer vaults.
- f) pulling of cables in existing conduit or

27.3 Notwithstanding subsection 4.4 and 7.4, every person, contractor, and utility company shall comply with the requirements of the Ministry of Transportation's Traffic Control Manual for roadway work operations as amended or replaced from time to time as well as any other applicable law(s) and/or regulation(s).

28.0 VALIDITY AND INTERPRETATION

28.1 Schedule 'B' attached to this by-law shall form part of this by-law.

28.2 Words importing the singular number shall include the plural, and words importing the masculine gender shall include the feminine, and the converse of

the foregoing also applies, unless the context of the by-law requires otherwise.

28.3 Definitions of words and phrases used in this by-law that are not included in the list of definitions in this by-law shall have the meaning that are commonly assigned to them in the context in which they are used, taking into account the specialized terms by the various trades and professions to which the terminology applies.

29.0 SEVERABILITY

29.1 If a court of competent jurisdiction declares any provisions of this by-law to be invalid or to be no force and effect, it is the intention of Council in enacting this by-law that the remainder of the by-law shall continue in force and be applied and enforced in accordance with its terms to the fullest extent possible according to law.

30.0 REPEAL

30.1 By-law No. 2637 and 88-44 are hereby repealed.

31.0 SCOPE AND AUTHORITY

31.1 Where a matter is subject to provincial regulation, any provision of this by-law is without effect to the extent that it prohibits or regulates the matter in substantially the same way as or in a more restrictive way that the provincial regulation.

32.0 FORCE AND EFFECT

32.1 This By-law shall come into full force and effect on the date of final passage hereof at which time all By-laws and/or resolutions that are inconsistent with the provisions of this By-law and the same are hereby repealed or rescinded insofar as it is necessary to give effect to the provisions of this By-law.

THAT this By-law repeals all previous By-laws and/or Motions of Council pertaining to same.

READ a first and second time this xx day of July 2022.

READ a third time and finally passed this xx day of July 2022.

MAYOR

CAO/CLERK

SCHEDULE 'A'

Township of Admaston/Bromley
477 Stone Road
Renfrew, ON K7V 3Z5
613-432-2885
roads@admastonbromley.com

ROAD OCCUPANCY APPLICATION/PERMIT

Planned Work

Emergency Work

Name and Address of Applicant:

Applicant's Name

PO Box and/or Street Address

City/Province/Postal Code

Phone Number

Location of Proposed Work:

Estimated Start Date:

Estimated Completion Date:

Description of Work being Performed

A sketch of the work zone must be completed including Traffic Plan on the attached Sketch Form" and accompany this application

By executing this application, the applicant agrees to all applicable terms and conditions stated in Corporate Policy **XXXXXX** Road Occupancy Policy, as attached.

Applicants Signature

Date

Township's Approval Signature

Date

SCHEDULE 'B'

GENERAL RESTORATION AND REINSTATEMENT STANDARDS

A. Disposal of Excavated Material

All excavated material from street cuts within the limits of the existing roadway shall be loaded directly on to trucks and removed and disposed of by the Permit Holder outside the limits of the road allowance. On no account shall the excavated material from these locations be piled on the adjacent roadway for disposal at a later time. Upon completion of the backfill and restoration, the roadway shall be cleaned up to the satisfaction of the Township.

B. Backfill

Trench backfills to be (OPSS 401 as applicable) to be select native material or imported select subgrade to OPSS 1010. Backfill to be placed in maximum 200mm thick lifts and compacted to 95% material's Standard Proctor Maximum Dry Density (SPMDD). The Township also reserves the right to specify unshrinkable fill.

C. Sidewalks

C.1 Concrete Sidewalks

Concrete sidewalk to be 125mm thick except for 150mm thick at residential driveways and adjacent curbs, and 200mm thick at commercial and industrial driveways. Subbase to consist of a minimum of 150mm Granular "A" or as per OPSD 310.010, 310.030, and OPSS 351.

C.2 Asphalt Sidewalks

Asphalt sidewalks or pathways shall be reinstated to the proper grade with hot mix HL3 asphalt, which shall have a minimum thickness of fifty (50) millimeters.

D. Curbs

Concrete curbs shall be restored to the lines, depths, thicknesses, and grades of existing curbs. Concrete shall conform to OPSD 600.040 or OPSD 600.070 and OPSS 353.

E. Asphalt and Surface Treated Roadways

Final Reinstatement of asphalt and surface treated roadways shall meet the following requirements:

- a) final reinstatement shall be undertaken immediately after backfilling, and unless otherwise specified by the Public Works Superintendent, resurfacing shall be in accordance with the Township of Admaston/Bromley Standards.
- b) the asphalt shall be laid in accordance with all applicable Township of Admaston/Bromley Standards and OPSS standards.
- c) the road cut shall be reinstated to the same level as the adjacent surface and the riding surface shall be to the satisfaction of the Township.
- d) the Public Works Superintendent may allow the permit holder to resurface at a later date, due to supply of materials, weather conditions, or any other condition beyond the control of the permit holder.

F. Concrete Surface

Final reinstatement of roadways with a concrete surface shall meet the following requirements:

Final reinstatement shall be undertaken immediately after backfilling by resurfacing with Portland cement concrete with nominal minimal strength in conformity with OPSS standards or as specified by the Public Works Superintendent.

The road cut shall be reinstated to the same level as the adjacent surface and the riding surface shall be to the satisfaction of the Public Works Superintendent

The Public Works Superintendent may allow the permit holder to resurface at a later date, due to supply of materials, weather conditions, or any other condition beyond the control of the permit holder.

G. Grassed Surface

Grassed Surfaces shall be reinstated as follows:

Reinstatement of grass areas shall be in accordance with Township of Admaston/Bromley Standards. If conditions warrant, the Township may allow the areas to be seeded.

The permit holder shall maintain and water the seeded or sodded area until the grass is properly established.

H. Excavated Material and Road Cut Methods

Where a road cut is made in any concrete surface, the permit holder shall break out and remove all concrete:

- a) to the nearest expansion joint, or contraction joint, using a concrete saw, if necessary, to provide on all sides of the road cut, a clean vertical surface; or,
- b) as specified by the Public Works Superintendent

Where a road cut is made in asphalt pavement the asphalt shall be cut with a mechanical cut device to produce:

- a) a rectangular opening with edges which are vertically straight; and
- b) a cut which is large enough to accommodate the proposed work without undermining the adjacent asphalt pavement.

Where boring, directional drilling, jacking, or tunneling is used for any sub surface road cut:

- a) The Public Works Superintendent shall approve the method; and
- b) if a cave-in, settlement, or heaving results there from, the surface in the affected area shall be removed and reinstated by the permit holder in accordance with this by-law to the satisfaction of the Public Works Superintendent.

THE CORPORATION OF THE TOWNSHIP OF ADMASTON/BROMLEY

BY-LAW 2022-52

Being a By-Law authorizing the Township of Admaston/Bromley to enter into an Agreement for Golf Course Road Rehabilitation with the Township of Horton and Thomas Cavanaugh Construction Limited

WHEREAS the said Municipalities are adjoining Municipalities and are desirous of entering into an Agreement under the provisions of the Municipal Act, 2001, S.O. 2001, c 25, S20(1) dealing with rehabilitation of Golf Course Road between the Municipalities;

AND WHEREAS the Council deems it expedient to enter into such an agreement for the rehabilitation of Golf Course Road with the Township of Horton and Thomas Cavanaugh Construction Limited.

NOW THEREFORE the Council of the Corporation of the Township of Admaston/Bromley hereby ENACTS AS FOLLOWS:

1. **THAT** The Corporation of the Township of Admaston/Bromley enters into an Agreement with the Township of Horton and Thomas Cavanaugh Construction Limited, of which the agreement is attached and marked as Schedule "A" to this By-law.
2. **THAT** the Mayor and CAO/Clerk be authorized to execute the said Agreement together with all documents relating thereto, and further, to make such other motions as may be necessary to complete this matter.
3. **THAT** the CAO/Clerk is hereby authorized to make such administrative amendments as necessary to carry out this by-law.
4. **THAT** this By-Law shall come into force and take effect immediately upon the passage thereof.

READ a first and second time this 21st day of July, 2022.

READ a third time and finally passed this 21st day of July, 2022.

Mayor

CAO/Clerk



Golf Course Road Rehabilitation Form of Agreement



This Agreement made on this _____ day of _____, 2022

Between The Corporation of the Township of Horton

and

The Corporation of the Township
of Admaston/Bromley
(Hereinafter called the 'Townships')

party of the first part

And Thomas Cavanagh Construction Limited

(Hereinafter called the 'Contractor')

party of the second part

For The rehabilitation of the Boundary road known as Golf Course Road from Highway 60 to the entrance of the proposed aggregate pit owned by Thomas Cavanagh Construction Limited located at Lots 23-25, Con 1 in the Township of Horton per plan 49R19014 to facilitate a non-seasonally load restricted roadway.

(Hereinafter called the 'Work')



Golf Course Road Rehabilitation Form of Agreement



- 4) Incidentals and deliverables shall include but not be limited to:
 - a) A Preliminary Schedule of Work
 - b) Sub Contractor List
 - c) Traffic Control Plan (Must be pre-approved before work commencement)
 - d) Dust Suppression Plan
 - e) Itemized Schedule of Pricing List
 - f) Soil analysis and design mixture specifications for QA testing as applicable (14 days before application)
 - g) A Certified Cheque for Ten percent (10%) of the estimated upset total for the Work in the Township of Horton's name. (10% of \$325,477.98)
 - h) Proof of WSIB.
 - i) Proof of Five Million dollars (\$5,000,000.00) liability insurance in the name of the Contractor and the Townships.

- 5) At the discretion of the Township of Horton's Public Works Manager a geotechnical consultant may be requested to perform Quality Assurance (QA) including sampling, testing and reporting with the costs being borne by the Contractor.

- 6) All quality assurance testing must be completed in a CCIL certified laboratory for Marshall and Superpave Mix Compliance (Type B), Aggregate Quality Control (Type C), Aggregate Physical Property (Type D). Sampling or testing must be conducted by a technician certified to perform sampling or testing.

- 7) The Townships undertakes and agrees to pay the Contractor in Canadian Funds the sum of One Hundred and Twenty-Six Thousand and Six Hundred and Twenty-Seven Dollars and Eighty Cents (\$ 126 627.80) including HST for the performance of the Work in accordance with By-Law 2022-09 subject to satisfactory performance of the Work to the satisfaction of the Townships.

- 8) The Townships shall only pay the Contractor for applicable aggregate and High-Class Bituminous materials for the Work to the upset limit specified in By-Law 2022-09 upon receipt of satisfactory documentation for all materials invoiced. The Townships reserve the right to have a staff member onsite to collect weigh tickets to ensure all materials invoiced accurately represent the materials supplied for the Work.

- 9) The Contractor shall supply the Townships an itemized schedule of pricing list for all materials to be invoiced to the Townships prior to any Work commencing, The pricing shall be adhered to with no adjustments for the duration of the Work. Materials that are not specified on the schedule of pricing shall not be paid for by the Townships and shall be the responsibility of the Contractor. The schedule of pricing must be approved in writing by the Township of Horton's Public Works Manager prior to any Work commencing.



Golf Course Road Rehabilitation Form of Agreement



- 10) The Contractor and the Townships for themselves, their successors, administrators and permitted assigns undertake and agree to the full performance of their respective obligations under the Contract.

- 11) The Work may not be assigned or sub-Contracted by the Contractor to an alternate party without the express written consent of the Township of Horton's Public Works Manager.

- 12) If either party desires to give notice to the other party under, or in connection with, this agreement, such notice will be effectively given upon actual service or three (3) days after being sent by Registered Mail to:

a) The Townships at The Township of Horton

2253 Johnston Road
Renfrew, Ontario
K7V 3Z8

Attn : Adam Knapp, Public Works Manager

b) The Contractor at



Golf Course Road Rehabilitation Form of Agreement



IN WITNESS WHEREOF the parties hereto have hereunto set their hands and seals the day and year first above written or cause their corporate seals to be affixed, attested by the signature of their proper officers, as the case may be.

Contractor:

Contractor Firm Name

Corporate Seal or Signature of Witness

Signature of Authorized Signing Officer

Township of Horton:

Mayor

Corporate Seal

CAO/Clerk

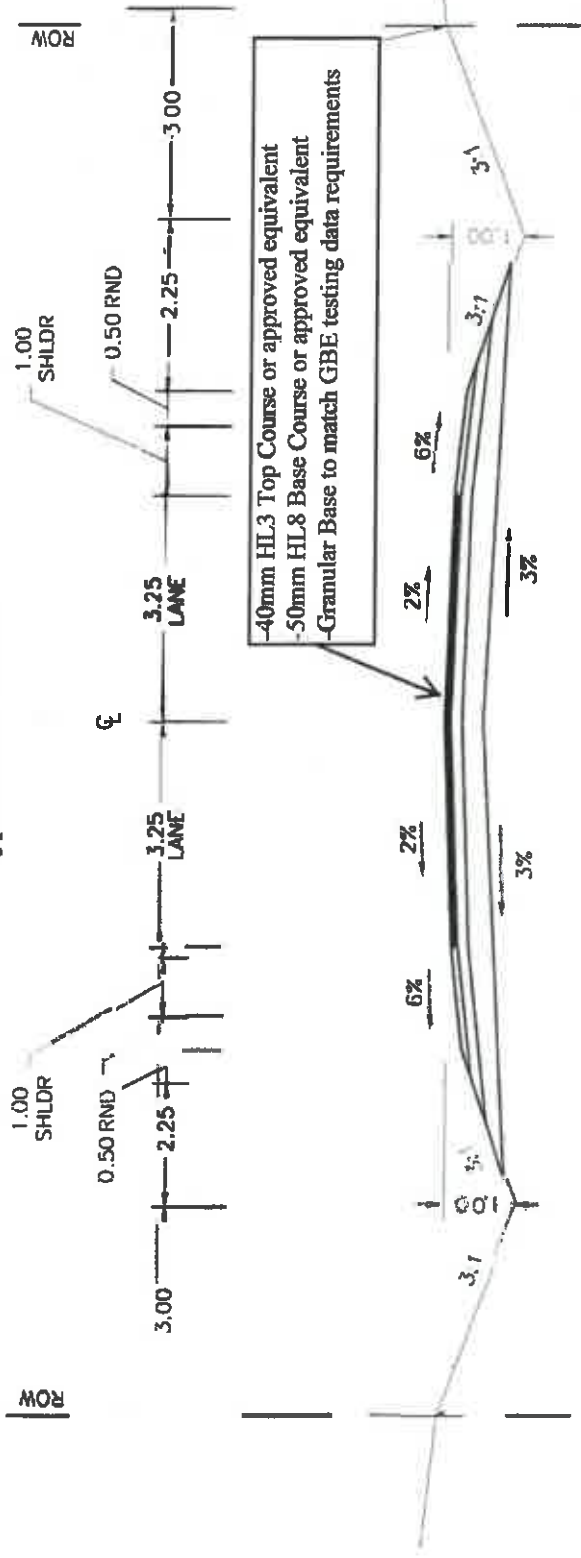
Township of Admaston Bromley:

Mayor

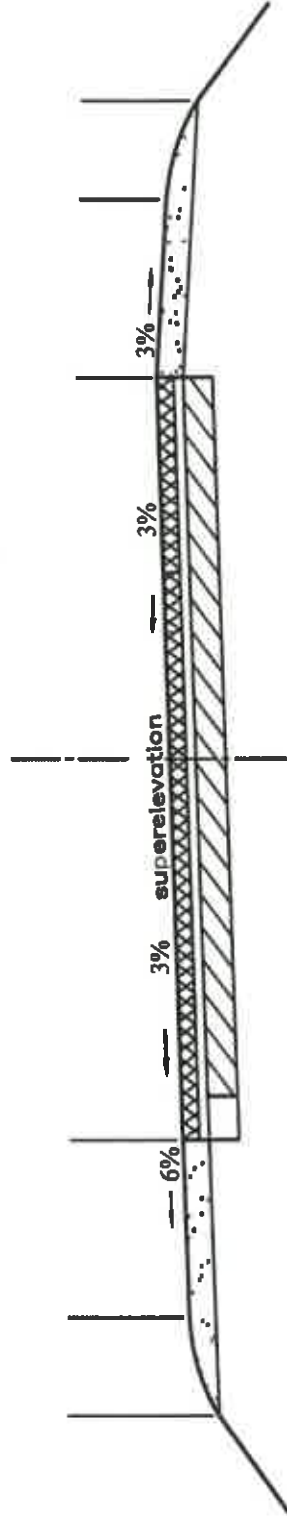
Corporate Seal

CAO/Clerk

Golf Course Road Rehabilitation Typical Road Profile



Superelevated Road Profile



The Township of Horton





Year Round Hauling Road



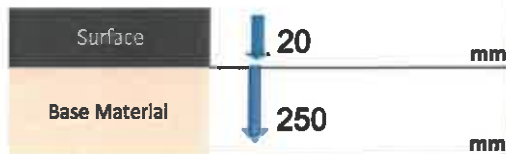
Horton Township Granular Base Test Pit Form

Road Name : Golf Course Road

Date : Oct 21 2021

From : Highway 60

To: Cavanagh Pit Entrance

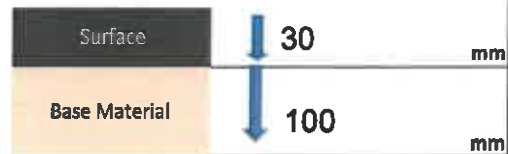


Location of Pit : 0+200
From stop bar at highway 60

Desired Structural Thickness	730
GBE Thickness	162
Total Material Required	568
Granular	478
Asphalt	90

From : Highway 60

To: Cavanagh Pit Entrance

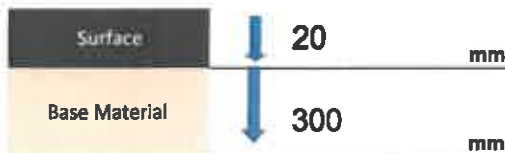


Location of Pit : 0+250
From stop bar at highway 60

Desired Structural Thickness	730
GBE Thickness	78
Total Material Required	652
Granular	562
Asphalt	90

From : Highway 60

To: Cavanagh Pit Entrance

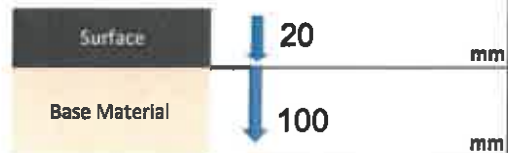


Location of Pit : 0+300
From stop bar at highway 60

Desired Structural Thickness	730
GBE Thickness	192
Total Material Required	538
Granular	448
Asphalt	90

From : Highway 60

To: Cavanagh Pit Entrance



Location of Pit : 0+320
From stop bar at highway 60

Desired Structural Thickness	730
GBE Thickness	72
Total Material Required	658
Granular	568
Asphalt	90

Granular Base Ratio of 0.6 for base and DST surface
Asphalt 40mm HL3
+ 50 mm HL8
Total 90 mm HCB

Year Round Hauling Road



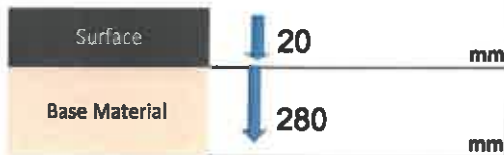
Horton Township Granular Base Test Pit Form

Road Name : Golf Course Road

Date : Oct 21 2021

From : Highway 60

To: Cavanagh Pit Entrance



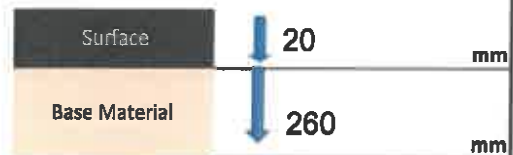
Location of Pit : 0+520

From stop bar at highway 60

Desired Structural Thickness	730
GBE Thickness	264
Total Material Required	466
Granular	376
Asphalt	90

From : Highway 60

To: Cavanagh Pit Entrance



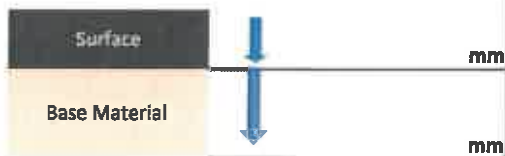
Location of Pit : 0+590

From stop bar at highway 60

Desired Structural Thickness	730
GBE Thickness	480
Total Material Required	250
Granular	160
Asphalt	90

From :

To:

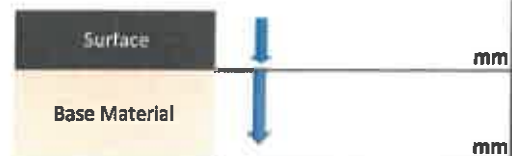


Location of Pit :

Desired Structural Thickness	
GBE Thickness	
Total Material Required	
Granular	
Asphalt	

From :

To:



Location of Pit :

Desired Structural Thickness	
GBE Thickness	
Total Material Required	
Granular	
Asphalt	

Granular Base Ratio of 0.6 for base and DST surface
Asphalt 40mm HL3
+ 50 mm HL8
Total 90 mm HCB

Year Round Hauling Road



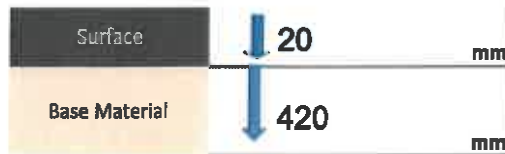
Horton Township Granular Base Test Pit Form

Road Name : Golf Course Road

Date : Oct 21 2021

From : Highway 60

To: Cavanagh Pit Entrance



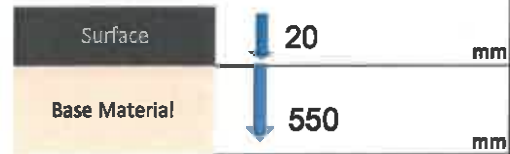
Location of Pit : 0+40

From stop bar at highway 60

Desired Structural Thickness	730
GBE Thickness	582
Total Material Required	148
Granular	58
Asphalt	90

From : Highway 60

To: Cavanagh Pit Entrance



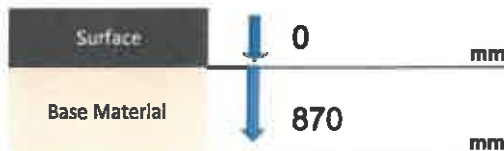
Location of Pit : 0+60

From stop bar at highway 60

Desired Structural Thickness	730
GBE Thickness	342
Total Material Required	388
Granular	298
Asphalt	90

From : Highway 60

To: Cavanagh Pit Entrance



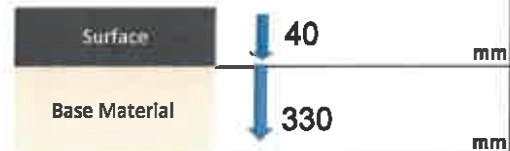
Location of Pit : 0+100

From stop bar at highway 60

Desired Structural Thickness	730
GBE Thickness	522
Total Material Required	208
Granular	118
Asphalt	90

From : Highway 60

To: Cavanagh Pit Entrance



Location of Pit : 0+160

From stop bar at highway 60

Desired Structural Thickness	730
GBE Thickness	222
Total Material Required	508
Granular	418
Asphalt	90

Granular Base Ratio of 0.6 for base and DST surface
Asphalt 40mm HL3
+ 50 mm HL8
Total 90 mm HCB

Year Round Hauling Road



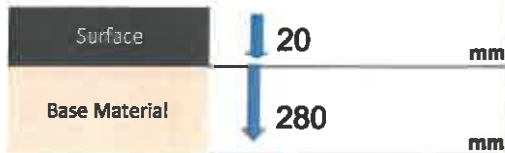
Horton Township Granular Base Test Pit Form

Road Name : Golf Course Road

Date : Oct 21 2021

From : Highway 60

To: Cavanagh Pit Entrance

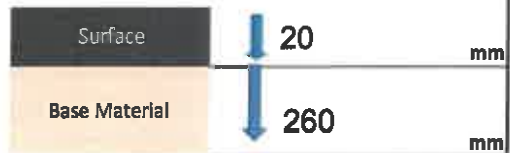


Location of Pit : 0+350
From stop bar at highway 60

Desired Structural Thickness	730
GBE Thickness	180
Total Material Required	550
Granular	460
Asphalt	90

From : Highway 60

To: Cavanagh Pit Entrance

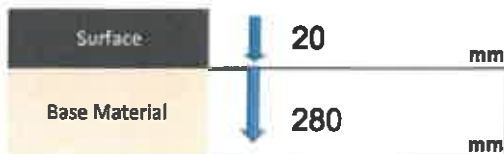


Location of Pit : 0+400
From stop bar at highway 60

Desired Structural Thickness	730
GBE Thickness	168
Total Material Required	562
Granular	472
Asphalt	90

From : Highway 60

To: Cavanagh Pit Entrance

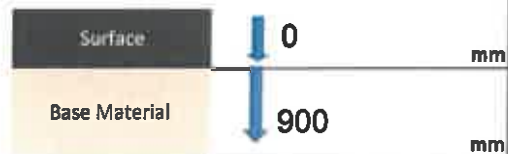


Location of Pit : 0+450
From stop bar at highway 60

Desired Structural Thickness	730
GBE Thickness	180
Total Material Required	550
Granular	460
Asphalt	90

From : Highway 60

To: Cavanagh Pit Entrance



Location of Pit : 0+500
From stop bar at highway 60

Desired Structural Thickness	730
GBE Thickness	540
Total Material Required	360
Granular	270
Asphalt	90

Granular Base Ratio of 0.6 for base and DST surface
Asphalt 40mm HL3
+ 50 mm HL8
Total 90 mm HCB

THE CORPORATION OF THE TOWNSHIP OF HORTON

BY-LAW NO. 2022-09

BEING A BY-LAW AUTHORIZING THE TOWNSHIP OF HORTON TO ENTER INTO A COST SHARING AGREEMENT FOR GOLF COURSE ROAD RECONSTRUCTION WITH THE TOWNSHIP OF ADMASTON/BROMELY

WHEREAS The said Municipalities are adjoining Municipalities and are desirous of entering into an Agreement under the provisions of the Municipal Act S.O. 2001, c 25 S20(a) dealing with reconstruction of Golf Course Road between the Municipalities;

AND WHEREAS The Council of the Township of Horton deems it expedient to enter such an agreement for the reconstruction of Golf Course Road with the Township of Admaston/Bromely;

NOW THEREFORE the Council of the Corporation of the Township of Horton hereby ENACTS AS FOLLOWS:

1. THAT The Corporation of the Township of Horton enters into a Cost Sharing Agreement with the Township of Admaston/Bromley, of which the agreement is attached and marked as Schedule "A" to this By-law.
2. THAT The Mayor and CAO/Clerk be authorized to execute the said Cost Sharing Agreement together with all documents relating thereto, and further, to make such other motions as may be necessary to complete this matter.
3. THAT The CAO/Clerk is hereby authorized to make such administrative amendments as necessary to carry out this By-law.
4. THAT This By-law shall come into force and take effect immediately upon the passage thereof.

READ a first and second time this 15th day of February, 2022.

READ a third time and passed this 15th day of February, 2022.


MAYOR David M. Bennett


CAO/Clerk Hope Dillabough

THIS AGREEMENT made this 20th day of January, 2022

BETWEEN:

THE CORPORATION OF THE TOWNSHIP OF ADMASTON/BROMLEY

(Hereinafter called the "Admaston/Bromley")

-and-

THE CORPORATION OF THE TOWNSHIP OF HORTON

(Hereinafter called the "Horton")

WHEREAS Admaston/Bromley is the Municipality with control of and jurisdiction over Golf Course Road;

AND WHEREAS Admaston/Bromley originally planned to return Golf Course Road to a gravel roadway, as per the Township's 2013 Asset Management Plan, now requires an complete road structure with asphalt hardtop as per the Geometric Design Standard for Undivided Urban Roads in Ontario (the "Work");

AND WHEREAS Admaston/Bromley and Horton deem it mutually beneficial to the parties hereto that the Work be considered a single undertaking under the control of Horton;

AND WHEREAS Admaston/Bromley and Horton agree and acknowledge that the Work will be tendered by Horton and that Horton shall be responsible for the payment of all costs associated with the Work and shall be responsible for the design, administration, supervision and management of the Work;

AND WHEREAS Admaston/Bromley has the sum of SIXTY THREE THOUSAND, THREE HUNDRED AND THIRTEEN DOLLARS and NINETY CENTS (\$63,313.90) identified for the Work, and only SIXTY THREE THOUSAND, THREE HUNDRED AND THIRTEEN DOLLARS and NINETY CENTS (\$63,313.90) available to fund the Work;

AND WHEREAS Admaston/Bromley will pay to Horton, on a one-time basis, the sum, and only the sum of SIXTY THREE THOUSAND, THREE HUNDRED AND THIRTEEN DOLLARS and NINETY CENTS (\$63,313.90) in order that Horton complete the Work and Horton is prepared to complete the Work for the sum of SIXTY THREE THOUSAND, THREE HUNDRED AND THIRTEEN DOLLARS and NINETY CENTS (\$63,313.90);

AND WHEREAS Horton will transfer into an account for the WORK, on a one-time basis, the sum of SIXTY THREE THOUSAND, THREE HUNDRED AND THIRTEEN DOLLARS and NINETY CENTS (\$63,313.90) to complete the Work and provide a statement to Admaston/Bromley of the transfer, the two payments together, one from Admaston/Bromley and one from Horton, for the WORK are the sum of ONE HUNDRED AND TWENTY-SIX THOUSAND AND SIX HUNDRED AND TWENTY-SEVEN DOLLARS and EIGHTY CENTS (\$126,627.80);

AND WHEREAS should the WORK cost more than ONE HUNDRED AND TWENTY-SIX THOUSAND AND SIX HUNDRED AND TWENTY-SEVEN DOLLARS and EIGHTY CENTS (\$126,627.80), Admaston/Bromley will not contribute any further funds to the WORK;

AND WHEREAS the WORK shall be completed by the Township of Horton with no extra costs obtained from Admaston/Bromley in order to complete the road structure with asphalt hardtop as per the Geometric Design Standard for Undivided Urban Roads in Ontario.

NOW THEREFORE in consideration of the mutual agreements, covenants and promises herein contained, and other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged by the parties hereto, the parties hereto agree as follows:

1. Admaston/Bromley shall pay to Horton the sum of, and no more than the sum of SIXTY THREE THOUSAND, THREE HUNDRED AND THIRTEEN DOLLARS and NINETY CENTS (\$63,313.90) in consideration of Admaston/Bromley completing the Work.
2. The payment by Admaston/Bromley to Horton of the sum of SIXTY THREE THOUSAND, THREE HUNDRED AND THIRTEEN DOLLARS and NINETY CENTS (\$63,313.90) on account of the Work does not obligate Admaston/Bromley to make any further payments to Horton on account of the Work and, in fact, by way of this Agreement, Horton and the Admaston/Bromley agree that no further payment by Admaston/Bromley will be requested by Horton or paid by Admaston/Bromley in respect of the Work.
3. Horton shall be responsible for the tendering, design, administration, supervision and management of the Work.

4. Horton shall provide to Admaston/Bromley Drawings detailing the Work to be carried out by Horton. Horton shall carry out the Work in accordance with Drawings and to the satisfaction of Admaston/Bromley.

5. SIXTY THREE THOUSAND, THREE HUNDRED AND THIRTEEN DOLLARS and NINETY CENTS (~~\$63,313.90~~) to be paid by Admaston/Bromley to Horton shall be used by Horton only to pay costs associated with the Work.

6. Horton shall keep and maintain records, invoices and other documents evidencing the use to which the SIXTY THREE THOUSAND, THREE HUNDRED AND THIRTEEN DOLLARS and NINETY CENTS (~~\$63,313.90~~) is put by Horton.

7. Admaston/Bromley and Horton agree and acknowledge that Admaston/Bromley, by entering into this Agreement, and providing the funding described herein, is not, and is not intended to be, an agent, joint venturer or partner of Horton in respect of the Work. No representations shall be made or acts taken by Admaston/Bromley which would tend to establish or imply any apparent relationship of joint venture, partnership or agency with Horton and Admaston/Bromley shall not be bound in any manner whatsoever by any Agreements, warranties or representations made by or entered into by Horton to or with any other person or corporation nor with respect to any other action of Horton.

8. Admaston/Bromley, its officers, employees and agents shall not be liable for any direct, incidental, indirect, special or consequential damages, injury or any loss


of revenue by Horton arising out of or in any way related to this Agreement, the Work.


9. Horton shall indemnify Admaston/Bromley, its advisors, agents, appointees and employees, from and against all liability arising, and costs incurred, including legal costs, as a result of a claim or proceeding related to the Work, or this Agreement.

10. This Agreement and the rights, obligations and relations of the parties hereto shall be governed by and construed in accordance with laws of the Province of Ontario.

11. This Agreement may be executed in counterparts, each of which shall be deemed an original, but all of which together shall constitute one and the same instrument.


SIGNED, SEALED AND DELIVERED by the Corporation of the Township
Admaston/Bromley


Per: Michael Donohue, Mayor


Per: Jennifer Chartrand, CAO/Clerk

SIGNED, SEALED AND DELIVERED by The Corporation of the Township of
Horton.


Per: David Bennett, Mayor


Per: Hope Dillabough, CAO/Clerk

Township of Admaston/Bromley
477 Stone Road, R.R. #2
Renfrew, ON
K7V 3Z5

E-Mail Address – info@admastonbromley.com

613-432-2885 Stone Road Office
613-432-4052 Fax

613-432-3175 Stone Road Garage
613-646-7918 Cobden Road Garage

REPORT

Date: July 21st, 2022
To: Council
From: Jamie Doering/Steve Visinski
Re: Stone Road Transfer Station

Discussion:

As Council is aware, Staff have proceeded with a two (2) week trial period for the hauling of waste from Stone Road Transfer Station to the Osceola Landfill. This trial started on June 29th, 2022, with two (2) – forty (40) yard containers. After monitoring the waste accumulation, Staff feel comfortable that two (2) – forty (40) yard containers would be sufficient to hold the waste if this was an option provided in the RFP

Transfer Station Staff have been keeping track of the ratepayers that are using the Transfer Station. Below is the number of attendees from Sunday June 26th to Sunday July 10th, 2022.

Date	Time of Day	Number of Ratepayers
Sunday, June 26	2pm – 4pm	41
	4pm – 6pm	17
	6pm – 8pm	12
	Total:	70
Wednesday, June 29	12pm – 2pm	39
	2pm – 4pm	32
	4pm – 6pm	15
	6pm – 8pm	18
	Total:	104
Saturday, July 2	9am – 12pm	55
	12pm – 2pm	25
	2pm – 5pm	35
	Total:	115
Sunday, July 3	12pm – 2pm	72
	2pm – 4pm	38

	4pm – 6pm	33
	6pm – 8pm	16
	Total:	159
Wednesday, July 6	12pm – 3pm	44
	3pm – 6pm	31
	6pm – 8pm	19
	Total:	94
Saturday, July 9	9am – 12pm	58
	12pm – 3pm	41
	3pm – 5pm	12
	Total:	111
Sunday, July 10	12pm – 3pm	99
	3pm – 6pm	41
	6pm – 8pm	14
	Total:	154
	Grand Total:	807

Financial Implications:

None.

People Consulted:

Acting Public Works Superintendent

Recommendation for Committee:

BE IT RESOLVED THAT Council accept this report as information.

Township of Admaston/Bromley

477 Stone Road, R.R. #2

Renfrew, ON

K7V 3Z5

E-Mail Address – info@admastonbromley.com

**613-432-2885 Stone Road Office
613-432-4052 Fax**

**613-432-3175 Stone Road Garage
613-646-7918 Cobden Road Garage**

REPORT

Date: July 21, 2022
To: Council
From: Jennifer Charkavi
Re: Bonnechere Valley Recreation Agreement

On October 5, 2017, Council passed By-Law 2017-50 to approve an agreement with the Township of Bonnechere Valley for recreation services. The agreement is for four (4) years starting January 1, 2018, expiring December 31, 2021.

In 2020 the Township was contacted by Bonnechere Valley to consider an agreement renewal in the amount of \$3,000 per year, increasing at a rate of 2% per year. Council declined this and respectfully requested to continue the status quo.

Discussion:

The Township of Bonnechere Valley is once again requesting a renewal of the agreement to be \$3,000 per year, with a 2% increase each year for the next 4 years. In 2021, 14 children participated at a cost of \$2,800, \$1,400 paid by the Township and \$100 paid by the users. It is important to note that the 2020/2021 season should be consider an anomaly as it was during the height of the pandemic and users may not have wanted to participate as they had in the past.

Should Council not consider the proposed agreement, Bonnechere Valley council will decide whether to administer the program as per status quo or have Admaston/Bromley residents receive their refund at our Township office, paying the full cost of the user fee up front.

Financial Implications:

Year	Cost to Admaston/Bromley
2015/2016	\$2,100
2016/2017	\$2,300
2017/2018	\$1,900
2018/2019	\$1,800
2019/2020	\$2,100
2020/2021	\$1,300
2021/2022	\$1,400

People Consulted:

Acting Treasurer/Deputy Clerk

Recommendation for Council:

WHEREAS the Township is in an agreement with the Township of Bonnechere Valley for recreation services;

BE IT RESOLVED THAT Council provide direction to staff to notify the Township of Bonnechere Valley of the intent to maintain the current agreement through the 2022/2023 season;

AND BE IT FURTHER RESOLVED THAT Council direct staff to negotiate an agreement based on per use for the next 4 years beginning in 2023 with Bonnechere Valley Township.

The Corporation of the Township of Bonnechere Valley

49 Bonnechere Street East
P.O. Box 100
Eganville, Ontario K0J 1T0



Phone (613) 628-3101
Fax (613) 628-1336
annetteg@eganville.com

June 6, 2022

BY EMAIL

Jennifer Charkavi, CAO
Admaston/Bromley Township

Re: Recreation Agreement

In October 2020 Admaston/Bromley and Bonnechere Valley discussed the renewal of our recreation agreement and we proposed changing it from a user fee agreement to an annual contribution amount.

From 2010 to 2021 the average number of participants from Admaston/Bromley has been 20 per year. This resulted in a payment to Bonnechere Valley of \$4,000 per year. \$2,000 from the Township and \$2,000 from the residents of Admaston/Bromley using our facilities. We have a \$200 user fee for participants who do not live in our Township.

With our agreement at an end along with the 2021/2022 hockey season, we are once again proposing a new agreement from 2022 to 2027 whereby a straight donation would be received by the Township of Bonnechere Valley in the amount of \$3,000 per year and increasing at a rate of 2% each year rounded to the nearest dollar ending with 2027 being \$3,312.00.

We need to establish a new agreement before August/September when hockey registrations begin and decide if we are charging the whole \$200.00 to AB residents or letting them know that we will not be charging them anything as AB and BV have agreed to a donation of \$3,000.00 to be paid in January 2023 for the 2022/2023 season.

This would increase the cost to Admaston/Bromley while decreasing the revenue to Bonnechere Valley however it would save us administration time and save Admaston/Bromley residents their share as we have received multiple complaints regarding this charge. This agreement reflects similar agreements we have with other neighbouring Townships who participate on a donation basis instead of a user fee basis. We would still be willing to forward you a list of participants on an annual basis.

We submit this for your consideration and would appreciate an answer by August 1st before hockey registrations begin.

Thank you,

Annette Gilchrist

Annette Gilchrist, CAO
Township of Bonnechere Valley

ADMASTON BROMLEY

2021-2022

	Child	Parents	Address	Sport	Amount	
1	[REDACTED]			Hockey	100	-
2				Hockey	100	-
3				Hockey	100	-
4				Hockey	100	pd
5				Hockey	100	-
6				Hockey	100	pd.
7				Hockey	100	-
8				Hockey	100	-
9				Hockey	100	-
10				Hockey	100	-
11				Hockey	100	-
12				Hockey	100	-
13				Hockey	100	pd.
14				Hockey	100	pd.

\$ 1,400.00

Invoice revenue goes to GL#

Invoices

- keep copy for us please.
+ give rec copies of invoices

ADMASTON BROMLEY

2020-2021

*updated as of October 15, 2020

	Child	Parents	Level	Address	Sport	Amount	Paid
1			Midget		Hockey	100	
2			Bantam		Hockey	100	
3			Midget		Hockey	100	Paid
4			IP		Hockey	100	Paid
5			Novice		Hockey	100	Paid
6			Bantam		Hockey	100	
7			Novice		Hockey	100	Paid
8			IP		Hockey	100	Paid
9			Atom		Hockey	100	Paid
10			Bantam		Hockey	100	Paid
11			Atom		Hockey	100	Paid
12			IP		Hockey	100	Paid
13			Bantam		Hockey	100	Paid
						<u>\$ 1,300.00</u>	

* Invoice revenue goes to GL#

ADMASTON BROMLEY

2018-2019 SEASON

*updated as of October 21, 2019

	Child	Parents	Level	Address	Sport	Amount	
1					Hockey	100	paid
2					Hockey	100	paid
3					Hockey	100	paid
4					Hockey	100	paid
5					Hockey	100	paid
6					Hockey	100	paid
7					Hockey	100	paid
8					Hockey	100	paid
9					Hockey	100	paid
10					Hockey	100	paid
11					Hockey	100	paid
12					Hockey	100	paid
13					Hockey	100	paid
14					Hockey	100	paid
15					Hockey	100	paid
16					Hockey	100	paid
17			IP		Hockey	100	
18			Novice		Hockey	100	
						\$ 1,800.00	

* Invoice revenue goes to GL#

1-3-1175-5550

ADMASTON BROMLEY

2017-2018 SEASON

Validated	Child	Parents	Address	Sport	Invoice Twp Amount
1				Hockey	100
2				Hockey	100
3				Hockey	100
4				Hockey	100
5				Hockey	100
6				Hockey	100
7				Hockey	100
8					100
9				Hockey	100
10				Hockey	100
11				Hockey	100
12				Hockey	100
13				Hockey	100
14				Hockey	100
15				Hockey	100
16				Hockey	100
17				Hockey	100
18				Hockey	100
19				Hockey	100
					\$ 1,900.00

ADMASTON BROMLEY

Paid their Share \$100

2016-2017 SEASON

Validated	Child	Parents	Address	Sport	Level	Parent Paid	Invoice Twp Amount
1				Hockey	Peewee	100	100
2				Hockey	Bantam - Storm	100	100
3				Hockey	Midget - House	100	100
4				Hockey	Peewee - Storm	100	100
5				Hockey	Atom - house	100	100
6				Hockey	Midget -Storm	100	100
7				Hockey	Bantam	100	100
8				Hockey	Peewee	100	100
9				Hockey	Atom	100	100
10				Hockey	Peewee	100	100
11				Hockey	Midget	100	100
12				Hockey	IP	100	100
13				Hockey	Novice	100	100
14				Hockey	Peewee	100	100
15				Hockey	Novice	100	100
16				Hockey	Atom	100	100
17				Hockey	IP	100	100
18				Hockey	Midget -storm	100	100
19				Hockey	Peewee -storm	100	100
20				Hockey	Atom - storm	100	100
21				Hockey	Midget	100	100
22				Hockey	Atom	100	100
23				Hockey	IP	-	100

\$ 2,200.00 \$2,300.00

Township of Admaston/Bromley

477 Stone Road, R.R. #2

Renfrew, ON

K7V 3Z5

E-Mail Address – info@admastonbromley.com

**613-432-2885 Stone Road Office
613-432-4052 Fax**

**613-432-3175 Stone Road Garage
613-646-7918 Cobden Road Garage**

REPORT

Date: July 21st, 2022
To: Council
From: Mitchell Ferguson
Re: Payment Voucher

Discussion:

As council is aware, Staff is bringing forward one payment voucher instead of one for each respective department having one. A few things to note on this listing are as follows:

- Cavanagh Construction – Invoice gravel contract invoices received in 2022.
- Douglas Fire Department – 2021 HST Rebate
- Irvcon Limited – Invoicing for Roof renovation expenses incurred.
- Municipal Government Wayfinders – Invoices for the Organizational Review.
- Welch LLP – Final Invoice for the 2021 Year end Audit
- WSCS Consulting Inc – Consulting Firm invoices currently completing the Roads Operational Review in collaboration with Whitewater Region and Greater Madawaska.

Financial Implications:

None at this time

People Consulted:

Acting Public Works Superintendent

Recommendation for Council:

BE IT RESOLVED that Council approve the payment voucher listing to July 15th, 2022 in the amount of \$329,494.61

Bank Code: AP - AP-GENERAL OPER

Payment #	Vendor	Date	Amount
Computer Cheques			
24558	AALTO TECHNOLOGIES	22-06-30	124.02
24559	ADMASTON/BROMLEY	22-06-30	981.38
24560	BENSON AUTO PARTS	22-06-30	324.45
24561	BELL MOBILITY INC	22-06-30	85.88
24562	BELL CANADA	22-06-30	318.06
24563	BELL CANADA	22-06-30	99.97
24564	CAVANAGH CONSTRUCTION LTD	22-06-30	111,436.72
24565	JENNIFER CHARKAVI	22-06-30	1,443.63
24566	COUNTY OF RENFREW	22-06-30	76.00
24567	CURRENT SYSTEMS SERVICE INC	22-06-30	302.78
24568	DELTA POWER EQUIPMENT	22-06-30	139.25
24569	CONNIE DICK	22-06-30	124.40
24570	DILLON CONSULTING LIMITED	22-06-30	3,289.54
24571	DOUGLAS FIRE DEPARTMENT	22-06-30	13,790.77
24572	EGANVILLE LEADER LTD	22-06-30	250.58
24573	FIEBIG'S TROPHY & ENGRAVING	22-06-30	251.48
24574	GALE, CATHERINE	22-06-30	20.00
24575	IRVCON LIMITED	22-06-30	46,455.43
24576	M & R FEEDS	22-06-30	505.62
24577	MANUFACTURERS LIFE INSURANCE	22-06-30	6,074.05
24578	Ministry of Finance	22-06-30	1,693.33
24579	BANK OF MONTREAL	22-06-30	1,028.16
24580	MYFM	22-06-30	452.00
24581	NORTH AMERICAN SAWMILLS	22-06-30	227.70
24582	OMERS	22-06-30	9,672.74
24583	METROLAND MEDIA GROUP	22-06-30	761.39
24584	PETRO-CANADA FUELS INC	22-06-30	10,641.22
24585	PITNEY BOWES GLOBAL CREDIT	22-06-30	862.93
24586	PROVINCIAL ROAD MARKINGS INC	22-06-30	5,080.77
24587	RECEIVER GENERAL	22-06-30	24,316.61
24588	RIVERVIEW METAL WORKS	22-06-30	2,822.00
24589	STRONGCO EQUIPMENT	22-06-30	536.17
24590	WELCH LLP	22-06-30	16,385.00
24591	WORKPLACE SAFETY	22-06-30	7,415.90
24592	BANK OF MONTREAL	22-07-07	617.91
24593	BEARCOM CANADA CORP	22-07-07	203.40
24594	BENSON AUTO PARTS	22-07-07	75.83
24595	BELL CANADA	22-07-07	80.30
24596	CAVANAGH CONSTRUCTION LTD	22-07-07	2,506.18
24597	BANK OF MONTREAL.	22-07-07	96.78
24598	IAN CLELLAND	22-07-07	62.50
24599	COMBETEK MULTIMEDIA	22-07-07	466.13
24600	MEAGAN JESSUP	22-07-07	145.06
24601	1172264 ONTARIO INC	22-07-07	2,113.13
24602	BANK OF MONTREAL	22-07-07	1,861.31
24603	MUNICIPAL GOVERNMENT WAYFINC	22-07-07	12,712.50
24604	RENFREW AUTO GLASS	22-07-07	536.75

Report Date
22-07-13 1:16 PM

Township of Admaston/Bromley
Payment Register
As of 22-07-13
Batch: 2022-00069 to 2022-00075

Page 2

Bank Code: AP - AP-GENERAL OPER

Payment #	Vendor	Date	Amount
24605	CARL SCHRUDER	22-07-07	919.80
24606	SCOTT & SONS HARDWARE	22-07-07	61.26
24607	STEWART, BRENT	22-07-07	232.50
24608	STUFKO EQUIPMENT SALES LTD	22-07-07	296.63
24609	WSCS CONSULTING INC	22-07-07	20,522.79
24610	XPLORNET	22-07-07	104.51
24611	BELL CANADA	22-07-13	85.20
24612	BUSKE OFFICE EQUIPMENT	22-07-13	227.19
24613	CAVANAGH CONSTRUCTION LTD	22-07-13	629.22
24614	DEDO, BRIAN	22-07-13	4,407.00
24615	EMTERRA ENVIRONMENTAL	22-07-13	1,673.32
24616	HYDRO ONE NETWORKS, INC.	22-07-13	1,209.89
24617	LOCAL AUTHORITY SERVICES LTD	22-07-13	157.75
24618	Ministry of Finance	22-07-13	1,059.77
24619	MUNICIPAL GOVERNMENT WAYFINC	22-07-13	4,130.71
24620	METROLAND MEDIA GROUP	22-07-13	343.97
24621	PETRO-CANADA FUELS INC	22-07-13	3,393.54
24622	MIKE QUILTY	22-07-13	196.42
24623	STEWART, BRENT	22-07-13	76.00
24624	VISINSKI, STEVE	22-07-13	299.43
Total:			329,494.61
Total for AP:			329,494.61

Payments Printed: 67

Township of Admaston/Bromley

477 Stone Road, R.R. #2

Renfrew, ON

K7V 3Z5

E-Mail Address – info@admastonbromley.com

**613-432-2885 Stone Road Office
613-432-4052 Fax**

**613-432-3175 Stone Road Garage
613-646-7918 Cobden Road Garage**

REPORT

Date: July 21st, 2022

To: Council

From: Mitchell Ferguson

Re: Budgetary Control Report to June 30th, 2022

Background:

The budgetary control report represents the year-to-date figures as of June 30th, 2022.

Revenue

Taxation – The Interim Tax Billing has been completed for 2022. This is calculated based off fifty percent (50%) of the prior year's Final Tax Levy. Additionally, this variance is inclusive of the first two Supplementary Tax adjustments as well as the Tax Incentive Approval write-offs.

Grants – As of June 30th, 2022, the Township has received the following significant sources of grant revenue:

- a) \$225,500 – Ontario Municipal Partnership Funding
- b) \$251,827 – Ontario Commuter Infrastructure Funding
- c) \$21,000 – Modernization Intake 2 – Roads Review
- d) \$42,739 – Modernization Intake 3 – Org Review
- e) \$15,624 – Recycling Grant Installment 1

Other Revenue – This variance is due to the large debenture budget line item (\$287,400). When the debenture line item is removed, the variance for other revenue is approximately thirty-two percent (32%).

Revenue from Reserves – The reserves entries will be completed as the corresponding projects funded through reserves are completed.

Expenditures

Utilities – The administrative department splits the hydro bill and the telephone bill, for the 477 Stone Road location, with the public works department. The public works department will be allocating the costs to their budget for the remainder of the year, starting in July.

Economic Development – Renfrew & Area Health Services Village payment was made in 2022, in the amount of \$31,705.53. The budgeted variance is to be allocated to various advertising items.

Asset Management Review – These invoices are the remainder of the invoices from the Asset Management Review that commenced in 2021, to be completed in 2022.

County and Schools – The first payment of the County of Renfrew Levy and the School Board Levies was due March 31st. 2022 The second installment was due June 30th, 2022. This variance is based off of the calculated totals before adjustments for Supplementals/Omitted Assessments and any applicable Write-Offs.

Financial Implications:

None at this time

People Consulted:

CAO/Clerk

Recommendation for Council:

BE IT RESOLVED THAT Council accepts the Budgetary Control Report to June 30th, 2022 as information.

Township of Admaston/Bromley
Budgetary Control Report
For the Month Ending June 30, 2022

	<u>Current</u>	<u>Year to Date</u>	<u>Budget</u>	<u>Variance</u>	<u>Var %</u>
REVENUES					
Taxation	(17,278.71)	2,193,295.98	4,600,970.00	(2,407,674.02)	52.33-
Drains			50,000.00	(50,000.00)	100.00-
Payment In Lieu	1,241.23	1,686.48	14,900.00	(13,213.52)	88.68-
Grants	16,543.80	555,050.88	1,640,694.00	(1,085,643.12)	66.17-
Fees & Service Charges	3,451.60	16,490.97	55,500.00	(39,009.03)	70.29-
Other Revenue	14,512.32	358,275.58	389,410.00	(31,134.42)	8.00-
Revenue from Reserves			613,740.00	(613,740.00)	100.00-
TOTAL REVENUES:	18,470.24	3,124,799.89	7,365,214.00	(4,240,414.11)	57.57-
EXPENDITURES					
ADMINISTRATION COSTS					
Building Maintenance	1,971.34	5,885.79	19,360.00	13,474.21	69.60
General Employment Costs	50,720.16	174,591.59	306,350.00	131,758.41	43.01
General Overhead	36,469.79	50,843.96	95,500.00	44,656.04	46.76
Office Expense	1,371.43	7,969.14	15,200.00	7,230.86	47.57
Taxation Expense		12.48	1,000.00	987.52	98.75
Training & Development	1,508.48	3,263.07	6,500.00	3,236.93	49.80
Information Technology	1,416.75	6,865.50	15,500.00	8,634.50	55.71
Utilities	1,328.45	13,892.19	17,600.00	3,707.81	21.07
Contributions to Reserves			210,860.00	210,860.00	100.00
TOTAL ADMINISTRATION COSTS:	94,786.40	263,323.72	687,870.00	424,546.28	61.72
COUNCIL					
Council Employment Costs	10,900.05	45,854.07	90,200.00	44,345.93	49.16
Council Expenses	350.75	1,562.73	14,000.00	12,437.27	88.84
Council Audio Visual System			5,000.00	5,000.00	100.00
TOTAL COUNCIL:	11,250.80	47,416.80	109,200.00	61,783.20	56.58
PROTECTION					
By-Law Enforcement			2,000.00	2,000.00	100.00
Emergency Management	106.27	106.27	3,000.00	2,893.73	96.46
Fire	2,690.85	48,047.43	338,920.00	290,872.57	85.82
Police Services Board	638.36	2,297.70	4,000.00	1,702.30	42.56
Policing	32,368.00	196,600.45	395,420.00	198,819.55	50.28
TOTAL PROTECTION:	35,803.48	247,051.85	743,340.00	496,288.15	66.76
BUILDING & SEWAGE					
Building Employment Costs	4,078.31	15,054.30	25,300.00	10,245.70	40.50
Building Expenses	77.34	561.68	1,500.00	938.32	62.55
TOTAL BUILDING & SEWAGE:	4,155.65	15,615.98	26,800.00	11,184.02	41.73
ANIMAL CONTROL					
Canine Control		1,340.00	2,500.00	1,160.00	46.40
Dog License		60.78	400.00	339.22	84.81
Livestock	186.00	895.48	6,350.00	5,454.52	85.90
TOTAL ANIMAL CONTROL:	186.00	2,296.26	9,250.00	6,953.74	75.18

Township of Admaston/Bromley
Budgetary Control Report
For the Month Ending June 30, 2022

	Current	Year to Date	Budget	Variance	Var %
WASTE MANAGEMENT					
Waste Employment Costs	9,049.94	29,652.48	62,450.00	32,797.52	52.52
Landfill Maintenance	6,405.52	34,490.46	88,600.00	54,109.54	61.07
International Compactor	1,389.54	10,126.31	16,000.00	5,873.69	36.71
Recycling	2,626.66	11,355.02	34,000.00	22,644.98	66.60
Well Testing & Reports	2,830.56	15,108.72	33,000.00	17,891.28	54.22
Osceola Landfill Expansion		3,688.81	50,000.00	46,311.19	92.62
TOTAL WASTE MANAGEMENT:	22,302.22	104,421.80	284,050.00	179,628.20	63.24
RECREATION					
Recreation Expenses	20,232.62	20,171.96	43,790.00	23,618.04	53.93
Library Expenses	15,620.00	21,740.00	22,100.00	360.00	1.63
TOTAL RECREATION:	35,852.62	41,911.96	65,890.00	23,978.04	36.39
DRAINS & PLANNING					
Municipal Drain Maintenance			25,000.00	25,000.00	100.00
Tile Drainage		8,002.63	30,000.00	21,997.37	73.32
Drainage Superintendent		191.00	1,000.00	809.00	80.90
Planning Fees		800.60	7,000.00	6,199.40	88.56
Economic Development		31,705.53	35,800.00	4,094.47	11.44
FCM Asset Management	2,962.34	13,143.15	15,000.00	1,856.85	12.38
Cannabis Study - ICB		1,348.54	4,500.00	3,151.46	70.03
Public Works Joint Review	3,750.45	10,869.08	67,000.00	56,130.92	83.78
Structural Review	9,140.10	34,085.30	61,000.00	26,914.70	44.12
TOTAL DRAINS & PLANNING:	15,852.89	100,145.83	246,300.00	146,154.17	59.34
COUNTY & SCHOOLS					
County of Renfrew	354,138.00	691,743.00	1,383,486.00	691,743.00	50.00
English Public	136,926.14	273,852.28	554,151.00	280,298.72	50.58
English Separate	48,669.86	97,339.72	192,907.00	95,567.28	49.54
French Public	2,074.07	4,148.14	8,732.00	4,583.86	52.49
French Separate	4,481.02	8,962.04	18,523.00	9,560.96	51.62
TOTAL COUNTY & SCHOOLS:	546,289.09	1,076,045.18	2,157,799.00	1,081,753.82	50.13
ROADS					
Overhead	51,586.14	108,047.14	220,700.00	112,652.86	51.04
Road Maintenance	155,990.94	390,418.39	879,800.00	489,381.61	55.62
Equipment	8,510.40	36,866.36	30,500.00	(6,366.36)	20.87-
Capital	41,834.63	323,615.33	621,715.00	298,099.67	47.95
Construction	23,167.36	26,444.11	1,282,000.00	1,255,555.89	97.94
Covid-19		12,632.45		(12,632.45)	
Total ROADS:	281,089.47	898,023.78	3,034,715.00	2,136,691.22	70.41
TOTAL EXPENDITURES:	1,047,568.62	2,796,253.16	7,365,214.00	4,568,960.84	62.03
SURPLUS/DEFICIT	(1,029,098.38)	328,546.73	0.00	328,546.73	0.00

**Township of Admaston/Bromley
Police Service Board
Monthly Meeting
Tuesday May 10th, 2022 @ 4:00 p.m.**

Minutes

1. CALL TO ORDER

Connie Dick called the meeting to order at 4:00 P.M.

2. ATTENDANCE

Inspector Dawn Ferguson, Chair Connie Dick, Council Representative Mike Quilty, and Andrea Leclaire were present.

3. DISCLOSURE OF PECUNIARY INTEREST

None

4. APPROVAL OF AGENDA

Mike Quilty made a motion to approve the agenda for Tuesday May 10th, 2022, and Connie Dick seconded.

“CARRIED”

5. APPROVAL OF MINUTES

Connie Dick made a motion to approve the minutes from the Tuesday March 15th, 2022, meeting and Mike Quilty seconded.

“CARRIED”

6. ISSUES ARISING FROM MINUTES

None

7. PRESENTATIONS/DELEGATIONS

There were no presentations or delegations however chair Connie Dick wanted to extend a thank you for all of the support provided by the OPP in regard to a potential delegation from a ratepayer.

8. CORRESPONDENCE

- Email correspondence from Ontario Association of Police Service Board on the new Executive Director named to the Board of Directors.
- Email correspondence from Ontario Association of Police Service Board on Elections.
- Email correspondence from The OPP regarding the 2023 Municipal Policing Billing Statement Property Count.
- The board reviewed the upcoming Ontario Association of Police Service Board upcoming Zone 2 meetings.
- Email correspondence reviewed on the upcoming spring conference in May 2022

- The board reviewed a memorandum from the Ontario Provincial Police on the OPP Recorded Patrol for Safe Communities Project.
- Email Correspondence from the Ontario Provincial Police on the 2022 Court Security and Prisoner Transportation Grant.
- Thanks were extended to Inspector Dawn Ferguson who had given the PSB notice when a drug bust was underway in the township. Further details were shared when information was released to the public. The PSB was appreciative of the open communication.

9. FINANCIAL

Mike Quilty made a motion to approve the voucher in the amount of \$124.40 and Connie Dick seconded.

“CARRIED”

10. DETACHMENT COMMANDER’S REPORT

- The board reviewed the calls for service billing summary report from March to April 2022.
- The board reviewed the Records Management Report from March to April 2022.
- Police week is May 15-22, 2022 and the planned activities are Bike Rodeo, Media Campaign, Fraud Awareness and Lock it or Lose it.

11. OTHER BUSINESS

None

12. DATE OF NEXT MEETING

It was decided the next meeting will be held Tuesday June 21, 2022 @ 4:00 P.M.

12. QUESTION PERIOD

None

14. ADJOURNMENT

Mike Quilty made a motion to adjourn the meeting at 5:05 P.M.

“CARRIED”


Chair, Connie Dick


Secretary, Andrea Leclair

County Council Summary

June 29, 2022

Below you will find highlights of the County of Renfrew County Council meeting from June 29, 2022.

Please note that this summary does not constitute the official record of the meeting and approved minutes should be consulted for that purpose.

The [full agenda](#) can be found here.

Meeting [YouTube](#) link

Warden's Address

Key highlights

- Warden Debbie Robinson acknowledged June as National Indigenous History Month, an important time for everyone to take the time to recognize the rich history, heritage, resilience and diversity of First Nations, Inuit and Métis Peoples across Canada.
- She congratulated MPP John Yakabuski on his re-election. She is looking forward to continuing to work with MPP Yakabuski as they advocate for the residents of the County of Renfrew and in particular, permanent funding for RC VTAC. She also congratulated MPP Steve Clark on his reappointment as Minister of Municipal Affairs and Housing, and MPP Sylvia Jones, on her appointment as Minister of Health. She looks forward to meeting Minister Jones in person to share with her the incredible contribution RC VTAC is making to health care.
- She noted June was Volunteer Appreciation Month and shared she and Health Committee Chair Michael Donohue had the opportunity to celebrate the work of volunteers that support long-term care homes when they attended garden parties at Bonnechere Manor and Miramichi Lodge. While not often in the spotlight, volunteers are the backbone of the community and truly make the Manor and the Lodge a wonderful place for the residents, she said.

During the month of June, Warden Robinson attended 24 meetings regarding County business, including, but not limited to:

- On June 9 she attended the virtual Eastern Ontario Regional Network Annual General Meeting as the chair of the EOWC.
- On June 14, she attended the Paramedic Symposium held in Burnstown at the Neat Café. She found the guest speakers to be inspiring and they easily held the attention of the paramedics attending from 25 countries. She was pleased to have the opportunity to chat with Dr. Lori Gray, who assists the Renfrew County Paramedic Service.
- During the Symposium, Chief Michael Nolan of the County of Renfrew Paramedics Services presented the Chief's Commendation Awards to several people, including Karen Simpson, from Arnprior Regional Health, whose support and involvement in RC VTAC is well known. Also receiving this award was Dr. Jonathan Fitzsimon, Dr. Rob Cushman, Andrew Keck, Michael Donohue, Paul Moreau and the Warden herself.

- On June 15, she attended an AMO Health Task Force meeting. Topics of discussion were: access to health care; health funding for municipalities and District Social Service Administration Boards; Public Health Modernization; Long-Term Care Capital Programs and Provincial Election commitments to Health. During this meeting, she and CAO Paul Moreau made a presentation on Ontario Health Teams, municipal investment in health care, attracting and retaining health-care professionals and virtual care.
- On June 23 and 24, she attended AMO Board of Directors meetings in the Town of Parry Sound. Discussions were held on Proposed National Long-Term Care Standards; Mental Health and Addictions Advocacy; Post-Provincial Election Housing Update; and Collaborative Waste Management Efforts and Blue Box Program Transition.

Announcements

- County Council passed a By-law appointing Craig Kelley as the new Chief Administrative Officer/Clerk effective September 1. Mr. Kelley has more than 15 years of municipal experience, including the last five years as Director of Development and Property for the County of Renfrew. See our full [media release](#) here.

Delegations

- Bonnie Schryer, family peer support with Parents Lifeline of Eastern Ontario (PLEO) highlighted the services available to families throughout Renfrew County through the organization which was created for parents by parents. PLEO is a non-profit family peer support organization for parents of children up to the age of 25 who are facing mental health challenges. After dealing with their own challenges, these parents offer support to others in the same circumstances through a parents' helpline, support groups and mobile one-on-one support. For more information about the services available, visit www.pleo.on.ca.
- Steve Boland, co-chair of the Shaw Woods Outdoor Education Centre, provided an update on the activities at the Centre, which is located on County Road 9 (Bulger Road) in North Algona Wilberforce Township. The not-for-profit organization is managed by a board of directors and supports the concept of maintaining undisturbed forest areas as living examples of old growth forest available for study and appreciation of their unique cultural and scientific values. The SWOEC was established in 2010 and relies on part-time staff and approximately 40 volunteers to deliver a range of activities and programs. Outdoor education programs are provided to approximately 3,500 students of all ages each year.
- Karen Black, CPA, Partner, Scott Rosien Black and Locke, Chartered Accountants presented the 2021 Auditor's Report for the County of Renfrew.

Finance & Administration Committee

Presented by: Jennifer Murphy, Chair

- As chair of the Eastern Ontario Wardens' Caucus Treasurers Group, Mr. Jeff Foss held an in-person meeting on Friday, June 2 at the Hastings County Office in Belleville. Discussion items

amongst the treasurers included COVID funding costs, revenues and reporting requirements; delay of assessment by Municipal Property Assessment Corporation (MPAC); Long Term Financial Plans and the impact of increasing tender prices; Asset Management Plan – O.Reg 588/17 July 1 deadline; WSIB – Schedule 2 Employers mitigation strategies; Insurance Renewal premium increases; Municipal Election – Lame Duck; IT Roadmap/Strategy; Non-Union Compensation Review and POA Court backlog due to shortage of Justices of the Peace. The County of Renfrew will also be hosting a Fall EOWC Treasurers’ Meeting.

- The date for the inaugural meeting of County Council was discussed. Following the October 24 municipal election the new Council may take office effective November 15, 2022 and lower-tier municipalities will need to swear in their council prior to the County’s inaugural meeting. In a municipal election year, nominations for the office of the Warden must be filed with the Clerk 14 days prior to the inaugural session. Section 230 of the *Municipal Act* allows a municipality to hold the inaugural meeting of Council any time within the first 31 days after its term commences. Because the upper tier municipality meeting cannot be organized until all lower tier members have been sworn in, this could lead to a timing issue for the County. The County also must hold its first meeting on or before December 16, so having lower tiers delay their inaugural meetings may risk the County not being able to meet its obligation under Section 230 of the *Municipal Act*. Legal counsel has recommended the lower tiers have their inaugural meetings as soon after the election as possible to ensure that all levels of government can comply with Section 230.
- County Council passed a resolution approving the revised 2022 schedule of Committee and Council meetings for the months of September and October so outgoing councillors can be recognized following the municipal election on October 24. The meeting dates for September were also amended to allow elected officials and staff to attend the Ontario East Municipal Conference.
- County Council passed a resolution to suspend Section 6.1 (a) of the Procedural By-law until the end of the term of council to allow hybrid meetings for Standing Committees, Sub-Committees of Council and Ad-Hoc Committee meetings, but Section 6.1 will continue to apply for meetings of County Council. There are four circumstances which allow councillors to participate remotely via electronic video conferencing:
 - the County of Renfrew is in a declared emergency as defined by the Emergency Management and Civil Protection Act, R.S.O. 1990;
 - the County of Renfrew has a significant weather event (across the entire County of Renfrew or within its local municipalities) has been declared;
 - a member is ill or injured;
 - a member has been duly appointed to an external advisory role such as AMO, ROMA, FCM or EORN, etc.
- County Council passed a resolution to approve delegated authority for the month of July for the Chief Administrative Officer (CAO). This authority allows the CAO to approve consultant appointments and contract awards that would normally require Committee and/or Council approval. This approval is contingent on the appointments/contract awards being within approved funding allocations and that there are no irregularities associated with the procurement process.
- County Council passed a resolution approving the engagement of Watson & Associates Economists Ltd. to provide a Development Charges Background Study for the County of Renfrew at an approximate cost of \$40,000, which includes the additional optional meetings to review the Development Charges process with County Council, local municipalities, and the development community. The Development Charges Background Study will also include the

additional cost of \$10,000 to complete an analysis to include development charges for eligible services (i.e. ambulance, municipal housing and long-term care services).

- County Council passed a resolution approving the 2021 Financial Report for the Corporation of the County of Renfrew for the year ended December 31, 2021. Ms. Karen Black, CPA, CA, Partner, Scott Rosien Black and Locke, presented the report to County Council. The firm has indicated it will not be in a position to renew the agreement to provide auditing services for the County of Renfrew beyond the 2021 fiscal year, thus ending a long-standing relationship dating back more than 40 years. Finance staff will now begin the process of developing a Request for Proposal (RFP) for auditing services for the 2022 fiscal period and beyond.
- County Council passed a by-law to delegate to the Chief Administrative Officer, in the event of a “lame duck” period, the powers to appoint or remove from office any officer of the municipality; to hire or dismiss any employee of the municipality; to dispose of any real or personal property of the municipality which has a value exceeding \$50,000 at the time of disposal and to make any expenditure or incur any other liability which exceeds \$50,000 for the period from August 19, 2022 to November 15, 2022 or until the new council is sworn-in.
- County Council approved the amended Employment By-law #1 effective the first pay period after August 1, 2022 to implement the changes adopted at the May 25, 2022 session of County Council regarding the Gallagher Benefits Services (Canada) Group Inc. Non-Union Compensation Review. County staff is hosting a meeting with local municipal staff to provide an overview of the changed to the County of Renfrew’s salary grid.

Community Services Committee

Presented by: James Brose, Chair

- County Council passed a resolution to approve the ‘Purchase of Service Agreement’ template to enter into an agreement with Licensed Child Care Providers for the purpose of opting into the Canada-Wide Early Learning and Child Care (CWELCC) System.
- County Council passed a resolution to amend the County of Renfrew New Licence Home Agreement by-law and enter into an agreement with a service provider in Eganville. Since 2018, the County of Renfrew has been licensed by the Ministry of Education to operate a Licensed Home Child Care Agency. Currently, there are five homes operating with 24 full-time children. One home is in Arnprior, three homes are in Pembroke, and the fifth home is in Eganville.
- County Council passed a by-law authorizing the County of Renfrew to enter into an agreement with child-care agencies and recreation programs for special needs resourcing funding, be amended to enter into a special needs resourcing agreement with the following child-care agencies:
 - Bonnechere Algonquin First Nation
 - Centre éducatif Coeur des Jeunes
- County Council passed a By-law authorizing the County of Renfrew to enter into an agreement with Licensed Child-Care Providers for the purpose of child-care services, with Centre éducatif Coeur des Jeunes directly operating the child-care centre located in l'Équinoxe school, Pembroke, Ontario beginning in September 2022.

Development & Property Committee

Presented by: Robert Sweet, Chair

- Melissa Marquardt has accepted the position of Manager of Economic Development Services, which encompasses the Economic Development Division, Ottawa Valley Tourist Association, and Enterprise Renfrew County. Melissa has worked with the County for 17 years in the tourism industry alongside the former Manager of Economic Development, Alastair Baird.
- County Councillor Peter Emon, representing Warden Debbie Robinson and County Council, submitted a verbal intervention to the Canadian Nuclear Safety Commission Public Hearing on June 3, 2022 in support of Canadian Nuclear Laboratories' (CNL) application to amend its Chalk River Laboratories (CRL) site licence to authorize construction of a Near Surface Disposal Facility (NSDF). The presentation is found on page 149 of the [council report](#).
- The Ottawa Valley Tourist Association (OVTA), Ontario's Highlands Tourism Organization (OHTO) and various tourism operators recently hosted the first international travel trade Familiarization (FAM) tour to the region since 2019. Tour operators from France, Mexico, Japan, United Kingdom, Netherlands, South Korea and Canada visited Renfrew County from May 19 to 24, 2022.
- The OVTA and Economic Development Services collaborated on a marketing program in the GTA utilizing 18 giant video screens located at strategic sites along the major 400-series highways running through Canada's most populated region. The Ottawa Valley was showcased through 160,000 impressions of 8-second-long video messages, one promoting tourism and one promoting county lifestyle and career opportunities. The campaign ran from June 6 to June 19, 2022. These giant screens measure 14' X 48' and are situated prominently along Highways 401, 403, and 407.
- The first intake for Starter Company Plus 2022/2023 program year has 14 participants. These new entrepreneurs will undergo three months of business training, coaching and mentoring from Enterprise Renfrew County staff, business coaching professionals, local business professionals and local volunteer entrepreneurs. At the end of the training sessions, those clients who wish to continue may compete in our business plan pitch contest where they may be awarded up to \$4,000 funding to utilize towards their business operations.
- Summer Company recruitment has yielded five applicants and staff is reviewing and updating the business plans from these student entrepreneurs. Once the reviews are complete, the business plans will be evaluated and successful young entrepreneurs will join the 2022 Summer Company program.
- There have been multiple public inquiries about browning cedar trees in the County. This is caused by a native insect called cedar leafminer. Cedar leafminer has not been known to cause widespread death of cedar trees, but the insect "mines" out the inside of cedar leaves, starting at the branch tips and moving inwards, causing the trees to look quite brown in the spring. Most trees are still green closer to the bole and are able to regrow new leaves. More information is available here: [Cedar Leafminer Fact Sheet \(lrconline.com\)](#). Defoliation is particularly visible along Highway 41 from Pembroke to Dacre, and towards Renfrew.
- The May 21, 2022 windstorm impacted some tracts of the Renfrew County Forest. Staff is still mapping and evaluating damage in 10 potentially affected tracts, which is a time-consuming activity on the ground. It is likely that salvage operations will be necessary. There is only a window of two months to salvage pine once it is on the ground, or it stains and is no longer

marketable. Destructive wind events are becoming a near-annual event and monitoring for this type of damage is difficult with the current capacity of the Division. Staff is investigating the purchase of a drone for mapping and monitoring purposes.

- In January 2021 County Council approved the appointment of County Forester, Lacey Rose to the Inaugural Board of the Global Network for Young Professionals in Forestry. Lacey attended the World Forestry Congress in Seoul, South Korea from May 2-6, 2022 and delivered a presentation during the session titled "[The Future is Now: Investing in Young Forestry Professionals and Career Development.](#)" See the full [media release](#) on Lacey's trip here.
- The County of Renfrew will enter a three-year contract with Esri for the Small Local Government Enterprise License Agreement to enhance GIS mapping services for the County, local municipalities and the Algonquins of Pikwakanagan.
- County Planning Division staff will reach out to the 12 local municipalities and coordinate a working group from some of the local municipalities that utilize the County Official Plan with the objective to draft and prepare an Official Plan Amendment for the implementation of Bill 109 "Ontario's More Homes for Everyone Act, 2022." The Official Plan Amendment is required to be in place by January 1, 2023. Staff will also include the municipalities who have their own official plans as part of their working group discussions.
- County Council approved emergency structural repairs of roof balconies at 63 Russell St., Arnprior in the amount of \$210,300; and agreed the costs to complete these emergency structural repairs be funded from the RCHC Building Reserve Fund.

Health Committee

Presented by: Michael Donohue, Chair

- County Council passed a resolution to award the Request for Tender for the Flat Roof Replacement project at Bonnechere Manor to Perth Roofing from Perth, Ontario, for Roof C, No Taper, at the quoted price of \$276,159.26 inclusive of HST, with \$222,000 approved in the Bonnechere Manor 2022 Capital Budget. The shortfall of \$54,159.26 will be taken from the Bonnechere Manor Unallocated Reserves to finance the project above the original budget allocation.
- County Council passed a resolution to award the Request for Proposal (RFP) for Bonnechere Manor courtyard improvements to Country Caretakers, Renfrew, Ontario. The work will include Pinnacle South courtyard completion, including turf replacement and concrete work, and HM1-North, HM1-South and Pinnacle North courtyards turf replacement only for a total price of \$360,114.00 inclusive of HST which was approved through the Bonnechere Manor 2022 Capital Budget.
- County Council passed a resolution that the Vaccination Policy for the long-term care homes remain in place with issue being revisited in August.
- County Council passed a By-law authorizing the Warden and CAO to sign the Lease Agreement between the County of Renfrew and ConnectWell Community Health to locate a RCVTAC Clinical Assessment Centre in Cobden to expand services in the eastern and western ends of the County.
- County Council passed a By-law authorizing the Warden and CAO to sign the Agreement between the County of Renfrew and Pembroke Regional Hospital for a partnership with the County of Renfrew Paramedic Service to include an Advanced Care Paramedic in the Emergency Department.

Operations Committee

Presented by: Tom Peckett, Chair

- County Council passed a resolution to defer construction projects planned for 2022 to a later year because of significant overages in the capital budget. The projects are County Structures B064 (Pilgrim Road Bridge), C012 (Farquharson's Creek Culvert), C040 (Snake River Culvert), C134 (Campbell Drive Culvert), C137 (Hanson Creek Culverts), and C197 (Etmanskie Swamp Culvert).
- County Council adopted a By-law authorizing the approval of a Community Safety Zone on County Road 9 (Bulger Road) between 500 metres north of civic address 2065 and 500 metres south of civic address 2065 for a total distance of 1.0 kilometre. This is in response to a request from the board of the Shaw Woods Outdoor Education Centre.
- Several Requests for Tenders were issued during the month of May for the Public Works and Engineering Department. Staff reviewed the tender results and note there are overages in several of the tenders compared with the budget, but costs for these projects are not anticipated to be reduced should the projects be postponed, and the works tendered are necessary to ensure more significant works are not needed in the near future. County Council approved the following contracts:
 - Rehabilitation of County Structure B005 (Scollard Bridge), Bonnechere Excavating Incorporated, Renfrew, Ontario in the amount of \$588,465 plus HST.
 - Rehabilitation of County Road 21 (Beachburg Road) from civic address 1046 to the urban cross section, H&H Construction Incorporated, Petawawa, Ontario in the amount of \$1,216,714.25 plus HST
 - The manufacture, supply and delivery of a concrete box culvert for County Structure C037 (Bagot Creek Culvert), Power Precast Limited, Ottawa, Ontario in the amount of \$172,270.25 plus HST
 - Rehabilitation of County Road 512 (Foymount Road) from Brudenell Limit to Hubers Road, R.G.T. Clouthier Construction Limited, Pembroke, Ontario in the amount of \$1,381,415.93 plus HST
 - Rehabilitation of County Road 1 (River Road), from 1.1 km west of Henry Crescent to 600m east of Storie Road, B.R. Fulton Construction Limited, Renfrew, Ontario in the amount of \$849,937.80 plus HST
 - Rehabilitation of County Road 24 (White Water Road) from Highway 17 to Greenwood Road, H&H Construction Incorporated, Petawawa, Ontario in the amount of \$857,625.64 plus HST
 - Rehabilitation of County Road 29 (Drive-In Road) from Pembroke City limits to Clearview Crescent, Greenwood Paving (Pembroke) Limited, Pembroke, Ontario in the amount of \$752,674.70 plus HST
 - Rehabilitation of County Road 7 (Foresters Falls Road) from Harriet Street to the start of the semi-urban section, Greenwood Paving (Pembroke) Limited, Pembroke, Ontario in the amount of \$884,173.42 plus HST
- County Council approved a contract as submitted by Greenwood Paving (Pembroke) Limited, Pembroke, Ontario for Hot Mix Asphalt – Cobden Patrol Yard in the amount of \$169,631.75 plus HST.

- County Council approved a contract as submitted by Winslow-Gerolamy Motors, Peterborough, Ontario for the supply and delivery of one Tandem Truck and Plow Unit in the amount of \$384,749 plus HST.
- County Council approved a contract as submitted by J.R. Brisson Equipment Limited, Vars, Ontario for the supply and delivery of one Backhoe Loader and attachments in the amount of \$183,694 plus HST.

Additional Information

Paul Moreau, Chief Administrative Officer/Clerk

613-735-7288

CORPORATION OF THE TOWNSHIP OF ADMASTON/BROMLEY

By-Law No. 2022-49

**BEING A BY-LAW TO DELEGATE SITE PLAN CONTROL APPROVAL
TO THE MANAGER OF PLANNING SERVICES, COUNTY OF RENFREW
IN THE TOWNSHIP OF ADMASTON/BROMLEY.**

WHEREAS the Township of Admaston/Bromley adopted by By-Law 2022-26 to establish a Site Plan Control By-Law for the municipality, and;

WHEREAS Section 23 (1) of the Municipal Act, 2001, S.O. 2001 c.25 as amended, allows Council to delegate its powers and duties, and;

WHEREAS Subsection 41 (4.0.1) of the Planning Act requires the appointment of an authorized person for the purposes of approving Site Plan Control, and;

WHEREAS the Corporation of the Township of Admaston/Bromley wishes to delegate to the Manager of Planning Services, County of Renfrew, its powers and authority for Site Plan Control under Section 41 of the Planning Act.

1. Admaston/Bromley Council's power under section 41 of the Planning Act for Site Plan Control are delegated to the Manager of Planning Services, County of Renfrew for Admaston/Bromley.
2. Where a clause in a site plan control agreement requires approval by the municipality, such as landscaping, grading, garbage enclosures, walls, fences), these may be approved by the Manager of Planning Services, County of Renfrew.
3. That this By-Law shall come into force and take effect on July 1, 2022.

Read a first time this 21st day of July 2022.

Read a second time this 21st day of July 2022

Read a third and final time and passed this 21st day of July 2022

Mayor

CAO/Clerk

THE CORPORATION OF THE TOWNSHIP OF ADMASTON/BROMLEY

BY-LAW 2022-52

Being a By-Law authorizing the Township of Admaston/Bromley to enter into an Agreement for Golf Course Road Rehabilitation with the Township of Horton and Thomas Cavanaugh Construction Limited

WHEREAS the said Municipalities are adjoining Municipalities and are desirous of entering into an Agreement under the provisions of the Municipal Act, 2001, S.O. 2001, c 25, S20(1) dealing with rehabilitation of Golf Course Road between the Municipalities;

AND WHEREAS the Council deems it expedient to enter into such an agreement for the rehabilitation of Golf Course Road with the Township of Horton and Thomas Cavanaugh Construction Limited.

NOW THEREFORE the Council of the Corporation of the Township of Admaston/Bromley hereby ENACTS AS FOLLOWS:

1. **THAT** The Corporation of the Township of Admaston/Bromley enters into an Agreement with the Township of Horton and Thomas Cavanaugh Construction Limited, of which the agreement is attached and marked as Schedule "A" to this By-law.
2. **THAT** the Mayor and CAO/Clerk be authorized to execute the said Agreement together with all documents relating thereto, and further, to make such other motions as may be necessary to complete this matter.
3. **THAT** the CAO/Clerk is hereby authorized to make such administrative amendments as necessary to carry out this by-law.
4. **THAT** this By-Law shall come into force and take effect immediately upon the passage thereof.

READ a first and second time this 21st day of July, 2022.

READ a third time and finally passed this 21st day of July, 2022.

Mayor

CAO/Clerk

ACTION TRACKING LIST

	Updated Information
	NEW

Date	Item	Assigned To	Due Date	Current Status
October 2021	UPDATE Asset Management Plan	Acting Treasurer/Deputy Clerk	2022	Staff have been involved in facility inspections with consultant.
June. 2020	Ministry appointment of PSB Member	Clerk	Nov. 2022	The new changes will not happen until after the election and a new term has begun.
October. 2020	Fencing By-Law	Clerk/CBO	Dec. 2022	Look into updating the fencing by-law.
November. 2020	LEG report to Committee	Clerk	continuing	The Clerk is provide Council with Regular updates.
October 2021	Admaston Public School - Gym Use	Acting Treasurer/Deputy Clerk	December 2022	Investigate community use of the facility. Find old agreement and contact the RCDSB to verify agreement and develop procedure for booking.
October 2021	Forced Roads	Clerk	On-Going - 2022	Staff are to investigate a policy for the assumption of forced roads.

CORPORATION OF THE TOWNSHIP OF ADMASTON/BROMLEY

BY-LAW No. 2022-50

**A BY-LAW TO CONFIRM PROCEEDINGS OF
THE COUNCIL OF THE TOWNSHIP OF ADMASTON/BROMLEY
AT THE COUNCIL MEETING HELD JULY 21, 2022.**

WHEREAS Subsection 5(1) of the Municipal Act, 2001, S.O. 2001, Chapter 25, as amended, provides that the powers of a municipal corporation are to be exercised by its Council;

AND WHEREAS Subsection 5(3) of the said Municipal Act provides that the powers of every Council are to be exercised by by-law;

AND WHEREAS it is deemed expedient and desirable that the proceedings of the Council of the Corporation of the Township of Admaston/Bromley at this meeting be confirmed and adopted by by-law;

THEREFORE the Council of the Township of Admaston/Bromley enacts as follows:

1. That the actions of the Council at its meeting held on the 21st day of July, 2022 and in respect of each motion, resolution and other action passed and taken by the Council at its said meetings, is, except where the prior approval of the Ontario Municipal Board or other body is required, hereby adopted, ratified and confirmed as if all such proceedings were expressly embodied in this by-law.
2. That the Head of Council and proper officers of the Corporation of the Township of Admaston/Bromley are hereby authorized and directed to do all things necessary to give effect to the said action or to obtain appropriate approvals where required, except where otherwise provided, and to affix the Corporate Seal of the Corporation of the Township of Admaston/Bromley to all such documents.
3. That this By-Law shall come into force and take effect upon the passing thereof.

READ a first and second time this 21st day of July 2022.

READ a third time and finally passed this 21st day of July 2022.

Mayor

CAO/Clerk