

Township of Admaston/Bromley
First Monthly Meeting

Council met for their first monthly meeting on Thursday January 5th, 2023. Present were Mayor Michael Donohue, Deputy Mayor Kevin LeGris, Councillors Angela Field, Keith Gourley and Brian Hamilton.

Staff Members present were CAO/Clerk Jennifer Charkavi, Interim Treasurer Keray O'Reilly, Finance Clerks Andrea LeClaire and Meagan Jessup.

Guests present were Jane Wouda, Chief Librarian Admaston Public Library, Susan Patterson-O'Neill, Library Board Chair.

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. 01/01/23

Moved by Angela Field, seconded by Kevin LeGris.

BE IT RESOLVED that Council approve amending the agenda of January 5, 2023, Regular Council Meeting to add the following items:

- 13. b) Mayor's Letter to RCDHU – October 21, 2022
- 13. c) Board of Health CEO Report – November 2022

AND BE IT RESOLVED that Council approve the amended Agenda for January 5, 2023, Regular Council Meeting.

Carried

Agenda Item 4 – Disclosure of Pecuniary Interest

None.

Agenda Item 5 – Minutes

5a Resolution to adopt Minutes of Council Meeting held on December 15th, 2022

Resolution No. 02/01/23

Moved by Brian Hamilton, seconded by Keith Gourley

BE IT RESOLVED that Council adopt the following meeting Minutes:

- December 15, 2022, Regular Council Meeting

Carried

Agenda Item 6 – Delegations and Guests

6a Jane Wouda, Chief Librarian, Susan Patterson-O'Neill, Library Board Chair

Chief Librarian Wouda provided an overview of their services to the community and what they have been able to accomplish in recent years and what they are looking ahead at accomplishing for 2023.

Agenda Item 7 – Planning and Economic Development Committee –

None.

Agenda Item 8 – Community Services Committee –

8a Appointment of Library Board Members

Resolution No. 03/01/23

Moved by Brian Hamilton, seconded by Keith Gourley.

BE IT RESOLVED that Council approve By-Law 2023-02, being a by-law to appoint a Public Library Board. Carried

Agenda Item 9 – Operations Committee –

None.

Agenda Item 10 – Waste Management Committee –

None.

Agenda Item 11 – Finance and Administration Committee –

11a Appointment of Officers and Committees By-Law

Resolution No. 04/01/23

Moved by Kevin LeGris, seconded by Angela Field.

BE IT RESOLVED THAT Council approve By-Law 2023-01, being a by-law to appoint certain township officers and committees for the ensuing year or until their successors are appointed. Carried

11b Borrowing By-Law

Interim Treasurer O'Reilly summarized the report. Questions arose concerning the Township's debt limits and how it affects the Financial Information Returns.

Resolution No. 05/01/23

Moved by Keith Gourley, seconded by Brian Hamilton

BE IT RESOLVED that Council adopt By-Law Number 2023-05, being a by-law to authorize the borrowing of money from time to time in order to meet current and capital expenditures of the Township for the year 2023. Carried

11c Interim Tax By-Law

Interim Treasurer O'Reilly summarized the report. Questions arose concerning the Preauthorized Payment Plan and how to encourage more participation.

Resolution No. 06/01/23

Moved by Keith Gourley, seconded by Brian Hamilton

BE IT RESOLVED that Council adopt By-Law Number 2023-04, being a by-law to provide for an interim tax levy and for the payment of taxes, as well as penalty and interest charges for the non-payment of taxes or any installment by the due date. Carried

11d County of Renfrew Flood Hazard Identification and Mapping Program Funding

CAO/Clerk Charkavi highlighted the key points of the program and that the County is looking for municipal support.

Council had questions concerning how the funding formula was developed, as they felt that the Township's share was high. Council also wondered how the waterways were chosen and why some municipalities were not included.

Resolution No. 07/01/23

Moved by Kevin LeGris, seconded by Angela Field

BE IT RESOLVED that Council defer the resolution on the Flood Hazard Identification and Mapping Funding Application to a future meeting of Council;

AND BE IT FURTHER RESOLVED THAT Council direct staff to clarify the funding formula and the water ways involved in the program.

Carried

Resolution No. 08/01/23

Moved by Kevin LeGris, seconded by Angela Field

BE IT RESOLVED that Council direct staff to draft a letter of support from the Township of Admaston/Bromley confirming our participation in the Flood Hazard Identification and Mapping Funding Application.

Deferred

11e Cost of Living Adjustment (COLA) Report

CAO/Clerk Charkavi summarized the report. Council discussed the 3% increase.

Resolution No. 09/01/23

Moved by Keith Gourley, seconded by Brian Hamilton

BE IT RESOLVED that Council approve By-Laws 2023-03 and 2023-06 to amend the Employment By-Law and the Council Remuneration By-Law, as amended, to be adjusted to reflect a Cost of Living Adjustment by 3% effective January 1, 2023.

Carried

Agenda Item 12 – Protective Services Committee –

None.

Agenda Item 13 – County of Renfrew – Mayor Michael Donohue

13a Letter from RCDHU – Renfrew Office Closure Response

Mayor Donohue provided a background summary of the closure.

Resolution No. 10/01/23

Moved by Kevin LeGris, seconded by Angela Field.

BE IT RESOLVED THAT Council receive the response letter from the Chair of the Board of Health concerning the closure of the Renfrew Office of the RCDHU;

AND BE IT FURTHER RESOLVED that Council receive the following supporting documents:

Mayor's Letter to RCDHU – October 21, 2022
Board of Health CEO Report – November 2022

Carried

Agenda Item 14 – By-Laws

- 14a** 2023-01 – Appointment of Officers and Committees
2023-02 – Appointment of Library Board
2023-03 – Amend Employment By-Law – COLA
2023-04 – Interim Tax Levy
2023-05 – Borrowing By-Law
2023-06 – Remuneration of Council - COLA

Resolution No. 11/01/23

Moved by Kevin LeGris, seconded by Angela Field.

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

- 2023-01 – Appointment of Officers and Committees
- 2023-02 – Appointment of Library Board
- 2023-03 – Amend Employment By-Law – COLA
- 2023-04 – Interim Tax Levy
- 2023-05 – Borrowing By-Law
- 2023-06 – Remuneration of Council - COLA

Carried

Agenda Item 15 – Old Business

- 15a** Action Tracking List

Resolution No. 12/01/23

Moved by Brian Hamilton, seconded by Brian Hamilton.

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

Carried

Agenda Item 16 – New Business

CAO/Clerk Charkavi advised Council that the Township's YouTube Channel was up and that the Inaugural meeting of Council had been uploaded. She further advised that staff would advertise our channel in the next couple of months, this will ensure that everything is running smoothly first.

Agenda Item 17 – Closed Session

None.

Agenda Item 18 – Confirmatory By-Law

- 18a** By-law 2023-07 being a by-law to confirm proceedings of Council Meeting

Resolution No. 13/01/23

Moved by Angela Field, seconded by Kevin LeGris

BE IT RESOLVED that By-law 2023-07, being a By-law to Confirm the Proceedings of the Council of the Township of Admaston/Bromley at the meeting held January 5th, 2023, be now numbered, deemed read three times and passed.

Carried

Agenda Item 19 – Question Period

Councillor LeGris wondered why the Council Remuneration for COLA was a separate by-law and not included with staff. CAO/Clerk Charkavi replied that the Employment By-Law and the Council Remuneration By-law are separate by-laws and that when amending them, both have to be referenced and amended.

Councillor Hamilton wondered when the mileage rate was changed from \$0.61 to \$0.68. CAO/Clerk Charkavi replied that the mileage rate for staff and council is adjusted each January according to the Canadian Revenue Agency's Reasonable Per-Kilometer Allowance released each January.

Agenda Item 20 – Adjournment

Resolution No. 14/01/23

Moved by Angela Field, seconded by Kevin LeGris.

BE IT RESOLVED that the Thursday, January 5th, 2023, Township of Admaston/Bromley Council meeting be adjourned at 9:01 p.m.

Carried

Mayor

CAO/Clerk