

Township of Admaston/Bromley
Second Monthly Meeting
Thursday, January 19, 2023 @ 7:30 p.m.

AGENDA

1. Call Meeting to Order
2. Moment of Silence
3. Approval of Agenda
4. Disclosure of Pecuniary Interest
5. Minutes
 - 5a Resolution to adopt Minutes of Council Meeting January 5th, 2023
6. Delegations and Guests
7. **Planning and Economic Development Committee** – Chair Keith Gourley, Committee Member Kevin LeGris
 - 7a Appointment of Committee of Adjustment
 - 7b Building and Sewage Report – December 2022
 - 7c B84/22 Consent Application
 - i) Application
 - ii) Planners Report
 - iii) CBO & PW Comments
 - 7d B123/22 Consent Application
 - i) Application
 - ii) Planners Report
 - iii) CBO & PW Comments
8. **Community Service Committee** – Chair Angela Field, Committee Member Brian Hamilton
 - 8a
9. **Operations Committee** – Chair Brian Hamilton, All of Council
 - 9a December Report to Council
 - 9b Job Cost Expenditure Report

10. **Waste Management Committee** – Chair Michael Donohue, All of Council
10a
11. **Finance and Administration Committee** – Chair Michael Donohue, All of Council
 - 11a** Payment Register – December 2022
 - i) Payment Register for December and Appendix A
 - 11b** Budgetary Control Report – December 2022
 - i) Staff Report to Council
 - ii) Budgetary Control Report
 - 11c** Sunshine Coach Report
 - 11d** OCIF 2023 Funding Announcement
12. **Protective Services Committee**- Chair Kevin LeGris, Committee Member Angela Field
12a
13. **County of Renfrew** – Mayor Michael Donohue
13a
14. **By-Laws**
 - 14a** 2023-08 – Appointment of Committee of Adjustment
2023-09 – Sunshine Coach
15. Old Business
15a Action Tracking List
16. New Business
17. **Closed Session**
17a
18. Confirmatory By-Law
18a 2023-10 being a by-law to confirm proceedings of Council Meeting
19. Question Period
20. Adjournment

PLEASE NOTE “Submissions received by the public, either orally or in writing may become part of the public record/package”.

Council Information

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 Leclair 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

Township of Admaston/Bromley
477 Stone Road, R.R. #2
Renfrew, ON
K7V 3Z5
E-Mail Address – info@admastonbromley.com

613-432-2885 Stone Road Office
613-432-4052 Fax

613-432-3175 Stone Road Garage
613-646-7918 Cobden Road Garage

REPORT

Date: January 19, 2023

To: Council

From: Meagan Jessup

Re: Building and Sewage Report

Discussion:

Below is a comparison of the Building Permits from 2022 and 2021 for December.

December 2022	New Residence Permits	New Residence Permit Values	Other Permits	Other Permit Values	Total Permits	Total Value
Monthly	-	-	1	70,000.00	1	70,000.00
Year to Date	18	7,342,000.00	71	5,368,900.00	89	12,710,900.00
December 2021						
Monthly	-	-	1	20,000.00	1	20,000.00
Year to Date	12	3,865,000.00	70	2,947,500.00	82	6,812,500.00

Permit Breakdown Comparison			
	2020	2021	2022 to date
Dwellings	11	12	18
Commercial	-		
Agricultural & Farm	21	5	12
Other (Ex. Additions, Porches, Sheds, Decks)	47	65	59
Total Building Permits	79	82	89
Septic Permits	24	29	30
Demolition Permits	-	3	5
Grand Total	103	114	124

Total Monthly Building Permits - Previous Years													
	Jan	Feb	March	April	May	June	July	Aug	Sept	Oct	Nov	Dec	Total
2020	-	4	5	7	13	9	11	5	12	6	5	2	79
2021	-	-	11	20	7	3	10	9	17	3	1	1	82
2022	-	11	5	11	11	20	14	5	6	3	2	1	89

People Consulted:
None.

Recommendation for Council:

BE IT RESOLVED THAT Council accepts this report as information.

Township of Admaston/Bromley
477 Stone Road, R.R. #2
Renfrew, ON
K7V 3Z5
E-Mail Address – info@admastonbromley.com

613-432-2885 Stone Road Office
613-432-4052 Fax

613-432-3175 Stone Road Garage
613-646-7918 Cobden Road Garage

REPORT

Date: January 19, 2023
To: Council
From: Jennifer Charkavi
Re: Consent Application B84/22

Background:

A Consent application was submitted to the County of Renfrew to sever an agricultural property that is 40.4 hectares in area with 665 meters of road frontage and contains an existing house, silo, barn, two hay barns, shed and garage. The retained lands will be 12.9 hectares in area with 491.03 metres of road frontage and contains an existing house. In accordance with Sections 53(11) and 53(5)(a) of the Planning Act, the municipality is required to provide written comments regarding the severed and retained lands. The County of Renfrew development and property department have provided the Township with a consent planning report to provide Council and Staff with more information.

Financial Implications:

None at this time.

People Consulted:

County of Renfrew – Development and Property Department
Chief Building Official
Acting Public Works Superintendent

Recommendation for Council:

BE IT RESOLVED that Admaston/Bromley Council accept in principle Consent Application B84/22 submitted by Carl W. Schruder so long as requirements of commenting agencies are satisfied.

B84/22

Name of Approval Authority:
County of Renfrew
9 International Drive,
Pembroke, ON K8A 6W5
Tel: 613-735-3204
Fax: 613-735-2081
Toll Free: 1-800-273-0183
www.countyofrenfrew.on.ca

APPLICATION FOR CONSENT
Under Section 53 of the Planning Act

Please print and complete or (✓) appropriate box(es). Fields outlined in red are required fields to be completed
Black arrows (▶) denote prescribed information required under Ontario Regulation 197/96.

APR 26 2022

1. OWNER INFORMATION (Please use additional page for owners with different addresses.)			
▶ 1.1 Name of Owner(s): <u>Carl W. Schruder</u>			
Mailing Address: <u>239 Dunmore Rd</u>	Town/City: <u>Cobden</u>	Province: <u>ON</u>	Postal Code: <u>K0J1K0</u>
Telephone No.: (Home) <u>613-646-9728</u>	(Work) <u>613-570-1954</u>	(Fax) <u>-</u>	
Email Address: <u>-</u>			
▶ 1.2 Name of Owner's Authorized Agent (if applicable): <u>Marie M. Schruder</u>			
Mailing Address: <u>239 Dunmore Rd</u>	Town/City: <u>Cobden</u>	Province: <u>ON</u>	Postal Code: <u>K0J1K0</u>
Telephone No.: (Home) <u>613 646-9728</u>	(Work)	(Fax)	
Email Address:			
1.3 Please specify to whom all communications should be sent: <u>- Select Option - Both -</u>			
2. DESCRIPTION OF THE SUBJECT LAND (Severed and Retained)			
Complete applicable boxes in 2.1			
▶ 2.1 Municipality: <u>- Select One - Admaston/Bromley</u>		Subdivision Lot(s) No.:	
Former Township: <u>Bromley</u>		Subdivision Plan No.:	
Lot(s) No.: <u>9</u>		Part(s) No.:	
Concession: <u>3</u>		Reference Plan No.: 49R-	
Civic Address of subject lands/Road Name:			
<u>239 Dunmore Rd. Cobden, Ont.</u>			
▶ 2.2 Are there any existing easements or restrictive covenants affecting the subject land?			
<u>- Select - No</u> If Yes, describe each easement or covenant and its effect.			
3. PURPOSE OF THIS APPLICATION			
▶ 3.1 Type and purpose of proposed transaction (✓ appropriate box):			
<input checked="" type="checkbox"/> Creation of a New Lot	<input type="checkbox"/> Lot Addition/Lot Line Adjustment (see also 3.3)	<input type="checkbox"/> Create Easement/Right-of-Way	<input type="checkbox"/> A Charge/Mortgage
<input type="checkbox"/> A Lease	<input type="checkbox"/> A Correction of Title	<input type="checkbox"/> Other (Please Specify)	
▶ 3.2 Name of person(s), if known, to whom land or interest in land is to be transferred, leased or charged:			
<u>Carl & Marie Schruder.</u>			

4. INFORMATION REGARDING THE LAND INTENDED TO BE SEVERED, THE LAND TO BE RETAINED AND THE LAND TO BE ADDED TO (if applicable)							
▶ 4.1 Dimensions		Severed	select measurement	Retained	select measurement	Lands being added to	select measurement
	Road Frontage	665 m		491.03	--		--
	Depth	595 m	--	151.64	--		--
	Area	100 ac	--	31.93 ac			--
▶ 4.2 Use of the property	Existing Use(s)	farm		Res.			
	Proposed Use(s)	Same		Same			
▶ 4.3 Buildings or Structures	Existing	house, barn, silo, 2 hay bays, sheds, garage		house			
	Proposed	Same		Same			
▶ 4.4 Official Plan Designation		Agriculture		Rural			
4.5 Current Zoning		A		Ru #A			

▶ 4.6 Access (✓ appropriate space)		Severed	Retained	Lands being added to
	Provincial Highway	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Municipal road, maintained all year	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Municipal road, seasonally maintained	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
County road	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Crown road	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Other public road	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Registered right of way (see 4.7)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Private Road (Unregistered) (see 4.7)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Water Access (see below)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

If water access only, state the parking and docking facilities to be used and the approximate distance of these facilities from the subject land and the nearest public road (attach schedule if more room is required):

4.7 If access to the subject land is not by a public road, you MUST include proof of your right of access. (include deed).

Will a road extension be required?	- Select -
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▶ 4.8 Water Supply		Severed	Retained	Lands being added to
(✓ type of existing service OR type that would be used if lands were to be developed)	Publicly owned and operated piped water system	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Privately owned and operated individual well	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
	Privately owned and operated communal well	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Lake or other water body	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Other means	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
▶ 4.9 Sewage Disposal	Publicly owned and operated sanitary sewage system	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Privately owned and operated individual septic system	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
	Privately owned and operated communal septic system	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Privy	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Other means	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
▶ 4.10 Other Services (✓ if service is available)	Electricity	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
	School Busing	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
	Garbage Collection	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

5. PROVINCIAL POLICY STATEMENT

▶ 5.1 Is the requested consent consistent with the Provincial Policy Statement issued under Section 3(1) of the Planning Act?

- Select -

Yes

6. HISTORY OF THE SUBJECT LAND

▶ 6.1 Has the subject land ever been the subject of an application for approval of a Plan of Subdivision under Section 51 of the Planning Act, or an application for Consent (Severance) under Section 53 of the Planning Act?

- Select -

No

If you answered **Yes** in 6.1, and if you **Know**, please specify the file number of the application.

6.2 If this application is a re-submission of a previous consent application, describe how it has been changed from the original application and provide the previous file number.

▶ 6.3 Has any land been severed from the parcel originally acquired by the current owner of the subject land?

- Select -

No

If **Yes**, provide for each parcel severed, the date of transfer, the name of the transferee and the land use on the severed land:

Severed Parcel	Date of Transfer	Name of Transferee	Severed Land Use

7. OTHER CURRENT APPLICATIONS	
<p>▶ 7.1 Is the subject land the subject of any other application under the Planning Act such as an additional Application for Consent (ie. severance), Zoning By-Law amendment, Official Plan amendment, Minister's Zoning order, Minor Variance, or approval of a Plan of Subdivision? - Select - NO</p>	
If Yes, and if Known, specify the appropriate file number and status of the application.	
Type of Application:	File # (if known):
Number of Applications:	Status (if known):

8. SKETCH	
<p>▶ 8.1 Please attach a sketch to the one original and seven duplicate consent applications. Each sketch shall have the severance parcel outlined in red and the retained parcel in green.</p>	
<p>▶ 8.2 The sketch shall show the following information:</p> <ul style="list-style-type: none"> a. the boundaries and dimensions of any land abutting the subject land that is owned by the owner of the subject land; b. the approximate distance between the subject land and the nearest township lot line or landmark, such as a bridge or railway crossing; c. the boundaries and dimensions of the subject land, the part that is intended to be severed and the part that is intended to be retained; d. the location of all land previously severed from the parcel originally acquired by the current owner of the subject land; e. the approximate location of all natural and artificial features (for example, buildings, railways, roads, watercourses, drainage ditches, banks of rivers or streams, wetlands, wooded areas, wells and septic tanks*) that are <ul style="list-style-type: none"> i. located on the subject lands and on land that is adjacent to it, and ii. in the applicant's opinion may affect the application; f. the current uses of land that is adjacent to the subject land (for example residential, agricultural or commercial); g. the location, width and name of any roads within or abutting the subject land indicating whether it is an unopened road allowance, a public traveled road, a private road or a right-of-way; h. if access to the subject land will be by water only, the location of the parking and boat docking facilities to be used; and i. the location and nature of any easement affecting the subject land. 	
<p>* Please show the location of any well, septic tank, septic field, or weeping bed on both the severed and retained parcels and the setbacks for any existing well, septic tank, septic field and/or weeping bed from the proposed new lot line.</p>	

9. OTHER INFORMATION	
<p>9.1 Is there any other information that you think may be useful to the County of Renfrew or other agencies in reviewing this application? If so, explain below or attach on a separate page.</p>	

10. AFFIDAVIT OR SWORN DECLARATION OF APPLICANT

► 10.1 Affidavit or Sworn Declaration for the Prescribed Information

I, Marie Schruder of the - Select One - Twp of Admnaston / Bromley
in the - Select One - City of Renfrew solemnly declare that the information required by O. Regulation 547/06 and
all other information required in this application, including supporting documentation, are true and I make this solemn declaration
conscientiously believing it to be true and knowing that it is of the same force and effect as if made under oath and by virtue of the
Canada Evidence Act.

Marie Schruder

Signature of Applicant

Sworn (or declared) before me at the City of Pembroke
in the Province of Ontario
this 26 day of April, 2022

Alana Leigh Zadow, a Commissioner, etc.,
County of Renfrew, for the Corporation of the
County of Renfrew. Expires November 17, 2025

Alana Zadow

A Commissioner for Taking Affidavits, etc.

NOTE: One of the purposes of the Planning Act is to provide for planning processes that are open, accessible, timely and efficient. Accordingly, all written submissions, documents, correspondence, e-mails or other communications (including your name and address) form part of the public record and will be disclosed/made available by the County to such persons as the County sees fit, including anyone requesting such information. Accordingly, in providing such information, you shall be deemed to have consented to its use and disclosure as part of the planning process.



11. OWNER'S AUTHORIZATION IF THE OWNER IS NOT MAKING THE APPLICATION

(Please complete either 11.1 or 11.2 whichever is applicable.)

▶ 11.1 If the owner is not making the application, the following owner's authorization is required.

AUTHORIZATION OF OWNER(S) FOR AGENT TO MAKE THE APPLICATION

I, Carl W Schruder, am the owner(s) of the land that is the subject of this application for a consent and I/we authorize Marie Schruder to make this application and provide instruction/information on my/our behalf.

April 25, 2022
Date

Carl Schruder
Signature of Owner

Date

Signature of Owner

▶ 11.2 If the owner is a Corporation, and is not making the application, the following owner's authorization is required.

CORPORATE AUTHORIZATION OF OWNER(S) FOR AGENT TO MAKE THE APPLICATION

I, _____, am an Officer/Director of the Corporation that is the owner of the land that is the subject of this Application for Consent, and I hereby authorize _____ to make this application and provide instruction/information on behalf of the Corporation.

Name of Corporation: _____

Date

Signature of Corporate Representative & Title

Date

Signature of Corporate Representative & Title

(I/We have authority to bind the corporation in the absence of a corporate seal.)

FOR OFFICE USE ONLY

Committee File No.: B84/22

Hearing Date (if appl.): _____

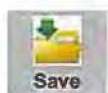
Date of Receipt of Application: Apr 26/22

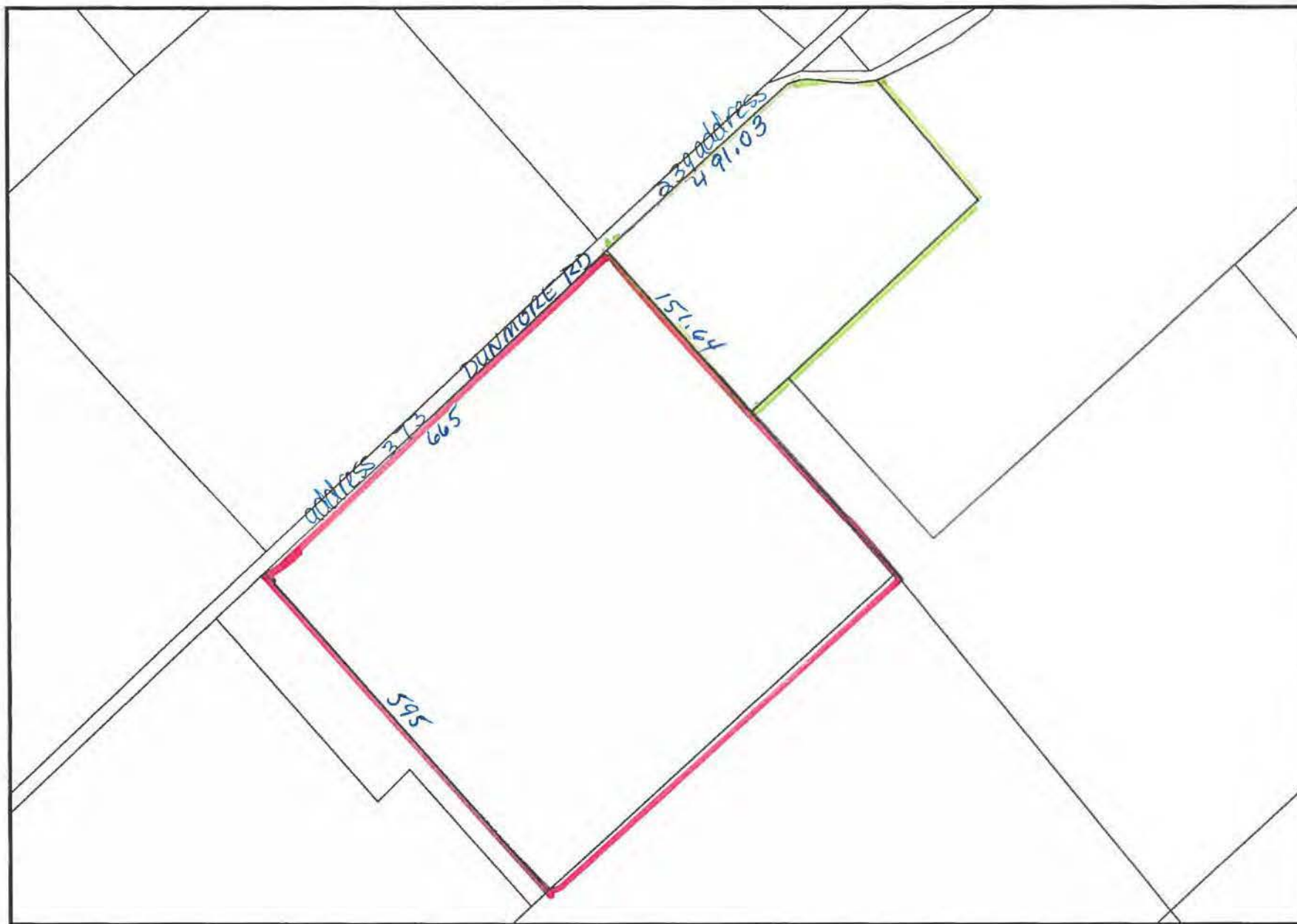
Date deemed complete: Apr 28/22

Checked by: [Signature]

Authorization of Owner Received: Yes ☒ No ☐ N/A ☐

Date: July 26/22 Alana Zadow
Secretary-Treasurer, Land Division Committee



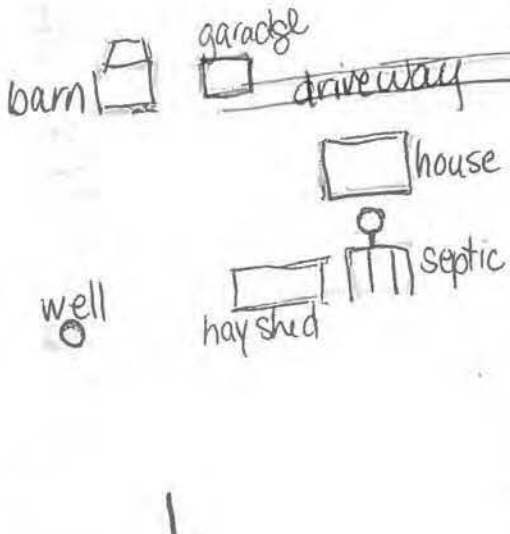


1 centimeter = 75 meters

KEY MAP

373 Dunmore Rd.
Admaston/Bromley
Lot. 9 Reg
Con. 4

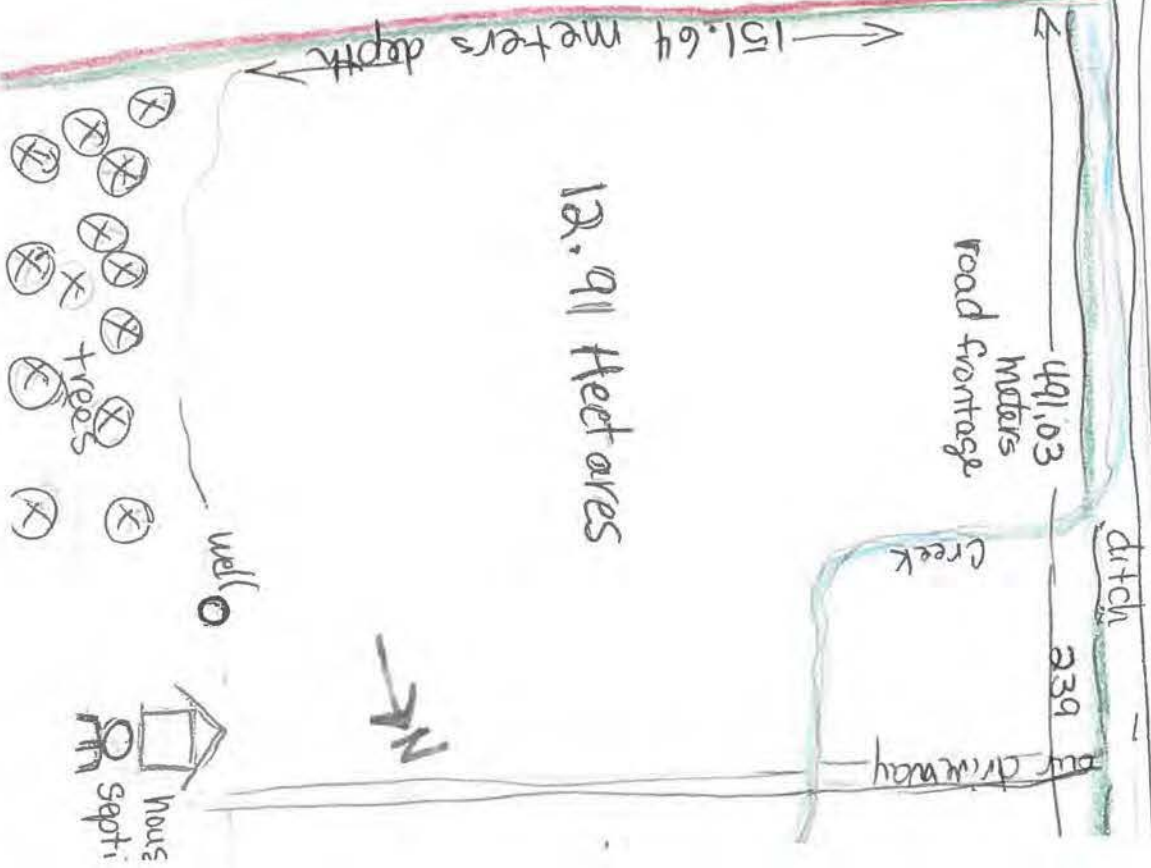
40.46 Hectares



Dunmore Rd.

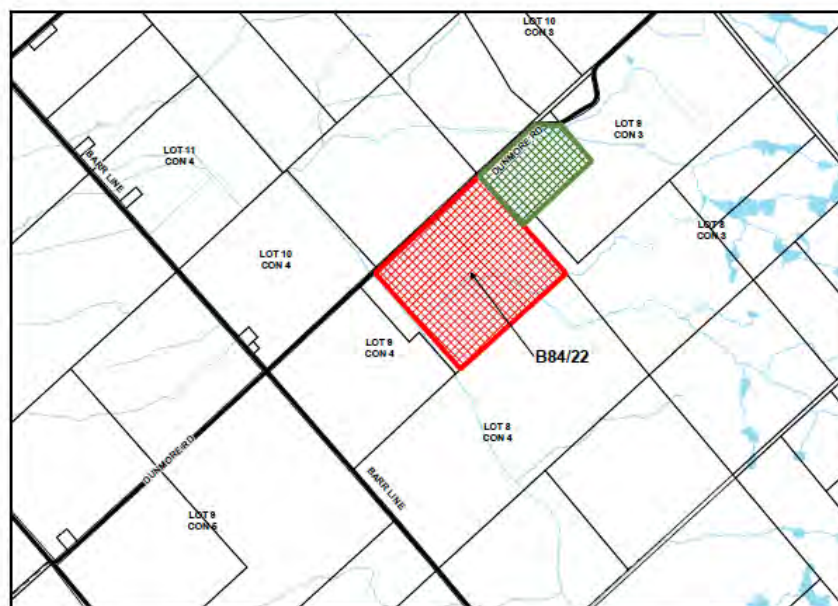
239 Dunmore Rd. Cobden.
Admaston/Bromley
Lot. 9
Concession 3

12.91 Hectares



PART A - BACKGROUND

1. FILE NO.: B84/22
2. APPLICANT: Carl W. Schruder
3. MUNICIPALITY: Township of Admaston/Bromley
(Geographic Township of Bromley)
4. LOT: Part Lot 9 CON.: 3 STREET: 239 & 373 Dunmore Road
5. PURPOSE: Creation of a new lot (Lots were merged)
6. DESCRIPTION OF APPLICATION: The owners are proposing to sever an agricultural property that is 40.4 hectares in area with 665 metres of road frontage and contains an existing house, barn, silo, 2 hay barns, sheds, and garage. The retained lands will be 12.9 hectares in area with 491.03 metres of road frontage and contains an existing house. The properties were once separated parcel but have merged.



7. LOT DIMENSIONS AND USE OF LANDS

	Frontage		Area	Structures
Existing Lot	115.03 m		53.3 Ha	Two houses, barn, silo, 2 hay barns, sheds, and garage
Severed	665 m		40.4 Ha	House, barn, silo, 2 hay barns, sheds, and garage
Retained	491.03 m		12.9 Ha	House

8. SEVERANCE HISTORY

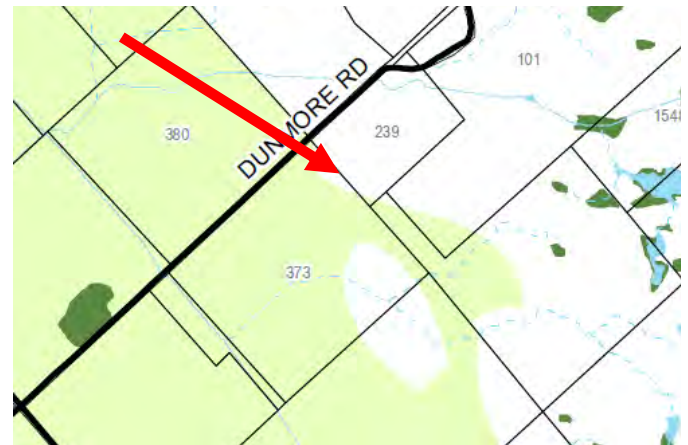
Number of new lots from original holding (1971) 1 previous severance: B481/73

9. OFFICIAL PLAN OF THE COUNTY OF RENFREW

Official Plan Designation(s):

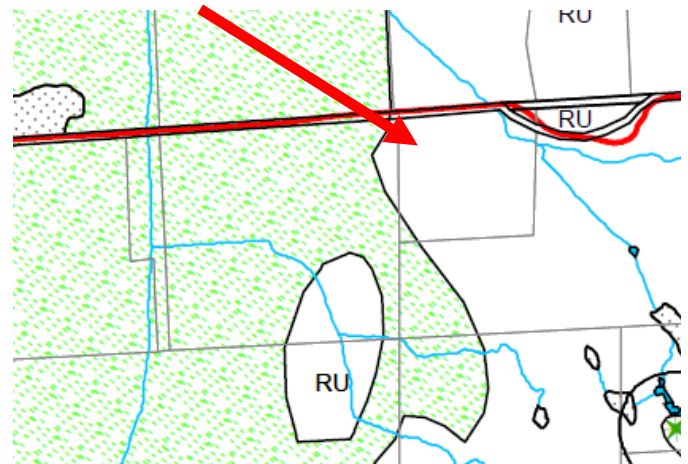
Severed Rural
Agriculture

Retained Rural

10. ZONING BY-LAW OF THE TOWNSHIP OF ADMASTON/BROMLEY
(2004-13) Zone(s):

Severed Rural (RU)
Agriculture (A)

Retained Rural (RU)



Zone Requirements:

	<u>Proposed</u> <u>Lot Frontage</u>	<u>Minimum</u> <u>Required</u>	<u>Proposed</u> <u>Lot Area</u>	<u>Minimum</u> <u>Required</u>
Severed	665 m	45 (A) m	40.4 Ha	20 (A) ha
Retained	491 m	45 (RU) m	12.92 Ha	4047(RU) m ²

PART B – COMMENTS1. PROVINCIAL POLICY STATEMENT and MUNICIPAL PLAN REVIEW DATAPolicies Considered:

2.1.5 b) *Development and site alteration* shall not be permitted in: *significant woodlands* in Ecoregions 6E and 7E; unless it has been demonstrated that there will be no *negative impacts* on the natural features and their ecological functions.

2.1.5 c) *Development and site alteration* shall not be permitted in: *significant valleylands* in Ecoregions 6E and 7E (excluding islands **in Lake Huron and the St. Mary's River**); unless it has been demonstrated that there will be no *negative impacts* on the natural features and their ecological functions.

2.3.1 *Prime agricultural areas* shall be protected for long-term use for agriculture.

3.1.8 *Development* shall generally be directed to areas outside of lands that are unsafe for *development* due to the presence of *hazardous forest types for wildland fire*.

Development may however be permitted in lands with *hazardous forest types for wildland fire* where the risk is mitigated in accordance with *wildland fire assessment and mitigation standards*.

2. OFFICIAL PLANPolicies Considered:

- 2.2(8)(e) Significant Woodlands
- 2.2(8)(f) Significant Valleylands
- 2.2(9)(c) Karst
- 2.2(9)(d) Wildland Fire
- 5.3 Rural Designation
- 6.3 Agriculture Designation

- 13.3(3) Transportation – Municipal Road
- 14.3 Consent Policies

3. ZONING BY-LAW

(a) Provisions Considered:

- 21.1 & 21.2 Rural (RU) Zone – permitted uses and zone provisions
- 22.1 & 22.2 Agriculture (A) Zone – permitted uses and zone provisions

4. SUBMITTED STUDIES

None

5. AGENCY COMMENTS

Twp. of
Admaston/Bromley

Favourable comments were received from the
Township.

The Building and Sewage Inspector approved the
suitability of the severed lands for private sewage
disposal.

6. GENERAL PLANNING COMMENTS

As indicated in Part B-Section 3 of this Report, the Provincial land use planning issue to be addressed are the protection of prime agriculture, significant valleylands, significant woodlands, and wildland fire.

The severed lands are designated Agriculture in the Official Plan. The Ontario Ministry of Agriculture and Food and Rural Affairs (OMAFRA) recommends 40 hectares as the minimum farm parcel size in order to ensure flexibility for future farm operations and to sustain agriculture over the long term. The severed lands meet the minimum requirement of 40 hectares and will be continued to be used as a farm property. The retained lands are designated Rural and meet the requirements in the Rural designation.

Significant Valleylands and Significant Woodlands

Portions of the severed and retained lands are impacted by significant valleylands and significant woodlands, as identified on Official Plan Schedule B-Map 4-Natural Heritage Features. Section 2.2(8)(e)&(f) of the Official Plan requires the natural features to be protected from negative impacts from development. Proposed development that occurs in or within 120 metres of the feature is required to be supported by an Environmental Impact Study (EIS) that demonstrates there will be no negative impacts on the valleylands. However, since the severed and retained lands are already development, an EIS is not required.

Wildland Fire

Portions of the severed and retained lands fall within areas that pose a wildland fire risk, as identified on Schedule B-Map 1-Hazards, to the County of Renfrew Official Plan. Under Section 2.2(9)(d) development may be permitted in an area with a wildland fire risk, provided the risk is mitigated in accordance with Ministry of Natural Resource and Forestry (MNRF) assessment and standards. Since the severed and retained lands have been developed, and no new development is proposed, no further work is required.

Karst

A portion of the severed lands are identified on Official Plan Schedule B-Map 1-Hazards, as being located in an area of karst topography. Karst terrains of limestone and dolostone are marked by sink holes and underlain caverns that influence surface water and ground water flows. Karst topography presents a potential hazard to human safety and is required to be mitigated through development controls and approvals. Since the severed lands is already developed with a dwelling, no further work is required.

Transportation

The severed and retained lands have road frontage on Dunmore Road which is a municipal road. Favourable comments were received from the Township Public Works Department.

Zoning By-law

The severed lands meet the minimum requirements for lot frontage and lot area in the Agriculture (A) Zone, and the retained lands meet the minimum requirements for lot frontage and lot area requirements in the Rural (RU) zone.

7. RECOMMENDATIONS

- (a) Planning concerns have NOT been identified in this report. Therefore, consent can be granted. ☒
- (b) There are some planning concerns that must be dealt with as follows, before determining whether the consent can be supported or not. ☐
- (c) The proposal may be acceptable when the following matters are addressed and resolved: ☐
- (d) Conditions to the giving of consent should be considered for the following:
- ☒ Registered Plan of Survey:
 - ☐ Zoning By-law Amendment:
 - ☐ Minor Variance:
 - ☐ Private Road Agreement:
 - ☐ Development Agreement:
 - ☐ Site Plan Control Agreement:

- ☐ Notice on Title:
- ☐ Shoreline Road Allowance Closure / Acquisition:
- ☐ Other:

(e) There are serious planning concerns, refusal is recommended. ☐

(f) Other Recommendations: ☐

Date: December 9, 2022

Prepared by: Lindsey Bennett
County Planner

Reviewed by: Bruce Howarth, MCIP, RPP
Manager of Planning Services

NOV/2021

TOWNSHIP OF ADMASTON/BROMLEY
R. R. #2
RENFREW, ON K7V 3Z5

Date: August 31, 2022

To: Admaston/Bromley Township

From: Acting Road Superintendent

Re: Municipal Public Road – 239 Dunmore Road

Severance Application No. B84/22

Owner: Carl W. Schruder

Type of Municipal Road the subject lot fronts on:

	Year Round	Seasonally	Other
Severed Lot	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Retained Lot	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Will provide entrance permit off Municipal road	Will not provide entrance permit off Municipal road	Approved entrance already exists off Municipal Road
Severed Lot:	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Retained Lot	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

Is road widening or dedication required?

Yes ☒ No

Would approval of this severance create any civic addressing conflicts.

Yes ☒ No


Does a school bus service the area at the present time?

☒ Yes ☐ No

Would the proposed use of land place an undue burden on the provision of municipal services such as road maintenance?

Yes ☒ No

Comments:


Acting Road Superintendent

Steve Visinski

TOWNSHIP OF ADMASTON/BROMLEY



477 Stone Road, RR 2
Renfrew, ON K7V 3Z5

Date: August 31, 2022

To: Alana L. Zadow
Secretary-Treasurer
Land Division Committee

From: Dennis Fridgen, Building & Sewage Inspector

Re: Private Sewage Disposal

Severance Application No: B84/22

Owner: Carl W. Schruder

I **APPROVE** the suitability of the above severed lands for private sewage disposal.



I **DO NOT APPROVE** the suitability of the above severed & retained lands for private sewage disposal.



COMMENTS:

ALL SYSTEMS MUST COMPLY WITH THE
OSC + ALL APPLICABLE LAW

Signature Building & Sewage Inspector

Township of Admaston/Bromley
477 Stone Road, R.R. #2
Renfrew, ON
K7V 3Z5
E-Mail Address – info@admastonbromley.com

613-432-2885 Stone Road Office
613-432-4052 Fax

613-432-3175 Stone Road Garage
613-646-7918 Cobden Road Garage

REPORT

Date: January 19, 2023
To: Council
From: Jennifer Charkavi
Re: Consent Application B123/22

Background:

A Consent application was submitted to the County of Renfrew to sever a vacant residential lot that is 1.05 hectares in area with 200.38 metres of road frontage along Mount St. Patrick Road. The retained lands will be 30 hectares in area with 1095 metres of road frontage along Mount St. Patrick Road and is vacant. In accordance with Sections 53(11) and 53(5)(a) of the Planning Act, the municipality is required to provide written comments regarding the severed and retained lands. The County of Renfrew development and property department have provided the Township with a consent planning report to provide Council and Staff with more information.

On November 14th, 2022, the County of Renfrew received an appeal, from a neighbouring property owner, concerning the preservation of the natural environment and loss of privacy should this severance be permitted. Our County Planners have added this item to the next available Land Division Committee meeting.

It is important to note that our acceptance in principle only relates to our role and how the severance affects the municipality, as a commenting agency.

Financial Implications:

None at this time.

People Consulted:

County of Renfrew – Development and Property Department
Chief Building Official
Acting Public Works Superintendent

Recommendation for Council:

BE IT RESOLVED that Admaston/Bromley Council accept in principle Consent Application B123/22 submitted by Leo Anthony Hass.

B123/22



Name of Approval Authority:
County of Renfrew
 9 International Drive,
 Pembroke, ON K8A 6W5
 Tel: 613-735-3204
 Fax: 613-735-2081
 Toll Free: 1-800-273-0183
www.countyofrenfrew.on.ca

APPLICATION FOR CONSENT
 Under Section 53 of the Planning Act

Please print and complete or (✓) appropriate box(es). Fields outlined in red are required fields to be completed
 Black arrows (▶) denote prescribed information required under Ontario Regulation 197/96.

JUN 13 2022

1. OWNER INFORMATION (Please use additional page for owners with different addresses.)			
▶ 1.1 Name of Owner(s): LEO ANTHONY HASS			
Mailing Address:	Town/City:	Province:	Postal Code:
46 EVERGREEN DR	WHITBY	ON	L1N 6N6
Telephone No.: (Home) 905 723 2803	(Work)		(Fax)
Email Address: leo.hass@hotmai.com			
▶ 1.2 Name of Owner's Authorized Agent (if applicable):			
Mailing Address:	Town/City:	Province:	Postal Code:
		ON	
Telephone No.: (Home)	(Work)		(Fax)
Email Address:			
1.3 Please specify to whom all communications should be sent: - Select Option -			
2. DESCRIPTION OF THE SUBJECT LAND (Severed and Retained)			
Complete applicable boxes in 2.1			
▶ 2.1 Municipality: - Select One - ADMASTON		Subdivision Lot(s) No.:	
Former Township: ADMASTON		Subdivision Plan No.:	
Lot(s) No.: 10		Part(s) No.:	
Concession: 13		Reference Plan No.: 49R-	
Civic Address of subject lands/Road Name: MT ST. PATRICK RD			
▶ 2.2 Are there any existing easements or restrictive covenants affecting the subject land?			
- Select - <input checked="" type="radio"/> Yes , describe each easement or covenant and its effect.			
HYDRO BACK CORNER OF PROPERTY			
3. PURPOSE OF THIS APPLICATION			
▶ 3.1 Type and purpose of proposed transaction (✓ appropriate box):			
<input checked="" type="checkbox"/> Creation of a New Lot	<input type="checkbox"/> Lot Addition/Lot Line Adjustment (see also 3.3)	<input type="checkbox"/> Create Easement/Right-of-Way	<input type="checkbox"/> A Charge/Mortgage
<input type="checkbox"/> A Lease	<input type="checkbox"/> A Correction of Title	<input type="checkbox"/> Other (Please Specify)	
▶ 3.2 Name of person(s), if known, to whom land or interest in land is to be transferred, leased or charged:			
LEO ANTHONY HASS			

4. INFORMATION REGARDING THE LAND INTENDED TO BE SEVERED, THE LAND TO BE RETAINED AND THE LAND TO BE ADDED TO (if applicable)				
▶ 4.1 Dimensions		Severed <small>select measurement</small>	Retained <small>select measurement</small>	Lands being added to <small>select measurement</small>
	Road Frontage	200.38 M --	1095 M --	-
	Depth	84.45 M -- 173.43 M --	550 M -- 1200 M --	-
	Area	2.6 A --	30 HA --	0
▶ 4.2 Use of the property	Existing Use(s)	FARM	FARM BUSH	
	Proposed Use(s)	RESIDENTIAL	FARM BUSH	
▶ 4.3 Buildings or Structures	Existing	NONE	NONE	
	Proposed	DWELLING	NONE	
▶ 4.4 Official Plan Designation		RURAL	RURAL EP	
4.5 Current Zoning		RURAL	RURAL EP	

▶ 4.6 Access (✓ appropriate space)	Severed	Retained	Lands being added to
Provincial Highway	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Municipal road, maintained all year	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Municipal road, seasonally maintained	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
County road	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Crown road	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Other public road	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Registered right of way (see 4.7)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Private Road (Unregistered) (see 4.7)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Water Access (see below)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

If water access only, state the parking and docking facilities to be used and the approximate distance of these facilities from the subject land and the nearest public road (attach schedule if more room is required):

4.7 If access to the subject land is not by a public road, you MUST include proof of your right of access. (include deed).

Will a road extension be required?	- Select - NO
------------------------------------	---------------

▶ 4.8 Water Supply		Severed	Retained	Lands being added to
(✓ type of existing service OR type that would be used if lands were to be developed)	Publicly owned and operated piped water system	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Privately owned and operated individual well	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
	Privately owned and operated communal well	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Lake or other water body	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Other means	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
▶ 4.9 Sewage Disposal	Publicly owned and operated sanitary sewage system	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	(✓ type of existing service OR type that would be used if lands were to be developed)			
	Privately owned and operated individual septic system	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
	Privately owned and operated communal septic system	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Privy	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
▶ 4.10 Other Services (✓ if service is available)	Other means	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Electricity	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
	School Busing	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
	Garbage Collection	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

5. PROVINCIAL POLICY STATEMENT

▶ 5.1 Is the requested consent consistent with the Provincial Policy Statement issued under Section 3(1) of the Planning Act?

- Select - **YES**

6. HISTORY OF THE SUBJECT LAND

▶ 6.1 Has the subject land ever been the subject of an application for approval of a Plan of Subdivision under Section 51 of the Planning Act, or an application for Consent (Severance) under Section 53 of the Planning Act?

- Select - **YES**

If you answered **Yes** in 6.1, and if you **Know**, please specify the file number of the application.

B 393-76 (1)

6.2 If this application is a re-submission of a previous consent application, describe how it has been changed from the original application and provide the previous file number.

No

▶ 6.3 Has any land been severed from the parcel originally acquired by the current owner of the subject land? - Select - **NO**
If **Yes**, provide for each parcel severed, the date of transfer, the name of the transferee and the land use on the severed land:

Severed Parcel	Date of Transfer	Name of Transferee	Severed Land Use

7. OTHER CURRENT APPLICATIONS	
▶ 7.1 Is the subject land the subject of any other application under the Planning Act such as an additional Application for Consent (ie. severance), Zoning By-Law amendment, Official Plan amendment, Minister's Zoning order, Minor Variance, or approval of a Plan of Subdivision? - Select - NO	
If Yes, and if Known, specify the appropriate file number and status of the application.	
Type of Application:	File # (if known):
Number of Applications:	Status (if known):

8. SKETCH	
▶ 8.1 Please attach a sketch to the one original and seven duplicate consent applications. Each sketch shall have the severance parcel outlined in red and the retained parcel in green.	
▶ 8.2 The sketch shall show the following information: <ul style="list-style-type: none"> a. the boundaries and dimensions of any land abutting the subject land that is owned by the owner of the subject land; b. the approximate distance between the subject land and the nearest township lot line or landmark, such as a bridge railway crossing; c. the boundaries and dimensions of the subject land, the part that is intended to be severed and the part that is intended to be retained; d. the location of all land previously severed from the parcel originally acquired by the current owner of the subject land; e. the approximate location of all natural and artificial features (for example, buildings, railways, roads, watercourses drainage ditches, banks of rivers or streams, wetlands, wooded areas, wells and septic tanks*) that are <ul style="list-style-type: none"> i. located on the subject lands and on land that is adjacent to it, and ii. in the applicant's opinion may affect the application; f. the current uses of land that is adjacent to the subject land (for example residential, agricultural or commercial); g. the location, width and name of any roads within or abutting the subject land indicating whether it is an unopened road allowance, a public traveled road, a private road or a right-of-way; h. if access to the subject land will be by water only, the location of the parking and boat docking facilities to be used; and i. the location and nature of any easement affecting the subject land. 	
* Please show the location of any well, septic tank, septic field, or weeping bed on both the severed and retained parcels and the setbacks for any existing well, septic tank, septic field and/or weeping bed from the proposed new lot line.	

9. OTHER INFORMATION	
9.1 Is there any other information that you think may be useful to the County of Renfrew or other agencies in reviewing this application? If so, explain below or attach on a separate page.	

10. AFFIDAVIT OR SWORN DECLARATION OF APPLICANT

► 10.1 Affidavit or Sworn Declaration for the Prescribed Information

I, LEO ANTHONY HASS of the - CITY ~~TOWNSHIP~~ WHITBY of WHITBY in the - Select One - of DURHAM REGION solemnly declare that the information required by O. Regulation 547/06 and all other information required in this application, including supporting documentation, are true and I make this solemn declaration conscientiously believing it to be true and knowing that it is of the same force and effect as if made under oath and by virtue of the **Canada Evidence Act.**

Leo Hass

Signature of Applicant

Sworn (or declared) before me at the CITY OF PEMBROKE in the PROVINCE OF ONTARIO this 13 day of JUNE, 2022

Alana Leigh Zadow, a Commissioner, etc.,
County of Renfrew, for the Corporation of the
County of Renfrew. Expires November 17, 2023.

Alana Zadow

A Commissioner for Taking Affidavits, etc.

NOTE: One of the purposes of the Planning Act is to provide for planning processes that are open, accessible, timely and efficient. Accordingly, all written submissions, documents, correspondence, e-mails or other communications (including your name and address) form part of the public record and will be disclosed/made available by the County to such persons as the County sees fit, including anyone requesting such information. Accordingly, in providing such information, you shall be deemed to have consented to its use and disclosure as part of the planning process.



11. OWNER'S AUTHORIZATION IF THE OWNER IS NOT MAKING THE APPLICATION

(Please complete either 11.1 or 11.2 whichever is applicable.)

► 11.1 If the owner is not making the application, the following owner's authorization is required.

AUTHORIZATION OF OWNER(S) FOR AGENT TO MAKE THE APPLICATION

I, _____, am the owner(s) of the land that is the subject of this application for a consent and I/we authorize _____ to make this application and provide instruction/information on my/our behalf.

Date Signature of Owner

Date Signature of Owner

► 11.2 If the owner is a Corporation, and is not making the application, the following owner's authorization is required.

CORPORATE AUTHORIZATION OF OWNER(S) FOR AGENT TO MAKE THE APPLICATION

I, _____, am an Officer/Director of the Corporation that is the owner of the land that is the subject of this Application for Consent, and I hereby authorize _____ to make this application and provide instruction/information on behalf of the Corporation.

Name of Corporation: _____

Date Signature of Corporate Representative & Title

Date Signature of Corporate Representative & Title

(I/We have authority to bind the corporation in the absence of a corporate seal)

FOR OFFICE USE ONLY

Committee File No.: B123122

Hearing Date (if appl.): _____

Date of Receipt of Application: June 13/22

Date deemed complete: June 13/22

Checked by: 8

Authorization of Owner Received: Yes ☐ No ☐ N/A ☒

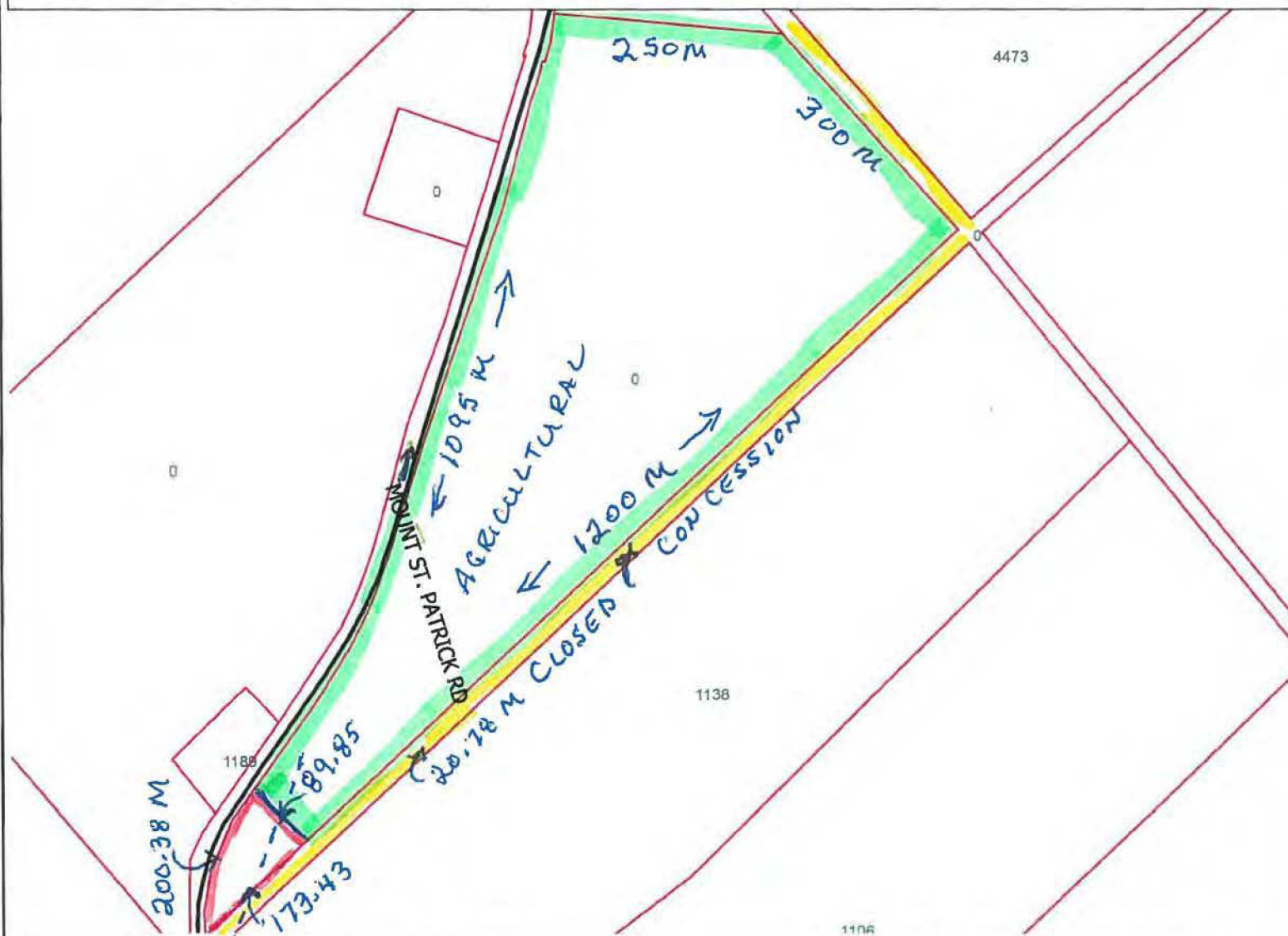
Date: Oct 5/22 Alan Zadow

Secretary-Treasurer, Land Division Committee



Legend

- ☐ Property Parcels
- Roads**
 - County
 - Crown
 - Municipal Maintained
 - Municipal Seasonal
 - Off-Ramp
 - On-Ramp
 - Private
 - Proposed Road
 - Provincial Highway
 - Quebec
 - WATER ACCESS



Depending on the number of layers visible not all may be shown in the legend.

Notes

Enter description of the map

This map is illustrative only. Do not rely on it as being a precise indicator of routes, locations of features, nor as a guide to navigation. The County of Renfrew shall not be liable in any way for the use of, or reliance upon, this map or any information on this map.

508.0 1 HYDRO LINE 254.00 508.0 Meters

WGS_1984_Web_Mercator_Auxiliary_Sphere
© Queen's Printer for Ontario

1: 10,000



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PART A - BACKGROUND

1. FILE NO.: B123/22
2. APPLICANT: Leo Anthony Hass
3. MUNICIPALITY: Township of Admaston/Bromley
(Geographic Township of Admaston)
4. LOT: Part Lot 10 CON.: 13 STREET: Mount St Patrick Road
5. PURPOSE: Creation of a new lot
6. DESCRIPTION OF APPLICATION: The owner is proposing to sever a vacant residential lot that is 1.05 hectares in area with 200.38 metres of road frontage along Mount St. Patrick Road. The retained lands will be 30 hectares in area with 1095 metres of road frontage along Mount St. Patrick Road and is vacant.



7. LOT DIMENSIONS AND USE OF LANDS

	Frontage		Area		Structures
Existing Lot	1295.38	m	31.052	Ha	None
Severed	200.38	m	1.052	Ha	None
Retained	1095	m	30	Ha	None

8. SEVERANCE HISTORY

Number of new lots from original holding (1971) 3 previous severances: B301/75, B393/76(1) & B394/76(2)

9. OFFICIAL PLAN OF THE COUNTY OF RENFREW

Official Plan Designation(s):

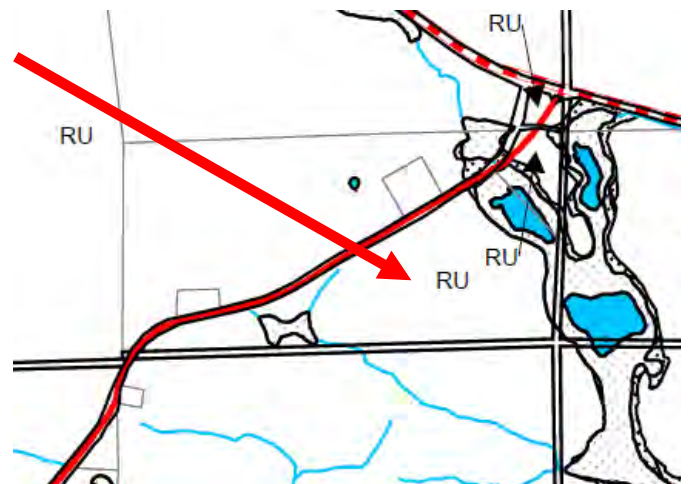
Severed Rural

Retained Rural
Environmental Protection

10. ZONING BY-LAW OF THE TOWNSHIP OF ADMASTON/BROMLEY
(2004-13) Zone(s):

Severed Rural (RU)

Retained Rural (RU)
Environmental Protection
(EP)



Zone Requirements:

	<u>Proposed</u> <u>Lot Frontage</u>	<u>Minimum</u> <u>Required</u>	<u>Proposed</u> <u>Lot Area</u>	<u>Minimum</u> <u>Required</u>
Severed	200.38 m	45 m	1.052 Ha	4047 m ²
Retained	1095 m	45 m	30 Ha	4047 m ²

PART B – COMMENTS1. PROVINCIAL POLICY STATEMENT and MUNICIPAL PLAN REVIEW DATAPolicies Considered:

- 3.1.8 *Development* shall generally be directed to areas outside of lands that are unsafe for *development* due to the presence of *hazardous forest types for wildland fire*.

Development may however be permitted in lands with *hazardous forest types for wildland fire* where the risk is mitigated in accordance with *wildland fire assessment and mitigation standards*.

2. OFFICIAL PLANPolicies Considered:

- 2.2(9)(d) Wildland Fire Risk
- 2.2(12)(a) Servicing Policies
- 5.3 Rural Designation
- 8.3 Environmental Protection Designation
- 13.3(1)&(3) Transportation Policies – Provincial Highways & Municipal Roads
- 14.3 Consent Policies

3. ZONING BY-LAWProvisions Considered:

- 3.26(a)&(c) Setbacks – roads
- 21.1 & 21.2 Rural (RU) Zone
- 24.1 & 24.2 Environmental Protection (EP) Zone

4. SUBMITTED STUDIES

None

5. AGENCY COMMENTS

Twp. of
Admaston/Bromley

November 9, 2022

Favourable comments were received from the Township.

The Building and Sewage Inspector approved the suitability of the severed lands for private sewage disposal.

Ministry of
Transportation

October 20, 2022

No comments as it is located out of their area of control.

6. GENERAL PLANNING COMMENTS

As indicated in Part B-Section 3 of this Report, the only Provincial land use planning issue to be addressed is wildland fire.

Wildland Fire Risk

The severed and retained lands fall within areas that pose a wildland fire risk, as identified on Schedule B-Map 1–Hazards, to the County of Renfrew Official Plan. Under Section 2.2(9)(d) development may be permitted in an area with a wildland fire risk, provided the risk is mitigated in accordance with Ministry of Natural Resource and Forestry (MNRF) assessment and standards. A completed Wildland Fire Risk Assessment Form was submitted with the application.

Provincially Significant Wetland (PSW)

The retained lands fall within the 120 metre buffer around the Streich Lake Provincially Significant Wetland (PSW). In accordance with Official Plan Section 8.3(5)(b) development and site alteration is prohibited within the PSW and may only be permitted within the 120 metre buffer if an Environmental Impact Study (EIS) demonstrates no negative impacts on the PSW.

Typically, an EIS is required to confirm the proposed severance will not negatively impact this feature. However, under Section 2.2(23)(c), our office would recommend that an EIS be waived. The proposed severance for a building lot is located on the south west portion of the subject property, and the PSW is located in the north east side of the subject lands. The severed lot is more than 700 meters from the boundary of the PSW. The retained lands are also significantly tree-covered, which would act as an adequate buffer between the PSW and the building site to ensure that the PSW would not be impacted by any construction that would occur on the severed parcel.

Transportation

The subject lands are in close proximity to Highway 132. Favourable comments were received from the Ministry of Transportation.

The severed and retained lands have road frontage along Mount St. Patrick Road which

is a municipal road. Favourable comments have been received from the Township Public Works Department.

Objection Letter

An objection letter was received from Quintal Professional Corporation on behalf of neighbours, Randy Clough and Connie Balderson.

They are concerned about the preservation of the natural environment and the loss of privacy. Additionally, that the proposed severance will adversely impact:

- a) matters of provincial interest, including the protection of ecological systems and the conservation and management of natural resources (see ss. 2 (a) and (c) of the *Planning Act*, R.S.O. 1990, c. P.13);
- b) the retention of mature tree cover, which is encouraged by way of policy under ss. 5.3(3)(l) of the **County of Renfrew's Official Plan**; and
- c) their own privacy and enjoyment of their property.

The letter recommends that if the severance is granted, conditions aimed at preserving the natural landscape and mature tree cover should be considered.

County staff have reviewed the proposal against the policies of the Official Plan including the protection of the natural environment. The location of the severed lot is not within any identified natural heritage features. Staff are satisfied the proposal conforms to the policies of the Official Plan and is consistent with the Provincial Policy Statement.

7. RECOMMENDATIONS

- (a) Planning concerns have NOT been identified in this report. Therefore, consent can be granted. ☒
- (b) There are some planning concerns that must be dealt with as follows, before determining whether the consent can be supported or not. ☐
- (c) The proposal may be acceptable when the following matters are addressed and resolved: ☐
- (d) Conditions to the giving of consent should be considered for the following:
 - ☒ Registered Plan of Survey:
 - ☐ Zoning By-law Amendment:
 - ☐ Minor Variance:
 - ☐ Private Road Agreement:
 - ☐ Development Agreement:
 - ☐ Site Plan Control Agreement:

- ☐ Notice on Title:
- ☐ Shoreline Road Allowance Closure / Acquisition:
- ☐ Other:

(e) There are serious planning concerns, refusal is recommended. ☐

(f) Other Recommendations: ☐

Date: December 13, 2022

Prepared by: Lindsey Bennett
County Planner

Reviewed by: Bruce Howarth, MCIP, RPP
Manager of Planning Services

NOV/2021

TOWNSHIP OF ADMASTON/BROMLEY
R. R. #2
RENFREW, ON K7V 3Z5

Date: October 18, 2022

To: Admaston/Bromley Township

From: Acting Road Superintendent

Re: Municipal Public Road – Mount St. Patrick Road

Severance Application No. B123/22

Owner: Leo Anthony Hass

Type of Municipal Road the subject lot fronts on:

	Year Round	Seasonally	Other
Severed Lot	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Retained Lot	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Will provide entrance permit off Municipal road	Will not provide entrance permit off Municipal road	Approved entrance already exists off Municipal Road
Severed Lot:	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Retained Lot	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

Is road widening or dedication required?

Yes ☒ No

Would approval of this severance create any civic addressing conflicts.

Yes ☒ No

Does a school bus service the area at the present time?

☒ Yes No

Would the proposed use of land place an undue burden on the provision of municipal services such as road maintenance?

Yes ☒ No

Comments:


Acting Road Superintendent
Steve Visinski

TOWNSHIP OF ADMASTON/BROMLEY



477 Stone Road, RR 2
Renfrew, ON K7V 3Z5

Date: October 18, 2022

To: Alana L. Zadow
Secretary-Treasurer
Land Division Committee

From: Dennis Fridgen, Building & Sewage Inspector

Re: Private Sewage Disposal

Severance Application No: B123/22

Owner: Leo Anthony Hass

I **APPROVE** the suitability of the above severed lands for private sewage disposal.



I **DO NOT APPROVE** the suitability of the above severed & retained lands for private sewage disposal.



COMMENTS:

ALL SEWAGE SYSTEMS MUST COMPLY WITH THE
OBC & ALL APPLICABLE LAW

Signature Building & Sewage Inspector

**Township of Admaston/Bromley
477 Stone Road, R.R. #2
Renfrew, ON
K7V 3Z5**

E-Mail Address – info@admastonbromley.com

**613-432-2885 Stone Road Office
613-432-4052 Fax**

**613-432-3175 Stone Road Garage
613-646-7918 Cobden Road Garage**

REPORT

Date: January 19th, 2023
To: Council
From: Steve Visinski
Re: Public Works December 2022 Report

On a monthly basis the Public Works Superintendent prepares a report to Council with information on road maintenance, remediation works and current and upcoming projects within the Township which occurred during the month. This report is for the month of December.

Township

Recycling for the township is picked up weekly from the Stone Road Transfer site by the contractor. The recycling at the Osceola Landfill and Douglas Transfer stations are normally picked up once per month by the contractor or on a need be basis.

Staff complete and document monthly road inspections to ensure roads are meeting the Minimum Maintenance Standards. Entrance permits and 911 signs have been measured and installed as per requests.

Current Projects

- Brushing jobs were completed on various roads (Mount St. Patrick, Colton Rd, Lynch Rd, Gallagher Rd, Watties Hill Rd, Opeongo Rd, and Pucker St.)
- Sanding and snowplowing operations have begun as conditions arise.
- There were eight (8) winter events in the month of December. Winter events are recorded when weather conditions call for all units to be deployed for snow or ice removal.
- Maintenance of all equipment is ongoing.
- Smaller brushing (trimming) jobs continue as needed.
- Snow fencing has been installed in certain locations.

Upcoming Events

- Maintenance of Equipment is ongoing.
- Snowplowing and sanding operations will commence as needed.
- Brushing (trimming) of various roads will continue as needed.
- Working with Dillon Consulting updating the Asset Management Plan.
- Draft Capital and Maintenance budgets are being viewed by staff.

		2022 Budget	2022 YTD	Variance	Notes
	MAINTENANCE				
	Roadside Maintenance				
1	Brushing	20,000.00	40,252.24	-\$20,252.24	1
2	Culvert Maintenance	10,000.00	18,343.28	-\$8,343.28	2
3	Ditching	40,000.00	37,764.62	\$2,235.38	
4	Flood Control	8,000.00	12,886.84	-\$4,886.84	3
5	Grass & Weeds	15,000.00	10,111.64	\$4,888.36	
6	Catch Basin	1,800.00	1,399.20	\$400.80	
7	Snow Fencing	1,500.00	1,396.40	\$103.60	
	Subtotal: RM	96,300.00	122,154.22	-\$25,854.22	
	Hard Top				
1	Cold Patching	100,000.00	57,833.62	\$42,166.38	4
	Subtotal: HT	100,000.00	57,833.62	\$42,166.38	
	Loose Top				
1	Dust Control	60,000.00	43,965.00	\$16,035.00	5
2	Grading	60,000.00	55,891.63	\$4,108.37	
3	Gravel Resurfacing	140,000.00	133,928.66	\$6,071.34	
4	Patching & Washouts	15,000.00	21,172.19	-\$6,172.19	6
	Subtotal: LT	275,000.00	254,957.48	\$20,042.52	
	Winter Control				
1	Sanding	200,000.00	179,328.63	\$20,671.37	
2	Snow Plowing	160,000.00	140,334.95	\$19,665.05	
3	Winter Control Contingency	20,000.00		\$20,000.00	
	Subtotal: WC	380,000.00	319,663.58	\$60,336.42	
		2022 Budget	2022 YTD	Variance	
	Traffic				
1	Signs	8,000.00	11,775.19	-\$3,775.19	7
3	Civic Signs	1,000.00	3,039.37	-\$2,039.37	
4	Centre Line Marking	5,000.00	5,039.63	-\$39.63	
5	Guide Rails	1,000.00		\$1,000.00	
6	Street Lights-Hydro & Maint.	3,500.00	4,302.46	-\$802.46	
7	Street Maintenance	10,000.00	9,698.89	\$301.11	
	Subtotal: T	28,500.00	33,855.54	-\$5,355.54	
	Total Maintenance	879,800.00	788,464.44	\$91,335.56	

Notes:

1. Brushing: Staff were able to complete more brushing jobs this year due to milder than average temperatures.
2. Culvert Maintenance: There were unforeseen failures of some larger culverts that needed to be contracted out (for repairs) due to size and time frame.
3. Flood Control: Extreme Thaws in early spring, frozen culverts, along with heavy rains created many washouts that needed extra attention.
4. Cold Patching: All new hard top surfaces that were applied in 2021 showed great savings in cold patching for 2022.
5. Dust Control: Due to more rain throughout the year, this helped to minimize the need for dust suppressant (calcium).
6. Patching & Washouts: Heavy rains creating washouts and trenching that required extra attention.
7. Signs: Mandatory reflectivity was completed and all failed signs were purchased and replaced.

		2022 Budget	2022 YTD	Variance	
	OVERHEAD				
1	Advertising	1,750.00	3,806.18	-\$2,056.18	8
2	Associations	1,000.00	679.16	\$320.84	
3	Conventions	2,000.00		\$2,000.00	
4	Training	7,500.00	9,670.87	-\$2,170.87	9
5	Financial Expense	100.00		\$100.00	
6	Telephone	2,000.00	2,870.62	-\$870.62	
7	Cell Phone	2,000.00	1,242.21	\$757.79	
8	Radios	8,500.00	5,568.00	\$2,932.00	
9	Munic. Drain Maintenance	1,000.00		\$1,000.00	
10	Hydro	5,500.00	5,632.19	-\$132.19	
11	Security	200.00		\$200.00	
12	Garage Maintenance	9,000.00	9,748.00	-\$748.00	
13	Garage Equipment/Supplies	8,000.00	7,946.60	\$53.40	
14	Garage Energy Audit	0.00		\$0.00	
15	Furnace	15,000.00	19,969.69	-\$4,969.69	
16	Insurance	33,250.00	34,002.38	-\$752.38	
17	Interest on 5 yr Loan & IO Loan	0.00		\$0.00	
18	Miscellaneous	1,000.00	1,279.18	-\$279.18	
19	Licensing (Pit/HWIN)	1,500.00	1,236.00	\$264.00	
20	Safety Boots	1,700.00	1,164.79	\$535.21	
21	Safety Equipment	3,000.00	3,177.79	-\$177.79	
22	Secretarial Wages and Deductions	26,000.00	26,000.00	\$0.00	
23	Supervision	70,000.00	124,732.71	-\$54,732.71	10
24	Inspections	8,000.00	12,922.12	-\$4,922.12	11
25	Technology	6,500.00		\$6,500.00	
26	On Call Phone and Wages	6,200.00	12,174.92	-\$5,974.92	12
	Total Overhead	220,700.00	283,823.41	-63,123.41	
		2022 Budget	2022 YTD	Variance	
	EQUIPMENT				
3	V34	10,000.00	14,443.79	-\$4,443.79	13
4	V36	8,000.00	7,653.49	\$346.51	
5	V39	12,500.00	8,372.53	\$4,127.47	
	Total Equipment	30,500.00	30,469.81	\$30.19	

Notes:

8. Advertising: Costs increased in 2022 as well as extra advertising was needed for hiring of new staff.

9. Training: Mandatory training was completed for staff (First Aid refresher, WHMIS and Working at Heights)

10. Supervision: There was a contracted Public Works Superintendent hired to help and train current staff.

11. Inspections: Staff do weekly road inspections to meet our Minimum Maintenance Standards. Staff is also working on completing an inventory/inspection of all the culverts in the Municipality.

12. On Call Phone and Wages: Increased due to calls/increase in wages.

13. V34: This vehicle is a 3/4 tonne truck based out of the Bromley Garage. The repairs on this vehicle included brakes, wiring issues and new tires. This vehicle was also used by summer students to do the majority of the cold-patching and crack-sealing in 2022.

CONSTRUCTION / INFRASTRUCTURE				
Construction (Funded by Gas Tax, OCIF, ICIP)				
CAP 22-01 Campbell Line	130,000.00	105,496.49	\$24,503.51	
South Other Portion - Rowan to Du	350,000.00	366,553.04	-\$16,553.04	
South McNaughton Road - OCIF	500,000.00	441,405.35	\$58,594.65	
CAP 22-04 McPeak Line	117,000.00	93,715.37	\$23,284.63	
Capital Maintenance Program	100,000.00	76,099.52	\$23,900.48	
Total Construction	1,197,000.00	1,083,269.77	\$113,730.23	
	2022 Budget	2022 YTD	Variance	
REMEDIATION				
2022 Remediation work				
South McNaughton	15,000.00	25,058.18	-\$10,058.18	
Barr Line	4,000.00	4,935.38	-\$935.38	
Lynch Road	6,000.00		\$6,000.00	
Colton Road	6,000.00	3,984.76	\$2,015.24	
Culhane Road	3,000.00		\$3,000.00	
McPeak Line	6,000.00	11,174.91	-\$5,174.91	
English Road	6,000.00	1,118.29	\$4,881.71	
Swamp Road	3,000.00	2,163.70	\$836.30	
Kunopaski Road	3,000.00	1,927.42	\$1,072.58	
Gauthier Road	3,000.00	524.14	\$2,475.86	
Lynch Road	3,000.00		\$3,000.00	
Briscoe Road	3,000.00	1,589.80	\$1,410.20	
Desmond Road	3,000.00	685.09	\$2,314.91	
McGuinty Road	3,000.00	1,720.38	\$1,279.62	
Spence Line	3,000.00	1,277.52	\$1,722.48	
Stoqua Creek Road	3,000.00	1,541.27	\$1,458.73	
Dunmore Road	3,000.00	2,954.20	\$45.80	
Gallagher Road	9,000.00	4,448.85	\$4,551.15	
Total Remediation	85,000.00	65,103.89	\$19,896.11	14
	2022 Budget	2022 YTD	Variance	
ROADS CAPITAL				
Traffic Counters	7,400.00	7,278.49	\$121.51	
Tandem Truck	275,000.00	274,502.21	\$497.79	
Equipment Shed	5,000.00	4,879.40	\$120.60	
5 Year Loan IO	52,000.00	52,000.00	\$0.00	
10 Year Loan IO	51,390.49	51,390.49	\$0.00	
20 Year Loan IO	52,610.95	52,610.95	\$0.00	
Garage Roof (Stone Road & Cobde	115,000.00	119,530.58	-\$4,530.58	
Golf Course Road - Horton Agree	63,313.90	63,313.90	\$0.00	
Total Roads Capital	621,715.34	625,506.02	-3,790.68	
TOTAL EXPENSES	3,034,715.34	2,876,637.34	\$158,078.00	

14. Remediation: There were three remediation jobs that were not completed due to time frames. These were originally forecasted to be completed in 2023 as per the Asset Management Plan

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Payment #	Vendor	Date	Amount
Computer Cheques			
25056	COMBETEK MULTIMEDIA	2022-12-05	339.00
25057	CONSEIL SCOLAIRE CATHOLIQUE	2022-12-05	4,823.48
25058	CONSEIL DES ECOLES PUBLIQUE	2022-12-05	2,311.61
25059	COUNTY OF RENFREW	2022-12-05	349,006.85
25060	DICK, ROBERT	2022-12-05	45.75
25061	DOUGLAS FIRE DEPARTMENT	2022-12-05	110,020.00
25062	LECLAIRE ANDREA	2022-12-05	16.50
25063	LOCAL AUTHORITY SERVICES LTD	2022-12-05	159.63
25064	RENFREW COUNTY PUBLIC	2022-12-05	141,497.55
25065	RENFREW COUNTY CATHOLIC	2022-12-05	48,200.07
25066	RENFREW COUNTY CLERKS	2022-12-05	40.00
25067	BANK OF MONTREAL	2022-12-09	1,332.27
25068	BARRON DISPOSAL SYSTEMS INC	2022-12-09	678.00
25069	BEARCOM CANADA CORP	2022-12-09	203.40
25070	BENSON AUTO PARTS	2022-12-09	529.98
25071	BELL CANADA	2022-12-09	82.00
25072	BUSKE OFFICE EQUIPMENT	2022-12-09	157.41
25073	BANK OF MONTREAL	2022-12-09	1,135.06
25074	BANK OF MONTREAL.	2022-12-09	262.13
25075	DEDO, BRIAN	2022-12-09	4,068.00
25076	GOURLEY'S VARIETY	2022-12-09	345.64
25077	HYDRO ONE NETWORKS, INC.	2022-12-09	1,020.52
25078	BANK OF MONTREAL	2022-12-09	304.99
25079	M & R FEEDS	2022-12-09	1,696.36
25080	BRAYDEN MAYOTTE	2022-12-09	190.95
25081	BANK OF MONTREAL	2022-12-09	180.80
25082	NESTOR IT SERVICES	2022-12-09	95.30
25083	PETRO-CANADA FUELS INC	2022-12-09	2,432.29
25084	PROTECH TRAINING SERVIVES INC	2022-12-09	1,423.80
25085	ROSKI LOCKSMITHING	2022-12-09	304.00
25086	SCOTT & SONS HARDWARE	2022-12-09	51.92
25087	VALLEY RENT RITE LTD	2022-12-09	80.90
25088	DEREK BLACK	2022-12-13	1,726.36
25089	RYAN BUZZELL	2022-12-13	3,731.37
25090	JEFF CULL	2022-12-13	1,547.22
25091	DICK, SCOTT	2022-12-13	2,117.74
25092	DONOHUE, PATRICK	2022-12-13	8,060.42
25093	RYAN DONOHUE	2022-12-13	620.21
25094	BRANDON ENGLISH	2022-12-13	1,225.74
25095	HARRIS, BEN	2022-12-13	4,145.70
25096	KYLE KUTCHAW	2022-12-13	4,362.66
25097	LEMAY, LAWRENCE	2022-12-13	7,927.18
25098	MCEACHEN, MARK	2022-12-13	1,745.36
25099	MCEACHEN, DENNIS	2022-12-13	4,075.47
25100	MCHALE, MICHAEL J.	2022-12-13	2,296.68
25101	MCHALE, WILLIAM	2022-12-13	10,228.63
25102	LIAM MCHALE	2022-12-13	3,611.97

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25103	MCINTYRE, MICHAEL	2022-12-13	2,799.79
25104	HAYDEN MCINTYRE	2022-12-13	1,234.70
25105	BAILEY MCINTYRE	2022-12-13	2,745.98
25106	ROWAN, PATRICK	2022-12-13	9,426.87
25107	ROWAN, GERARD	2022-12-13	2,345.01
25108	ROWAN, DARREN	2022-12-13	3,282.18
25109	SELLE, RONNIE	2022-12-13	4,408.54
25110	KYLE VANWOEZIK	2022-12-13	1,713.47
25111	CHRISTOPHER WAY	2022-12-13	2,623.96
25112	ANTRIM WESTERN STAR INC	2022-12-21	6,888.25
25113	BENSON AUTO PARTS	2022-12-21	119.85
25114	BELL MOBILITY INC	2022-12-21	52.57
25115	BROMLEY FARM SUPPLY	2022-12-21	254.40
25116	JENNIFER CHARKAVI	2022-12-21	40.00
25117	COUNTY OF RENFREW	2022-12-21	105.00
25118	EGANVILLE LEADER LTD	2022-12-21	675.60
25119	EMTERRA ENVIRONMENTAL	2022-12-21	6,084.25
25120	FRIDGEN, DENNIS	2022-12-21	1,000.00
25121	FULTON CONSTRUCTION LTD, B.R.	2022-12-21	813.60
25122	GREENWOOD PAVING PEMBROKE L	2022-12-21	3,145.13
25123	KEN KEILL	2022-12-21	100.00
25124	LAVIGUEUR LAW IN TRUST	2022-12-21	8,433.27
25125	LECLAIRE ANDREA	2022-12-21	118.15
25126	LOCAL AUTHORITY SERVICES LTD	2022-12-21	54.70
25127	M & R FEEDS	2022-12-21	348.79
25128	1172264 ONTARIO INC	2022-12-21	1,429.47
25129	BRAD MAY	2022-12-21	112.99
25130	BRAYDEN MAYOTTE	2022-12-21	237.25
25131	MCHALE, MICHAEL J.	2022-12-21	430.69
25132	MEAGAN JESSUP	2022-12-21	201.36
25133	Ministry of Finance	2022-12-21	20,737.58
25134	PETER NEILL	2022-12-21	1,695.00
25135	NESTOR IT SERVICES	2022-12-21	805.13
25136	OMERS	2022-12-21	3,598.56
25137	OTTAWA WEAR PARTS SOLUTIONS	2022-12-21	5,325.51
25138	PETRO-CANADA FUELS INC	2022-12-21	8,820.83
25139	MINISTRY OF FINANCE	2022-12-21	32,368.00
25140	RENFREW HOME HARDWARE	2022-12-21	120.82
25141	SCHMIDT'S CATERING	2022-12-21	1,764.88
25142	TELUS	2022-12-21	208.20
25143	THE SECURITY COMPANY	2022-12-21	169.50
25144	W.O. STINSON & SON LTD.	2022-12-21	257.99
25145	Ministry of Finance	2022-12-21	6,793.40
25146	BANK OF MONTREAL	2022-12-31	1,500.00
25147	ANGUS, GORDON	2022-12-31	930.40
25148	BENSON AUTO PARTS	2022-12-31	84.33
25149	BELL CANADA	2022-12-31	7.33
25150	BELL CANADA	2022-12-31	1.62

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Payment #	Vendor	Date	Amount
25151	CANADA POST CORPORATION	2022-12-31	524.90
25152	DEDO, BRIAN	2022-12-31	4,407.00
25153	FRIDGEN, DENNIS	2022-12-31	57.20
25154	LOCAL AUTHORITY SERVICES LTD	2022-12-31	29.70
25155	1172264 ONTARIO INC	2022-12-31	1,833.45
25156	Ministry of Finance	2022-12-31	3,964.41
25157	BANK OF MONTREAL	2022-12-31	1,099.86
25158	MUNICIPAL LAW ENFORCEMENT	2022-12-31	6,178.28
25159	OMERS	2022-12-31	11,895.44
25160	PETRO-CANADA FUELS INC	2022-12-31	15,825.54
25161	PITNEY WORKS	2022-12-31	565.00
25162	RECEIVER GENERAL	2022-12-31	39,343.10
25163	ULTRAMAR	2022-12-31	474.78
25164	WORKPLACE SAFETY	2022-12-31	9,437.50
25165	AMCTO THE MUNICIPAL EXPERTS	2022-12-31	3,022.75
25166	BENSON AUTO PARTS	2022-12-31	71.51
25167	BUSKE OFFICE EQUIPMENT	2022-12-31	174.16
25168	COMBETEK MULTIMEDIA	2022-12-31	339.00
25169	DONOHUE, MICHAEL	2022-12-31	532.43
25170	EMTERRA ENVIRONMENTAL	2022-12-31	5,548.62
25171	BRIAN HAMILTON	2022-12-31	171.17
25172	HYDRO ONE NETWORKS, INC.	2022-12-31	1,257.14
25173	MYFM	2022-12-31	224.87
Total:			983,851.58
Total for AP:			983,851.58

Payments Printed: 118

Township of Admaston/Bromley
Payment Register
December 2022

Payment #	Vendor	Amount	Explanation
25057	CONSEIL SCOLAIRE CATHOLIQUE	4,823.48	Final Tax Levy - 2022
25058	CONSEIL DES ECOLES PUBLIQUE	2,311.61	Final Tax Levy - 2022
25059	COUNTY OF RENFREW	349,006.85	Final Tax Levy - 2022
25061	DOUGLAS FIRE DEPARTMENT	110,020.00	Balance of 2022 Allocation
25064	RENFREW COUNTY PUBLIC	141,497.55	Final Tax Levy - 2022
25065	RENFREW COUNTY CATHOLIC	48,200.07	Final Tax Levy - 2022
25067	BANK OF MONTREAL	1,332.27	MasterCard
25073	BANK OF MONTREAL	1,135.06	MasterCard
25074	BANK OF MONTREAL.	262.13	MasterCard
25075	DEDO, BRIAN	4,068.00	Cover at Osceola landfill site - November
25078	BANK OF MONTREAL	304.99	MasterCard
25079	M & R FEEDS	1,696.36	Safety Clothing (roads)
25081	BANK OF MONTREAL	180.80	MasterCard
25084	PROTECH TRAINING SERVICES INC	1,423.80	Training: Working at Heights
	Cheques 25088 to 25111	88,003.21	Douglas Fire Remuneration for 2022
25112	ANTRIM WESTERN STAR INC	6,888.25	V33 (tandem) repairs
25120	FRIDGEN, DENNIS	1,000.00	2022 Water Testing
25122	GREENWOOD PAVING PEMBROKE L	3,145.13	Cold Patch
25124	LAVIGUEUR LAW IN TRUST	8,433.27	Refund overpayment of Municipal Drain Payout
25128	1172264 ONTARIO INC (Marhsall's)	1,429.47	Transporting roll-off recycling bins from landfills.
25133	Ministry of Finance	20,737.58	Tile Drain 2018-10 and 2016-12 Debenture payout
25134	PETER NEILL	1,695.00	Municipal Drain Repair
25135	NESTOR IT SERVICES	805.13	Technical Support: Configure Councillors' Laptops
25137	OTTAWA WEAR PARTS SOLUTIONS	5,325.51	Plow Blades
25139	MINISTRY OF FINANCE	32,368.00	OPP Billing - December
25141	SCHMIDT'S CATERING	1,764.88	Christmas Dinner
25145	Ministry of Finance	6,793.40	Tile Drain 2018-01 Debenture payment
25146	BANK OF MONTREAL	1,500.00	MasterCard
25147	ANGUS, GORDON	930.40	Livestock Compensation
25152	DEDO, BRIAN	4,407.00	Cover at Osceola landfill site - December
25155	1172264 ONTARIO INC (Marhsall's)	1,833.45	Transporting roll-off recycling bins from landfills.

25156	Ministry of Finance	3,964.41	Employer Health tax (EHT)
25157	BANK OF MONTREAL	1,099.86	MasterCard
25158	MUNICIPAL LAW ENFORCEMENT	6,178.28	By-Law Enforcement for the year
25162	RECEIVER GENERAL	39,343.10	CRA Remittance
25164	WORKPLACE SAFETY	9,437.50	WSIB Remittance
25165	AMCTO THE MUNICIPAL EXPERTS	3,022.75	Training: Staff/Council Relations
25170	EMTERRA ENVIRONMENTAL	5,548.62	Recycling - December
		921,917.17	

93.7%

Township of Admaston/Bromley
477 Stone Road, R.R. #2
Renfrew, ON
K7V 3Z5

E-Mail Address – info@admastonbromley.com

613-432-2885 Stone Road Office
613-432-4052 Fax

613-432-3175 Stone Road Garage
613-646-7918 Cobden Road Garage

REPORT

Date: January 19, 2023
To: Council
From: Keray O'Reilly
Re: Budgetary Control Report to December 31, 2022

Background:

The *Budgetary Control Report* represents the year-to-date figures as of December 31, 2022.

Please note that these are not the final figures for the 2022 fiscal year as there is a great deal of year-end audit preparation work to done, as well as capital financing and other year-end adjustments to be recorded.

REVENUES

Grants – changes to Grants revenue for the month of December:

- a) \$ 257,554 – Investing in Canada Infrastructure Program (ICIP) – Kennelly Road
- b) \$ 15,624 – Recycling Grant Installment 3
- c) \$ 1,320 – Miscellaneous (Livestock Damage)

Fees & Service Charges – significant revenue for the month (\$30,775), and year-to-date, result from sale of surplus rolling stock items through Gov Deals.

Other Revenue – the substantial change is due to the re-classification of debenture proceeds (\$282,400) to Long Term Debt.

Revenue from Reserves – the revenue from reserves will be recorded as part of the year-end financing for capital projects completed during 2022.

EXPENDITURES

ADMINISTRATION COSTS:

General Employment Costs – the variance for the year is due in part to the impact of the wage adjustments resulting from the Organizational Review, as well increased group benefit costs.

General Overhead - over budget due to increased insurance costs

Contributions to Reserves – the contributions to reserves will be recorded as part of the year-end audit preparation.

PROTECTION:

By-Law Enforcement – part of costs of by-law enforcement contract have to be allocated to Canine Control.

BUILDING & SEWAGE:

Building Employment Costs – the component of wages attributable to Septic Inspections are higher than budgeted, offset in part by increased sewage permit fees.

ANIMAL CONTROL:

Canine Control – a portion of By-Law Enforcement costs are to be allocated to Canine Control.

Livestock – costs offset by Provincial Livestock Damage grants.

WASTE MANAGEMENT:

Landfill Maintenance – over budget due to the cost of garbage bins at Stone Road landfill site since the compactor truck was removed from service.

Osceola Landfill Expansion – the balance of the consulting costs related to the expansion of the Osceola landfill site will not be incurred until 2023.

DRAINS & PLANNING:

Municipal Drain Maintenance – costs will be recovered through provincial grants (1/3) and amounts included on final tax bills in 2023. As part of the year-end audit preparation, the expenditures for 2022 will be re-classified as receivable from property owners.

Financial Implications:

None at this time

People Consulted:

CAO/Clerk Charkavi
Finance Clerk Leclaire
Acting Road Supervisor Visinski

Recommendation for Council:

BE IT RESOLVED THAT Council accepts the Budgetary Control Report to December 30, 2022, as information.

Township of Admaston/Bromley
Budgetary Control Report
For the Month Ending December 31, 2022

	Current	Year to Date	Budget	Variance	Var %
REVENUES					
Taxation	1,061.90	4,606,112.90	4,600,970.00	5,142.90	0.11
Drains		29,160.74	50,000.00	(20,839.26)	41.68-
Payment In Lieu	241.46	20,985.34	14,900.00	6,085.34	40.84
Grants	274,498.64	1,540,916.84	1,640,694.00	(99,777.16)	6.08-
Fees & Service Charges	34,740.50	90,342.78	55,500.00	34,842.78	62.78
Other Revenue	(276,550.23)	156,446.95	389,410.00	(232,963.05)	59.82-
Revenue from Reserves			613,740.00	(613,740.00)	100.00-
TOTAL REVENUES:	33,992.27	6,443,965.55	7,365,214.00	(921,248.45)	12.51-
EXPENDITURES					
ADMINISTRATION COSTS					
Building Maintenance	1,899.79	18,617.20	19,360.00	742.80	3.84
General Employment Costs	17,904.59	353,909.45	306,350.00	(47,559.45)	15.52-
General Overhead	5,981.56	100,936.83	95,500.00	(5,436.83)	5.69-
Office Expense	1,141.17	15,418.48	15,200.00	(218.48)	1.44-
Taxation Expense		12.48	1,000.00	987.52	98.75
Training & Development	963.41	7,572.77	6,500.00	(1,072.77)	16.50-
Information Technology	(1,020.82)	14,669.99	15,500.00	830.01	5.35
Utilities	1,632.47	18,856.74	17,600.00	(1,256.74)	7.14-
Contributions to Reserves			210,860.00	210,860.00	100.00
TOTAL ADMINISTRATION COSTS:	28,502.17	529,993.94	687,870.00	157,876.06	22.95
COUNCIL					
Council Employment Costs	6,747.25	92,518.32	90,200.00	(2,318.32)	2.57-
Council Expenses	2,194.94	13,138.54	14,000.00	861.46	6.15
Council Audio Visual System	610.56	3,548.88	5,000.00	1,451.12	29.02
TOTAL COUNCIL:	9,552.75	109,205.74	109,200.00	(5.74)	0.01-
PROTECTION					
By-Law Enforcement	5,707.80	6,966.30	2,000.00	(4,966.30)	248.32-
Emergency Management	415.75	541.54	3,000.00	2,458.46	81.95
Fire	183,194.30	338,622.69	338,920.00	297.31	0.09
Police Services Board	202.50	3,053.51	4,000.00	946.49	23.66
Policing	35,738.84	391,826.08	395,420.00	3,593.92	0.91
TOTAL PROTECTION:	225,259.19	741,010.12	743,340.00	2,329.88	0.31
BUILDING & SEWAGE					
Building Employment Costs	3,989.83	37,786.26	25,300.00	(12,486.26)	49.35-
Building Expenses	23.67	783.83	1,500.00	716.17	47.74
TOTAL BUILDING & SEWAGE:	4,013.50	38,570.09	26,800.00	(11,770.09)	43.92-
ANIMAL CONTROL					
Canine Control		1,340.00	2,500.00	1,160.00	46.40
Dog License		60.78	400.00	339.22	84.81
Livestock	930.40	12,941.14	6,350.00	(6,591.14)	103.80-
TOTAL ANIMAL CONTROL:	930.40	14,341.92	9,250.00	(5,091.92)	55.05-

	Current	Year to Date	Budget	Variance	Var %
WASTE MANAGEMENT					
Waste Employment Costs	4,656.71	60,908.36	62,450.00	1,541.64	2.47
Landfill Maintenance	19,920.43	104,495.54	88,600.00	(15,895.54)	17.94-
International Compactor		14,596.15	16,000.00	1,403.85	8.77
Recycling	3,420.68	27,694.26	34,000.00	6,305.74	18.55
Well Testing & Reports		25,164.55	33,000.00	7,835.45	23.74
Osceola Landfill Expansion		16,917.64	50,000.00	33,082.36	66.16
TOTAL WASTE MANAGEMENT:	27,997.82	249,776.50	284,050.00	34,273.50	12.07
RECREATION					
Recreation Expenses	(2,296.43)	46,209.71	43,790.00	(2,419.71)	5.53-
Library Expenses		22,000.00	22,100.00	100.00	0.45
TOTAL RECREATION:	(2,296.43)	68,209.71	65,890.00	(2,319.71)	3.52-
DRAINS & PLANNING					
Municipal Drain Maintenance	1,573.78	118,139.98	25,000.00	(93,139.98)	372.56-
Tile Drainage	6,793.40	20,244.34	30,000.00	9,755.66	32.52
Drainage Superintendent		886.96	1,000.00	113.04	11.30
Planning Fees		5,564.67	7,000.00	1,435.33	20.50
Economic Development		31,868.35	35,800.00	3,931.65	10.98
FCM Asset Management		13,143.15	15,000.00	1,856.85	12.38
Cannabis Study - ICB		1,348.54	4,500.00	3,151.46	70.03
Public Works Joint Review		66,274.49	67,000.00	725.51	1.08
Structural Review		60,192.38	61,000.00	807.62	1.32
TOTAL DRAINS & PLANNING:	8,367.18	317,662.86	246,300.00	(71,362.86)	28.97-
COUNTY & SCHOOLS					
County of Renfrew	349,006.85	1,386,621.85	1,383,486.00	(3,135.85)	0.23-
English Public	141,497.55	555,454.84	554,151.00	(1,303.84)	0.24-
English Separate	48,200.07	193,323.44	192,907.00	(416.44)	0.22-
French Public	2,311.61	8,751.48	8,732.00	(19.48)	0.22-
French Separate	4,823.48	18,566.07	18,523.00	(43.07)	0.23-
TOTAL COUNTY & SCHOOLS:	545,839.56	2,162,717.68	2,157,799.00	(4,918.68)	0.23-
ROADS					
Overhead	55,530.96	290,426.72	220,700.00	(69,726.72)	31.59-
Road Maintenance	85,402.19	788,601.42	879,800.00	91,198.58	10.37
Equipment	12,633.95	90,469.01	30,500.00	(59,969.01)	196.62-
Capital	(90,116.99)	509,271.22	621,715.00	112,443.78	18.09
Construction		1,148,373.66	1,282,000.00	133,626.34	10.42
Covid-19		16,020.58		(16,020.58)	
Total ROADS:	63,450.11	2,843,162.61	3,034,715.00	191,552.39	6.31
TOTAL EXPENDITURES:	911,616.25	7,074,651.17	7,365,214.00	290,562.83	3.95
SURPLUS/DEFICIT	(877,623.98)	(630,685.62)	0.00	(630,685.62)	0.00

Township of Admaston/Bromley
Budgetary Control Report
For the Month Ending December 31, 2022

	Current	Year to Date	Budget	Variance	Var %
REVENUES					
Taxation	1,061.90	4,606,112.90	4,600,970.00	5,142.90	0.11
Drains		29,160.74	50,000.00	(20,839.26)	41.68-
Payment In Lieu	241.46	20,985.34	14,900.00	6,085.34	40.84
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Fees & Service Charges	34,740.50	90,342.78	55,500.00	34,842.78	62.78
Other Revenue	(276,550.23)	156,446.95	389,410.00	(232,963.05)	59.82-
Revenue from Reserves			613,740.00	(613,740.00)	100.00-
TOTAL REVENUES:	33,992.27	6,443,965.55	7,365,214.00	(921,248.45)	12.51-
EXPENDITURES					
ADMINISTRATION COSTS					
Building Maintenance	1,899.79	18,617.20	19,360.00	742.80	3.84
General Employment Costs	17,904.59	353,909.45	306,350.00	(47,559.45)	15.52-
General Overhead	5,981.56	100,936.83	95,500.00	(5,436.83)	5.69-
Office Expense	1,141.17	15,418.48	15,200.00	(218.48)	1.44-
Taxation Expense		12.48	1,000.00	987.52	98.75
Training & Development	963.41	7,572.77	6,500.00	(1,072.77)	16.50-
Information Technology	(1,020.82)	14,669.99	15,500.00	830.01	5.35
Utilities	1,632.47	18,856.74	17,600.00	(1,256.74)	7.14-
Contributions to Reserves			210,860.00	210,860.00	100.00
TOTAL ADMINISTRATION COSTS:	28,502.17	529,993.94	687,870.00	157,876.06	22.95
COUNCIL					
Council Employment Costs	6,747.25	92,518.32	90,200.00	(2,318.32)	2.57-
Council Expenses	2,194.94	13,138.54	14,000.00	861.46	6.15
Council Audio Visual System	610.56	3,548.88	5,000.00	1,451.12	29.02
TOTAL COUNCIL:	9,552.75	109,205.74	109,200.00	(5.74)	0.01-
PROTECTION					
By-Law Enforcement	5,707.80	6,966.30	2,000.00	(4,966.30)	248.32-
Emergency Management	415.75	541.54	3,000.00	2,458.46	81.95
Fire	183,194.30	338,622.69	338,920.00	297.31	0.09
Police Services Board	202.50	3,053.51	4,000.00	946.49	23.66
Policing	35,738.84	391,826.08	395,420.00	3,593.92	0.91
TOTAL PROTECTION:	225,259.19	741,010.12	743,340.00	2,329.88	0.31
BUILDING & SEWAGE					
Building Employment Costs	3,989.83	37,786.26	25,300.00	(12,486.26)	49.35-
Building Expenses	23.67	783.83	1,500.00	716.17	47.74
TOTAL BUILDING & SEWAGE:	4,013.50	38,570.09	26,800.00	(11,770.09)	43.92-
ANIMAL CONTROL					
Canine Control		1,340.00	2,500.00	1,160.00	46.40
Dog License		60.78	400.00	339.22	84.81
Livestock	930.40	12,941.14	6,350.00	(6,591.14)	103.80-
TOTAL ANIMAL CONTROL:	930.40	14,341.92	9,250.00	(5,091.92)	55.05-

	Current	Year to Date	Budget	Variance	Var %
WASTE MANAGEMENT					
Waste Employment Costs	4,656.71	60,908.36	62,450.00	1,541.64	2.47
Landfill Maintenance	19,920.43	104,495.54	88,600.00	(15,895.54)	17.94-
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Recycling	3,420.68	27,694.26	34,000.00	6,305.74	18.55
Well Testing & Reports		25,164.55	33,000.00	7,835.45	23.74
Osceola Landfill Expansion		16,917.64	50,000.00	33,082.36	66.16
TOTAL WASTE MANAGEMENT:	27,997.82	249,776.50	284,050.00	34,273.50	12.07
RECREATION					
Recreation Expenses	(2,296.43)	46,209.71	43,790.00	(2,419.71)	5.53-
Library Expenses		22,000.00	22,100.00	100.00	0.45
TOTAL RECREATION:	(2,296.43)	68,209.71	65,890.00	(2,319.71)	3.52-
DRAINS & PLANNING					
Municipal Drain Maintenance	1,573.78	118,139.98	25,000.00	(93,139.98)	372.56-
Tile Drainage	6,793.40	20,244.34	30,000.00	9,755.66	32.52
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Planning Fees		5,564.67	7,000.00	1,435.33	20.50
Economic Development		31,868.35	35,800.00	3,931.65	10.98
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Public Works Joint Review		66,274.49	67,000.00	725.51	1.08
Structural Review		60,192.38	61,000.00	807.62	1.32
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English Separate	48,200.07	193,323.44	192,907.00	(416.44)	0.22-
French Public	2,311.61	8,751.48	8,732.00	(19.48)	0.22-
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TOTAL COUNTY & SCHOOLS:	545,839.56	2,162,717.68	2,157,799.00	(4,918.68)	0.23-
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Overhead	55,530.96	290,426.72	220,700.00	(69,726.72)	31.59-
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Total ROADS:	63,450.11	2,843,162.61	3,034,715.00	191,552.39	6.31
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SURPLUS/DEFICIT	(877,623.98)	(630,685.62)	0.00	(630,685.62)	0.00

Township of Admaston/Bromley
477 Stone Road, R.R. #2
Renfrew, ON
K7V 3Z5
E-Mail Address – info@admastonbromley.com

613-432-2885 Stone Road Office
613-432-4052 Fax

613-432-3175 Stone Road Garage
613-646-7918 Cobden Road Garage

REPORT

Date: January 19th, 2023
To: Council
From: Jennifer Charkavi
Re: Sunshine Coach

Background:

The Sunshine Coach Service receives annual funding from the Ministry of Transportation as part of the Dedicated Gas Tax Funds for Public Transportation Program. The Ministry's calculation of the amount of the annual funding is based on two factors: the total population being served and the number of trips provided by the Service.

Discussion:

The continuation of this level of funding, as well as the inclusion of the population of the Township of Admaston/Bromley for Gas Tax calculation purposes, is contingent upon the Sunshine Coach Service's ability to demonstrate that a partnership exists between it and the Townships to which service is provided.

The existence of an on-going financial partnership can be demonstrated in two critical ways:

- (1) Passing a by-law declaring support for the Sunshine Coach Service, together with a statement of agreement that the Town of Renfrew will receive and be responsible for Dedicated gas Tax Funds on behalf of the Township;
- (2) A financial contribution on an annual basis in support of the Sunshine Coach Service.

The Township has received a request from the Sunshine Coach Service to support them again in 2023. The Township has provided financial support to the Sunshine Coach in the amount of \$600 per year since 2008 and lesser amounts prior to 2008.

The Sunshine Coach members will be providing an annual update to Council in February 2023.

Financial Implications:

\$600 financial expenditure from Council donations in 2023.

People Consulted:

None.

Recommendation for Council:

WHEREAS the Township has received a request for support from the Sunshine Coach Service both financially and by by-law;

NOW THEREFORE BE IT RESOLVED that Council approve By-Law 2023-09 being a by-law to declare support for the Sunshine Coach Service and agree that the Town of Renfrew will receive and be responsible for Dedicated Gas Tax Funds on behalf of the Township and that a financial contribution will be made on an annual basis.



850 O'Brien Road, Unit #2, ON K7V 0B4 Telephone: 613-432-2134 Fax: 613-432-0957

4 January, 2023

Township of Admaston/Bromley
477 Stone Road, R.R. #2
Renfrew, Ontario
K7V 3Z5

RECEIVED

MTO Gas Tax for Accessible Transportation for Calendar Year 2023

Since 1985 the Sunshine Coach Service has been providing fare-based, accessible transportation for people who are living with disabilities that render the use of conventional modes of public transportation inappropriate to their needs.

The Sunshine Coach Service receives annual funding from the Ministry of Transportation as part of the Dedicated Gas Tax Funds for Public Transportation Program. The Ministry's calculation of the amount of the annual funding is based on two factors: the total population being served and the number of trips (the "ridership") provided by the Service.

The continuation of this level of funding, as well as the inclusion of the population of the Township of Admaston/Bromley for Gas Tax calculation purposes, is contingent upon the Sunshine Coach Service's ability to demonstrate that a partnership exists between it and the Townships to which service is provided.

The existence of an on-going financial partnership with serviced townships is demonstrated in *two* critical ways:

- passing of a by-law declaring support for the Sunshine Coach Service, together with a statement of agreement that the Town of Renfrew will receive and be responsible for Dedicated Gas Tax Funds on behalf of the Township.

Sample wording:

- *BE IT RESOLVED THAT the TOWNSHIP OF ADMASTON/BROMLEY supports the Sunshine Coach Service, and is committed to provide support annually to begin Date and agrees to the Town of Renfrew receiving and being responsible for, on our behalf, Dedicated Gas Tax funds from the Province of Ontario as the Host Municipality for the Sunshine Coach Service.*
- a financial contribution on an annual basis in support of the Sunshine Coach Service.

Furthering accessAbility since 1985

We request your consideration of furnishing a financial contribution for the year **2023** and would also very much appreciate the Township of Admaston/Bromley enacting a by-law in support of Sunshine Coach Service and providing a Certified Copy of the by-law to Erin Broome, Town of Renfrew if your current by-law on file is not open ended and has expired.

If you require further information concerning this request you are encouraged to contact the undersigned at (613) 432-8904 or by e-mail at ndagg@sunshinecoach.ca, or Erin Broome at the Town of Renfrew at (613) 432-4848 or by e-mail ebroome@renfrew.ca

In addition, representatives of the Sunshine Coach Service are available to meet with your Council or Finance/Budget Committee on an annual basis to present a report related to the Operations and Financial results of the Sunshine Coach Service.

We have greatly appreciated your support in the past and look forward to our continued relationship in the future.

Yours sincerely,

A handwritten signature in dark ink, appearing to read 'Norm Dagg', is written over a circular, light-colored stamp or watermark.

Norm Dagg
Executive Director



John Yakabuski, MPP
Renfrew-Nipissing-Pembroke

Constituency Office:
84 Isabella St., Unit 6 Pembroke, ON K8A 5S5
Tel: 613-735-6827 • TF: 1-800-267-2515
Fax: 613-735-6892
Email: john.yakabuski@pc.ola.org
Website: www.johnyakabuski.com

December 15th, 2022

*Mayor Michael Donohue and Council
Township of Admaston/Bromley
477 Stone Road, RR2
Renfrew, ON
K7V 3Z5*

Dear Mayor Donohue and Council:

It's my pleasure to announce the Province of Ontario, through the Ontario Community Infrastructure Fund (OCIF), has approved your 2023 allocation of \$579,201 to meet local infrastructure needs in response to pressures from inflation.

This allocation is part of the government's overall investment of \$400 million in 2023.

The OCIF supports local infrastructure projects by providing stable and predictable funding for rural and northern communities with populations under 100,000. I realize the financial challenges rural municipalities face with infrastructure projects, and I am confident these funds will be well-utilized by the township.

If I can be of assistance in any way, at any time, in my capacity as your Member of Provincial Parliament, please feel free to call on me.

Sincerely,

A handwritten signature in blue ink, appearing to be "John Yakabuski".

John Yakabuski, MPP
Renfrew-Nipissing-Pembroke

CORPORATION OF THE TOWNSHIP OF ADMASTON/BROMLEY

BY-LAW NO. 2022-08

Being A By-Law to Appoint a Committee of Adjustment for
The Township of Admaston/Bromley

WHEREAS c. P13, Section 44 (1) of the Planning Act, R.S.O. 1990 provides that the Council of the municipality may by by-law constitute and appoint a committee of adjustment for the municipality composed of such persons, not fewer than three, as the council considers advisable.

AND WHEREAS Council deems it necessary to appoint such members for the purpose of granting minor variances from the provisions of any by-law of the municipality that implements an official plan.

AND WHEREAS the members of the committee who are not members of a municipal council shall hold office for the term of the Council that appointed them.

AND WHEREAS the committee of adjustment shall receive payment for such service provided.

NOW THEREFORE the Council of the Township of Admaston/Bromley hereby enacts as follows:

- (1) That the following are appointed as the Committee of Adjustment for the Municipality:

Ross Peever, Leonard Chamberlain, Bill McMahon, Ray Pender and Valerie Betty Briscoe.
- (2) The Chairman shall receive \$50.00 per meeting; other committee members shall receive \$40.00 per meeting and the CRA Milage allowance, amended from time to time, per kilometre for the use of their car.
- (3) That By-Law No. 2019-02 is hereby repealed.

Read a first and second time this 5th day of January 2022

Read a third and final time this 5th day of January 2022

Mayor

CAO/Clerk

CORPORATION OF THE TOWNSHIP OF ADMASTON/BROMLEY

BY-LAW NO. 2023-09

A BY-LAW TO DECLARE SUPPORT FOR THE SUNSHINE COACH SERVICE AND AGREE THAT THE TOWN OF RENFREW WILL RECEIVE AND BE RESPONSIBLE FOR DEDICATED GAS TAX FUNDS ON BEHALF OF THE TOWNSHIP AND THAT A FINANCIAL CONTRIBUTION WILL BE MADE ON AN ANNUAL BASIS

WHEREAS the Council of the Corporation of the Township of Admaston/Bromley declares support for the Sunshine Coach Service and is committed to providing support annually in the amount of \$600.00;

AND WHEREAS the Corporation of the Township of Admaston/Bromley acknowledges the allocation of funds under the Dedicated Gas Tax Funds for Public Transportation Program;

AND WHEREAS the Corporation of the Township of Admaston/Bromley agrees that the Town of Renfrew will receive and be responsible for the funds on behalf of the Township;

AND WHEREAS the Corporation of the Town of Renfrew has supported the provision of Public Transportation for the disabled for the past 37 years.

NOW THEREFORE BE IT RESOLVED that the Council of the Corporation of the Township of Admaston/Bromley enacts as follows:

- 1) That the Corporation of the Township of Admaston/Bromley confirms it's support for the Sunshine Coach Service and is committed to provide financial support annually and authorizes The Corporation of the Town of Renfrew to collect the dedicated gas tax on it's behalf.
- 2) That the dedicated gas tax funds received will be used to support the Renfrew Sunshine Coach Service in accordance with the terms and conditions established by the Ministry of Transportation.
- 3) That the Mayor and Clerk be authorized to execute all documents required to administer the program, and hereby are, authorized to do, or to cause to be done, all such manner of act or thing as may be required in order to give full force and effect to this By-law.
- 4) That this By-Law shall come into force and take effect upon the passing thereof:

READ a first and second time this 19th day of January 2023

READ a third time and finally passed this 19th day of January 2023

MAYOR

CAO/CLERK

ACTION TRACKING LIST

				Updated Information
				NEW
Date	Item	Assigned To	Due Date	Current Status
October 2021	UPDATE Asset Management Plan	CAO/Clerk	Early 2023	Staff have been involved in facility inspections with consultant.
October 2022	Joint Roads Review	CAO/Clerk	Early 2023	Staff have been involved in working with Consultant and Townships of Whitewater Region and Greater Madawaska.
October. 2020	Fencing By-Law	Clerk/CBO	continuing	Look into updating the fencing by-law.
November. 2020	LEG report to Committee	Clerk	continuing	The Clerk is provide Council with Regular updates.
October 2021	Forced Roads	Clerk	continuing	Staff are to investigate a policy for the assumption of forced roads.

CORPORATION OF THE TOWNSHIP OF ADMASTON/BROMLEY

BY-LAW No. 2023-10

**A BY-LAW TO CONFIRM PROCEEDINGS OF
THE COUNCIL OF THE TOWNSHIP OF ADMASTON/BROMLEY
AT THE COUNCIL MEETING HELD JANUARY 19, 2023.**

WHEREAS Subsection 5(1) of the Municipal Act, 2001, S.O. 2001, Chapter 25, as amended, provides that the powers of a municipal corporation are to be exercised by its Council;

AND WHEREAS Subsection 5(3) of the said Municipal Act provides that the powers of every Council are to be exercised by by-law;

AND WHEREAS it is deemed expedient and desirable that the proceedings of the Council of the Corporation of the Township of Admaston/Bromley at this meeting be confirmed and adopted by by-law;

THEREFORE the Council of the Township of Admaston/Bromley enacts as follows:

1. That the actions of the Council at its meeting held on the 19th day of January, 2023 and in respect of each motion, resolution and other action passed and taken by the Council at its said meetings, is, except where the prior approval of the Ontario Municipal Board or other body is required, hereby adopted, ratified and confirmed as if all such proceedings were expressly embodied in this by-law.
2. That the Head of Council and proper officers of the Corporation of the Township of Admaston/Bromley are hereby authorized and directed to do all things necessary to give effect to the said action or to obtain appropriate approvals where required, except where otherwise provided, and to affix the Corporate Seal of the Corporation of the Township of Admaston/Bromley to all such documents.
3. That this By-Law shall come into force and take effect upon the passing thereof.

READ a first and second time this 19th day of January 2023.

READ a third time and finally passed this 19th day of January 2023.

Mayor

CAO/Clerk