

Township of Admaston/Bromley
First Monthly Meeting
Thursday, October 1st, 2020 @ 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**
 - a) **5a** Resolution to adopt [Minutes of Council meeting held September 17th, 2020](#).
6. **Delegations and Guests**
7. **Planning and Economic Development Committee** – Chair Bob Hall, Committee Member Kevin LeGris
8. **Community Service Committee** – Chair Kevin LeGris, Committee Member Bob Hall
 - a) **8a** [Bonnechere Valley Recreation Agreement](#)
9. **Operations Committee** – Chair Robert Dick, All of Council.
 - a) **9a** 1 Tonne Truck Tender - documents to be dispursed at the meeting
 - b) **9b** [County of Renfrew Notice-Stone Road Road Works](#)
 - c) **9c** [PWC-2020-05 - Request for Permission Road Closure Detour](#)
10. **Waste Management Committee** – Chair Kevin LeGris, All of Council
 - a) **10a** [Recycling Provider](#)
11. **Finance and Administration Committee** - Chair Michael Donohue, All of Council
 - a) **11a** [Administrative Assistant Position](#)
 - b) **11b** [Adjustment to Taxes Report](#)
 - c) **11c** [Tile Drain Loan](#)

12. **Protective Services Committee** – Chair Mike Quilty, Committee Member Robert Dick
 13. **County of Renfrew** – Mayor Michael Donohue
 - a) 13a [RCVTAC Endorsement](#)
 14. **By-Laws**
 15. **Motions and Notice of Motion**
 16. **Old Business**
 - a) 16a [Action Tracking List](#)
 17. **New Business**
 18. **Confirmatory By-Law**
 - a) 18a [By-Law No 2020-46](#) to confirm proceedings of the Council of the Township of Admaston/Bromley at the meeting held October 1st, 2020
 19. **Question Period**
 20. **In-Camera Session**
 21. **Adjournment**
-

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

Council Information

[DACA September Newsletter 2020](#)

[The Bromley Sheaf_Issue 2, 2020](#)

[Whitewater-News-September-10](#)

[Whitewater-News-September-17](#)

[Whitewater-News-September-24](#)

[HOC Letter - 09-17-2020 MO Final SIGNED](#)

Parliamentary Assistant Randy Pettapiece Letter_AMO Delegation

CORPORATION OF THE TOWNSHIP OF ADMASTON/BROMLEY

SECOND MONTHLY MEETING

Council met for their second monthly meeting at the Municipal Council Chambers and via electronic participation on Thursday, September 17th, 2020 at 7:30 pm. Present was Mayor Michael Donohue, Deputy Mayor Mike Quilty, Councillors Robert Dick and Bob Hall. Present via electronic participation was Councillor Kevin Legris.

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

There was one (1) member of the public present.

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

Mayor Donohue called the meeting to order at 7:33 pm followed with a moment of silence.

Agenda Item 3 – Approval of Agenda:

Resolution No. 22/09/20

Moved by: Mike Quilty, seconded by Robert Dick

BE IT RESOLVED that Council approve the agenda as amended this date.

“Carried”

Agenda Item 4 – Disclosure of Pecuniary Interest

None.

Agenda Item 5 – Minutes:

The September 3rd, 2020 minutes were provided to Council for approval and the following resolution was passed:

Resolution No. 23/09/20

Moved by: Robert Dick, seconded by Mike Quilty

BE IT RESOLVED that Council accept the minutes of the meeting held on September 3rd, 2020 as presented this date.

“Carried”

Agenda Item 6 – Delegations and Guests

Scott Bacon – Request to extend Boudreau Road
Mr. Bacon presented to Council a request to extend Boudreau Road for the purpose of building a residence on a parcel of land that currently does not have access to Boudreau Road. Staff informed Council that they had received the request and were currently working on the request with various departments requiring input.

Mr. Bacon departed the Council chambers at 7:49 p.m.

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

Councillor Hall presented the building and sewage report for the month of August 2020. Upon no further discussion the following resolution was passed:

Resolution No. 24/09/20

Moved by: Bob Hall, seconded by Mike Quilty

BE IT RESOLVED that Council accepts the building and sewage report for August 2020 as information.

“Carried”

Agenda Item 8 - Community Service Committee Chair Kevin LeGris,
Committee Member Bob Hall

None.

Agenda Item 9 - Operations Committee Chair Robert Dick, All of Council

9a) 1 Tonne Truck Tender

Staff provided a verbal update to Council on the 1 tonne truck tender. Staff noted that the new tender document was on the website and would be advertised in the local paper the week of September 21, 2020. The tender is set to close on September 30th, 2020 at 12 noon.

9b) Roads Voucher to August 31, 2020

The Public Works Superintendent presented the report to Council and following some discussion the following motion was passed:

Resolution No. 25/09/20

Moved by: Mike Quilty, seconded by Robert Dick

BE IT RESOLVED that Council approves the Roads Payment Voucher to August 31, 2020 in the amount of \$72,531.90.

“Carried”

9c) Roads August 2020 Report

The Public Works Superintendent presented the report to Council, noting that the guiderails on the Kennelly Bridge are erected and Greenwood Paving will begin the Kennelly Road work the week of September 21, 2020. The salt is currently being supplied and being mixed with sand to prepare for the winter works. Following some discussion the following resolution was passed:

Resolution No. 26/09/20

Moved by: Robert Dick, seconded by Mike Quilty

BE IT RESOLVED that Council accepts the Roads Monthly Report for the month of August as information.

“Carried”

9d) Roads Budgetary Control Report to August 31, 2020 and 9e) Roads Capital Cost Report to August 31, 2020

The Public Works Superintendent presented the expenditure report and the capital report to Council. The Public Works Superintendent noted that there has been additional grading of shoulders to alleviate the stress on the edges of the

surfaced roadways to extend the life of the surfaces. It was also noted that staff continues to work with the consultant on the culvert costs for the 2019 Flood expenditures and that it should be remedy shortly. The capital projects were discussed with a note that the Public Works Superintendent is working with a local business to potentially acquire a used waste compactor from them. Following some discussion the following resolution was passed:

Resolution No. 27/09/20

Moved by: Robert Dick, seconded by Mike Quilty

BE IT RESOLVED that Council accepts the Roads Budgetary Control Report and the Capital Costs Report to August 31, 2020 as information.

“Carried”

Agenda Item 10 - Waste Management Committee - Chair Kevin LeGris, All of Council

None.

Agenda Item 11 - Finance and Administration Committee - Chair Michael Donohue, All of Council

11a) General Voucher to September 10, 2020

The Deputy Clerk/Treasurer presented the report to Council with a highlight on the installment levies to the County and School Boards. Following some discussion the following resolution was passed:

Resolution No. 28/09/20

Moved by Mike Quilty, seconded by Robert Dick

BE IT RESOLVED that Council accepts the General Voucher from August 14th to September 10th, 2020 in the amount of \$1,058,937.56.

“Carried”

11b) Budgetary Control Report to August 31, 2020

The Deputy Clerk/Treasurer presented a brief background on the report and following some discussion the following resolution was passed:

Resolution No. 29/09/20

Moved by Robert Dick, seconded by Mike Quilty

BE IT RESOLVED that Council accepts the Budgetary Control Report to August 31, 2020 as information.

“Carried”

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

12a) Animal Control Agreement with Bonnechere Valley

The Clerk/Treasurer presented the report to Council and upon no further discussion the following resolution was passed:

Resolution No. 30/09/20

Moved by Bob Hall, seconded by Mike Quilty

WHEREAS staff is recommending that the Township enter into an agreement with the Township of Bonnechere Valley for acquisition of animal control services;

AND WHEREAS Council deems it necessary to enter into an agreement with the Township of Bonnechere Valley for the provisions of enforcing animal control and other By-Laws;

NOW THEREFORE BE IT RESOLVED that Council approves the Mayor and the Clerk/Treasurer to enter into an agreement with the Township of Bonnechere Valley for the animal control services.

“Carried”

12b) Fire Chief Report and Minutes

Councillor Dick presented the Fire Chief Reports to Council and the following resolution was passed:

Resolution No. 31/09/20

Moved by Robert Dick, seconded by Mike Quilty

BE IT RESOLVED that Council accepts the Fire Chief Reports from July, August and September 2020;

AND BE IT RESOLVED that Council accepts the Fire Committee meeting minutes from June 17th, 2020 as presented this date.

“Carried”

Deputy Mayor Quilty provided Council with an update that Daryl Thom has provided notice that he will be resigning as the CEMC for the Township as of the end of 2020.

Agenda Item 13 - County of Renfrew - Mayor Michael Donohue

None.

Agenda Item 14 - By-Laws

The following resolution was passed:

Resolution No. 32/09/20

Moved by Mike Quilty, seconded by Robert Dick

BE IT RESOLVED That the By-Laws listed below dated September 17, 2020 be enacted and passed:

- By-Law 2020-44 being a By-Law to being to enter into an agreement to acquire Animal Control Services from the Township of Bonnechere Valley

“Carried”

Agenda Item 15 – Motions and Notice of Motion

None.

Agenda Item 16 - Old Business

The Clerk/Treasurer presented to Council the action tracking list and the following resolution was passed:

Resolution No. 33/09/20

Moved by Bob Hall, seconded by Mike Quilty

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

Agenda Item 17 - New Business

None.

Agenda Item 18 - Confirmatory By-Law

Resolution No 34/09/20

Moved by Robert Dick, seconded by Mike Quilty

THAT By-Law No 2020-45, being a By-Law to Confirm the Proceedings of the Council of the Township of Admaston/Bromley at the meeting held September 17th, 2020 be now numbered, deemed read three times and passed.

“Carried”

Agenda Item 19 – Question Period

None.

Agenda Item 20 - In-Camera Session

None.

Resolution No. 35/09/20

Moved by Bob Hall, seconded by Mike Quilty

BE IT RESOLVED THAT the Thursday, September 17th, 2020 Township of Admaston/Bromley Council meeting be adjourned at 9:07 p.m.

“Carried”

Mayor

Clerk-Treasurer

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: October 1, 2020
To: Council
From: Allison Vereyken
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.

The Township of Bonnechere Valley charges users outside the Township a \$200 user fee for the recreation services. The Township of Admaston/Bromley pays \$100 per user to the Township of Bonnechere Valley to assist the residents who utilize the recreation programming in Bonnechere Valley. The Admaston/Bromley resident is then responsible for the \$100 difference.

Discussion:

Staff has most recently been provided the following information via email from the Township of Bonnechere Valley:

“Good Afternoon,

Our User Fee Rec Agreement expires next year. Currently we have a \$200 user fee of which Admaston Bromley pays 50% and the users living in Admaston Bromley pay the remaining 50%. The payment for 2019 was made in 2020 however the user fee for 2020 will be invoiced in December and paid by Admaston Bromley in January 2021. Therefore the below proposal affects our 2020 budget but your 2021 budget.

Council has directed me to propose an amendment to the current agreement establishing a new agreement from 2020 to 2024 whereby a straight donation would be received by the Township of Bonnechere Valley in the amount of \$3000 per year for 2020 increasing at a rate of 2% each year rounded to the nearest dollar ending with 2024 being \$3247.00. This would increase the cost to Admaston/Bromley, decrease 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 November 1st before we send out the year end invoice. “

It is the recommendation of staff to continue on a user fee for the 2020/2021 season and change to the annual donation for the 2021/2022 season. The current agreement the Township of Admaston/Bromley has with the Town of Renfrew allows users to pay recreation fees at the same price as the Town of Renfrew residents with no additional charge. Therefore, by changing to an annual donation with the Township of Bonnechere Valley the residents of Admaston/Bromley would no longer be required to pay \$100 as a user fee over and above the recreation fees as charged to residents of the Township of Bonnechere Valley, similar to that of the agreement with the Town of Renfrew.

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

People Consulted:

Deputy Clerk/Treasurer

Recommendation for Council:

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

NOW THEREFORE BE IT RESOLVED THAT Council provide direction to staff to notify the Township of Bonnechere Valley of the intent to maintain the current agreement until the 2021/2022 season.

Department of Public
Works & Engineering



9 INTERNATIONAL DRIVE
PEMBROKE, ON, CANADA
K8A 6W5
613-732-4353
FAX: 613-732-0087
www.countyofrenfrew.on.ca

September 25, 2020

Dear Resident:

Subject: County Road 5 (Stone Road)

The County road adjacent to your property will be rehabilitated commencing September 29, 2020. The construction is expected to last four (4) weeks. The Contractor for this project is Greenwood Paving (Pembroke) Ltd. As part of the construction there will be a road closure to safely replace a road cross culvert. The roadway will be closed to all traffic between civic addresses 735 & 846 Stone Road, from 6:00am Monday October 5th to 6:00pm Friday October 9th. This will, no doubt cause some disruptions to your daily routine.

Mr. Brett Kidd, Engineering Technician and the County's supervisor for this project will be supervising the construction project, and will be on site.

During the construction, we ask that you slow down in order to ensure your safety and that of the people working on the road.

In case an emergency arises, please feel free to contact:

Morgan Clouthier, Greenwood Paving – 613-735-4101
Brett Kidd, County of Renfrew – (613) 635-3820

In case of an emergency during nonworking hours, you may contact County of Renfrew staff by calling toll free 1-866-353-6374.

Please accept my apologies for any inconvenience the construction may cause you and my thanks in advance for your co-operation.

Yours truly,

Michael Behm C.Tech.
Acting Manager of Infrastructure
mebehm@countyofrenfrew.on.ca

meb:bk

C: Township of Admaston/Bromley
Barry McIntyre



177 MacKay Street

Pembroke, ON K8A 1C2

Phone: (613) 735-4101

Fax (613) 735-7407

September 25, 2020

Chris Kunopaski
Public Works Superintendent
The Township of Admaston / Bromley
477 Stone Road, RR 2
Renfrew, ON K7V 3Z5

RE: Contract No. PWC-2020-05
Request for Permission of Use of Foy Road and Culhane Road as Detour Route of
County Road 5 (Stone Road)

Dear Mr. Kunopaski:

Greenwood Paving (Pembroke) Ltd. is requesting written permission from the Township of Admaston / Bromley for the use of Culhane Road and Foy Road as the detour route for the closure of County Road 5 (Stone Road). Greenwood Paving (Pembroke) Ltd. is replacing the culvert at station 3+480 on County Road 5 (Stone Road) from October 5th to 9th, 2020. Construction will occur between 6:00 a.m. to 6:00 p.m., the road will remain closed for the duration of the culvert replacement. Greenwood Paving (Pembroke) Ltd. will be responsible to post and maintain all necessary detour signage as per OTM Book 7.

If you would like any further details, please contact Morgan Clouthier, Project Manager at (613) 602-1406.

Attached is a map outlining the road which will be closed and the proposed detour route from October 5 to 9, 2020.

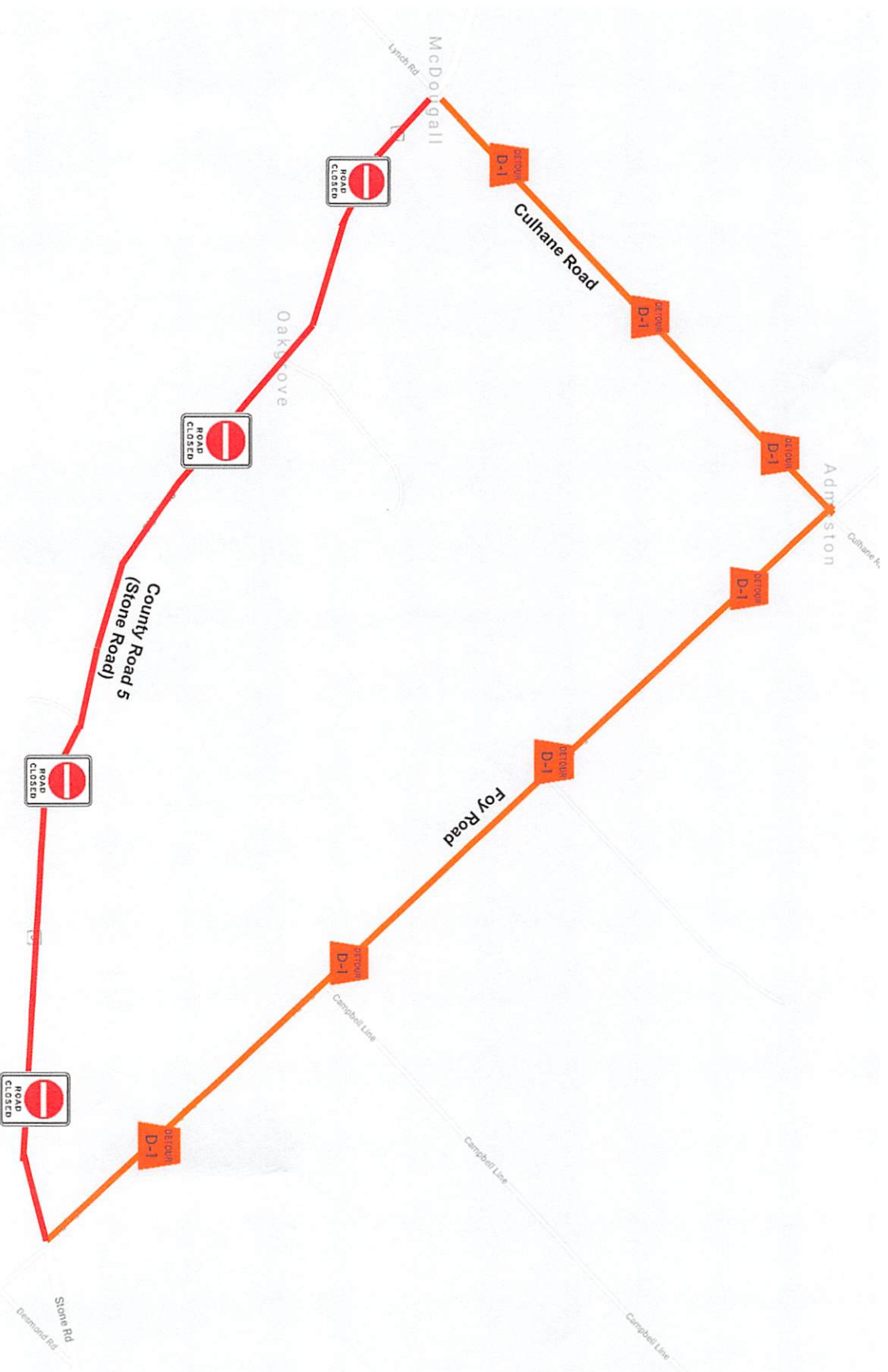
Regards,



Dave Plummer
Secretary/Treasurer

Contract No. PWC-2020-05
Road Closure of County Road 5 (Stone Road)

The map below outlines in **red** which road will be closed, in **orange** is the proposed detour:



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: October 1, 2020
To: Council
From: Chris Kunopaski and Allison Vereyken
Re: Recycling Provider

As Council will recall at the June 4th Council meeting staff brought forward a report on the recycling provider for the Township (report attached).

Discussion:

Since the meeting in June the Township has continued to use EmTerra in Renfrew as the recycling provider for the Township of Admaston/Bromley. There is no formal written agreement with the provider, but a written quote in the amount of \$107/MT was provided. Although the cost per MT is greater than the pricing from Ottawa Valley Waste Recovery (\$90/MT) there is substantial savings in the delivery of the recyclables to the Renfrew location as opposed to the Woito Station Road location near Micksburg.

To date the current provider has not provided any document or concern with the recyclables being delivered from the Township and the staff is satisfied with the service being provided.

Financial Implications:

During the 2020 budget deliberations staff was uncertain of the costs that may be incurred by the Township to handle the recyclables and where a permanent location may be that would accept/receive the items.

Staff can now predict with more certainty that the projected/estimated total costs for 2020 will be as follows:

Stone Road - \$21,500
Douglas/Osceola - \$12,500

With the projected costs noted above there will be a potential surplus of \$26,000 for the recycling services in the Township. This surplus is made of the anticipated savings from switching providers from Ottawa Valley Waste Recovery to EmTerra is approximately \$12,000 per year based on the information/tonnage from the current 2020 year to date and the \$14,000 surplus (additional budgeted figures for 2020).

It must be noted that depending on the year, this number could fluctuate based on the number of trips required to deliver the recyclables to the provider.

People Consulted:

Public Works Superintendent

Recommendation for Council:

WHEREAS the Township recycling provider ceased operations in July of 2019;

AND WHEREAS the Township deemed it expedient to have a recycling provider for the recyclables from the Township transfer and landfill sites;

NOW THEREFORE BE IT RESOLVED THAT Council approves EmTerra as the recycling provider for the Township of Admaston/Bromley at the price of \$107/MT;

AND BE IT RESOLVED THAT Council requests that EmTerra provide 60 days' notice of any price adjustments.