

CORPORATION OF THE TOWNSHIP OF ADMASTON/BROMLEY

FIRST MONTHLY MEETING

Council met for their first monthly meeting at the Municipal Council Chambers and via electronic participation on Thursday, August 20th, 2020 at 7:30 pm. Present was Mayor Michael Donohue. Deputy Mayor Mike Quilty, Councillors Robert Dick and Bob Hall.

Absent was Councillor Kevin Legris.

Staff members present were Clerk/Treasurer Allison Vereyken, Deputy Clerk/Treasurer Mitchell Ferguson and Public Works Superintendent Chris Kunopaski.

Mayor Donohue then called the meeting to order at 7:32 pm followed with a moment of silence.

Resolution No. 01/08/20

Moved by: Mike Quilty, seconded by Robert Dick

BE IT RESOLVED that Council approve the amended agenda to include item 9b Kennelly Road Reconstruction Report and that item 18 follow the rise and report from the in-camera.

“Carried”

Mayor Donohue declared a pecuniary interest on item 9b, which was an addition to the agenda.

The July 16th, 2020 minutes were provided to Council for approval and the following resolution was passed:

Resolution No. 02/08/20

Moved by: Mike Quilty, seconded by Robert Dick

BE IT RESOLVED that Council accept the minutes of the meeting held on July 16th, 2020 as amended this date.

“Carried”

Planning and Economic Development Committee - Chair Bob Hall,
Committee Member Kevin LeGris

Staff presented the Building and Sewage report for July 2020 and the following resolution was passed:

Resolution No. 03/08/20

Moved by: Bob Hall, seconded by Robert Dick

BE IT RESOLVED that Council approves the Building and Sewage report for July 2020 as information.

“Carried”

Consent application B21/20- Beillard was presented and the following resolution was passed:

Resolution No. 04/08/20

Moved by: Bob Hall, seconded by Robert Dick

BE IT RESOLVED that Admaston/Bromley Council accept in principle Consent Application B21/20 submitted by Cheryl Ann & Jean-Michel Beillard so long as requirements of commenting agencies are satisfied.

“Carried”

Community Service Committee Chair Kevin LeGris, Committee Member Bob Hall

Councillor Hall informed Council that the Township was unsuccessful on the Investing in Canada Infrastructure Program application for rink improvements.

Operations Committee Chair Robert Dick, All of Council

The report on the 1 Tonne Truck tender that was approved at the April 16th, 2020 meeting of Council was discussed as the bidder can longer provide a 2020 model and has proposed a price for a 2021 model. The following motion was deferred:

Moved by: Robert Dick, seconded by Mike Quilty

WHEREAS the lack of availability is not due to any fault of the dealership but rather the COVID19 pandemic and other dealerships were contacted to verify the availability of a year 2020 model that would meet the requirements without success;

NOW THEREFORE BE IT RESOLVED THAT Council accepts the adjusted tendered price of \$ 61,342.05 (including taxes) for the 2021 model 1-Ton Truck submitted by Mack Mackenzie Motors with the stipulation of a deadline to receive the truck no later than January 20th, 2021, if the truck is delivered beyond that date the dealership will be accountable to the Township for a late payment fee of \$200 per day until the truck is received and/or in the event that the dealership cannot supply the 2021 model they must provide a newer model of equal or greater value for the price provided in this report or Council will put the request back out for tender;

AND BE IT RESOLVED THAT Council approves the full truck amount be debentured as per the June 18, 2020 Council meeting.

“Deferred”

Council discussed the situation presented in relation to the 1 Tonne Truck and the following resolution was passed:

Resolution No. 05/08/20

Moved by: Mike Quilty, seconded by Robert Dick

BE IT RESOLVED that Council defer the motion for the 1 Tonne Truck until such time that Mack Mackenzie Motors makes a presentation to Council on the proposal presented to deliver a 2021 model.

“Carried”

Mayor Donohue left the room at 7:59 p.m. and Deputy Mayor Quilty assumed Chair.

The Clerk/Treasurer presented the report on the Kennelly Road Project, which included an extension of the original proposed Phase 2 to Rowan Road. The following resolution was passed:

Resolution No. 06/08/20

Moved by: Robert Dick, seconded by Mike Quilty

WHEREAS staff was working with the Ministry to approve Phase 2 along with an extension to Rowan Road;

AND WHEREAS as per Procurement By-Law No. 2007-49 section 5.4.3 allows for single or sole sourcing if existing goods are in place and it is cost effective to maintain the likeness, compatibility and standardization of those goods;

AND WHEREAS Council approved the following stipulation at the April 16th meeting:

“AND THAT IT BE RESOLVED THAT Council approve the awarding of the contract for the tendering of Reconstruction of Kennelly Road Phase 2 of the Tender 01-2020 in the amount of \$198,034.00 plus HST to Greenwood Paving (Pembroke) Limited if the Ministry approves the change to the agreement to include Phase 2”

BE IT RESOLVED THAT Council approve the Phase 2 pricing of the project inclusive of an extension to Rowan Road and the paving of the Kennelly Culvert to Greenwood Paving in the amount of \$495,230.20 (applicable taxes extra);

AND THAT IT BE RESOLVED THAT Council approve the Mayor and the Clerk/Treasurer to sign on behalf of the Township the amending agreement no. 1 to a transfer payment agreement for investing in Canada Infrastructure Program (ICIP): Rural and Northern Stream.

“Carried”

The Mayor returned to the meeting at 8:07 p.m. and resumed the Chair.

Waste Management Committee - Chair Kevin LeGris, All of Council

Councillor Hall presented the Osceola Waste Expansion report to Council with the recommendations from Committee and the following resolution was passed:

Resolution No. 07/08/20

Moved by: Bob Hall, seconded by Robert Dick

WHEREAS Cambium was requested to present a proposal of the expansion of the Osceola Waste Site to the Ministry of Environment on behalf of the Township;

BE IT RESOLVED THAT Committee approve the recommendations of the program presented to engage Cambium based on the presentation to include the drilled wells at the black dots, drive points at the parts marked with an ‘X’ on the map attached, a sampling program and reporting to the MECP;

AND BE IT RESOLVED THAT Committee approves the sole source expenditure as per section 5.4.3 of the Procurement By-Law No.2007-49;

AND BE IT RESOLVED THAT Council direct staff to advise JP2G to suspend further work on expansion to the Osceola Landfill.

“Carried”

Finance and Administration Committee - Chair Michael Donohue, All of Council

The Deputy Clerk/Treasurer provided Council a high level review of the payments included on the general voucher. The following resolution was passed

Resolution No. 08/08/20

Moved by Mike Quilty, seconded by Robert Dick

BE IT RESOLVED that Council accepts the General Vouchers dated July 11, 2020 to August 13, 2020 in the amount of \$130,762.12.

“Carried”

The Deputy Clerk/Treasurer presented a high level review of the budgetary control report. The following resolution was passed:

Resolution No. 09/08/20

Moved by Bob Hall, seconded by Kevin Legris

BE IT RESOLVED that Council accepts the Budgetary Control Report as at July 31, 2020 presented as information.

“Carried”

The Mayor presented the agreement for the Municipal Disaster Recovery Assistance Program (MDRAP) has been received and the following resolution was passed:

Resolution No. 10/08/20

Moved by Bob Hall, seconded by Mike Quilty

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;

AND WHEREAS the Municipality experienced spring flooding starting on April 19, 2019, which damaged some of the Municipality’s infrastructure;

AND WHEREAS the Municipal Disaster Recovery Assistance Program (MDRAP) is the program of Ontario Government coordinated by the Ministry of Municipal Affairs and Housing to provide financial assistance to municipalities which have incurred eligible losses from certain natural disasters;

AND WHEREAS the Municipality has requested assistance from the Ministry under MDRA for the Municipality’s eligible incremental or extraordinary costs incurred as a result of the 2019 spring flood event;

AND WHEREAS the Ministry wishes to assist the Municipality for the Municipality’s eligible extraordinary costs related to the 2019 spring flood event which started on April 19, 2019;

BE IT RESOLVED that the Council of the Township of Admaston/Bromley directs the Mayor and the Clerk/Treasurer to enter into the Grant Agreement with Her Majesty the Queen in Right of Ontario as represented by the Minister of Municipal Affairs and Housing.

“Carried”

The Clerk/Treasurer provided information to Council that the Township will receive \$85,100 in funding for the Safe Restart Agreement (Phase 1) and that the agreement has been signed and received by the Ministry. The Clerk/Treasurer noted that the payment is to be received in September.

The Mayor presented the report on the Auditor appointment for the 2020 year end and the following resolution was passed:

Resolution No. 11/08/20

Moved by Mike Quilty, seconded by Robert Dick

WHEREAS Section 296 of the Municipal Act, S.O. 2001 provides that a municipality shall appoint an auditor licensed under the Public Accountancy Act for a term not to exceed five years;

AND WHEREAS under Section 8 of the Municipal Act, 2001, S.O., 2001, c.25, as amended, 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 under Section 9 (1)(a) and (b) of the Municipal Act, 2001, S.O., 2001, c.25, as amended, Section 8 shall be interpreted broadly so as to confer broad authority on municipalities to enable them to govern their affairs as they consider appropriate and to enhance their ability to respond to municipal issues;

AND WHEREAS the Council of the Corporation of the Township of Admaston/Bromley deems it expedient to appoint an auditor for the Township of Admaston/Bromley;

NOW THEREFORE BE IT RESOLVED THAT the Council of the Corporation of the Township of Admaston/Bromley hereby enacts the following as a By-Law:

- 1) That the firm of MacKillicans & Associates be appointed as the auditor for the Corporation of the Township of Admaston/Bromley.
- 2) The term of the appointment shall be for a period of one (1) year, which is the year-end audit for the 2020 year at a quoted price of \$21,250.

AND THAT the Council of the Corporation of the Township of Admaston/Bromley direct staff to prepare a Request for Proposal for auditing services for the 2021 year-end audit.

“Carried”

The ICIP COVID-19 Community Resilience was presented as information.

The Clerk/Treasurer presented the Human Resources and Payroll Review as recommended from Committee with note of the change requested by staff on policy E.1, in relation to an additional ten (10) hours of banked time to be used as in-lieu. The following resolution was passed:

Resolution No. 12/08/20

Moved by Robert Dick, seconded by Mike Quilty

WHEREAS Council directed the Clerk/Treasurer to complete a review of the human resources policies and the pay grid for the 2020 year;

THEREFORE BE IT RESOLVED that Council approves the revised policies as presented;

AND BE IT RESOLVED that Council approves By-Law 2020-37 being a By-Law for employment and remuneration of employees at the Township of Admaston/Bromley;

AND BE IT RESOLVED that Council approves By-Law 2020-38 being a By-Law to provide for the remuneration of members of the council of the Township of Admaston/Bromley.

“Carried”

Protective Services - Chair Mike Quilty, Committee Member Robert Dick

Deputy Mayor Quilty presented the court security and prisoner transportation item as information.

County of Renfrew - Mayor Michael Donohue

There was nothing to report at this time as the County recessed for the month of July.

By-Laws

The following resolution was passed:

Resolution No. 13/08/20

Moved by Bob Hall, seconded by Robert Dick

BE IT RESOLVED That the By-Laws listed below dated August 20, 2020 be enacted and passed:

- By-Law 2020-37 being a By-Law for the Employment for the Township of Admaston/Bromley Employees
- By-Law 2020-38 being a By-Law to provide for the remuneration of members of the Council of the Township of Admaston/Bromley
- By-Law 2020-39 being a By-Law to appoint a municipal auditor for the Township of Admaston/Bromley for 2020

“Carried”

Notice of Motion

None.

Old Business

The Action Tracking List was presented to Council and the following resolution was passed:

Resolution No. 14/08/20

Moved by Robert Dick, seconded by Mike Quilty

BE IT RESOLVED that Council accepts the Action Tracking List presented this date as information.

New Business

The Deputy Mayor notified Council that he received a phone call with concerns from a ratepayer on the possible future of the old Pepsi plant as it has been sold.

In-Camera Session

Resolution No 15/08/20

Moved by Mike Quilty, seconded by Robert Dick

BE IT RESOLVED that Council move into an in-camera session at 9:11 p.m.

“Carried”

The Clerk/Treasurer and the Public Works Superintendent remained in the room. The Public Works Superintendent left the meeting at 9:42 p.m.

Council rose and reported the following:

WHEREAS staff was required to complete a payroll and human resources review for the 2020 year;

AND WHEREAS any pay adjustments will be retroactive to the first pay period of 2020;

BE IT RESOLVED THAT Council approves the changes to the staff as presented this date, with the exception of the Librarian which must be discussed at the Library Board;

AND BE IT RESOLVED THAT Council direct the Treasurer to calculate the retro-pay and inform the employees of the Township of the changes and/or adjustments;

AND BE IT RESOLVED THAT Council direct the Clerk/Treasurer to proceed as presented at the meeting for staffing changes.

Confirmatory By-Law

Resolution No 16/08/20

Moved by Bob Hall, seconded by Robert Dick

THAT By-Law No 2020-40, being a By-Law to Confirm the Proceedings of the Council of the Township of Admaston/Bromley at the meeting held August 20th, 2020 be now numbered, deemed read three times and passed.

“Carried”

Resolution No. 17/08/20

Moved by Mike Quilty, seconded by Robert Dick

BE IT RESOLVED THAT the Thursday, August 20th, 2020 Township of Admaston/Bromley Council meeting be adjourned at 10:09 p.m.

“Carried”

Mayor

Clerk-Treasurer