

Township of Admaston/Bromley  
First Monthly Meeting

Council met for their first monthly meeting on Thursday February 3, 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 7:31 pm. A moment of silence followed.

**Agenda Item 3 – Approval of Agenda**

**Resolution No. 01/02/22**

Moved by: Kevin Legris, seconded by Bob Hall

BE IT RESOLVED that Council approve the February 3, 2022, Council Meeting Agenda. Carried

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

None.

**Agenda Item 5 – Minutes**

**Resolution No. 02/02/22**

Moved by Kevin Legris, seconded by Bob Hall

BE IT RESOLVED that Council adopt the following meeting Minutes:

- January 20, 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 Consent Application – B105/21

The Acting Treasurer/Deputy Clerk presented the report to Council highlighting areas throughout the report. After some discussion the following resolution was passed:

**Resolution No. 03/02/22**

Moved by Bob Hall, seconded by Kevin Legris

BE IT RESOLVED that Admaston/Bromley Council accept in principle Consent Application B105-21 submitted by Mr. & Mrs. Byers so long as requirements of commenting agencies are satisfied. Carried

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

8a Library Minutes and Reports – November 17, 2021, Board Meeting Minutes  
January 2022 Treasurer & CEO's Report

Councillor Hall presented the report to Council. Councillor Hall pointed that the Cheese Fundraiser was successful grossing a profit just under \$800.00. The Douglas Frosty Fun weekend is also coming up with many points of interest for community members (Bingo, Colouring Contests, etc.). The committee is also partnering with The Renfrew Fair Board to host a Trivia Night as their St. Patrick's Day party. The dependant on restrictions and gathering limitations. Councillor Hall also noted that the library will be having a Little Caesars pizza fundraiser in the coming months.

Resolution No. 04/02/22

Moved by Bob Hall, seconded by Kevin Legris

BE IT RESOLVED Council receive the following Library Board information:

- November 17, 2021, Board Minutes
- CEO's Report – January 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.

None.

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

11a Modernization Funding – Review Stream – Intake 3

The Acting Treasurer/Deputy Clerk presented the report to Council. After some discussions the following resolution was passed:

Resolution No. 05/02/22

Moved by Bob Hall, seconded by Kevin Legris

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 approve the Draft RFP for an organizational review, as presented, to be issued and advertised on social media and in local newspapers.

AND BE IT FURTHER RESOLVED THAT the Council of the Township of Admaston/Bromley approve the Treasurer to sign the Modernization Intake 3 Transfer Payment Agreement on behalf of the Township of Admaston/Bromley.

AND BE IT FURTHER RESOLVED THAT the Council of the Township of Admaston/Bromley authorize the CAO/Clerk, Acting Treasurer/Deputy Clerk, and the Acting Public Works Superintendent to receive and score the RFP for an Organizational Review, bringing results back to the March 3, 2022, Council meeting for approval.

AND BE IT FURTHER RESOLVED that the Council of the Township of Admaston/Bromley adopts By-Law 2022-13 being a by-law authorizing the Corporation of the Township of Admaston/Bromley to enter into an agreement with Her Majesty the Queen in Right of Ontario, represented by the Minister of Municipal Affairs and Housing.

Carried

**Agenda Item 12 – Protective Services Committee**

**12a Appointment of CEMC and Alternate**

CAO/Clerk Charkavi presented the report to Council. The report stated that the CAO/Clerk and the Acting Treasurer/Deputy Clerk are going to be taking the steps to complete the CEMC Course. Reasons were identified as to why staff should fill these roles. Planning will soon begin for the required annual exercise. Mayor Donohue noted that there were and still are members on board with significant experience. It is appropriate risk mitigation to have these individuals on the board. After discussions, the following resolution was passed:

**Resolution No. 06/02/22**

Moved by Mike Quilty, seconded by Robert Dick

BE IT RESOLVED that Council repeal By-Law 2018-03, by passing By-Law 2022-14, being a by-law to appoint a Community Emergency Management Coordinator and Alternate for the Township of Admaston/Bromley.

Carried

**12b Fire Protection Agreement – Greater Madawaska – Amendment**

CAO/Clerk Charkavi presented the Fire Protection Amending Agreement report to Council. Greater Madawaska requested an annual 2% increase rather than the use of COLA. It was noted that the current agreement in place has been used a couple times per year. After the discussions, the following resolution was passed:

**Resolution No. 07/02/22**

Moved by Mike Quilty, seconded by Robert Dick

BE IT RESOLVED that Council amend By-Law 2022-05, being a by-law to authorize the execution of a Fire Protection Agreement between the Corporation of the Township of Admaston/Bromley and the Township of Greater Madawaska, replacing the service costs to reflect a 2% annual increase for 2022, 2023 and 2024.

Carried

**Agenda Item 13 – County of Renfrew**

None.

**Agenda Item 14 – By-Laws**

**Resolution No. 08/02/22**

Moved by Robert Dick, seconded by Mike Quilty

BE IT RESOLVED THAT Council approves the following By-laws:

- Amended Fire Protection Agreement with Greater Madawaska 2022-12
- MMAH Agreement for Organizational Review 2022-13
- Appointment of CEMC and Alternate 2022-14.

Carried

**Agenda Item 15 – Notice of Motion**

**15a Action Tracking List**

CAO/Clerk Charkavi presented the Action Tracking Report to Council. The following resolution was passed:

**Resolution No. 09/02/22**

Moved by Kevin Legris, seconded by Mike Quilty

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

Carried

**Agenda Item 16 – Closed Session**

None.

**Agenda Item 17 – New Business**

Deputy Mayor Mike Quilty noted that there was to be a Police Service Board Meeting in the coming week.

Councillor Bob Hall also mentioned that the Little Caesars Fundraiser for the Library Board would be taking place in the coming weeks with the option to order online. Once more information becomes available the Administrative Assistant at the Township will share the advertisement on social media.

**Agenda Item 18 – Confirmatory By-Law**

18a By-law 2022-15 being a by-law to confirm proceedings of Council Meeting

**Resolution No. 10/02/22**

Moved by Kevin Legris, seconded by Bob Hall

BE IT RESOLVED that By-Law 2022-15, being a By-law to confirm the Proceedings of Council of the Township of Admaston/Bromley at the meeting held February 3, 2022, be now numbered, deemed read three times and passed.

Carried

**Agenda Item 19 – Question Period**

None.


**Agenda Item 20 – Adjournment**

**Resolution No. 11/02/22**

Moved by Kevin Legris, seconded by Bob Hall

BE IT RESOLVED that the Thursday, February 3, 2022, Township of Admaston/Bromley Council meeting be adjourned at 8:18 p.m.

Carried

  
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Mayor

  
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CAO/Clerk