

CORPORATION OF THE TOWNSHIP OF ADMASTON/BROMLEY

SECOND MONTHLY MEETING

Council met for their second monthly meeting at the Municipal Council Chambers on Thursday, November 19th, 2020 at 7:30 pm. Present was Mayor Michael Donohue, Deputy Mayor Mike Quilty, Councillors Robert Dick, Kevin Legris and Bob Hall.

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

Public present were Connie Dick and Dawn Ferguson

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

Mayor Donohue called the meeting to order at 7:31 pm followed with a moment of silence.

Agenda Item 3 – Approval of Agenda:

**Resolution No. 15/11/20**

Moved by: Mike Quilty, seconded by Robert Dick

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

“Carried”

Agenda Item 4 – Disclosure of Pecuniary Interest

None.

Agenda Item 5 – Minutes:

The November 5th, 2020 minutes were provided to Council for approval and the following resolution was passed:

**Resolution No. 16/11/20**

Moved by: Mike Quilty, seconded by Robert Dick

BE IT RESOLVED that Council accept the minutes of the meeting held on November 5th, 2020 as presented this date.

“Carried”

Agenda Item 6 – Delegations and Guests

Inspector Dawn Ferguson

Inspector Ferguson attended as a guest to meet the Council of the Township of Admaston/Bromley as the Inspector was to attend a meet and greet in March but due to the pandemic it had been delayed. Inspector Ferguson provided a brief background on herself and her experience and what has brought her to the Renfrew detachment.

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

7a Building and Sewage Report to October 31, 2020

Council members made noted of the substantial increase over the 2019 year and upon no further discussion the following resolution was passed:

**Resolution No. 17/11/20**

Moved by: Bob Hall, seconded by Kevin Legris

BE IT RESOLVED THAT Council accepts the building and sewage report for October 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) Roads October Report

The Roads Superintendent provided clarification on the Western Star Compactor truck that may have issues/concerns passing an emissions test. He noted that this was still unknown at the time, but noted that in worst case scenario the Township may have the option to place a roll-off truck in its place until the Township moves forward with a plan. Upon no further discussion the following resolution was passed:

**Resolution No. 18/11/20**

Moved by Robert Dick, seconded by Mike Quilty

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

“Carried”

9b) Roads Voucher to October 31, 2020

The Road Superintendent provided a brief background on the vouchers to date. There was a brief update on the Culhane culvert project. Upon no further discussion the following resolution was passed:

**Resolution No. 19/11/20**

Moved by Robert Dick, seconded by Mike Quilty

BE IT RESOLVED that Council approves the Roads Payment Voucher to November 13th, 2020 in the amount of \$513,187.96.

“Carried”

9c/d) Roads Budgetary Control Report and Capital Cost to October 31, 2020

The Public Works Superintendent noted that the staff has begun the process of cutting the shoulders to allow the water to get off the roadway to lower the maintenance requirements and extend the life of the roadways for hard top or lower the amount of grading events on the gravel roadways. The Mayor asked if there would be a culvert replacement plan program in the future based on the amount of culverts that have been replaced. The capital cost report was briefly presented to Council by the Public Works Superintendent. Upon no further discussion the following resolution was passed:

**Resolution No. 20/11/20**

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 October 31, 2020 as information.

“Carried”

9e) Traffic Control Report

**Resolution No. 21/11/20**

Moved by Robert Dick, seconded by Mike Quilty

BE IT RESOLVED that Council accepts the Traffic Count Report to October 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 November 13, 2020

There was some discussion on the voucher and upon no further discussion the following resolution was passed:

**Resolution No. 22/11/20**

Moved by Kevin Legris, seconded by Bob Hall

BE IT RESOLVED that Council accepts the General Voucher from October 9th to November 13th, 2020 in the amount of \$155,185.07.

“Carried”

11b) Budgetary Control Report to October 31, 2020

The Deputy Clerk/Treasurer presented the budgetary control report to Council. Upon no further discussion the following resolution was passed:

**Resolution No. 23/11/20**

Moved by Kevin Legris, seconded by Bob Hall

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

“Carried”

11c) Projection of Surplus/Deficit to Year End 2020

The Clerk/Treasurer presented the report to Council noting that this was an estimate only. Upon no further discussion the following resolution was passed:

**Resolution No. 24/11/20**

Moved by Kevin Legris, seconded by Bob Hall

BE IT RESOLVED THAT Council accepts the Budgetary Control Projections to December 31, 2020 as estimates and information only.

“Carried”

11d) Tax Arrears

The Deputy Clerk/Treasurer provided a brief presentation of the tax arrears report, noting that although the COVID-19 pandemic situation of 2020 the taxes collected was greater than in 2019 for the final tax bill time. Upon no further discussion the following resolution was passed:

**Resolution No. 25/11/20**

Moved by Bob Hall, seconded by Kevin Legris

BE IT RESOLVED THAT Council accepts the Tax Report – Final Tax Billing as information.

“Carried”

11e) Cash Management Report to October 31, 2020

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

**Resolution No. 26/11/20**

Moved by Bob Hall, seconded by Kevin Legris

BE IT RESOLVED THAT Council accepts the Cash Management Report as information.

“Carried”

11f) Asset Management Plan Award of RFP

The Clerk/Treasurer provided a detailed background on the report for the Asset Management RFP. Upon no further discussion the following resolution was passed:

**Resolution No. 27/11/20**

Moved by Bob Hall, seconded by Kevin Legris

WHEREAS Council directed staff to apply to FCM for the purpose of updating the Township Asset Management Plan to meet the requirements of O.Reg 588/17;

AND WHEREAS the Township deems it necessary and essential to have an Asset Management Plan in a working format for staff to update on an annual basis;

NOW THEREFORE BE IT RESOLVED THAT Council awards the RFP GA2020-01 to Dillon Consulting in the amount of \$74,958 plus applicable taxes.

“Carried”

11g) Local Efficiency Group – Final Documents

The Clerk/Treasurer provide a brief background on the report and noted the Clerk/Treasurer in Q1 would bring forward all the items amongst the various Committees to discuss the items and what interest Council may have in moving forward. Deputy Mayor Quilty provided comment that the Township should move forward with caution. Councillor Dick brought forward concern for the recommendations in the Fire sector. Mayor Donohue recommended amending the resolution from adopt to accept. Upon no further discussion the following resolution was passed:

**Resolution No. 28/11/20**

Moved by Mike Quilty, seconded by Robert Dick

BE IT RESOLVED THAT Council accept the LEG Service Delivery Review Final Report, prepared by Dillon Consulting Limited in partnership with Performance Concepts Consulting, as a guiding document in defining key strategies for greater efficiency and effectiveness in partnership with other municipalities, subject to annual budget approval;

AND BE IT RESOLVED THAT Council direct the Clerk/Treasurer to report back to Council in Q1 2021 on a detailed action plan, including management response to recommendations made by the consultant team, in conjunction with participating municipalities.

“Carried”

11h) Draft Procurement By-Law

The Clerk/Treasurer provided an overview of the recommended changes to the procurement by-law. Councillor Hall brought forward a request to amend item 28.2(c) to have Council involvement for any emergency purchase over the \$25,000 threshold. A motion to amend the draft by-law was passed as follows:

**Resolution No. 29/11/20**

Moved by Bob Hall, seconded by Kevin Legris

WHEREAS the Council reviewed the draft procurement by-law presented on November 19, 2020;

NOW THEREFORE BE IT RESOLVED that the draft by-law be amended to alter item 28.2 (c) to state emergency purchases over \$25,000 will require Council approval.

“Carried”

Upon no further discussion the following resolution was passed:

**Resolution No. 30/11/20**

Moved by Mike Quilty, seconded by Robert Dick

WHEREAS it was deemed a priority to review and update Procurement By-law 2007- 49;

NOW THEREFORE BE IT RESOLVED THAT Council repeal Procurement Bylaw 2007-49;

AND BE IT FURTHER RESOLVED THAT Council approve the draft by-law as amended this date to be approved as By-law 2020-54.

“Carried”

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

None.

**Agenda Item 13 - County of Renfrew** - Mayor Michael Donohue

The Mayor provided a brief background on the information presented to Council. He noted that EORN has no concern of the 5G network and that EORN does not currently have initiatives to install 5G systems but 4G systems in the programs that are currently being undertaken. Upon no further discussion the following resolution was passed:

**Resolution No. 31/11/20**

Moved by Mike Quilty, seconded by Robert Dick

BE IT RESOLVED THAT Council accepts the County of Renfrew report as presented as information.

“Carried”

**Agenda Item 14 - By-Laws**

The following resolution was passed:

**Resolution No. 32/11/20**

Moved by Bob Hall, seconded by Kevin Legris

BE IT RESOLVED That the By-Laws listed below dated November 19th, 2020 be enacted and passed:

- By-Law 2020-54 being a by-law to repeal By-law 2007-49 and to provide for a by-law to govern the purchasing of goods and services by the Township of Admaston/Bromley

“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. Following some discussion the following resolution was passed:

**Resolution No. 33/11/20**

Moved by Kevin Legris, seconded by Bob Hall

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

“Carried”

**Agenda Item 17 - New Business**

Deputy Mayor Quilty noted how extremely well the RVTAC program worked in a situation over the weekend.

**Agenda Item 18 - In-Camera Session**

None.

**Agenda Item 19 - Confirmatory By-Law**

**Resolution No 34/11/20**

Moved by Kevin Legris, seconded by Bob Hall

THAT By-Law No 2020-55, being a By-Law to Confirm the Proceedings of the Council of the Township of Admaston/Bromley at the meeting held November 19th, 2020 be now numbered, deemed read three times and passed.

“Carried”

**Agenda Item 20 – Question Period**

None.

**Agenda Item 21 - Adjournment**

**Resolution No. 35/11/20**

Moved by Mike Quilty, seconded by Robert Dick

BE IT RESOLVED THAT the Thursday, November 19th, 2020 Township of Admaston/Bromley Council meeting be adjourned at 9:55 p.m.

“Carried”

---

Mayor

---

Clerk-Treasurer