

Township of Admaston/Bromley
Second Monthly Meeting

Council met for their second monthly meeting on Thursday April 21, 2022. Present were 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, Acting Roads Superintendent Steve Visinski and Administrative Assistant Meagan Jessup.

Mayor Michael Donohue was not present and sent his regrets.

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

Deputy Mayor Mike Quilty called the Meeting to Order at 7:30 pm. A moment of silence followed.

Agenda Item 3 – Approval of Agenda

Resolution No. 18/04/22

Moved by Kevin Legris, seconded by Bob Hall

BE IT RESOLVED that Council approve the agenda of April 21, 2022 Council Meeting Agenda.

Carried

Agenda Item 4 – Disclosure of Pecuniary Interest

None.

Agenda Item 5 – Minutes

Resolution No. 19/04/22

Moved by Kevin Legris, seconded by Bob Hall

BE IT RESOLVED that Council adopt the following meeting Minutes:

- April 7, 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 Building and Sewage Report - March

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

Resolution No. 20/04/22

Moved by Kevin Legris, seconded by Bob Hall

BE IT RESOLVED THAT Council accepts the Building and Sewage report as information.

Carried

7b B147/21 Consent Application

After some brief discussion, the following resolution was passed:

Resolution No. 21/04/22

Moved by Bob Hall, seconded by Kevin LeGris

BE IT RESOLVED THAT Council accepts the withdrawal of consent application B147/21 for Part of Lots 4 & 5, Concession 2, Admaston, submitted by Tom Cobus, as an agent of Jason Kunopaski, as information.

Carried

7c B148/21 Consent Application

Resolution No. 22/04/22

Moved by Bob Hall, seconded by Kevin LeGris

BE IT RESOLVED THAT Council accepts in principle consent application B148/21, submitted by Tom Cobus, as an agent of Jason Kunopaski, so long as requirements of commenting agencies are satisfied.

Carried

7d B149/21 Consent Application

Resolution No. 23/04/22

Moved by Bob Hall, seconded by Kevin LeGris

BE IT RESOLVED THAT Council accepts in principle consent application B149/21, submitted by Tom Cobus, as an agent of Jason Kunopaski, so long as requirements of commenting agencies are satisfied.

Carried

7e B150/21 Consent Application

Resolution No. 24/04/22

Moved by Bob Hall, seconded by Kevin LeGris

BE IT RESOLVED THAT Council accepts in principle consent application B150/21, submitted by Tom Cobus, as an agent of Jason Kunopaski, so long as requirements of commenting agencies are satisfied.

Carried

7f B145/21 Consent Application

Resolution No. 25/04/22

Moved by Bob Hall, seconded by Kevin LeGris

BE IT RESOLVED THAT Council accepts in principle consent application B145/21, submitted by Ted Barron, so long as requirements of commenting agencies are satisfied.

Carried

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

None.

Agenda Item 9 – Operations Committee – Chair Robert Dick, all of Council

9a March Public Works Report

Acting Roads Superintendent, Steve Visinski, presented the report to Council. It was noted that recycling was being picked up weekly on Stone Road. This shows a good sign as more ratepayers are utilizing the recycling process more.

Traffic Counters are also now set up, the Administrative Assistant is assisting the Acting Roads Superintendent with gathering accurate data. After some brief discussion, the following resolution was passed:

Resolution No. 26/04/22

Moved by Robert Dick, seconded by Kevin Legris

BE IT RESOLVED THAT Council receive the Public Works March 2022 Report as information. Carried

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 Inaugural Meeting amended by Municipal Elections Act Report

The CAO/Clerk presented the report to Council. The CAO/Clerk explained the change in the Municipal Elections Act (MEA) allowing for newly elected council to be sworn in on November 15. Admaston/Bromley's council meeting that week is November 17, which allows for a smooth transition for new council. The following resolution was passed:

Resolution No. 27/04/22

Moved by Kevin Legris, seconded by Bob Hall

BE IT RESOLVED that Council approve By-Law 2022-30 that amends By-Law 2012-34, being a by-law to govern the proceedings of Council and Committees of the Township of Admaston/Bromley. Carried

11b Provincial Election June 2 – Options for Council Meeting Report

The CAO/Clerk brought the report to Council. Since Elections Ontario will need to use the Township's Council Chambers on the first monthly meeting of June thus we need to change or cancel the first monthly meeting. It was noted that since the Township now has virtual accommodations that that would be a good option. An option to cancel the meeting was discussed, but not recommended as there are always issues that need to be discussed with Council. After some discussions, the following resolution was passed:

Resolution No. 28/04/22

Moved by Robert Dick, seconded by Kevin Legris

BE IT RESOLVED that Council change the council meetings for the month of June 2022 to June 9 and June 23, 2022 and provide notice of such.

Carried

11c Interim Tax Report – to March 31, 2022

The The Acting Treasurer/Deputy Clerk brought the report to Council. It was noted that the pre-Authorized ratepayers has increased in the last year since advertising this more. It was noted in the interim tax mailout, and the agreement was also sent out with arrears letters. After some discussions the following resolution was passed:

Resolution No. 29/04/22

Moved by Robert Dick, seconded by Kevin Legris

BE IT RESOLVED that Council accepts the Tax Report – Interim Tax Billing as information.

Carried

11d Cash Management Report – to March 31, 2022

After brief discussion, the following resolution was passed:

Resolution No. 30/04/22

Moved by Robert Dick, seconded by Kevin Legris

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

Carried

11e Restricted Acts Delegation

The CAO/Clerk brought the report to Council. It was noted that this by-law protects the Township should the Council find themselves within Restricted Acts as per the Municipal Act, 2001. Council will be restricted from performing certain duties during this period. After some brief discussion, the following resolution was passed:

Resolution No. 31/04/22

Moved by Kevin LeGris, seconded by Bob Hall

BE IT RESOLVED that Council approve By-Law 2022-31 that delegates authority to the CAO/Clerk should the Council of Admaston/Bromley be in Restricted Acts as per Section 275 of the Municipal Act, 2001.

Carried

Agenda Item 12 – Protective Services Committee Chair Mike Quilty, Committee

Member Robert Dick

12a Emergency Management Compliance Report 2021

Resolution No. 32/04/22

Moved by Bob Hall, seconded by Kevin Legris,

BE IT RESOLVED that Council accepts the Emergency Management Compliance Report noting that the Township is compliant for 2021, as information.

Carried

Agenda Item 13 – County of Renfrew Mayor Michael Donohue

None.

Agenda Item 14 – By-Laws

Resolution No. 33/04/22

Moved by Kevin Legris, seconded by Bob Hall

BE IT RESOLVED THAT the Council approve the following by-laws:

- Amend Procedural By-Law – By-Law 2022-30; and
- Delegation of Authority – Restricted Acts – By-Law 2022-31.

Carried

Agenda Item 15 – Old Business

15a Action Tracking List

The CAO/Clerk presented the Action Tracking Report to Council. It was brought up that the Cannabis Growth was updated as a Public Meeting will be held on May 5th to consider amending the zoning by-law. This is another tool that the Township can utilize to deal with any issues involving cannabis that may arise.

Canada Day events were also briefly discussed, Administrative Assistant, Meagan Jessup is planning to meet with the Admaston Recreation Committee to discuss plans. It was also brought up that the Township is working with the School Board to update the current agreement and reflect any changes in policies that the School Board has in place.

Resolution No. 34/04/22

Moved by Robert Dick, seconded by Kevin Legris

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

Carried

Agenda Item 16 – Closed Session

17a Employee Negotiations

The Administrative Assistant, Meagan Jessup, left the Council Chambers at 8:02 p.m. The following resolution was passed:

Resolution No. 35/04/22

Moved by Robert Dick, seconded by Kevin Legris

BE IT RESOLVED that council move to a Closed session at 8:02 p.m. as per section 239(b) of the Municipal Act – *personal matters about an identifiable individual, including municipal or local board employees.*

More specifically to discuss employee negotiations.

Carried

Council rose from the Closed Session at 8:19 pm and reported progress with the passing of the following motions:

Resolution No. 35/04/23

Moved by Bob Hall, seconded by Kevin Legris

BE IT RESOLVED that council direct the CAO/Clerk advertise, interview and hire a Public Works Superintendent for six (6) month contract for the purpose of succession planning for the role of Public Works Superintendent.

Carried

Resolution No. 35/04/24

Moved by Robert Dick, seconded by Kevin Legris

BE IT RESOLVED that council direct the CAO/Clerk to advertise, interview and hire a Full-Time Machine Operator.

Carried

Resolution No. 35/04/25

Moved by Kevin Legris, seconded by Bob Hall

BE IT RESOLVED that council direct the CAO/Clerk to extend the Machine Operator Contract to December 31, 2022.

Carried

Agenda Item 17 – New Business

None.

Agenda Item 18 – Confirmatory By-Law

18a By-law 2022-32 being a by-law to confirm proceedings of Council Meeting

Resolution No. 36/04/26

Moved by Bob Hall, seconded by Kevin Legris

BE IT RESOLVED that By-Law 2022-32, being a By-law to confirm the Proceedings of Council of the Township of Admaston/Bromley at the meeting held April 21, 2022, be now numbered, deemed read three times and passed.

Carried

Agenda Item 19 – Question Period

None.

Agenda Item 20 – Adjournment

Resolution No. 37/04/27

Moved by Kevin Legris, seconded by Bob Hall

BE IT RESOLVED that the Thursday, April 21, 2022, Township of Admaston/Bromley Council meeting be adjourned at 8:39 p.m.

Carried

Mayor

CAO/Clerk