

Township of Admaston/Bromley
First Monthly Meeting

Council met for their first monthly meeting on Thursday August 4th, 2022. Present were, Mayor Michael Donohue, Deputy Mayor Mike Quilty and Councilors Robert Dick, Bob Hall. Kevin Legris attended virtually.

Staff Members present were CAO/Clerk Jennifer Charkavi, Acting Treasurer/Deputy Clerk Mitchell Ferguson, Acting Public Works Superintendent Steve Visinski 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 7:30 pm. A moment of silence followed.

Agenda Item 3 – Approval of Agenda

Resolution No. 01/08/22

Moved by Mike Quilty, seconded by Bob Hall

BE IT RESOLVED that Council approve the amended agenda of August 4th, 2022, Council Meeting:

- Closed session to include Osceola Landfill
- Deferred delegations, OPP, and Dillon Consulting.

Carried

Agenda Item 4 – Disclosure of Pecuniary Interest

None.

Agenda Item 5 – Minutes

Resolution No. 02/08/22

Moved by Mike Quilty, seconded by Bob Hall

BE IT RESOLVED that Council adopt the following meeting Minutes:

- July 5th, 2022, Special Council Meeting; and
- July 21st, 2022, Regular Council Meeting

Carried

Agenda Item 6 – Delegations and Guests

6a Sgt. Lisa Rotar, Municipal Policing Specialist – Review OPP Contract Extension

Resolution No. 03/08/22

Moved by Mike Quilty, seconded by Bob Hall

BE IT RESOLVED THAT Council defer the OPP Contract Extension and Presentation to the August 18th, 2022, Council meeting.

Carried

6b Dillon Consulting – Asset Management Plan Presentations

Resolution No. 04/08/22

Moved by Mike Quilty, seconded by Bob Hall

BE IT RESOLVED THAT Council defer the Asset Management Plan presentation by Dillon Consulting to a future meeting.

Carried

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

It was noted by the Acting Treasurer/Deputy Clerk that a Zoning By-Law Amendment is a condition of consent for various reasons with each of the applications placed before Council this evening.

7a B180/21 Consent Application

Discussion was had on the portion of the application B180/21 that referred to retained lands.

Resolution No. 05/08/22

Moved by Bob Hall, seconded by Kevin LeGris

BE IT RESOLVED that Admaston/Bromley Council accept in principle Consent Application B180/21 submitted by Kelly, Jane, and Joshua Young so long as requirements of commenting agencies are satisfied.

Carried

7b B181/21 Consent Application

Resolution No. 06/08/22

Moved by Bob Hall, seconded by Kevin LeGris

BE IT RESOLVED that Admaston/Bromley Council accept in principle Consent Application B181/21 submitted by Kelly, Jane, and Joshua Young so long as requirements of commenting agencies are satisfied.

Carried

7c B204/21 Lot Addition Application

Resolution No. 07/08/22

Moved by Bob Hall, seconded by Kevin LeGris

BE IT RESOLVED that Admaston/Bromley Council accept in principle Consent Application B204/21 submitted by Bruce Bennett who is acting as an agent on behalf of Clare & Bert Bennett, so long as requirements of commenting agencies are satisfied.

Carried

7d B205/21 Lot Addition Application

Discussion was had on the splitting of zones of the properties within this application. It was reiterated that a Zoning By-Law amendment would be required to merge the zoning on the noted property.

Resolution No. 08/08/22

Moved by Bob Hall, seconded by Kevin LeGris

BE IT RESOLVED that Admaston/Bromley Council accept in principle Consent Application B205/21 submitted by Bruce Bennett who is acting as an agent on behalf of Clare & Bert Bennett, 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 Tender PW2022-05 Report

There was discussion about the difference in submitted pricing between RFP PW2022-03 and RFP PW2022-05 with the removal of line items and the scope change of the project. The pricing difference between lowest tenders from both RFP's was \$105,553.47 inclusive of all applicable taxes.

Resolution No. 09/08/22

Moved by Robert Dick, seconded by Mike Quilty

BE IT RESOLVED THAT Council of the Corporation of the Township of Admaston/Bromley award PW 2022-05 to Bonnechere Excavating Inc (BEI) in the amount of \$753,806.11 inclusive of applicable taxes.

AND BE IT FURTHER RESOLVED THAT Council of the Corporation of the Township of Admaston/Bromley defer the surface treatment project on the South McNaughton Road from Bonnechere Road to Butler Road to 2023 and utilize these funds to offset over budget costs, with any unspent funds set aside as a reserve for the South McNaughton project.

Carried

Agenda Item 10 – Waste Management Committee – Chair Michael Donohue, all of Council.

10a Hauling of Waste from Transfer Sites

Acting Public Works Superintendent advised that the compactor truck is failing faster than anticipated and as such an agreement with Emterra, the recommended successful proposal, is required September 1, 2022. Further Discussion was had on the hauling of waste and the following motion was passed.

Resolution No. 10/08/22

Moved by Robert Dick, seconded by Mike Quilty

BE IT RESOLVED THAT Council of the Township of Admaston/Bromley award the RFP PW 2022-02 to Emterra Environmental for the annual cost of \$66,583.44 tax included.

AND BE IT FURTHER RESOLVED that Council direct staff to enter into a Two (2) year contract with Emterra Environmental commencing September 1st, 2022.

Carried

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

None.

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

None.

Agenda Item 13 – County of Renfrew Mayor Michael Donohue

None.

Agenda Item 14 – Closed Session

14a As per Section 239 2 (b) personal matters about an identifiable individual, including municipal or local board employees. More specifically as it relates to the Organizational Review Recommendations and a planning update.

14b As per Section 239 2 (c) a proposed or pending acquisition or disposition of land by the municipality or local board. More specifically as it relates to a parcel of property requested to be taken over by the municipality.

Resolution No. 11/08/22

Moved by Bob Hall, seconded by Mike Quilty

BE IT RESOLVED THAT Council move into a Closed Session at 7:59 p.m.

As per section 239 2(b) of the Municipal Act – *personal matters about an identifiable individual, including municipal or local board employees.*

More specifically as it relates to the Organizational Review Recommendations and a planning update.

AND

As per section 239 2(c) of the Municipal Act – a proposed or pending acquisition or disposition of land by the municipality or local board.

More specifically as it relates to a parcel of property requested to be taken over by the municipality & the Osceola Landfill Expansion.

Carried

Acting Road Superintendent Steve Visinski and Administrative Assistant Meagan Jessup left the Council Chambers at 8:00 p.m.

Council rose from the Closed Session and had the following resolutions to report as progress:

Resolution No. 12/08/22

Moved by Mike Quilty, seconded by Bob Hall

BE IT RESOLVED THAT Council declare a surplus from 2021 in the amount of \$229,436.

AND BE IT FURTHER RESOLVED THAT Council use a portion of the 2021 surplus to fund the Organizational Review Recommendations for 2022.

Carried

Resolution No. 13/08/22

Moved by Mike Quilty, seconded by Bob Hall

BE IT RESOLVED THAT Council promote Mitchell Ferguson, the Deputy Clerk/Treasurer to Treasurer/Deputy Clerk position, effective September 1, 2022.
Carried

Resolution No. 14/08/22

Moved by Robert Dick, seconded by Mike Quilty

BE IT RESOLVED THAT Council promote Steve Visinski, Lead Hand, to Public Works Superintendent, in an Acting Position, effective September 1, 2022.
Carried

Resolution No. 15/08/22

Moved by Robert Dick, seconded by Mike Quilty

BE IT RESOLVED THAT Council promote William McHale, the Deputy Fire Chief to the Fire Chief, effective September 1, 2022.
Carried

Resolution No. 16/08/22

Moved by Robert Dick, seconded by Mike Quilty

BE IT RESOLVED THAT Council promote Pat Donohue, Deputy Fire Chief, effective September 1, 2022.
Carried

Resolution No. 17/08/22

Moved by Bob Hall, seconded by Mike Quilty

BE IT RESOLVED THAT Council replace the current Administrative Assistant position with a Finance Clerk position, effective September 1, 2022.
Carried

Resolution No. 18/08/22

Moved by Bob Hall, seconded by Mike Quilty

BE IT RESOLVED THAT Council approve the adoption of By-Law 2022-53, being a by-law to amend the Employment By-Law (2020-58) to adopt a new payroll grid, effective September 1, 2022.

Councillor Robert Dick	For	
Councillor Robert Hall	For	
Councillor Kevin LeGris	For	
Deputy Mayor Mike Quilty	For	
Mayor Michael Donohue		Against

Carried

Mayor Donohue wanted noted in the minutes that he is not opposed to the implementation of the new payroll grid, he is opposed to the start date, he would have supported a January 1, 2023, effective date.

Resolution No. 19/08/22

Moved by Mike Quilty, seconded by Bob Hall

BE IT RESOLVED THAT Council adopt the Organizational Review provided by Municipal Government Wayfinders.

Carried

Resolution No. 20/08/22

Moved by Robert Dick, seconded by Mike Quilty

BE IT RESOLVED THAT Council adopt the On-Call Policy for Public Works Employees, effective September 1, 2022.

Carried

Resolution No. 21/08/22

Moved by Robert Dick, seconded by Mike Quilty

BE IT RESOLVED THAT Council authorize the addition of an Equipment Operator to the contingent of employees within the Public Works Department, bringing the total number of Equipment Operators to four (4);

AND BE IT FURTHER RESOLVED THAT Council authorize the CAO/Clerk to advertise, interview and hire a full-time Machine Equipment Operator for the Township.

Carried

Resolution No. 22/08/22

Moved by Bob Hall, seconded by Mike Quilty

BE IT RESOLVED THAT Council authorize the CAO/Clerk to advertise, interview and hire a contract Lead Hand Position for a 12-month period, with possible extension.

Carried

Resolution No. 23/08/22

Moved by Bob Hall, seconded by Mike Quilty

BE IT RESOLVED THAT Council adopt the 5-year financial plan provided by Municipal Government Wayfinders, in principle;

AND BE IT FURTHER RESOLVED THAT Council direct staff to prepare a 5-year financial plan to be addresses at the 2023 budget deliberations.

Carried

Resolution No. 24/08/22

Moved by Mike Quilty, seconded by Robert Dick

BE IT RESOLVED THAT By-Law 2022-53 be considered separately by a separate motion.

Carried

Agenda Item 15 – By-Laws

- 15a 2022-53 – Amend Employment By-Law
- 2022-54 – Appoint Treasurer/Deputy Clerk
- 2022-55 – Appoint Fire Chief

Resolution No. 25/08/22

Moved by Mike Quilty, seconded by Bob Hall

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

- 2022-54 – Appoint Treasurer/Deputy Clerk
- 2022-55 – Appoint Fire Chief

Carried

Resolution No. 26/08/22

Moved by Robert Dick, seconded by Mike Quilty

BE IT RESOLVED THAT Council adopt the following By-Law:

- Amend Employment By-Law 2022-53

Councillor Robert Dick	For	
Councillor Robert Hall	For	
Councillor Kevin LeGris	For	
Deputy Mayor Mike Quilty	For	
Mayor Michael Donohue		Against

Carried

Mayor Donohue noted once again that he is not opposed to the implementation of the Payroll Grid, just the effective date.

Agenda Item 16 – Old Business

16a Action Tracking List

Resolution No. 27/08/22

Moved by Robert Dick, seconded by Mike Quilty

BE IT RESOLVED THAT Council receive the Action Tracking List as information.

Carried

Resolution No. 28/08/22

Moved by Robert Dick, seconded by Mike Quilty

BE IT RESOLVED THAT The Bonnechere Recreation Report be deferred to a future Council Meeting.

Carried

CAO/Clerk Charkavi noted that the information requested by Council had not yet been received from the Town of Renfrew.

Agenda Item 17 – New Business

None.

Agenda Item 18 – Confirmatory By-Law

18a By-law 2022-56 being a by-law to confirm proceedings of Council Meeting

Resolution No. 29/08/22

Moved by Robert Dick, seconded by Mike Quilty

BE IT RESOLVED that By-law 2022-56, being a By-law to Confirm the Proceedings of the Council of the Township of Admaston/Bromley at the meeting held August 4, 2022, be now numbered, deemed read three times and passed.

Carried

Agenda Item 19 – Question Period

None.

Agenda Item 20 – Adjournment

Resolution No. 30/08/22

Moved by Bob Hall, seconded by Mike Quilty

BE IT RESOLVED that the Thursday, August 4th, 2022, Township of Admaston/Bromley Council meeting be adjourned at 9:13 p.m.

Carried

Mayor

CAO/Clerk