

CORPORATION OF THE TOWNSHIP OF ADMASTON/BROMLEY

FIRST MONTHLY MEETING

Council met for their first monthly meeting on Thursday, August 19th, 2021 at 7:30 pm. Present were Mayor Michael Donohue, Deputy Mayor Mike Quilty, Councillors Robert Dick, Bob Hall and Kevin Legris.

Staff members present were Clerk/Treasurer Allison Vereyken, Deputy Clerk-Treasurer Mitchell Ferguson, Acting Public Works Superintendent Steve Visinski and Lead Hand Michael McHale.

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

Mayor Donohue called the meeting to order at 7:30 pm followed with a moment of silence.

**Agenda Item 3 – Approval of Agenda:**

**Resolution No. 01/08/21**

Moved by: Mike Quilty, seconded by Robert Dick

BE IT RESOLVED that Council approve the Council agenda as amended this date to remove Item 9e and the corresponding By-Law 2021-35 (item 14a), provide an amended report for Item 9f and to add Item 18b A position, plan, procedure, criteria or instruction to be applied to any negotiations carried on or to be carried on by or on behalf of the Municipality.

“Carried”

**Agenda Item 4 – Disclosure of Pecuniary Interest**

Deputy Mayor Quilty on Item 9d.

**Agenda Item 5 – Minutes:**

The July 22nd, 2021 Council minutes were provided to Council for approval and the following resolution was passed:

**Resolution No. 02/08/21**

Moved by: Mike Quilty, seconded by Robert Dick

BE IT RESOLVED that Council accept the minutes of the Council meeting held on July 22nd, 2021 as presented this date.

“Carried”

**Agenda Item 6 – Delegations and Guests**

None.

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

7a) Building and Sewage Report

Councillor Hall presented the report to Council. Upon no further discussion the following resolution was passed:

**Resolution No. 03/08/21**

Moved by: Bob Hall, seconded by Kevin Legris

BE IT RESOLVED that Admaston/Bromley Council accept the Building and Sewage report presented this date as information.

“Carried”

7b) Consent Application B57/21 – Cobus

Councillor Hall presented the report. Upon no discussion the following resolution was passed:

**Resolution No. 04/08/21**

Moved by: Bob Hall, seconded by Kevin Legris

BE IT RESOLVED that Admaston/Bromley Council accept in principle Consent Application B57/21 submitted by Kyle Cobus so long as requirements of commenting agencies are satisfied.

“Carried”

7c) Consent Application B95/20 – Enright Dairy Farms Inc.

Councillor Hall presented the report. Councillor Dick noted that section 4 transportation refers to the English Road and it should refer to the Spence Road. Upon no further discussion the following resolution was passed:

**Resolution No. 05/08/21**

Moved by: Bob Hall, seconded by Kevin Legris

BE IT RESOLVED that Admaston/Bromley Council accept in principle Consent Application B95/20 submitted by Enright Dairy Farms Inc. so long as requirements of commenting agencies are satisfied.

“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 Monthly Report – July 2021

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

**Resolution No. 06/08/21**

Moved by: Robert Dick, seconded by Mike Quilty

BE IT RESOLVED THAT Council accepts the Roads Monthly report for July 2021 as information.

“Carried”

9b & c) Operating and Capital Budgetary Control Report to July 31, 2021

The Acting Public Works Superintendent presented the report to Council highlighting areas throughout the report. Following some discussion the following resolution was passed:

**Resolution No. 07/08/21**

Moved by: Robert Dick, seconded by Mike Quilty

BE IT RESOLVED THAT Council accepts the Roads Operating and Capital Budgetary Control Report to July 31, 2021 as information.

“Carried”

Deputy Mayor Quilty vacated the room at 8:08 pm

9d) Rogers Tower – Letter of Concurrence

The Clerk/Treasurer provide information to Council and upon no discussion the following resolution was passed:

**Resolution No. 08/08/21**

Moved by: Robert Dick, seconded by Bob Hall

BE IT RESOLVED THAT Council direct the Mayor to sign a formal letter of concurrence to Rogers with a copy to ISED in order to permit Rogers to move forward with the installation of the proposed wireless communication site as presented this date.

“Carried”

Deputy Mayor Quilty returned to the Council Chambers at 8:09 p.m.

9e) RFQ Culvert Replacements Council Approval

The Clerk/Treasurer presented the report to Council with an amended report provided at the meeting. After some discussion the following resolution was passed:

**Resolution No. 09/08/21**

Moved by: Robert Dick, seconded by Mike Quilty

WHEREAS By-Law 2020-54 – Procurement Policy regulates the spending limits based on the approved budgeted figure;  
AND WHEREAS the Clerk/Treasurer has the authority to approve purchases of up to \$40,000;  
NOW THEREFORE BE IT RESOLVED that Council approve Option 2 as recommended by the Operations Committee.

“Carried”

9f) McGaghran Road – Upgrade Surface

Councillor Dick presented the report to Council. Upon no further discussion the following resolution was passed:

**Resolution No. 10/08/21**

Moved by: Robert Dick, seconded by Mike Quilty

WHEREAS the Staff deem it beneficial to discuss the surface to be placed on the McGaghran Road based on the heavy traffic and Class ‘A’ pit on the roadway;

AND WHEREAS the 2021 budgeted projects are projected to be under budget by a substantial amount of money;

NOW THEREFORE BE IT RESOLVED that Council approve the upgrade of the surface on McGaghran Road from Micksburg Road to Pine Valley Road to 50mm

HL4 hot mix asphalt with written notice from the Contractor that the pricing is that of the Tendered pricing received in April 2021.

“Carried”

9g) County Road 5 – County Information Only

The Clerk/Treasurer provided Council with an update on County Road 5 closures and road work.

**Agenda Item 10 - Waste Management Committee** - Chair Michael Donohue, All of Council

None

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

11a) Voucher to August 10th, 2021

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

**Resolution No. 11/08/21**

Moved by: Kevin Legris, seconded by Bob Hall

BE IT RESOLVED THAT Council approve the payment voucher listing to August 10th, 2021 in the amount of \$676,481.04.

“Carried”

11b) Budgetary Control Report to July 31, 2021

The Deputy Clerk-Treasurer presented the report to Council and after some discussion the following resolution was passed:

**Resolution No. 12/08/21**

Moved by: Mike Quilty, seconded by Robert Dick

BE IT RESOLVED THAT Council approve the Budgetary Control Report to July 31, 2021 as information.

“Carried”

11c) Township Server Replacement

The Clerk/Treasurer provided information to Council on the server replacement process that will begin the week of August 23, 2021.

11d) Auditor Appointment

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

**Resolution No. 13/08/21**

Moved by: Bob Hall, seconded by Kevin Legris

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 Welch LLP 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 three (3) years, which is the year end audit for the 2021 year at a quoted price of \$21,500, yearend audit for the 2022 year at \$24,000 and the yearend audit for the 2023 year at a quoted price of \$24,500, with the option to extend another two (2) years for the yearend audit for the 2024 year at \$25,000 and the yearend audit for the 2025 year at \$25,500.

“Carried”

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

12a) Fire Communications

The Clerk/Treasurer presented the report to Council and after some discussion the following resolution was passed:

**Resolution No. 14/08/21**

Moved by: Mike Quilty, seconded by Robert Dick

BE IT RESOLVED THAT Council accept the information provided as information at this time.

“Carried”

12b) Protective Services Committee Resolution to Council

The Clerk/Treasurer requested clarification on the department head that would be responsible for the RFP documents. After some discussion the following resolution was passed:

**Resolution No. 15/08/21**

Moved by: Mike Quilty, seconded by Robert Dick

BE IT RESOLVED That Council direct the Fire Chief to prepare and issue an RFP for the preparation and preliminary design of the drawings provided to Protective Services Committee on July 22, 2021.

“Carried”

12c) Ministry of Infrastructure Approval of Funds for Doulgas Fire Hall and 12d) ICIP COVID Stream Updated Information

The Clerk/Treasurer presented an update on the information provided for the funding to be received through the ICIP Covid stream for the Douglas Fire Hall.

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

None

**Agenda Item 14 - By-Laws**

14(a) By-Law 2021-36

**Resolution No. 16/08/21**

Moved by: Kevin Legris, seconded by Bob Hall

BE IT RESOLVED That the By-Law listed below dated August 19th, 2021 be enacted and passed:

- By-Law 2021-36 being a by-law to appoint an auditor

“Carried”

**Agenda Item 15 – Motions and Notice of Motion**

None.

**Agenda Item 16 - Old Business**

The Deputy Clerk-Treasurer presented to Council the action tracking list. Following some discussion the following resolution was passed:

**Resolution No. 17/08/21**

Moved by: Kevin Legris, seconded by Bob Hall

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

“Carried”

**Agenda Item 17 - New Business**

None.

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

18a) Clerk/Treasurer

18b) A Position, plan, procedure, criteria or instruction to be applied to any negotiations carried on or to be carried on by or on behalf of the Municipality

The following resolution was passed:

**Resolution No. 18/08/21**

Moved by: Bob Hall, seconded by Kevin Legris

BE IT RESOLVED THAT Council move into an in-camera session at 9:01 pm under the Municipal Act section 239 (2)(b) personal matters about an identifiable individual, including municipal or local board employees and 239 (2)(k) A Position, plan, procedure, criteria or instruction to be applied to any negotiations carried on or to be carried on by or on behalf of the Municipality

“Carried”

The Lead Hands and the Clerk/Treasurer vacated the meeting at 9:01 pm.

Council rose and reported at 10:50 pm with the following resolution being passed:

**Resolution No. 19/08/21**

Moved by: Kevin Legris, seconded by Bob Hall

BE IT RESOLVED THAT Council direct the Mayor and Clerk/Treasurer to execute an agreement to enter into a Services Contract, as attached, with the County of Renfrew for the provision of Public Works & Engineering: Consulting Services, specifically in the role of Acting Public Works Supervisor, Human Resources and Recruitment and Selection and Occupational Health to provide assistance regarding medical leaves, return to work and accommodations.

“Carried”

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

**Resolution No 20/08/21**

Moved by: Bob Hall, seconded by Kevin Legris

That By-Law 2021-37, being a By-Law to Confirm the Proceedings of the Council of the Township of Admaston/Bromley at the meeting held August 19th, 2021 be now numbered, deemed read three times and passed.

“Carried”

**Agenda Item 20 – Question Period**

None.

**Agenda Item 21 – Adjournment**

**Resolution No. 21/08/21**

Moved by: Kevin Legris, seconded by Bob Hall

BE IT RESOLVED THAT the Thursday, August 19th, 2021 Township of Admaston/Bromley Council meeting be adjourned at 10:58 p.m.

“Carried”

---

Mayor

---

Clerk-Treasurer